

Create a Monthly Calendar
WordPerfect Magazine
Bonus Macros

Note: There are many, many calendar macros out there, but this one is quite nice because of the pleasing graphics and the next/previous month thumbnails.

The included MONTHCAL.WPM bonus macro, bundled inside the MONTHCAL.ZIP file, uses the Tables feature to create a full 8.5" x 11" page calendar. The month's name is centered at the top as a graphic and a small previous and post month calendar are positioned on each side of the name (see sample APRIL and NOV calendars "printed" as PDF files and bundled inside the zip file.)

This macro automatically inserts one of the twelve bonus graphics bundled in the zip file. *(Make sure you have copied the graphics to your default graphics directory as specified in Setup (Shift-F1), (6) Location of Files, (6) Graphic Files.)*

To use this macro, at a blank document screen, press Macro (Alt-F10), type *monthcal* and press (Enter). A menu displaying the available months will appear (see Figure 1 below). Use your arrow keys to highlight the month that you want and press (Enter), or press the appropriate mnemonic letter to select your choice. Next, type the year of the month you want to create and press (Enter) or just press (Enter) to accept the default year.

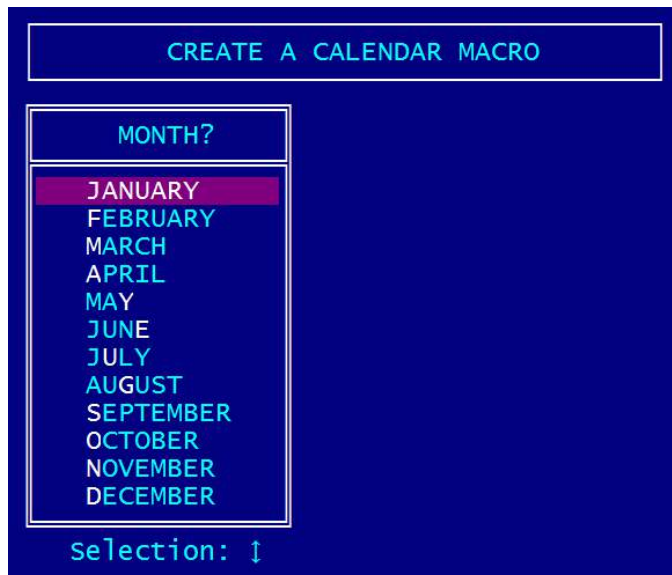


Figure 1

If the last day or two of your calendar would take an extra row to complete it (such as day 30 or 31), a prompt will appear giving you three choices: place the extra day(s) in an extra row, in the first cell of the calendar or in the bottom left cell. Just make a selection and the calendar will continue in its creation process.

When the macro is done, a calendar will appear on your screen (see Figure 2 below). You won't be able to see the post and previous calendars or the graphic until you enter view document. To do this, press Print (Shift-F7) and (6) View Document. When finished, press Exit (F7). To print the calendar, press Print (Shift-F7), (1) Full Document.

