


## QwkScreen Macros

The defunct QwkScreen Corporation sold a set of macros and other tools. The macros (and one special keyboard) were included in a 1993 book called *WordPerfect 6.0 Super Book*.

There is no help file per se, but the following series of screenshots should walk you through the workings of the macros and other offerings.

### Installation

*Note: There is no need to place the macros in a directory called WPSUPER\QSCREEN unless you wish to do so.*



**QwkScreen™**

QwkScreen Corporation  
252 Lincoln Road  
Brooklyn, NY 11225  
1-800-671-9974 (orders only)


**Location:** \WPSUPER\QSCREEN

QwkScreen is an integrated system of keyboard files and macros that transform the raw power and complexity of WordPerfect into a simple and powerful writing tool. This special version of QwkScreen was produced for inclusion in this book.

### Setting Up QwkScreen

Before you use QwkScreen for the first time, you need to set up WordPerfect so it knows where the QwkScreen files are located. Follow these steps:

1. Go to the setup menu (**Shift-F1**).
2. Choose **Location of Files**.
3. Select **Macros/Keyboards/Button Bar...**
4. Choose **Shared Path**.
5. In the space for the path, type **\WPSUPER\QSCREEN** and press **Enter**.
6. Press **Enter** three times to exit the setup menu.

 **Note:** If you are using WordPerfect on a network, and your Shared Path is already being used, you'll need to copy the QwkScreen files into your WordPerfect macros directory. Unless you changed this directory, it is named **\WP60\MACROS**.

## Starting QwkScreen

Now that WordPerfect knows where to find QwkScreen, you can start it by simply pressing **Alt+Q**. In addition to shortcut keys, QwkScreen adds a number of powerful features to the WordPerfect menus.

Your keyboard will now be set up for QwkScreen. To see a list of the QwkScreen shortcut keys, press **Alt+K**. Use your right and left arrows while you are viewing this screen, and you'll see additional lists of QwkScreen keys.

Here are just a few of the many functions included in QwkScreen:

- ▲ One-key copy, move, and delete functions
- ▲ One-key character formatting
- ▲ One-key printer's quotes
- ▲ One-key time and date
- ▲ QwkOpen of last four documents
- ▲ Enhanced close, clear, and exit functions
- ▲ Delete extra spaces tool
- ▲ Invisible codes cleanup
- ▲ Convert measurements from English to metric and vice versa
- ▲ Convert temperatures measurements
- ▲ Easy insertion of common abbreviations for states, chemical elements, publishing terms, degrees and titles, scholarly references, and more
- ▲ Easy creation and formatting of tables
- ▲ Easy selection of common documents styles, such as memo, term paper, letter, and more.

To get a feel for how QwkScreen works, try moving, copying or deleting some text. Use the **F11** key to turn the block on, then press **Ctrl+M** to move the text, **Ctrl+C** to copy it, or **Ctrl+D** to delete it. If you blocked the text first, QwkScreen makes these operations quick and easy. If you don't block the text first, QwkScreen presents you with options for what to do next.



**Note:** If you are using a keyboard with only 10 function keys, you will need the full retail version of QwkScreen. It contains an alternate setup that accommodates this type of keyboard.

To explore QwkScreen further, try the many QwkScreen options that are added to the WordPerfect menus. Press **Alt+Z** to show the QwkScreen menu bar. Press **F1** to open the QwkScreen help system. For more information about upgrading to the full retail version of QwkScreen, see their ad page in the back of this book.

## Help

Once you've installed QwkScreen and are using its keyboard (**Alt-Q**), press (**Alt-Z**) to display the special menu bar. Then press **F1** to display its Help menu (along with that of WordPerfect) as follows:

```
Help
WordPerfect Help
QwkScreen Help
QwkKeys      Alt+K
Coaches
Macro help
Tutorial
WP Info
About QwkScreen
```

## Alt and Ctrl Key Combinations

Press (Alt-K) to display a menu of the QwkKeys combination choices as follows:

QwkKeys			MENU		
key	alt	ctrl	key	alt	ctrl
a	CHARACTER	foreign chars	p	PRINT	print page/doc
b		bold/b-word	q	QS on/off	set quickmark
c	calculator	copy	r	repeat	rpt ln, rw, bk
d		del ln, rw, bk	s	QwkSave	spl-chk/doc
e	EDIT	edit code	t	TOOLS	time & date
f	FILE	find quickmark	u		u/case/
g	goto		v	view doc	
h	heading/s		w	block word	
i		italics/i-word	x	indented quote	
j	justify		y	STYLE	cycle windows
k	Qwk/F-keys		z	MAIN	undo
l	LAYOUT	l/case/	.	ellipse	
m		move	-	m-dash	n-dash
n	note/ibid	note edit	?	spl-chk wrd,blk	
o	FONT	QwkOpen	" ,	printer's " '	
<— menu keys & macros			function keys —>		

From this menu, press the left arrow key to display the menu keys and macros as follows:

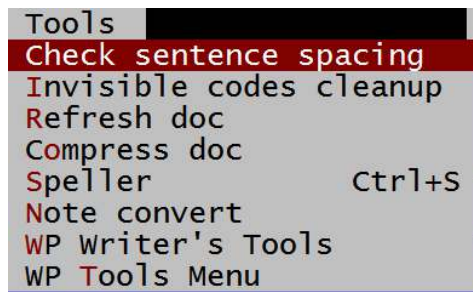
menu keys & macros			
menus		macros	
alt-z	main	endfoot	footnotes to endnotes
f1	help	footall	edit all footnotes
alt-f	file		
alt-e	edit		
alt-o	font		
alt-y	style		
alt-l	layout		
alt-a	character		
alt-t	tools		
alt-p	print		
↑↓	up/dn menu tree		
+/->	left/right		
<— function keys		delete	
		del or bksp	character
		ctl-del or bksp	word
		ctl-end	to end of line
		ctl-pgdn	QwkDelete
<— function keys		QwkKeys —>	

From this menu, press the left arrow key to display the WordPerfect function keys. Note that QwkScreen has added two functions to the standard function key template:

- (Alt-F4) Exit all open documents and WordPerfect
- (Ctrl-F4) Exit the current document

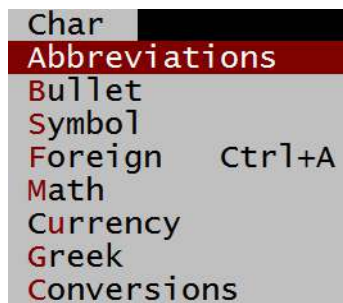
## Tools

Press (Alt-Z) to display the special menu bar. The Tools menu offers the following options:



## Characters

The special menu bar (Alt-Z) offers these options in the Char menu:



## Styles

The special menu bar (Alt-Z) offers these options in the Styles menu:

