

**Powerful and Accessible Features**

- ▶ Full page formatting features, multiple columns and font selection from 2 to 500 points
- ▶ Complete What-You-See-Is-What-You-Get (WYSIWYG) page display to preview your document as you work
- ▶ Custom style and stationery files to store commonly used combinations of fonts, sizes, styles, colours, and page layout information
- ▶ Mail merge for fast creation of personalised mailings
- ▶ Import and export complete documents with formatting from a variety of computers and software with the Claris XTND technology
- ▶ Direct insertion of MacPaint, TIFF, PICT or PICT2 graphics with the ability to crop and scale images
- ▶ Spelling checker and thesaurus that can be shared with other Claris products
- ▶ Comprehensive on line help system so you don't need to use the manual

*You've made the right choice. You just started using MacWrite™ II software with your Macintosh, and already you've created a professional-quality report. It looks great—and it really was simple. You chose MacWrite II because you wanted power that's easy to access, with all the essential word processing features. You needed to share documents with co-workers using other computers or software programs. And MacWrite II from Claris delivered.*

With MacWrite II, focus your efforts where they belong—on communicating your ideas.

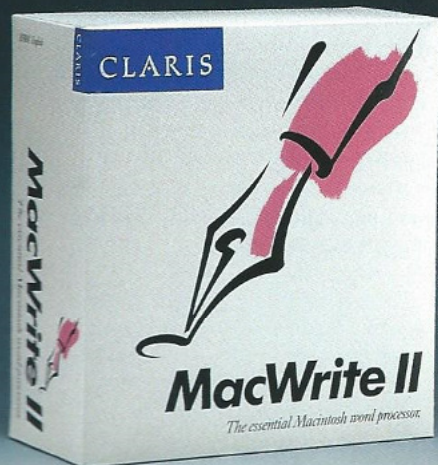
It's so intuitive, you'll be up to speed in almost no time. And if you have questions, you can get quick answers using the comprehensive on-line help system.

Save time and extra steps by pre-formatting documents with custom style and stationery tools. And the WYSIWYG page layout, multiple columns, and editable page preview help you generate professional-looking newsletters and reports—*fast*.

Easily share information with co-workers. Simply click on a document created in over 50 other software programs, and MacWrite II instantly reads the document, retaining all its formatting.

MacWrite II—your first Macintosh word processing program. And your favorite.

Claris is a worldwide market leader in Macintosh software development. With applications like MacDraw™ Pro, MacDraw II, FileMaker™ Pro, MacPaint™, MacProject™ II, Claris Resolve™, ClarisWorks™, Claris CAD, and the SmartForm™ Series, you can expect the high-quality documentation, training, service, and support you deserve. Claris. *Simply powerful software.*™

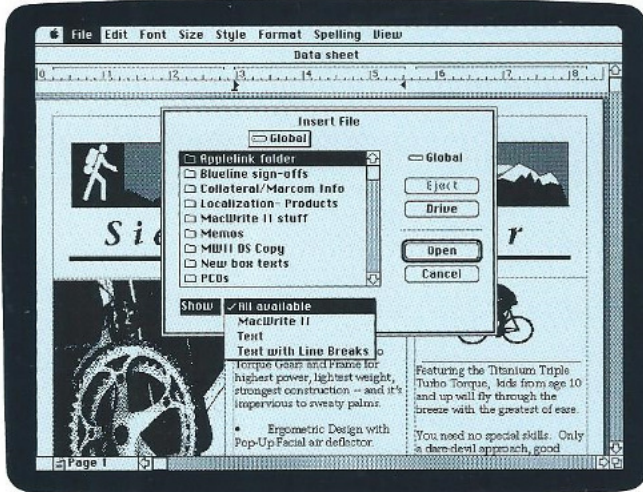


*The essential Macintosh word processor*

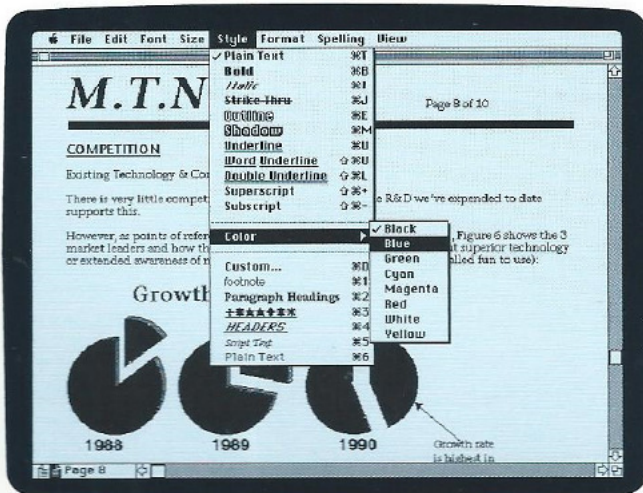
# MacWrite II

"The learning curve is zilch...If you're thinking of buying a Mac, it's also the perfect word processing program..."

— Lou Dolinar  
New York Newsday



Claris' XTND technology lets you select a file in over 50 different formats, import it directly, work on it, and then save it in almost any format. Macintosh, PC, VAX, UNIX, or your mainframe—MacWrite II allows you to break down the barriers between applications and systems.



Custom styles enable you to customise combinations of fonts, sizes, styles, and colours, name them, and add them to the style menu. Save these with your most common page layouts using MacWrite II Stationery for an easy way to format documents with a click of the mouse.

## Features Benefits

### Unrivaled Accessibility

WYSIWYG Display

View and edit the document while you work. No separate modes or windows needed to preview headers, footers, or footnotes.

On-Line Help

Instantly access information on screen without searching through a manual—everything from user tips to comprehensive documentation of all MacWrite II features.

Multiple Documents

Open multiple documents at the same time to simplify editing and reference.

Keyboard Shortcuts

Speed up access to frequently-used functions.

### Unequaled Compatibility

Hardware Compatibility

Enjoy full compatibility with other Macintosh, IBM/compatible, minicomputer or mainframe systems with Claris XTND technology.

Software Compatibility

Open, insert, save, and edit files directly within MacWrite II from over 50 other Macintosh, DOS, Windows, UNIX or mainframe programs (refer to the extensive file format support list on page four).

Claris Product Family

Work together with other Claris products, and share dictionaries, help systems, and virus protection assistance for more efficient operation and installation.

### Time-Saving Custom Features

Stationery Templates

Efficiently create routine forms and documents by storing commonly-used page layouts and custom styles.

Custom Font Sizes and Styles

Increase your productivity by creating and storing up to 30 custom style combinations of fonts and sizes ranging from 2 to 500 points.

Personal Options

Reduce start-up and formatting time by setting format preferences.

InfoWorld "Best in Its Class" Award  
1989

InfoWorld "Excellent Value" Award  
1989



MacUser Award  
1989

"First of all it's fast...Real fast...  
Second, it's powerful...without being  
bloated."

— Don Crabb  
Chicago Sun-Times

## Features Benefits

### Popular Page Layout Options

**Multiple Columns** Enhance your documents with multi-column layouts.

**Direct Graphics File Insertion** Easily insert graphics from MacPaint, MacDraw, Claris CAD and other graphics applications using MacPaint, PICT, or TIFF file formats.

**Precision Formatting** Achieve your desired layout with format options in points, picas, inches, or centimeters. Precisely set line spacing in 0.25 point increments, and include automatic space after or before a paragraph.

**Left/Right Page Formats** Design specialty layouts by selecting left and right page formats, along with left and right headers and footers.

**Page Views** View and edit entire pages with reduced size and side-by-side features.

**Additional Style Features** Create emphasis with double underline, strike through, or use of colour styles.

### Powerful Document Productivity Tools

**Mail Merge** Quickly generate form letters, reports, and lists by accessing selected data from FileMaker Pro or other database, text, and spreadsheet files.

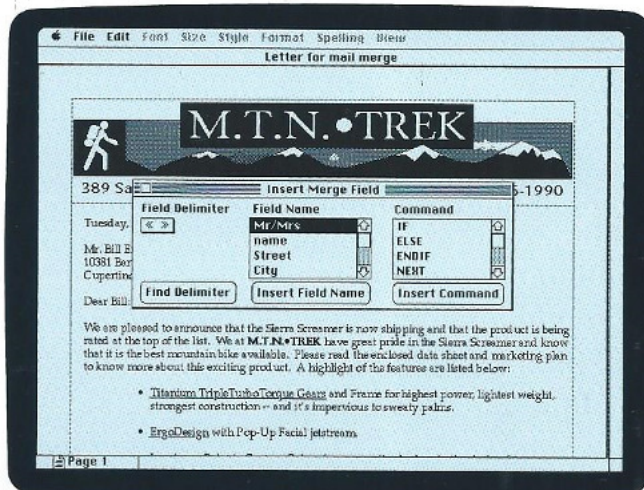
**Comprehensive Find/Change** Make comprehensive changes with powerful search and replace capability for locating and changing text by any combination of word, phrase, font size, and style.

**Spelling Checker** Correct your spelling using the 100,000-word dictionary.


**Thesaurus** Communicate more precisely by selecting words from the 660,000-synonym on line thesaurus.

**Footnotes/Endnotes** Create professional documentation with your choice of automatic or user-specific numbering and formatting.

**Foreign Language Dictionaries Available** Check foreign language spelling with additional dictionaries, including American English, French, German, and Spanish.



MacWrite II gives you all the mail merge tools you need to create form letters quickly and easily. Integrate text and graphics from other Macintosh or PC programs to add emphasis to your documents. Then pull information directly from your database to personalise documents.



# M.T.N. TREK

MEMORANDUM

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**To:** Mark Allen  
**From:** M.T.N. TREK  
**Date:** Friday, July 6  
**Subject:** Pricing

We are pleased to announce that the Sierra Screamer mountain bike is now shipping and that the product is being rated at the top of the list. We at M.T.N. TREK have great pride in the Sierra Screamer and know that it is the best mountain bike available.

**SCREAMER PRICING** We are moving forward with the \$695 price for the Sierra Screamer based on input from the sales team, who believes a \$695 product will be twice as easy to sell as the \$1,395 we had originally discussed. We'll also offer quantity pricing, as shown in Table 1:

**DEALER PRICE LIST**

Product	Order Number	Price
Sierra Screamer	SS125678	\$ 695.00
	SS125679	\$ 595.00
Sierra Screamer SE	SS123455	\$ 895.00
	SS123456	\$ 725.00
Sierra Screamer CX	SS234321	\$ 1,199.95
	SS234322	\$ 999.95
Sierra Screamer II	SS567321	\$ 1,395.00
	SS567322	\$ 1,195.00
Sierra Screamer LX	CUSTOM	\$ 11,995.25
Sierra Ranger	SR125678	\$ 595.00
	SR125679	\$ 495.00
Sierra Ranger SE	SR123455	\$ 795.00

Page 1

# MacWrite II

## Create documents with style.

Create up to 30 custom styles using font sizes from 2 to 500 points and styles such as underline, double underline, strike through or colour.

## Customise communications with mail merge.

Combine a database of names, addresses, and other information with a form letter. Customise each letter with conditional statements to select and print only the data you need.

## File Formats Supported

- ▶ Acta/DCA/RTF
- ▶ AppleWorks™, AppleWorks GS
- ▶ MacWrite, MacWrite II, MacWrite II Stationery;
- ▶ MS Word (Macintosh and PC), MS Works (Macintosh), MS Write
- ▶ PICT, PICT2, TIFF, MacPaint
- ▶ WordPerfect (Macintosh and PC)
- ▶ WriteNow (Macintosh and NeXT)
- ▶ Direct translators are available for other formats through third-party translator developers. Additional translators are available through MacLink Plus databridge products from DataViz, Inc.

## Required Equipment

- ▶ Macintosh family computer
- ▶ Two 800K floppy disk drives or hard disk
- ▶ Minimum 1 MB of memory (2MB for System 7)
- ▶ System software 6.0 or A/UX

## Printer Support

- ▶ Apple LaserWriter, Personal LaserWriter and ImageWriter families, and Apple StyleWriter
- ▶ A wide variety of other Macintosh-compatible third-party printers, including: General Computer PLP family, Hewlett-Packard DeskWriter, PaintJet, Tektronix Color Printer Varytper VT600.

## In Australia:

For more information and the location of a Claris authorised reseller near you, call

**(008) 028 316**

Claris

Reply Paid 1294

GPO Box 4859

Sydney NSW 2001

## Share files with others easily.

Insert graphics directly, then crop or scale the image with precision.

Open and save documents from other Macintosh, IBM-PC, and mini/mainframe word processing programs.



389 San Ramon Blvd. • Redwood City, CA 94132 • (401) 555-3258  
AT THE UMB • FRIDAY, JULY 6

### Introducing the *Sierra Screamer*



**M.T.N. TREK's Sierra Screamer is state-of-the-art mountain bike technology.**

Featuring our latest bicycle design with Titanium Triple Turbo Torque, kids from age 10 and up will fly through the breeze with the greatest of ease. You need no special skills. Only a dare-devil approach, good manual dexterity, and the ability to think fast on your seat.

*Exciting news for M.T.N. TREK Top 100 Dealers!*

**Mr. Jeremy Smith**  
Thrash Cycles  
912 Darton Blvd.  
Eugene, OR 54321

The new Sierra Screamer includes these revolutionary new features:

- ▶ Push-button Shift System for simultaneous steering, shifting, braking, and holding on.
- ▶ Titanium Triple Turbo Torque gears and frame for highest power, lightest weight, strongest construction—and it's impervious to sweaty palms.
- ▶ Ergonomic Design with pop-up Facial Air Deflector.
- ▶ Luminous Paint in custom colors for personalized glow-in-the-dark safety.
- ▶ Cupped Seat for high speed chases.
- ▶ Traffic Sensor/Stun Gun reduces likelihood of impact; senses and temporarily immobilizes moving objects 25 feet ahead of the bike.

THE SIERRA SCREAMER IS GUARANTEED\* NOT TO RUST, BUST, OR COLLECT DUST, AND WILL NOT SQUEAL, PEEL, OR LOSE A WHEEL.

**Call us today!**  
1-800-555-1234

\* One-year limited warranty

AT THE UMB

M.T.N. TREK

## Design and layout your page for maximum impact.

Choose multiple columns, headers and footers, left/right pages, or footnotes and endnotes for great looking documents that get noticed.

## In New Zealand:

For more information and the location of a Claris authorised reseller near you, call

**(09) 89 7628**

Personal Computer Systems Ltd.

P.O. Box 41-158

St. Lukes, Auckland

## In all other countries:

Claris Corporation  
5201 Patrick Henry Drive  
Box 58168, MS C-46  
Santa Clara, CA 95052-8168

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