Software Product Description

PRODUCT NAME: ALL-IN-1 STARTER, Version 2.4 **SPD 25.D9.01**

DESCRIPTION

ALL-IN-1 STARTER is a bounded, non-customizable, menu-oriented software product that provides the user with the ability to create, send, and receive electronic mail and to create, edit, and print word processing documents.

ALL-IN-1 STARTER consists of:

- Electronic Messaging and Word Processing
- Optionally installable WPS-PLUS
- ALL-IN-1 PC Server for VMS (license only)
- Message Router VMS Gateway (includes both the Message Router and the Gateway to VMS Personal Mail Utility)
- VAX FMS (includes both FMS and Forms Language Translator)
- CDA Converter Library for VMS (required for use with CDA Support)

ALL-IN-1 STARTER provides an environment in which users access all of its functions in a consistent manner. Users' documents are stored in folders in the users' file cabinets where they are accessed from the word processing (create and edit messages) and electronic messaging (send and receive) functions.

Compatibility with ALL-IN-1

ALL-IN-1 STARTER is a true subset of ALL-IN-1 V2.4. ALL-IN-1 V2.4 provides additional functionality such as customization, time management, and application integration/development. Within the limits of this subset, ALL-IN-1 STARTER is fully compatible with ALL-IN-1 (i.e., all data and training experience are transferable from one product to the other). ALL-IN-1 STARTER provides for ease in upgrading to ALL-IN-1. This upgrade does not require data conversion, but may require additional hardware and software resources to use the additional functionality of ALL-IN-1.

There is a restriction that ALL-IN-1 STARTER cannot be run on the same system node as ALL-IN-1.

Office Applications

Document Processing

The Document Processing application enables users to create, edit, print, delete and read documents. The editor used is dependent on the user's preference indicated in the User Profile. Three choices of editing styles are provided: EDT, WPS, and WPS-PLUS.

The optionally installable WPS-PLUS for ALL-IN-1 STARTER is Digital's full function word processor. Highlights of WPS-PLUS features are:

- Insert or Overstrike Mode
- User control of margins and tabs, including left-justified, right-justified, and decimal-aligned tabs
- Automatic Centering, Underlining, Bolding, Double Underscoring, Change Bars and Redlining
- Technical Characters and Scientific Equations editing
- Support for Wide Documents up to 256 characters
- Numbered Footnotes, Paragraph Numbering to nine levels, Automatic Table of Contents generation, Table of Authorities, and Word Indexing
- Widow/Orphan control and No-break Blocks
- Column Cut and Paste
- List Processing and Sort to produce form letters and maintain mailing lists
- Abbreviation and Library documents
- Two-dimensional Editor for creation of diagrams and equations

Electronic Messaging

The Electronic Messaging application provides a means of exchanging messages with other users. The user can create, edit, print, delete, read, file and send messages. The "envelope" or message header (which contains addressee(s), subject and mail classification) and the text of the message may be edited.

When creating a message, the user specifies the addressee(s) to whom the message is to be sent and, optionally, any addressee(s) to receive copies of the message. To save time with addressing, the user can create distribution lists or nicknames (seen only by user). Incoming messages can be forwarded and/or answered. Answers may be directed to the sender only, or to all the recipients of the message. Confirmation that the addressee(s) has received and/or read the message can be requested. Priority for delivery of the message may be assigned as Express, First Class, or Second Class. The user can specify that the sending of a message be deferred to a time chosen by the user.

Messages appear and are treated as documents to the user. ALL-IN-1 STARTER maintains folders for incoming, read, created and sent messages. Once a message is sent, one copy of that message is shared (per system or cluster node) by the sender and receiver(s) and cannot be edited. Messages may be re-filed and cross-filed in the user's file cabinet. Documents already in the file cabinet can be sent to other users.

The user can choose to have all incoming messages automatically forwarded to another user. Additionally, the user can create a reply message that is sent in response to all incoming mail, (for example, "I am out of the office until..").

Two styles of user interface are provided. One interface uses menus similar to other ALL-IN-1 STARTER applications, and the other interface (hard-copy mode) is utilized, for efficiency, mainly over dial-up lines. This mode does not display the full screen menu, but displays the menu in a strip form.

Exchange of messages with ALL-IN-1 STARTER users and ALL-IN-1 users on other systems in a DECnet network is provided by Message Router for VMS. Message Router VMSmail Gateway allows ALL-IN-1 STARTER users to exchange messages with users of the VMS Personal Mail Utility. Refer to the VAX Message Router Software Product Description (SPD 26.33.xx).

File Cabinet/File Cabinet Management

The ALL-IN-1 STARTER File Cabinet is similar in function to a standard office filing cabinet - documents are contained within folders. Folders are in alphabetical order and documents within the folders are in order by date and time of creation. The latest document is listed first, except for the INBOX where the latest document is listed last.

Documents are grouped together in user-specified folders. Information (such as title, date created, document number, author, keywords and type) associated with each document is maintained in the filing cabinet. When a document has multiple cross-filings, only one copy of the document body is stored.

Documents deleted by a user are filed in the Wastebasket folder until the Wastebasket is emptied.

A Scratch Pad facility is provided where parts of documents or contents of the user's screen may be temporarily placed. Contents of the scratch pad can be inserted into a document, edited, printed, mailed or read.

The File Cabinet provides access to documents through a common mechanism regardless of the format of the documents. Support is provided as standard for ASCII, DX and WPS-PLUS formats.

Facilities are provided for the user to maintain and manage the contents of their filing cabinet. The user can print or delete more than one document at a time. Selection of the documents can be made with specified criteria.

Documents (individual or by folder) can be re-filed, cross-filed or duplicated. Information such as title and associated keywords can be changed.

Facilities are provided to transfer files from a DECmate II, DECmate III, and VMS into or out of the user's file cabinet.

ALL-IN-1 STARTER provides a feature that allows the user and system manager to archive/restore any ALL-IN-1 STARTER document from the shared areas or from a user's file cabinet.

Compound Document Architecture (CDA) Support

ALL-IN-1 STARTER provides support for the following new data types:

DDIF	-	the standard CDA encoding format
DOTS	-	the format for packing and transferring composite CDA documents
DTIF	-	the CDA encoding format for tables
PS	-	PostScript® the final form document format

Users will be able to send and receive these document types in mail, store them in their filing cabinet, read, print, copy and convert them.

ALL-IN-1 STARTER allows the new datatypes to be read with the exception of PostScript. The quality of formatting of the displayed data depends on the CDA facilities provided by the underlying VMS system. For VMS V5.1 and V5.2, ALL-IN-1 STARTER uses the RMS text extension mechanism which produces minimally formatted text. This method ignores external references from DDIF documents and only shows the main document. For VMS V5.3, ALL-IN-1 STARTER uses the CDA character cell formatter which gives improved results with

correct formatting and the inclusion of externally referenced files. ALL-IN-1 STARTER automatically uses the appropriate mechanism depending on the underlying VMS version.

Note: Upgrading to VMS V5.3 requires that ALL-IN-1 STARTER be re-linked to pick up the new CDA functionality.

ALL-IN-1 STARTER will attempt to print CDA documents in PostScript if the destination printer is capable; otherwise, ALL-IN-1 STARTER will convert the document to text before printing.

The CDA conversion function will be used to convert to/from the new datatypes.

If a user attempts to edit any CDA document using a standard editor, the normal handling will result in a message telling the user that the document format is not supported by the editor. However, the user may convert a CDA document into a suitable format for editing and then use the appropriate editor. Through conversion, there is a potential for formatting attributes to be lost.

Directories

The Directories Subsystem provides access and maintenance to directories available to the user. The user can view a directory, maintained by the system manager, that contains telephone numbers and addresses. A directory of all the ALL-IN-1 STARTER users may also be viewed.

Facilities are provided for the user to maintain and view a personal telephone directory, nicknames and distribution lists.

System Wide Features

Menu Navigation

Applications are accessed through a hierarchy of menus. Experienced users can bypass menus in a simple manner.

The user can interrupt their current activity to read a new mail message, display the current time, or to access Directories or Scratch Pad.

Users familiar with VMS commands may have direct access to them without leaving ALL-IN-1 STARTER.

Help

Users can invoke Help for any part of ALL-IN-1 STARTER by pressing the HELP key. The HELP facility provides basic information on the function in question without the user having to reference the documentation.

On-line Training

Users can learn how to use the system using the online Training Facilities. Training leads the user through sets of interactive screens and explains how the various features of ALL-IN-1 STARTER work.

User-Defined Process

User-Defined Processes (UDPs) automate frequently repeated key sequences. There is no limit to the number of UDPs or the number of keystrokes you can store in a UDP. One UDP can invoke another UDP.

Printing

The Printing facility provides the user with the ability to specify where a document is to be printed, the number of copies, and the output format. The output can be directed to any of the printers available to ALL-IN-1 STARTER users, another document, or to the user's terminal. Documents that specify Runoff handling are automatically processed by Digital Standard Runoff (DSR) before output. Printing is handled in the background and frees the terminal for other actions when interaction with the print formatter is not needed.

Job Services

ALL-IN-1 STARTER provides users the ability to perform operations on their jobs in print, batch, and server queues. Using the multiple select indexing capability, users can get information on jobs, delete jobs, edit their attributes, and restart currently executing jobs.

Profile

Each ALL-IN-1 STARTER user has a User Profile which contains information pertaining to that user.

The user can access and modify part of their User Profile, including, full name, address, telephone number, department and title. In addition, user preference information (such as editing style, mail notification, and read receipt handling) can be modified.

The System Manager maintains information such as user privileges and default directory.

Index Select

A user can create an index selection list by selecting or de-selecting objects from the index. Operations (such as print, delete, crossfile, and so forth) can be on the list as if they were a single entity. An index menu lists the options available to the current selected index. Within an index, a user can scroll either forward or backward.

Customization

FMS is provided for users to customize their memo boilerplates. This is the only user customization that is supported. Software Services should be contacted if further modifications are required. Digital does not support any ALL-IN-1 STARTER system that has been customized by anyone other than Software Services, nor does it support the upgrade to full ALL-IN-1 from any such system.

International

ALL-IN-1 STARTER supports multi-lingual operations. This support is subject to availability of the specific translations. Refer to System Support Addendum (SSA 25.D9.01-x). ALL-IN-1 STARTER can be deployed in a multi-lingual network and can support multi-lingual operations on a single system. However, all language kits, including U.S. English, must be the same version when installed on a single node.

System Management

The System Management utilities are used to perform routine maintenance of ALL-IN-1 STARTER such as, scheduling and rescheduling of housekeeping procedures management of printers, direct maintenance of network and DDS profiles, metering, and quota management of the shared area.

A system manager has the option of creating a non-VMS privileged system administrator for the purposes of administering the management of: user accounts (create, delete, move, rename), document archiving, system distribution lists, scheduling of housekeeping tasks, monitoring of ALL-IN-1 STARTER exception and information reports, and the initiation of ALL-IN-1 STARTER shutdown.

Server for ALL-IN-1 STARTER Clients

ALL-IN-1 STARTER provides server support for PCs by implementing client/server technology. The license for ALL-IN-1 STARTER allows usage of the ALL-IN-1 PC Server for VMS. The Media Kit must be ordered separately. For more details on the capabilities of the server and available clients, refer to the ALL-IN-1 PC Server for VMS Software Product Description (SPD 31.71.xx).

IBM® 3270 Terminal Support

ALL-IN-1 can run on the following IBM terminal keyboards on CUT mode terminals which are supported using the CMX04 option card in a DECserver 550:

122 Key Typewriter (native mode)
122/104 Key Typewriter (emulation mode)
102 Key Typewriter
87 Key Typewriter

The ALL-IN-1 Kit contains a 3270 keyboard Quick Reference Card showing the ALL-IN-1 functions.

Documentation

ALL-IN-1 STARTER has the following standard documentation:

Read Me First

System Management Guides:

ALL-IN-1 STARTER Release Notes
ALL-IN-1 STARTER Installation Guide
ALL-IN-1 STARTER Differences Between ALL-IN-1 V2.3 and ALL-IN-1 STARTER V2.4
ALL-IN-1 STARTER Administration Guide
ALL-IN-1 STARTER Modifying Printer Tables
ALL-IN-1 STARTER Management Guide
ALL-IN-1 STARTER Mail Management Guide
CDA Converter Library Documentation Set
Message Router Documentation Set
VMSmail Gateway Documentation Set
VAX FMS V2.4 Installation Guide

User's Reference Guides:

ALL-IN-1 STARTER Getting Started
ALL-IN-1 STARTER User's Reference
ALL-IN-1 STARTER Quick Lookup
WPS-PLUS Editor Functions
WPS-PLUS List and Sort Processing
WPS-PLUS Quick Lookup

ALL-IN-1 STARTER VT100 Keyboard Cards

IBM 3270 Keyboard Quick Reference Card for ALL-IN-1 Functions

ALL-IN-1 STARTER LK201 Keyboard Cards

Additional copies of these manuals can be purchased separately.

INSTALLATION

Only experienced customers should attempt installation of this product. Digital recommends that all other customers purchase Digital's Installation Services. These services provide for installation of the software product by an experienced Digital Software Specialist

For more information on additional service offerings, refer to the System Support Addendum (SSA 25.D9.01-x).

HARDWARE REQUIREMENTS

VAX, MicroVAX, or VAXstation configuration as specified in the System Support Addendum (SSA 25.D9.01-x).

SOFTWARE REQUIREMENTS *

- VMS Operating System (DECwindows needs to be installed for CDA support.)
- DECnet-VAX is required for Multi-Node support.
- VAX FMS (included with the ALL-IN-1 STARTER Kit)
- CDA Converter Library for VMS (included with the ALL-IN-1 STARTER Kit - required for CDA support)

Note: ALL-IN-1 and ALL-IN-1 STARTER cannot coexist on the same system node.

* Refer to the System Support Addendum (SSA 25.D9.01-x) for availability and required versions of prerequisite/optional software.

Country Component Software

For information on country-specific modifications to this product, refer to the System Support Addendum (SSA 25.D9.01-x).

ORDERING INFORMATION

Software Licenses: QL-VNN**-**
Software Media: QA-VNN**-**
Software Documentation: QA-VNN**-GZ
Software Product Services: QT-VNN**-**

* Denotes variant fields. For additional information on available licenses, services and media, refer to the appropriate price book.

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This layered product supports the VMS License Management Facility. License units for this product are allocated on either a CPU-capacity or User basis.

In addition, ALL-IN-1 STARTER provides a Personal Licensing Reporting Tool. System managers and administrators can easily recognize when the authorized (purchased) personal license limit has been reached or exceeded.

For more information on the License Management Facility, refer to the VMS Operating System Software Product Description (SPD 25.01.xx) or the VMS Operating System documentation set.

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