IMPORTANT NOTES FOR AMSTRAD USERS

CPC 6128 USERS

Some of our products make use of the [Esc] key. If you experience difficulty using this key, hold down the [Control] key and type '[' whenever you need to use [Esc]

PCW 8256 USERS

Some of our products make use of the [Esc] key. This key is called [Exit] on the PCW 8256.

Some of our products make use of the [Control] key. This key is labelled [Alt] on the PCW 8256.

THE OPERATING ENVIRONMENT - Very Important Note

This product only runs under the CP/M or CP/M Plus operating systems. Either one of these must be loaded before you can begin to use it. Please refer to the documentation you received with your computer to establish how you do this. On the Amstrad CPC-6128 you must call CP/M from within BASIC. On the PCW-8256 you must load a special diskette. On other systems, CP/M may already be up and running when you turn your computer on.

As a general guide, if you see the A> prompt displayed on your screen it usually means that the correct operating system is up and running.

FROM THIS POINT ON AND THROUGHTOUT THE REST OF THIS MANUAL WE ASSUME YOU ARE OPERATING IN EITHER THE CP/M OR CP/M PLUS OPERATING ENVIRONMENT.

A HELPFUL HINT

If you have not already done so, we strongly recommend
that you take just a little time now to familiarise
yourself with the basics of CP/M or CP/M Plus. It will be
of immense help to you - because whatever application
programs you are using, over time you will need to know
precisely how to:

> (1) Format and copy diskettes (using the
>   "DISCKIT", "FORMAT" or "COPY" programs).
>
> (2) Copy files (using the PIP program - this is
>   the one you need to make a copy of your
>   **ScratchPad Plus** Master diskette).

and   (3) Find out information about diskette files
(using the "SHOW", "DIR" or "STAT" programs).

BEFORE YOU START

The diskette supplied is your Master diskette. Make a
working copy of this diskette and then store the Master
diskette away in a safe place.

The Master diskette is **not a bootable diskette**. This
means if you put it in drive A: and **then** turn your
computer on, some error messages will be displayed and you
may damage the diskette.

For convenience, we suggest you make a **bootable** copy of
your Master diskette. To be able to do this you will first
need to understand how to format a blank diskette (with
systems tracks) for use with CP/M or CP/M Plus. If you are
not sure how to do this, please refer to your Operating
System Guide or consult with your computer supplier.

Copying Your Master Diskette

To make a working copy of your Master diskette you must have properly formatted at least one other diskette (see above). Please ensure that this is available before you begin. Then, to see how you copy information from one diskette to another, make sure that your operating system is loaded and the A> prompt is displayed. Then follow the steps below:

STEP 1 -   Type 'PIP'

STEP 2 -   Press [Return]

> *The following message (or similar) will appear on the screen:*

```
|―――――――――――――――――――――――――――――――――|
|                                 |
|  CP/M 3 PIP VERSION 3.0         |
|  *                              |
|_____|
```

If your computer has only one diskette drive (drive A:) put your Master diskette in it and have your formatted diskette ready. If your computer has two diskette drives put your Master diskette in drive A: and your formatted diskette in drive B: then:

STEP 1 -   Type 'B:=A:*.*[V]'

STEP 2 -   Press [Return]

Note: PIP is a CP/M utility program which enables you to copy files from one diskette to another. For further information on PIP refer to your Operating System Guide.

*If your computer has two diskette drives it will copy all
the files from the diskette in drive A: onto the diskette
in drive B: and return you to the A> prompt. If your
computer has only one diskette drive it will copy the
files across section by section alternately displaying the
following questions at the bottom of the screen:*

```
_____
|                                                   |
|   Please put the disc for B: into the drive then  |
|   press any key                                   |
|_____|
```

(Take out the Master diskette and put in the formatted
diskette) and press any key

```
_____
|                                                   |
|   Please put the disc for A: into the drive then  |
|   press any key                                   |
|_____|
```

(Take out the formatted diskette and put in the Master
diskette) and press any key

Repeat the above procedures until all the files have been
copied and the asterisk is displayed. Pressing [Return]
will take you back to the A> prompt.

In either case when the A> prompt appears on the screen
once again, the copying procedure is complete. Now label
the copy you have made identifying it as your working copy
and use this diskette from now on. If anything untoward
happens which makes this diskette unusable you can always
run through this procedure again to make another working
copy.