

ClarisWorks 4.0

for Macintosh and Windows

Full-featured

- ▶ Word processing
- ▶ Spreadsheet
- ▶ Database
- ▶ Charting
- ▶ Presentation
- ▶ Drawing/Painting
- ▶ Outlining
- ▶ Communication (Macintosh)
- ▶ Microsoft Windows '95 version available soon

What makes ClarisWorks™ software your smartest all-in-one choice for business, home and education? First, it does everything you do – easily. Like letters, reports, budgets, presentations, proposals, flyers, mailing labels, term papers, newsletters – and virtually anything else.

Second, the all-in-one design of ClarisWorks gives you unparalleled power. Its word processing, spreadsheet, database, drawing, painting and presentation functions are completely integrated – so you learn just one program, not half a dozen separate ones. You'll also appreciate the way it works – from its consistent menus to the effortless way it combines words, graphs, tables, images and even video on a single page.

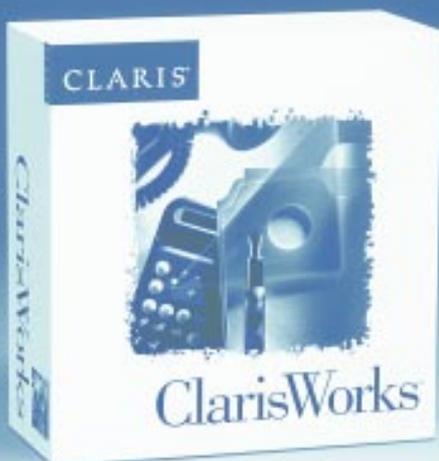
Third, ClarisWorks helps get your documents done fast. Expert Assistants guide you through complex tasks and documents in a flash. Time-saving ReadyArt™ Libraries, pushbutton Shortcuts and FastReport™ capabilities automate your work and save you time. And the new ExpressStyle™ feature formats anything – text, paragraphs, outlines, tables and graphics – in a single click.

And then there's its extraordinary lean, compact design. ClarisWorks is the lightning fast office alternative that conserves precious disk space and battery life – making it perfect for laptops.

ClarisWorks. The smartest all-in-one choice for business, home and education.

Claris. *Simply powerful software.*™

4.0



ClarisWorks. It simply works.



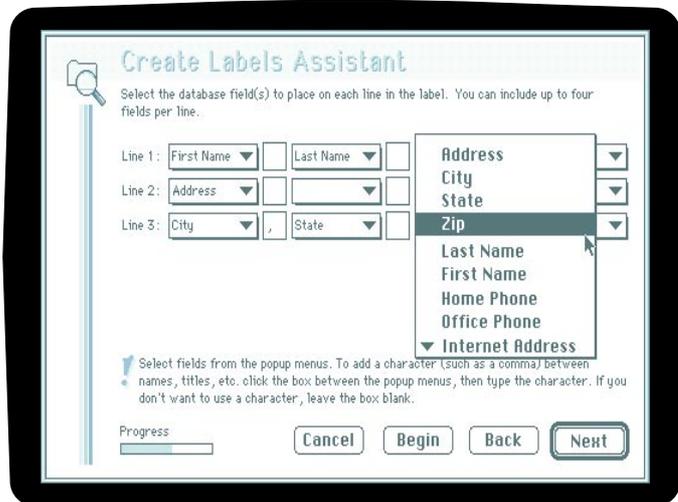
FOR WINDOWS

Spreadsheet and Charting Tools Bring Numbers to Life

Features	Benefits
100 Built-in Functions	Analyse data using the built-in mathematical, statistical, financial, date, time, logic and text functions.
Dazzling Charts	Communicate information more effectively using 12 chart types including bar, pie, line and hi-low close charts. Change fonts and adjust orientation, size, colours, patterns and 3D effects to illustrate your point.
Instant Tables	Use the Table Assistant to create a table in any ClarisWorks document, formatted to your exact specifications. Pick from a pre-defined Table ExpressStyle to highlight data.

Colourful Graphics Highlight Your Message

Features	Benefits
ReadyArt Libraries	Just drag and drop any of 500 images into ClarisWorks documents. Store, sort and organise your own images by creating custom libraries.
Comprehensive Graphics Tools	Create graphics with tools for lines, ovals, rectangles, beziers and more. Select from 100 fill patterns, up to 256 colours and 32 gradient fills. Produce precise graphics using smoothing, reshaping and free rotation.
Full Colour Painting	Edit scanned images and add colour effects with paintbrush, paint bucket, spray can tools and more.



Answer a few simple questions from the Mail Label Assistant and in seconds you'll have perfectly formatted labels.



April 1995



MacUser, 1995



FOR MACINTOSH

Easy Database Management and Reporting

Features	Benefits
FastReport Capabilities	Save frequent searches, sorts and reports to instantly access, display and print precisely the data you want.
Visual Reports and Automatic List View	Lay out data exactly the way you want it to appear with graphic tools. View and edit all your data in row and column format. Move and expand the columns as necessary.
Mailing Labels	Use the Mail Label Assistant to effortlessly generate labels in over 50 pre-defined Avery formats.
Automatic Field Entry and Verification	Speed data entry, ensure accuracy with pop-up menus, scrolling lists, check boxes, radio buttons and more.

Expert Assistance and Time-saving Automation

Features	Benefits
Universal ExpressStyle Capabilities	Format text, paragraphs, outlines, tables and graphic objects with one click. Create, edit and share the ExpressStyle to ensure uniform formatting.
ClarisWorks Assistants and Templates	Assistants guide you through multi-step tasks like creating certificates, designing a newsletter and tracking your finances. Save time with dozens of ready-to-use documents from fax covers to personal stationery.
Help When You Need It	Get an overview using the Introductory Tour or answers to questions from on-screen Help, without referring to manuals.
AppleScript	Write scripts to automate multiple operations using ClarisWorks for Macintosh. Sample scripts for batch printing and file conversion included.



Use the drag-and-drop ReadyArt Libraries to add clip art, text or video clips to any document.

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ClarisWorks Does It All!

Isn't it about time you had all the tools you need for your everyday projects in one place? Whatever you need to do, ClarisWorks has everything you need to get it done. Word processing. Spreadsheet. Charting. Graphics. Database. Painting and Presentations. Instead of buying separate applications, ClarisWorks provides it all in one. So you're assured of tools that work together to tackle complicated jobs in record time. And nobody makes it easier or more affordable. To purchase ClarisWorks, visit your Claris authorised dealer today.

FOR MACINTOSH

File Formats Supported

► Word Processing

Acta 3.0, AppleWorks 2.0-3.0, AppleWorks GS, ClarisWorks 1.0-2.1 text, MacWrite™, MacWrite II, MacWrite Pro, MS-Word 3.0, 4.0, 5.0, MS-Word PC, MS-Works 1.0-2.0, MS-Write, WordPerfect 1.0-1.02, WordPerfect 4.2-5.0 PC, WriteNow 1.0-2.2, WriteNow NeXT

► Spreadsheet

MS-Works 2.0 SS, MS-Excel 3.0, 4.0, SYLK, DIF, DBF, AppleWorks SS, ASCII Text

► Database

MS-Works 2.0 DB, DIF, DBF, SYLK, AppleWorks DB, ASCII Text

► Graphics

EPSF, GIF, MacPaint™ 2.0, PICT, PICT 2, Apple QuickTime Movie, TIFF

Required Equipment

- Apple Macintosh or Power Macintosh with 68020 processor or higher
- Hard disk drive and 4MB RAM
- System 7 or higher
- Hard disk space required for minimum installation – 1MB for Macintosh (2MB for Power Macintosh); full installation 14MB

Printer Support

- Apple LaserWriter, Personal LaserWriter and ImageWriter families, Apple StyleWriter
- Hewlett Packard LaserJet, DeskWriter and PaintWriter families
- A wide variety of other Macintosh-compatible, third party printers

FOR WINDOWS

File Formats Supported

► Word Processing

DOS Text (*.TXT), Rich Text Format (*.RTF), Microsoft Word for Windows 2.0, 6.0, WordPerfect for MS-DOS 5.1, WordPerfect for Windows 5.1, 6.0

► Spreadsheet

Microsoft Excel 3.0, 5.0, Lotus 1-2-3 DOS (*.WKS and *.WK3), SYLK (*.SLK), DIF (*.DIF), Text/ASCII (*.TXT)

► Database

Borland dBASE (*.DBF), SYLK (*.SLK), DIF (*.DIF), Text/ASCII (*.TXT)

► Graphics

Aldus/Windows Metafile (*.WMF) 3.0 or 3.1, Computer Graphics Metafile (*.CGM), Encapsulated Postscript (*.EPS), Macintosh PICT (*.PCT), TIFF (*.TIF), Windows Bitmap 3.1 (*.BMP), Zsoft Paintbrush (*.PCX)

Required Equipment

- PC with 386 processor, 33Mhz recommended
Windows 95 required (for Windows 3.1 users, ClarisWorks 3.0 is still available)
- One hard disk, one 3.5" floppy disk drive
- 8MB RAM recommended
- VGA or better monitor
- Mouse

Printer Support

- Postscript printer such as IBM LaserPrinters and Apple LaserWriter
- Hewlett Packard LaserJet, PaintJet and DeskJet Series
- A wide variety of other Windows-compatible, third party printers



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