

# ClarisWorks Templates for the Home

for ClarisWorks 4.0 Macintosh

## The templates include:

- ▶ Contacts addresses
- ▶ Home insurance, loan repayments and recipes
- ▶ Many word processing and draw templates
- ▶ Templates for creating invitations and newsletters

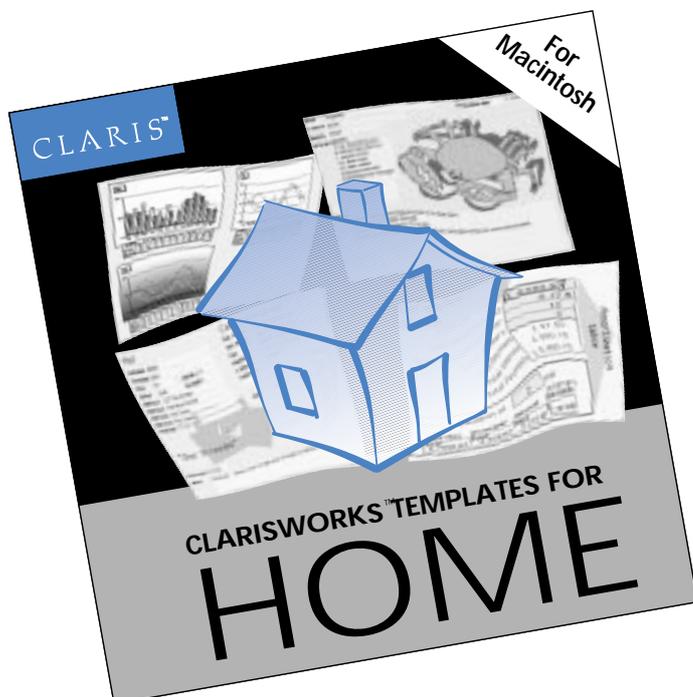
*Running a home isn't easy whether you are alone or have a large family. ClarisWorks™ Templates for the Home help you manage the economics of daily living. The home pack includes a variety of templates for creating invitations, newsletters and a database for recipes. To help you look after finances, these templates contain home finance management tools to help balance a chequebook, manage a budget, track investments and calculate loan payments. It even contains a worksheet that will help you determine how much you can afford to spend when purchasing a new home.*

ClarisWorks Templates for the Home feature an electronic address book for you to organise contact information about relatives, friends, neighbours, club members and business associates. A mail merge template can automatically insert these names and addresses to create custom letters. Home organisation templates give you the ability to create calendars of family events and maintain a list of all household belongings including their value, a real asset for insurance claims.

## ClarisWorks 4.0

ClarisWorks, seamlessly integrates word processing, spreadsheet, charting, database and communications environments. ClarisWorks is extraordinarily lean and compact and is built for fast performance without taking up a lot of space on your machine.

**Claris. Simply powerful software.™**



# **ClarisWorks Templates for the Home**

## *for ClarisWorks 4.0 Macintosh*

Now even the most complicated home computer tasks are made quick and easy. Customise these templates with your own information. You'll be using your computer to do things you may not even have thought possible with Claris Templates for the Home.

## **TERU**

Commissioned by Claris, the templates were originally developed under the supervision of senior researchers at the Technology Education Research Unit (TERU), Goldsmiths' College, University of London. TERU is at the forefront of national and international research and development in technology education. The unit works directly with curriculum agencies, schools, business and industry to generate and disseminate its knowledge, skill and understanding.



CLARIS™

### **MINIMUM MACINTOSH CONFIGURATION:**

ClarisWorks Templates for the Home are designed to be used with the following equipment :

- ▶ Macintosh with 68020 processor or higher, or Power Macintosh
- ▶ 14" colour monitor
- ▶ System 7.0 or later software
- ▶ ClarisWorks 4.0 for Macintosh
- ▶ 4MB RAM and 2.5MB free hard disk space

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