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Document menu

The Document menu includes commands that enable you to select a file and to print it.

For more information, select a Document menu command name:

<u>File</u>	Select a file for printing.
<u>Print</u>	Print the selected file.
<u>Report</u>	Obtain a running commentary.
<u>Options</u>	Select print options.
<u>Save options</u>	Save selected print options.
<u>Exit</u>	Exit DJ_BothSides.

Port menu

The Port menu provides commands for identifying the printer port.

For more information, select an item:

<u>lpt</u>	Parallel ports.
<u>com</u>	Serial ports.

Help menu

The Help menu provides useful information on using DJ_BothSides.

For more information, select an item:

- [Index](#) Displays an index to on-line help on DJ_BothSides.
- [About](#) Displays information on DJ_BothSides.

Document File Command

Use the File command to choose the file you wish to print.

Document Print command

Use the Print command to print the chosen file using the default (or previously selected) options.

Document Report command

Use the Report command to obtain a running commentary on the print run.

The margins, diskette and printing cursors are disabled when reports are requested.

Document Options command

Use the Options command to bring up the Print options dialogue form.

Document Save options command

Use the Save options command to save your choice of print options for the next time you use DJ_BothSides.

Document Exit command

Use the Exit command to leave DJ_BothSides.

Parallel Port commands

Use the LPT1, LPT2 or LPT3 command to identify the parallel port to which your printer is connected.

Serial Port commands

Use the COM1, COM2, COM3 or COM4 command to identify the serial port to which your printer is connected.

Help Index command

Use the Index command to access DJ_BothSides' on-line help information.

Help About command

Use the About command to display DJ_BothSides' version number and copyright notice.

Print options

When the Document menu Options command is used, the Print Options dialogue form appears, which is subdivided into the following groups:

Print Quality

Paper size

Column format

Margin

Font

Footer

Page range and tab expansion

OK and Cancel buttons

Print quality

Draft|Letter

Radio buttons which select draft or letter-quality output. (High-grade paper is recommended with the latter.)

Paper size

A4|US letter|US legal

Radio buttons which select European A4 (210 x 297 mm), US letter (8.5 x 11 in) or US legal (8.5 x 14 in) paper size.

Column format

Single|Double|Folded

Radio buttons which select single- or double-columned or booklet output (which you fold in half).

N.B: proportionally-spaced fonts and centred output are unavailable when double-columned or folded output is requested; double-columned output is unavailable for files containing form-feeds; folded output has half-inch margins.

Margin

1-inch LH|Centred

Radio buttons which select a one-inch left-hand margin or centred output.

N.B: centering is unavailable when a proportionally-spaced font is selected.

Font

Monospaced|Proportional|Prestige Elite|Garamond Collection

Four radio buttons which select the font to be used. Those which come as standard with your Deskjet 500 are:

The Courier and Letter Gothic monospaced fonts. Which of Courier and Gothic is used depends upon the maximum line width of the document.

The CG Times proportional font.

Those available on cartridge from Hewlett-Packard and which are supported by DJ_BothSides are:

The Prestige Elite monospaced font.

The Garamond proportional font collection. You are invited to choose a character size from 10-, 12- or 14-point if you select this font.

The other cartridge fonts, CG Century Schoolbook, Helvetica, Times Roman and CG Triumvirate, are not implemented and their buttons are greyed out.

Results could be unsatisfactory if you select a font cartridge which isn't plugged in.

Footers

Page number footer

Page #|Page ##|None

Radio buttons which cause the page number to be printed at the foot of each page - or not at all with 'None'. When 'Page ##' is selected, the total number of pages is also printed, separated from the page number by the solidus '/'.

N.B: 'Page ##' is unavailable when the 'Start' or 'End' entry is changed.

Date footer

File date|System date|None

The 'File date' radio button causes the date of creation or most recent amendment for the file being printed to appear at the foot of the page. 'Systemdate' causes the current date, as known to your system, to be printed instead. No dates are printed when you select the 'None' radio button.

File name footer

Filename

Check this box to cause the name of the file being printed to appear at the foot of the page.

None of the page footer options is available for files containing form-feeds.

Page range and tab expansion

`Start' and `End'

These entries are used to print some of the pages of a document. By default, all pages are printed.

`Tabs'

This entry specifies the expansion of tab characters (default: 4).

OK and Cancel buttons

OK

The OK button confirms your options selection.

Cancel

The Cancel button throws away your options selection.

Reloading the Paper

Load your Deskjet's input hopper as normal. DJ_BothSides will print the **back pages** of your document first.

When the Deskjet's busy light stays off, remove the paper (possibly including a blank page on top) from the output hopper.

N.B: once you are familiar with using DJ_BothSides, this is the time to check for unexpected, completely blank pages in case the Deskjet had fed two pages at once. Remove any before you reload the paper.

Reinsert the sheets **without changing their order** all together into the input hopper (on top of any unused sheets), **making sure that the printed side is on the top**, and:

If DJ_BothSides selects portrait mode, **make sure the top edge of the paper (nearest the first line) goes into the hopper first (turn the paper through 180 degrees)**, or

If landscape mode is selected, **make sure the left-hand edge of the paper (nearest the first column) goes into the hopper first (no rotation is necessary)**.

Ensure that the paper is nicely stacked and then press the [Enter] key. The document arrives in the output hopper the right way up in the correct order.

Very occasionally, the Deskjet will feed two sheets at once, messing up the whole process. It's best to start again from scratch if this occurs.

Hints

Whilst DJ_BothSides' operation is essentially automatic, the following text widths are recommended for single-column output and all paper sizes:

Courier	Prestige or Letter Gothic	CG Times	Garamond		
10-pt 12-pt 14-pt					
67	80	~86	~100	~86	~74

Unless CG Times, Garamond or Prestige is selected, landscape orientation is triggered for particularly wide documents.

The following page sizes (depth in single-spaced lines, width in characters) are recommended for paginated, pre-formatted text intended for folded output (which is always in 6- or 12-point Courier):

Paper size	12-point, 6 lpi		6-point, 10 lpi		Maximum width
	Depth	Width	Depth	Width	
A4	47	50	76	81	85
US letter	47	46	76	75	78
US legal	47	60	76	100	105

Reduce the chance of double-feeding by using high-grade paper (greater than 80 gsm).

Error messages

"A line in the document is too long."

The length of at least one line in the document exceeds the maximum permitted (> 400).

Solution: reduce the tab size.

"A printed line will be too long."

The length of two adjacent lines `across the fold' exceeds the maximum permitted (> 400). This is often due to the combination of underline and bold.

Solution: reduce the text enhancement.

"Document is too wide for folded output." or

"Document is too wide for two columns." or

"Your document is too wide for printing."

Solutions: reduce the tab size and/or select single-column output.

"Double-columning is unavailable for files containing form-feeds."

Solutions: select single-column or folded output.

"Final page is before start page." or

"Start is after last page." or

"You can't start at page 0."

Solution: refill the `Start' and `End' entries.

"Form-feed position exceeds the maximum page depth."

The page depth of a pre-formatted document is too large for the paper.

Solution: read the hints in the on-line help.

"The demo doesn't print files larger than 45,000 bytes. Buy the full version." or

"The demo doesn't print more than 16 pages. Buy the full version."

Self-explanatory.

[MAP]

```
#define HELPID_DOCUMENT_FILE 700
#define HELPID_DOCUMENT_PRINT 701
#define HELPID_DOCUMENT_REPORT 702
#define HELPID_DOCUMENT_OPTIONS 703
#define HELPID_DOCUMENT_SAVE 704
#define HELPID_DOCUMENT_EXIT 705
#define HELPID_PORT_PARALLEL 710
#define HELPID_PORT_SERIAL 711
#define HELPID_HELP_INDEX 720
#define HELPID_HELP_ABOUT 721
```

Portrait orientation

With portrait paper orientation, all lines are printed parallel to the **shortest** edge of the paper.

N.B: all the Deskjet 500's internal fonts - and most Cartridge fonts - may be used with portrait orientation.

Landscape orientation

With landscape paper orientation, all lines are printed parallel to the **longest** edge of the paper.

N.B: of the Deskjet 500's internal fonts, only the Courier font can be used with landscape orientation. The Prestige Elite and Garamond Collection cartridge fonts **cannot** be used with landscape orientation.

