

## FlowCharter 7

FlowCharter 7 allows all business people to create a broad array of diagrams with easy and powerful ready-to-use tools. FlowCharter 7 provides Microsoft Office users with a drag-and-drop environment that facilitates the creation of popular structured business graphics, from simple organizational charts to large, wall-sized process maps.

Now all business users — including program managers, secretaries, software engineers, and marketing managers

— can quickly and easily integrate structured business graphics into documents, presentations, and worksheets to help them communicate ideas in a much more effective and compelling way.

### Microsoft Office Compatible

FlowCharter is a Microsoft Office Compatible product, which means that its toolbars, menus, and accelerator keys are similar to those used by Microsoft Office. If you are already using Microsoft Office, which includes Microsoft Excel, Microsoft Word, Microsoft Access, and Microsoft PowerPoint, then many of the tasks you have learned to complete in Office can be completed in a similar manner in FlowCharter. Micrografx and Microsoft hope these similarities will make it easier for you to use our products together and with other Microsoft Office Compatible products.

As a Microsoft Office Compatible product, FlowCharter will support the new Microsoft IntelliMouse. This includes all features of the IntelliMouse including zooming, panning, and scrolling functions.

Look for the Microsoft Office Compatible logo when purchasing software. For more information about the Microsoft Office Compatible program, and for a complete listing of Microsoft Office Compatible products, call Microsoft Customer Service at 1-800-426-9400 in the United States. Customers outside the United States may contact their local Microsoft office.

### FlowCharter and the Office Compatible Features

Office Compatible features include:

- Standardized toolbars that are now also dockable and fully customizable
- Wizards that speed you through complex tasks
- Shortcut menus, activated via right mouse button clicks, expand quick access to functions
- Microsoft Office-style tabbed dialog boxes
- OLE in place lets you run other programs within FlowCharter and FlowCharter within other programs
- OLE drag and drop lets you drag an object from FlowCharter and drop it into any OLE container program, or drag an object from any OLE source program and drop it into FlowCharter
- Microsoft Office-style color picker buttons for text, lines, and shapes
- Scraps support for dragging objects onto the desktop and later into MS Office-compatible programs
- ToolTips
- Long filenames
- In-place editing

While adapting to Microsoft Office, we have built the ability for you to customize the interface to best suit your needs.

### Microsoft Office Binder Compliance

FlowCharter 7 is fully compliant with the document requirements for Binder. FlowCharter files can easily be inserted as individual documents grouped in Binder with documents from other Binder-compliant programs.

### Using Key Office Compatible Features

FlowCharter contains a toolbar which is similar to the ones in Microsoft Office. For example, you can print a chart just by pressing the Print button on the Standard toolbar, and you can discover each button's function just by pointing to it with the mouse. This will activate a ToolTip that displays the name of the button.

### Using FlowCharter with Microsoft Office

**Data in the FlowCharter window can be transferred to Microsoft Office programs. To do so:**

- 1 Click at the top left of the data you want to copy and drag the mouse to the bottom right of the data. This selects the data.

- 2 Press **Ctrl+C** to copy it.
- 3 Switch to any Office program.
- 4 Press **Ctrl+V** to paste it.

**Run other programs within FlowCharter charts. To do so:**

- 1 On the Insert menu, click Object.
- 2 Choose either to create a new file, or to use an existing file.
- 3 If you select Create New, choose the program to run.

or

If you select Create from File, choose the file to open.

When you click OK, the file is inserted into your chart. To run the program, simply double-click the file.

You can also run FlowCharter within other programs. Refer to the program documentation for the procedure.

**Drag and drop an FlowCharter object into any OLE container program.**

For example, you can drag any chart file into a Word document. When you drop it, the program's icon appears in the document. To run the program and see the chart, simply double-click the icon.

You can also drag other objects into FlowCharter and drop them into a chart.

