

Overview

Lotus SmartSuite 97 Edition for Windows 95 and NT is a complete, 32-bit suite of powerful, easy-to-use productivity applications with unsurpassed cross-application, operating system and Internet integration. With six strong core applications, SmartSuite 97 offers superior collaborative computing, access to information from a broad range of sources, and customizability for individuals and teams. SmartSuite 97 includes completely rearchitected 32-bit versions of the 1-2-3 spreadsheet and Organizer personal time manager, as well as updated versions of the 32-bit Word Pro word processor, Freelance Graphics presentation graphics application, Approach database, ScreenCam multimedia tool and SmartCenter suite command center.

Key Features and Benefits

Productivity

Designed to meet users' number one requirement for tools that help them get the job done, SmartSuite 97 offers all the tools for completing everyday business tasks quickly and easily:

- ◆ **Full exploitation of Windows 95 and NT** lets users enjoy all the benefits of today's advanced operating systems, including 32-bit performance and enhanced memory management, the Windows 95 look and feel, support for long file names and UNC paths, and advanced OLE 2 automation.
- ◆ **SmartCenter**, the suite's customizable command center designed to work like a file cabinet, keeps users organized with single-click access to work-in-progress, calendar and addresses, favorite SmartMasters and the Internet.
- ◆ **Lotus Common User Interface** provides a common look and feel across all SmartSuite applications, including consistent menus, dialogs and a task-sensitive interface, making it easy for users to leverage knowledge of one application when learning and using others.
- ◆ **Lotus InfoBox** is a task-sensitive interface for formatting and simultaneously viewing changes to any part of a document, including text, pictures, tables or numbers, from a single place.
- ◆ **Lotus Status Bar** gives users important information about their current selection and provides shortcuts for changing text styles, fonts and colors, and formatting.
- ◆ **SmartMasters** suggest an appropriate structure, look and style for common business documents. They give users a head start on everyday business tasks such as completing expense reports, drafting business plans, presentations and budgets, and creating Web pages.
- ◆ **Word Pro Switch Kits** go beyond simple file formatting to help users leverage knowledge of other word-processing packages when using Word Pro.

- ◆ **1-2-3 AutoTotal** makes adding a series of numbers in a 1-2-3 worksheet as easy as typing the word “Total,” automating *the* most widely used spreadsheet function.
- ◆ Additional productivity features in SmartSuite 97 include: **Dynamic Print Preview**, **PowerClick ReportWriter**, and help from **SmartIcons**, **Lotus Assistants**, **Ask the Expert**, **Guided Tours**, **Quick Demos** and **Lotus Support on the Internet**.

Internet Capabilities

First introduced in SmartSuite 96, Lotus’ Internet/intranet innovations help users find, publish and share relevant online information quickly and easily. In SmartSuite 97, Lotus expands this functionality to offer collaborative computing features and enhancements that make it easy and practical to incorporate online information in everyday work.

- ◆ **Internet Hyperlinks** deliver easy Internet searching by giving users the option to: initiate a search by simply highlighting a selected word or phrase, and clicking the Internet SmartIcon; include any URL in SmartSuite documents for a fast, seamless Web connection; go directly to a Web site through Organizer’s notepad; or use Approach’s database of sites to pinpoint sites before going online.
- ◆ **SmartCenter Internet Drawers** make it easy for users to customize their desktop for fast access to favorite Web bookmarks, Internet search engines, and reference sites for Lotus online Support, and updates on the latest news, weather and stock market activity.
- ◆ **Word Pro Web Builder** provides everything users need to create, publish and manage Internet documents from within Word Pro, with automatic conversion to HTML format.
- ◆ **1-2-3 Publishing on the Internet** lets users easily publish spreadsheet ranges or create HTML tables directly from a worksheet within 1-2-3, for sharing across the Internet.
- ◆ **Freelance Graphics Publishing on the Internet** simplifies publishing and viewing presentations on the Web. Graphics are automatically generated in .GIF format, and users — even those without Freelance Graphics — can run screen shows simply by downloading Screen Show Player from the Web.

Open & Save to the Internet makes it easy to share information across the Internet from within SmartSuite applications. Users can open and save files to and from any Web or FTP server from an application’s File Menu, or open files directly from HTTP servers into Word Pro or 1-2-3.

Lotus Support on the Web — SmartCenter’s Help drawer includes hyperlinks to the Lotus Home Page for online support anytime.

Connectivity

SmartSuite 97 extends Lotus’ team computing technologies for easily creating, collaborating, communicating and sharing spreadsheets, documents, presentations and ideas across a broad range of platforms, locations and work situations, connected via LANs, WANs, e-mail, groupware and the Internet/intranet. SmartSuite 97 helps users efficiently complete joint projects and deliver timely information to colleagues anywhere in the world. **TeamReview**, now extended to 1-2-3, streamlines the manual task of reviewing and editing files by automating the process for distribution, review and editing. It includes simple, accessible markup tools with which reviewers can make edits or suggestions electronically, even over the Internet.

- ◆ **TeamConsolidate**, now also in 1-2-3, simplifies working with multiple edited versions of a document or spreadsheet by automatically consolidating them into a single manageable document, so that users can more easily review and make decisions on each edit.
- ◆ **Versioning** in 1-2-3 and Word Pro complements TeamReview and TeamConsolidate by giving users a historical record of changes to a document, in a single file. Versioning also lets users perform “what if” analyses on their data, and helps them better manage documents.

- ◆ **TeamMail** lets users distribute information by routing or broadcasting, directly from within SmartSuite, using any VIM- or MAPI-compliant e-mail package or Lotus Notes.
- ◆ **TeamSecurity** helps users maintain database security with ease and flexibility by enabling them to provide customized access privileges for individual team members or entire groups.
- ◆ **TeamShow**, a cost-effective presentation delivery and collaboration tool, allows users to lead a remote audience at one or multiple sites through a presentation over standard phone lines or the Internet, cutting down on travel time and expense.
- ◆ **Open & Save to Notes** lets SmartSuite users easily open and save documents directly to or from a Lotus Notes database.

Access to Information from Anywhere

SmartSuite offers the easiest access to information from corporate databases, the Internet/intranet and other PC software applications for users who increasingly need fast, easy access to information wherever it resides.

- ◆ **High Performance Data Access** with Approach acting as a database engine across SmartSuite lets users seamlessly and directly access, manipulate and report on business information stored in many file formats, including dBASE, Paradox, FoxPro and SQL, with native speed and functionality.
- ◆ **Internet Access**, through easy-to-use features such as Open & Save to the Internet lets SmartSuite users easily access and information from the Internet and incorporate it seamlessly into their documents.
- ◆ **Standard File Format Support** makes sharing electronic data and files across a very broad range of file formats easy and seamless.

Customization

SmartSuite gives users, third-party application developers and corporate IS groups a complete set of built-in tools for everything from installing and customizing the suite to meet their unique requirements, to building powerful, integrated business solutions.

For End Users: SmartSuite meets the needs of individual users giving them the flexibility to customize their environment and work the way they want.

- ◆ **SmartCenter** can be configured to give users ready access to work-in-progress, preferred SmartMasters, and short cuts to frequently visited Web sites.
- ◆ **Macros** in 1-2-3 and Approach make it easy for users to capture keystrokes and actions, and automate frequent tasks. Approach's powerful set of point-and-click macro commands lets users automate queries, create messages, send mail and more.
- ◆ **SmartIcons** can be custom selected based on user needs. Users can create their own palettes for specific tasks such as working with tables, editing or drawing.

For Developers: SmartSuite offers application developers all the built-in tools they need to design custom, cross-application business solutions for their companies.

- ◆ **Integrated Development Environment (IDE)** brings together LotusScript, Object Browser, Dialog Editor, Script Editor and Debugger for writing new or custom applications quickly.
- ◆ **LotusScript** is a superset of the Visual Basic programming language common across SmartSuite 97 and all Lotus applications for Windows 95. With LotusScript, developers can leverage all the lines of code already written and tested in SmartSuite, while taking advantage of the power of true object-oriented programming, to efficiently create their own business solutions.

- ◆ **Object Browser** provides a place to scan and select all OLE objects and associated properties available to a scripting project. Users can copy and paste selections into Dialog or Script Editors.
- ◆ **Dialog Editor** automatically completes related expressions from programming elements for quick and easy design of dialogs.
- ◆ **Script Editor** helps write code by automatically entering an expression and ensures programs are written correctly by verifying proper nesting of code and balance expressions.
- ◆ **Debugger** provides a step-by-step view of program execution, with onscreen feedback of programming variable to ensure execution of scripts.
- ◆ **NotesFlow** is a collection of tools and technologies in Notes Release 4 that lets application developers build customized workflow applications that tightly integrate SmartSuite into Notes applications.
- ◆ **Notes/FX 2.0**, or Field Exchange, is a NotesFlow tool that uses OLE 2 technology to enable the bi-directional transfer of data between Notes and SmartSuite. Notes/FX lets users automate essential business applications by integrating data seamlessly to and from Notes.

For IS groups: SmartSuite offers network administrators a highly flexible program for managing their company's software investment and keeping users up to date with the latest tools.

- ◆ **Custom Installation** lets administrators set up custom configurations and automatically distribute them to any number of end users from a single location. It also allows for unattended installation to Network Nodes, and for easily and quickly uninstalling applications. It also supports preferred network management tools including IBM CID and Microsoft SMS.

Estimated System Requirements

SmartSuite 97 Edition for Windows 95 and Windows NT requires an IBM PC or compatible (486 50MHz or higher) running Windows 95 or Microsoft Windows NT 4.0, and a Microsoft Windows compatible video adapter (VGA or higher resolution) and monitor. A minimum of 8MB of RAM is required (12MB recommended when running more than one application) for Windows 95. A minimum of 16MB of RAM is required (32MB recommended when running more than one application) for Windows NT. Installation of all products requires an estimated minimum of 64MB of hard disk space. Additional space is required for the installation of optional features. Applications can be run from the CD-ROM.

Pricing

SmartSuite 97 will be available for an estimated retail price (ERP) of \$399. Current users of SmartSuite or individual Lotus desktop applications, and users of qualifying competing suites, spreadsheets, word processors, databases and presentation graphics packages will be eligible for an estimated upgrade price of \$149.



For more information, call
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