

# 2 The VIEW word processor

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The VIEW word processor package is designed to do all the things described in the last chapter, and much more besides. It is especially convenient in that the processor is installed in the BBC Microcomputer. When you want word processing you have only to request it. You can even arrange your computer in such a way that when you switch on you are immediately in word processing mode.

A typical VIEW word processing layout consists of:

- A BBC Microcomputer Model B, with a VIEW word processing ROM fitted. (ROM means 'Read Only Memory' and the VIEW ROM contains all the memory that is needed to convert the BBC Microcomputer into a word processor. It should be fitted by your dealer, but if you are fitting it yourself see the instructions issued with the ROM.)
- A BBC Microcomputer disc drive.
- A good quality black and white video monitor (for example a Kaga Denshi or MicroVitec). Some people claim that a green screen tires the eyes less. You can also use a colour monitor or, less satisfactorily, a television set.
- A printer. What printer you choose depends on your requirements. If you want the text to look as if it is typed on an electric typewriter, you should choose a good daisy wheel printer.

To connect up your computer, monitor, disc unit and printer, see the manuals that accompany these pieces of equipment.

Before starting to use VIEW you should slip the function key card under the clear plastic strip at the top of the computer keyboard, lining it up so that **FORMAT BLOCK** comes immediately above the red function key **f0**.

The function key card will be your guide when issuing commands to VIEW while you are processing text.

## 2.1 BASIC

Having the VIEW word processor ROM installed in your computer does not prevent you from using the machine as a normal computer whenever you wish. To

switch back to BASIC, type

\*BASIC **RETURN**

If you are already in BASIC and want to begin word processing, type

\*WORD **RETURN**

BREAK

Pressing the **BREAK** key leaves the system in command mode, including the No text message, which means that your text has vanished. To recover text lost in this way type OLD and press **RETURN**.