The Prentice Bulletin

MR LOUVEL
COMPUTER CENTRE

PC Support Group Relocated

The PC Support Group has been relocated to Level 2 (ground floor) of the Prentice Building, near the Accounts Desk (see map below).

The PC Support Group is available for software and hardware assistance Monday to Friday 9.15 am to 4.30 pm. *Sorry!*—with the opening of the PC Lab, printing requests are no longer accepted.

Ground Floor Entrance
of Prentice Building
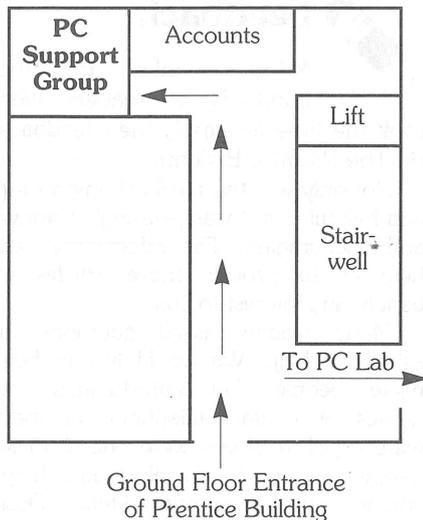
PC Lab Hours

Now that end of semester has arrived, the PC Lab hours are 8.30 am to 4.30 pm, Monday to Friday.

Extended hours until 10.30 pm will recommence with the start of Semester 1 1991.

The lab has 40 IBM compatible computers and 20 Macintosh computers available for general use.

Students and staff of the University can use the computers in the lab for only $2 an hour. Outsiders are welcome to use the computers for $5 each hour. Laser printing charges are only 30 cents per print job plus just 20 cents for each \4 page.

Users have the choice of using popular packages such as *WordPerfect*, *Word*, *Excel*, *Works* and *MacDraw II*.

The PC Lab is located in Room 212 on ground floor of the Prentice Building (no 42 on University maps).

PC Lab queries may be directed to 377 3023.

Don't retype it—Scan it!

The Prentice Computer Centre has introduced a new service, Optical Character Reading, which will save you hours of re-entering previously typed documents.

Both the Optical Character Reader (OCR) and the Centre's new Phototypesetter were purchased on the recommendations of the Typesetting Working Party, chaired by Tony Murray from Media and Information Services.

The OCR scans a typed document and enters the characters into the computer to produce a wordprocessing file or text file. The OCR can also scan pictures such as photographs or graphs for you to include in your documents.

This new service may save you valuable time in re-typing if your document is not available on disk (on PC or mainframe) or if your disk storing the document has been lost or corrupted, and a hard copy version is available!

Hints for best results

The speed and accuracy of the scanner depends on the quality of your document. Better quality documents will scan more quickly and accurately. Spell checking will be your responsibility.

For best results, your document should have no crossing out or any stray marks. Avoid folding the document. The scanner will not read underlining, but it will read italics, bolding, columns and tables! Documents printed on a dot matrix printer are not recommended as the characters are not read well by the OCR. Black and white pictures produce the best results. The optimum sized paper is A4, but the scanner will also accept A5 and legal. Avoid A3 paper.

Remember, the better the quality of the document, the higher the accuracy will be when scanning. If in doubt about the quality of your document, bring it to us and we'll let you know.

Output

We can output your scanned document or picture to many formats on several destinations. Formats for scanning text include ASCII, WordPerfect, Word, plus many more. Picture formats can be TIF, Paintbrush, GEM and many others. The destination can be to any mainframe account or floppy disk.

Where to bring your document

You will need to complete a Run Request form for the OCR available at the Help Desk. We need to have detailed instructions of what you want scanned. The form gives us information to enable us to provide exactly what you want. Ask staff to help you complete the form if you do not understand what it is asking. Do not leave questions unanswered. Bring the form and your document or image to the Help Desk in Room 212 (ground floor) of the Prentice Building, and leave it with us.
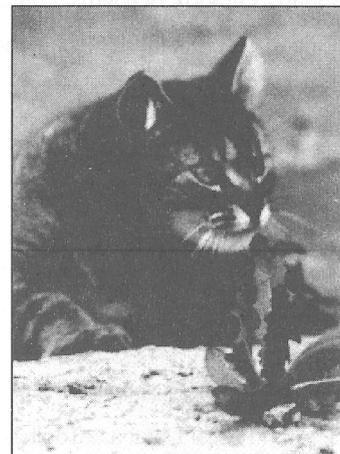
This picture was scanned using the Prentice Computer Centre's new Optical Character Reader, and imported to this desktop publishing file on an Apple Macintosh model IICX computer

Computing Support for The University of Queensland

Scanning Charge

Scanning for University departments will be $45/hour for operator time plus 25 cents per page. Other userss will be charged $65/hour plus 35 cents per page. This price includes setup time, scanning, and transfer to output destination. Printing is not included. Scanning may be expensive for a small amounts of text, but it is certainly economical for big ones and cheaper than re-entering! Charging will be via a *Request for Interdepartmental Services* form (Store catalogue no. 12076) and must accompany the Run Request form. Cash is also accepted and payment is taken on collection of work.

Rough Guide

A 20 page document may cost you **around** $20. This allows 20 minutes to setup the scanner for your document and transfer the file to your output format and destination, and 25 cents for each of the 20 pages. This is not a hard and fast rule, only a rough guide. Remember, the speed and accuracy of the scanner depend on the quality of your document.

More Information

Contact Mark Noonan, 377 3212.

PC Software Discounts!

Prentice Computer Centre offers discounted software to staff and students. Below is a selection of popular products for sale.

For IBM PC & Compatibles

WordPerfect.............$170
DrawPerfect.............$170
Microsoft Word 5.0 ....$150
Microsoft Word for Windows $210
Microsoft Excel for Windows $210
Microsoft Works $90
Microsoft QuickBASIC $60
Microsoft QuickC $70
Borland Turbo Pascal 5.5.............$120
Borland Turbo C++ $160
Borland Quattro Pro $175
Borland Paradox Academic Edition (database) $195
Borland Sidekick (desk management).............$105
Borland Sprint (wordprocessing).............$160

For Apple Macintosh

Microsoft Word 4.0 ....$133
Microsoft Excel $210
Microsoft Works $143
Microsoft Powerpoint.............$165
Borland Turbo Pascal Mac 1.1.............$95
Borland Turbo Pascal Tutor Mac $76
Borland Pascal Database Toolbox Mac.............$100
Borland Pascal Numeric Toolbox Mac.............$100
Borland Sidekick Mac (desk management).............$100

Many of these packages are available in Lab Packs (for group users). If you are interested in these, please telephone for prices. Enquiries about discounted software may be directed to the PC Support Group on 377 4018.

Mainframe accounts no longer expire

The Prentice Computer Centre has changed its policy with the expiry of mainframe accounts. Mainframe accounts no longer expire, they will remain open until we are notified to close them.

Previously, all users' mainframe accounts expired every Christmas Eve. Any user wishing to keep an account had to supply written notification to the Centre. The need to do this no longer exists.

Now mainframe accounts will remain open indefinitely. If you or anyone in your department leaves the University and has a mainframe account, please notify Accounts in writing for us to close the account. Failure to do this ties up precious disk space and costs you money!

Contact Accounts for enquiries on 377 2188.

Feedback

Many thanks to the hundreds of readers who took the time to supply their feedback on The Prentice Bulletin.

Not only was the feedback interesting and helpful, but it was pleasingly positive and encouraging. The information will help us to provide more articles of benefit and interest to you.

Many readers asked questions or asked for help. We would like to help these people, but unfortunately no names or contact telephone numbers were supplied. If you were one of these people and would still like some help, contact the Centre's Help Desk (377 3025) who can pass your problem on to the right people.

Mailing List

We will continue to send you *The Prentice Bulletin* unless you tell us not to.

Telephone Claire Groves (ext 4169) or Sylvia Hoath (ext 2189) to have your name removed from the mailing list.

Get the Bulletin via Electronic Mail

If you would prefer to receive the Prentice Bulletin via electronic mail, telephone:

Claire 4169

Sylvia 2189

or Electronic Mail CCCLAIRE on UQVAX.