

InterWord400 Manual

version **2012**



InterWord400™

**eForms & Intelligent Document Management
for System i, i5, iSeries & AS/400**

www.interform400.com

Head office
InterForm A/S
Hyldalvej 11
DK-9541 Suldrup
Denmark

tel: +45 98 37 80 17
fax: +45 98 37 87 99
e-mail: support@interform400.com
sales@interform400.com

web: www.interform400.com
www.interword400.com

Document IW400.005M24
Users Manual for InterWord400™ V5.M24

Printed in Denmark 2012

No part of this guide may be photocopied or reproduced in any way, except where noted, without the written consent of InterForm A/S.

All the names in this manual are fictional and any resemblance to existing people or firms is purely coincidental.

© Copyright InterForm A/S 2009. All rights reserved.

AS/400 is a registered trademark of the IBM Corporation.

HP-PCL is a trademark of Hewlett Packard

All other trademarks mentioned in this document are registered trademarks of their respective owners.

Table of Contents

Table of Contents	4
About This Manual.	7
How The Manual is Organized.	7
InterWord400™ in Short.	7
The new features of InterWord400™	8
How to install InterWord400™	9
Installing InterWord on an IASP.	9
Updating InterWord400™.	10
Enter InterWord400™	11
Configuring InterWord400™	12
System Settings.	12
NetServer name.....	12
Document Extensions.	12
Decimal Point Character.	13
Code page.	13
Compatibility settings.....	13
Month Naming.....	14
Day Naming.....	15
PC Document Template.	15
Configure fonts.	15
SCS font.	16
Font type.....	16
PCL type face.	16
Stroke weight - normal.....	16
Stroke weight - bold.....	16
Condensed font weight.....	17
Default for font type.	17
Special symbol set.....	17
Download font.	17
Overview: OV/400 Document Conversion Assistant	18
Configuring OV/400 Conversion Assistant	19
Document Name Character Conversion.....	19
Convert to command files.	20
Minimum left/right margin.....	20
Convert CR to required CR.	20
Page width.	20
Convert comments.....	20
Define Fonts Used for Conversion.	20
Working with OV/400 Conversion in InterWord400™	22
Step1: Prepare documents for conversion.	22
Prepare documents with option 11. Work with Conversion Folders.....	23
Prepare documents with option 21. Prepare Conversion for Folder.....	24
Examine the result of preparation.	25
Features for examining the prepared documents:.....	26
Status of Folders.	26

Step 2: Convert documents.....	27
Convert documents with option 11. Work with conversion folders.....	27
Convert documents with option 22. Convert Prepared folders.....	28
Status of the converted documents	28
Examine the result of the conversion.....	29
Work with PC Documents.....	31
Configure Editing of PC Documents.....	31
Creating a new PC document.....	32
Create a new Document with “F6-Create”.....	32
Create a new Document with “3-Copy”.....	33
Work with PC document variables.....	33
Editing of RTF documents.....	35
Example of a RTF document.....	35
Pre-viewing or Printing a Mail Merge.....	36
Edit an InterWord400™ command file.....	37
Printing Documents using a Command.....	40
Letter stationary with InterForm400®.....	42
Demo sample resources.....	43
PC Document Directory related commands.....	44
Save and restore commands.....	44
Appendix A: The InterWord400™ commands.....	47
Appendix B: OV/400 Conversion.....	51
Supported OfficeVision commands.....	51
Unsupported OfficeVision Commands.....	52
Supported keywords of OV/400 documents.....	53
Queries shipped with InterWord400™.....	53
Appendix C: How to Connect InterWord400™ and PCs.....	55
Access files on the AS/400 from a PC	55
Open a windows editor from InterWord400™.....	55
Open SwiftView from InterWord400™.....	56
Appendix D: How to get WordViewer for Windows.....	57
Appendix E: Find OV/400 related Programs.....	58
Print OV Related Command Usage.....	58
OfficeVision/400 related files.....	60
Calendar files.....	60
Directory, distribution list, and nickname files.....	60
OfficeVision personal directory files.....	60
OfficeVision/400 enrollment files.....	61
Document library services files.....	61
Mail files.....	61
Appendix F: OfficeVision font conversion.....	62
Appendix G: Possible InterWord400™ error messages.....	66
CHKPCD.....	66
CRTPCD.....	66
CPYPCD.....	66
DSPPCD / PRTPCD.....	66

DLTPCD.....	66
EDTPCD.....	67
Appendix H: Install and use of Soft fonts (TTFs).....	68
1. Install the TTFs in InterForm400 and find the attributes of the fonts.	68
a. For use in PCL output.....	68
B. For use in PDF output.	69
2. Decide what TTFs, that can be used together in InterWord400.....	70
3. If necessary reinstall the True Type Fonts in InterForm400	72
4. Create a font number for each soft font in InterForm400 and activate auto download.	72
5. Find unused font numbers in InterWord400 to use	72
6. Register the new font number(s) in InterWord400.	72
7. Import the fonts in InterWord400.	74
8. Autodownload for PDF output.....	74
9. Install the fonts on the PCs.....	74
Index.....	76

About This Manual

This manual is intended for the person or people responsible for production printing in a company. For instance the system administrator.
However an efforts has been made to describe the functionality as simple as possible, in order for key users to make use of specific parts of the manual.

InterWord400™ requires no programming of any kind in order to operate with existing physical files or queries.
If you are not going to use OV/400 conversion, you can skip the section about OV/400 conversion.

The manual could be split up in 3 main parts.

1. Configuration of InterWord400™.
2. Conversion of OV/400 documents.
3. Editing and printing of Rich Text Format(RTF) document templates.

How The Manual is Organized

This manual is built as a technical reference as well as a self study on creating **Mail Merges** fast and easy. The self study sections are constructed as follows:

The chapters will start with a theoretic sections, follow-up with a self-study section, where applicable.

Throughout the manual you will find the following symbols, which will provide you with special information:

😊 **TIP** 😊

If you would like to make an easy thing, then just make a ...

👉 **NOTE** 👈

Important information

😞 **TROUBLE SHOOTING** 😞

Did you remember to ...

💣 **WARNING** 💣

Do not do that, as you will end up in deep trouble !!

InterWord400™ in Short

InterWord400™ can convert OV/400 documents, containing the most common text formatting features and conditional elements, into Rich Text Format(RTF) files.

Converted or new RTF documents can be merged with database files or queries. The resulting print is a *SCS file with embedded formatting.

This resulting *SCS print can again be captured by **InterForm400®** for adding e.g. letter stationary to the print and sending the result out to an output queue in HP PCL code.

However, the main feature of InterWord400™ is the possibility of easily creating mail merges on the System i, via PC documents in RTF and merging these with database files or queries.

The new features of InterWord400™

This lists the new features added in InterWord400™ since version 4.63:

- The last change date is shown for each document in WRKPCD.
- InterWord can now also be installed on an IASP.
- 2008 Versions of InterForm400 requires at least version 5.00 of InterWord400.
- Support for .FIX(*FONTSIZE) and .FIX(*FONT) are added in command files - if you use the commands MRGPCD, PRTPCD or DSPPCD. Refer to details on page [37](#).
- InterWord400 can now be installed on V5R3 and newer.
- New setting in Compatibility settings:

Substitute "\plain" ctl word using the MRGPCD cmd . . . : Y/N

OpenOffice have a bug that will save the document with the wrong font when \plain is present in a rtf-document. This option makes it possible to compensate for that. Refer to page [13](#) for details.

- The Download members for fonts in CFGFNT are now displayed. Refer to page [17](#) for more information.

How to install InterWord400™

You install InterWord400™ by installing a PTF for InterForm400® or via the InterForm400 Service menu.

To install InterWord400™.

Sign on as a user profile, that has at least *ALLOBJ and *SECADM authority.
Then do either:

1. Enter InterForm400® with the command: APF3812/APFMENU.
2. Chose options: **80. Administering InterForm 400**, **12. Service functions** and **80. Install/upgrade InterWord 400**

- or -

1. Move the PTF file containing InterWord400™ (placed in the InterWord400 directory on the InterForm400 CD-rom) to the folder APF3812
2. Enter InterForm400® with the command: APF3812/APFMENU
3. Select option **80. Administering InterForm 400** then **12. Service functions** then **50. Apply PTF from folder APF3812** and specify the number of the PTF.

Following press Enter and InterWord400™ will load.

 **NOTE** 

Remember to add backup of library DCA400 as a part of the daily backup routines.

Installing InterWord on an IASP

If you want to install InterWord400 on an IASP you will first need to install it in the normal manner as described above and then move the DCA400 library in the IASP by doing a save and restore of the library (restoring the library on the specific IASP).

Any later upgrades of InterWord400 will keep the installation on the same IASP.

If you want to move one or more directories to an IASP you can do it in this manner:

You can e.g. simply drag/move the directories (containing the documents) to the relevant IASP. Then you just need to be sure, that InterWord400 is able to 'find' the documents on the IASP,

That can be done by adding a symbolic link for each first level directory, that has been moved: If you e.g. have moved the /iWRDDEMO directory to an IASP called IASP1, then you could ensure that the documents are still found via the same path by adding a symbolic link to the new place like this:

```
ADDLNK OBJ('/IASP1/iWRDDEMO') NEWLNK('/iWRDDEMO')
```

The process above keeps the current links to the PC documents inside InterWord. Just remember that the PC documents are actually placed in a different directory and are referenced via symbolic links.

Updating InterWord400™

If InterWord400™ is already installed, a library DCA400 will contain your current version of InterWord400™. This library will be renamed to DCA400.OLD after the installation.

If however a library with the name DCA400.OLD already exist., then the DCA400.OLD library will be renamed to DCA400.rmm, where 'rmm' is the release and modification of the InterWord400™ version inside.

The running version of InterWord400™ can be seen on the InterWord400™ Main Menu:

```
GO DCA400/INTERWORD
```

- or by executing this command from an OS/400 command line:

```
DSPDTAARA DCA400/RELEASE
```

Enter InterWord400™

Use this command to enter the InterWord400™ Main Menu below:

```
GO DCA400/INTERWORD
```

```
INTERWORD                               InterWord Main Menu

Select one of the following:              System . . . : INTER03
                                          User . . . . : KSE
                                          Version . . : 3.17

  General configuration
    1. Display/change configuration

  OfficeVision/400 document conversion
    2. Document Conversion Assistant

  Configure editing for PC documents
    3. Work with editing

  Edit/print PC documents
    4. Work with PC documents
    5. Print PC document

Selection or command
===> _____

F3=Exit   F4=Prompt   F9=Retrieve   F12=Cancel
F13=Information Assistant   F16=AS/400 main menu
```

The majority of all commands for InterWord400™ can be reached through the menu structure, however some functions are only reached via InterWord400™ commands. (See Appendix A on page [47](#) for a complete list of commands available in InterWord400™).

😊 **TIP** 😊

If you want to avoid the use of specifying the DCA400 library before InterWord400™ commands, you could add the DCA400 library to your library list:

```
ADDLIBLE DCA400
```

Configuring InterWord400™

From the main menu select option **1. Display/change configuration**, and the following sub-menu appears:

```
IWDCFG                      InterWord configuration

Select one of the following:

Display configuration
 11. System settings           DSPCFG OPTION(*SYSTEM)
 12. Compatibility settings    DSPCFG OPTION(*COMPAT)
 13. Month naming              DSPCFG OPTION(*MONTHS)
 14. Day naming                DSPCFG OPTION(*DAYS)
 15. RTF PC document template  DSPCFG OPTION(*PCDTPL)
Change configuration
 21. System settings           CHGCFG OPTION(*SYSTEM)
 22. Compatibility settings    CHGCFG OPTION(*COMPAT)
 23. Month naming              CHGCFG OPTION(*MONTHS)
 24. Day naming                CHGCFG OPTION(*DAYS)
 25. RTF PC document template  CHGCFG OPTION(*PCDTPL)
 26. Configure fonts           CFGFNT

Selection or command
====> _____

F3=Exit   F4=Prompt   F9=Retrieve   F12=Cancel
F13=Information Assistant   F16=AS/400 main menu
```

System Settings

The system settings are changed via option **21**.

```
System settings                      CFG410D

NetServer name . . . . . Qs4449079_____

Text document extension . rtf_____
Command file extension . . cmdf_____

Decimal point character . .

Code page . . . . . : *SYSVAL          *SYSVAL, 37, 273, 277, 278,
                                     280, 284, 285, 297, 500, 871,
                                     1140,1141,1142,1143,1144,1145,
                                     1146,1147,1148,1149

F3=Exit   F12=Cancel
```

NetServer name

Above you specify the Netserver name of your AS/400. This is used when editing, opening or previewing converted documents(RTF).

Document Extensions

Enter the extension that InterWord400™ should work with. Here it is stated, that the converted OfficeVision documents should have the extension, **rtf** or **cmdf**.

The type of files created by the InterWord400™ tool, depends on the contents of the original OfficeVision document. OfficeVision documents will be converted into RTF format unless there a **no** text and at least one “.inc” command, then the output will be an InterWord400™ command file.

If the extensions above are left blank then ‘rtf’ and ‘cmdf’ are used.

Decimal Point Character

Enter your preference regarding numerical separator.

Code page

Type in the default codepage to use in InterWord400. The commands DSPPCD/PRTPCD/RTVPCD and MRGPCD will refer to this codepage with CODPAG(*SYSCFG).

⚠ WARNING ⚠

If you choose 'Save as' to save a document in MS Word as file type .RTF the extension .RTF is added if the extension is not already .RTF. If you e.g. try to save a file called 'filename.dca' as an .RTF file, the saved file will be called 'filename.dca.rtf'. Therefore, if you use MS Word as your RTF editor, select “.rtf” as the extension in **File Type**, to prevent this problem.*

Compatibility settings

This option is selected as option **22** on the InterWord400 configuration menu:

```
Compatibility settings                                CFG410D
Fixed size font width . : 2  1=Approx
                                     2=Exact (Version 2.70)
Send message to QSYSOPR : N
Cell seperator . . . . . : 1  1=Tabulator
                                     2=CR
Substitute "\plain" ctl word
using the MRGPCD cmd . . : N

F3=Exit  F12=Cancel
```

Font size font width:

In versions of InterWord400 earlier than 2.70 the fixed fonts where sized incorrectly. If you want to keep the font sizes in the new version so they are the same you select:

1=Approx. If you select this, you can combine it with 'Y' to get a message on the QSYSOPR message queue each time you work with a PCD document, where the font size is incorrect.

You can also use **2=Exact** to use the exact font sizes. For a new installation you should use **2=Exact** to get the best result.

Substitute “\plain”...

OpenOffice have a bug that will save the document with the wrong font when “\plain” is present in an rtf-document. Therefor it is a very good idea to activate this parameter with 'Y' if you are using OpenOffice.

Month Naming

The Month Naming settings are changed via option **23**.

Month naming		CFG410D
January	January_____	
February	February_____	
March	March_____	
April	April_____	
May	May_____	
June	June_____	
July	July_____	
August	August_____	
September	September_____	
October	October_____	
November	November_____	
December	December_____	
F3=Exit F12=Cancel		

If you insert a date in a document and use an edit code, that inserts the name of the month, then above translation table is used.

Day Naming

The Day Naming settings are changed via option **24**.

This entry screen is similar to above Month Naming. Here you can translate the text of each of the week days into e.g. the language of your choice.

PC Document Template

A definition for a Document Template are entered via option **25**.

```
PC document template                                CFG410D

RTF PC document template . /iWRD/PDC/template.rtf_____

F3=Exit  F10=Load PC document  F12=Cancel
New RTF PC document template - press F10 to replace existing template.
```

This option offers the possibility of using a document as template for new RTF documents created from inside InterForm400[®]. The benefit is obviously that the template document would contain standard formatting features such as paper size, margins, language selection etc. according to the corporate identity.

The template should be in RTF format. State the new template as above and confirm the change by pressing F10-Load Document.

Configure fonts

The configuration of the fonts used when printing through InterForm400[®] is defined via the menu option **26**.

With this option you can see and change mapping of the fonts used in the converted documents and the fonts used for the actual output in PCL.

```

Work with font configuration
FNC400D

Position to . . . . . _____ PC font

Type options, press Enter.
  2=Change  3=Copy  4=Delete  5=Display  7=Rename

Opt  PC font                SCS font  Type  PCL TF  N  B  C
-    Abadi MT Condensed Light  3840
-    AdLib BT                 3842
-    Albertus                 3844   1    4362   3
-    Albertus Extra Bold     3846
-    Albertus Medium         3848
-    Andale Mono             3850
-    Andale Mono IPA         3852
-    Antique Olive           3854   1    4168   3
-    Antique Olive Compact   3856
  2   Arial                   3858   1    16602  3
-    Arial Alternative        3860
-    Arial Alternative Symbol 3862
-    Arial Black              3864

More...

F3=Exit  F5=Refresh  F6=Create  F11=View 2  F12=Cancel

```

Entering **2** in front of a PC font definition, will enable you to change the definition. Below is the definition of the PC font **Arial** and the corresponding Type Face setting in PCL code.

```

Change font
FNC410D

PC font . . . . . : Arial
SCS font . . . . . : _3858
Font type . . . . . : 1
PCL type face . . . . . : 16602
Stroke weight - normal . . : _
Stroke weight - bold . . . : 3
Condensed font weight . . : _
Default for font type . . : *SWISS_____ *DECOR, *MODERN, *ROMAN,
                               *SCRIPT, *SWISS, *TECH,
                               *FIXPITCH, *VARPITCH

Special symbol set . . . . : _____

Download font . . . . . : _ X

Download members . . . . :
WE:ARIAL_IW Euro:ARIALEURO

```

These are the specifications:

SCS font

The font used for the spooled file, when printing the converted PC document. You should only specify SCS fonts with an even number. The font, that is one higher is reserved by InterWord400 for the same italic font.

Font type

The type of font used for PCL output when printing. Specify '0' for a fixed font or '1' or a proportional font.

PCL type face

Type face used for PCL output.

Stroke weight - normal

Specify the number to use for stroke weight when the font should be normal. Normally you should use '0'.

Stroke weight - bold

Specify the number to use for stroke weight when the font should be bold.

Normally '3' should be used for bold.

Condensed font weight

The number to use, if the font should be condensed. Use '4' if in doubt.

Default for font type

In InterWord400™ you can 8 different font to be the default for either: *DECOR, *MODERN, *ROMAN, *SCRIPT, *SWISS, *TECH, *FIXPITCH or *VARPITCH. This means, that if a font is used in the PC document, and that font is unknown by InterWord400™, then InterWord400™ will try to substitute it with a suitable font. The font not found is e.g. type '*ROMAN' InterWord400™ will look for the font, that is the *ROMAN default font and use that instead. This parameter should normally be blank.

Special symbol set

The symbol set of the font. Leaving it blank will use the symbol set selected for the interface type (e.g. ASCII850 or ASCII8). Entering a symbol set here is normally for selecting special symbol character sets.

Download font

Mark this field with an 'X' if this is an imported TTF font and is to be downloaded to the printer when used. The TTF font should be imported in both InterWord400 (with IMPPTF) and InterForm400 and use the same typeface. Refer to the InterForm400® Users Guide to see how TTF's are imported in InterForm400®. Refer to **Appendix H** (page [68](#)) to see how to use soft fonts in InterWord400.

Download members

If you have installed a PCL soft font in InterForm400 with the same typeface, then it will be listed here. Above we have installed the soft font ARIAL_IW for the **w**estern codepages (ASCII: Codepage850) and ARIALEURO for the **e**uro codepages (ASCII: Codepage858).

NOTE

Se more about fonts definitions in the InterForm400® manual.

TIP

If you need to use a font not already listed, you can import a True Type Font file containing this font in InterWord400™. Import the TTF file with the command, IMPPTF - see page [49](#). The name of the font stated inside the TTF file is the name you should use.

Overview: OV/400 Document Conversion Assistant

A significant feature in the InterWord400™ solution, is the possibility of converting OfficeVision documents into Rich Text Format (RTF) documents.

This feature enables you to convert complete folders with OV/400 documents one folder at the time or a complete folder structure incl. Sub-folders.

The conversion process can be made On the fly or via batch process, depending on how many documents there are to be converted.

These are the steps, that you use for the actual conversion:

I. Prepare conversion.

This is the temporary phase, where InterWord400™ will analyse the documents for possible conflicts.

II. Convert documents.

Upon having prepared the documents, you can finalise the conversion with the actual conversion, resulting in new RTF documents.

III. Edit converted documents

This process simply allows you to fine tune converted documents.

Configuring OV/400 Conversion Assistant

From the main menu selection option **2. Document Conversion Assistant** and the following sub-menu appears.

```
DCA                                Document Conversion Assistant

Select one of the following:

Configure conversion
  1. Display configuration           DSPCFG OPTION(*DOCCNV)
  2. Change configuration          CHGCFG OPTION(*DOCCNV)
  3. Work with font overrides      WRKFNTOVR

Manual conversion / view conversion
  11. Work with conversion folders  WRKDCAFLR

Automatic conversion
  21. Prepare conversion for folder CVTFLLR OPTION(*PREPARE)
  22. Convert prepared folders     CVTFLLR OPTION(*COMPLETE)

Selection or command
===> _____

F3=Exit   F4=Prompt   F9=Retrieve   F12=Cancel
F13=Information Assistant   F16=AS/400 main menu
```

Document Name Character Conversion

From the menu select option **2. Change configuration**, in the sub-menu for Document Conversion Assistant.

```
Document conversion                                CFG410D

Document name character conversions:
. = ..... _
( = ..... [
) = ..... ]

Stop Code text . . . . . ^STOP: _____

Convert to command files . Y      Y=Yes, N=No

Minimum left margin . . . 180    Pels
Minimum right margin . . . 180    Pels

Convert CR to required CR  3      1=No change, 2=For fixed fonts, 3=Always

Page width . . . . . 1          1=Document settings,
                               2=Document settings or right margin

Convert comments . . . . . 1      1=As comments, 2=As text: .*()
                               3=Remove

F3=Exit   F12=Cancel
```

The aim with the above function is to eliminate naming conflicts of the resulting converted documents, as these should not have characters like ".", "(" or ")" in the name. Above you specify what these characters should be translated into.

Stop codes in the converted OfficeVision document are replaced with "**^STOP:**".

Example: A OV/400 document is called "reminder.012 " so rather than the new document is called "reminder.012.RTF" the above setting will result in the naming "reminder_012.RTF"

Convert to command files

Activate this parameter and OV/400 documents without any text will be converted into InterWord400 command files.

Minimum left/right margin

Specify a minimum margin if needed. The margin is measured in pels. 240 pels equals 1 inch.

Convert CR to required CR

A 'soft' CR (Carriage Return) or 'line break' in OV/400 can be converted to a required CR in the converted document to ensure, that the line break is in the exact same spot. If you use '1=No change' the CR might not be in the same position. Note however, that required CR are not flexible when editing the converted document.

Page width

'1=Document settings'. This will make the width of the converted document to fit the original size.

'2=Document settings or right margin'. This will make page width to be either the width of the document or the right margin depending on what is the largest (Some OV/400 documents will have a right margin, that is too large - so often it is better to ignore it for the page width).

Convert comments

Here you state what InterWord400 should do with the comments found the original OV/400 documents. You can chose to insert the comments as comments in the RTF file, as text in this manner: '.*(this is a comment)', or you can chose to remove the comments from the RTF file.

Define Fonts Used for Conversion

From the sub-menu **2. Document Conversion Assistant**, select option **3. Work with font overrides**.

This option enables changing of the font mapping between the OV/400 documents and the PC fonts used in the converted RTF documents. This is used after the initial font conversion. Refer to '**Appendix F: OfficeVision font conversion**' on page [62](#) for more information of the initial font conversion.

```
Work with font overrides                                COF400D
Position to . . . . . _____ Font used
Type options, press Enter.
 2=Change
Opt  Font used                Font override      I  B
-   *Monospaced
-   *Proportional
-   *Typographic
-   *User defined
-   Artisian
-   Boldface
-   Boldface Italic
-   Courier                    Courier New
-   Courier Bold                Courier New          X
-   Courier Bold Double Wide    Courier New          X
-   Courier Double Wide         Courier New
-   Courier Italic              Courier New          X
-   Document
                                     More...
F3=Exit  F5=Refresh  F11=View 2  F12=Cancel
```

When you change an override with **option 2**, the following entry screen appears:

```
Change font override COF410D
Font used . . . . . : Courier
Font override . . . . . Courier_New_____
Italic . . . . . _
Bold . . . . . _
Width to height factor . . _75_

F3=Exit  F12=Cancel
```

State the name of the PC font to be used as **Font Override** for the particular SCS font. Mark italic or bold with an "X" if applicable. The Width to height factor is the ratio between the width used on the AS/400 to the height used on PC's.

NOTE
By default a "0," is added in front of the factor entered here. A factor of 75 indicates, that the height should be 0,075 times the width, where as a factor of 150 indicates a ratio of 0,150.

Working with OV/400 Conversion in InterWord400™

There are two ways of converting OV/400 documents.
You can convert one folder at the time or you can convert a complete folder structure, incl. Sub-folders.

The process of converting documents is divided into two initial steps: **Prepare** and **Complete**. Please note, that these two steps can **ONLY** be executed **once** for each folder.

If you need to convert a folder again you can either:

- a) Copy the folder and convert the copy - or -
- b) Clear the InterWord400 library (CLRDCALIB) and convert all folders once more. (Refer to page [48](#) for more information).
- c) Select option **16=Clear conversion history** for the folder in the WRKDCAFLR screen

The Delete conversion data command and the 16=Clear conversion data option does not delete any related RTF files. You need to delete them manually if you want to re-convert into the same directory.

☹ TROUBLE SHOOTING ☹

The output directory for the folders must be unique.

Step1: Prepare documents for conversion

The first part of the conversion is preparing for conversion. This is the phase where InterWord400™ is analysing the documents to be converted and reports any conflicts which has to be regarded.

There are two ways to prepare documents for conversion. Either option

11. Work with conversion folders (One by one)

or

21. Prepare conversion folders. (Complete folder structure including subfolders)

👉 NOTE 👉

Font overrides specified during *prepare are used for the converted document. Make sure, that the fonts are translated properly before preparing.

Prepare documents with option 11. Work with Conversion Folders.

Select option 11. Work with Conversion Folders.

From this entry screen you will see all folders known by InterWord400™.

```
Work with conversion folders                                CFL400D
Position to . . . . . _____ Folder
Type options, press Enter.
 2=Change  3=Copy  4=Delete  5=Display  7=Change folder
12=Work with documents  14=Convert documents  16=Clear conversion hist.

Opt  Folder                                          Status
___  KSE                                           FERTIG
___  KSE2                                          *COMPLETE
___  KSE3                                          *COMPLETE
___  KSE4                                          FINISHED
___  KSE5
___  KSE7                                          *PREPARED
___  PDC                                           *COMPLETE
___  PDC2

End

F3=Exit  F5=Refresh  F6=Create  F11=View 2  F12=Cancel
```

Press **F6-Create** to add a new folder to InterWord400™. Following the below entry screen appears.

```
Create conversion folder                                CFL410D
Folder . . . . . _____
NEWFLR_____
Description . . . . . Contents of NEWFLR_____
Output directory . . . . . '/iWRD/NEWDIR'_____
Status . . . . . TESTING__

F3=Exit  F12=Cancel
```

Folder: Enter the Folder name you wish to convert.

Destription: Enter a suitable description of the contents in the folder.

Output Directory:
Enter the output directory for the converted documents.

NOTE: The output directory will be created if it does not already exist. Also during the prepare phase the contents of this directory will be empty until the final conversion is made.

Status: Enter a status of the folder contents. You are free to define what the status should be, however an acronym for Prepare would be sensible.

Upon having pressed ENTER, the following entry screen appears and you are know ready to prepare the conversion. Enter 12 (Work with documents) in front of the NEWFLR and InterWord400™ prepares the contents.

```
Work with conversion folders                                CFL400D
Position to . . . . . _____ Folder
Type options, press Enter.
  2=Change  3=Copy  4=Delete  5=Display  7=Change folder
 12=Work with documents  14=Convert documents  16=Clear conversion hist.

Opt  Folder                                           Status
---  KSE                                             FERTIG
---  KSE2                                           *COMPLETE
---  KSE3                                           *COMPLETE
---  KSE4                                           FINISHED
---  KSE5
---  KSE7                                           *PREPARED
---  PDC                                           *COMPLETE
---  PDC2
12  NEWFLR                                           TESTING

End

F3=Exit  F5=Refresh  F6=Create  F11=View 2  F12=Cancel
```

Following you should examine the results of the prepare for the individual documents. See page [25](#) for possible Document status of the prepare.

Prepare documents with option 21. Prepare Conversion for Folder.

Select option **21. Prepare Conversion for Folder.**

The parameters for this entry screen is similar to the previous option **11. Work with Conversion folders**. However a significant feature here, is that sub-folders could also be included in the conversion.

If sub-folders are included in the prepare/complete of OV/400 documents, InterWord400™ will create sub-directories containing the corresponding documents.

Below it is specified to prepare the KSE6 folder and that the converted PC documents will be placed in a new directory, 'KSE6', that will be created in the directory, 'iWRD/KSERTF' - when the conversion is completed later.

```

                                Convert Folders (CVTFLR)

Type choices, press Enter.

Folder . . . . . > FLR      KSE6_____
-----
Convert sub folders . . . . . SUBFLR *YES          *YES, *NO
Option . . . . . OPTION *PREPARE_    *PREPARE, *COMPLETE
Output directory . . . . . > OUTDIR  '/iWRD/KSERTF_____

                                                                Bottom
F3=Exit   F4=Prompt   F5=Refresh   F12=Cancel   F13=How to use this display
F24=More keys

```

After the prepare the status of the folder changes to ***PREPARED**.

Examine the result of preparation

It is a good idea to examine the result of a prepare. If some of the documents are NOT converted to RTF later on, you will surly be able to find the reason here.

From the Document Conversion Assistant sub-menu, enter option **12=Work with documents** in front of the prepared folder, to see status of each prepared document:

```

                                Work with documents                                DOC400D

Folder . . . . . :      KSE6

Position to . . . . . _____ Document

Type options, press Enter.
  5=Display  11=Open PC doc  12=Document fields  15=Document fonts

Opt  Document      Description                                Status
---  F00011.001     F00011.001                                *READY
---  F00086.001     F00086.001                                *READY
---  TEST.OLY       TEST.PRN                                    *SKIP
---  TEST2.OLY      TEST2.PRN                                   *SKIP
---  XDART1         XDART1                                      *WARN

                                                                End

F3=Exit   F5=Refresh   F11=View 2   F12=Cancel

```

These are the possible values for the **Document status** of the prepare:

- *READY** The contents of the document is valid.
- *SKIP** The document is not an OfficeVision document and will not be converted.
- *WARN** There is a problem regarding the conversion. The document is using functions not supported by InterWord400™. Maybe the document is referring to more than one file or to *PRINT? You will find the answer if you select

option **5=Display** or option.

Features for examining the prepared documents:

12 = Document fields

By entering **12** in front of a prepared document InterWord400™ will display all fields included in the document.

15 = Document fonts

By entering **15** in front of a prepared document InterWord400™ will display the fonts found in the DCA document and what it will be converted to in the RTF document.

Status of Folders

Note this about the status of folders:

- The status can be changed with option **2=Change**.
- When you convert a folder using option **14=Convert documents**, the status is not automatically changed.

***PREPARED** This is the status if the folder has been prepared by use of the option **21. Prepare conversion folders**.

***COMPLETE** Folders, that have been completely converted by use of option **22. Convert Prepared folders**.

Step 2: Convert documents

Final Conversion of a folder is done in a similar manner as **prepare**:

There are two ways to **complete** the conversion of documents. Either by using option

11. Work with conversion folders (One by one)

or

22. Convert Prepared folders. (Complete folder structure)

NOTE

Any changes to font overrides after the prepare of a folder has no effect when the folder is later converted.

NOTE

Details and limitations regarding the conversion can be found in **Appendix B: Supported OfficeVision Commands** on page [51](#).

Convert documents with option 11. Work with conversion folders

Select option **11. Work with Conversion Folders**.

From this entry screen you will see all folders known to InterWord400™ and their corresponding status..

```
Work with conversion folders                                CFL400D
Position to . . . . . _____ Folder
Type options, press Enter.
 2=Change  3=Copy  4=Delete  5=Display  7=Change folder
12=Work with documents  14=Convert documents  16=Clear conversion hist.

Opt  Folder                                     Status
---  KSE                                         FERTIG
---  KSE2                                        *COMPLETE
---  KSE3                                        *COMPLETE
---  KSE4                                        FINISHED
---  KSE5
---  KSE7                                        *PREPARED
---  PDC                                         *COMPLETE
---  PDC2
14  NEWFLR                                     TESTING

End

F3=Exit  F5=Refresh  F6=Create  F11=View 2  F12=Cancel
```

Prior to conversion you are able to change the output directory by use of option **2=Change**. As default the output directory is as specified during the **prepare** definition.

NOTE

If you choose to change the output directory using option **2=Change** then please note, that the path to the output directory should not be inserted in ' '.

The type of files created by the conversion, depends on the contents of the original Office document: Office Vision documents will be converted into RTF format unless there a no text and '.inc' and at least one '.inc' command is found, then the output will be an InterWord400™ command file.

To convert documents in a prepared folder, enter option **14=Convert documents**.

Convert documents with option 22. Convert Prepared folders

Select option **22. Prepare Conversion for Folder** and the following entry screen appears.

```

                                Convert Folders (CVTFLR)

Type choices, press Enter.

Folder . . . . . > FLR          KSE6_____

Convert sub folders . . . . . SUBFLR  *YES          *YES, *NO
Option . . . . . > OPTION  *COMPLETE     *PREPARE, *COMPLETE

                                                                Bottom
F3=Exit   F4=Prompt   F5=Refresh   F12=Cancel   F13=How to use this display
F24=More keys

```

Above it is specified to complete the conversion of the KSE6 folder. Also it is specified to include any sub-folders in the conversion.

When converting the documents with this option **22. Convert prepared folders**, the status of the folder changes automatically to *COMPLETE.

NOTE 📌

The output directory specified during the *prepare process is used. However if you change the output directory via option **11. Work with conversion folders**, this new directory is used.

Status of the converted documents

After the final conversion (Complete), the resulting documents can be viewed via option 11. Work with conversion folders, and following entering 12. Work with documents, in front of the folder in question.

Below is the possible status of converted PC documents.

- *CNVERR** Conversion error. There was an error during conversion. Use option **5=Display** to find the problem.

- *ATTENTION** The document contains commands, that are not valid and it can not be printed. (E.g. the document can contain a **.bct'** without any **.ect'**.)

- *PARTIAL** The document was partially converted. Some functions used are not supported.

***COMPLETE** The document has been successfully converted.

The conversion is now finished and you are now ready to work with the converted documents. In the following chapter we will look at how you can examine and work with the RTF documents.

☺ **TIP** ☺

If InterWord400™ tries to create a converted file and a file with this name already exist, then the document will not be converted and status in InterWord400™ will be ***CNVERR**.

☺ **TIP** ☺

Using **F11-View 2** will provide you with additional information about the document such as dates Doc-Type, Change date, Conversion date etc.

Examine the result of the conversion

From the main menu, select option **4. Work with PC documents**. Following you will see the below entry screen with all IFS directories known to InterWord400™.

```
Work with directories                                     DIR400D

Position to directory . . _____

Type options, press Enter.
 2=Change  3=Copy  4=Delete  5=Display  7=Rename
12=Work with PC documents

Opt  Directory                                     Status
___  /IWRD                                           *CVT
___  /IWRD/KSE                                         *CVT
___  /IWRD/KSE/KSE2                                   *CVT
___  /IWRD/KSE11                                       *CVT
___  /IWRD/KSE13                                       *CVT
___  /IWRD/KSE3                                         *CVT
___  /IWRD/KSE6                                         *CVT
___  /IWRD/KSE8                                         *CVT
___  /IWRD/KSE9                                         *CVT
12 /IWRD/NEWDIR                                       *CVT
___  /PCDATA                                           *CVT
___  /PCDATA2

F3=Exit  F5=Refresh  F6=Create  F11=View 2  F12=Cancel

More...
```

Status: ***CVT** signals, that the directory includes converted PC documents.

Use option **12=Work with PC documents** to view converted documents in the directory:

Directory : **/IWRD/NEWDIR**

Position to PC document .

Type options, press Enter.

2=Change 3=Copy 4=Delete 5=Display 6=Print 7=Rename
8=Display description 11=Open 12=Work with fields 14=Keywords

Opt	PC document	Status
___	DART1.RTF	*CVT
___	DART1KSE.RTF	*CVT
___	DART2.RTF	*CVT
___	DART3.RTF	*CVT
___	DART4.RTF	*CVT
___	PDC1.RTF	*CVT
___	PDC2.RTF	*CVT
___	REMIND1_OV.RTF	*CVT

End

F3=Exit F5=Refresh F6=Create PC document F11=View 2 F12=Cancel

With option **2=Change** you can change the properties of the document e.g. what file or query to use for printing or enter a more detailed description of the document.

Further explanation regarding editing of the PC documents will follow in the next chapter.

NOTE

You can only see documents created by InterWord400™.

NOTE

The extension of the converted document is the setting entered for text documents when configuring InterWord400™ - see page ?.

Work with PC Documents

In InterWord400™ you are able to create and edit both normal text files(RTF) and command files.

☺ TIP ☺

If you are **not** able to see certain PC documents when using option 12. Work with documents, you need to add the file(s) to InterWord400™. Press 'F6=Create PC document' to add an already existing document.

☹ WARNING ☹

Avoid using Wordpad to edit converted PC documents. Wordpad removes all page formatting information from documents and Wordpad does not support right/center/decimal tabulators. However Wordpad can - as Notepad be used for InterWord400™ command files.

☹ WARNING ☹

Any delete, rename or move of InterWord400 PC documents should be done using InterWord400 commands or options. Refer to page [44](#) and [47](#) for more information.

Configure Editing of PC Documents

From the main menu enter option **3. Work with editing** or use the command **DCA400/WRKEDT**. The following screen will reveal all editing codes known by InterWord400™. In this manner you can present dates, figures and text captured from a file or query in various manners.

```
Work with editing                                EDC400D
Position to . . . . . _____ Editing
Type options, press Enter.
  2=Change  3=Copy  4=Delete  5=Display  7=Rename

Opt  Editing      Description                                     Type
-   *DATE         Default editing for dates                          *DATE
-   *NUMERIC      Default numeric editing                          *NUMERIC
-   *000000001    *ALPHA
-   *000000002    *DATE
-   *000000003    *NUMERIC
-   *000000004    *NUMERIC
-   UC            Print in upper case                               *ALPHA

F3=Exit  F5=Refresh  F6=Create  F11=View 2  F12=Cancel

End
```

Note, that this list is empty until you convert documents or add new editing codes manually by pressing **F6=Create**.

When you convert documents which uses fields from either queries or files any new editing codes are automatically generated (named *xxxxxxx in sequence). Editing codes starting with '*' are reserved for this automatic generator (only exceptions are *DATE and *NUMERIC).

You are free to rename or change any of the codes including automatically created codes.

If you create editing codes named either *DATE or *NUMERIC you can override the system

values of the system on which you run InterWord400™. Only one *DATE and one *NUMERIC edit code are allowed.

Press 'F11-View2' to view details of each editing code on this screen.

Creating a new PC document

When creating new document templates for mail merges, you can either copy an existing document or create a new based on the document template specified in the System Settings.

As we are operating in the IFS, the naming of the new documents can contain any signs you are familiar with from the Windows world, e.g. "_", "blank" etc.

Create a new Document with "F6-Create"

From the main menu select option **4. Work with PC documents** and enter a directory of your choice with option **12. Work with PC Documents**.

```

Work with PC documents                                     PCD400D
Directory . . . . . : /IWRD/PDC
Position to PC document .
Type options, press Enter.
  2=Change  3=Copy  4=Delete  5=Display  6=Print  7=Rename
  8=Display description  11=Open  12=Work with fields  14=Keywords

Opt  PC document      Status
___  DART1.RTF         *CVT
___  DART1KSE.RTF     *CVT
___  DART2.RTF        *CVT
___  DART3.RTF        *CVT
___  BALANCE.RTF     *CVT
___  IBROSIN.RTF     TEST
___  Statement.RTF   TESTING
___  PDC1.RTF        *CVT
___  PDC2.RTF        *CVT
___  REMIND1_OV.RTF  *CVT
More..
F3=Exit  F5=Refresh  F6=Create PC document  F11=View 2  F12=Cancel

```

Use **F6-Create** to create a new RTF document and the following entry screen appears.

```

Create PC document                                       PCD410D
Directory . . . . . : /IWRD/PDC
PC document . . . . . NEW_PC_DOCUMENT.RTF
Description . . . . . Description of new Document.
File . . . . . WSLTRTRN
  Library . . . . . *LIBL
  Member . . . . . *FIRST
Query . . . . . _____
  Library . . . . . _____
Status . . . . . PDCNEW
Open new PC document . . . Y           Y=Yes, N=No
F3=Exit  F12=Cancel

```

PC Document

Enter a name for the new document. Remember to add “.RTF” to the new document name.

Description:

Enter a description of the new document.

File or Query:

Enter your selection of data source for either File or query.

Status:

You have the option of entering a status for the new document.

When you press **Enter** and have created the new document, your Windows text editor will start and you are now able to modify the contents of the document to your liking.

NOTE

When creating a new document with **F6-Create**, the document will be based on the document template defined in the system settings, if any specified. See page [15](#).

NOTE

If you create a PC document in a windows editor or add new fields to an existing PC document InterWord400™ need to know the field mappings and editing of the new fields.

Create a new Document with “3-Copy”

Simply enter **3-Copy** in front of the source document you wish to copy from. The parameters for the new document is as described above.

NOTE

When **copying** a existing PC document all edit codes, field mappings and other information are copied also.

Work with PC document variables

Entering option **12. Work with Documents** in front of a directory and following **12=Work with fields** for a particular document will enable you to view, change or rename known fields in a PC document and even add editing on a field.

When the document is a converted OfficeVision document, all used fields are added to this list.

When the document is a created from scratch, the fields will not be listed and have to be added one by one if you want to rename the field or for adding an edit code. The fact that the fields are not listed has no influence when pre-viewing or printing, they will still be included.

```

Work with fields
                                                                FLD400D
Directory . . . . . : /IWRD/PDC
PC document . . . . . : DART1.DCA

Position to . . . . . _____ Field

Type options, press Enter.
  2=Change  3=Copy  4=Delete  5=Display  7=Rename  9=Editing

Opt  Field          Description
-   *DATE           *CVT
-   LTRAD1          *CVT
-   LTRAD2          *CVT
-   LTRAD3          *CVT
-   LTRAD4          *CVT
-   LTRAP1          *CVT
-   LTRAP2          *CVT
-   LTRAP3          *CVT
-   LTRAP4          *CVT
-   LTRAP5          *CVT

                                                                More...

F3=Exit  F5=Refresh  F6=Add field  F11=View 2  F12=Cancel

```

Use option **2=Change** to map the field used in the PC document to another (external) field in a file or query. The purpose of this could be that the **internal field** name is limited in its describing of the contents and a new **external field** name would be more appropriate. Also when changing the field, the editing of the field could be added or changed.

Option **4=Delete** will delete the field from this list. If the user refers to a field, that exists in the file, but is not listed here, the field will still be inserted when pre-viewing or printing.

As default the field names used in the PC document are the same as the field names in the used file or query, but with option **7=Rename** you can change the internal field name or convert it to the external field name. The purpose of this is, that none technical people would be able to make changes to the RTF documents.

Use option **9=Editing** to see how the used edit code, is defined.

Use **F6=Add field** to enable the use of a new field in the PC-document.

Editing of RTF documents

From the InterWord400™ Main Menu select **4. Work with PC documents**, enter option **12=Work with documents** and option **11=Open** in front of the document you wish to edit. The Windows application which is associate with RTF-files will then open, and you can complete your editing. You can achieve the same with the command, DCA400/EDTPCD.

Use **5-Display** in InterForm400™ to preview the result of your changes.

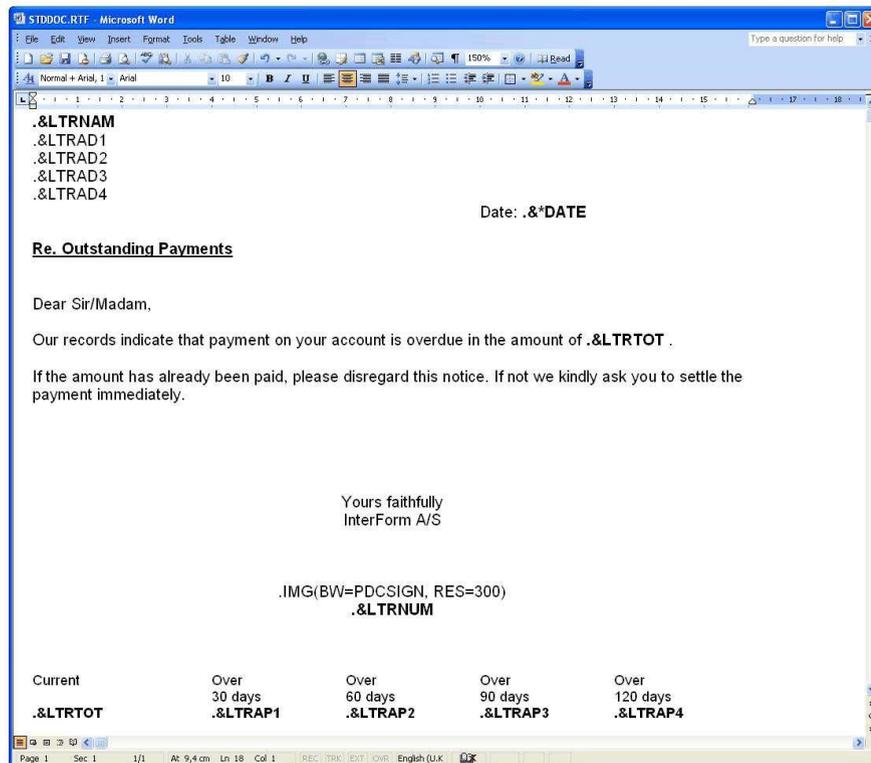
☹ TROUBLE SHOOTING ☹

See '[Appendix C: How to connect InterWord400™ and PCs](#)' on page [55](#) on how to start the windows editor from InterWord400™.

Example of a RTF document.

Below is an example of a RTF document.

The formatting features supported is e.g. change fonts, use bold, italic and underline. Adjustments (left, right and centre) and the use of tabulators.



The fields starting with '.'&' indicates insertion of a field from the database file or query, that is used for printing e.g. '<RNAM' inserts the contents of field, LTRNAM.

💣 WARNING 💣

Remember always to insert a space after a field - even if the field is the last in a line.

Note, that the space after a field name **cannot** be exchanged with a tabulator.

See table on page [37](#) to find additional commands, supported by InterWord400™.

⚡ WARNING ⚡

Do not save an edited PC document as a format, that includes more functions than available in RTF. Functions not supported should be ignored, but it might cause problems in some cases.

😊 TIP 😊

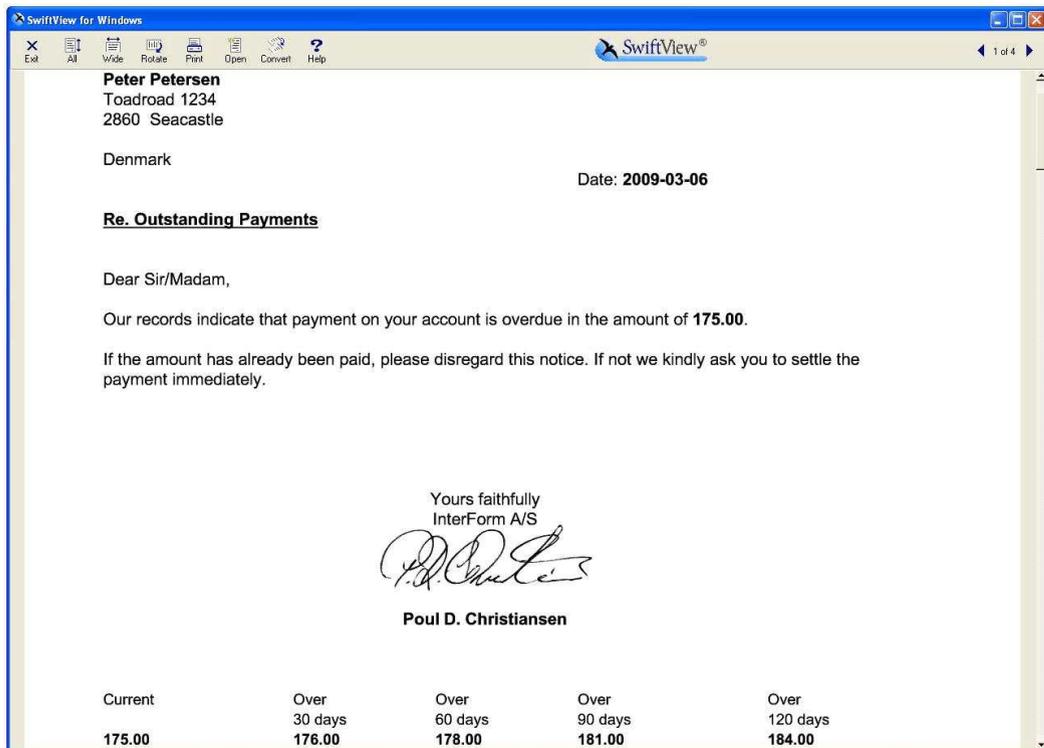
If you create a new InterWord400™ PC document you need to add it to InterWord400™. You can add it if you press F6-Add PC document from the **'4. Work with PC documents'** screen.

Pre-viewing or Printing a Mail Merge

Having finished possible changes to a document, **Save** and close the document and return to InterWord400™. You now have the possibility of entering **5-Display** in front of the changed document and InterWord400™ will display the mail merge in the accompanying viewer, containing the document template and the source data you have specified.

When you are satisfied with the formatting of the mail merge, simply enter **6-Print** in front of the document in question, and the print will be sent to executers job-defined output queue.

Should you wish to use a different output queue then the one defined for the one in question or use the option **5. Print PC Document** from the main menu. (See more about this option on page [40](#).)



Edit an InterWord400™ command file

An InterWord400™ command file is either a plain ASCII or EBCDIC text file without any formatting. ASCII files can be edited in a windows editor like e.g. Notepad.

NOTE

The command file should **NOT** be saved in RTF format.

EBCDIC command files must be placed as a member in a physical file in /QSYS.LIB.

Possible commands in InterWord400™ command files:

Command	Description	Valid in RTF documents
.SET()	Sets a variable or field to a new value.	Yes
.BCT()	Begin conditioned commands.	Yes
.ECT()	End conditioned commands	Yes
.INC()	Includes another command file or RTF document	Yes
.SKP(nnn)	Skips nnn lines	No - insert blank lines
.PAGE	Skips to next page	No - insert page break
.PTH(path)	Execute next include as if the command file where placed in the path specified here.	No
.*()	Comment - not printed	Yes
.FIX()	Fixes Pagesize, Line space, Top/Bottom/Left/Right margin for subsequent .INC() to the current value. Possible values: *PAGESIZE, *PAGESIZE-H, *PAGESIZE-W, *LINSPEC, *MARGIN-T, *MARGIN-B, *MARGIN-L, *MARGIN-R These values are ignored if used on the commands MRGPCD, DSPPCD and PRTPCD!	No
.FIX(*FONT) and .FIX(*FONTSIZE)	Fix the font or font size for the subsequent .INC() to the current value. These are available on the MRGPCD, DSPPCD and PRTPCD commands only!	No
.IMG()	Format: .IMG(BW=xxx,RES=600, XPOS=1.120, YPOS=+.040) Inserts image 'xxx', that is a BW image already installed in InterForm400. The command is case sensitive. The command text will automatically be removed. RES, XPOS and YPOS are optional. The default values are: RES=300 (Resolution). Possible values are: 75 100 150 200 300 600 XPOS=+0 (measured in inches and pels) YPOS=+0 If no sign is used for XPOS and YPOS the positions are absolute otherwise the position is relative to the '!' of the .IMG command. Ref. point of the image is the lower left corner.	Yes

Command	Description	Valid in RTF Documents
.TOPD(II.PPP)	Positions the next included documents at the specified position from the top of the current page. The vertical position is stated as II.PPP, where II is the number of inches and PPP is the number of pels (1 pel =1/240 inch). Example: .TOPD(4.120) will make InterWord include the next document 4½ inches from the top.	No

(*PAGESIZE-H 'locks' the height of the document and *PAGESIZE-W 'locks' the width.)

The contents of an InterWord400™ command file could be:

```
.*(This is just a comment and it is NOT printed.)
.*(The body of the letters will be in german or english depending on) .*(the
language of each customer.)

.SET(&NAME = 'Mr. Smith')
.INC(HEADER.RTF)

.BCT(&LANGUAGE = 'DE')
.INC(BODY_DE.RTF)
.ECT(&LANGUAGE = 'DE')

.BCT(&LANGUAGE = 'GB')
.INC(BODY_GB.RTF)
.ECT(&LANGUAGE = 'GB')

.INC(FOOTER.RTF)
```

Here the field, NAME is assigned the value, 'Mr. Smith'. PC documents included are placed in the same directory. You can also include PC documents from sub directories by stating the remaining path from the current directory - or include PC documents from other directories by stating the full path.

For conditions you use '=', '<', '>' or '<>'. You cannot use 'AND' or 'OR' in conditions. However 'OR' could be realized by inserting additional .BCT/.ECT and 'AND' could be realized by nesting conditions.

Examples:

This command file will include special text if the customer owes more than 100 Euro:

```
.BCT(&AMOUNT > 100)
.INC(PAY_NOW)
.ECT(&AMOUNT > 100)
```

This will include the text if the amount is larger than 100 AND less than 1000:

```
.BCT(&AMOUNT > 100)
.BCT(&AMOUNT < 1000)
.INC(PAY_NOW)
.ECT(&AMOUNT < 1000)
.ECT(&AMOUNT > 100)
```

A command file with this content will create 3 letters:

```
.SET(&NAME = 'Andersen')
.INC(LETTER)

.PAGE
```

```
.SET(&NAME = 'Hansen')  
.INC(LETTER)
```

```
.PAGE  
.SET(&NAME = 'Olsen')  
.INC(LETTER)
```

Refer to page [43](#) for another example of an InterWord400™ PC document.

 **NOTE** 

A command file must at least include one .INC() (include) command. A command file should not include any page formatting.

 **TIP** 

If you place an include inside a condition: .BCT()-ECT(), you can e.g. select only to print out the letter for certain customers. Note however, that this is not optimal in regards to performance. It would be faster to create a query for this selection.

Printing Documents using a Command.

This option is reached either from the main menu option **5. Print PC Document** or with the command: PRTPCD

Option **5=Display** and the command DSPPCD works similar to PRTPCD. Use the description below for details.

The main purpose of this function is for implementation into companies own applications or for processing the print automatically.

However key users could also benefit from using this command as an output queue can be stated directly, without changing the job queue.

With the command, PRTPCD (Print PC document) you can do a merge and print of a converted document as an *SCS spooled file.

```

                                Print PC Document (PRTPCD)

Type choices, press Enter.

PC document . . . . . PCD
-----
PC document type . . . . . PCDTYPE *EXT_      *EXT, *TEXT, *CMDF
Merge type . . . . . MRGTYPE *NONE_     *NONE, *FILE, *QRY, *NODATA
Output queue . . . . . OUTQ *JOB_____ Name, *JOB, *USRPRF, *WRKSTN
      Library . . . . . _____ Name, *LIBL, *CURLIB
Spool file name . . . . . SPLFILE PCDPRT_____ Name
User data . . . . . USRDTA _____ Character value
Form type . . . . . FORMTYPE *PCD_____ Character value, *PCD, *STD
Copies . . . . . COPIES 1_____ 1-256
Hold spooled file . . . . . HOLD *NO_       *NO, *YES
Save spooled file . . . . . SAVE *NO_       *NO, *YES
Page data . . . . . PAGDTA *SEPLINE_____

-----
Page data fields:
Field name . . . . . PAGFLD *NONE_____
Position . . . . . _____ 1-200
+ for more values
F3=Exit F4=Prompt F5=Refresh F12=Cancel F13=How to use this display
F24=More keys

```

The above entry fields are described below:

PC document, PCD:

The PC document to merge and print including the IFS path.

PC document type, PCDTYPE:

The type of the PC document which is to be printed.

***EXT** The type is decided by the extension of the PC document and the extensions known by InterWord400™. See page [12](#).

***TEXT** The PC document is an RTF PC document.

***CMDF** The file is a plain ASCII command file. See page [37](#).

Merge type, MRGTYPE:

The type of merge to do.

***NONE** No merge is done. No values are inserted. Only the names of inserted fields are printed.

*FILE	Merge a file with the PC document and print the result.
*QRY	Merge a query with the PC document and print the result.
*NODATA	.INC() lines are ignored and variables are not inserted.

Page data, PAGDTA:

Text that will be inserted on top of each page - but this will not be printed. Can be used for index if the spooled file is archived.

*SEPLINE	A line of '-' (Default).
*BLANK	No text

Page data fields, PAGFLD:

Refers to fields of the query or file used for printing. The value held in this field on each page will be printed in line 1 in this position of the *SCS spooled file generated by the PRTPCD command. The contents of line 1 can then be used e.g. for an overlay selector in InterForm400. There is no control for references to non-existing fields or overlapping. The fields are inserted in the same sequence as defined.

The rest of the parameters specify the attributes of the resulting spooled file.

NOTE

The resulting spooled file can max. be 16 Mbyte. If the necessary the spooled file will automatically be split up into pieces of max. 16 Mbyte and the message DCA7102 (*DIAG), 'Additional SCS spooled files will be created' will be sent for each spooled file.

TIP

If the print does not seem correct you should consider this: Are you merging with the correct file or query? Are all fields used in the PC document known? Is the syntax of the merged PC document correct? Did you remember to insert a space after inserted fields?

Letter stationary with InterForm400®

The synergy between InterWord400™ and InterForm400® is second to none, as InterForm400® will be able to capture the print produced by InterWord400™ and overlay the print with e.g. a companies letter stationary.

The procedure is simple. Direct your InterWord400™ print to a output queue which is monitored by Auto Forms Control (the automation part of InterForm400®) and let Auto Forms Control merge the InterWord400™ spooled file, with an overlay of your choice.

The PRTPCD command can be used for creating the letters, that are to be merged with a InterForm400® overlay. Change the OUTQ parameter to an output queue, that is monitored by Auto Forms Control in InterForm400®.

In Auto Forms Control, add this output queue and add a merge line, that merges the InterWord400™ spooled file with your overlay. Start the subsystem, APF3812/AUTO_FORM. Start the AFC job monitoring the output queue (if not autostarted) and print the InterWord400™.

Example:

Peter Petersen
Toadroad 1234
2860 Seacastle

Denmark



Date: 2009-03-06

Re. Outstanding Payments

Dear Sir/Madam,

Our records indicate that payment on your account is overdue in the amount of **175.00**.

If the amount has already been paid, please disregard this notice. If not we kindly ask you to settle the payment immediately.

Yours faithfully
InterForm A/S

Poul D. Christiansen

Current	Over 30 days	Over 60 days	Over 90 days	Over 120 days
175.00	176.00	178.00	181.00	184.00

InterForm A/S Hylidalvej 11 DK-9541 Suldrup Tel: +45 98 37 80 17 Fax: +45 98 37 87 99

Demo sample resources

InterWord400™ is shipped with two RTF documents: LETTER1.RTF and TOTALTXT.RTF. Both files are placed in the IFS directory, iWRDDemo. This directory is automatically shared as IWRDDemo so they can be accessed by connected PC's.

LETTER1.RTF looks like the example above. TOTALTXT.RTF is included in LETTER1.RTF if a certain amount is larger than 100.

For test printing a database file, DCA400/WSLRTRN is also provided. You can change the contents of that file as you please.

You can test print the result with the command:

```
DCA400/PRTPCD      PCD('/iwrddemo/letter1.rtf')      MRGTYPE(*FILE)
DTAFILE(DCA400/WSLRTRN)
```

(Remember to merge the resulting spooled file in InterForm400).

WARNING

Avoid the use of tabulators and remaps in the InterForm400® overlay in order to keep the formatting of the original InterWord400™ spooled file. InterForm400® will substitute used SCS fonts to printer resident fonts as defined with in InterWord400™. See page [15](#) for more information of this substitution.

WARNING

For further information refer to the InterForm400® Users Guide.

PC Document Directory related commands

Apart from the commands supplied for the daily work with InterWord400® as shown above InterWord400® also supplies you with these commands:

Delete PC Document Directory, DLTPCDDIR.

Use this command to delete a directory and sub-directories including all InterWord400® PC documents from IFS.

WARNING

*The Delete PC Document Directory (DLTPCDDIR) will delete the specified directory and subdirectory (including contents) **without** asking for a confirmation. USE THIS COMMAND WITH CAUTION.*

If any file is found in the directory or any sub-directory that is not known by InterWord400®, then nothing is deleted and the command halts with the error message 'DCA6104 Object(s) in IFS prevents deletion of directory /IWRD/PDC.'. Look in the joblog for specifications of the files not known by InterWord400®.

TIP

*You may receive the error message 'DCA6104 Object(s) in IFS prevents deletion of directory /IWRD/PDC.' and see file names e.g. starting with '~\$' in the joblog. These files can be hidden files from e.g. MS Word. Use e.g. WRKLNK OBJ(path) DSPOPT(*ALL) to view all files - including the files marked as hidden.*

Relocate PC Document Directory, RLPCDDIR.

This command can be used for renaming or moving an IFS directory, that has been used for InterWord400®.

Note: When working with DCA folders (WRKDCAFLR) you can choose option '11=Open PC doc' to open the corresponding RTF document in your Windows editor. However after renaming or moving an IFS directory containing the corresponding PC document this link is lost and the PC document can no longer be opened with option 11 from WRKDCAFLR.

WARNING

NEVER rename InterWord400® PC documents or directories from e.g. Explorer on a PC, via the WRKLNK command (option 7=Rename) or the RNM command. The renamed objects will not be known by InterWord400® and information of e.g. fields, keywords and editing codes in InterWord400® will be lost in and deleted next time you issue a RCLPCD command. Refer to page 47 for more information of the command CFGEXIT that can be used to prevent this.

Reclaim PC Documents, RCLPCD.

This command can be used for cleaning up InterWord400®. InterWord400® remembers e.g. links between the OV/400 documents and the converted PC documents. This command will remove any broken links. If a previous RLPCDDIR command was stopped before completion this command will complete the relocation.

Save and restore commands

InterWord400® supplies you with a range of save and restore commands. These commands should NOT be used for your daily backup. In order to backup and restore files in IFS you should use the OS/400 commands SAV and RST.

This OS/400 command will save all files and directories in IFS:

```
SAV OBJ((('//*) ('/QSYS.LIB' *OMIT) ('/QDLS' *OMIT) UPDHST(*YES)
DEV('/QSYS.LIB/TAP01.DEVD')
```

This command will save the directory iWRD including all subdirectories and files to TAP01:

```
SAV OBJ('/iWRD/*') DEV('/QSYS.LIB/TAP01.DEVD')
```

If you want to export some InterWord400[®] PC Documents from one AS/400 to another you can do that by use of the InterWord400[®] save and restore commands:

Save PC Document, SAVPCD.

This command will not only save the specified PC document but also save:

- a) The reference to file or query used for printing.
- b) All fields defined for the PC document.
- c) Keywords
- d) References to editing codes.
- e) Editing codes

 **WARNING** 

Save only one PC document or directory per tape. When you restore you can only restore the from the first save found.

 **WARNING** 

It is not possible to specify target release when saving PC Documents or directories. This means that you can only restore saved documents on OS/400's, that are the same or higher than the OS/400 on the machine where you saved.

 **NOTE** 

Include the DCA400 library in your daily backup.

Restore PC Document, RSTPCD.

Restores an InterWord400[®] PC Document including the information above.

(Restores ONLY from the first save found on tape.)

```

                                Restore PC Document (RSTPCD)

Type choices, press Enter.

Device . . . . . DEV                _____ Name, *SAVF
Saved PC document . . . . . SAVPCD   *ONLY _____

Restore to PC document . . . . . RSTPCD *SAVPCD _____

Replace current document . . . . . REPLACE *NO_      *NO, *YES
Save file . . . . . SAVF              _____
Library . . . . .                    *LIBL_____

                                Bottom
F3=Exit  F4=Prompt  F5=Refresh  F12=Cancel  F13=How to use this display
F24=More keys

```

These are the parameters for the RSTPCD command:

- DEV** The device from which you want to restore. You can only restore from the first save found on the tape. Specify *SAVF to save to a save file.
- SAVPCD** Either specify *ONLY to restore the object found (what ever it is) - or specify the path that was used for the SAVPCD command to make sure, that you are restoring the correct PC document.
- RSTPCD** Specify *SAVPCD to restore to the name and path as the original saved document - or specify the path and name to restore to.
- REPLACE** Specifies if the restored PC document is allowed to replace an existing one.
- SAVF** The save file to restore from (for DEV(*SAVF)).

If an edit code already exist with the same name when restoring the restored edit codes will be named *RSTnnnnnn, where nnnnnn is in the range 1 to 999999.

Save PC Document Directory, SAVPCDDIR.

This command saves a complete directory and all subdirectories including all files within. The command will not only save documents and directories known by InterWord400® - it will save all.

SAVPCDDIR will save informations of the PC documents known by InterWord400®. See the description of the command, Save PC Document (SAVPCD) above for details.

Restore PC Document Directory, RSTPCDDIR.

With this command you restore IFS directories previously saved with SAVPCDDIR. This command works just like the RSTPCD command - except that it restores directories.

Note: If you specify a path for either the SAVPCDDIR or RSTPCDDIR parameter you should state the whole path. The target directory specified in the RSTPCDDIR parameter must not exist prior to the restore.

Appendix A: The InterWord400™ commands

ADDPCKWD Add PC document Keyword

Add a new keyword to a PC document. See page [53](#).

ANZDOC Analyze Document

Analyze a OV/400 document and generate a report on a printers queue. This command is intended only for problem determination.

CFGEXIT Configure IW 400 Exit Program

This command is intended to be used for avoiding that InterWord400 PC documents are manually deleted, renamed or moved e.g. by use of Explorer on a PC. Such actions should ONLY be done by use of InterWord400 commands. These are the parameters:

SET Use **SET(*ON)** to prevent any delete, rename or move of InterWord400 PC documents except by use of InterWord400 commands or options. Any attempt to do so in Windows will be refused with the message '**Access denied**' along with a message in the specified message queue. **SET(*OFF)** will deactivate this function.

FALLBACK This is used only with SET(*ON). **FALLBACK(*ACCEPT)** will allow such action if a file or program in library DCA400 is not available (e.g. during backup of the DCA400 library). **FALLBACK(*REJECT)** will reject any changes - even if InterWord400 objects are not available.

The command will create following objects:

- 1) 3 objects with the name IWRDEXIT in library QGPL. (Types: *PGM, *MSGF, *DTAARA)
- Adds or deletes entry in WRKREGINF:

```
Exit point . . . . . : QIBM_QPWFS_FILE_SERV
Exit point format . . . . . : PWFS0100

Exit program number . . . . . : 1
Exit program . . . . . : IWRDEXIT
  Library . . . . . : QGPL
Text description . . . . . : Deny update of InterWord documents
```

The authority of the CFGEXIT command is *PUBLIC *EXCLUDE.

CFGFNT Configure Fonts

Mapping of the PC-font in the RTF document to an SCS font and PCL font. (See page [15](#)).

CHGCFG Change InterWord400™ configuration

The configuration to change is defined in the OPTION parameter:
***SYSTEM** InterWord400™ system values. Decimal point character is used for edit codes of numeric fields.

***MONTHS** Names of all months

***DAYS** Names of the days of the week

***DOCCNV** Setup rules for the conversion of Office Vision documents into rtf files. The '.' and '(' and ')' may not be a part of the output PC documents name when converting to RTF format. It is here listed what the characters should be converted to in the output PC document. Define what stop markers in the OV/400 document should be replaced by in the RTF output. You can also set minimum margins and page width. Finally you can also decide how to convert any comments found in the original OV400 documents.

- *PCDTPL** Specifies a PC document template from which all formatting is used when new documents are created by InterWord400™.
(Refer to page [15](#) for more information).
- CHKPCD** **Check PC Document**
Checks if a PC document exists or if it is in use. If you specify INUSE(*YES) and the document is allocated by another job the escape message 'DCA7015: Unable to allocate PC document' is sent.
- CLRDCALIB** Clear DCA Library
WARNING: Deletes all data in InterWord400™. Creates a blank installation. This command replace the old DLTCNVDTA command
- CPYPCD** **Copy PC Document**
Copy a converted PC document - including description, associated file/query and status in InterWord400™.
- CRTFNTSAM** **Create font sample documents**
Create samples of fonts used in converted documents.
- CRTPCD** **Create PC document**
Use this command to create a new empty PC document known by InterWord400™. Three types can be used:

*TEXT will create an empty RTF document using the template defined with CHGCFG OPTION(*PCDTPL).

*CMDF will create an empty file in IFS to be used as a command file.

*EXT will use the extension of the document to identify what kind of document to create.
- CRTPCDDIR** **Create PC Document Directory**
Creates an IFS directory, that is added to InterWord400™.
- CVTFLR** **Convert Folders**
*PREPARE Analyse OV/400 docs in a folder: What files/queries are they using?
*COMPLETE Convert OV/400 docs to RTF output. Directory from *PREPARE is used.
(See page [24](#) and [28](#))
- DLTPCD** Delete PC Document
Deletes a PC document including the InterWord400™ information of a converted document (PC document).
- DLTPCDDIR** Delete PC Document Directory
Deletes a directory and all subdirectories including all documents within registered in InterWord400™ without any warning. If any document not registered in InterWord400 is found in the directory or any subdirectory the command will stop. Refer to page [44](#) for more information.
- DSPCFG** **Display InterWord400™ configuration**
Display InterWord400™ configuration as setup with the command, CHGCFG.

DSPPCD	Display PC Document Displays the merge result in SwiftView. See page 56 .
EDTPCD	Edit PC Document Edit an InterWord400™ PC document in the associated PC-application on the used PC. (See page 35). The WAIT parameter can be *NO , *YES or *AUTO . *YES will make the command wait for the release of the PC document if it is allocated by another job. *AUTO will work as *YES except it will try 10 times with a 2 sec. interval, then double the interval and so on.
IMPSTF	Import TrueType Fonts Imports all True Type Fonts from a specified directory into InterWord400™. The width of used PC fonts must be known by InterWord400™. This information is retrieved by this command. See CFGFNT. The PC font name specified in CFGFNT must be the same as it is called in the TTF file. (See page 17).
MRGPCD	Merge PC Document This command is similar to PRTPCD. The difference is however, that the output from MRGPCD is not an *SCS spooled file but a new PC document, which e.g. can be edited by endusers before it is printed.
PRTORLCMD	Print OV Related Command Usage Creates a list of programs, that <u>may</u> be Office Vision related. See page 58 .
PRTPCD	Print PC Document Execute a merge and print of an InterWord400 PC document and a query or file or *NONE. (See page 40).
RCLPCD	Reclaim PC Documents 'Clean up'. Removes any broken links in InterWord400®. See page 44 .
RLPCDDIR	Relocate PC Document Directory Rename or move a PC Document Directory (IFS). See page 44 .
RMVPCDKWD	Remove PC Document Keyword Use the parameter RMV(*VALUE) to remove the first entered keyword with the value specified. Use RMV(*ALL) to remove all entries with a specific keyword - for all values. See page 53 .
RSTPCD	Restore PC Document. Restores an InterWord400® PC Document previously saved with SAVPCD. See page 45 .
RSTPCDDIR	Restore PC Document Directory. Restores a PC Document Directory (including subdirectories and files) previously saved with SAVPCDDIR. See page 46 .
RTVPCD	Retrieve PC Document 'Print-merge' a PC document to a database file without any codes except page and line numbers in the first 10 positions. Types of merge: *NONE The PC document with codes. *FILE Merge with a file *QRY Merge with a query *NODATA .INC() lines are ignored and variables are not inserted.
RTVPCDKWD	Retrieve PC Document keyword See page 53 .
SAVPCD	Save PC Document

Save a PC Document, that can later be restored with RSTPCD. See page [45](#).

SAVPCDDIR Save PC Document Directory

Save a PC Document directory (including subdirectories and files within). This can later be restored with RSTPCDDIR. See page [46](#).

WRKDCAFLR Work with DCA Folders

Work with folders that have been converted by InterWord400™. (See page [23](#) and [27](#)).

WRKEDT Work with Editing

Work with InterWord400™ edit codes. Edit codes can e.g. be renamed or changed. (Refer to page [31](#)).

WRKFNTOVR Work with Font Overrides

When converting Office Vision 400 documents to PC documents you can choose to override (or substitute) certain fonts by use of this command. (See page [20](#)).

WRKPCD Work with PC documents

Work with the InterWord400™ related directories, that contains converted OV/400 documents and InterWord400™ command files.

Note: You can also specify to list all documents in a folder to an outfile.

WRKPCDVAR Work with PC Document Variables

Work with the variables in a converted document. Change editing, add new variables or change the mapping between the variables in the document and external variables (in a file or query). (See page [33](#)).

Appendix B: OV/400 Conversion

Listed below are the commands and keywords of OV/400 documents, which are supported by InterWord400™. Also a list of queries are specified, which you can use to list all problems that have occurred during conversions.

Supported OfficeVision commands

Command	Keyword	Description	Notes
Change font	.cf	Change type style	
Comment	.*	Comment area	
Conditional Text	.bct, ect	Conditional information	No document spanning supported i.e. the number of BCT() must be equal to number of .ECT() per document
Data Field	.&	Include information from a file, a query or a fill-in document	
Print Variable	.&&	Print result from Summary Math or Set Variable instruction	Note: This command is in InterWord400™ handled as .&
Date	.date	Print system date	
Include	.inc	Include information from another document	Note: Page selection is not supported.
Overstrike	.bo, .eo	Overstrike text	
Set Variable	.set	Set a document variable	
Skip Lines	.sk	skip lines	
Start New Page	.pa	Start a new page	

Unsupported OfficeVision Commands

Command	Keyword	Description
Color	.color	Print text in color
Data Field Heading	.dfh	Print the heading that is stored with a data field
Document ID	.docid	Document information
Footnote	.fn	Create footnote
Form Field	.ff	Defines an input field for a form document
Graphic	.gr	Print graphic in the document
Help Text Label	.help	Cursor-specific help
Index	.ix	Print an index in the document
Index Entry	.ie	Include entry in document index
Keep	.bk, .ek	Keep text together
Numbered List	.nl	Numbered list item
Next Text Column	.ntc	Start the next text column
Outline Heading	.h1--.h6	Print outline heading numbers (0-6) in a header or footer
Outline Heading Text	.h1--.h6	Print text of outline heading level (0-6) in a header or footer
Page Number	.pn	Print page number
Required Backspace	.rbs	Backspace
Run	.run	Run a CL command
Running Headings	.brh, .erh, .crh	Print page headings
Skip to Line	.stl	Skip to a line number
Summary Math		
Average	.avg	Average of all values in the list
Count	.cnt	Number of values in the list
High	.high	Highest value in the list
Low	.low	Lowest value in the list
Total	.tot	Sum of all values in the list
System Page Number	.spn	Print system page number
Table	.bt, .et	Begin and end text in a table
Table of Contents	.toc	Print a table of contents in the document
Time	.time	Print system time
Zero Index Carrier Return	.zicr	Return carrier to beginning of line

Supported keywords of OV/400 documents

The following keywords of OV/400 documents will be retrieved and placed in InterWord400™ when converting OV/400 documents into PC documents:

*CRTDATE
*EXPDATE
*CHGDATE
*AUTHOR
*SUBJECT
*KWD
*STATUS
*PROJECT

InterWord400™ will not change/maintain these values after conversion.

Use the commands: ADDPCDKWD, RMVPCDKWD and RTVPCDKWD to add, remove and retrieve keywords.

Keywords can also be seen, changed and removed from WRKPCD if you use option 14=Keywords.

Queries shipped with InterWord400™

For viewing all problems, that have occurred during conversion InterWord400™ are shipped with the following queries:

CNVSTS Conversion status - total

Lists all converted documents with error(s) or warning(s).

CNVSTS1 Conversion status list 1 of 2

Lists all documents, that have been successfully converted.

If there are one or several error messages related to the conversion of a document, you can see references to the error message in positions 123-130. In these positions you can find the numbers 1-8 indicating these errors:

Error number:	Msg Id	Description:
1	DCA8001	.BCT() and .ECT() does not match.
2	DCA8002	Invalid include(s) found in document.
3	DCA8003	Multiple field sources used in document.
4	DCA8004	Editing for field not found.
5	DCA8005	Query file ID not supported.
6	DCA8006	Unsupported code page.
7	DCA8007	Syllable hyphen succeeded by unsupported character.
8	DCA8008	Field usage 2=List not supported.

CNVSTS2 Conversion status list 2 of 2

Lists all documents, that could not be converted.

FONTS Font usage

Lists all used fonts in converted documents

NONCVTCOD Non convertible codes

Lists codes, that where not possible to convert.

All queries are found in library, DCA400 and can be run with this command:

```
RUNQRY QRY(DCA400/query)
```

 **WARNING** 

It might be a good idea to submit the run to batch if many documents have been converted.

Appendix C: How to Connect InterWord400™ and PCs

Access files on the AS/400 from a PC

If you access your AS/400 (or iSeries) using Netserver you can use this way to access files on the AS/400 from your PC.

3. Add a file share of the directory, that you want to access from the PC e.g. an output IFS directory where all converted PC documents will be placed:
APF3812/ADDFILSHR SHARE(iWRD) OBJ('/iWRD') TEXT(/iWRD)
4. Display the Netserver name to make sure, that the Netserver name setup in InterWord400™ is correct:
Display the Netserver name: APF3812/DSPNETSVRA
5. Change the Netserver name registered in InterWord400™ accordingly:
DCA400/CHGCFG OPTION(*SYSTEM)
6. Start Netserver on the AS/400 if not already started:
APF3812/STRNETSVR
7. Change authority if necessary to enable access for relevant users:
CHGAUT OBJ('/iWRD') USER(*PUBLIC) DTAAUT(*RWX)
8. Add user to the system directory of the AS/400:
ADDIRE USRID(KURT SYSTEM) USRD('Jensen, Kurt') USER(KURT)

Open a windows editor from InterWord400™

In order to make it possible for InterWord400™ to start your favourite windows editor you need to setup the Netserver as above.

Next you need to associate the extensions setup in InterWord400™ (Refer to page [12](#)) with the windows editor on your PC. This can be done like this:

1. Open the Explorer on your PC.
2. Find a file having the extension, that you want to associate and right click on it.
3. Click on 'Open with...'. Now this window is shown:



4. Mark the editor of your choice (Warning do not use Wordpad) and mark 'Always use

this program to open these files' and click <OK> to associate the editor with this extension.

Note: You can download a free Word Viewer from Microsoft - see appendix D on page [57](#) for more information.

Open SwiftView from InterWord400™

If you use the command, DSPPCD or select option **5=Display** from WRKPCD you will view the merge result in SwiftView.

For a description of how to enable this function please refer to Appendix L of the InterForm400® Users Guide.

Appendix D: How to get WordViewer for Windows

☺ **TIP** ☺

*If you want to allow end-users to display and not change PC documents you could consider either to use restrictive authority to the InterWord400™ directories or associate e.g. **Word Viewer** on connected PC. Use of Word Viewer (without restrictive authority) will not secure the documents 100% , but an accidental change or delete will be less likely.*

1. Start your web browser.
2. Go to <http://office.microsoft.com>
3. For non-english users: Click on '**Office Worldwide**' and select your country. (Please note: The following links will be translated into your language).
4. Click on '**Download Center**'.
5. Select **Product: 'Word'**.
Select **Type of download: Converters and Viewers**.
Press **Update list**.
6. Download **Word 97/2000 Viewer (Word 2000) (Windows 3.x)**.

Appendix E: Find OV/400 related Programs

When you want to stop using OfficeVision/400 it would be nice to get lists of the programs involved. For this purpose InterWord400™ provides you with the following tools.

Print OV Related Command Usage

The command Print OV Related Command Usage (PRTORLCMD) creates 3 spooled files listing (some of the) user programs, that **may** be OfficeVision related i.e. that should be investigated.

This could be used as a tool when you want to face out the use of OfficeVision and use InterWord400™ instead.

Note: Not all OfficeVision related programs can be guaranteed to be listed. User programs, that uses OfficeVision API's and OfficeVision files directly are **not** listed.

**List 1: DLO/DOC/FLR/OV-PCD/SWL
commands:**

ADDLLOAUT
CHGDLOAUD
CHGDLOAUT
CHGDLOOWN
CHGDLOPGP
CHGDOCD
CHKDLO
CHKDOC
CPYDOC
CPYFRMPCD
CPYTOPCD
CRTDOC
CRTFLR
DLTDLO
DLTDOCL
DMPDLO
DSPAUTLDLO
DSPDLOAUD
DSPDLOAUT
DSPDLONAM
DSPDOC
DSPFLR
EDTDLOAUT
EDTDOC
FILDOC
FILLFORM
MOVDOC
PRTDOC
PRTSWL
RCLDLO
QRYDOCLIB
RGZDLO
RMVDLOAUT
RNMDLO
RPLDOC
RSTDLO
RTVDLONAM
RTVDOC

RTVSWLSRC
SAVDLO
WRKDOC
WRKDOCLIB
WRKDOCPRQ
WRKFLR

List 2: DIR/DST Commands:

ADDDIRE
ADDDIRSHD
ADDDSTLE
CHGDIRA
CHGDIRE
CHGDIRSHD
CHGDSTA
CHGDSTD
CHGDSTL
CHGSYSDIRA
CPYFRMDIR
CPYTODIR
CRTDSTL
DLTDST
DLTDSTL
DSPDIR
DSPDIRE
DSPDSTL
DSPDSTLOG
ENDDIRSHD
QRYDST
RCVDST
RMVDIRE
RMVDIRSHD
RMVDSTLE
RNMDIRE
RNMDSTL
SNDDST
STRDIRSHD
WRKDIR
WRKDIRE
WRKDIRLOC
WRKDIRSHD
WRKDSTL

List 3: Miscellaneous commands:

ADDACC
ADDNCK
ADDRMTDFN
CFGRPDS
CHGNCK
CHGRMTDFN
CRTSPADCT
DLTSPADCT
DSPACC
DSPACCAUT
DSPHLPDOC
DSPNCK
DSPRMTDFN
DSPUSRPMN
GRTACCAUT
GRTUSRPMN
RMVACC
RMVNCK
RMVRMTDFN
RNMNCK
RVKACCAUT
RVKUSRPMN
WRKNCK
WRKRMTDFN

OfficeVision/400 enrollment files

QAOFENRA

Document library services files

QAOFBSTH
QAOFDOCH
QAOFDFH

Mail files

QAOFODTY
QAOFOMLH

Appendix F: OfficeVision font conversion

The list below shows how InterWord400 interprets fonts used in OV/400 documents when converting to RTF documents:
 (InterWord400™ uses this table before the overrides maintained with the command, Work Font Overrides 'DCA400/WRKFNTOVR'.)

Font	Point	Size	Type	Width	Bold	Italic	Name
	2		M	144			Courier
	3		M	144			OCR-B
	5		M	144			Rhetoric
	8		M	144			Courier
	10		M	144			Courier
	11		M	144			Courier
	12		M	144			Prestige
	13		M	144			Artisian
	18		M	144		X	Courier Italic
	19		M	144			OCR-A
	20		M	144			Pica
	21		M	144			Courier
	25		M	144			Courier
	26		M	144			Matrix Gothic
	30		M	144			Symbol
	31		M	144			Matrix Gothic
	36		M	144			Courier
	38		M	144	X		Orator Bold
	39		M	144	X		Gothic Bold
	40		M	144			Gothic
	41		M	144			Roman Text
	42		M	144			Serif
	43		M	144		X	Serif Italic
	44		M	144			Katakana Gothic
	46		M	144	X		Courier Bold
	49		M	144			Matrix Gothic
	50		M	144	X		Shalom Bold
	51		M	144			Matrix Gothic
	52		M	144			Courier
	55		M	144			Matrix Gothic
	61		M	144			Courier
	62		M	144			Courier
	63		M	144			Courier
	64		M	144			Courier
	66		M	120			Gothic
	68		M	120		X	Gothic Italic
	69		M	120	X		Gothic Bold
	70		M	120			Serif
	71		M	120		X	Serif Italic
	72		M	120	X		Serif Bold
	74		M	120			Letter Gothic
	75		M	120			Courier
	76		M	120			Courier
	78		M	120			Courier
	80		M	120			Symbol
	84		M	120			Script
	85		M	120			Courier
	86		M	120			Prestige
	87		M	120			Letter Gothic
	91		M	120		X	Light Italic
	92		M	120			Courier
	95		M	120			Courier
	96		M	120			Courier
	98		M	120			Letter Gothic
	99		M	120			Letter Gothic
	101		M	120			Letter Gothic

Font	Point Size	Type	Width	Bold	Italic	Name
102		M	120			Letter Gothic
103		M	120			Courier
109		M	120			Courier
110		M	120	X		Letter Gothic Bold
111		M	120	X		Prestige Bold
112		M	120		X	Prestige Italic
154		P	120			Essay
155		P	120	X	X	Boldface Italic
157		P	120			Essay
158		P	120			Modern
159		P	120	X		Boldface
160		P	120			Essay
162		P	120		X	Essay Italic
163		P	120	X		Essay Bold
164		P	120			Essay
167		P	120			Essay
168		P	120			Essay
173		P	120			Essay
174		P	120			Essay
175		P	120			Document
178		M	80			Gothic Text
179		M	80			Gothic Text
180		M	96			Gothic
181		M	96			Gothic
182		M	288			Courier Double Wide
183		M	288			Courier Double Wide
186		P	120			Press Roman
187		P	120	X		Press Roman Bold
188		P	120		X	Press Roman Italic
189		P	120	X	X	Press Roman Italic Bold
190		P	120			Essay
191		P	120			Essay
194		P	120			Essay
195		P	120			Essay
204		M	108			Matrix Gothic
205		M	108			Matrix Gothic
211		M	96			Gothic
212		M	96			Gothic
221		M	96			Prestige
222		M	96			Gothic
223		M	96			Courier
225		M	96			Symbol
226		M	96			Gothic
229		M	96			Serif
230		M	96			Gothic
232		M	96			Gothic
233		M	96			Gothic
234		M	96			Gothic
244		M	288			Courier Double Wide
245		M	288	X		Courier Bold Double Wide
247		M	84			Courier
248		M	84			Courier
249		M	84			Courier
252		M	84			Courier
253		M	84	X		Courier Bold
254		M	84			Courier
255		M	84			Courier
256		M	84			Courier
258		M	80			Gothic Text
259		M	80			Gothic Text
279		M	84			Courier
281		M	72			Gothic Text
282		M	72			Gothic Text
285		M	58			Gothic Text
290		M	53			Gothic Text
300		M	86			Courier

Font	Point	Size	Type	Width	Bold	Italic	Name
400			M	86			Courier
434			M	178			Courier
435			M	222			Courier
751			T	53			Sonoran Serif
752			M	80			Gothic Text
753			M	80			Gothic Text
754			M	120			Courier
755			M	160			Courier
756			M	80			Gothic Text
757			M	80			Gothic Text
758			M	120			Courier
759			M	160			Courier
760			M	40			Gothic Text
761			M	80			Gothic Text
762			M	93			Gothic
763			M	80			Gothic Text
764			M	67			Gothic Text
765			M	80			Gothic Text
1051			T	67			Sonoran Serif
1053			T	67	X		Sonoran Serif Bold
1056			T	67		X	Sonoran Serif Italic
1351			T	80			Sonoran Serif
1653			T	107	X		Sonoran Serif Bold
1803			M	120			Courier
2103			T	160	X		Sonoran Serif Bold
4919	6		M	40			Gothic Text
4919	8		T	53			Sonoran Serif
4919	10		T	67			Sonoran Serif
4919	12		T	80			Sonoran Serif
4939	10		T	67	X		Sonoran Serif Bold
4939	14		T	93			Sonoran Serif
4939	18		T	120	X		Sonoran Serif Bold
5047	10		T	67		X	Sonoran Serif Italic
5067	10		T	67	X		Sonoran Serif Bold
5687	6		M	40			Gothic Text
5687	8		T	53			Sonoran Serif
5687	10		T	67			Sonoran Serif
5687	12		T	80			Sonoran Serif
5707	10		T	67	X		Sonoran Serif Bold
5707	12		T	80			Sonoran Serif
5707	14		T	93			Sonoran Serif
5707	18		T	120	X		Sonoran Serif Bold
5707	24		T	160	X		Sonoran Serif Bold
5815	10		T	67		X	Sonoran Serif Italic
5815	12		T	80			Sonoran Serif
5835	10		T	67	X		Sonoran Serif Bold
5835	12		T	80			Sonoran Serif
5943	12		T	80			Sonoran Serif
5943	14		T	93			Sonoran Serif
5943	18		T	120	X		Sonoran Serif Bold
6199	6		M	40			Gothic Text
6199	8		T	53			Sonoran Serif
6199	10		T	67			Sonoran Serif
6199	12		T	80			Sonoran Serif
6219	10		T	67	X		Sonoran Serif Bold
6219	14		T	93			Sonoran Serif
6219	18		T	120	X		Sonoran Serif Bold
6327	10		T	67		X	Sonoran Serif Italic
6347	10		T	67	X		Sonoran Serif Bold
8503	6		M	40			Gothic Text
8503	8		T	53			Sonoran Serif
8503	10		T	67			Sonoran Serif
8503	12		T	80			Sonoran Serif
8523	10		T	67	X		Sonoran Serif Bold
8523	14		T	93			Sonoran Serif
8523	18		T	120	X		Sonoran Serif Bold

Font	Point	Size	Type	Width	Bold	Italic	Name
8631	10	T	67			X	Sonoran Serif Italic
8651	10	T	67		X		Sonoran Serif Bold
8759	12	T	80				Sonoran Serif
8779	12	T	80				Sonoran Serif
8779	18	T	120		X		Sonoran Serif Bold
8779	24	T	160		X		Sonoran Serif Bold
8887	12	T	80				Sonoran Serif
8907	12	T	80				Sonoran Serif
8907	18	T	120		X		Sonoran Serif Bold
8907	24	T	160		X		Sonoran Serif Bold
12855	8	T	53				Sonoran Serif
12855	10	T	67				Sonoran Serif
12855	18	T	120		X		Sonoran Serif Bold
12855	24	T	160		X		Sonoran Serif Bold
12875	8	T	53				Sonoran Serif
12875	10	T	67		X		Sonoran Serif Bold
12875	12	T	80				Sonoran Serif
16951	6	M	40				Gothic Text
16951	8	T	53				Sonoran Serif
16951	10	T	67				Sonoran Serif
16951	12	T	80				Sonoran Serif
16971	10	T	67		X		Sonoran Serif Bold
16971	14	T	93				Sonoran Serif
16971	18	T	120		X		Sonoran Serif Bold
17079	10	T	67			X	Sonoran Serif Italic
17099	10	T	67		X		Sonoran Serif Bold
33335	6	M	40				Gothic Text
33335	8	T	53				Sonoran Serif
33335	10	T	67				Sonoran Serif
33335	12	T	80				Sonoran Serif
33355	10	T	67		X		Sonoran Serif Bold
33355	14	T	93				Sonoran Serif
33355	18	T	120		X		Sonoran Serif Bold
33463	10	T	67			X	Sonoran Serif Italic
33483	10	T	67		X		Sonoran Serif Bold
33591	6	M	40				Gothic Text
33591	8	T	53				Sonoran Serif
33591	10	T	67				Sonoran Serif
33591	12	T	80				Sonoran Serif
33601	10	T	67		X		Sonoran Serif Bold
33601	14	T	93				Sonoran Serif
33601	18	T	120		X		Sonoran Serif Bold
33719	10	T	67			X	Sonoran Serif Italic
33729	10	T	67		X		Sonoran Serif Bold
34103	6	M	40				Gothic Text
34103	8	T	53				Sonoran Serif
34103	10	T	67				Sonoran Serif
34103	12	T	80				Sonoran Serif
34123	10	T	67		X		Sonoran Serif Bold
34123	14	T	93				Sonoran Serif
34123	18	T	120		X		Sonoran Serif Bold
34231	10	T	67			X	Sonoran Serif Italic
34251	10	T	67		X		Sonoran Serif Bold
37431	12	T	80				Sonoran Serif
37431	14	T	93				Sonoran Serif
37431	18	T	120		X		Sonoran Serif Bold
41783	12	T	80				Sonoran Serif
41803	14	T	93				Sonoran Serif
41803	18	T	120		X		Sonoran Serif Bold

Appendix G: Possible InterWord400™ error messages

This lists possible error messages for PC document related commands in InterWord400™:

CHKPCD

DCA7011 PC document '&3' not found.
DCA7012 Duplicate PC documents '&3' found.
DCA7013 PC document '&1' not found.
DCA7015 Unable to allocate PC document '&1'.
DCA7021 PC document '&1' only exists in IFS.
DCA7022 PC document '&1' not found in IFS.
DCA7023 Duplicate PC document entry '&1' found.
DCA9201 Required Software (InterForm) not installed.
DCA9202 Software license code for InterWord expired or not valid.

CRTPCD

DCA7014 PC document '&1' already exists.
DCA7041 Extension '&1' does not match specified PC document type.
DCA7042 '&1' not defined as a valid extension.
DCA9201 Required Software (InterForm) not installed.
DCA9202 Software license code for InterWord expired or not valid.

CPYPCD

DCA7011 PC document '&3' not found.
DCA7012 Duplicate PC documents '&3' found.
DCA7014 PC document '&1' already exists.
DCA9201 Required Software (InterForm) not installed.
DCA9202 Software license code for InterWord expired or not valid.

DSPPCD / PRTPCD

DCA7002 '&1' not defined as a valid extension.
DCA7003 PC document '&3' not found.
DCA7004 Duplicate PC document '&3' found.
DCA7005 Included PC document '&3' not found.
DCA7006 Duplicate PC document '&3' found for include.
DCA7008 Data field '&1' not found.
DCA7009 Can not operate on both alpha and numeric fields.
DCA7010 Alpha fields can only be concatenated using the (+) operator
DCA7016 '&1' not defined as a valid extension.
DCA7031 Empty document.
DCA7101 Error creating SCS spooled file.
DCA9001 Error parsing command file.
DCA9002 Missing begin for .ECT (end conditional text) in command file.
DCA9003 .ECT (end conditional text) does not match begin in command file.
DCA9004 Field &1 for .BCT (begin conditional text) not found.
DCA9005 Missing right parenthesis for command.
DCA9006 Command too long.
DCA9011 Numeric compare value for .BCT (begin conditional text) not valid.
DCA9012 Type mismatch for .BCT (begin conditional text).
DCA9013 Ending .ECT() not found.
DCA9021 Document not in RTF format.
DCA9101 Font &1 not defined.
DCA9201 Required Software (InterForm) not installed.
DCA9202 Software license code for InterWord expired or not valid.

DLTPCD

DCA7011 PC document '&3' not found.
DCA7012 Duplicate PC documents '&3' found.
DCA7013 PC document '&1' not found.
DCA7015 Unable to allocate PC document '&1'.
DCA7020 Generic name not allowed.

DCA7023 Duplicate PC document entry '&1' found.
DCA9201 Required Software (InterForm) not installed.
DCA9202 Software license code for InterWord expired or not valid.

EDTPCD

DCA7011 PC document '&3' not found.
DCA7012 Duplicate PC documents '&3' found.
DCA7013 PC document '&1' not found.
DCA7015 Unable to allocate PC document '&1'.
DCA9201 Required Software (InterForm) not installed.
DCA9202 Software license code for InterWord expired or not valid.

In addition the commands can generate IFS-API error codes: CPExxxx e.g. 'CPE3401 Permission denied' i.e. not authorized.

Appendix H: Install and use of Soft fonts (TTFs)

InterWord400 supports as default a wide range of fonts, that are normally know by most printers, but it is also possible to add additional fonts to this collection. This could be used if your company e.g. have certain company fonts that you would like to use. This appendix describes the steps you need to go through in order to install and use True Type Fonts in InterWord400.

The use of True Type Fonts for PDF output requires InterWord400 version 4.63 or newer combined with InterForm400 version 2006M11 or newer or alternatively 2006M509 or newer). (Any 2006 beta version in the range 2006M500-2006M508 does not support the use of TTFs in PDF output for Interword400.)

The steps are:

- 1) Install the True Type Fonts in InterForm400 to find the names and attributes of the fonts.
- 2) Decide which fonts that can be pared together in InterWord400 and for the typeface number(s) to use.
- 3) If necessary reinstall the fonts in InterForm400.
- 4) Create at least one font number in InterForm400, that fits each of the TTFs and activate autodownload in InterForm400.
- 5) Find unused font numbers in InterWord400, that you can use.
- 6) Register the new font number in InterWord400
- 7) Make InterWord400 find the width of each character in each of the soft fonts (IMPTTF).
- 8) Specify autodownload for PDF output in InterForm400
- 9) Install the used fonts in PC's that are to work with the PC documents.

We will go through each of these steps below:

1. Install the TTFs in InterForm400 and find the attributes of the fonts

Find the True Type Fonts, that you want to add to InterWord400. If they are already installed on a PC you should be able to find them in 'C:\Windows\Fonts'. Please make sure, that you are not violating any copy rights by copying them to the used iSeries.

Copy the fonts (normally with the extension .ttf) onto /qdl/apf3812 on the iSeries, from where InterForm400 is able to 'see' them. You can do that e.g. via a mapped network drive. Refer to the InterForm400 manual Appendix L for information of how to do that.

a. For use in PCL output.

In order to use a soft font for PCL output you now do this:

Go into InterForm400 with the command APF3812/APFMENU and select:

80. Administering InterForm 400

7. Work with fonts

2. Work with Soft Fonts for PCL

Now press F6=Create to install a True Type Font. Press F4 to list all the files in the APF3812 folder and select it. Then this screen is shown:

```

Install TrueType font to PCL from the folder APF3812          FNT431D
Document name . . . . . : ARIAL.TTF
Font name . . . . . : Arial
Font name PCL . . . . . Arial
Symbol set . . . . . _
                                1=CodePage850 2=CodePage852 3=Baltic
                                4=CodePage858 5=Cyrillic 6=CyrilEuro
                                7=ISO8859/9 Latin-5 (Turkish)
                                8=ISO8859/7 Greek
                                9=CentralEurope with Euro
                                A=Arab-864
                                (0 65535)
Type Face . . . . . _____
Member name in FONT file . _____ F4=List

F3=Exit                                     F12=Cancel

```

Select the **symbol set**, that fits the codepage(s) that you will use when you later merge and print out:

Use '**1= Codepage850**' if you are using western non-euro codepages.

Use '**2=Codepage852**' for eastern european codepages (except baltic and cyrillic) e.g. 870.

Use '**4=Codepage858**' for euro codepages.

The typeface should be considered thoroughly: It should normally be larger than 32768, but it should also be selected with consideration. If fonts are variations of the same types (e.g. 'Arial', 'Arial Bold' and 'Arial Italic') then they should most probably share the same typeface in order to make InterWord400 use the fonts as they should. Use the tip of sharing typefaces at this stage - after installing the fonts you will be able to determine if the same typeface should be used or not..

Also try the command DCA400/CFGFNT to list the typefaces registered in InterWord400. Each typeface number should ONLY be used once in InterWord400.

State a **member name**. The name is not important as long as it a valid member name. Please make a note of each member name as you will use this below. Press Enter.

Install all the necessary True Type Fonts in this manner.

B. For use in PDF output

In order to be able to use the soft font for PDF output you install it in InterForm400 like this: Go into InterForm400 with the command APF3812/APFMENU and select:

80. Administering InterForm 400

7. Work with fonts

7. Work with TrueType font for PDF

Press F6=Create to install the True Type Font:

```

Install TrueType font to PDF from the APF3812 folder          FNT335D

Document name . . . . . : ABCCDL.TTF

Font name . . . . . : ABCTypeCondensedLight Bold

Symbol set . . . . . 1
                        1 = Western
                        2 = Central European
                        3 = Baltic
                        4 = Turkish
                        5 = Cyrillic
                        6 = Greek
                        7 = Arabic
                        8 = Hebrew
                        9 = Special

Member name in FONT file . ABCCDL_____ F4=List

F3=Exit                                                    F12=Cancel

```

Specify the symbol set to use i.e, either Western or Central European.

2. Decide what TTFs, that can be used together in InterWord400

After you have installed the True Type Fonts in InterForm400 you should make a note of the attributes of each installed font. (Here you refer to the member name stated above). In InterForm400 select this:

- 80. Administering InterForm 400
- 7. Work with fonts
- 2. Work with Soft Fonts for PCL
- and use option 8 for each installed font:

```

Display Soft Font Attributes          FNT202D

Font Member Name      ARIAL
Font Member Text      TrueType Arial

Header Format          15      TrueType
Symbol Set             12U      PC-850 Multilingual
Spacing                1        Proportional spacing
Pitch                  2.10     CPI
Height                 .00      Points
Style                  0        Upright
Stroke weight          0        Medium
Typeface               44444

```

F3=Exit F12=Cancel

```

Display Soft Font Attributes
FNT202D

Font Member Name    ARIAL_BD
Font Member Text    TrueType Arial Bold

Header Format        15      TrueType
Symbol Set          12U      PC-850 Multilingual
Spacing             1        Proportional spacing
Pitch               2.10     CPI
Height              .00      Points
Style               0        Upright
Stroke weight       3        Bold
Typeface            44444

F3=Exit
F12=Cancel

```

In this case the two versions of arial are normal and bold and they differ from each other via the stroke weight. So this is normal general case, where both fonts can be combined into one in InterWord400. (If the light and italic version of the font also differs in the attributes they should all share the same type face and be combined in InterWord400 into one font..).

The font attributes does not necessarily always differ. This example illustrates just that:

```

Display Soft Font Attributes
FNT202D

Font Member Name    XYZCDL
Font Member Text    TrueType XYZTypeCondensedLight Bold

Header Format        15      TrueType
Symbol Set          12U      PC-850 Multilingual
Spacing             1        Proportional spacing
Pitch               3.61     CPI
Height              .00      Points
Style               0        Upright
Stroke weight       3        Bold
Typeface            33335

```

```

Display Soft Font Attributes
FNT202D

Font Member Name    XYZRG
Font Member Text    TrueType XYZTypeRegular

Header Format        15      TrueType
Symbol Set          12U      PC-850 Multilingual
Spacing             1        Proportional spacing
Pitch               2.47     CPI
Height              .00      Points
Style               0        Upright
Stroke weight       0        Medium
Typeface            33334

```

In the example above the condensed light version of the font does not have attributes, that indicates, that it is either condensed or light. A condensed font would normally have a different value for the style, and light should be reflected in the 'Stroke weight' field. In this case both fonts have identical style and stroke weight attributes and thus they should have different font numbers in InterWord400 and different typeface should be used.

Please make a note of the **exact** font member text above as it is used later when you add the font to InterWord400.

If you have fonts that are totally different styles they can of course not share the same font number in InterWord400 and they should have different typefaces.

3. If necessary reinstall the True Type Fonts in InterForm400

Based on the attributes found above you might find, that a soft font was installed with the wrong typeface. In order to change the typeface you will need to delete the font from InterForm400 and reinstall it for PCL (via option '2. Work with Soft Fonts for PCL' as described on page [68](#)).

Please note, that if the soft font is already specified for auto download you will need to remove entries here first via (from the InterForm400 font menu) '3. Auto download soft fonts', '8=Update fonts' and '4=Delete' for the lines referring to the soft font.

You delete the soft font(s) from InterForm400 via option '2. Work with Soft Fonts for PCL' and option '4' for the soft font. Install is done via 'F6=Create'.

4. Create a font number for each soft font in InterForm400 and activate auto download

For each of the soft fonts you now need to create at least one font number in InterForm400 and specify auto download to fit the font number with the soft font. When you create the font number (via option '1. Description of additional fonts' on the InterForm400 font menu) you need to state the same values for style, stroke weight and typeface as on the soft font.

Next you need to specify auto download. Select '3. Auto download soft fonts' from the fonts menu to do that. Refer to the InterForm400 manual for details of how to do that.

5. Find unused font numbers in InterWord400 to use

In order to use the soft fonts in InterWord400 you need to register the fonts in DCA400/CFGFNT. For each new font type (where fonts with the same style usually can share) you need to add one new font number - which must be even and must be in the range 3840-4094.

After a new install of InterWord400 the free font numbers are:

3912
4046
4048
4052 - 4088

It is not easy to find the free numbers in the range via CFGFNT, but if you look into the file DCA400/FNTCFGL1 it might help as this is sorted on the font number.

If you cannot find any free number you can also chose to change any of the predefined ones into a font name that you use.

6. Register the new font number(s) in InterWord400

Above you have now found which fonts, that can be combined and what font numbers (found via command DCA400/CFGFNT), that can be used. Now you need to register these new font numbers in InterWord400:

Run the command DCA400/CFGFNT and press F6. If you want e.g. to combine two fonts (e.g. normal and bold) in one font number it could be done like so:

Change font		FNC410D
PC font	:	Arial
SCS font	:	4046
Font type	:	1 0=Fixed, 1=Proportional
PCL type face	:	44444
Stroke weight - normal . .	:	0 -7 - 7
Stroke weight - bold . . .	:	3 0 - 7
Condensed font weight . .	:	
Default for font type . .	:	*DECOR, *MODERN, *ROMAN, *SCRIPT, *SWISS, *TECH, *FIXPITCH, *VARPITCH
Special symbol set	:	
Download font	:	X X
F3=Exit F12=Cancel		

Here is what to remember when filling out the fields:

PC font Type the **exact name** of the font. That is the text found e.g. when installing it in InterForm400. This should be the name of the normal font if you combine both a normal and a bold font (or condensed).

SCS font Type an **even font number**, that is not yet used. If you get an error 'Duplicate record key in member FNTCFGL1.' then you are trying to use a font number, that is already used.

Font type Type either 0=Fixed or 1=Proportional. The font type can be found as one of the attributes of the soft font after it have been installed in InterForm400 - see above.

PCL type face Use the same typeface as you have used in InterForm400.

Stroke weight
- normal Specify the stroke weight of normal font. You can find this value as one of the attributes of the soft font in InterForm400. This would normally be '0'.

Stroke weight
- bold If you combine the normal font with a bold font, then you need to state the stroke weight of the bold font here. The value can be found as one of the attributes of the soft font in InterForm400. This refers to a bold version of the soft font.

Condensed font
weight This is actually the value referred to as the style in InterForm400. You can see the value as an attribute of the soft font in InterForm400. This will normally be '4'.

Default for
font type If this font is to be the default font for one of the listed font types you can state it here. There can be only one font number with each of the font types. This field is normally blank.

Special symbol
set Normally you would use the symbol set (ASCII850) of the merge in InterForm400. Leave the field blank to use ASCII850 or type a special symbol set to be used instead.

Download font Insert an 'X' if you want InterWord400 to use a soft font for this font number - which you definitely want in this case.

7. Import the fonts in InterWord400

Next you need to import the used soft fonts in InterWord400. This is done to make for InterWord400 to be able to align and justify text written in the fonts. You do that by placing all the .TTF files in question in one directory in the IFS of the iSeries.

Please note: The files should NOT be placed in the folder system (within /QDLS).

After placing the .TTF in a directory you import all fonts in one directory with the command: DCA400/IMPPTTF DIR('path to directory').
(All .TTF files found in the directory will be imported in InterWord400).

8. Autodownload for PDF output

For the **PDF** output you may notice a special printer group in '3. Auto download soft fonts' of the font menu in InterForm400 called ***IWPDF**. This printer group appears if you are running InterForm400 and InterWord400 versions that supports soft fonts in PDF output from InterWord400.

This printer group is used for defining the soft fonts that are to be linked to the used InterWord400 fonts (as found in DCA400/CFGFNT). Use option **8=Update fonts** to add new fonts to be used for PDF output:

```

                                Add Auto download Soft Font                                PGR332D
Printer group name . . . . : *IWPDF
InterWord font number . . . 3858                F4=List
Symbol set number . . . . . 1                    1 = Western
                                                2 = Central European

Font member normal . . . . . ARIAL_____ F4=List
Font member bold . . . . . ARIALB_____ F4=List
Font member italic . . . . . _____
Font member bold italic . . . . . _____
When to embed font . . . . . *ALLWAYS

F3=Exit                F4=Prompt                F12=Cancel
```

9. Install the fonts on the PCs

All the PCs that are to edit the rtf files using the special fonts should of course also have the fonts installed.

Index

About This Manual.	7	Edit an InterWord400™ command file	
Access denied.	47	EBCDIC command files.	37
Access files on AS/400.	55	Example:.	38
Appendix A: The InterWord400™ commands.	47	Possible commands.	37
Appendix B: OV/400 Conversion.	51	Editing codes	
Queries shipped with InterWord400™.	53	Change editing of a field.	34
Supported keywords of OV/400 documents		Editing of RTF documents.	35
.	53	Example of a RTF document.	35, 43
Supported OfficeVision commands.	51	Enter InterWord400TM.	11
Unsupported OfficeVision Commands.	52	Error messages.	66
Appendix C: How to Connect InterWord400™ and		Fields.	33
PCs.	55	Font Configuration.	15
Access files on the AS/400 from a PC.	55	Font type.	16
Open a windows editor from InterWord400™		Fonts	
.	55	CFGFNT.	15
Open SwiftView from InterWord400™.	56	Conversion from OV/400.	62
Appendix E: Find OV/400 related Programs.	58	Office Vision to PC fonts.	20
OfficeVision/400 related files.	60	Used for printing.	15
Print OV Related Command Usage.	58	WRKFNTOVR.	20
CFGEXIT.	47	How The Manual is Organized.	7
CHGCFG.	47	How to install InterWord400TM.	9
OPTION(*DOCCNV).	19	Install InterWord.	9
OPTION(*MONTHS).	14	InterForm400.	42
Command file.	37	InterWord400TM in Short.	7
Commands.	47	Letter stationary with InterForm400.	42
Condensed font weight.	17	Library list.	11
Configure InterWord400		List conversion problems.	53
Character conversions.	19	Load PTF.	9
Fonts for printing.	15	Main Menu.	11
Fonts: OV/400 to PC fonts.	20	Move	
Names of months.	14	PC Document Directory (RLCPCDDIR).	44
WRKFNTOVR.	20	New Release.	10
Configuring InterWord400TM.	12	OfficeVision/400 related files.	60
Day Naming.	15	OfficeVision/400 Tools	
Decimal Point Character.	13	Related command usage.	58
Document Extensions.	12	Related files.	60
Font Configuration.	15	Overview: OV/400 Document Conversion.	18
Month Naming.	14	PCL output.	42
NetServer name.	12	PCL type face.	16
PC Document Template.	15	Prepare.	22
Configuring OV/400 Conversion Assistant.	19	Document status.	25
Document Name Character Conversion.	19	Examine prepared documents.	26
Define Fonts Used for Conversion.	20	Examine the result of preparation.	25
Font Override.	21	Status of Folders.	26
Contact information.	2	Prevent rename/move/delete.	47
Convert folder		Print.	36
*COMPLETE.	27	PC document.	40
*PREPARE.	22	PCL output.	42
Convert OV/400 documents		Printing Documents using a Command.	40
Complete conversion.	27	PRTORLCMD.	58
Convert documents with option 11. Work with		PRTPCD.	40
conversion folders.	27	Queries.	53
Convert documents with option 22. Convert		Reclaim	
Prepared folders.	28	PC Documents.	44
Examine the result of the conversion.	29	Relocate	
Prepare conversion.	22	PC Document Directory.	44
Status of the converted documents	28	Rename	
Creating a new PC document.	32	PC Directory.	44
- With '3-Copy'.	33	Restore	
- With 'F6-Create'.	32	From backup (RST).	44
CVTFLR		PC Document.	45
*COMPLETE.	28	PC Document Directory.	46
*PREPARE.	24	Save	
Default for font type.	17	Backup.	44
Delete		PC Document.	45
Conversion data.	22, 48	PC document Directory.	46
PCD Directory.	44	SCS font.	16
Display Configuration.	12	Stroke weight.	16
DSPPGMREF.	60	Support information.	2

Supported OfficeVision Commands.	<u>51</u>
System Settings.	<u>12</u>
Table of Contents.	<u>4</u>
Troubleshooting	
*CNVERR.	<u>28</u>
Accessing files on AS/400.	<u>55</u>
Not opening windows editor.	<u>55</u>
PC document not shown in InterWord400	
.	<u>31</u>
Print of PC document.	<u>40</u>
Unsupported OfficeVision commands.	<u>52</u>
Unsupported OfficeVision Commands.	<u>52</u>
Updating InterWord400TM.	<u>10</u>
Variables.	<u>33</u>
Windows editor setup.	<u>55</u>
Word Viewer.	<u>57</u>
Work with PC document variables	
external field.	<u>34</u>
internal field.	<u>34</u>
Work with PC Documents.	<u>31</u>
Configure Editing of PC Documents.	<u>31</u>
Creating a new PC document.	<u>32</u>
Edit an InterWord400™ command file.	<u>37</u>
Editing of RTF documents.	<u>35</u>
Pre-viewing or printing a Mail Merge.	<u>36</u>
Work with PC document variables.	<u>33</u>
Working with OV/400 Conversion.	<u>22</u>
Examine the result of preparation.	<u>25</u>
Prepare documents for conversion.	<u>22</u>
Prepare: 11. Work with Conv. Folders.	<u>23</u>
Prepare: 21. Prepare Conv. for folder.	<u>24</u>
Write protect PC documents.	<u>57</u>
WRKDCAFLR	
*COMPLETE.	<u>27</u>
*PREPARE.	<u>23</u>
WRKPCDVAR.	<u>33</u>