Microsoft's Word 5.0 Pulls Ahead in War of Features

Offering an array of editing tools, it also handles complex document assembly, network support.

By John Louisbary
Contributing Editor

Microsoft Word 5.0 can open up to eight windows on a document. It also allows text to flow around an inserted graphic element, such as a Lotus 1-2-3 PC file.

small and light, it may not be legible on some smaller displays. Word does not have a zoom capability to magnify the preview display. The preview function does not work, however, show graphic elements as they will be displayed. Print screen print files cannot be displayed in preview.

Word 5.0 graphics support is strong, with virtually all standard microcomputer graphics formats accepted, although graphics editing is limited.

For offices using complex forms, Word 5.0 has a complete facility for handling presentation forms or for creating fill-in forms. Word graphics can be placed using the combination of text and data. The Word 5.0 display mode shows columns, representations of graphs, and text. When a page is printed, the display mode is editable.

Further, an editable graphics mode shows such things as boldface, underlining, italic, and small caps in graphics representation, although it does not display proportionally spaced or drawed-sized form. The graphics display also shows 43 rows of text, although the text is rather small and not easily read on some smaller displays. It is possible to use both the layout and text modes simultaneously.

A few preview functions display an exact replica of the page as it will print with virtually all types of printers and printers. The preview will show one page, two consecutive pages, or two facing pages. However, the display is quite

windows, and page preview. The side-by-side paragraphs and (including titles, table columns, and page numbers) can be displayed on-screen so they will appear in the sequence. The sequential display makes it easier to scroll through the side-by-side display shows the exact relationship of left and right columns. Elements in Word and expand support is very nice, and the WORDVIEW page preview shows graphics. While not to full WINDOW editing, Word's formatting has improved and we rate formatting very good.

Fonts in Word 5.0 can be changed, but the display shows no new capabilities (bold, italic, underline, and other). However, it does not show any new advanced features in the side-by-side display shows the exact relationship of left and right columns. Elements in Word and expand support is very nice, and the WORDVIEW page preview shows graphics. While not to full WINDOW editing, Word's formatting has improved and we rate formatting very good.

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**EDITORIAL**

The typing, formatting, and editorial content is also available. We rate footnotes good.

Microsoft Word's macro capabilities feature a keystroke recorder, variables, conditions, keyboard shortcuts, and a host of programming control features. The language has everything required to develop complex repetitive procedures. Capabilities include F and A, while editable, variables, and all comparison operators. It also includes string manipulation and comparison operators including indexing, length, and concatenation. Macros are named and unlimited in length. A large collection of sample macros and comprehensive documentation may entice more users into taking advantage of this sophisticated utility. You cannot fully reprogram the keyboard. We rate macros very good.

Word's graphic integration supports many file formats including PICT, PCX, EPS, TIF, and HPGL. The graphics facility lets you produce boxes with fill patterns and provides some capability to scale, rotate, zoom, and crop images, but it could be more sophisticated.

Graphics can be integrated through the use of frames that hold the graphic and allow text to flow around an inserted object. Graphics are imported into a document when it is printed, and only a tag line identifying the graphic file and the dimensions of the graphic frame becomes part of the saved word processing file. The advantage of this arrangement, of course, is that when the graphic is updated, as would happen with a Lotus 1-2-3 PIC file, the document will pick up the new graphic file when it is printed. The disadvantage is that you don't see the graphic on-screen except in the preview mode. Word also includes a screen-capture utility. The graphic capabilities are on par with Word Perfect's, we rate graphics very good.

Printer support for Word covers a large range of printers and includes a printer program that lets you customize existing printer definitions or create new ones. Color, Postscript, and HP JetDirect printers are supported in addition to other laser and dot-matrix printers. While HPGL support files are supported, Word does not offer plotter drivers. Printer support is good very good, supported only by Word Perfect, which offers support for a wide variety of printers, including several others matched that are not supported by Word.

Compatibility with other programs is inferior when compared to the competition such as Word Perfect, limited to ASCII and IBM's DCA/RTF transfer format. A range of transfer options is available, from a third-party program sold by Microsoft. Microsoft also supports RTF transfer to exchange documents between Word programs, such as between Word 4.0 for the Mac and Word 5.0 on the PC. While RTF compatibility is supported, Microsoft Word 5.0 contains very fast, very sophisticated tools, such as WordPerfect and Microsoft Word 5.0 for the Mac and Word 5.0 for the PC. We rate compatibility satisfactory.

Microsoft Word 5.0 feels speedy and very fast in our tests. Approaching the speed of such rock-solid DOS-based processors as WordPerfect and WordStar. We rate the speed very good.

**DOCUMENTATION**

Word 5.0's documentation includes a row-map.
Arriba PIM is Easy to Learn, Offers Useful Customization

But serious problems with the program's error-handling capabilities hinder its performance.

BY JOHN WALLKREICH

Arriba, from Good Software, falls into the vaguely defined category of personal information managers (see Product Comparison, News, p. 27). The product lets you store and retrieve practically any type of information in an unstructured database. Arriba is highly customizable and can be adapted easily to handle information specific to individual needs. However, it's not as sophisticated as Lotus Agenda, Arriba is significantly easier to learn and use. Unfortunately, we found several serious error-handling problems in this initial release that can result in system crashes and destroyed data. The average user will never encounter all of these error-handling problems, but they do detract from Arriba's otherwise smooth performance.

FEATURES:

Arriba can be run as a stand-alone program or as a TSR. If you run it as a background program, it might limit what you can do in the foreground since it uses about 200K of RAM. You can, however, remove it from memory if you need to.

This product is based on a file-cabinet model, information is stored in folders and notes. Arriba uses forms to add continuity to more structured data such as phone lists and prioritized to-do lists. Eight predefined forms are provided to help hold your information, and it's a simple matter to edit these forms or develop custom forms. The predefined forms include a name/address/phone list form, several to-do list forms, a property-tracking form for real estate agents, an auto maintenance form, and others.

Each folder can hold about 200 75-character titles. If you need more, you can simply nest multiple folders within another folder. For example, if you have 500 names in your phone list, you can group them in three subfolders under a main phone list folder.

You can also cross-reference notes and
did nothing to improve the interface. Word's design is still muddled, and the desktop's control is still missing.

VALUE:

At $450, Microsoft Word 5.0 fails squarely into the high-end office/professional word processing category. With its wide range of features and improved performance in many tasks, Word earns an excellent in value. It is as good as the best in this category.

John Lombardi is president and CEO of a major university and author of five books. He has been working with computers since 1967.

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