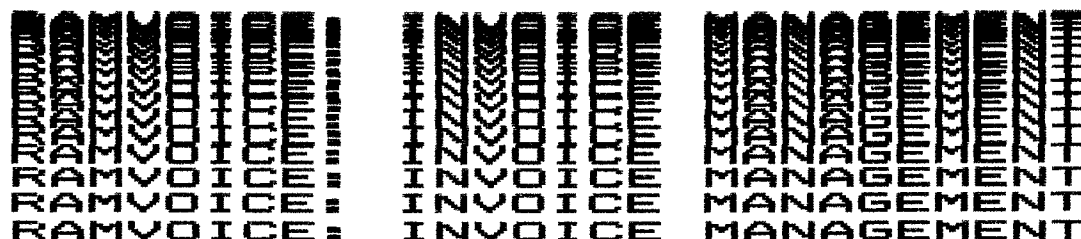


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RAMSOFT ENTERPRISES RAMVOICE SERIES SOFTWARE FOR THE TI-99/4A COMPUTER

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VERSION 2-1.1

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The Ramvoice Series of software and documentation was conceived, developed, and written by Ramon Martinez for Ramsoft Enterprises.

Thank you for purchasing this Ramsoft Enterprises software program. We hope that you will be happy with your purchase and that this purchase will be productive for your business.

This program was developed initially for Ramsoft's internal use. After about 3 months of part time writing and 3 months of debugging and perfecting, it was decided that the program could be of use to other small businesses. So with some modifications, the Ramvoice Series of software is being released. The modifications include variable stock numbering, individual company identification on invoice, and other things to allow each user a "custom designed" configuration.

This program is aimed at the small business, that up until this time, had no computer at the office or shop, and had his TI-99/4A Home Computer playing games at home. And while the computer was playing games at home, the small business owner was doing more work at work than he should have had to do. Assuming this is the case, take your computer to work!

This program is designed to work on the Texas Instruments' 99/4A Home Computer with 48K of memory, RS232 interface, printer, Extended Basic command module, and either 2 double sided disk drives with the TI controller or 2 single sided double density disk drives and a double density disk controller (such as CorComp's).

To run this program, it is assumed that you know some of the basics on the operation of your machine. Some of these basics include the initializing of a blank diskette, knowing the device name of your printer (i.e. PIO, RS232.DA=8.BA=9600), and how to enter extended basic. Other than these very simple basics, you really don't need to know about anything else to use the program because once set up and booted, it is very "user friendly" and forgiving.

The diskette enclosed with this program is NOT copy protected. This is against our normal policy. But this program is aimed at the small business user and we realize the need for you to be able to back up your disk. We hope that you realize that software piracy on the TI-99/4A is not in your best interest since the more piracy that goes on, the less encouragement there is for software companies to develop the useful programs that you might need. Although this program is easy to copy, remember that this is copyrighted software.

THE ORIGINAL USER, AND ONLY THE ORIGINAL USER, IS AUTHORIZED TO MAKE BACK UP COPIES OF THE PROGRAM DISKETTE ONLY FOR BACK UP PURPOSES! ANY COPIES MADE FOR ANY OTHER REASONS SHALL BE CONSIDERED A VIOLATION OF THE RAMSOFT ENTERPRISES' COPYRIGHT BY RAMSOFT ENTERPRISES AND APPROPRIATE ACTION WILL BE TAKEN.

The first thing that you should do when using this program is make a back up disk of the original disk. The original disk has the write protect notch covered with a write protect tab. With a tab on the disk, the program will not function because the program stores information on the system diskette. Therefore, DO NOT put a write protect tab on the disk you intend to use. It is advised that you make a BACK UP COPY of the original system diskette and then store the original system disk in a safe place, free of hazards to the disk (heat, magnetic fields, etc.). Also, your system diskette must be named "INV-ENTRY". To make a back up diskette, consult your disk controller documentation for the proper steps involved.

You are encouraged to use quality diskettes. You will invest a lot of time in your initial data entry (depending on the amount of products that you need to put on the program database), and it is not worth the few cents saved per disk for inferior diskettes to have to type it in all over again! We have found that the Maxell and Dysan diskettes are extremely reliable. We do not recommend the DPUS brand of diskettes.

After making a back up copy of the system diskette, you should make your data diskette. The diskette will need to be named "RAMVENTORY". If it is not named "RAMVENTORY", the program will not function properly! The diskette will also require 718 sectors of space. To obtain this space, you will need to format the diskette as either single sided double density or double sided, depending on your drives. If you have double sided drives with a double density disk controller (such as CorComp's), you could format your disk double sided double density (1438 usable sectors), but it will not increase your data base capacity. Again, consult your disk controller documentation for information on how to initialize a diskette.

Once you have made a back up copy of the system disk (remember to use the back up copy without a write protect tab) and have initialized a data disk named "RAMVENTORY", you are ready to boot the program. It is suggested that you put the system diskette in drive one and the data diskette in drive two. The reason for this is that the program will boot automatically upon entering extended basic. If for some reason this is not possible, the program will still function because the program addresses all files by disk name rather than by disk drive number. This method allows for fewer errors and is the reason that the system diskette must be named "INV-ENTRY" and the data diskette must be named "RAMVENTORY". Should you wish to boot the program from a drive other than disk drive number one, or wish to boot the program at a time other than extended basic entry, type in the following command: RUN "DSKx.LOAD", where "x" is the drive number of the drive that contains the system diskette.

After the system starts to boot Ramvoice, the program will take one of two routes. The load program decides which program to run. If you have not set up the system with your company name, address, monitor type, etc., the program will boot the environment program. If you have already set the parameters, the program will boot Ramvoice.

## ENVIRONMENT PROGRAM: Company Data

This is the program that defines your parameters particular to your business. This explanation will take you step by step through the prompts.

The first item is the company name. You can enter between 1 and 28 characters for the company name. After you enter the company name, press enter. Should you make a mistake before pressing enter, correct it using the arrow keys (function X, etc.). If you make a mistake after pressing enter, don't worry, you can change it after entering the rest of the information. Continue to enter the other information.

The next prompt is for the company address. This input will accept two 28 character strings. Should your company address exceed 28 characters, enter all the whole words that you can on the first line and press enter. After you press enter, type in the rest of the whole words of the address. The reason that you need to type whole words in the first prompt is because the program will put the two answers together with a space inbetween each line. Should your address be 28 characters or less, just press enter for the second address prompt.

The next prompts are for your city, state, zip code, and phone number. Remember that the answers to these prompts (name, address, etc.) will form your company name and address on your invoices, so enter them as you want them to appear.

The prompts from here on out will not appear directly on your invoice, although they may affect the output.

The next prompt is for your monitor. If you are using a color monitor (or a color television set with a RF modulator, it is suggested the you answer "Y" to this question. If you are using a green monitor or an amber monitor, it is suggested that you answer "N" to this prompt. If you are using a black and white television, you may or may not wish to answer "N" to this prompt. The difference between "Y" or "N" will only affect the background color. A "Y" will give you a blue background in the Ramvoice program and a "N" will yield a background color of black. In both cases, the character color will be white.

The "Starting Invoice #" prompt is the one that will determine the value of your first invoice numbers. It defaults at 1000, but can be set to any number, as long as it is less than 6 numbers (0-999999). As the program is used, this number will be incremented by 1 for each invoice you print.

Next is the "Starting Stock #" prompt. This prompt also defaults at 1000. This is a very important prompt. The whole system is based upon this prompt. To use the system efficiently, you will need to number your products in a consecutive manner. The beginning number is determined by this prompt. For example, if you use the default prompt, your first and lowest stock number will be 1000. Your highest stock number will be somewhere around 4200. Your beginning stock number must be between 0 and 996700 to be effective. Remember, your stock numbers must be consecutive.

FOR REASONS THAT YOU WILL BE EXPLAINED LATER ON, YOU MUST START YOUR STOCK NUMBERS ABOVE 1. TO BE SAFE, AND TO ACCOUNT FOR POSSIBLE FUTURE VERSIONS, DO NOT START YOUR STOCK NUMBERS AT A VALUE LESS THAN 100!!!

At this point, you will be asked if the information on the screen is correct. If it is, press "Y", and the next screen will appear. If you made a

mistake, press "N", and the program will allow you to redo the screen information. The information you typed in previously will be defaulted so that you don't have to retype the correct information over again.

The next screen asks you for some information about your state sales tax. The first question asks for your sales tax rate. The default rate is set at 6 percent (the California rate). Enter the value in a percentage format.

The next question asks about your sales tax identifier. The identifier is the two letter abbreviation of your state. When you run the invoice program, the program will only apply sales tax if the state of the buyer is the same as yours. If the person orders from out of state, no sales tax is computed.

After entering the sales tax identifier, and alternative identifier is formed. The alternative is formed by taking the first letter in the identifier and then converting the second letter to lower case. This means that the sales tax identifier is either both upper case (i.e. CA) or upper case lower case (i.e. Ca). This is an important point. To calculate sales tax on an order, the state in the customers address must be the two letter abbreviation you have entered, and the first letter MUST be capitalized.

After finishing the screen, you are asked if the information is ok. If it is, then press "Y", or else press "N".

#### ENVIRONMENT PROGRAM: Printer Data

The next screens relate to your printer. All the defaults are set for the Star Micronics Delta 10 printer. The codes should also work for the Delta 15, Gemini 10X and 15X, and many others. If you are using another make of printer, please consult your printer manual for the correct codes to make sure that the defaults are compatible for your printer. If they are not, change the defaults so that the codes to be used will work with your printer.

The first set of codes to be obtained are the codes that will make your printer print in the elite type. Elite type is type that fits 12 characters per inch of paper. Most dot matrix printers have this capability (the TI Impact printer does not have this capability, but can get the capability by adding Epson's Graphtrax chips, which will also add super/sub scripts, italics, true underlining, etc.). Enter the codes necessary to enter this font style. If you are using a daisy wheel printer or an electronic typewriter, either enter the codes if they are available, or enter an asterisk ("\*") for the code and set your pitch switch to 12. After entering the last code, enter an asterisk. The program will accept up to 4 codes to invoke a command.

The next set of codes asked for are for the codes that will enlarge characters for only one line. Many printers have two codes, one that will work for one line only, and one that will enlarge everything until you tell the printer to stop enlarging. Make sure that you enter the codes that only invoke enlarging for one line only. The code 14 is defaulted, and will also work on the Epson printers. If you have a daisy wheel printer or an electronic typewriter, enter an asterisk ("\*"), since you cannot use this feature. Consult your printer manual for further information.

Now you are asked to enter what we call "ENHANCEMENT" codes for form appearance. The default codes are for the Delta 10 block graphics. If you are not using either a Delta or Gemini printer, and your printer has block graphics, enter a code for a block graphic that seems similar to the one

detailed. If you do not see one, or are using a daisy wheel printer, enter the "safety code". The "safety code" is a standard ASCII code that should work with any printer. Block graphics tend to make the invoice look better, but the "safety codes" will work fine.

The next screen asks for "ENHANCEMENT" code number 1. This is a code that will produce a solid dash, full width and at least two dots high. This character should be fairly centered (up to down). The character can be more than 2 dots high. The safety code in this case is ASCII 61 ("=", the equals sign).

Next, you are asked for the second "ENHANCEMENT" code. This is a code that will produce a thin dash. This character should be a full character wide, and only 1 dot high, fairly centered (up to down). The safety code in this case is ASCII 45 ("- ", the dash or minus sign).

The last screen asks for the third and final "ENHANCEMENT" code. This code will need to produce a solid vertical line, centered from left to right, preferably one dot wide. The safety code is ASCII 124 ("|").

After entering these codes, you are prompted for your printer device name. If you have a parallel printer, type in "PIO" (do not type in the quotes). PIO is PI capital O, not zero ("0"). If you have a serial printer, type in "RS232" (again no quotes) plus any changes to baud rate and data bits. A usual example is "RS232.BA=9600.DA=8". The serial device name will depend upon the setting of your dip switches on your printer.

After approving this prompt, you are asked the final question. This last prompt asks for a closing message. This is a message that will appear at the bottom of the invoice. It serves no functional purpose. You may wish to include a "THANK YOU FOR YOUR SUPPORT", "Thank You", or "PLEASE COME AGAIN". If you do not wish to leave a closing message, just press enter.

The program will now save the data you have typed in on a file. After it has written the data on the system diskette, the program will automatically run the load program. The load program will then determine that the environment program has been run and the load program will then run the Ramvoice program.

From now on, the load program will not run the environment program and will load Ramvoice all the time. Should any of your data need changing, select the option in the Ramvoice program to run the Environment program (menu option number 8).

You are now ready to start using the Ramvoice Series "Ramvoice: Invoice Management Version 2-1.1". The pages that follow explain how to operate the main program, although the program is very user friendly and could almost be figured out from looking at it. Your mission, should you choose to accept it, is to proceed.

At this point, it is assumed that you have done the following:

1. You have made a back-up copy of the original system diskette, the back-up copy is named "INV-ENTRY", and the back-up disk does NOT have a write protect label.
2. You have initialized another diskette named "RAMVENTORY", and that it too has no write protect label.
3. You have run the Environment program and have entered all the correct information.
4. Have safely stored the original system diskette in a safe place.

If you have not completed the above four steps, please do so at this time. The following pages assume that the system diskette (back-up) is in a drive (usually one) and that the data diskette is in a drive (usually two).

### RAMVOICE: INVOICE MANAGEMENT 2-1.1

This system is based upon stock numbers. The stock numbers are used by the invoicing routine to call up data off the data disk and use this data as a default for the item desired.

By doing this, the program can fill out an invoice by only having the user enter the customers name and address, stock numbers of the desired products, and the quantity of each product. With this information, the program will prepare invoices with the following information:

1. Customer name and address.
2. Invoice number and date of invoice.
3. Stock number of each item.
4. Manufacturer of each item.
5. Description of each item.
6. Quantity of each item.
7. Unit cost of each item.
8. Combined cost of each item (Q X UC).
9. Sales tax (if you have one).
10. Provisions for shipping and handling, COD, and other.

This program can utilize up to 3226 stock numbers, which means that 3226 different products can be in the program's data base. These stock numbers must be consecutive. This means that if you set your lowest stock number at 1000,

then your highest stock number will be 4226. These stock numbers will be the key to the program and should be used carefully.

#### STARTING THE PROGRAM

After you have run the environment program, Ramvoice will boot from then on. When Ramvoice boots, the first screen will ask you for the date. Enter the month in upper case letters. Although you can type in the full name of the month, the program only looks at the first three letters of the month. Next enter the day of the month, and then the year. The program will then use the date entered as the invoice date in the format of "XX/XX/XX"

Next, you are asked for the operator's initials. This is to identify the person who typed in the invoice at a later date (if required).

After entering this information, the screen will clear and the main menu will appear.

The program is run from one main menu. This main menu has nine options. They are as follows:

- 1 TO PRINT INVOICES
- 2 TO ALTER PRICE DATA BASE
- 3 TO PRINT OUT PRICE DATA
- 4 TO PRINT PARTIAL LIST
- 5 TO EXAMINE SINGLE ITEM
- 6 TO PREP DATA DISK
- 7 TO ENTER MASS INVENTORY
- 8 TO RERUN ENVIRONMENT
- 9 TO STOP PROCESSING

These menu items will be explained in an order that assumes that you are setting up your system. Although you could probably easily figure out how to use the program, each menu option will be discussed in full detail for clarity.

#### 6 TO PREP DATA DISK

Before you can use your data disk, it must be prepared by the program. This process takes several minutes. CAUTION, this process should only be used once. If you run this routine on a disk that you have entered a bunch of data on, all the data on the disk will be destroyed. This program requires 718 free sectors on the data disk.

Follow the instruction on the screen and be patient, you should only have to do this once.

## 7 TO ENTER MASS INVENTORY

This option on the main menu is for entering a lot of data that have consecutive stock numbers. The routine will automatically increase the stock number by one each time. When it does this, it is only a default. You can change it to any thing you want to change it to, as long as it is within the minimum stock number and the maximum stock number ranges.

This routine must be used with caution. If you are entering data for the first time, there is no reason to panic. However, if you are entering at a time other than the first time, this routine can be destructive. This routine asks for the information and prints it on the disk. It does not look to see what is there already. If you use this routine after entering your initial data, and you specify that a stock number already issued, the previous data will be overwritten. It is suggested that you only use this routine for initial entry, or entry of a lot of consecutive stock numbers that you know are empty. If you are only going to enter a few stock numbers, it is suggested that you use main menu option number 2.

To exit this routine, just enter a stock number that is either lower than you starting stock number, or higher than your highest stock number (starting stock number plus 3226). Usually, just enter a zero to exit.

## 3 TO PRINT OUT PRICE DATA

This option will print out the information on the data disk. The routine will give the stock number, manufacturer, description, and the unit cost. The data will be in an ascending stock number order. The empty stock numbers will not be printed.

This routine can be very helpful to assist in price changes. It also provides a nice numerical reference of your products.

Should you want to stop the process before it is done, simply hold down a key until the program responds and returns to the main menu.

This option will start at the low stock number and continue to the highest stock number (unless you stop it).

## 4 TO PRINT PARTIAL LIST

Many times you will only want to print out part of the data disk. If this is the case, this routine will allow you to set the low stock number desired and the highest stock number desired.

Again, just hold down a key to stop the process if you want to stop.

## 5 TO EXAMINE SINGLE ITEM

If you only want to look up a couple of items and don't need them printed out, this option allows you to do exactly that. Simply follow the instruction on the screen.

This is a nice routine because it only reads the disk and has no capability to alter the data disk. It is a very safe routine to use to look but "not touch".

## 2 TO ALTER PRICE DATA BASE

This routine is the safest one to use after initial data entry because it goes to the stock number on the disk and looks to see what is there. If there is nothing there, the default values will be "EMPTY". If there is data already there, that data will form the default answers.

If you want to change a price on an item already entered in the database, just enter the stock number for that product, press enter until you get to the unit price prompt, and then enter the price change.

If you want to change another prompt (manufacturer, description), just change the appropriate field.

To exit this routine, just enter a stock number less than the starting stock number or a stock number greater than the highest stock number.

#### 8 TO RERUN ENVIRONMENT

Should your company information need changing for some reason (such as a change in phone number), this option will rerun the environment program.

#### 1 TO PRINT INVOICES

This routine will most likely be the most used choice. This is the main routine and all the other routines effectively support this option.

The first screen will ask you for the customer information (name, address etc.). Enter this information as appropriate. Remember, the calculation of your state sales tax depends upon the "STATE:" prompt.

After entering the name and address of the customer, you will be asked for some other information. The next piece of information asked for is if the sale is a "WILL CALL" sale. It is defaulted to yes ("Y"). A will call sale gives no prompts for shipping and handling or COD because if the customer picks up the order, it is not usual to charge for these items. If you answer no ("N") to will call, you will be asked for the shipping and handling amount and the COD amount. You are always free to enter zero for these amounts.

Next you are asked for an "OTHER" amount. The default is no ("N"). If there is an amount not accounted for at this time (penalty, trade-in, etc.), it must be entered here because it is the last chance. If you answer yes ("Y") to the "OTHER" prompt, you will first be asked for a description of the amount. The description can be up to 28 characters in length. After you enter the description of the other amount, you will be asked for the amount of the "OTHER" charge. If you enter a positive amount, the amount will be added to the total. If the amount is negative (as should be in the case of a trade-in), the amount will be deducted from the total. Keep in mind that this amount will not effect the sales tax computation.

The next prompt asks you for the "CUSTOMER CLASS". The answer to this prompt can be a one, two, or a three. The purpose of this prompt is to make adjustments to the sales tax computations. The following is a description of the meanings of each number:

1. This customer class will act normally. Tax will be computed for the customer if he is a resident of your state, and tax will not be computed for customers not in your state.

2. This customer class will not charge tax on the sale, even if the customer is a resident of your state. This is to allow special sales to get a correct invoice.
3. This customer class will not charge tax, even if the customer is a resident of your state. The difference between this class and class 2 is that the word "RESALE" will be printed on the invoice where the tax amount is usually printed.

After entering the customer class, you are asked if the screen information is correct. If any of it is not, type in "N". If it is correct, type in "Y". If you type in "N", you will not have to type in the name and address again. They will default to the values you typed in originally. However, if your mistake is in one of these areas, just correct the appropriate field.

Now that you have entered the appropriate information for the customer, you now need to enter the products desired by the customer. To do this, just type in the stock number of the item desired. If you have previously entered the data for the item, the "MANUFACTURER", "ITEM DESCRIPTION", and "UNIT COST" fields will be displayed, and you will be asked for the quantity. After entering the desired quantity of the stock number, you will be asked if the screen information is correct. If it is, enter a "Y", or else enter a "N". If you answer "N", you will be asked for the stock number again.

If the stock number called up does not have a item description on the data disk, you will be asked to type in the manufacturer, item description, and unit cost yourself.

There may be times when you do not have a stock number assigned to a product and do not wish to have a stock number printed on the invoice. In these situations, enter a one ("1") for the stock number. After entering a one for the stock number, you will be asked for the manufacturer, item description, and unit cost. There will be no stock number printed on the invoice for this item.

You can enter up to 25 items per invoice. If you need to enter less than 25 items, enter a zero ("0") for the last stock number.

After you have entered all the stock numbers for the customer, the program will then ask you for the name and address of the next customer. If you want more than one customer's invoice printed up at this time, just repeat this routine process over again. If you do not wish to print any more customer's invoices, type in "XXX" for the customer name. When you do this, the data entry is over.

At this point, you will be asked to make sure that the printer is on, set at the top of form, and on-line. It is critical that you have correctly set the printer at top of form. This program considers the top of form to be about 1/4 to 1/2 inch from the top of the paper. Consult your printer manual about how to set your printer at the top of form.

If your printer is ready to go, press any key. The program will then print two copies of each invoice. If you have a buffer, you will get the main menu screen back before the printer stops printing. If you don't have a buffer, you will get the main menu back when the invoices are done printing.

#### 9 TO STOP PROCESSING

This is the menu option that should be used to stop the program. Stopping the program during any of the other 8 main menu choices can seriously damage the program integrity. If files were open and you turn off the computer, unpredicted results can occur!

When you choose this option, you are asked if this was your intention. If it was, type in "Y", or else type in "N".

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This is the end of the instructions. Be sure that you do the following things:

1. USE THE ONLY THE BACK-UP COPY OF THE RAMVOICE SYSTEM DISKETTE.
2. MAKE A BACK-UP COPY EVERY SO OFTEN OF THE DATA DISKETTE. IF YOU DON'T, AND SOMETHING HAPPENS TO THE DATA DISK, YOU WILL HAVE TO TYPE IN THE DATA ALL OVER AGAIN!
3. DO NOT PUT A WRITE PROTECT TAB ON EITHER OF THE DISKS THAT YOU USE.

Once again, thank you for purchasing Ramsoft software. We appreciate your support and would appreciate your comments, criticisms, and compliments. If you need further assistance with this program, please feel free to write or call. You can contact Ramsoft at the following address:

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