

# READ THIS FIRST

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This document guides you through the basic steps for setting up your Xerox ViewPoint documentation, software for ViewPoint 1.1, and if applicable, 6085 hardware.

Follow the steps below in order. When you have completed these steps, if any of the items listed were ordered but not received, contact your Xerox Representative.

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## 1. Unpack this box "Xerox ViewPoint"

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With the initial purchase of Xerox ViewPoint software for a **6085 Professional Computer System**, you receive:

- Xerox ViewPoint software in two diskette containers
- On-line training diskettes in one diskette container
- An empty diskette container for additional software
- Two binders titled "Workstation equipment & installation" and "Training & Reference: Xerox ViewPoint" with their respective documentation.
- Two empty binders
- Four printed labels and four blank labels

With the initial purchase of Xerox ViewPoint software for an **8010 Workstation**, you receive:

- Xerox ViewPoint software and on-line training diskettes in a diskette container
- An empty diskette container for additional software
- Two binders titled "Workstation equipment & installation" and "Training & Reference: Xerox ViewPoint" with their respective documentation.
- Two empty binders
- Four printed labels and four blank labels

Use the empty binders and extra labels to assemble reference and training materials tailored to your specific software applications.

## **Assemble the binders**

Remove the binders titled "Workstation equipment & installation" and "Training & Reference: Xerox ViewPoint" from their slipcases. Remove the documentation, unwrap it, and then place it in the binder rings as indicated below. Indented items represent sub tabs of the non-indented item immediately above it.

**Note:** The order below is the recommended order for assembling the binders. All items marked with an asterisk (\*) indicate that the item is an optional purchase, and is therefore packaged separately, and not packaged with any of the binders. For optionally purchased applications, locate the appropriate VP Application package for relevant documentation.

### **Workstation Equipment & Installation binder**

ViewPoint 1.1 Release Document

Reference: Equipment (6085 or 8010)

Reference: Hardware Installation (6085 only)

Reference: Software Installation (6085 or 8010 )

Floppy Disk Installation

Network Installation

Software Options Tool

Reference: Diagnostics (6085 or 8010)

On-Line Diagnostics

Workstation Diagnostics

Recovery Procedures

\*Reference: P32 CQI Local Draft Printer

\*Reference: VP Local Laser Printing

Reference: Secured Information Device (8010 only)

### **Training & Reference: Xerox ViewPoint binder**

Training: Training Introduction

Training: Xerox ViewPoint

\*Training: VP StandAlone, VP RemoteCom, or VP NetCom  
Remote Batch (*for VP RemoteCom and VP NetCom only*)

Training: VP Object Conversion Utility

VP Series Reference Library Overview

Reference: Xerox ViewPoint

Application Loader

Floppy Utility

Windows

User Profile

Keys/Keyboards

\*Reference: VP StandAlone, VP RemoteCom, or VP NetCom

Printing

Filing (*for VP RemoteCom and VP NetCom only*)

Mailing (*for VP RemoteCom and VP NetCom only*)

Remote Batch (*for VP RemoteCom and VP NetCom only*)

Reference: VP Object Conversion Utility

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## 2. Unpack the "VP Document Editor" box

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With the purchase of VP Document Editor software for a **6085 Professional Computer System**, you receive:

- VP Document Editor software in a diskette container
- Two binders titled "Training: Document Editor" and "Reference: Document Editor" with their respective documentation.

With the purchase of VP Document Editor software for an **8010 Workstation**, you receive:

- VP Document Editor software
- Two binders titled "Training: Document Editor" and "Reference: Document Editor" with their respective documentation.

**Note:** Place 8010 VP Document Editor software in the additional diskette container packaged in the "Xerox ViewPoint" box.

## **Assemble the binders**

Remove the two binders from their slipcuses. Remove the documentation, unwrap it, and then place it in the binder rings as indicated below.

**Note:** Document Editor training and reference documentation arrive in pre-assembled packages.

### **Training: Document Editor binder**

Training: VP Document Editor

Document Creation

Basic Graphics

Tables

Forms

Fill-In Rules

### **Reference: Document Editor binder**

Reference: VP Document Editor

Text Editing

Frames

Basic Graphics

Tables

Fields

Fill-In Rules

Fonts

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## **3. Unpack VP Series Application boxes**

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Additional software purchases are packaged in separate boxes. For each additional software purchase, you receive:

- The relevant software.
- Related reference and training documentation, if any.

Unwrap the documentation you have received and place it in the empty binders as indicated below. To ensure visibility of tabs, alternate tab positioning as necessary.

Place binder labels (preprinted or blank labels you have customized) on the appropriate binders.

**Note:** The documentation listed below arrives with optionally purchased VP Series applications. You will only receive those documents related to the applications you have purchased.

**Training: Optional Applications 1 binder**

Training: VP Spelling Checker

Training: VP Long Document Options

Training: VP Equations

Training: VP Data-Driven Graphics

Training: VP Free-Hand Drawing

Training: VP Spreadsheet

Training: VP List Manager

Training: VP Japanese Text Capability

Training: VP Chinese Text Capability

**Reference: Optional Applications 1 binder**

Reference: VP Spelling Checker

Reference: VP Long Document Options

Table of Contents Generator

Index Generator

Reference: VP Equations

Reference: VP Data-Driven Graphics

Reference: VP Free-Hand Drawing

Reference: VP Spreadsheet

Reference: VP List Manager

Reference: VP Japanese Text Capability

Reference: VP Chinese Text Capability

Reference: Glossary

Reference: System Messages

**Note:** The Glossary and System Messages tabs are initially packaged in the Training & Reference Xerox ViewPoint binder.

**Training: Optional Applications 2 binder**

Training: VP File Conversion of 860 Documents

Training: VP File Conversion of ASCII Documents

Training: VP File Conversion of Document  
Interchange Format

Training: VP File Conversion of Lotus 1-2-3 Spreadsheets

Training: VP File Conversion of VisiCalc Spreadsheets

Training: VP File Conversion of WordStar Documents

Training: VP File Conversion of 860 Record Files

Training: VP PC Emulation (6085 only)

Training: VP Data Capture

Training: VP Terminal Emulation of TTY

Training: VP Terminal Emulation of DEC VT100

Training: VP Terminal Emulation of IBM 3270

**Reference: Optional Applications 2 binder**

Reference: VP File Conversion of 860 Documents

Reference: VP File Conversion of ASCII Documents

Reference: VP File Conversion of Document  
Interchange Format

Reference: VP File Conversion of Lotus 1-2-3 Spreadsheets

Reference: VP File Conversion of VisiCalc Spreadsheets

Reference: VP File Conversion of WordStar Documents

Reference: VP File Conversion of 860 Record Files

Reference: VP PC Emulation (6085 only)

Reference: VP Data Capture

Reference: VP Terminal Emulation of TTY

Reference: VP Terminal Emulation of DEC VT100

Reference: VP Terminal Emulation of IBM 3270

**Note:** Documentation received corresponds directly to the software application packages you have purchased. You may

therefore be able to place all of the training and reference materials in the "Optional Applications 1" binder. If that is the case, simply continue the placement of materials as indicated under "Optional Applications 2" in the "Optional Applications 1" binder.

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## **4. Is 6085 hardware installed ?**

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6085 hardware is customer installable. If you have an 8010, or your 6085 has already been installed, proceed to step 5, "Install Xerox ViewPoint software." If you want Xerox to install your 6085 hardware for a nominal fee, contact your Xerox representative.

### **Install 6085 hardware**

For complete installation instructions, refer to chapters 1 through 4 in the section titled "6085 Hardware Installation," located in the "Workstation equipment & installation" binder. Time required is approximately 60 minutes.

### **Run System Configuration Utility**

For complete instructions on the system configuration utility, refer to chapter 5 in the section titled "6085 Hardware Installation" located in the "Workstation equipment & installation" binder. Time required is approximately 10 - 15 minutes.

### **Run System diagnostics**

For complete instructions on system diagnostics, refer to chapter 6 in the section titled "6085 Hardware Installation" located in the "Workstation equipment & installation" binder. Time required is approximately 10 - 15 minutes.

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## **5. Install Xerox ViewPoint software**

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Xerox ViewPoint is the foundation software and is prerequisite for all VP Series Applications and font software. For complete installation instruction, refer to the tab titled "8010 Software Installation" or "6085 Software Installation" located in the "Workstation equipment & installation" binder. Time required to install Xerox ViewPoint is approximately 60 - 90 minutes.

## **Install VP Series Applications and font software**

VP Series Applications and font software are separately purchased and installed. For complete installation instructions, refer to chapter 2 in the section titled "Floppy Disk Installation" or "Network Installation," as appropriate, located in the "Workstation equipment & installation" binder.

### **Enable software options**

Software options (applications and font software) must be enabled within 72 hours of installation. For complete instructions, refer to the section titled "Software Options Tool" in the "Workstation equipment & installation" binder.

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## **6. Are you a new user ?**

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If you were previously a user of 8010 or 6085 software, you are familiar with the basics, and should proceed to step 7, "Read ViewPoint 1.1 Release Document," at this time. If you have not used 8010 or 6085 software, you are a new user and need to complete the training guide titled "Introduction" located in the "Training & Reference: Xerox ViewPoint" binder.

### **Complete training guide titled "Introduction" located in the "Training & Reference: Xerox ViewPoint" binder**

This training guide provides introductory information and a list of all VP Training Guides currently available.

### **Complete introductory training**

Complete Xerox ViewPoint and VP NetCom, VP RemoteCom, or VP Standalone training in the "Training & Reference: Xerox ViewPoint" binder.

Complete Document Creation training in the "Training: VP Document Editor" binder.

### **Complete relevant training**

Refer to pages 11-18 in the "Introduction" for a description of available training guides. Complete relevant training guides.

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## **7. Read "ViewPoint 1.1 Release Document"**

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This document, located in the "Workstation equipment & installation" binder, provides a summary of new features and current Notes and Cautions for each application.

### **Read the VP Series Reference Library Overview**

This overview located in the "Training & Reference: Xerox ViewPoint" binder, describes the structure and organization of each section of the VP Series Reference Library.

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