

AGENDA

from
Sir Mark Weinberg
Chairman

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Dear Mr. Morrill,

As you may know, we have been working for over two years on producing a new version of the Microwriter.

The key tasks we set ourselves were to make it genuinely pocket-sized, to increase the size of the memory and the display, and to increase the range of tasks it can undertake.

When we finished the development, we found that we had produced not merely a better Microwriter - but an exceptionally good electronic Personal Organiser as well.

Called the Agenda it fulfills its original functions as a word processor far more effectively than the Microwriter Mark IV, as you will see from these features:

- a 32k memory
- removable 32k RAM memory cards to make security copies of the memory, to extend the memory or to use as off-line storage.
- 20 character x 4 line display.
- greatly improved formatting facilities, including a sophisticated column heading prompt system and user-programmable keys.
- compatible with virtually all printers (parallel as well as serial) and easy to interface with P.C.'s.
- wallet-sized and weighing just over 9 ounces.

But the Agenda is much, much more than an upgraded Microwriter.

First of all, it offers you a versatile and sophisticated data-base, which you can use to store information such as telephone numbers and addresses, customer lists, stock items and prices, restaurants, travel itineraries, credit card numbers, and a wealth of other information.

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Unlike paper-based Organisers, the Agenda enables you to retrieve and inspect information in a wide variety of ways. For example if you input "Robert Jones, Chemist, 11 Ark Road, Reading. Wife, Sally. Met at Bushells", and you forgot his surname, you could trace the file by keying-in just "Robert", "Chemist", "Reading", or "Bushells".

The Agenda makes it easy to extract all files with common information - e.g. all the chemists you know, or all your contacts with addresses in Reading, or, if you like, only those who are chemists with addresses in Reading.

The Agenda's "Action list" helps you organise your life efficiently. Everyone makes a daily list of things to do, phone calls to make, letters to write and so on, which inevitably becomes messy and difficult to read as the day wears on. The Agenda's action list presents a clear picture of outstanding tasks, divided into the different types of things you have to do, and separating the urgent from the less urgent. Inspect it on the display, or print it out so that you can see it all at a glance.

The Agenda also includes a diary through to the year 2050 in which you can keep your appointments, and a discreet alarm will remind you of particular appointments if you wish.

The Agenda also incorporates a calculator. The screen shows the figures you have input as well as the answer, so that you can verify the result - or, by plugging the Agenda into a printer, you can use it as a printing calculator.

As you can see from the enclosed leaflet, the Agenda has two keyboards - a full A-Z and numeric keyboard with function keys and to enable you to open a new file, consult the diary, move the cursor etc. and Microwriting keys. As with the Microwriter Mark IV, the Microwriting keys enable you to input the full ASCII set as well as all the functions of the ordinary keyboard, but you can use the ordinary and Microwriting keys interchangeably so there is no need to learn all the Microwriting command codes if you don't want to.

In addition to its built-in functions, a number of special application programs are available as optional extras. These currently include French and German language translators on slot-in memory cards.

Considering all it can do for you, one of the most surprising features of the Agenda is the price - £195 including VAT.

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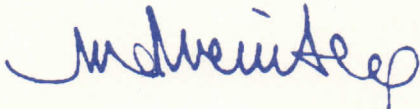
What's more, as an existing Microwriter User we are offering you an additional benefit to help you make full use of your Agenda: a complete PC communications kit, consisting of an Agenda/PC cable and 3½" and 5¼" PC disks, free of charge (normal price £35). The disk enables you to take a back-up of the Agenda's memory on a PC, to transfer files to or from a PC, to print files (through the PC) directly on the PC's printer, and to use the Agenda as a Microwriting keyboard for the PC itself.

If you would prefer an RS232 serial cable, with a male plug (instead of the Agenda/PC cable which has a female plug) or a parallel printer cable, please indicate this when ordering - incidentally the old Microwriter serial cable does not fit the Agenda.

A special courier delivery service is available so all you need to do is phone us on 01 685 0300 and quote your Access or Visa number. Or, if you prefer, complete the Order Form enclosed and send it to the Freepost address.

As soon as we get your order we will arrange for your Agenda and free PC communications kit to be delivered to you within 24 hours.

Yours sincerely,



Sir Mark Weinberg
Chairman

Note on Microwriting Keys

The first batches of Agenda's coming off the production line were equipped with Microwriting keys which Microwriter users would have found very strange and because of this we did not write to you earlier. Current models, however, have been fitted with Microwriting keys which, although silent in use, feel every bit as good as the Microwriter Mark IV.