



ONE

Author has everything you've come to expect from a professional level word-processor. Author can create simple documents in a snap, and has enough power to create the most complex documents. Author's easy-to-use interface is so intuitive that you will be up and running within minutes, and best of all Author works seamlessly with Microsoft® Office applications; allowing users to exchange and convert files automatically

Features & Benefits

Sample and Custom Templates - Sample memos, faxes, letters, resumes, and other documents make it simple to produce professional looking documents in a snap. You can also create your own custom templates with the same ease.

Document Layout & Organization - Handle multi-page documents easily with a simple page setup. Use columns, text frames, and text flow tools to guide layout. Author also contains tools for outlining, generating table of contents, indexing, and hyperlinking.

Styles & Formatting - Author lets you refine characters, paragraphs, and lists, to give your document a professional look.

Advanced Table Features - Create tables that work with a few simple clicks. Take Microsoft tables, customize them, and put them back into Microsoft® format.

Features & Benefits

Multimedia - Easily customize your pages to look like a newspaper, a web page, a movie preview, or even a TV screen. Mix and match graphics, tables, charts, database stats, Java applications, and video animations.

Mail Merge Wizard - The mail merge wizard lets you send form letters easily, in hard copy or via e-mail.

Macros - Save time by automating common tasks. Assign macros to menu items, icons, dialog controls, and events. Author supports three different scripting languages: Author Basic, JavaScript, and Beanshell .

Voice Read back and Spellcheck - Author allows the user to choose from one of three voices to read back documents, read in real time or alert the user if there is a spelling mistake.

Productivity Tools

Wizards - Simplify letters, faxes, and reports.

AutoComplete - Suggests common words and phrases to finish your thought for you. Turn it on or off, or customize it to your writing style.

Auto Format - Guides document formatting as you write, leaving you free to concentrate on your writing.

Draw - Invoke ONE's robust draw program from within Author to add shapes, color, signs etc.

Auto Spellcheck - Provides real-time spelling corrections as you type.

Notes - Add comments directly onto your pages with little notes. Just like a Post-it.

Convert & Share

Compatibility with Other Software - Author automatically recognizes Microsoft®, WordPerfect®, PDF, OASIS, XML, XHTML and Xforms documents and can open them automatically.

Record Changes - Every keystroke you make can show up on the page in a color that identifies author, date, and time. Colleagues can then accept or reject the changes.

Compare & Merge - Use Author Compare & Merge feature to instantly find the changes and decide whether to include them.



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