Writer's Notes -- Conventions

This file includes notes on conventions for *Xerox LOOPS Users' Modules Manual*, Lyric Beta Release. This manual is packaged in one binder.

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Directories and Files

The directory {ERIS}<Doc>Loops>Lyric>Beta>UserMods> contains the files for the manual. This directory has the following subdirectories:

- {ERIS}<Doc>Loops>Lyric>Beta>UserMods>Z-ReleaseInfo> contains this file on writing conventions and a file on production details.

Filenames describe the contents of the file. For example, the filename

{ERIS}<Doc>Loops>Lyric>Beta>UserMods>LoopsMixin.tedit

contains the chapter on LoopsMixin.

Assemble the files in the following order for the manual:

{ERIS}<Doc>Loops>Lyric>Beta>UserMods>A1-TitlePage.tedit
{ERIS}<Doc>Loops>Lyric>Beta>UserMods>A2-TOC.tedit
{ERIS}<Doc>Loops>Lyric>Beta>UserMods>A3-Preface.tedit
{ERIS}<Doc>Loops>Lyric>Beta>UserMods>Converter.tedit
{ERIS}<Doc>Loops>Lyric>Beta>UserMods>LoopsBackwards.tedit
{ERIS}<Doc>Loops>Lyric>Beta>UserMods>LoopsMixin.tedit
{ERIS}<Doc>Loops>Lyric>Beta>UserMods>Rules-A1-TitlePage.tedit
{ERIS}<Doc>Loops>Lyric>Beta>UserMods>Rules-A2-TOC.tedit
{ERIS}<Doc>Loops>Lyric>Beta>UserMods>Rules-A3-LOF.tedit
{ERIS}<Doc>Loops>Lyric>Beta>UserMods>Rules1-Intro.tedit
{ERIS}<Doc>Loops>Lyric>Beta>UserMods>Rules2-Language.tedit
{ERIS}<Doc>Loops>Lyric>Beta>UserMods>Rules3-Use.tedit
{ERIS}<Doc>Loops>Lyric>Beta>UserMods>RulesA-Convert.tedit

Conventions

This manual uses the following conventions:

- Case is significant in Xerox LOOPS and Lisp. All selectors, methods, arguments, etc., must be typed as shown. Typically, this means that method names are capitalized and variables are not.

- Arguments appear in italic type.

- Selectors, methods, functions, objects, classes, and instances appear in bold type.

    For example, a method appears as follows:

    (_ *self* **Selector** *Arg1 Arg2*)

- Examples appear in the following typeface:

    ```
    89_(_LOGIN)
    ```

- Methods with an exclamation mark (!) suffix usually perform operations deeply into class structure instead of only on a given object.

- Methods with a question mark (?) suffix usually are predicates; that is, truth functions.

- Methods often appear in the form **ClassName.SelectorName**.

- Cautions describe possible dangers to hardware or software.

- Notes describe related text.

Style Sheet Addenda

Here are some guidelines I used when writing the LOOPS manuals. Items appear in rather random order.

- Avoid contractions.

- Avoid subscripts. Use WORD1 rather than $WORD_1$ to avoid inconsistent line leading.

- Avoid wording that starts "Note that..." or "Notice that...". Either make it a note with correct format or eliminate the "Note that".

- Use semicolons rather than m-dashes.

- Each item in the template starts with an initial capital letter; e.g., "Describes..."

- The arguments are identical in the call and in the argument description.

- Parenthesies appear around expressions and square brackets appear around the name of the functionality.

- The arrow in the expression is the NS character ←, not _. These characters appear similarly when printed, but differently on the screen. See the section, "Special Notes and Cautions," for details.

- A period appears after the word None, after argument descriptions, and Returns: item.

- Items are set to or return T (instead of true).

- Menus contain options, not items or selections.

- You drag (not roll) the mouse to the right of a menu option to see its submenu.

- Use "above" and "below" when referrering to things in the same section, section numbers and names when referrering to things in the same chapter, and chapter numbers and names when referrering to things in another chapter.

- Please study the following stle sheet carefully before you start to edit. The various appearances of active value and annotated values are especially crazy making.

  These things appear in **bold**:
      class variables
      functions
      instance variables
      messages
      methods
      variables

ActiveValue - specific class/instance
active value - general information
activeValue - previous implementation of **ActiveValue**

annotatedValue - data type
AnnotatedValue - specific class
annotated values - general information

bitmap

data type

file package
filecoms

inspector

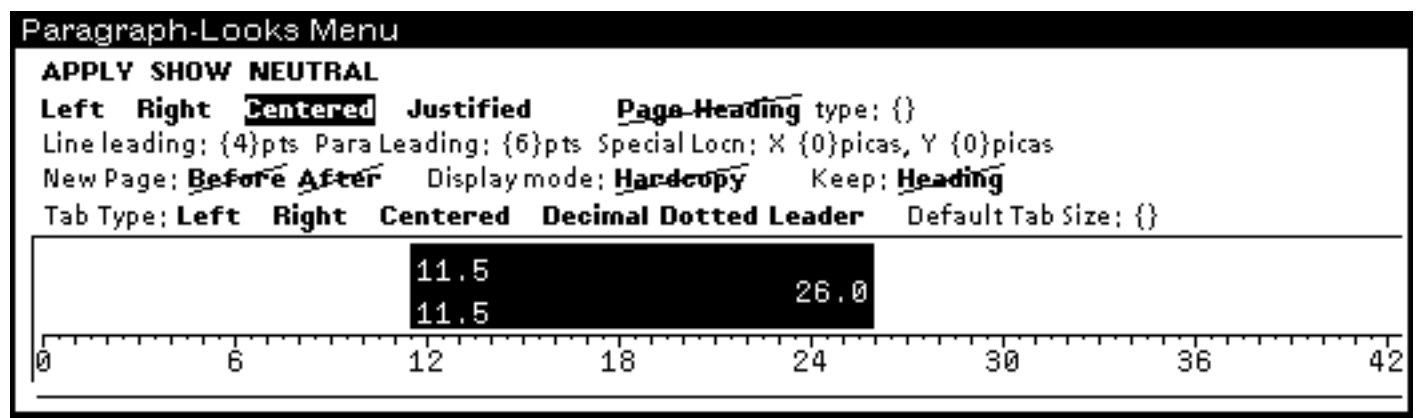Lisp Library package
localState - instance variable

non-NIL

prettyprints

supers list

Paragraph Formatting

The heading has the following format:

The text the following format:

```
Paragraph-Looks Menu
 APPLY  SHOW  NEUTRAL
 Left   Right   Centered   Justified        Page-Heading type: {}
 Line leading: {2}pts  Para Leading: {10}pts  Special Locn: X {0}picas, Y {0}picas
 New Page: Before After    Display mode: Hardcopy     Keep: Heading
 Tab Type: Left   Right   Centered   Decimal Dotted Leader    Default Tab Size: {}

  0.0
  0.0                                                              38.0

  0        6        12        18        24        30        36
```
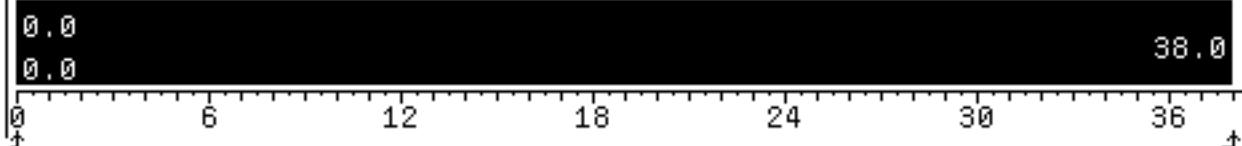
Page Layout

The starting page number varies with the package.

```
Page Layout Menu
 APPLY  SHOW
 For page: First(&Default)   Other Left   Other Right
   Starting Page #: {11}        Paper Size: Letter   Legal   A4 Landscape

 Page numbers: No   Yes X: {26,5} Y: {3,0}  Format: 123   xiv   XIV
              Alignment: Left   Centered   Right
              Text before number: {} Text after number: {}
 Margins: Left {7,0} Right {6,0}  Top {8,0}  Bottom {8,0}
 Columns: {1} Col Width: {38,0}     Space between cols: {0,0}
```

```
Page Layout Menu
 APPLY  SHOW
 For page: First(&Default)   Other Left   Other Right
   Starting Page #: {} Paper Size: Letter   Legal   A4 Landscape

 Page numbers: No   Yes X: {26,5} Y: {3,0}  Format: 123   xiv   XIV
              Alignment: Left   Centered   Right
              Text before number: {} Text after number: {}
 Margins: Left {7,0} Right {6,0}  Top {8,0}  Bottom {8,0}
 Columns: {1} Col Width: {38,0}     Space between cols: {0,0}
```

```
Page Layout Menu
 APPLY  SHOW
 For page: First(&Default)  Other Left  Other Right
  Starting Page #: {} Paper Size: Letter  Legal  A4 Landscape

 Page numbers:  No   Yes  X: {26,5} Y: {3,0}  Format: 123  xiv  XIV
                Alignment: Left  Centered  Right
                Text before number: {}  Text after number: {}
 Margins: Left {7,0} Right {6,0}  Top {8,0}  Bottom {8,0}
 Columns: {1} Col Width: {38,0}    Space between cols: {0,0}
```

Bitmaps, Graphs, and Sketches

Scale for bitmaps is 0.75.

Special Notes and Cautions

Make sure you have changed the underscore to be a left arrow before loading and printing any files. To do this,

- Enter the following commands into your Executive:

```
(GETCHARBITMAP (CHARCODE _) '(MODERN 10 MRR))
(EDITBM IT)
```

- When the bitmap editor apears, delete the underscore and insert the following left arrow:

```
..........
..........
..........
..........
..........
....X.....
...XX.....
..XXXXXX..
...XX.....
....X.....
..........
..........
..........
..........
```

- Finally, enter the following commands into your Executive to store the pattern:

```
(PUTCHARBITMAP (CHARCODE _) '(MODERN 10 MRR) IT)
(PUTCHARBITMAP (CHARCODE _) '(MODERN 10 BRR) IT)
(PUTCHARBITMAP (CHARCODE _) '(TERMINAL 10 MRR) IT)
(PUTCHARBITMAP (CHARCODE _) '(TERMINAL 10 BRR) IT)
(PUTCHARBITMAP (CHARCODE _) '(TERMINAL 12 BRR) IT)
```