

# ORGPLUS<sup>®</sup>

For Macintosh<sup>®</sup>

Org Plus for Macintosh is for managers, business professionals, and executive assistants who need to create professional looking organization charts quickly and easily. Org Plus' automatic chart drawing, easy editing, custom formatting, and compact layouts make it the fastest and easiest way to create the exact chart you need.

## Quickly creates organization charts – no drawing required!

Simply select a box tool at the top of the window and click on the chart to add boxes. Org Plus automatically draws and spaces the boxes and precisely lays out the connecting lines. Then type names, titles, and other text into each box. Org Plus automatically expands or shrinks the boxes to fit your text.

Type up to 24 lines of information in each box. You can format the information in almost any conceivable way – put information on the outside corners of each box, stack it up in columns inside the box, and give it any font, size, or style. And different groups of boxes can have different formats.

## Updating charts is a snap

Even simple changes to a chart can cause a chain reaction that drastically changes the entire chart. For example, merely choosing a larger font may require the boxes to grow, be redrawn and relocated. Org Plus maintains uniform box size and even spacing automatically, no matter what changes you make! The time savings are tremendous.

Charts are easily updated to keep pace with changing organizations, too. With a few mouse clicks, you can add, insert,

delete, or move boxes – even entire departments. Org Plus does all the redrawing for you. And you always see exactly what the chart will look like when printed!

## Customize your charts

Choose from over 50 different chart, box, and line styles to achieve just the look you want. Org Plus automatically applies your choices to the entire chart or to any set of boxes you select.

Use the Stationery feature to establish a personal or corporate chart standard. Create a basic chart layout once and save it as stationery. Use the stationery whenever you create a new chart, making only the changes necessary. This saves a lot of time and ensures a consistent look to all the charts in your organization.

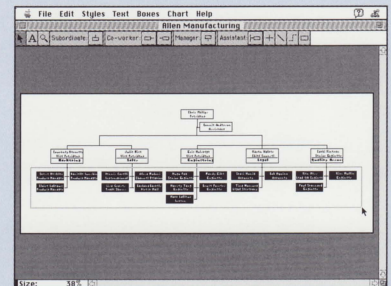
Add your company logo, draw boxes around a task force, or type notations anywhere in the chart. Org Plus' text and drawing tools let you create special effects you can't get automatically.

## Compact charts show lots of information

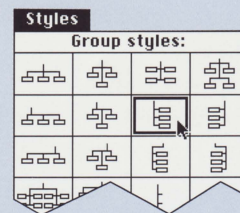
Users of organization charts want their charts to be as compact as possible – preferably on one page. Org Plus automatically places boxes to make the chart as compact as possible. If the chart still doesn't fit, use the special Make Fit command. You can select a range of options to make the chart smaller. Simply tell Org Plus how many pages you want the chart to fit on, and Org Plus does the rest. If necessary, it can even tell you by what percentage you need to reduce it on your laser printer or copy machine in order to make it fit!

*(continued on other side)*

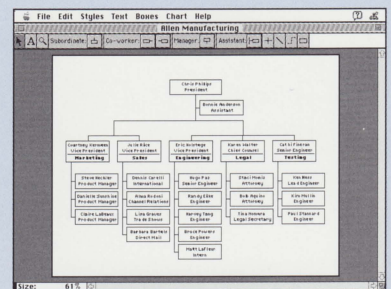
Create professional organization charts automatically!



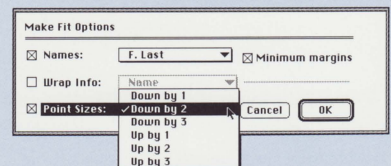
1. Select the boxes you want to reformat.



2. Choose the style you want from the Styles menu.



3. Org Plus redraws your chart automatically!



4. Fit your chart on the desired number of pages with the Make Fit command.

# ORGPLUS®

For Macintosh®

## Easy to use and free support

Org Plus comes with on-line help, a step-by-step tutorial, a unique picture index, and an extensively indexed manual. Free technical support is also available.

Org Plus is ideal for companies that use both Macintoshes and IBM-compatible PCs. The Macintosh version easily exchanges information with Org Plus for Windows™ and Org Plus Advanced (DOS).

## Fast

- Draws boxes and connecting lines automatically
- Sizes boxes automatically to fit the text
- Grows or shrinks the drawing pad automatically to fit the chart
- Centers charts automatically
- Formats names automatically
- Supports numerous keyboard shortcuts

## Flexible

- 20 different chart styles
- 8 different staff and assistant styles
- 1 co-manager style
- 12 box border styles
- 8 box shadow styles
- 3 line styles (solid, dotted, dashed)
- 8 line thicknesses
- 16 colors for boxes, lines, text, and the chart background
- 12 ways to select objects
- Shows text inside or outside boxes
- Shows text columns inside boxes
- Draws dividers inside boxes
- Uses all available fonts, sizes, and styles
- Supports word wrap, centering, justification, and more
- Displays 3 levels of magnification
- Automatic or manual box sizing
- Automatic or manual box spacing
- Shows multiple charts on a single page
- Shows/hides sensitive information
- Shows/hides page breaks
- Shows/hides margins (and adjusts by dragging)
- Shows/hides branches

## Easily updated

- Adds or deletes boxes with two clicks
- Moves entire departments with a single click
- Go to any box with two mouse clicks
- Changes chart styles with a single command
- Preserves uniform sizes and spacing, no matter what changes you make
- Reorders text with a single command
- Changes the format of text in any or all boxes in seconds
- Redraws the chart automatically to reflect all changes

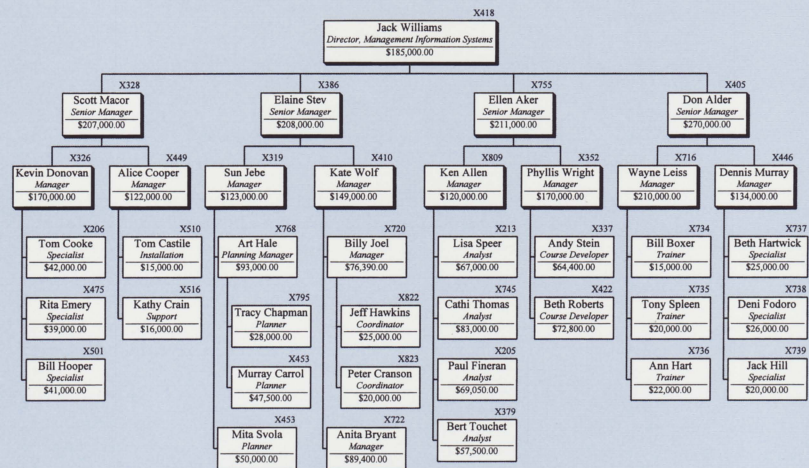
## Customizable

- Supports standard chart "Stationery" (templates)
- Chart settings completely user-configurable
- Uses US/British or metric measurements
- Enables hand-drawn lines and boxes anywhere on the page
- Allows text annotations anywhere on the chart
- Add pictures, like company logos, by pasting them from the clipboard

## Space-efficient

- Compact box placement
- Special Make Fit command implements space saving options
- Computes the percent reduction needed to fit chart on specified number of pages

## GBT CORPORATION



## Chart capacities

- Up to 2,000 boxes per chart
- Up to 50 levels per chart
- Up to 250" x 250" charts
- Up to 100 boxes per work group
- Up to 3,000 characters per field
- Up to 32,000 characters per box
- Up to 16 charts open at a time

## Software compatibility

- Imports/exports Org Plus for Windows, Org Plus Advanced (DOS), and MS PowerPoint® 4.0 (Windows and Macintosh) org charts
- Imports/exports text files (tab delimited ASCII)
- Allows charts to be copied and pasted into other applications
- Embeds charts in applications that support OLE Object Embedding
- Saves charts as PICTs when requested

## System requirements

- Compatible with Macintosh SE and later Macintosh computers
- 4 megabytes of RAM
- High-density floppy disk drive
- Hard disk drive with 3 megabytes free space
- Macintosh System 7.0 or later

 **Banner Blue**  
SOFTWARE

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