HyperCard 2.0: Print Report Procedure

Article Created: 14 February 1991
Article Last Reviewed:
Article Last Updated:

TOPIC ---

I have switched over to HyperCard 2.0. In earlier versions, I used the
"column format" in which you could drag the dashed separation lines to
print out a report. How do I do this in HyperCard 2.0?

DISCUSSION --

The Print Report functions of HyperCard 2.0 has many more features than
previous version. Unfortunately, laying out a report the first time
requires more work than before. One of the main differences that may be
confusing you is that you must specify the items to print by using menu
items that come up when you select Print Report. These items are no longer
in the Print Report's dialog box as in previous versions.

Creating a report template is described in the "HyperCard Reference" manual in
the Chapter on Printing (presently chapter 7, page 380).

In brief:

 1) Choose Print Report.

 2) Choose New Report from the Reports menu; name your report.

 3) In the Print Report dialog box, set up the layout for your report.
    Resize cells, add a header if desired, and set your options.

 4) Choose Report Items from the Edit menu.

 5) Choose new Item from the Item menu; while the item is selected, resize
    and reposition if desired.

 6) While the item is selected (step 5), choose Item Info from the
    Items menu (or double-click it).

 7) Specify the contents of the item, and its characteristics like font and
    size, alignment, and so on.

8) Click OK.

 9) Repeat steps 5 through 8 if desired.

10) When you've added all of the items you want, click OK to return to the
    Print Report dialog box.

11) Click Print.

Many more options are available than what is covered here. However, this
should be a reasonable primer on the Print Report function. HyperCard 2.0
lets you create and save up to 16 reports per stack, and is much more
capable and versatile that earlier versions.
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Keywords: <None>

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19960215 11:05:19.00
Tech Info Library Article Number: 6773