



Forethought, Inc.

Presenter
Specification

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Introduction

This document is the External Reference Specification for *Presenter*. The current version is rather different from the previous version (August 19, 1985), primarily as a result of the experience we have had in implementing and using a portion of the product. All detailed material describes the product as it will exist on the Macintosh; where appropriate we discuss differences we anticipate for the MS-Windows version, but many details of its operation and appearance under Windows are not yet designed.

This specification is that used to construct the *Presenter* schedule also dated May 22, 1986. Changes to the specification and the schedule may no longer be made independently.



Remaining open issues in the specification are marked with an Eye of Horus in the left hand margin (like this paragraph). Issues may be open because we have not yet decided on what the correct user interface should be, or because there are uncertainties about the difficulty (or possibility) of implementation. All other paragraphs embody firm decisions, for which timely implementation is thought to be feasible.

Overview

Presenter is a program designed primarily for producing overhead slides (in color and in black and white), and can be used also for producing 35mm slides and video presentations. Its intended users are the many people who make frequent informal presentations, and who need to control their preparation. For these people, *Presenter* should be easier and faster to use than any other method of developing a presentation, and should give higher-quality results. *Presenter* is not intended for the corporate communications department to prepare color slides as a centralized service, far from the desks of the content-originators.

Presenter is distinguished from all other applications primarily by its sharp focus on the capabilities needed for presentations—not general drawing, general word processing, or general page layout. It has specialized drawing tools especially for the elements frequently drawn for presentations, and

greatly enhanced capabilities for handling multi-level lists which characterize presentation word charts. It includes:

- Paragraphs with mixed fonts, sizes, and styles
- Finely adjustable line spacing and placement
- Wide choice of typefaces and large sizes suitable for graphic displays
- Word-processor-like manipulation of text
- Special formatting support for making bulleted lists

It can draw diagrams and insert art from many sources (business charting programs, project scheduling programs, ...) and generates graphic text displays. (With the addition of text flowing into multiple elements, it would almost make a simple page layout program.)

Unlike other graphics programs, *Presenter* does not produce files or documents that contain a single picture. A *Presenter* document comprises an entire presentation, or perhaps a section of a very long presentation. There is no limit on the number of images (slides) in a presentation, but the product will not be designed to handle large volumes well, say over one hundred. When an actual presentation contains more than about one hundred images, it can be better handled by dividing it into sections, each in its own document. You can open multiple presentations at once, each in its own window. Other special features which make it especially suitable for preparing presentations:

Notes, and printing formats. Each image has up to about one page of notes (equivalent to a slide) associated with it. Notes are selectively visible. Images can be printed by themselves to make actual slides, or they can be printed (in reduced size) along with their notes to make handouts, projectionist's directions, talking papers, memos for people who miss the presentation, etc. Reduced size printing with two, three, or six slides per page is available to make handouts for the audience.

Master slide. There is a special image called the master slide that adds common features to all images in the presentation. This allows for the addition of borders, logos, dates, and other material that appears on every image. The format of titles is also determined here, but unlike the other features, it can be changed on the individual images. Drawing, results of pasting art, text boxes, labels, and label boxes other than the title, all have their appearance superimposed on the other slides, not their structure.

Slide Sorter. The individual images are normally viewed one at a time, or one per window if multiple presentations are in use. In the slide sorter view,

however, up to about sixteen miniature images can be viewed in a single window. Although the actual images can be hard to distinguish in this view, their titles appear in readable type at the top of the display just under the menu bar whenever they are selected. Slides can be cut and pasted in order to reorder the presentation or to move slides between presentations. This view also provides a handy method of finding and viewing a particular image. An analogous view called Title Sorter has the same function, but shows only the slide titles instead of their images.

Slide show. Although most presentations are printed for final display, *Presenter* allows you to use the computer as a "projector" if you like. The images are shown one at a time on the computer's screen, without tools, menu bar, or other windows. The show can be presented manually, pressing the mouse button or some key(s) to change slides, or automatically timed.

To match the intended use, the drawing complexity of the program is less than that of MacDraw, MacDraft, and similar CAD programs. For example, *Presenter* has:

- No polygons or smoothing
- No free-hand curves
- No curved lines
- No stacking order changes
- No rotate or flip
- No grouping or locking
- No rulers along the window edges
- No ellipses or circles

A user who needs complicated drawing needs all the appropriate tools for the job, and will move drawings from MacDraw or MacDraft into *Presenter*, in the same way that other users will move charts from Excel or Cricket, or Gantt charts from a scheduler.

Drawing Slide Images

Even though a presentation may be entirely text with no diagrams or other graphics, the slide images are still "drawn" to some extent. *Presenter* is, at its heart, a structured graphics editor. It works with objects such as lines and rectangles that can be moved, resized, and overlapped to produce many different effects. Text and pictures are held as the contents of objects, typically borderless rectangles.

