

# v5.5 Grande Macros

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Welcome to v5.5 of the WordPerfect for Windows macros program which I continue to immodestly call the "Grande Macros". They are distributed only to Oklahoma lawyers and may be used only by them or members of their staff in the production of documents which will be signed by or for the lawyer. Use of these macros in making pro se documents is strictly forbidden, whether by a lawyer or any other person. See "Your License", below. All macros are intended to increase your working pleasure, speed and accuracy. This document gives further information about setting up and using the macros and it would be best if you would print it, certainly read it closely, so you will correctly personalize them and understand how they all work together.

v5.5 Grande Macros only works in WordPerfect 8.0 or later. With v5.5 Grande Macros, I have abandoned support for WordPerfect 6.1 or 7.0. Windows95 or later is also required. Some elements of v5.5 Grande Macros require Adobe Acrobat Reader, v4.0 or higher, to work. v5.0 Adobe Acrobat Reader or higher is preferred (to be able to use the built-in search indices contained within the Grande Macros Adobe files which greatly enhances the legal research capabilities of Grande Macros). v5.0 Adobe Acrobat Reader is included on the v5.5 Grande Macros installation CD.

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\* [REGISTRATION, FIXES, UPGRADES, SUGGESTIONS](#) When you purchased v5.5 Grande Macros, that accomplished your registration. However, I have decided to make gratuitous occasional bug fixes, minor improvements and general information available to licensees at my Website. The website is <http://www.dougloudenback.com> and a password protected Grande Macros Users area is there. You may need to e-mail me for a password.

IF you have WordPerfect 8, 9 or 10 and are ready to connect to your e-mail program, [Click Here](#) to send me an e-mail message. Otherwise, you can contact me as follows:

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\* **QUICK START**    You say, "I don't want to read anything else. I just want to give the macros a quick test run." I say, "You are impulsive beyond reason and it would be best if you would read this document first." But, if that's YOU, [click here for a test run](#). Since I'm impulsive beyond reason, I thought you might be like me.

\* **SENSIBLE START**    You say, "I'm sensible and do not look before I leap." I say, "It's a wise person who pays attention to a program's author." While you can do the "Quick Start", above, without any harm at all, IF you prefer to see the macros run with your own personal settings before you choose to double-click the Run Grande icon, then you should [click here to customize your installation](#). You will be asked quite a number of questions – about you, your lawyer associates, your preferences (e.g., are you a person who likes your court documents to begin, "IN THE DISTRICT COURT OF OKLAHOMA COUNTY", or do you prefer "IN THE DISTRICT COURT WITHIN AND FOR...", what 5 counties do you usually practice in and of them which is most usual), as well as several other items of choice unique to your perceptions of how you like to do things. All such settings will be installed to C:\Grande4\MyGrande.wcm. You can change your settings whenever you like.

\* **WHAT'S NEW?** That depends on what your earlier version of Grande Macros was. The commercial versions of Grande Macros have been v3.0, v4.0, v4.5, v5.0, and v5.5. So, for simplicity purposes, it's just best to list what is contained within v5.5 Grande Macros. An item, below, with an asterisk beside it, is new since v5.0 Grande Macros. An item with a ‡ beside it indicates a substantial change since the v5.0 Grande Macros version. If you have a version of Grande Macros before 5.0, your earlier versions ( v3.0, v4.0, v4.5) are badly out of date. v3.0 installed to C:\Grande3 and v4.0 and v4.5 installed to C:\Grande4. If you are a v5.0 Grande Macros user, the directory is the same, C:\Grande5., even though the contents of the directory are radically changed in v5.5 Grande Macros. If your prior version of Grande Macros is below 5.0, you should delete all files, as well as the directories, for v3.0, v4.0, and/or v4.5 Grande Macros. If you have upgraded from v5.0 Grande Macros, you needn't bother since all prior v5.0 Grande Macros files will be overwritten by v5.5 Grande Macros files during installation. A synopsis of v5.5 Grande Macros is this:

\* More and better on-line help than ever before. Not only do most dialogs complete with "Tips" buttons, in particular dialogs, numerous "?" buttons provide immediate context-sensitive help. Quite often, statutory and/or case law references are in the various "help" buttons.

\* Setup routines are now used to install the macros, as you will have just noticed if you are reading this document for the first time, and to modify key macros for your personal use, as has already been described. My guiding principle is "less is more" – so even though the program is very complex, I've tried to keep the interface as simple and easy to use as I know how.

\* Interactive dialogs! When it matters, as you click one thing in a dialog, other parts of the dialog immediately change to match the context of what you clicked -- making the dialogs "fluid" based on choices you make. The program is a lot "smarter" than in any previous version of Grande Macros.

\* Improved date entry! Now, enter dates in mm/dd/yyyy date format. It's faster and more accurate. So, almost all "lists" with "months", "days" and "years" are gone -- in one box, enter 1/1/2001, for example, and the program does the rest. Dates are often checked for contextual accuracy (e.g., a minor child shouldn't be 19 years old, right?). Your computer's clock is often used to determine date appropriateness, so be sure your computer's clock is set correctly!

\* Improved “aesthetics”! All dialogs have been improved to have a better “look and feel”. The “font” used is consistently “Arial” in 9 point. That should help in reading dialog text, and the “serif-less” font should do the same. All but a few “message boxes” have been replaced by “dialogs”. Not only does that “look” better, it also makes the program more stable and run faster.

\* Improved error checking! For the most part, if you enter incorrect or inappropriate data or selections, before you leave a dialog, you will be admonished to do better! This avoids errors and makes the program work faster – hence your work is completed more quickly, as well as more accurately.

\* The best and quickest way to setup Grande Macros is from the Setup.wpd document which was installed to your C:\Grande5 directory. [You can open that document by clicking here.](#)

\* Many new macros have been added and all prior macros by the same name have been modified in large or small degree. See "List of v5.5 Grande Macros" and "If You Have Previous Grande Macro Versions", below.

\* Grande Macros are not installed to your default WordPerfect macro directory. Instead, they are placed in a directory named C:\Grande5. If you don't install them there, the program won't work.

\* [YOUR WORDPERFECT ENVIRONMENT](#) v5.5 Grande Macros are designed and intended to work in WordPerfect for Windows 8.0, 9.0, 10.0, and, when WordPerfect 11 is released in 2003, in that version. With v4.5 Grande Macros, support for Windows 3.0 and 3.1 was abandoned and you must be using Microsoft Windows95 or later. Macro commands vary somewhat from one version of WordPerfect to the next, e.g., new Macro commands, sometimes syntax, are added with each new version of WordPerfect, some older commands become obsolete, and, unfortunately, what works in one version won't always work in another. In the Grande Macros, I have attempted to use commands which will work in each of the described environments, using a lowest common denominator approach. If you encounter a macro that fails which was caused by my authoring, you should let me know and I will try to help.

\* [IF YOU HAVE PREVIOUS GRANDE MACRO VERSIONS](#) If you have any pre-v5.5 versions of Grande Macros I've distributed, unless you want to keep them around for old time's sake, you should just dump 'em. If you have previously added either "icons" to your Icon Toolbar, or Grande Macros to your Tools menu (which first occurred in v4.5 Grande Macros), you need to modify or delete them – previous icons and/or Tools Menu items won't run v5.5 Grande Macros. New setup routines will eliminate previous Grande Macros Tools menu items (and won't duplicate existing Grande Macros Tools menu items. New documents give you graphical instruction about editing your Icon Toolbar and/or your Keyboard to be able to run some macros from your keyboard (recommended for speed). All those items are linked to a common document, C:\Grande5\Setup.wpd. [You can click here to open that document.](#)

DISCONTINUED MACROS: Bboop.wcm and QMacro.wcm were discontinued in v4.5 Grande Macros. If you want 'em, send me an e-mail.

\* [LIST OF DOCUMENTS & MAJOR FEATURES OF v5.5 GRANDE MACROS.](#) All then existing macros were substantially rewritten with v5.5 Grande Macros -- some to reflect changes in the law, most just to make 'em mo' better. v5.5 adds additional capabilities – some new macros, some web browser stuff, some PDF files stuff. The Library has been substantially improved. Not only does it include many legal research papers, e.g., “Title 43+” (the “plus” part are a few excerpts from Title 12 and Title 56, all extensively hyperlinked as before, but in the PDF Library version ALL included research PDF files are searchable using v5.0 Adobe Acrobat Reader's catalogue and search feature. If you have not already installed v5.0 Adobe Acrobat Reader, it's on the v5.5 Grande Macros Installation CD.

\* **Appeals** v5.0 Grande Macros introduced the “Appeals” module, and it has been revised in v5.5 to accommodate the new “names” for parties in divorce cases. In the Appeals module, Grande Macros makes numerous appeals documents based upon Supreme Court Forms, if any, or Supreme Court Rules – important Supreme Court Rules are also included. The documents made create the structure for most every document you might need in appellate or original proceeding practice, including:

**Original Proceedings**

- Appearance in an original proceeding
- Appendix of documents
- Application to assume original jurisdiction
- Briefs (cover, index, basic structure)
- Corrections document to earlier filing
- Motion for costs

Motion for attorney fees  
Notice of application to assume original jurisdiction  
Petition for rehearing  
Response to petition for rehearing  
Response to application to assume original jurisdiction

#### **Appellate Proceedings**

Address change notice  
Answer to petition for certiorari  
Appearance in appeal  
Briefs (cover, index, basic structure)  
Corrections document to earlier filings  
Designation of record  
Generic document creating caption, signature, mailing certificate  
Motion to withdraw cause from settlement conference  
Motion to dismiss appeal  
Motion for appeal related costs  
Motion to extend time to file brief  
Motion to retain in Supreme Court  
Motion for appeal related attorney fees  
Petition for certiorari  
Petition in error  
Petition for rehearing  
Reply to answer to petition for certiorari  
Response to petition in error  
Response to motion to dismiss appeal  
Settlement conference statement

- \* **Appearances** – general, special, or appearance as counsel of record.
- \* **Applications for Temporary Orders** – either "stand-alone" documents or blended in as parts of a petition and/or answer and counterclaim. An Application for a Temporary Restraining Order is included, and, if you're doing an Oklahoma or Canadian County TRO, an affidavit in compliance with local court rules is automatically included. v5.5 revisions are the inclusion of the new "automatic temporary injunction" language, the new "parental relocation" language, and the new "party" and "caption" language.
- \* **Automated letter header** – this utility macro creates a header for pages after the 1st page
- \* **Automated Personal Setup** – automates all your personal settings for up to 6 Oklahoma lawyers, names, address, phone, fax, e-mail, various preferences, e.g., case caption style, document justification. In WordPerfect 9 and later, the last step of Personal Setup is also now automated – but that doesn't happen in WordPerfect 8. But, it's not much trouble to complete that last step manually.
- \* **Budgets in support cases** – new in v5.0, this macro takes your input and makes a very detailed budget for use in divorce hearings – temporary order or trial on the merits. The budget is made in a WordPerfect table which, when the macro is done, you can change numbers and the budget will automatically recalculate. A series of dialogs gets your input. "Groups" of expenses (e.g., Household, Children, Spousal, Other) are also subtotaled so that the judge can quickly see how much is budgeted for each particular group. The revision here is to provide for the "new" party names.
- \* **Calculator – Date and Math** – new in v5.5 – a pop-up calculator lets you do a whole lot of math and/or date calculations while running WordPerfect – addition, subtraction, multiplication, percentages, cumulative "tabs", adding days, weeks, months, years to given dates, figuring days, weeks, months, years between dates, and so on – lawyer dates exclude weekend dates for counting purposes – QDRO dates calculate premarital, marital, total months of employment, and, if you want, writes draft QDRO language for you to use – all date and math routines allow you to write to a WordPerfect document – either the result, or the formula and the result.
- \* **Child Custody and Visitation Anthology** – revised in v5.5 – this 83 page PDF file discusses virtually every Oklahoma appellate decision from about 1950 through February 2001 concerning all aspects of parental custody and visitation – part of the new PDF searchable library
- \* **Child Data Anthology** – new in v5.5 – this 137 page PDF file includes virtually every state, and many federal, statutes concerning child oral and/or written data, everything from wiretap to educational records to whatever – it's all there – part of the new PDF searchable library

- \* **Child Support In 2002** – new in v5.5 – this 44 page PDF covers everything from how to “do” computations to a thorough discussion of Oklahoma cases on child support computation issues from the onset of Child Support Guidelines through June 2002 – part of the new PDF searchable library
- \* **Child Support Computations & Forms** – computes child support and writes computation forms; the Shared Parenting Assistant has been rewritten to improve estimates of and write better report forms concerning shared parenting nights and an option has been added that “regular” visitation does or doesn’t continue during the summer months, particularly useful in Oklahoma County. Computation results are instantly displayed in the same dialog; the program computes support under ALL Oklahoma statutory versions, 1988, 1999, and the two 2000 versions, useful for paternity cases. Other than to provide for the “new” party names, v5.5 makes no change from the v5.0 version.
- \* **Contempt Applications & Citations** – makes a standard divorce contempt application & citation
- \* **Court Administrator Child Support Summary of Support Order (SOSO Forms** – v5.5 contains the just released (by DHS) version. This form is required to be presented to the judge when a child support order is signed. This new form includes all changes made in the Spring 2002 legislative session.
- \* **Cover Sheets** – makes Cover Sheets for district court case/motion filings. This macro and its associated forms have been totally rewritten in v5.5 Grande Macros.
- \* **DHS Bank Match Statutes** – new in v5.5 – this 4 page PDF file contains the nasty Bank Match System statutes that DHS likes to use to freeze and seize your client’s bank account, sometimes even when your client is not a child support obligor – part of the new PDF searchable library
- \* **DHS Witness Petition and Order** – gets a DHS witness in court for disclosure of information. No change since v5.0 except for new party “names” and case caption.
- \* **Divorce Discovery** – interrogatories, document, admission requests – no change in v5.5 other than party names, case caption layout.
- \* **Divorce Decree** – makes standard parts of divorce decrees; when the decree is done, if you then run the child support program, the amount of support will be inserted in the decree. The new “parental relocation” language is included.
- \* **Divorce Petition, Answer & Counterclaim** – makes divorce petitions, answers, etc., temporary orders - makes temporary order/tro applications in either the same or in separate documents (as well as the TRO itself, of course). The new pleading names, case captions, party names are included in v5.5.
- \* **Divorce Quit Claim Deeds** – makes divorce related quit claim deeds. The only real change is to add the new requirement that the notary’s commission number be included – which is done not only in this macro but in all others which involve a sworn statement before a notary.
- \* **Fee Contract** – writes a family law fee contract – no change from v5.0.
- \* **Grandparent Visitation** – new in v5.5 – this 6 page reprint from the Oklahoma Family Law Journal covers the range of grandparent visitation cases in Oklahoma through January 2002– part of the new PDF searchable library
- \* **Guardian Ad Litem – Motion for and Order Appointing** – new in v5.5 – uses the new statute, but allows you to go beyond it to request particular orders not included in the new statute – a commentary is provided for guidance with various issues
- \* **Habeas corpus** – applications for writ, the writ, and a final order – same as before, except for party names and case caption format.
- \* **Income Assignment Documents** – makes all income assignment documents – includes all changes concerning the now implemented Child Support Registry.
- \* **IRS Form 8332** – new in v5.5 – this 1 page PDF editable form file lets you quickly complete a Release of Claim to Exemption For Divorced or Separated Parents – just fill in the blanks – part of the new PDF searchable library
- \* **Joint Child Custody Plan** – makes a joint child custody plan; when the plan is done, if you then run the child support computation program, the child support amount is automatically inserted in the plan – includes the new parental relocation language, if desired.
- \* **Judge Signature** – makes a judge of the district court signature line, as well as lawyer signature below – the default “judge” list now pops up if you want to use the judge’s name in his/her signature line. v5.5 now allows you to automatically add your and your adversary’s signature block at the same time.
- \* **Letters** – makes numerous standard letters to clients, attorneys, court clerks; if to a court clerk, the clerk’s name and address are automatically inserted – no change since v5.0.
- \* **Letterhead** – this utility macro makes attorney letterhead using WordPerfect’s “Style” feature – no change since v5.0
- \* **Mailing Certificates** – makes certificates of mailing – also used in making adversary attorney signature blocks.

- \* **Maps – Oklahoma Highway Road Maps for Every County and Region** – new in v5.5 – a clickable county state map allows you to click on a county and see (or print) the map – this feature is “a freebie” and may be freely distributed – the official Oklahoma highway map is not copyrighted and is “for free distribution” – so, I’ve scanned it, made the clickable county map, and added some population and other stuff for each county. This part of the program works in your Web Browser software (e.g., Netscape, Explorer, etc.).
- \* **Motion for Attorney Fees** – makes motions for & opposing attorney fees & mini-briefs – other than the party name/case caption change, nothing new in v5.5.
- \* **Motion for Suit Money** – makes motions for & opposing suit money (litigation expense) requests – ditto the above
- \* **Motion to Compel** – makes a motion to compel discovery responses – no change other than party names, case caption layout.
- \* **Motion to Enter** – makes motions to enter cases for pretrial/trial (mainly for Oklahoma County) – no change other than party names, case caption layout.
- \* **Motions to Modify** – makes motions to modify divorce/custody final or temporary orders – no change other than party names, case caption layout.
- \* **Motion to Settle Journal Entry** – makes motions to settle journal entries – no change other than party names, case caption layout.
- \* **Motion to Withdraw** – makes a motion to withdraw & order allowing – no change other than party names, case caption layout.
- \* **Oklahoma Court Clerks** – has all state court clerk addresses, names, phones, etc., current as of 11/1/2002; many new clerk fax numbers are included in v5.5.
- \* **Oklahoma Mileage & Driving Times** – computes mileages, driving times, between 88 Oklahoma cities
- \* **Oklahoma Statutes +** – all of Title 43, plus the income assignment parts of Title 12 and the DHS Bank Match statutes in Title 56 – annotated with case notes, indexed and hyperlinked – both WordPerfect and PDF versions are included, all current through the Spring 2002 legislative session.
- \* **Oklahoma Zip Codes** – zip codes for 588 Oklahoma locales
- \* **Orders** – makes orders on 15 various oft-used motions: orders setting hearing (3); orders deciding motion to modify temporary order, motion to settle journal entry, motion for attorney fees, motion for suit money, motion to compel, motion to modify decree, motion to modify custody, motion to modify visitation, motion to modify child support, and motion to modify alimony – no change other than party names, case caption layout.
- \* **Parental Relocation Notice** – new in v5.5 – writes either a letter for your client, or a notice filed in the case, if your custodial client moves more than 75 miles away – this new statute is really dumb, but maybe this notice will help – not done yet: the non-custodial parent’s similar notice – but you can use this one and then modify the text to suit that context
- \* **Parenting Coordinator – Motion for and Order Appointing** – new in v5.5 – writes the new parenting coordinator stuff for high conflict and not-high-conflict situations.
- \* **QDROs** – makes a state & Erisa defined contributions for simple qualified domestic relations orders – no change other than party names, case caption layout.
- \* **Quick File Open** – a utility macro quickly selects documents to open in WordPerfect – no change
- \* **Quick Zip Barcode** – a utility macro quickly inserts a postal zip code below the zip code – no change
- \* **Request For Information** – makes a pre-motion 43 O.S. §118.3 request for tax information – no change other than party names, case caption layout.
- \* **Soso2002** – new in v5.5 – this 2 page editable PDF form file lets you complete the new Summary of Support Order – just fill in the blanks – part of the new PDF searchable library (an automated WordPerfect version is also available as part of the Macro Program)
- \* **Subpoenas** – makes subpoenas - trial, discovery, deposition & notices; v5.5 adds attorney-issued subpoenas
- \* **Summons & Automatic Temporary Injunction Notice** – makes a summons for all Oklahoma counties – v5.5 includes the new Automatic Temporary Injunction Notice for divorce, etc., cases – also available as part of the new PDF searchable library
- \* **Temporary Orders in 2002** – new in v5.5 – this 26 page PDF file covers law and practice of temporary orders in Oklahoma, including a discussion of the new automatic temporary injunction – part of the new PDF searchable library
- \* **Verifications** – makes pleading verifications – v5.5 gives the new option of verifications without use of a notary, but the statutory language for such verifications is more stringent than the familiar alternative.
- \* **Visitation Orders** – selected standard visitation orders from around the state; as new “standard” visitation orders become known to me, I’ll modify this macro and make upgrades available at my website.
- \* **Waivers** – divorce waivers, including "extrajurisdictional" agreements – no change other than party names, case caption layout.

- \* **WordPerfect – How To Edit Your Icon Toolbar** – new in v5.5 – this short PDF file graphically shows you how to edit your WordPerfect Icon Toolbar to make it be what you want it to be – part of the new PDF searchable library
- \* **WordPerfect – How To Edit Your Keyboard** – new in v5.5 – this short PDF file graphically shows you how to edit your WordPerfect keyboard so that you can run macros or WordPerfect features by using combination keystrokes, thereby speeding up your use of WordPerfect – part of the new PDF searchable library
- \* **WordPerfect – Keyboard Shortcuts** – new in v5.5 – this short PDF file is a chart of WordPerfect’s keyboard shortcuts for both CUA & DOS keyboards – part of the new PDF searchable library

\* [OTHER FILES IN THE PACKAGE](#) In addition to macros, the following files are also included:

\* **BITMAP FILES** A few ".bmp" files are included for you to use, if you want, in setting the icons which appear in your WordPerfect toolbar. Use is strictly up to you and is wholly non-functional. However, IF you add macros to your WordPerfect toolbar, such as one of my favorites, Qopen.wcm, certainly Grande.wcm, so that such features will be instantly available by a click on the toolbar, you might want to use a different icon than WordPerfect will automatically insert. Instead of the standard "cassette tape" which WordPerfect always uses by default for toolbar macro items, you may prefer something more distinctive. The included ".bmp" files are for that purpose, but you can easily make your own. See "Instructional Files", below.

\* **VARIOUS PARTICULAR STATUTES & SUPREME COURT RULES** These documents are available as you run a particular macro – e.g., if you are making a motion to appoint a guardian ad litem, the statute is available while running the macro. These files are not itemized here.

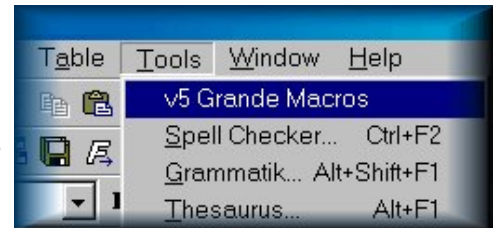
\* [EDITING THE MACROS](#) Editing existing complex macros is very tricky, even for a macro’s author. Editing complex macros made by another person is lots "trickier" because macro code you might not understand or think you do, if changed, might be crucial to a macro working properly, or working at all. Though you have permission to do so, you are advised not to edit v5.5 Grande Macros. "Pity the fool, who edits this macro", was not put there for nothing. But, I know that some of you will try and that’s OK with me. Here are some cardinal rules that might help the more adventuresome:

\* Always maintain backup copies of any macro before you edit it. How you do this is up to you - for example, you might want to make a directory called "C:\Grande5\Backup" and copy all original \*.wcm files to it. That way, you will always have quick access to the originals if you royally screw up the macro you are editing.

\* “Comments” occasionally appear in various Grande Macros. In a macro, the “Comment” command is 2 forward-leaning slashes - // - and text which follows them doesn’t do anything, it is just information. In v4.0 or later Grande Macros, there aren’t too many such comments since a setup macro makes the changes automatically for you. But, if a Comment is present, pay particularly close attention to it.

\* [NEW ROUTINES FOR RUNNING THE PROGRAM](#)

With v4.5, I abandoned attempts to “add icons” automatically to WordPerfect icon toolbars. Beginning with v5.0, the program added v5 Grande Macros to your Tools menu list, at the top of the list, shown above. So, to run the program, click “Tools” on your menu and select the program – it now defaults to Child Support Computation. All you have to do to install this item on your Tools menu is to click a button in the Personal Setup document. v5.5 Grande Macros goes further – it will also add the new Grande Math to your Tools Menu so that the great new pop-up calculator is available quickly. AND, a new macro also cleans up your Tools Menu by getting rid of Grande Macros items, old or new, that you don’t want there anymore. With the new routines, you won’t be duplicating menu items like you could, maybe did, before. All this stuff is accessible in C:\Grande5\Setup.wpd. [You can access that document by clicking here, if you want.](#)



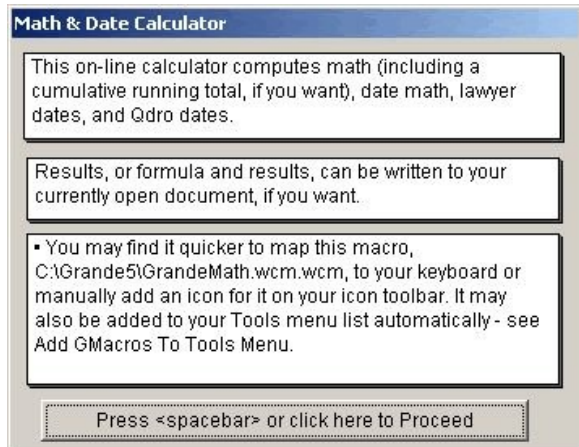
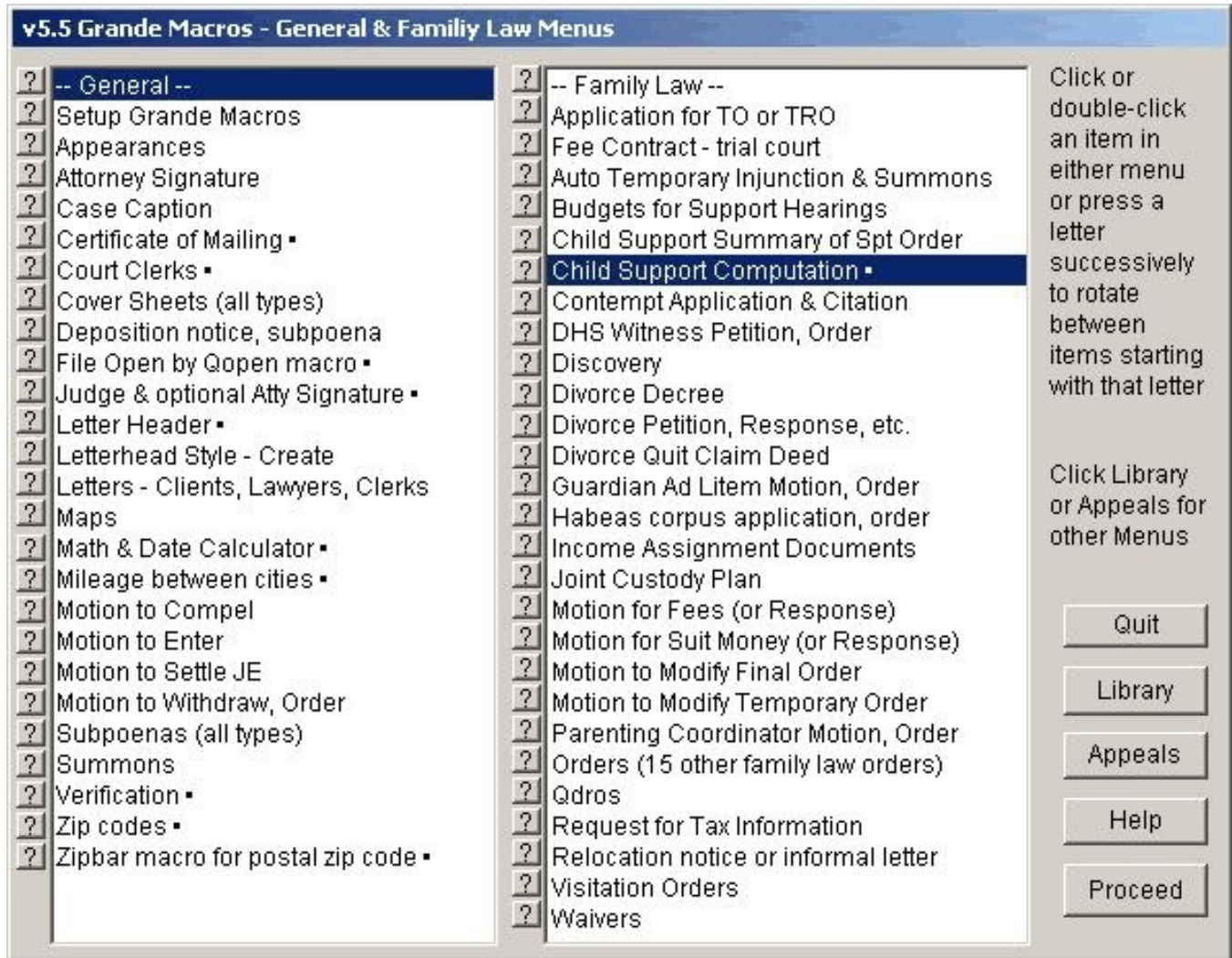
\* [MAIN PROGRAM INTERFACE](#)

v5.5 Grande Macros has a modified the interface from earlier versions. Three main menus are available – a combined General and Family Law menu (thereby having faster access to those separate menus – an Appeals menu, and a Library menu. Any menu can be immediately accessed by clicking a button.



Here's a look at the main menus:

**General & Family Law**



This above is always the opening dialog. By visually having all General and Family Law macros “in the same view”, running macros is faster. Notice all the “?” buttons – each tells more about the particular item than is shown in the brief menu listing. For example, this one says a bit about the new Math & Date Calculator.

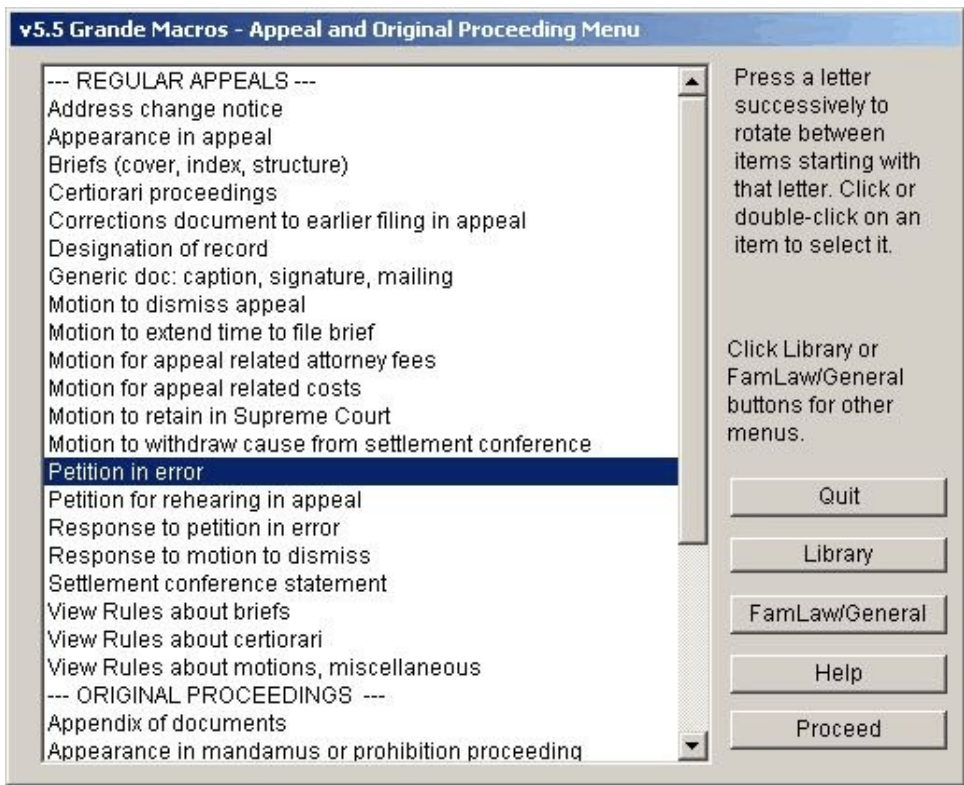
Note the Library and Appeals buttons at the right – just click on one of those buttons to open the corresponding menu.

To run an item, select it and click the Proceed button – or just double-click on the item and that does the same thing.

Of course, to exit the program, click the Quit button. As you run particular macros, a substantial amount of on-line help is available through various “Tips” or “Help” or “?” buttons – the “?” buttons

throughout the program give context sensitive help about a particular element in a particular dialog.

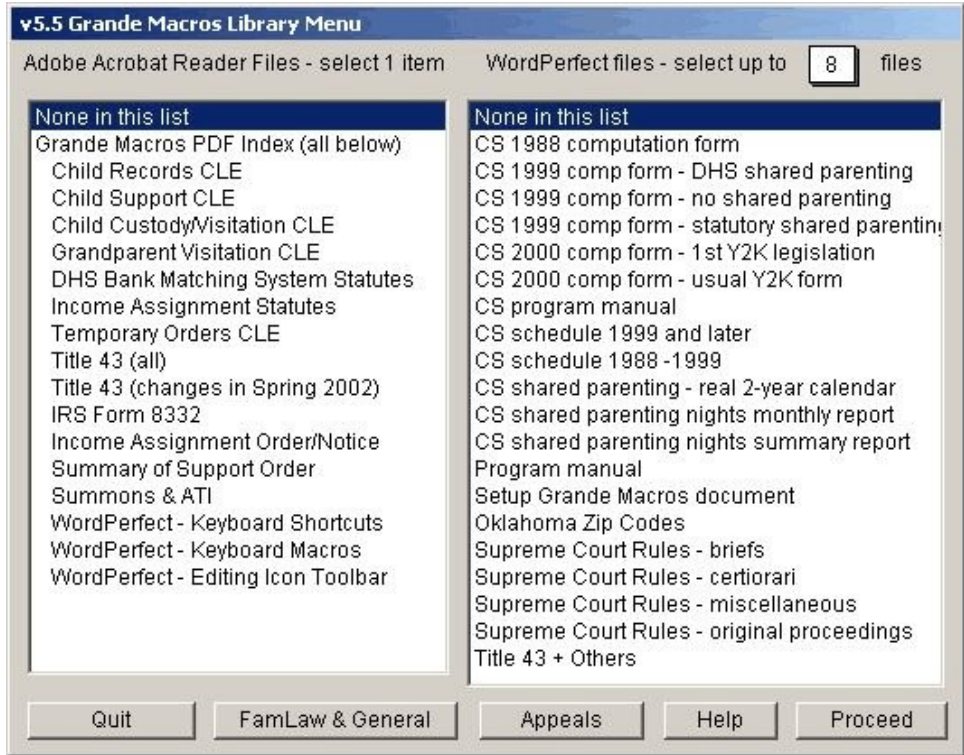




**Appeals and Original Proceedings.** "Regular" appeal documents are in the top of the list and the "Original Proceedings" documents are at the end – you can barely see where it starts in this picture.

Of course, just use the scroll bar to make other parts of the dialog visible – just like you would do in any dialog which has a scroll bar.

Notice that you can "view" significant Supreme Court Rules while running the program. Those documents can also be "opened" into WordPerfect from the Library Dialog.



**Library Menu.** Actually, there are 2 – the Adobe PDF library at the left, and the WordPerfect documents library at the right.

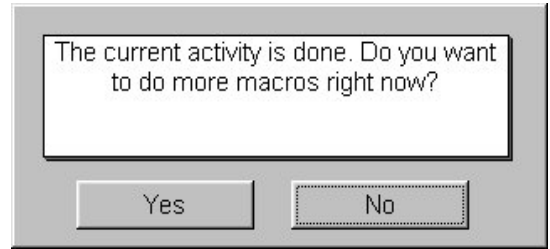
**PDF Library.** PDF files do not open INTO WordPerfect – rather, they open in Adobe Acrobat Reader. That means you have to install Adobe Acrobat Reader to be able to open the PDF files. v5.0 Adobe Acrobat Reader is included on the v5.5 Grande Macros Installation CD.

**WordPerfect Library.** You can only have 9 WordPerfect documents open at the same time. The box at the upper right tells how many files you can open. You can drag over multiple files to open multiple files at once.

To open something, select it and click the Proceed button. Or, just double-click on what you want.

To return to other menus from here, click the Appeals or the Family Law & General buttons. Or, click Quit to stop the program.

**After You've Made a Document.** Once you've made a document, most often you see a small dialog like this:



If you click "Yes", one of the main menus will reappear. Case information (parties, county, case number, etc.) is still present in memory and you can proceed to make other documents in the same case without having to re-enter the primary data.

Of course, you also have spatial limitations – WordPerfect can only have 9 documents open at the same time, and if you make a bunch of documents that capability decreases with each new document you make. If you plan to make several documents in one session, it's best to close as many open WordPerfect documents as you can before you start running the program.

#### \* PROBLEMS RUNNING MACROS

**\* Variants in your computer's platform or WordPerfect version:** I've discovered that a macro which will work on one computer will not always work on another. Most of those problems have been eliminated since, beginning with v5.5, the program only works in WordPerfect 8 and later. The macro code is almost always the same in WordPerfect 8, 9, 10, and, presumably, 11 when it is released in 2003.

Be sure that you have the latest "Service Pack" for your particular version of WordPerfect. Every "major" version of WordPerfect also has "minor" versions. As this is written, WordPerfect 10 has had 3 "Service Packs", WordPerfect 9 had 4, and WordPerfect 8 had 7! Most can be downloaded for free at Corel's website. [Click here to go there.](#) But, the downloads are very very large – if you don't have a cable modem or DSL, then use a friend's computer that does, and be sure it has a CD writable disk drive so that you can copy the downloaded file onto a compact disk.

As this is written, the "latest" version of WordPerfect 8 is 8.0.0.710; the "latest" version of WordPerfect 9 is 9.0.0.883 (Service Pack 4 is not available for download but is available on disk from Corel for \$9.95); and the "latest" version of WordPerfect 10 is 10.0.0.719. To know your specific release, in WordPerfect, click the Help menu item and select "About WordPerfect". The specific release will be shown in a dialog.

**\* Initial Compilation:** All Grande Macros macros were precompiled for particular versions of WordPerfect, 8.0, 9.0 or 10.0. **v5.5 Grande Macros are intended to be run on specific major versions of WordPerfect – 8, 9, 10, and presumably in 11. While v5.5 Grande Macros WILL run in any of the stated WordPerfect versions, they will have to go through a recompilation process if and when you run them in a different WordPerfect major version. It's much wiser if you don't flip-flop the program into different WordPerfect versions.**

**\* Recompilation:** Even though you've installed Grande Macros for a particular version of WordPerfect, the macros may have to recompile, but only the 1st time a particular macro is run. As discussed above, each "major" version of WordPerfect also comes in various "specific release" minor versions. Even a "minor version" variance may require recompilation. If that happens, it will happen automatically when a macro is run. Most of the macros in the program will compile in a blink of an eye, but others take longer, particularly the Child Support macro and the Oklahoma Mileage macro.



**When recompilation happens, you will be notified by a dialog that looks something like this.** You will see progress information as that occurs. While a macro is recompiling (if it must), let that process complete before you do **anything** else on your keyboard. You will be notified by another dialog that recompilation is done.

Compilation times will obviously vary – on a "fast" computer, times are much less than those shown below; done on a very old (now dead) Compaq Presario, AMD-K6 processor running at 380 mhz, 64 megabytes of ram. With that machine, recompilation times for the following macros in WordPerfect 9 were:

Macro	Time	Macro	Time
Court Clerks	0:03	Cover Sheets	0:06
Court Administrator's Forms	0:07	Divorce Petition/Answer	0:10
Application for TO/TRO	0:08	Divorce Decree	0:13
Letters	0:03	Oklahoma Zip Codes	0:12
Income Assignments	0:05	Orders	0:10
Child Support Computation	1:40	Oklahoma Mileage Comp	1:40

But, with the newer computers, expect recompilation to go much faster.

YOU SHOULD NOT DO ANYTHING ELSE WITH YOUR COMPUTER WHEN A MACRO IS RECOMPILING. YOU SHOULD JUST WAIT. If you do try and do something else, recompilation may fail and WordPerfect really WILL lockup. Be patient while any necessary recompilation is taking place.

If you experience problems running the Grande Macros, I'll be glad to try to help. Before you call, e-mail or fax me a problem, please do these things: Write a brief note identifying: (1) your WordPerfect version (8.0, 9.0, 10.0); (2) whether you are using Windows95, Window98, Windows NT, Windows 2000 or Windows XP; (3) the macro you were running -- if you don't know, give me some description that gives as much clarity as possible; and (4) at what point the macro failed or other problem occurred. Then, after you've made the note, fax it, e-mail it or phone me with the message in front of you. It's OK to call me after work hours or on the weekends if you don't become a nuisance and, in fact, I'll likely have more time at home than at the office. I look forward to hearing from you about the good, the bad and the ugly. See [Registration, Fixes, Upgrades & Suggestions](#), above.

Enjoy the program!

Best regards,  
Doug Loudenback

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