

HEWLETT-PACKARD

On the one hand, it has
the personality of a
dedicated word processor...



...On the other hand, it has the versatility of an IBM PC/AT-compatible personal computer.

PROJECTIONS DIVISION

T.	NOV.	DEC.	TOTAL
13300	13300	13300	52304
464	464	464	1855
895	545	1564	3450
5455	9891	1818	18182
0	2800	0	7000
28104	25400	17225	82799

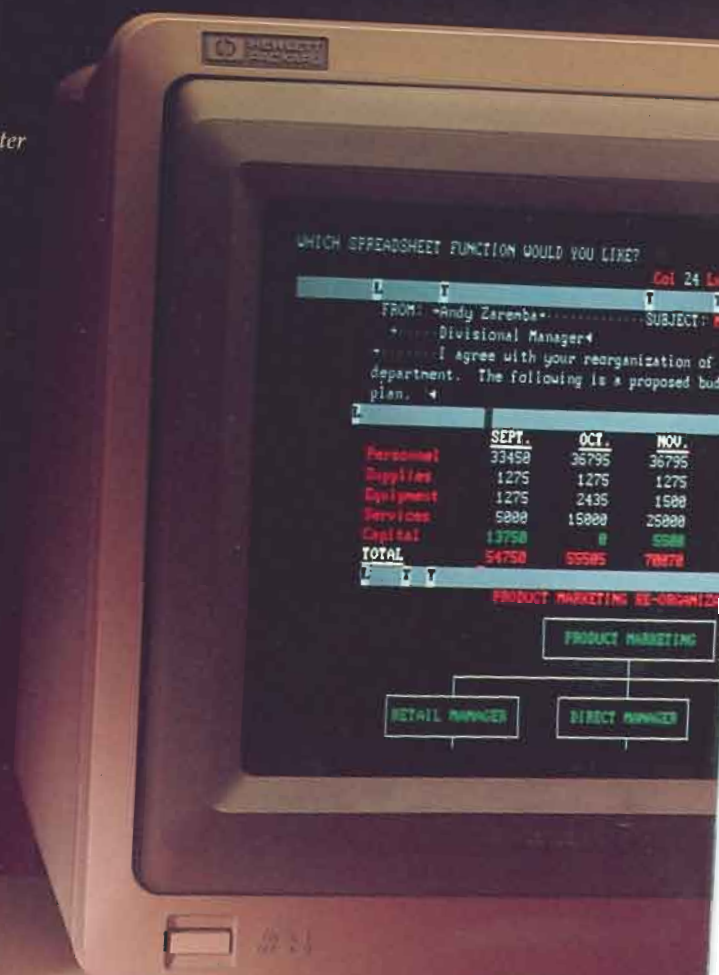
DEPARTMENTAL BUDGET

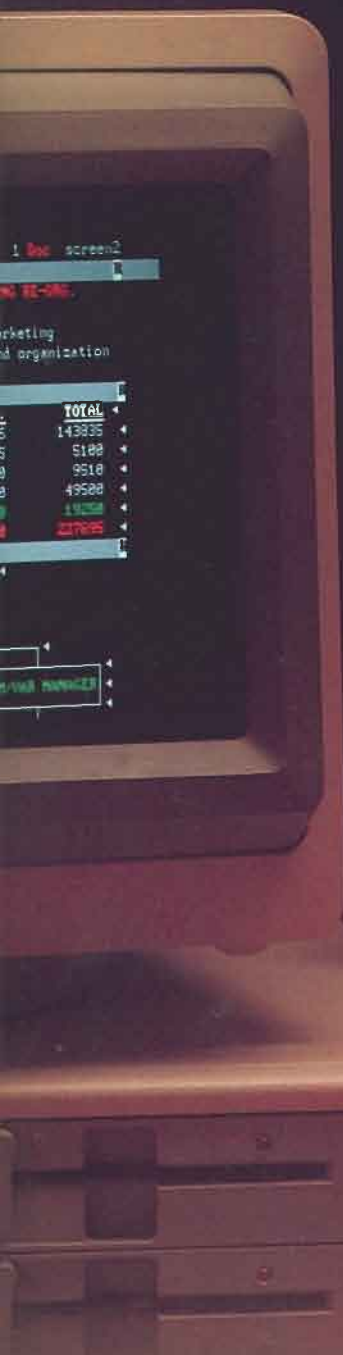
T.	NOV.	DEC.	TOTAL
36795	36795	36795	13300
1275	1275	1275	5100
2435	1500	4300	9510
15000	25000	5000	50000
0	5500	0	19250
55505	70070	47370	227695

The new HP Vectra Personal Computer
is engineered for speed and power

HP AdvanceWrite software has editing
and formatting features superior to
many dedicated word processors

HP AdvanceWrite software also features
an integrated spreadsheet and a word-
based file manager





Exceptional screen resolution

Tilt-and-swivel monitor

Large storage capacity

*Compatible with IBM PC/AT
hardware and software*

*Fast, quiet printing with the
LaserJet Printer*

*Easy-to-use, full-feature interface
to the LaserJet Printer*



*Keys give positive tactile response
for high-speed touch typing*

*30 command keys for specific
word processing tasks*

Large return key

Separate cursor pad



HP Vectra Office. Hands down, it's a superior workstation for people who do a lot more than type.

Things are changing in today's offices.

While word processing is still the primary office application, those who process the words are taking on some major new responsibilities. Working with spreadsheets, for example. Updating budget and sales information. Maintaining departmental data bases. Creating presentation graphics.

By handling more aspects of office computing, support personnel are helping managers and professionals use their time more efficiently and effectively.

But before these changes can really boost productivity in *your* office, you have to find a way to get the machines that do the best word processing to also handle those other functions. And vice versa. So your support staff can use *their* time efficiently and effectively.

Hewlett-Packard has the solution: HP Vectra Office, the workstation designed for secretaries, support personnel, and others needing sophisticated word processing.

It includes our state-of-the-art HP Vectra Personal Computer that brings powerful new dimensions to office computing. HP AdvanceWrite software with word processing features superior to most dedicated word processors. And your choice of the amazingly fast and quiet HP LaserJet Printer or our new low-priced, multi-featured daisy-wheel printer. Whichever printer you choose, you are assured that *all* the components of HP Vectra Office will work together as a team.

HP Vectra Office. It's designed to meet the challenges of the changing office head-on.



HP Vectra Office.

The solution designed for the present and evolving needs of support personnel.

To discover how we could best meet the needs of today's secretaries and support personnel, we went into many workplaces. We asked a lot of questions about word processing on a personal computer. And we listened to all your answers.

You told us what the ideal solution to your changing needs would be. That to be increasingly productive, you need a single solution that combines superior word processing and the versatility of a leading personal computer. You need a better designed keyboard, faster processing speed, and improved screen resolution.

We took what you said to heart. And designed the workstation you've been waiting for: HP Vectra Office.



Windows let you edit two documents



Three levels of on-screen help

Superior software.

HP AdvanceWrite software has all the features you'd expect from a state-of-the-art word processor, and then some. And with three versions of AdvanceWrite software to choose from, you get the features *you* need.

Boldface, underline, and search and replace, for example. Plus a host of advanced features, including merge and sort, floating footnotes, five-function math, and paragraph save and retrieve. There are even features not found on many dedicated word processors, such as windows, automatic tables of contents or index generation, and line drawing. And that's just for starters.

You can also select AdvanceWrite software with an internal spreadsheet. It's completely integrated with all word processing functions. So you can create a spreadsheet right in the middle of a document, and boldface, underline, and center selected words and numbers.

You can even link multiple spreadsheets in a document with

"floating cells" integrated into the text. By updating numbers in a spreadsheet, you automatically update your entire document. So you can generate up-to-the-minute monthly reports at a moment's notice. Or transfer data from another spreadsheet program, such as 1-2-3™ from Lotus,™ and use your AdvanceWrite software's formatting capabilities for a truly professional presentation.

Along with the integrated spreadsheet, you also get a unique tool called Wordbase Manager that helps you quickly locate a file—even if you've forgotten its name. Just input any word or date you know appears in the file and Wordbase Manager will find every file stored on your computer containing that word or date.

So Wordbase Manager makes your HP Vectra Office a very sophisticated electronic filing system, allowing you to search through hundreds of pages of documents and find every reference to a particular person, company, or occurrence within seconds.

While AdvanceWrite software is extremely sophisticated, it's also extremely easy to use.

Between the easy-to-understand user's manual and the screen prompts that appear every time you issue a command, it's almost impossible to go wrong. If you do somehow make a mistake, AdvanceWrite has several features that can help you out. Like error messages for incorrect



keystrokes. And on-screen help geared to the operation you are performing. So you don't have to learn a command until you need it. Should you acciden-



Easy interface to HP's new daisywheel printer and the LaserJet printer

tally delete text, you can simply "undo" the deletion and your text will reappear.

Superior keyboard.

The HP Vectra Office keyboard has been designed with word processing in mind. It's a keyboard built for speed and accuracy, with a positive touch, clear separation between the keys, and a large return key—just like the best typewriters. Separate cursor and numeric pads makes moving around to different parts of your document even speedier.

Better yet, the HP Vectra keyboard features thirty separate command keys, each dedicated to a specific word processing task. Now MOVE, COPY, REPAGE—and 27 other common commands—can be accomplished in just one keystroke. And since each key is clearly labeled with its

dedicated task, there are no complicated commands to memorize, nothing to slow you down.

Superior output.

One of the best things about HP Vectra Office is that it is designed to work with the HP LaserJet Printer, the most popu-

lar laser printer in business today. At less than 10 seconds a page, the HP LaserJet Printer redefines *fast*.

And with up to 90,000 dots per square inch, and no ribbons to smear or smudge, the LaserJet Printer's output goes beyond near letter-quality to letter-perfect.

So perfect that people will think your documents just came back from the typesetter. The LaserJet Printer works in complete harmony with AdvanceWrite software, making it a breeze to use all sorts of advanced formatting features. Mixed text and line drawings, for example. Or a compressed landscape mode that prints up to a hefty 227 clear and readable spreadsheet columns.

Changing typefaces is also a snap. Just specify a font and change style, type, weight, and size—all on the same line, if you like.

But perhaps the best thing about the LaserJet Printer is not what you see, but what you hear: virtually nothing. The LaserJet Printer is so gentle on the ears that as it does *its* work, you can do *yours*—in peace and quiet.

Designed to support your individual needs, HP Vectra Office also supports a variety of other popular printers, including HP's new low-cost, multi-featured daisywheel printer.



Superior speed and storage.

You'll never need to wait for the HP Vectra PC to catch up to your fingers flying across the keyboard. Because with its super-fast processing speed, HP Vectra Office keeps up with the fastest typists.

And depending on your storage needs, you can start with the standard 360K floppy...or move up to the 20 Mb hard disc that holds over 4,000 pages. That's months of typing stored and ready for quick and easy retrieval.

Total compatibility in your office.

At the heart of HP Vectra Office is the HP Vectra Personal Computer, designed for compatibility with all IBM PC/AT software. So you can run virtually any of the thousands of off-the-shelf software packages the IBM PC/AT can. The most popular spreadsheet, graphics, data base

management, and communications packages. The packages that managers are already using. All very convenient.

Vectra Office is also designed to be compatible with IBM PC/AT hardware. Its accessory slots are designed to accept any board that works in the IBM PC/AT. So you can hook up to a world full of IBM PC/AT-compatible peripherals and accessories. All very cost-effective.

Better than the IBM PC/AT.

In addition to its superior word processing capabilities, there are several other ways in which HP Vectra Office is even better than the IBM PC/AT.

Faster, smaller, and a more comfortable fit.

HP Vectra Office is 30 percent faster than the IBM PC/AT. So you can access files, edit text—do just about any word processing or computing task—in less time.

HP Vectra Office is also 30 percent smaller than the IBM PC/AT. That means you have room for other things on your desk. If you need more space, just tuck the HP Vectra computer unit under your desk—it's designed to fit with an optional floor stand.

HP Vectra Office is ergonomically designed to fit your comfort needs, too. From the positive tactile touch of the keyboard to the quiet speed of the LaserJet Printer. HP Vectra Office also comes with an accommodating tilt-and-swivel monitor that reduces glare. And, whether you choose the monochrome or color monitor, you'll find yourself looking at exceptionally crisp, readable text that's easy on your eyes. In fact, the color text resolution is twice that of the IBM PC/AT.

A complete workstation that gives you more for your money.

HP Vectra Office comes pre-assembled. So setting it up is a snap. It also comes loaded with all the memory and accessories you'll need to run virtually any personal computer application. And since all the components of the HP Vectra Office are designed to work together, you won't be disappointed later on to find you need more costly add-ons to make your computer into a workable solution.

HP Vectra Office is the workstation designed for today's office workers. With its superior word processing and amazing versatility, it's the complete package you've been waiting for. Now it's waiting to take you into the new era of increased office productivity.



HP Vectra
Office comes
with the
added value
of HP quality
and dealer
support.

As a result of our high engineering standards and stringent quality control, HP products have an excellent reputation for low maintenance. In fact, customers around the world consistently rate our products number one in reliability.

Not only do we stand behind our reputation for high quality, we also stand behind over 2,000 authorized HP dealers around the world. So if you require assistance, contact your Hewlett-Packard dealer, or call 800-FOR-HPPC for the dealer nearest you. You can be assured of receiving expert advice, service, and support.



USA:
Hewlett-Packard
Business Computing Systems
10520 Ridgeview Court
Cupertino, CA 95014
For the dealer or sales office nearest you call:
(800) FOR-HPPC

Or contact one of the regional offices below:

Hewlett-Packard
4 Choke Cherry Road
Rockville, MD 20850

Hewlett-Packard
5201 Tollview Drive
Rolling Meadows, IL 60008

Hewlett-Packard
3939 Lankershim Blvd.
North Hollywood, CA 91604

Hewlett-Packard
2000 South Park Place
Atlanta, GA 30339

Canada:
Hewlett-Packard (Canada) Ltd.
6877 Goreway Drive
Mississauga, Ontario
Canada, L4V 1M8
(800) 387-3867



**HEWLETT
PACKARD**

BUSINESS COMPUTING SYSTEMS

IBM PC/AT is a registered trademark of
International Business Machines Corp.
Lotus and 1-2-3 are registered trademarks
of Lotus Development Corp.
MS-DOS is a registered trademark of
Microsoft, Inc.

