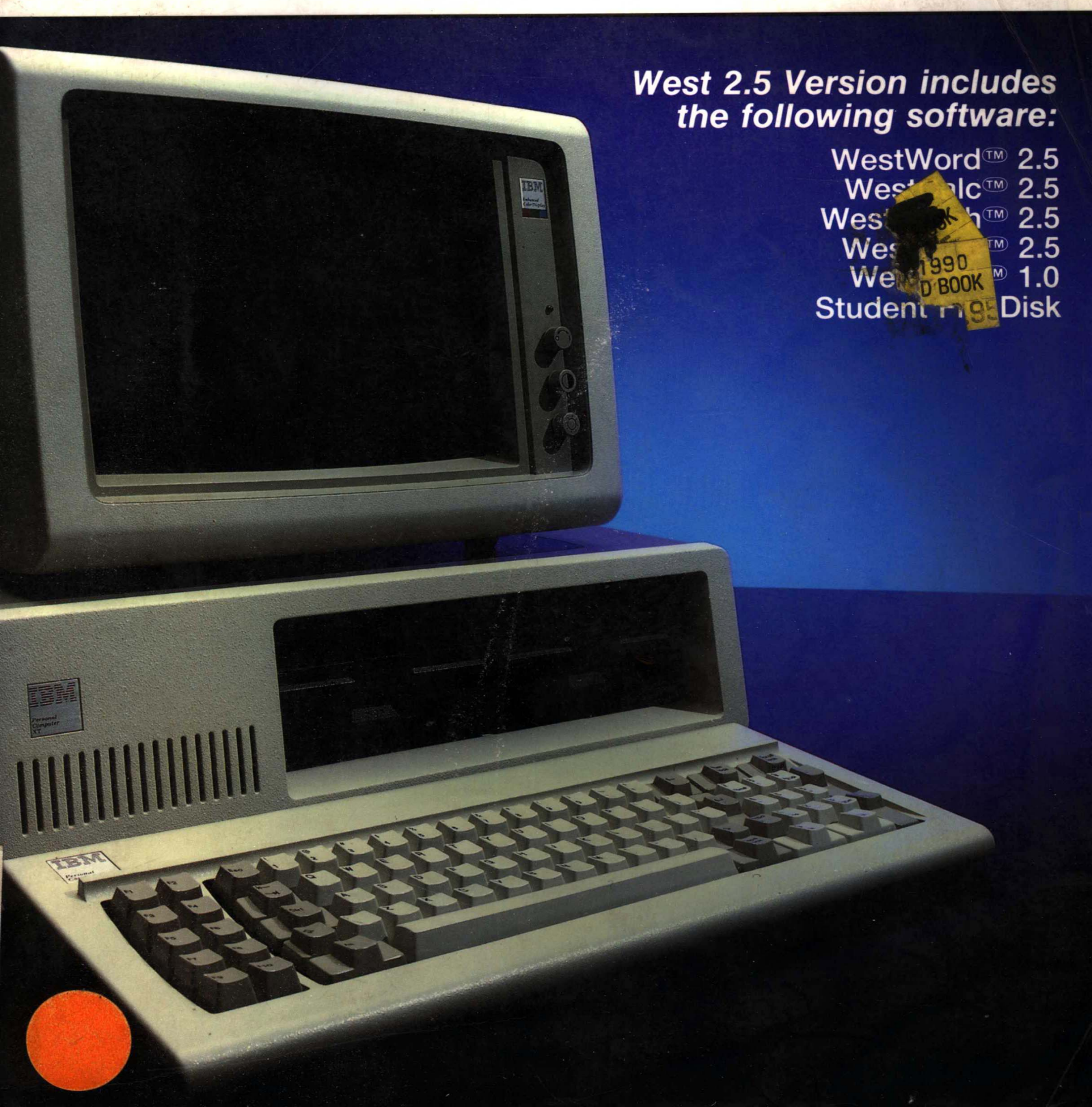
Introduction to Computers Using the IBM® and MS-DOS® PCs WITH B[illegible]C

STEVEN L. MANDELL

SECOND EDITION



West 2.5 Version includes the following software:

WestWord™ 2.5
West[illegible]alc™ 2.5
West[illegible]™ 2.5
West[illegible]™ 2.5
West[illegible]™ 1.0
Student [illegible] Disk

Introduction to Computers Using the IBM® and MS-DOS® PCs WITH BASIC

STEVEN L. MANDELL ■ SECOND EDITION

West 2.5 Version includes the following software:

WestWord™ 2.5
WestCalc™ 2.5
WestGraph™ 2.5
WestData™ 2.5
WestSoft™ 1.0
Student File Disk

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PREFACE

The goal for books in the first edition of this series was to combine computer concepts, application packages and BASIC programming in each textbook. Three versions were offered in the first edition series—one for use with the IBM, Apple and TRS 80 microcomputers. Because of the tremendous proliferation in applications software, and in order to give adoptors a wide range of choices, three second edition texts now focus on the IBM PC and MS-DOS computers, while the fourth text is for use with Apple II computers.

In addition to *Introduction to Computers Using The IBM® and MS-DOS® PCs* with BASIC, Second Edition, West 2.5 Version*, the following texts are available for use with IBM and MS-DOS PCs:

- Popular Commercial Software Version for WordStar® 2000, WordPerfect®, Lotus® 1-2-3®, and dBase® III (with WestSoft™ 1.0 and Student File Disk)
- Educate-Ability® 1.1 Version, an integrated software package (with WestSoft™ 1.0 and Student File Disk)

The fourth text in the series is *Introduction to Computers Using the Apple® II with BASIC, Second Edition, West 2.5 Version* (with WestWord™, WestCalc™, WestGraph™, WestData™, WestSoft™ 1.0 and Student File Disk).

Each second edition text retains the strengths of those in the first edition—combining computer concepts with hands-on applications and BASIC programming. The second edition series, however, is improved in structure and substance, thanks to the excellent feedback from instructors who served as reviewers.

New Features

Like books from the first edition, second edition texts are divided into three sections. The first focuses on fundamental computer concepts, the second section

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on applications software, and the final section presents BASIC programming. Although the basic format of the first and second editions is the same, readers familiar with the first edition will notice several changes, including the following for the IBM versions:

- The chapter on "Getting to Know Your IBM" has been moved from Part Two of the book to Part One. WestSoft™ 1.0, a program containing simulations of a home banking system, personality traits test, ticket office manager, information network, and dental office manager, has been incorporated into the chapter. Moving this chapter to the front of the book enables students to become familiar with the computer right at the start of the course.
- All the chapters in Part One have been updated and revised to reflect recent changes in technology.
- Part Two of the book for the West 2.5 Version, the hands-on application software section, focuses on WestWord™, WestCalc™, WestGraph™, and WestData™. One chapter in Part Two is devoted to WestGraph™, while WestWord™, WestCalc™, and WestData™ each have introductory and advanced chapters explaining the software. The 2.5 version of the West software is more sophisticated in design and more professional in appearance than earlier versions.
- A WestSoft/File disk is included with each book. It contains WestSoft™ 1.0 simulations, and permanent files to be used with problems at the end of each chapter in Part Two. The WestSoft/File disk also contains permanent files to be used with additional problems included in the Instructor's Manual.
- Part Three, the BASIC section has been rewritten to emphasize structured programming and top-down design.

In the last few years, there has been an explosion in the number of students taking introductory courses on computers. The content of these courses is undergoing constant rethinking and revision. A current trend seems to be to expose students to state-of-the-art professional software. In keeping with this trend, West 2.5 Version software includes many of the features found in popular professional software packages, and this book introduces students to these features in a logical and uncluttered manner. My hope is that students using the text will gain an increased awareness of the usefulness of application packages and acquire the necessary skills to successfully master software packages on their own.

Color coding has been used in the applications software examples and the BASIC programming examples throughout the text to assist the reader. The legend for this coding is shown below:

Light Blue shading	`Computer Output`
Blue	`User Response or Input`

Supplementary Educational Material

A complete instructor's resource package has been designed to reduce administrative efforts. The classroom support for each chapter of the first section includes

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a detailed Lecture Outline, Answers to Review Questions, and Additional Questions. For the Application Software section, Answers to Exercises in Text and Additional Problems (with answers) are included. The BASIC Programming section includes Answers to Review Questions in Text, Additional Questions, Answers to Debugging Exercises in Text, Answers to Programming Problems in Text and three Additional Programming Exercises per section. All the Answers to Programming Problems in Text are accompanied by flowcharts and actual printouts of the programs. A Test Bank with more than 550 multiple-choice questions is also included in the Instructor's Manual. Answers to questions follow each chapter test. In addition, there are more than fifty Transparency Masters provided in the Instructor's Manual.

WestTutor™ is a computer-assisted instruction package to be used to support the BASIC Programming section. Instructions are provided at the bottom of each screen to direct the student through the tutorial. At the end of a section, checkpoint questions are included to test the student's understanding of the material. The student reads each question and selects an answer. The program indicates whether the correct answer was selected and gives an explanation concerning the correct answer.

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I was very fortunate to have had several outstanding college educators serve as reviewers for this book. I would like to thank the following people for their invaluable comments:

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The design of the book is a tribute to the many talents and great patience of John Orr. One final acknowledgment goes to my publisher and valued friend, Clyde Perlee, Jr. If it were not for his constant encouragement, this project would never have been completed.

Steven L. Mandell

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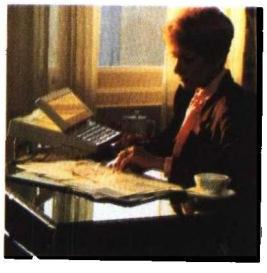

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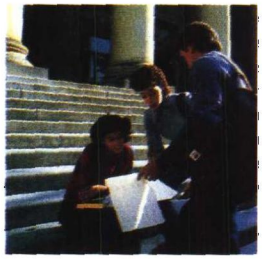

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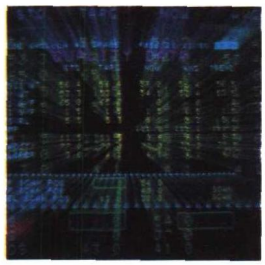

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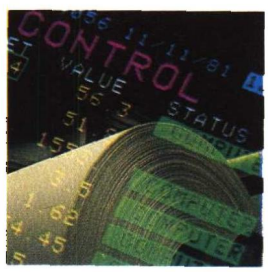

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