

A quick guide to

# MicroLink

and

**TELECOM GOLD**

*Second Edition*

*For the latest update see the  
online User Guide (key UU)*

# MicroLink Main Menu

BB .... MicroBoard  
BR .... British Rail  
EE .... Electronic Mail  
EG .... Exhibitions Guide  
FL .... FloraLink  
GG .... Telecom Gold  
LL .... List of Bulletin Boards  
MM .... MicroLink Menu  
NL .... MicroLink Newsletter  
NN .... MicroNews  
OL .... OrderLink  
PP .... MemoPad  
RR .... Press Reviews  
SS .... MicroSearch  
TL .... TheatreLink  
TM .... Telemessages  
TT .... Telex  
WL .... WeatherLink  
UU .... User Guide  
WW .... Who's Who in Microcomputing  
XX .... TeleSoftware

Enter the letters of your choice:  
These can be used at any > prompt

## How to contact

# MicroLink

**By mailbox:** MAG999  
**By telephone:** 061-456 8836  
**By post:** MicroLink,  
Europa House,  
68 Chester Road,  
Hazel Grove,  
Stockport SK7 5NY.

**ACCOUNTS:** Payment for the MicroLink service is due on the 15th of each month. Please note that the MAG or DTB account number quoted on your invoice is NOT the same as your mailbox number. Any queries regarding your account should be sent to MAG999, and not to Telecom Gold.

---

**BREAK KEY:** If you find you need to break out of a particularly long file, beware of using the Break key. On some micros this will disconnect you from Gold completely and you will have to log on again. Two alternatives you can try are: (1) Press P twice while you hold down the Ctrl key. (2) Press Ctrl and P and the same time, then release both keys and press B. The latter works like a Break key if you are accessing Telecom Gold direct, but not if you are connected via PSS.

---

**RAIL TICKETS AND RESERVATIONS:** If you hold a Visa, Access, American Express or Travel Key credit card you can book British Rail tickets, or make seat and sleeper reservations using MicroLink's new telebooking service. Tickets can either be posted to your address or picked up from a special window at Euston Station. Seats can be reserved at an extra cost of £1 - or £2 on Pullman services - and the charge for sleeper accommodation is £15 a berth.

MicroLink even helps subscribers choose their trains by carrying constantly updated BR timetables and fares information for services between London and 20 major cities in England, Scotland and Wales.

To access this service key BR at the command chevron >.

---

**BULLETIN BOARD:** MicroLink's own advanced Bulletin Board is undergoing final trials, in which you are invited to participate. It can be accessed by keying BB at the command chevron >. (To avoid the introduction, key BX.) A simplified form of bulletin board has been available since the start of MicroLink, called MemoPad. This can be accessed by keying PP. It will be withdrawn once we are satisfied that the full scale Bulletin Board is operating satisfactorily.

A computer-based bulletin board system (BBS for short) is the modern development of the notice board on the wall

where people can pin messages for others to read. Around 1979 a couple of people in Chicago, Ward Christensen and Randy Suess, decided to computerise the notice board at their computer club. They produced a system that enabled people to call in and leave messages on a central microcomputer just as if they were pinning them to a notice board on the wall. Others could then browse through them, adding their own messages and replies at will. The idea spread, and other similar systems followed.

To begin with, the equipment needed to use a BBS - a microcomputer (or an ordinary computer terminal) and a modem - was expensive. However a liberalisation of telephone regulations enabled many independent companies to sell modems. This led to a drop in prices and, together with the micro boom, an explosion in the number of BBSs. There are now well over a thousand public systems running in North America.

The same sort of thing has happened in the UK. The first British bulletin board was started by Fred Brown in Hull in August, 1980. A few others followed, but even in 1982, Fred was getting more calls from America than Britain! However in the same way as in America the advent of cheaper modems and the growth in the number of micros has led to a communications boom. The first BBS to run 24 hours a day - Liverpool Mailbox - started its full time service in 1983. It began with a handful of calls a day. Now a total of 40 or 50 is common.

Today there are probably more than 100 public systems of various sorts in the UK, many of them running 24 hours a day. They are all very popular, the most common complaint being that they are always engaged. (MicroLink users don't have that problem!) People call from all over the world, even as far as Australia. The boards have a wide range of facilities - messages of course, plus special sections for various types of micro, software to download, games to play and so on. Best of all they are free. You only pay the cost of the phone call. The people who run them (called Sysops - SYstem Operators) do it as a hobby, paying all their own costs, sometimes with the help of a little sponsorship.

In America many boards have developed their own identities. There are boards

for particular micros, boards for authors, boards with job opportunities, boards run by mail order retailers - even kinky boards, graffiti boards and others for lonely hearts. This kind of specialisation hasn't really started in the UK yet, but it probably will in due course as the number increases and sysops begin to concentrate on their own particular interests. Lists of BBS phone numbers are published in many micro magazines, but are often full of errors and out of date. The most reliable printed list is the one that appears in TeleLink. And, of course, MicroLink maintains its own list, which can be accessed by keying LL at the command chevron >.

---

**CHARGES:** There is a standing charge of £3 a month to use the MicroLink service. Your on-line costs are 3.5p a minute (between 7pm and 8am) or 11p a minute during office hours. There is an additional 2.5p a minute PSS charge for users outside the 01- London call area. (See also TELEX, TELEMESSAGES and FILING.)

---

**CHAT:** The Chat facility is one of the most popular features on MicroLink. It enables users who are connected to the system to talk to each other in real time. To find out who is connected key ONLINE at the command chevron >. You will then be shown the numbers of all the mailboxes in use at that time. To chat to one of them key in the word CHAT followed by the other person's mailbox number. A message flashes onto their screen asking if they would like to chat. If they do, they also key in the word CHAT followed by your mailbox number. You can end the conversation (after politing saying BYE!) by using the Escape key or Control-PP.

---

**DIALING DIRECT:** If you are calling MicroLink from the London area (or from an exchange just outside London that allows you to dial 01- numbers at the local rate) you can dial direct to one of these numbers:

01-583 3000 (300/300 baud)  
01-583 1275 (1200/75 baud)  
01-583 1200 (1200/1200 baud)

Press the Return or Enter key twice and you will be told you are connected to the Telecom Gold network. Next, enter the instruction:

CALL 72

Press Return and you will be welcomed to System 72 (the MicroLink system) and asked to give your ID number and password.

If you are outside the London area you will most probably find it cheaper to get through to MicroLink by using the national PSS network. (See PSS for full details.)

---

**DIRECTORY.** There are two kinds of directory available to users -- the General Directory and the Personal Directory. The General Directory contains a list of members of both MicroLink (whose IDs start with MAG) and DealerLink (whose IDs start with DTB). It gives the name followed by the ID number and their home town. You can access the directory by keying MAIL DIS DIR. If you know someone's name but not their ID key MAIL DIS DIR ?name? In the same way, if you know the ID and wish to find the person's name, key MAIL DIS DIR ?MAG000? (or whatever). You are then given the full listing and invited to send a mail item. If you wish to have other names included in the directory alongside your ID number (such as the name of a company or a colleague) send your request to MAG001. You can also set up your own personal directory. This will enable you, for instance, when sending a mail item to someone you contact frequently, to key in just their first name instead of their ID, and also to send the same message to pre-selected groups of people. (See MAIL - PERSONAL DIRECTORY).

---

**DIRECTORY - EXTRA NAMES:** Every subscriber is entitled to one free entry in the main MicroLink Directory, which can be accessed by everyone else on the system. However, you may wish to have other names included in the directory alongside your ID number, such as other companies in your group, or other members of your staff. Extra names can be added to the directory for only £5 a year, and there are special rates for 5 or more. Send your request to MAG001.

---

**ELECTRONIC MAIL:** Also known as e-mail, this is the most popular part of MicroLink because it is both speedy and inexpensive. Remember, you only pay for the time you are connected to the computer, so if you have a long message you are advised to prepare it in advance. Remember, too, you can send the same message to any number of

people for the same price as one. (See the entry on WPMail for advice on sending different messages in one simple operation.) Electronic mail is clearly the comms. medium of the future. You can encourage more people to use it by including your mailbox number on all your correspondence. Please use it like this (but insert your own number):

Telecom Gold Mailbox: 72:MAG000

---

**EXITING MICROLINK:** When you have finished using MicroLink don't just hang up the phone. There is a special signing-off procedure. If you don't use it the computer will think you are still online and will continue to run up charges. To sign off correctly all you do is key in one of these commands:

OFF            LO            BYE

They all mean the same thing to the computer. Then press Return or Enter and you will see how many minutes you have been connected and the current state of your mailbox.

---

**FILES - ESSENTIAL:** When you are first registered on MicroLink two command files are placed in your mailbox (three if you have also been validated for telex. These must NOT be deleted under any circumstances. The files are:

**C\_ID**        Allows you to access the Main Menu and its options.

**NUMB**        This gives you your own personal ID.

**\*TELEX\***     Allows you to use Telex.

The first two files make a total of 2 blocks. You will be charged for them on a monthly basis at 20p a block, making a total charge of 40p.

If you do not access your mailbox regularly and delete its contents when they have been read, an additional file will be set up, called Mail.File. It will contain all the items that have been left in your mailbox for more than 30 days (items that have been read) and 60 days (unread). You will be charged for this file at 20p a block. So it is important you do not allow mail items to remain in your mailbox longer than necessary. You can see a list of the files you have in store by keying F. To delete any file, key DEL followed by

the filename. But remember you should NOT delete any of your command files referred to above.

---

**FILES - FILING:** You can set up your own files for storage of mail, telex and short codes. There is a charge for this service of 20p a month for each unit of 2,048 characters. The number of units used is an average calculated by reference to a daily sample. To save storage costs you are advised to delete files that are of no further use. To find out which files you have in store key F or L at the command chevron >.

---

**FILES - OPERATIONS:**

DEL filename - deletes file

F - lists filenames, type and size

F ?xxxx? - lists files with xxxx as part of the name

FCOPY oldfile newfile - copies a file

L - lists filenames only

RENAME oldname newname

TY filename - display ASCII/TEXT file

---

**FILES - STORAGE:** To see the total storage used by your mailbox at that particular time - enter STORAGE at the chevron > prompt. This includes the filed mail items which are not shown on the normal listing.

---

**FILES - WARNING:** Do not delete the NUMB and C\_ID files which were installed when you joined MicroLink. They are used to activate the MicroLink Menu and identify your mailbox.

---

**FLORALINK:** With this service you can use MicroLink to order flowers and plants at any hour of the day or night. You do it by keying FL at the > prompt. Payment is by credit card, and you are first asked which kind of card you wish to use. You then give your name and address, state the kind of flowers or plants you wish to send, and who they are to go to. You can also add a four-line message. If you order before 12 noon the flowers are delivered the same day (except on Saturdays and Sundays).

The service is available anywhere in the UK and Eire, and is operated through the 2,700 members of Inter-flora. Eventually it will be available

through 44,000 Interflora florists worldwide.

You can try this service for yourself by keying FLTEST at the > prompt.

---

**GOLD USERS:** In addition to MicroLink's own directory (see DIRECTORY) Telecom Gold maintains a directory of companies that have mailboxes on other systems that form part of Telecom Gold. You can access this directory whenever you are at the command chevron > by keying in GOLD.USERS. To send a message to someone who is not on System 72 you have to prefix their ID with the number of their system, such as:

80:BTG000

---

**HELPLINE:** Any queries regarding the MicroLink service should be sent to MAG999. Alternatively you can phone 061-456 8836.

---

**KEYWORD SEARCHING:** This is now available on many sections of MicroLink. It is a facility you do not get on view-data systems like Prestel, where you have to key in numbers to access different items. You can use it whenever you see the request: "Read, Scan or Search?" Enter the Search option (you can use SE) and you will be asked for the word you are seeking. Enter the word in full, or use just part of the word followed by an asterisk. Example: DAISYWHEEL or DAISY\* or \*WHEEL. In some cases you will be prompted to enter a date as well. You will then be advised how many times your word appears, and invited to read the entries. You move from one entry to the next by pressing the Return key.

---

**LIST OF BULLETIN BOARDS:** Gives the name of the board, sysop, phone number, hours in use and baud rate. Reach it by keying LL.

---

**MAIL CHECK:** Any time you are at the command chevron > you can find out the status of your mailbox by keying MAILCK. It will tell you how many express and ordinary messages there are, and how many are still unread.

---

**MAIL - DELAYED:** You can send a message at any time, but delay its delivery to

a particular time or date. Use the command DA (for date activate) like this:

DA 28/8/85 2045

---

Note that the order must be day/month/year and the hour/minutes must be given using the 24-hour clock. If you do not specify a time your message will be delivered at one minute past midnight.

---

**MAIL - DELETING:** You can delete individual mail items from your mailbox by keying DEL followed by the number they have been allocated. For example:

DEL 1 2 3 4

To find out the numbers of your mail items key MAIL QSC.

To delete all your mail in one go simply key MAIL READ DAM (for Delete All Mail) at the command chevron >.

---

**MAIL - DELETING PROMPTS:** It is very simple to stop your computer printing out the '-More-' prompt lines when reading mail. To cancel the first '-More-' line immediately after the header just key NOMORE as part of the READ command like this:

MAIL NOMORE READ

To cancel subsequent '-More-' prompts after every 23 lines of text just key HARDCOPY as part of the READ command. To eliminate ALL '-More-' prompts use both NOMORE and HARDCOPY, like this:

MAIL NOMORE HARDCOPY READ

You can make both these commands a permanent feature by including them in your PARAM.INI file. (See PARAM.INI for advice on setting up this file)

---

**MAIL - DISCONNECTION:** As you are keying in your message the computer automatically saves every 10 lines of text and puts it in a file called \*MAILSAVE\*. If for any reason you become disconnected from the computer while in the SEND mode you will still be able to retrieve most of your text. All you have to do is re-enter the SEND mode and key:

LOAD \*MAILSAVE\*

You will be told how many lines have

been loaded (in multiples of 10) and asked to continue keying in text.

---

MAIL - EXPRESS: If you send a message by Express it will go straight to the top of the recipient's mailbox. Also, when he logs on, his 'Mail Call' will tell him how many Express messages are waiting for him. If he is actually on-line when you send your Express message he is notified by an audible 'beep' and a message on his screen saying: 'Express Letter Call from xxxx'. To send an Express message key the letters EX in the address line. You can also use the command at any point in the text by going to a new line and keying in .EX -- don't forget the full stop!

---

MAIL - FILES: You can create files of your mail - both outgoing and incoming messages (and your replies). You file outgoing messages by using the option FILE when at the '-More-' or 'Action Required' prompt. If you do not specify a file name all your filed messages are kept in a general file. If you file a lot of mail it is advisable to set up named files. Do this by adding the name of the new file to the command .FILE (if sending) or FILExxxx (if reading). You can see what files you have in store by the command .DISPLAY FILES, or simply .DIS FI.

---

MAIL - FORWARDING - Whenever you see the line '-More-' or 'Action Required' when reading a message, you are given the option of forwarding it to other people by keying in FO followed by the mailbox number of the person (or the people) you wish to forward the message to. If you do not enter these numbers the computer will prompt you with 'To:' You will also be asked if you want to make any 'Comments'. If you enter anything here you are able to use any of text 'dot' options. When you have finished go on to a new line and key .S The original message, plus your comments, are now sent to the people you have listed.

---

MAIL - JUSTIFICATION: To save pressing Return at the end of each line you can use the .JU option while in text mode. This automatically restricts the line length to 60 characters. Change the length to, say, 38 characters by keying in .JU38. You can also give your text a more 'printed' appearance by justifying

the right margin. The option .RJU will give you a line of up to 60 characters. Change this to the number you prefer by keying in .RJUxx (xx=no of characters).

---

MAIL OPTIONS: Make the most of Telecom Gold's sophisticated MAIL facility by using the wide range of options that are available. They are:

When you enter MAIL  
-----

At the 'Send, Read or Scan' prompt:  
-----

SCAN (or READ) UNREAD  
SCAN (or READ) EXPRESS  
SCAN (or READ) UNREAD EXPRESS  
SCAN (or READ) FILE  
SCAN (or READ) FILE xxxx

Note you can abbreviate SCAN as SC  
READ as R  
UNREAD as U  
EXPRESS as EX

CRT (Cancels HARDCOPY prompt)  
DA d/m/y (SC or R items sent on date)  
DA d/m/y- (SC or R items sent on or after date)  
DA -d/m/y (SC or R items sent on or before date)  
DA d/m/y-d/m/y (SC or R items sent on or between dates)  
DIS DIR (display the Directory)  
DIS DIR ?xxxx? (search for string xxxx)  
DIS REF (display the Reference Directory - your personal list)  
DIS REF ?xxxx? (search for string xxxx)  
DIS FILES (display names of filed mail)  
DELETE FI xxxx (delete xxxx from files)  
FROM xxxx (SC or R from name xxxx)  
HARDCOPY (read mail without any of the 'More' prompts)  
HELP (print list of options available at this prompt)  
MORE (cancels the NOMORE option)  
NOMORE (read mail without the first 'More' prompt)  
SU xxxx (SC or R items with xxxx in subject line)  
TEXT xxxx (SC or R items with xxxx anywhere in the text)

When sending mail  
-----

At the 'To:' prompt:  
-----

EX (express: goes right to the top of the recipient's message stack)  
CC (carbon copy: a copy of the message)

goes to each person named)  
BC (blind copy: names of people who receive blind copies are not seen by other recipients).  
AR (acknowledgement requested: include this and you are told automatically if your message has been read)  
RR (reply requested: the person who receives this message is invited to key in a reply)

At the 'Read or Scan' prompt:

-----  
R (or SC) 1 3 2 (read in that order)  
R (or SC) 2-6 (read 2 to 6 incl)  
R (or SC) -5 (read up to 5 incl)  
R (or SC) 6- (read from 6 onwards)

-----  
OTHER SYSTEMS - SENDING TO: Your mailbox is on Telecom Gold System 72 - that is the number of the Prime computer in which it resides. When you are sending a message to a mailbox on another system within Telecom Gold - or another system on the international Dialcom network - you must prefix the mailbox number with the system number, followed by a colon. For instance, if someone on a different system is sending a message to you the address they should use is 72: followed by your mailbox number.

-----  
OVERSEAS MAIL: You can send messages directly to mailboxes in certain overseas countries providing they are part of the international Dialcom network. To date 12 major countries are connected to Dialcom, and others will be joining shortly. The charge for overseas mail ranges from 20p for the first 2,048 characters to countries in Europe to 30p to North America and the Far East. As with Telecom Gold, you can send multiple copies of the same message to an unlimited number of addresses on the same host system but only pay one transmission charge.

-----  
PARAM.INI: This is a text file you can create yourself that will override certain default features of MAIL (as well as other parts of Telecom Gold). All instructions you give to create this file must be in capital letters. The NOMORE and HARDCOPY commands are often incorporated in this file (see MAIL - DELETING PROMPTS). Use it, too, to instruct the computer to enter an automatic Return to keep the lines of text to a certain length. The command for this is LINESIZE, followed by the minimum and maximum number of characters you wish to have in a line. As an example,

MAIL LINESIZE 68,72

will force a Return if the computer detects a blank space between the 68th and 72nd character. If no space is found an automatic Return happens after the 72nd position. Create your PARAM.

At the 'Text:' prompt:

-----  
.To xxx (add to the 'To:' line)  
.EX (express to all recipients)  
.EX xxx (express only to person named)  
.CC xxx (copy only to person named)  
.BC xxx (blind copy only to name)  
.DIS (display whole of the text)  
.DIS HE (display header - only the 'To:' and 'Subject:' lines)  
.DIS TO (display only the 'To:' line)  
.SU xxx (change subject line to xxx)  
.Q (quit back to command >)  
.SEND or .S (send message)  
.LOAD xx (load into text area file xx created by the System Editor)

When reading mail

At the '-More-' prompt:

-----  
C/R (press Return (or Enter) key to continue reading the text)  
HARDCOPY (Read mail without any more '-More-' prompts)  
NEXT (leave this message and go on to the next one)  
NO (same as above)

\*\* At 'More' you can also use any of \*\*  
\*\* the options from the next section \*\*

At the 'Action Required' prompt:

-----  
AGAIN (redisplay the whole message)  
REPLY (key in your reply, and end it with .SEND or .S)  
AP REPLY (append the original message to the reply that follows)  
FO xx|x (forward the above message to this mailbox number, together with my comments)  
FILE xx (put the message in my file under the name xx)  
DEL (delete message from my mail)  
QUIT (quit back to command >)

When scanning mail



INI file when at the command chevron > by keying ED. You are then asked for your input. Key

MAIL HARDCOPY LINESIZE 68,72

followed by Return twice. The computer says EDIT. You key in SAVE PARAM.INI.

---

MAIL - PASSWORD: If you allow your mailbox to be used by more than one person you may want to restrict the reading of certain messages to certain people. You can do this by using the option .PAXxxx (xxxx = pre-arranged password).

---

PERSONAL DIRECTORY: One of the most useful features of MicroLink is the ability to set up your own directory, so that instead of having to look up a mailbox number you simply key in a person's name, nickname or even just their initials. You can also include a number of names in one group, and send a multiple message to them all by just keying in the name of the group. It's all very simple. Key ED and when it asks for your input key in the name and mailbox number, one on each line. (If they are not part of the MAG group you will also have to prefix their mailbox number with their system number.) To create a group list, first enter the name of the group, such as USER GROUP, and then the mailbox number of everyone to be included in the list, with a space between each one. When you have finished, save the directory by keying SA MAIL.REF.

For the general users' directory see DIRECTORY.

---

MAIL - READING: When you go into the electronic mail (EE) section and key in the command READ or R you will be shown all the mail that is in your mailbox, one item at a time. You will first be shown all Express messages. Ordinary messages will be shown in the order in which they were received, with the oldest ones first. After being shown who sent the message and the subject you are presented with the prompt '-More-'. (This also appears after every 23 lines of text unless you have deleted this feature -- see MAIL - DELETING PROMPTS). You have the option of continuing (by pressing Return), going on to the next message (by keying NEXT), skipping the text and going

straight to 'Action Required' (NO), leaving the mail system (Q) or deleting the whole message (D). At the end of each message you are asked: 'Action Required'. There are a large number of useful options available to you at this point. The most important are: Return (go on to the next message), DELETE or D (delete message), AGAIN (display the whole message again), REPLY or R (reply - see MAIL - REPLYING), AP REPLY (append the original message to your reply), FOxxxx (forward the message to someone else - see MAIL - FORWARDING), and FILE (store the message in your general mail file - see MAIL - FILES).

---

MAIL - REPLYING: You are given the option of replying to a message you are reading whenever you see the prompt '-More-' or 'Action Required'. Key in REPLY and you are asked for the text. You do not have to say who it is to go to - the computer will do it for you automatically. All the text 'dot' options are available to you. When you have finished entering your text go on to a new line and key .S. If instead of REPLY you use the option AP REPLY the original message will be returned to the sender, together with your reply. As they may well have forgotten what they said to you in the first place this is a most useful facility.

---

MAIL - SCANNING: For a quick check of the mail stored in your mailbox key SCAN or SC when you first enter the mail section. The computer will scroll through all the items, showing you the name of the sender, the date and time it was sent and the subject. Each item is given a number. You are then asked 'Read or Scan', at which point a large number of options are available to you. (See MAIL - OPTIONS for the complete list.) You can READ (or R) all the messages, one at a time, with the usual '-More-' pauses. You can READ ALL, without the pauses. You can READ DALL, which deletes them as you read them. Or you can READ DAM, which deletes them without your reading them. You can also read individual messages (by asking for their number, who they were sent by, or the subject), forward them to other people, or file them.

---

MAIL - SENDING: You can save time by putting all your heading instructions on the same line, like this:

EE MAG000 CC MAG999 SU TEST

In this way you do not need to use SEND

or S - the computer knows it's a message to be sent if it sees addresses immediately after EE. You can send the same message to up to 500 different addresses at the same time. However, if your list of addresses takes up more than one line on your screen you must put & at the end of each line. The addresses can be mailbox numbers or personal addresses you may have set up on your personal directory. (See PERSONAL DIRECTORY.) The subject (SU) can be up to 120 characters in length. The subject line is a most useful feature. It is always displayed to the recipient when he looks through his mail with the READ or SCAN command. It also has a 'searching' feature. Both you and your recipients can search through the mail for a certain word or phrase, and when you have found it you can then read the whole message. There is no restriction on the length of messages you can send. Each line of text can have up to 120 characters, but it is advisable to restrict the length to 72 characters. (If you think your recipient will be reading the message on a 40 character screen, restrict the line length to 38 characters.) Press Return at the end of each line. End your message by going to a new line and keying .SEND or simply .S. You will be given immediate confirmation that your message has been delivered.

MAIL - SPELLING: A sophisticated spelling program is available for your use which will allow you to check the spelling of your outgoing mail before it is sent. The computer contains a master dictionary of about 24,000 words which you can access by the command .SP while in text mode. You can also create your own personal dictionary, which you can build up by teaching SPELL new words, in a file called PERSONAL.DIC. Every word you have keyed in is checked for an exact match in the dictionary. The computer tells you if it finds any words that cannot be matched. There is also a NEAR MISS feature that tries to find dictionary words similar to the ones you have used. Once the text has been scanned the computer prints out the total number of verifications required, and asks for your responses, word by word. If a word it cannot recognise is correct, press Return to go on to the next one, or key / to add the word to your Personal Dictionary. If the word it finds is incorrect, enter the correct spelling and add / if you want it adding to your Personal

Dictionary. If you cannot recognise the incorrect word key -P to print out the entire line in which it appears. If a NEAR MISS, and the computer suggests the correct word, key = to accept it. Once verification is complete all the errors in the text are corrected and your Personal Dictionary updated.

MAIL - STATUS: If you want to check whether your recipient has actually read the message you sent him you can use the command READ OUT or SCAN OUT at the 'Send, Read or Scan' option. This will display all messages you have sent that have not been deleted from the recipients' mailboxes. You can restrict the display only to messages sent to a named individual by the command READ (or SCAN) OUT TO xxxx. Or you can ask for only those messages containing a certain word in the subject line or text by adding SUBJECT xxxx or TEXT xxxx. After reading each message you can ask for it to be deleted by using D at the 'Action Required' prompt. But first the computer has to consult the recipient's mailbox. If he has read the message - or even the header of the message - you will not be allowed to delete it.

MAIL - UNREAD: To save repeatedly going through mail you have already seen you can restrict the READ or SCAN option to only those items you have not yet read. You do this by keying READ UNREAD or SCAN UNREAD, or more simply R U or SC U. You can also limit it to Express mail by keying R UNR EX. By adding FROM xxxx you can ask the computer to only show those messages you have received from a named individual. Or you can restrict it to messages containing a certain word in the subject line or text by adding SUBJECT xxxx or TEXT xxxx.

MICROSEARCH: This exclusive product locator is a unique means of locating the source and price of computer hardware and software. Maintained by some of Britain's leading distributors, it is consistently updated so that the information it contains is the very latest available. Use keyword searching to go directly to the product, or the range of products, you are looking for. (See also KEYWORD SEARCHING.) You can access MicroSearch by keying SS at the command chevron >. To order any product listed in MicroSearch you can use the

# Commands you can use at the SEND, READ or SCAN prompt

## SEND

### To:

name  
CC name  
BC name  
AR name  
RR name  
EX name  
DA m/d/y name  
NOSHOW  
DISPLAY DIR [?name?]  
DISPLAY REF [?name?]  
DISPLAY FILES  
QUIT

### Subject:

QUIT

### Text:

.SU abcd  
.TO [-]name  
.CC name  
.BC name  
.AR name  
.RR name  
.EX name  
.DA m/d/y name  
.PA xxx  
.ED  
.LOAD filename  
.SAVE filename  
.FILE [category]  
.HOLD  
.DISPLAY  
.DISPLAY TO  
.DISPLAY SUBJECT  
.DISPLAY HEADER  
.DISPLAY DIR [?name?]  
.DISPLAY REF [?name?]  
.DISPLAY FILES  
.QUIT  
.SEND (use when finished)  
.A HEADER

## READ (or)

READ UNREAD  
READ EXPRESS  
READ FILE [category]  
FROM name  
TO name  
'abcd' — Subject line search  
"abcd" — Text search  
DA m/d/y  
DA m/d/y-m/d/y  
DA m/d/y-  
DA -m/d/y  
READ ALL

### --More--

RETURN key (or) YES  
NEXT (or) NO  
HARDCOPY  
NOMORE  
QUIT  
(or any "Action Required:"  
option below)

### Action Required:

AGAIN  
NEXT  
REPLY  
AP REPLY  
FORWARD name  
DELETE  
SAVE filename  
FILE [category]  
DISPLAY DIR [?name?]  
DISPLAY REF [?name?]  
DISPLAY FILES  
QUIT

## SCAN (or)

SCAN UNREAD  
SCAN EXPRESS  
SCAN OUT  
SCAN FILE [category]

FROM name  
TO name  
'abcd'  
"abcd"  
DA m/d/y  
DA m/d/y-m/d/y  
DA m/d/y-  
DA -m/d/y

### Read of Scan:

READ  
READ ALL  
READ nnn  
READ n-n  
READ n-  
READ -n  
SCAN [command options]  
EDIT HELD n  
CHANGE HELD n  
SEND HELD n  
REPLY n  
FOWARD n name  
DELETE n n n  
SAVE n filename  
FILE [category] n  
DISPLAY DIR [?name?]  
DISPLAY REF [?name?]  
DISPLAY FILES  
QUIT

A full explanation of all these commands is given by entering HELP or .HELP at any point

ORDERLINK facility by keying OL at the command chevron >.

NEWS SERVICE: The News section (NN) is constantly updated. You are given the option of reading the latest news, or items that have been entered in the past week, or the entire News file. Stories remain on the file for a month before being deleted. Use keyword searching to go directly to items you wish to read. At any prompt you will have four options: BACK (takes you back to the previous prompt), HELP (displays a message relating to the prompt), STOP (asks you to re-enter a service code) and QUIT (exits the section). (See also KEYWORD SEARCHING)

ORDERLINK: You can use this facility to order any of the many thousands of products listed in the MicroSearch section of MicroLink. Your order goes directly to the manufacturer or supplier for immediate execution. Go into MicroSearch (by keying SS) to choose the product you require and make a note of the details. Then to place your order go to OrderLink by keying OL at the command chevron >.

PAGING: (See under RADIOPAGING.)

PASSWORD: Never divulge your password to anyone. Other users need only know your mailbox number. For security reasons you are advised to change your password frequently. This is very easy to do. Key PASSWD and you will be asked to enter your present password, followed by your new password. You are asked to enter it a second time. Then the computer reports: "Done". Your password has now been changed. Your password should consists of six or more characters, and these can be any of the characters on your keyword. For reasons of security, avoid obvious words such as first names. If you lose or forget your password please contact MicroLink immediately on 061-456 8836. Arrangements will be made to issue you with a new password.

PRESS REVIEWS: A review of the contents of Britain's computer magazines, regularly updated. It can be reached by keying RR.

PSS: This stands for Packet Switch Stream and is the national network that enables more than 96% of our users to access Telecom Gold by making a local

phone call. The full list of PSS phone numbers is:

	300/300 -----	1200/75 -----
Aberdeen	0224 642242	0224 642484
Belfast	0232 8281	0232 8291
Birmingham	021-214 5139	021-214 6191
Brighton	0273 851111	0273 852111
Bristol	0272 216411	0272 216511
Cambridge	0223 82511	0223 82411
Cardiff	0222 376111	0222 376171
Edinburgh	031-337 9141	031-337 9121
Glasgow	041-204 2011	041-204 2031
Ipswich	0473 671111	0473 672111
Leeds	0532 470711	0532 470611
Liverpool	051-211 0000	051-212 5127
LONDON *	01-825 9421	01-407 8344
	01-928 9111	01-928 3399
	01-840 0688	01-840 1399
	01-680 9421	01-680 8500
	01-200 9000	01-200 0888
	01 541 0666	01-541 0222
Luton	0582 8181	0582 8191
Maidstone	0622 885111	0622 886111
Manchester	061-833 0242	061-833 0091
Newcastle	0632 314171	0632 314181
Nottingham	0602 881311	0602 881411
Portsmouth	0705 53011	0705 53911
Reading	0734 389111	0734 380111
Sheffield	0742 414171	0742 414181
Slough	0753 6141	0753 6131

\* Callers in the London 01- call area do not need to use PSS. Telecom Gold can be called using these numbers:

01-583 3000 01-583 1275

Subscribers just outside the London call area who can dial 01- numbers at the cheap rate can also use these numbers and save on PSS charges.

However, public telephone lines can be subject to line noise, and this could lead to data corruption. Should you need to be absolutely certain that the transmission is error-free you are advise to use one of the PSS numbers given in the list above.

(Most subscribers use 300/300 baud or 1200/75 baud. However, Telecom Gold can also be accessed via PSS using 1200/1200 baud. Local numbers are given on the back cover of this Quick Guide.)

RADIOPAGING: If you have a BT radio-pager you can be paged automatically whenever a message arrives in your mailbox. You can also page someone else

directly from your micro by keying in their pager number. There is no charge for this service. More details from MAG999.

TELEMESSAGES: (Key TM)

This is the modern version of the telegram. You can key in a message at your micro, and it will be transmitted to the nearest post office to your recipient that accepts telemessages. A printout of the message, exactly as you keyed it in, is put in a distinctive yellow envelope and, if sent before 8pm, delivery is guaranteed the following day. Cards are available for special occasions, such as weddings and birthdays.

There are three different kinds of telemessages that can be sent with the MessageLink system. They are:

- 1) 1st Class Telemessage within the UK. Delivery is guaranteed to be made the following day (except Sunday). A special occasion card or a reply paid envelope can be included with this service for a small additional cost.
- 2) Normal Telemessage within the UK. A special occasion card or a reply paid envelope can be included with this service, although the choice of cards is limited.
- 3) Telemessage to the USA.

Charges  
=====

1st Class Telemessage (UK)..... 1.95  
Normal Telemessage (UK).....1.25

Reply Paid Envelope.....add .30  
Special Occasion Card.....add .65

Telemessage (USA)..... 2.95

All charges plus VAT at standard rate

Terms and Conditions

=====  
MAIL HELP LINE for full details

Message Limits/Restrictions

=====  
Each line must have a maximum of 69 characters. A message cannot be longer than 34 lines or more than 350 words, whichever comes first.

Not all characters are allowable.  
Invalid characters will be sent as ?.

Allowable Characters UK

-----  
ABCDEFGHIJKLMNPOQRSTUVWXYZ  
abcdefghijklmnopqrstuvwxyz  
01234567890!"£\$%&'()\*+,-./:;<=>?@

Allowable Characters USA

-----  
ABCDEFGHIJKLMNPOQRSTUVWXYZ  
01234567890\$%'()\*+,-./=?@

Lower case letters are acceptable as input to a USA Telemessage, but they will be converted to upper case during transmission.

Addresses  
=====

Every effort should be made to ensure that addresses are entered correctly. Post codes are not essential, but should be included if possible.

A UK Address

-----  
TO:  
Name (max 43 chars)  
Address Line 1 ""  
Address Line 2 ""  
POSTAL TOWN ""  
County (max 32 chars)  
Post Code (max 10 chars)

FROM:

Name/Signature (max 40 chars)  
Address Line 1 (max 43 chars)  
Address Line 2 ""  
POSTAL TOWN ""  
County (max 32 chars)  
Post Code (max 10 chars)

A USA Address

-----  
TO:  
Name (max 43 chars)  
Address Line 1 ""  
Address Line 2 ""  
TOWN ""  
State (max 32 chars)  
Zip Code (max 5 chars)

(Both State and Zip Code must be given)

Preparing a message offline

=====  
Names and addresses and/or messages can be prepared offline. But all the above rules must be observed.

It is suggested that you create a file

containing your name and address, and also for a recipient's name and address if used regularly. If your message is more than two or three lines long this can also be created as a message file in order to reduce the amount of time you spend online.

At the the first TO or FROM prompt send the appropriate address file.

At any time you see the Lx prompt (meaning next line) send your prepared message file.

You may very well get ahead of Message-Link when transmitting files - no need to worry, everything will appear as you intended in the message when it is delivered.

#### Operation Notes =====

A copy of the telemessage as sent will automatically appear as a mail item in your mailbox.

#### Program Commands =====

- .Q Quits the program
- .R Restarts the program from the first menu
- .B Back - sends you to the previous section
- .S Send Telemessage

The first three commands are only available at the first line of a section except when entering the actual message line and they are then available for each line entered.

#### Test MessageLink =====

If you are apprehensive about using MessageLink, there is a test mode where the message created is sent to your own Mailbox and nowhere else. To use this facility key TMTEST at the system prompt.

#### Special Occasion Cards - 65p surcharge =====

- 1) Greetings A (Butterflies & flowers)
- 2) Greetings B (Riverside scene)
- 3) Hats (Hats & Champagne corks)
- 4) Classic
- 5) Chef (Happy Birthday/cake)
- 6) Confetti
- 7) Blacksmith (with lucky horseshoe)
- 8) Rose (with pretty girl)
- 9) Postman (with large key)
- 10) Baby (Mother and child)
- 11) Baby's Breath (flower)
- 12) Patient (Cartoon parrot in bed)
- 13) Condolence (With Sympathy)

Nos. 1-4 are available for 1st class and normal Telemessages; Nos. 5-13 are only available for 1st Class messages.

#### Valid US States =====

- AL ALABAMA
- AK ALASKA
- AZ ARIZONA
- AR ARKANSAS
- CA CALIFORNIA
- CO COLARADO
- CT CONNECTICUT
- DE DELAWARE
- DC WASHINGTON
- FL FLORIDA
- GA GEORGIA
- HI HAWAII
- ID IDAHO
- IL ILLINOIS
- IN INDIANA
- IA IOWA
- KS KANSAS
- KY KENTUCKY
- LA LOUISIANA
- ME MAINE
- MD MARYLAND
- MA MASSACHUSETTS
- MI MICHIGAN
- MN MINNESOTA
- MS MISSISSIPPI
- MO MISSOURI
- MT MONTANA
- NE NEBRASKA
- NV NEVADA
- NH NEW HAMPSHIRE
- NJ NEW JERSEY
- NM NEW MEXICO
- NY NEW YORK
- NC NORTH CAROLINA
- ND NORTH DAKOTA
- OH OHIO
- OK OKLAHOMA
- OR OREGON
- PA PENNSYLVANIA
- PR PUERTO RICO
- RI RHODE ISLAND
- SC SOUTH CAROLINA
- SD SOUTH DAKOTA
- TN TENNESSEE
- TX TEXAS
- UT UTAH
- VT VERMONT
- VA VIRGINIA
- VI VIRGIN ISLANDS(US)
- WA WASHINGTON
- WV WEST VIRGINIA
- WI WISCONSIN
- WY WYOMING

---

TELESOFTWARE: A growing number of tele-software programs are being made available free of charge, by keying XX. Initially they are for the Amstrad,

Apple, Atari and BBC Micro. They can be downloaded directly into the micro by keying in the option number. To read a description of the program before downloading key H before the option number.

**TELEX:** Through MicroLink you can send and receive telex messages, joining the 96,000 telex subscribers in the UK and 1.5 million worldwide. To do this you will need to be validated for telex. Send your request to join the telex service by sending a message to the Helpline (MAG999). There is a once-only charge of £10, which will be added to your next invoice.

**TELEX - CHARGES:** The cost of sending a telex message is: 5.5p per 100 characters (UK); 11p per 100 characters (Europe); 18p per 100 characters (N. America); £1.25 per 400 characters (rest of the world); £2.75 per 400 characters (ships at sea). You can save 10% by sending telex on the overnight service. The costing of an incoming telex message is 50p for each correctly addressed telex delivered to your mailbox. Obtaining a mailbox reference from the sender incurs a further charge of 50p. (See also CHEAPER TELEX, INCOMING TELEX, TELEX STORAGE and TELEX TIPS.)

**CHEAPER TELEX:** You are offered a 10% reduction on the cost of telex if transmission can be delayed until the busy period is over. You can send your telex at any time, but it will not be transmitted to the recipient until after 8pm. Details of this facility can be obtained by keying INFO TELEX OVER-NIGHT at the command chevron >.

**HOW TO SEND TELEX:** There are three methods of sending a telex message. The cheapest for micro users is to create it in advance, using a word processing program. Then enter the telex system by keying TELEX at the command chevron >. You are now asked for your next command. Key INPUT. Next enter your message, ending with a Return, and on the next line key .SEND. Now you are asked: "Tlx, Key+ or Code?" In most cases you key TLX. Only at this stage are you asked for the number you are sending it to. You are then asked if you wish to include a preamble (such as 'Attn Joe'), or if there are any additional recipients. Once you've

answered these questions, your message is on its way. For details of the various telex commands, after you enter the telex system and are asked for a command, key HELP.

**INCOMING TELEX:** It is not possible for a telex to be delivered to you unless the sender knows your correct telex address. The address you should give to people (providing, of course, you have already been validated for telex) is the following:

265871 MONREF G  
Quoting Ref. 72:MAG000

Don't forget to change MAG000 to read your own mailbox number!

**TELEX - MONITORING:** When you send a telex it enters a queue of telexes that Telecom Gold feeds into the public telex network. Before it sends your telex it checks the address and then dials the recipient's telex terminal. If it cannot get through immediately (if the terminal is engaged or disconnected) it will make repeated attempts to re-send the message. Only if it is unable to send the telex (such as being given the wrong number) will it give the telex the status 'abandoned'. You can monitor the progress of your telex messages by giving instructions at the command prompt. These are:

- ABORT** - Your command to pull back a telex waiting to be sent.
- DEL** - Your command to delete telexes, whether they have been sent, abandoned or aborted. (You can keep a hard copy by keying LIST, or put a copy in your mailbox by keying MAIL before deleting.)
- DEL SENT** - Your command to delete all telexes you have sent - recommended to save storage costs.
- GET** - Retrieves abandoned or aborted telexes for giving a new address and sending again. (Send by keying MORE.)
- LIST** - Prints out the telex as it was received by the recipient.
- LIST SENT** - Lists all the telex you have sent. (If you use telex a lot you can use this to keep a daily printout before deleting.)
- MAIL** - Puts a copy of the telex in your mailbox.
- MORE** - Re-sends a telex you have retrieved by the GET command, or re-sends the last telex you sent. You

will be asked if you want to send 'More text:' At this point you can add more, key .DIS to display what you have said so far, .ED to make changes, or .SEND to the address.  
REQUEST - Your command to send an abandoned telex.

SCAN - Lists your telex numbers and status (Sent, Waiting, Abandoned).  
WHERE - Lists number of attempts to send, reports if successful, gives reason for any abandoned telex.

---

SHORT CODES: This is a means of sending a telex message using an individual's (or company) name as the address, rather than using a telex number. This is useful if you frequently send telex to the same address. If you want to send the same message to a number of different addresses you can also set up your own telex distribution list. Full details of both these facilities can be obtained by keying INFO TELEX SHORT-CODE when you are at the command chevron >.

---

TELEX STORAGE: Each user validated for telex and using the facility will incur a charge of 9 storage units a month. Further storage charges could be incurred depending on the amount of telex storage and the use made of short code and message file facilities. You are strongly advised to delete telex messages if you no longer need them on file. Units cost 20p per month.

---

TELEX TIPS: There are a number of hints for telex users you can access by keying INFO TELEX TIPS at the command chevron >. They include advice on finding out whether your telex has been successfully received, and on reducing telex storage costs.

---

THEATRE TICKETS: The most up-to-date guide to the London theatre scene is now available on MicroLink. You can see full details of current and forthcoming shows -- and find out what seats are still available. By using MicroLink's keyword searching you can quickly find what you are looking for by keying in the title of the show, or the name of one of the stars, or the name of the theatre. Key in the word "Musicals", for example, and you will be presented with a list of all the musical shows on the London stage. And once you have decided which show you

would like to visit you can book your tickets on the spot. If there's time the tickets will be posted to you. If not you will be able to collect them from the theatre when you arrive for the show. You can access TheatreLink by keying TL at the chevron >.

---

USER GROUP: You can set up your own closed user group on MicroLink. You do this by creating a Personal Directory containing all the mailbox numbers of people you wish to include in the group. Subsequently, when you wish to send a multiple message to everyone in the group, all you have to do is key in the name you have allocated to the group. (See also PERSONAL DIRECTORY)

---

WEATHERLINK: MicroLink offers you the opportunity of downloading the weather maps transmitted to earth by orbiting space satellites -- the ones that are used by the professional weather forecasters. Initially this is being made available for the BBC Micro and IBM PC, but versions for other computers will be included shortly. (You will find latest developments fully documented in the online version of this User Guide.) In addition to downloading the weather map itself you will also need to download a small Basic program that is appropriate to your machine. This compresses the map into a form that is suitable for displaying on your TV set or monitor. (Users of Mini Office II on the BBC Micro will not need the compression program as it is already contained in this package.) Special display programs, which will also be available on MicroLink, will be needed for users of all micros apart from the BBC. To access the WeatherLink section key in WL at the command chevron >.

---

WHO'S WHO: Constantly updated, this unique directory contains biographical details, plus addresses and telephone numbers, of all the top personalities in the field of microcomputing in Britain. It uses keyword searching, which means you can easily locate the person you are looking for -- or if you key in the name of his company you will be automatically shown details of any of his colleagues who are also in the directory. You access Who's Who by keying in WW at the command chevron >.



WPMAIL: This is a money-saving method of sending a number of different messages in one operation. Compile all your messages on your micro in advance, one after the other, and save them to disc. Enter each message as you would a normal mail item, starting with MAIL, the recipient's mailbox number and the subject and end with .S as the last line. When all your messages have been prepared, enter .END as the final line.

All you have to do now is dial up MicroLink and at the command chevron > key in WPMAIL (Return) and send your file of messages.

If you have problems contact the Helpline on mailbox MAG999 or phone...061-456 8836

## SOME USEFUL SHORTCUTS WHEN USING MICROLINK

QUICK TIPS: You can speed up the time you spend on the MicroLink mail service by using abbreviations and one-line commands. Here are some examples:

.EE MAG999 SU QUERY

(This tells the computer you want to send a mail item to MAG999 and that the subject is QUERY. This one line puts you directly into the Text prompt.)

>EE MAG999 MAG001 SU TEST

(This will send the same message to two different mailboxes.)

>EE MAG999 cc MAG001 SU TEST

(This shows that the main recipient is MAG999, but that a "carbon copy" goes to MAG001.)

>EE QSC

(This gives you a Quick Scan of all the mail at present in your mailbox.)

>EE QSC UN

(This gives you a Quick Scan of all your unread mail.)

>EE QSC OUT

(This lists all the mail you have sent that has not been deleted)

>EE QSC BOTH

(This lists all your incoming and outgoing mail.)

>EE R FR MAG666

(This lets you read everything that is in your mailbox from MAG666.)

>EE R DAM

(Gives you the option to delete all the mail you have already read.)

>EE R UN

(Lets you read all your unread mail.)

>EE R UN EX

(Lets you read all your unread mail that has been sent Express.)

This same approach can also be used throughout most of MicroLink. You can, for instance, link two different instructions when you want to send a telex. To put you straight into the Telex prompt key:

>TT INPUT

In the same way, if you want to find out what has happened to a telex message you have sent, key:

>TT WHERE 205

These are just a few examples of the many ways in which you can save money by cutting down on your connect time. The system is extremely flexible, and if you experiment for yourself you will find many other one-liners that will speed you on your way through MicroLink.

# Terms and conditions

Terms and conditions relating to your membership of Microlink.

This contract is made between Database Publications Ltd, of Europa House, 68 Chester Road, Hazel Grove, Stockport SK7 5NY (DPL) and the subscriber whose name and address appears on the applications form accepted by Database Publications Ltd.

Whereas DPL has agreed with British Telecommunications plc (BT) through its agent Telecom Gold Limited to sell and distribute the Microlink Service (the Service) and BT through Telecom Gold Limited has agreed to supply the Service to customers of DPL.

It is agreed as follows:

## 1. Access

DPL shall issue to the subscriber such user codes (called mailbox numbers) as it thinks fit in order to allow the Subscriber and persons associated with the subscriber, access to use the Service.

## 2. The Service

The Service shall comprise such services and facilities as DPL shall in its discretion from time to time consider appropriate, subject to the supply by BT of such services and facilities.

## 3. Charges

a) The subscriber shall pay for all charges arising under this contract from this subscription to and/or use of the Service, and/or from the issue to him of any mailbox number issued by DPL to the Subscriber. All charges are payable on demand.

b) DPL shall give to the Subscriber not less than fourteen days written notice of any alteration in the applicable charges for the Service. The charges applicable at this date are set out in the official User Guide.

c) Subject to any provision of this contract, liability for charges for service shall commence, unless BT notifies the customer to the contrary, with effect from the first day of the month in which BT first makes service available to the customer.

d) All charges quoted by MicroLink or Telecom Gold exclude VAT. This is shown separately on the monthly invoice.

## 4. Limitations on use

a) The Subscriber shall not use, or permit any person to use the Service otherwise than according to instructions given by DPL or BT, existing for the time being and in particular, shall not use the Service for the purpose of sending abusive, offensive, indecent or menacing communications, or for sending communications which cause annoyance, inconvenience, or needless anxiety.

b) The Subscriber shall not permit any person to use the Service by means of a mailbox number issued by DPL, unless the name and relationship of that person to the Subscriber has been disclosed to DPL.

## 5. Termination

a) This contract may be terminated by either party giving not less than one month's written notice, such notice to expire on the last day of any calendar month.

b) DPL may terminate this contract forthwith without notice if the Subscriber shall

- i) fail to pay any sum payable under this contract with DPL to which the Subscriber is a party.
- ii) be adjudicated bankrupt, enter into liquidation or any arrangement or composition with his creditors, or if a receiver is appointed of any part of the subscriber's assets and not discharged within seven days, or if any judgement against the subscriber remains unsatisfied for more than seven days.
- iii) fail to comply with any term of this contract, or any of the instruction given by DPL or BT under clause 4 of this contract.

c) DPL may terminate this contract without notice in the event that BT and/or its agent Telecom Gold shall cease to supply the Service.

d) If the customer fails to comply with any provision of this contract he shall nevertheless continue to be liable for all charges due and to become due for service provided during any period of such failure.

## 6. Assignment

The subscriber shall not, without the written consent of DPL assign this contract, or any rights or obligations arising under this contract.

## 7. Limitation of liability

a) For the avoidance of doubt neither DPL nor BT has an obligation duty or liability in contract, tort, for breach of statutory duty or otherwise beyond that of a duty to exercise reasonable skill and care.

b) In any event in no circumstances shall either DPL or BT be liable in contract, tort (including negligence or breach of statutory duty) or otherwise for loss (whether direct or indirect) of profits, business, or anticipated savings or for any indirect consequential loss whatever.

c) In any event DPL's liability in contract, tort (including negligence or breach of statutory duty) or otherwise arising by reason of or in connection with this contract or howsoever otherwise shall be limited to £500,000 for any one incident or series of incidents and £1m for any series of incidents related or unrelated in any period of 12 months.

d) DPL does not exclude or restrict its liability for death or personal injury, where such arises as a result of the negligence of DPL or its employees.

e) The Subscriber shall indemnify DPL against all loss, actions, proceedings, costs, claims and damages arising from

- i) any breach by the Subscriber of his obligations hereunder.
- ii) the use of the Service by means of any mailbox number issued to the Subscriber.

f) DPL shall not be liable for any loss or damage occurring through any act or omission of BT or its agent Telecom Gold Limited, in the supply or failure to supply, the Service to DPL.

Notwithstanding anything to the contrary contained hereby, the supply of the Dialcom service shall be upon and subject to the standard terms and conditions of BT from time to time and of which the subscriber shall be deemed to be aware.

g) Neither party shall be liable for failure to perform its obligations if the failure results from Act of God, Act of Government or other Authority of Statutory undertaking, fire, explosion, accident, power failure, industrial dispute, inability to obtain materials or anything beyond such party's reasonable control.

h) DPL accept liability hereunder for direct loss caused to the subscriber where such loss arises solely due to acts or omissions of DPL or its employees in the provision of access to the service up to an aggregate maximum of £1,000 or a sum equal to one month's average service charges to the subscriber over the previous 12 month's period, whichever is smaller. Save as otherwise provided herein, DPL shall be under no liability for any loss suffered by the subscriber or by any other person arising from negligence or otherwise.

8. Any notice, consent or other communication required to be given hereunder by either party to the other, shall be made in writing and may be served by first class post to the address of the other as set out herein, and shall be deemed to have been received 48 hours from the time of posting.

9. This agreement constitutes the entire agreement between the Subscriber and DPL in respect of the Service, and no representation, statement, warranty or condition not expressly contained in this agreement or incorporated herein by reference, shall be binding upon DPL as a warranty or otherwise.

10. This agreement shall be governed and construed in accordance with the laws of England, and the English Courts shall have exclusive jurisdiction to determine any disputes arising hereunder.