Hi! My name is Hack. I will be your guide and helper while you are exploring the fun and exciting world of Story Maker™. This Book of Tips will introduce you to the fascinating art of creative writing.

Story Maker is a program that replaces a pencil and paper. Of course, a typewriter does this just as well. But with Story Maker, you can change words and fix mistakes as often as you like. This is known as word processing. And as a bonus, you can draw pictures and put them in your story!

As we go along, I will teach you some of the words and names that are often used when working with computers. For instance, the words and sentences in your story are called text and the pictures are called graphics. I will also point out some of the words that are used by writers.

"That’s nice, Hack," you may be thinking. "But why bother with writing at all. It’s easier just to tell a story."

Ah, but is it really easier? Have you ever told a joke and when nobody laughed you realized you forgot to tell them an important part? Writing helps you to organize your thinking so that you don’t leave anything out of the story. Story telling is fun! It’s easier to make up a story when no one is waiting for the next words out of your mouth.

I hate to bring this up, but let’s face facts. As you go through school and later in your life, you are going to have to do some writing. Just as riding a bike or playing tennis becomes more easy and fun the more you practice, writing becomes more easy and fun with practice. Won’t it be nice not to break out in a cold sweat when your teacher assigns a book report!

By the way, since you have to use the keyboard to enter your text, I suggest you buy a copy of WizType™ to brush up your typing skills.

The instructions for entering your text and creating your graphics are on the Story Maker Master Disk. I’ll give you some additional hints on how to create really fantastic graphics a little later. Please refer to the enclosed reference card for instructions on how to use your Story Maker Master Disk and story disks.
MORE THAN STORIES

Once you've read the Book of Tips and the reference card, you'll be all set to write a terrific story. Move over Dickens and Hemingway! But just in case you don't have a tale on the tip of your fingers, here are some ideas for other things you can do with Story Maker:

You can use Story Maker to write poetry.

Story Maker would be great for keeping a diary or a journal. Hint: a diary or journal can be an excellent source of ideas for stories.

If you have friends or relatives that own the same kind of computer, you can create story disks and give them as special gifts. You can exchange illustrated letters. You can even become a newspaper publisher!

Often when friends or family get together, they like to do what I call a group story. This is where one person starts a story by writing a few sentences. Then another person adds some more sentences, and so on, until everyone has had a turn. When you read the story back you'll be surprised by what different people add to the same story.

Another fun thing to do with friends is to have someone draw a picture like a cartoon and then have someone else fill in the text at the bottom of the cartoon.

Speaking of cartoons, you can use Story Maker to create your own cartoon strips like the Sunday funnies. You can even start your own comic book series!

GRAPHICS TIPS

Most of the information you need to create your graphics is on the Story Maker Master Disk. Here are some additional tips to help you create beautiful and colorful pictures.

First of all, these are the steps you must follow to create a picture: When you are in the first set of choices, known as the main menu (the one that starts with "Read the instructions"), choose "Work on a story." After the screen clears and the new menu comes up, you want to choose "Draw some pictures."

Next you get to select which method of drawing you want. You can draw using a joystick, a touch tablet or with the keyboard. The joystick and touch tablet are good when you want to draw large shapes. The keyboard is slower, but much more accurate for drawing details such as eyes. You will have to experiment a little to get the hang of it.

After you have chosen the method you are going to use, the computer will turn on the disk drive and get a list of the names for the pictures that are already on your story disk. This list is known as a catalog or directory. You'll notice that there is always a name of "New Picture." There isn't really a picture named "New Picture." This is how you tell the computer that you want to start a new picture. If you choose "New Picture," the computer will ask you for the name of the picture you are going to make. You need to give each picture a name so that you can put it in your story and so that you can get it back if you want to work on it some more. Just type the name you want and press the RETURN or ENTER key.

One trick that I always use is to think of a name that will tell me where to put it in the story. For example, if my story is about my neighborhood, one of my pictures may be named "My House." Another picture may be of my friend Sally's house, so I would call the picture, you guessed it, "Sally's House." If I had just named the picture "House," then I might have forgotten who's house it was. By the way, there's no sense in confusing things so try not to use "New Picture" for the name of your picture. Hint: If you really blow it and want to start a picture over with a blank screen, here's how to erase the old picture. Choose "new picture" and when the computer asks you for the name of your new picture, give it the same name you used for the picture you want to erase.

Now you are ready to start drawing. The screen you see is divided into three parts. The very top is known as the prompt area. This is where the computer gives you messages and lets you know what to do next. The middle section, sometimes known as the window, is where you will draw your picture. At the bottom is the command area. This tells you what key to use to tell or command the computer to do something.

If you haven't done so already, I suggest you play with the line, box, paint, and circle commands until you get a feel for how they work. Don't forget to watch the prompt line at the top of the screen! The exit key will take you back to the previous menu and at the same time, will automatically save the picture to the disk.

The S (select) key lets you choose a new method of drawing. If you are using the joystick to draw the outline of a house, you can use the S key to select keyboard. Then you can use the keyboard controls to draw the curtains or bushes. You can switch back and forth between different modes whenever you like. "What keyboard controls?"
Just like real life and other times I use a lot of blocks. I don't have a house that nice. This is how you can create.

Methods of drawing and the colors to see how many different types of pictures you can make. Suppose you draw a box, fill it with blue, and then draw a line. You can't erase the box or make it black again with the U key. But you can erase the line you just drew. Hint: Make sure that a line, circle, color or whatever is the way you want it before you do something else.

If you look real close at the screen, you will see that the picture is made of little dots. These dots are called pixels. Pixel is a combination word made of the words picture and element, but with an "x" instead of the "c." To put a lot of detail in your picture, you can draw one pixel at a time. How? Draw a line that is only one pixel long! I like to use the keyboard controls for this kind of drawing because the joystick tends to move too much. Put the cursor at the spot where you want to draw the pixel and press the space bar twice (or fire button if you insist on using the joystick). When you move the cursor, you will see one small spot. To practice, try drawing a large letter "S."

Let me mention something about the paint command so you won't think the program is acting up. If you try to fill a very narrow shape (such as a flag pole) with a color, you might have to paint one line at a time.

I have great fun experimenting with different styles of graphics. Sometimes I draw a picture that looks just like real life and other times I use a lot of blocks and straight lines. You may like to try making the words in the text stronger by drawing silly graphics. Suppose you are writing a story about a dog and you have a sentence in the text that says, "The dog has a very nice house." You could draw a picture of a dog house with a TV antenna, curtains in the windows, and a garden in the back yard. Obviously, most dogs don't have a house that nice. This is how you can make your story funny without trying to write funny lines.

The best advice I can give you is to have fun with the graphics. Play with the various methods of drawing and the colors to see how many different types of pictures you can create.

The U (undo) key is your eraser. If you press this key, it will erase the last thing you did. Suppose you draw a box, fill it with blue, and then draw a line. You can't erase the box or make it black again with the U key. But you can erase the line you just drew. Hint: Make sure that a line, circle, color or whatever is the way you want it before you do something else.

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said “Sailing is a great sport,” you would guess that I am going to say more about sailing – the theme. But you could also guess that the setting will be the ocean or a lake.

Plot is the ingredient that describes the action in the story. “Penny knew she should go to the library.” What Penny does at the library or what happens to her if she doesn’t go to the library will be the plot of the story. Plot is usually the main ingredient in mystery stories or action stories such as Godzilla Ruins Burbank.

The people in the story are known as the characters. (I guess now you could also include aliens as characters.) You should not only name your characters but also tell the reader something about them.

This way the reader can create a picture of them in his or her mind. “Penny’s smiling eyes can brighten any day.” This sentence is only seven words long but think about how much you already know about the character. She is a girl named Penny. She has interesting eyes and get the impression that she is very cheerful. Do you know anyone like Penny? Can you picture her in your mind? This is what your readers will do if you can do a good job of describing your characters.

Some cookies are soft and chewy and others are crisp and crunchy. Some are plain and some have filling. Isn’t it much more fun to have a bag with all these different kinds of cookies? The same is true in your story. It will be much more interesting if you have several different kinds of characters. This brings up the idea of contrast. You can spend a great deal of time telling the reader how Penny is such a cheerful person, or you can include another character who is always sad. When you look at them side by side, their qualities stand out much better.

Speaking of cheerful and sad, another ingredient is the tone of the story. This is the mood you set by your choice of words. How does this sentence make you feel? “The library was so quiet Penny was afraid to turn the page.” It makes me feel uneasy and frightened as if I were about to do something wrong. Now compare this sentence -- “The library was so quiet that Penny knew turning the page would sound like a herd of elephants on roller skates.” Both of these sentences describe turning the page of a book in a quiet library, but doesn’t the second sentence make you chuckle?

You would want to use the first sentence if you were writing a mystery story and the second sentence if you were writing a funny story.

The last ingredient I want to discuss is continuity. This is how the story takes place over a period of time. Going back to my favorite food (cookies), first you have to buy the ingredients. Then you must mix the ingredients and bake the dough before you finally get to eat them. If you leave out one of the steps, or mix them up, you won’t get very good cookies. Every story must have a beginning, a middle section and an end. Your readers will get confused if you jump all over the place. Imagine how hard it would be to follow a story that starts yesterday, then tells you what happened last week, and then what happened last year!

Some stories start by telling you what happened in the past, but then they come back to the present time and continue on from there.

One of the hardest things for new authors is figuring out how to end their story. Most stories start by describing the setting and characters, and establishing the theme and tone. Then the plot takes over to describe the action in the story. The plot usually contains many small actions that lead up to a major event known as the climax. Once you reach the climax it’s time to clean up any little details and end the story. Think about the Wizard of Oz. Everything that happens in the story is aimed toward getting Dorothy and Toto home again. The climax occurs when they find out the wizard is a fake. But the author couldn’t leave Dorothy stuck in Oz so he has her use the magic shoes to get home and the story ends. The last part is what I mean by cleaning up the details.

Now that you know about the major ingredients, let’s mix up a batch of cookies.

“Penny’s smiling eyes can brighten any day. She came out of her house one morning and could tell that the weather in the city was going to be very hot. Penny knew she should go to the library, but the library was always so quiet that when she turned a page it sounded like a herd of elephants on roller skates.”

Can you find the ingredients? The character is Penny and the setting is the city. The theme is what Penny knows she should do and the plot is whether or not she actually goes to the library. The tone is amusing and the story starts in the morning.
The next sentence in the story will tell the reader which ingredient is the most important. Suppose the next sentence is, “Penny knew that she would feel better if she went to the library.” You might guess that talking about Penny as a person (character) is the most important ingredient and that the story will go on to tell you more about her.

Instead of, “Penny knew that she would feel better...,” imagine the next sentence is, “Suddenly, Penny heard a loud whistling sound coming from the sky.” This makes you believe something dramatic is about to happen, and that plot will be the most important ingredient.

What if the next sentence is, “Penny kept thinking about the book report that was due on Monday, but she decided to go to the park and play instead of going to the library.” Sounds like Penny is going to get in trouble, doesn’t it? This would indicate that theme is the most important ingredient.

Try using the start of this story and adding sentences of your own. Can you think of a different way to make plot the most important ingredient? Can you write a sentence that will make setting more important?

Now that you know the main ingredients, let’s get down to the nitty gritty. Every writer has what is known as style. For instance, some authors like to use short, choppy sentences and others like longer, smoother sentences. It is a mistake to try to pick a style and write like someone else. The trick to good writing is to use your own words and to write like you talk. As you practice writing, your own style will emerge and your stories will become like no one else’s.

This doesn’t mean that you shouldn’t use your imagination and try new things. When you are thinking of a sentence to write, try to think of another way to say it that might be more colorful or interesting. This takes practice, but let me give you an example. “The boat landed at the dock,” is pretty dry. Instead you could say, “The sleek cruiser glided up to the silvery dock.”

You should also try to be original, to think of a new way of saying something. Phrases such as “strong as an ox” are known as clichés. This means that they have been used so much that they have become worn out. A good writer is one who can create a sentence or phrase that other people copy. “Where’s the beef?” was everywhere in ’84.

A writer must always work to create images in the reader’s mind. Television can show the viewer a scene and when you talk you can use gestures or explain further if the listener doesn’t understand. Writing is at once very powerful and very limited. If you are trying to describe a flower, you must create a very strong image of the flower with your words. The reader cannot see, touch, or smell the flower. However, if you succeed in creating an image of the flower in the reader’s mind, it is much stronger than a picture because the reader remembers a flower that he has seen, touched, and smelled.

Do you remember that I said contrast is a shortcut method for describing a person or a thing? You can also bring your images to life by comparing unlike things. For instance, you can compare a person with an object or you can compare a feeling (emotion) with something you can see, touch and smell. Two very powerful methods for creating mental images are metaphors and similes.

A metaphor is a way to create a vivid image of an idea that is otherwise difficult to define or describe. “Happiness is a warm puppy.” Doesn’t this create a strong feeling inside you? Isn’t it much better than trying to explain what happiness is, even though we know that happiness is really a feeling and not a small furry animal. You can recognize a metaphor when the writer says that one thing is another thing when in reality they are not the same.

Simile is just like a metaphor except that the wording is not as strong. You compare two things by using words such as “like” or “as if” or “as.” Examples are “hungry as a horse” or “feel like a million.” When I was comparing writing to baking cookies, what was I doing? That’s right! I was using simile. Unfortunately, metaphors and similes often become clichés and we want to avoid those, don’t we?

Another thing you want to watch out for is to keep the same point of view throughout your story. Point of view means who is telling the story. The most common point of view is known as third person. Imagine for a moment that you have a magic cape. Whenever you put on this magic cape you become invisible, you can instantly be anywhere you want, and you can read other people’s thoughts. When you
write a story in third person you put on your magic cape. You never use the word “I” because you are invisible. Instead you tell the story by talking about what people are doing and thinking.

For instance, “Penny was sleepy this morning. She had stayed up late the night before worrying about the spelling test.” If you were in the story, how could you know what Penny was worrying about?

The other common point of view is called first person. In this type of story, you use the word “I” to describe what you see and to tell the reader what you are thinking. Since you are in the story, you can’t be everywhere at once so you must have the other characters tell you about things you didn’t see. Let’s take the example from above and make it first person. You could write, “Penny looked sleepy this morning. She told me she had been up late the night before worrying about the spelling test.” You are giving the reader the same information, but now he is getting it through what you see or hear. What point of view am I using in this Book of Tips? If you said third person then look again at the sixth word in the question I just asked you. I am writing in first person because I am talking directly to you.

It doesn’t matter whether you use first person or third person when you write. Try both! What is important is that once you start a story from a particular point of view, you don’t want to change half way through. This is very confusing for the reader.

Keeping the same point of view in a story is part of what is known as grammar. Grammar is a set of rules for writing and speaking. “They wasn’t making good rulings,” is an example of poor grammar. It just doesn’t sound right, does it? You should try to use good grammar when you write, but at the same time don’t let grammar bog you down. If you follow my advice of writing like you talk, then grammar shouldn’t be a big problem. Besides, it takes a long time to learn all the little rules. Right now it’s more important to have fun writing.

When someone speaks in a story, this is known as dialogue. You can recognize it because it uses quotation marks (”) before and after the sentence. Here’s a small taste of grammar for you. Generally, the punctuation (period, question mark, comma, and so forth) comes just before the last quotation mark.

“Spring is here,” Penny said. Do you see where I put the comma? Notice where the comma and period go in the following sentence.

Penny said, “Spring is here.” Did you also notice that the first letter after the first quotation mark is capitalized? The sticky part of grammar is that there are often exceptions. In the two previous examples, I told you the entire sentence that Penny said. This is known as an exact quotation. However, if I only told you part of Penny’s sentence, it would be written as: Penny said that spring “is here.” In this sentence I did not capitalize the first letter in the quotation and I did not put a comma after spring.

The other important thing to remember about dialogue is to tell the reader who is talking.

“Spring is here.”

“Yes it is.”

“Have you seen my watch?”

Are there two people talking or three? Who said what?

“Spring is here,” Penny said.

“Yes it is,” John replied.

“Have you seen my watch?” she said.

Now you know who is talking. You are also fairly sure that only two people are talking. I used Penny’s name in the first sentence so that when I used “she” in the last sentence you would know which “she” was talking. Did you also notice that I started a new sentence when a different person started talking?

Remember what I said about using colorful words? Instead of always saying he said, she said, John said, Penny said, try using a word that describes how the character is feeling. If Penny is happy that spring is here, you could write --

“Spring is here,” Penny exclaimed.

And if John is not so happy --

“Yes, it is,” sighed John.

Using the word “said” is fine, but too many of them is boring. On the other hand, you can get bogged down trying to think of a word to describe the character’s feelings. The trick is to mix them up. Use “said” sometimes and a more colorful word sometimes.

Another trick for writing good dialogue is to say the sentence out loud, type it in, then read it out loud again. If it sounds right then you’ve done a good job.

Do you remember what I said about telling your readers something about your characters so that the reader can create a picture of them in his or her mind? You can tell the reader about the character by using dialogue. What the character says tells you more about the character. The more interesting you make your characters, the more interesting you make your story. “Sure Hack,” you are probably saying. “If I looked
like an onion with legs I could make interesting characters too!"

Well you can! Here are some hints.

One of the easiest ways is to imagine that you are the character. Put yourself in his or her place and try to think like him or her. Let’s say that one of your characters is a forest ranger. Sit in your favorite chair or lie down on your bed. Take a few deep breaths and let all your muscles relax. Now close your eyes and imagine you are in the forest. You can feel the sun making your face warm. You can smell the pine trees and hear the wind rustling through their needles. You are leaning against a rock and you can feel the grit in your palm.

Now what are you thinking about? Are you happy because summer is here and the flowers are yellow and purple? Or are you angry because some campers left bottles and papers all over the place and you have to pick them up.

Quick! Jump up and write down what you are thinking about and how you feel. For a while you were inside the character. If you do this for each of your characters you will soon learn to write interesting, real life descriptions.

Another method for getting to know your character is to pretend you are a newspaper reporter. Make up a list of questions and interview your character. Ask the questions out loud or this won’t work. Of course, you will probably be more comfortable if no one else can hear you. You can start with obvious questions such as, “What is your favorite color?” But ask some very personal questions as well. For instance, ask your character, “When someone plays a joke on you, do you want to laugh or do you feel like running away?” As you write down the answers that you put in your character’s mouth, you will be writing a description of the character. Now all you have to do is describe your character to the reader.

I’ve saved the best and easiest method for last. Write about someone you already know. You want to be careful and not embarrass them or hurt their feelings. You wouldn’t want that to happen to you.

THE STORY

So far, I’ve told you how to be a good author. Now it’s time to talk about the best way to actually write the story. Before you start typing, you need to do some paper and pencil work. Would you start a trip without knowing where you are going? The first thing to do is decide what your story is about. The number of things to write about is endless, but here are some things to keep in mind. People are interested in other people. When you get a new person in your class, aren’t you itching to know all about him or her?

Also, it is much easier to write about things you have done or seen. You can add to the facts to make the story more interesting or colorful, but it is very hard to imagine something you’ve never done. If you’ve never gone fishing, can you tell a believable story about the one that got away? Likewise, if you write about subjects that interest you, your enthusiasm will make your story more enjoyable for the reader.

Once you have the subject in mind, write it down. “This story is about . . .” Now you are ready to fill in the ingredients. Complete these sentences:

(Use a separate sheet of paper for each sentence.)

“The setting is . . .”

“The theme is . . .”

“The plot is . . .”

“The characters are . . .”

“The tone is . . .”

“The story starts when . . . and ends when . . .”

The point of view is . . .”

Now you are ready to go back and fill in the details. On each sheet of paper, write down the ideas you have for the sentence at the top of the sheet. If you said, “The setting is the city,” what do you want to say about the city? Is it a big city or a small city? Do you live there? Is the city flat or hilly? Write down everything you want to say about the city.

Next, do the same thing for each sheet of paper. What you are doing is making notes for the story. In school you have probably learned to write an outline, which is just a formal way of making notes.
Now it's time to start typing. Usually, the first thing you write about is the setting. Look at your notes to make sure you aren't leaving anything out. After you get the first paragraph on the computer it is best to just keep writing freely. Go over your notes once in a while to make sure you are on the right track, but let your ideas just flow from your head to the keyboard. Don't stop to check the spelling of a word. You can check it later, and you might lose a really good idea if you interrupt your writing.

Be thinking about where you want to put your graphics as you are typing. Some of the places where a picture would be good are when you change from one scene to another. For instance, if your story starts in the house and later you or your character goes outside, you might want to show the new setting. Another place is when there is a dramatic moment in the story. If a character is surprised or suddenly very happy, a picture will make the emotion stand out. You can also use a picture to make an idea stand out. If the theme of your story is that stealing is wrong, a picture of a crook in jail will make the idea stronger in the reader's mind. Pictures can also be used to set the tone or mood of the story. Happy, bright pictures should go with a happy, funny story. I've written a short story on the Story Maker Master Disk to illustrate where graphics can be placed.

Let's assume you've just typed the last line of the story. Now it's time to edit. Some people say that editing is when the real writing begins. I like to leave the story alone for a day or two so that when I look at it again I can look at it from the reader's point of view. This isn't necessary though. Go to the beginning of the story and read it out loud. While you're reading it, check your notes. Did you leave anything out? Does the story make sense?

The key to good editing is to polish the story. Only make small changes and corrections. If it is too jumbled up you are better off starting again. Go through the story several times. Each time check something different. For instance, one time check to make sure your point of view stays the same.

Another time through the story check for colorful and interesting words. Can you say something better? There is a book called a Thesaurus that should be on every writer's desk. This book lists a word and suggests other words that mean the same, or close to the same thing. If you see that you have used the same word over and over again, try finding another word to put in its place. You can use different words to say the same thing and this will make your writing more interesting. Now is the time to check your spelling. You should always have a dictionary handy when you are editing.

After you have gone through your story several times (I suggest at least three times), congratulations! You are finished! Like I mentioned earlier when talking about continuity, you have to know when to stop. You can go on forever changing a word here or there but it probably won't make the story that much better. Save the story on your story disk and share it with the world!

**STORY IDEAS**

Need a little help getting started on that first story? Try using one of the following sentences as the first line. Your job is to complete the story.

- Suddenly Hack was afraid he was going to sneeze.
- Hack loves to get presents.
- While walking through the park one day, Hack made a startling discovery.
- Hack is a funny looking fellow.
- Something tells me that Hack likes cookies.
- In a flash, Hack realized . . .
- Hack had a sneaking suspicion . . .
- Hack was puzzled. He wondered . . .
- Hack heard a loud crash . . .
- Hack didn't believe in flying saucers, until . . .
GOODBYE FOR NOW

I've given you a lot to think about, but my goal has been to give you enough information to make writing fun and easy. I hope you will make an effort to learn all you can about writing. When you become a bestselling author, remember good ol' Hack.

My final piece of advice is to read, read, read! Pay attention to how other authors write. Look for metaphors and similes. Try to pick out the ingredients in the story. If you come across a word you don't know, look it up in your dictionary and practice using it. Write, write, write. The more you do, the easier it will become and the more you will enjoy it!

IMPORTANT REMINDERS

■ Never write on the author label once it is on the disk. You could damage the disk and lose your story. Instead, fill out the author label with a felt tip pen and then stick it on your story disk.

■ You can only put one story on each story disk, however you can use your story disk over and over again (until it wears out).

■ Use the program on the Story Maker Master Disk to create a new story disk. But remember, the program to create a story disk wipes the disk clean. Anything on the disk will be gone forever when you make a new story disk.

■ If you want to keep a library of your stories, you will need to purchase additional blank disks.

■ It is a good idea to make two copies of your story disks. This way you can keep a copy when you give one away. You will also have an extra copy in case a story disk gets lost or damaged.

■ To view a story on a story disk, follow the same steps for loading the Story Maker Master Disk. For instance, Commodore owners must type LOAD "SIERRA",8,1. You might want to write down the loading instructions to give away with the story disk.
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