



INTER FACE

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ISTC INFORMATION MANAGEMENT NEWSLETTER

YOU ARE ON THE CORPORATE NETWORK!

ABORIGINAL ECONOMIC PROGRAMS SECTOR LAUNCHES AEPIS

January 22, 1992 witnessed two great events: the lift-off of the space shuttle Discovery and ISTC's newest information system – AEPIS.

The Aboriginal Economic Programs (AEP) sector helps Canada's Aboriginal people develop and manage business enterprises. AEP's mandate is "to rebuild the Aboriginal economy through the development of a successful business and capital base." AEP is working with Indian and Northern Affairs Canada and Employment and Immigration Canada on the federal government's **Canadian Aboriginal Economic Development Strategy**. ISTC concentrates on the business development part of the strategy by supporting the following programs:

- Aboriginal Business Development;
- Joint Ventures;
- Aboriginal Capital Corporations; and
- Research and Advocacy.

What AEPIS Does

The **Aboriginal Economic Programs Information System (AEPIS)** is an ISTC pilot project to create an application that combines the power of the mainframe with the user-friendliness of the microcomputer. "The main objective," says **Mike Donnelly**, AEPIS Project

"AEPIS is an investment in the future of aboriginal programming."

James Bond,
AEPIS director



*left to right: James Bond, Mike Donnelly
in front: Bruce Bakun*

Manager, "is to provide regional AEP officers with the information they need to deliver their programs. The system must be fast, friendly and flexible, or officers will not use it."

Bruce Bakun, Head of Systems in AEP, says "The AEPIS database will help users work more efficiently by providing up-to-the-minute information on projects." Officers need information on program applicants and clients' projects – from the business

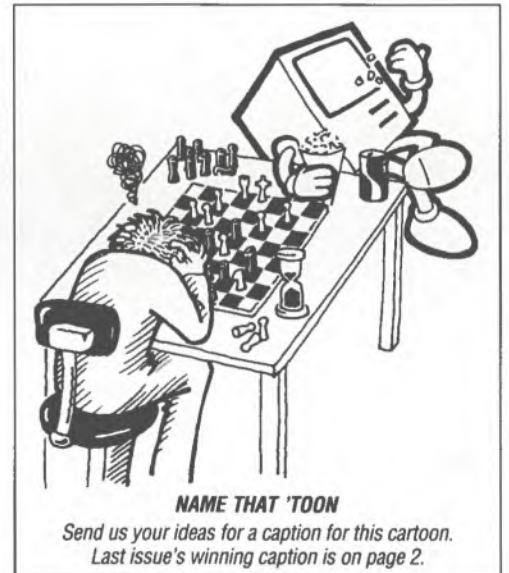
planning and evaluation stage through to monitoring results. They also need access to related financial information.

According to Bruce, officers will not need help from an operator to get the information they need because the system is user-friendly. And accessing the information straight from their computers also means they can give clients faster service.

History of AEPIS

In the fall of 1989, AEP began a project to

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NAME THAT 'TOON

*Send us your ideas for a caption for this cartoon.
Last issue's winning caption is on page 2.*



Industry, Science and
Technology Canada

Industrie, Sciences et
Technologie Canada

Canada

WORTH REPEATING

Data, data everywhere, but never a thought to think.

Anonymous

POTPOURRI

- The **Information Management Plan (IMP)** planning process for 1992-93 was kicked off on December 20, 1991. Like last year's plan, it is expected to reflect ISTC's Information Management Strategy (IMS), which was approved by DMC in the fall of 1990. (Copies of the IMS document are available in Headquarters Library or BSCs.) The plans are also expected to include recommendations from the Corporate Information Plan (CIP). (For more information on CIP, see the October *Interface* or talk to your IMAC representative.)
- A PIP (Project Initiation Proposal – see the November *Interface*) for an **electronic travel system (ETS)** was recently approved. The project involves adapting an ETS being developed by other departments to suit ISTC needs.

This 'intelligent' system will allow all travel forms to be approved, transmitted and audited electronically. It performs calculations, includes rate tables and help, and will allow electronic signatures. ETS may eventually be linked to RAMS to eliminate duplication of work.

For more information, contact **John Carter**, Director of Financial Services Directorate.

- The department has another new PIP – the Visual Holdings Data Base – initiated by **Peter Martin**, Chief of Communication Branch's Audio Visual Services. The project involves developing a bilingual data base of the branch's visual holdings to make the collections more accessible to clients.

ISTC has one of the most extensive and up-to-date photographic and video collections in Canada. Topics range from the production and application of advanced industrial materials to the manufacturing of aircraft components. The

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collection draws the interest of a diverse group of clients from within ISTC, other government departments, the private sector and even from around the world.

The data base will allow clients to browse through a list of holdings and view an online description of the product they want to order. In the future, clients may even be able to see the images they are requesting, and the collections may be stored in a digital format on CD-ROM or a similar medium.

- PBS started playing a five-part series on the computer called "The Machine that Changed the World" on April 6. The series covers a range of topics from the invention of the computer to its prominence in today's society.
- ISTC plans to provide **bilingual information technology** to employees and clients in designated regions. This service will include software, hardware, manuals, training and support. IMB is currently working with Supply and Services Canada staff to identify firms that provide bilingual products and services. HRB will handle questions on bilingual policy and IMB will handle the technical questions.

For more information, read the February issue of *Précis* or contact **Al Laschinger**, IMB.

- Interested in learning how to present yourself as a winner? If so, you should be on the distribution list for ISTC's **WordPerfect Newsletter**. The April 1992 issue includes helpful hints for making text processing easier. Topics include making a comment box, table formats, styles, merging and password protection. Upcoming newsletters will discuss changing screen colours, creating a table of contents and placing lines between columns. For more information, contact **Paula Foeller**, WordPerfect Support, IMB. ■

SPRING THAW

*Spring has sprung, the grass has 'ris'
And what do you know? Here Interface is!*

Yes, *Interface* was on ice thanks to the freeze. But now it's April – spring thaw – and we're back. As always, we would be happy to hear your comments, questions or ideas for articles. Don't hesitate to contact the *Interface* editor. ■

NAME THAT 'TOON

Congratulations to
Al Laschinger, IMB for:
"Phooley! My GUI went screwy!"

Honourable mention: "Walter soon discovered that Turbogamez II did indeed offer a new level of realism."
(Tony Colven, ITRO) ■



WALK-IN CENTRE – AT YOUR SERVICE

Many of the "emergencies" handled by the Walk-In Centre result from confusion over diskette types.

ISTC uses four common types of diskettes:

Size	Type	Capacity
5 1/4"	double density (DD)	360 kilobytes (Kb)
	high density (HD)	1.2 megabytes (Mb)
3 1/2"	double density (DD)	720 Kb
	high density (HD)	1.44 Mb

New 5 1/4" (2.4 Mb) and 3 1/2" (2.88Mb) super density disks are now available. However, these can run only on a special super-density floppy drive.

When formatting or using formatted diskettes, follow these guidelines:

- Make sure you **format diskettes at their designed capacity**, in the proper disk drive. You can't tell a high or low density drive just by looking at it, so get help if you have to.
- 3 1/2" DD diskettes, properly formatted at 720K, can be used in HD or DD drives.
- Although 5 1/4" DD diskettes, formatted in a DD drive, can be read from a HD drive, do not copy information on the DD diskette using this drive. Diskettes formatted as HD cannot be used in DD drives. ■

ERRATA

The labels for the graph included in the User Survey article in the December/January issue were reversed. They should have read:

Good 55%, Fair 33% and Poor 12%

Just to make sure you were paying attention, we used the wrong fonts in the last issue's Dear LAMlord article. Here is a sample of the correct fonts:

Courier 12 cpi!
Courier 10 cpi!

CG Times 12 point!
CG Times 10 point!

Send your *Interface* mail through the VAX (INTERFACE) or by mail, addressed to the *Interface* Editor, Room 342F, ISTC Headquarters.

NEW CLIENT SERVICE IN IMB

Serving you better is the aim of a new IMB initiative. IMB is restructuring its client liaison service in response to your comments in a recent user survey on services needed to make the most of computer technology.

A designated person in IMB will continue to be the focal point for all service requests. This person will try to learn more about your needs and direct IMB's services to respond to those needs when appropriate.

The name of this person and more information about how the new client service will benefit you will be available soon. Look for details in the next issue of *Interface*. In the meantime, IMB wants you to know that they are looking for better ways to serve you. ■

ISTC THWARTS MICHELANGELO VIRUS

ISTC was on alert for the infamous Michelangelo virus scheduled to infect computers on March 6. Except for one diskette, a sweep of the department's system just before the expected outbreak did not find any traces of the virus. However, it did uncover 12 machines infected by other types of viruses. So please keep scanning your diskettes for viruses and backing up your files. (See this month's *Précis* for more information on the virus sweep.) ■



Deputy Minister **Harry Rogers** discusses Michelangelo, the latest computer virus threat, with **Patricia Mercer** and **Robert Valiquette** of IMB. The discussion took place in the third floor west Walk-In Centre where a computer is set up for scanning your diskettes for viruses.

CORPORATE NETWORK ON LINE

As of April 1, ISTC's new high-speed corporate network became operational. This network links all ISTC LANs and will allow new types of applications to be developed. Many such applications will focus on improving department communications. The first corporate network

application is Peer-to-Peer, which is already available to about one-third of the department. The rest of us should be converted from Textcom to Peer-to-Peer by mid-June. ■

THE CIP IS IN!

You don't have to wait any longer for the Corporate Information Plan (CIP) we wrote about in the October *Interface*. In the last six months, many ISTC employees have been compiling a list of the most important steps the department should take to organize its information in the '90s.

The report names 23 specific actions, including:

- strategic information planning for clients and international information needs;
- establishing information and technology standards;
- streamlining and simplifying administrative processes;
- improving our information management processes; and
- developing closer information-sharing arrangements with other departments.

To get the whole scoop, check the reference copy of the CIP report in the departmental library or any Business Service Centre, or ask the *Interface* editor.

See the April issue of *Précis* for the complete story. ■

Here is a good example of how ISTC helps its clients manage information! The Forest Industries Branch and the Information Technologies Industry Branch, in cooperation with other organizations and corporations, will be holding **Forest Sector 2000** in B.C. at the end of May. This technical conference aims to bring together individuals from forest industries, forest equipment manufacturing companies, information technology companies and other interested groups. Sixty international experts will be making presentations on the opportunities advanced information technology offers the Canadian forest sector. One objective of the conference is to identify issues that prevent the rapid

adoption of these technologies. For more information on this conference, contact **Subhash Juneja**, Forest Industries Branch (613) 954-3127 or 954-3034. ■

History of AEPIS

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develop customized software and identify a platform to run it on. The project director, **James Bond**, AEP's Information Management Coordinator, believes "AEPIS is an investment in the future of aboriginal programming."

With this long-term view of AEPIS in mind, he divided the project into three phases:

Phase 1 – plan and install standard Novell LANs in all AEP offices and provide a few reliable software packages to meet their word processing, E-mail, and spreadsheet needs; train users and establish a technical support structure in each region.

LAN installations began in January 1991 and were completed in Vancouver, Winnipeg, Toronto, Montreal and Ottawa by the end of the year. As well, agreements to link to existing ISTC LANs were reached in the Saskatoon, Edmonton and Halifax regional offices.

Phase 2 – using ISTC's system development methodology, include a feasibility study, analysis of system needs, and the design and development of an on-line data entry and reporting system. The system runs on a cooperative processing platform that provides a micro-mainframe link for storing, exchanging and processing data. Software developed by LGS Group Inc. for AEP stores each region's data on its LAN, while a copy of all information is stored on the head-quarters LAN for AEP national reporting.

It was agreed that a full-time project manager from IMB would be based in the user area while the feasibility study was conducted and would stay through to the implementation of the system.

Phase 3 – integrate AEPIS with WordPerfect and Lotus to provide seamless integration so officers can work on administrative documents or financial analysis related to a project, and any other project-related functions using AEPIS. A feasibility study for this phase should begin at the end of April 1992, once the pilot system has been thoroughly tested.

With phases 1 and 2 now complete, AEP looks forward to incorporating a wide area network (WAN) and obtaining benefits from the corporate network.

AEP also plans to look into making the AEPIS system bilingual in this fiscal year. ■

Some of the opinions expressed in this publication do not represent the official views of IMB. Thanks to all who contributed to this issue.