

research in brief

Word Processing— Any Future in Extension?

A New Jersey bank has recently installed a "Genesis One" Computer Corporation's Wordstream shared file system. This system supports 75 "word originators" with a staff of 5 secretaries who, with the computer, handle over 700 lines of "typing" a day. The bank estimates this is about half the number of secretaries they'd need to do the same amount of work without the system. This system can handle letters, memos, statistical reports, trust accounting, credit reports, and bulk mailings for the bank.

To print the text, the operator accesses a daily disk and an index and then selects the appropriate track, feeds the

appropriate paper or standard form into the printer, and prints the document.

Because there's a separate print operator, the transcriptionists can type continually avoiding wasted time while documents are printed. The print clerk can access any track on any daily disk in use or return to older disks.

The system has great capability for making revisions. Moves of text from one page to another or changes in columns within a page are possible with simple straightforward commands.

Editor's Note

Commercial banks and other businesses are today using word processors. It will be possible some day for Extension offices to use this kind of equipment with a computer for routine memos and letters, newsletters, and even annual narrative reports! The Alabama Extension Service has been using a word processor with its EMIS system.

Perhaps one of the greatest difficulties for Extension will be phasing out "warm" bodies who now do our routine support functions.

"Bank Accrues Savings from Shared File System." *Infosystems*, XXV (October, 1978), 85.

Phyllis E. Worden