COMMON QUESTIONS

Q: Is there a way to find companies which produce a product which is not in the product index?

A: Yes. Go into each PROFILE file and search on the product. (See "Searching" section)

Q: I would like to do a mailing to those firms in the hazardous waste sector only. How do I do it?

A: Step 1: DIRECTORY
   Go to the blue pages at the front of the directory [diskette: INDEX .HAZ file] to locate the names of the firms in the hazardous waste sector.

   Step 2: SEARCH AND MOVE
   Locate these companies in the MAILING .LST file on disk 1 and move them, individually, to Document 2.
   (See "Searching" and "Sorting and Moving" sections of Help file)

   Step 3: PRINT
   Merge Document 2 with LABEL .MRG file and print labels.
   (See "Printing" sections of Help file)

   OR Obtain the diskette version of the Hazardous Waste Sub-directory (available at the beginning of   September'93)!

Q: How do I get a list of all the firms in the directory which are based in Alberta?

A: Step 1: SORT
   Go into the MAILING .LST file and sort it by Field 5. This will order the file by postal code. All the firms which have a postal code beginning with "T" will thus be grouped together. (All postal codes in Alberta begin with T)
   (See "Sorting" section)

   Step 2: MOVE
   Move the series of companies which have a postal code beginning with T to document 2.
   (See "Moving" section)

   Step 3: PRINT
   (See "Printing" section)

Q: Is this a complete list of the Canadian export capability in the environmental sector?

A: No. Although our original mailing list was extensive (having been contributed to by both provincial government and private sector sources), not every firm we contacted responded to our enquiries. Most firms were contacted at   least twice and several were contacted three and four times.