

About NotePads+

Introduction

Welcome to **NotePads+**, an easy to use, yet powerful text editor for Windows 95 and Windows NT. For Help on Windows, either press F1 or choose How to Use Help from the Help menu.

- Clicking on Help|About **NotePads+** will give you the version number, whom **NotePads+** is registered to and your processor, Windows version and build number.

Thank you for registering NotePads+.

Product support and updates can be obtained by snail-mail

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To receive update notices on **NotePads+** or any of the other fine software we write and market, send an e-mail to **jroberge@kagi.com** with ADD in the body.

And don't forget, updates and product support are **FREE** to registered users. Download copies of all the software we write and market from our web-site at **<http://gsanet.com/www/jssoft>**.

Character

- **Left** - Align all the text to the left side of the workspace. This is the default when **NotePads+** loads.
- **Right** - Align all the text to the right side of the workspace.
- **Center** - Center all the text in the workspace.
- **Word Wrap** - Set wordwrap on or off. The default when **NotePads+** loads is word wrap on.
- **Font** - Choose which font to display your file in. All Windows fonts are supported and your choice stays the default until you change the font. When you change the font it changes for all open workspaces.
- **Convert**

Lowercase - changes the highlighted text to lowercase text. If no text is highlighted then ALL the text is made lowercase.

Uppercase - changes the highlighted text to uppercase. If no text is highlighted then ALL the text is made uppercase.

Capitalize - Capitalizes the highlighted text. If no text is highlighted this command has no effect.

Right-clicking with the mouse when the cursor is over a workspace brings up a pop-up menu that includes the Font function above.

Edit

- **Cut** **Ctrl+X** - Cut the highlighted text and save it to the Windows clipboard.
- **Copy** **Ctrl+C** - Copy the highlighted text to the Windows clipboard.
- **Paste** **Ctrl+V** - Paste to the cursor position from the Windows clipboard.
- **Delete** **Ctrl+D** - Delete the highlighted text.
- **Select All** **Ctrl+A** - Select all the text in the file.
- **Date & Time** **F5** - Inserts the date and time at the position of your cursor.

Right-clicking with the mouse when the cursor is over a workspace brings up a pop-up menu that includes the Cut, Copy, Paste, Delete and Select All functions above.

Features

NotePads+ comes with many features to make editing of text files an easy and enjoyable task.

- **NotePads+** can easily be set as the default Windows notepad by selecting Options|Default Windows Notepad.
- **NotePads+** supports large (greater than 32k) text files.

If a large text file is opened, the file can only be modified to its original size. For instance if the original size of the text file is 132,988 bytes then you cannot increase the size of this file before saving it. Even if you delete some of the file, **NotePads+** will not accept more input once the original (132,988 bytes) size has been reached.

- **NotePads+** now supports drag and drop editing. Drag a file from Explorer, Winzip, etc. and drop it into **NotePads+** to edit it.
- Open/Save Input Filters can be set so that when you open or save files you can view, edit and save any type of text file you wish.
- **NotePads+** now has a Stay On Top feature that allows you to keep **NotePads+** on top of everything on your screen.
- **NotePads+** maintains a list of the last eight text files that have been Opened or Saved As. These are accessed from the File|Reopen menu.
- **NotePads+** maintains a list of your favorite text files. They are maintained in Options|Preferences and displayed under File|Favorite Files.
- Long filenames in Win95 and Win NT are fully supported.
- Automatic backups can be enabled or disabled with Options|Automatic Backups.
- Button Hints can be turned on or off with Options|Button Hints.
- Status bar shows the status of the Insert, Caps Lock and Num Lock keys.
- The right mouse button supports a pop-up menu to allow for common editing procedures as well as property information on the opened file.
- Most changes to **NotePads+** are auto-saved and become the default settings the next time **NotePads+** is loaded. This includes the screen position, the font information and the last used directory.
- **NotePads+** has a Search and Replace function so that you can find and replace text strings in your text files.

File

- **New** **Ctrl+N** - Creates a new workspace called 'untitled.txt' for you to type text in. Before closing, **NotePads+** will ask you if you wish to save any untitled workspace. **NotePads+** automatically opens with a new workspace when it is first started.
- **Open** **Ctrl+O** - This opens your favorite text file. If a large text file is opened, the file can only be modified to its original size. For instance if the original size of the text file is 132,988 bytes then you cannot increase the size of this file before saving it. Even if you delete some of the file, **NotePads+** will not accept more input once the original (132,988 bytes) size has been reached. **NotePads+** opens Initialization Files (*.ini) and HTML Files (*.htm) as well as all standard Windows Text Files.
- **Reopen** - **NotePads+** maintains a most recently used list of the last eight text files that you have opened. Clicking on one of these will automatically open the chosen file.
- **Favorite Files** - **NotePads+** maintains a list of your favorite files. Clicking on one of these will automatically open the chosen file. A Favorite File list is maintained under Options|Preferences.
- **Close** - This closes the current workspace and displays the workspace behind it. If you have made changes to the current workspace, you will be asked if you wish to save it before closing.
- **Save** **Ctrl+S** - This saves the current workspace to the file and path name displayed on the status bar at the bottom of the workspace.
- **Save As** - This allows you to save your workspace to a new file name. Long filenames under Windows are supported.
- **Print** **Ctrl+P** - This allows you to print the current workspace to your default Windows printer. To change your default printer check out Printer Setup.
- **Printer Setup** - This allows you to set up your default Windows printer. Any changes made here are reflected throughout Windows.
- **Exit** - This allows you to exit **NotePads+**. Before exiting, **NotePads+** will ask you if you wish to save any workspaces you modified.

Help

- **Contents** - loads this file.
- **Search For Help On** - loads **NotePads+** help search.
- **How to Use Help** - loads the Windows help instructions.
- **What's New** - loads a text file that gives the latest update information for this version of **NotePads+**.
- **Administration**

License - Displays the license agreement that you agreed to when you first previewed **NotePads+**.

Pricing - Shows the price of single and multiple copies of **NotePads+**.

Status - Shows the status of **NotePads+**. If **NotePads+** is still in the free preview mode this gives you number of days left in your preview. If **NotePads+** is registered this allows you to order multiple copies, one for each computer in your office.

Check Version - Selecting this version when you are connected to the Internet allows you to check our version server to see if you have the latest version of **NotePads+** on your computer. If you do not have the latest version our server will allow you to download it.

Registration Code - Once you have registered, selecting this option will create a backup of your registration codes, JUST IN CASE!

Computer ID - This displays your computer ID.

Options

- **Default Windows Notepad** - If this option is checked **NotePads+** is the default Windows notepad. If it's not checked, what are you waiting for?
- **Button Hints** - If this is checked, button hints are displayed. This is saved and becomes the default the next time **NotePads+** is loaded.
- **Automatic Backups** - If this is checked, **NotePads+** will automatically create a backup file of the file you are saving in the same directory. This file has the same name but has a .BAK extension. This is also saved and becomes the default the next time **NotePads+** is loaded.
- **Main Status Bar** - If this is checked there will be an extra status bar displayed along the bottom of **NotePads+**. This displays the button hints. This is saved and becomes the default the next time **NotePads+** is loaded.
- **Stay On Top** - If this is checked **NotePads+** will stay on top of all other programs on your desktop. The default is unchecked. This is saved and becomes the default the next time **NotePads+** is loaded.
- **Preferences**

Open/Save Filters - This feature allows you to determine which filters the Open and Save dialogs will use when you open or save a file. The defaults are Text Files (*.txt), Ini Files (*.ini), HTML files (*.htm) and All Files (*.*). These are saved and become the default the next time **NotePads+** is loaded.

Date & Time - This allows you to set the date and time formats to be used when you insert the date & time.

Favorite Files - This allows you to maintain a list of your favorite files (the ones that you open over and over again). These are displayed under File|Favorite Files.

Search

- **Find...** - Find selected text in your document.
- **Find Next** **F3** - Find the next incident of selected text.
- **Replace...** - Find the next incident of selected text and replace it with your choice of text.

Right-clicking with the mouse when the cursor is over a workspace brings up a pop-up menu that includes the Find and Find Next functions above.

Window

- **Tile** - Tiles all the open windows in **NotePads+**.
- **Cascade** - Cascades all the open windows in **NotePads+**.
- **Arrange Icons** - Arranges all the icons in **NotePads+**.

NotePads+ maintains a list of all the current open text files in a list displayed under the Window menu. Just select the one you wish to go to.

