Text Manager Help Contents

Text Manager v2.1

ToolBar

Creates a new File

Open an Existing File

Save the Current File

Cuts the current selection and pastes it to the Clipboard

Copy the current selection to the Clipboard

Pastes the text from the Clipboard

Undo the last action

Find the specified text

Repeat last find command

Replace specific text with different text

Arrange windows so they overlap

Arrange windows horizontally as non-overlapping tiles

Arrange windows vertically as non-overlapping tiles

Arrange icons at the bottom of the window

Prints the current file

Preview Printed Pages

Set headers, footers, and margins

Open the WinHelp file textman.hlp

Menu Items

- File
- Edit
- View
- Window
- Help

Status Bar

The Status Bar displays help on nearly EVERY visual function in Text Manager. The boxes at the end of the Status Bar display different states of your keyboard

CAPS, Caps Lock
NUM, Num Lock
SCRL, Scroll Lock

Comments, Questions, or Problems

If you have any Comments, Questions, or problems about Text Manager v2.1, Please try to reach Digital Software any one of the following locations.

Compuserve - 72133,257
America Online - DigtalSoft
Internet - 72133.257@compuserve.com
Internet - DigtalSoft@aol.com
Phone - 206-820-3325, M-F 8am-6pm

File Extensions

Text Manager v2.1 Supports the following file Extensions

Text Files (*.txt)

Initialization Files (*.ini)

Batch Files (*.bat)

Source Code files (*.c)

All other Extensions (*.*)

File Menu

☐ <u>File</u>
  New - Makes a new file
  Open - Opens an existing file
  Close - Closes the Active file
  Save - Saves the active file
  Save As - Save the active file under a different name

  Print - Prints the active file
  Print Preview - Opens the Print Preview window for the active file
  Page Setup - Opens the Page Setup Dialog
  Print Setup - Opens Windows Print Setup Dialog

  Last Open Document - This section show the files you have opened before
  ----
  Exit - Asks to save any modified files and exits Text Manager
☐ <u>Edit</u>
☐ <u>View</u>
☐ <u>Window</u>
☐ <u>Help</u>

Command Line Options

Text Manager v2.1 supports the following command line extensions.

Note* Running Text Manager without any command line parameters will cause it to create a Untitled window.

/N - Opens the NEW dialog
/NI - Creates a Untitled window with the Initialization file type
/NS - Creates a Untitled window with the Source Code file type
/NB - Creates a Untitled window with the Batch file type
/NO - Opens Text Manager without any Untitled Window
/R - Registers Source Code and Batch file types in the Registration Database
/S - Opens your WIN.INI and SYSTEM.INI files. *Your Windows Directory must be in the path.

Edit Menu

▣ File

▣ Edit

Undo - Undos the Last action

Cut - Cuts the current selection and pastes it to the clipboard

Copy - Copy the current selection to the clipboard

Paste - Pastes text from the clipboard

Delete - Deletes the current selection

Find - Opens the FIND Dialog that allows you to find a portion of text

Find Next - Find Again

Replace - Replaces a portion of text

Date/Time Stamp - Insert the Time and Date

Select All - Selects the Entire text in the file

Word Wrap - Wraps the text to fit the window. Toggles Word Wrap On/Off

▣ View

▣ Window

▣ Help

View Menu

■ File
■ Edit
■ View
  Toolbar - Toggles Toolbar On/Off
  Status Bar - Toggles Status Bar On/Off

  Set Tab Stops - Allows you to set Tab Stops
  Set Font - Prompts you to select the font you want to use for windows
  Set Printer Font - Prompts you to select the font you want to use for printing
  Mirror Display Font - Toggles On/Off wether you want to use Screen font as Printer font
■ Window
■ Help

Window Menu

🔲 File
🔲 Edit
🔲 View
🔲 Window
   Cascade - Cascade all open file windows
   Tile Horizontally - Arrange windows horizontally as non-overlapping tiles
    Tile Vertically - Arrange windows vertically as non-overlapping tiles
   Arrange Icons - Arranges all iconic file windows

   Windows - List of all open file windows
🔲 Help

Help Menu

- File
- Edit
- View
- Window
- Help
    Contents - Opens the help file textman.hlp
    About Text Manager... - Displays info. about Text Manager

Page Setup

Header/Footer Commands

Cmd	Description
%a	Abbreviated weekday name
%A	Full weekday name
%b	Abbreviated month name
%B	Full month name
%c	Date and time representation appropriate for the locale
%d	Day of the month as a decimal number (01-31)
%H	Hour in 24-hour format (00-23)
%I	Hour in 12-hour format (01-12)
%j	Day of the year as a decimal number (001-366)
%m	Month as a decimal number (01-12)
%M	Minute as a decimal number (00-59)
%p	Current locale's AM/PM indicator for a 12-hour clock
%S	Second as a decimal number (00-59)
%U	Week of the year as a decimal number, with Sunday as the first day of the week (00-51)
%w	Weekday as a decimal number (0-6; Sunday is 0)
%W	Week of the year as a decimal number, with Monday as the first day of the week (00-51)
%x	Date representation for current locale
%X	Time representation for current locale
%y	Year without the century as a decimal number (00-99)
%Y	Year with the century as a decimal number
%Z	Time zone name or abbreviation; no characters if time zone is unknown
%%	Percent sign
&p	Page Number
&f	File Name

When using any of the time or date commands above, the file and system time radio buttons will give different results. File Time, will set the commands above to hold the time\date of the text file you have opened. System Time, is the time\date in your Computer.

Print Margins
Print Margins are to be set as decimals.
1.0, meaning One Inch
1.5 meaning One and a Half Inch