



Epsico Icon See Help. (Version 1.992a Sample Version)
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Menu Keys

Use these keys to select menus and their commands. Once inside a menu you may either use the up and down arrows and Enter to select the command in the menu or you may press the letter key that is underlined on the command. The left and right arrows will take you to an adjacent menu.

Key(s)	Function
Alt	Selects/cancels menu
F1	Opens Help Contents
Alt+F4 / Ctrl+F4	Exits program
Alt+F	Selects File Menu
Alt+E	Selects Edit Menu
Alt+W	Selects Window Menu
Alt+H	Selects Help Menu
Ctrl+O	Selects Open command
Ctrl+R	Selects Rename Icon command
Ctrl+D	Selects Delete Icon command
Ctrl+C	Selects Clear Window command

See Also: [Viewing Area Function Keys](#)

Viewing Area Function Keys

Use these keys to activate functions while in the Viewing Area.
To click a button with the keyboard, press the letter that is underlined on the button while holding down Alt.

Key(s)	Function
Tab	Switches from current highlighted button or object to next button or object
Enter	Clicks highlighted button
Delete	Performs same as Delete Icon command
Up/Left Arrow	Moves up list of icons while displaying each -- <u>NOTE</u> :
Down/Right Arrow	Moves down list of icons while displaying each -- <u>NOTE</u> :
Letter A-Z	Shows first icon (alphabetically) of letter pressed. Subsequent presses of the same letter show next icon of that letter.

See Also: Menu Keys

File Menu Commands

Open

Allows a list of icons from the path to be picked.

See Also: [Opening Files](#)

Exit

Closes program.

Edit Menu Commands

Rename Icon

Changes the current icon file name to the name of your choice.

See Also: [Renaming Icons](#)
[Displaying and Highlighting Icons](#)

Delete Icon

Allows deletion of the selected icon from the path.

See Also: [Deleting Icons](#)
[Displaying and Highlighting Icons](#)

Window Menu Commands

Clear Window

This function clears the viewing area of all the icon pictures shown.

See Also: Clearing the Viewing Area

Start-up messages[ATTENTION]

When checked, the opening messages are displayed. When not checked, the opening messages will not be displayed next time the program is opened. The viewing area will immediately be displayed.

See Also: Disabling Opening Messages

Sound[ATTENTION]

When checked, the warning beeps are present. You may turn the warning beeps off by unchecking this command.

See Also: Disabling Sound

Opening Files

To open a file, select Open from the File Menu or click on the Open button. Open the appropriate directories and find the icon files that you wish to open. When the desired list of icon files appears in the files box, click on OK. The icon files will be displayed in a scroll box on the right side of the viewing area. The path and the number of icons contained within the path is displayed at the bottom of the viewing area on a status bar.

Note: You may only open files that are icons with the extension of .ICO. All other files are ignored.

Displaying and Highlighting Icons

The first step necessary to rename or delete an icon is to display and highlight it. First, a path must be opened to view a list of icons. Open a list of icons from the path. Find the name of the icon in the list and then click on it or use the arrow keys to move to its name.

NOTE: (You may browse through the icons quickly by using the automatic browse feature.)

Once an icon is displayed in the viewing area it may be highlighted by clicking on it. However, the last icon selected will always be highlighted, whether you clicked on it or used the arrow keys. A highlighted icon may be renamed or deleted by either choosing a command from the Edit Menu, clicking on a function button, or dragging the icon to one of the special function icons.

See Also: [Opening Files](#)
[Renaming Icons](#)
[Deleting Icons](#)
[Dragging Icons](#)
[Special Function Icons](#)
[Automatic Browse Feature](#)

Renaming Icons

You may change the name of an icon with the Rename Icon function. You must first select the icon you wish to rename by finding it on the menu and making sure it is displayed on the screen. Click on the icon picture to select it, or move to its name on the list by using the arrow keys. Choose Rename Icon from the Edit Menu, or click the Rename button, or drag the icon to the cardfile icon. Type the name you wish to replace the present icon name with and press Enter or click Rename to confirm the change. To abort, click Cancel.

See Also: Displaying and Highlighting Icons

Deleting Icons

You may delete icons from the path by using this function. You must first select the icon you wish to delete by finding it on the menu and making sure it is displayed on the screen. Click on the icon picture to select it, or move to its name on the list by using the arrow keys. Choose Delete Icon from the Edit Menu, or click the Delete button, or drag the icon to the trash can icon. When the confirmation screen appears, it will show the icon picture and name. When you are sure this is the icon you wish to delete, click on Delete. If you do not wish to delete this icon then click on Cancel.

See Also: [Displaying and Highlighting Icons](#)

Clearing the Viewing Area

When you wish to clear the viewing area of the icon pictures, select Clear Window from the Window Menu or click on the Clear button. The current position within the icon list will not change.

Disabling Opening Messages[ATTENTION]

To allow faster entry into the program, this function is offered. From the Window Menu, uncheck Start-up messages. A check mark will NOT be displayed next to the command when the opening messages are disabled. Next time the program is opened, the opening messages will be bypassed and the empty viewing area will immediately be displayed.

Disabling Sound[ATTENTION]

You may turn off the warning beep by unselecting Sound from the Window Menu. A check mark will NOT be displayed next to the command when the warning beeps are turned off.

Dragging Icons

If you click on an icon and hold down the mouse button, you may drag the icon by dragging the mouse. If you release the icon in certain areas, you can perform functions such as rename or delete.

See Also: [Special Function Icons](#)

Special Viewing Area Buttons

Certain buttons will appear only when the window is maximized to full-screen size. These buttons perform the same functions as some of the commands in the menus.

Button	Menu-Command Equivalent
Sound On/Off	<u>Window Menu-Sound</u> (Checked/Unchecked)
Start Up Msg. On/Off	<u>Window Menu-Start Up Messages</u> (Checked/Unchecked)
Help Contents	Help Menu Contents
Exit	<u>File Menu-Exit</u>
Epsico Logo	Help Menu-About

Special Function Icons

You may perform certain functions by using the special function icons. Click the icon you wish to select and hold down the mouse button. Then drag the mouse to drag the selected icon over to one of the special function icons that corresponds to the function you wish to carry out. Release the mouse button when you want to drop the icon and perform the function.



Rename Icon



Delete Icon

See Also: [Dragging Icons](#)

Automatic Browse Feature

You can browse through the icons in a directory quickly without continuously pressing the arrow keys if you use this feature. By clicking on these special buttons you can do the following:



Forward button. Moves rapidly down the list of icons until either the end is reached or until the stop button is clicked.



Back button. Moves rapidly up the list of icons until either the beginning is reached or until the stop button is clicked.



Stop button. If either the forward or back browsing function is in action, it is halted.

If you wish to contact the author of *Icon See*, you may send your questions or comments through:

CompuServe: I.D.# 76535,1444

or write to:

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Resources: Microsoft Word for Windows, Microsoft Visual Basic Help Compiler

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Viewing Area

The Viewing Area is the window where all the icon pictures are displayed. Up to 28 icons may be shown in the Viewing Area at one time.

Select

Select (as in selecting an icon picture) means to choose it. A selected icon is always highlighted. Selected icons may be renamed or deleted.

Status Bar

The Status Bar shows the current path and the number of icons contained within it. It is always displayed at the bottom of the window.

Warning Beep

A Warning Beep occurs after certain functions have been selected. It is used to make you aware that you are about to carry out one of the more drastic functions in which verification is required.

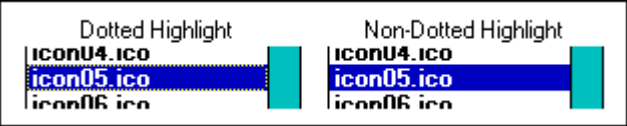
Opening Messages

These messages are displayed upon opening the program. They include the opening title logo and copyright information.

.ICO

.ICO is the extension used for most icons. It is suggested that you save all user accessible icons with this extension.

Note: You will not be able to use the up and down arrows to scroll through the icon names in the list if the dotted highlighter is not seen on the highlighted icon name in the list. An undotted highlighter may appear on the list, but the arrow keys will not function if the highlighter is not dotted. You may have to tab until you see the dotted highlighter on the list or you can simply click on the icon name in the list.



Also, a highlighter may appear on the list, even if there are no highlighted icon pictures in the viewing area. You can not perform functions on an icon unless its highlighted picture appears in the viewing area.

This function can not be disabled on the sample version. Please register to receive a fully functional copy of this program.

