



## **SpiderPad - Help Contents**

*The Contents lists Help topics available for SpiderPad. To learn how to use Help, press F1 or choose Using Help from the Help menu.*

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## SpiderPad - Basic Editing

### Selecting tags

You can select a tag by double-clicking it or by choosing **Select Current Tag** from the **Edit** menu.

### Inserting tags

By choosing a tag from the **Tags** menu, one of two things happens: if text is selected, the start and end tags surround the selected text, with the cursor positioned after the end tag; otherwise, the start and end tags are inserted, and the cursor is positioned between the tags.

### Inserting complex tags

Many tags have special attributes. The commands in the **Insert** menu present you with dialog boxes that let you easily define the attributes.

### Modifying tags

To modify a tag, select the tag (or simply place the cursor inside the tag) and choose **Current Tag** from the **Modify** menu. If SpiderPad recognizes the tag, it will present you with a dialog containing the tag's current attributes, which you may modify as you wish.

### Modifying attributes


To quickly change an attributes, you have another alternative. Select the tag you wish to modify and click the **Modify** menu. All the known attributes for that tag will be listed at the bottom of the menu. Choose the one you wish to change, and SpiderPad will prompt you for the new value.


### Previewing your work

To preview your work, choose **Preview** from the **File** menu. The current document will be loaded into the browser of your choice. You must first specify a browser; **See [Preferences - Preview](#)**

### Choosing files and URLs

In many of SpiderPad's dialogs you are allowed to choose files and/or specify URLs:

Clicking the  button will display a file browser.

Clicking the  button will display the URL builder.



## SpiderPad - Advanced Editing

*This is an overview of some of the advanced editing features of SpiderPad.*

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### Check-as-you-type

**Check-as-you-type** is available in the Preferences dialog under the Options menu. When enabled, it will wait until you finish typing a tag and then:

- Color the tag.
- Capitalize the tag and its attributes (if **Uppercase tags** is checked).
- Order the attributes as they appear in the specification file.
- Put quotes around the attribute values if necessary.
- Verify that the attribute names are valid.
- If the tag is unknown, ask you whether you want to add it to the list of CustomTags.

Attributes of custom tags will not be challenged by Check-as-you-type.

A tag can also be checked by choosing **Check Tag** from the **Modify** menu.

**See** [Preferences - Editing, Customization](#)

### Finish Tag

**Finish Tag** will search backwards for the first unfinished tag, and insert the corresponding end tag. For example, if you type `<b>Bold` and then choose **Finish Tag**, SpiderPad will make it `<b>Bold</b>`. SpiderPad will not finish tags it doesn't think need finishing (such as `<br>` and `<hr>`).

**See** [Preferences - Editing](#).

### Repeat Last Tag [Alt+Enter]

Inserts the last tag you selected from the **Tags** menu.

### Navigate

At first glance this menu may not seem very useful, but by binding keyboard shortcuts to the menu items, you can simulate the navigation commands of other editors.

**See** [Customization](#).

### Select Text Between Tags

Selects the text between the end of the first tag before the cursor to the beginning of the first tag after the cursor.

### Insert Line Breaks/Paragraphs

This command will add either a line break (`<br>`) or a paragraph (`<p>`) wherever it finds a newline in the selected text. This is useful after inserting a text file (and is not done automatically).



## SpiderPad - Working with Frames

*Frames are a Netscape enhancement that allows HTML authors to partition the browser window into areas of different sizes, each containing a different HTML document.*

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### Getting started

When you first select **Frame** from the **Insert** menu, the Frame editor is displayed with one frameset (selected) containing four equally sized frames. You can tell the frameset is selected because all of its children are highlighted in orange.

At this point you should change the number of rows and columns of the frameset (unless four is what you want). Note that when you change the number of rows or columns in a frameset, all the data for its children get reset.

### Selecting frames

To select a frame, click on the frame.

To select a frameset, first select a child frame of the frameset, and click **Select Parent**. Alternatively, double-click a child frame.

### Nested framesets

You can have nested framesets by changing an existing frame to a frameset. To do this, select the frame and then change the number of rows or columns to the desired number.

To change a nested frameset back to a regular frame, select the frameset (see above), and change both the number of rows and columns to 1.

### Row and columns size

There are three options for specifying row and columns size: absolute sizes (in pixels), percentage of frameset width, and relative. Percentages are numbers followed by a percent symbol (%), relative sizes are numbers followed by an asterisk (\*), and absolute sizes are just numbers. See an HTML reference for more details.

The current size of a row/column is shown when a frame in that row/column is selected. A comma-separated list of all row/column sizes is shown when a frameset is selected. You may modify either of these to change row and columns sizes.

### Modifying an existing frame

Modifying an existing frame is the same as modifying any other tag; select the frame, or place the cursor in the `<frameset>` tag, and choose **Modify Current Tag** from the **Modify** menu.



## SpiderPad - Working with Tables

### Selecting cells

The current table is shown in the left hand side of the window. Click a cell to select it. When a cell is selected, it is a lighter color than normal. If you hold **SHIFT** while clicking you can select or deselect multiple cells.

### Changing attributes

The right hand side of the window is broken into three sections. The top section contains *table* attributes, the middle section *row* attributes, and the bottom section *cell* attributes.

To change a row's attributes, select any cell(s) from that row. You may only modify one row's attributes at a time.

When multiple cells are selected, heading and alignment attributes changes affect *all* selected cells.

### Adding and deleting rows and columns

To add a row or column, select a cell and click the appropriate button. Rows are added above the row of the selected cell, and columns are added to the left of the selected cell.

To delete a row or column, select *one* cell from the row or column you wish to delete, and click the appropriate button. **Note:** none of the cells in the row or column may be merged cells.

### Merge and Split

You may merge two or more contiguous cells into one by selecting them (use **SHIFT** to select more than one cell) and clicking the **Merge** button. Cells to merge *must* be contiguous, and lie entirely in a single row or column. For example, to merge a square of four cells, you must merge the top two, then the bottom two, and then the two merged cells together.

A merged cell may be broken into its constituent cells by clicking the **Split** button. The **Split** button has no effect on unmerged cells.

### Show Text

SpiderPad attempts to show you how each cell's text will be aligned within the cell (based on cell alignment/heading attributes and row alignment). If you do not wish to have the text displayed, uncheck the **Show Text** option

### Modifying an existing table

Modifying an existing table is the same as modifying any other tag; select the table, or place the cursor in the `<table>` tag, and choose **Modify Current Tag** from the **Modify** menu.

### Converting a tab-delimited ASCII table

SpiderPad can automatically convert a tab-delimited table to HTML. Insert the table into a document, select the table, and choose **Insert Table** from the **Insert** menu. SpiderPad will ask you if you want to do with the selected text: import or replace. Choose import, and the converted table will be loaded into the Table Designer (choosing replace will replace the selected text with the new table).



## **SpiderPad - Extended Characters**

### **Extended Characters F8**

You may insert extended characters (foreign, currency, etc.), by choosing **Extended Characters** from the **Window** menu. This will present you with a table of the available characters and their HTML equivalents. Double-clicking a cell will insert its contents into the current document.

There is a **Close** box in the upper-right corner of the **Extended Characters** window. Checking this will cause the window to close after you insert a character.

### **Replace Extended Characters**

This command searches the selected text for extended characters and replaces them with their HTML equivalents (such as **&Atilde;** for **Ã**). This is handy if you wish to work with the actual characters while writing a document, and then convert them at the end.

### **Auto-replace &, >, < F5**

SpiderPad lets you automatically replace extended characters while typing by enabling **Auto-replace &, >, <** from the **Preferences** dialog in the **Options** menu. All extended characters (including foreign characters for those of you using foreign keyboards) will be transformed into their HTML equivalents.



## SpiderPad - Working with Forms

### Introduction

Form design is broken up into two windows, the Form Builder window and the Form Layout window. To get started, drag a form element from the Form Builder window onto the Form Layout window.

Select a form element in the Form Layout window by clicking on it. The attributes applicable to that type of form element will be displayed in the Form Builder window.

Hold SHIFT to select multiple form elements. If the elements are of a single type, their attributes are displayed in the Form Builder window for modification.

### Moving elements

After dragging form elements from the Form Builder window to the Form Layout window, you may reposition the elements by dragging them around. To drag multiple elements, first select the elements and then drag *one* of the elements to its new position.

### Copying elements

Select the element you wish to copy, and click the **Add Another** button. A copy of the element, with the same attribute values, will be created and placed underneath. If you click **Add Another** with no elements selected, a copy will be made of the last element added.

### Notes on layout

- All elements side by side in the Form Layout window will have nothing separating them in the HTML output.
- Two elements above and below each other will be separated by a newline character and a line break `<br>`.



A completely blank line separating two elements will be interpreted as a paragraph break `<p>`.



The positions of Option elements has no effect on the layout of the form (see below).

### Notes on special elements

**html** It is common to have HTML text interspersed between the `<input>` elements (for example, to indicate the purpose of a Text element). The HTML elements lets you insert "raw" HTML text anywhere in the form.

**option** In HTML, the Select element lets the user choose from a list of options. The options are implemented here as separate form elements. You must specify a *group* for each option; this will be the name of the appropriate Select element. Note that in the final HTML output, the options will always appear within the `<select>` tag, regardless of their positions on the Form Layout window.

### Modifying an existing form

Modifying an existing form is the same as modifying any other tag; select the form, or place the cursor in the `<form>` tag, and choose **Modify Current Tag** from the **Modify** menu.



## SpiderPad - Customization

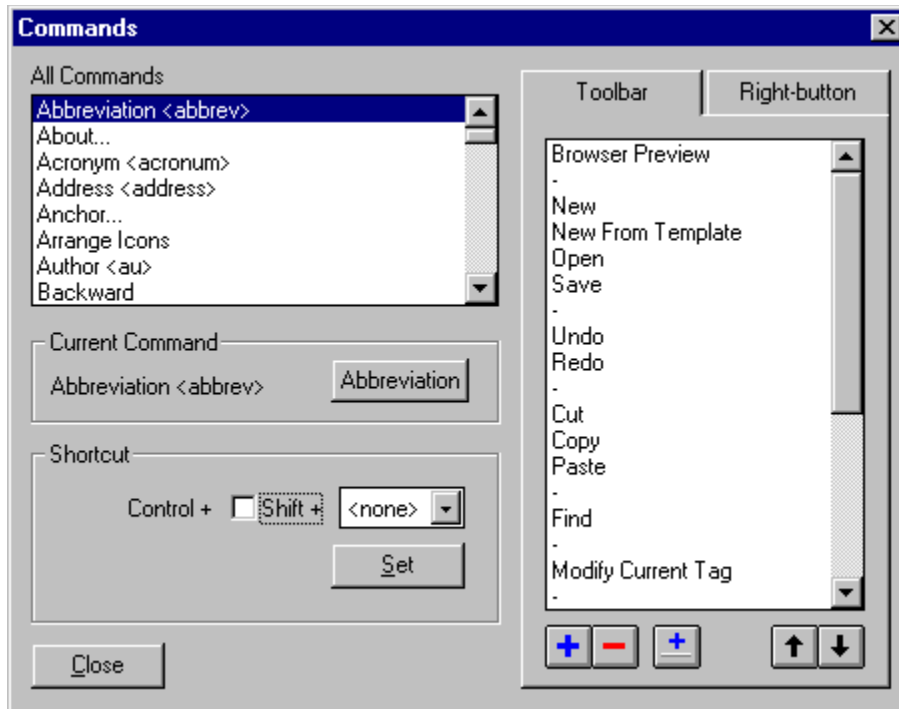
SpiderPad is fully customizable. You can modify the toolbar and right-mouse menu, assign keyboard shortcuts to any command, and create your own custom tags.

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### The Command Window

The toolbar, right-mouse menu, and keyboard shortcuts are customizable by choosing **Commands** from the **Options** menu. To select a command, you may choose it from the list of all commands, click a toolbar button in the main SpiderPad window, or choose a menu item from the main SpiderPad window. After you have chosen a command you may change its shortcut or add it to the toolbar or right-mouse menu.

Click below for more information on the Commands window:



### Custom Tags

The **Tags** menu includes a **Custom** submenu which you can edit via the **Custom Tags** item in the **Options** menu. You are required to give the tag a name, and then optional start and end tags. The start and end tags must be the full tags, including the less-than and greater-than characters, such as `<blink>` and `</blink>`.

Custom tags can be assigned keyboard shortcuts as with the other menu items.

Custom tags can be automatically created when you type unrecognized tags by turning on the **Check-as-you-type** option. See [Preferences - Editing](#)



**Shortcut**

Displays the shortcut of the current command. To change, select a new shortcut and press the Set button.

If you try to assigned a shortcut that is already assigned you will be asked to confirm the reassignment.

**Close Button**

Closes the Commands window. Asks you if you want to save changes to toolbar or right-mouse menu.

## **List of All Commands**

Lists all commands, including all predefined and custom tags. Choose a command from this list to set the current command.

**Toolbar Tab**

Displays a list of the toolbar buttons for modification.

**Right-button Tab**

Displays a list of the right-button menu commands for modification.

### **Toolbar/Right-button menu Command List**

Lists the commands of either the toolbar or right-button menu. You may select more than one command at a time. Separators are displayed as hyphens ("-").

**Remove Button**

Removes the selected command(s) from the list of toolbar/right-button-menu commands.

**Add Button**

Adds the current command before the selected command(s) in the list of toolbar/right-button-menu commands.



**Add Separator Button**

Adds a separator to the list of toolbar/right-button-menu commands. The separator is displayed as a hyphen ("-").

**Move Buttons**

Moves selected command(s) up or down in the list.

**Current Command**

Displays the currently selected command. This is the command that will be added to the toolbar or right-mouse menu when you click the Add button. You may choose the current command by choosing a command from the list above, clicking on a toolbar button from the main SpiderPad window, or choosing a menu item from the main SpiderPad window.

You may also change how the command will be displayed on the toolbar by clicking on the text or graphic button.



## SpiderPad - Working with Templates

Templates are HTML documents that, when loaded into SpiderPad using the *New From Template* command, query you for information that gets inserted into the template document. They are useful for quickly generating many pages that have only slight differences.

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### How templates work

A template is just a regular HTML document that includes SpiderPad's special `<prompt>` tags. When you choose "New From Template" from the File menu, SpiderPad searches the HTML file you open for the `<prompt>` tags, and presents dialog boxes prompting you for information that gets inserted *in place* of the tag.

### Making your own templates

You can make your own templates by adding `<prompt>` tags to an existing HTML document. Choose **Prompt** from the **Insert Menu**.

Look at `template.htm` (included with SpiderPad) for examples of the `<prompt>` tag.

### Date and Time prompts

The Date and Time prompts act differently. They do not ask you for any information, but just go ahead and fill it in automatically.

### Using previous prompt values

Sometimes you may just want to prompt for a piece of information once, and use the answer throughout the template. To do this, give the first prompt a `name`, and then set the `previous` attribute of each prompt that will use the same answer to that name.

### Fill-in Prompts

This command, available in the **Tags** menu, searches the current document for `<prompt>` tags, just as **New From Template** does. Use it to test your templates.



## **SpiderPad - Preferences**

*All of SpiderPad's preferences are available from the **Preferences** dialog box in the **Options** menu.*

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### **Go To**

[Editing](#)

[Appearance](#)

[Links](#)

[Preview](#)

### **Saving preferences into file**

You can save your current preferences into the current document by choosing **Save Prefs. info File** from the **Options** menu. This will insert a tag with the preferences as attributes into the top of your document. The next time you load the file you will be asked if you want to load the preferences.

Choosing **Save Prefs. into File** when there are already preferences saved will cause the old preferences to be replaced with the new ones.



## **SpiderPad - Preferences - Appearance**

### **Tag Colors**

You may change the color of text, normal tags, children tags (such as `<li>`, `<dt>`, `<frame>`), comments, and the background. Choose the item you want to change from the drop-down list and click on the desired color.

### **Color when loading**

When checked, opened documents are automatically colored. This can slow loading of large files.



## **SpiderPad - Preferences - Links**

### **Relative links**

Links to local documents can be either absolute (such as "file:///c:/html/sample.html") or relative (such as "../sample.html"). If they are relative, they need to be relative *to* something. SpiderPad lets you choose that links are relative to the directory of the current document or to a different directory.

### **Local link translation**

For *absolute* links, there are a variety of addressing schemes around. Choose the scheme that is most appropriate for your audience. You may also specify that all filenames are forced to lowercase.




## **SpiderPad - Preferences - Preview**

*SpiderPad lets you preview your documents in the browser of your choice, either by saving and loading the current document or by saving to a temporary file.*

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### **Browser location**

Type the full path of your browser here, or click the  button and choose one.

### **Save current document / Use temporary file**

You can either make SpiderPad save the current document and load it into your browser, or save the current document to a temporary file. Using a temporary file when previewing will allow you preview an unsaved document. The disadvantage is that relative links will not work, because the temporary files are not saved to the same directory as the original document.





## SpiderPad - Preferences - Editing

### Uppercase tags

If this option is checked, when choosing tags from the Tags menu, inserting tags using the Insert menu, or (if **Check-as-you-type** is turned on) typing tags from the keyboard, SpiderPad will capitalize all tag and attribute names.

### Protect tags

Checking **Protect Tags** turns on rudimentary tag protection. You cannot backspace into a `>`, or delete into a `<`.

### Only one title/body

You are only supposed to have one title and one body tag per document. If this option is checked, choosing **Insert Title** or **Insert Body** from the **Insert** menu will cause SpiderPad to search for an existing title or body tag, and modify it if it exists. Uncheck this only if you have a need to insert multiple title and body tags.

### Finish optional tags

Some tags, like table tags (`<tr>`, `<td>`) or list items (`<li>`) commonly have their end tags omitted. By default, SpiderPad does not add these end tags when you use the **Finish Tag** command, or when you insert/modify tags using the tag dialogs. Checking **Finish All Tags** will force SpiderPad to insert end tags for all these tags.

### <P> as Container

While it is common to omit the end `</p>` tag for paragraphs, some prefer the container structure. Checking this option will insert the end tag when you choose **Paragraph** from the **Tags** menu. **See also Finish All Tags**, above.

### Check-as-you-type

**Check-as-you-type** is available in the Preferences dialog under the Options menu. When enabled, it will wait until you finish typing a tag and then:



Color the tag.



Capitalize the tag and its attributes (if **Uppercase tags** is checked).



Order the attributes as they appear in the specification file.



Put quotes around the attribute values if necessary.



Verify that the attribute names are valid.



If the tag is unknown, ask you whether you want to add it to the list of CustomTags.

Attributes of custom tags will not be challenged by Check-as-you-type.

A tag can also be checked by choosing **Check Tag** from the **Modify** menu.

### Check for overlap

**Check for overlap** makes SpiderPad look for and eliminate overlapping tags of the same type when you choose a tag from the Tags menu. Here is an example:

**Before:** This is an example of SpiderPad's `<b>Check</b>` for Overlap feature.

This is an example of `SpiderPad's <b>Check</b> for Overlap` feature.

**After:** This is an example of `<b>SpiderPad's Check for Overlap</b>` feature.

**Before:** This is an example of `<b>SpiderPad's Check for Overlap</b>` feature.

This is an `example of <b>SpiderPad's` Check for Overlap`</b>` feature.

**After:** This is an `<b>`example of SpiderPad's Check for Overlap`</b>` feature.

### Use Extensions From

SpiderPad supports Netscape Navigator and Microsoft Internet Explorer extensions. If extensions are enabled, browser-specific attributes will appear in the **Modify** menu, and **Check-as-you-type** will not complain when it comes across a browser-specific tag or attribute. Also, some dialogs such as the table builder and body tag builder change with respect to which browser is enabled.

### Save as UNIX File

Replaces newlines (CRLF) with linefeeds (LF) when saving. Note that UNIX files are automatically converted when opened.

### Auto-replace `&`, `>`, `<`

Replaces reserved characters with their HTML equivalents. See [Extended Characters](#).

### Undo Levels

Changes the number of undo and redo levels for each SpiderPad document. Changes take effect the next time you run SpiderPad.



## **SpiderPad - Command Reference**

*Below are links to descriptions of all the commands in each of SpiderPad's menus.*

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### **Menu**

[File](#)

[Edit](#)

[Insert](#)

[Modify](#)

[Tags](#)

[Options](#)

[Window](#)

[Help](#)



## **SpiderPad - Command Reference - File Menu**

*See [Command Reference](#)*

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### **New**

Opens a new (empty) document for editing.

### **New from Template**

Prompts you to choose a template file, then loads the file into an untitled document and runs the **Fill-in Prompts** command. **See [Working with Templates](#)**.

### **Open**

Opens an existing document for editing.

### **Close**

Closes the current document.

### **Insert**

Inserts a file into the current document at the cursor location. Converts UNIX files if necessary.

### **Preview**

Loads the current document into your browser. **See [Preferences - Preview](#)**.

### **Save / Save As...**

Saves the current document. **Save As** will prompt you for a new file name.

### **Exit**

Quits SpiderPad.



## **SpiderPad - Command Reference - Edit Menu**

See [Command Reference](#)

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### **Undo / Redo**

Undos the previous command, or redos a command that has been undone. The number of undo levels is specified in the Preferences dialog; **See** [Preferences - Editing](#).

### **Cut / Copy / Paste**

Performs the respective clipboard action.

### **Clear**

Erases the selected text.

### **Kill Rest of Line**

Erases the text from the cursor to the end of the line. Erases the line if it consists only of a newline character.

### **Recolor / Recolor Document**

**Recolor** will recolor the selected text, or the current paragraph if no text is selected. **Recolor Document** recolors the entire document (it's faster than **Select All** and **Recolor**). **See** [Preferences - Appearance](#).

### **Select All**

Selects the text of the entire document.

### **Select Current Tag**

Selects the tag that the cursor is currently inside.

### **Select Text Between Tags**

Selects the text between the end of the first tag before the cursor to the beginning of the first tag after the cursor.

### **Move (Forward / Backward / Next Line / Previous Line)**

Moves the cursor in the direction specified.

### **Jump (Start of Line / End of Line / Start of File / End of File)**

Causes the cursor to jumps to the specified location.

### **Replace Extended Characters**

Searches the selected text for extended characters and replaces them with their HTML equivalents (such as **&Atilde;** for **Ã**). **See** [Extended Characters](#).

### **Insert Line Breaks / Paragraphs**

Adds either a line break (**<br>**) or a paragraph (**<p>**) wherever it finds a newline character in the selected text. This is useful after inserting a text file (and is not done automatically).



## **SpiderPad - Command Reference - Insert Menu**

*See [Command Reference](#)*

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### **Form / Frame / Heading / Image / Prompt / Table / Link / Anchor**

Displays the appropriate tag builder. Inserts the new tag into the current document.

**See** [Working with Forms](#).

[Working with Frames](#).

[Working with Tables](#).

[Working with Templates](#).

### **RGB Value**

Displays the color chooser. Inserts chosen color into current document in "#RRGGBB" format.

### **Quick Link**

Uses the selected text as the value of the [HREF](#) attribute of a link.

### **Title / Body Tag**

If the **Only one title/body option** is on, searches for and lets you modify existing title or body tag. Otherwise displays the appropriate tag builder, and inserts the new tag into the current document.

**See** [Preferences - Editing](#).



## **SpiderPad - Command Reference - Modify Menu**

*See Command Reference*

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### **Current Tag**

Selects the current tag and displays the appropriate tag builder with all the attributes of the tag loaded.

### **Check Tag**

Checks the current tag and corrects it if necessary. Same features as **Check-as-you-type**: **See [Preferences - Editing](#)**.

### **Attributes**

At the bottom of the Modify menu are the attributes for the currently selected tag. Clicking one will prompt you for a new attribute value.

Netscape and Internet Explorer attributes are only displayed if their extensions are enabled. **See [Preferences - Editing](#)**.



## **SpiderPad - Command Reference - Tags Menu**

*See [Command Reference](#)*

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### **Repeat Last Tag [Alt+Enter]**

Inserts the last tag you selected from the [Tags](#) menu.

### **Finish Tag**

Searches backwards for the first unfinished tag, and inserts the corresponding end tag. SpiderPad will not finish tags it doesn't think need finishing (such as `<br>` and `<hr>`).

**See** [Preferences - Editing](#).

### **Fill-in Prompts**

Searches the current document for `<prompt>` tags and prompts you to fill in the desired information.

### **Remove Tags / Comments**

Removes all tags or comments from the selected region.





## **SpiderPad - Command Reference - Options Menu**

*See [Command Reference](#)*

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**Commands... / Custom Tags...**

**See [Customization](#).Preferences**

**Save / Load Prefs. into / from File**

**See [Preferences](#).**



## **SpiderPad - Command Reference - Window Menu**

*See [Command Reference](#)*

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### **Extended Characters...**

Shows the extended character window. Double-clicking a cell will insert its contents into the current document. When the Close box in the upper-right corner of the window is checked the window will close each time you insert a character. **See** [Extended Characters](#).

### **Cascade**

Cascades all document windows.

### **Tile Horizontally / Vertically**

Tiles all document windows either side-by-side or above and below each other.

### **Arrange Icons**

Arranges the document icons.



## **SpiderPad - Command Reference - Help Menu**

See *Command Reference*

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### **Contents**

Opens this help file to the Table of Contents.

### **Search for Help On...**

Lets you search this help file for a specific topic.

### **Using Help**

Documentation on using these help files.

### **About...**

Version and registration information for SpiderPad.



## **SpiderPad - More Information**

*For up to date information on SpiderPad, including how to order the latest version of SpiderPad, please visit our web site.*

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*<http://www.sixlegs.com/>*

