

# Appendix B

## Shortcuts

### Creating new elements

There are several keyboard equivalents to aid you in the creation of new elements:

- |                  |  |
|------------------|--|
| /                | Creates a fraction (vertical if keyboard, horizontal if keypad). |
| ^                | Places a superscript on the current element.                     |
| _                | Places a subscript on the current element.                       |
| <b>Control-o</b> | Places a line over the current element.                          |
| <b>Control-u</b> | Places a line under the current element.                         |

<b>Control-O</b>	Places a brace over the current element.
<b>Control-U</b>	Places a brace under the current element.
<b>Control-r</b>	Creates a radical (square root) element.

## Editing and selection

In addition to using the mouse for positioning the cursor and selecting elements, there are a variety of keyboard equivalents for the most common actions:

Tab	Selects up one level.
Return	Signifies to EqB that you are finished with the current element.
<b>Control-b</b> / ←	Moves the cursor back one element.
<b>Control-f</b> / →	Moves the cursor forward one element.
<b>Control-p</b> /	Moves the cursor up one element (where appropriate).

<b>Control-n</b> / ↓	Moves the cursor down one element (where appropriate).
<b>Control-e</b>	Moves the cursor to end of line.
<b>Control-a</b>	Moves the cursor to beginning of line.
<b>Control-d</b>	Deletes the element after (to the right of) the cursor.
Delete	Deletes the element before (to the left of) the cursor.

## Fine positioning

In addition to using the Element inspector to move an element or group of elements from its default position, you can also type **Shift-*<Arrow>***, where ***<Arrow>*** is the arrow key in the direction you wish to offset the selected element.

## TeX equivalents

For advanced users, there is keyboard access to nearly all of the palette items using TeX keyword equivalents. Either the Esc key or the  $\backslash^o$  key will activate the keyword text field at the

bottom of the window. After typing in the equivalent keyword (e.g., alpha for  $\alpha$ , beta for  $\beta$ , etc.) for the TeX element you want, press return. EquationBuilder will then insert the corresponding graphic element into your equation. If the string you have entered is not recognized, the text you typed will be inserted into the equation as a literal String element. (See Appendix C for an exhaustive list of supported keyword equivalents.)

## Miscellaneous

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|------------------|--|
| <b>Command-C</b> | Toggles between composition mode and regular mode. |
| <b>Command-D</b> | Typesets the equation as a display equation.       |
| <b>Command-I</b> | Typesets the equation as an in-line equation.      |