

√ FILTER NOISE CHARS removes ALL characters with ASCII values lower than 32 (control characters) except for tabs, LFs, and CRs.

√ NORMALIZE SPACES limits spaces; 1 between words and 1 or 2 (defined in preferences) between sentences. Spaces are NOT inserted, only removed. Determination of sentences is pretty good, but is NOT infallible.

√ MAKE ELLIPSES converts ... (3 periods) to ... (an ellipsis).

√ MAKE EM DASHES converts -- (2 hyphens) to - (an em dash), optionally removing spaces on either side of the dash.

√ STRIP TRAILING SPACES removes trailing spaces from each line.

√ MAKE LIGATURES converts “fi” and “fl” pairs into their respective ligatures.