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For information on how to use Help, press F1 or select Using Help from the Help menu.

Edit Menu

The Edit menu provides commands to undo edits, access the clipboard, and to delete text.

- Undo Undo the previous operation.
- Cut Delete selected text and move it to the clipboard.
- Copy Copy selected text to the clipboard.
- Paste Move text from the clipboard to the current document.
- Clear All Delete all text in document.
- Delete Delete selected text.

File Menu

The File menu provides commands for creating new files, opening existing files, saving files, printing files, and exiting the application.

| | |
|---|---|
| <u>N</u> <u>e</u> <u>w</u> | Create a new, untitled, document. |
| <u>O</u> <u>p</u> <u>e</u> <u>n</u> | Open an existing file. |
| <u>C</u> <u>l</u> <u>o</u> <u>s</u> <u>e</u> | Close the current document. |
| <u>S</u> <u>a</u> <u>v</u> <u>e</u> | Save the current document if its contents have changed. |
| <u>S</u> <u>a</u> <u>v</u> <u>e</u> <u>A</u> <u>s</u> | Save the current document under a new name. |
| <u>P</u> <u>r</u> <u>i</u> <u>n</u> <u>t</u> | Print the current document. |
| <u>P</u> <u>r</u> <u>i</u> <u>n</u> <u>t</u> <u>P</u> <u>r</u> <u>e</u> <u>v</u> <u>i</u> <u>e</u> <u>w</u> | View a sample printout of the current document. |
| <u>P</u> <u>r</u> <u>i</u> <u>n</u> <u>t</u> <u>S</u> <u>e</u> <u>t</u> <u>u</u> <u>p</u> | Set printer characteristics. |
| <u>E</u> <u>x</u> <u>i</u> <u>t</u> | Exit jedit application. |

Search Menu

The Search menu provides commands to find and replace text.

| | |
|-----------------|--|
| <u>F</u> ind | Find a pattern of text. |
| <u>R</u> eplace | Replace one pattern of text with another. |
| <u>N</u> ext | Find and/or replace the next occurrence of text pattern. |

Window Menu

The Window menu provides commands to control the position and layout of application's windows.

| | |
|----------------------|--|
| <u>Cascade</u> | Resize and position all windows in an overlapping pattern. |
| <u>Tile</u> | Resize and position all windows in an non overlapping pattern. |
| <u>Arrange Icons</u> | Align all iconized windows along a grid. |
| <u>Close All</u> | Close all windows. |

Help Menu

The Help menu provides access to the help system and the about dialog.

Contents Help topic contents.

Copying Text

To copy text to a document from the clipboard, position the cursor at the desired insertion point, and choose Edit|Copy from the menu.

Deleting Text

To delete text from a document, select the text, and choose Edit|Cut or Edit|Delete from the menu. Cut will put the deleted text in the clipboard, and Delete will simply delete it.

Exiting

To exit the application, choose File|Exit from the menu.

Edit Window

The edit windows in this application allow reading, editing, printing and saving text files up to 64K characters in size.

Drag/Drop from the File Manager

A file can be opened into an editor in the application by dragging the file from the File Manager, and dropping it on jedit's main window.

Printing

There are three commands on the File menu which support printing of documents from the application. File|Print Setup is used to select and configure a printer device. File|Print Preview displays a special preview window which shows how the document will appear when printed. File|Print causes the current document to be printed.

Edit Copy Command

The Edit|Copy command leaves the selected text intact and places an exact copy of it in the clipboard. To paste the copied text into another document, choose Edit|Paste.

Edit Cut Command

The Edit|Cut command removes the selected text from your document and places the text in the clipboard. Choose Edit|Paste to paste the cut text into another document. The text remains selected in the clipboard, and can be pasted multiple times.

Edit Paste Command

The Edit|Paste command inserts the text currently selected in the clipboard into the current window at the cursor position.

Edit Undo Command

The Edit|Undo command restores the file in the current window to the way it was before your most recent edit operation. Undo inserts any characters you deleted, deletes any characters you inserted, replaces any characters you overwrote, and moves your cursor back to a prior position.

Edit Clear All Command

The Edit|Clear All command deletes the entire contents of the current document. Use Edit|Undo to restore the contents.

Edit Delete Command

The Edit|Delete command deletes the currently selected text from the current document. The text is not placed in the clipboard. Use the Edit|Undo command to restore the text.

File Close Command

File|Close closes the currently active window.

File Exit Command

The File|Exit command exits jedit. If you've modified documents without saving, you'll be prompted to save before exiting.

File New Command

The File|New command opens a new, untitled document, and makes it the active window. The application prompts you to name untitled documents when they are closed.

File Open Command

The File|Open command displays the Open a File dialog box so you can select a file to load into a new document window. You can also create a new document by naming a file that doesn't currently exist.

File Print Command

The File|Print command prints the contents of the active window. Use File|Print Preview to see how the document will be laid out on printer pages. Use File|Print Setup to select a printer, and to set printer options.

File Print Preview Command

File|Print Preview opens a special window that shows how the active document will appear when printed. The preview window shows one or two pages of the active document as they would be laid out on printer pages. Controls on the window allow you to page through the pages of the document.

File Print Setup Command

The File|Printer Setup command displays the Printer Setup dialog box which allows you to select and configure the printer to be used to print documents in the application.

File Save Command

The File|Save command saves the document in the active window to disk. If the document is unnamed, the Save File As dialog box is displayed so you can name the file, and choose where it is to be saved.

File Save As Command

The File|Save As command allows you to save a document under an new name, or in a new location on disk. The command displays the Save File As dialog box. You can enter the new file name, including the drive and directory. All windows containing this file are updated with the new name. If you choose an existing file name, you are asked if you want to overwrite the existing file.

Search Find Command

The Search|Find command searches the current document for a text pattern. The command displays the Find dialog which controls the search process. Options in the dialog determine whether only whole words are to be matched, whether the case of characters is significant, and whether the search should be conducted forwards or backwards through the document. As each match is found, it is highlighted in the document.

Search Next Command

The Search|Next command repeats the last Find or Replace operation.

Search Replace Command

The Search|Replace command searches the current document for a text pattern, and replaces occurrences of the of the pattern with new text. The command displays the Replace dialog which controls the search/replace process. Options in the dialog determine whether only whole words are to be matched, and whether the case of characters is significant. The dialog is also used to specify the pattern to search for, and the text to replace occurrences with.

Window Arrange Icons Command

The Window|Arrange Icons command arranges all iconized windows into rows along the bottom of the application's main window.

Window Cascade Command

The Window|Cascade command arranges all document windows from the top-left position of the application's main window so that the title bar of each is visible.

Window Close All Command

The Window|Close All command closes all document windows open in the application.

Window Tile Command













The Window|Tile command arranges all document windows side-by-side in a non-overlapping pattern.

Window Help table of contents

The Help|Contents displays the help contents page.

The Toolbar

The Toolbar is a row of buttons at the top of the main window which represent application commands. Clicking one of the buttons is a quick alternative to choosing a command from the menu. Buttons on the toolbar activate and deactivate according to the state of the application.

| <u>Button</u> | <u>Action</u> | <u>Menu Equivalent</u> |
|---|---|-----------------------------|
|  | Create a new document | File <u>N</u> ew |
|  | Locate and open a file | File <u>O</u> pen |
|  | Save the file in the active window | File <u>S</u> ave |
|  | Cut selected text to Clipboard | Edit <u>C</u> ut |
|  | Copy selected text to Clipboard | Edit <u>C</u> opy |
|  | Paste text from Clipboard | Edit <u>P</u> aste |
|  | Undo previous editor action | Edit <u>U</u> ndo |
|  | Search for text | Search <u>F</u> ind |
|  | Repeat last Find or Replace operation | Search <u>N</u> ext |
|  | Print the active window | File <u>P</u> rint |
|  | Preview the printout of the active window | File <u>P</u> rint Preview |
|  | Display help file contents | Help <u>C</u> ontents |

Windows Keys

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Cursor Movement Keys

| Key(s) | Function |
|-------------------------|---|
| Arrow key | Moves the cursor left, right, up, or down in a field. |
| End or Ctrl+Right Arrow | Moves to the end of a field. |
| Home or Ctrl+Left Arrow | Moves to the beginning of a field. |
| Page Up or Page Down | Moves up or down in a field, one screen at a time. |


Dialog Box Keys

| Key(s) | Function |
|----------------------|---|
| Tab | Moves from field to field (left to right and top to bottom). |
| Shift+Tab | Moves from field to field in reverse order. |
| Alt+letter | Moves to the option or group whose underlined letter matches the one you type. |
| Arrow key | Moves from option to option within a group of options. |
| Enter | Executes a command button. Or, chooses the selected item in a list box and executes the command. |
| Esc | Closes a dialog box without completing the command. (Same as Cancel) |
| Alt+Down Arrow | Opens a drop-down list box. |
| Alt+Up or Down Arrow | Selects item in a drop-down list box. |
| Spacebar | Cancels a selection in a list box. Selects or clears a check box. |
| Ctrl+Slash | Selects all the items in a list box. |
| Ctrl+Backslash | Cancels all selections except the current selection. |
| Shift+ Arrow key | Extends selection in a text box. |
| Shift+ Home | Extends selection to first character in a text box. |
| Shift+ End | Extends selection to last character in a text box |

Editing Keys

| Key(s) | Function |
|-----------|---|
| Backspace | Deletes the character to the left of the cursor. Or, deletes selected text. |
| Delete | Deletes the character to the right of the cursor. Or, deletes selected text. |

Help Keys

| Key(s) | Function |
|----------|--|
| F1 | <p>Gets Help and displays the Help Index for the application. If the Help window is already open, pressing F1 displays the "Using Windows Help" topics.</p> <p>In some Windows applications, pressing F1 displays a Help topic on the selected command, dialog box option, or system message.</p> |
| Shift+F1 | <p>Changes the pointer to  so you can get Help on a specific command, screen region, or key. You can then choose a command, click the screen region, or press a key or key combination you want to know more about.</p> <p>(This feature is not available in all Windows applications.)</p> |

Menu Keys

| Key(s) | Function |
|---------------------|--|
| Alt | Selects the first menu on the menu bar. |
| Letter key | Chooses the menu, or menu item, whose underlined letter matches the one you type, when a menu has focus. |
| Alt+Letter key | Pulls down the menu whose underlined letter matches the one you type. |
| Left or Right Arrow | Moves among menus of the main menu bar. |
| Up or Down Arrow | Moves among menu items within a drop-down menu. |
| Enter | Chooses the selected menu item. |

System Keys

The following keys can be used from any window, regardless of the application you are using.

| Key(s) | Function |
|-----------|---|
| Ctrl+Esc | Switches to the Task List. |
| Alt+Esc | Switches to the next application window or minimized icon, including full-screen programs. |
| Alt+Tab | Switches to the next application window, restoring applications that are running as icons. |
| Alt+PrtSc | Copies the entire screen to Clipboard. |
| Ctrl+F4 | Closes the active window. |
| F1 | Gets Help and displays the Help Index for the application. (See Help Keys) |

Text Selection Keys

| Key(s) | Function |
|--------------------------------|--|
| Shift+Left or Right Arrow | Selects text one character at a time to the left or right. |
| Shift+Down or Up | Selects one line of text up or down. |
| Shift+End | Selects text to the end of the line. |
| Shift+Home | Selects text to the beginning of the line. |
| Shift+Page Down | Selects text down one window. Or, cancels the selection if the next window is already selected. |
| Shift+Page Up | Selects text up one window. Or, cancels the selection if the previous window is already selected. |
| Ctrl+Shift+Left or Right Arrow | Selects text to the next or previous word. |
| Ctrl+Shift+Up or Down Arrow | Selects text to the beginning (Up Arrow) or end (Down Arrow) of the paragraph. |
| Ctrl+Shift+End | Selects text to the end of the document. |
| Ctrl+Shift+Home | Selects text to the beginning of the document. |

Window Keys

| Key(s) | Function |
|--------------|--|
| Alt+Spacebar | Opens the Control menu for an application window. |
| Alt+Hyphen | Opens the Control menu for a document window. |
| Alt+F4 | Closes a window. |
| Alt+Esc | Switches to the next application window or minimized icon, including full-screen programs. |
| Alt+Tab | Switches to the next application window, restoring applications that are running as icons. |
| Alt+Enter | Switches a non-Windows application between running in a window and running full screen. |
| Arrow key | Moves a window when you have chosen Move from the Control menu. Or, changes the size of a window when you have chosen Size from the Control menu. |

