

#1 <<YourApp>> Help Index

How To ...

<<add your application-specific "how to" topics here>>

Commands

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[Edit menu](#)

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#²K₃ \$₄ **File menu commands**

The File menu offers the following commands:

<u>New</u>	Creates a new document.
<u>Open</u>	Opens an existing document.
<u>Close</u>	Closes an opened document.
<u>Save</u>	Saves an opened document using the same file name.
<u>Save As</u>	Saves an opened document to a specified file name.
<u>Document Setup</u>	Selects a printer and printer connection.
<u>Print</u>	Prints a document.
<u>Print Preview</u>	Displays the document on the screen as it would appear printed.
<u>Quit</u>	Quits <<YourApp>>.

2# menu_file

3^K files: managing

4\$ File menu commands

Edit menu commands

The Edit menu offers the following commands:

<u>Undo</u>	Reverse previous editing operation.
<u>Cut</u>	Deletes data from the document and moves it to the clipboard.
<u>Copy</u>	Copies data from the document to the clipboard.
<u>Paste</u>	Pastes data from the clipboard into the document.

#6 View menu commands

The View menu offers the following commands:

<u>Toolbar</u>	Shows or hides the toolbar.
<u>Status Bar</u>	Shows or hides the status bar.

#7 Window menu commands

The Window menu offers the following commands, which enable you to arrange multiple views of multiple documents in the application window:

<u>New Window</u>	Creates a new window that views the same document.
<u>Cascade</u>	Arranges windows in an overlapped fashion.
<u>Tile</u>	Arranges windows in non-overlapped tiles.
<u>Window 1, 2, ...</u>	Goes to specified window.

6# menu_view

7# menu_window

Help menu commands

The Help menu offers the following commands, which provide you assistance with this application:

<u>About Baloon Help</u>	Displays information about Baloon help.
<u>Show/Hide Baloon Help</u>	Turns Baloon help on or off.

#₉K₁₀ \$₁₁ **New command (File menu)**

Use this command to create a new document in <<YourApp>>. Select the type of new file you want to create in the File New dialog box. << Remove previous sentence if your application supports only one document type. >>

You can open an existing document with the Open command.

Shortcuts

Toolbar:	{bmc filenew.bmp}
Keys:	{bmc maccmd.bmp}+N

9# HID_FILE_NEW

10^K files: managing

11\$ File New command

#12 **File New dialog box**

<< Delete this help topic if your application supports only one document type. >>

Specify the type of document you wish to create:

<< List your application's document types here >>

#¹³K¹⁴ \$¹⁵ **Open command (File menu)**

Use this command to open an existing document in a new window. You can open multiple documents at once. Use the Window menu to switch among the multiple open documents. See Window 1, 2, ... command.

You can create new documents with the New command.

Shortcuts

Toolbar:	{bmc fileopen.bmp}
Keys:	{bmc maccmd.bmp}+O

13# HID_FILE_OPEN

14^K files: managing

15\$ File Open command

#16 **File Open dialog box**

The following options allow you to specify which file to open:

Drives or Desktop

Select the drive, in which <<YourApp>> stores the file that you want to open, or Desktop.

File Name

Select the filename you want to open. This box lists files with the extension you select in the List Files of Type box.

List Files of Type

Select the type of file you want to open:

<< List your application's file types here. >>

#¹⁷K¹⁸ \$¹⁹ **Close command (File menu)**

Use this command to close all windows containing the active document. <<YourApp>> suggests that you save changes to your document before you close it. If you close a document without saving, you lose all changes made since the last time you saved it. Before closing an untitled document, <<YourApp>> displays the Save As dialog box and suggests that you name and save the document.

Shortcuts

Keys: {bmc maccmd.bmp}+W

Mouse: Double-click the Close box.

17# HID_FILE_CLOSE

18^K files: managing

19\$ File Close command

#²⁰K²¹ \$²² **Save command (File menu)**

Use this command to save the active document to its current name and folder. When you save a document for the first time, <<YourApp>> displays the Save As dialog box so you can name your document. If you want to change the name and folder of an existing document before you save it, choose the Save As command.

Shortcuts

Toolbar:	{bmc filesave.bmp}
Keys:	{bmc maccmd.bmp}+S

20# HID_FILE_SAVE
21^K files: managing
22\$ File Save command

#₂₃K₂₄ \$₂₅ **Save As command (File menu)**

Use this command to save and name the active document. <<YourApp>> displays the Save As dialog box so you can name your document.

To save a document with its existing name and folder, use the Save command.

#26 **File Save As dialog box**

The following options allow you to specify the name and location of the file you're about to save:

Save document as

Type a new filename to save a document with a different name.

Folders

Select the existing folder in which you want to store the document, or select New for a new folder.

<< Add other File Save As dialog box options depending on which ones your application chooses via the OFN_ flags of the OPENFILENAME structure used by the CFileDialog. >>

#²⁷ K²⁸ \$²⁹ **1, 2, 3, 4 command (File menu)**

Use the numbers and filenames listed at the bottom of the File menu to open the last four documents you closed. Choose the number that corresponds with the document you want to open.

27# HID_FILE_MRU_FILE1
28^K files: managing
29\$ File 1, 2, 3, 4 command

#₃₀K₃₁ \$₃₂ **Quit command (File menu)**

Use this command to end your <<YourApp>> session. <<YourApp>> prompts you to save documents with unsaved changes.

Shortcuts

Mouse: Double-click the application's Close box.
Keys: {bmc maccmd.bmp}+Q

30# HID_APP_EXIT
31^K exit
32\$ File Exit command

#33 Undo/Can't Undo command (Edit menu)

<< Your application's user interface for Undo may differ from the one described below. Modify this help text accordingly. >>

Use this command to reverse the last editing action, if possible. The name of the command changes, depending on what the last action was. The Undo command changes to Can't Undo on the menu if you cannot reverse your last action.

Shortcut

Keys: {bmc maccmd.bmp}+Z

#34 **Cut command (Edit menu)**

Use this command to remove the currently selected data from the document and put it on the clipboard. This command is unavailable if there is no data currently selected.

Cutting data to the clipboard replaces the contents previously stored there.

Shortcuts

Toolbar: {bmc editcut.bmp}
Keys: {bmc maccmd.bmp}+X

#35 **Copy command (Edit menu)**

Use this command to copy selected data onto the clipboard. This command is unavailable if there is no data currently selected.

Copying data to the clipboard replaces the contents previously stored there.

Shortcuts

Toolbar:	{bmc editcopy.bmp}
Keys:	{bmc maccmd.bmp}+C

#36 **Paste command (Edit menu)**

Use this command to insert a copy of the clipboard contents at the insertion point. This command is unavailable if the clipboard is empty.

Shortcuts

Toolbar: {bmc editpast.bmp}
Keys: {bmc maccmd.bmp}+V

#₃₇K₃₈ \$₃₉ **Toolbar command (View menu)**

Use this command to display and hide the Toolbar, which includes buttons for some of the most common commands in <<YourApp>>, such as File Open. A check mark appears next to the menu item when the Toolbar is displayed.

See [Toolbar](#) for help on using the toolbar.

37# HID_VIEW_TOOLBAR
38^K toolbar
39\$ View Toolbar command

#40K41 \$42 **Toolbar**
{bml hlptbar.bmp}

The toolbar is displayed across the top of the application window, below the menu bar. The toolbar provides quick mouse access to many tools used in <<YourApp>>.

<< Add or remove toolbar buttons from the list below according to which ones your application offers. >>

Click	To
{bmc filenew.bmp}	Open a new document.
{bmc fileopen.bmp}	Open an existing document. <<YourApp>> displays the Open dialog box, in which you can locate and open the desired file.
{bmc filesave.bmp}	Save the active document or template with its current name. If you have not named the document, <<YourApp>> displays the Save As dialog box.
{bmc editcut.bmp}	Remove selected data from the document and stores it on the clipboard.
{bmc editcopy.bmp}	Copy the selection to the clipboard.
{bmc editpast.bmp}	Insert the contents of the clipboard at the insertion point.
{bmc fileprnt.bmp}	Print the active document.

40# AFX_HIDW_TOOLBAR
41^K toolbar
42\$ toolbar

#⁴³K⁴⁴ \$⁴⁵**Status Bar command (View menu)**

Use this command to display and hide the Status Bar, which describes the action to be executed by the selected menu item or depressed toolbar button, and keyboard latch state. A check mark appears next to the menu item when the Status Bar is displayed.

See Status Bar for help on using the status bar.

43# HID_VIEW_STATUS_BAR

44^K status bar

45\$ View Status Bar Command

#⁴⁶K⁴⁷ \$⁴⁸**Status Bar**
{bml hlp sbar.bmp}

The status bar is displayed at the bottom of the <<YourApp>> window. To display or hide the status bar, use the Status Bar command in the View menu.

The left area of the status bar describes actions of menu items as you use the arrow keys to navigate through menus. This area similarly shows messages that describe the actions of toolbar buttons as you depress them, before releasing them. If after viewing the description of the toolbar button command you wish not to execute the command, then release the mouse button while the pointer is off the toolbar button.

The right areas of the status bar indicate which of the following keys are latched down:

Indicator	Description
CAP	The Caps Lock key is latched down.
NUM	The Num Lock key is latched down.
SCRL	The Scroll Lock key is latched down.

46# AFX_HIDW_STATUS_BAR
47^K status bar
48\$ status bar

#49 New Window command (Window menu)

Use this command to open a new window with the same contents as the active window. You can open multiple document windows to display different parts or views of a document at the same time. If you change the contents in one window, all other windows containing the same document reflect those changes. When you open a new window, it becomes the active window and is displayed on top of all other open windows.

#50 Cascade command (Window menu)

Use this command to arrange multiple opened windows in an overlapped fashion.

50# HID_WINDOW_CASCADE

#⁵¹**Tile command (Window menu)**

Use this command to arrange multiple opened windows in a non-overlapped fashion.

#52 **1, 2, ... command (Window menu)**

<<YourApp>> displays a list of currently open document windows at the bottom of the Window menu. A check mark appears in front of the document name of the active window. Choose a document from this list to make its window active.

#53 About Baloon Help command (Help menu)

Use this command to display information about Baloon help.

#₅₄ Show/Hide Balloons Command (Help Menu)

Use this command to turn Balloon help on or off.

54# HID_HELP_SHOW

#55\$56**Context Help command**
{bml curhelp.bmp}

Use the Context Help command to obtain help on some portion of <<YourApp>>. When you choose the Toolbar's Context Help button, the mouse pointer will change to an arrow and question mark. Then click somewhere in the <<YourApp>> window, such as another Toolbar button. The Help topic will be shown for the item you clicked.

Shortcut

Keys: SHIFT+F1

55# HID_CONTEXT_HELP
56\$ Help Using Help Command

#57 Title Bar

<< Show your application's title bar here. >>

The title bar is located along the top of a window. It contains the name of the application and document.

To move the window, drag the title bar. Note: You can also move dialog boxes by dragging their title bars.

A title bar may contain the following elements:

- | | |
|------------------|-------------------------|
| {bmc bullet.bmp} | Zoom box |
| {bmc bullet.bmp} | Name of the application |
| {bmc bullet.bmp} | Name of the document |

#58 **Scroll bars**

Displayed at the right and bottom edges of the document window. The scroll boxes inside the scroll bars indicate your vertical and horizontal location in the document. You can use the mouse to scroll to other parts of the document.

<< Describe the actions of the various parts of the scrollbar, according to how they behave in your application. >>

#59\$60 **Ruler command (View menu)**

<< Write application-specific help here. >>

59# HID_VIEW_RULER
60\$ View Ruler Command

#61\$62**Choose Font dialog box**

<< Write application-specific help here. >>

61# AFX_HIDD_FONT
62\$ Choose Font Dialog

#63\$64**Choose Color dialog box**

<< Write application-specific help here. >>

63# AFX_HIDD_COLOR
64\$ Choose Color Dialog

#65\$66**Find command (Edit menu)**

<< Write application-specific help here. >>

65# HID_EDIT_FIND
66\$ Edit Find Command

#67\$68**Find dialog box**

<< Write application-specific help here. >>

67# AFX_HIDD_FIND
68\$ Find Dialog

#69\$70 **Replace command (Edit menu)**

<< Write application-specific help here. >>

69# HID_EDIT_REPLACE
70\$ Edit Replace Command

#71\$72**Replace dialog box**

<< Write application-specific help here. >>

71# AFX_HIDD_REPLACE
72\$ Replace Dialog

#73\$74 **Repeat command (Edit menu)**

Use this command to repeat the last editing command carried out. The Repeat menu item changes to Can't Repeat if you cannot repeat your last action.

Shortcut

Key: F4

#75\$76 **Clear command (Edit menu)**

<< Write application-specific help here. >>

75# HID_EDIT_CLEAR
76\$ Edit Clear Command

#77\$78 **Clear All command (Edit menu)**

<< Write application-specific help here. >>

77# HID_EDIT_CLEAR_ALL
78\$ Edit Clear All

#79\$80**Next Pane**

<< Write application-specific help here. >>

79# HID_NEXT_PANE
80\$ Next Pane Command

#81\$82**Prev Pane**

<< Write application-specific help here. >>

81# HID_PREV_PANE
82\$ Prev Pane Command

#83 **Modifying the Document**

<< Write application-specific help here that provides an overview of how the user should modify a document using your application.

If your application supports multiple document types and you want to have a distinct help topic for each, then use the help context i.d. generated by running the MAKEHELP.BAT file produced by AppWizard. Alternatively, run MAKEHM as follows:

```
makehm IDR_HIDR_,0x2000 resource.h
```

If the IDR_ symbol for one of your document types is, for example, IDR_CHARTTYPE, then the help context i.d. generated by MAKEHM will be HIDR_CHARTTYPE.

Note, AppWizard defines the HIDR_DOC1TYPE help context i.d. used by this help topic for the first document type supported by your application. AppWizard produces an alias in the .HPJ file for your application, mapping HIDR_DOC1TYPE to the HIDR_ produced by MAKEHM for that document type. >>

#84 **No Help Available**

No help is available for this area of the window.

84# HID_HT_NOWHERE

#85 No Help Available

No help is available for this message box.

<< If you wish to author help specific to each message box prompt, then remove the AFX_HIDP_xxx values from the [ALIAS] section of your .HPJ file, and author a topic for each AFX_HIDP_xxx value. For example, AFX_HIDP_INVALID_FILENAME is the help topic for the Invalid Filename message box. >>