# **NoteBook Help Index**

### **NoteBook**



**Ver 2.0** 



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#### **About NoteBook**

This program is designed as a replacement for Microsoft's Notepad program that comes with windows. This program is a text editor with the following improvements:

Multi-Document Interface
Editor can handle any size file.
Page settings & window position are saved.
Good Search, Replace & Next feature.
Drag and Drop document loading.
Status line with line counter, modified flag & clock.
ToolBar with Custom Push Buttons

### **Drag and Drop Feature**

This Program supports Drag and Drop. If you are new to this idea then let me explain. With both NoteBook and FileManager running at the same time, you can open files in NoteBook by just Dragging a file from the File Manager and releasing it some where on NoteBook. NoteBook can be windowed or iconed it doesn't matter. If NoteBook is in the Icon state then NoteBook will open Up.

#### **Editor Instructions**

This Program has an editor that can handle any size file. What that means is that as long as there is RAM available in you're system then you can load files.

The Editor has the regular Clipboard Edit controls like Cut, Copy & Paste. You can use them to move text between files or to other programs. There is also a Search & Replace feature built into this editor.

#### **Initialization File**

NoteBook uses 'Notebook.ini' to save its internal settings. This file will be created the first time you use notebook. It will be placed in you're windows directory. Normally you won't even need to do any thing with this file. The file contains Window Size and Position, Page Options and Margins. These Setting are saved automatically at the end of using NoteBook.

### **Keyboard** - Description of special Key's

F1 New File F2 Open File

F3 Next (Search & Replace)

F5 Page setup F10 Save File

INS Toggle between <u>Overwrite & Insert</u>

Standard Windows Key Combinations

Ctrl+Del Edit Cut
Ctrl+Ins Edit Copy
Shift+Ins Edit Paste
Ctrl+F4 Close File

Ctrl+F6 Select Next MDI Ctrl+Tab Select Next MDI

Alt+ F4 Quit

### **ToolBar**

The Toolbar is a easy way to use some of the more common Menu items. The buttons are a little easier to use than the menu. For a list of the buttons and what they do see <u>Commands</u>.

### **Page SetUp**

Page Setup is used to format the way you want you're files to be printed. You can set the Top, Bottom, Left & Right margins. You can check the Date box if you want the current date to be printed at the top right side of every page. Checking the File name box will print the filename at the top center of every page. You can also have page numbers at the bottom of the pages by checking this box.

### **Print**

This will print you're currently selected file to the printer. The file will be formatted with the margins and options set in the <u>Page Setup</u>. NoteBook will truncate any line that is over 200 characters long. If a line of text is wider than the page, notebook will wrap the text onto the next line.

## **Printer Setup**

If you use multiple printers you can change which printer you will use with this command. Also you can change you're printers options from here.

#### **Status Line**

This program includes a status line that runs at the bottom of the notebook window. The first item on the line is a line counter. The format is PPPPP:TTTTT where TTTTT is the total number of lines and PPPPP is the present line you are on. The second item is a modified flag. It will tell you if you changes the file since the last save. This flag will go out after you have saved the file. Third is an <a href="Overwrite/Insert">Overwrite/Insert</a> flag, to tell you if you are in insert mode. Last but not least is a 12 hour clock.

**Overwrite/Insert Mode** - The 'Insert' key is used to switch between insert and overwrite mode. In insert, any key typed will be inserted into the text at the position of the cursor. Overwrite mode lets you type over text in the editor.

This program is Freeware !!!. That means that I do not want you to send me \$\$\$. If you like this program than use it. Or else give it to a friend. If you don't have any friends than stop playing with this program and go out and get some.

### **Commands**

| Command                                 | Key Short Cut | ToolBar       |
|---|---------------|---------------|
| <u>File New</u>                         | F1            |               |
| <u>File Open</u>                        | F2            |               |
| <u>File Save</u><br><u>File Save As</u> | F10           |               |
| <u>Print</u><br><u>Printer Setup</u>    |               |               |
| <u>Page Setup</u>                       | F5            | <b>I</b>      |
| Edit Undo                               | Ctrl+Z        | <b>\$</b>     |
| Edit Cut                                | Ctrl+Del      |               |
| Edit Copy                               | Ctrl+Ins      | _ <del></del> |
| Edit Paste<br>Edit Select All           | Shift+Ins     | <u></u>       |
| Search Find                             |               |               |
| <u>Search Replace</u>                   |               | <b>~</b> R    |
| <u>Search Next</u>                      | F3            | <b>&gt;</b>   |

Window Cascade
Window Tile
Window Arrange Icons
Window Close All

**File Open** - This Command is used to open up a File that is already on a disk. The file will load into the editor from the disk file. Any changes made in the editor will take effect to the file only after it is saved.

File New - This Command starts a new file. The file will only be valid after it is saved.

**File Save** - This will save the current file to disk. If the file is untitled then NoteBook will automatically switch to "Save As".

 $\label{eq:File Save As - This will save the current file to disk. NoteBook will first ask you for a file name.$ 

**Edit Undo** - This will undo you're last operation. If you delete something by mistake it will bring it back.

**Edit Cut** - This will place the selected text into the clipboard. Also it will delete the selected text.

**Edit Copy** - This will place the selected text into the clipboard.

**Edit Paste** - This will place any text in the clipboard into the editor. If any text was selected in the editor the new text will replace the selected text.

**Edit Select All** - This will select all of the text in the current editor.

Multi-Document Interface - This allows for multiple Files to be open at the same time. You can switch between them 3 different ways.

Click on the file you want. Enter Ctrl+Tab ( or Ctrl+F6).

Select the file from the window menu.

**Search Find** - This will search the current file for any matches to the 'Text to Find'. The search can have case sensitivity and can start from either the cursor position or the top of the file. After the initial find you can use 'Next' command to find the next match.

**Search Replace** - This is like 'Find' but if it makes the match it will replace the 'Text to Find' with the 'Replace Text'. There is an added button to replace all matches with the replaced text. If you don't use 'Replace All' then you can use the 'Next' command to replace the next match.

**Search Next** - This is used after either the 'Find' or 'Replace' command to repeat the operation without changing any of the parameters. Note, if you set search from the top then next will continue to search from the cursor position.

Window Cascade - This will cascade all open files in notebook window.

Window Tile - This will tile all open files in the notebook window.

**Window Arrange Icons** - This will arrange all of the ionized files in notebook, at the bottom of the notebook window.

**Window Close All** - This will close all files in notebook. If any file is not saved then notebook will ask if you want to save that file. This command will not close the notebook program, just its files.

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