

Welcome to

Attention !

for Windows

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Note - A more comprehensive help file will be sent to you upon registration. To register please send \$25.00 US to

Roadware
PO Box 1103
Lancaster PA 17608-1103

Include your name and address. Thanks and enjoy the program.

Menu Commands

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File Exit Command

Purpose: This command will exit the program.

Shortcut: Press **Alt F** then press **X**

Notes: When you exit **Attention !**

1. The Show window will be automatically shut down
2. You will be asked if you wish to save any unsaved work

If the menu is not visible because the program is minimized:

1. Double click on the **Attention !** icon to restore the program
2. Then choose Exit from the File menu

See Also:

File New Command

Purpose: This command will clear the current presentation and open a new, blank one.

Shortcut: Press **Alt F** then press **N**

Notes: When you open a new presentation.

1. The Show window will be automatically shut down if it is running.
2. You will be asked if you wish to save the current presentation if it has not been saved since the last time it was changed.

See Also:

Edit New Command

Purpose: This command will open a dialog box to allow you to create a new line for the presentation.

Shortcut: Press **Alt E** then press **N**

Notes: To change an already existing line of the presentation:

1. Highlight the line you wish to edit.
2. Press ENTER or RETURN.

or

Double Click the mouse on the line you wish to edit

See Also:

Edit Clear Command

Purpose: This command will delete the highlighted line from the presentation.

Shortcut: Press **Alt E** then press **T**
or
Press **DEL**

Notes: This command will be gray and unavailable when:
There are no lines in the current presentation
or
There are no highlighted lines in the current presentation

See Also: Highlighting Lines

Edit Copy Command

Purpose: This command will copy the highlighted line from the presentation to an internal clipboard.

Shortcut: Press **Alt E** then press **C**

Notes: This command will be gray and unavailable when
There are no lines in the current presentation
or
There are no highlighted lines in the current presentation

See Also: [Hi lighting Lines](#)[Paste Lines](#)

Edit Cut Command

Purpose: This command will delete the highlighted line from the presentation and place it on the internal clipboard

Shortcut: Press **Alt E** then press **T**

Notes: This command will be gray and unavailable when
There are no lines in the current presentation
or
There are no highlighted lines in the current presentation

See Also: [Hi lighting Lines](#)[Paste Lines](#)

Edit Paste Command

Purpose: This command will place a line stored on the internal clipboard below the currently highlighted line.

Shortcut: Press **Alt E** then press **P**

Notes: This command will be gray and unavailable when there is no line stored on the clipboard

See Also:

File Open Command

Purpose: This command will open an existing presentation file.

Shortcut: Press **Alt F** then press **O**

Notes: Opening an existing file will automatically close the current file. You will be asked if you wish to save any changes to the existing file before closing it.

All **Attention !** files are automatically given the **.ATN** extension. When you choose Open from the File menu you will be given a list of all files with the **.ATN** extension in the current subdirectory and drive. You may choose one of them or navigate other drives and subdirectories. You may also select files with any extension. However **Attention !** will only load those files which are in the **Attention !** format.

See Also:

File Save Command

Purpose: This command will save an **Attention !** presentation to disk.

Shortcut: Press **Alt F** then press **S**
or
Press **F3** (function key 3)

Notes: When you choose file save, you will be presented with a dialog box giving you a file name under which to save the presentation.

If you have not previously saved the file, you will be prompted for a new name. If you choose a file name which already exists in the current subdirectory you will be asked if you wish to overwrite that file. Choosing yes will **erase the old presentation from the disk.**

All **Attention !** files are automatically given the **.ATN** extension. You may save files with any extension. However **Attention !** will initially only display those files with the **.ATN** extension when opening files.

See Also: [File Save As](#)

File Save As Command

Purpose: This command will save an **Attention !** presentation to disk using a new or different file name..

Shortcut: Press **Alt F** then press **A**

Notes: When you choose file save as, you will be presented with a dialog box prompting you for a new file name which to save the presentation.

If you choose a file name which already exists in the current subdirectory you will be asked if you wish to overwrite that file. Choosing yes will **erase the old presentation from the disk.**

All **Attention !** files are automatically given the **.ATN** extension. You may save files with any extension. However **Attention !** will initially only display those files with the **.ATN** extension when opening files.

See Also: [File Save](#)

Options Minimize On Show Command

Purpose: This command is a toggle. When selected there is a check mark to its left. When checked, the main **Attention !** window will be reduced to an icon whenever the Show Window is displayed. When unchecked, the main **Attention !** window is always displayed.

Shortcut: Press **Alt O** then press **M**

Notes: When you start a new file
The Show window will be automatically shut down
You will be asked if you wish to save any unsaved work

See Also:

Options Play On Open File Command

Purpose: This command is a toggle. When selected there is a check mark to its left. When checked, the **Show Window** will be displayed whenever a new file is opened. When unchecked, you must press the play button to start a show when you open a new file.

Shortcut: Press **Alt O** then press **P**

Notes: When you start a new file
The Old Show window will be automatically shut down
You will be asked if you wish to save any unsaved work

See Also:

Options Controls Always Visible Command

Purpose: This command is a toggle. When selected there is a check mark to its left. When checked, the VCR controls will remain visible even when the main **Attention !** window is reduced to an icon. When unchecked, the VCR controls are only visible when the main **Attention !** window is displayed.

Shortcut: Press **Alt O** then press **C**

See Also:

Options Window Border

Purpose: This command is a toggle. When selected there is a check mark to its left. When checked, the Show window will have a standard resizing border around it. When unchecked, the Show Window will have no border around it.

Shortcut: Press **Alt O** then press **W**

Notes: By removing the border and using the same background color as the desktop, your presentations can blend into the desktop for a dramatic look.

See Also:

Options Ignore Dates Command

Purpose: This command is a toggle. When selected there is a check mark to its left. When checked, all lines of the presentation will play regardless of "Play Days" setting of the line. When unchecked, only those lines that meet the Play Days criterion will play.

Shortcut: Press **Alt O** then press **I**

Notes: Use this command to see all the lines of a presentation when you are creating it. Then turn this option off to display lines on certain days.

See Also:

Options Show Window On Top Command

Purpose: This command is a toggle. When selected there is a check mark to its left. When checked, the Show Window will stay on top of all other windows (this includes windows for other programs). When unchecked, the Show Window behaves as a normal window.

Shortcut: Press **Alt O** then press **T**

Notes: Use this command to force the show window on top. This can be useful for reminders in a corner of the screen or as a ribbon running along the bottom of the screen.

See Also: