# Editeur's help index

### **Introduction**

<u>What is Editeur ?</u> <u>Features</u> <u>Required computer</u>

### **Procedures**

### **Opening and Saving files**

<u>Creating a text</u> <u>Opening existing text files</u> <u>Deleting files</u> <u>Saving texts</u> <u>Closing texts</u> <u>Exiting Editeur</u>

### Modifying a text

Modifying a text Moving in a text Selecting text Unselecting text Handling updates Repeating the last update Cut, copy, paste, clear Copy to, paste from Uppercase, lowercase Inserting date and time

### Searching and replacing

Searching for a string Replacing a string by another Searching for files Special moves

### Printing

<u>Printing texts</u> <u>Changing the page layout</u> <u>Changing the printing options</u>

### **Options**

Options Display Options Changing the font Converting the tabulations width Sorting

### **Commands**

The File menu commands The Edit menu commands The Search menu commands The Macro menu commands The Options menu commands The Window menu commands The Help menu commands

# **Keyboard**

Modifying a text Moving in a text Selecting text Unselecting text

# <u>Toolbar</u>

Using the toolbar

### What is Editeur ?

Editeur is a text editor, and thus affords creation and modification of text files.

Good examples of text files are : Dos® and Windows™ initialization files, programs, data base scripts, Dos and Unix® shells, mail messages, dictionnaries ... You should use Editeur for all these files. Editeur handles Windows, Dos, and Unix text files.

Good examples of non-text files are Word Processing files, Spreadsheet Applications files, Graphics files, ... You should not use Editeur for all these files, but their native editor instead. However, viewing these files with Editeur won't cause any kind of trouble, except that they won't be displayed the way they were intended for...

### **Features**

Editeur supports WindowsTM, Dos®, and Unix® text files.

### **Basic features**

- Multitext
- Toolbar and Status bar
- Screen and printer fonts choice
- Edition with visible insert or overwrite modes
- Word wrap and viewing of line ends, spaces, and tabulations
- Moving in a text with the control and direction keys, the mouse, the scroll bars
- Moving between texts with the menus, the keyboard shortcuts, the mouse
- Utilization of the drag and drop feature to open a file from the File Manager
- Utilization of the configuration colors
- Choice of the printer
- Printer setup
- Page setup
- Macros

- ...

### **Advanced features**

A number of features are particularly useful and/or powerful :

- Opening of several files in one single dialog
- Possible deletion of files in "Open" and "Save as" dialogs (del key)
- Undo and redo updates with no limitation on the number of updates undone or redone
- Possible edition of texts while driving a replacement dialog
- Quick "special" moves in the texts
- Conversion of tabulations width
- Sorting
- ...

### **Multitext features**

- Printing of several texts in one single command
- Searches and replacements in several texts in one single command
- Conversion of tabulation width in several texts in one single command
- Sorting of several texts in one single command

- ...

### **Required computer and system**

Editeur runs with WindowsTM version 3.1 and higher. If your computer can run this operating system, it can run Editeur too. However, the best results will be achieved by using a VGA color monitor with a 640 x 480 resolution or higher.

Editeur's memory requirements depend on the size of the files you are editing, but are not very important :

Besides the size of the executable (around 300K bytes), Editeur dynamically allocates memory in 64K units to contains texts and updates. If you are using too much memory at a given time, you should save (to free updates) or close (to free texts) files. But the limit is somewhat remote...

The maximum size of a line is around 64K bytes. The size used is limited by the amount of available memory.

# Creating a text

### To create a text

- Choose **New** from the **<u>File</u>** menu. Type in your text. 1
- 2

### See also

Opening existing text files Modifying a text

# **Opening existing text files**

Using Editeur makes sense only with text files.

### To open existing text files

- 1 Choose **Open...** from the **<u>F</u>ile** menu.
- 2 Choose the drive and the directory.
- 3 Select one or more files.
- 4 Choose the <u>format</u>.
- 5 Choose «**OK**».

Editeur creates a text window for every file opened. The file opened last becomes active.

### See also

Creating a text Modifying a text

# **Deleting files**

Files can be deleted from within the **Open...** or **Save as...** dialogs.

### To delete files from within the Open... dialog

- 1 Choose **Open...** from the **<u>File</u>** menu
- 2 Choose the drive and the directory.
- 3 Select the files to be deleted.
- 4 Press the Del key.

Editeur requests a confirmation for every file to be deleted.

### To delete files from within the Save as... dialog

- 1 Choose **Save as...** from the **<u>File</u>** menu
- 2 Choose the drive and the directory.
- 3 Select the file to be deleted (only one single file can be selected).
- 4 Press the Del key.

Editeur requests a confirmation before deletion.

### See also

Opening existing text files Saving texts

# Saving texts

### To save a text with a new name

- 1 Choose **Save as...** from the **<u>File</u>** menu.
- 2 Choose the drive and the directory.
- 3 Type in or select the file name.
- 4 Choose the <u>format</u>.
- 5 Choose «**OK**».

### To save a text with the same name

> Choose **Save** from the **File** menu.

### To save all texts

> Choose **Save all texts** from the **<u>File</u>** menu.

### Remark

If the Create backup files option is on and the file already exists, a backup copy is created before saving.

### See also

Closing Texts Exiting Editeur

# **Closing texts**

### To close the active text

> Choose <u>Close</u> from the <u>File</u> menu.

Editeur offers to save the text if it has been modified.

### To close and automatically save the active text

> Choose **Save and close** from the **<u>File</u>** menu.

Editeur automatically saves the text if it has been modified.

### Remark

If the Create backup files option is on and the file already exists, a security copy is created before saving.

### See also

Saving Texts Exiting Editeur

# **Exiting Editeur**

### To exit Editeur

- > Choose Exit from the File menu or
- > Choose **Close** from the Editeur system menu.

Editeur offers to save every text modified.

### To exit Editeur and automatically save the texts modified

> Choose **Save and exit** from the **<u>File</u>** menu.

Every text modified is automatically saved.

### See also

Closing Texts Saving texts

### Modifying a text

The location where updates take place is called the insertion point. This point is highlighted with a blinking shape.

### To insert characters

Make sure you are in insert mode, or switch to insert mode by pressing the Ins key (in insert mode, the second square of the status bar includes the word "Insert", and the blinking shape is a vertical bar).

Then type in your text.

### To replace characters

Make sure you are in overwrite mode, or switch to overwrite mode by pressing the Ins key (in overwrite mode, the second square of the status bar includes the word "Overwrite", and the blinking shape if a full rectangle).

Then type in your text.

### See also

Moving in a text

# Moving in a text

### To move the insertion point in a text

Use the direction and control keys as follows :

Key(s)	Function
DOWN	Move one line down.
UP	Move one line up.
RIGHT	Move one character right.
LEFT	Move one character left.
END	Move to the end of the line.
HOME	Move to the beginning of the line.
PAGE DOWN	Move one window down.
PAGE UP	Move one window up.
CONTROL + DOWN	Move to the window bottom.
CONTROL + UP	Move to the window top.
CONTROL + RIGHT	Move one word right.
CONTROL + LEFT	Move one word left.
CONTROL + END	Move to the end of the text.
CONTROL + HOME	Move to the beginning of the text.
CONTROL + PAGE DOWN	Move one window right.
CONTROL + PAGE UP	Move one window left.

### See also

Modifying a text

### **Selecting text**

### To select text with the keyboard

Press the Shift key while moving the insertion point with the direction and control keys as follows :

Key(s)	Function
SHIFT + DOWN	Selects one line down.
SHIFT + UP	Selects one line up.
SHIFT + RIGHT	Selects one character right.
SHIFT + LEFT	Selects one character left.
SHIFT + END	Selects to the end of the line.
SHIFT + HOME	Selects to the beginning of the line.
SHIFT + PAGE DOWN	Selects one page down.
SHIFT + PAGE UP	Selects one page up.
SHIFT + CONTROL + DOWN	Selects to the window bottom.
SHIFT + CONTROL + UP	Selects to the window top.
SHIFT + CONTROL + RIGHT	Selects one word right.
SHIFT + CONTROL + LEFT	Selects one word left.
SHIFT + CONTROL + END	Selects to end of text.
SHIFT + CONTROL + HOME	Selects to beginning of text.

### To select text with the mouse

#### - lines

Press the left button of the mouse, then move the mouse while keeping the left button pressed. To select a word, double-click on it.

### - columns

Press the right button of the mouse, then move the mouse while keeping the right button pressed.

### - a rectangle

Press the left and right buttons of the mouse, then move the mouse while keeping the left and right buttons pressed.

### Remarques

- Causing the mouse to approach the window border makes the text scroll, allowing extension of the <u>selection</u> beyond what was initially visible in the window.

- In the case of a column or rectangle selection, the vertical alignment might not be respected if the selection includes tabulations.

### To select the whole text

> Choose <u>Select all</u> from the <u>Edit</u> menu.

### See also

Unselecting text Cut, copy, paste, clear <u>Copy to, paste from</u> <u>Uppercase, lowercase</u>

# **Unselecting text**

### To unselect all

Move the <u>insertion point</u> with the direction and control keys, or click the left button of the mouse (see <u>Moving in a text</u>).

### To reduce the selection with the keyboard

Press the Shift key while moving the insertion point with the direction and control keys.

### To reduce the selection with the mouse

Press the Shift key, then press the left or right button of the mouse, and then, move the mouse.

Causing the mouse to approach the window border makes the text scroll, allowing for reduction of the <u>selection</u> beyond what was initially visible in the window.

See also

Selecting text

# Cut, copy, paste, clear

These commands from the  $\underline{E}$ dit menu allow the text to interact with an intermediate system memory called the Clipboard.

### <u>C</u>ut

Copies the <u>selection</u> into the Clipboard and clears the original ; the copied text replaces the previous content of the Clipboard.

### Сору

Copies the <u>selection</u> into the Clipboard, but does not delete the original ; the copied text replaces the previous content of the Clipboard.

### Append

Appends the selection into the Clipboard, but does not delete the original.

### <u>P</u>aste

Inserts a copy of the Clipboard at the insertion point.

### Clear

Clears the selection.

### See also

Selecting text Copy to, paste from Uppercase, lowercase Inserting date and time

### Copy to, paste from

These commands from the **Edit** menu allow the <u>selection</u> to be copied to a file or characters to be inserted from a file.

### To copy the selection to a file

- 1 Choose **Copy to...** from the **<u>E</u>dit** menu.
- 2 Choose the drive and the directory.
- 3 Type in or select the file name.
- 4 Choose the <u>format</u>.
- 5 Choose «**OK**».

### To insert characters from a file

- 1 Choose **Paste from...** from the **<u>E</u>dit** menu.
- 2 Choose the drive and the directory.
- 3 Select one file.
- 4 Choose the <u>format</u>.
- 5 Choose «**OK**».

### See also

Selecting text Cut, copy, paste, clear Uppercase, lowercase Inserting date and time

# Uppercase, lowercase

These commands from the **<u>Edit</u>** menu allow the <u>selection</u> to be set to uppercase or lowercase characters.

### To set the selection to uppercase characters

> Choose **Upper** from the **Edit** menu.

### To set the selection to lowercase characters

> Choose **Lower** from the **Edit** menu.

### See also

Selecting text Cut, copy, paste, clear Copy to, paste from Inserting date and time

# Inserting date and time

# To insert the date and time at the insertion point > Choose Date/time from the Edit menu.

### See also

<u>Cut, copy, paste, clear</u> <u>Copy to, paste from</u> <u>Uppercase, lowercase</u>

### Handling updates

Editeur records your updates. You can then undo and redo these updates. The number of updates undone or redone is not limited.

### To undo updates

> Choose Undo from the <u>Edit</u> menu as many times as necessary.

### To redo updates

> Choose **Redo** from the <u>Edit</u> menu as many times as necessary.

### To repeat the last update in another location

> Choose **<u>Repeat</u>** from the <u>**Edit**</u> menu.

### Updates memory resetting

Any update after having undone modifications without having redone them provokes a resetting of the update memory : undoing or redoing previous modifications is then impossible.

The update memory is also reset when the text is saved.

#### See also

Repeating the last update

# Repeating the last update

Editeur records your last update in every text. You can then repeat this update in another location.

### To repeat the last update in another location

Choose <u>Repeat</u> from the <u>Edit</u> menu.

### Remark

Only simple updates may be repeated. Complex updates, such as selection cuts or insertions are not handled. The reason is the difficulty to transpose such actions in another place.

### See also

Handling updates

# Searching for a string

### To search for a string

- 1 Choose **Search...** from the **Search** menu.
- 2 Type in or select the string being searched for.
- 3 Choose the options.
- 4 Choose «**OK**».

### To search again for the same string

- > Choose Search again from the Search menu or
- 1 Choose **Search...** from the **Search** menu.
- 2 Choose «**Search again**».

### Remark

<u>Special characters</u> may be entered in the string searched for.

### See also

Replacing a string by another Searching for files Special moves

# Replacing a string by another

### To replace a string by another

- 1 Choose **<u>Replace...</u>** from the <u>**Search**</u> menu.
- 2 Type or select in the string being searched for.
- 3 Type in or select the replacement string.
- 4 Choose the options.
- 5 Choose «**OK**» to confirm individual replacements or
- > Choose «**Replace all**» for replacement without any confirmation.

### String replacement dialog

Editeur sets up a dialog to drive the replacements. You can move from this dialog to the text and vice versa with a mouse click in the appropriate window : this affords a direct update of the text while driving the replacement dialog.

### Remark

Special characters may be entered in the strings searched for and replacing.

### See also

Searching for a string Searching for files Special moves

# Searching for files

### To search for files

- 1 Choose **Search for files...** from the **Search** menu.
- Type in or select the string being searched for. Type in or select the file filter to be used. Type in or select the starting directory. 2
- 3
- 4
- Choose the options. 5
- Choose «**OK**». 6

### Remark

<u>Special characters</u> may be entered in the string searched for.

### See also

Searching for a string Replacing a string Special moves

# **Special moves**

### To go to a line identified by its number

- 1 Choose **Go to line number**... from the **Search** menu.
- 2 Type in the line number.
- 3 Choose «**OK**».

### To go to the last update

> Choose Go to last update from the <u>Search</u> menu.

### To set or unset a mark on the current line

> Choose **Toggle mark** from the **Search** menu.

### To go to the next mark

> Choose <u>Next mark</u> from the <u>Search</u> menu.

### To clear the marks

> Choose **<u>C</u>lear all marks** from the <u>Search menu</u>.

### See also

Searching for a string Replacing a string Searching for files

# **Printing texts**

### To print

- 1 Choose **Print...** from the **File** menu.
- 2 Choose the options.
- 3 Choose «**OK**».

### See also

Changing the page layout Changing the printing options

# Changing the page layout

### To change the page layout

- Choose **Page layout...** from the <u>File menu</u>. Modify the header and footer. 1
- 2
- Modify the margins. 3
- 4 Choose «OK».

### Remark

The header and footer and margins are used only for printing and not for displaying the text.

### See also

Printing texts Changing the printing options

# Changing the printing options

### To change the printing options

- Choose **Print setup...** from the <u>File</u> menu. Choose the printer to use. 1
- 2
- Choose «<u>S</u>etup....». 3
- Change the options. 4
- Choose «**OK**». 5

### See also

Printing texts Changing the page layout

### Options

### To change the options

- 1 Choose **Options...** from the **Options** menu.
- 2 Choose the options.
- 3 Choose «**OK**».

The following options are available :

### **Tabulations width**

This option defines the number of spaces separating two tabulation positions. This value is used both for displaying and printing text.

### Expand tabulations to spaces

When this option is activated, tabulations are converted to spaces when typed in a text. However, tabulations are not expanded when opening or saving a file. If you wish to suppress all tabulations in a text, select convert in the options menu and choose 1 as target tab stop size.

### Typing replaces selected text

When this option is activated and a <u>selection</u> exists, typing text provokes the deletion of the selection before the first character is taken into account. When this option is not activated, the selection is simply canceled before the first character is taken into account.

### Automatic indentation

When this option is not activated, typing the return key moves the <u>insertion point</u> to the beginning of the next line. When this option is activated, typing the return key still moves the insertion point to the next line, but shifts the beginning of the text to the level of the first preceding non-empty line.

### Reopen files at startup

When this option is activated, the files that were opened at Editeur quit time are automatically reopened at Editeur next startup (9 files max are reopened).

### Open dialog at startup

When this option is activated, a file open dialog is displayed at Editeur startup.

### Synchronize texts

When this option is activated, the PAGE DOWN, PAGE UP, HOME and END messages (keyboard or scroll bars) are passed on from the active text window to the inactive text windows

### **3D Controls**

When this option is activated, the controls are displayed using 3D effects and the dialog background color is the same than the color selected for the top of buttons (usually grey). Else, 3D effects are used only for buttons and the dialog background color is the same than the color selected for the windows backgrounds (usually white).

### Files in the history (20 maximum)

The list of the last opened files appears at the bottom of the File menu. By default, this list contains 4 entries, but this number may be modified to vary between 0 and 20.

### File names including directories

This option specifies if text window titles include full pathnames or only file names.

### **Create backup files**

When this option is activated, files are renamed with a new suffix before saving. This backup copy is not created if the file is new. The file suffix used for saving may be freely choosen.

### Horizontal scroll bar

When this option is activated, an horizontal scroll bar is displayed at the bottom of every text window.

### Vertical scroll bar

When this option is activated, a vertical scroll bar is displayed on the right side of every text window.

### Toolbar

When this option is activated, a toolbar is displayed on top of the application window, under the menu bar.

### Status bar

When this option is activated, a status bar is displayed at the bottom of the application window.

### Display left margin

This option allows the size of the margin used for text displaying to be specified. This size is specified in pixels.

### File filters

This option allows the types and extensions of the files you usually work with to be specified. The types and extensions specified replace the default values.

### See also

Display options Changing the font Converting the tabulations width Sorting

### **Display options**

### To change the display options

- 1 Choose **Display options...** from the **Options** menu.
- 2 Choose the options.
- 3 Choose «**OK**».

The following options are available :

### **Display left margin**

This option allows the size of the margin used for text displaying to be specified. This size is specified in pixels.

### Tabulations width

This option defines the number of spaces separating two tabulation positions. This value is used both for displaying and printing text.

### Expand tabulations to spaces

When this option is activated, tabulations are converted to spaces when typed in a text. However, tabulations are not expanded when opening or saving a file. If you wish to suppress all tabulations in a text, select convert in the options menu and choose 1 as target tab stop size.

### Show spaces, tabulations and paragraphs

This option replaces these invisible characters by visible symbols.

### Expand tabulations to spaces

When this option is activated, tabulations are converted to spaces when typed in a text. However, tabulations are not expanded when opening or saving a file. If you wish to suppress all tabulations in a text, select convert in the options menu and choose 1 as target tab stop size.

### Typing replaces selected text

When this option is activated and a <u>selection</u> exists, typing text provokes the deletion of the selection before the first character is taken into account. When this option is not activated, the selection is simply canceled before the first character is taken into account.

### Automatic indentation

When this option is not activated, typing the return key moves the <u>insertion point</u> to the beginning of the next line. When this option is activated, typing the return key still moves the insertion point to the next line, but shifts the beginning of the text to the level of the first preceding non-empty line.

### Word wrap

This option group affords controlling the way lines are wrapped for displaying or printing. This wrapping may be effected on window or page borders, or on a column number. Optionnally, words that cannot be displayed at the end of a line may be cut on displayed on the following line.

### See also

Options Changing the font Converting the tabulations width Sorting

# **Changing the font**

### To change the screen font

- 1 Choose **Screen font...** from the **Options** menu.
- 2 Select the name of the font.
- 3 Select the style of the font.
- 4 Type in or select the size of the font.
- 5 Choose «**OK**».

### To change the printer font

- 1 Choose **Printer font...** from the **Options** menu.
- 2 Select the name of the font.
- 3 Select the style of the font.
- 4 Type in or select the size of the font.
- 5 Choose «**OK**».

### To use a font close to the screen font for printing

> Check the Mirror display font menu item

### Remarks

Font choice applies to the whole text, and not to parts of the text (the <u>text file</u> format does not include any typographic adornment).

The font selected last becomes the default font.

### See also

Options Display options Converting the tabulations width Sorting

## Converting the tabulations width

This command allows the tabulations width to be updated without modifying the text appearance. Editeur ensures the same appearance by inserting the right number of tabulations and spaces.

### To convert

- 1 Choose <u>Convert...</u> from the <u>Options</u> menu.
- 2 Type in the tabulations width "from".
- 3 Type in the tabulations width "to".
- 4 If applicable, choose **Convert all texts**.
- 5 Choose «**OK**».

Editeur effects the conversion, modifies the tabulations width, and displays again the active text or all the texts, depending on the case.

### See also

Options Display options Changing the font Sorting

### Sorting

This command affords an ascending or descending sorting, comparing the whole lines or a part of the lines. The empty lines or part of lines may be considered as always inferior to the non empty lines or part of lines (normal case), or as always superior, which allows their placement in the sorted text to be inverted.

### To sort

- 1 Choose **Sort...** from the **Options** menu.
- 2 Choose the options.
- 3 If applicable, choose <u>Sort all texts</u>.
- 4 Choose «**OK**».

Editeur effects the sorting and displays again the active text or all the texts, depending on the case.

### Warning

The sorting cannot be undone. If applicable, make sure that a backup copy has been produced before proceeding.

### See also

<u>Options</u> <u>Display options</u> <u>Changing the font</u> <u>Converting the tabulations width</u>

### The File menu commands

#### <u>N</u>ew

This command creates a new empty text. The new text becomes active and can be directly edited.

#### <u>O</u>pen...

This command opens one or more existing files. The file opened last becomes active and can be directly edited. File deletion is possible in the "Open" dialog by selecting files to delete and pressing the Del key.

#### <u>S</u>ave

This command saves the active text in a file. If the Create backup files option is on and the file already exists, a backup copy is created before saving.

#### Save all texts

This command saves all open texts under their corresponding file names. If the Create backup files option is on, backup copies are created before saving files already existing.

#### Save as...

This command saves the active text under a new name. File deletion is possible in the "Save as" dialog by selecting a file to be deleted and pressing the Del key.

#### <u>C</u>lose

This command closes the active text. Editeur offers to save the text if it has been modified.

#### Save and close

This command saves and closes the active text in one single operation.

#### Page layout...

This command sets up the header and the footer and the margins used for printing.

#### Print setup...

This command allows a printer to be choosen and its options to be set up.

#### Print...

This command prints the active text or all texts on the selected printer.

#### Exit

This command is used to exit Editeur. All open texts are first closed. Editeur offers to save every text modified.

#### Save and exit

This command saves all texts and exits in one single operation.

#### <u>1,</u> 2, 3, 4,

These commands are created as files are opened and make up a files history including from 0 to 9 files. Selecting one of these commands reopens the corresponding file.

### The Edit menu commands

#### Undo

This command undoes one update. The update unit consists of a set of characters belonging to a single line and typed in one single time (with no insertion point move or menu command call). There is no limitation on the number of updates that can be undone or redone, except when the update memory is reset : when the text is saved or when the text is modified after having undone updates without having redone them.

#### Redo

This command redoes one previously undone update.

#### <u>R</u>epeat

This command repeats the last update in another location.

#### <u>C</u>ut

This command copies the <u>selection</u> into the clipboard and clears the original ; the copied text replaces the previous content of the clipboard.

#### Сору

This command copies the <u>selection</u> into the clipboard without clearing the original ; the copied text replaces the previous content of the clipboard.

#### <u>A</u>ppend

This command appends the selection into the clipboard without clearing the original.

#### <u>P</u>aste

This command inserts the clipboard content at the insertion point.

#### Clear

This command clears the selection.

#### Select all

This command selects the whole text.

#### Copy to...

This command copies the selection to a file.

#### Paste from...

This command inserts characters from a file.

#### <u>Upper</u>

This command sets the selection to uppercase characters.

#### <u>L</u>ower

This command sets the <u>selection</u> to lowercase characters.

### Date/time

This command inserts the current date and time at the insertion point.

### The Search menu commands

#### Search...

This command searches for a string. Different options are available : match upper/lower case, whole word, whole text/selected text/ from cursor, forwards/backwards, all texts.

#### Search again

The previous commands are used for finding the first occurence of a string, and this command is used for finding the following occurences.

#### Replace...

This command replaces a string by another. Different options are available : match upper/lowercase, whole word, whole text/selected text/ from cursor, forwards/backwards, all texts. The replacements are driven with a specific dialog. You can move from this dialog to the text and vice-versa with a mouse click in the appropriate window : this affords a direct update of the text while driving the replacement dialog.

#### Go to line number...

This command ensures positioning on a line identified by its number in the active text.

#### Go to last update

This command ensures positioning on the last update in the active text.

#### Toggle mark, Next mark, Clear all marks

These commands handle locations in the active text between which quick moves are possible.

### The Macro menu commands

#### <u>L</u>oad...

This command loads a previouly stored macro. Unlike the open command, the load macro command does not open a window to display the macro. Anyway, doing this would not bring information about what the macro is supposed to do, as macros coding is not text, but binary that can be (almost) directly used by Windows.

#### Store...

This command stores the current macro in a file so as to be able to replay it in a later Editeur session.

#### <u>R</u>ecord

This command begins the recording of your actions. Beware, only a part of these is recorded : mouse and keyboard actions, as well as menu command calls. Actions on system boxes and window menu files are not recorded. Moreover, except in the search menu case, the recording stops "at the dialogs gates" : what you do inside the dialogs is not recorded and you will have to handle these dialogs by yourself during each replay.

#### Stop recording

This command stops the recording.

#### Replay once

This command replays the current macro once.

#### Replay n times...

This command replays the current macro for a specified number of times. The replay may be interrupted by pressing the escape key.

#### **Replay indefinitly**

This command replays the current macro until the end of the times or until an error occurs (e.g., a text searched is not found). The replay may be interrupted by pressing the escape key.

### The Options menu commands

#### Options...

This command allows various Editeur parameters to be defined.

#### Screen font...

This command allows the font used for displaying to be choosen. The font selected becomes the default font.

#### Printer font...

This command allows the font used for printing to be choosen. The font selected becomes the default font.

#### Mirror display font...

Checking this menu item affords using a copy of the screen font for printing.

#### Convert...

This command changes the tabulations width in the active text without modifying its appearance. Editeur ensures the same appearance by inserting the right number of tabulations and spaces.

#### <u>S</u>ort...

This command affords an ascending or descending sorting, comparing the whole lines or a part of the lines. The empty lines or part of lines may be considered as always inferior to the non empty lines or part of lines (normal case), or as always superior, which allows their placement in the sorted text to be inverted.

### The Window menu commands

#### <u>C</u>ascade

This command rearranges the text windows in a cascade pattern.

#### **Tile horizontal**

This command tiles windows horizontally.

#### **Tile vertical**

This command tiles windows vertically.

#### **Close all texts**

This command closes all open texts. Editeur offers to save every modified text.

#### Save and close all texts

This command saves and closes all texts in one single operation.

#### <u>1, 2, 3, 4</u>

These commands are created as text windows are opened and make up a list of open text windows. Selecting one of these commands activates the corresponding text window.

## The Help menu commands

#### <u>H</u>elp

This command runs Editeur's help system, provided to answer the questions which could raise while using Editeur. This help describes in greater detail the procedures for using the commands.

#### Help on help

This command describes how the help system may be used.

#### About Editeur...

This command specifies the current version identifier and the name of the licence owner.

#### Contact...

This command summarizes the information that allows you to contact the author of this program.

## Using the Toolbar

The toolbar is displayed on top of the application window, under the menu bar. It affords a quick access to the main menu commands with a single mouse click. To show or hide the toolbar, validate or invalidate the toolbar checkbox in the Options dialog (ALT, O).

## Text file

A text file is a set of characters recorded in a raw state. The only characters used to control the presentation are the Tabulation and Line feed characters, and all other characters are displayed with their graphic ANSI representation.

# **Insertion point**

The insertion point is the location where the next update is to take place. It is highlighted with a blinking shape.

## Selection

The selection is the part of a text where the colors of the characters and the background have been inverted. The selection allows the scope of operations you ask to be specified and allows a part of the text to be highlighted by Editeur.

### Format

Editeur handles the following file formats :

Windows :character code = ANSI, end of line = cr + IfDos :character code = OEM, end of line = cr + IfUnix :character code = ANSI, end of line = If

**If you are not sure about the file format**, choose "**Auto-detect**". Editeur will find it out for you as follows : Editeur considers that the file format is Windows, but changes its mind under the following conditions : 1 - if it encounters a character between 0x80 and 0x9F, it considers that the file format is Dos. 2 - If it encounters a lf not preceded by a cr, it considers that the file format is Unix.

#### Remark

Editeur can handle binary files if you use the Windows or Unix formats. The Dos format must not be employed, because the OEM <-> ANSI transcoding is not entirely reciprocal.

## Format

Editeur handles the following file formats :

Windows :	character code = ANSI, end of line = cr + If
Dos :	character code = OEM, end of line = cr + If
Unix :	character code = ANSI, end of line = If

# **Special characters**

A special character is entered using a backslash followed by a letter. Special characters currently handled are : \t (tabulation), \r (return), \n (newline), and \\ (backslash).

## New

Creates a new and untitled text.

You will be able to save this file later, using the **Save as...** command from the **File** menu.

#### See also

Save as...

## Open

Opens an existing text file.

The following options may be specified :

#### **Read only**

Check this box to inhibit updates on the file or files opened. This should limit the risk of unintentional updates.

#### Format

Editeur usually recognizes where the files come from (**Auto-detect**). However, it is sometimes not possible to figure this out with certainty. In these cases, please, specify explicitly the format to be used (**Windows, DOS, Unix**).

#### Remark

Editeur affords editing any file as text. This might proove helpful in cases when you handle binary files with text sections.

## Refresh

Cancels all updates in the active text.

#### Untitled text

The text is cleared.

### Text with a title

The original file is reread.

## Save

Saves the text in its file. In the case of an untitled text, a file name is first asked for.

The format may be specified :

#### Format

Editeur internal format is Windows. So, files will generally be saved using this format. However, Editeur affords exporting files to **DOS** or **Unix** formats.

## Save all

Saves all texts in their respective files. In the case of untitled texts, file names are asked for.

Every text is saved using its format, as recognized at **Open** time or as choosen at **Save as...** time.

#### Remark

This command affords taking a picture of a set of files. This will, for instance, be the case after a replacement involving several files.

### Save as

Saves the text under a new file name.

This affords saving a text created by the **New** command in the **File** menu, or to save an existing text under a new name.

The format may be specified :

#### Format

Editeur internal format is Windows. So, files will generally be saved using this format. However, Editeur affords exporting files to **DOS** or **Unix** formats.

## Fermer

Closes the text.

Editeur proposes to save the file if it includes unsaved updates.

## Save and close

First, saves the text, and then closes it.

#### Remark

This command affords quickly closing a text by not asking whether it should be saved or not.

# Print setup

Affords choosing the active printer and configuring its options.

#### Remark

The dialog proposed depends on the printer type. This dialog is called by Editeur, but is provided by the printer manufacturer.

## Page setup

Specifies the page setup parameters used for printing. These parameters include : a header line, a footer line, and margins.

#### Macros

Macros afford printing variable data on the header and footer lines. &f affords printing the file name, &d the date and time, and &p the page number.

### Print

Prints the text.

The following options may be specified :

#### Scope

Affords choosing the text part to be printed : the whole text, the selection, or a set of pages.

#### **Collate copies**

Specifies if all the pages of a document are printed together, or if all page 1 are printed together, all page 2 together, and so on ...

#### Configure

Affords choosing the print options or the printer.

#### Print all texts

Specifies whether all texts are printed or if only the active text is printed.

## Quit

Terminates the program. Editeur proposes to save any file including unsaved updates.

# Save and quit

Terminates the program. Editeur automatically saves any file including unsaved updates.

#### Remark

This command affords quickly quitting by not asking if the files modified have to be saved.

### Undo

Editeur records your updates. You can later undo them. The number of updates undone is not limited.

#### Note

Modify a text when updates have been undone and not redone resets the update memory ...

### Redo

Redoes the undone updates.

### Note

Modify a text when updates have been undone and not redone resets the update memory ...

# Repeat

Repeats the current update in another location.

#### Remark

Only the elementary updates may be repeated. Concerning complex updates, using <u>macros</u> will make more sense ...

### Cut

Copies the selection to the clipboard, then deletes it in the text.

# Сору

Copies the selection to the clipboard.

# Append

Appends the selection to the clipboard.

### Remark

This command affords cumulating various text parts to the clipboard ...

### Paste

Inserts the clipboard content at the insertion point.

### Delete

Deletes the current selection.

### Select all

Selects the whole active text.

### Copy to

Copies the selection to a file. This affords recording a text part in a separate file.

The format may be specified :

#### Format

Editeur internal format is Windows. So, files will generally be saved using this format. However, Editeur affords exporting files to **DOS** or **Unix** formats.

### Paste from

Inserts a file at the insertion point.

#### Format

Editeur usually recognizes where the files come from (**Auto-detect**). However, it is sometimes not possible to figure this out with certainty. In these cases, please, specify explicitly the format to be used (**Windows, DOS, Unix**).

### Indent

Moves the selection one tabulation position to the right.

#### Remark

This command affords changing the presentation of a text. It will be particularly useful for structured languages programmers ...

### Unindent

Moves the selection one tabulation position to the left.

#### Remark

This command affords changing the presentation of a text. It will be particularly useful for structured languages programmers ...

# Upper

Changes the selected text to uppercase.

### Lower

Changes the selected text to lowercase.

### Date/Time

Inserts the date and time at the insertion point.

### Search

Searches for a string.

The following options may be specified :

#### Scope

Affords specifying the search scope : the whole text, the selection, or from the insertion point.

#### Match upper/lower case

If you check this box, an exact match will be necessary for selecting a word. Else, upper/lower case letters won't be taken into account.

#### Whole word

If you check this box, the word searched for will have to be preceded and followed by a separator to be selected. Else, it might belong to a bigger word.

#### Direction

Affords specifying if the search has to be done from the beginning to the end or from the end to the beginning.

#### Search among all texts

Checking this box affords searching among all open texts. Editeur ensures automatic switching between texts.

#### Remark

Special characters may be entered in the string searched for.

### Next

Searches for the next occurence of a string.

#### Remark

This command is executed without calling a dialog, which affords keeping the whole window space to display useful information.

### **Previous**

Searches for the previous occurence of a string.

#### Remark

This command is executed without calling a dialog, which affords keeping the whole window space to display useful information.

### Replace

Replaces a string by another.

The following options may be specified :

#### Scope

Affords specifying the search scope : the whole text, the selection, or from the insertion point.

#### Match upper/lower case

If you check this box, an exact match will be necessary for selecting a word. Else, upper/lower case letters won't be taken into account.

#### Whole word

If you check this box, the word searched for will have to be preceded and followed by a separator to be selected. Else, it might belong to a bigger word.

#### Direction

Affords specifying if the search has to be done from the beginning to the end or from the end to the beginning.

#### **Replace among all texts**

Checking this box affords searching among all open texts. Editeur ensures automatic switching between texts.

#### Remark

The replacements are driven with a specific dialog. You can move from this dialog to the text and viceversa with a mouse click in the appropriate window : this affords a direct update of the text while driving the replacement dialog.

Special characters may be entered in the strings searched for and replacing.

### **Search for files**

Affords opening all the files including a given string.

The following options may be specified :

#### Search

Specifies the string to search for.

#### Files

Specifies a file filter including \* et ? characters.

#### Directory

Specifies the search starting directory.

#### Browse

Affords choosing a new directory and file filter using an open dialog.

#### Match upper/lower case

If you check this box, an exact match will be necessary for selecting a word. Else, upper/lower case letters won't be taken into account.

#### Whole word

If you check this box, the word searched for will have to be preceded and followed by a separator to be selected. Else, it might belong to a bigger word.

#### **Recurse sub-directories**

Recursively extends the search to the sub-directories of the starting directory.

#### Remark

Special characters may be entered in the string searched for.

### Line number

Scrolls the display in order to show a line identified by its number.

# Last update

Scrolls the display in order to show the last update.

## Toggle mark

Puts or removes a mark on the current line.

The line including the mark is selected when the mark is put, and unselected when the mark is removed.

## Remark

This command affors moving cyclically on several locations in a text without cluttering up the screen with several views of the text.

## Go to next mark

Scrolls the display to the next mark.

The line including the mark is selected, which affords seeing it.

## **Clear all marks**

Clears all active marks.

## Load a macro

Loads a previously recorded macro into memory.

### Macro

A macro is a recording of a set of selected Windows events (keyboard and mouse commands). A macro is recorded to be replayed later, in order to automate some recurrent tasks.

## Store a macro

Stores the current macro in a file.

### Macro

A macro is a recording of a set of selected Windows events (keyboard and mouse commands). A macro is recorded to be replayed later, in order to automate some recurrent tasks.

## **Record a macro**

A macro is a recording of a set of selected Windows events (keyboard and mouse commands).

After having recorded a macro, you will be able to replay it and achieve an automation of some recurrent tasks.

## Remark

The events recording stops with the dialogs, and what you enter in the dialogs is not recorded by Editeur. Besides this, only one macro is active at a given moment.

# Stop recording a macro

Stops the macro recording.

From this moment, the macro may be reused.

## **Replay once**

Replays the macro once ...

## Replay n times

Replays the macro a number of times that you specify. However, the replay process may be interrupted at any time by pressing the "Escape" key.

## **Replay indefinitely**

Replays the macro indefinitely. However, the replay process may be interrupted at any time by pressing the "Escape" key.

## Convert

Changes the tabulation width without modifying the text presentation.

Editeur replaces the empty spaces by the number of tabulations and spaces required to ensure the same presentation.

## **Convert all texts**

Checking this box affords converting all open texts.

### Remark

This command will be particularly useful to valorize program files written in a time when the only possible tabulation width was 8 ...

## Sort

Sorts the lines of a text.

The following options may be specified :

## Order

The order is always alphabetical, ascending or descending.

## Scope

Affords choosing the sort scope : the whole text, the selection, or from the insertion point.

## **Empty lines**

Affords specifying how to consider the empty lines : inferior to anything or superior to anything.

## Sort on

Affords specifying the line part used as sort criteria.

## Sort all texts

Checking this box affords sorting all open texts.

## **Spell check**

Spell checks the text. This option is only available after installing specific aditional files.

The following options may be specified :

### Scope

Affords choosing the spell check scope : the whole text, the selection, or from the insertion point.

### Ignore

Affords not checking upper or capitalized word (including one uppercase letter as initial letter).

## Suggest always

When the word is not found in the dictionnary, a suggestion will be given systematically or only on demand.

## Check all texts

Check this box to check all open texts.

### Remark

A personal dictionnary is available for adding words not present in the standard dictionnary.

## Options

Affords choosing Editeur general options :

### **Tabulations width**

This option defines the number of spaces separating two tabulation positions. This value is used both for displaying and printing text.

#### Expand tabulations to spaces

When this option is activated, tabulations are converted to spaces when typed in a text. However, tabulations are not expanded when opening or saving a file. If you wish to suppress all tabulations in a text, select convert in the options menu and choose 1 as target tab stop size.

### Typing replaces selected text

When this option is activated and a <u>selection</u> exists, typing text provokes the deletion of the selection before the first character is taken into account. When this option is not activated, the selection is simply canceled before the first character is taken into account.

#### Automatic indentation

When this option is not activated, typing the return key moves the <u>insertion point</u> to the beginning of the next line. When this option is activated, typing the return key still moves the insertion point to the next line, but shifts the beginning of the text to the level of the first preceding non-empty line.

#### Reopen files at startup

When this option is activated, the files that were opened at Editeur quit time are automatically reopened at Editeur next startup (9 files max are reopened).

### Open dialog at startup

When this option is activated, a file open dialog is displayed at Editeur startup.

### Synchronize texts

When this option is activated, the PAGE DOWN, PAGE UP, HOME and END messages (keyboard or scroll bars) are passed on from the active text window to the inactive text windows

### **3D Controls**

When this option is activated, the controls are displayed using 3D effects and the dialog background color is the same than the color selected for the top of buttons (usually grey). Else, 3D effects are used only for buttons and the dialog background color is the same than the color selected for the windows backgrounds (usually white).

### Files in the history (20 maximum)

The list of the last opened files appears at the bottom of the File menu. By default, this list contains 4 entries, but this number may be modified to vary between 0 and 20.

#### File names including directories

This option specifies if text window titles include full pathnames or only file names.

### Create backup files

When this option is activated, files are renamed with a new suffix before saving. This backup copy is not created if the file is new. The file suffix used for saving may be freely choosen.

### Horizontal scroll bar

When this option is activated, an horizontal scroll bar is displayed at the bottom of every text window.

### Vertical scroll bar

When this option is activated, a vertical scroll bar is displayed on the right side of every text window.

### Toolbar

When this option is activated, a toolbar is displayed on top of the application window, under the menu bar.

### Status bar

When this option is activated, a status bar is displayed at the bottom of the application window.

### Display left margin

This option allows the size of the margin used for text displaying to be specified. This size is specified in pixels.

### **File filters**

This option allows the types and extensions of the files you usually work with to be specified. The types and extensions specified replace the default values.

## **Display options**

Affords choosing Editeur display options :

### **Display left margin**

This option allows the size of the margin used for text displaying to be specified. This size is specified in pixels.

### **Tabulations width**

This option defines the number of spaces separating two tabulation positions. This value is used both for displaying and printing text.

### Expand tabulations to spaces

When this option is activated, tabulations are converted to spaces when typed in a text. However, tabulations are not expanded when opening or saving a file. If you wish to suppress all tabulations in a text, select convert in the options menu and choose 1 as target tab stop size.

### Show spaces, tabulations and paragraphs

This option replaces these invisible characters by visible symbols.

### Expand tabulations to spaces

When this option is activated, tabulations are converted to spaces when typed in a text. However, tabulations are not expanded when opening or saving a file. If you wish to suppress all tabulations in a text, select convert in the options menu and choose 1 as target tab stop size.

### Typing replaces selected text

When this option is activated and a <u>selection</u> exists, typing text provokes the deletion of the selection before the first character is taken into account. When this option is not activated, the selection is simply canceled before the first character is taken into account.

### Automatic indentation

When this option is not activated, typing the return key moves the <u>insertion point</u> to the beginning of the next line. When this option is activated, typing the return key still moves the insertion point to the next line, but shifts the beginning of the text to the level of the first preceding non-empty line.

### Word wrap

This option group affords controlling the way lines are wrapped for displaying or printing. This wrapping may be effected on window or page borders, or on a column number. Optionnally, words that cannot be displayed at the end of a line may be cut on displayed on the following line.

## **Screen font**

Affords choosing the font used for displaying the active text. The font selected becomes the default font.

There is no restriction on the font choosen font. In particular, you can use proportional fonts (whose characters have not the same size).

## Remark

The active text is immediately redrawn with the font specified, which affords immediately viewing its global aspect.

## **Printer font**

Affords choosing the font used for printing. Pressing the "view" button affords viewing the text on screen with a font approximating the printer font selected.

## Remark

This approximation will be good only if Windows finds a screen font close to the printer font that you will have selected.

## **Mirror screen font**

Selecting this menu option affords using an approximation of the current screen font for printing.

### Remark

This approximation will be good only if Windows finds a printer font close to the screen font that you will have selected

## Tools

Affords defining up to 9 external tools that will be added at the bottom of the **Tools** menu. Windows or DOS programs may be selected as well.

The initial directory and arguments may be specified. Macro-arguments may also be used, that will expand to values depending on the file active at launch-time :

\$basename	the file name without the extension
\$directory	the drive and directory
\$extension	the file extension
\$file	the file path
\$filename	the file name without the drive and the directory

If no file is active when the tool is launched, the macro-arguments will be expanded to "void".

The active Editeur file will be saved before launching the tool. Optionally, Editeur will be minimized when launching the tool. You may also choose the launch size of the tool. Last, you may specify that additional arguments will systematically have to be asked for when launching the tool.

## Cascade

Arranges the text windows in cascade.

# Tile horizontally

Tiles the text windows horizontally.

# Tile vertically

Tiles the text windows vertically.

## Arrange icons

Rearranges the minimized text windows on Editeur desktop.

## Close all texts

Closes all open texts.

Editeur proposes to save every file including unsaved updates.

## Save and close all texts

Closes all open texts, automatically saving every text modified.

## Remark

This command affords quickly closing all texts by not asking whether modified texts should be saved or not.

## Move to another text

Activates the text mentioned.

# Help

Activates Editeur's help.

# Help on help

Activates the standard Windows Help on help.

# About Editeur

Gives a summary of Editeur Copyright, Licence, and Version information.

#### Contact

Gives a summary of my mail and e-mail adresses for any information on Editeur. Please, prefer e-mail when writing to me. It's faster and more efficient ...

If you don't have any CompuServe or Internet address, and you don't wish to make a long distance call, please be aware that a local BBS (close to your home) will probably allow you to send me a Fidonet Netmail ... I will answer to you using this same channel ...