XTreePro
gold

1 Word Manual

XTREE
COMPANY

XTreePro *gold*

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XTREE
C O M P A N Y

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1Word Text Editor

1Word is a dynamic text editor that serves as an easy editing tool within XTreePro Gold. Invoke 1Word with the Edit command in the File Window and use 1Word to modify any text file on any disk or create a new text file. Although many 1Word commands are compatible with WordStar™, you can configure the function keys to execute any 1Word command or command series. In addition, an onscreen status line maintains statistics and current editing information.

1Word does not support mouse operations.

The figure of the status line below identifies each element with call-outs:

Current system date and time ◄─────────────────────────────────────┐
Size of the file, cursor position ◄────────────────────────────┐   │
Current cursor column ◄──────────────────────────┐   │   │
Current cursor line number ◄────────────────┐   │   │   │
     ┌──► Name of the file being edited   │   │   │   │

┌──────────────── F1 help ESC exit ─┼────┼─────────────┼───┘
│ C:\Directory\Filename   │   │   Size 1 4:12:00
│ Ins User Wrap CapNum AskFrwdCaseWord Line 1 Col 1 Byte 1 2/5/90
└┬──┬──┬────┬─────┬──┬──┬────┬────┐

                                    ──► Search for whole words   ^OW
                                   ──► Search case sensitivity   ^OC
                                  ──► Search direction   ^OB
                                ──► Search ask for replace   ^OA
                              ──► Num Lock   NUMLOCK
                            ──► Caps Lock   CAPSLOCK
                          ──► Automatic word wrap   ^OJ
                        ──► Tabs (Hard, Soft, User)   ^OH-S-U
                      ──► Insert/overwrite   INS

┌──────────────── F1 help ESC exit ──────────────────┐
│ C:\MARKETS\EUROPE   Size 1 2:51:00
│ Ins Hard   AskFrwrd   Line 1 Col 1 Byte 1 12/5/90
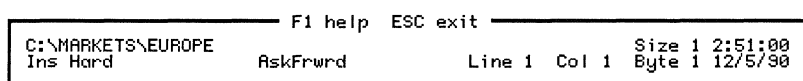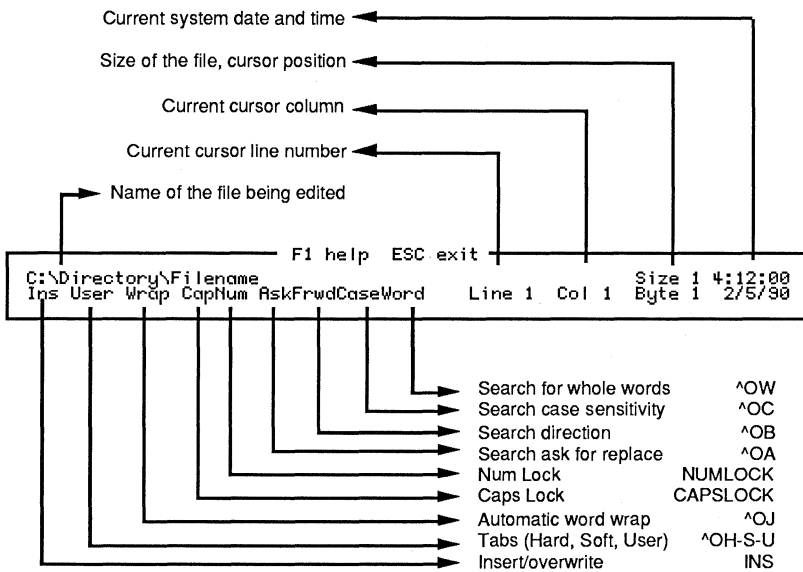└──┘

Figure. 1Word Status Line

XTreePro Gold commands are not available while you are using 1Word. Press CTRL/U to display 1Word's menus and press the F1 key to access help.

Cursor Controls

When you are editing text, the cursor points to where you will make changes, deletions, or insertions. Use the following commands to move the cursor:

LEFT ARROW or CTRL/S   Move cursor 1 position to the left
RIGHT ARROW or CTRL/D   Move cursor 1 position to the right

CTRL/LEFT ARROW or CTRL/A	Move cursor 1 word to the left
CTRL/RIGHT ARROW or CTRL/F	Move cursor 1 word to the right
UP ARROW or CTRL/E	Move cursor 1 position up
DOWN ARROW or CTRL/X	Move cursor 1 position down
HOME or CTRL/QS	Move cursor to beginning of line
END or CTRL/QD	Move cursor to end of line
CTRL/HOME or CTRL/QE	Move cursor to top of screen
CTRL/END or CTRL/QX	Move cursor to bottom of screen
PGUP or CTRL/R	Move cursor to previous screen
PGDN or CTRL/C	Move cursor to next screen
CTRL/PGUP or CTRL/QR	Move cursor to beginning of file
CTRL/PGDN or CTRL/QC	Move cursor to end of file
CTRL/QB	Move cursor to start of marked block
CTRL/QK	Move cursor to end of marked block
CTRL/QQ	Set a quick place marker
CTRL/QP	Move cursor to quick place marker
CTRL/OG	Move cursor to line number
CTRL/QW	Scroll the display up 1 line, keeping the cursor on the same screen row
CTRL/] or CTRL/QZ	Scroll the display down 1 line, keeping the cursor on the same screen row

Entering and Editing Text

With your cursor appropriately positioned in the text file, you can begin entering text by typing in characters. Typically, any text you enter is inserted to the left of the cursor, and all characters to the right of the cursor are moved to the left (Insert On).

Press the INSERT key to toggle Insert on and off. With Insert Off, any text you type replaces the text under the cursor.

Press ENTER to end a line of text. The cursor moves to the beginning of the next line. Press CTRL/OJ to toggle word wrap on and off. With Word Wrap On, you do not need to press ENTER at the ends of lines—1WORD reformats the text automatically.

Use the following keys to insert or delete text:

INS	Toggle insert on and insert off
CTRL/OI	Set insert on
CTRL/OO	Set overwrite on
CTRL/N	Insert a new line
CTRL/M	End a line
BACKSPACE	Delete the character to the left of the cursor
DEL	Delete the character under the cursor
CTRL/T	Delete the word under the cursor
CTRL/Y	Delete the line under the cursor
CTRL/QY	Delete from the cursor to the end of the line

Use the following commands to mark and manipulate blocks of text:

CTRL/KB	Mark the beginning of a block of text
CTRL/KK	Mark the end of a block of text
CTRL/KH	Hide the marked block
CTRL/KV	Move the marked block to the cursor position
CTRL/KC	Copy the marked block to the cursor position
CTRL/KY	Delete the marked block
CTRL/KW	Write the marked block to another file

Search and Replace Commands

When you invoke search and replace commands, 1Word prompts you to enter the text to find.

CTRL/QF	Find a string of characters
	Type in the text you want to find. The cursor moves to the first occurrence. Press CTRL/L to move the cursor to subsequent occurrences.
CTRL/QA	Search and replace a string of characters
	Invoke this command to replace one string of characters with another. Type in the text to be replaced. When you are prompted with "Replace (?)", type in the new text. The cursor moves to the first occurrence and prompts you to confirm the replacement. Press Y to replace the text at the cursor.
CTRL/L	Search and replace again
	Continues a search or search and replace operation without re-entering the text.
CTRL/QG	Global search and replace
	Find all occurrences of a string in the entire file. You are prompted to replace each one.

Search and Replace Options

Set these options before you invoke the search and replace commands:

CTRL/OA	Toggle ask option on and off
	With this option Off, the "Replace (?)" question is not asked in a CTRL/QA or CTRL/QG command. The text is replaced automatically.
CTRL/OB	Toggle the search direction backward or forward

CTRL/OC   Toggle search case sensitivity on and off
                                 With this option On, the case of each character
                                 (upper or lower) is included as part of the
                                 match criteria in a search. With this option
                                 Off, a string of characters is found whether or
                                 not their case matches the search case.

CTRL/OW   Toggle search full-word sensitivity
                                 With this option On, the target text is
                                 considered to be whole words. With this
                                 option Off, a match occurs if the text matches
                                 part of a word in the file.

Tab Option Commands

1Word provides three options for using tabs, depending on your needs:

CTRL/OH   Set hard tab mode (every 8 columns) As with
                                 standard ASCII files, tab stops are positioned
                                 every eighth column. When you press the
                                 TAB key, you place the TAB ASCII character
                                 into the file. The TAB key moves the cursor to
                                 the next position which is a multiple of eight
                                 from the left side of the screen. Subsequently,
                                 the cursor jumps when you move it over that
                                 spot. If you delete the TAB, text jumps to the
                                 left to fill the gap.

                                 Hard tabs conserve space on your disk, which
                                 is helpful if you use a lot of TABs.

CTRL/OS   Set soft tab mode Soft tabs place spaces in the
                                 file, rather than characters, so the cursor will
                                 not jump when you move it over a tab stop.
                                 Tab stops are determined by the spaces in the

line of text directly above the current line. When you are indenting a series of lines, press TAB to move the cursor directly to the column where the text begins on the above line. Soft tabs are useful for programming in high-level languages.

CTRL/OU   Set user tab mode (ruler line) When you press CTRL/OU, 1Word displays a tab ruler indicating where each tab stop is located. You can edit the ruler using CTRL/OE, or you can set or release a tab stop at the current column position by using CTRL/OT. Automatic word wrap and paragraph reformatting are enabled in this mode with the CTRL/OJ command.

CTRL/OT   Set or clear a tab stop See the CTRL/OU discussion above.

CTRL/OE   Edit tab stop ruler line

                                 When you press CTRL/OE, the cursor is placed on the ruler line. Use the right and left arrow keys to move the cursor without changing the ruler. Press the space bar to remove a tab under the cursor and press T to add a tab under the cursor.

Word Processing Commands

CTRL/OJ   Toggle automatic word wrap on and off With Word Wrap On, you don't need to press ENTER at the ends of lines. Enabling Word Wrap automatically enables User Tabs.

With Word Wrap Off, you need to press ENTER to end a line of text.

CTRL/OR or CTRL/B   Reformats a paragraph Paragraphs are reformatted according to the positions of the first and last tab stops on the ruler. A paragraph is considered to be any number of lines up to a completely blank line. Press CTRL/B or CTRL/OR to shift lines of text into well-formed paragraphs.

To reformat with different margins, first edit the ruler. Place the first and last tab stops at the columns where you want the text to start and end. Move the cursor to the first line of the paragraph and press CTRL/B or CTRL/OR. 1Word puts as many words as will fit into each line, and it honors the indenting of the first line.
Note: 1Word does not justify text on the right side.

1Word's File Commands

CTRL/KS   Save the file and continue editing. Keeps the cursor at the same position in the file.
CTRL/KD   Save the file and edit another
CTRL/KX   Save the file and return to XTreePro Gold
CTRL/KP   Print the file
CTRL/KQ   Quit (abandon) the file without saving
CTRL/KR   Read another text file and insert its text at the cursor position

Returning to XTreePro Gold

CTRL/KX   Save a file and return to XTreePro Gold

ESC   Display a menu of exit options

When you edit a single file, the filename you enter at the Edit prompt is subsequently displayed in XTreePro Gold. .BAK files are also displayed and information is updated.

If you edit more than one file, or write data to another file or create a new PFK file, those files will not be displayed until you relog the disk on which those files are stored.

Miscellaneous Commands

ESC	Cancel the current operation
CTRL/QU or ALT/U	Make character upper case
CTRL/QL or ALT/L	Make character lower case
CTRL/QT	Insert time and date in the text at the cursor
CTRL/OQ	Quiet: toggle beeper on and off
CTRL/U	Use the menu prompter
CTRL/OM	Turn the prompter on and off
CTRL/O]	Clear high bits from the file
	This can be useful for converting some word-processing files to regular ASCII files.
CTRL/[	Inserts an ESC character into a 1Word document. Type a string of characters (for example, xy or 'ESC') where you want to insert an ESC character, then use the search and replace command (CTRL/QA) to replace the string with CTRL/[.

Entering Graphic Characters

To enter graphic characters into a 1Word file, hold down the ALT key and use the numeric keypad to type the ASCII decimal equivalent for a graphic character.

Programmable Function Keys (PFK)

Within 1Word, you can configure the function keys F1-F10 to execute any 1Word command or series of commands. PFKs extend your range of operations, enabling you to:

- Replace CTRL/key sequences with function keys
- perform frequent multi-key editing operations with a single keystroke
- enter hard-to-type text such as semi-graphic box characters

Initially, 1Word searches for a file named 1WORD.PFK in the directory which was current when 1Word was invoked. If it is not found there, 1Word looks in the root directory. If the file is present, 1Word reads it and uses it to set the programmable function keys. If you do not define a 1WORD.PFK file, the function keys have no settings.

To change the value of a function key, press CTRL/PE. 1Word prompts you for the function key you want to define. Press the function key to display the current value definition (if any) in reverse video. Press the Backspace key to back up and delete one character at a time or press CTRL/Backspace to delete the entire value definition.
ENTER a 1Word command or series of commands, or enter a string of characters that define a multi-key editing operation. ENTER a CTRL/key command by holding the CTRL key and pressing the command key. Press ALT/N to place an [ENTER] key into the function key definition at any point.

If you reprogram the F1 key, you can use CTRL/Backslash (CTRL/\) to access 1Word help.

Press ENTER when you are finished editing a function key definition. Or, press ESC to cancel an edit, restoring the previous value of the function key.

Key in as many as 10 function key definitions and press CTRL/PW to write them to a PFK file for later recall. Once a function key has been defined, pressing that key while editing causes 1Word to type the corresponding string.

Create multiple .PFK files for different editing requirements. To reload a specific .PFK file, press CTRL/PR.

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