PERFECT WRITER™

Editing Command Summary

MOVING THE CURSOR

Forward Character	Backward Character
(CTRL)—(F)	(CTRL)—(B)
Forward Word	Backward Word
(ESC)·····(F)	(ESC)·····(B)
Beginning of Line	End of Line
(CTRL)—(A)	(CTRL)—(E)
Beginning of Sentence	End of Sentence
(ESC)·····(A)	(ESC)·····(E)
Beginning of Paragraph	End of Paragraph
(ESC)·····(P)	(ESC)·····(N)
Beginning of Document	End of Document
(ESC)·····(<)	(ESC)·····(>)

SCREEN DISPLAY

SCROLL

▲ Previous Line	▼ Next Line
(CTRL)—(P)	(CTRL)—(N)
View Previous Screen	View Next Screen
(CTRL)—(Z)	(CTRL)—(V)

SPLIT SCREEN DISPLAY

Two Windows	One Window
(CTRL)—(X)(2)	(CTRL)—(X)(1)
Other Window	Enlarge Window
(CTRL)—(X)(O)	(CTRL)—(X)(∧)

SCROLL OTHER WINDOW / SPLIT SCREEN

▲ Previous Screen (Other Window)	▼ Next Screen (Other Window)
(CTRL)—(X)(CTRL)—(Z)	(CTRL)—(X)(CTRL)—(V)

DELETE AND INSERT

Delete Previous Character	Delete Previous Word
(DEL)	(ESC)·····(DEL)
Delete Next Character	Delete Next Word
(CTRL)—(D)	(ESC)·····(D)
Delete to End of Line	Delete Entire Line
(CTRL)—(K)	(ESC)·····(CTRL)—(K)
Delete Sentence Forward	
(ESC)·····(K)	

DELETE PARAGRAPH

1. Place cursor anywhere in paragraph and enter
   (ESC)·····(H) [define paragraph command]
2. Followed by
   (CTRL)—(W) [wipe region command]

DELETE REGION

1. At front of region insert
   (ESC)·····(SPACE BAR) echo line responds "Mark Set"
2. Move cursor to end of region to be deleted and enter
   (CTRL)—(W) [wipe region command]

INSERT

Open Insert

[CTRL]—[O]

Close Insert

[ESC]······[CTRL]—[O]

Insert File

[CTRL]—[X] [I]

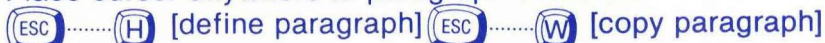Adjust Paragraph (cleans up text after deletions and insertions)

[ESC]······[Q]

COPY AND MOVE

(Text can be moved within and between buffers.)

COPY PARAGRAPH

1. Place cursor anywhere in paragraph and enter

   [ESC]······[H] [define paragraph] [ESC]······[W] [copy paragraph]

2. Position cursor where text is to be inserted and enter

   [CTRL]—[Y] [yankback]

COPY REGION

1. At front of region to be copied insert

   [ESC]······[SPACE // BAR] echo line responds "Mark Set"

2. Move cursor to end of region to be copied and enter

   [ESC]······[W] [copy region]   + sign appears in mode line

3. Position cursor where text is to be moved and enter

   [CTRL]—[Y] [yankback]

GATHERING AND MOVING TEXT

After the + sign appears in Step 2 above enter

[ESC] [CTRL]—[W] [continue saving]

Then move cursor to the next region to be gathered for copying and restart at Step 1 above.

Exchange Cursor and Mark

[CTRL]—[X] [CTRL]—[X]

SEARCHING

Forward Search

[CTRL]—[S]

Reverse Search

[CTRL]—[R]

Search and Replace

[ESC]······[R]

Search and Replace with Query

[ESC] [CTRL]—[R]

QUERY OPTIONS:

Cancel

[CTRL]—[G]

Exit to Entry Point

[.]

Replace All

[!]

Replace and Query Again

[,]

Replace and Continue

[Y]

No Replacement and Continue

[N]

UTILITIES

Go Back or Cancel
`CTRL`—`G`

Quit
`CTRL`—`X` `CTRL`—`C`

Refresh Screen (center left)
`CTRL`—`L`

Universal Repeat
`CTRL`—`U` or `ESC`······`1` (type exact number of repetitions)

Center Line
`ESC`······`S`

Yankback
`CTRL`—`Y`

Quote Next Character
`CTRL`—`Q`

SETUP UTILITIES

Set Indent Column
`CTRL`—`X` `.`

Set Fill Column
`CTRL`—`X` `F`

Set Tab Spacing
`CTRL`—`X` `TAB` (type Escape followed by the setting number and then the setup command)

TRANSPOSE

Transpose Characters
`CTRL`—`T`

Transpose Words
`ESC`······`T`

CAPITALIZATION

Uppercase Word
`ESC`······`U`

Lowercase Word
`ESC`······`L`

Capitalize Word
`ESC`······`C`

FILE COMMANDS

Retrieving a File
Read File
`CTRL`—`X` `CTRL`—`R`

Find File
`CTRL`—`X` `CTRL`—`F`

Storing a File
Save File
`CTRL`—`X` `CTRL`—`S`

Write File
`CTRL`—`X` `CTRL`—`W`

BUFFER COMMANDS

Buffer Directory
`CTRL`—`X` `CTRL`—`B`

Delete Buffer
`CTRL`—`X` `K`

Switch Buffers
`CTRL`—`X` `B`

MODES AVAILABLE

Save   Automatically saves files after every 512 characters
Normal   Turns off word wrap (programming)
Fill   Turns on word wrap (writing text)
View   Allows viewing file without insertion or deletion
Overwrite Editing commands overwrite and cursor moves vertically
Spell   Allows for correction of misspelled words

MODE SELECTION

Add Mode
`CTRL`—`X` `M`

Delete Mode
`CTRL`—`X` `CTRL`—`M`

PERFECT WRITER™

Document Design Command Summary

GENERAL FORM OF COMMANDS

General Form: @Command(text)

Fence Pairs are:

(. . .) [. . .] {. . .} ⟨. . .⟩ ". . ." `. . .' '. . .'

Large regions can also be fenced with the
@BEGIN (environment command name) and
@END (environment command name)

ENVIRONMENT COMMANDS

ADDRESS	INDENT
CENTER	ITEMIZE
CLOSING	LEVEL
COMMENT	MAJORHEADING
DESCRIPTION	PREFACESECTION
DISPLAY	QUOTATION
ENUMERATE	SUBHEADING
EXAMPLE	TEXT
FLUSHLEFT	UNDENT
FLUSHRIGHT	UNNUMBERED
FORMAT	VERBATIM
HEADING	VERSE

TYPEFACE COMMANDS

+	superscript
–	subscript
B	boldface
I	italic
P	boldface italic
R	roman
T	typewriter
U	underscore printing characters
UN	underscore alphanumerics
UX	underscore everything

GENERAL COMMANDS

BEGIN(EnvironmentName)
BLANKPAGE(number of pages)
BLANKSPACE(number of lines)
CASE(SelectorVariable,
   value1,"text for value1"
   value2,"text for value2"

   . . .

   NULL,"text for SelectorVariable value of NULL"
   ELSE,"text for no match so far")
DEVICE(DeviceName)
END(EnvironmentName)
FOOT(footnote text)
INCLUDE(filename)
INDEX (index entry)
MESSAGE(message text)
NEWPAGE
NOTE(end note text)
PAGEFOOTING(left = "leading lines and left justified text"
   center = "centered text"
   right = "right justified text"
   line = "following lines text"
{even or odd})
PAGEFOOTING( ) {turns off page numbering}
PAGEHEADING(left = "leading lines and left justified text"
   center = "centered text"
   right = "right justified text"
   line = "following lines text"
{even or odd}
STYLE(parameters)
W(text to consider as one word)

SECTIONING COMMANDS

CHAPTER(title)
SECTION(title)
SUBSECTION(title)
PARAGRAPH(title)
APPENDIX(title)
APPENDIXSECTION(title)

Note: Use of these commands will automatically result in the production of a Table of Contents.

VARIABLE MANIPULATION COMMANDS

REF(counter)
SET(var = number or var = + number or var = − number or
   var = var or var = + var or var = − var)
STRING(var = "string" or var = var)
TITLE(section)
VALUE(variable)

String Variables:	Counter Variables:
CHAPTERTITLE	Page
SECTIONTITLE	Chapter
SUBSECTIONTITLE	Section
PARAGRAPHTITLE	Subsection
APPENDIXTITLE	Paragraph
APPENDIXSECTIONTITLE	Appendix
	AppendixSection

STYLE PARAMETER OPTIONS

	default	specification
above	1	lines
below	1	lines
bottommargin	3	lines
chapters	yes	yes or no
footerspacing	3	lines
footpush	yes	yes or no
headerspacing	3	lines
indent	2	characters
justification	yes	yes or no
leftmargin	8	characters
levelhang	no	yes or no
levelindent	yes	yes or no
linewidth		characters
notes	bottom	bottom or endnote
paperlength	11	inches
paperwidth	9	inches
rightmargin	8	characters
scriptpush	yes	yes or no
spacing	1	lines
spread	1	lines
topmargin	3	lines

Example: @Style (above 3 lines)

PERFECT SPELLER

(CTRL)—(X) (S)

COMMANDS

(A) — Add   (E) — Edit   (R) — Root

(C) — Change   (I) — Ignore   (?) — Help

BASIC PRINT COMMANDS

FORMAT

PF   A: Filename.MSS

Format File   Disk   Text File Name
Command   Location

PRINT

PR   −2   A: Filename   −3 B: Filename

Print File   Number   Short Form of   Additional Files
Command   of Copies File Name   to Print, if Desired

Cancel Printing of Current File
(CTRL)—(G)

Cancel All Printing
(CTRL)—(Z)

Complete information on all commands may be located through the index in the Perfect Writer's User's Guide.