

ScreenMan Help - Crib Sheet

Cursor Movement

Move right one character	<Right>
Move left one character	<Left>
Move right one word	<Ctrl-L> or <F1><Space>
Move left one word	<Ctrl-J>
Move to right of window	<F1><Right>
Move to left of window	<F1><Left>
Move to end of field	<F1><F1><Right>
Move to beginning of field	<F1><F1><Left>

Modes

Insert/Replace toggle	<PF3>
Zoom (invoke multiline editor)	<F1>Z

Deletions

Character under cursor	<PF2> or <Delete>
Character left of cursor	<Backspace>
From cursor to end of word	<Ctrl-W>
From cursor to end of field	<F1><PF2>
Toggle null/last edit/default	<F1>D or <Ctrl-U>

Macro Movement

Field below	<Down>
Next page	<F1><Down> or <PageDown>
Field above	<Up>
Previous page	<F1><Up> or <PageUp>
Field to right	<Tab>
Next block	<F1><PF4>
Field to left	<PF4>
Jump to a field	^caption
Pre-defined order	<Return>
Go to Command Line	^
Go into multiple or word processing field	<Enter>

Command Line Options (Enter '^' at any field to jump to the command line.)

<u>Command</u>	<u>Shortcut</u>	<u>Description</u>
EXIT	<F1>E	Exit form (asks whether changes should be saved)
CLOSE	<F1>C	Close window & return to previous level
SAVE	<F1>S	Save changes
NEXT PAGE	<F1><Down>	Go to next page
REFRESH	<F1>R	Repaint screen

Other Shortcut Keys

Exit form and save changes	<F1>E
Quit form without saving changes	<F1>Q
Invoke Record Selection Page	<F1>L

Full Screen Editor - Crib Sheet Summary of Key Sequences

Navigation

Incremental movement	Arrow keys
One word left and right	<Ctrl-J> and <Ctrl-L>
Next tab stop to the right	<Tab>
Jump left and right	<F1><Left> and <F1><Right>
Beginning and end of line	<F1><F1><Left> and <F1><F1><Right>
Screen up or down	<F1><Up> and <F1><Down>
Top or bottom of document	or: <PrevScr> and <NextScr> or: <PageUp> and <PageDown>
Go to a specific location	<F1>T and <F1>B <F1>G

Exiting/Saving

Exit and save text	<F1>E
Quit without saving	<F1>Q
Exit, save, and switch editors	<F1>A
Save without exiting	<F1>S

Deleting

Character before cursor	<Backspace>
Character at cursor	<PF4> or <Remove> or <Delete>
From cursor to end of word	<Ctrl-W>
From cursor to end of line	<F1><PF2>
Entire line	<F1>D

Settings/Modes

Wrap/nowrap mode toggle	<PF2>
Insert/replace mode toggle	<PF3>
Set/clear tab stop	<F1><Tab>
Set left margin	<F1>.
Set right margin	<F1>.
Status line toggle	<F1>?

Formatting

Join current line to next line	<F1>J
Reformat paragraph	<F1>R

Finding

Find text	<F1>F or <Find>
Find next occurrence of text	<F1>N
Find/Replace text	<F1>P

Cutting/Copying/Pasting

Select (Mark) text	<F1>M at beginning and end of text
Deselect (Unmark) text	<F1><F1>M
Delete selected text	<Delete> or <Backspace> on selected text
Cut and save to buffer	<F1>X on selected text
Copy and save to buffer	<F1>C on selected text
Paste from buffer	<F1>V
Move text to another location	<F1>X at new location
Copy text to another location	<F1>C at new location