Keyboard Shorteuts

Compiled by Brian Mills For geoCLUB

DeskTop Version 2.0

'B'			
Delete selected files			
Erase disk in current drive			
short NEW)			
k in current drive			
not implemented			
Duplicate selected file(s)			
Select Input driver			
not implemented			
Copy disk from current drive			
or B to A)			
ented .			
Rename selected file(s)			
Rename disk in current drive			
Open disk in current drive			
Print selected file			
Display info on selected file			
Reset the DeskTop			
Append page after the page			
n the DeskTop			
opened page on the			
will delete files)			
ed file			
d under trashcan)			
sk in current drive			
Select all files on all pages			
Select all files on current page			
oorder files			
ed file			

BaoWទាំ៤a Version 2.1

C C	В	Left justify Selects text in boldface Copies selected portion of document into text scrap	
000000000000	E F G H I J K L M	Double line space Center justify Opens/closes footer screen Go to page Opens/closes header screen Selects text in italics Full justify Single line space Page break One and half line space Finds and highlights next instance of item entered in Search For dialog box	
6666	P R	Sets text in outline Sets text in plain style Right justify Opens search/replace operation	
00000	U V W	Paste text scrap contents Sets text in underline Highlights current page Paste photo scrap Removes selected portion of document into photo scrap	
G	>	Previous page Next page Sets text in superscript Sets text in subscript	

Select file on current page C I to C 8 (1-4/5-8)

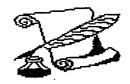
Hold down to select/deselect

multiple files

Swap Drive'C' with Drive'A' Swap Drive'C' with Drive'B' C Shift A C Shift B C Shift I to C Shift 8 Select a border file I to 9 % 0 Shift I to Shift 8 Move to page 1 thru 10 Move to page 11 thru 18

RUN/STOP Aborts multi-file operations Shift up CRSR

Go to previous page Down CRSR Go to next page



Beilldugood

Keyboard Shortcuts

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G L	Go to Page Layout mode		
C M	Go to Master Page mode		
C G	Go to Page Graphics mode		
G <-	Go to previous page		
C +	Go to next page		
C 1-9	Go to pages 1 - 9		
C Z	Enter zoom mode		
C P	Enter preview mode		
C A	Display Graphic Attribute		
	Dialog Box		
C T	Toggle toolbox mode ON/OFF		
C S	Toggle snap mode ON/OFF		
C R	Toggle ratchet mode ON/OFF		

The EDITOR mode has its own keyboard shortcuts:-



Editor	Menu	Options Menu
G X G C G T G W	Cut Copy Paste Text Paste Picture	G V Select page
Page (Region) Menu	Style Menu
G L G + G <-	previous page (region) next page (region) go to page (region) page (region) break	GP plain text GB bold text GI italic text GO outline text U underline G> or . superscript G < or , subscript
Ruler		Additional Characters
G A G E G R G J G K G M	left justify centre justify right justify full justify single space one and a half space double space	G [or : { G] or ; } G † G .