

# ePad

Text File Editor



User Manual

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## Setup

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### Hardware Requirements

*Pentium 133, 32Mb RAM.*

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### Software Requirements

*Windows 9x/Me or Windows NT/2000/2003/XP.*

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### Installation Procedure

**STEP 1:** Run the application setup program provided (following all prompts).

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## Application

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## Functionality

*ePad is a lightweight, yet highly functional text editor.*

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## Technical Overview

*ePad may be used to manipulate text files in a manner of different ways, including the ability to create batch edit jobs to open sets of files at the same time. ePad includes a spell-checker, encryption routines and the ability to use regular expressions.*

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## Features

### File

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New – selecting this option will create a blank document.

Open – this opens a file dialog for choosing a text file to open.

Refresh From File – this will re-load the current document from it's unaltered state on the system.

Print – this opens a print dialog in order to output the current text file to a local or network printer.

Save – this will save the current file under the same name it was opened.

Save As... - this gives the option to change the file's name as it is being saved.

Save As PDF – this will save the text file in Adobe's PDF format (compatible with Adobe Acrobat Reader 3 or higher).

Exit – exits ePad.

MRU List – the MRU (Most Recently Used) list is a list of the last five documents to be opened by ePad and may be used to easily open the associated file.

### Edit

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Undo-restore the text are to it's state prior to the last change done.

Cut – removes the currently selected text, and places it in the windows clipboard.

Copy – places the currently selected text in the windows clipboard without altering the document.

Copy To – allows currently highlighted text to be copied directly to a new file.

Paste – inserts the contents of the windows clipboard at the cursors current location.

Delete – remove the currently selected text from the document.

Select All – highlight all text in the document.

Spell Check – start the spell checker to test the correctness of words in the current document; Correct: replace the currently selected misspelled word with the contents of the edit box. Skip: skip this word and remove it from the misspelled words list. Add to Dict.: add the current contents of the edit box to the dictionary for future use. Done: exit the spell checker.

## Search

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Find – this starts the find text dialog, allowing a search for specific text within the document.

Find Next – repeats the last search.

Replace – opens the replace text dialog, allowing the automatic replacement of a given text with another given text. The use of the Use regular Expressions option within the replace dialog allows for a more complex pattern matching using regular expressions. To learn more about regular expressions, see the section entitled “Regular Expressions”.

## Text

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Format – several options to modify either the selected text or the entire document if no text is selected.

Convert –

Numbers to Text – translates actual numbers to their textual equivalents.

Ex: 123 = “one hundred twenty three”

Special Characters – replaces (C), (R) & (TM) with ©, ® & ™ respectively.

Vulgar Words to \* – will replace all vulgar words in the text area with asterisks (\*). The contents of the vulgar.txt file determine which words ePad will censor.

Justify –

Left – Align text to the left-hand side of the text area.

Right – Align text to the right-hand side of the text area.

Center – Align text to the center of the text area.

Indent –

Increase – adds spaces to the left most column of the selected text.

Decrease – removes spaces from the left most column of the selected text.

Wrap – place hard returns in the text to force its layout to a given number of columns.

Un Wrap – remove hard returns to restore text from previous forcible wrapping.

Upper Case – change text to upper case. Ex: TEXT

Lower Case – change text to lower case. Ex: text

Proper Case – change text to proper case. Ex: Text

Toggle Case – change upper case characters to lower case and vice-versa.

Ex: Text = tEXT

Clown Case – alternating upper and lower casing of characters.

Ex: tExT

Scramble – randomly redistributes selected text.

Reverse – reverses the order of selected text.

Encode – prompts for a “Keyword” to use to cryptographically encode the text.

Decode – prompts for a “Keyword” to use to cryptographically decode the text. Note: the keyword used to decode the text must be the same used to encode it, otherwise the text will be unreadable.

Insert –

Special Characters – selection from a character chooser window is inserted at the cursor location.

Time / Date (Now) – the current time and date are inserted at the cursor location.

Time / Date (Calendar) – the time and date selected from a calendar window are inserted at the cursor location.

Text at Column # – inserts a given text on all lines at a given column.

From Calculator – starts ePad’s internal calculator program, the answer will be inserted into the text when “OK” is pressed to leave the calculator program.

From File – inserts text directly from another text file at the cursors location.

Double Spacing – increases spacing to twice normal.

Strip –

Blank Lines – removes unused lines such as those used in double-spaced text.

Lines Containing Content – removes whole lines from the selected text in which a given text phrase or word exists.

Lines Not Containing Content – removes whole lines from the selected text in which a given text phrase or word does not exist.

Columns – removes text between a given start and end column. Specifying a “-1” for the end column results in all text after the start column to be truncated.

HTML – removes any HTML tags from the text.

Tabs – replaces any tabs found with a single space.

Trailing Spaces – truncates spaces from the end of lines.

Leading Characters – removes specified characters from the beginning of lines.

Compress –

Lines (join) – combine multiple lines into a single line by removing hard returns.

Spaces – concurrent spaces are reduced to single spaces.

Ex: “jojo the dog boy” = “jojo the dog boy”

Tabs – concurrent tabs are reduced to single tabs.

HTML – removes characters that would normally be invisible during HTML rendering, reducing file/transfer size while not altering rendered appearance.

Sort Lines – lines in given text are arranged alphabetically.

## **Options**

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Word Wrap – for display purposes only, the text will be wrapped to the width of the text window.

Line Numbers – toggles the display of line numbers on the left-hand side of the editor.

Create .BAK files – if checked, ePad will create backup files of original when saving.

Associations – gives the ability to assign windows associations for the file types you wish ePad to be automatically used when double-clicked inside of windows.

Date/Time Format – allows the user to choose the date/time format used when using the insert-date/time option.

Colors – opens a dialog that allows you to change the text and text window colors.

Font – opens a dialog to change the font used in the text window.

## **Library**

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Create New Library – Generates approximate Flesch-Kincaid readability scores to include grade level, words, sentences, and syllables. It should be noted that this readability score is generated from the full text and not a small sample as usually prescribed.

Delete Library – displays helpful information about ePad’s version number.

Add Clip – adds a new clip to the current clip library. The contents of the new clip will be the text currently selected in the editor.

Edit Clip – allows editing of the clip from the current clip library.

Delete Clip – Deletes the current clip from the current clip library.

## **Help**

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Readability – Generates approximate Flesch-Kincaid readability scores to include grade level, words, sentences, and syllables. It should be noted that this readability score is generated from the full text and not a small sample as usually prescribed.

About – displays helpful information about ePad’s version number.

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## Special Features

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### Clip Library

*ePad's clip library is a useful, time-saving feature. A clip library is a collection of text "clips" that can be inserted into the current document by double-clicking the clip in the library.*

*The clip library may be viewed by selecting the  button on the right-hand side of the editor. It can be hidden from view again by clicking the  button.*

*The drop-down list allows the selection of different clip libraries.*

*A clip containing <%SEL%> will include the selected text in the editor in place of the <%SEL%> tag in the clip.*

*Right-clicking on the library will bring up the library context menu.*

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### Regular Expressions

*ePad's search and replace function supports the use of regular expressions. Regular expressions are a way of searching for patterns instead of plain words. Teaching the use of regular expressions is beyond the scope of this document. Some helpful resources where Regular expression usage can be learned are;*

<http://www.regular-expressions.info/>

<http://www.amk.ca/python/howto/regex/>

[http://gnosis.cx/publish/programming/regular\\_expressions.html](http://gnosis.cx/publish/programming/regular_expressions.html)

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## Batch Edit (\*.ePad) Files

*Sometimes groups of files are commonly edited together (batches of files). An example of this is system configuration files. ePad allows for the creation of batch files, that when opened actually open all of the files within it.*

*These batch edit files are simple text listing a single filename on each line. To differentiate batch edit files from other text files, they are saved with an “ePad” extension.*

*An example of a possible “system.ePad” file might look like;*

```
C:\autoexec.bat  
C:\config.sys  
C:\msdos.sys
```

*Double-clicking or launching via command-line will cause the batch edit file to execute opening each file in an instance of ePad. The only way to edit the batch edit file with ePad is to use the File/Open functionality from within ePad.*

## Date Formats

*The date format option contains several standard date-time formats, if the formats offered in the drop-down list do not suit your needs, you may create your own format using the guidelines below.*

*The following table identifies characters you can use to create user-defined date/time formats:*

<b>:</b>	Time separator
<b>:</b>	Date separator
<b>d</b>	Day (1 - 31).
<b>dd</b>	Day (01 - 31).
<b>ddd</b>	Day (Sun - Sat).
<b>dddd</b>	Day (Sunday - Saturday).
<b>dddddd</b>	Date serial number.
<b>w</b>	Day of the week (1 - 7).
<b>ww</b>	Week of the year (1 - 54).
<b>m</b>	Month (1 - 12).
<b>mm</b>	Month (01 - 12).
<b>mmm</b>	Month (Jan - Dec).
<b>mmmm</b>	Month (January - December).
<b>q</b>	Quarter of the year (1 - 4).
<b>y</b>	Day of the year (1 - 366).
<b>yy</b>	Year as a 2-digit number (00 - 99).
<b>yyyy</b>	Year as a 4-digit number (100 - 9999).
<b>h</b>	Hour (0 - 23).
<b>Hh</b>	Hour (00 - 23).
<b>N</b>	Minute (0 - 59).
<b>Nn</b>	Minute (00 - 59).
<b>S</b>	Second (0 - 59).
<b>Ss</b>	Second (00 - 59).
<b>AM/PM</b>	Twelve-hour clock with (AM or PM).
<b>am/pm</b>	Twelve-hour clock, with (am or pm).
<b>A/P</b>	Twelve-hour clock, with (A or P).
<b>a/p</b>	Twelve-hour clock, with (a or p).