**Inserting Material into the Main Buffer**

To insert any printing characters on the keyboard, type the characters. To insert nonprinting characters, use the SPECINS functions.

**SPECINS** Inserts nonprinting characters. Press the GOLD key, type the ASCII decimal equivalent of the nonprinting character you want to insert, and then use the SPECINS function to insert the character.

**OPEN LINE** Inserts a new line terminator at the cursor’s right.

**Deleting and Restoring by Standard Units of Text**

CTRL/U Deletes to the preceding line terminator and stores the string in the line buffer.

DEL C Deletes the cursor’s current character and stores it in the character buffer.

DEL EOL Deletes to the next line terminator and stores the string in the line buffer.

DELETE Deletes the preceding character and stores it in the character buffer.

DEL L Deletes through the next line terminator and stores the string in the line buffer.

DEL W Deletes to the first character of the next word and stores the string in the word buffer.

LINE FEED Deletes through the first character of the current or preceding word and stores the string in the word buffer.

UND C Inserts the character from the character buffer.

UND L Inserts the string from the line buffer.

UND W Inserts the string from the word buffer.

**Substituting**

CHNGCASE Changes the case of the characters in a selected range.

REPLACE Replaces the characters in a select range with the characters in the paste buffer.

SUBSTITUTE When the cursor is at a search string, completes the REPLACE function and then the FND/NXT function.

**Selecting a Range of Text**

**SELECT** Marks the start of a select range. When you move the cursor, use the following functions and commands at the end of the select range:

**Functions:** APPEND, CHNGCASE, CUT, REPLACE

**Commands:** FILL, TABS, ADJUST

The RESET function cancels the select range.

**Moving, Copying and Reformating Text**

**APPEND** Deletes the select range and stores it at the end of the paste buffer.

**CUT** Deletes the select range and stores it in the paste buffer.

**FILL** Reformats the text lines in the select range.

**PASTE** Inserts the string from the paste buffer.

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Keyboard Functions

BACKSPACE Moves the cursor to the beginning of a line
DELETE Erases the character to the left of the cursor
GOLD integer Repeats any keypad function except SPECINS, DELETE, and CTRL/U
LINE FEED Erases the word to the left of the cursor
CTRL/L Computes tab level
CTRL/C Ends the current operation and returns EDT to keypad editing
CTRL/D Decreases tab level
CTRL/E Increases tab level
CTRL/K Defines key
CTRL/T Adjusts tabs
CTRL/U Deletes to start of line
CTRL/W Refreshes screen
CTRL/Z Returns to line editing prompt

Getting Help

Pressing the HELP key in keypad editing provides a diagram of keypad functions, as well as explanations of some common keyboard functions. When you then press a keypad key, a description of the functions of that key appear on the screen.

Using the GOLD Function

GOLD Specifies the lower function of the two functions named on a keypad key. Also repeats a function and allows special character insertion.
RESET Cancels a GOLD function or a select range.

Entering Commands

COMMAND Displays the COMMAND: prompt when you press the GOLD and COMMAND function keys, then lets you enter a command.
ENTER Lets you complete the command.

Using Arrow Functions

Moves the cursor to the next character.
Moves the cursor one character below.
Moves the cursor to the preceding character.
Moves the cursor to the character above.

Changing Directional Mode

ADVANCE Changes the direction of cursor movement to the right and downward.
BACKUP Changes the direction of cursor movement to the left and upward.

Moving the Cursor by Standard Units of Text

BOTTOM Moves the cursor directly to the end of the buffer.
TOP Moves the cursor directly to the top of the buffer.
LINE Moves the cursor to the beginning of a line.
CHAR Moves the cursor to the next or preceding character.
EOI Moves the cursor to a line terminator character.
WORD Moves the cursor to the beginning of a word.
PAGE Moves the cursor to the top of a page.
SECTION Moves the cursor to the top of a section.

Searching for Strings in the File

FIND Type a search string and then press the ADVANCE key or BACKUP key to specify the search direction.
FINDXT Searches for another occurrence of a word or phrase that matches the latest search string.

Repeating Functions

If the VT100 autorepeat feature is enabled, you can repeat a single key function and single character insertion by holding the key down. For the same effect on a VTS2, hold down both a function key and the REPEAT key.
GOLD integer Repeats any keypad function except SPECINS, DELETE, and CTRL/U.

(Continued)