No help available. Please click on **Help Topics** to return to the list of Help Topics.

File Menu Commands

Open: Use this command to open an existing document in a new window. With the help of the menu **Window** you can switch between documents.

Close: Use this command to exit the active document.

1,2,3,4: Use the numbers and file names listed at the bottom of the **File** menu to open the last four documents you closed.   Select the number that corresponds with the document you want to open.

Exit: Use this command to end your SpeedView session. You can also use the **Close** command on the application system menu.

Edit Menu Commands

Copy: Use this command to copy selected data onto the clipboard. This command is not available if no data is selected. Copying data to the clipboard replaces the contents previously stored there.

Format Menu Commands

Font: Use this command to change the font, which SpeedView uses for displaying documents. Changes in font are only possible if the active document is a text file.

ANSI Mode: SpeedView can display a text document in ANSI format or ASCII format. A check mark appears next to the menu item when SpeedView uses the ANSI format.

ASCII Mode: SpeedView can display a text document in ANSI format or ASCII format. A check mark appears next to the menu item when SpeedView uses the ASCII format.

View Menu Commands

Toolbar: The toolbar is displayed on top of the application window, below the menu bar. The toolbar provides quick access to many tools used in SpeedView. To hide or display the toolbar, select **Toolbar** from the **View** menu.

Status Bar: Use this command to display or hide the Status Bar. The status bar describes the action executed by the selected menu item or depressed toolbar button, and keyboard latch state. A check mark appears next to the menu item when the Status Bar is displayed.

Maximize MDI window: Use this command to automatically maximize a new child window created with the **File New** or **File Open** command.

Exit with Escape: Activate this option if you want to exit SpeedEdit with **Escape**.

Window Menu Commands

Cascade: Use this command to arrange open windows as overlapping tiles.

Tile Horizontal: Use this command to arrange open windows as non-overlapping tiles.

Tile Vertical: Use this command to arrange open windows as non-overlapping tiles.

Arrange Icons: Use this command to arrange the icons for minimized windows at the bottom of the main window. If there is an open document window at the bottom of the main window, then some or all of the icons may not be seen because they will be underneath the active document window.

1, 2, 3: SpeedView displays a list of currently open document windows at the bottom of the **Window** menu. A check mark appears in front of the document name of the active window. Select a document from this list to activate it.

Help Menu Commands

Help Topics: Use this command to display the contents of Help. Here you can use the step-by-step instructions for using SpeedView and various types of reference information.

About SpeedView: Use this command to display the copyright notice and version number of your copy of SpeedView.