Foundation Editor
Quick Reference Card

Revision A
March 6, 1987

See *Essential Foundation* **for detailed information on topics covered on this card.**

Entering and Exiting the Editor

enter the editor	found & *or* found file1 file2 *etc.* &
exit the editor	*click* Quit
open new empty buffer	*click* New Buffer
destroy buffer	*click* Destroy Buffer

Using Prefix Keys

Note: *c* represents any character

Notation	*Name*	*Actual Keys Pressed*
C-*c*	Control	hold **Ctrl**, press *c*
M-*c*	Meta	hold **Meta**,* press *c* *or* press **Esc**,** press *c*

* **Meta** key may be labeled **Compose Character**, **Symbol**, or **Alt**.
** If keyboard has no **Esc** key, use **F11** instead.

Using the Command Menu

Action	*Command*
make a choice from the command menu	*hold right-button*, move to selection, *release right-button*

Using the Scroll Bar

Action	*Command*
page **forward**	*click bottom-box*
page **backward**	*click top-box*
scroll **forward**	*drag elevator down*
scroll **backward**	*drag elevator up*

Moving the Cursor

Action	*Command*
character **forward**	C-f
character **backward**	C-b
previous line	C-p
next line	C-n
start of line	C-a
end of line	C-e
move cursor to mouse	*click left-button*

Deleting Text

Action	*Command*
delete **current** character	C-d
delete **previous** character	**Delete** *or* **Backspace**
delete from cursor to **end of line**	C-k

Starting New Lines

Action	*Command*
start new line and move cursor down	**Return** *or* C-m
open new line, don't move cursor	C-o

Selecting a Region

Action	*Command*
select region	*hold left-button*, move mouse, *release left-button*

Cutting and Pasting Regions

Action	*Command*
cut and **wipe** region	C-w
cut region **without wipe**	M-w
paste (**yank**) region	C-y
paste (**yank**) earlier region	M-y*

* Use M-y *after* typing C-y.

Reading and Writing Files

Note: Use these commands while the mouse is in the *filename box*.

Action	*Command*
read file from disk	C-r
save document and annotations to disk	C-s
save file (**text** only) to disk	C-t
save **printable** document and annotations to disk	C-p

Using Annotations

Action	*Command*
annotate selected region	C-c C-a
highlight annotated text	C-c C-l*
unhighlight annotated text	C-c C-u
view all annotations	C-c C-v
hide all annotations	C-c C-h
hide one anotation	*click* Hide
destroy one annotation	*click* Destroy

* This is a lowercase ‘L’.