Learning HP EDIT

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Preface

Before You Begin

To use this tutorial, you need to log onto an HP 3000 computer where HP EDIT has been installed. This tutorial assumes you know how to start a session on an HP 3000 computer and understand basic MPE file system concepts.

Learning HP EDIT is designed for new users of HP EDIT. The tutorial leads you through a series of lessons on the basics of HP EDIT.

The lessons will not teach you everything you need to know about HP EDIT. Rather, they will give you a fundamental set of working skills to make you productive with HP EDIT. The *HP EDIT Reference Manual* contains detailed information on all HP EDIT features. You should refer to it when you want more information on features described in the tutorial or are interested in learning about the more advanced features of the editor.

For the best results, read the tutorial sequentially. Do the exercises that are indented and in bold print to practice using some of HP EDIT's features.

The following topics are covered in the tutorial:

Lesson 1 - Getting Started with HP EDIT
Lesson 2 - Creating and Keeping Text
Lesson 3 - Positioning the Cursor
Lesson 4 - Modifying Text
Lesson 5 - Undoing Mistakes
Lesson 6 - Searching and Replacing
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Lesson 9 - Mastering HP EDIT

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1

Getting Started with HP EDIT

In this lesson you will learn how to start and end an HP EDIT session. You will also learn some basic concepts about HP EDIT that will help you use the product as you read this tutorial.

Starting HP EDIT

An HP EDIT session is started by typing a run command at the MPE prompt. Start an HP EDIT session now.

Type `RUN HPEDIT.PUB.SYS`

Press Return

HP EDIT starts and prompts you for a file name:

```
File:
```

If you have any trouble with this step, see "Getting Started" in chapter 1 of the *HP EDIT Reference Manual* for more information.

HP EDIT must know the name of the file you plan to work on. You must type in the name and press Return. If you press Return without entering a file name, you will be returned to MPE. In this exercise, you will use a file named LESSON1.

Type `LESSON1`

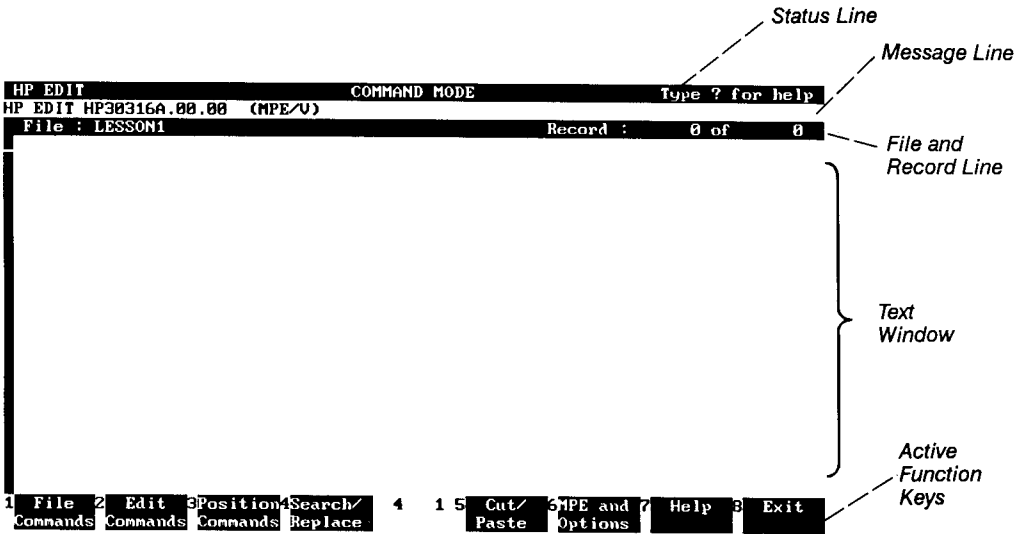
Press Return

Since the file does not exist, HP EDIT confirms that you want to create a new file.

```
Create new file LESSON1 (y/n)?
```

Press y

Understanding the HP EDIT screen



The Status Line

The first line of the display indicates the current mode of this editing session. Notice that the editor is now in Command mode. When you begin a new editing session, the editor is placed in Command mode. You will learn more about modes later.

The status area also provides informational messages in the right-hand corner, such as how to access help.

The Message Line

The second line of the display shows prompts, informational messages and error messages.

The File and Record Line

The file and record line displays the name of the current edit file. This line also shows the number of records in your file, the number of the leftmost column, and the record number of the first line displayed on the screen. The record count indicates the total number of MPE records in the file. It does not matter if the file is numbered or unnumbered.

The Text Window

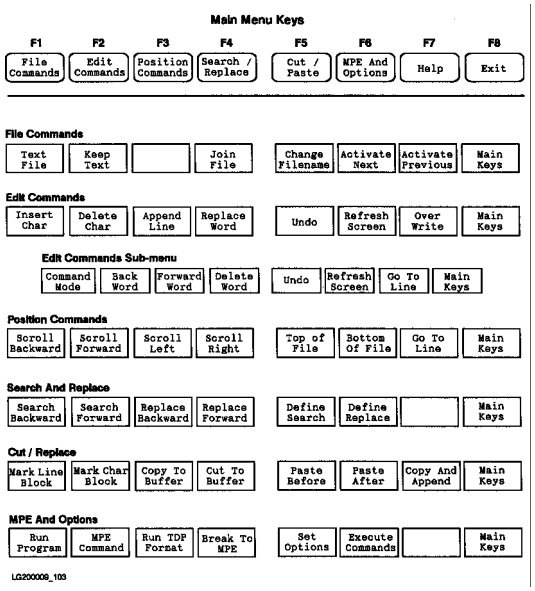
The rest of the screen area is available for text entry. The first column is highlighted until text has been entered on that line.

The Active Function Keys

The active function keys are displayed at the bottom of your screen. Some function keys perform an HP EDIT command when pressed; others activate another set of function keys. These keys enable you to execute many of the commonly used HP EDIT commands. This makes it easier to learn the editor and gives you fewer commands to remember.

The active set of function keys displayed when you first run HP EDIT are known as the Main Keys. From the Main Keys function key set, six other function key sets and the help subsystem are accessible.

The following diagram shows the relationship between the function key sets. Take a minute to examine some of the HP EDIT commands that you can execute using HP EDIT. You will practice most of these commands in this tutorial.



Using Your Terminal Keyboard

With HP EDIT, you use much of the keyboard to execute commands and input text. It is a good idea to get acquainted with your keyboard now.

HP EDIT can be run from several different terminals or personal computers emulating these terminals.

In several places throughout this tutorial, you are asked to press the Return key. If you are using a Vectra personal computer, this key is labeled as Enter. Both of these keys function like the carriage return on a typewriter, executing a carriage return and line feed sequence. In this tutorial, if a different label is used on a Vectra personal computer keyboard, it will be noted in parentheses.

Note

Some keys such as Next, Next Page, (or Pg Up), and Prev, Prev Page, (or Pg Down) are not recognized by HP EDIT. A list of terminal keys to avoid can be found in table 2-2 in the *HP EDIT Reference Manual*.

Using HP EDIT Modes

HP EDIT has two modes of operation: Command mode and Text Entry mode. While in Command mode, you direct the editor to perform certain functions such as texting and keeping files, positioning the cursor, and performing search and replace functions. To add new text, or modify existing text, you must be in Text Entry mode. Some HP EDIT commands place you in Text Entry mode.

Executing Commands

In most cases, an HP EDIT command is executed by pressing a key or a short series of keys that have been assigned to a particular command. For example, the Help command may be executed by simply pressing ?. Since Help is a commonly requested function, it is also available from the function key labeled Help.

Notice that HP EDIT commands are case sensitive. The key a performs a different command than the key A. To execute a command using a shifted character, you must simultaneously press the Shift key and that character. You should be sure the Caps lock key is turned off when entering HP EDIT and while executing commands since the most commonly used HP EDIT commands use lowercase characters.

Entering Text

You may type in text when you are in Text Entry mode. Commands should not be typed when in Text Entry mode since they will be interpreted as text. HP EDIT, however, does recognize commands executed from function keys when you are in Text Entry mode. (If you press a function key in Text Entry mode, HP EDIT places you in Command mode before executing the command corresponding to the function key. When the command has been completed, you are returned to Text Entry mode.)

To leave Text Entry mode and return to Command mode, you must press the / (slash) key and then press the Return key.

Exiting HP EDIT

You may exit HP EDIT by issuing the Exit command or by pressing the Exit function key. The key assignment for Exit is e. Practice exiting HP EDIT by pressing the Exit function key.

Press `Exit`

A permanent version of your workfile is not saved until you do a keep operation. Since you did not do a keep operation for the file LESSON1 and the workfile was empty, the workfile was erased. The file LESSON1 does not exist.

Summary

Concepts Introduced

- Start HP EDIT by running HPEDIT.PUB.SYS from an MPE prompt.
- Obtain information about your current editing session from the top three lines of the terminal display.
- Enter commands from Command mode; enter text from Text Entry mode.
- Execute commands by pressing the keys assigned to the command or by pressing a function key corresponding to the command.
- Exit HP EDIT by executing the Exit command. The command may be executed by pressing the Exit function key or pressing e, the key assigned to the Exit command.

Commands Learned

Command Name	Function Key	Key Assignment
Exit	F8, `Exit`	e

2

Creating and Keeping Text

HP EDIT allows you to easily create and keep files in standard ASCII format. In this lesson, you will create and save a simple text file using HP EDIT.

Creating a File

Start a new HP EDIT session as before, creating a file named LESSON2.

Type `RUN HPEDIT.PUB.SYS`

Press Return

HP EDIT prompts you for a file name:

```
File:
```

Type `LESSON2`

Press Return

Since the file LESSON2 does not exist, you must confirm that you wish to create a new file.

```
Create new file LESSON2 (y/n)?
```

Press y

Appending Text

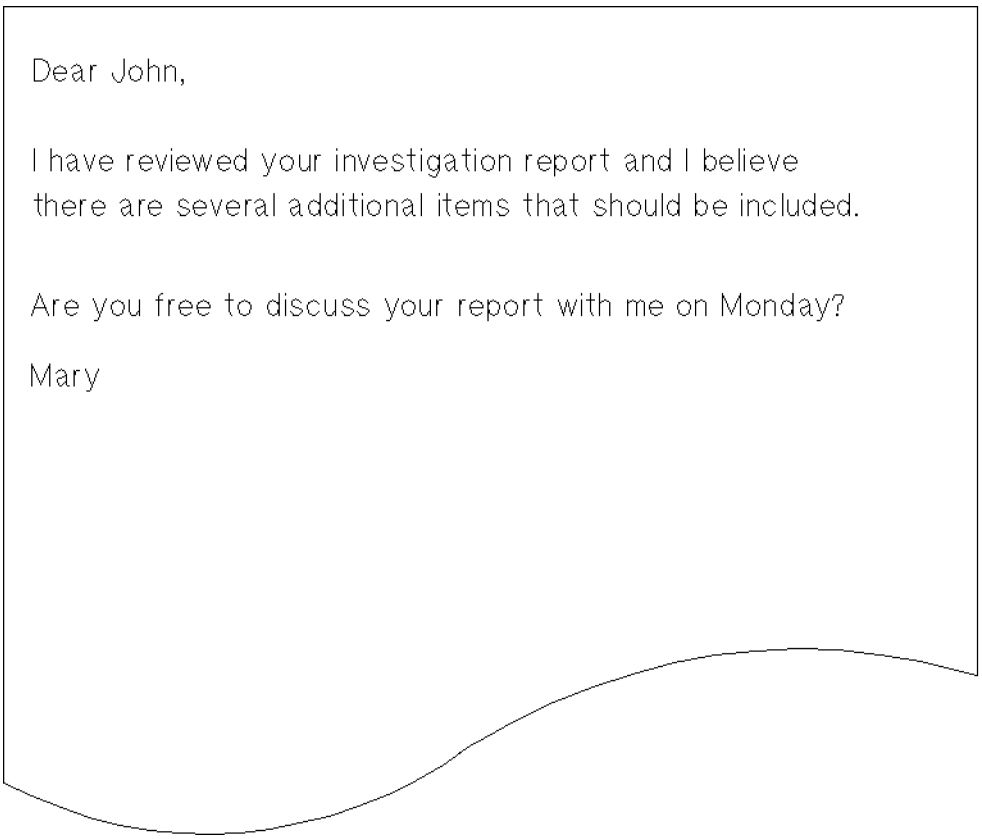
To enter text you must get into Text Entry mode by typing one of the commands used for text entry. One such command is Append Character. The key a is assigned to the Append Character command. To execute the Append Character command, press the a key.

Press a

Notice that the Status Line now indicates that you are in Text Entry mode. Everything you type now will be treated as text until you press / and then press Return. The / and Return used together causes Text Entry mode to end. The "/" you enter in your text is erased when it is followed by Return. If you need to enter a "/" in your text at the end of a line, simply type "/" and a space before pressing Return.

You are now ready to type in text. Type the text as shown in the following sample letter. At the end of a line, press Return to enter text on the next line. To leave a blank line, press Return at the beginning of the line. You can use the BACKSPACE (or ←) key to back up and type over mistakes. Do not worry about typing the letter exactly as it appears since you will have a chance to correct mistakes later.

Write the following letter as shown:



Leave Text Entry mode when you have finished the letter.

Press /

Press Return

You are now in Command mode. You will now save your text as a permanent file.

File Commands Function Keys

Commands used to manage files are available on the File Commands function key set.

Press File Commands

From the File Commands function key set you can execute commands to bring in a new text file, keep a modified text file, join text to your work file and change the name of your current work file. You may also start and manage new HP EDIT processes within your current session.

Keeping a File

Text changes are saved using the Keep Text command. The Keep Text command may be executed by pressing the Keep Text function key or by pressing the (k) key, which has been assigned to the Keep Text command.

Press Keep Text

HP EDIT responds by displaying the filename it will write:

```
Type Return to save file, CTRL-Y to cancel, ...

Save text to file LESSON2
```

Now you may do one of the following:

- Confirm the keep operation by pressing (Return).
- Change the filename by typing in a new name after the prompt.
- Abort the operation by pressing the (CTRL) and the (Y) keys at the same time.

Save this file so that you can use it in the next lesson.

Press (Return)

After HP EDIT saves the file you are returned to your file.

Printing a File

You can print specific lines, a block of text, or an entire file by using the Print command. The Print command is executed by pressing the Escape and **P** keys while you are in Command Mode.

Press Escape P

The Print Text menu appears on your screen. There are four print options that you can change by pressing either the letter next to the option or by pressing the option function key.

To print your text:

Press Return

To cancel printing:

Press Control Y

Mastering Text Creation and File Commands

This lesson introduced you to the basic techniques of text creation and file management. Information about the following related topics may be found in the *HP EDIT Reference Manual*:

- Autokeep protection of files.
- Starting concurrent editing sessions.
- Saving and printing portions of a file.

Summary

Concepts Introduced

- Enter Text Entry mode by executing a command used for text entry, such as Append Character.
- Exit Text Entry mode by pressing / and then pressing Return.
- Use the Keep Text command to save a file.
- Use the Print command to print a file.
- Confirm a keep operation by pressing Return when HP EDIT displays the filename.
- Cancel a keep operation by typing CTRL Y.

Commands Learned

Command Name	Function Key	Key Assignment
Append Character	None	a
Keep Text	F2, `Keep Text`	k
Print Text	None	Escape **P**

3

Positioning the Cursor

Most editing tasks require that the cursor be positioned on the text that is to be edited. In this lesson, you will learn the varied ways HP EDIT lets you quickly move around your file and position the cursor.

If you have exited HP EDIT since completing the last lesson, restart HP EDIT, specifying "EDTUT000.PUB.SYS" as the file name you wish to text in. Otherwise, you can follow the steps for changing the workfile to access the file you will use in this lesson.

Changing the Workfile

If you are already in HP EDIT, you can text in a new file by executing the Text File command. The command may be performed by pressing function key F1, Text File, or by pressing the assigned keystroke (t).

Press F1,

The following prompt is displayed in the message line.

```
File:
```

Type `EDTUT000.PUB.SYS`

Press (Return)

This file exists and therefore is copied into your HP EDIT workfile.

Press,

Position Commands Function Keys

The most commonly used cursor positioning commands are available from the Position Commands function key set.

Press F3, `Position Commands`

When you press the Position Commands function key, a new set of keys appear that allow you to perform commands to move the cursor around your file.

Scrolling Forward and Backward

Two very useful commands for browsing a file are Scroll Forward and Scroll Backward. The text will move up or down 20 lines each time you perform one of these commands. You may change the scrollsize if you wish, but by default the scrollsize is set to 20. Practice these two commands as often as you wish, observing the change in the text displayed on the screen.

Press F2, `Scroll Forward`

Press F1, `Scroll Backward`

Since these are such frequently used commands, many users choose to remember the keys assigned to these commands so that they can perform the command without entering the Position Commands function key set. To perform Scroll Forward, press s. To perform Scroll Backward, press S.

Note

Do not attempt to use Next Page (or Pg Dn) and Prev Page (or Pg Up) keys to browse your file. HP EDIT does not recognize these keys.

Moving to Top and Bottom of File

To quickly move to the top or bottom of a file, you may use the Top Of File and Bottom Of File commands. Function key F3, Top Of File, or the assigned key (, may be used to position the cursor to the first line in your file. The Top Of File command is often used to quickly position the cursor before performing a forward search operation. The Bottom Of File command moves the cursor to the last line of the file and may be executed by pressing F4, Bottom Of File, or pressing the key). Practice executing these two commands.

Press F5, Top Of File

Press F6, Bottom Of File

Moving the Cursor to a Line

To position the cursor on a particular line, use the Go To Line command. The Go To Line command may be executed from function key F7, Go To Line, or may be executed by pressing g, the key assigned to the Go To Line command.

The Go To Line command can be issued within any file. If the file is unnumbered, HP EDIT will interpret your input as the number of records from the beginning of the file. In a numbered file, the actual line number is used. See the *HP EDIT Reference Manual* for more information on creating and editing numbered files in HP EDIT.

Press F7, Go To Line

When the Go To Line command is executed, HP EDIT prompts you for a line number in the message line:

```
Line?
```

You must type a number and then press Return.

Type 3

Press Return

The cursor is positioned on line 3. The Go To Line command will move the cursor as long as you specify a valid number. If the line does not exist in the file, the cursor moves to the next smaller number in the file. If you give a number smaller than the first line number in the file, the cursor moves to the first line in the file.

Pressing Return without first entering a line number will cancel the Go To Line command. The cursor will remain positioned at the line it was on before you performed the command.

Moving the Cursor to the Beginning and End of a Line

The Beginning of Line command and End of Line commands are used to position the cursor within your current line. These two commands are often used before inserting text. To execute the Beginning of Line command, press [. The End of Line command may be executed by pressing]. Practice using these commands now.

Press [

Press]

Terminal Cursor Positioning Keys

Several terminal cursor keys can be used to position the cursor. These keys are labeled ▲, ▼, ◀, and ▶. These keys work exactly as you would expect and can be used in both Command and Text Entry modes.

Press ▲

Press ▼

Press ◀

Press ▶

Note

Do not attempt to use the home key to position the cursor. The key is usually labeled ↖ (or Home). HP EDIT does not recognize this key. Do not use the terminal cursor positioning keys to position the cursor outside of the text window.

Other Cursor Positioning Techniques

You have probably already used two other techniques to position the cursor: the BACKSPACE (or ←) key and the Return key. Both keys may be used in Command and Text Entry modes. The BACKSPACE key moves the cursor to the left one column. It also erases new text when inserting characters in Text Entry mode. The Return key moves the cursor down one line.

The BACKSPACE and Return keys work somewhat differently from ◀ and ▼. Experiment with these keys to determine how they work differently from the terminal cursor positioning keys.

Press BACKSPACE

Press Return

Mastering Cursor Positioning

This lesson introduced you to the basic techniques of cursor positioning. Information about the following related topics may be found in the *HP EDIT Reference Manual*:

- Changing the scrollsize.
- Using tab characters.
- Moving the cursor on word boundaries.
- Positioning the cursor on a column.
- Moving the cursor to a premarked text location.
- Using the cursor positioning commands in split window screens.

Summary

Concepts Introduced

- Browse through your file, 20 lines at a time, using the Scroll Forward and Scroll Backward commands.
- Use the Go To Line command to place the cursor on a specific line of the file. For a numbered file, give an actual line number. For an unnumbered file, give the position of the line from the beginning of the file.
- Use the following keys to position the cursor:

Key	Action performed
BACKSPACE (or ←)	Moves the cursor back one character
Return	Moves the cursor down one line
▲	Moves the cursor up one line
▼	Moves the cursor down one line
▶	Moves the cursor right one column
◀	Moves the cursor left one column

- Avoid using the following keys to position the cursor:

  Next Page
  Pg Dn
  Prev Page
  Pg Up
  ▼
  Home

  Use valid HP EDIT commands instead.

Commands Learned

Command Name	Function Key?	Key Assignment
Beginning of Line	None	[
Bottom Of File	F4, Bottom Of File	)
End of Line	None	]
Go To Line	F7, Go To Line	g
Scroll Backward	F1, Scroll Backward	S
Scroll Forward	F2, Scroll Forward	s
Text File	F1, Text File	t
Top Of File	F3, Top Of File	(

4

Modifying Text

To be proficient with any editor, you must learn techniques for making text changes. This lesson covers some basic HP EDIT commands for modifying text.

You will make changes to the letter you created in Lesson Two. If you exited HP EDIT since completing the last lesson, restart HP EDIT, using file "LESSON2". Otherwise, execute the Text File command as shown in the previous lesson, entering "LESSON2" to the filename prompt.

Text file LESSON2

Make sure that the Main Set of function keys are displayed.

Edit Commands Function Keys

Several of the many HP EDIT commands available for performing editing functions can be accessed from the Edit Commands function key set.

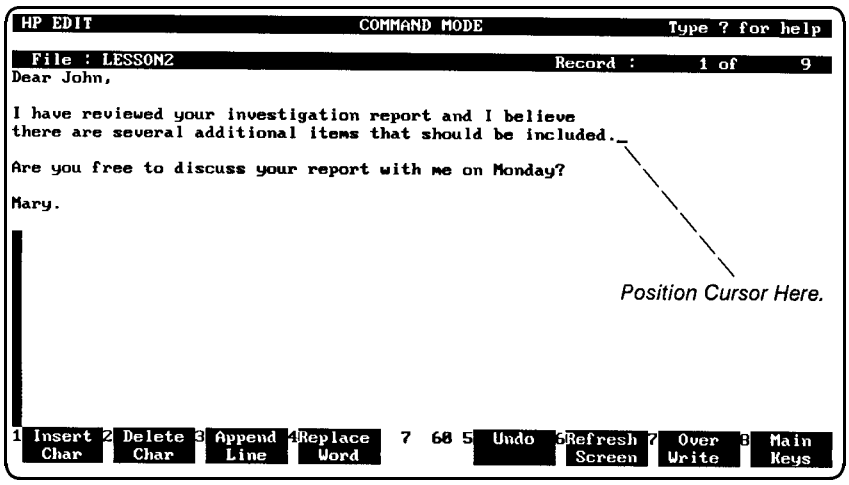
Press F2, `Edit Commands`

A single edit command operates on a text unit such as a character, word or a line. Although only the Delete Character command is available from a function key, commands are available in HP EDIT to delete words or lines. Through usage of HP EDIT, you will learn a small set of commands that can address most of your editing needs.

Appending Text

You have already used the Append Character command to add new text to your file. A similar command, Append Line, also permits you to add new text. You can use this command to append text on a new line just below the current line your cursor is on. It is important to first position the cursor on the appropriate line.

Position the cursor anywhere on the last line of the first paragraph as shown:

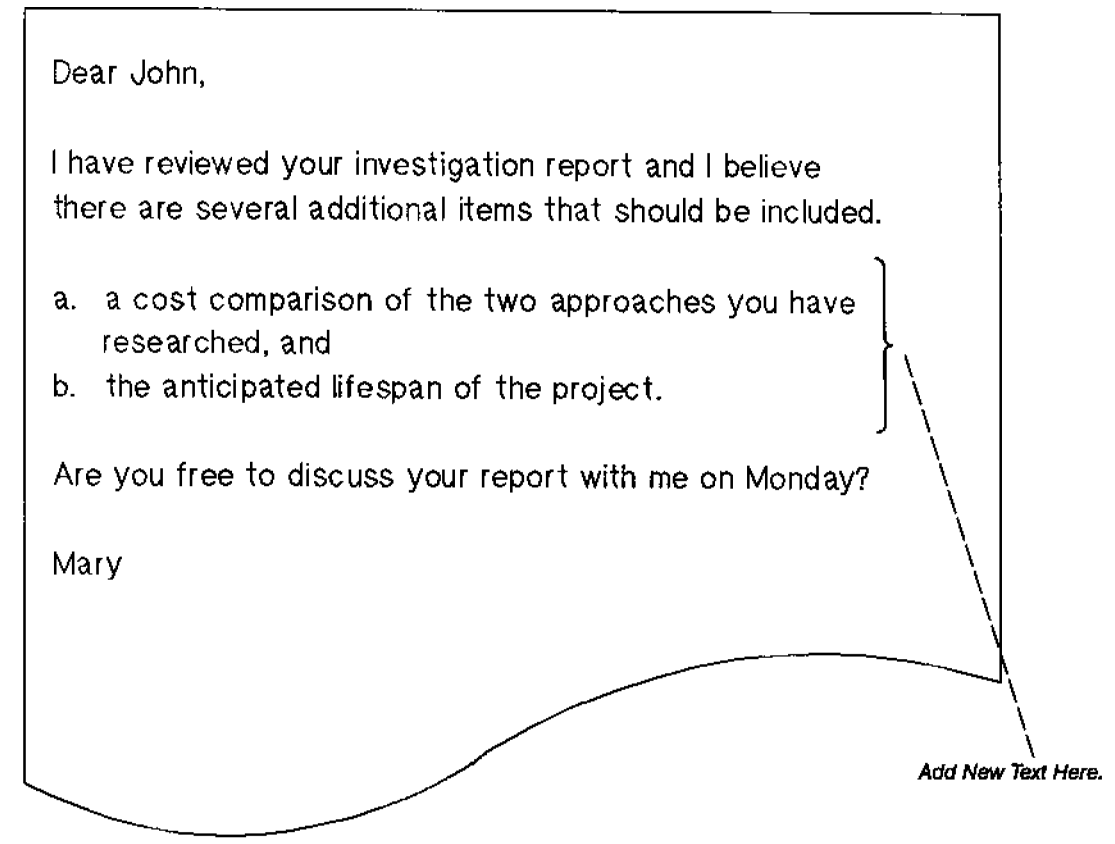


The Append Line command may be executed by pressing the corresponding function key, or pressing (A), the key assigned to the Append Line command.

Press F3, Append Line

When you invoke this command, you are placed in Text Entry mode and the cursor is moved to the first column of a new line below the current line of the cursor. You may add unlimited lines of text until you press the (/) (Return) key combination.

Add the new text shown in the following sample letter:



Press (/)

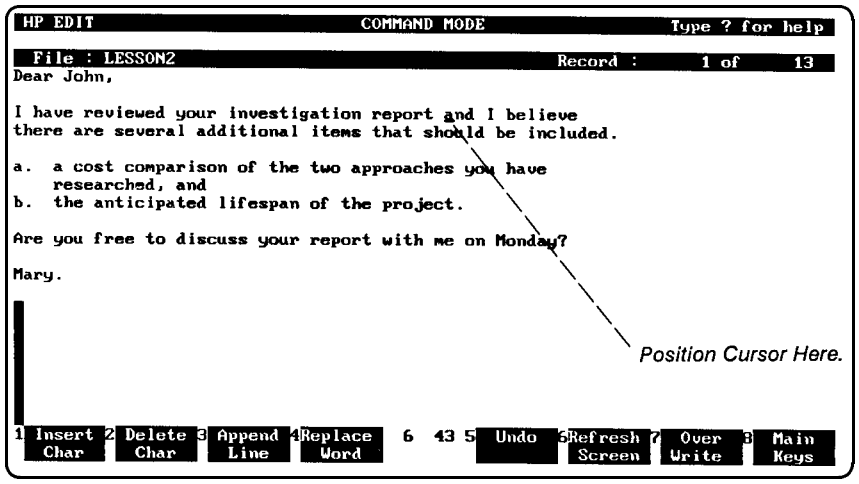
Press (Return)

Deleting Text

HP EDIT provides several methods for deleting text. You can delete a single character, a word, an entire line, or a string of characters that match a pattern you specify. You will probably most often use the Delete Character and the Delete Line commands.

A single character at a time may be deleted by pressing, F2, Delete Char, or pressing (d), the key assigned to the Delete Character command. You can delete multiple characters by pressing the function key or (d) several times. The cursor should be positioned directly under the character you wish to delete.

Position the cursor under the word "and" as shown:



Delete the word “and” by executing the Delete Character command three times.

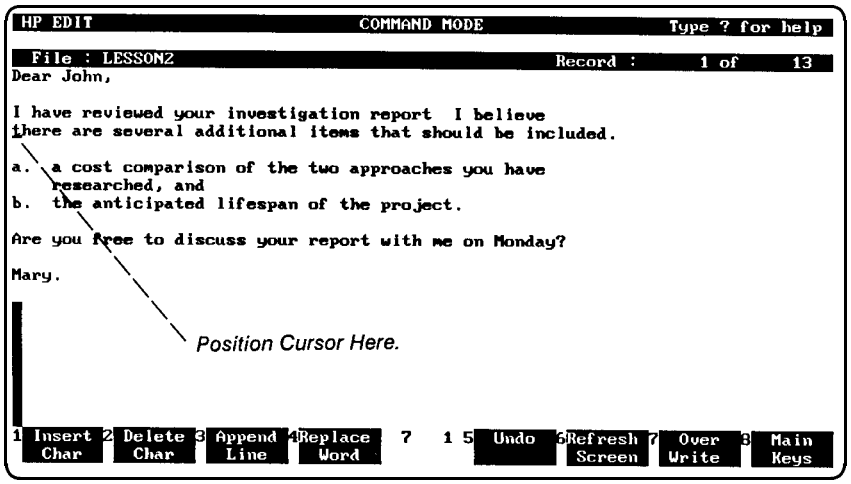
Press F2, Delete Char three times.

The terminal key labeled Del Char (or Del) can also be used to delete a single character when you are in Text Entry mode. You should not attempt to use the Del Char key in Command mode since HP EDIT does not recognize this key except while you are in Text Entry mode.

Using Counts

Pressing a key multiple times can become tedious if you have a large amount of text to delete. Many HP EDIT commands, including Delete Character, accept a numerical argument, or count, which you can specify before performing the command if you are in Command mode. HP EDIT repeats the next command the number of times you request. In the previous example, if you had typed “3” before pressing the function key or pressing d, the Delete Character command would have been executed three times.

Position the cursor under the word "there" as shown:



Type `10`

Do not press (Return) since the next keystroke other than a number will be interpreted as a command using this new count. The current count, 10, is displayed in the message line.

Press F2, `Delete Char`

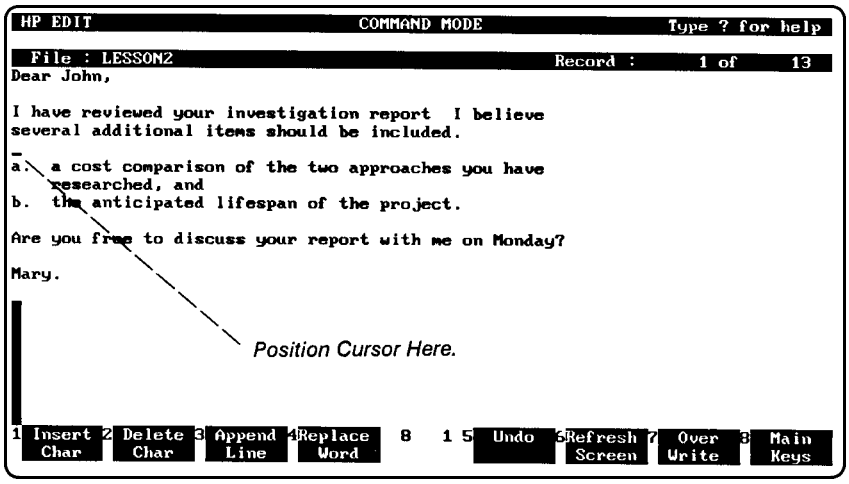
Ten characters are deleted beginning with the character positioned under the cursor. Many other commands such as Delete Line and Scroll Forward can be used with a count.

Practice this command again by deleting the word "that" on the same line.

Deleting Lines

An entire line can be deleted using the Delete Line command. Since this command is not available from a function key, you must execute the command by pressing the (D) key which has been assigned to the command.

Position the cursor on the blank line as shown:



Press D

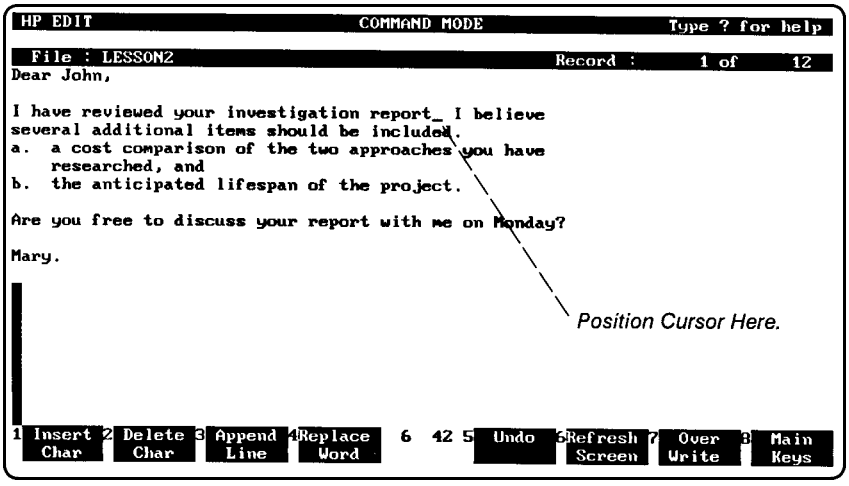
The entire line has been deleted. You can easily delete blocks of text by typing a count before performing the Delete Line command.

You may also delete lines with the Del Line terminal key if you are in Text Entry mode. This key is not recognized by HP EDIT when you are in Command mode.

Inserting Text

The Insert Character command is used to insert one or more characters before the current cursor position.

Position the cursor after the word "report" as shown:



The command Insert Character may be invoked from function key F1 or executed by pressing i. Do not press the terminal key labeled

(Ins Char) (or (Ins)). This key is useful when in Text Entry mode but is not recognized by HP EDIT in Command mode.

Press F1, Insert Char

Type "." to place a period at the end of the sentence.

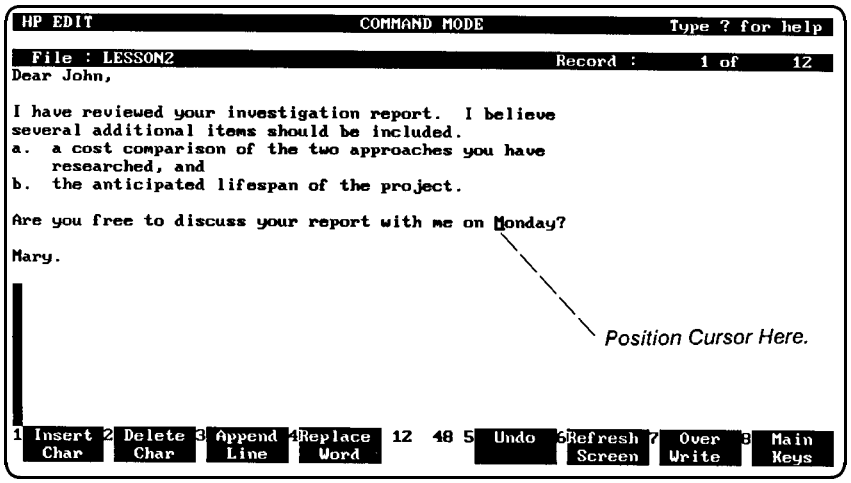
Press (/)

Press (Return)

Overwriting Text

The Overwrite command places the editor in Text Entry mode and enables you to replace characters by typing over them. Text not written over on a line remains the same. The Overwrite command may be executed by pressing function key F7 or by pressing (o).

Position the cursor under the word Monday as shown:



Press F7, Over write

Type "Fri" to change "Monday" to "Friday".

Press (/)

Press (Return)

Saving to a New File

Now that the letter is complete, save your file for the next lesson using the new filename LESSON4. To do this, go to the File Commands function key set.

Press F8, Main Keys

Press F1, File Commands

You can now press the Change Filename function key to give your current workfile a new name. If you wished to skip the function key steps entirely, you could have pressed T, the key assigned to the Change Filename command.

Press F5, Change Filename

You are prompted for a new filename in the message line.

```
New filename:
```

Type LESSON4

Press Return

The File Header is updated with the new filename. Keep the new file LESSON4.

Press F2, Keep Text

You now have a new file named LESSON4. The original file, LESSON1, remains unchanged.

Mastering Text Modification

This lesson introduced you to the basic techniques of text modification. Information about the following related topics may be found in the *HP EDIT Reference Manual*:

- Compressing blanks.
- Converting text case.
- Filling a line.
- Joining text.
- Justifying text.
- Line numbering.
- Replacing text.

- Shifting text.
- Sorting text.
- Swapping text.

Summary

Concepts Introduced

- Enter a count to indicate the number of times the next command should be executed.
- Terminate commands that put you in Text Entry mode by pressing / and Return.
- Use the following terminal keys in Text Entry mode but avoid them in Command mode.

  Ins Char (or Ins)

  Del Char (or Del)

  Del Line

Commands Learned

Command Name	Function Key	Key Assignment
Append Line	F3, Append Line	A
Change Filename	F5, Change Filename	T
Delete Character	F2, Delete Char	d
Delete Line	none	D
Overwrite	F7, Over Write	o

5

Undoing Mistakes

HP EDIT lets you recover from editing mistakes by letting you undo any command you have executed since you read in or last saved your file.

To practice the Undo feature, use the file created in the last lesson. If you exited HP EDIT since doing the last lesson, text in the file LESSON4. If you have not exited, simply return to the Main Keys function key set.

Undoing a Command

You may have noticed earlier a key labeled "Undo" in the Edit Commands function key set. Return to the Edit Commands function key set now.

Press F2, Edit Commands

The function key F5, Undo, corresponds to the command Undo Last Command. Whenever this command is executed, HP EDIT reverses the effect of the previous text-altering command. Deleted text can be restored, new text can be deleted, and so on. This command has no effect on commands that do not change the text, such as commands that position the cursor. Practice this command by first deleting three lines.

Type 3

Press D

Execute the command, Undo Last Command, by pressing F5 or pressing u, the key assigned to Undo Last Command, to restore the three lines you just deleted.

Press F5, Undo

Since Undo Last Command is also a text-altering command, the undo itself can be reversed. Executing the command again deletes the three lines again.

Press F5, Undo

Undoing Several Commands

Sometimes you may want to undo more than your last command. The Undo Sequentially command lets you undo all text-altering commands in reverse order. You can use this command to cancel several or all changes made to your workfile since the file was read in. Delete three characters to see how this command works.

Press (d) three times

Since the command Undo Sequentially is not available on a function key, you must press (U), the key assigned to this command. Notice how the file changes each time you execute the command.

Press (U) four times

Executing this command four times reversed the delete of the three characters and restored the three lines deleted previously. Since Undo Sequentially is also a text-altering command, you can execute Undo Last Command to cancel the effect of this command. This is useful if you mistakenly canceled one of the commands in the command history sequence.

If you issue Undo Sequentially repeatedly, the workfile will eventually return to its original state. If you want to undo all the changes, you may find it easier to text in the file again, discarding the changes you have made.

Refreshing the Screen

One type of mistake that may occur during editing is the usage of one of the terminal control keys that HP EDIT does not understand. If you mistakenly press one of these keys and continue editing, you may find that you unintentionally made changes to another part of the file. After pressing one of these keys, it is a good practice to redisplay the screen using the Refresh Screen command.

To refresh the screen, press the corresponding Refresh Screen function key or press (*), the key assigned to the Refresh Screen command.

Press F6, `Refresh Screen`

Mastering Undo

This lesson introduced you to the basic techniques of the undo and refresh commands. Information about the following related topics may be found in the *HP EDIT Reference Manual*:

- Undoing all commands.
- Recovering files after a system failure.
- Refreshing lines.

Summary

Concepts Introduced

- Undo Last Command undoes the last text-altering command.
- Undo Sequentially undoes one or more commands in the reverse order that they were executed.
- The undo commands are also text-altering commands and can be reversed using an undo operation.
- The Refresh Screen command may be used to redisplay the screen after pressing an invalid terminal key in HP EDIT.

Commands Learned

Command Name	Function Key	Key Assignment
Refresh Screen	F6, `Refresh Screen`	*
Undo Last Command	F3, `Undo`	u
Undo Sequentially	none	U

6

Searching and Replacing

You can search for literal strings in your file by using the search functions provided by HP EDIT. Optionally, matching strings may be replaced with a new value. The search and replace features of HP EDIT help you quickly find text within a file or quickly make changes to your text.

To practice the search and replace features, you will continue to use the same practice file. If you exited HP EDIT since doing the last lesson, text in the file LESSON4. If you have not exited, simply return to the Main Keys function key set.

Search and Replace Function Keys

A set of function keys corresponding to frequently used search and replace commands are provided.

Press F4, `Search/ Replace`

When you press the Search/Replace function key, a new set of keys appears that allow you to perform commands to search for text patterns and replace text with new text.

Defining a Search Pattern

To initiate a search, you must first define a search pattern. The search pattern can be a literal string as it appears in the text or a string with embedded pattern-matching characters. The pattern-matching characters are used to interpret the text with special pattern-matching rules. See "Finding Text" in chapter 2 of the *HP EDIT Reference Manual* for more information on using pattern matching characters.

To search for the word "report", for example, you use the Define Search Pattern command, or the corresponding function key, to tell HP EDIT that the next search operation should use "report" as the search pattern. The Define Search Pattern command is assigned to the (f) key which can be used if the Search and Replace function key set is not displayed.

Press F5, `Define Search`

HP EDIT prompts for a search pattern in the message line:

```
Search for () :
```

If a search pattern had been previously defined, it would appear within the parentheses. If you wanted to use the previous search pattern, you could press (Return), which would cancel the command and leave the search pattern the same.

Type `report`

Press (Return)

A search pattern has now been set. The word "report" is now the defined search pattern until it is redefined by executing the Define Search Pattern command again.

Searching for Text

You can now use the defined search string in one of the search or search and replace commands. To search for a string starting with your current cursor position and advancing forward until the end of the file, the Search Forward command is used. The command may be executed by pressing the Search Forward function key or pressing the assigned key, (/).

Press F2, `Search Forward`

When HP EDIT finds the string in the text, it moves the cursor to it, highlights it and displays the message:

```
Found.
```

Execute the command again to find the next occurrence of the string "report".

Press F2, `Search Forward`

The Search Backward command performs the same function as the Search Forward command except that it starts at the current cursor position and searches all text prior to the cursor location. You can execute this command by pressing the appropriate function key or by pressing the assigned key, (\).

Press F1, `Search Backward`

HP EDIT has located the string found on the first search. Since you did not redefine the search pattern, the original search pattern "report" was used. Perform the command once more.

Press F1, `Search Backward`

Since the string does not occur again prior to the cursor position, HP EDIT displays the warning message:

```
Not found.
```

Defining a Replacement Pattern

A replacement pattern is defined in the same way as a search pattern by using the Define Replace Pattern command. The command may be executed by pressing the appropriate function key or by pressing the assigned key, (=).

Press F6, `Define Replace`

You are prompted to type in the replacement pattern.

```
Replace with () :
```

Type `document`

Press (Return)

Replacing Text

To replace text after or prior to the current cursor position, the commands Search and Replace Forward and Search and Replace Backward are used. The Search and Replace Forward command looks for the next occurrence of the search string. It then pauses before replacing text, enabling you to control whether the replacement will be done. The Search and Replace Forward command may be executed by pressing the Replace Forward function key or pressing (}), the assigned key.

Press F4, `Replace Forward`

When the search string has been found, a message is displayed in the message line.

```
Press Return (replace), space (skip), + (all), ...
```

This message shows you the available options for this operation. The next key you press indicates whether you want to replace the string, skip to the next occurrence of the search string, replace the current occurrence and any more that are found past the cursor, or replace this occurrence and stop searching for more occurrences of the search string. If you want to cancel the operation, making no other replacements, you may press any other key.

You will not change the first occurrence of the word "report" with "document". Skip this occurrence by pressing the space bar.

Press the space bar

The next occurrence is found and once again you are prompted for an action. Replace this occurrence of "report" with "document".

Press Return

When no more occurrences of the search string are found, you are informed of the number of changes that were made:

```
1 occurrence was replaced
```

Mastering Search and Replace

This lesson introduced you to the basic techniques of the search and replace commands. Information about the following related topics may be found in the *HP EDIT Reference Manual*:

- Single character search shortcuts.
- Using pattern-matching characters.
- Defining search and replace patterns from text.
- Inserting search and replace patterns from text.
- Using search and replace patterns within macros.

Summary

Concepts Introduced

- Define a search pattern before executing a search command.
- Define a replace pattern before executing a search and replace command.

Commands Learned

Command Name	Function Key	Key Assignment
Define Search Pattern	F5, `Define Search`	f
Define Replace Pattern	F6, `Define Replace`	=
Search and Replace Forward	F4, `Replace Forward`	}
Search and Replace Backward	F3, `Replace Backward`	{
Search Forward	F2, `Search Forward`	/
Search Backward	F1, `Search Backward`	\

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Copying and Moving Text Blocks

Text can be copied and moved within your file using HP EDIT commands that are often called cut and paste commands. If you activate another editing session, blocks of text can be copied or moved to other files.

For this lesson, you may practice the cut and paste commands using the file you created in Lesson 4. If you have exited HP EDIT since doing the last lesson, text in the file LESSON4. If you have not exited, return to the Main Keys function key set.

Cut and Paste Function Keys

A set of function keys corresponding to frequently used commands in cut and paste operations are provided.

Press F5, `Cut/ Paste`

When you press F5, the Cut/Paste function keys appear on the screen.

From the Cut/Paste function key set you can execute commands to mark blocks of text to be moved or copied to other parts of your file.

The Cut/Paste Buffer

The Cut/Paste buffer is a special storage area that HP EDIT uses to hold text from a copy or cut operation. In a copy to buffer operation, the block of text that you mark is duplicated in the Cut/Paste buffer. In a cut to buffer operation, the block of text you mark is copied to the Cut/Paste buffer and then deleted from your file.

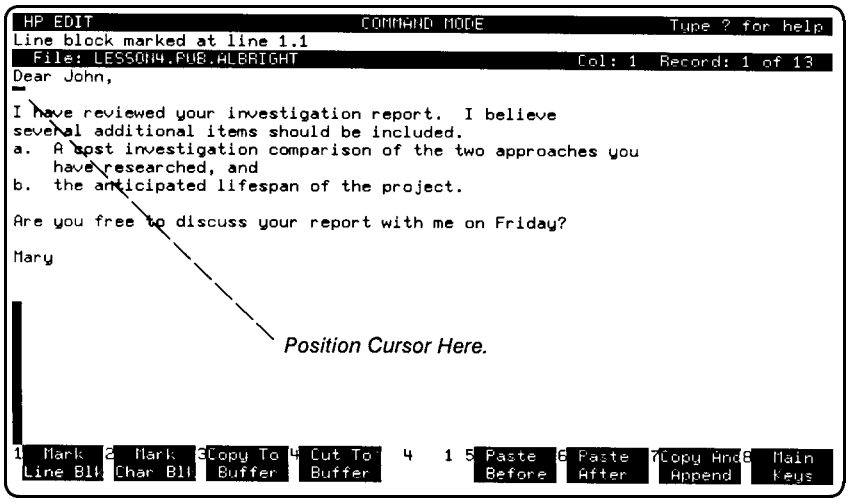
During a paste operation, text is copied from the Cut/Paste buffer and inserted in your file at the location you specify. Text remains in the Cut/Paste buffer until the contents are erased during another copy or cut operation.

Selecting a Block of Text

Selecting the Start of Text

To select a block of text, position the cursor on the line on which you want the block to begin, and execute the Mark Line Block Start command by pressing either the Mark Line Block function key or by pressing (X).

Position the cursor on the first line as shown:



Press F1, Mark Line Blk

A message indicating that a line block mark has been selected is displayed in the message window.

```
Line block marked at line 1
```

Marking the End of Text

To mark the end of an *implicit* block, move the cursor to where you want the block to end, and execute the command you want to perform on the block.

To mark the end of an *explicit* line block, move the cursor on the last line of text in the block. Execute the Select Block command by pressing (B) (there is no function key assigned to this command).

Position the cursor on the last line of the first paragraph as shown:

HP EDIT COMMAND MODE Type ? for help
Line block marked at line 1.1
File: LESSON4.PUB.ALBRIGHT Col: 1 Record: 1 of 13
Dear John,