

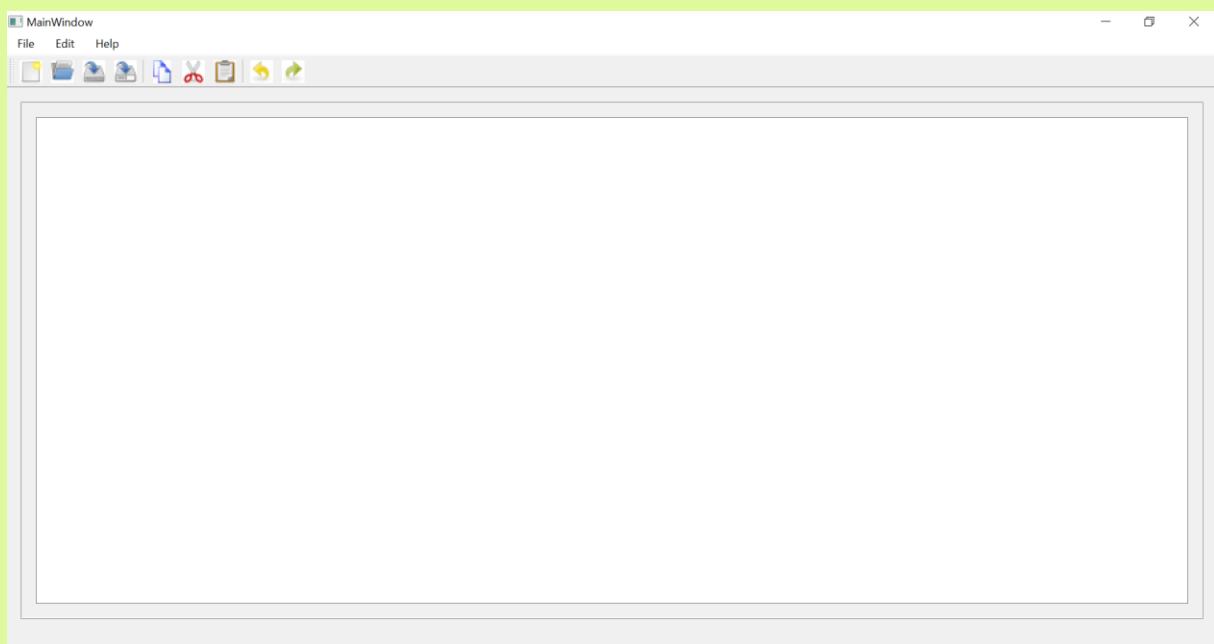
Notekeep

A Comprehensive Guide to the Application

➤ Main Window-

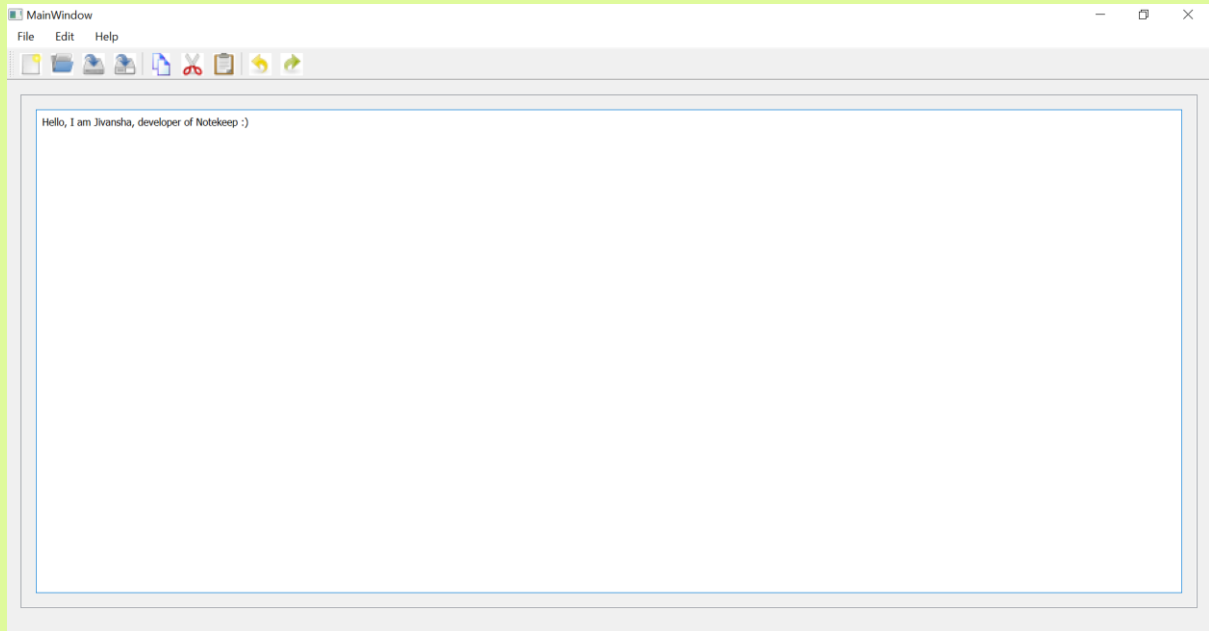
As the user runs the application a window same as shown in the Figure appears.

- The White workspace is for editing/writing/reading the text.
- Menu Bar- This bar provides the File, Options, and Help menus. You will find basic commands such as Open, Save, Cut, Copy, Paste and Help in these menus.
- Toolbar – This can be used to directly access some of the functions/commands as present in the Menu bar.

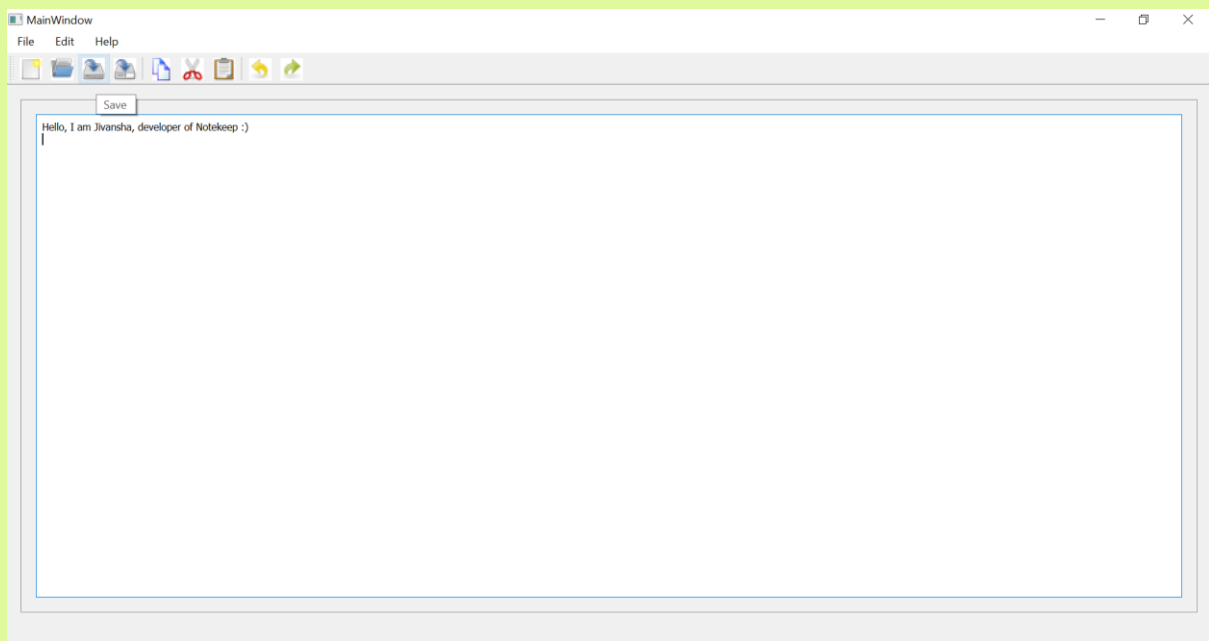


➤ Silent Features-

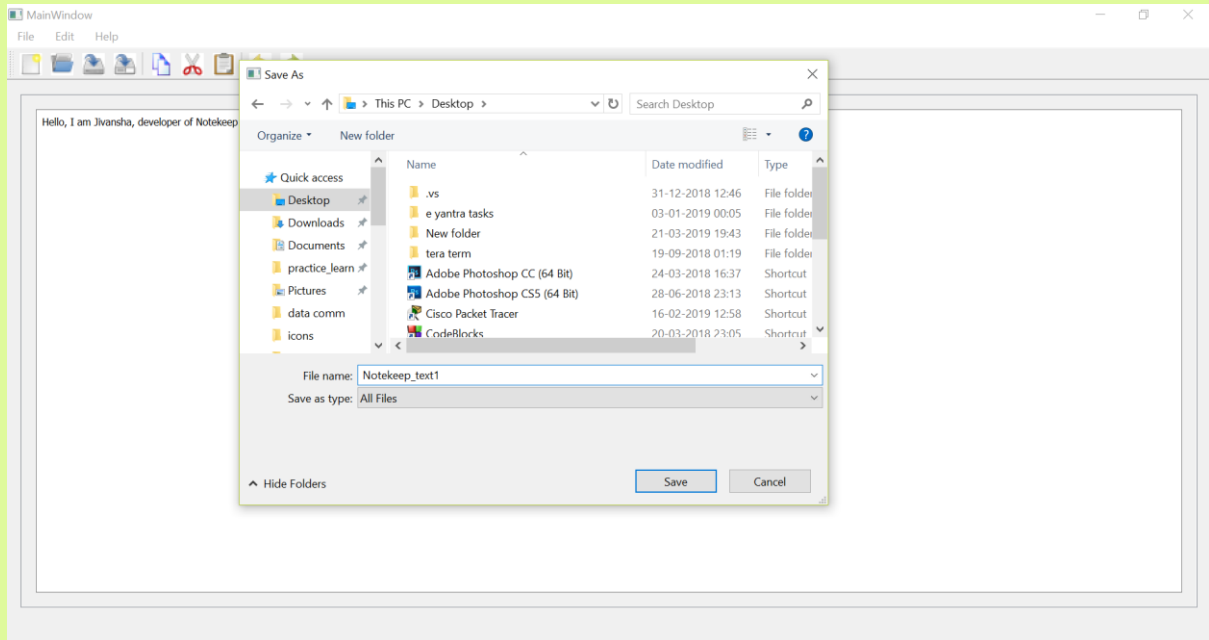
- **New File-** Can be used to open a new file.



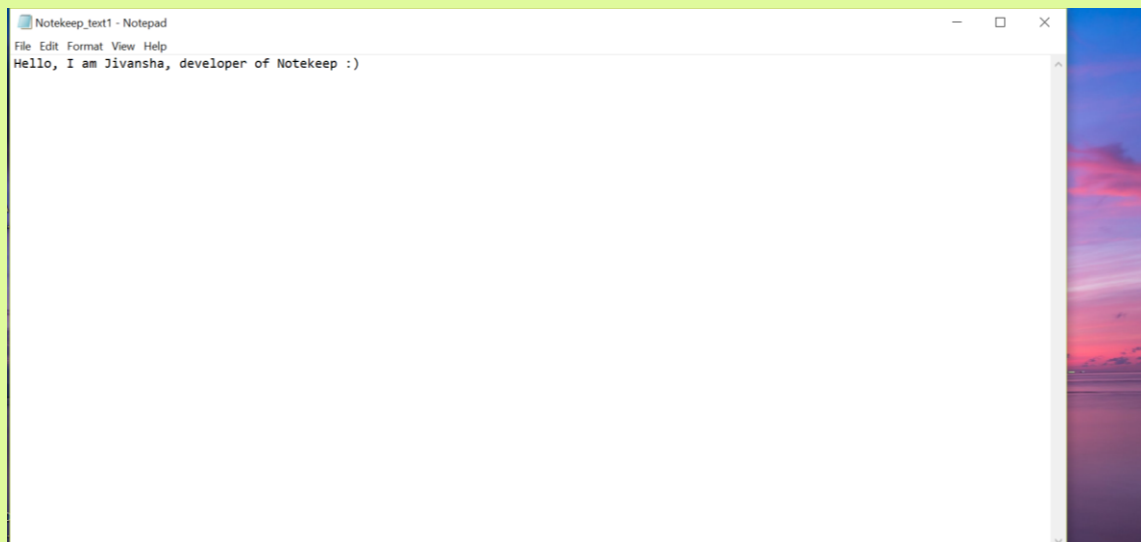
- **Save File-** Can be used to save the current file.



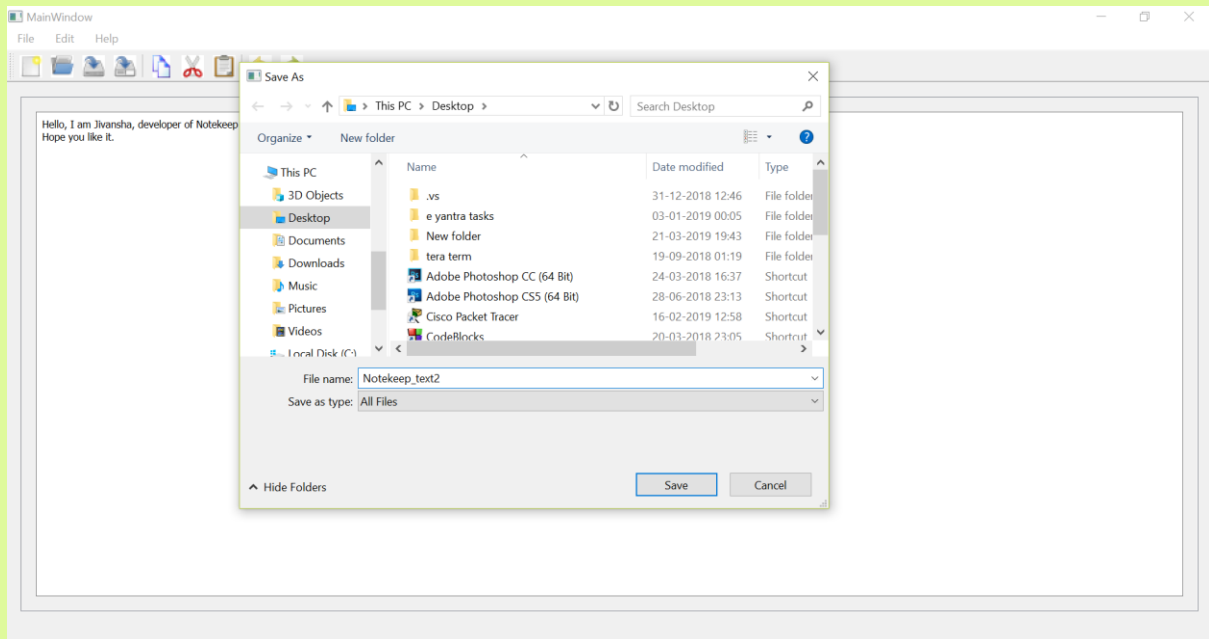
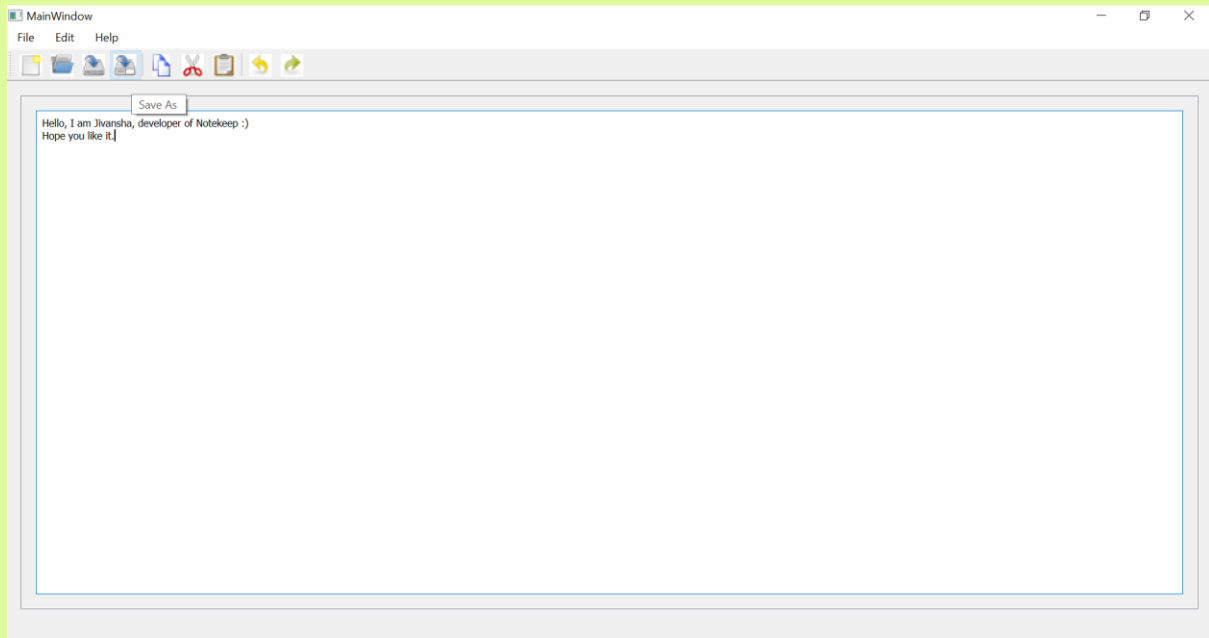
- If file is being saved for the first time it will open the SAVE AS tab. Figure demonstrates a file being saved for the first time.

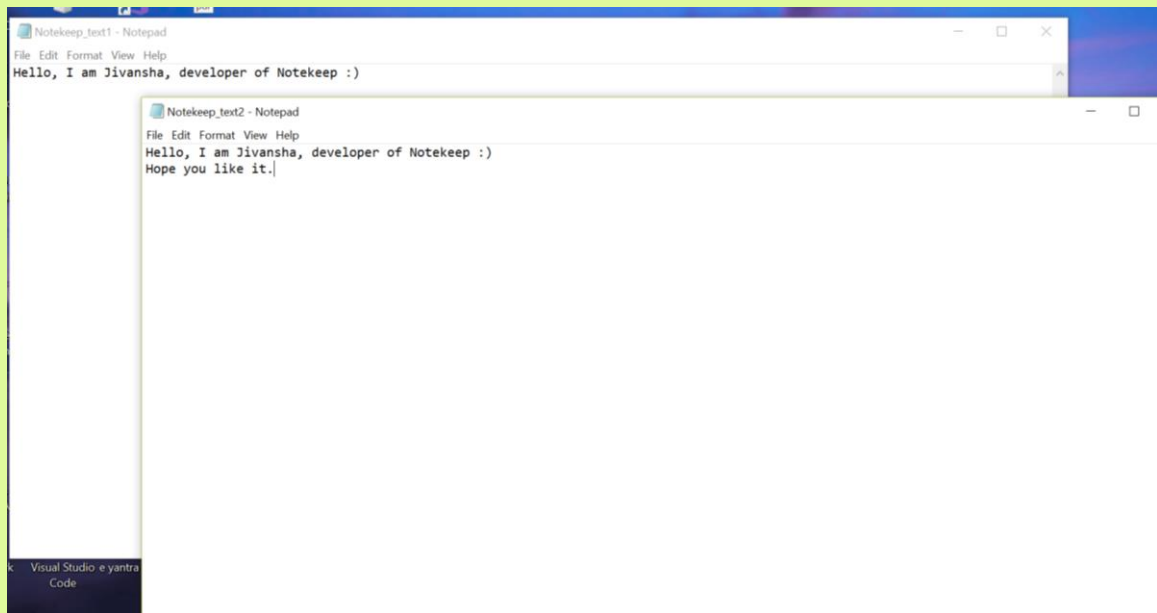


- The file saved in the previous example opened from another editor.

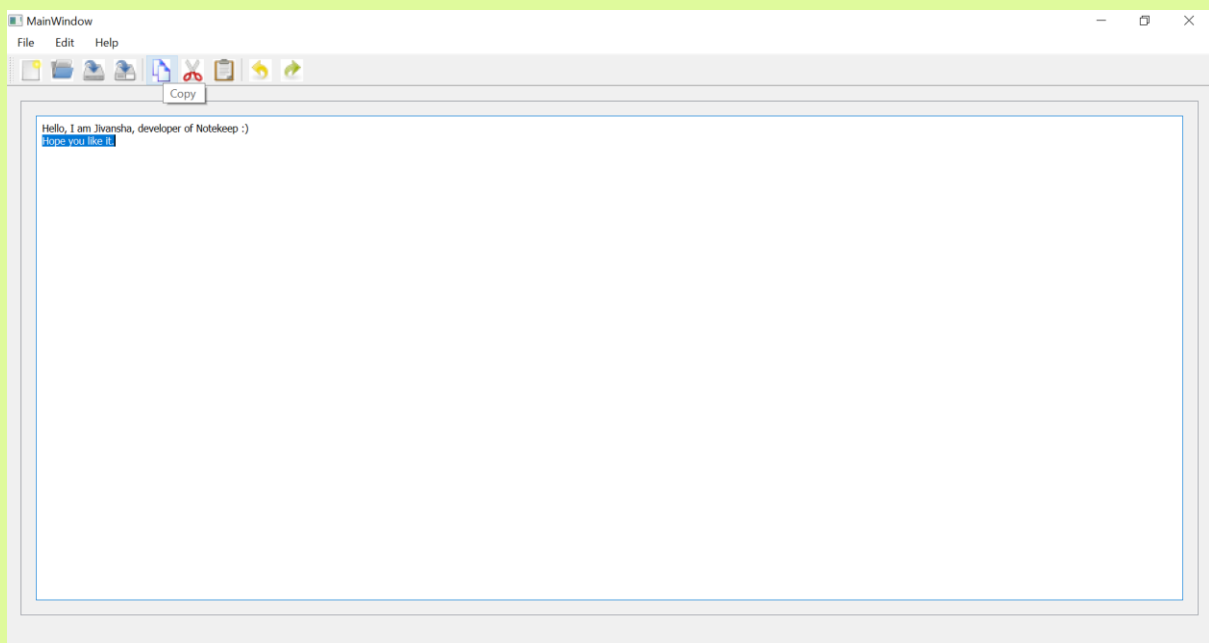


- **Save As-** Can be used to save the current open file with other name.

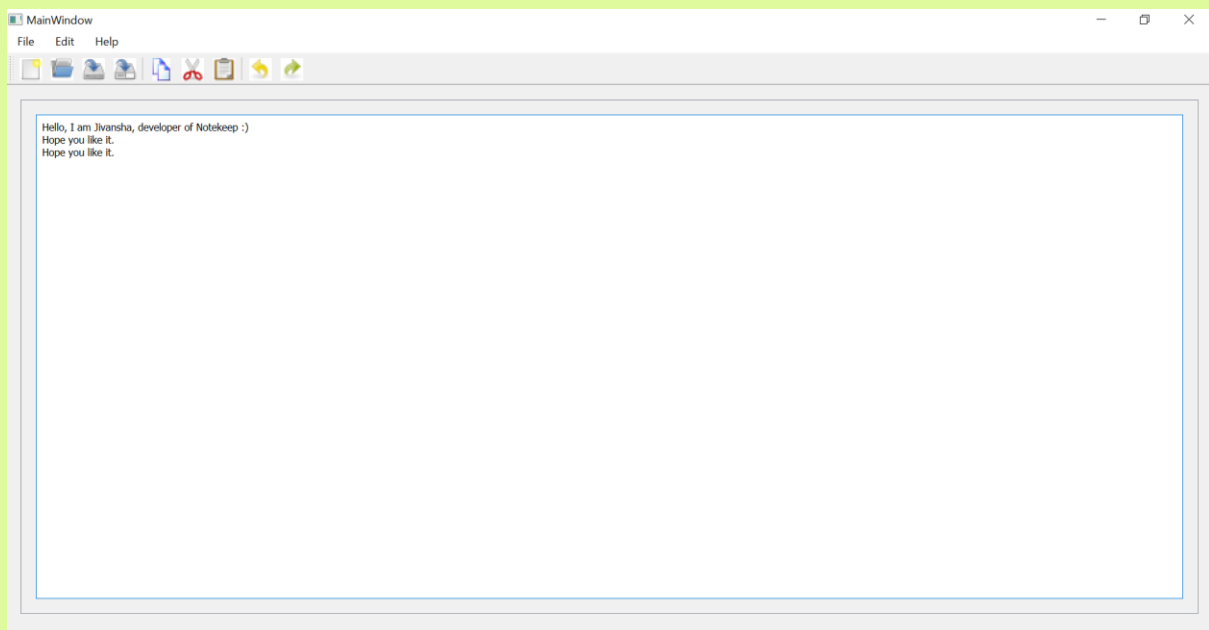
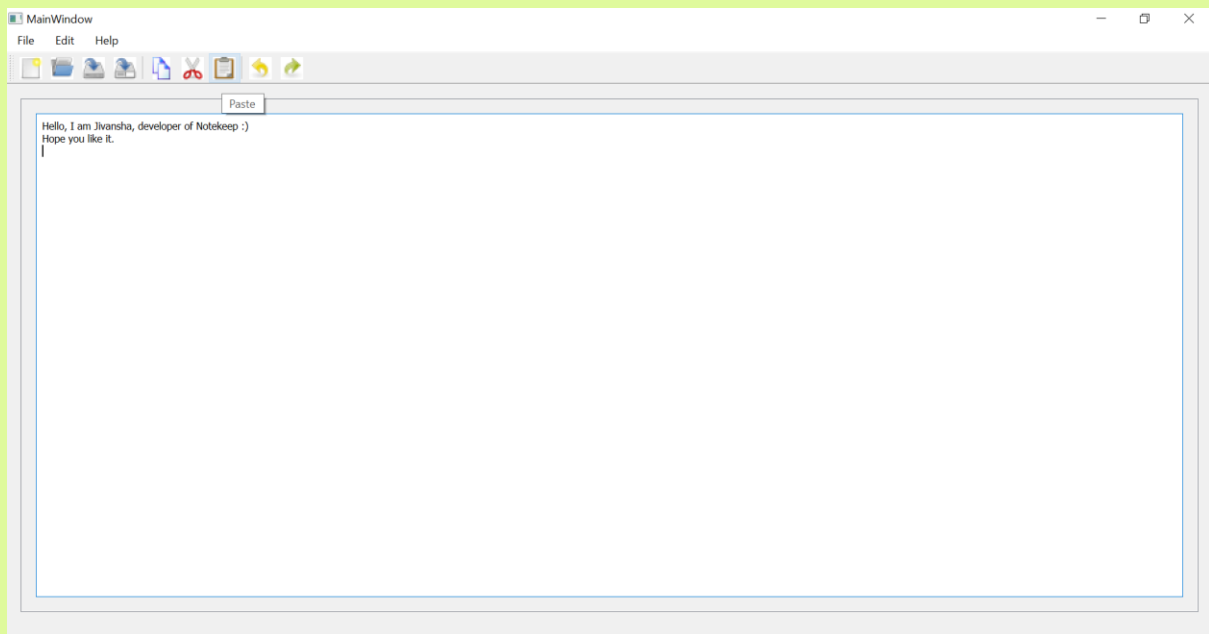




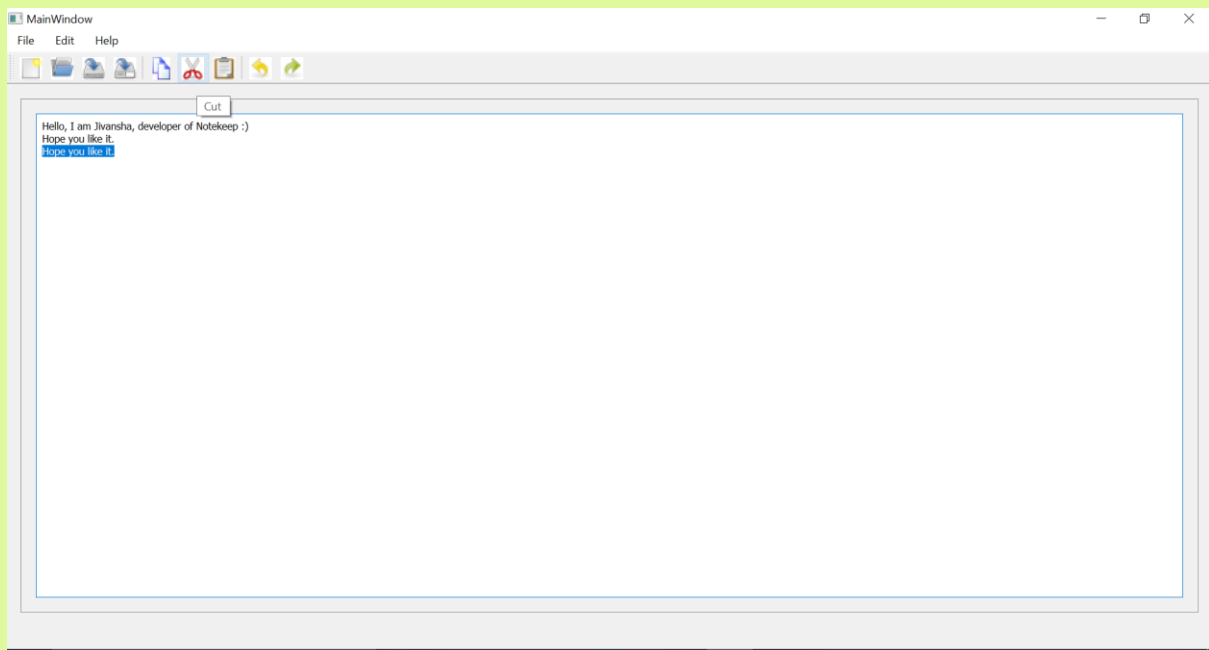
- Copy- To copy the selected text.



- **Paste-** To paste the copied/cut text on the file.



- **Cut-** To cut the selected text.



➤ Exploring the Main Menu-

