

My Notepad

➤ File

- **New** - Upon performing this task a dialog box will pop up and displays a message that current status will be lost. Do you want to save it? If users click on yes then program will save the document and if no then it will not. In the last step a new file would be opened. **Shortcut key - Ctrl N.**
- **Open** - A File chooser will open. Select the file that you want to open. **Shortcut Key - Ctrl O.**
- **Save** - Saves the file in the specified directory mentioned by the user. **Shortcut Key - Ctrl S.**
- **Print** - User can follow print protocols to print the desired file. **Shortcut Key - Ctrl P.**
- **Exit** - Close the program. **Shortcut Key - Escape.**

➤ Edit

- **Copy** - Copy the selected text. **Shortcut key - Ctrl C.**
- **Paste** - Paste the copied text. **Shortcut key - Ctrl V.**
- **Cut** - Cut the selected text. **Shortcut key - Ctrl X.**
- **Select All** - Selects all the text in the text area. **Shortcut key - Ctrl A.**
- **Undo** - Undo the last action performed in the text area. **Shortcut key - Ctrl Z.**
- **Redo** - Redo the previous action in the text area. **Shortcut key - Ctrl Y.**

➤ **Format**

- **Word Wrap** - If in ON condition, Wraps the word in the new line if it exceeds the window size. If in OFF condition, continue to write in one line and adjust the window size by itself.
- **Font family** - User can set font family according to their preference. Different options available are Arial, Calibri, Cambria, Times New Roman and Verdana.
- **Font style** - User can set font style according to their preference. Different options available are Plain, Bold, Italic, and Bold Italic.
- **Font size** - User can set font size according to their preference. Different options available are 12, 14, 16, 18, 20, 22, 24, 28, and 32.
- **Font color** - User can set font color according to their preference. Different options available are Black, White, Blue, Red and Green.
- **Background color** - User can set background color according to their preference. Different options available are Black, White, Blue, Red and Green.

➤ **Help**

- **About** – A new window will appear that will show the publishers details and short description about the project.

➤ **Status bar**

- **Word Counter** – Located at the bottom of the main window. It calculates total words and total characters in the text editor.