

# **Quick Reference Guide**

Rename File (/LR filetype, old file spec., new

Rename old file spec of selected file type to new filespec.

Filetype

W for worksheet (.SC) D for DIF data (.DIF) T for text (.TXT)

 $VC \rightarrow SC$ 

filespec.)

Load VisiCalc to SynCalc conversion utility.

#### Load/Save Sub-Menu

**Load Wrksheet** (/LLW cell

Load the selected worksheet file (filespec.) starting at the specified location (cell).

**Load Data** 1/LLD order

cell filespec.)

filespec.)

operation

Load the selected DIF data file (filespec.) starting at the specified location (cell) in the given order (order) performing the selected operation.

Order R for row C for column

Operation O for overlay

+ for add

for subtract \* for multiply

/ for divide

Save Wrksheet (/LSW filespec.)

Save current worksheet to the specified file (filespec.).

Save Data (/LSD order range filespec.)

Save the cells in the selected range to the file (filespec.) as a DIF file in the order aiven.

Order R for row C for column

**Save Text** (/LST range

filespec.)

Save the selected range to the file (filespec.) as a text file for merging with AtariWriter.™

Format Disk (/LFD drive

Format disk in selected drive.

number:)

Delete selected file from disk

**Delete File** (/LD filetype filespec.)

W for worksheet (.SC) FileType D for DIF data (.DIF) T for text (.TXT)

# **Text Entry Window**

Enter or edit any text entry. The small vertical mark at the top of the window indicates the last character position in the current column

### **Numeric Entry Window**

Enter or edit any numeric or formula entry. A green window indicates cell point mode while a blue window indicates formula edit mode. The ATARI logo or inverse video key will toggle between the two modes. Press OPTION or SELECT to view the two function reference screens

Left justify selected cells.

Center selected cells

#### Command Sub-Menu

**Format Justify** Left

(/FL range)

Center (/FC range)

Format Justify

**Format Justify** Right justify selected cells.

Right (/FR range)

Format Margin Reserve a number of character positions (/FM value range) (value) in the selected cells (range).

**Format Protect** (/F type range) Protect the selected cells from the operation (type) specified.

**Type** V for protect values from recalc.

O to override entry.

**Format Dollars** (/F\$ range)

Display leading dollar sign (\$) in selected cells.

Format Commas (/F. range) Display large numbers with commas inserted every three digits to the left of the decimal place.

Format Percent (/F% range)	Display selected cells as values multiplied by 100 and with a trailing percent sign (%).	<b>Global Width</b> (/FGW value)	Set all column widths not individually set (1 to 36 characters).
Format Precision (/FP value range)	Sets the number of digits to the right of the decimal point to display in the selected cells.	Global Erase (/E#)	Erase entire worksheet.
Format Number (/F type range)	Set the number types for the selected cells (range).	Global Recalc (/R type)	Type RETURN for normal recalc  F for forced recalc
	Type . for fixed     F for floating     S for scientific     E for engineering		A for automatic M for manual C for column priority R for row priority
Format Sign (/F type range)	Set the method for displaying negative numbers for the selected cells.	<b>Global Txt</b> <b>Mode</b> (/Type)	Set the text mode for the worksheet.
	Type — for leading minus sign (for parentheses D for DR/CR		<b>Type</b> O for overflow mode B for bounded mode
<b>Global Format</b> (/FG type)	Format all cells not individually formatted.	<b>Width</b> (/FW value range)	Set the columns specified (range) to the width given (value) which can be 1 to 36 characters.
	Type L for left justified C for centered R for right justified M value for margin V to protect values O to override entry \$ for dollar sign , for comma insertion % for percents P value for precision , for fixed	<b>Unformat</b> (/FU type range)	Unformat the selected cells.  Type \$ for dollars , for comma insertion V for protect value O for override entry % for percents
	F for floating S for scientific E for engineering	Cursor Memory (/K)	Turns automatic cursor movement off and on.
	<b>Type</b> — for leading minus sign (for parentheses	<b>Copy</b> (/C source destination)	Copy contents and formats of cells in source range to destination range.
Global Unformat	D for DR/CR Unformat all cells not formatted individually.		If source is: one cell a row or column segment a block of rows
(/FUG value)	Type \$ for dollars , for comma insertion V for protect values	Move	a column segment a block of columns  Move the block of cells (source) to the
	O for override entry % for percents	(/M source cell)	block of cells whose upper—left corner is specified (cell) without changing cell references.

Insert (/I type location)	Insert row (R) or column (C) at specified location.	<b>Use Lbis</b> (/U cell)	Declare the row and column intersecting at the specified cell (cell) as the label row and column. Cells can then be referenced
<b>Delete</b> (/D type location)	Delete row (R) or column (C) at specified location.		using labels in this row and column separated by an underline (_).
<b>Erase</b> (/E range)	Erase specified cells.	Built-In Funct	ions
<b>Goto</b> (/G cell)	Jump cursor to specified cell.	<b>Mathematical</b> @ABS(x) @ACOS(x) @ASIN(x)	Absolute value of x Arc cosine of x Arc sine of x
<b>Print</b> (/P type range)	Print the selected cells to the printer.	@ATAN(x) @COS(x) @EXP(x)	Arc tangent of x Cosine of x radians e to the x power
	Type W for worksheet C for contents	@INT(x) @LN(X) @LOG(x)	Integer portion of x Natural log of x Common log of x
(/S type source sortcolumn targetcell)	Sort the rows in the source range based on the sort column in ascending (A) or descending (D) order and place at the block of cells whose upper—left cell is given (cell).	@PI @SIN(X) @SORT(x) @TAN(x)	Pi π Sine of x radians Square root of x Tangent of x radians
<b>Window</b> (/W type synch location)	Create a window at the specified location.	Logical function @If condition THENx ELSEy	Value of x if condition is true, value of y if condition is false. Condition can contain AND, or OR.
	Type RETURN for single V for vertical H for horizontal  Synch S for synched I for independent	Special functions @ LOOKUP (S, range, offset)	Lookup table
	<b>Location</b> Any valid cell pointed to with the cursor	Financial functions  @FV (payment, interest, term)	Future value of an annuity
<b>Titles</b> (/T type location)	Fix titles at selected location.	@NPV (range, interest)	Net present value
	Type RETURN for cancel titles V for vertical H for horizontal B for both	@PMT (principal, interest, term) <b>Statistical</b>	Loan payment
	<b>Location</b> Any valid cell pointed to with the cursor	Functions @AVG (range) @CNT (range) @MAX (range)	Average Count of numeric entries Maximum value
Headings (/H)	Toggle the column and row headings on and off.	@MEAN (range) @MIN (range) @SD (range) @SUM (range) @VAR (range)	Sample mean Minimum value Sample standard deviation Sum Sample variance

## **Special Keys**

START

Recalculate worksheet

Entire worksheet
Bottom-right cell
Current cursor position
Exit operation

ESC

