
Find and Replace Commands

One of the most powerful facilities of the Norton Editor is its integrated *find-and-replace* command. Together, in one command format you can:

- find only or find-and-replace
- find forward or find backward
- find case-sensitive or insensitive
- replace with confirmation or globally

All that power is put into one command by making every element of the command work hard for you. The trick is eliminating meaningless steps; each part of the *find* command helps define how the search is to be performed.

We begin a *find* or *find-and-replace* command by keying in either of two special shifts of the F letter key. Alt-F begins a *forward* search from the cursor location toward the end of the file, and Ctrl-F begins a *backward* search from the cursor toward the beginning of the file. To help avoid mistakes, the Editor displays the messages "Searching forward" or "Searching backward." (You can also reverse the direction of a *find* command using the Alt-C and Ctrl-C *continue* commands described later in this section.)

As soon as you key in the beginning of the command, the Editor prompts for the string you wish to search for, which you key in. If you want this operation to be a *find-and-replace*, rather than just a *find*, mark the end of the search string with another Alt-F or Ctrl-F and then key in the replace string.

End the specification and begin performing the command by pressing either Esc or Enter. Esc is used for a case-insensitive search, where upper- or lowercase letters will match the letters in the search string. Enter indicates that you want an exact match. With Esc, "Case" matches

“case”, “CASE”, “cAsE” or “Case”; with Enter it matches with “Case” only.

Both the *find* and *find-and-replace* commands stop on the first matching string. For the *find* command, editing resumes at that point. For *find-and-replace*, the Editor pauses for confirmation before replacing the text. You have four choices. If you press Y, the Editor replaces the text and continues searching for the next matching string. If you press N, the Editor does not replace this instance, but goes on searching. If you press *, the Editor switches to the global *replace* operation, finding and replacing all matching strings without pausing for confirmation. If you press space (or any other key), the Editor suspends the *find-and-replace* operation.

You can continue the *find* and *find-and-replace* operations using the Alt-C and Ctrl-C *continue* commands. You have a choice of directions to continue searching in, just as you did with the original command: Alt-C continues forward, and Ctrl-C continues backward. That choice is handy in its own right, and it's even handier to reverse a *find* or *find-and-replace* that you began in the wrong direction.

As mentioned, the *find-and-replace* command can be turned into a global operation, performed without pausing, by responding with an * to the replacement prompt. You can also make the *find-and-replace* global from the start by adding Alt-F (or Ctrl-F) followed by an * after the replacement string and before the Esc or Enter, which begins the command. To see how that works, here are two examples, replacing “naughty” with “nice”. The first has the Editor pause each time “naughty” is found. The second does a global replace without pausing:

Alt-F *naughty* Alt-F *nice* Esc
Alt-F *naughty* Alt-F *nice* Alt-F * Esc

If you want to include the end-of-line marker in either your search or replace strings, you can indicate it by keying Ctrl-Enter. If you add Ctrl-Enter to the beginning or end of your search string, the Editor finds your text only when it appears at the beginning or end of a line. This can be very useful.

There is one final feature that helps make the *find* and *find-and-replace* commands handy tools. After you have started the command (by keying Alt-F or Ctrl-F), you can use the *undelete* command (Ctrl-U) to have the Editor display the previous search string (and replace string). That can help if you want to review what the Editor was searching for. It's also handy as a shortcut toward keying in your next *find* command; once you've used Ctrl-U to redisplay the string, you can make changes to it, just as if you had typed it in.