Rolodex Tool: [no open file]

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Rolodex Tool Help

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The File menu contains typical commands for manipulating data files and performing other system-level functions. 'File New' opens a new, empty rolodex file. 'File Open' opens an existing rolodex from a previously saved file. 'File Save' saves the currently active rolodex on the file from which it was opened. 'File Save As' allows the current rolodex to be saved on a different file from which it was opened or most recently saved upon. 'File Print' prints the complete contents of the currently open rolodex. 'File Exit' exits the Rolodex tool, offering to save the rolodex if necessary.

The Edit menu contains commands for manipulating rolodex data during editing. 'Edit Undo' undoes the most recently completed Rolodex command. 'Edit Cut' removes and copies selected text in the current display. 'Edit Copy' copies the currently selected text without removing it. 'Edit Paste' inserts the most recently cut or copied text at the currently selected edit point.

The Rolodex menu contains the main processing commands of the tool. The 'Rolodex Add' command adds a new card to the currently open rolodex. The