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The Menu Bar
The Commands on Quarterdeck Mosaic's Menus

Along the top of the Quarterdeck Mosaic display are pull–down menus from which you can perform a wide variety of tasks. The actions associated with the menu options can also be accomplished through one or more key combinations. Below is a list of pull–down menus, the options available on each menu, and the corresponding keyboard commands that can be used to perform each action. Many of these tasks can also be performed via the Toolbar or pop–up menus.

File Menu

Open   [Alt+F, O]

Retrieves a document and displays it in a browser window. By default, the document opens in the current browser window. However, the Open URL dialog box which appears when this option is selected includes an Open in New Window check box. If you check this box, the document opens in a new window. The Open option is comparable to **Go To** on the Navigation menu and the Toolbar. For more information See "Accessing URLs Directly By Name" on page 49.

Close   [Alt+F, C]

Closes the current browser window.

Save As   [Alt+F, A]

Saves the contents of the current browser window to disk. Using this option, a document can be saved as plain text or HTML and a Hotlist as an HTML document. When you select **Save As**, you are presented with a dialog box which prompts you for a filename and location where the file is to be saved. **Save As** on the File menu is comparable to the Save button on the Toolbar.

Reload   [Alt+F, R]

Instructs Quarterdeck Mosaic to again retrieve the current document. This feature is useful in cases where a document is frequently updated or when Quarterdeck Mosaic was unable to retrieve one or more graphic images contained in a document. Selecting Reload on the File Menu is equivalent to clicking on the **Reload** button on the Toolbar.

Properties   [Alt+F, T]

Displays a Properties dialog box for the current document and provides identifying information including URL, title, and file type. In some cases additional information, such as the time and date that the file was last altered, is also shown. The Properties dialog box also allows you to assign an icon to the URL.
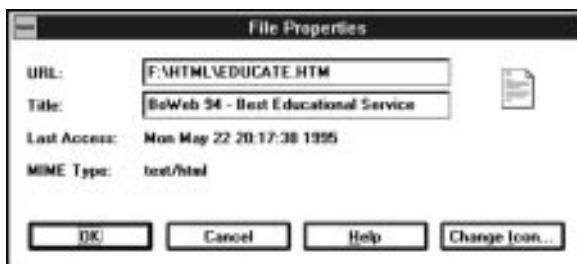

Figure 18: Properties Dialog Box

Print   [Alt+F, P]

Prints the current document. When you select this option, a standard Windows Print dialog box is displayed.

Print Preview   [Alt+F, V]

Presents a full–page image of the current document as it will look when printed.

Print Setup   [Alt+F, S]

Allows you to specify typical Windows printer options such as the specific printer to use, paper orientation, and paper size. The Print Setup dialog box appears when you select this option. Selecting the Options button on the Print Setup dialog box brings up the **Options** dialog box from which you can adjust dithering and intensity.

Exit   [Alt+F, X]

Exits Quarterdeck Mosaic.

Edit Menu

Cut   [Alt+E, T] or [Ctrl+X]

Deletes a selected block of text from an input field (such as the URL field on a browser window) and stores it in the Windows clipboard. (You cannot cut text from a document.)

Copy   [Alt+E, C] or [Ctrl+C]

Copies a selected block of text from the current document to the Windows clipboard.

Paste   [Alt+E, P] or [Ctrl+V]

Places the contents of the Windows clipboard into an input field (such as the URL field on a browser window) at the point where the cursor is located. (You cannot paste text into a document.)

Delete   [Alt+E, D] or [Del]

Removes a block of text from an input field (such as the URL field on a browser window).

Find [Alt+E, F] or [Ctrl+F]

Searches the current document for a particular string of characters. When you choose **Find**, a dialog box appears and you can enter search criteria.

Figure 19: Find Dialog Box Used To Search for Text In a Document

Find Next [Alt+E, N] or [F3]

Searches for the next occurrence of a character string within a document.

Annotation [Alt+E, A]

Allows you to add a personal note to the current document or alter an existing note. For more on annotations, See "Annotations" on page 61.

View Menu

As Icons [Alt+V, I]

Displays Hotlist objects in the current window as rows of large icons, with a text description below each icon.

As Icon List   [Alt+V, L]

Displays Hotlist objects in the current window as a list, with objects (folders and URLs) listed one per line, each represented by a large icon followed by a text description.

As Text List   [Alt+V, X]

Arranges Hotlist objects in the current window as a list, with each folder or URL listed on a separate line represented by a miniature icon followed by a text description.

As Tree   [Alt+V, T]

Displays Hotlist objects in the current window as a list, with each folder or URL represented by a miniature icon followed by a text description. Preceding each miniature folder icon is a plus sign (+). When you click the plus sign, it changes to a minus sign (–) and the folder opens to display a list of all documents contained within it. When you click the minus sign you collapse the tree, and the list of documents is no longer visible in the browser window.

Object Menu [Alt+V, O]

Displays the pop–up menu for the object that has keyboard focus. (See **Switch Focus** below.)

Document Source   [Alt+V, D]

Provides a split screen display with the current document viewed normally in the upper pane and with its HTML codes visible in the lower pane. This feature might be of particular interest to the advanced user who is involved in the creation and editing of HTML documents
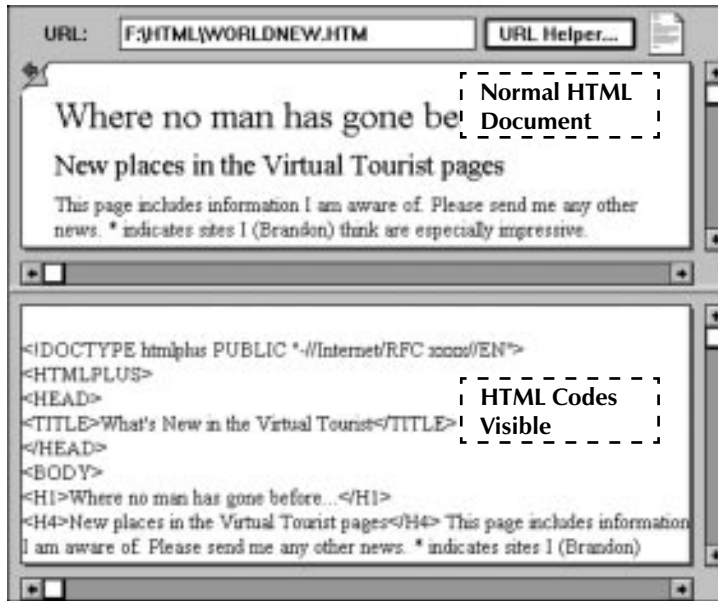
Figure 20: Split Browser Window

Toolbar [Alt+V, B]

Toggles the display of the Toolbar on and off.

Archives [Alt+V, A]

Toggles the display of the Archives pane containing the History lists, Hotlists, and Link Tree on and off. This option performs the same function as the **Archives** button on the Toolbar.

Status Bar [Alt+V, S]

Toggles the display of the Status Bar on and off.

Switch Focus   [Alt+V, F] or [F6}

Moves the keyboard focus among the following components of the
Quarterdeck Mosaic display: the current document, the URL field (if displayed
in the current browser window), the document source window (if visible),
annotations in the current document, and the Archives.

Navigate Menu

Home   [Alt+N, H] or [Ctrl+Home]

Replaces the contents of the current browser window with your designated
Home Page. This menu option is equivalent to the **Home** button on the Toolbar.
For information on changing your Home Page, See "General Options" on
page 85.

Go Back   [Alt+N, B] or [Ctrl+–]

Replaces the contents of the current browser window with the previously
viewed document.

Go Forward   [Alt+N, F] or [Ctrl++]

After moving backward through documents in a browser window, **Go Forward**
moves forward to the next document that was shown in the window. (Think of
Go Forward as undoing a **Go Back** command.)

Go To   [Alt+N, G] or [Ctrl+G]

Replaces the contents of the current window with a URL you specify (unless
you specifically request that the document open in a new window by clicking
in the appropriate check box on the dialog). This option is equivalent to the **Go
To** button on the Toolbar and **Open** on the File menu. For more information on
the Go To URL dialog box,See "Accessing URLs Directly By Name" on page 49.

Stop Current Read   [Alt+N, S] or [Ctrl+Break]

Halts a document retrieval in progress. This option is equivalent to the **Stop**
button on the Toolbar.

Hotlist Menu

Set As Current   [Alt+O, C]

Designates the Hotlist displayed in the current browser window as the "Current Hotlist." All documents that are "Saved to Hotlist" using the Hotlist button on the Toolbar or a document's pop–up menu are placed in the current Hotlist.

Save to Current   [Alt+O, S]

Saves the current document within the current Hotlist. This is equivalent to selecting **Hotlist** from the Toolbar.

Import   [Alt+O, I]

Extracts URLs from an HTML document or a hotlist generated by certain other browsers (such as Netscape or NCSA Mosaic) and places them in a newly created Quarterdeck Mosaic Hotlist folder within the current Hotlist.

Export [Alt+O, E]

Extracts URLs from a Quarterdeck Mosaic Hotlist folder and places them in a newly created HTML document.

New Hotlist   [Alt+O, N]

Creates a new Hotlist folder within the currently displayed Hotlist.

New Hotlist Item   [Alt+O, I]

Adds a new item to the currently displayed Hotlist. When you select this option, the File Properties dialog box is displayed. After entering a URL and title (and, optionally, assigning an icon), then clicking **OK**, the new item is added to the current Hotlist.

Window Menu

Duplicate   [Alt+W, D]

Creates an exact copy of the current browser window. This feature allows you to view a different section of the same document in each window or to follow links in one browser window while viewing the original document in another.

Cascade   [Alt+W, C]

Places open browser windows in the standard Windows Cascade arrangement in which windows overlap each other, with each window placed slightly lower and to the right of the previous window.

Tile   [Alt+W, T]

Places open browser windows in the standard Windows Tile arrangement, with each window taking up the same amount of space as the others and no window overlapping the others.

Close All   [Alt+W, O]

Closes all open browser windows.

Arrange Icons   [Alt+W, A]

Aligns any minimized windows in Quarterdeck Mosaic's desktop area.

Hotlists   [Alt+W, H]

Causes the Archives pane to be displayed with your Hotlist folders visible.

Global History   [Alt+W, G]

Causes the Archives pane to be displayed with the Global History list visible.

Local History   [Alt+W, L]

Displays the Archives pane with the Local History list visible.

Link Tree [Alt+W, K]

Displays the Archives pane with the Link Tree page visible.

Network Status [Alt+W, N]

Opens a window in which you can monitor network activity.

Tools Menu

Configure Network [Alt+T, N]

Launches Location Manager and allows you to make changes to your network configuration.

FTP [Alt+T, F]

Launches QFTP, Quarterdeck's graphical FTP program. This feature is only available with Quarterdeck InternetSuite.

Mail/News [Alt+T, M]

Launches the Quarterdeck Message Center, a complete e-mail and newsgroup management system. This feature is only available with Quarterdeck InternetSuite.

Telnet [Alt+T, T]

Launches QTerm, Quarterdeck's terminal emulation program. This feature is only available with Quarterdeck InternetSuite.

Preferences [Alt+T, P]

Opens the Preferences Notebook, from which you can configure all facets of the program.

For detailed information on the Preferences notebook, see "The Preferences Notebook" on page 79.

MORE INFO

Help Menu

Contents   [Alt+H, C]

Displays the online help file, with the Table of Contents page visible.

Search for Help On   [Alt+H, S]

Displays the Search for Help On dialog box, which allows you to search the Help file for information related to specific topics.

How to Use Help   [Alt+H, H]

Displays the Microsoft Windows Winhelp online help file, which explains how to use the Windows online help system.

About Quarterdeck Mosaic   [Alt+H, A]

Displays version and copyright information and a list of the individuals who worked together to bring you Quarterdeck Mosaic, the Next Generation Web Browser!