

# PERFECT CALC™

## DELETING AND INSERTING

- Delete Entry
- Delete Line (or Control-C for alternate command set)
- Delete Column (or Escape . . . C)
- Delete Region
- Open Line
- Open Column

## COPYING AND MOVING

### The Copy Commands

- The Copy Entry Command
- The Copy Region Command

### The Yankback Commands

- Copies an entry, line, column, or region from the Save Buffer to the spreadsheet, at, or beginning at, the position of the cursor, overwriting whatever data is already present.
- Copies an entry, line or column (but not a region) from the Save Buffer throughout a defined region. Used in replicating formulas.

## RELATIVE VS. ABSOLUTE VARIABLES

When yanking from the Save Buffer, you are asked whether each variable in a formula is relative to its position. Possible responses: y

Yes, the relative variable should be adjusted for position.

Repeat previous answer for every variable in the Save Buffer (default = relative; i.e. 'yes')

Start the questions over the first variable.

any other key

No, the non-relative variable should be copied with no change.

## SPREADSHEET DESIGN

- Change Column width
- Justify Entry
- Left
- Center
- Right
- Change Display Format
- 0-13 Causes numeric values to be displayed showing this number of decimal places.
- Causes numeric values to be displayed in scientific notation.
- Causes numeric values to be displayed in graphic notation.
- Causes formulas to be displayed at their entry positions.
- Causes numeric values to display in a dollars-and-cents format. Also uses commas for thousands.
- Fix titles.

## RECALCULATION MODES

- Change Recalculation Mode
- Recalculate formulas by lines (this is the normal default mode).
- Recalculate formulas by columns.
- Recalculate automatically whenever the value of a number or a formula entry is changed (this is the normal default mode).
- Recalculate the spreadsheet only upon a manual request to do so (i.e., when an 'exclamation point' (!) is typed).
- Update only the current defined region.

## MULTIPLE BUFFERS AND FILES

- Associate Buffers and Files
- Buffer Directory
- Switch Buffer
- Delete Buffer
- Clear Memory

## READING AND WRITING FILES

### Save Files

- Save File
- Save Region
- Write File

### Print File

- Print Spreadsheet
- Print Region

### Read File

- Find File
- Read File

## MULTIPLE WINDOWS

- Create Two Windows
- Other Window
- Create One Window

## SPECIAL KEYS & EXITING

- Quit
- Repeat
- Status
- Help
- Cancel




















# Perfect Calc™













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## MOVING THE CURSOR

		Forward Column
		Backward Column
		Next Line
		Previous Line
		Beginning of Line
		End of Line
		Top of Column
		Bottom of Column
		GOTO
		SEARCH to next unlocked formula or number.



















## MOVING THE SCREEN

		Page Up
		Page Down
		Page Right
		Page Left

## MULTIPLE FILE DISPLAY

			Create Two Windows
			Switch to Other Window
			Create One Window

## MOVE OTHER WINDOW

				Page Down 'Other Window'
				Page Up 'Other Window'
				Page Right 'Other Window'
				Page Left 'Other Window'
				Redraw Screen
				Search Next Unlocked Entry (or ESCAPE-----CTRL-----L for alternate command set)

## ENTERING FORMULAS

= Starts Formula Entry

## FORMULA OPERATORS

^ Raise to the power of  
\* Multiplication  
/ Division  
+ Addition  
- Subtraction

## FORMULA BUILT-IN FUNCTIONS

### Arithmetic Functions

<b>abs(x)</b>	Absolute value
<b>avg(x)</b>	Average or mean
<b>count(range)</b>	The count of non-blank entries in a range
<b>exp(x)</b>	Computes e (the base of the natural logarithm) to the power of x.
<b>int(x)</b>	Finds the largest integer not exceeding x.
<b>ln(x)</b>	Computes the natural logarithm (in base e) of x.
<b>log(x)</b>	Computes the log (in base 10) of x.
<b>lookup(x, range)</b>	Searches for 'x' in the ranges specified, and returns the value held in the entry position adjacent to 'x'.

**max(range)**  
**min(range)**  
**npv(range)**

Finds the maximum value in a range.  
Finds the minimum value in a range.  
Computes the net present value across the flow range specified, discounted at a rate specified by 'x'.  
Computes the square root of x.  
Computes the sum of a range of values.

### Logical Functions

<b>and(x,y)</b>	Returns 'true' (the value 1) if both x and y are 'true' (i.e., x and y are both non-zero). Otherwise returns 'false' (the value 0).
<b>or(x,y)</b>	Returns 'true' (the value 1) if either x or y are 'true' (i.e., either x or y is non-zero). Otherwise returns 'false' (the value 0).
<b>if(x,y,z)</b>	Returns y, if x is 'true' (i.e. non-zero); otherwise returns z.
<b>not(x)</b>	Returns 'true' (the value 1) if x is 'false' (i.e., 0). Otherwise returns 'false' (the value 0).

















### Trigonometric Functions

<b>atan(x)</b>	Computes the arc tangent (inverse tangent) of x. (X must be in radians).
<b>cos(x)</b>	Computes the cosine of x. (X must be in radians.)
<b>sin(x)</b>	Computes the sine of x. (X must be in radians.)

### Relational Operators

<	Less than
<=	Less than or equal to
=	Equal to
>	Greater than
>=	Greater than or equal to














### Locking Formulas

				Lock Current Formula
				Unlock Current Formula
				Lock Formulas in Region
				Unlock Formulas in Region
				Search Formula

## EDITING ENTRIES (Formula and Label)

		Edit Entry
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Associated strictly with the Edit Entry command are a set of editing commands that are exactly like those used in Perfect Writer. **These commands only work while editing a formula.**

		Moves the cursor to the beginning of the prompt line.
		Moves the cursor to the end of the prompt line.
		Moves the cursor <b>forward</b> one character.
		Moves the cursor <b>backward</b> one character.
		<b>Deletes</b> the character occupied by the cursor.
		<b>Deletes</b> a character <b>backwards</b> .
		<b>Go back</b> to the spreadsheet with the original entry.
<b>Other</b>		Insert typed character.
<b>&lt;CR&gt;</b>		Enter the modifications and return to the spreadsheet.

## DEFINING REGIONS



Set mark at current position. (After setting the mark, moving the cursor defines the region as the area between the mark and the cursor.)



Exchange Cursor and Mark Command