

Delete the Rest of a Document
WordPerfect Magazine
Tips

To delete the remainder of a page from your current cursor position, you press (Ctrl-PgDn). But what if you want to delete the remainder of a *document*? You'd need to press Block (Alt-F4), (Home), (Home), (Down Arrow) to highlight the rest of the document, and then (Delete) and (Y) Yes to delete the block.

The included DELREST.WPM keyboard macro allows you to remap the Home key so you can press (Home), (Ctrl-PgDn) to delete the remainder of document. Copy the macro to your macros directory before taking the next steps.

At your document screen, press Setup (Shift-F1) and (5) Keyboard Layout. Next, either press (4) Create to create a new keyboard, or highlight an existing keyboard and press (7) Edit. To remap the Home key, press (7) Retrieve, and at the "Key:" prompt, press (Home). At the "Macro:" prompt, type the full path to the macro (e.g., "c:\wp51\macros\delrest.wpm"). Accept the description and press (Enter). When finished, press Exit (F7) twice.

Now you can delete the remainder of a document by pressing (Home), then (Ctrl-PgDn). Don't worry! You will be prompted to complete the deletion after pressing the keys, so you can change your mind.

Note: The (Home) key can be used normally with other keys unless (Ctrl-PgDn) is also pressed.

– Jim Sermersheim, San Juan Capistrano, CA