

SynCalc

Quick Reference Card

Load/Save Submenu

Load	Loads selected file type into memory at target cell.
Worksheet	Loads selected worksheet file into memory at target cell.
Data	Loads the selected DIF file into memory. Overlay Multiply Add Subtract
Path OK	Loads file from the current path (listed at top left of screen).
New Path	Allows the loading from different volumes and sub-directories than those in the current path.
Save	Saves current worksheet to the specified file type.
Worksheet	Saves range of cells to a worksheet file.
Data	Saves range of cells into a DIF file.
Text	Saves cell range to a text (ASCII) file.
Rename	Renames old file names to new file names. Rename options are: Worksheet Data Text

Quit Quits the SynCalc program. Allows you to select other system programs to run. For advanced ProDOS users only.

Format Formats data diskettes using the ProDOS Format Utility.

Delete Deletes selected file from disk. Delete options are:
Worksheet
Data
Text

Text Entry Window

Enter or edit any text entry. The small vertical mark at the top of the window indicates the last cursor position on the current column.

Numeric Entry Window

Edit or enter any numeric or formula entry. A solid cursor indicates cell point mode, while a blinking cursor indicates cell edit mode. Pressing **CONTROL** -S will toggle between the two modes. Pressing the closed-apple key will display a function reference screen (in 40 column mode, the key must be pressed twice to display all the functions).

Command Submenu

Format Justify	This option will align cell entries with the margin selected. Selections are: Left Right Center
Format Margin	Reserves a certain number of character positions specified by value in the selected range of cells.
Format Guard	Guards (protects) the specified cell range, either from value recalculation or from new entries (Override entry).
Format Width	Resets column widths in the specified range to a new value.
Format \$Dollars	Displays a leading dollar sign (\$) in selected cells.
Format Commas	Places commas every three digits to the left of the decimal in all large numbers.
Format %Percent	Multiplies the contents of specified cell range by 100 and displays trailing percent sign (%).

Format Precis. (Precision) Sets the number of places to the right of the decimal place to display.

Format Number Sets the type of numeric notation used. Valid entries for notation type are:
Fixed
Scientific
Floating
Engineering

Format Sign Sets the manner in which negative numbers will be displayed. Valid selections are:
Minus
Paren
DR/CR

Global Format The Global Format submenu performs the following listed operations to the entire worksheet:
Justify
Margin
Guard
Width
\$Dollars
Commas
%Percent
Precis.
Number
Sign

Global Erase Erases the entire worksheet.

Global Recalc Sets recalculation parameters for the worksheet. Valid entries are:

Recalc Equivalent to pressing the closed-apple key.

Forced Forced recalculation.

Auto Automatic recalculation.

Manual Manual Recalculation. Recalculation only upon command (such as pressing the closed-apple key).

Col 1st: Recalculates by column.

Row 1st: Recalculates by row.

Global Txt Mode Sets the text mode for the entire sheet. Selections are:
Overflow (default mode)
Bounded

Global Unformat Allows the unformatting of the entire worksheet. Valid selections are:

\$Dollars
Commas
%Percent
Guard

Insert Inserts a row or column at the specified location.

Delete Deletes a row or column at the specified location.

Copy Copies a single cell or a range of cells to a designated destination location.

Move Moves a single cell entry or block of entries to a new destination.

Print Prints the worksheet or its contents.

Sort Sorts the rows in the source range in ascending or descending order.

Erase Erases the specified cells.

Jump Moves the cursor directly to the specified cell on the worksheet.

Headings Turns row and column headings off and on.

Labels Declares the row and column that intersect at the designated cell as Label Row and Column. You may reference cells using the labels in this row and column separated by an underline character(_).

Window Creates a window at the selected location. Window options are:
Single
Vertical
Horizontal
Synch
Indep.
Location

Titles Fixes titles in place at the selected location.

Unformat Unformats the cells in a specified cell range. Valid selections are:
\$Dollars
Guard
Commas
%Percent

Built-In Functions

Mathematical Functions

@ABS(x)	absolute value of x
@ACOS(x)	arc cosine of x
@ASIN(x)	arc sine of x
@ATAN(x)	arc tangent of x
@COS(x)	cosine of x
@EXP(x)	e to the power of x
@INT(x)	integer part of x
@LN(x)	log natural of x
@LOG(x)	common log of x
@PI	pi π
@SIN(x)	sine of x
@SQRT(x)	square root of x
@TAN(x)	tangent of x

Logical Functions

@IF condition THEN x ELSE y	the value of x if condition is true, the value of y if condition is false (condition can contain AND, OR).
--------------------------------	--

Special functions

@LOOKUP (x, range, offset)	lookup table
-------------------------------	--------------

Financial functions

@FV (payment, interest, term)	future value
@NPV (range, interest)	net present value
@PMT (principal, interest, term)	payment

Statistical functions

@AVG (range)	average values
@CNT (range)	counts the number of numeric entries
@MEAN (range)	sample mean
@MIN (range)	minimum value
@MAX (range)	maximum value
@RNG (range)	range (maximum-minimum)
@SD (range)	sample standard deviation
@SUM (range)	sum
@VAR (range)	sample variance

Special Characters

The following characters have special meaning to SynCalc:

#	Specifies the entire worksheet.
!	Specifies the lower right cell of your worksheet.

Cursor Control Keys

Arrow keys	Moves the cursor one cell at a time in the desired direction.
------------	---

Open-apple + arrow keys	Moves the cursor in the desired direction a page at a time.
----------------------------	---

CONTROL -B	Moves the cursor immediately to the beginning of the worksheet.
-------------------	---

CONTROL -E	Moves the cursor immediately to the lower left cell entry (end of worksheet).
-------------------	---

CONTROL -S	Toggles between windows.
-------------------	--------------------------

While Editing a Cell

CONTROL -C	Clears window.
-------------------	----------------

CONTROL -D	Deletes character.
-------------------	--------------------

CONTROL -F	Inserts a space forward.
-------------------	--------------------------

DELETE	Deletes one character to the left.
---------------	------------------------------------

TAB	Moves the cursor one tab to the right.
------------	--

CONTROL -R	Reverse tab. Moves the cursor one tab to the left.
-------------------	--

While Editing a Numeric Cell

CONTROL -S	Toggles between cell point mode (solid cursor) and cell edit mode (blinking cursor).
-------------------	--

Closed-apple key	Puts a list of SynCalc functions in window at bottom of screen.
------------------	---

While Editing a Text Cell

CONTROL -P	Allows entry of printer control codes as decimal numbers (0-255) in a text cell.
-------------------	--