



Tech Info Library

Newton: Scrubbing and Deleting (7/93)

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TOPIC-----

How do I delete items by scrubbing on my Newton?

DISCUSSION-----

You can delete items on your Newton by writing over them with a zigzag scrubbing gesture, like a W. This is called scrubbing.

Here are some hints to improve the effectiveness of your scrubbing:

- Newton prefers scrub marks to be in neat, horizontal or vertical zig-zag back-and-forth horizontal lines that cover the characters, words, or drawings you want to erase.
- Your zig-zags or horizontal lines must have at least four lines, as in a W. The bigger the thing you erase, the more lines you should use in your zig-zag or back-and-forth gesture.
- Do not draw zig-zags that loop or that cross over themselves.
- Wait a moment after you write something before you attempt to scrub it out.
- Make sure you begin scrubbing outside the item you want to erase to avoid moving it.

Deleting an Entire Page

Your deleting options will vary depending on which application you are using.

In the Notepad and the Names file:

- 1) Tap the Action button, located in the upper-right corner of the screen in

the Notepad and in the bottom-right corner of the Names File.

2) Tap Delete and the page will crumple up and be thrown away.

In the Datebook:

- You can scrub out all the appointments on a single date. You may also want to scrub out the vertical meeting-length line next to the appointment, if there is one.
- If you want to delete records of past days' meetings:

1) Tap the Action button, then Tap Delete. A dialog box will appear asking

you to indicate how old the meetings you wish to delete are.

2) Write in the number of days back you wish Newton to begin deleting your appointments. Note that Newton will delete everything from the earliest records up to the date you indicate.

Deleting a Single Item in the Datebook

You may delete a single item from the Datebook by scrubbing, as described above, or by tapping the meeting-length bar and tapping Delete on the form that pops up.

Deleting a Single Character

To delete a single letter within a word or even a single blank space, draw at least four lines vertically through the character without lifting the stylus. For best results, use short, precise strokes.

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