# RADIO SHACK

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TANDY 200
Application Quick
Reference Card

# CONTENTS

# TANDY 200

| | |
|---|---|
| (NUM) | Turns on and off the numeric keypad. |
| (NUM)(GRPH) | Turns on the calculator. |
| (GRAPH)(NUM) | Turns off the calculator. |
| (PRINT) | Prints the display. |
| (LABEL) | Turns on and off the function-key display. |
| (SHIFT)(BREAK) | Stops the current operation. |

## BASIC

| | |
|---|---|
| DAY$ – "*day*" | Sets the Main Menu to the current *day* (MON, TUE, WED, THU, FRI, SAT, SUN). |
| DATE$ = "*mm/dd/yy*" | Sets the Main Menu to the current date. |
| TIME$ – "*hh:mm:ss*" | Sets the current time. |
| NAME "*oldname*" AS "*newname*" | Renames a file. |

# CALCULATOR

| | |
|---|---|
| (BKSP) | Deletes the last character |
| (SHIFT)(DEL) | Deletes the last entry |
| (SHIFT)(DEL) twice | Deletes the entire operation |
| (ENTER) | Enters or continues a calculation |
| (O) | Adds (same as (+)) |
| (P) | Subtracts (same as (−)) |
| (T) | Multiplies (same as (*)) |
| (/) | Divides |

## MAIN MENU

| | |
|---|---|
| (F1) | Moves to the next RAM bank. |
| (F4) | Copies a file to another bank. |
| (F5) | Deletes a file. |

# TEXT

## TEXT CURSOR MOVEMENT

| | |
|---|---|
| (→) | Moves right 1 character. |
| (←) | Moves left 1 character. |
| (↑) | Moves up 1 character. |
| (↓) | Moves down 1 character. |
| (SHIFT)(→) | Moves to the right word |
| (SHIFT)(←) | Moves to the left word |
| (CTRL)(→) | Moves to the right of the line |
| (CTRL)(←) | Moves to the left of the line |
| (SHIFT)(↑) | Moves to the top of the display |
| (SHIFT)(↓) | Moves to the bottom of the display |
| (CTRL)(↑) | Moves to the top of the file |
| (CTRL)(↓) | Moves to the bottom of the file |

# TEXT EDITING

| | |
|---|---|
| (SHIFT)(DEL) | Deletes a character |
| (BKSP) | Backspaces and erases |
| (SHIFT)(PRINT) | Prints a text file, using parameters within these ranges: Width: 10 to 132 Left Margin: 0 to 121 Page size: 0 to 99 Line/Page: 0 to 99 Top margin: 0 to (page size line/page) |
| (PASTE) | Pastes the contents of the paste buffer. |
| (F1) | Finds text |
| (F2) | Loads a text file from cassette tape. |
| (F3) | Saves a text file on cassette tape. |
| (F4) | Selects records from a text file. |
| (F5) | Copies text into the paste buffer. |
| (F6) | Cuts text into the paste buffer. |
| (F7) | Selects text to cut or copy into the paste buffer. |
| (F8) | Returns to the Main Menu. |

# TELCOM

## TELCOM INTERACTIVE MODE

(F1)                           Finds and autodials a number stored in ADRS.DO. (The number must be enclosed in colons (:).)

(F2)                           Autodials the number that you type and enter.

(F3)                           Enters or displays TELCOM's parameters.

(F4)                           Enters the terminal mode.

(F8)                           Returns to the Tandy 200 Main Menu.

## TELCOM TERMINAL MODE

(F1)                           Displays the previous screen.

(F2)                           Saves all transmitted information into a text file.

(F3)                           Sends the information stored in a text file.

(F4)                           Switches between the full-duplex and half-duplex echo modes.

(F5)                           Prints all transmitted information on the printer.

(F7)                           Sends a special break signal, required by some host computers.

(F8)                           Disconnects from the terminal mode and returns to the interactive mode.

## SCHEDL/ADDRSS/LIST

| | |
|---|---|
| (F1) | Finds records from NOTE.DO (SCHEDL), ADRS.DO (ADDRSS), or any text file (LIST) and lists them on the display |
| (F4) | Returns to NOTE.DO (SCHEDL), ADRS.DO (ADDRSS), or the current text file (LIST). |
| (F5) | Finds records from NOTE.DO (SCHEDL), ADRS.DO (ADDRSS), or any text file (LIST) and prints them on the printer. |
| (F8) | Returns to the Main Menu. |

(LIST is a function of the TEXT program.)

## MULTIPLAN

## MULTIPLAN CURSOR MOVEMENT

| | |
|---|---|
| (↑)(↓)(→)(←) | *Direction Keys.* Moves cell pointer in the direction indicated. Continue moving cell pointer to scroll contents of window. |
| (CTRL)(↑) | *Home.* Moves cell pointer to R1C1. |
| (CTRL)(↓) | *End.* Moves cell pointer to lower right corner of the active portion of the worksheet. |
| (SHIFT) + Direction Key | *Page Scroll.* Scroll to show the next window of the worksheet in the indicated direction. |

*See also:* Transfer Goto command

# MULTIPLAN ACTION KEYS

| | |
|---|---|
| (BREAK) (CTRL)(C) | Cancels present operation and returns to main command line menu. |
| (ENTER) | Carries out a completed command selected by a function key. |
| (F1)-(F0) | Selects Multiplan commands |
| (LABEL) | Displays the command line on the bottom line of the screen display. |
| (TAB) | Moves to, and selects, entire contents of next field in a command line. |
| ! | Recalculates entire worksheet. If typed in a formula, the formula is replaced by its result. |
| = | Tells Multiplan that the cell contains a formula. |
| @ | Changes relative cell references to absolute references. |

# MULTIPLAN COMMANDS

## (F1) — Edit Command

Lets you edit contents of a cell and responses in command fields. You can select the Edit command from any other Multiplan command to edit your responses.

Modes:

Edit Mode lets you use the direction keys to move the edit cursor within the command field.

Value Mode lets you use the direction keys to enter cell references while editing a command field. Press (F1) twice to enter the value mode of the Edit command.

## Multiplan Editing Keys

(BACKSPACE)   Deletes character to the left
of the cursor

(DELETE)   Deletes character at current
cursor position. Replacement
text may be typed in.

(←)   Moves the edit cursor left one
character if in the Edit mode;
otherwise, moves the cell
pointer left one cell and
enters cell reference into the
command field.

(→)   Moves the edit cursor right
one character if in the Edit
mode; otherwise, moves the
cell pointer right one column
and enters the cell reference
into the command field.

(↓)   Value mode only. Moves the
moves cell pointer down one
row and enters the cell
reference into the command
field.

(↑)   Value mode only. Moves cell
pointer up one row and enters
the cell reference into the
command field.

## (F2) — Blank Command

Replaces the contents of the specified cell(s) with
blanks.

BLANK cells:  *cell(s)*

Multiplan uses the active cell as a proposed response.

## (F3) — Copy Command

Duplicates the contents of cell or group of cells.

RGHT   DOWN   FROM

Copy Right ((F2)) copies the contents of one or
more cells to the specified number of cells to the
right of the cell pointer.

RIGHT # cells: 1      at: *RC*

Copy Down ((F3)) copies the contents of one or
more cells to the specified number of cells below the
cell pointer.

DOWN # cells: 1      at: *RC*

Copy From ((F4)) copies the contents of one or
more cells to another location.

FROM:*RC*      to: *RC*

**Note:** *RC* denotes the current cell as Multiplan's
proposed response.

## $\boxed{\text{F4}}$ — Format Command

Changes the display format or width of one or more cells.

```
Cell    Wide
```

Format Cells ($\boxed{\text{F2}}$) lets you change the alignment and format.

```
Cells: RC              #Dec: 2
     Left Cen  Rght        Fix  Gen  $
```

Format Width ($\boxed{\text{F3}}$) sets the column width of all cells. The width can be from 4 to 36. The default is 9.

```
WIDTH of cells:   9
```

## $\boxed{\text{F5}}$ — Name Command

Assigns a name which can be used to identify one or more cells in a command or formula.

```
NAME:                        refer to: RC
```

## $\boxed{\text{F6}}$ — Options Command

Controls two Multiplan options and displays the contents or formula of the current cell

```
FORMULA:   (formula of RC)
           Calc    !           Beep Mute
```

**Calc** recalculates all formulas when you change a cell.
**!** recalculates all cells only when you press $\boxed{\text{!}}$.
**Mute** turns off the audible alarm that indicates errors.
**Beep** turns on the audible alarm that indicates errors.

## $\boxed{\text{F7}}$ — Transfer Command

Loads a worksheet into memory, saves the active worksheet to cassette or disk, clears the active worksheet or moves the cell pointer.

Transfer Load ($\boxed{\text{F2}}$) loads a worksheet saved in Normal mode from either cassette or disk or a SYLK file from RAM. The active worksheet is replaced.

```
LOAD filename: filename
     Norm    SYLK
```

**Note:** *RC* denotes the current cell as Multiplan's proposed response.

**Note:** *RC* denotes the current cell as Multiplan's proposed reponse.

The *filename* may be:

CAS:*filename*    saves the worksheet to cassette.
                 The *filename* is optional.

*drive:filename*  saves the worksheet to disk.

Transfer Save ((F3)) saves the active worksheet to
either cassette or disk in Normal mode or to RAM in
SYLK mode.

```
SAVE filename: filename
     Norm    SYLK
```

The *filename* is the same as Transfer Load.

Transfer Clear ((F4)) clears all cells in the active
worksheet.

```
CLEAR sheet - Enter Y to confirm:
```

Transfer Goto ((F5)) moves the cell pointer to the
specified cell.

```
GOTO cell: RC
```

## (F8) — Exit Multiplan

Exits Multiplan and saves the active worksheet to
RAM.

## (PASTE) — Insert

Lets you insert row(s) or column(s) in the worksheet
before the specified cell.

```
PASTE #: 1              before: RC
        Row  Col
```

## (PRINT) — Print Window

Prints the current window as displayed on the screen.

## (SHIFT)(PRINT) —
## Print Worksheet

Prints all or a portion of the active worksheet using
the specified width.

```
width: 70               from: R1:99
```

# MULTIPLAN FORMULAS

Formulas are composed of constants, references to cells, and functions.

## Cell References

| | |
|---|---|
| Rn or Cn | Active row or column. |
| RnCn | Intersection of row and column. |
| Rn:m or Cn:m | Range of rows or columns. |
| R[+n] or C[+n] | Row *n* below the active row or the column *n* to the right of the active column. The + sign may be omitted. |
| R[-n] or C[-n] | Row *n* above the active row or the column *n* to the left of the active column. |
| RnCn,RnCn | Union of two cells. |

## Operations on Numeric and Text Values

| | |
|---|---|
| + | Add |
| − | Subtract |
| / | Divide |
| * | Multiply |
| ^ | Exponentiation |
| % | Percent |

## Multiplan Functions

| | |
|---|---|
| ABS(*n*) | Absolute value of *n*. |
| AND(*list*) | True if all values in *list* are true; otherwise returns false. |
| ATAN(*n*) | Arctangent of *n* in radians. |
| AVERAGE(*list*) | Average of values in *list* = (SUM/COUNT). |
| COS(*n*) | Cosine of the angle *n* given in radians. |
| COLUMN( ) | Current column number. |
| COUNT(*list*) | Number of values given as arguments or by reference. |
| EXP(*n*) | e to the power *n* |
| FALSE( ) | Logical value False |
| IF(*logical*, Then *value*, Else *value*) | Returns Then *value* if *logical* is true; Else *value* if false. |
| INDEX(*area,subscripts*) | Returns the value from cell in *area* indicated by *subscripts*. |

INT(*n*)  Integer portion of *n* truncated toward 0.

ISERROR(*value*)  Returns True if *value* is an error value.

ISNA(*value*)  Returns True if *value* is #N/A value.

LN(*n*)  Base e logarithm of *n*.

LOG 10(*n*)  Base 10 logarithm of *n*.

LOOKUP(*value,table*)  Searches for *value* in the first row or or column of *table*. Returns the contents of a cell from the last row or column of *table*. Table is a group of cells on the worksheet.

The dimensions of table determine the direction of the search.

Table of Columns

| value between 1000 and 1499 | | | | number returned |
|---|---|---|---|---|
| | 500 | X | X | 5 |
| | 1000 | X | X | 7 |
| | 1500 | X | X | 9 |
| | 2000 | X | X | 13 |
| | 2500 | X | X | 17 |
| | 3000 | X | X | 22 |
| | 3500 | X | X | 27 |
| | 4000 | X | X | 33 |
| | 4500 | X | X | 38 |

MAX(*list*)  Largest values in *list*.

MIN(*list*)  Smallest values in *list*.

MOD(*divisor,dividend*)  Remainder of the integer division of *dividend/divisor*.

NA( )  Returns the #N/A (not available) value.

NOT(*logical*)  Returns the opposite of the *logical* value.

NPV(*rate,list*)  Net present value of cash flow represented by the values in *list*.

OR(*list*)  True if any value in *list* is true; otherwise returns false.

PI( )  Value of pi (3.14159...).

ROUND(*n,m*)  *n* rounded to *m* decimal places.

ROW( )  Current row number.

SIGN(*n*)  Returns $-1$ if $n<0$, 0 if $n=0$, otherwise 1 is returned.

| | |
|---|---|
| SIN(*n*) | Sine of the angle *n* specified in radians. |
| SQRT(*n*) | Square root of *n*. |
| STDEV(*list*) | Standard deviation of the values in *list*. |
| SUM(*list*) | Sum of values in *list*. |
| TAN(*n*) | Tangent of the angle *n*. |
| TRUE( ) | The logical value True. |

## Error Values

| | |
|---|---|
| #N/A | Data not available. |
| #NAME? | Name not defined. |
| #NUM! | Overflow or illegal arithmetic. |
| #DIV/0 | Division by 0. |
| #REF! | Reference to nonexistent cell. |
| #NULL! | Intersection of disjoint areas. |
| #VALUE! | Wrong type of value used. |

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