

## ELM cheat sheet

**“I have letters sticking out of my mailbox on my UNIX account. What do I do?”**

You have e-mail. To access it, click once on the letter icon on the toolbar in your UNIX account. This will open ELM, your e-mail program. To help you navigate ELM, here are a few of its key commands:

Keyboard Command	What It Does
?	Help: Press it once to enter help mode. The second key entry will give a one-line description of the command attached to the key (if there is one), and if you enter a question mark (?) here, you will obtain a summary listing for each command available. To return to the main menu, hit ESC or “.”
!	This allows you to send a command to the shell without exiting ELM.
=	This sets the pointer to the first message.
*	This sets the pointer to the last message.
\$	This allows you to decide whether or not to delete messages without quitting ELM.
n	This moves to the next message in your mailbox.
(a number)	This allows you to set the “current message” to the number of the message entered.
/pattern	This searches through all the “from” and “subject” lines for <i>pattern</i> . This is not case-sensitive.
<CR>	This allows you to read the current message.
b	Bounce mail: This “re-mails” the letter to someone so that the return address is that of the sender rather than yourself.
c	Change mailbox: This allows you to change the mailbox file being used. As with the save command, this expands filenames with ~ as your home directory and = as your mail directory (if defined).
d and u	Delete and undelete: This tags or untags the current message to be deleted on exit from ELM (delete is tagged with a “d” beside the message.)
CTRL-d	Here ELM prompts for a string, and all messages that match that string in the “from” or “subject” heading will be deleted on exit.
CTRL-u	This does the opposite of CTRL-d.
f	Forward: This allows you to forward a message to someone else. It allows you to make any edits you wish before sending. This is the same as <CR> except that the message is displayed with all headers.
j and k	Like VI, these allow you to move up and down through messages.
CTRL-l (CTRL-(ell))	This refreshes the screen. This sends mail to a specified address. It allows you to write the message using VI.
o	This allows the editing of ELM options.
p	This prints the message to the default printer.
q	Quit deletes messages tagged for deletion; it moves any messages to a specified mailbox, if desired.
CTRL-q or DEL or x	These allow you to quit without any changes to the mailbox.
r	This replies to the sender of a message.
s	This saves to a file specified by the user. It tags all saved files for deletion.
t	This tags the file for an operation such as p or s.
CTRL-t	This tags all files that match a specified string in the “from” or “subject” heading.
~?	This prints a brief help menu.
~e	This invokes the editor (default in \$EDITOR) on the message.

**FOR MORE HELP ON ELM, TYPE “*man elm > elm.txt*” IN AN XTERM WINDOW, THEN TYPE “*vuepad elm.txt*.”  
NEXT, GO TO THE FORMAT MENU AND SELECT “All.”  
SAVE THIS AND PRINT IT TO THE DEFAULT PRINTER BY SELECTING “Print” IN THE FILE MENU.**