

Deleting or Inserting Characters

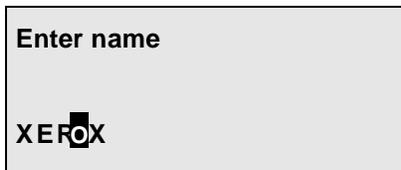


1. Using the  and  arrow keys, position the cursor at the character to be deleted or at the point of insertion.

Note: If you are not in the insert mode, pressing **Delete** deletes the character, but the spaces remain.



2. Press:  .
The message "Insert" is displayed.



3. To insert, enter the correct character(s).
To delete, press  .