

# Save As Dialog

The following options allow you to specify the name and location of the file you're about to save:

Save In	<p>Specifies the location where you want to locate a file or folder. Click the arrow to select another location, or click on the toolbar to move up levels.</p> <p>The box below lists the items in the selected location. To save a file using an existing file name, in the Save dialog box, double-click the name of the file you want to save.</p>
File name	<p>Provides a space for you to type the name of the file you want to save. To quickly find a file you've previously opened, click the file name in the drop-down list, if available.</p> <p>If you are searching for a file, you can use asterisks (*) as wildcards. For example, you can type *.* to see a list of all files. You can also type the full path of a file, for example, C:\MydocsLetter.doc.</p> <p>If you are saving a file, you cannot use a question mark (?) or an asterisk in the file name. If you use a question mark or asterisk and click Save, the file will not be saved and the dialog box will not close.</p>
Save as type	Specifies the type of file you are saving: *.*
Line Terminator	Specifies line terminators to be used with file when saved. You may choose DOS/UNIX/MAC format line terminators.
Format	<p>Specifies the format the file should be saved in. The following options may be selected:</p> <p>ANSI/ASCII, UTF-8, UTF-16, UTF-8 - NO BOM, UTF-16 - NO BOM, UTF-16 - Big Endian, UTF-</p>

	16 - Big Endian - No BOM, Unicode ASCII Escaped
<b>Alt. Data Stream</b>	<p>Alternate data streams allow files to be associated with more than one data stream. For example, a file such as text.txt can have a ADS with the name of text.txt:secret.txt (of form filename:ads) that can only be accessed by knowing the ADS name or by specialized directory browsing programs.</p> <p>Alternate streams are not detectable in the original file's size but are lost when the original file (i.e. text.txt) is deleted, or when the file is copied or moved to a partition that doesn't support ADS (e.g. a FAT partition, a floppy disk, or a network share). While ADS is a useful feature, it can also easily eat up hard disk space if unknown either through being forgotten or not being detected.</p> <p>This feature is only supported if files are on an NTFS drive.</p>
My Recent Documents	Shows recently opened files and folders
Desktop	Shows the files, folders, program shortcuts, and other items on the desktop
My Computer	Shows the disk drives and hardware connected to this computer
My Network Places	Shows shortcuts to web sites, network computers, and ftp sites

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