What is Theophilos?

Theophilos is fast and effective way to explore God's word. It comes packed with powerful features that you wouldn't expect to find in a freeware program. The fact that <u>Theophilos is free</u> should in no way mean that "you get what you paid for". In fact you are receiving a package of great value that can grow even more with many available add-ons broadening its possibilities.

The freeware package of Theophilos comes complete with the following:

• Full version of Theophilos Bible Software. No registration fees, no expiration reminder screens. This is not a so called "Demo" or "Light" version either.

- Full text of King James (Authorized) version of the English Bible (including Old and New testaments)
- Complete Matthew Henry's Commentary on the whole Bible
- Complete Easton's Bible Dictionary
- Preview of multimedia Bible narration with pictures and sound
- Samples of topic book and Jumplists™ to help you learn to create your own
- Creeds of Christian faith

• Intro music - excerpt from "And I Saw As It Were... Konelrad" by Kerry Livgren from his album "One Of Several Possible Musiks". Copyright © 1989 Kerry Livgren Productions, Inc. Used by author's permission.

What can you do with it?

- Navigate the Bible
- Do extensive research of the Bible
- Compare more Bible versions
- Search and consult dictionaries
- Search and view notes and commentaries
- Search and study early Christian writings
- · Create your own dictionaries or topic books to store your knowledge and studies
- Create your own notes and commentaries
- Create Jumplists™ for special handling of verse lists and bookmarks
- · Search your own documents
- Hear and watch multimedia Bible narrations or presentations of God's Word and create your own
- Record audio notes and comments to every verse of the Bible
- · Attach sounds and pictures to Bible verses
- · Add your own pictures and sounds to menu for instant access
- Use Theophilos in network environments
- · Copy or print everything through easy to use dialog
- Change fonts in every window

• Communicate with the program in English, German, Italian, Slovak, Czech, Romanian or help us to teach Theophilos speak your language

- Customize program behavior and look with many options
- Give it freely to your friends...

Yet there is more!

For all advanced Bible students or simply all who want to study God's word in greater depth we are offering **many add-on modules** already available and others being prepared that you can customize your copy of Theophilos with. And **you can even be an author** yourself! We offer an <u>authoring tool</u> helping you to create and distribute your own add-on modules. You can think of these add-ons as books that you can add to your library one by one or several at a time. You can choose from Bible versions, dictionaries, commentaries, writings and other study materials that can be plugged into your copy of Theophilos. Some of these **add-ons are available for download at our <u>web site</u>. Complete suite is available on CD** which can be mailed to you anywhere in the world. Please read <u>ordering information</u> for more details.

Why should you use software like this one

Software packages like Theophilos do not and do not intend to replace printed versions of the Bible or reference works. Printed copy of the Bible should always be the choice for your reading and devotion time. But there are many important advantages of Bible software over printed materials. Computer aided study is much more convenient, efficient, faster and more effective. Not only do you have instant access to any verse of any version of the Bible but Theophilos makes searching for any word, group of words or phrase a snap. As a complete electronic concordance it makes sometimes hours of searching a matter of a second. A wide variety of reference materials written by well-respected Bible scholars are just a mouse-click away. They don't take up any space on your desk as would all the books that are available as add-on modules. You can store all your knowledge in electronic form for further processing. You may even search all your writings in Theophilos.

When you use Theophilos you will not only read but also hear the Word of God. Or you have the option of recording your own audio notes or create impressive multimedia presentations of God's Word.

Bible software today is a must for any Bible teacher and serious Bible student.

What is freeware?

Freeware is any software that is offered to public by the author **free of charge**. While author retains any and all rights to his software he does not require his users to pay for its use.

In the light of the above definition Theophilos Bible Software is distributed as freeware. It requires no other software or add-ons to function to its fullest without any limitations. There are **no hidden costs** or purchase requirements. Freeware version is the only available version of Theophilos program. It is **not a demo, trial, light or in any way limited version.**

Note:

Add-ons are offered as enhancements and are not required for correct and full function of Theophilos program. However for some students of God's Word they may be a welcome extension of Theophilos' capabilities in the form of indispensable source of reference. You can choose from Bible versions, dictionaries, commentaries, writings and other study materials that can be plugged into your copy of Theophilos. Some of these **add-ons are available for download at our <u>web site</u>. Complete suite is available on CD** which can be mailed to you anywhere in the world. Please read <u>ordering information</u> for more details.

See also Warranty and license agreement

What are add-ons?

The idea behind the add-ons is simply to offer a **wide array of extensions** to the basic <u>freeware package</u> so that all users may choose whatever reference tools they need in their study of God's Word and integrate them easily in one common user interface. We even offer a <u>special authoring tool</u> so you can create add-ons yourself and offer them to public. Currently you can choose from Bible versions, dictionaries, commentaries, writings and other study materials that can be plugged into your copy of Theophilos. Some of these **add-ons are available for download at our <u>web site</u></u>. Complete suite is available on CD** which can be mailed to you anywhere in the world. Please read <u>ordering information</u> for more details.

See also ordering information, installing add-on module, making own add-ons

Authoring tool for Theophilos

With Theophilos you have an effective tool for your studies of God's Word with features allowing you to **collect**, **record** and **retrieve** your knowledge. However you may also wish to **publish** and **distribute** this knowledge to other people so that they may benefit from your studies. Considering that Theophilos Bible Software is being used by **many thousands** of people today it is a **solid platform** for sharing your work. For this reason we have created **SCRIBE FOR THEOPHILOS** an ideal companion to our Bible software.

Just imagine the possibilities:

• easily create any type of Theophilos add-on module* virtualy from any text

• **use** it for your own studies immediately taking advantage of Theophilos' embedde capabilities of linking text, text searching or recognition of verse references

• exchange modules with your friends and study companions for their enjoyment

• offer your own texts in Theophilos' format to many thousands of users of our Bible software over Internet, BBS or other distribution means

• as a pastor or Bible teacher **distribute** your sermons, lessons and commentaries to your congregation

• you may even **take part** in our project and add modules that you create to our CD so all users of Theophilos CD may benefit from them. Of course we will acknowledge you as the author of the module with your name appearing in documentation.

The possibilities are endless. Please visit our <u>Internet pages</u> for free download of evaluation copy of **Scribe for Theophilos** and be an author today.

* this does not include Bible version modules

Why do we offer Theophilos for free

We believe that **salvation of God is free** for everyone who accepts it and we wish to use this principle to pass His Word to all - believers and non-believers alike. While we retain all rights to Theophilos, we do not charge anything for its use. Also, we DO NOT ask for any financial gifts or contributions of any kind. We hope that by offering Theophilos for free to anyone we may participate in spreading God's Good News throughout the world.

After all you are not obliged in any way to use Theophilos Bible Software. **We challenge you** to try other software packages and choose the one you like the best. Or don't use any at all. Just keep on reading, studying and praying for understanding. This copy of **Theophilos is our gift to you**. We hope you will enjoy it and use it to the Glory of God.

The second release

This is the second release of Theophilos Bible Software. It comes six months after the first, debut release. The debut of Theophilos was **very successful** and the program has gained **many thousands of users worldwide** in only few months after its initial release. We want to thank to all who have written to us and have been great encouragement in our further development of this software. We have been inspired by many letters and e-mails and tried to fulfill most of our users' requests. To them we even added our own ideas that, as we believe, will become popular **features not found in other software packages** freeware, shareware or commercial. Many of them are truly **unique only to Theophilos**.

We did everything we could think of to make it the most usable software of its kind on the market. The reason why it is so important to us is very simple. Not only did we design, program and thoroughly test the product but **we also use it ourselves** in our personal studies of God's word.

Although our target user is not a professional Bible scholar fluent in Hebrew and ancient Greek, we believe that many pastors, teachers and students will benefit from Theophilos and will find it worthy of recommendation to others. We designed Theophilos for all who wish to come to deeper understanding and are committed to dilligent study of God's Word.

The freeware package may even be distributed as part of your evangelization project – royalty free! *

With Theophilos you have a **complete multimedia Bible study suite** that has many unique and advanced features, yet remains simple to operate.

We know that perfect software that suits all users does not exist. Therefore **we urge you**, the user, not to hesitate and **tell us what you think**. It is very important, since <u>future developments</u> will be made with **your suggestions in mind**. Together we may build a Bible study tool that will come as close to perfect as possible.

* Please read Warranty and license agreement

Future developments

The reason we started this project originaly was to build a reliable program capable of fulfiling the task of Bible study tool with practical features helping the user to study more effectively. Through the development period we have added to this main objective an emphasis on flexibility. In our studies and research we have learned however that the true objective is the user himself.

All future developments will be made with focus on our users. To prove that we are paying attention to their needs we are offering free support to all through electronic or regular mail. You are not required to purchase anything to receive answers to your questions. We want to hear your comments, suggestions even criticism.

Let's discuss the future version of Theophilos together.

Warranty and license agreement

Definition of terms

The term "Program" refers to Theophilos program. The term "Author" refers to Ivan Jurik, Datelinova 1, 821 01 Bratislava, Slovakia. The term "Add-on" refers to add-on modules of Theophilos program. The term "Software key" refers to file that is necessary for proper functioning of specific Add-on.

Copyright notice

Theophilos[™] is Copyright © 1997, 1998, Ivan Jurik. All Rights Reserved. Theophilos and Jumplists are Trademarks of Ivan Jurik. The Program is protected by the copyright laws of Slovak Republic, the United States and international copyright treaties.

License agreement

Author hereby grants you a license to use the Program free of charge for unlimited time on unlimited number of computers. You may freely distribute Program in its original and unmodified format to others. You may include Program on CD-ROMs, shareware collections, Internet sites, Bulletin Boards and other media.

This license does not apply to Add-ons with Software keys or if accompanying documentation clearly prohibits such use. Special license is necessary to use such Add-ons in network environments. You may not sell, lend, rent, lease or otherwise transfer or distribute such Add-ons.

Note:

Program may be distributed on commercial and shareware CD-ROMs and other media as long as:

1. The CD or other media clearly states that Theophilos is Freeware.

2. You distribute Program only complete and unmodified.

3. No more than a reasonable CD duplication fee is charged. You must determine an average selling price per program on the CD by taking the list retail selling price of the CD and divide it by the number of programs on the CD. If this average selling price per program on the CD is calculated to be equal to or less than \$1.00 (U.S. Currency) per program it is OK to include Program for distribution on this CD without any other permission required. If the average price per program on the CD is greater than \$1.00 per program, you MAY NOT distribute Program on your CD without a special licensing arrangement worked out with Author, as we feel you are trying to make a substantial profit off our Freeware program.

Title

Title, ownership rights and intellectual property rights in and to the Program and Add-ons shall remain a property of Author. This Agreement does not include the right to copy or sublicense the Program and Add-ons and is personal to you and therefore may not be assigned (by operation of law or otherwise) or transferred without the prior written consent of Author. You acknowledge that the Program and Add-ons in source code form remains a confidential trade secret of Author and/or his suppliers and therefore you agree not to attempt to decipher, decompile, disassemble or reverse engineer the Program and Add-ons or allow others to do so, except to the extent applicable laws specifically prohibit such restriction. You further agree not to modify or create derivative works of the Program.

Content

Title, ownership rights, and intellectual property rights in and to the content of Add-ons is the property of the applicable content owner and may be protected by applicable copyright or other law. This License gives you no rights to such content.

Disclaimer of warranty

Since the Program is provided free of charge, the Program is provided on an "AS IS" basis, without warranty of any kind, including without limitation the warranties of merchantability, fitness for a particular purpose and non-infringement. The entire risk as to the quality and performance of the Program is borne by you. Should the Program prove defective, you and not the Author assume the entire cost of any service and repair.

This disclaimer of warranty constitutes an essential part of the agreement. SOME STATES DO NOT ALLOW EXCLUSIONS OF AN IMPLIED WARRANTY, SO THIS DISCLAIMER MAY NOT APPLY TO YOU AND YOU MAY HAVE OTHER LEGAL RIGHTS THAT VARY FROM STATE TO STATE OR BY JURISDICTION.

Limitation of liability

UNDER NO CIRCUMSTANCES AND UNDER NO LEGAL THEORY, TORT, CONTRACT, OR OTHERWISE, SHALL AUTHOR OR HIS SUPPLIERS OR RESELLERS BE LIABLE TO YOU OR ANY OTHER PERSON FOR ANY INDIRECT, SPECIAL, INCIDENTAL, OR CONSEQUENTIAL DAMAGES OF ANY CHARACTER INCLUDING, WITHOUT LIMITATION, DAMAGES FOR LOSS OF GOODWILL, WORK STOPPAGE, COMPUTER FAILURE OR MALFUNCTION, OR ANY AND ALL OTHER COMMERCIAL DAMAGES OR LOSSES. IN NO EVENT WILL AUTHOR BE LIABLE FOR ANY DAMAGES, EVEN IF AUTHOR SHALL HAVE BEEN INFORMED OF THE POSSIBILITY OF SUCH DAMAGES, OR FOR ANY CLAIM BY ANY OTHER PARTY. THIS LIMITATION OF LIABILITY SHALL NOT APPLY TO LIABILITY FOR DEATH OR PERSONAL INJURY TO THE EXTENT APPLICABLE LAW PROHIBITS SUCH LIMITATION. FURTHERMORE, SOME STATES DO NOT ALLOW THE EXCLUSION OR LIMITATION OF INCIDENTAL OR CONSEQUENTIAL DAMAGES, SO THIS LIMITATION AND EXCLUSION MAY NOT APPLY TO YOU.

Termination

Either party may terminate this Agreement immediately in the event of default by the other party. Upon any termination of this Agreement, you shall immediately discontinue the use of the Program. You may also terminate this Agreement at any time by destroying the Program and Add-ons and all copies thereof. Your obligations to pay accrued charges and fees shall survive any termination of this Agreement.

Miscellaneous

This Agreement represents the complete and exclusive statement of the agreements concerning this license between the parties and supersedes all prior agreements and representations between them. It may be amended only by a writing executed by both parties. THE ACCEPTANCE OF ANY PURCHASE ORDER PLACED BY YOU IS EXPRESSLY MADE CONDITIONAL ON YOUR ASSENT TO THE TERMS SET FORTH HEREIN, AND AUTHOR AGREES TO FURNISH THE PROGRAM AND/OR ADD-ON(S) ONLY UPON THESE TERMS AND NOT THOSE CONTAINED IN YOUR PURCHASE ORDER. If any provision of this Agreement is held to be unenforceable for any reason, such provision shall be reformed only to the extent necessary to make it enforceable, and such decision shall not affect the enforceability (i) of such provision under other circumstances or (ii) of the remaining provisions hereof under all circumstances. Headings shall not be considered in interpreting this Agreement.

Acknowledgements

My full gratitude belongs to my **Lord Jesus Christ**, who has furnished me with everything necessary to bring this humble project to existence. I thank Him for **my Christian wife Janka** who has been patiently putting up with my late night and weekend programing and for my four children: **Martin**, **Juraj**, **Michal** and **Jakub** adding a meaning to my life.

I appreciate the contributions of my friend **Matus Tkac** who has been my critic, tester, translator and advisor throughout the development of the project. He is also the author of the program's title and graphic design. My appreciation belongs also to **his wife Eva** for translating the German and Italian language modules. I am grateful also to a friend of mine **Michal Holicka** of Solve Ltd. for undertaking the initial distribution of Theophilos Bible Software. My special thanks goes to **Stephen Jones**, brother in Christ who is narrating the Bible in English for Theophilos. Steve is also music composer, narrator and an audio artist. I wish to thank also to **Steven Justice**, associate professor at University of California and staff writer for WebCyber OnLine Review Magazine and **Dr. Edward G. Hoffman** from Christian Computing Magazine for reviewing Theophilos and finding it worthy of recommendation. Words of appreciation go to **Robert Woeger** of Goshen for help with some legal issues. I also thank to folks at Goshen, SoftSeek, ZDNet and other fine Internet places who reviewed and added a link to Theophilos Bible Software. I appreciate **Daniel Mazari** for providing texts and for spreading the word about Theophilos in Slovakia. He is doing a great job. Thanks belongs also to brothers in Romania: **Silvian Guranda** and **Ionel Pop** for providing Romanian Bible texts and translating and to **Gabriel Radic** for beta testing and translating the Romanian language module.

Special contributor to this project to whom I am greatly thankful is **Kerry Livgren**, brother in Christ and a great musician, former member of the band Kansas. I thank him very much for granting the permission to use his music in Theophilos.

My thanks goes also to programmers of freeware components used in Theophilos: Toolbars (Toolbar97): **Jordan Russell**, jordanr7@aol.com, http://members.aol.com/jordanr7 Mp3 support (mpegplay): **Eugene Mayevski**, Eugene-Mayevski@usa.net Rich text control (SRichEdit): **Richard Shotbolt**, 100327,2305@compuserve.com Grid control (mStrGrid, mStrList): **Albrecht Mengel**, mengel@stat-econ.uni-kiel.de Printing (LinePrinter): **Bill Menees**, bmenees@usit.net, http://www.public.usit.net/bmenees Led component (KrLed): **Kees Raijmaekers**, kray@iaehv.nl

I also want to **thank you**, users of Theophilos. You have been great inspiration and encouragement throughout the development of this version. I will look forward to hear from you again. And if you haven't written yet, please do.

I hope that this work will be a blessing to you and will help many of us to come to deeper understanding of the truths of God's Word.

Ivan Jurik Author of Theophilos

Software and hardware requirements

Following are minimum and recommended system configurations for use of Theophilos Bible Software:

FREEWARE PACKAGE (one Bible version, dictionary and commentary)

Minimum tested:

Operating system:	Windows 95 or Windows NT 4.0
Processor:	Intel 486/66
Memory RAM:	8 MB
Harddisk space before installation:	40 MB free
Harddisk space after installation:	20 MB free
Pointing device:	mouse or equivalent
Screen resolution:	640x480
Color depth:	256 colors
Sound (optional - required for sound recording and playback):	Sound Blaster or compatible, microphone
Audio compression installed (required for narration preview):	Microsoft ADPCM

Recommended for best program performance:

Operating system:	Windows 95 or Windows NT 4.0 or newer versions
Processor:	Intel Pentium 100 or higher
Memory RAM:	16 MB or more
Harddisk space before installation:	100 MB or more free
Harddisk space after installation:	80 MB or more free
Pointing device:	mouse or equivalent
Screen resolution:	800x600 or higher
Color depth:	32K (high color)
Sound (optional - required for sound recording and playback):	Sound Blaster or compatible, microphone
Audio compression installed (required for narration preview):	Microsoft ADPCM

Recommended harddisk space requirements for CD VERSION: 100 MB or more free

This space is needed for Windows swap file which grows according to number of Bible versions loaded and number of opened files. You can save space by loading only those Bible versions you need for immediate study. In fact **CD version is more space efficient** (recommended for systems with smaller disk capacity) because it requires only approximately 3 MB of harddisk space for installation. Furthermore, **Theophilos can be run without installation** of any kind **directly from CD** and thus needing only space for memory data structures.

If you downloaded add-ons from Internet you need additional harddisk space for these files (recommended only for systems with large disk space capacities).

Configuring Theophilos for use in network environments

Configuring Theophilos for network is very simple task to perform. Since data files (Bible versions, dictionaries, commentaries and other add-ons) may be shared over your existing network they may be installed in one network directory shared by other users. On client side installations of Theophilos you only need to change "<u>Data files path</u>" to point to this directory (please check your network system manual for proper syntax for network paths).

Tip:

We recommend to copy all files from CD to shared network directory from which all client installations may be performed.

You may setup network folders for users to save and access their personal user files (notes, topic books, jumplists). Path to such folder may be specified by "<u>User files path</u>".

Note:

User files may not be shared. Theophilos will refuse to access such file if it is opened by other user.

No special license is necessary for use in network environments. This does not apply to some add-on modules. Please read <u>Warranty and License Agreement</u>.

Best facts about Theophilos

Wouldn't you agree that it is extremely affordable? It's FREE!

Theophilos is **multilingual**. English, German, Italian, Slovak, Czech, Romanian... none of these languages suits you? No problem. Together we can teach Theophilos speak any language that you desire. No need to buy new program. Just let us know.

Feels pretty much comfortable in **network** environments.

It's extremely fast. Most Bible searches take less than 1 second (Pentium systems).

Handles **complex searches** - single word, multiple words or phrase with AND, OR, NOT **boolean** searches with **wildcard** symbol and **proximity** options in easy to use interface. Results of any search may be searched **again** to narrow the search even more. Did you know that you can search **ANY** document in Theophilos 2.0?

It is highly configurable. It can look and feel just the way you want it.

You may change fonts almost anywhere in the program.

Every Bible program will let you read the Word. You can also HEAR it in Theophilos!

Has advanced multimedia features. You can even **record your own narration** or create presentation of God's Word with moving text, sound and pictures. Can you say **MULTIMEDIA**? Now you can.

Play that tune! Wave or **MPEG layer 3**. Theophilos can handle it. Pictures are no problem either. Windows Bitmaps or **JPEG**s.

Has multiple document interface. Any number of Bibles may be opened at the same time, even same version in **multiple views**.

Unlimited number of add-on modules may be installed. We will even make custom modules for you!

Synchronized view of Bible texts and notes. You decide which windows should be synchronized. Two modes are available.

Compare mode where several bibles may be compared verse-by-verse in single window.

Any Bible version in window may be **switched** instantly to another through menu or hot keys.

All versions share a set of **bookmarks** which are user definable through pop-up menu or hot keys.

Unlimited number of **user note sets** and annotations to verses may be created and opened at the same time. Theophilos offers also creation of **user dictionaries** (we call them topic books). And if you need special advanced handling of verse lists try our **Jumplists**[™].

Anything and **everything** can be copied to clipboard, saved to file or printed in 5 predefined layout styles through an intelligent Copier.

Recognition of verse references and instant jumps to verses. References may even be used in user notes or user topic books.

We trust that you will appreciate these and many more features that we didn't mention here as you learn

to know Theophilos better.

Troubleshooting

Symptom: Remedy:	"Not enough memory or disk space" error message. You may not have enough memory or free disk space to run Theophilos in current setup. Try loading only few Bible versions on startup or clearing more free disk space. You may need also to close running applications and restart your computer (some resources may not be freed until system restarts). See also <u>Minimum requirements</u> .	
Cause:	Not enough resources.	
	•	
Symptom: Remedy: Cause:	In some configurations fonts don't display correctly. Try uninstalling some unused fonts from Windows fonts folder. Be careful to uninstall only those fonts that are not used by any application.	
Cause.		
	•	
Symptom: Remedy: Cause:	Extended characters in some languages don't display correctly in Theophilos' windows even if the selected font supports them. Change your font settings to display the correct script (character set). Incorrect font script selected.	
	•	
Symptom: Remedy:	Pictures in online help system do not redraw correctly. Your color display is set to 16 or 256 colors. Try to change this setting to higher setting (Control Panel/Display) if your hardware permits. If this is not possible adjust the size of help window so only one picture is displayed at a time.	
Cause:	Low color depth setting.	

Keyboard shortcuts

General

Ctrl+P	Show Copier
Ctrl+Ins	Copy selection
Shift+Ins	Paste from clipboard
Ctrl+T	Show options dialog
F1	Show help
Alt+Enter	Show verse reference in context
Alt+F4	Close application

Bible

Alt+[version number]	Switch version
Ctrl+M	Toggle compare mode
Ctrl+B	Show Navigator
Ctrl+C	Copy verse
Shift+Ctrl+[position]	Set bookmark at position
Ctrl+[position]	Go to bookmark at position
Ctrl+Q	Toggle synchronized mode
Arrows	Move by one verse
Ctrl+PgDown, Ctrl+PgUp	Move by one chapter
Alt+PgDown, Alt+PgUp	Move by one book
PgDown, PgUp	Move by number of verses displayed in window

Dictionary/Topics

Ctrl+l	Create new topic book	
Shift+Ctrl+A	Add new topic	
Ctrl+S	Save topic book	
Ctrl+Del	Delete current topic	
Ctrl+A	Select all text	

Commentary/Notes

Ctrl+N	Create new note set	
Alt+Down	Next note	
Alt+Up	Previous note	
Ctrl+Down	Next verse	
Ctrl+Up	Previous verse	
Ctrl+Enter	Note for active verse	
Ctrl+K	Toggle bind to Bible mode	
Ctrl+S	Save note set	
Jumplist		

mpi

Ctrl+L	Create new jumplist
Ctrl+A	Add new jump
Enter	Jump to verse
Ctrl+E	Edit description
Ctrl+S	Save jumplist
Ctrl+M	Merge with other jumplist
Ctrl+Del	Delete jump

Multimedia

F9	Toggle verse sound
F10	Toggle verse picture
F11	Toggle autoplay
F12	Start/Stop recording
Alt+X	Stop recording or playback
Shift+Ctrl+M	Attach sound or picture to current verse
Find	
Ctrl+F	Show Finder
Shift+Ctrl+F	Show document search dialog
Ctrl+D	Find in dictionary topics
Ctrl+R	Search existing results
Finder	
Alt+[version number]	Search in different version
Alt+Ins	Append selected word to search text input box
Window	
Shift+Ctrl+T	Tile windows
Shift+Ctrl+C	Cascade windows
F3	Previous window
F4	Next window
Shift+Ctrl+A	Arrange application
Ctrl+F4	Close current window

Menus and commands

Main menu

(to get help on specific item click on the item)



Bible, Dictionary, Commentary, Writings, Topics, Notes, Jumplist, Multimedia, Find, Publish, Window, Program

Information displayed in main window's status bar:

Versions loaded - number of versions available for browsing

Library titles – number of installed study resource modules

Active version – Bible version last selected in window. Some functions use this information for further processing.

Active verse – Bible verse last selected in any version window. Some functions use this information for further processing.

Bible version window pop-up menu

	Switch <u>v</u> ersion		۲
	Comp <u>a</u> re mode	Ctrl+M	
	<u>G</u> o to book		۲
	<u>N</u> avigator	Ctrl+B	
	<u>F</u> inder	Ctrl+F	
	Find in <u>dictionary</u> topics	Ctrl+D	
	Copier	Ctrl+P	
	<u>C</u> opy	Ctrl+Ins	
	Copy ve <u>r</u> se	Ctrl+C	
	Set bookmark for Genesis 1:5		F
	Go to boo <u>k</u> mark		۲
	Font settings		
	<u>Synchronized</u>	Ctrl+Q	
~	Bind <u>n</u> otes		
	Close <u>w</u> indow	Ctrl+F4	
Sw	itch version		
Co	mpare mode		
<u>Go</u>	<u>to book ></u>		
<u>Navigator</u>			
<u>Finder</u>			
Fin	<u>d in dictionary topics</u>		
Co	pier		

<u>Copy</u> <u>Copy verse</u> <u>Set bookmark for [verse name] ></u> <u>Go to bookmark ></u> <u>Font settings</u> <u>Synchronized</u> <u>Bind notes</u> <u>Close window</u>

Information displayed in **version window's status bar**: **Verse name** – the verse currently under cursor. If the window is active this verse is also the active verse **Book number** – this is the position of the book in the Bible version **Verse number** – this is the position of the verse in the Bible version **Sync: ON/OFF** – informs about the window's <u>Synchronized</u> option status

Dictionary/Topics window pop-up menu

Context of Genesis 1:3	Alt+Enter
Add topic	Shift+Ctrl+A
<u>S</u> ave Sa <u>v</u> e as	Ctrl+S
Co <u>p</u> ier	Ctrl+P
<u>C</u> opy	Ctrl+Ins
<u>P</u> aste	Shift+Ins
Delete topic	Ctrl+Del
Find in <u>d</u> ictionary topics	Ctrl+D
<u>S</u> earch	Shift+Ctrl+F
<u>F</u> ont settings Close <u>w</u> indow	Ctrl+F4

Context of [verse name] Add topic Save Save Save as... Copier Copy Paste Delete topic Find in dictionary topics Search Font settings Close window

Information displayed in **dictionary or topic book window's status bar**: **Empty by default** – if <u>Find in dictionary</u> function is unable to locate the text in particular dictionary list of topics, message will be displayed here

Commentary/Notes window pop-up menu

	Context of Genesis 1:5	Alt+Enter
	<u>N</u> ext note	Alt+Down
	P <u>r</u> evious note	Alt+Up
	Ne <u>x</u> t verse	Ctrl+Down
	Pr <u>e</u> vious verse	Ctrl+Up
	Note for Genesis 1:5	Ctrl+Enter
	<u>S</u> ave	Ctrl+S
	Sa <u>v</u> e as	
	Copier	Ctrl+P
	<u>С</u> ору	Ctrl+Ins
	<u>P</u> aste	Shift+Ins
	Find in <u>dictionary</u> topics	Ctrl+D
	<u>S</u> earch	Shift+Ctrl+F
	Eont settings	
~	Bind to Bible	Ctrl+K
	Moving mode	+
	Close <u>w</u> indow	Ctrl+F4

Context of [verse name] Next note Previous note Next verse Previous verse Note for [verse name] <u>Save</u> Save as... <u>Copier</u> <u>Copy</u> Paste Find in dictionary topics Search Font settings Bind to Bible Moving mode > Close window

Information displayed in **commentary and user notes window's status bar**: **Verse reference 1** – points to the closest existing note preceding the current. "None" is displayed if not available **Verse reference 2** – points to the closest existing note following the current. "None" is displayed if not available **Bind: ON/OFF** - informs about the window's <u>Bind to Bible</u> option status

Writings window pop-up menu

-		-
	<u>F</u> ont settings Close <u>w</u> indow	Ctrl+F4
	Cogier Copy Find in <u>d</u> ictionary topics Search	Ctrl+P Ctrl+Ins Ctrl+D Shift+Ctrl+F
	Context of Genesis 1:1	Alt+Enter

Context of [verse name] Copier Copy Find in dictionary topics Search Font settings Close window

No additional information is currently displayed in writings window's status bar

Jumplist window pop-up menu

<u>A</u> dd Genesis 1:5 Co <u>n</u> text of Leviticus 19:26 <u>E</u> dit	Ctrl+A Enter Ctrl+E
<u>S</u> ave Save as	Ctrl+S
<u>M</u> erge with	Ctrl+M
Copier	Ctrl+P
<u>С</u> ору	Ctrl+Ins
Copy ve <u>r</u> se	Ctrl+C
<u>P</u> aste	Shift+Ins
<u>D</u> elete jump	Ctrl+Del
<u>S</u> earch	Shift+Ctrl+F
Sort by	+
Close <u>w</u> indow	Ctrl+F4

Add [verse name] <u>Context of [verse name]</u> <u>Edit</u> <u>Save</u> <u>Save as...</u> <u>Copier</u> <u>Copy</u> <u>Copy verse</u> <u>Paste</u> <u>Delete jump</u> <u>Search</u> <u>Sort by ></u> <u>Close window</u>

Information displayed in **jumplist window's status bar**: **Number of verses** – displays number of verses currently contained in Jumplist

Search results window pop-up menu

Context of Exodus 4:14 E	Inter
<u>F</u> inder C	Ctrl+F
<u>Search these results</u>	Ctrl+R
Find in <u>d</u> ictionary topics C	Ctrl+D
Co <u>p</u> ier C	Ctrl+P
<u>С</u> ору С	Ctrl+Ins
Copy ve <u>r</u> se C	Ctrl+C
<u>D</u> elete verse C	Ctrl+Del
Font settings	
Close <u>w</u> indow C	Ctrl+F4

Context of [verse name] Finder Search these results Find in dictionary topics Copier Copy Copy verse Delete verse Font settings Close window

Information displayed in search results window's status bar:

Version name abbreviation [range] – Bible version and range of books that were searched in a particular search. If existing results were searched "[Results]" will display instead of actual range **Hits, verses, seconds** – informs you about number of found instances of searched word(s) or phrase, number of verses where these instances occur and the length of time in seconds it took to find them

Switch version > Compare mode Go to book > Navigator Set bookmark for [verse name] > Go to bookmark > Synchronized Bind notes [version name(s)]

Bible menu Switch version

Applies to version windows.

Version text in any version window may be switched to any other available version instantly. If possible Theophilos will preserve the position of the text.

See also Opening a Bible version, Compare mode

Bible menu Compare mode

This powerful command allows user to compare several Bible versions in single window. In this mode only one verse from all selected versions is displayed. If not all versions can fit into the window try resizing the window, adjusting its font size or prevent certain versions from displaying in this mode (e.g. you may want to exclude versions opened in other windows).

Tip:

Some versions have different number of verses, or verse numbering does not correspond with others. In this case the first version in the list is held to be dominant. If you want a different version to be at the first position use <u>Switch version</u> command.

See also Opening a Bible version, Options/Compare section, Synchronized, Options/Bible section

Bible menu Go to book

Just one of the fast and intuitive ways of navigating through the Bible in Theophilos. Gets you to the book of your choice instantly.

See also Navigator, Go to bookmark, Keyboard shortcuts

Bible menu Navigator

Navigating KJV 🛛 💌						
Book	Chapter	Verse				
Genesis Exodus Leviticus Numbers Deuteronomy Joshua Judges Ruth 1 Samuel 2 Samuel 1 Kings 2 Kings 1 Chronicles 2 Chronicles Ezra Nehemiah Esther Job	Chapter 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 ▼	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18				
OK						

Navigator helps you quickly navigate through the Bible. Currently navigated version is indicated in the caption bar. To browse any version window, activate that window (click on the window) then return to Navigator.

Select book, chapter and verse in particular list boxes then click on OK button to get to the selected verse in the Bible.

Tip:

Double clicking on any list box or hiting the "Enter" key on your keyboard is equivalent to clicking on the OK button.

We have created a smaller version of Navigator we call "Mini Navigator". It can stay visible on the program's toolbar at all times for your convenience.

Note:

Behaviour of the Navigator and display font may be customized to suit your preference. Check the <u>Options/Navigator section</u> topic for details.

Bible menu Set bookmark for [verse name]

Bookmarks come very handy if you want to mark several passages you often recall. You can set up to ten bookmarks which are being shared by every Bible version. When setting a bookmark first click on the verse you want to mark. This verse becomes the active verse throughout the program. Click on Set bookmark for [name of verse you picked]. Theophilos shows all current bookmarks with verse names they point to (Genesis 1:1 by default). Choose one you want to replace with your new bookmark.

Tip:

For more advanced way of bookmarking verses and for creating lists of verses use jumplists instead.

See also Go to bookmark

Bible menu Go to bookmark

Gets you to the verse you bookmarked previously with <u>Set bookmark</u> command.

See also <u>Navigator</u>

Bible menu Synchronized

With this command you may toggle your preference of having the content of active version window move in accord with all others which have this option also checked. Great feature when comparing several versions.

Note:

Some versions use different verse numbering as others. Theophilos tries to synchronize versions based on verse names (e.g. 3 John 1:14). If you find that the text content of compared verses differs use manual synchronization instead of automatic. This setting may be selected in Options dialog under <u>Bible tab</u>. While in <u>Compare mode</u> only automatic synchronization is used.

Tip:

You may have one primary version opened in one window and all others in a different window with Compare mode option checked. This way while browsing only one version you may compare it with all other versions without taking up much desktop space.

See also Opening a Bible version

Bible menu Bind notes

With this option checked you link current version window and all commentary/note windows, so that their content movements are synchronized. To move notes automatically version window must be active and commentary/note windows must have <u>Bind to Bible</u> option checked.

Tip:

If you don't want certain commentary/note set to move automatically make sure the <u>Bind to Bible</u> option of that particular window is unchecked.

See also Synchronize

Bible menu Opening a Bible version

Any number of version windows may be opened at any time. Even same version in multiple windows. This allows for compares of Bibles, books, chapters, etc.

Note:

Number of versions listed here depends on number of versions loaded. Several Bible versions as well as other resource materials are available as add-ons to Theophilos software. Please see <u>Ordering information</u> for further details.

There is no limit set in Theophilos software on number of installed, loaded and opened Bible versions. The only limit is the amount of available memory and disk space on your computer.

See also Switch version, Compare mode, Synchronized

[dictionary name(s)]
Dictionary menu Opening a dictionary

To open dictionary simply click on its name. Dictionary items are added to this menu dynamically whenever you install a new dictionary along with an appropriate key.

There is no limit set in Theophilos software on number of add-ons installed and opened at any time. The only limit is the amount of available memory and disk space in your computer.

Note:

This menu will not be available if there are no dictionaries installed.

Please see the <u>Ordering information</u> about how to obtain dictionaries, commentaries, Bible versions and other resource materials as add-ons to Theophilos.

Next note Previous note Next verse Previous verse Note for [verse name] Bind to Bible Moving mode > [commentary name(s)]

Commentary menu Opening a commentary

To open commentary simply click on its name. Commentary items are added to this menu dynamically whenever you install a new commentary along with an appropriate key.

There is no limit set in Theophilos software on number of add-ons installed and opened at any time. The only limit is the amount of available memory and disk space in your computer.

Note:

This menu will not be available if there are no commentaries installed.

Please see the <u>Ordering information</u> about how to obtain dictionaries, commentaries, Bible versions and other resource materials as add-ons to Theophilos.

[writing's name(s)]

Writings menu Opening a writing

To open writing simply click on its name. Writing items are added to this menu dynamically whenever you install a new writing along with an appropriate key.

There is no limit set in Theophilos software on number of add-ons installed and opened at any time. The only limit is the amount of available memory and disk space in your computer.

Note:

This menu will not be available if there are no writing files installed.

Please see the <u>Ordering information</u> about how to obtain dictionaries, commentaries, Bible versions and other resource materials as add-ons to Theophilos.

New book Open... Save Save as... Add topic

Topics menu New book

Creates new topic book. You may create as many of these books as you see fit. New file will be created in the folder designated by the "User files path". See <u>Options/Paths section</u> for more information.

Topics menu Open...

Opens existing topic book. Open dialog opens in the folder designated by the "User files path". See <u>Options/Paths section</u> for more information.

Topics menu Save

Saves topic book. Optionally user files may be saved automatically. See <u>Options/Miscellaneous section</u> for more information. By default Theophilos creates backup copies of user files before any changes are saved.

Topics menu Save as...

Saves current topic book under new name. Original topic book remains intact.

Topics menu Add topic

Adds new topic to the topic book. Number of topics contained in one topic book is not limited. If the topic has no name when it is saved it will be named "untitled" automaticaly. The name of the topic cannot be changed after it is saved.

Note:

When new topic is saved it is given the name currently displayed in the topics drop-down box. When saving new topics make sure that correct name is displayed here. To prevent any inconsistencies of naming topics try to save the new topic with correct name as soon as possible. After topic is saved Theophilos will not allow changing its name.

Tip:

To change the name of the topic after it is saved use following procedure:

Select all text in the topic window (Ctrl+A). Copy the selected text to the clipboard with the Copy command. Now add new topic and give it a new name. Paste the text previously copied to the clipboard with the Paste command. Save changes with the Save command. Go to the topic with the original name and delete it with the Delete item or Delete topic command.

New set Open... Save Save as... Next note Previous note Next verse Previous verse Note for [verse name] Bind to Bible Moving mode >

Notes menu New set

Creates new note set. You may create as many of these sets as you see fit. New file will be created in the folder designated by the "User files path". See <u>Options/Paths section</u> for more information.

Notes menu Open...

Opens existing user note set. Open dialog opens in the folder designated by the "User files path". See <u>Options/Paths section</u> for more information.

Notes menu Save

Saves user notes. Optionally user files may be saved automatically. See <u>Options/Miscellaneous section</u> for more information. By default Theophilos creates backup copies of user files before any changes are saved.

Notes menu Save as...

Saves current user note set under new name. Original note set remains intact.

Notes menu Note for [verse name]

Displays the note for active verse. To make other verse active click on that verse in version window. If note for that verse does not exist window displays message "No note".

Tip:

Drop down list box in notes window lists all available notes. Use this tool to get to any note directly.

See also: Next note, Previous note, Next verse, Previous verse

Notes menu Next note

Jumps to next existing note.

Tip:

Drop down list box in notes window lists all available notes. Use this tool to get to any note directly.

See also: Previous note, Next verse, Previous verse

Notes menu Previous note

Jumps to closest previous existing note.

Tip:

Drop down list box in notes window lists all available notes. Use this tool to get to any note directly.

See also: <u>Next note</u>, <u>Next verse</u>, <u>Previous verse</u>

Notes menu Next verse

Displays note for the following verse. If no note exists for that verse window displays message "No note".

See also: <u>Next note</u>, <u>Previous note</u>, <u>Previous verse</u>

Notes menu Previous verse

Displays note for the preceding verse. If no note exists for that verse window displays message "No note".

See also: <u>Next note</u>, <u>Previous note</u>, <u>Next verse</u>

Context of [verse name]

Verse represented by a reference under cursor is displayed in the first available version window. At least one version window must be opened. If you want a different version to display the context click on that window (making it the active window), return to window with the reference and use the command again. This feature comes handy in many dictionaries, commentaries, outlines and reference materials where many verse references occur. Theophilos can recognize most of these references provided that a proper syntax is used. Before any library add-on is made available we provide a recognition file that allows Theophilos to recognize the reference style used.

Tip (does not apply to jumplists):

You may use references even in your notes and topic books. Only make sure you use the following syntax:

[BookAbbreviation]<space>[ChapterNumber]:[VerseNumber]

Optionally you may use comma to separate single verses, dash for range of verses, semicolon to separate single chapters. A reference then may look something like this:

Mt 17:14

or like this:

Mt 14:17, 19, 25; 22:15-20; 23; 2Th 3:5

Try this in your notes and topics!

For book names abbreviations you may use those that are appropriate for the language you use.

Tip:

If the verse reference is not recognized properly make sure the cursor is over the chapter or verse part of the reference. Check the syntax, especially make sure no extra spaces or other punctuation is used. Make sure the reference is displayed on one line (try resizing the window). While this is usually not necessary there may be some cases when this helps. Use proper short book names. You may use the ones appropriate for the language you use. You can have them displayed in <u>Navigator</u> if the <u>Use short</u> <u>book names</u> option is checked.

Note:

If used in search result window and jumplist this command will similarly show the verse under cursor in context.

Notes menu Bind to Bible

With this option checked content of note window is moved automatically whenever any version window is browsed. <u>Bind notes</u> option of version window must be checked also. Combining these options on some windows you may very powerfully customize your desktop and thus enhance your browsing and study experience.

See also Synchronized, Moving mode >

Notes menu Moving mode

Another one of the helpful features to power-browse the Bible and resource works. Two modes are available: Smart mode and Normal mode.

Smart mode

If selected only existing notes are displayed. If the verse has no associated note, note window displays the closest previous existing note. This way you may see notes that cover whole passages of the Bible without losing the focus of proper note. You may try this feature with <u>Matthew Henry's Commentary</u> as an example.

Normal mode

Notes move with every verse even if note does not exist. In that case "No note" message is displayed.

Note:

Bind to Bible and Bind notes (version window) options must be checked for automatic movement to work.

<u>New list</u> <u>Open...</u> <u>Save</u> <u>Save as...</u> <u>Merge with...</u> <u>Sort by ></u> <u>Add [verse name]</u> <u>Edit</u>

Jumplist menu New list

Creates new jumplist. You may create as many jumplists as you see fit. New file will be created in the folder designated by the "User files path". See <u>Options/Paths section</u> for more information.

Jumplist menu Open...

Opens existing jumplist. Open dialog opens in the folder designated by the "User files path". See <u>Options/Paths section</u> for more information.

Jumplist menu Save

Saves jumplist. Optionally user files may be saved automatically. See <u>Options/Miscellaneous section</u> for more information. By default Theophilos creates backup copies of user files before any changes are saved.

Jumplist menu Save as...

Saves current jumplist under new name. Original jumplist remains intact.

Jumplist menu Merge with...

One of the ways how to create jumplists automatically is merging several together. Content of the jumplist selected in the Merge jumplist dialog will be added to the currently active jumplist, thus combination of these two will be created.

Tip:

You may create jumplists automatically also by exporting the results of a Bible search into a jumplist. See <u>Copier</u> topic for more details.

Jumplist menu Sort by

Jumplist may be sorted chronologicaly (in the order as verses appear in the Bible) or in alphabetical order of verse descriptions. Alphabetical order is especially useful if you provide your own descriptions instead of automatically generated ones.

Tip:

You may quickly change the order by clicking on the column headers of the jumplist.

Jumplist menu Add [verse name]

This command adds active verse to the list instantly. To change the active verse simply click on the desired verse in any Bible window.

Tip:

Theophilos will automatically generate description for every new verse in the jumplist by extracting specified number of first letters from the verse. It uses active Bible version text for description. See <u>Options/Jumplists section</u> on how to change the number of letters for the auto-descriptions. You may edit the descriptions with the <u>Edit command</u>.

Jumplist menu Edit

This command will allow you to edit the descriptions automaticaly generated by the program.

Open... Verse sound Verse picture Autoplay Stop Record Attach media to [verse name]

Multimedia menu Open...

Opens multimedia files. Depending on filter in the open dialog used only picture or sound files are shown. Only pictures in the Windows Bitmap (*.bmp) or JPEG compressed (*.jpg) format are currently supported. In case of sound Wave files (*.wav) and MPEG layer 3 (*.mp3) files are currently recognized.

Note:

You must have sound system installed and properly configured in order to play sound files. To play compressed Wave files you must have sound compression support installed in addition.

Multimedia menu Verse sound

Plays sound currently attached to the active verse. If this option stays checked corresponding sound is played every time a verse with sound attached becomes the top verse in the active Bible window.

Note:

You may record your own sounds for every verse in the Bible. See <u>Record command</u> for more details.
Multimedia menu Verse picture

Opens special picture window used to display pictures attached to verses. If this option stays checked corresponding picture is shown every time a verse with picture attached becomes the top verse in the active Bible window.

Multimedia menu Autoplay

This feature will let you play sounds and show pictures in multimedia presentation of God's Word.

Note:

You may <u>create your own narration</u> and <u>attach own pictures</u> and thus customize presentations for different types of audiences from children to adult.

Multimedia menu Stop

This command stops the <u>Autoplay feature</u> and ceases playback of any sound.

Multimedia menu Record

Custom sounds, e.g. your own audio verse notes or narration of the Bible may be recorded without leaving Theophilos' program interface. While recording a red LED light is flashing on the <u>Multimedia</u> toolbar.

Note:

Recording is possible only if sound system is properly installed and configured. You must have a working microphone attached in addition to be able to record your voice.

Tip:

Try to make your recordings as efficient as possible as sound files take much space on your harddisk. You may customize the quality and efficiency of sound files in the <u>Options/Multimedia</u> section.

Multimedia menu Attach media to [verse name]

You may attach existing sound or picture file (depending on dialog file filter used) to every verse in the Bible. This is useful to produce multimedia presentations of God's Word which will surely atract the attention of your audience.

Note:

Sound and picture files are copied to new location according to verse name. Therefore be careful when attaching many copies of large files as this may take up much disk space.

<u>Finder</u> <u>Find in dictionary topics</u> <u>Search this document</u> <u>Context of [verse name]</u> <u>Search these results</u>

Find menu Finder

(to get help on specific item click on the item)

Search KJV - Genesis to Revelation	×
love	<< love
Wildcard symbol Logical NOT symbol Find verses containing	love loved lovedst
• Any word • All words • Phrase	lover lover
Allowed number of verses apart	loves love's lovest
King James Image: Create new window Help Cancel Range Find	loveth loving lovingkindness

Search text input box Wildcard symbol Logical NOT symbol Search mode Allowed number of verses apart Search in: Create new window << button Words list edit box Words list Help Cancel Range Find

Find menu Find in dictionary topics

This advanced feature allows you to search topics of all open dictionaries (at least one needs to be opened) for the selected text. If found dictionary will jump to the found topic, else it will display a "No matches for [selection]" message in its status bar. Any opened user topic books will be searched as well.

Note:

This command works in all types of windows. You have to select text prior to using this command. Theophilos will try to match the selected text exactly or, if it doesn't succeed, as close as seems reasonable.

To search the text content of dictionary instead of its topics use Search this document command.

Tip:

Try to keep selections as short as possible for better results.

Find menu Search this document

(to get help on specific item click on the item)

	•
Find <u>n</u> ext	Close
	Find <u>n</u> ext

Text to search for Find first Find next Close

Any document in Theophilos may be searched through this dialog (for Bible windows use Finder dialog instead). Theophilos will find text also in user files including notes, topic books and jumplists.

Tip:

To search specific document make its window active (click on it) then activate the search dialog again.

Find menu Search these results

This advanced feature helps narrowing down the search by searching the results of previous search. To be specific, in this mode <u>Finder</u> searches only verses in particular results window. Number of such searches is unlimited, until you get the results you want.

Note:

You may have unlimited number of search results windows open. To search a specific window first activate that window (click on that window) and then invoke the Finder by this command.

See also Delete item

<u>Copier</u> <u>Copy</u> <u>Copy verse</u> <u>Paste</u> <u>Delete item</u>

Publish menu Copier

Copier - Ki	ng James [KJ¥]	×				
Select ra From Genesis	ange To s v 1 v 1 v Revelation v 22 v 21	-				
Copy to <u>C</u> lipb	poard C <u>F</u> ile C <u>P</u> rinter					
Content © Desc	cription C ⊻erse text King James	┓				
Style - E:	xample					
• 1	Genesis 1	3				
O <u>2</u>	1 ¶In the beginning God created the heaven and the					
<u>O 3</u>	earth.					
C 4	2 And the earth was without form, and void; and darkness was upon the face of the deep. And the Spirit					
	of God moved upon the face of the waters.					
<u> </u>	1.3 ¶And God said. Let there he light: and there was	-				
	Close Help	p				

Copier is an advanced tool for all outputs from Theophilos software. It allows you to copy, save or print any and all texts from Bible versions, notes, commentaries, dictionaries or even search results. If you have time and enough paper in your printer you can even print the whole Bible. While this is probably an extreme and unreasonable use of the Copier tool we only want to illustrate its possibilities which are truly without any limits.

Most common uses of the Copier are printing of user notes for archiving or other purposes, copying of larger amounts of text or verses and pasting them into your favourite word processor. Copier allows even exports of search results into jumplists for later reference or various study purposes.

Copier can use any window as the source for the output. To select the source simply click on the desired window so that this window becomes the active window. Now activate the Copier (click on the speed button or menu command). Copier will inform you about the source it will use in its caption bar. Copier works in two modes (switching between them is done automatically without the user intervention) depending on the source window.

If the source is a **Bible version, commentary, user note set, jumplist** or **search results** window you may select the range of verses for output. As a built-in feature Copier will automatically select the relevant range of verses, e.g. in case of Bible version this is the first and last verse, in case of commentary or note set the first and last existing note, in case of jumplist first and last verse jump and in case of search results the first and last of found verses. This range of course may be adjusted to allow you to select only portion you wish for the output.

Next you select the output target which may be the Windows clipboard, text file or any printer accessible from your computer. If the source window is search results window you have a choice to export to jumplist in addition.

If source window is a jumplist you are allowed to choose the content of the output to be the reference description or actual text of the referenced verse.

If available choose the Bible version used for the output. This choice is available only for Bible version and jumplist windows.

There are 5 predefined output styles you can choose from. Try switching between them to see the final outlook and select one that will suit your needs.

After you execute the output it may be interrupted any time by pressing the Escape key on your keyboard.

Copier - Easton's Bi	ble Dictionary wood-offering wool word of god works, covenant of works, good worm wormwood worship worshipper wrestle writing yarn year year yeshebi yoke yoke-fellow zaanaim		
Copy to © <u>C</u> lipboard	C <u>F</u> ile	C <u>P</u> rinter	
		Copy Close	<u>H</u> elp

The Copier starts in dictionary mode if the active window is a **dictionary**, **writing** or **user topic book**. Here you may select one or more topics for output. To select more then one hold Ctrl key while selecting single topics or Shift key when selecting range of topics.

The use of output target selector is the same in both modes.

Note:

When printing, Copier will use the font settings of source window (as displayed in example box). If you wish to print in different font change these font settings. As an exception default font settings of search result windows are used for jumplists.

Publish menu Copy

Applies to all windows.

This command copies selected text to clipboard. When copying larger amount of text use <u>Copier</u> tool instead.

Note:

In jumplist this command copies entire verse reference with description. This can be then pasted into different jumplist.

See also <u>Copy verse</u>, <u>Paste</u>

Publish menu Copy verse

Applies to version, results windows and jumplists.

Copies single verse under cursor to clipboard. It is not necessary to select all of the text. The verse under cursor is copied in its entirety and verse reference is placed at the end. This is very helpful when quoting from the Bible. Verse can be pasted into any text editor (or user notes and user topic book). When copying of more then one verse is necessary use <u>Copier</u> tool instead.

Note:

If copying from jumplist text from active Bible version is used. To change active version switch to this version before copying.

See also Copy selection, Paste

Publish menu Paste

Applies to user notes, user topic books and jumplists.

This command is used to paste text copied to clipboard from any Theophilos window or other Windows application.

Note: In jumplist only verse jump from other jumplist can be pasted.

See also Copy verse, Copy selection

Publish menu **Delete item**

Applies to user topic books, search results and jumplists.

Depending on active window different action is performed. In **user topic book** currently shown topic is deleted.

In search result window verse under cursor is deleted from list of verses found. This may come handy when doing complex searches, printing or saving the list of verses found and some should be excluded. In jumplist selected jump is deleted.

<u>Tile</u> <u>Cascade</u> <u>Arrange icons</u> <u>Arrange application</u> <u>Previous window</u> <u>Next window</u> <u>Close window</u> <u>Close all windows</u>

Window menu Tile

Tiles all windows according to the Preferred tiling method setting.

Note:

Generaly order in which windows were opened is kept. The order of windows in stack changes after Tile command is applied when current window becomes first in stack.

See also Smart window tiling

Window menu Cascade

Cascades all windows.

Window menu Arrange icons

Arranges all minimized window icons.

Window menu Arrange application

This command will arrange the main window and Navigator dialog on your computer desktop. If Navigator is visible it will be moved to the left and maximized in height. Main window will be moved next to the Navigator and will fill the rest of the desktop space. We found this to be the most practical setting, although you may always set the windows placement and size to suit your taste.

Window menu Previous window

Activates previous window.

Note:

Generaly order in which windows were opened is kept. The order of windows in stack changes after Tile command is applied when current window becomes first in stack.

Window menu Next window

Activates next window.

Note:

Generaly order in which windows were opened is kept. The order of windows in stack changes after Tile command is applied when current window becomes first in stack.

Window menu Close window

Closes active window.

Window menu Close all windows

Closes all opened windows.

Language > <u>Options</u> <u>About Theophilos</u> <u>Help index</u> <u>Tips and tricks</u> <u>Keyboard shortcuts</u> <u>Menus and commands</u> <u>Ordering add-ons</u> <u>Exit</u>

Program menu Language

Allows switching to different language. The change is made immediately and there is no need to restart Theophilos. Note that Bible book names and their abbreviations are changed as well to correspond with selected language.

Tip:

Visit our Internet web site for new and updated language files and other useful add-ons. If you don't see your local language being offered you can <u>contact us</u> and help us create a language module for you and all your fellow users in your country. The language module will then be offered free of charge on <u>our Internet web site</u>.

Program menu Options – Window section

(to get help on specific item click on the item	(to	get help	on speci	ific item	click o	n the	item
---	-----	----------	----------	-----------	---------	-------	------

Options					×				
Multimedia Navigator C Window	Multimedia Miscellaneous Toolbars Paths Navigator Dictionary/Topics Commentary/Notes Writings Jumplist Results Window Bible Loading Comparing Image: Second contract window tiling Prefered tiling method Prefered tiling method								
 ✓ Lertical ✓ Lorizontal Save window setup on exit 									
	2	Save window setu	p now						
Close <u>H</u> elp									

Window section

Smart window tiling Prefered tiling method Save window setup on exit Save window setup now

<u>Window section</u>, <u>Bible section</u>, <u>Loading section</u>, <u>Comparing section</u>, <u>Navigator section</u>, <u>Dictionary/Topics</u> <u>section</u>, <u>Commentary/Notes section</u>, <u>Writings section</u>, <u>Jumplist section</u>, <u>Results section</u>, <u>Multimedia</u> <u>section</u>, <u>Miscellaneous section</u>, <u>Toolbars section</u>, <u>Paths section</u>

Program menu Options – Bible section

(to	aet help	on spec	cific item	click o	n the	item)
(iO	gerneip	on oped	Jino nom			nonny

Options							×
Multimedia		Misc	ellaneous	1	Toolbars) P	aths
Navigator	Dictiona	ry/Topics	Commentary/	Notes	Writings	Jumplist	Results
Windo	Window Bible Loading Comparing						
	<mark>▼ S</mark> ma	rt synchronia n in synchro	zation nized mode			1	
			<u>D</u> efault font s	ettings			
			Close	<u>H</u> elp			

Bible section

Smart synchronization Open in synchronized mode Default font settings

<u>Window section, Bible section, Loading section, Comparing section, Navigator section, Dictionary/Topics</u> <u>section, Commentary/Notes section, Writings section, Jumplist section, Results section, Multimedia</u> <u>section, Miscellaneous section, Toolbars section, Paths section</u>

Program menu Options – Loading section

(to get help on specific item click on the item)

Options						×
Multimedia) Misce	ellaneous	1	Toolbars) P	aths
Navigator Dictiona	ary/Topics	Commentary/N	lotes	Writings	Jumplist	Results
Window	Bible		Loadi	ng	Compa	aring 📙
Version Dai Version	s to load on s erican Standa by g James pose on startu	ard				
	(Close	<u>H</u> elp			

Loading section

<u>Versions to load on startup</u> <u>Choose on startup</u>

<u>Window section</u>, <u>Bible section</u>, <u>Loading section</u>, <u>Comparing section</u>, <u>Navigator section</u>, <u>Dictionary/Topics</u> <u>section</u>, <u>Commentary/Notes section</u>, <u>Writings section</u>, <u>Jumplist section</u>, <u>Results section</u>, <u>Multimedia</u> <u>section</u>, <u>Miscellaneous section</u>, <u>Toolbars section</u>, <u>Paths section</u>

Program menu Options – Comparing section

(to	get h	elp on	specific	item	click	on	the	item))
	90	•·p •··	0000000		•	••••			

Options						×
Multimedia	Miscella	aneous	1	Toolbars) P	aths
Navigator Diction	ary/Topics 📔 (Commentary/	Notes	Writings	Jumplist	Results)
Window	Bible	ĺ	Loadir	ng 🗌	Compa	aring
Version	s in compare m g James	ode			_	
	Clo	ose	<u>H</u> elp			

Comparing section

Versions in compare mode

<u>Window section</u>, <u>Bible section</u>, <u>Loading section</u>, <u>Comparing section</u>, <u>Navigator section</u>, <u>Dictionary/Topics</u> <u>section</u>, <u>Commentary/Notes section</u>, <u>Writings section</u>, <u>Jumplist section</u>, <u>Results section</u>, <u>Multimedia</u> <u>section</u>, <u>Miscellaneous section</u>, <u>Toolbars section</u>, <u>Paths section</u>

Program menu Options – Navigator section

(to get help on specific item click on the item	1)
---	----

Options						×
Multimedia Window Navigator Dicti	Misc Bible onary/Topics	Miscellaneous Bible Iry/Topics Commentary/f		Toolbars 19 Writings	Paths Comparing Jumplist Results	
	mmediate actior	ı				
Use short book names						
	<u>F</u> ont settings					
		Close	<u>H</u> elp			

Navigator section

Immediate action Use short book names Smart closing Font settings

<u>Window section, Bible section, Loading section, Comparing section, Navigator section, Dictionary/Topics</u> <u>section, Commentary/Notes section, Writings section, Jumplist section, Results section, Multimedia</u> <u>section, Miscellaneous section, Toolbars section, Paths section</u>

Program menu Options – Dictionary/Topics section

(to get help on specific item click on the ite	em)
--	-----

Options						×	
Multimedi	ia 📔 Misc	Miscellaneous		Toolbars		Paths	
Window	Bible	Bible) (Comparing		
Navigator	Dictionary/Topics	Commentary/N	lotes	Writings	Jumplist	Results	
	Default font settings						
		Close	Help				

Dictionary/Topics section

Default font settings

<u>Window section</u>, <u>Bible section</u>, <u>Loading section</u>, <u>Comparing section</u>, <u>Navigator section</u>, <u>Dictionary/Topics</u> <u>section</u>, <u>Commentary/Notes section</u>, <u>Writings section</u>, <u>Jumplist section</u>, <u>Results section</u>, <u>Multimedia</u> <u>section</u>, <u>Miscellaneous section</u>, <u>Toolbars section</u>, <u>Paths section</u>

Program menu Options – Commentary/Notes section

Options								×
Multime	Multimedia Miscellaneous Window Bible		[Toolbars Loading		F Comp	Paths Comparing	
Navigator	Dictiona	ary/Topics Commentary/		ntary/N	otes Writings		Jumplist	Results
	<u>Г</u> <u>О</u> ре	n in smart m	oving mod	le				
	Default font settings							
			Close		<u>H</u> elp			

(to get help on specific item click on the item)

Commentary/Notes section

Open in smart moving mode Default font settings

<u>Window section</u>, <u>Bible section</u>, <u>Loading section</u>, <u>Comparing section</u>, <u>Navigator section</u>, <u>Dictionary/Topics</u> <u>section</u>, <u>Commentary/Notes section</u>, <u>Writings section</u>, <u>Jumplist section</u>, <u>Results section</u>, <u>Multimedia</u> <u>section</u>, <u>Miscellaneous section</u>, <u>Toolbars section</u>, <u>Paths section</u>
Program menu Options – Writings section

(′to	aet he	elo on	specific	item	click	on	the	item`	١
١	, iO	goun	sip on	opeomo	non	Onon	011	uic	nconn,	,

Options							×
Multimed	tia 🌔	Misce	ellaneous	1	Toolbars	Í Р	aths
Windov	v	Bible	ĺ	Loadir	ng Ĺ	Compa	ring
Navigator	Dictionary/	'Topics 📗	Commentary/N	Votes	Writings	Jumplist	Results
			<u>D</u> efault font se	ettings			
		(Close	<u>H</u> elp			

Writings section

Default font settings

Program menu Options – Jumplist section

(to get help on specific item click on the item)

Options				×			
Multimedia Window	Misce	ellaneous	Toolbars Loading	Paths Comparing			
Navigator Di	ictionary/Topics	Commentary/N	lotes Writings	Jumplist Results			
[7 [8	70 Verse column width						
		<u>F</u> ont setting	js				
Close <u>H</u> elp							

Jumplist section

Verse column width

Number of characters to use for autodescriptions Font settings

Program menu Options – Results section

(to get help on specific item click on the item)

Options						×	
Multimedi	a Mi	scellaneous) Loodin	Toolbars	− F	Paths	
Navigator 1	Dictionary/Topics	L Commentaru/	Loadir Notes Ì	ng Writings	Lumplist	Besults	
☐ <u>U</u> se search version for context							
	Default font settings						
	Highlight color						
Close <u>H</u> elp							

Results section

<u>Use search version for context</u> <u>Default font settings</u> <u>Highlight color</u>

Program menu Options – Multimedia section

(to	aet help	on spe	cific item	click or	the	item)
	901p	0000		••		

Options					×
Window	Bible	Load	ing [Writings	Compa Lumplist	aring Besults
Multimedia	Miscellaneou	s	Toolbars		aths
🔽 🗵 se	media from CD				
⊡ <u>P</u> lay	sound on startup				
	_				
Efficien	су Hi	ecording		Quality	
		1.1		-	
	Close	<u>H</u> elp			

Multimedia section

Use media from CD Play sound on startup Recording quality

<u>Window section</u>, <u>Bible section</u>, <u>Loading section</u>, <u>Comparing section</u>, <u>Navigator section</u>, <u>Dictionary/Topics</u> <u>section</u>, <u>Commentary/Notes section</u>, <u>Writings section</u>, <u>Jumplist section</u>, <u>Results section</u>, <u>Multimedia</u> <u>section</u>, <u>Miscellaneous section</u>, <u>Toolbars section</u>, <u>Paths section</u>

Program menu Options – Miscellaneous section

(to get help on specific item click on the item)

Options						×	
Window		Bible	Load	ing	Compari	ing	
Navigator [Dictionary/1	lopics 📔 Comm	entary/Notes	Writings	Jumplist	Results	
Multimedia	a 🦾	Miscellaneou	s	Toolbars	Pa	ths	
I	Finder o	pens in active ve	ersion				
I	☑ <u>S</u> mart s	aving					
I	🔽 Create j	packups					
I	🗌 <u>U</u> se sha	ort verse names v	vhen copying				
Copy italics in parenthesis							
Close <u>H</u> elp							

<u>Finder opens in active version</u> <u>Smart saving</u> <u>Create backups</u> <u>Use short verse names when copying</u> <u>Copy italics in parenthesis</u>

<u>Window section</u>, <u>Bible section</u>, <u>Loading section</u>, <u>Comparing section</u>, <u>Navigator section</u>, <u>Dictionary/Topics</u> <u>section</u>, <u>Commentary/Notes section</u>, <u>Writings section</u>, <u>Jumplist section</u>, <u>Results section</u>, <u>Multimedia</u> <u>section</u>, <u>Miscellaneous section</u>, <u>Toolbars section</u>, <u>Paths section</u>

Miscellaneous section

Program menu Options – Toolbars section

(to get help on specific item click on the item)

Options			×
Window Navigator Dict	│ Bible │ tionary/Topics │ Commer	Loading htary/Notes Writings	Comparing
Multimedia	Miscellaneous		
V	Bible	🔽 Multimedia	
V	Commentary + User files	🔽 Publish	
N	🔽 Mini Navigator		
	Find	🔽 Program	
	Close	<u>H</u> elp	

Toolbars section

Showing/Hiding toolbars

Program menu Options – Paths section

(to get help on specific item click on the item)

Options			×
Window Navigator Dictiona Multimedia	Bible ry/Topics Comment Miscellaneous	Loading tary/Notes Writing	Comparing gs Jumplist Results s Paths J
Data file D:\	s path (usualy CD drive	•)	Browse
User file C:\Pro	⊧s path gram Files\Theophil\My	files\	Browse
	Close	<u>H</u> elp	

Paths section

Data files path User files path

Program menu About Theophilos

Shows some information about the program.

Program menu Help index

Online help index.

Program menu Tips and tricks

Tips and tricks from the author.

Program menu Keyboard shortcuts

Key combinations you can use to work with the program more effectively.

See list of keyboard shortcuts

Program menu Menus and commands

Explanation of commands found in the menus.

Program menu Ordering add-ons

Information about ordering additional modules.

Program menu Exit

Closes Theophilos application.

Finder dialog Search text input box

Here you enter text you want to search for. Since searches are not case sensitive you may use either lower- or uppercase letters. You may use an asterix or wildcard character (*) at the beginning or end of any incomplete word. Use a tilde character (~) to separate words not to be included in the search. For ease of input of these characters use the <u>Wildcard symbol</u> and <u>Logical NOT symbol</u> buttons.

Example:

dish ~ *honour

this will search for verses containing words reddish, dish, dishes, Dishan but not dishonour

Note:

If more than one logical NOT operators are encountered only first one is taken into respect.

Any punctuation except asterix (*), logical NOT operator (~) and apostrophe (') will be ignored. All searches are case insensitive.

Theophilos discerns between words with and without an apostrophe (e.g. *Aaron's* is a unique word and therefore is treated as such in searches).

See also Words list

Finder dialog Wildcard symbol

Wildcard symbol - asterix (*) is used when searching for incomplete words. This symbol can be placed at the begining and/or end of the word.

Example:

dis*

This will search for all words starting with "dis" e.g. dish, Dishan, dishonour

*ron

This will search for all words ending with "ron" e.g. Aaron, Hebron, iron

ron

This will search for all words with "ron" anywhere in the word e.g. iron, strong, wrong

See also Search text input box

Finder dialog Logical NOT symbol

Logical or boolean operator NOT is used in searches to filter out words not to be included in a search. Typical use is in conjunction with a wildcard character (*) where use of the asterix would produce unwanded words to be searched for.

Example:

 $dis^* \sim dishonour$

This will search for all words starting with "dis" except the word "dishonour"

See also Search text input box

Finder dialog Search mode

Depending on your requirements you may choose from three search modes.

Find verses containing:

Any word

Result will include verses containing any one, all or any combination of words in any order specified in <u>Search text input box</u>.

All words

Result will include only verses where all specified words appear. Order of words may vary. Only in this mode <u>proximity search</u> option is available.

Phrase

Only verses containing specified words in specified order will be found.

Note:

You may use the <u>wildcard symbol</u> (*) and <u>logical NOT symbol</u> (~) in any of these search modes.

Tip:

Try complex searching capabilities of Theophilos by searching the search results over with different search specifications.

Try this example using King James version:

1. Do a search for words "david" and "king" in "All words" mode.

2. Use "Search these results" command and search again for "king over israel" with "Phrase" mode set.

In the first step 154 verses will be found. In the next step only 8 verses on the subject of David beeing a king over Israel will be filtered out.

Finder dialog Allowed number of verses apart

This powerful option will allow for proximity searching by specifying number of verses searched words can be apart from each other. This advanced searching method is necessary when searching for certain group of words that should appear close to each other in the Bible yet not necessarily within the same verse.

Note:

This option is available only in "All words" search mode.

Example:

Try searching for "Peter" and "keys" and specify 1 verse proximity. Theophilos will find two verses - one with the word "Peter" and other with "keys" neighbouring with each other.

Finder dialog Search in

Switches the Bible version to be searched. <u>Words list</u> - if showing - is updated. Theophilos can switch to appropriate version automatically every time the <u>Finder</u> is invoked if the <u>Smart version switching</u> option is checked.

Tip:

Right-clicking anywhere in the Finder will show a pop-up menu to let you quickly <u>switch to different</u> <u>version</u>. Alternatively you may use a Alt+[version number] key combination.

Finder dialog Create new window

When checked Theophilos creates new results window every time a search is performed. Thus you may have several search results windows opened at any time.

Tip:

You may use this option to do many different searches based on results of one or more previous search results. There is no limit on how deep and complex your searches may become.

See also Search existing results

Finder dialog << button

Copies word from <u>Words list edit box</u> and appends it to the <u>Search text input box</u>. Double clicking on the <u>Words list</u> or Alt+Insert key combination may be used instead.

Finder dialog Words list edit box

Here you can input any word to quickly find out if the word is contained in particular version. If so the word will be highlighted in the <u>Words list</u>. As you type Theophilos will try to find the closest matching word.

Tip:

Clicking on the list will put the highlighted word into the Words list edit box. Double click will append the word to <u>Search text input box</u>.

Finder dialog Words list

A complete list of all words contained in selected version of the Bible.

Tip: Clicking on the list will insert the highlighted word into the <u>Words list edit box</u>. Double click will append the word to <u>Search text input box</u>.

See also Search in:

Finder dialog Help

Opens this online help file.

Finder dialog Cancel

Closes the Finder dialog without performing any search.

Finder dialog Range



Use this dialog to confine the search to specified range of books. Use the buttons as shortcuts for selecting pre-defined ranges as indicated by their captions.

Tip:

Double clicking will select the same book in the opposite listbox.

See also Search in:

Finder dialog Find

This command executes the search. If the <u>Search text input box</u> is empty or no verse matching the search criteria is found the message box will appear. Input some text to search for or close the dialog by <u>Cancel</u> button.

Text search dialog Text to seach for

Input some text to search for in the document. All searches are case insensitive and substring matches are performed.

Text search dialog Find first

Finds the first occurence of the searched character string in the document.

Text search dialog Find next

Finds next occurrence of the searched character string in the document begining from the current position.

Text search dialog Close

Closes the dialog.

Options – Window section Smart window tiling

When checked and a new window is opened or closed all windows will be automatically rearranged to fit in the main Theophilos window.

Note:

Theophilos will always turn this option off on startup when you have a windows setup saved by <u>Save</u> window setup on exit, or <u>Save window setup now</u> commands and saved windows are being opened on startup.

See also Preferred tiling method, Tile

Options – Window section Prefered tiling method

Used in conjunction with <u>Smart window tiling</u> and <u>Tile</u> commands. Windows will be tiled according to your preference.

Options – Window section Save window setup on exit

When checked Theophilos will remember the positions and setup of all opened windows upon closing of the application. Next time the program starts it will use these settings and will restore the application desktop, including opened Bible versions and verse positions, notes, etc.

See also Save window setup now

Options – Window section Save window setup now

You may prefer to have certain windows opened every time Theophilos starts. This may include Bible versions, notes, etc. This command will save the information about currently opened windows and main window, complete with their settings and positions on the screen. Every time the program starts it will use this information to restore the application desktop.

Tip:

If you wish to have these settings permanent make sure the <u>Save window setup on exit</u> options remains unchecked or they will be overwritten upon exiting the program.

If used when no windows are opened only main window position will be saved.
Options – Bible section Smart synchronization

Bible version windows can have their content synchronized which allows comparing several versions next to each other. When smart synchronization is used Theophilos will attempt to synchronize version text based upon verse names. Some versions use different verse numbering and the differences can be so large that Theophilos will no longer be able to synchronize texts correctly. If this is the case turn this option off and you will be able to synchronize individual windows manualy based upon their content.

To perform manual synchronization use following procedure:

Turn Smart synchronization off. Activate first of the windows you wish to synchronize manualy and turn its synchronized mode on. Activate next Bible window turn its synchronized mode off, position its content so it matches the content of the first window and turn its synchronized mode on. From this point these windows will keep their position as set. You can repeat this procedure on as many Bible windows as you wish.

Tip:

Try manual synchronization when comparing synoptical gospels within the same version by opening the same version in multiple views and using the above procedure.

Note:

If Bible window is in Compare mode, Smart synchronization is used regardless of this setting.

Options – Bible section Open in synchronized mode

When this option is checked Bible windows are opened in Synchronized mode.

Options – Loading section Versions to load on startup

When loading time and conserving memory is of concern you may choose to load only Bible versions you plan to use. While this is not recommended since it narrows your study possibilities you may find this feature necessary in some cases.

Note:

At least one version must stay selected (Theophilos will not allow deselecting of all versions). After you made your selection you must restart Theophilos for changes to take effect. Selected versions will be loaded next time the program starts.

See also Choose on startup

Options – Loading section Choose on startup

When checked a window will appear upon the start of the program to let you choose and confirm the loading of selected Bible versions.

Helpful when conserving memory or loading time and changing the selection of loaded versions frequently.

See also Load versions on startup

Options – Comparing section Versions in compare mode

You may choose only certain Bible versions to appear in a window with compare mode set. This may be necessary if many versions are loaded and some are not visible due to lack of available space.

Note:

Only loaded versions are listed here.

At least one version must stay selected (Theophilos will not allow deselecting of all versions).

See also Compare mode, Load versions on startup

Options – Navigator section Immediate action

When checked <u>Navigator</u> will jump immediately to selected verse every time you click on one of the list boxes. There is no need to click the OK button.

Options – Navigator section Use short book names

In <u>Navigator</u> you may choose to display full names of the books or their common abbreviations. While full names are easier to navigate through, especially for those who are not yet familiar with the names of the Bible books, using abbreviations may save you some desktop space (depending on your Theophilos windows setup).

Options – Navigator section Smart closing

When checked <u>Navigator</u> will automatically close itself every time you click OK button to jump to particular verse. This will significantly reduce the necessary desktop space since Navigator is not visible at all times.

Tip:

If you choose not to take advantage of this comfortable option you may close the Navigator manualy by pressing Escape key on your keyboard.

Note:

If <u>Immediate action</u> option is active this option is not available.

Options – Commentary/Notes section Open in smart moving mode

When checked all notes will be opened in this mode. Otherwise normal mode is used. For more information relating this option see $\underline{Moving \ mode >}$

Options – Jumplist section Verse column width

Changes the width of verse column in all opened and new jumplist windows. This will help when using non-default font settings for jumplist windows.

Tip:

You do not have to guess this setting since the widths are adjusted and changes are visible immediately when using keyboard arrows or small arrow buttons next to this edit box.

Options – Jumplist section Number of characters in auto-descriptions

Theophilos will use this setting when creating auto-descriptions for new verse jumps added to jumplists. Number of actual characters may vary since Theophilos will not split words and will always add only complete words. The rest of incomplete verse is replaced with three periods (...). These are not added if the verse is complete.

Options – Results section Use search version for context

When checked and <u>Context of [verse name]</u> command is issued program looks for opened window with corresponding Bible version. If it doesn't find one it will create it. If this option is turned off the first available Bible window is used to show the context regardless of Bible version. To have the context shown in any particular Bible window click on this window and return back to Search results window.

Options – Results section Highlight color

In search results the words you were doing a search on are shown in different color. You may change this color to suit your preference.

Options – Multimedia section Use media from CD

This option is available only if there is Theophilos CD in your CD-ROM drive and <u>Data files path</u> points to it. If this option is checked all verse sounds and pictures are played from CD (if available). If you wish to listen to your own audio notes or narration turn this option off.

Options – Multimedia section Play sound on startup

If you do not wish to listen to the opening music turn this option off.

Options – Multimedia section Recording quality

Your recordings can have different sound quality. **Keep in mind that better quality consumes more space on your harddisk.** Try these settings and use the one that suits you best.

Options – Miscellaneous section Finder opens in active version

If this option is checked <u>Finder</u> will always switch automatically to active Bible version when opening.

Options – Miscellaneous section Smart saving

When checked all changes in user files will be saved automatically without the user intervention. No confirmation dialog will display. Otherwise Theophilos will always ask the user to save or cancel the changes made.

Options – Miscellaneous section Create backups

Backup file with original content is created everytime a file is saved when this option is checked.

Options – Miscellaneous section Use short verse names when copying

When checked Bible books abreviations are used in verse references when copying verses to clipboard or using the Copier tool.

Options – Miscellaneous section Copy italics in parenthesis

If checked all Bible text in italics will be enclosed in parenthesis upon copying verse to clipboard or using the Copier tool. Otherwise normal text (no italics) will be copied.

Options – Toolbars section Showing/Hiding toolbars

Toolbars may be configured to suit your preference. You can hide those you don't use.

Options – Paths section Data files path

This path should point to folder containing the data files (Bible versions, dictionaries, etc.). Normaly this is used to point to CD-ROM drive where Theophilos CD can be found. However in special cases (in <u>network</u> <u>configurations</u> for instance) you may use this setting to point to other folder. If no Bible version is found in this path upon the program startup Theophilos will refuse to start and will insist on specifying the correct data path. Regardless of this setting Theophilos will always look first in folder it started from. This will allow for updates of data files should a newer version become available while preserving the value of the CD.

Options – Paths section User files path

This setting should point to folder where you wish to keep your notes, topic books and jumplists. New files you create will be created in this folder. By default startup folder is used but this must be changed if you run Theophilos from CD as files cannot be created on CDs.

Default font settings

Change these settings if you wish that all new windows use common font to display their content. Virtualy all types of windows can have custom font set. If you use other then western character set especially in your user files you should change it here.

Note:

Individual font settings can be set in every window trough the pop-up menu but will be lost again when you close the window. Use default setting to make them permanent.

Special case are Bible windows where default font settings are always used for verse reference (book, chapter and verse number) regardless of window's individual setting. This is necessary for example to display greek text with greek font but preserving the verse reference in correct reading.

Font settings

This command will display font dialog to allow changes of font settings for current window or window type.

Opening documents

Open dialog will let you choose the type of document to open with the filter edit box. All types of documents that Theophilos recognizes may be open including pictures and sounds.

Saves current document

Saves current document under different name

Recording light - recording is in progress when flashing

Mini Navigator is a toolbar equivalent of <u>Navigator</u> tool

Creating new topic book

Click on <u>New book</u> command in the <u>Topics menu</u>. Dialog window will appear to let you fill in the name of your new topic book. Since this name is used also as the file name (extension ".tpb" is automaticaly added) it must be unique, e.g. only one topic book can have that name. If file of that name exists, Theophilos will ask you whether you want to overwrite that file.

Opening topic book

Under the <u>Topics menu</u> use the <u>Open</u> command to display the file open dialog. Choose topic book you wish to open.

Adding new topics to topic book

Under the <u>Topics menu</u> use the <u>Add topic</u> command. This will add new topic. Enter the name of the topic as it should be displayed in the list of topics. Enter the text of topic in the topic content box. Save your new topic with <u>Save</u> command. See <u>Add topic</u> for more details.

Renaming topics

Topic names cannot be changed directly after they were saved. To change the name of the topic after it was saved use following procedure:

Select all text in the topic window (Ctrl+A). Copy the selected text to the clipboard with the Copy command. Now add new topic and give it a new name. Paste the text previously copied to the clipboard with the Paste command. Save changes with the Save command. Go to the topic with the original name and delete it with the Delete item or Delete topic command.
Deleting topics

You can delete currently displayed topic with the <u>Delete item</u> or <u>Delete topic</u> (pop-up menu) command.

Creating new note set

Simply click on <u>New set</u> command in the <u>Notes menu</u>. Dialog window will appear to let you fill in the name of your new note set. Since this name is used also as the file name (extension ".nts" is automaticaly added) it must be unique, e.g. only one user note set can have that name. If file of that name exists, Theophilos will ask you whether you want to overwrite that file.

Opening user note set

Under the <u>Notes menu</u> use the <u>Open</u> command to display the file open dialog. Choose the note set you wish to open.

Creating new jumplist

Click on <u>New list</u> command in the <u>Jumplist menu</u>. Dialog window will appear to let you fill in the name of your new jumplist. Since this name is used also as the file name (extension ".jpl" is automatically added) it must be unique, e.g. only one jumplist can have that name. If file of that name exists, Theophilos will ask you whether you want to overwrite that file.

Tip:

New jumplists may be created also by exporting Bible search results through <u>Copier tool</u> to jumplist or by <u>merging</u> several existing jumplists together.

Opening jumplist

Under the <u>Jumplist menu</u> use the <u>Open</u> command to display the file open dialog. Choose the jumplist you wish to open.

Adding new jumps to jumplist

Under the <u>Jumplist menu</u> use the <u>Add [verse name]</u> command to add currently active verse to jumplist. To make particular verse active click on it in any opened Bible version window. Then click again on the desired jumplist and add the verse to it.

Deleting jumps from jumplist

You can delete currently selected jump with the <u>Delete item</u> or <u>Delete jump</u> (pop-up menu) command.

Recording sound

Open any Bible version and click on verse you wish to record sound for. Use button with microphone symbol on the toolbar to start recording. Sound will be automatically attached to the active verse. To stop recording click the microphone button again or button with rectangle symbol. (Alternatively use the keyboard: press "F12" to start recording and again to stop.). If you noticed red LED light next to the microphone button was flashing while you were recording. This is to remind you of recording in progress.

BE CAREFUL WHEN RECORDING OVER LONG PERIODS OF TIME! SOUND FILES CAN GROW VERY LARGE IN SIZE POSSIBLY CONSUMING MOST OF YOUR FREE HARDDISK SPACE!

Note:

You must have soundcard properly installed and configured in your computer and microphone attached to soundcard and working.

Sound playback

To play sound attached to verse click on that verse (making it the active verse) and click on button with speaker symbol or use "<u>Multimedia/Verse sound</u>" command. To play any sound file of supported type use "<u>Multimedia/Open</u>" command to display Open dialog.

See <u>Tips and tricks</u> topic for information on how to play Bible narration and other tips.

Attaching multimedia files to verses

To attach sound and picture to any verse click on that verse (making it the active verse) and use "<u>Multimedia/Attach media to [verse name]</u>" command.

Deleting attached multimedia files

A simple way to delete attached sound in Theophilos is to record over it. If the new recording is shorter then half a second Theophilos will delete resulting sound file automaticaly next time you atempt to play it. More complicated way is to locate the sound file yourself and delete it as you would any other file. Pictures can be deleted this way only. Please read <u>recording tips</u> to learn how to locate attached files.

Searching the Bible

To search any loaded Bible version open the Finder under <u>Find menu</u>. See <u>Finder</u> topic for further details.

Searching any document

Theophilos allows you to search any opened document including those that you have created (jumplist verse descriptions may be searched as well). <u>Find/Search this document</u> command is used for this task. To switch searched document to another, activate its window and return back to this dialog.

Searching dictionary topics

In addition to Bible and document searches you may search dictionary and topic books topics. In any active window (jumplists are an exception) select some text you would like to find in dictionary topics (at least one must be opened). Theophilos will perform search in every opened dictionary or topic book. See <u>Find/Find in dictionary topics</u> command for more details.

Note:

To search the contents of dictionary use <u>Find/Search this document</u> command instead.

Getting to any verse quickly

There are several ways to navigate the Bible in Theophilos. You can find further information under these topics:

Browsing the Bible with the Navigator Go to any book instantly through the pop-up menu Quick bookmarks Showing verse references and search results verses in context Keyboard Shortcuts

Special navigation tool are Jumplists(TM). They are multifunctional lists of verse references that you can use as bookmarks for instant jumps to desired verses. Every such verse reference may have its own name or description to easily identify the verse. See <u>Tips and tricks</u> for examples how you may use them.

Printing documents on the printer

All outputs including printing are done through <u>Copier</u> tool under the <u>Publish menu</u>. Use this tool to copy to clipboard, save to file or print all text including files you create.

Changing language in menus

Theophilos can communicate in several languages. Select the language from the <u>Language</u> submenu in <u>Program menu</u>.

Tip:

Visit our Internet web site for new and updated language files. If your language is not included in the list, you may participate in localization of Theophilos into your language. Contact us for more details.

Changing fonts in windows

Each window can have individual font settings. To change font in specific window only use the right mouse button to click on the window and display its pop-up menu. Use "<u>Font settings...</u>" command to change font. Each type of window can have their <u>default font</u> set. Default font is used every time a new window of specific type is opened. Change these settings if you use mostly fonts or character sets specific to your language. Default font settings are changed in Options.

Note:

Some Bible versions need to have other than "western character set" setting to display correctly. If you change this setting in its window this character set will be used each time you open this version.

Please note that to view some versions you must have Multilingual support installed in Windows(TM).

Tip:

You can change fonts even in <u>Navigator</u> tool. Font assigned to Navigator tool is used also in <u>Range</u> <u>window</u>.

See also <u>Options/Bible</u>, <u>Options/Dictionary</u>, <u>Options/Commentary</u>, <u>Options/Writings</u>, <u>Options/Jumplist</u>, <u>Option/Results</u>

Installing add-on modules

Installing add-on modules is a trivial task. Following are the installation instructions for add-on modules depending on how you obtained the files:

If you **downloaded** the file from our <u>Internet site</u>, follow the instructions given there.

If you have ordered the **CD version**, all add-ons are automatically accessed by the program when the CD is in your CD-ROM drive (<u>Data path</u> must point to this drive).

The CD may be ordered directly from us. Please see ordering information for more details.

Please visit our <u>Internet site</u> frequently for new and updated versions of Theophilos software and add-ons as these are added immediately when they become available.

Uninstalling Theophilos

To uninstall the product use standard Windows uninstall procedure: in "Add/Remove Programs" dialog select Theophilos from the list of installed programs and click on "Add/Remove" button. Theophilos will remove itself and all associated files except files that were created or added by user manually (user notes, add-ons). These files can be deleted manually.

Note:

If you have not installed the program correctly or Theophilos is not included in the list of installed programs for any reason you may simply delete the folder in which Theophilos resides. Theophilos does not use Windows registry for configuration information. For this purpose it uses file in Windows directory named "theophil.ini". If you saved your desktop settings at any time another file named "theophil.dsk" was created in same directory. You can safely delete these two files to uninstall the program without trace. Any shortcuts to the program should be deleted as well.

Order form

We appreciate your interest in Theophilos software. By your order you are directly supporting all further developments of Theophilos and related products. Please print, fill out and mail this form together with payment <u>to us</u>.

Purchase order:

Order item(s):			
Item name or descript.	ion	No. pieces	Price
THEOPHILOS SCHOLAR PAG (update and additional	CKAGE CD \$30.00 l copies \$25.00)		\$
TOTAL AMOUNT DUE (if sending check or money order add \$5.00 handling fee) \$			\$
Your mailing addre	SS:		
Name (Organization):			
Address:			
City:			
ZIP Code:			
State/Country:			
Phone/FAX:			
e-mail address:			
Form of payment: () ()	Cash () Check (Bank transfer () () Money order Other	
Date:	Signature	:	

Thank you for your order!

Ordering information

You are welcome to visit our <u>Internet site</u> for **free downloads** and our current offer of <u>add-ons</u> available on **CD** and possible **discounts**. If you do not have access to the Internet you may <u>write to us</u> and we will be more than happy to send you all this information by mail.

ORDERING USING YOUR CREDIT CARD



CLICK HERE if you wish to use your credit card.

ORDERING BY OTHER MEANS

Disregard the below information if you are ordering using your credit card. This is how you can order your CD **without credit card**:

1. Print the <u>order form</u>. If you do not have printer and you are unable to print the order form out, use it as an example and on a separate sheet of paper try to put as much information down as possible.

2. Fill the order form including number of CD copies and total amount. Price of the CD is US \$30.00. Every additional CD is only \$25.00. **Please add \$5.00** to the total if you wish to send **check** or **money order**. Our bank requires this amount for handling charges. Please make sure that the order is readable to prevent any misunderstandings. **Do not forget to include your correct mailing address!**

3. Choose one of the appropriate **forms of payment below**. In addition to credit cards you may pay by **checks**, **international money orders** and **direct transfers** to our bank account.

4. Mail the order form along with the correct sum to our address.

Make checks and money orders payable to:

Ivan Jurik Datelinova 1 821 01 Bratislava SLOVAKIA

 Transfers to our Slovak bank account:

 Bank:
 VSEOBECNA UVEROVA BANKA a.s., Bratislava, SLOVAKIA

Account number: 1192338659 Swift code: SUBA SK BX

Choose one of the following forms of payment depending on your residence:

1. From Europe:

You should fill the <u>order form</u> out in US\$ and afterwards convert the total amount to your local currency or Slovak Crowns with the current exchange rate.

- Transfer to our Slovak bank account. Do not forget to also send in the order form!
- **Eurocheque** in Slovak Crowns (SK)
- International money order in your currency, add equivalent of US **\$5.00** to the total amount for bank handling fees.
- Cash (AT YOUR OWN RISK) your currency, bank notes only, current exchange rate

2. From USA (US dollars):

- Transfer to our Slovak bank account. Do not forget to also send in the order form!
- **Personal check** or **cashier's check** drawn on a US bank, **add \$5.00** to the total amount for bank handling fees.
- International money order, add \$5.00 to the total amount for bank handling fees.
- Cash (AT YOUR OWN RISK) US bank notes only

3. From Canada and Australia:

You should fill the <u>order form</u> out in US\$ and afterwards convert the total amount to your local currency with the current exchange rate.

- Transfer to our Slovak bank account. Do not forget to also send in the order form!
- Check or International money order in CAN\$/AUS\$ (drawn on a Canadian or Australian bank), add equivalent of US **\$5.00** to the total amount for bank handling fees.
- Cash (AT YOUR OWN RISK) in CAN\$/AUS\$, bank notes only, current exchange rate
- 4. From the rest of the world (US dollars only):
- Transfer to our Slovak bank account. Do not forget to also send in the order form!
- International money order, add \$5.00 to the total amount for bank handling fees.
- Cash (AT YOUR OWN RISK) US bank notes only

Please allow reasonable portion of time for mail delivery which usually does not exceed 14 days one way. Orders are shipped immediately upon receipt of your payment.

AUTHOR RESERVES THE RIGHT TO CHANGE ANY INFORMATION INCLUDING PRICES AND AVAILABILITY OF ITEMS MENTIONED ON THIS PAGE AT ANY TIME AND WITHOUT PRIOR NOTICE.

Credit card ordering



Price of the CD is US \$30.00. Every additional CD is only \$25.00. You can order your Theophilos Scholar Package CD with **American Express**, **Discover**, **Master Card** or **Visa** from Public Software Library, Ltd. in the following ways:

THE BELOW PHONE NUMBERS ARE FOR CREDIT CARD ORDERS ONLY. THE AUTHOR OF THIS PROGRAM CANNOT BE REACHED AT THESE NUMBERS.

Any questions about the status of the shipment of the order, refunds, registration options, product details, technical support, volume discounts, dealer pricing, site licenses, non-credit card orders, etc., must be directed to <u>our address</u>.

Ordering by phone

PsL's operators are available from 8:30 a.m. to 5:30 p.m. CST Monday-Friday at: 800-242-4775 Extension: 15663 or at 713-524-6394 Extension: 15663 Have your credit card ready!

Ordering ONLINE through Internet Theophilos secure order link: https://www.pslweb.com/cgi-win/psl_ords.exe/item15663

Theophilos primary order link (use this link if your browser is not capable of handling secure transactions): http://www.pslweb.com/cgi-win/psl_ord.exe/item15663

Theophilos secondary order link (use this link if you have problems connecting through the above links): http://206.109.101.6/cgi-win/psl_ord.exe/item15663

Ordering by e-mail

E-mail your credit card order to PsL to 15663@pslweb.com

Ordering by fax

Fax your credit card order to **713-524-6398** ask for product **#15663** and please type or block print very plainly.

Ordering by regular mail

Mail credit card orders for product #15663 to Public Software Library, Ltd. at P.O.Box 35705, Houston, TX 77235-5705, USA

THE ABOVE PHONE NUMBERS ARE FOR CREDIT CARD ORDERS ONLY. THE AUTHOR OF THIS PROGRAM CANNOT BE REACHED AT THESE NUMBERS.

Any questions about the status of the shipment of the order, refunds, registration options, product details, technical support, volume discounts, dealer pricing, site licenses, non-credit card orders, etc., must be directed to <u>our address</u>.

To insure that you get the latest version, PsL will notify us within one business day of your order and we will ship the CD directly to you. Please allow reasonable portion of time for mail delivery which usually does not exceed 14 days.

AUTHOR RESERVES THE RIGHT TO CHANGE ANY INFORMATION INCLUDING PRICES AND AVAILABILITY OF ITEMS MENTIONED ON THIS PAGE AT ANY TIME AND WITHOUT PRIOR NOTICE.

Contacting us

Theophilos Bible Software is currently distributed by its author. Please mail all your orders and other correspondence to the address below:

Ivan Jurik Datelinova 1 821 01 Bratislava SLOVAKIA

or send e-mail to: vana@theophilos.sk for all your information needs.

You are also welcome to visit our Internet web site at: http://www.theophilos.sk

Tips and tricks

GENERAL

Use right mouse button extensively throughout the program.

Every window in Theophilos has its own **pop-up menu**. Many commands and options are accessible through these menus to help you use the program more effectively. See <u>Menus and commands</u> topic.

Listen and watch the preview of Bible narration.

We have added to this copy of Theophilos a **preview of Bible narration** that you can listen to if you own a multimedia PC (with soundcard and speakers). This is only a demo of what is available on CD (please <u>contact us</u> about availability as we are adding new passages constantly). In addition you must have audio compression support installed from MS Windows[™] installation CD.

If your computer complies with the above requirements you are ready to listen to the demo: open any version of the Bible or if you have one opened already go to Genesis 1:1. Press "Verse picture" button or click "<u>Multimedia/Verse picture</u>" command. This will allow you to watch pictures attached to verses while you listen. Now press "Autoplay" button or click the "<u>Multimedia/Autoplay</u>" command. You should be hearing the sound now. When the narration has ended (Ge 1:1 - Ge 2:3) stop the Autoplay feature by clicking the command again (you may press "Escape" button on the keyboard).

CD version is more space efficient

CD version is recommended for systems with smaller disk capacity because it requires only approximately 3 MB of harddisk space for installation. You can save space by loading only those Bible versions you need for immediate study. Furthermore, **Theophilos can be run without installation** of any kind **directly from CD** and thus needing only space for memory data structures.

Theophilos can run in network environments

Since you may share data files (Bible versions, dictionaries, commentaries and other add-ons) over your existing network is Theophilos an ideal Bible software to use in large study groups (e.g. seminaries, universities). See more information on how to configure Theophilos for use in your network.

Synchronization of Bible texts has two modes.

By default Smart synchronization is used. See <u>Bible/Synchronized</u> and <u>Option/Bible section</u> topics for more details.

Font settings may be set separately for each window.

These individual settings are temporary and will be lost when window is closed. To make them permanent use default font settings instead. See <u>Default font settings</u> and <u>Font settings</u> topics for more details. We highly recommend to use Microsoft's Verdana TrueType font created specifically to address the challenges of on-screen display. If you don't have it already installed, free download is available from: <u>http://www.microsoft.com/truetype/fontpack/win.htm</u> Here you can download Verdana for Windows 95 & Windows NT [verdan32.exe: 321KB, self installing file] – which contains extended set of characters – necessary if you plan to use Theophilos Bible translations in Central and Eastern European languages and have Win95/NT multilingual support installed.

Use Theophilos Greek font for greek texts.

To view Greek New testament we have provided font "Theophilos Greek Normal". This font may be found in Theophilos' program folder or on CD. You must install it yourself using common MS Windows™ routine for installing fonts. Please visit our <u>Internet site</u> for information about availability of New Testament in Greek and other add-ons.

Search all documents with simple search dialog.

Every document even your notes, topic books or Jumplists[™] may be searched for text. Use "<u>Find/Search</u> <u>this document</u>" command to search document in active window. Bible texts are searched using <u>Finder</u> tool

with advanced search options.

If you invoke Finder or document search dialog with some text selected in active window, it will become the search string.

Add verse references to your documents for later reference and instant jumps to verse context. See <u>Context of [verse name]</u> topic for more details.

Jump to Bible verses instantly with "Context of" feature.

With cursor over verse reference (e.g. Jn 3:16) in dictionary, commentary, writing or your own document use "<u>Find/Context of [verse name]</u>" command.

Use Copier for all outputs from Theophilos.

Content of any active window may be copied to Windows clipboard, saved to text file or printed on your printer. You may even print entire Bible or dictionary. With desired window being active invoke Copier and set your output preferences. See <u>Copier</u> topic for more details.

Use Copier to export Bible search results to Jumplist.

With Search results window active invoke <u>Copier</u> and select "Jumplist" as target. You will be asked for name of jumplist file. If this does not exist it will be created. If jumplist already exists, new verses will be appended to it. We recommend to keep reasonable number of verses in jumplists as they may become hard to navigate and thus loose their intended purpose.

Add your documents to menus for instant access.

To have your documents (notes, topic books, jumplists) easily accessible with a single mouse click you may add them to menu. Simply change the last letter in the document file's extension to "m" and it will appear in the menu. For this to work the file must be in Theophilos' program folder or in "<u>User files path</u>". If you do not wish to see such file in menu anymore, change its file name extension to original. Extensions of user files recognized by Theophilos: topic books - *.tpb, *.tpm (these are shown in menu), note sets - *.nts, *.ntm (these are shown in menu), jumplists - *.jpl, *.jpm (these are shown in menu).

<u>Contact manager in Theophilos? Yes, you can use Topic books even as database of your contacts, addresses and phone numbers if you wish.</u>

"Delete item" command works differently in each window.

Depending on what type of window is currently active you may delete topics from topic books, jumps from jumplists or delete entire verse from Bible search results window.

Save your desktop settings to open windows automaticaly on startup.

Program restores desktop setup with all windows settings (position, size, content, individual font settings). If windows are opened on startup "<u>Smart window tiling</u>" option is turned off automaticaly. Save window setup with no document windows opened and turn it on again to be able to start with this option on.

Customize Bible Navigator settings to suit your preference.

This tool's behavior may be customized to best serve its purpose - quick navigation of the Bible. See <u>Options/Navigator section</u> topic for further information.

Help us to create localization of Theophilos in your local language.

Your existing copy of Theophilos may **speak your own language** tomorrow. All you have to do is translate few words and sentences from English to your language. We will furnish all necessary documents and offer this language module on the web for free.

Enhance your study experience with many available add-ons.

You may download some from our pages or order them all on CD. Check our pages for complete listing of CD's content. See also <u>Ordering information</u>.

Run Theophilos directly from CD without installing.

There is no need to install any files. Run Theophilos from CD if you do not wish to install anything on harddisk. Theophilos will create only its configuration file in Windows directory: "theophil.ini". Next time you start Theophilos from CD on this computer your settings will be restored. However we do recommend installation since some features will not be available when running from CD (e.g. recording). "<u>User files</u> <u>path</u>" needs to be set to existing folder on hardisk before any user files can be created. Please note that complete installation of Theophilos from CD consumes only approximately 3 MB of harddisk space.

Copy data and key files to harddisk so you don't have to use CD at all.

If you wish to eliminate use of CD for some reason you may copy some or all data files to your computer harddisk. After normal successful installation process copy selected data files (*.dat) with corresponding keys (*.key) to Theophilos program folder. We do not recommend this since data files are large and can consume very large amount of free space on your harddisk. This operation is recommended only for advanced users. Please read also <u>Warranty and License Agreement</u>.

We can make custom add-ons for you.

Whether you are an individual user or large christian organization and you have texts that you would like to work with in Theophilos, e.g. your studies, custom dictionaries or commentaries, we will make add-ons from them. These will not be offered to public but will be custom made just for you. You can plug them in as you do any other add-on so that you can share them over your local network with other users or distribute them as you wish. Should you be interested in this service <u>contact us</u> for more information.

JUMPLISTS™

Try our sample jumplists.

We have provided several sample jumplists to show you how they can be used. There are some available directly under the "Jumplist" menu for ease of access. This is to show you that you can put files to menus or remove them at your will. See tips in the beginning of this section to learn how to perform this task. Please note that there are many jumplists not shown in the menu and you can access them by the "Jumplist/Open..." command in Theophilos' folder. You may rename, modify or add to these jumplists your own jumps freely. Please check <u>our web site</u> for more jumplists.

<u>Use Jumplists™ for instant access to verses and playback of multimedia files attached to them.</u>

You may view jumplists as multifunctional bookmarks. Double click on jumplist entry will get you instatly to corresponding place in the Bible. If you have "<u>Verse sound</u>" and "<u>Verse picture</u>" features turned on multimedia files attached to such verse will be played as well. If you combine this feature with data projector you will add power to your presentation and your audience will stay awake as music or audio recording is played and pictures are shown. Your study group will not be the same again!

Create special topical jumplists.

Whatever topic you are studying jumplists will help you keep all relevant verses easily accessible from one window. We recommend to create separate jumplists for each group of related verses as this will help you keep your study organized.

Name every verse reference with custom text.

To improve your navigation even more you may give every entry in your jumplist an individual name or description. Theophilos by default uses first few letters from the verse to create automatic descriptions, but you have the choice to edit them to display your own text.

Sort your jumplist entries.

You may sort each jumplist either chronologicaly (default) or alphabeticaly by description. Click on the column header to choose desired sorting method instantly.

<u>Copy, save or print complete verse texts from Jumplists™ through Copier using Bible version of your choice.</u>

You may print your jumplists in more than one way. You have the choice to print entire jumplist with

descriptions as displayed in jumplist window or print complete text of verses. You decide which Bible version to use in <u>Copier dialog</u>. If you wish to copy only single verse use <u>Copy verse</u> command. Jumplist will use text from currently active version (last selected). <u>Copy</u> command will copy selected jumplist entry to let you paste it in another opened jumplist window.

Adjust verse column width in Jumplists[™] to exact value.

Verse column width may be adjusted visualy from <u>Option/Jumplists</u> dialog. Using the arrows beside the edit box, columns of all open jumplists are adjusted simultaneously. All jumplists will use this value as they are opened.

MULTIMEDIA

Play your favourite tunes.

Theophilos supports sound files also in MPEG layer 3 format (*.mp3) for playback besides Wave (*.wav) files. As this format becomes popular for its supreme compression ratios without decreased playback quality many files are available on the Internet with many popular music titles. You may open and play these files directly from Theophilos or attach them to verses.

Add your pictures and sounds to Multimedia menu for instant access.

You may add your own custom pictures and sounds to this menu very easily. Simply copy such files to respective folders ("\sound" or "\picture" - create them in Theophilos program folder if they do not already exist). Next time the program starts they will be added to this menu. We recommend this feature to add your own maps or charts.

Attach your sound and picture files to every verse in the Bible.

Every verse in the Bible may have one sound and one picture file attached. These are played automaticaly when "<u>Verse sound</u>" and "<u>Verse picture</u>" toggles are on and such verse becomes the top verse. Currently only Windows Bitmap (BMP) and JPEG (JPG) formats are supported for pictures. See <u>Multimedia/Attach media</u> topic for more information.

Record your own Bible narration in your own voice and language without leaving Theophilos or use third party recording software.

If you have soundcard properly installed and configured in your computer and you have also microphone attached you may create Bible narration in your own voice or simply use this feature for personal audio notes to every verse in the Bible. Open any Bible version and click on verse you wish to record sound for. Use button with microphone symbol on the toolbar to start recording. Sound will be automatically attached to the active verse. To stop recording click the microphone button again or button with rectangle symbol. (Alternatively use the keyboard: press "F12" to start recording and again to stop.). If you noticed red LED light next to the microphone button was flashing while you were recording. This is to remind you of recording in progress.

BE CAREFUL WHEN RECORDING OVER LONG PERIODS OF TIME! SOUND FILES CAN GROW VERY LARGE IN SIZE POSSIBLY CONSUMING MOST OF YOUR FREE HARDDISK SPACE!

You may use also third party software of your choice to do your recording but you should be aware of supported file formats and naming scheme of files in Theophilos. Theophilos uses following structure for locating attached files. Sound files are located in subfolder named "\sound" in Theophilos program folder. Next Bible books folders are following with book numbers padded with zero as their name (two digits). Similarly chapter subfolders use their numbers as name and are also padded with zeros (must be three digit number). Files themselves are on the verse level with same naming scheme (three digits with zeros). Example: sound for John 3:16 will be located in "\sound\43\003\016.wav". Good news is that you do not have to go through such difficulties but simply name your files as you wish and then attach them to verses from Theophilos interface. Theophilos will create a copy of your file and will correctly rename it and place it to the correct folder. Picture files are located in subfolder named "\picture" and use identical naming convention. (Advanced users)

Listen to the Bible while you work with your favourite applications.

If you have Theophilos CD with Bible narration (please <u>contact us</u> about availability) or have recorded your own you can now listen to it in the background. Simply click the <u>Autoplay</u> command while in Bible window and minimize Theophilos application. You can now do your work while listening to the Word of God.

<u>Create and run impressive multimedia presentations of God's Word to attract children and adult</u> <u>audiences.</u>

Reading some of the above tips you probably already have the idea of what multimedia is about. You can now put it to work in your home or church to make your teaching more compelling then ever.

Use several versions of your own audio notes or narrations.

Theophilos locates sound files in subfolder named "\sound". To create second set of sound attachments rename this folder. When you wish to use the first set again rename the folder back to "\sound" again.

Change the opening music theme.

Theophilos plays file "intro.wav" by default when the "<u>Play sound on startup</u>" is checked. This file can be found in "\sound" directory. If you rename other sound file to this name and copy to this directory, program will play this file next time it starts. Alternatively if you are an advanced user you may change the name of the file to be played in the "theophil.ini" file.

Conserve harddisk space with optimal quality/size recording setting.

BE AWARE that sound files may grow significantly in size possibly consuming most of your free harddisk space. Therefore consider a compromise between sound quality and efficiency in your recordings. You may adjust this setting in <u>Options/Multimedia</u> dialog.

Conserve harddisk space with third party sound compression software.

Sound files can take up significant amounts of space on your hardisk. Theophilos has built-in support for playback of MPEG layer 3 compressed sound files. You must install Audio compression support from MS Windows[™] installation CD if you wish to use compressed Wave (MS ADPCM) files for playback. We recommend compressing your recordings with third party compression software to help reduce free space consumption. For advanced users only.

Delete unwanted sounds and pictures.

A simple way to delete attached sound in Theophilos is to record over it. If the new recording is shorter then half a second Theophilos will delete resulting sound file automatically next time you atempt to play it. More complicated way is to locate the sound file yourself and delete it as you would any other file. Pictures can be deleted this way only. Please read recording tips to learn how to locate attached files.