Adjusting the Brightness of a Note

A DeskNote has a built in dimmer control. Use it to dynamically brighten or darken it's background.
Follow these steps to use the dimmer control:

1. Move the mouse pointer near the **TOP** or **LEFT** edge of a note.
2. Hold down the **SHIFT** key.
3. **Slowly** drag the mouse left and right or up and down.

As you move the mouse, the background color will brighten or darken, depending on the direction you move it.

Tip

If you've moved the mouse too far, let go of the mouse button, and move it back near the edge.

Adjusting the Brightness of the Note Text

Follow these steps to dynamically adjust the brightness of a note's text:

1. Move the mouse pointer near the **BOTTOM** edge a note.
2. Hold down the **SHIFT** key.
3. **Slowly** drag the mouse up and down.

 As you move the mouse, the text will brighten or darken, depending on the direction you move it.

Tip

If you've moved the mouse too far, let go of the mouse button, and move it back near the edge.

Adjusting the Brightness of the Shadow Text

Follow these steps to dynamically adjust the brightness of a note's shadow text:

1. Move the mouse pointer near the **RIGHT** edge a note.
2. Hold down the **SHIFT** key.
3. **Slowly** drag the mouse up and down.

As you move the mouse, the shadow will brighten or darken, depending on the direction you move it.

Note

If shadow text is not enabled, select it from the Text Property page.

Tip

If you've moved the mouse too far, let go of the mouse button, and move it back near the edge.

Before You Begin

Unlike most applications, when you use DeskNotes, you aren't focused around an application window. In DeskNotes, the notes are the application. For quick access to commonly used commands, DeskNotes places an icon in the tray area of your taskbar. On Windows NT 3.51, it places an icon on your desktop that you can move anywhere. Think of this as the <u>control center</u>.

A DeskNote does not look like any other window. It doesn't have a titlebar, scrollbar, statusbar, or even a toolbar. It's completely devoid of all the standard window decorations. By right clicking a DeskNote, you <u>customize it's appearance</u> by adjusting over a hundred different properties.

DeskNotes was not designed to be a word processor. It was designed for quickly jotting down ideas. All the <u>standard text editing keys</u> can be used in DeskNotes. You can also cut, copy and paste text or bitmap files onto your DeskNotes.

Before You Begin

There are two incarnations of the Note Manager. There's the Mini-Note Manager on the General Properties Page and the standalone Note Manager Window which is opened by selecting the Open Note Manager command from the context menu.

Both versions do the same thing. The one on the property page can be used to view general information about a DeskNote, such as creation date and author. Even though it has no menu or toolbar, you can:

- ◆ Right click to pick commands from context menus.
- ◆ Use drag and drop to move or copy notes and notebooks
- ◆ Double click notes to open or close them.
- ◆ Press delete to delete them

The standalone version is almost an entire application in itself. Because it displays as much of a note's text as possible, it can be used to quickly review a lot of notes, without opening them.

It also includes a search dialog so you can locate information scattered amongst many notes.

Changes the color of the border.

The current color is displayed on the button.

Select this option to display a border around the note.

For quick access, this option is also on the Desknotes context menu.

Tip

A transparent note, with no text in it, can be kind a hard to find. Turning the border on may help you find it.

Specifies how many pixels wide to draw the border.

Draws a three dimensional border using the selected color to convey depth.

Uses your current desktop colors to draw a border in a style that appears both raised and sunken.

Specifies that a custom color should be used to draw the border.

Makes the border the same color as the note text.

Draws a dashed border around your note.

Draws a border with alternating dashes and dots around your note.

Draws a border with alternating dashes and double dots around your note.

Draws a dotted border around your note.

Uses your current desktop colors to draw an etched border.

Uses your current desktop colors to draw a border with a raised edge.

Draws a border using a solid fill of the selected color.

Draws a border using a color that is a combination of the selected color, and the note background color, but not both.

This is a mathematical operation also known as the "Bitwise Boolean exclusive OR".

It's commonly used to create a color that doesn't blend into the background of the object being drawn on. Imagine what you could do if you could buy one of these pens!

Draws a solid border.

Draws a solid border around your note.

Uses your current desktop colors to draw a border with a sunken edge.

Border Properties

The Border Property Page is used to define the border attributes of a DeskNote. You can create an endless number of border styles by playing with the settings on this page.
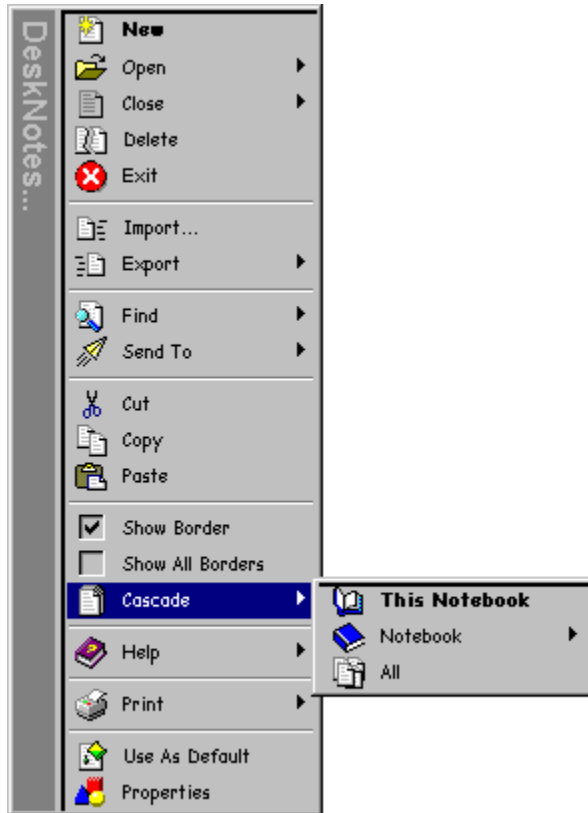
Want a postage stamp look? Select:

1. Simple rectangle.
2. Dotted line style.
3. Custom color that is the same as your Windows Desktop.
4. Solid Pen.
5. Width 3.

Right click each control for a detailed explanation.

Context Menu Commands

Click the menu to view a help topic.

Cascade All

Arranges all the DeskNotes on the screen into a cascade.

Unlike the standard Window Cascade function, DeskNotes can create a cascade in any direction. The direction depends on where you right clicked the note when opening the context menu. DeskNotes will create the cascade in a direction from the point clicked to the farthest edge or corner of the note clicked.

This is very useful for arranging groups of DeskNotes along the edges of the screen, or in the corners.

For example, to group some notes near the bottom right corner of the screen:

1. Move a DeskNote so it is located near the bottom right corner of the screen.
2. Right click the DeskNote near it's bottom right corner, to define the Cascade point, and to display the context menu.
4. Select a cascade command.

A cascade of notes from bottom-right to top-left will be created.

Cascade Notebook

Arranges all the DeskNotes on the screen that belong to the notebook selected, into a cascade.

Unlike the standard Windows Cascade function, DeskNotes can create a cascade in any direction. The direction depends on where you right clicked the note when opening the context menu. DeskNotes will create the cascade in a direction from the point clicked to the farthest edge or corner of the note clicked.

This is very useful for arranging groups of DeskNotes along the edges of the screen or in the corners.

For example, to group some notes near the bottom right corner of the screen:

1. Move a DeskNote so it is located near the bottom right corner of the screen.
2. Right click the DeskNote near it's bottom right corner, to define the cascade point, and to display the context menu.
3. Select a cascade command.

A cascade of notes from bottom-right to top-left will be created.

Cascade This Notebook

Arranges all the DeskNotes on the screen that belong to the same notebook as the note clicked, into a cascade.

Unlike the standard Windows Cascade function, DeskNotes can create a cascade in any direction. The direction depends on where you right clicked the note when opening the context menu. DeskNotes will create the cascade in a direction from the point clicked to the farthest edge or corner of the note clicked.

This is very useful for arranging groups of DeskNotes along the edges of the screen or in the corners.

For example, to group some notes near the bottom right corner of the screen:

1. Move a DeskNote so it is located near the bottom right corner of the screen.
2. Right click the DeskNote near it's bottom right corner, to define the cascade point, and to display the context menu.
3. Select a cascade command.

A cascade of notes from bottom-right to top-left will be created.

Context Menu Commands

Click the menu to view a help topic.
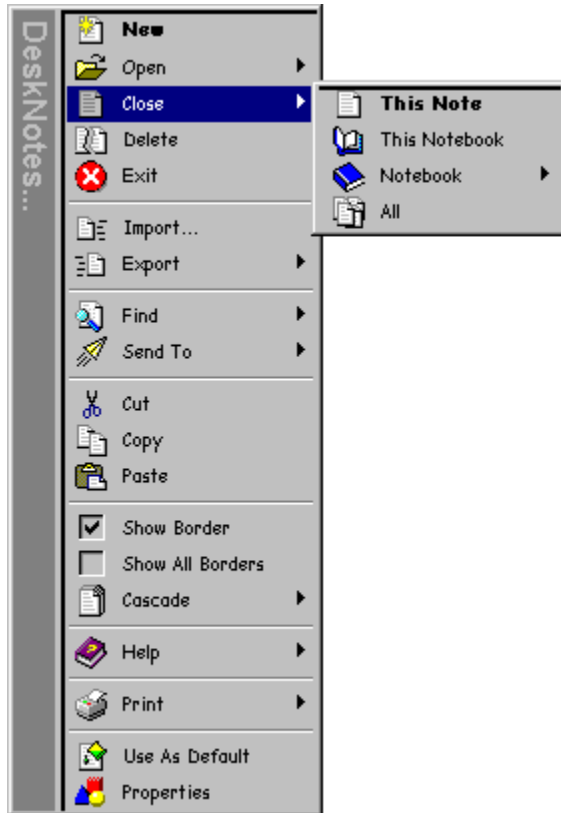
Close All

Close all open DeskNotes.

Close Notebook

Closes any notes that may be open in the selected notebook.

Close This Note

Closes the note clicked.

Close This Notebook

Closes all notes in the notebook that the selected note is a member of.

What is DeskNotes?

DeskNotes is an application for quickly recording information you want to remember - without cluttering up your desk with scraps of paper. With it, you can create realistic looking notes right on your desktop.

It was designed to be as handy as reaching for a pad of paper, or a sticky note. With DeskNotes you'll never run out of paper!

Use it to quickly jot down ideas before they are lost. It's Note Manager can be used to organize your notes into notebooks for ease of retrieval. Search functions are provided for quickly locating information.

DeskNotes was also designed to be fun! Each DeskNote has over a 100 different properties that can be modified to change the appearance of a note. Sounds can be assigned to Note Events, to further customize DeskNotes.

DeskNotes even has a built in Note Server, so you can send and receive notes from other DeskNotes users.

To help you get started, DeskNotes includes a starter kit of pre-defined note templates and a collection of over 200 image files that make great looking note backgrounds.

DeskNotes runs on Windows 95, NT 3.51 and 4.0, or higher. With a P90 or better, it can display hundreds of notes at once with flicker free redraws. Try it. I'll bet you never opened 200 windows at once.

I hope you enjoy this product, as it certainly could not have been created without it.

Context Menu Commands

Click the menu to view a help topic.
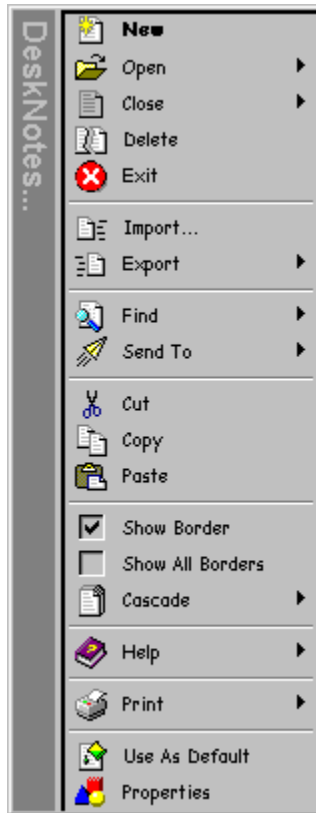
Copy

Copies the text on a DeskNote to the clipboard.

Use this command to paste your note text into other applications.

Customizing - Getting Started

Every DeskNote has over a hundred properties that you can adjust to change it's appearance. To change the properties of a DeskNote, right click it and select <u>Properties</u> from the menu.

You can apply changes to a single note, a group of notes, or to all the notes open on the desktop by selecting the options that appear at the bottom of the Properties Dialog.

Right click any control to see an explanation of it's purpose.

After you've created your masterpiece, you can make it the default note by right clicking the note and selecting <u>Use as Default</u> from the context menu. Now when you click on the taskbar icon you will get a note just like it.

The following topics explain the purpose of each of the property pages.

Cut

Removes all of the text on a DeskNote and places it in the clipboard.

Use this command to paste your note text into other applications.

Delete

Deletes the selected note. For your convenience, deleted notes are put into the recycle bin. When you restore a note from the recycle bin, a note file is created on your desktop. Double click it, or right click and select Open, to import it back into DeskNotes. You can delete the file after importing the note.

For safety reasons, there are no commands that delete multiple notes. This can be done in the Note Manager by highlighting the first note note in a group to be deleted, and by repeatedly pressing the delete key.

Deleting Notebooks

To save you from actually deleting an entire notebook of DeskNotes, you can't really delete a notebook. You can "remove" it by selecting Remove from it's context menu.

When you remove a notebook, all of it's notes remain intact, but are "un-assigned" to any notebook. The Note Manager will show them attached to the topmost item.

If you really want to delete the notes, select the first un-assigned note, and repeatedly press the delete key to remove them.

Don't worry if you make a mistake and delete something you didn't intend to. DeskNotes is watching out for you. Whenever you delete a note, it's placed in the Recycle Bin.

Deleting Notes

Delete a DeskNote by right clicking it and selecting Delete from the menu or by pressing ALT-D. Whenever a DeskNote is deleted, it's put into the Recycle Bin.

Help is available for each item in this group. Click "?" at the top of the dialog box, and then click the specific item you want information about.

Applies any changes you have made in this dialog box.

Closes this dialog box without saving any changes you have made.

Click this to display an overview of this dialog box.

For Help on an item, click the "?" at the top of the dialog box, and then click the item.
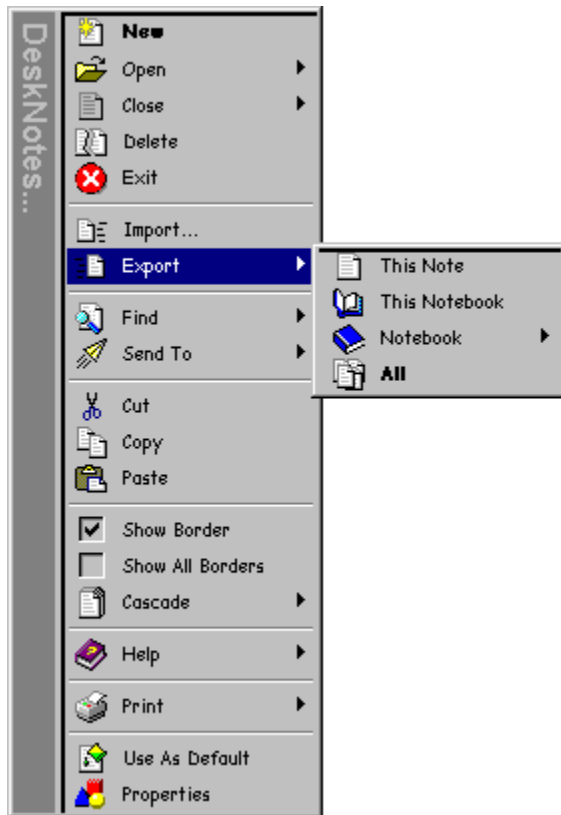
Closes this dialog box and saves any changes you have made.

Exit

Exits DeskNotes.

Context Menu Commands

Click the menu to view a help topic.

Export All

Exports all open notes to files.

This group of commands is used to create files from notes. Each DeskNote exported will be in a separate file and have a ".not" extension.

Use this command to:

- Create a backup of your notes.
- E-mail them to another DeskNotes user.
- Copy them to another computer.

Export Notebook

Exports all open notes to files that are a member of the notebook selected.

This group of commands is used to create files from notes. Each DeskNote exported will be in a separate file and have a ".not" extension.

Use this command to:

♦   Create a backup of your notes.
♦   E-mail them to another DeskNotes user.
♦   Copy them to another computer.

Export This Note

Exports the note clicked to a file.

This group of commands is used to create files from notes. Each DeskNote exported will be in a separate file and have a ".not" extension.

Use this command to:

- Create a backup of your notes.
- E-mail them to another DeskNotes user.
- Copy them to another computer.

Export This Notebook

Exports to files any open notes that are a member of the same notebook as the noted selected.

This group of commands is used to create files from notes. Each DeskNote exported will be in a separate file and have a ".not" extension.

Use this command to:

- Create a backup of your notes.
- E-mail them to another DeskNotes user.
- Copy them to another computer.

Find

Is used to locate a note that is open on your Desktop.

Every open note will appear on the find menu as a selection. After selecting the note you want to find, DeskNotes will locate and center it under your mouse pointer.

This command is useful if you have a lot of open notes and the one you want to look at is buried underneath somewhere.

Closes this dialog box without saving any changes you have made.

Select this option if you want the search to distinguish between upper and lower case letters.

Select this option to search for words or phrases that match the search text.

Type the text to be searched for here.

Begins the search.

Displays the progress of the search.

Finding Stuff

You can quickly search all your notes for keywords or phrases by using the Find command in the Note Manager.

Notes that meet the search criteria, will be marked with a splatter of green paint on their icon in the tree.

Lists the available fonts.

Lists the available point sizes for the specified font.

Lists the available styles for the specified font.

Font Properties

This dialog is used to change a note's font. A preview window is provided so that you can see how it will appear if applied. You can quickly find a font that you like by using the arrow keys to scroll up and down in the font listbox. The preview window is continuously updated to display the current font.

Right click each control for a detailed explanation.

Displays a preview of the note as it would appear if the selected properties are applied.   More interestingly, for transparent notes, the sample will also be transparent, and contain the contents of the desktop behind it.

Select this option to display text with shadows.

General DeskNote Keys

You can use the following keyboard shortcuts with a DeskNote.

Press   **To**

ESC   Close a DeskNote

ALT+D   Delete a DeskNote

ALT+F   Display the context menu

ALT+X   Exit DeskNotes

CTRL+X   Cut

CTRL+C   Copy

CTRL+V   Paste

DEL   Delete

HOME   Move the caret to the beginning of the line

END   Move the caret to the end of the line

CTRL+HOME   Move the caret to the beginning of the DeskNote

CTRL+END   Move the caret to the end of the DeskNote

Displays general information about the selected note.

Tip

Select My DeskNotes, or the topmost item if you have renamed it, to see the program installation date in the Created field.

General Properties

This dialog displays information about a note. It shows when a note was created, last modified, and which notebook it's in.

The bottom half of the dialog contains a mini Note Manager. It works just like the real thing, but without the menu and tool bars. You can use drag and drop to move notes around. Double click to open them, or right click them to see a menu. See the <u>Note Manager</u> topic for a complete discussion of this tool.

Displays the title of the selected note.

Context Menu Commands

Click the menu to view a help topic.
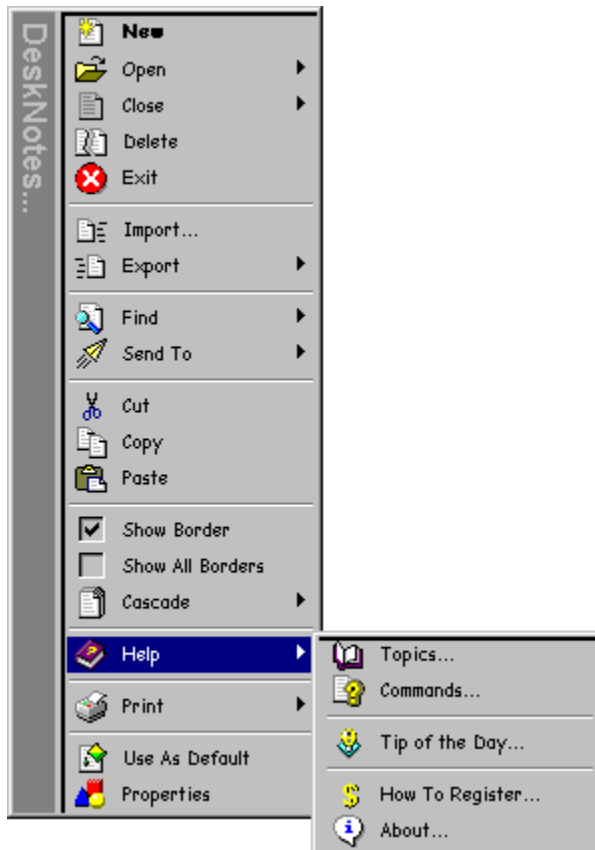
Help About

Displays the really neat looking About Box that shows where to get more information about DeskNotes.

Help Contents

Displays the help file contents file.

Help Register

Select this item to view the DeskNotes order form.

Help Tip of The Day

Opens the Tip of The Day dialog. This is a non-modal dialog. You can leave it open all the time if you like.

Click this to display an overview of this dialog box.

For help on an item, click the question mark at the top of the dialog box, and then click the item.

Import

Imports DeskNote files. Use this to recover backups of your notes, or when receiving them from another DeskNotes user, say via E-mail.

You can also import a DeskNotes file by double clicking it, or by right clicking and selecting Open from the context menu.

DeskNotes note files have a ".not" file extension.

Drag & Drop In The Note Manager Tree

The Note Manager Tree makes extensive use of drag and drop. Some of it's more advanced functions, such as merging and copying notebooks can only be accomplished through drag and drop.

Click here to read more, or just open the Note Manager and try it! Don't forget to try drag and drop with the right mouse also.

Some Suggestions

Here are some ideas for possible uses of DeskNotes. If you come up with some neat things to use it for, <u>e-mail</u> them to us and we'll post them on our web page.

Keep it Handy!

For quick access to all your notes, put DeskNotes in your Startup Folder. DeskNotes remembers it's previous state so that it can start up as it was when last run.

Here's how to make DeskNotes run every time Windows is started.

On Windows 95 or NT 4.0:
1. Right click the Start Button.
2. Click Open.
3. Double click on Programs Startup.
4. Open the folder containing DeskNotes.
5. Use the right mouse button to drag and drop DeskNotes into your Startup Folder.

On NT 3.51:
1. Open the Program Manager.
2. Open the Startup Group.
3. Open the Main Group.
4. Run the File Manager.
5. Locate DeskNotes.
6. Use the left mouse button to drag and drop DeskNotes into the Startup Group.

Keep it Handy!

The Note Manager, like all DeskNotes windows and dialogs, remembers it size and location on the desktop. The next time you start DeskNotes, it will restore itself to it's previous position.

To make it open every time you start DeskNotes, make sure it's open when you exit DeskNotes. To make it start minimized on the taskbar whenever DeskNotes is started, minimize it before exiting DeskNotes.

Make "To Do" Lists

1. Open the Note Manager.
2. Right click the top level icon in the tree.
3. Select New Notebook.
4. Call it "To Do List".
5. Make another and call it "Completed".
6. Create notes in the "To Do List" notebook by right clicking it and selecting New.
7. Jot down your note.
8. When an item is completed, drag the note from the "To Do List" and drop it onto the "Completed" notebook.

Making More DeskNotes

Caution. **This may be fun!** The boring way to make a new note is by left clicking the taskbar icon, or by right clicking the context menu and selecting New.

Try This:

1. Move the mouse pointer over a note.
2. Somewhat quickly, right click it and drag, as if you were going to move it.

Got a new note? Great! You just tore off a new note. If you didn't, try it again.

Here's a secret. Because DeskNotes are not real paper notes (they just think they are), they can do things ordinary notes can't. Every DeskNote is actually and infinite pad of notes. The fun way to make a new note is to tear one off the pad!

When you right click a note, DeskNotes starts timing your actions. If you right click and immediately begin moving the mouse, it makes a new note. Otherwise it displays the context menu.

Making Notebooks

Here's how:

1. Right click on the topmost item in the Note Manager.
2. Select New Notebook.
3. Type a name for the notebook into the edit box.
4. Press enter to finish creating the notebook.

Tip

You can change the name of the topmost item, "My DeskNotes", by right clicking it and selecting Rename from the menu.

Making a Copy of a Notebook

You won't find a command on the menubar for this trick.
Here's how to copy a Notebook:

1. Right click the topmost item and select New Notebook, to make a new, empty notebook.
2. Type it's name into the edit box and press Return.
3. Select the notebook you want to copy, and with the right mouse button, drag it over the notebook you just created.
4. Release the mouse button and select Copy from the context menu.

You can also use the left mouse button to do this. When you drag items in the Note Manager, the default action is to move the item to the new location when it's dropped. To make a copy, hold down the **CTRL** key while dragging.

Note

When you use the left button for moving or copying, be careful, because you won't be asked to confirm the action.

Manage Projects

- Create a notebook for each task.
- Place notes related to a task into it's respective notebook.
- Move completed items to a "Completed" notebook.
- Use the Note Manager statusbar to see how many tasks you have.

Merging One Notebook Into Another

You won't find a command on the menubar for this trick.
Here's how to do it:

1. Select the notebook whose contents you want to merge, or move, into another notebook, and with the right mouse button, drag it over the target notebook.
2. Release the mouse button and select Move from the context menu.

Note

When you use the left button for moving or copying, be careful, because you won't be asked to confirm the action.

Messages

The Messages Property Page is used to set the initial contents of a new DeskNote. When you create a new DeskNote by tearing one off another, or by selecting New from a note's context menu, you get an exact duplicate of the original. But, if you create a new note by clicking the taskbar icon, or by selecting New from the taskbar menu, an empty note is created.

If the Messages option is enabled, DeskNote's will put the message text you define onto the note.

This option is a MUST for transparent notes and is really why it was created. Suppose your default note style is transparent, with no rule lines or border, and you make a new one from the taskbar. Guess what you'll see? Nothing! With this option enabled, DeskNotes will put your message text onto the note, and you will be able to see where it is.

A quick Ctrl-X (cut) will get rid of the text so you can begin typing.

Right click each control for a detailed explanation.

Click this button to hear the first few words of the message.

Check this box to have DeskNotes automatically type the message below into new notes you create.

The purpose of this feature is primarily for transparent notes. If you create a transparent note by selecting New on the taskbar menu, a new empty note will appear on your screen. The problem is that if it's transparent, and doesn't have a border, you won't know where it is! If this option is selected, the message you enter here will be placed on the note, so you can find it. A quick Ctrl-X can be used to cut out this text before typing on the note.

Check this box to have DeskNotes automatically type the message below into the first new note you create.

The purpose of this feature is primarily for transparent notes. If you create a transparent note by selecting New on the taskbar menu, a new empty note will appear on your screen. The problem is that if it's transparent, and doesn't have a border, you won't know where it is! If this option is selected, the message you enter here will be placed on the note, so you can find it. A quick Ctrl-X can be used to cut out this text before typing on the note.

If the Keystroke event on the Sounds Page has a sound file assigned to it, the messages defined here, will be played at this speed, when new notes are created.

Use this option to hear a nice typewriter effect - with the proper sound file of course!

Enter the message you would like to appear on new notes.

Enter the message you would like displayed on the very first note created.

If the Keystroke event on the Sounds Page has a sound file assigned to it, the messages defined here, will be played at this speed, when new notes are created.

Use this option to hear a nice typewriter effect - with the proper sound file of course!

If the Keystroke event on the Sounds Page has a sound file assigned to it, the messages defined here, will be played at this speed, when new notes are created.

Use this option to hear a nice typewriter effect - with the proper sound file of course!

If the Keystroke event on the Sounds Page has a sound file assigned to it, the messages defined here, will be played at this speed, when new notes are created.

Use this option to hear a nice typewriter effect - with the proper sound file of course!

Moving a DeskNote

You move a DeskNote just like any other window, except that you can grab it anywhere. Just click and drag with the left mouse button anywhere in the body of the note.

Network Properties

The Network Property Page is used to enable or disable the DeskNotes Note Server. It also contains an address book that you can use to store the host names of computers running DeskNotes and who you send notes to.

The DeskNote server receives notes sent to it from other users on the Network. When a note's received, it's displayed on your screen as it appeared on the senders.

A sender must know your host name (and be able to resolve it), or know your tcp/ip address, to send a note to you.

You can send notes anytime. It doesn't matter if the DeskNote server is on or off.

Right click each control for a detailed explanation.

Tip

If you are using a dial-up account to access the Internet you can use the ip address assigned to you as your host name. Use the IP Config tool to determine your ip address. It should be on your Windows 95 CD.

Security Note

DeskNotes uses a private, internal protocol to communicate to another machine running DeskNotes. There is no way anyone could access your machine with the server enabled. The worst that could happen is that you could receive an ugly note (and I mean esthetically, not content-wise).

Select this option to turn on the built in DeskNote server.

The DeskNote server receives notes sent to it from other users on the Network. When a note's received, it's displayed on your screen as it appeared on the senders.

A sender must know your host name (and be able to resolve it), or know your tcp/ip address, to send a note to you.

You can send notes anytime. It doesn't matter if the DeskNote server is on or off.

Security Note: DeskNotes uses a private, internal protocol to communicate to another machine running DeskNotes. There is no way anyone could access your machine with the server enabled. The worst that could happen is that you could receive an ugly note (and I mean esthetically, not content-wise).

Displays a dialog that is used to edit the selected entry in your address book.

This is your address book. Use it to store a list of computers you frequently send notes to.

Displays a dialog that is used to add a new entry to your address book.

Removes the selected entry from your address book.

New

Creates a new note.

Not Your Normal Notes

DeskNotes are not your normal notes. A DeskNote will do a whole lot of neat things if you hold down certain keys while re-sizing it. Read on to see what they can do.

Note Manager Keys

You can use the following keyboard shortcuts with the Note Manager.

Press   **To**

ESC   Cancel the notebook rename command

ENTER   Open or close the selected DeskNote

DEL   Delete the selected DeskNote

CTRL while dragging   Copy a DeskNote
a DeskNote

Drag & Drop On A DeskNote

You can drag and drop text files, ".txt", and image files, ".bmp", onto a DeskNote. When a text file is dropped onto a DeskNote, it's contents are replaced with what is in the text file.

When an image file is dropped on a DeskNote, the image is displayed on the DeskNote.

If you use the right mouse button during drag and drop operations, a context menu will display additional choices. Use right drag and drop to drop files that you know are text files but do not have a ".txt" file extension. Also use it to when dropping an image to toggle the display mode between scaled and tiled.

Context Menu Commands

Click the menu to view a help topic.
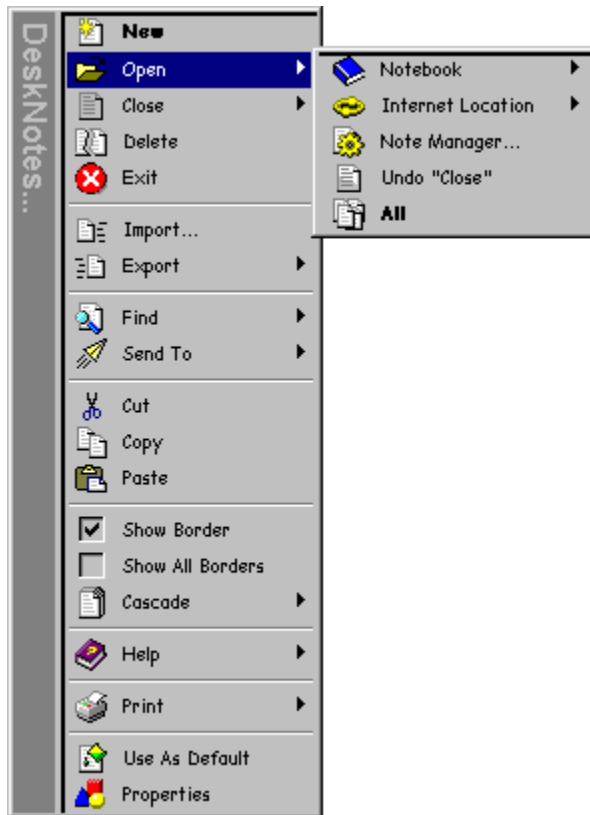
Open All

Opens all of your notes. Because DeskNotes has no limit on the number of notes you can have, this command will warn you when opening large numbers of notes. By default the warning appears after 100 notes are opened. You can increase this on the warning dialog.

Open Internet Location

If your notes contains <u>URL</u>s, and you have a Web Browser installed, all of the URLs on your note will be displayed here.

Select a URL to launch your Web browser to the selected site.

Open Note Manager

Opens the <u>Note Manager</u> window. The Note Manager is used to organize your notes.

Open Notebook

Opens all of the notes in the selected Notebook.

DeskNotes Order Form

Use this form for easy ordering. Select "Print" from the menu, to print this form.

How To Order

Send a check or money order drawn on a US bank, and payable to Ted Mastrandonas, to:

```
Ted Mastrandonas
P.O. Box 1626
Pelham, AL 35124
USA
```

When your order is received you will be sent a registration code that will turn your shareware copy of DeskNotes into a full featured version.

Order Information

_____ Copies of DeskNotes   @24.95 each   _____

                        Total   _____

Customer Information

Name   _____
         _____

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How do you want to receive your registration code?

By Postal Mail   **Yes   No**
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http://www.mindspring.com/~tmastran

Click this to search for a bitmap image (.bmp) file to use as a background on your note.

Changes the color of the note background.

The current color is displayed on the button.

Prevents DeskNotes from automatically increasing the height of a note as you type.

Normally, DeskNotes will automatically adjust your note size, as you type, to ensure that all the text is visible.

Prevents DeskNotes from automatically increasing the width of a note as you type.

Normally, DeskNotes will automatically adjust your note size, as you type, to ensure that all the text is visible.

By default, your DeskNotes are "stuck" to the desktop. They can not come up on top of other windows. This allows you to do your real job, without a bunch of notes getting in the way.

By un-checking this box, your notes will behave (somewhat) like other normal windows. They can come to the top now, but will not appear on the taskbar. This allows you to get your work done without the names of a dozen notes cluttering the taskbar.

This is a "global" option that applies to all notes. It will take effect after the Ok button is pressed. DeskNotes will quickly close and then reopen your notes to make this change. It's a Windows z-order thing.

Displays the name of the currently selected bitmap file.

Defines the number pixels to skip on the top and bottom edge of the paper when drawing vertical rule lines.

Defines the number pixels to skip on the left edge of the note when drawing horizontal rule lines.

This effects text placement even if horizontal rules are not displayed. You can set this to precisely position the left edge of the text on a note.

Defines the number pixels to skip on the right edge of the paper when drawing horizontal rule lines.

Defines the number pixels from the top of the note to the top of the first line of text.

Paper Properties

This dialog is used to set the attributes that define the style of paper your DeskNote is using.

It also contains the global setting, "Sticks to DeskTop". When selected, your notes will be stuck behind all other windows on your desktop. This is handy for keeping them from interfering with whatever other work you may be doing.

Right click each control for a detailed explanation.

Draw two punch holes along the left edge of the paper.

Draw three punch holes along the left edge of the paper.

Draws the note using the selected bitmap as the background.

Do not draw punch holes.

Stretches the selected bitmap image to fit your note.

Repeats the selected bitmap image to fill your note.

Draw two holes along the top edge of the paper.

Draws the note on a transparent background so that it appears to float on top of the screen.

Defines the number pixels to skip on the top and bottom edge of the paper when drawing vertical rule lines.

Defines the number pixels to skip on the left edge of the paper when drawing horizontal rule lines.

This effects text placement even if horizontal rules are not displayed so that you can position the left edge of text on a note.

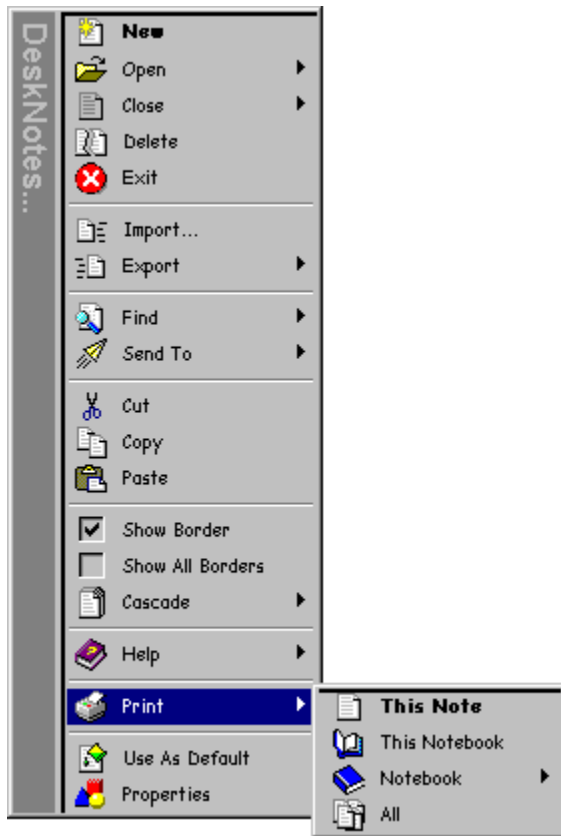Defines the number pixels to skip on the right edge of the paper when drawing horizontal rule lines.

Defines the number pixels from the top edge of the note to the top of the first line of text.

Paste

Pastes any text in the clipboard, onto your DeskNote. The text is inserted at the location of the cursor.

Context Menu Commands

Click the menu to view a help topic.

DeskNotes...

New	
Open	▶
Close	▶
Delete	
Exit	
Import...	
Export	▶
Find	▶
Send To	▶
Cut	
Copy	
Paste	
☑ Show Border	
☐ Show All Borders	
Cascade	▶
Help	▶
Print	▶
Use As Default	
Properties	

This Note	
This Notebook	
Notebook	▶
All	

Print All

Prints all the notes that are open on your desktop.

You can print ALL notes, open or closed, by using the Print commands in the Note Manager.

Print Notebook

Prints all of the open notes that are in the selected notebook.

You can print ALL notes, open or closed, by using the Print commands in the Note Manager.

Print This Note

Prints the selected note.

Print This Notebook

Prints all of the open notes that are in the same notebook as the note selected.

You can print ALL notes , open or closed, by using the Print commands in the Note Manager.

Properties

When this command is selected from the taskbar context menu, it is used to change the the default properties for notes created from the taskbar menu.

When this command is selected from a DeskNote's context menu, it can be used to change the properties of:

♦   the note selected
♦   all open notes that belong to the same notebook as the selected note
♦   all open notes

Causes the appearance of all open notes to be changed according to the settings on the property pages.

The current setting of this option is kept even if the cancel button is pressed.

Causes the appearance of all open notes, in the current notebook, to be changed according to the settings on the property pages.

The current setting of this option is kept even if the cancel button is pressed.

Quality Is Contagious

I stole this expression. But **hey**, isn't that the point?

With all the noise out there, I've really begun to notice and to appreciate quality lately. Quality as in really great music (Dave Matthews Band), software (Microsoft Image Composer, VC++, JASC Paint Shop Pro), tools (Bridge City), and even Out Houses (yes I have a really great book on Out House Design) and other things such as those moments with the kids.

This software was created with this in mind. It does not leak memory, alter your system files, or install any files anywhere, except for the directory YOU tell it to. It took almost a year to create and contains so many features, I'm sure I've forgotten to document half of them. It was created for the love of it by a developer who remembers when the number one software company didn't even have a C compiler.

If you appreciate or have done a quality job on something, you know what I'm talking about. As soon as this is released the hackers will have created a free cracked version. Forget about they're philosophy, they'll tell you why software should be free for all. They'll even complement the authors for the hard work that went into producing it.

Disregard them, They are Children and are narrow in they're thinking.

Sure, it's a good thing to add to the benefit of all society. But it can't be done if everyone is working for free. If you like this, register it. If you want to some code snipetts to learn how to do something you've seen here, send some e-mail.

All we have is time. And some of that must create income. The oil change is not free. Nor is the Dave Mattews Band CD, or the Bridge City Tool Works Square. (Well maybe it is for some, but this is not for them)

Ted Mastrandonas
NoteMaster
January 30, 1997

Re-Sizing a DeskNote

You resize a DeskNote just like any other window. Grab near an edge or corner and pull on it with the left mouse button down.

Restoring Deleted Notes

Whenever a DeskNote is deleted it's put into the Recycle Bin.

To restore it:

1. Open the Recycle Bin.
2. Select the note to be restored.
3. Choose File Restore from the menu.

Windows will put it onto your Desktop. You can <u>import</u> it back into DeskNotes by double clicking it. Once it has been imported you can delete the file on your Desktop, which of course goes back to the recycle bin, which could then be restored.....

Changes the color of the note text.

The current color is displayed on the button.

Specifies how many pixels wide to draw the rule lines.

Specifies that a custom color should be used to draw the rule lines.

Makes the rule lines the same color as the note shadow text.

Makes the rule lines the same color as the note text.

Draws dashed rule lines on your note.

Draws rule lines with alternating dashes and dots on your note.

Draws rule lines with alternating dashes and double dots on your note.

Draws dotted rule lines on your note.

Draw rule lines using a solid fill of the selected color.

Draw rule lines with a color that is a combination of the selected color, and the note background color, but not both.

This is a mathematical operation also known as the "Bitwise Boolean Exclusive OR".

It is commonly used to create a color that will not blend into the background of the object being drawn on. Imagine what you could do if you could buy one of these pens!

Draws solid rule lines on your note.

Rule Line Properties

Use this dialog to add some rule lines to your DeskNotes, making them more realistic looking.

Right click each control for a detailed explanation.

Tip

Try the XOR option with backgrounds that are not a solid color.

Draws horizontal ruler lines on your note.

The position of the first line is affected by the top margin setting on the Paper tab. The line spacing is proportional to your font size.

Draws vertical rule lines along the left edge of your note.

The placement is proportional to your font size, such that it looks like rule lines on a piece of notebook paper.

Makes the border the same color as the note shadow text.

Changes the color of the note text.

The current color is displayed on the button.

Specifies the number of vertical rule lines to be drawn on the note.

Specifies the number of pixels between each vertical rule line.

Specifies how many pixels wide to draw the rule lines.

Specifies that a custom color should be used to draw the rule lines.

Makes the rule lines the same color as the note shadow text.

Makes the rule lines the same color as the note text.

Draws dashed rule lines on your note.

Draws rule lines with alternating dashes and dots on your note.

Draws rule lines with alternating dashes and double dots on your note.

Draws dotted rule lines on your note.

Draw rule lines with using a solid fill of the selected color.

Draw rule lines with using a color that is a combination of the selected color, and the note background color, but not both.

This is a mathematical operation also known as the "Bitwise Boolean exclusive OR".

It is commonly used to create a color that will not blend into the background of the object being drawn on. Imagine what you could do if you could buy one of these pens!

Draws solid rule lines on your note.

Specifies how many pixels wide to draw the rule lines.

Scaling A DeskNote

The scale of a DeskNote can be changed dynamically.
Follow these steps to scale a note dynamically:

1. Move the mouse pointer near the edge of a note.
2. Hold down the **CTRL** key.
3. **Slowly** move the mouse.

As you move the mouse, the note will be scaled up or down, depending on the direction you move it.

Tip

If the note becomes to small or to large, relative to it's contents, just let go of the CTRL key while continuing to drag the mouse. This will stop the scaling action. When you've got it the size you want, press the **CTRL** key to continue scaling it.

Schemes

The Schemes Property Page is used to save the properties of a DeskNote for later use. If you make a really cool looking note, save it's properties to scheme.

Right click each control for a detailed explanation.

Tip

You could also use the Export command to indirectly save a scheme, as an exported note contains the scheme needed to create it.

Deletes the scheme that is selected in the Scheme box.

Exports all of your note schemes to a file of your choosing.

Tip

Use this if you want to backup your note schemes or copy them to another computer.

Click here to import an existing note scheme file into DeskNotes. A note scheme file contains all of the schemes that were defined when the scheme file was created.

Tip

Use this if you want to take your note schemes from one computer to another.

Saves your current note properties so you can reuse them at a later time.

Lists previously saved note schemes that can be used to change all note properties simultaneously.

Displays a preview of the note as it will appear if the currently selected properties are applied. More interestingly, for transparent notes, the sample will also be transparent and contain the contents of the desktop behind it.

Send Them to Your Friends

Use the <u>Send to Somebody</u> command to send them across a network to another user running DeskNotes.

Context Menu Commands

Click the menu to view a help topic.
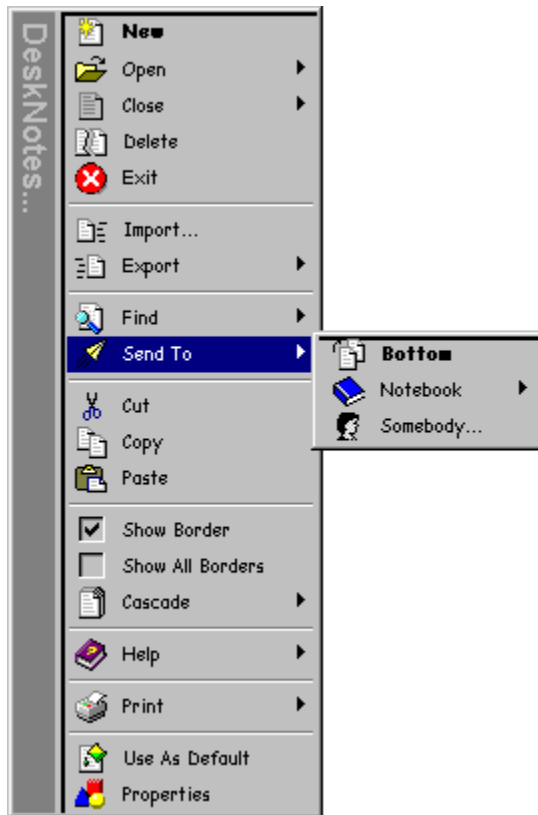
Send To Bottom

Moves an open DeskNote behind all other windows on your Desktop. This comes in handy for moving a large note out of the way to see what's behind it.

You can also double click a DeskNote to move it to the bottom.

Closes this dialog box without saving any changes you have made.

If this option is selected, DeskNotes will automatically add any hosts that you send a note to, to your address book, if they are not already in it.

Toggles between showing hostnames, and friendly names in the hostname dropdown list.

Use this field to enter a name or description for a hostname that is easier to remember than it's real name.

Enter the name of the computer that you want to send your DeskNote to.

You can also enter an IP address. An IP address has the form **n.n.n.n**, where **n** is a number between 0 and 255.

Send To Notebook

This command has no visual effect. So you may find that you've selected it and nothing has happened. What it does is to move the note from the notebook it is currently in to the one you selected.

This comes in handy for those occasions where you quickly create a note to record something, by either tearing off a new note, or by clicking the taskbar icon, with out regard for the notebook the note will belong in.

Send To Somebody

Sends the selected DeskNote to another DeskNotes user.   The DeskNote will appear on the recipients screen exactly as it appears on yours.

The receiver must have DeskNotes running and have the "Receive DeskNotes From Other Users" option enabled on the Network property page for this it work. DeskNotes uses a separate thread to send the note so that you can continue working while the note is being sent.

Sends your DeskNote to the hostname you entered above.

Show All Borders

Toggles the display of all DeskNote's borders on and off. This command comes in handy when working with transparent notes. If you have a transparent DeskNote on your desktop, and it has no text, you can use this command to help find it.

Tip

Another way to find lost transparent notes is by using the Note Manager. When a note does not contain any text, it appears as an "Untitled" item in the Note Manager.

Show Border

Toggles the display of a DeskNote's border on and off. You can also mark the checkbox at the top of the Border Property page to turn on the border.

This command comes in handy when working with transparent notes.

Sounds

The Sounds Property Page is used assign sounds to DeskNote events. DeskNotes comes with some sound files to get you started, but you can use any ".wav" file.

If you figure out what the default sound for the "close" event is, this Bud's for you!

Right click each control for a detailed explanation.

Tip

You can use any of the sound files that come with Windows for DeskNotes sound events.

Click this to search for a sound (.wav) file to assign to the event.

Deletes the scheme that is selected in the scheme box.

Exports all of your sound schemes to a file.

Tip

Use this if you want to backup your sound schemes or copy them to another computer.

Click here to import an existing sound scheme file into DeskNotes. A sound scheme file contains all of the schemes that were defined when the scheme file was created.

Tip

Use this if you want to take your sound schemes from one computer to another.

Click here to play the currently selected sound file.

Click this to remove a sound assignment from an event.

Saves your current sound settings so you can reuse them at a later time.

Select this option if you would like DeskNotes to play sounds for the events defined below.

Lists previously saved sound schemes that can be used to change all sound event assignments simultaneously.

Displays the name of the file to be played for the selected event.

Displays all of the events for which DeskNotes can play a sound.

Events with sounds assigned to them will have an icon in front of the event name.

You can double-click an event to quickly browse for a sound (".wav") file to assign to it.

You can press delete to remove an assignment.

Special DeskNote Keys

You can use the following keyboard shortcuts to do things only a DeskNote can do.

Press	To
CTRL while re-sizing	Scale the entire note
SHIFT while re-sizing near the top or left edge	Change the intensity of the background color
SHIFT while re-sizing near the bottom edge	Change the note text color intensity
SHIFT while re-sizing near the left edge	Change the shadow text color intensity

Changes the shadow text color.

The current color is displayed on the button.

Exchanges the colors of the note text and shadow text.

Changes the the text color.

The current color is displayed on the button.

Makes the shadow text color the same hue as the note text, but at the intensity level specified in the edit box.

This option can be used to create a 3D look instead of a standard shadow effect.

Enter the shadow text intensity level here, or use the spinner to increase or decrease it.

Text Properties

Use this dialog to change the color of a note's text and to add a shadow behind the text. All kinds of neat effects can be created by careful selection of the text and shadow colors.

Things to try:

- Use contrasting colors to create a shadow effect.
- Use similar shades with the shadow darker than the text to create an embossed look.
- Use similar shades with the text darker than the shadow to create a sunken look.

Right click each control for a detailed explanation.

Displays a preview of the note as it will appear if the currently selected properties are applied. More interestingly, for transparent notes, the sample will also be transparent and contain the contents of the desktop behind it. To try this out go to the "Paper" page, select transparent paper, come back here and then drag the dialog around the screen.

Changes the horizontal offset of the text shadow. The sample window is updated in real time to show the effect of the change

Changes the vertical offset of the text shadow. The sample window is updated in real time to show the effect of the change

The Context Menus

Context Menus are used to interact with DeskNotes. There is no traditional application window to take up screen space. Context menus are provided for EVERY object that DeskNotes creates. Right click EVERYTHING, and especially your notes.

URL

Uniform Resource Locator. Internet jargon for the name of a location on the Internet. URL's usually begin with strings like, "http://", or "ftp://".

Undo Close

Opens all of the notes last closed.

Use As Default

Use this command to set the properties used when creating a new note from the taskbar icon, to be the same as the selected note.

You can fine tune the default properties by right clicking the DeskNotes taskbar icon, and selecting Properties.

Use Them to Get to a Web Site

1. Right click a DeskNote that contains <u>URL</u>s.
2. Select <u>Open Internet Location</u>.
3. Pick a <u>URL</u>.

DeskNotes will take you there!

Using the Menubar and Toolbar

Both the menubar and the toolbar are context aware. As you select items in the Note Manager, they're contents will change to show commands that apply to the type of item selected.

For example, lets say you want to open all 400 of your notes. If the current item selected is a notebook or a note, the menubar and toolbar will only show commands for that type of item.

Select the topmost item to select commands that operate on all notes.

Using the Taskbar or Desktop icon

On Windows 95 or NT 4.0, DeskNotes will place an icon in your taskbar. Use this to quickly create new notes or to manipulate existing notes.

Left click the icon to create a new note. It will have the appearance of your <u>default note</u>.

Right click to make a selection from the context menu.

On Windows NT3.51, DeskNotes will place an icon on your desktop. You can move it where you like. DeskNotes will remember it's location.

Use the left mouse button to drag it around the desktop.

Right click to make a selection from the context menu.

There is one little thing it does differently from Windows 95...try dragging it with the right mouse button. See what I mean?

What All the Different Icons Represent

A DeskNote can be in one of many "states". The Note Manager changes a note's icon when it's state changes, so you can instantly tell what state it's in

DeskNote States:

- Open
- Active
- Closed
- Open, matches last search criteria
- Closed, matches last search criteria

What is The Note Manager?

The Note Manager is a tool for organizing and manipulating groups of DeskNotes, called <u>notebooks</u>. If you're one of those people that basically likes a lot of clutter, and enjoys the challenges that disorganization presents, you might want to just skip this section.

Where Are They?

By now you've made some notes, and may have even started and stopped DeskNotes a couple of times. Do you wonder where your notes are kept?

One of the real nice things about DeskNotes is that it keeps up with your notes for you. You never have to ask yourself, where did I put that? Or, what directory is that in? That's because a DeskNote is not a file object, unless you <u>export</u> it as one.

DeskNotes keeps your notes in a database that comes with Windows, the Registry. If you use a user name to login into Windows, they're kept separated by user name, so only you have access to your notes.

Your First DeskNote

To make your first DeskNote, either left click the taskbar icon or right click it and select New. You should now have a brand new DeskNote in the upper left hand corner of your desktop, ready to be typed into.

New DeskNotes are created with the keyboard focus. You don't have to click them to start typing. They're ready to go!

Our E-Mail Address

tmastran@mindspring.com

Global Settings

Settings that apply to all DeskNotes.

Notebooks are a logical grouping of DeskNotes.