

# Configure KlickBoard

To set KlickBoard options, click the Configure button  on the main window. The Configure KlickBoard window is divided into three tabs:

- General Tab
- Properties Tab
- Predefined Fields Tab

Each tab can be thought of as representing a page.

## General Tab

Here you can set the hotkey to bring Klickboard into the foreground of all running applications using the combinations given in the dropdown listbox.

To delete the stored Klickboard items click the 'Delete All Items' button. In addition you can choose to switch mousetips on or off.

## Properties Tab

Here you can enter the keystrokes to paste the clipboard contents. The keystrokes refers to the order of keyboard characters used to paste clipboard items into a document, e.g. most Windows programs use the **A**lt, **E**dit, **P**aste combination. So the keystrokes are **A**lt, **e** and **p**. KlickBoard mimicks these keystrokes when pasting information into your documents.

The **default keystroke** is usually sufficient to paste into *most* windows applications. However, Klickboard provides two user definable keystrokes which can be tailored for use in applications which have non-standard keystroke combinations. To assign keystrokes, use the following convention:

- Use the % sign to indicate the Alt button.
- Use the ^ sign to indicate the Ctrl (Control) button.
- Use the + sign to indicate the Shift button.

So, under KlickBoard's convention, the keystroke Alt, Edit, Paste, will be: %ep

Similarly, the keystroke Alt, Edit, Paste, New will be: %epn

**We recommend you use lower-case letters when entering these keystrokes.**

To change the keystroke, select the item from the dropdown list and type the keystrokes in the textbox on the left.

In the lower half of this tab are the Klickboard Memory options:

- On the left, you enter the number of clipboard items to 'remember'.
- On the right side is a warning box - this is because the the textbox on Klickboard Preview panel can only hold 10,000 characters. Any clipboard contents in excess of this will be truncated. However, Klickboard can retain the entire Klickboard contents of huge clipboard data.

## Predefined Fields Tab

Here you can enter frequently used clips of text for fast insertion into documents.

Select an empty slot from the drop down list and enter the title ( a short description of the item, eg. My Address), in the textbox on the right and enter the full text in the textbox entitled Text Clip. You can assign upto five text clips.

# Welcome to KlickBoard

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# Overview

Often when using Windows, you select text or pictures and copy them to Windows clipboard for fast insertion elsewhere in the document. However, Windows clipboard is by its very nature destructive: it destroys previously stored clipboard items when new data enters it. This has its advantages: it is simple to use and implement. However, Windows powerusers often make extensive use of clipboard may need to refer to previously copied items.

Klickboard is a utility designed to capture clipboard text and pictures while you work. It permanently stores the clipboard data on disk and allows for retrieval at a later date. KlickBoard features:

- complete control over the number of clipboard items stored.
- KlickBoard can paste multiple clipboard items consecutively. In addition, it can paste and add link text.
- KlickBoard has slots where you can define text which can be quickly pasted to any document.

Close

Use to quit KlickBoard and save the current settings.

Minimise

Minimises Klickboard window into an icon.

## Pause

When this toggle button is in the down position, it temporarily suspends Klickboard activity so that Klickboard does not store subsequent clipboard items.

### Topmost


In the DOWN position, this button makes the KlickBoard window float all above all the other windows. In the UP position, the KlickBoard window behaves normally.

## Item List

This lists clip items stored in Klickboard. The most recently stored items appear first.


- A notepad icon indicates a text item.
- A paintbrush icon indicates a bitmap picture.

The height and width of the list can be altered by positioning the mouse at the edge of the listbox and dragging the splitter bar.

To retrieve an item shown in the list, use the left mouse button. If the Mouse Click button (  ) is in the up position, use a double click, if in the down position, use a single click. The item will then be loaded and may be previewed on the Preview panel to the right of the Item List panel.



### Paste keystrokes

This drop down list enables you to select the type of keystroke used for pasting into the application. To edit these settings click on the  button above.

### Predefined Fields

This drop down listbox has the list of titles of predefined textclips which can be inserted into the document.

To edit the contents of this list, click the  button above.

To load the predefined field into Windows Clipboard, just select the item you require from the list. Then paste the clipboard contents into your document.

### Item Count

This shows the index number of currently loaded item in the Preview panel.

### Mouse Click

This toggle button enables you to use single clicks or double clicks to retrieve the stored Klickboard items from the Item List above.

In the up position, you use double clicks to select from the Item List.  
In the down position, you use single clicks to select from the Item List.

## Link Text

This allows you to insert multiple Klickboard items from the above list. To insert multiple items:

1. Select the items you require from the list by:

- To select a group of items: select the first item in the list. Press and keep the SHIFT button down. Select the last item. Release SHIFT button.
- To select a random items: Press and keep the CTRL (Control) button down, Select the items from the list. Release the CTRL button.

2. Ensure the Autopaste button  is in the DOWN position.

3. Click the link text button to automatically insert the items into your active document.

### Link Text Append

This button performs the same functions as the Link Text button on its left except that inserts the string of characters entered in the text box on the right between the clipboard items selected.

### Text to Append

Here you can enter the text you wish to append in between mutiple KlickBoard insertions.  
See [Link Text](#) and [Link Text Append](#).

## Autopaste


Autopaste is used to automatically paste a selected KlickBoard item into the previously activated window.



## Preview

This part of the window allows preview of the clipboard item prior to pasting into a document. The item that you select from the Item List on the left will be loaded into this panel and into Windows Clipboard.

## Titlebar

This shows the title of the window to receive the stored clip item when the Autopaste  button is in the DOWN position.

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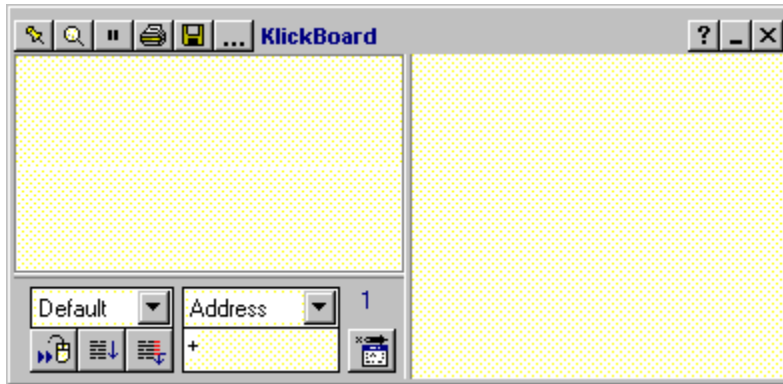
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# Using KlickBoard

KlickBoard is very easy to use. To run KlickBoard, click on the KlickBoard icon from Program Manager. The main window will appear. You can minimise this window and continue working with your other applications. After you have entered data into Windows clipboard via the Edit|Copy command, you can inspect KlickBoard's contents. You will find that KlickBoard has logged and saved the clipboard entries.

To learn more about the functions provided in KlickBoard click on the regions of interest in the diagram:



# Order Form

Register this software by completing the relevant details shown.

- To view this order form, maximise this help file window.
- To print this order form, click on Print Topic in the File pull-down menu. Do not forget to keep a copy of your order.

<b>Product</b>	<b>Quantity</b>	<b>Unit Cost</b>	<b>Total Cost</b>
<i>ClockWork</i>		£8.99	
<i>DeskTAB</i>		£8.99	
<i>KlickBoard</i>		£8.99	
<i>Magic Menu</i>		£8.99	
<i>PickList</i>		£8.49	
<i>PowerBar</i>		£8.99	
<i>Shortcut Plus</i>		£8.99	
<b>PowerUser Suite 95</b>		<b>£27.99</b>	
		<b>Sub Total</b>	<b>£</b>
		<b>Post &amp; Packing</b>	<b>£ 1.50</b>
		<b>TOTAL</b>	<b>£</b>

Note:

- Prices shown are in Pounds Sterling.
- **PowerUser Suite 95 is the full edition of ClockWork, DeskTAB, KlickBoard, Magic Menu, PickList, PowerBar and Shortcut Plus in one package at a substantial discount.**
- Discounts are available for site licenses and bulk purchases. Details available upon request.

## Ordering by cheque:

To order by cheque send this order form and a cheque made payable to SOFTECH RAD at the address shown:

**Softech RAD, P.O. Box 595, Leicester , England. UK., LE2 3WZ**

Payments must be in Pound Sterling drawn on a British bank, or you can send international postal money orders in Pounds Sterling.

## Ordering by credit card

Card Type:

American Express  Delta  MasterCard  Switch  Visa

*(please tick)*

Card Issue Date:.....Expiry Date:.....

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## Ordering by telephone/fax:

Tel: **+44 ( 0 ) 116 270 3978** Fax: **+44 ( 0 ) 116 270 1324**

## Ordering by e-mail

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CompuServe members can register this software on-line.

Type GO SWREG. Select REGISTER SHAREWARE and your 'Geographic Region' from the displayed list. Select 'Author's user ID' from the list. Enter the following user ID: 100420,1230. Click OK. Choose 'Display Selected Titles'. From the list shown, indicate the product you wish to register.

Name:.....

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How did you hear about this product?.....

Comments:

## About

Click once with the *left* mouse button to bring up this help file.  
Click once with the *right* mouse button to show the 'About' box.



## Print

This button allows you to output the current KlickBoard contents to a printer of choice. A printer setup screen allows setting of margins and fonts used in printing.

When printing pictures, you must specify the top and left margins as well as the width and height of the image. Dimensions can be in inches or centimetres.

## Save

This button allows you to save the current KlickBoard item to a disk file.

Text is saved as standard ASCII text, with a \*.txt extension. The output file can be opened by most Windows applications including Notepad.

Pictures are saved as bitmap pictures with an extension of \*.bmp. This output file is also compatible with most Windows draw packages, including Paintbrush.

## Clipboard Viewer

[Click here to launch Windows Clipboard Viewer.](#) Consult your Microsoft Windows manual for more information regarding this application.



