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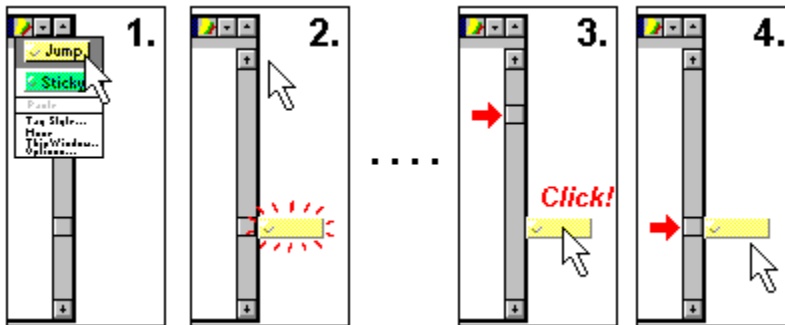
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## Jump Tags



You can have a Jump Tag remember the position of a scroll bar and jump back to the position later with a click on the tag. A Jump Tag appears next to the scroll thumb position it remembers.

## Overview

How many times have you scroll through your document just to see another part of it, and then scroll all the way back? Have you ever used bookmark feature of your word processor? If you have, did you find it easy-to-use?

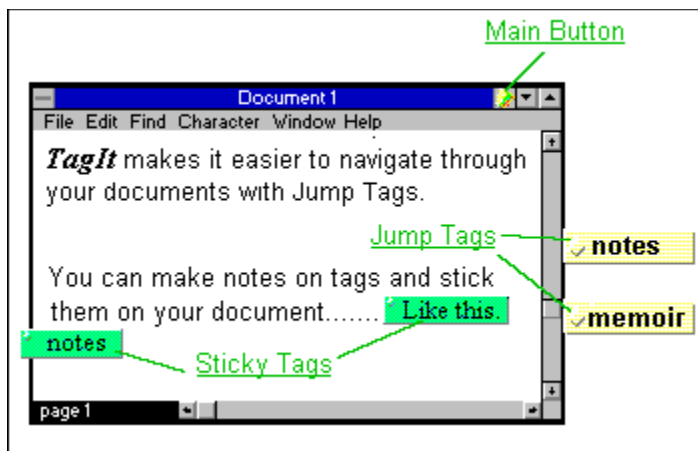
Run *TagIt*, and you can:

**Jump back** instantly to previous views by pressing Ctrl + Up arrow hot key. See View History.

**Mark** current scroll position by creating a tag and jump back to the position later.

**Make notes** on tags that stick to windows.

Tags belong to windows or to the desktop. When a window is an application window that represents a file, tags belonging to the window also belong to the file, that is, they will come back when you load the file again. (See Files and Windows.)




See Also: Creating a New Tag Making Notes on Tags

## Files and Windows

**TagIt** identifies files displayed in application windows and tracks tags that belong to a window after the window is gone. For example, if you load a text file by Notepad, **TagIt** notes that the file is related to the Notepad window, and associates with the file all tags belonging to the window. This means even though these tags go away when you exit the Notepad, they will come back when you load the file again.

In order this feature to work, **TagIt** must be running when the file is loaded and saved. So adding **TagIt** to startup group of Program Manager is *strongly* recommended.

Though **TagIt** identifies most files, it is not perfect. When Main Button looks like , some file is associated with the window. When it looks like

, no file is associated. To ensure that the correct file is associated, select **This Window** in the main menu. The Preferences About This Window Dialog Box will appear.

## Changing Tag Color

To change the color of a tag:

1. Select **Styles** from the Action Menu of the tag. A pop-up menu should appear.
2. Select **Preferences** from the pop-up menu. The Tag Preferences Dialog Box appears.
3. Press the **Tag Color** button.
4. Choose a color with the standard color dialog.

### **Tip**



## Changing Tag Font

To change the font:

1. Select **Styles** from Action Menu of the tag. A pop-up menu should appear.
2. Select **Preferences** from the pop-up menu. The Tag Preferences Dialog Box appears.
3. In the **Parts** list box, select **note**. If there are more than one **note** item, each corresponds to a note area the tag contains. As you select one item, the frame shown on the indicates which note area the options displayed are about.
4. Press the **Choose Font** button.
5. Choose a font with the standard font dialog.

### **Tip**

After changing font or color, you can save the style of the tag so that you can create tags with the color or font readily. See Saving Tag Styles.

## Preferences About This Window Dialog Box

### To display the dialog:

Select **This Window** in the TagIt Main Menu.

### Overview

This dialog box is for configuring features that relate to the application window the Main Menu is on.

**Window:** This identifies the window.

**Displaying:** Here is shown the file that *TagIt* has associated with the window. If no file has been identified, <Unknown> is displayed.

**Change:** If you find that the file associated with the window is wrong, or that *TagIt* has failed to identify the file, specify the correct file by pushing this button.

**Scroll bar:** Configures the Range Adjustment Mode for scroll bars. Select **Vertical Scroll Bar** or **Horizontal Scroll Bar** to configure.

## Range Adjustment Mode

*TagIt* adjusts recorded scroll positions when the range of the scroll bar changes. There are three modes of adjusting:

**None:** No adjustment is made.

**Proportional:** Stretches proportionally.

**As Document:** Assumes that the amount of the change has been inserted at the current position.

## Run *TagIt* at startup!

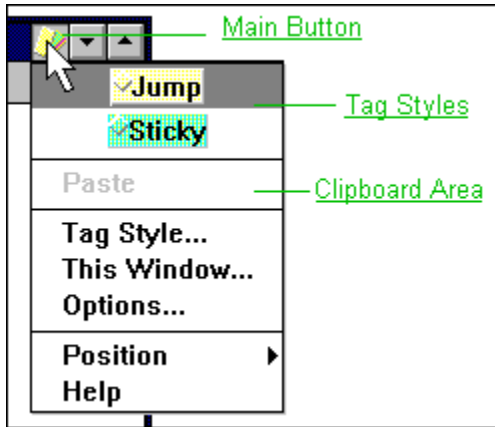
Run *TagIt* at Windows startup! (If you used the setup program to install *TagIt*, this should have been already done. If you did not use the setup, you can do it by adding *TagIt* to the startup group of Program Manager.) This is *strongly* recommended because *TagIt* cannot relate files with windows if the files have been loaded before it is run.

This is the default hot key. See also: [TagIt Global Preferences Dialog Box](#).

## **Sticky Tags**

You can make notes on a tag and stick it on windows.

## TagIt Main Menu



This menu appears when the Main Button is pressed.



## Main Button Position

You can change the position where the main button appears.

From the main menu, select **Position**. A pop-up menu appears.

**Upper Left:** Displays the main button at the upper-left corner of the window.

**Upper Right:** Displays the main button at the upper-right corner of the window.

**Move:** You can adjust the position relative to the corner you have chosen (upper-left or upper-right). To do this, select this item and drag the button.

## Main Button



Pressing this button invokes the [Main Menu](#).  
See Also: [Main Button Position](#)

## Where these tags go when the window is gone?

When you destroy a window, tags that belong to the window vanish, too. If the window has been associated with a file, the tags are saved and will come back when you load the file again.

Desktop tags remain there as long as *TagIt* is running. They are saved when *TagIt* exits, and loaded again at the next startup.

## Creating a New Tag

### To stick onto a window:

1. Make the window active by, for example, clicking the title bar. You should find the Main Button on the window.
2. Press the Main Button. The TagIt Main Menu displaying available tag styles appears.
3. Select one style from the pop-up menu.
4. A new tag of the selected style appears.

**Note:** The tag created this way belongs to the window.

### To stick onto the desktop:

1. Click on the TagIt icon. A pop-up menu displaying available tag styles appears.
2. Select one style from the pop-up menu.
3. A new tag of the selected style appears.

To tear off a tag from a window to stick onto the desktop, Select **EditTear off** from the Action Menu.

To make a desktop tag stick to a window, use the clipboard.

See Also: Where these tags go when the window is gone?

## Making Notes on Tags

To make notes on a tag:

1. Double-click on the tag (more precisely, on a Note Area of the tag)

*or*

1. Select **Notes** from the Action Menu of the tag.

2. A caret appears and you can edit texts.

3. To finish editing, either hit the **Esc** key or click anywhere outside the tag.

## Changing Hot Keys

You can change hot keys with TagIt Global Preferences Dialog Box.

## View History

View history is unique and the most easy-to-use feature of *TagIt*. It records application views you viewed in the back ground. You can jump back to recorded previous views of applications by pushing Ctrl + Up arrow hot key.

For example, suppose you are editing a document and you want to look up some other part of the document. You may look for the part by, say, scrolling with scroll bar. After looking up, you need to return to the part to resume editing. Usually, you go back to the part again with scroll bar. With *TagIt*, you only need to push Ctrl + Up arrow key. The view will be back instantly.

## Hot Keys

There are three functions that are invoked by hot keys.

**Put Primary Tag:** Create a tag of the first tag style on the list of available tag styles. Ctrl + Tab key.

**Go Back:** Change the view to the last one in the view history. Ctrl + Up arrow key.

**Go Forward:** After using Go Back, you can go forward to the original view with this hot key. Ctrl + Down arrow key.

You can change hot keys with TagIt Global Preferences Dialog Box.



## Global Preferences Dialog Box

### To display the dialog:

Select **Options...** from the TagIt Main Menu.

### HotKeys

**To:** Select a function that is assigned to the hot key.

**Key:** Select a key in the drop-down list box and check **Ctrl+**, **Alt+**, and **Shift+** to specify the hot key.

**History** Configuration of view history feature.

**Record Limit:** Number of views that can be recorded.

**Minimum Time:** A view is recorded if it lasts for this minimum time. With this time longer, you can have *TagIt* record only those important views that you spent long time viewing it.

**Eliminate Identical Views:** Check this to eliminate identical views in the view history.

## Note Area

A tag can have one or more note areas. A note area is a kind of [tag part](#) that displays texts. Simple tags have only one note area that covers most of the tag.

Each note area has properties such as font, font color, and sizing mode. It can also be single- or multi-lined. These options can be changed in [Note Options](#) of [Tag Preferences Dialog Box](#).

See Also: [Tag Style](#)

## Tag Styles

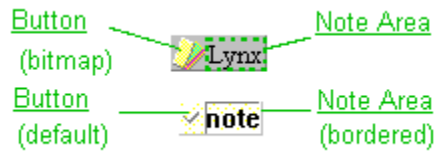
Tag style is a set of properties of a tag such as its color. It includes options about sizing, positioning, and hiding of the tag, as well as information about which parts it has. You can change tag styles with Tag Preferences Dialog Box.

**TagIt** maintains a list of tag styles. When creating a new tag, you select a style from the list that is displayed in the TagIt Main Menu. You can edit the list with Tag Styles Dialog Box.

You can also save the style of a tag.

## Tag Parts

Each tag may have one or more buttons, note areas, and scroll position markers. These are called tag parts. You can configure which parts a tag (or a tag style) should have with Tag Preferences Dialog Box.



## Scroll Position markers

Tags with this tag part can record and reproduce scroll positions. (See Jump Tags). There are two kinds: VSB markers and HSB markers.

## Action Menu

An action menu for a tag appears either

1. when you click the secondary (right) button of the mouse when the cursor is on the tag,

*or*

2. when you click the primary (left) button of the mouse when the cursor is on any buttons on the tag,

See Also: [Action Menu Items](#)

Each tag belongs either to a window or to the desktop. Tags that belong to a window move along with the window. See also: [Where these tags go when the window is gone?](#)

## Which Button?

Note, when *TagIt* takes an action to a bitmap, it needs to know which bitmap you mean. When you invoke the action menu by clicking a button, it knows. By this reason, when you produce an action menu by clicking the mouse right button when the cursor is not on any button, there does not appear the **Bitmap** item.



## Action Menu Items

The action menu of a tag has some of the following items according to which parts the tag has.

**Notes:** Select this to edit texts in the note area of the tag. (See Making Notes on Tags.)

**Jump to:** Invokes a jump to a scroll position the tag remembers.

**Re-Tag:** Records the current scroll position.

**Bitmap:** Invokes a pop-up menu that controls bitmap function. Which Button?

**Delete:** Deletes the tag.

### Edit

**Tear Off:** If the tag belongs to a window, this makes it leave the window and stick to the desktop.

**Cut:** Cuts the tag onto the clipboard.

**Copy:** Copy the tag onto the clipboard.

### Style

**Save to List:** Saves the style of the tag to the tag style list.

**Preferences:** Invokes the Tag Preferences Dialog Box for configuring options about the tag.

## Saving Tag Styles

You can save the style of a tag to the current list of available tag styles so that you can create tags of the style later.

To save the style of a tag:

1. Select **Style** from the Action Menu of the tag. A pop-up menu appears.
2. Select **Save to List** from the pop-up menu.

See Also [Tag Styles Dialog Box](#)

## Tag Preferences Dialog Box

### To display the dialog:

1. Select **Styles** from the Action Menu of the tag. A pop-up menu should appear.
2. Select **Preferences** from the pop-up menu.

### Overview

You can change various properties of a tag with this dialog box. On upper half of the dialog box, the tag is displayed. A moveable frame representing the part selected in the **Parts** list box appears on the displayed tag. You can move and size the part by dragging this frame.

**Parts:** Tag parts that belong to the tag are listed in this list box. Select one to choose options about the part.

**Details:** Options about the selected part appear here.

**Remove:** Select a tag part in the **Parts** list box and click this button to remove the part.

**Available:** This list box contains available tag parts that can be added to the tag.

**Add:** Select a tag part in **Available** list box and click this button to add the part to the tag.

**Save:** Click this button to save the style of the tag to the current list of available tag styles.

### Tag Parts

**Tag** General options about the tag.

**Button** Options about buttons and bitmaps.

**Note** Options about note area.

**VSB marker**

**HSB marker**

## **VSB Marker**

A tag with this part can record a scroll position of a vertical scroll bar.

## HSB Marker

A tag with this part can record a scroll position of a horizontal scroll bar.

## Tag Options

Tag Options are displayed in **Details** box on the Tag Preferences Dialog Box when **Tag** is selected in **Parts** list box.

**Tag Color:** Click this to change the color of the tag.

### Size

**Manual:** Makes the tag manually resizable. You can size the tag by dragging its edges.

**Auto:** When this is selected, the tag is automatically sized to contain all parts.

**Dual Size:** Check this to put the tag into dual size mode.

**Flip:** Push this button to flip between two sizes when the tag is in dual size mode.

### Position

**Stick:** The tag sticks to the window.

**Scroll Bar:** The tag places itself so that it represents the scroll position it has recorded.

### Show

**Only when Active:** The tag appears only when the window it belongs to is active.

**When Near:** The tag appears only when the scroll position is near the one it has recorded.

## Dual Size Mode

When a tag is in dual size mode, it remembers its two sizes. You can flip between the sizes by clicking the size button that appears at the upper-right corner of the tag. The sizing options (**Manual** or **Auto**) can be selected separately for each size.

See Also: [Tag Preferences Dialog Box](#) [Tag Options](#)

## Bitmaps

Tags that have buttons can hold bitmaps. Which Button?

### To load a .BMP file:

1. Select **Bitmap** from the action menu of the tag. A pop-up menu appears.
2. Select **Load** from the pop-up menu. A dialog box appears.
3. Specify a **.BMP** file with the standard file dialog.

### To paste a bitmap from the clipboard:

1. Select **Bitmap** from the action menu of the tag. A pop-up menu appears.
2. Select **Paste** from the pop-up menu.

### To copy a bitmap on a tag onto the clipboard:

1. Select **Bitmap** from the action menu of the tag. A pop-up menu appears.
2. Select **Copy** from the pop-up menu.



## Buttons

Button is a kind of tag part. There are two kinds of button:

**Default:** The one you can find at the upper-left corner of the default tags. When clicked, the action menu of the tag appears.

**Bitmap:** Holds a bitmap.

Options about a button can be changed in Button Options in Tag Preferences Dialog Box.

## Button Options

Button Options are displayed in **details** box on the [Tag Preferences Dialog Box](#) when **Button** is selected in **Parts** list box.

**Default:** Makes the [button](#) a default clickable button.

**BitMap:** Makes the button display a [bitmap](#).

**Fixed Size:** When the **BitMap** check box is checked, this option makes the bitmap fixed-sized, regardless of the real size of the bitmap. Otherwise, the bitmap sizes itself according to the real size.

**Load Bitmap** When the button is a bitmap button, click this to load **.bmp** file.

## Note Options

Note Options are displayed in **details** box on the Tag Preferences Dialog Box when **Note** is selected in **Parts** list box.

### Font

**Choose Font:** Click this button to choose a font for the note area.

**Font Color:** Click this button to choose the color of the font.

**Border:** Makes the note area bordered.

**Multi Line:** Makes the note area multi-lined.

**Fixed Size:** If this option is checked, the note area has a fixed size that you can change by dragging the frame that appears on the tag displayed in the upper half of the dialog. Otherwise, the note area sizes itself so that it can contain all the text.

## Recording Scroll Position

A tag can record a scroll position and reproduce the position afterward (jump).

### To record with a new tag:

Create a new tag of a style that has VSB marker and/or HSB marker (for example, the default tag named Jump). The new tag will remember the current position of the scroll bar, and you can jump back to the position later.

### To change the recorded scroll position of a tag:

Select **Re-Tag** from the action menu of the tag.

## Clipboard Area

The tag on the [clipboard](#) is displayed here. Select this item to create a copy of the tag.

## Clipboard

You can save a tag onto the clipboard just as you save texts or bitmaps.

### To save a tag to clipboard:

1. Select **Edit** from the action menu of the tag. A pop-up menu appears.
2. Select **Copy** or **Cut** from the pop-up menu.

### To paste a tag from clipboard:

Select the clipboard area from TagIt Main Menu.

## Tag Styles Dialog Box

### To display the dialog:

Select **Tag Style...** from the TagIt Main Menu.

### Overview

On the left, a list box contains available tag styles. This dialog box is for editing this list.

**Edit...** Select a style from the list and click this button. The Tag Preferences Dialog Box appears and you can modify the style.

**New** Creates a new style that you can edit to design your own tag style.

**Delete** Deletes the selected style.

**Move Up** Click this to move the selected style up.

**Move Down** Click this to move the selected style down.

## When you register...

You will receive:

1. The current registered version of *TagIt*. The registered version is **Upgrade Proof**: registered user will be able to install newer shareware version of TagIt and consider your new version registered. The new shareware version will eliminate any registration screens. This feature will work for all new shareware versions at least up until the next major release.
2. A printed, bound Users Guide.
3. Technical support via CompuServe or paper mail.



## Registration Information

This product is not free. It is offered on a Shareware basis. You have a temporary license to use this product for thirty days to evaluate its usefulness to you. If you wish to keep using it you must register it. When you register, you will receive an updated registered version and a printed manual.

You can register by phone or Compuserve mail or paper mail if you have Visa, Discover, Master Card, or American Express card. Contact Elimina Technology at the Compuserve id below for site licenses or other payment arrangements, or paying methods other than by credit card.

**To register TagIt**, select **About TagIt** from the icon menu and press **Registration Form** button. A registration form will appear. Read instructions that follow the registration form.

Please note that Elimina Technology can **not** be reached through the ordering phone mentioned above. *Any questions about the status of the shipment of the order, registration options, product details, technical support, volume discounts, dealer pricing, site licenses, etc., must be directed to:*

Elimina Technology  
89-1-205, Minami-Nishiura,  
Tanaka, Kyoto 606, Japan  
Compuserve ID 73610,2750

## What is Shareware?

Shareware is a method of distributing software, not a kind of software.

Shareware distribution gives users a chance to try software before buying it. If you try a Shareware program and continue using it, you are required to register.

Copyright laws apply to both Shareware and commercial software, and the copyright holder retains all rights. Shareware authors are accomplished programmers, just like commercial authors, and the programs are of comparable quality. (In both cases, there are good programs and bad ones!) The main difference is in the method of distribution. The author specifically grants the right to copy and distribute the software, either to all and sundry or to a specific group.

Thank you for trying *TagIt*. We trust you.

## **Jumping to recorded scroll position**

To jump to a recorded scroll position, just click on the tag that remembers the scroll position.

See Also: [Jump Tags](#)



