

Stickies! Version 3.0

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Active Set

Your active set is that set of notes that is on your Windows desktop when Stickies! is running. This includes notes that are minimized (they appear as icons) or hidden.

The notes in your active set are automatically saved when you shut down Stickies! or Windows, and they are automatically restored to your desktop when you run Stickies! again. If you need or want to make sure your notes are saved to disk, but you want Stickies! to remain active, you can use the Ctrl-W shortcut key. You can also tell Stickies! to automatically save your active set at a specified interval.

You can have up to 10 unique, named sets of notes, which you can switch between using the Set Manager.

See also

- [Arrange Notes Menu](#)
- [Automatically Save Active Set](#)
- [Create a Note](#)
- [Overview of Note Sets](#)
- [Manage Notes Menu](#)
- [Printing](#)
- [Set Manager](#)

Capacities and Limitations

All programs have limits. Here are Stickies!'s:

Maximum characters per note:	30,000
Maximum number of active notes:	30
Maximum number of file cabinets:	20
Maximum number of folders per cabinet:	50
Maximum number of notes in a file folder:	1,000
Maximum notes in an export file:	1,000
Maximum title size for a note:	40 characters
Maximum length for user or group name:	40 characters
Maximum length for link description:	60 characters
Maximum length for a cabinet description:	60 characters
Maximum length for a folder description:	60 characters
Maximum number of linked files per note:	10
Minimum display font for a note:	1 point
Maximum display font for a note:	36 points
Maximum number of styles	25
Maximum number of note sets	10

See also

[Naming Conventions](#)

Editing Notes

Editing the text in notes is very similar to editing in Windows in general, and experienced Windows users should feel right at home.

The text you enter is inserted at the caret, and you can delete individual characters with the Delete or Backspace keys. Your text will automatically word wrap to fit the current width of the note, and will reformat if you change your note's width. If your text requires more lines than can be displayed in the note at once, you can scroll with the Page Up, Page Down, and cursor keys to see all your text, or you can turn on a scroll bar by using the [Ctrl-L shortcut key](#), by double clicking on the note's caption bar with the right mouse button, or by setting the scroll bar checkbox on the note's [configuration dialog](#).

The standard Windows cut, copy, and paste operations using the Windows clipboard work with your note text, so you can clip text from a note and paste it into another program, or vice versa.

See also

- [Configuring Notes](#)
- [Cut, Copy, and Paste Operations](#)
- [Mouse and Keyboard Shortcuts](#)
- [Set Note Options](#)
- [Scroll Bars](#)

Evaluation vs. Enhanced Version

There are three differences between the evaluation/unregistered and enhanced/registered versions of Stickies!:

1. The evaluation version has a registration reminder note that will appear every time you run Stickies!, beginning 10 days after you install it.
2. The enhanced/registered version adds the quote of the day and today in history note features.
3. The enhanced/registered version includes a [sound configurator](#) that you can use to individually turn Stickies! sounds on or off, and even make them play one of your own WAV files instead of using the built-in Stickies! sounds.

All other aspects of Stickies!, including all specifications, are the same for both versions.

See also

[Sound Configurator](#)
[The Stickies! Quote Compiler](#)
[Registration Information](#)
[Technical Support](#)

Export Files and Bundles

Stickies! has two ways of saving your files to disk that assist you in sharing them with other Stickies! users.

Export files store the note text plus all configuration options for up to 1,000 notes in a single file. When you import an export file into Stickies!, all the characteristics of the each note are used, and the note is restored just as it existed when you exported it. Export files have a file extension of STN by default, but you can name them anything you wish.

Bundles, which have a file extension of STB by default, are similar to export files, but they contain only a single note's text and settings, plus copies of all the note's linked documents. Bundling is a powerful tool for sending your notes and all the documents for a project to another user in a single package that Stickies! will unbundle when the file is imported. You can also e-mail a bundle directly to another user if you are running Microsoft Mail.

See also

- [Bundle this Note](#)
- [Default Note Feature](#)
- [Function Key Configurator](#)
- [Importing, Exporting, and Mailing Notes](#)
- [Linking Documents to Notes](#)

Overview of the File Cabinet Facility

The Stickies! file cabinet facility provides you with flexible, long-term storage for notes. You can have up to 20 file cabinets, each with up to 50 folders, each of those with up to 1,000 notes, for a total capacity of 1,000,000 notes. Notes stored in the file cabinet facility retain all their settings and data, but their alarms are not be active.

To access your file cabinets, hit the Ctrl-O shortcut key when any note is active, or select the **File Cabinet** item from any note's **Manage Notes menu**, or double click on the file cabinet icon or choose **File Cabinet** from the file cabinet icon's menu. Any of these actions will open the cabinet and folder management dialog. From this dialog you can perform various cabinet and folder maintenance tasks, such as creating, renaming, or deleting cabinet and folders, or you can open the folder browser dialog to work with the notes in a specific folder.

See also

- [Cabinet and Folder Management Dialog](#)
- [File Cabinet Facility](#)
- [File Cabinet Icon](#)
- [Folder Browser Dialog](#)
- [Manage Notes Menu](#)
- [Quick Close File Cabinet](#)

Notes

Notes are the most important part of Stickies!. They are small windows that can be moved about on your screen as you wish, and they are where you store your text.

You can use notes as reminders for meetings and special events, as place holders for information you need occasionally (such as phone numbers), or as repositories for any information that you can't find a good place for on your system, but you'd like to be able to locate quickly.

You can configure each note's color and font settings, and you can set alarms on individual notes, and optionally set each note to expire on a given date and file itself in the file cabinet.

The Stickies! [file cabinet facility](#) can store up to 1,000,000 notes in various file cabinets and folders, and it provides you with a handy way of organizing your notes.

By [linking](#) other documents to your notes, you can create launch buttons that will allow you to open one or several programs with your documents with just a mouse click. You can also run all links on a note with a [single keystroke](#), select one or more links on a note to run when that note's [alarm](#) goes off, or tell Stickies! to automatically [run a note's links](#) as soon as Stickies! itself is run.

See also

[Arrange Notes Menu](#)

[Autoexec Notes](#)

[Capacities and Limitations](#)

[Configuring Notes](#)

[Create a Note](#)

[Function Key Configurator](#)

[Linking Documents to Notes](#)

[Manage Notes Menu](#)

[Mouse and Keyboard Shortcuts](#)

[Overview of Note Sets](#)

[Overview of the File Cabinet Facility](#)

Configuring Notes

The configuration options for Stickies! follow a simple model: You can set options, such as the text and background color and display font, for each note individually, and you can also change the default settings for the same options, which new notes inherit when they are created. Once a note is created, changes to the default settings will not affect it.

All note configuration options are on the dialog you open by selecting **Set Note Options** on a note's menu (you can also use the Ctrl-S shortcut key or click on the note with the right mouse button). Setting options on this dialog will affect only that note. Selecting **Set Note Defaults** from the main program menu will allow you to set the default options that are used for all new notes.

You can create named styles that contain all the options on the note and default configuration dialogs, and use them to quickly set up new notes.

See also

[Overview of Styles](#)

[Set Note Defaults](#)

[Set Note Options](#)

Alarms

To change alarm settings for your notes, you must open a configuration dialog. To set an individual note's alarm settings, select **Set Note Options** from that [note's menu](#); to set the default alarm settings that all new notes will inherit, choose **Set Note Defaults** from the [main program's menu](#).

To set a note's alarm, go to that note's configuration screen, check the box that enables the alarm, and enter the date and time you want the alarm to go off, how many minutes early the alarm should sound, how often it should repeat, and whether it should be a daily alarm or make sound.

If Stickies! is running and the note is in the currently active set when the alarm time arrives, the note will pop to the top of your active windows and optionally sound the system's speaker or play a sound effect. If you have the alarm sound feature enabled but have turned off the main Stickies! sound option, the alarm will still make noise (the kind of noise it makes depends on whether your system has just the PC's built-in speaker or a sound driver installed).

If your note has one or more links, you can [configure each link](#) individually to run a program and load your linked document when the alarm sounds.

You can make an alarm repeat, like the snooze feature on an alarm clock, by entering a time in the "repeat every n minutes" box. You can also make an alarm sound at the same time every day by selecting the **Daily** checkbox.

When a note that has no repeating time and is not a daily alarm sounds, the alarm's date and time setting is preserved, but the alarm checkbox is turned off, preventing the alarm from going off again until you re-enable it.

If Stickies! is not running when the alarm time and date arrives, then Stickies! will sound the alarm the next time you run the program.

You can also tell Stickies! to cancel a running screen saver when a note's alarm sounds, via a setting on the [Global Options Dialog](#).

See also

- [Configuring Notes](#)
- [Global Options Dialog](#)
- [Link Configuration Dialog](#)
- [Linking Documents to Notes](#)
- [Set Note Defaults](#)
- [Set Note Options](#)

Always on Top Option

You can select this item from a note's **Arrange Notes** [menu](#) to force the note to stay on top of all other windows. This feature can be a handy way to keep some piece of information available as you work on a document in a full-screen window.

Choosing this option makes the note stay on top, and it places a check mark next to the option in the menu. Choosing the option again makes the note a normal window and removes the check mark.

All new notes have this option turned off when they are created.

Stickies! will preserve the always on top setting for each note and use it the next time you run the program.

See also

[Arrange Notes Menu](#)

[Configuring Notes](#)

[Function Key Configurator](#)

[Menu Types](#)

[Set Note Defaults](#)

[Set Note Options](#)

Autoexec Notes

This option controls whether a note will automatically run all its links when Stickies! first starts up. This feature applies only to notes in the active set.

To change the autoexec setting for your notes, you must open a configuration dialog. To change an individual note's autoexec setting, select **Set Note Options** from that [note's menu](#); to set the default autoexec setting that all new notes will inherit, choose **Set Note Defaults** from the [main program's menu](#).

Once the configuration dialog is displayed, you can set or clear the checkbox labeled **Run this note's links on Stickies! startup**.

See also

[Active Set](#)

[Configuring Notes](#)

[Linking Documents to Notes](#)

[Set Note Defaults](#)

[Set Note Options](#)

Color Settings

To change color settings for your notes, you must open a configuration dialog. To set an individual note's colors, select **Set Note Options** from that [note's menu](#); to set the default note colors that all new notes will inherit, choose **Set Note Defaults** from the [main program's menu](#).

Once the configuration dialog is displayed, you can change the text and background color settings by choosing color swatches in the **Text** and **Background** boxes with your mouse. The sample text box will change to reflect your selections as you make them.

Once you have configured the colors, you can select the **OK** button to use your selections. If you select **Cancel**, your changes will be discarded.

See also

[Configuring Notes](#)

[Set Note Defaults](#)

[Set Note Options](#)

Expiration Date

To change expiration date settings for your notes, you must open a configuration dialog. To set an individual note's expiration settings, select **Set Note Options** from that [note's menu](#); to set the default note expiration settings that all new notes will inherit, choose **Set Note Defaults** from the [main program's menu](#).

Automatic expiration dates help you manage notes that have short life spans, such as reminders for appointments or meetings. By setting a note's expiration date for the day after the event, you can guarantee that the note will be there for the day of your appointment. Stickies! will ask you, beginning on the day after a note expires, how you want to handle it.

You set the expiration date on the configuration dialog by checking the **Expires** checkbox and then typing in the month, day, and 4-digit year. Stickies! will check to make sure that the date you entered is valid, and that it hasn't already passed.

Stickies! will only check for expired notes when it is first started, not when you switch between note sets.

See also

- [Configuring Notes](#)
- [Expired Note Processing](#)
- [Overview of Note Sets](#)
- [Overview of the File Cabinet Facility](#)
- [Set Note Defaults](#)
- [Set Note Options](#)

Font Setting

To change the fonts for your notes, you must open a configuration dialog. To set an individual note's font, select **Set Note Options** from that [note's menu](#); to set the default note font that all new notes will inherit, choose **Set Note Defaults** from the [main program's menu](#).

To change a font setting, select the **Fonts** button on the configuration dialog and then select the font and characteristics from the font selector dialog that appears, and select **OK**.

When you select a new font and return to the configuration dialog, the sample text box will display your new font in your configured colors. You can choose any display font on your system, in any size from 1 to 36 points.

See also

[Configuring Notes](#)

[Set Note Defaults](#)

[Set Note Options](#)

Note Title, User and Work Group Names

To change the note's title, or the user and work group names for your notes, you must open a configuration dialog. To set these values for a single note, select **Set Note Options** from that [note's menu](#); to set default values for these items that all new notes will inherit, choose **Set Note Defaults** from the [main program's menu](#).

You can change the note's title, user name, or work group name by simply typing new values into the fields for these values on the configuration dialog.

You can have a note with no title, although it will be given a title of "[no title]" if it is filed in the file cabinet.

If you have a blank default note title, Stickies! will prompt you for a note title whenever you create a new note.

You can also have blank settings for your name or your work group's name, but if your name is blank in the default settings, then Stickies! will prompt you for your name and your work group's name every time it is run.

See also

[Configuring Notes](#)

[Set Note Defaults](#)

[Set Note Options](#)

Scroll Bars

You can turn a scroll bar on or off for one note or for all new notes by toggling the scroll bar checkbox on the appropriate configuration dialog.

To set this feature for a single note, select **Set Note Options** from that [note's menu](#); to set the default value all new notes, choose **Set Note Defaults** from the [main program's menu](#).

You can also turn a scroll bar on or off for an individual note by using the [Ctrl-L shortcut key](#), or by double clicking on the note's title with the right mouse button.

See also

[Configuring Notes](#)

[Mouse and Keyboard Shortcuts](#)

[Set Note Defaults](#)

[Set Note Options](#)

Drag and Drop Operations

If you have a mouse, you can use Windows' drag and drop feature to speed up some Stickies! operations.

You can drag files from the Windows File Manager, for example, and import them into your [active set](#) or the [file cabinet](#), or you can link up to 10 document files to a note, which allows you to launch the document's associated program and load the document with a mouse click.

See also

[Active Set](#)

[Dragging Notes into the Active Set](#)

[Dragging Notes into a File Folder](#)

[Overview of the File Cabinet Facility](#)

[Linking Documents to Notes](#)

Dragging Notes into the Active Set

You can import notes into your active set by dragging and dropping files onto the main Stickies! icon.

As with importing files via the **Import Notes** option on the **Manage Notes** menu, Stickies! will convert text files to individual notes, and will restore all notes in Stickies! export files and bundles, and will return the document files in bundles to their original places on your system.

Stickies! will convert binary DOS files (such as programs) into notes, translating all null characters (hex 00) into blanks in the process. This translation process will not change your original file on disk or affect it in any way.

If you attempt to import more notes than will fit in your active set, Stickies! will give you the option of importing just those notes that will fit or abandoning the operation entirely.

See also

[Active Set](#)

[Dragging Notes into a File Folder](#)

[Export Files and Bundles](#)

[Importing, Exporting, and Mailing](#)

[Manage Notes Menu](#)

[Secrets of the Stickies! Masters](#)

Dragging Notes into a File Folder

You can import notes into a file folder by dragging and dropping files onto the folder browser dialog.

As with importing files via the **Import** button on the folder browser dialog, Stickies! will convert text files to individual notes, and will restore all notes in Stickies! export files. Bundled notes will be added to your folder, but any bundled documents they contain will not be restored to your system. If you want to restore the bundled documents you should import the bundle to your active set.

Stickies! will convert binary DOS files (such as programs) into notes, translating all null characters (hex 00) into blanks in the process. This translation process will not change your original file on disk or affect it in any way.

If you attempt to import more notes than will fit in your folder, Stickies! will give you the option of importing just those notes that will fit or abandoning the operation entirely.

See also

[Dragging Notes into the Active Set](#)
[Export Files and Bundles](#)
[File Cabinet Facility](#)
[Folder Browser Dialog](#)
[Importing, Exporting, and Mailing](#)

File Cabinet Facility

[Overview of the File Cabinet Facility](#)

File Cabinet Dialogs and Icon

[Cabinet and Folder Management Dialog](#)

[File Cabinet Icon](#)

[Folder Browser Dialog](#)

File Cabinet Operations

[Checking out and Copying Filed Notes](#)

[Deleting Filed Notes](#)

[Filing Notes](#)

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[Searching Notes](#)

Cabinet and Folder Management Dialog

You can open the cabinet and folder management dialog with the [Ctrl-O shortcut key](#) or the **File Cabinet** option on any note's or the main program's **Manage Notes** menu, or by double clicking on the file cabinet icon or selecting **File Cabinet** from the [file cabinet icon's menu](#).

You use this dialog to manage your file cabinets and file folders. The top list on the dialog contains the descriptions of your file cabinets, while the bottom list contains the descriptions of the file folders that are in the currently highlighted cabinet in the top list. As you select different cabinets in the top list, the bottom list will change. Similarly, as you select different folders in the lower box, the number of notes in that folder will be shown just above the bottom list box.

In general, you use this dialog by selecting a cabinet and/or folder from the lists and then choosing the button for the operation you want to perform on the selected item. If you double click on a folder name, Stickies! will open the [folder browser](#) and display that folder.

To access individual notes, you select the cabinet and folder that contains the notes, and then choose the **Show** button. Stickies! will then display the [folder browser dialog](#) that shows you the notes in that folder and allows you to add, delete, check out, or copy individual notes.

Cabinet Operations

- [Create Cabinet](#)
- [Rename Cabinet](#)
- [Delete Cabinet](#)

Folder Operations

- [Create Folder](#)
- [Rename Folder](#)
- [Delete Folder](#)
- [Move Folder](#)
- [Export Folder](#)

See also

- [File Cabinet Icon](#)
- [Folder Browser Dialog](#)
- [Manage Notes Menu](#)

Create Cabinet

To create a new file cabinet, open the [cabinet and folder management dialog](#) and select the **Create Cabinet** button. Stickies! will prompt you for the description you wish to use for the new cabinet and then create it.

See also

[Cabinet and Folder Management Dialog](#)
[Overview of the File Cabinet Facility](#)

Rename Cabinet

To rename a file cabinet, [open the cabinet and folder management dialog](#), select the cabinet you wish to rename from the top list, and select the **Rename Cabinet** button. Stickies! will ask you to enter the cabinet's new name and then apply it to the cabinet.

See also

[Cabinet and Folder Management Dialog](#)
[Overview of the File Cabinet Facility](#)

Delete Cabinet

To delete a file cabinet, open the [cabinet and folder management dialog](#), select the cabinet in the top list that you wish to delete, and select the **Delete Cabinet** button. Stickies! will ask you to confirm that you want to delete the cabinet. If you tell Stickies! to continue with the delete operation, it will delete the cabinet and all the folders and notes it contains.

See also

[Cabinet and Folder Management Dialog](#)
[Overview of the File Cabinet Facility](#)

Create Folder

To create a new file folder, open the [cabinet and folder management dialog](#), select the cabinet in the top list that is to contain the new folder, then select the **Create Folder** button. Stickies! will prompt you for the description you wish to use for the new folder, then create the folder in the selected cabinet.

See also

[Cabinet and Folder Management Dialog](#)
[Overview of the File Cabinet Facility](#)

Rename Folder

To rename a file folder, open the [cabinet and folder management dialog](#), select the folder you wish to rename from the bottom list, and select the **Rename Folder** button. Stickies! will ask you to enter the folder's new name and then apply it to the folder.

See also

[Cabinet and Folder Management Dialog](#)
[Overview of the File Cabinet Facility](#)

Delete Folder

To delete a file folder, open the [cabinet and folder management dialog](#), select the folder in the bottom list that you wish to delete, and select the **Delete Folder** button. Stickies! will ask you to confirm that you want to delete the folder. If you tell Stickies! to continue with the delete operation, it will delete the folder and all the notes it contains.

See also

[Cabinet and Folder Management Dialog](#)
[Overview of the File Cabinet Facility](#)

Move Folder

To move a folder from one file cabinet to another, open the [cabinet and folder management dialog](#), select the folder you wish to move in the bottom list, and select the **Move Folder** button. Stickies! will prompt you with a list of the available file cabinets, and then move the folder to the one you select.

See also

[Cabinet and Folder Management Dialog](#)
[Overview of the File Cabinet Facility](#)

Export Folder

To export a folder to a single Stickies! export file, open the [cabinet and folder management dialog](#), select the folder you wish to export from the bottom list, and select the **Export Folder** button. Stickies! will prompt you for the name of the export file and perform the export.

After the export operation is complete, the folder and all its notes will remain in the file cabinet, and the export file will contain a copy of the notes.

See also

[Cabinet and Folder Management Dialog
Importing, Exporting, and Mailing Notes](#)
[Overview of the File Cabinet Facility](#)

Checking Out and Copying Filed Notes

To move notes from a file folder to your [active set](#), open the [folder browser dialog](#), select the notes you wish to copy or check out, and select either the **Checkout** or **Copy** button.

The **Checkout** button will delete the notes from the file folder and move them to your active set; the **Copy** button will leave the notes in the folder and create copies of them in your active set.

If you check out notes, they will remember the last cabinet and folder in which they were stored, and you will be able to refile any of them with the [Ctrl-Z shortcut key](#).

See also

[Active Set](#)

[Cabinet and Folder Manager Dialog](#)

[Folder Browser Dialog](#)

[Mouse and Keyboard Shortcuts](#)

[Refile this Note](#)

Deleting Filed Notes

To delete notes from the file cabinet facility, open the [folder browser dialog](#), select the notes you wish to delete, and select the **Delete** button. Stickies! will ask you to confirm that you want to delete the notes before it continues. Once the notes are deleted, there is no way to restore them.

See also

[Cabinet and Folder Manager Dialog](#)

[Folder Browser Dialog](#)

[Overview of the File Cabinet Facility](#)

Filing Notes

You can file an individual note or all your active notes in a single operation. To file one note, open that [note's menu](#), then choose **Manage Notes** and **File this note**. Stickies! will prompt you with a list of your file folders, and move the note from your active set into the folder you selected. You can also file a single note by using the [Ctrl-F shortcut key](#). To file all your active notes, open the [main Stickies! menu](#), select **Note Management** and **File all notes**, and each active note will be deleted and moved into the folder you select.

When you file all notes, hidden notes and those that may have alarms about to go off will be included. The hidden state of a note will be changed to "visible" when the note is filed, however.

If a note has previously been stored in your file cabinet, you can refile it with the [Ctrl-Z shortcut key](#) or the [Refile this Note](#) menu item.

See also

- [Cabinet and Folder Manager Dialog](#)
- [Folder Browser Dialog](#)
- [Folder Selection Dialog](#)
- [Manage Notes Menu](#)
- [Overview of the File Cabinet Facility](#)
- [Refile this Note](#)

Printing Filed Notes

To print notes directly from the file cabinet facility, open the [folder browser dialog](#), select the notes you want to print, and select the **Print** button. As with printing notes from either a note's or the [main program's menu](#), you'll be given a choice of the [level of detail](#) in the printout.

See also

- [Folder Browser Dialog](#)
- [Cabinet and Folder Manager Dialog](#)
- [Overview of the File Cabinet Facility](#)
- [Print Dialog](#)
- [Printing](#)

Searching a File Folder

To search the notes in a file folder, first use the [folder browser dialog](#) to display the folder you would like to search, then select the **Search** button. Stickies! will display a search dialog that you use to specify exactly how you want to search the notes in the selected folder.

You can optionally enter a set of dates to restrict the range of notes that will be searched, plus you can provide text that you want to search for.

If you provide an "after" date, then only notes created on or after that date will be examined. Similarly, if you provide a "before" date, then only notes created on or before that date will be checked. You can use an after date, a before date, both, or none for a search.

Each note that falls into the date range (if any) you provide will be checked for the text string, according to the check boxes you've selected for various parts of the note. You don't have to provide a text string for the search; you can enter just an "after" date to see all notes created after a particular day, for example, or you can use the "after" and "before" dates to see all dates in a given range.

Once you have entered your search criteria, you should select the **Search** button to begin the search operation.

If one or more notes matches your request, then Stickies! will show you just those notes in the folder browser. You can operate on these notes as you would any others in the file cabinet. You can also perform another search to further narrow your selection, or you can select the **Show All** button to display all the notes in the folder.

See also

[Folder Browser Dialog](#)

[Cabinet and Folder Manager Dialog](#)

[Overview of the File Cabinet Facility](#)

Folder Browser Dialog

You use this dialog to view and work with the individual notes in a single file folder. To open the folder browser, first open the [cabinet and folder management dialog](#), select the folder you want to work with, and then select the **Show** button.

The list box at the top of the folder browser contains the titles of the notes in the folder, and the bottom box shows you the contents of the note that is highlighted in the list box. You can select text from the bottom box and copy it directly to the Windows clipboard, using the standard Ctrl-Ins or Ctrl-C editing keys, and then paste the text it into an active Stickies! note, or into any other Windows program.

In general, you use this dialog by selecting one or more note titles from the list box and then choosing a key to perform some operation on those notes. If you double click on a note title, that note will be copied to your active set without your having to select the **Copy** button.

Options

- [Checkout](#)
- [Copy](#)
- [Delete](#)
- [Export](#)
- [Import](#)
- [Print](#)
- [Search](#)
- [Show All](#)

See also

- [Cabinet and Folder Manager Dialog](#)
- [Overview of the File Cabinet Facility](#)

Show All

The **Show All** button on the folder browser dialog is only enabled when that dialog is showing the results of a search operation. Selecting this button returns the folder browser dialog to its normal state, and displays all the notes in the folder, not just those that satisfied your search.

See also

[Folder Browser Dialog](#)

[Cabinet and Folder Manager Dialog](#)

[Overview of the File Cabinet Facility](#)

[Searching Notes](#)

Goodies Options

This item is on the [main program menu](#) only in the enhanced version. It displays the goodies configuration dialog, which allows you to set display options for the quote of the day and today in history notes, as well as turn sound on or off.

To change the settings for the quote or history notes, first select the radio button next to the **Quote** or **History** text sample box, and then make your color and/or font selections. You change the foreground or background color by clicking on the appropriate color swatch, and you use the **Fonts** button to open the font selection dialog. Your choices will be used to update the sample text on the configuration dialog.

You can also use the checkboxes to tell Stickies! whether the notes are to remain always on top of other windows.

You can disable the quote or history notes using the check boxes at the bottom of the dialog. If you disable either of these notes you can then delete the associated database file, STICKIES.QTE or STICKIES.TIH, from your disk. Similarly, you can turn off the tip of the day feature with the [Global Options Dialog](#) and delete the file STICKIES.TIP. If you turn off sound, Stickies! will still make sound when an alarm note goes off that has sound enabled.

Choosing **OK** closes this dialog and uses whatever changes you made; choosing **Cancel** closes the dialog but discards your changes.

See also

[Evaluation Version Sound](#)

[Global Options Dialog](#)

[Quote of the Day Note](#)

[The Stickies! Quote Compiler](#)

[Tip of the Day Note](#)

[Today in History Note](#)

Quote of the Day Note

This feature, which is only in the enhanced/registered version, randomly selects and displays a quote of the day when Stickies! is started. The database of quotes contains over 1,600 quotes collected over the years by the relentless quote scavengers at Looking Glass Technologies.

You can make Stickies! randomly select a new quote by double clicking on the caption of the quote note with your mouse. You can also program a shortcut function key to change the quote.

The quote of the day note is read-only. You can copy text from it to the Windows clipboard if you like, using the standard Windows editing keys, but you can't change the contents of the note.

See also

[Function Key Configurator](#)

[Goodies Options](#)

[The Stickies! Quote Compiler](#)

[Today in History Note](#)

Tip of the Day Note

This feature randomly selects and displays a tip of the day when Stickies! is started. The database contains dozens of tips that will (hopefully) help make Stickies! a more useful and more enjoyable addition to your Windows environment.

You can make Stickies! randomly select a new tip by double clicking on the caption of the tip note with your mouse.

You can turn off the tip of the day feature with a setting on the [Global Options Dialog](#).

The tip of the day note is read-only. You can copy text from it to the Windows clipboard if you like, using the standard Windows editing keys, but you can't change the contents of the note.

See also

[Global Options Dialog](#)

Today in History Note

This feature, which is only in the enhanced/registered version, randomly selects and displays a list of some of the things that happened in history on the current month and day.

The today in history note is read-only. You can copy text from it to the Windows clipboard if you like, using the standard Windows editing keys, but you can't change the contents of the note.

See also

[Goodies Options](#)

[Quote of the Day Note](#)

Hints and Tips

Stickies! has a number of subtle features that can make it easier and more enjoyable to work with.

Stickies! defines keyboard and mouse [shortcuts](#) for several common activities, such as printing, exporting, and mailing a note. In addition, you can configure the [function keys](#) to act as additional shortcut keys that will perform most Stickies! operations.

In addition to using the **Create a Note** option on the [main program menu](#), you can open a new note by double clicking on the caption bar of any Stickies! note or on the main program icon, or you can use the Ctrl-Shift-N hotkey.

You can turn a scroll bar on or off on a note by double clicking with the right mouse button on the note's caption bar or using the [Ctrl-L shortcut key](#).

If you have a cluttered Windows desktop, you can perform all the major Stickies! functions, such as shutting down the entire program, hiding all notes, and opening the file cabinet, from the [menu of any note](#). This saves you the trouble of digging through other windows or using the Windows Task Manager to get to the main Stickies! program icon.

If you have a note in the file cabinet facility and you want to copy some of its text to another Windows application, you don't have to activate that note. You can open the folder browser dialog, select the note, and then select and copy the text directly from the browser to the Windows clipboard, using the standard Windows copy keystrokes (Ctrl-Ins or Ctrl-C).

If you need to assemble notes from several different Stickies! users into a single export file, you can use a feature in the export function that lets you append to an existing file. To do this, have the first person export his or her notes, then give the export file to the next person on the list, who can append more notes and pass the file along to the next person on the list, etc.

If you want to drag and drop files from the Windows File Manager onto the Stickies! file cabinet, you can move the file cabinet dialog until it is mostly off the screen, freeing up screen space for the File Manager.

You can use Stickies! to open a series of documents with their programs. You can drag and drop the document files onto a Stickies! note to create links, and then whenever that note is active, hit Ctrl-R to run all the note's links.

If you want to make sure you don't forget to work on a particular project the next time you start your computer, you can create an [autoexec note](#) with a link that includes the document you have to work on. The next time you run Stickies!, the note will automatically run the link and open the document.

If you don't want Stickies! to display the file cabinet icon, you can start it up with the "/NOFCICON" command line option. You can also close just the file cabinet icon any time Stickies! is running to delete the icon, or tell Stickies!, via the [Global Options Dialog](#) to not use the file cabinet icon at all.

See also

[Autoexec Notes](#)

[Drag and Drop Operations](#)

[File Cabinet Icon](#)

[Frequently Asked Questions](#)

[Function Key Configurator](#)

[Global Options Dialog](#)

Keyboard and Mouse Shortcuts
Linking Documents to Notes
Menu Types
Secrets of the Stickies! Masters

Importing, Exporting, and Mailing Notes

Stickies! supports numerous options for sharing your notes with other users. See the topics below for details.

[Default Note Feature](#)

[Dragging Notes into the Active Set](#)

[Dragging Notes into a File Folder](#)

[Export Files and Bundles](#)

[Export this Note/Export all Notes](#) (exporting from the active set)

[Exporting Notes from the File Cabinet Facility](#)

[Exporting a Folder from the File Cabinet](#)

[Import Notes](#) (importing into the active set)

[Importing Notes into a File Folder](#)

[Mail this Note](#)

Exporting a Folder from the File Cabinet

To export an entire folder of notes to a single export file, open the [cabinet and folder management dialog](#), select the folder you wish to export, and select the **Export Folder** button. Stickies! will prompt you for the name of the export file you wish to create or append, and then export the folder's notes. Your original notes will remain in the file folder.

See also

[Cabinet and Folder Management Dialog](#)

[Export Files and Bundles](#)

[Importing, Exporting, and Mailing Notes](#)

[Overview of the File Cabinet Facility](#)

Exporting Notes from the File Cabinet Facility

To export notes from the file cabinet to a single export file, use the [folder browser dialog](#) to display the folder that contains the notes you want to export, then select the notes in the list at the top of the dialog and choose the **Export** button. Stickies! will prompt you for the file you wish to create or append and perform the export. Your original notes will remain in the file folder.

You can also export all the notes in a folder to a single file by using the [Export Folder](#) button on the [cabinet and folder manager dialog](#).

See also

[Cabinet and Folder Manager Dialog](#)

[Export Files and Bundles](#)

[Exporting a Folder from the File Cabinet](#)

[Folder Browser Dialog](#)

[Overview of the File Cabinet Facility](#)

Importing Notes into the File Cabinet

To import notes into a file folder, use the [folder browser dialog](#) to display the folder that will contain the notes you want to import and choose the **Import** button. Stickies! will prompt you with a file selection dialog for the name of the file or files you want to import. Stickies! will turn plain DOS files into notes, and use whatever notes are in Stickies! export format files. [Bundle files](#) are treated as export files, and their bundled documents are not restored to your system. To restore the bundled documents, you must import the bundle into your [active set](#).

Stickies! will convert binary DOS files (such as programs) into notes, translating all null characters (hex 00) into blanks in the process.

Once you import notes into the file cabinet or your active set of notes, Stickies! no longer needs the imported files, and you can delete them.

See also

- [Active Set](#)
- [Cabinet and Folder Manager Dialog](#)
- [Dragging Notes into a File Folder](#)
- [Export Files and Bundles](#)
- [Folder Browser Dialog](#)

Keyboard and Mouse Shortcuts

When any Stickies! note has the Windows focus (meaning it is the active window and anything you type will go into the note), you can use the following shortcut keys to work with that note:

F1	Help
F6	Step through the visible, open notes on your desktop
Ctrl-A	Duplicate the note (make A nother)
Ctrl-B	B undles the note
Ctrl-D	D isplays all hidden notes
Ctrl-E	E xports the note
Ctrl-F	F iles the note in the file cabinet
Ctrl-H	H ides the note
Ctrl-L	Turns a s cro L I bar on or off for the note
Ctrl-M	M ails the note (Microsoft Mail users only)
Ctrl-P	P rints the note
Ctrl-O	O pens the file cabinet
Ctrl-R	R uns all links on a note
Ctrl-S	Displays the note's configuration screen (S et options)
Ctrl-T	Inserts the current T ime and date into the note at the cursor
Ctrl-W	W rites your active set to disk
Ctrl-Z	Refile a note (Z ap it back into the file cabinet)

Stickies! also has three global hotkeys:

Ctrl-Shift-C, which displays the [Set Manager](#), giving you instant access to your other note sets whenever Stickies! is running,

Ctrl-Shift-N, which creates a new note, and

Ctrl-Shift-S, which will "surface" all the open notes in your active set and make them come to the top of your Windows desktop.

These hotkeys are global, which means they will work whenever Stickies! is running, even when you're working in another program. You can disable these hotkeys with the [Global Options Dialog](#).

You can also program your function keys to perform a wide variety of Stickies! operations, using the [Function Key Configurator](#).

Stickies! also provides several mouse shortcuts:

Double click on the main program icon or on any note's caption bar to create a new note. (You can configure Stickies! to open the file cabinet when you double click on the main program icon, instead. See [global options](#).)

Double click on a note's caption bar with the right mouse button to turn that note's [scroll bar](#) on or off.

Right click on a note to display its [options dialog](#).

Right click on a link button to display that link's [configuration dialog](#).

Double click on a note's title in the [folder browser dialog](#) to copy that note to your [active set](#).

Double click on the file cabinet icon to open the [file cabinet](#).

Double click on the caption bar of the quote-of-the-day note to pick another quote at random.

You can drag and drop files to import them into Stickies! Drop them on the main program icon to create a notes in your active set, or drop them on the file cabinet to create notes in your file cabinet. Dropping a file onto an existing note will create a [link](#) between that note and the dropped file.

See also

[File Cabinet Icon](#)

[Function Key Configurator](#)

[Global Options Dialog](#)

[Hints and Tips](#)

[Link Configuration Dialog](#)

[Linking Documents to Notes](#)

[Overview of the File Cabinet Facility](#)

[Quick Close File Cabinet](#)

[Scroll Bar](#)

[Secrets of the Stickies! Masters](#)

[Set Manager](#)

[Set Note Options](#)

Printing

To print your Stickies! notes, you should select **Print all notes** from the [main Stickies! program menu](#) or any [note's menu](#), or you can select **Print this Note** from a note's menu or use the Ctrl-P [shortcut key](#) to print a single note. You'll then be given a choice of the [level of detail](#) to use in printing your notes.

You can also print notes directly from the file cabinet facility, using the [folder browser dialog](#).

When Stickies! prints your notes, it will reformat the text in the body of each note to fit the width of the paper and the font it uses for printing. Stickies! will still respect the "hard returns" in your notes, i.e. those you entered with the ENTER key, as opposed to the line breaks that Stickies! uses to wrap the text so it fits in your note on-screen.

See also

- [Folder Browser Dialog](#)
- [Overview of the File Cabinet Facility](#)
- [Function Key Configurator](#)
- [Print Dialog](#)
- [Printing Filed Notes](#)

Main Program Menu

The main Stickies! menu, which you access by clicking once on the Stickies! icon with the mouse, contains several of the usual Windows menu entries, such as **Switch To** and **Close**. Additionally, Stickies! has a number of unique entries which you can use to work with your notes:

- [Arrange Notes Menu](#)
- [Create a Note](#)
- [Goodies Options](#)
- [Lock](#)
- [Manage Notes Menu](#)
- [Note Sets](#)
- [Perform Self-Check](#)
- [Set Note Defaults](#)

See also

- [Menu Types](#)

Create a Note

Use this option on the [main program menu](#) to create a new, empty note. The new note will inherit its settings, such as color, font, and title, from the [default settings](#).

You can also create a new note by double clicking with the left mouse button on the caption bar of any note or on the main program icon. If you create a note by double clicking on the caption bar of an existing note, Stickies! can use the color and font settings from the note you clicked on for the new note. This option is controlled via the [Global Options Dialog](#).

If you have an export file named AUTOLOAD.STN in the same directory as your copy of STICKIES.EXE, Stickies! will import that file instead of creating a new, blank note. This is the [default note feature](#), and it has nothing to do with the default note settings, which control the configuration options new notes receive.

You can tell Stickies! to open the file cabinet when you click on the main program icon instead, using a setting on the [Global Options Dialog](#).

Finally, [importing](#) files into your active set will create new notes.

See also

- [Global Options Dialog](#)
- [Importing, Exporting, and Mailing Notes](#)
- [Mouse and Keyboard Shortcuts](#)
- [Secrets of the Stickies! Masters](#)
- [Set Note Defaults](#)
- [Set Note Options](#)

Set Note Defaults

When you create a new note in Stickies!, it inherits its configuration from the default settings or its "parent note," if you created it by double-clicking on another note's title bar. You can configure the defaults with the note defaults dialog, which you open by selecting the **Set Note Defaults** item from the [main program menu](#).

You use this dialog by making your changes and then selecting **OK** to save the new configuration. Selecting the **Cancel** button will close the dialog and discard your changes.

Options

- [Alarm](#)
- [Autoexec Notes](#)
- [Colors](#)
- [Expiration Date](#)
- [Fonts](#)
- [Goodies Options](#)
- [Note Title, User and Group Names](#)
- [Scroll Bar](#)

See also

- [Always on Top](#)
- [Global Options Dialog](#)
- [Set Note Options](#)
- [Overview of Styles](#)

Set Note Options

When you create a new note in Stickies!, it inherits its configuration from the [default settings](#). You can reconfigure the settings for an individual note with the note configuration dialog, which you open by selecting the **Set Note Options** item from the [note's menu](#), by clicking on the note with the right mouse button, or by using the [Ctrl-S shortcut key](#).

You use this dialog by making your changes and then selecting **OK** to save the new configuration. Selecting the **Cancel** button will close the dialog and discard your changes.

You can create named [styles](#) that contain all the options on the note and default configuration dialogs, and use them to quickly set up new notes.

Options

- [Alarm](#)
- [Autoexec Notes](#)
- [Colors](#)
- [Expiration Date](#)
- [Fonts](#)
- [Goodies Options](#)
- [Note Title, User and Group Names](#)
- [Scroll Bar](#)

See also

- [Always on Top](#)
- [Global Options Dialog](#)
- [Set Note Defaults](#)
- [Overview of Styles](#)

Enable Stickies! Sounds

This option appears on the [Sound Configurator](#) dialog, and it allows you to turn off sounds in Stickies!.

If you turn off this feature, Stickies! will still make sound when an alarm note goes off that has its sound enabled.

See also

[Goodies Options](#)

[Function Key Configurator](#)

[Sound Configurator](#)

Arrange Notes

The **Arrange Notes** menu is on every [note's menu](#) plus the main program's menu. You use this menu to control the visibility and placement of your [active notes](#).

The options that apply to a specific note are on the note version of the Arrange Notes menu, while the options that apply to all your active notes generally are on both the note and the main program versions of this menu.

Options

[Always on Top](#)

[Cascade Visible Notes/Cascade all Notes](#)

[Display all Notes](#)

[Hide this Note/Hide all Notes](#)

[Stack Visible Notes/Stack All Notes](#)

[Minimize all Notes](#) (main program menu only)

[Restore all Notes](#) (main program menu only)

See also

[Active Set](#)

[Manage Notes Menu](#)

[Menu Types](#)

Hide this Note/Hide all Notes

The **Hide this Note/Hide all Notes** entries on the **Arrange Notes** menu hide one or all of your notes.

Once hidden, notes and their alarms are still active and will be saved when Stickies! or Windows is shut down, even though hidden notes do not show up on the Windows Task Manager list. Any note that is hidden when Stickies! is shut down will remain hidden the next time Stickies! is run, but will display normally after a specified number of days, according to the options you set on the [Global Options Dialog](#). You can also hide an individual note by using the [Ctrl-H shortcut key](#).

The About box in Stickies! displays a count of the total number of notes in your active set, plus the number that are hidden.

See also

[Arrange Notes Menu](#)

[Display all Notes](#)

[Global Options Dialog](#)

Display all Notes

The **Display All Notes** entry on the **Arrange Notes** menu makes all hidden notes visible again. You can also use the [Ctrl-D shortcut key](#) to do the same from any note.

Hidden notes are automatically made visible after a specified number of days, according to the options you set on the [Global Options Dialog](#).

See also

[Arrange Notes Menu](#)

[Function Key Configurator](#)

[Global Options Dialog](#)

[Hide this Note/Hide all Notes](#)

Stack Visible Notes/Stack all Notes

The **Stack Visible Notes** entry on the **Arrange Notes** menu moves your notes to the upper-left corner of your screen. This entry does not affect hidden or minimized notes.

The **Stack All** option forces all hidden notes to be visible and restores minimized notes, then includes them in the stack operation.

See also

[Arrange Notes Menu](#)

[Cascade Visible Notes/Cascade all Notes](#)

[Function Key Configurator](#)

Cascade Visible Notes/Cascade all Notes

The **Cascade Visible Notes** entry on the **Arrange Notes** menu arranges your notes in three evenly spaced columns on your screen, offset vertically so that you can read the caption bar of each note. Hidden and minimized notes are not moved by this option.

The **Cascade All** option forces all hidden notes to be visible and restores minimized notes, then includes them in the cascade operation.

See also

[Arrange Notes Menu](#)

[Function Key Configurator](#)

[Stack Visible Notes/Stack All Notes](#)

Minimize All Notes

The **Minimize all Notes** entry on the main program's **Arrange Notes** menu minimizes all the notes in your active Set, i.e. it shrinks each note to an icon.

The **Restore all Notes** option on the same menu will return all your active notes to normal, "open" notes.

See also

[Active Set](#)

[Arrange Notes Menu](#)

[Function Key Configurator](#)

[Restore all Notes](#)

Restore All Notes

The **Restore all Notes** entry on the main program's **Arrange Notes** menu makes all the minimized notes (those that appear as icons) in your active Set display as "open" notes.

The **Minimize all Notes** option on the same menu will return all active notes to icons.

See also

[Active Set](#)

[Arrange Notes Menu](#)

[Function Key Configurator](#)

[Minimize all Notes](#)

Manage Notes

The **Manage Notes** menu is on every [note's menu](#) plus the main program's menu. You use this menu to perform input and output operations on the notes in your active set.

The options that apply to a specific note are on the note version of the Manage Notes menu, while the options that apply to all your active notes generally are on both versions of this menu.

Options

- [Bundle this Note](#)
- [Duplicate this Note](#)
- [Export this Note/Export all Notes](#)
- [Export all Notes as Text](#)
- [File Cabinet](#)
- [File this Note/File all Notes](#)
- [Import Notes](#)
- [Mail this Note](#)
- [Print this Note/Print all Notes](#)
- [Refile this Note](#)
- [Save Notes](#)

See also

- [Arrange Notes Menu](#)
- [Menu Types](#)

Bundle this Note

The **Bundle this Note** entry on the **Manage Notes** menu creates a disk file that contains a single note and all its linked documents and configuration settings, leaving the original note in your active set.

This is a simple and powerful way to send your notes and all the related documents for a project to another Stickies! user. You can also use the Ctrl-B shortcut key to bundle a note. Stickies! will not let you bundle a note that has no links, since that would be the same as exporting it to an STN file.

See also

[Export Files and Bundles](#)
[Function Key Configurator](#)
[Importing, Exporting, and Mailing Notes](#)
[Linking Documents to Notes](#)
[Manage Notes Menu](#)

Export this Note/Export all Notes

The **Export this Note/Export all Notes** entries on the **Manage Notes** menu copy one or all of your active notes to a Stickies! export file. Exporting notes saves their configuration settings as well as their data, so that they can later be imported exactly as you last used them. The original notes remain in your active set after the export operation.

See also

[Active Set](#)

[Default Note Feature](#)

[Export all Notes as Text](#)

[Function Key Configurator](#)

[Importing, Exporting, and Mailing Notes](#)

[Manage Notes Menu](#)

Import Notes

The **Import Notes** entry on the **Manage Notes** menu allows you to import either DOS files or Stickies! [export or bundle files](#) into your active set. DOS files (including binary files) are converted into individual notes. The notes stored in the export and bundle files are reactivated using their original options, and the documents in bundles will be restored to your system.

When Stickies! unbundles documents from a bundle (STB) file, it attempts to place each file in the same directory it was originally found in when the bundle was created. Stickies! will create directories as needed without prompting you for confirmation, but it will **never** overwrite an existing file without your permission.

Because of differences in system configurations, Stickies! may have to place a document in a different place than where the note's link expects. For example, if the bundled document is d:\mystuff\mydata.fil, and you don't have a D: disk drive, then Stickies! has no choice but to move the file to another drive (but it will ask you which drive to use before it does so). When this happens, you will have to [edit the links](#) in the imported note to make sure they have the proper path information for their documents.

See also

- [Dragging Notes into the Active Set](#)
- [Export Files and Bundles](#)
- [Function Key Configurator](#)
- [Importing, Exporting, and Mailing Notes](#)
- [Link Configuration Dialog](#)
- [Manage Notes Menu](#)

Save Notes

The **Save Notes** entry on the **Manage Notes** menu saves your active notes and configuration settings. Normally you don't have to worry about saving notes with this option, since Stickies! will automatically save your notes for you when it or Windows is shut down. Still, there are times when you're about to do something risky with another program or Windows itself, and it's nice to be able to save your notes manually, just to make sure they're safe.

You can also save your active notes with the [Ctrl-W shortcut key](#).

By using a setting on the [Global Options Dialog](#), you can tell Stickies! to automatically save your active notes at a regular, specified interval.

See also

[Function Key Configurator](#)

[Global Options Dialog](#)

[Manage Notes Menu](#)

[Mouse and Keyboard Shortcuts](#)

Duplicate this Note

The **Duplicate this Note** entry on the **Manage Notes** menu makes an exact copy of the active note, using all its configured settings and data. The new note will not inherit its settings from the note defaults, as newly created notes normally do.

You can also duplicate a note with the [Ctrl-A shortcut key](#).

See also

[Function Key Configurator](#)

[Manage Notes Menu](#)

[Mouse and Keyboard Shortcuts](#)

[Set Note Defaults](#)

Print this Note/Print all Notes

The **Print this Note/Print all Notes** entries on the **Manage Notes** menu print one note or all your active notes. See Printing Notes for more details.

You can also print a note with the Ctrl-P shortcut key.

See also

Function Key Configurator

Manage Notes Menu

Mouse and Keyboard Shortcuts

Mail this Note

The **Mail this Note** entry, which only appears on your **Manage Notes** menu if you have Microsoft Mail on your system, assists you in e-mailing a Stickies! note. This option will open the Mail Compose dialog in Microsoft Mail to a new e-mail that has your note (in the form of a Stickies! export file) already attached as a document. All you have to do is type in the To: address and any additional message text you may wish to send and then choose the Send button, and your e-mail and note are on their way. Your original note will remain in your active set.

Typically, your e-mail's recipient will save the attached export file to disk and then import it into Stickies!.

You can also mail a note with the Ctrl-M shortcut key.

If the note you're about to mail has one or more linked documents, then Stickies! will ask you if you want to send just the note or a bundle containing the note and its linked documents.

See also

- [Active Set](#)
- [Export Files and Bundles](#)
- [Function Key Configurator](#)
- [Importing, Exporting, and Mailing Notes](#)
- [Linking Documents to Notes](#)
- [Manage Notes Menu](#)
- [Mouse and Keyboard Shortcuts](#)

File this Note/File all Notes

The **File this Note/File all Notes** entries on the **Manage Notes** menu move one or all of the notes in your active set into the file cabinet facility. Once filed, the notes are removed from your active set.

You can also use the Ctrl-F shortcut key to file a single note, or the Ctrl-Z shortcut key to refile a note that was previously stored in the file cabinet.

See also

[Active Set](#)

[Function Key Configurator](#)

[Manage Notes Menu](#)

[Mouse and Keyboard Shortcuts](#)

[Overview of the File Cabinet Facility](#)

[Refile this Note](#)

File Cabinet

The **File Cabinet** entry on the **Manage Notes** menu opens the [cabinet and folder management dialog](#), which is your primary tool for working with filed notes and accessing the [folder browser](#).

You can also open the cabinet and folder management dialog by using the [Ctrl-O shortcut key](#) on any active note, by double clicking on the [file cabinet icon](#), or by selecting **File Cabinet** from the file cabinet icon's [menu](#).

See also

[Cabinet and Folder Management Dialog](#)

[File Cabinet Icon](#)

[Folder Browser Dialog](#)

[Manage Notes Menu](#)

[Mouse and Keyboard Shortcuts](#)

[Overview of the File Cabinet Facility](#)

Refile this Note

The **Refile this Note** entry on a note's **Manage Notes** menu allows you to refile a note in the last cabinet and folder that contained it in the file cabinet facility. This feature gives you a handy way to check out a note and then put it back with a single keystroke or menu selection. Notes do not remember or care about the names of the cabinet or folder where they were stored; their last location in the file cabinet is stored in a way that is independent of these names.

You can also refile a note with the Ctrl-Z shortcut key.

Notes will successfully refile themselves after you rename the cabinet and/or folder that last contained the note, or even if you've moved the folder from one cabinet to another. In the latter case, the note will "follow" the moved folder to the new cabinet.

There are several reasons why a Stickies! note might refuse to refile itself. They are:

1. The note was never in the file cabinet. A note can only refile itself if it was first stored in the file cabinet and then checked out. Of course, you can still file such a note with the Ctrl-F shortcut key.
2. The note was copied from the file cabinet to your active set, not checked out. Since copying a note from the file cabinet leaves the original in the folder, this feature prevents you from accidentally filling your folders with duplicate notes. (You might copy the note to your active set, and then, days later, forget that the original is still in the folder and refile the copy.)
3. The cabinet and/or folder that the note was last stored in has been deleted while the note was in your active set.
4. A problem with your file cabinets was detected when you started Stickies!. For example, if one of your SFF files that Stickies! uses to store your filed notes is missing, Stickies! will tell you about the missing file and create an empty replacement. If this happens, all the notes in your active set will "forget" where they were last filed, and they'll be unable to refile themselves until they are filed and checked out again.
5. You imported the note. Even if an imported note was once stored in a file cabinet (either yours or someone else's), it will refuse to file itself since there's no telling how many changes were made to your file cabinet while the note was stored in an export file.

See also

[Active Set](#)
[File this Note/File all Notes](#)
[Function Key Configurator](#)
[Manage Notes Menu](#)
[Mouse and Keyboard Shortcuts](#)
[Overview of the File Cabinet Facility](#)

Perform Self-Check

Stickies! has the ability to verify that its executable file, STICKIES.EXE, has not been tampered with or changed. To make Stickies! do this, select **Perform Self-Check** from the [main program menu](#), and Stickies! will do the check and report its results. If you have any problems with Stickies!, please run this self-check before getting in touch with Looking Glass Technologies, to make sure that you're running an unmodified copy.

If Stickies! fails its self-check you should stop using your copy immediately, since there is a chance that someone, somewhere between Looking Glass Technologies and you has made an unauthorized modification to the program. This does **not** mean that your system has been infected with a virus, although we advise you to check your system's integrity with a virus scanner program as soon as you can, just to be safe.

The most likely causes of STICKIES.EXE failing this test are: 1) a transmission error changed the program as it was being uploaded to or downloaded from a BBS, 2) you got a copy of Stickies! from a BBS that someone intentionally modified. In either case, you should stop using that copy, since there's no way to ensure that it is still reliable.

Please let us know if your copy of Stickies! fails its self test. We'd like to know where you got your tainted copy so we can investigate and make sure none of our customers' systems are being put at risk.

See also

[Function Key Configurator](#)
[Technical Support](#)

Note Menu

Since each Stickies! note is a Windows window, it has its own menu, which you open by clicking with the mouse on the system box in the note's upper-left corner or by hitting Alt-space when that note is active.

Each note's menu contains several of the usual Windows menu entries, such as **Switch To** and **Close**. Additionally, each note has a number of unique entries.

Options

- [Arrange Notes Menu](#)
- [Cut, Copy, and Paste Operations](#)
- [Exit Stickies!](#)
- [Manage Notes Menu](#)
- [Set Note Options](#)

See also

- [Main Program Menu](#)
- [Menu Types](#)

Exit Stickies!

Selecting this option on a [note's menu](#) will save the notes in your [active set](#) and shut down Stickies!.
Choosing this option is identical to using the **Close** option on the main program's menu.

See also

[Active Set](#)
[Note Menu](#)

Cut, Copy, and Paste Operations

You can use the standard Windows cut, copy, and paste operations to move text between Stickies! notes and other Windows programs via the Windows clipboard.

Regardless of the version of Windows you are running, Stickies! supports both the traditional and the "new" Windows keystrokes:

Operation	Keystrokes
Cut	Shift-Del or Ctrl-X
Copy	Ctrl-Insert or Ctrl-C
Paste	Shift-Insert or Ctrl-V

See also

[Editing Notes](#)

[Note Menu](#)

Linking Documents to Notes

Linking is a powerful way to organize work tasks that include several documents and programs. By linking up to 10 other documents to a Stickies! note, you can have instant access to them as well as your notes on the project.

To link a document or program to a Stickies! note, you drag and drop a file from any program that supports drag and drop operations onto a Stickies! note. The note will prompt you for a description of the link, and it will then be redrawn to include a button across the top of the note that includes the icon of the dropped file's associated program (as listed in your WIN.INI file), plus the description you entered.

Once the link is created, you can run the link's program and open the document file by double clicking anywhere on the link with the left mouse button. You can use the [Ctrl-R shortcut key](#) to run all the links on your note, or configure any combination of your note's links to run when that note's alarm goes off. You can also make the note an autoexec note by setting a checkbox on the [configuration dialog](#), which means it will automatically run its links when Stickies! starts up (assuming the note is in your active set).

You change the link's settings or delete the link entirely via the [link configuration dialog](#), which you open by clicking on the link button with the right mouse button.

If the file you drop on a note is an executable file (BAT, COM, EXE, or PIF), then Stickies! will use it as the link program, and you can edit the link configuration to specify a data file you'd like the program to use.

See also

[Autoexec Notes](#)

[Drag and Drop Operations](#)

[Link Configuration Dialog](#)

[Mouse and Keyboard Shortcuts](#)

[Set Note Options](#)

Registration Information

A single-user license for Stickies! costs \$29.95U.S., payable by check or money order in U.S. dollars and drawn on a U.S. bank. See the [order form](#) for details on shipping costs, volume discounts, and site licenses.

All customers receive:

The current, registered version of Stickies!, which removes the registration reminder and adds the quote-of-the-day, today-in-history, and sound configurator features.

A bound copy of the manual that includes a table of contents and an index.

Technical support through GENie, CompuServe, or paper mail

A lifetime 50% discount on disk upgrades to future versions of Stickies!

See also

[Order Form](#)

Technical Support

Technical support is available to registered users of Stickies! by writing to:

Looking Glass Technologies
P. O. Box 8636
Endwell, NY 13762-8636

or by sending e-mail to L.G.TECH on GEnie or 71055,1240 on CompuServe, or by sending a FAX to (607)754-1267.

If you are having a problem with Stickies!, please run the self-check feature before getting in touch with us. When you do write us, please describe the problem as completely as you can. Describe your configuration, both hardware and software, including the versions of DOS and Windows you're running, plus the version and time and date stamp on your copy of STICKIES.EXE. If applicable, try to find the simplest possible way of recreating the problem.

If you need to send us your notes to demonstrate the problem, please don't send us any sensitive data. We respect our customers' confidentiality, but we'd rather not see things we shouldn't.

See also

[Perform Self-Check](#)

Print Detail

When you print notes, whether from the [active set](#) or your file cabinet, Stickies! will give you a choice of the level of detail you would like to print for each note. Your options are:

Contents Only provides the least detail, and prints just the "body" of each note, i.e. the part you typed in.

Title and Contents prints each note's title as it appears in the note's caption bar, plus its contents.

All provides the most information, and prints the note's title and contents, as well as the user and work group name fields, link information, and the alarm and expiration date settings.

See also

[Active Set](#)

[Print Dialog](#)

[Printing](#)

[Printing Filed Notes](#)

Link Configuration Dialog

You use this dialog to set the options for a note's [link](#). Open this dialog by clicking with the right mouse button on the link you want to configure. Once you make your changes, you can use them and close the dialog by selecting the **OK** button. The **Cancel** button will close the dialog and discard your changes.

If you select the **Copy** button, Stickies! will validate and use any changes you've made to the link fields, then close the configuration dialog and duplicate the link. The changes you've made will apply to both the old link and the copy.

Selecting the **Delete** button will close the configuration dialog and delete the link.

The **Up** and **Down** buttons will close the configuration dialog and move the link up or down on the note by one position if the note has more than one link.

Configuration Options

[Data File and Options](#)

[Description](#)

[Program](#)

[Run Link When Alarm Sounds](#)

[Startup Options](#)

[Use Icon From](#)

[Working Directory](#)

See also

[Linking Documents to Notes](#)

Link Description

This field on the [link configuration dialog](#) allows you to change the text that is displayed on a note's link next to the icon. This description is not used by Stickies!; it is there solely for your convenience, and you can set it to anything that will fit or leave it blank.

See also

[Link Configuration Dialog](#)
[Linking Documents to Notes](#)

Link Program

This field on the [link configuration dialog](#) specifies the program that Stickies! will execute when you run the link. This field must be either a fully-qualified path, e.g. c:\myprogs\prog99.exe, or it must be just the file name and extension, e.g. prog99.exe, of a program that is in one of the directories in your DOS path.

You can use any type of executable file for this field, including BAT, COM, EXE, and PIF files.

See also

[Link Configuration Dialog](#)

[Linking Documents to Notes](#)

Link Data File and Options

This field on the [link configuration dialog](#) specifies the command line that is passed to the link's program when it is run. You should include in this field any data file names, command line options, etc., that the program would normally expect when it is run. This line should not include the name of the program, but otherwise it should appear exactly as you would type in the command line if you were running it from the DOS command line or the **Run...** box in the Windows File Manager or Program Manager.

See also

[Link Configuration Dialog](#)
[Linking Documents to Notes](#)

Link Working Directory

This field on the [link configuration dialog](#) specifies the directory that Stickies! will switch to just before it runs the link's program. Depending on which program is used with the link and your configuration, you might have to set this directory so the link's program can find data and/or configuration files.

If you enter something into this field, Stickies! insists that it be a fully-qualified path that begins with a disk drive letter, a colon, and a backslash, e.g. c:\mydata.

If you leave this field blank, Stickies! will ignore the field when it runs a link.

See also

[Link Configuration Dialog](#)

[Linking Documents to Notes](#)

Link Icon File

This field on the [link configuration dialog](#) tells Stickies! where it should look for the icon that it displays on the link button. You can enter any fully qualified file name here, e.g. c:\mystuff\zzz.exe, and Stickies! will use an icon from that file, if it contains one. If the file doesn't contain an icon or doesn't exist, then Stickies! will display its "no icon" icon, which is a picture of a computer screen with a question mark.

You can change to a different icon in a file by selecting the **Previous** and **Next** buttons that flank the icon on the configuration dialog. If Stickies! wasn't able to link to the file SHELL.DLL when it was first run, these two buttons will be disabled, since Stickies! relies on support in SHELL.DLL to extract icons from files.

See also

[Link Configuration Dialog](#)
[Linking Documents to Notes](#)

Link Startup Options

This set of radio buttons on the [link configuration dialog](#) tells Stickies! how you want to run the link's program. The options are

Minimized: Run the program as an icon

Normal: Run the program in a normal window that does not fill the entire screen

Maximized: Run the program in a window that fills the entire screen

Note that with all Windows programs, this setting is merely a suggestion. If the program will only run as an icon (as does Stickies!, for example), then it will ignore this setting and run how it pleases.

See also

[Link Configuration Dialog](#)

[Linking Documents to Notes](#)

Run Link When Alarm Sounds

This check box on the [link configuration dialog](#) tells Stickies! that when the note's alarm sounds it should run this link. If Stickies! has a foot-seeking missile, this is it, folks.

Select the check box to toggle this option on and off.

A related feature is [autoexec notes](#), which makes notes run their links when Stickies! is run.

See also

[Autoexec Notes](#)

[Link Configuration Dialog](#)

[Linking Documents to Notes](#)

File Cabinet Icon

Stickies! will typically display two icons when it starts up, the main program icon, plus a separate icon for the Stickies! file cabinet facility. The main Stickies! icon provides access to the [main program menu](#), plus it allows you to create a new note by double clicking on it. The file cabinet icon primarily gives you a quick way to open the file cabinet by double clicking on it. The [file cabinet icon's menu](#) also duplicates some of the options on the main program's icon.

You can make the file cabinet icon go away in any Stickies! session by clicking on it once to display its menu and then choosing **Close**. You can also use the Windows Task Manager to delete the file cabinet icon. Open the Task Manager by hitting Ctrl-Esc or double clicking anywhere on your Windows desktop's wallpaper, highlight the "File Cabinet" task, and select the **End Task** button. Finally, you can turn the file cabinet icon on or off via the [Global Options Dialog](#). Whichever method you use, the icon will disappear, but your file cabinet and its contents will still be intact, and you will still be able to access the file cabinet through menus and [shortcut keys](#).

You can also use an option on the Global Options Dialog to tell Stickies! to open the file cabinet when you double click on the main Stickies! icon, instead of creating a new note.

See also

[Display File Cabinet Icon](#)

[File Cabinet Facility](#)

[Global Options Dialog](#)

Acknowledgments

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And of course, special thanks go to Liz, without whom nothing would be possible.

Lou Grinzo, President
Looking Glass Technologies

See also

[Our Company Philosophy](#)

Frequently Asked Questions

Q: I created a note the last time I ran Stickies!, and now it's gone. Where did it go?

A: There are several possible explanations.

Stickies! remembers the hidden status of each note from one session to the next. It is possible that you hid the missing note before shutting down Windows or Stickies!, and that note is still active but hidden. You can force all notes to be visible by selecting the **Display all Notes** option from the **Arrange Notes** menu. You can also check the About box to see how many notes are in your active set, and how many of those are hidden. Via settings on the [Global Options Dialog](#), you can tell Stickies! how long hidden notes should be allowed to remain so before Stickies! will force them to become visible.

Another possibility is that the note is active but behind another note. Using the mouse to drag notes by their caption bars, you can manually move notes around to find the missing one, or you can use the Windows Task Manager to switch to the note (double click on any empty spot on the desktop or hit Ctrl-Esc to bring up the Task Manager), or use the **Cascade Notes** option to rearrange your active notes, or you can hold down the Alt key and repeatedly hit the Tab key to cycle through your active windows until you find the note, or finally, you can active any note and then use the F6 key to cycle between all the active notes. Any of these methods will bring the shy note bubbling to the surface.

Finally, there is always the chance that in your previous Windows session Windows crashed before you or Stickies! had a chance to save your new notes to disk. If that happened, there's nothing you can do to retrieve the note. You can help avoid such problems in the future by telling Stickies! to automatically save your active notes to disk periodically. This feature is controlled with the [Global Options Dialog](#).

Q: When I ran Stickies!, it used a different display font for a note than the one I told it to use the last time I ran the program. What happened?

A: Stickies! remembers all the font information for each note and uses that to set up the note in the next session. Normally, this means that you will get exactly the same font in each note from one Stickies! session to the next. The only time you won't is if your system configuration changes, and the font Stickies! requests for a note is no longer available. In that case, Stickies! will use the font that Windows supplies as the closest available match.

Q: When I try to run Stickies!, it complains about not being able to find something called COMMDLG.DLL and then refuses to run. What's going on?

A: Stickies! requires a file called COMMDLG.DLL. This file is part of Windows 3.1, which Stickies! requires. If this file is missing from your system, then there is something wrong with your installation, and you should restore COMMDLG.DLL from a backup, if you have one, or reinstall Windows.

Q: When I run Stickies!, it complains about not being able to do sound or drag and drop functions. What's going on?

A: At startup, Stickies! tries to link to support routines in the files SHELL.DLL and MMSYSTEM.DLL, which are part of Windows 3.1 and later. SHELL.DLL provides drag and drop services Stickies! uses, and MMSYSTEM.DLL provides the sound support. If Stickies! cannot link to the required support in these DLL's, then the associated features are disabled. Since these features are not absolutely necessary to use Stickies!, the program will continue to run. If Stickies! displays one or both of the dialog boxes that complain about not being able to link to these services, there is likely something wrong with your Windows installation.

Q: I notice a short delay as Stickies! creates or deletes each note. Why does this happen?

A: The most likely explanation is that you have the sound feature of Stickies! enabled, but for some reason the sound is not being produced. Your sound board or speakers are turned off, or maybe you have a hardware problem. Whatever the cause, Stickies! is trying to play its sound effects, but can't tell that you're not hearing anything. That slight pause you're detecting is the same length whether or not your PC is making any sound; it's simply much more noticeable when you're not hearing the sound effect. If you aren't hearing the sounds but would like to, you must install the proper sound driver and/or check your Windows configuration. If you don't care about sound effects you can turn off the sound option in Stickies! and eliminate this slight delay.

Q: I have a sound board and a pair of external speakers on my system. When the alarm on one of my notes goes off, and I have the speakers turned off, why isn't Stickies! smart enough to beep the PC's internal speaker?

A: This would be a nice feature, but unfortunately there's no way for Stickies! to tell that your external speakers are off. In fact, even Windows can't tell. All Stickies! knows is whether you're running a version of Windows that supports sound, and whether it was able to link to and use the necessary sound support in Windows.

Q: I have Microsoft Mail on my system, but Stickies! refuses to mail a note when I hit Ctrl-M, and there's no "Mail this Note" command on any note's menu. What's wrong?

A: When Stickies! starts up, it tries to find and link to various support routines in Windows, including the electronic mail support, which is in the file MAPI.DLL. If you can't get the mail features to work, then that means that Stickies! either couldn't locate MAPI.DLL or couldn't link to it properly. If your copy of Microsoft Mail works properly, then there's probably something unusual about your configuration, and you should get in touch with Looking Glass Technologies.

Q: Why are all the limits and sizes in Stickies! multiples of 5 or 10, instead of typical computer program numbers like 32 or 255 or 4096?

A: Mostly for philosophical reasons. We're sick of programs that make people count in powers of two, and we thought it would be nice if Stickies! worked in numbers that were round to people instead of to a computer.

Q: When I started up Stickies! just now, one of the icons in a link has changed since the last time I ran the program. What happened?

A: When you create a link, Stickies! remembers the "use icon from" file and the number of the icon in that file. As long as that file is still in place on your system and hasn't changed, you'll see the same icon in the link every time you run Stickies!. If you see the "no-icon icon" (the screen with a question mark), that means that Stickies! couldn't find the file or the file it found contains no icons. If you get a different icon than you expected, that means that the file has changed (perhaps you upgraded to a new version of the program you're using as an icon source file, and the icons in the new copy are different or are in a different order).

Q: I set the global options so that Stickies! would open the file cabinet when I double clicked on the main program icon. But when I double click, Stickies! creates a new note instead of opening the file cabinet. What's going on?

A: Two of the features on the Global Options Dialog interact, the **Display file cabinet icon** option simply controls whether the file cabinet icon appears on your Windows desktop. The **Main icon opens file cabinet if file cabinet icon is not displayed** item controls what Stickies! does in response to a double click on the main program icon, but only when the file cabinet icon is not displayed. In other words, if the file cabinet icon is displayed, a double click on it will open the file cabinet, and a double click on the main program icon will always create a new note. If the file cabinet icon is not displayed, then a double click on the main program icon will either open the file cabinet or create a new note, depending on the setting

of the second option mention above.

See also

[Basic Concepts](#)

[Hints and Tips](#)

[Mouse and Keyboard Shortcuts](#)

Menu Types

Throughout the Stickies! on-line help and manual you'll see references to the "main program menu," the "file cabinet icon menu," and a "note menu." These are different menus, with slightly different purposes.

The **main program menu** is opened by clicking once on the main Stickies! icon with your mouse. This menu typically contains items which pertain to Stickies! as a whole, such as an item that opens the [Global Options Dialog](#), one that makes Stickies! [perform its self-check](#), and one that allows you to view and change the [default options](#) used for all new notes.

The **file cabinet icon menu** is opened by clicking once on the file cabinet icon, if it is displayed. This menu has only a few entries, and it is provided as a shortcut way to open the Stickies! [file cabinet](#).

The **note menu** is opened by clicking once on the "system box," which is in the upper-left corner of a note. This menu generally has note-specific options, such as one that you use to view and change the font, color, and alarm [options](#) that apply to that individual note.

See also

- [Basic Concepts](#)
- [Configuring Notes](#)
- [File Cabinet Facility](#)
- [File Cabinet Icon](#)
- [Global Options Dialog](#)
- [Main Program Menu](#)
- [Note Menu](#)
- [Perform Self-Check](#)
- [Secrets of the Stickies! Masters](#)
- [Set Note Defaults](#)
- [Set Note Options](#)

Default Note Feature

This special version of Stickies! contains a default note feature that was requested by the U. S. Department of Energy. This feature allows you to create and save a default note which is imported when you tell Stickies! to create a new note.

To use this feature, create the note as you want it to appear. You can set any or all configuration options, including the alarm and expiration dates, colors, size, position, and the text within the note. Once the note is exactly as you want it, export it to the directory that contains your copy of STICKIES.EXE, using a file name of AUTOLOAD.STN.

Stickies! will only use this file as the default note if **all** the following conditions are met:

1. the file is in the same directory as STICKIES.EXE
2. the file is named AUTOLOAD.STN
3. the file is a Stickies! export file
4. the file contains exactly one note

Once you have created and placed an AUTOLOAD.STN file as described above, Stickies! will detect it and import it instead of creating a new, blank note. This will happen when you create a new note in any of the various ways you can do that in Stickies!.

This feature will not affect other Stickies! operations, such as importing files, creating bundles, duplicating an existing note, or any activities involving the file cabinet.

See also

[Create a Note](#)
[Importing, Exporting, and Mailing Notes](#)

Folder Selection Dialog

When you must choose a folder for a filing operation, Stickies! will display this dialog. In order to leave this dialog, you must choose either the **Select** button (with a file cabinet and folder highlighted) or the **Cancel** button.

If you choose **Select** (or double click on the folder), your note(s) will be filed in the chosen folder; **Cancel** will abandon the filing operation.

You can also do some cabinet and folder maintenance before choosing **Select** or **Cancel**.

See also

[Cabinet and Folder Management Dialog](#)
[Overview of the File Cabinet Facility](#)

Skip Bundled Documents?

When you import a bundle into your [active set](#), Stickies! gives you the option of restoring the bundle's documents or skipping them. This allows you to make the bundled note itself active without restoring the document files to your system.

See also

[Active Set](#)

[Export Files and Bundles](#)

Can't File Bundled Documents

When you import a bundle into the [file cabinet facility](#), Stickies! displays this dialog to tell you that the note itself will be imported, but not the document files in the bundle. If you want to restore the bundled documents to your system, import the bundle to your active set and Stickies! will give you the option of restoring the files to their original locations on your system.

See also

[Active Set](#)

[Export Files and Bundles](#)

[Overview of the File Cabinet Facility](#)

Can't Find COMMDLG.DLL

On startup, Stickies! tries to link to parts of Windows that provide support for various operations. One of these facilities is in the Windows file COMMDLG.DLL. COMMDLG.DLL provides a program with certain "common" dialog boxes, such as File Open and Font Selection that Stickies! uses.

If Stickies! cannot find or link to COMMDLG.DLL, it will tell you so with a dialog and then shut down.

If you don't have a copy of COMMDLG.DLL in your Windows system directory (usually c:\windows\system), then your copy somehow got deleted, and you should restore it from your Windows distribution disks.

See also

[Technical Support](#)

Unable to Allocate Memory

Stickies! requests memory from Windows at various times. If it can't get the required memory, then it will display this message and (possibly) shut down.

This out-of-memory situation should be very rare, since Stickies! doesn't place a large memory requirement on a Windows system. If you see this condition, try to run Stickies! again after shutting down some other programs or moving some of your notes into the file cabinet.

If this condition persists, please get in touch with Looking Glass Technologies.

See also

[Technical Support](#)

Stickies! Requires Protected Mode

Stickies! can run only in Windows' Standard Mode or 386 Enhanced Mode, not Real Mode. If Stickies! detects that Windows is in Real Mode, it will display this dialog and then shut itself down.

Windows runs in Real Mode when one of the following is true:

1. You tell it to do so by starting Windows with the /r command line option.
2. You don't have enough memory on your system to run Standard Mode or 386 Enhanced Mode.

Only One Copy of Stickies! at a Time

Because of the way Stickies! displays notes on your screen and uses one set of files to save your notes, you could get yourself and Stickies! very confused if you were allowed to run more than one copy at once. In fact, you'd probably wind up losing some data, crashing your system, and wondering why in the world Stickies! didn't stop you from doing this in the first place. So it does.

Can't Find MMSYSTEM.DLL

On startup, Stickies! tries to link to parts of Windows that provide support for various operations. One of these facilities is in the Windows file MMSYSTEM.DLL, which was added to Windows in version 3.1.

Since Stickies! needs this file only for sound support, it will run without it, and the only lost function will be sound effects.

If you don't have a copy of MMSYSTEM.DLL in your Windows system directory (usually c:\windows\system), then your copy got deleted. If you have a copy of MMSYSTEM.DLL in the proper place and Stickies! won't use it, then you should get in touch with Looking Glass Technologies and tell us what happened and send us a copy of your MMSYSTEM.DLL file.

See also

[Technical Support](#)

Can't Find SHELL.DLL

On startup, Stickies! tries to link to parts of Windows that provide support for various operations. One of these facilities resides in the Windows file SHELL.DLL.

If Stickies! cannot find or link to SHELL.DLL, then it will tell you so with a dialog and allow you to continue running. In this state, Stickies! will not support drag and drop operations, it will not be able to correctly display icons in your note's links (it will display the "no icon" icon instead).

See also

[Technical Support](#)

Unusable SAV File

Stickies! tried to locate and use its SAV file, which is where it saves your active notes when you shut down Stickies! or Windows. Stickies! found a file with the expected name in the directory where your copy of STICKIES.EXE is stored, but the file does not appear to be a SAV file.

To preserve this unrecognizable SAV file, Stickies! has renamed it and created a new SAV file in the proper format.

If you think that Stickies! should have used your SAV file, please get in touch with Looking Glass Technologies and send us a copy of the file.

See also

[Technical Support](#)

Not Enough Room to Load Your SAV File

When Stickies! shuts down, it stores the notes in your active set. Your notes and all their associated configuration information are loaded from this file when Stickies! is started again. If Stickies! finds that you have more notes than will fit in your active set, it will save the extra notes in an export file and tell you the name of the file. This will prevent you from losing the notes by shutting down Stickies! and overwriting your notes. To retrieve the notes saved in the export file, you can import them into your active set (once you remove other notes to make room for them) or your file cabinet.

Beginning with version 2.1 of Stickies!, the number of notes you can have in your active set was reduced from 45 to 30. This change was made because customers reported that large numbers of active notes were exhausting their Windows resources and causing problems.

See also

[Capacities and Limitations](#)
[Importing, Exporting, and Mailing Notes](#)
[Sound Resource Alarm](#)
[Technical Support](#)

Can't Start Timer

In order to operate properly, Stickies! uses the timer facility of Windows. If Stickies! cannot get a timer from Windows, then three features will be disabled: [Note alarms](#), the [low resource alarm](#), and the [automatic, timed saves](#) of your active notes. All other Stickies! features will work as expected.

Not being able to get a timer from Windows is a very rare situation, and it can usually be traced to having a large number of programs running at once or running a program that incorrectly allocated timers. You should try to fix this situation by shutting down some other programs or shutting down and restarting Windows itself.

See also

[Alarms](#)

[Automatically Save Active Set](#)

[Sound Resource Alarm](#)

[Technical Support](#)

No Active Notes to Export

Stickies! can export all the notes from your [active set](#), including hidden and minimized notes, into a single export file. The quote of the day and today in history notes are not included in the export operation. If you have no active notes when you ask Stickies! to perform an export operation, then it will display this dialog.

See also

[Active Set](#)

[Importing, Exporting, and Mailing Notes](#)

Imported Files Won't Fit in Active Set

When you try to import files into your active set of notes, Stickies! checks to make sure they will all fit. If they won't, then you'll be asked if you want to continue and import only those notes that will fit in your active set, or abandon the operation without importing any notes.

See also

[Active Set](#)

[Capacities and Limitations](#)

[Importing, Exporting, and Mailing Notes](#)

Notes Won't Fit in Folder

When you select a folder to file one or more of your active notes, Stickies! checks to make sure that the folder has room for the note(s). If it doesn't, then Stickies! displays this dialog.

You can either select a different file folder or abandon the file operation with the **Cancel** button.

See also

[Capacities and Limitations](#)

[Folder Selection Dialog](#)

[Overview of the File Cabinet Facility](#)

§ Unbundled Document Already Exists

When Stickies! unbundles a bundle, it will ask for permission before replacing a file on your system with a document from the bundle. If you give Stickies! permission to replace the file, it will do so without making a backup copy of the replaced file. In this case, your only hope of restoring the original file is to use an "unerase" utility or retrieve the file from your hard disk backup.

See also

[Export Files and Bundles](#)

Destination File Cabinet Prompt

Stickies! displays this dialog when you have chosen the **Move Folder** button on the cabinet and folder management dialog, and you have more than one file cabinet with room for another folder.

Stickies! includes in this dialog only those file cabinets that have room for at least one more folder. Any full cabinets you may have are still intact.

See also

[Cabinet and Folder Management Dialog](#)

Printer Initialization Failed

Stickies! displays this dialog when it attempts to print and Windows tells it that the printer was not initialized properly. This condition indicates that there is something wrong with your Windows installation, probably an incorrect printer driver.

If this condition persists, you should get in touch with Looking Glass Technologies.

See also

[Technical Support](#)

Prompt for a New Folder Description

The description you enter will be used for the file folder you're creating or renaming. This name will remain in effect until you change it. Stickies! will use this description when it refers to the folder, instead of something hideous like a DOS file name.

See also

[Naming Conventions](#)

[Overview of the File Cabinet Facility](#)

Append or Replace an Export File

When you tell Stickies! that you want to export one or more notes to an export file, and an export file of that name already exists on your system, then Stickies! will give you the option of replacing the file or appending the new notes to it.

If you decide to replace the export file, the original copy of the file will be overwritten. In this case, your only hope of restoring the original file is to use an "unerase" utility or retrieve the file from your hard disk backup.

See also

[Importing, Exporting, and Mailing Notes](#)

Delete this Note?

When you try to delete a note that contains text or has one or more links, Stickies! asks you to confirm your request, and gives you a chance to file the note instead of deleting it, or abandoning the operation and leaving the note as it was.

See also

[Overview of the File Cabinet Facility](#)

Prompt for a Link's Description

When you create a note link by dragging and dropping a file onto an existing note, Stickies! will prompt you for a description of the new link. You can type in anything you want for a description, or leave it blank.

See also

[Link Configuration Dialog](#)
[Naming Conventions](#)

Prompt for a Link's Program

When you create a link by dragging and dropping a file onto an existing note, Stickies! looks at the file extension of the file to determine how it should be handled. If the dropped file has an extension of com, exe, bat, or pif, then Stickies! uses the file as the program entry for the link. When you drop a file with any other extension onto a note, Stickies! asks Windows for the name of the program that is associated with the file's extension, and uses that program as the link's program name (e.g. XLS files are normally associated with Microsoft Excel if you have that program installed on your system). If Windows doesn't have an association for the dropped file's extension, then Stickies! will prompt you with this dialog for the name of the link's program.

The program name you enter will be run when you click on this link's button. In order for Windows to find the link's program, it must be either a fully qualified name that includes the drive and path where the program resides on your system, e.g. c:\myprogs\zippy.exe, or it must be a program that Windows can find via your DOS path, e.g. your program's name is zippy.exe and it is in the directory c:\myprogs and that same directory is in your DOS path.

See also

[Drag and Drop Operations](#)
[Link Configuration Dialog](#)

Prompt for a New Cabinet Description

The description you enter will be used for the file cabinet you're creating or renaming. This name will remain in effect until you change it. Stickies! will use this description when it refers to the cabinet, instead of something hideous like a DOS file name.

See also

[Cabinet and Folder Management Dialog Naming Conventions](#)
[Overview of the File Cabinet Facility](#)

File Folder has been Renamed

Stickies! detected that you had a version 1.5 file cabinet file, STICKIES.SFC, and no version 2.0 or later file cabinet directory. Stickies! has renamed your old file cabinet file it so that it could be used as a version 2.0-style file folder. All your filed notes are intact, and they will appear in the "All Notes" folder in the "Main Cabinet" file cabinet.

See also

[Overview of the File Cabinet Facility](#)

File Directory has been Renamed

Stickies! found a file cabinet directory, STICKIES.FCD, that was not a recognizable version. Since Stickies! could not use the file, it renamed it to preserve whatever you might have stored in that file, and then created a new STICKIES.FCD file.

This should never happen. If it does, it means that some impostor file named STICKIES.FCD was in your Stickies! directory, or your valid copy of STICKIES.FCD got corrupted.

See also

[Technical Support](#)

File Cabinet Needs a Description

Every Stickies! file cabinet requires a non-blank description. Please enter a description for the file cabinet.

See also

[Naming Conventions](#)

[Overview of the File Cabinet Facility](#)

File Folder Needs a Description

Every Stickies! file folder requires a non-blank description. Please enter a description for the file folder.

See also

[Naming Conventions](#)

[Overview of the File Cabinet Facility](#)

Must Select a Destination File Cabinet

If you want to move a file folder to another cabinet, you must select a cabinet from the list. You can abandon the move operation by selecting the **Cancel** button.

See also

[Cabinet and Folder Management Dialog](#)

Can't Find Quote Database

Stickies! looked in the directory where STICKIES.EXE is stored for the file STICKIES.QTE, which contains the quote of the day data base, and couldn't find it. If you want to use the quote of the day feature, then you should copy the file STICKIES.QTE from your Stickies! distribution disk to the directory that contains STICKIES.EXE.

If you purposely deleted STICKIES.QTE to save disk space, you can stop this dialog from appearing by turning off the quote of the day feature on the [goodies options dialog](#).

See also

[Goodies Options](#)

Quote Database is Wrong Version

Stickies! found the quote of the day data base, STICKIES.QTE, but the file of that name is not really the data base or it is an incompatible version.

The only way this can happen is if another file named STICKIES.QTE is in the directory where you stored STICKIES.EXE. If this happens, you should copy the impostor file to another directory and then re-install STICKIES.QTE from your distribution disk to the directory that contains STICKIES.EXE.

See also

[Goodies Options](#)

Can't Find Today in History Database

Stickies! looked in the directory where STICKIES.EXE is stored for the file STICKIES.TIH, which contains the today in history data base, and couldn't find it. If you want to use the today in history feature, then you should copy the file STICKIES.TIH from your Stickies! distribution disk to the directory that contains STICKIES.EXE.

If you purposely deleted STICKIES.TIH to save disk space, you can stop this dialog from appearing by turning off the today in history feature on the [goodies options dialog](#).

See also

[Goodies Options](#)

Today in History Database is Wrong Version

Stickies! found the today in history data base, STICKIES.TIH, but the file of that name is not really the data base or it is an incompatible version.

The only way this can happen is if another file named STICKIES.TIH is in the directory where STICKIES.EXE is stored. If this happens, you should copy the impostor file to another directory and then copy STICKIES.TIH from your Stickies! distribution disk to the directory that contains STICKIES.EXE.

See also

[Goodies Options](#)

Must Select a Folder

Before you perform certain operations on the cabinet and folder management dialog, you must select a folder from the bottom list.

See also

[Cabinet and Folder Management Dialog](#)

Must Select a Cabinet

Before you perform certain operations on the cabinet and folder management dialog, you must select a cabinet from the top list. You can select a cabinet by using the mouse or pressing the tab key until the Windows focus is in the list and then moving through the list with the cursor keys.

See also

[Cabinet and Folder Management Dialog](#)

Folder is in the Only Cabinet

The folder you want to move is in the only file cabinet, so there is no place to move it. If you want to move the folder to another cabinet, you should first create a cabinet with the **Add Cabinet** button and then move the folder into the new cabinet.

See also

[Cabinet and Folder Management Dialog](#)

Created New FCD File

When Stickies! starts up it checks for the existence of the file STICKIES.FCD in the directory where STICKIES.EXE is stored. This file is the file cabinet directory used to track your cabinets and folders. If Stickies! can't find this file, it creates a new directory file that contains one file cabinet, called "Main Cabinet", that contains a single folder, "All Notes."

Can't Move this Folder

Stickies! displays this dialog when you have tried to move a file folder but there are no other cabinets that have room for another folder.

See also

[Cabinet and Folder Management Dialog
Capacities and Limitations](#)

Created New SFF File

When Stickies! starts up, it checks the integrity of your file cabinets and folders. One part of this check involves making sure that every folder file that is expected to exist is really there. If Stickies! can't find one of these files, which all have a file extension of SFF, then it will create a new, empty folder file in its place.

See also

[Overview of the File Cabinet Facility](#)

Deleting a Cabinet Can't be Undone

You've asked Stickies! to delete a file cabinet, which it will do only if you confirm that you really want to continue. Deleting a file cabinet cannot be undone; once deleted, a cabinet and all the folders and notes it contains will be lost permanently.

See also

[Cabinet and Folder Management Dialog](#)

File Folder is Empty

When you request that Stickies! perform some operation with the notes in a folder, Stickies! will display this dialog if the folder contains no notes.

See also

[Cabinet and Folder Management Dialog](#)

Link Must Have a Program Name

Every link must have the name of an existing program so Stickies! knows which program to execute when you run the link.

The program name must be something that Windows can resolve to a specific program. This means that it must be either a fully qualified name (e.g. c:\myprogs\ziggy.exe), or a program that Windows can locate via your DOS path setting.

See also

[Link Configuration Dialog](#)

[Linking Documents to Notes](#)

Link's Program Can't be on a Removable Drive

A link's program cannot be on a removable drive, since there's too great a chance that it won't be there when you run the link.

See also

[Link Configuration Dialog](#)
[Linking Documents to Notes](#)

Working Directory Must be Fully Qualified

When you run a link, Stickies! switches to the working directory stored in the link just before it runs the link's program. Since there's no way to predict what your current directory will be when you run a link, the working directory must be a fully qualified name, i.e. it must begin with a disk drive letter, a colon, and a backslash, as in c:\excel\mydata.

See also

[Link Configuration Dialog](#)

[Linking Documents to Notes](#)

Working Directory Can't be on a Removable Drive

When you run a link, Stickies! switches to the working directory stored in the link just before it runs the link's program. Since there's too great a chance that a removable disk drive won't be available when you run a link, Stickies! requires that all working directories not be on removable disk drives.

See also

[Link Configuration Dialog](#)
[Linking Documents to Notes](#)

Working Directory Doesn't Exist

When you run a link, Stickies! switches to that link's working directory just before it runs its program. To avoid problems at run-time, Stickies! prompts you when a link's working directory doesn't exist.

See also

[Link Configuration Dialog](#)
[Linking Documents to Notes](#)

Expiration Date is Invalid

The expiration date you entered is invalid. The month and day fields of your date can have one or two digits, but the year must have 4 digits (e.g. you cannot enter "94" for 1994).

Stickies! will reject any date that contains non-numeric characters, or a date that can't exist, such as January 33rd or February 29th in a non-leap year.

See also

[Configuring Notes](#)

Expiration Date has Passed

The expiration date you've entered has already passed. If you tell Stickies! to use it anyway, then you'll be prompted for how you want the expired note handled the next time you run Stickies!.

See also

[Configuring Notes](#)

Alarm Date is Invalid

The alarm date you entered is invalid. The month and day fields of your date can have one or two digits, but the year must have 4 digits (e.g. you cannot enter "94" for 1994).

Stickies! will reject any date that contains non-numeric characters, or a date that can't exist, such as January 33rd or February 29th in a non-leap year.

The time is in 12-hour format, and you use the AM/PM button to specify morning or evening. Remember that 12:00AM on June 1st is the midnight that falls between May31st and June 1st (not the one between June 1st and June 2nd), and that 12:00PM is noon.

See also

[Configuring Notes](#)

Alarm Prefix is Invalid

The alarm prefix, which specifies how many minutes before the alarm time you want the alarm to sound, must be a positive, whole number.

See also

[Configuring Notes](#)

Alarm Date has Passed

The alarm date you entered has already passed. If you use this date setting, the alarm will go off within a minute of your closing the configuration dialog.

See also

[Configuring Notes](#)

Alarm Repeat Time is Invalid

The alarm repeat time specifies how often you want the alarm to go off once it sounds for the first time. The number you enter must be a positive, whole number.

See also

[Configuring Notes](#)

Export File Exists, OK to Overwrite?

The path and name you've selected for an export file already exists, and the file is not an export file. Stickies! will therefore ask you for permission before it overwrites the file.

If you reply **Yes** to this prompt, the file will be replaced by the export file you're about to create, and Stickies! will not make a backup of your original file. Replying **No** will abandon the export operation.

See also

[Importing, Exporting, and Mailing Notes](#)

Import File is Incompatible Version

Stickies! displays this dialog when you try to import a file that appears to be in Stickies! import/export or bundle format, but is not a version that Stickies! recognizes. Since the most likely explanation for this is that your file really is a Stickies! export or bundle file, but it was corrupted since it was created, Stickies! will not attempt to load this file.

If you are importing more than one file in the same operation, Stickies! will give you the option of continuing to import the other files and skipping this one.

See also

[Importing, Exporting, and Mailing Notes](#)

Active Set is Full

Stickies! displays this dialog when you attempt to create a new note and you already have the maximum number of [active notes](#). If you think you don't have that many notes, remember that hidden and minimized notes count toward your total, so it's possible to have a relatively clean desktop that has a full set of Stickies! notes.

The caption on the main Stickies! icon will tell you how many notes are in your active set.

To see how many notes are in your active set and how many of those are hidden, you can open the About box (select **About** on the [main Stickies! program menu](#) or the file cabinet icon's menu).

See also

[Active Set](#)

[Capacities and Limitations](#)

File Folder is Full

You've asked Stickies! to perform some operation that will add at least one more note to a folder, but the folder is already full.

See also

[Capacities and Limitations](#)

[Overview of the File Cabinet Facility](#)

There are No Active Notes

You've asked Stickies! to perform some operation that requires at least one active note, and there are none.

See also

[Active Set](#)

[Capacities and Limitations](#)

Import File is Too Big

The file you've asked Stickies! to import exceeds the size limit for a single note.

If you are importing more than one file, Stickies! will give you the option of continuing to import the other files.

See also

[Capacities and Limitations](#)

Can't Import that Many Files at Once

You've tried to import more files than Windows and Stickies! can handle in a single operation. You should try the operation again, but this time try to import the files in several small groups instead of a single import operation.

See also

[Capacities and Limitations](#)
[Importing, Exporting, and Mailing Notes](#)

This Note is Full

You've tried to add text to a note that would exceed the size limit for a single note.

See also

[Capacities and Limitations](#)

Couldn't Run Link, Edit it?

Stickies! tried to run a link by sending the program name and data file and options line to Windows for execution, but Windows couldn't run the program. Stickies! is therefore giving you the chance to edit the link's configuration and fix the problem.

See also

[Link Configuration Dialog](#)
[Linking Documents to Notes](#)

Working Directory Doesn't Exist

The working directory in the link could not be found. When you run a link, Stickies! first tries to switch to the link's working directory. If the directory doesn't exist, then Stickies! will refuse to run the link's program.

See also

[Link Configuration Dialog](#)
[Linking Documents to Notes](#)

Can't Bundle a Note without Links

Since the purpose of a Stickies! bundle is to store a note and all its linked documents in a single file, Stickies! won't let you try to bundle a note that has no links. If you want to save a linkless note to a file, you can export it using the **Export this Note** option from the note's **Manage Notes** menu, or you can use the [Ctrl-E shortcut](#) key.

See also

[Export Files and Bundles](#)
[Manage Notes Menu](#)

Bundle will Contain No Document Files

Stickies! is about to create a note bundle, but it will contain no document files. You can continue and create the bundle if you wish, but it will be the same as an export file that contains a single note.

See also

[Export Files and Bundles](#)

Note has the Maximum Number of Links

You've tried to create one or more new links on a note that already has the maximum number of links.

See also

[Capacities and Limitations](#)

Data File Can't be on a Removable Drive

A link's data file must be present when Stickies! is run. Therefore, Stickies! requires that the data file is not on a removable disk drive. Stickies! does allow you to use a data file that is on a network drive, even though such files might not always be available.

See also

[Link Configuration Dialog](#)
[Linking Documents to Notes](#)

File Doesn't Exist, Please Re-edit

When bundling a note, Stickies! sometimes needs your help in locating the data files that should be copied to the bundle. Stickies! will present you with the name of a file it cannot locate and ask you to edit it when it needs your assistance. Typically, there is something on the data file name that needs to be removed, such as some sort of command line option needed by the link's program, or you might have to add path information to the name (e.g. change myfile.dat to c:\mystuff\myfile.dat). After you change the text as needed, you should then select the **OK** button.

If you select **Skip this File** Stickies! will continue the bundling operation without this file. Selecting **Cancel Bundle** will abandon the operation.

See also

[Export Files and Bundles](#)

[Link Configuration Dialog](#)

[Linking Documents to Notes](#)

Move Folder to the Only Other Cabinet with Room?

When you tell Stickies! that you want to move a file folder, it checks to see how many other cabinets there are with room for at least one more folder. If there is only one such cabinet, then Stickies! asks you if you want to move the folder there.

See also

[Cabinet and Folder Management Dialog](#)
[Overview of the File Cabinet Facility](#)

Deleting a Folder Cannot be Undone

Before Stickies! deletes a file folder, it asks to verify that you really want to delete it. If you tell Stickies! to continue, the file folder and all its notes will be deleted, and you will not be able to retrieve them.

See also

[Cabinet and Folder Management Dialog](#)
[Overview of the File Cabinet Facility](#)

Must Select a Cabinet and Folder

When you exit the folder selection dialog with the **Select** button, you must have highlighted a cabinet and folder. While the selection dialog is open, you can create, delete, rename, or move folders, or create, delete, or rename cabinets.

See also

[Cabinet and Folder Management Dialog](#)
[Folder Selection Dialog](#)

Icon Source File Cannot be on a Removable Drive

The icon source file for a link must be present when Stickies! is run. Therefore, Stickies! requires that the icon source file is not on a disk drive that Windows identifies as removable.

See also

[Link Configuration Dialog](#)
[Linking Documents to Notes](#)

Icon Source File Cannot be Blank

Every link must have a source file for an icon. When you create a link, this field is automatically filled in by Stickies! to use the link's program, although you can change this to be any file on your system that contains one or more Windows icons. (If you're hard pressed for an icon file, you can always use the file MORICONS.DLL that comes with Windows and is normally stored in your main Windows directory.)

See also

[Link Configuration Dialog](#)

[Linking Documents to Notes](#)

Selected Notes Won't Fit in Active Set

The notes you have selected and attempted to copy or check out of a file folder will overflow your active set. Stickies! displays this dialog to tell you what has happened and to give you the option of checking out just those notes that will fit.

If you select **Yes**, then Stickies! will copy or check out notes until your active set is full, and then stop. Selecting **No** tells Stickies! to abandon the operation completely without checking out or copying any notes.

See also

[Active Set](#)

[Capacities and Limitations](#)

[Overview of the File Cabinet Facility](#)

Delete Selected Notes?

Before Stickies! deletes notes from a file folder, it asks you to verify that you really want to continue. If you tell Stickies! to proceed, the notes will be deleted and you will not be able to retrieve them.

See also

[Cabinet and Folder Management Dialog](#)
[Overview of the File Cabinet Facility](#)

No Notes to Search

There are no notes in the displayed folder, so Stickies! can't perform a search.

See also

[Folder Browser Dialog](#)

Search Didn't Match Any Notes

You performed a search on a file folder, but none of the notes in that folder matched your search criteria.

See also

[Searching Notes](#)

Search Matched All Notes

When you ask Stickies! to perform a search on a file folder, it's possible that your search criteria will select all notes in the folder. When this happens, Stickies! will stay in browse mode as if you hadn't performed a search.

See also

[Searching Notes](#)

Must Select a Note

Before you choose an action you want to perform on a note in the folder browser dialog, you must select the note you wish to operate on.

You can select a note either by clicking on its title in the top list box with your mouse, or by tabbing to the list box and then using the up and down cursor keys.

See also

[Folder Browser Dialog](#)

File Cabinet Has Been Updated

When you add files to a file folder while you're viewing the results of a search, Stickies! will not update your search results. Instead, Stickies! displays this dialog to tell you that the notes have been added and that you can see all notes in the file folder by selecting the **Show All** button.

See also

[Folder Browser Dialog](#)
[Searching Notes](#)

Imported Files Won't Fit in Folder

The files you want to import will exceed the specified folder's limit. You can continue and load the notes that will fit, or abandon the import operation.

If you select **Yes**, then Stickies! will file notes until your folder is full, and then stop. Selecting **No** tells Stickies! to abandon the operation completely without filing any notes.

See also

[Capacities and Limitations](#)

[Overview of the File Cabinet Facility](#)

After Date is Invalid

The after date is invalid. The month and day fields of your date can have one or two digits, but the year must have 4 digits (e.g. you cannot enter "94" for 1994).

Stickies! will reject any date that contains non-numeric characters, or a date that can't exist, such as January 33rd or February 29th in a non-leap year.

See also

[Searching Notes](#)

Before Date is Invalid

The before date is invalid. The month and day fields of your date can have one or two digits, but the year must have 4 digits (e.g. you cannot enter "94" for 1994).

Stickies! will reject any date that contains non-numeric characters, or a date that can't exist, such as January 33rd or February 29th in a non-leap year.

See also

[Searching Notes](#)

After Date Must Come Before the Before Date

If you specify both an after and a before date for a file folder search, the after date must come before or be the same as the before date. If this isn't true, e.g. you ask Stickies! to search for all notes created after January 1, 1994 and before December 1, 1993, then no notes could possibly match the search criteria, and Stickies! will refuse to perform the search.

See also

[Searching Notes](#)

Must Provide Search Text

If you have checked one or more of the "search in" boxes on the search dialog, then Stickies! expects you to provide a non-blank piece of text to search for.

See also

[Searching Notes](#)

Must Specify Search Criteria

You've asked Stickies! to search a file folder but you haven't specified any search criteria. In order to perform a search, you must give Stickies! one or more of the following to work with:

1. A before date
2. An after date
3. Search text, with at least one part of the notes (title, name, work group name, contents) selected for the search.

See also

[Searching Notes](#)

Folder File has been Renamed

Stickies! found that one of your SFF files, each of which contains the notes for a single file folder, is not a valid SFF file. Since Stickies! could not use the file, it has renamed it to preserve whatever data it contains and created a new, empty folder file in its place.

See also

[Overview of the File Cabinet Facility](#)

Must Select a Cabinet for the new Folder

When you create a file folder, Stickies! must know which file cabinet will hold it. You should select a file cabinet from the list at the top of the cabinet and folder management dialog and then select the **Create Folder** button again.

See also

[Cabinet and Folder Manager Dialog](#)
[Overview of the File Cabinet Facility](#)

Maximum Number of File Cabinets

You already have the maximum number of file cabinets, so Stickies! could not create a new one.

See also

[Capacities and Limitations](#)

[Overview of the File Cabinet Facility](#)

File Cabinet is Full

The file cabinet you've selected already has the maximum number of file folders.

See also

[Capacities and Limitations](#)

[Overview of the File Cabinet Facility](#)

Editing a Link's Data and Option String

Stickies! displays this dialog when it begins the process of bundling a note and its linked documents. Since no program can decipher all the Byzantine command line formats various DOS and Windows programs use, Stickies! needs your help in removing the options and switches from the data file and option string.

You should update the string appropriately, so that all that remains is the name of one or more document files you wish to add to the bundle for this link. If you blank out this line, Stickies! will not add any document files to the bundle for this link, but will continue processing the note's other links. You can also skip the files for an individual link by choosing the **Skip this Link** button.

See also

[Export Files and Bundles](#)

[Link Configuration Dialog](#)

[Linking Documents to Notes](#)

Editing a Document File Name

When Stickies! creates a bundle from a note and its linked documents, it must locate each linked document. Stickies! displays this dialog when it can't find a document, either by using the name's included path or by looking in the link's startup directory. If possible, you should edit the name so that Stickies! can find the file.

The only way to end this dialog is to provide a name of the document that Stickies! can locate, or by choosing the **Skip this File** or **Cancel Bundle** button. **Skip this File** will make Stickies! continue processing the bundle without this file, while **Cancel Bundle** will cancel the entire bundle operation.

See also

[Export Files and Bundles](#)

[Link Configuration Dialog](#)

[Linking Documents to Notes](#)

Prompt for Unbundle Drive

Stickies! displays this dialog when it is restoring a bundle file and your system does not have the proper type of disk drive for one of the document files. The most likely cause for this is a difference in the configurations between the system the bundle was created on and the one it's being unbundled on. For example, someone creates a bundle on a system that has two hard drives, and one of the bundled documents came from the person's D: drive. Stickies! stores the document's drive and path along with its name in the bundle, so that it will know where to place the file when someone asks it to unbundle the file. But if you don't have a D: drive, Stickies! will prompt you with a list of the appropriate disk drives on your system and ask you to pick one. If you select a disk drive letter and choose the OK button, Stickies! will use the document's original path, but apply it to the disk drive you specified (e.g. if the original path was d:\mystuff and you tell Stickies! to use your c: drive, it will place the file in the directory c:\mystuff).

You can also choose **Skip this File** and Stickies! will continue to unbundle the remaining documents, or you can choose **Cancel Bundle** to stop the unbundling operation completely. If you choose to cancel, any files that have already been unbundled will be left on your system.

See also

[Export Files and Bundles](#)

Title Prompt

This dialog appears when you create a new note and it is about to inherit a blank title from the [default note settings](#). You don't have to enter a title at this prompt; if you leave the field blank, Stickies! will simply create a note with a blank title.

If you select the **Cancel** button, Stickies! will not create the new note.

If you like to have a different title on every note, then you should go to the default note options dialog and blank out the default note title. If you don't care if many or all of your notes have the same title, you can set your default title as just mentioned, and then change the title of new notes as you wish via the [note option dialog](#).

When a note with no title is placed into the [file cabinet](#), Stickies! will set its title to "[no title]" so that something will display in the list at the top of the folder browser dialog.

See also

- [Configuring Notes](#)
- [Overview of the File Cabinet Facility](#)
- [Set Note Defaults](#)
- [Set Note Options](#)

Name and Group Prompt

This dialog appears when Stickies! detects that the user name in your configuration is blank or has the original value of "???". While it can be helpful for you to enter appropriate values for these fields, it's not necessary, and you can leave them blank (although Stickies! will continue to prompt you for these fields every time you run it). Stickies! will not prompt you for these fields if the group name is blank or is still set to "???".

Normally, you would enter your name in the user field, and your company or department name in the group field. If you frequently share your notes with other users, you can add your phone extension to your work group name, e.g. "Mary Smith, ext. 1234".

See also

[Set Note Defaults](#)

Stickies! Naming Conventions

The names and descriptions listed below are solely for your convenience, and are not used by Stickies! in any meaningful way. None of them have to be unique, e.g. you can have multiple file folders with the same name, if you want.

File cabinet and folder descriptions: These are required and cannot be blank

Note title: Can be blank, but Stickies! will change the note's title to "[no title]" if you file the note in your file cabinet.

User and work group name: Can be blank.

See also

[Capacities and Limitations](#)

Print Dialog

This dialog appears when you tell Stickies! that you want to print one or more notes. You can use this dialog to select the level of detail you want printed for each note, and which printer to use if you have more than one on your system.

To change the level of print detail, select a different button in the **Level of Detail** box.

To change to a printer other than the one shown at the top of the print dialog, or to change the way you want to use that printer (e.g. you want to print in landscape mode instead of portrait), select the **Setup** button, and Stickies! will display the standard Windows printer setup dialog.

If you choose **Cancel** on the print dialog, Stickies! will abandon the print operation and close the dialog, while choosing the **Print** button will begin the printing operation with the level of detail and printer displayed on the print dialog.

See also

[Print Detail](#)

Can't Find Microsoft Mail Support

Stickies! supports e-mailing notes via Microsoft Mail. To communicate with Microsoft Mail, Stickies! must have access to the file MAPI.DLL, which is part of Mail. This file is not distributed as part of Stickies!.

Stickies! displays this dialog if you ask it to mail a note and it can't find MAPI.DLL.

If you have Mail on your system and Stickies! can't find it, you can still mail a note by first exporting it to a file and then starting up Mail (or any other e-mail package) manually and attaching the export file as a document.

Call to E-mail Support Failed

In response to your hitting the [Ctrl-M shortcut key](#) or selecting the **Mail this Note** menu option, Stickies! attempted to begin an e-mail session and send your note as an attached document. That attempt failed, and Stickies! is reporting the error code it received from the e-mail support.

If you cannot resolve this problem on your own, then please contact Looking Glass Technologies and tell us what happened and what error code Stickies! reported.

See also

[Technical Support](#)

Must Select An Unbundle Drive

Stickies! is attempting to restore one or more documents from a bundle to your system. When Stickies! does this, it attempts to place each file in its original path. If the file's path includes a drive that is not on your system, then Stickies! prompts you with a list of the appropriate drive letters and asks you to select one. Before you choose **OK**, you should select a drive letter from the list box.

You can cancel the entire unbundling operation by choosing **Cancel Unbundle**, or you can skip unbundling just this one file by choosing **Skip this File**.

See also

[Export Files and Bundles](#)

Stickies! Requires a Fixed Disk Drive

Because Stickies! stores its data files in the directory that holds its main program (STICKIES.EXE), you can't run it from a remote or removable disk drive.

In the case of a remote drive, there could be more than one user running that copy, which would cause you and other users to attempt to save your notes to the same files.

Running Stickies! from a removable drive means you risk not having Stickies! available at Windows startup (the usual way of running the program), or running out of room for data files.

Expired Note Processing

While restoring your notes at startup, Stickies! has detected that one of your notes has the automatic expiration date feature enabled, and that note's expiration date has passed. You have the following options for handling this note:

Refile: Stickies! will refile the note in the last cabinet and folder in the file cabinet that contained the note. If the note doesn't contain the necessary refile information, then this button will be grayed out and unavailable.

File: Stickies! will present you with the File Folder Selection dialog, which you can use to tell Stickies! where you want the note filed. Once filed, the note will be deleted from your active set.

Activate: Stickies! will leave the note's automatic expiration setting and date unchanged and add the note to your active set. Until you reconfigure these options or delete the note, Stickies! will ask you how you want to handle this note every time you run Stickies!.

Activate and Disable: Stickies! will add the note to your active set, and will turn off the note's automatic expiration date feature but leave the expiration date unchanged.

Delete: Stickies! will delete the note without asking you for further confirmation.

See also

[Active Set](#)

[Expiration Date](#)

[Overview of the File Cabinet Facility](#)

Mailing a Note

When you tell Stickies! that you want to e-mail one of your notes, it will give you the option, if that note has one or more links, of mailing just the note or the note plus its linked documents.

If you select **Mail Note**, Stickies! will send just the note, complete with its link information, but without the linked documents.

Mail Bundle will take you through the normal bundling process, and will mail the resulting bundle file.

Cancel Mail (or closing the dialog box without making a selection) will abandon the mail operation.

See also

[Export Files and Bundles](#)
[Importing, Exporting, and Mailing Notes](#)

Global Options Dialog

You use this dialog to set various options that control how Stickies! operates. Open the dialog by selecting the **Set Global Options** item on the [main program menu](#). Once you make your changes, you can close the dialog by selecting the **OK** button. The **Cancel** button will close the dialog and discard your changes.

Global Configuration Options

- [Alarm Cancels Screen Saver](#)
- [Automatically Save Active Set](#)
- [Default Link Association](#)
- [Display File Cabinet Icon](#)
- [Display Tip of the Day](#)
- [Enable Hotkey](#)
- [Main Icon Opens File Cabinet](#)
- [Reveal Hidden Notes](#)
- [Sound Resource Alarm](#)
- [Swallow Hotkey](#)
- [Use Current Date on New Notes](#)
- [Display Refiling Confirmation](#)
- [Use Parent Note's Color and Font](#)
- [Prompt for New Note's Style](#)
- [File Cab. Double Click = Checkout](#)

See also

- [Configuring Notes](#)
- [Goodies Options](#)

Automatically Save Active Set

This option and setting, which are on the [Global Options Dialog](#), allow you to specify how often Stickies! will automatically save the notes in your active set.

To make Stickies! automatically save your notes

Set the **Yes** checkbox

Enter an interval, in minutes in the edit box next to the yes checkbox. Stickies! will then automatically save your notes every time that many minutes passes. **The interval must be a whole number in the range 5 to 999.**

To prevent Stickies! from automatically saving your notes

Clear the **Yes** checkbox

See also

[Active Set](#)

[Global Options Dialog](#)

Reveal Hidden Notes

This option and setting, which are on the [Global Options Dialog](#), allow you to specify how many days a note will stay hidden before Stickies! will force it to be visible. Stickies! will use your settings for this feature the next time it is started.

This feature allows you to use hidden notes without worry that you'll forget about some and have them floating about on your desktop, invisible, for weeks, months, or even years at a time.

To make Stickies! reveal your hidden notes

Set the **Yes** checkbox

Enter an interval, in days in the edit box next to the yes checkbox. Whenever you run Stickies!, it will then force all notes that have been hidden for at least that many days to be visible. **The interval must be a whole number in the range 1 to 99.**

To prevent Stickies! from revealing your hidden notes

Clear the **Yes** checkbox

See also

[Global Options Dialog](#)
[Hide this Note/Hide all Notes](#)

Sound Resource Alarm

This option and setting, which are on the [Global Options Dialog](#), allow you to specify if and when Stickies! will warn you that your Windows resources are dangerously low. Your resources are a small section of memory that Windows uses for various special types of storage. No matter how much memory your computer has, if you run out of resources, you can't run Windows.

The Stickies! resource alarm can give you advance warning when your Windows resources are dwindling, so that you can shut down some programs and avoid a problem.

Stickies! checks your resource level every few minutes. If it detects a level below the one you've entered for this feature it will display a dialog box telling you what has happened, and it will then disable the resource alarm. This last step is to keep the resource alarm from nagging you. Remember that once the alarm disables itself, it will remain disabled until you rearm it.

To make Stickies! warn you about low resources

Set the **Yes** checkbox

Enter a resource level as a percent (e.g. enter 50 for 50%) in the edit box next to the yes checkbox. Stickies! will begin checking your resource level every few minutes as soon as you close the dialog box with the **OK** button. **The resource level must be in the range 10 to 80.**

To prevent Stickies! from warning you about low resources

Clear the **Yes** checkbox

See also

[Global Options Dialog](#)

Default Link Association

This option, which is on the [Global Options Dialog](#), allows you to specify which program Stickies! will use when you create a [link to a document](#) file that does not have an associated program in your WIN.INI file. By default, Stickies! will use notepad.exe as the program in such a case, but if you want to use a different program, you can change the default with this option.

To set your default link association, type in the name of the program. If the program is in a directory that appears in your DOS path statement, then you can enter the name without the path, e.g. you can enter "notepad.exe" instead of c:\windows\notepad.exe. If the program is not on your path then you must enter the fully qualified version of the name so that Windows can find the program when you want to run the link. **Stickies! will not accept a blank entry for the default link program.**

See also

[Global Options Dialog](#)
[Linking Documents to Notes](#)

Alarm Cancels Screen Saver

This option, which is on the [Global Options Dialog](#), allows you to tell Stickies! to cancel a screen saver when any note sounds its alarm.

To make Stickies! cancel a screen saver when a note alarm sounds, select the checkbox for this feature.

See also

[Global Options Dialog](#)

Make Dialog Backgrounds Gray

This option, which is on the [Global Options Dialog](#), allows you to tell Stickies! to make the backgrounds of its dialog boxes gray or use the standard background color in your Windows configuration.

To make Stickies! use gray dialogs, select the checkbox for this feature. Clearing the checkbox will make Stickies! use the default color for backgrounds on your system.

See also

[Global Options Dialog](#)

Display Tip of the Day

This option, which is on the [Global Options Dialog](#), allows you to tell Stickies! whether you want it to display a tip of the day when it runs. These tips are little tidbits of knowledge designed to help you make better and more complete use of Stickies!.

To make Stickies! display a tip of the day when it is run, select the checkbox for this feature.

See also

[Global Options Dialog](#)

Use Current Date on New Notes

This option, which is on the [Global Options Dialog](#), allows you to tell Stickies! to use the current time and date setting to initialize the alarm and expiration dates on new notes. If this option is not selected, then Stickies! will initialize these fields from the default note options.

This feature has some subtleties that you should be aware of:

If this feature is used, the current system time and date setting are used for the expiration and alarm setting **when the note is created**. Once those values are set, Stickies! will not modify them unless you edit them by hand using the normal [note options](#) dialog.

The checkboxes for enabling the expiration date feature and the alarm are always inherited from the [default note settings](#), even if this feature is used.

If the automatic expiration date feature is enabled, then this feature will be ignored for the expiration date setting, since that would initialize the expiration date to the current date, probably not what you wanted. Similarly, the alarm time and date will only use the current setting if the alarm is disabled on the default note settings.

When you import a note or check it out or copy it from the file cabinet, Stickies! will always leave the expiration date and alarm time and date settings as they are.

To make Stickies! use the current system time and date for the alarm and expiration features on all new notes, select the checkbox for this feature. Clearing the checkbox will make new notes inherit the time and date settings from your default note options.

See also

[Global Options Dialog](#)

[Set Note Defaults](#)

[Set Note Options](#)

Display File Cabinet Icon

This option, which is on the [Global Options Dialog](#), allows you to tell Stickies! whether you want it to display the file cabinet icon. You can use this icon as a shortcut to open the file cabinet, or you can also use this option and the [Main Icon Opens File Cabinet](#) option to make a double click on the main Stickies! icon open the file cabinet, instead.

If this option is turned on and you close the file cabinet icon by selecting **Close** on its menu, then Stickies! will automatically turn off this option.

To make Stickies! display the file cabinet icon, select the checkbox for this feature. Clearing the checkbox will make Stickies! display only its main program icon.

See also

[File Cabinet Facility](#)

[Global Options Dialog](#)

[Main Icon Opens File Cabinet](#)

Main Icon Opens File Cabinet

This option, which is on the [Global Options Dialog](#), allows you to tell Stickies! whether a double click on the main program icon will open the file cabinet instead of creating a new note. **This feature will only work if the file cabinet icon is not displayed.**

To make Stickies! open the file cabinet when you double click on the main program icon, select the checkbox for this feature and make sure the file cabinet icon is not displayed. Clearing the checkbox or allowing the file cabinet icon to be displayed will make Stickies! create a new note when you double click on the main program icon.

See also

[Display File Cabinet Icon at Startup](#)
[File Cabinet Facility](#)
[File Cabinet Icon](#)
[Global Options Dialog](#)

Enable Hotkey

This option, which is on the [Global Options Dialog](#), allows you enable or disable the new-note hotkey feature. When this feature is enabled and Stickies! is running, hitting the hotkey (Ctrl-Shift-N) will cause Stickies! to create a new note, even if you're working in another program.

You can also tell Stickies! whether it should "[swallow](#)" the [keystroke](#) or pass it on to Windows and other programs for processing. This feature is also controlled via the Global Options Dialog.

See also

[Global Options Dialog](#)

[Swallow Hotkey](#)

[Mouse and Keyboard Shortcuts](#)

Swallow Hotkey

This option, which is on the [Global Options Dialog](#), tells Stickies! whether it should "swallow" the new note hotkey keystroke or pass it on to Windows and other programs for processing. **Stickies! will only obey this option's setting when the new note hotkey is enabled. If this option is selected and the new note hotkey is disabled, then Stickies! will ignore the hotkey and pass it on to other programs.**

The purpose of this feature is to give you a choice of how to handle collisions between the Stickies! hotkey and other [shortcut keys](#) you might use in other programs. For example, if you define a macro in Word that you assign to the key Ctrl-Shift-N, then you probably don't want that keystroke to both open a new Stickies! note and run your Word macro. But you might, in fact, want to work that way. By enabling the hotkey and setting the swallow hotkey option appropriately, you can control how Word (or any other program) and Stickies! work together.

See also

[Enable Hotkey](#)

[Global Options Dialog](#)

[Mouse and Keyboard Shortcuts](#)

Can't Find STKB.DLL

On startup, Stickies! tries to link to support facilities that reside in other files. One of these files is STKB.DLL, which is part of Stickies! and is distributed with it. STKB.DLL allows Stickies! to provide its [new-note note hotkey feature](#).

If Stickies! cannot find or link to STKB.DLL, it will tell you so with a dialog box and then continue to run, although the hotkey feature will not work. (The [shortcut keys](#) will still work, however.)

In order for Windows and Stickies! to find STKB.DLL, that file must be in the same directory as STICKIES.EXE or in your Windows System directory (typically c:\windows\system). The best place to keep this file is in your Stickies! directory, which is where the Stickies! installation program will put it.

If you don't have a copy of STKB.DLL on your system, you should shut down Stickies! if it is running, copy STKB.DLL from your Stickies! distribution package into the directory that contains STICKIES.EXE, and then restart Stickies!.

If you've upgraded from an older version of Stickies! and your old copy of STKB.DLL is in your Stickies! directory, then Stickies! will refuse to use it and display this dialog. If this is the case, you should shut down Stickies!, delete your old STKB.DLL file, and copy just the file STKB.DLL from your Stickies! distribution disk to your Stickies! directory.

See also

[Mouse and Keyboard Shortcuts](#)
[Technical Support](#)

Note Was Refiled

Stickies! has refiled one of your notes, and displayed a dialog box to tell you where the note now resides in your file cabinet. Stickies! will refile a note in response to either the [Ctrl-Z shortcut key](#) or your selecting the **Refile this Note** item from the note's **Manage Notes** menu. When Stickies! refiles a note, it puts the note in the same file cabinet and folder where it last resided.

For a list of conditions under which Stickies! might not be able to refile a note, see the [Refile This Note](#) topic.

See also

[Mouse and Keyboard Shortcuts](#)

[Overview of the File Cabinet Facility](#)

[Refile this Note](#)

No Refiling Data

Stickies! has attempted to refile a note in the file cabinet facility, either because you hit the [Ctrl-Z shortcut key](#) or you selected the **Refile this Note** item from the note's **Manage Notes** menu. Since the configuration data, which is a part of the note that is not visible to you, did not contain usable information on where the note had last been stored in the file cabinet, Stickies! was not able to refile your note.

For a list of conditions under which Stickies! might not be able to refile a note, see the [Refile This Note](#) topic.

See also

[Mouse and Keyboard Shortcuts](#)

[Refile this Note](#)

Refile Folder is Full

Stickies! has attempted to refile a note in the file cabinet facility, either because you hit the [Ctrl-Z shortcut key](#) or you selected the **Refile this Note** item from the note's **Manage Notes** menu. Since the folder that last contained the note is now full, Stickies! could not refile the note.

To file your note, you can use the [Ctrl-F shortcut key](#), and then select a different folder, create a new one, or delete some notes in the full folder and then select it.

See also

[Cabinet and Folder Management Dialog](#)

[Mouse and Keyboard Shortcuts](#)

[Overview of the File Cabinet Facility](#)

[Refile this Note](#)

Can't Find Tip Database

Stickies! looked in the directory where STICKIES.EXE is stored for the file STICKIES.TIP, which contains the tip of the day data base, and couldn't find it. If you want to use the tip of the day feature, then you should copy the file STICKIES.TIP from your Stickies! distribution disk to the directory that contains STICKIES.EXE.

If you purposely deleted STICKIES.TIP to save disk space, you can stop this dialog from appearing by turning off the **Display tip of the day** feature on the [Global Options Dialog](#).

See also

[Global Options Dialog](#)

Tip Database is Wrong Version

Stickies! found the tip of the day data base, STICKIES.TIP, but the file of that name is not really the data base or it is an incompatible version.

The only way this can happen is if another file named STICKIES.TIP is in the directory where you stored STICKIES.EXE. If this happens, you should copy the impostor file to another directory and then re-install STICKIES.TIP from your distribution disk to the directory that contains STICKIES.EXE.

See also

[Global Options Dialog](#)

Our Company Philosophy

"Your company *what?*" we can imagine some of you thinking. Don't worry, we'll leave discussions of Plato, Descartes, Kierkegaard, and all those other party animals for another time and place. But we would like to take a minute to tell you about how we approach the software business, since we feel that's an important part of your evaluation of Stickies!.

At Looking Glass Technologies, we believe that in addition to the legal aspects of the company/customer relationship, there is an additional, implicit contract. While this moral contract is certainly not legally binding, we feel that it is just as important as any written contract, and we will always do our best to uphold it.

We believe that a software company has several obligations, almost all of which translate to one degree or another into respect for the user's time and system resources. These obligations have implications, some subtle, some not, for how a software company's products should behave. As we see it, a software company should:

Provide stable, well-tested programs that will never refuse to work in any but a graceful fashion. This means that our programs will check configuration data whenever necessary, instead of simply assuming, for example, that the user is running a particular version of Windows. If a program absolutely requires a certain file or type of hardware, and that resource is not present, then the program obviously can't run, but it will shut down gracefully after telling you why it can't run. When a program cannot locate some system resources but can still continue to run in a useful fashion, then it will, after telling you which functions are unavailable.

Make removing the program from your system as painless as possible. There are few things more frustrating than a Windows program that installs easily but burrows so deeply into your installation that you can't figure out how to get rid of it. (Look in your WIN.INI file when you get a chance. You're likely to find all sorts of unidentifiable artifacts in there from programs you removed months ago.) Removing Stickies! is simply a matter of deleting the distribution files, since it never modifies any of your configuration files, including WIN.INI, SYSTEM.INI, AUTOEXEC.BAT, and CONFIG.SYS.

Only install the needed files for a product. One of our pet peeves is software that installs dozens of irrelevant files. We've seen programs that install unneeded printer and screen drivers, for example, even after asking which printer and video board the user has. We consider such behavior the worst form of programmer arrogance and sloth, and we will never ship a product that takes such shortcuts at the expense of the user's system resources.

Make removing individual options of a program easy, wherever possible. Users running the enhanced version of Stickies! can turn off the quote of the day and today in history features and delete the associated databases, if they so choose, and the main function of Stickies! will not be affected. Users of other products do this sort of thing all the time, but usually it's a tentative process that involves guessing a file's real purpose based on its name, and then experimenting by moving the unwanted files to another directory while the user ensures that the program won't crash without them. Forcing users to waste time on such tricks is unforgivable. We will always tell you the function of each file associated with our programs, which ones are absolutely necessary, and what function is sacrificed by deleting each optional file. We can't stress this point strongly enough: It's *your* system, and *you* should be given the necessary information to maintain control of it.

Last, and most important of all, provide good support to our users. This is not limited to fixing bugs or answering your mail (but there are some companies we all could name that don't seem the least bit interested in doing even that much, sad to say). When we release a maintenance version of a product, we admit that's what it is and we tell you about the specific fixes and the consequences of hitting the bug, instead of trying to "slipstream" fixes into place and hoping no one will notice.

See also

[Acknowledgments](#)

[Registration Information](#)

[Technical Support](#)

The Stickies! Quote Compiler

The registered version of Stickies! includes a quote of the day feature that displays a randomly selected quote when Stickies! is run. The quotes are drawn from a database of over 1,600 that is stored in the file STICKIES.QTE.

If you'd like to create your own databases of quotes, jokes, song lyrics, foreign-language vocabulary drills, Bible verses, or just about anything else, you can now do so with the Stickies! Quote Compiler.

Using any text editor or word processor that can save plain ASCII text files, you create your quote databases using a simple "tagged" format:

```
:quote  
Familiarity breeds attempt.  
:attrib  
Goodman Ace  
:endattrib  
:endquote  
  
:quote  
To be an artist means never to  
avert one's eyes.  
:attrib  
Akiro Kurosawa  
:endattrib  
:endquote
```

Each quote can have up to 30 lines of 70 characters each, with the attribution being up to 5 lines of 70 characters. Each database can contain up to 5,000 quotes.

You process this plain text version of your database with the Quote Compiler, which creates a new STICKIES.QTE file. Once you place this new file in the main Stickies! directory, Stickies! will use it as the source of its quote of the day entries.

See also

[Goodies Options](#)

[Quote of the Day Note](#)

[Quote Compiler Order Form](#)

Quote Compiler Order Form

Name _____

Address _____

Phone _____ (in case we have a problem with your order)

Disk size: 3.5" 1.4M 5.25" 1.2M

E-mail address(es): _____

Registered users will receive technical support, immediate upgrade to the retail release of the program, plus six months of free, automatic disk upgrades. If you register less than two weeks before we begin shipping a new version of the product, we will hold your order and send you only the new release, and extend your registration period accordingly.

A single user license for the Stickies! Quote Compiler is \$9.95U.S. This price includes shipping and handling to all destinations in North America. Customers outside North America must add \$2U.S. shipping and handling, and customers in New York State must add 8% state sales tax.

All orders must be prepaid by check or money order payable in U.S. dollars and drawn on a U.S. bank. Canadian customers can pay with a Canadian postal money order payable in U.S. dollars.

Because of its low price, no purchase orders or credit card orders will be accepted for this product.

Prices are valid until December 31, 1995. After that date, please contact Looking Glass Technologies for our current pricing.

Send orders to:

Looking Glass Technologies
P. O. Box 8636
Endwell, NY 13762-8636

Style Manager

The Stickies! Style Manager allows you to create, use, delete, or rename styles. A Stickies! style is a complete set of options for a note (colors, font, alarm settings, etc.).

You open the Stickies! Style Manager by selecting the **Styles** button on either a note's configuration dialog or the default note settings dialog.

To create a new style, adjust the settings on the note or default configuration dialog as you want them to exist in the style, then open the Style Manager and select the **Create** button. The Style Manager will prompt you for a name for the new style, and then add it to your collection.

To use a new style, open the Style Manager, select a style from the list, and click on the **Select** button. The Style Manager will then close and copy all the settings from the style you selected to the configuration dialog. You can then change them as you wish before accepting them.

To delete a style, select it from the list on the Style Manager and then click on the **Delete** button.

To edit a style, select it from the list on the Style Manager and then click on the **Edit** button. The Style Manager will open the style configuration dialog with that style's current settings, which you can then change as you wish.

To rename a style, select it from the list on the Style Manager and then click on the **Rename** button. The Style Manager will prompt you for the style's new name.

Please note that if a title, user name, or group name is blank it is handled differently than other fields when a style is used. See the [Style Text](#) topic for details.

See also

[Overview of Styles](#)

[Style Configurator](#)

[Style Text](#)

Style Configurator

The Style Configurator is opened with the **Edit** button on the [Style Manager](#). This dialog box is almost identical to the ones used to set note and default options.

In general, you set the options for your style with this dialog box and then select the **OK** button to save them, or you can use the **Cancel** button to abandon your changes.

A style's settings are applied to a note as you configure each one. One exception is the title, user name, and group name fields. See the [Style Text](#) topic for details.

Options

[Alarm](#)

[Autoexec Notes](#)

[Colors](#)

[Expiration Date](#)

[Fonts](#)

[Goodies Options](#)

[Note Title, User and Group Names](#)

[Scroll Bar](#)

See also

[Configuring Notes](#)

[Style Text](#)

Style Text

Normally, the settings in your styles are used exactly as you specify them when a style is applied to a note's configuration. For example, if you configure a style to use black text on a yellow background, when you apply that style to an already existing note, that note's colors will be changed to black on yellow, just as you would expect.

One exception to this rule involves the three "text" settings of styles: the note's title, user name, and group name. These fields will only override the note's settings if they are non-blank.

For example, you have a note with the title "Yet Another Sticky!", the user name "Fred" and the group name "Fred's Computer". Your style named "Work items" has a blank title and user name, and a group name of "Department 437". If you apply style "Work item" to this note, Stickies! will leave the title and user name set to their current values ("Yet Another Sticky!" and "Fred"), since the style has blank values in those settings, and it will change the group name from "Fred's Computer" to "Department 437".

This feature allows you to create styles that override the settings on a note but still leave the text values intact.

See also

[Overview of Styles](#)

File Cabinet Is Already Open

You can have only one copy of the Stickies! file cabinet open at a time, and there is already an open copy.

See also

[File Cabinet Facility](#)

Note Configurator Is Already Open

You can have only one copy of the Stickies! note configurator open at a time, and there is already an open copy. This includes the dialog used for default note settings, as well as the one for the settings on an individual note.

See also

[Configuring Notes](#)

Goodies Configurator Is Already Open

You can have only one copy of the Stickies! goodies configurator open at a time, and there is already an open copy. (This is the dialog used to change the settings for the today-in-history and quote-of-the-day notes.)

Style Dictionary Has Been Renamed

Stickies! found that your style dictionary file (STICKIES.STY) was unusable for some reason. To preserve whatever data was in this file, Stickies! has renamed it and created a new style dictionary. The renamed STICKIES.STY is in the same directory as the new STICKIES.STY.

Style Name Prompt

When you tell Stickies! to create a new style or rename an existing one, it will prompt you for the new name.

You can enter a new name, or you can select a name from the drop-down list and then edit it as you wish.

See also

[Overview of Styles](#)

Must Select Style

You've asked Stickies! to perform some operation on a style, but you haven't yet selected one from the list. Select a style name and then retry the operation.

See also

[Overview of Styles](#)

Must Enter Valid Style Name

You must enter a valid, non-blank name for the style.

See also

[Overview of Styles](#)

Style Dictionary Is Full

Your style dictionary is full, so you cannot add another style.

See also

[Capacities and Limitations](#)

Style Selector

Stickies! displays the Style Selector dialog when you create a new, blank note and the [Prompt for New Note's Style](#) setting is selected on the [Global Options Dialog](#).

To use a style, simply select it from the list and then click on the **Select** button.

If you want to continue creating the note without using a style, select the **Cancel** button, and Stickies! will use your default note settings for the new note.

If you have no styles defined when you create a new note, Stickies! will never display the style selector. It will simply create the note using your current default note settings.

See also

[Overview of Styles](#)
[Prompt for New Note's Style](#)
[Style Text](#)

Overview of Styles

Styles provide you with a quick and flexible way to configure your notes. Each style includes all the settings for a note: color, font, alarm and expiration dates, etc.

You can define up to 25 unique named styles and optionally have Stickies! prompt you for the style to use for the settings of a new note whenever you create one.

You can also change the settings of a note any time after it is created by telling Stickies! to apply a style to that note.

By using the Style Manager (which is opened by selecting the **Styles** button on the note configuration dialog or the defaults dialog), you can create, rename, delete, or select a style.

See also

[Prompt for New Note's Style](#)

[Style Configurator](#)

[Style Manager](#)

[Style Text](#)

Display Refiling Confirmation

This option, which is on the [Global Options Dialog](#), allows you to specify whether you want Stickies! to tell you which file cabinet and folder contains a note when you refile it.

See also

[Global Options Dialog](#)
[Mouse and Keyboard Shortcuts](#)

Use Parent Note's Color and Font

This option, which is on the [Global Options Dialog](#), allows you to specify whether you want a new note to "inherit" the color and font settings from another note. The text and links of the "parent" note are not copied to the new note, nor are the settings for alarms, expiration date, etc. This feature provides a quick way to clone the general "look" of an existing note.

This option will only come into play if you create a new note by double clicking on the caption bar of an existing note. The note you double clicked will be used as the parent note.

This option will override the [Prompt for New Note's Style](#) setting.

See also

[Global Options Dialog](#)

Prompt for New Note's Style

This option, which is on the [Global Options Dialog](#), allows you to specify whether you want Stickies! to prompt you for the style to use when creating a new, blank note.

Stickies! will not prompt you for a style when you're importing notes, checking them out of the file cabinet, using the autoload feature, or duplicating an existing note. In those cases, Stickies! will use the existing settings for the notes, which you can then change.

If you have no styles defined when you create a new note, Stickies! will not display the style selector even if this feature is enabled. It will simply create the note using your current default note settings.

See also

[Global Options Dialog](#)
[Overview of Styles](#)
[Style Selector](#)

File Cabinet Double Click = Checkout

This option, which is on the [Global Options Dialog](#), allows you to specify how you want the Stickies! Cabinet and Folder Management Dialog to handle a double mouse click on a note's caption.

If this option is selected, then a double click will cause Stickies! to check out the note, meaning it will move it from the file cabinet to your active set.

If this option is not selected, then Stickies! will copy the note to your active set in response to the double mouse click.

See also

[Cabinet and Folder Management Dialog](#)

[Global Options Dialog](#)

[Overview of the File Cabinet Facility](#)

Export all Notes as Text

Using this option, which is on the [Manage Notes Menu](#), you can export all the notes from your [active set](#) to a single file in plain text format.

This feature provides a handy way to collect the title and text from each of your active notes into a single file you can then edit with any text editor or word processor.

This option displays the [Export All Active Notes As Text](#) dialog.

See also

[Active Set](#)

[Export All Active Notes As Text](#)

[Importing, Exporting, and Mailing Notes](#)

[Manage Notes Menu](#)

Export All Active Notes As Text

This dialog is opened by selecting the [Export all Notes as Text](#) item on the [Manage Notes Menu](#) of the main Stickies! program icon.

To use this dialog, you provide the name of the output file you wish to create, plus the text formatting options, and then select the **OK** button.

The title and contents of each note will be exported, and the contents will be optionally formatted to a width you specify. In general, the text of each note will be reformatted so that the line breaks you inserted with the Enter key are still preserved, and normally lines are only broken between words. If a line of text in your note has a continuous string of characters well beyond the normal line length you specify, then it will be broken anyway.

If you turn off text formatting, then the text in your notes will be exported with only those line breaks you inserted with the Enter key. This will often result in very long lines of text that you will have to reformat with a word processor.

See also

[Importing, Exporting, and Mailing Notes](#)
[Manage Notes Menu](#)

OK to Replace Text Export File?

There is already a file with the name you specified for a text export operation on your system. Before Stickies! replaces the file, it asks for your permission.

If you tell Stickies! to use the name you provided, the existing file will be replaced.

See also

[Export all Notes as Text](#)

Illegal Text Flow Width

The width you entered for the text flow is illegal. This value determines how many characters wide the typical line in the plain text version of your notes should be.

The number you enter must be a whole number in the range 20 to 250. If you do not want Stickies! to format your text at all, clear the check mark next to the **Format output** text.

See also

[Export all Notes as Text](#)

Must Supply Text Export Filename

You must supply the name of the file you wish to use for the text export operation.

You can either type in a name, or use the **Browse...** button to open the standard File Open dialog box, which you can then use to specify a file name.

See also

[Export all Notes as Text](#)

Stickies! Data Directory is Read Only

At startup, Stickies! ensures that it can write to the directory it will use to store your notes. If Stickies! finds that it does not have write authorization for the directory, it will display this message and shut down.

This situation should never happen. If it does, please contact Looking Glass Technologies.

See also

[Technical Support](#)

Unbundle File Directory is Read Only

In order to unbundle a file and place it on its original disk drive, you must have write authority for that drive. The directory for the file you have just tried to unbundle is available to you on a read-only basis, so the file could not be unbundled.

Function Key Configurator

The Function Key Configurator is opened with the Function Keys button on the [Global Options Dialog](#). You use this configurator to assign Stickies! commands, such as "Print this note" or "Help" to function keys.

In Stickies!, the function keys are shortcut keys, not global hotkeys. This means that a Stickies! note must be the active Windows window (what Windows calls "having the focus") for the function keys to work.

If the command you've assigned to the function key is note-specific, such as "Export this Note," then the command will apply to the note that has the Windows focus.

To use the Function Key Configurator:

1. Select a command from the list on the right.
2. Select the button on the left that contains the name of the function key to which you wish to assign the command.
3. Repeat steps 1 and 2 until finished.
4. Close the Function Key Configurator with the **OK** button.
5. You can close the Function Key Configurator and abandon your changes by selecting the **Cancel** button.

See also

[Function Key Commands](#)
[Mouse and Keyboard Shortcuts](#)

Function Key Commands

This topic presents an alphabetized listing of all the Stickies! commands that can be assigned to shortcut function keys using the [function key configurator](#).

[no command]

The "no command" command. When a function key is assigned this command, it does nothing when you press the key.

Always on Top (toggle)

Turns the always on top setting on or off for the active note.

Bundle Note

Bundles the active note.

Cascade All Notes

Cascades all the notes on your desktop (including hidden and minimized ones) into three columns.

Cascade Visible Notes

Cascades the open, visible notes on your desktop (i.e. not the hidden or minimized ones) into three columns.

Change Quote of the Day

Changes the Stickies! quote of the day note to a new, randomly selected quote. This feature requires the registered version of Stickies!.

Create New Note

Creates a new, blank Stickies! note.

Display All Notes

Forces all hidden notes to be visible.

Duplicate Note

Duplicates the active note, including its configuration settings and contents.

Export All Notes

Exports all the notes on your desktop, including hidden ones, in the form of a Stickies! export file.

Export All Notes As Text

Exports all the notes on your desktop, including hidden ones, in the form of a plain-text file.

Export Note

Exports the active note in the form of a Stickies! export file.

File All Notes

Files all the notes on your desktop, including hidden ones, in the Stickies! file cabinet.

File Note

Files the active note in the Stickies! file cabinet.

Help

Opens the Stickies! on-line help file and displays the table of contents.

Help on Shortcuts

Opens the Stickies! on-line help file and displays the topic that describes the mouse and keyboard

shortcuts.

Hide Note

Hides the active note.

Hide All Notes

Hides all notes in your active set.

Import Files

Begins the process of importing one or more files into Stickies!.

Mail Note

Mails the active note.

Minimize All Notes

Minimizes all notes in your active set (i.e. shrinks each one to an icon).

Minimize Note

Minimizes the active note.

Print All Notes

Prints all notes in your active set.

Print Note

Prints the active note.

Refile Note

Refiles the active note in the last cabinet and folder in which it was stored.

Run Note's Links

Runs all the linked programs on the active note.

Save All Notes

Saves your active notes and their settings to disk.

Sound (toggle)

Turns Stickies! sound on or off.

Stack All Notes

Stacks all the notes on your desktop (including hidden and minimized ones) in the upper-left corner of your screen.

Stack Visible Notes

Stacks all the non-hidden notes on your desktop in the upper-left corner of your screen.

Switch to Next Note

Shifts the Windows "focus" to the next active note.

See also

[Function Key Configurator](#)
[Mouse and Keyboard Shortcuts](#)
[Secrets of the Stickies! Masters](#)

Must Select Command

You must select a command from the list on the right-hand side of the Function Key Configurator dialog before you try to assign it to a function key.

See also

[Function Key Configurator](#)

Sound Configurator

This dialog, which is opened from the [Global Options Dialog](#), allows you to control whether Stickies! plays sound effects at various times, and which sounds it plays. You can turn off sounds for just certain events, and you can substitute an external WAV file for the built-in Stickies! sound effects.

In the unregistered/evaluation version, the sound configurator is replaced by a dialog box that simply allows you to turn all non-alarm Stickies! sounds on or off.

To set the sound for a given Stickies! event:

1. Select the event from the list on the left side of the sound configurator.
2. Select the sound from the right side of the sound configurator. If you want no sound for this event, then select the **No sound** option. If you'd like to use one of the Stickies! built-in sounds, select it from the list, or you can select **Use external WAV file** and then provide the name of a WAV file on your system. You can play your selection with the **Test** button.

The sound configurator also contains a checkbox labeled **Enable Stickies! sounds**. This is the "master switch" that controls all the sound events in Stickies!. If it is off, Stickies! will not play sounds, regardless of the setting for each event. The only exception is alarms, which always make the selected sound. If you want to silence alarms you must configure the **Alarms** event to use the **No sound** setting.

Sound Filename is Invalid

The filename you enter must be a valid name for an existing WAV file, e.g. c:\mywavs\boom.wav.

Password is Invalid

The locking password you entered is not valid.

See the [Locking and Unlocking Stickies!](#) topic for complete details on the locking feature and how Stickies! handles passwords.

See also

[Locking and Unlocking Stickies!](#)

Password is Incorrect

The locking password you've entered is not the one that was used to lock Stickies!.

See the [Locking and Unlocking Stickies!](#) topic for complete details on the locking feature and how Stickies! handles passwords.

See also

[Locking and Unlocking Stickies!](#)

OK to Delete Style?

You've told Stickies! to delete a style. Since there is no way to retrieve a style once it is deleted, Stickies! asks for your permission before it does so.

Prompt for Locking Password

Stickies! is currently unlocked (meaning you can work with all of its features normally), and you have told it to lock itself. Stickies! is therefore prompting you for a password. Once you enter a valid password, Stickies! will save your active notes to disk, change its icon, and refuse to do anything until you enter the password again.

As you type your password, Stickies! will show an asterisk for each letter.

When you have entered a password, select the **OK** button to lock Stickies! or the **Shutdown** button to lock Stickies! and close it.

See the [Locking and Unlocking Stickies!](#) topic for complete details on the locking feature and how Stickies! handles passwords.

See also

[Locking and Unlocking Stickies!](#)

Prompt for Unlocking Password

Stickies! is currently locked. When you tell it to unlock itself, it prompts you for the password that was used to lock it. Stickies! will not unlock until you provide this password.

As you type your password, Stickies! will show an asterisk for each letter.

See the [Locking and Unlocking Stickies!](#) topic for complete details on the locking feature and how Stickies! handles passwords.

See also

[Locking and Unlocking Stickies!](#)

Locking and Unlocking Stickies!

Overview

Stickies! has the ability to lock itself. In the unlocked state, all the Stickies! features are available, the notes from your active set are visible on your desktop, etc. In the locked state, the Stickies! icon changes, your active notes are not on the desktop (they're not merely hidden; they're literally not there), and you can't do anything with Stickies! or any of your notes.

While this feature is meant to provide a modicum of security for people who must share a PC (possibly with their children) or use one in a crowded office (possibly with child-like co-workers), we cannot stress the following point strongly enough: **The locking feature is not meant to provide bullet-proof security!** This feature **does not** encrypt your notes or take any other sophisticated steps to prevent someone from hacking your Stickies! files; it merely refuses to provide easy access to your notes through its own facilities.

Given that Stickies! uses custom data formats for all of its files, locking provides a reasonable level of "casual protection."

Using Locking

To lock Stickies!, select the **Lock...** item from the main program's menu and provide a password when prompted.

Stickies! will remain locked until you enter the unlocking password, even across Stickies! and Windows sessions.

To unlock Stickies!, select **Unlock...** from the menu and provide the original password. Stickies! will then "open up," display your notes, and provide normal access to all its facilities.

Passwords

Your password must be between three and ten characters long. Stickies! will reject anything shorter, and won't let you type in anything longer. As you type your password, Stickies! will show asterisks on the screen instead of the actual characters you enter.

Leading and trailing blank characters will be stripped from your password. If you enter " Fred ", Stickies! will use "Fred" as your password. (You never have to enter the quote marks, of course.)

Your password is "case sensitive." This means that if you lock Stickies! with a password of "FRED", you cannot unlock it with "Fred", "fred", etc. You must supply the password **exactly** as it was originally typed.

Remember your password!!! Looking Glass Technologies can unlock your copy of Stickies! in an emergency. If you need our assistance, please contact us at one of the addresses in the [Technical Support](#) topic.

See also

[Technical Support](#)

Couldn't Open File

Stickies! tried to open a file with the name specified on this dialog box, but it couldn't.

It could be that you don't have the necessary authorization to access the file (perhaps Stickies! is trying to create the file on a network drive that you have read-only access to, for example).

Possibly you're out of file handles and can't open any more files. You should check the FILES= setting in your CONFIG.SYS file, and possibly try the Stickies! operation again with some other Windows programs shut down.

If this condition persists, you should contact Looking Glass Technologies.

See also

[Technical Support](#)

Style Selector is Open

The Style Selector dialog was open when you tried to perform some conflicting operation. You must first close the Style Selector before you proceed.

Note Set Manager is Open

The Note Set Manager dialog was open when you tried to perform some conflicting operation. You must first close the Note Set Manager before you proceed.

Style Manager is Open

The Style Manager dialog was open when you tried to perform some conflicting operation. You must first close the Style Manager before you proceed.

Can't Register Messages

Stickies! was unable to complete one part of its internal startup procedure, registering messages. This is an exceedingly rare situation; in fact, it is a classic example of the an error that "should never occur," as programmers like to say.

If you encounter this error, even if only once, **please** report it to Looking Glass Technologies.

See also

[Technical Support](#)

Quick Close File Cabinet

When you have the folder browser dialog open, you can perform an operation on a note and close both the folder browser dialog and the cabinet and folder management dialog all in one step.

If you hold down the shift key when you click on either the **Copy** or **Checkout** buttons, the folder browser will perform that action and then close itself and the cabinet and folder management dialog.

If you hold down the shift key when you click on the **Close** button, then both the folder browser and the cabinet and folder manager will close.

See also

[Overview of the File Cabinet Facility](#)

Stickies! Files

Stickies! consists of the following files:

INSTALL.EXE	RECOMMENDED: Installation program
INSTALL.BIN	RECOMMENDED: Part of installation program
INSTALL.BMP	RECOMMENDED: Part of installation program
INSTLIB.DLL	RECOMMENDED: Part of installation program
STICKIES.EXE	REQUIRED: The program itself
STICKIES.HLP	RECOMMENDED: The Windows help file
STICKIES.SAV	RECOMMENDED for new users: Sample Stickies! notes
STICKIES.STY	RECOMMENDED for new users: Sample Stickies! styles
STICKIES.TIP	RECOMMENDED: Tip of the day database.
STICKIES.WRI	OPTIONAL: Manual, included only with the evaluation version
STKB.DLL	REQUIRED: Support DLL that enables the Stickies! hotkeys
ORDER.TXT	OPTIONAL: Registration and ordering information. Evaluation version only.
FIXES.TXT	OPTIONAL: History of maintenance changes
STICKIES.QTE	OPTIONAL: Quote of the day database. Enhanced version only.
STICKIES.TIH	OPTIONAL: Today in history database. Enhanced version only.
WHATSNEW.TXT	OPTIONAL: New features in this release

Stickies! will create a file named STICKIES.FCD, which is part of the file cabinet. Once you run Stickies! and file some notes in the file cabinet, Stickies! will also create several files with SFF file extensions, one file per folder.

Stickies! will also create one file for each of your note sets. These files are named ST000000.STA through ST000009.STA.

Do not, under any circumstances, delete, rename, move, or in any way bother any of these files! Stickies! will make all necessary changes to these files as you work with cabinets, folders, and notes from within the program. You should, of course, back up your Stickies! data files when you do your usual hard disk backup.

Secrets of the Stickies! Masters

We receive a lot of mail from people who like the idea of Stickies!, but are just starting out with Microsoft Windows and are having a little trouble seeing how the two work together. This topic presents a few pointers that, while not actually secrets, are not all that obvious either.

Secret #1 Add Stickies! to your Program Manager's StartUp group, so that it is automatically run when you start Windows. If you don't do this, there's too great a chance that you'll miss some Stickies! alarm or reminder. Also, make sure that Stickies! is the last item in the StartUp group (in the lower-right corner as the icons for this group are displayed by Program Manager), since that will make it run last and show your notes on top of other programs.

Secret #2 Re-size Program Manager and File Manager so that they take up the full width of the screen but the height of the screen minus about the height of an icon. This allows you to more easily get to the icons of your minimized programs, such as Stickies!. This is particularly handy if you want to drag files from File Manager and drop them onto the Stickies! icon to import them or onto a note to create a link.

Secret #3 The easiest way to "surface" all the notes on your desktop, meaning to make them appear on top of whatever program you're currently working in, is to use the Stickies! Ctrl-Shift-S global hotkey. This keystroke will work anytime Stickies! is running (and you have the feature enabled, which it is by default). Simply press Ctrl-Shift-S, and Stickies! will make all the "open" (i.e. no minimized) notes on your desktop "surface" and appear on top of your other programs. When you click on any other program, Windows will give it the focus, and that program will once again appear on top of your Stickies! notes.

Secret #4 If you need access to the main Stickies! program icon or the Stickies! File Cabinet icon, and another program is covering them up, you can use an often ignored part of Windows, the Task manager. Press Ctrl-Esc and the Windows Task manager will appear in the middle of your screen. In its list of windows, you'll see one entry for the main Stickies! program icon and one for the file cabinet icon (assuming you've configured Stickies! to display this icon). Click on the title for the icon you want to display, and then click on the "Switch To" button (or you can simply double click on the icon's title). Windows will then do something a bit odd-- it will give the icon you selected the focus, but since Stickies! lives its entire life as an icon, Windows "punches a hole" in the windows of other programs that cover the icon, so you can see it. Even though other programs are filling your screen, you now have a "hole" in those windows through which you can use the icon, open its menu, etc.

Secret #5 Let's say you're editing a document in your word processor, and you want to copy some particularly pithy text you've just written to a new Stickies! note. The easiest way to do this is as follows:

1. Select and copy or cut the text to the Windows clipboard, exactly as you would in preparation for copying it to another part of the same document.
2. Use the Ctrl-Shift-N global hotkey to create a new, blank note. This hotkey works whenever Stickies! is running in your system, assuming you have the hotkeys enabled. Once you've created the new note, paste your text from the Windows clipboard into it. When you click on your word processor's screen again, the new note will "sink" out of sight, and you'll be right back where you started.

Secret #6 Once you get the hang of Stickies! and start creating notes and alarms, you can quickly discover that your Windows desktop isn't as big as you once thought it was. There are ways to handle this clutter:

1. Use the Cascade option to re-arrange your notes into three columns on your screen. Some users find this a handy way to keep their notes available while still being able to see the title of each one.
2. If you have some notes that you really don't need to see right now, such as a reminder for a meeting

that's still weeks away, you can hide the note using the [Hide this Note](#) option on that note's [Arrange Notes menu](#). Once hidden, the note will still be on your desktop (just invisible), and its alarm will still function as expected. (When a hidden note's alarm goes off, Stickies! makes the note visible.) You can use the About... box to keep track of how many hidden notes you have.

3. You can divide your notes into various groups, and store each one in a separate note set. You can then quickly switch between sets of notes depending on which project you're working on or which application program you're using.

The most important thing to remember when working with Stickies! or any other program is: Don't be afraid to experiment. Stickies! can contribute to your Windows environment in a variety of ways, so you might have to experiment a little before you find the best way to make it match your style.

See also

[Basic Concepts](#)

[Hints and Tips](#)

[Mouse and Keyboard Shortcuts](#)

[Overview of Note Sets](#)

Stickies! 3.0 Order Form

To print a copy of this form directly from the Windows help facility, use the **Print Topic** item on the **File** menu.

Looking Glass Technologies
PO Box 8636
Endwell, NY 13762-8636
FAX: (607)754-1267
CompuServe: 71055,1240, Internet: 71055.1240@compuserve.com

Customers receive a lifetime 50% discount on disk upgrades.

Name: _____

Address: _____

Phone: _____

Disk size: [] 3.5" 1.4M [] 5.25" 1.2M

E-mail address(es): _____

Where did you get your copy of Stickies!? _____

Number of copies ordered: _____

Payment options:

[] Check or money order payable in U.S. dollars and drawn on
a U.S. bank

[] Canadian postal money order payable in U.S. dollars

[] Visa [] MasterCard

Credit card number: _____

Expiration date: _____

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See also

[Registration Information](#)
[Technical Support](#)
[Our Company Philosophy](#)

Set Manager

Using the Set Manager, you can select or rename sets of notes. You open the Set Manager by selecting the **Note Sets...** option from the main program's menu, or by using the Ctrl-Shift-C global hotkey whenever Stickies! is running.

Normally you select a set name from the list and then select a button to tell Stickies! what you wish to do with that set. The options available are:

Select This option makes the selected note set your active set. Stickies! will automatically save your currently active set before it displays the notes from the new set. Once you select a note set, it remains your active set across Stickies! and Windows sessions, until you use the Set Manager to select another set. You can also select a note set by double clicking on its name.

Rename When you select this option, Stickies! will present you with a dialog box that contains the name of the selected note set. You will then be able to change the name, and Stickies! will use the new name for the note set.

Close Closes the Set Manager. Any changes you've made, such as renaming a note set, are preserved.

See also

[Mouse and Keyboard Shortcuts](#)
[Overview of Note Sets](#)

Set Name Prompt

When you tell Stickies! you want to rename a note set, it will present you with this prompt.

You can enter a new name, or you can edit the existing one, which is automatically filled in on the dialog.

See also

[Overview of Note Sets](#)

Must Select Set

You've asked Stickies! to perform some operation on a note set, but you haven't selected one from the list. Select a set name and then retry the operation.

See also

[Overview of Note Sets](#)

Must Enter Valid Set Name

You must enter a valid, non-blank name for the note set.

See also

[Overview of Note Sets](#)

Overview of Note Sets

You can have up to 10 unique named sets, each with up to 30 Stickies! notes.

The **active set** is the set whose notes are on your desktop. You can have only one set active at a time. The easiest way to select a different set of notes is to use the Ctrl-Shift-C global hotkey to display the Set Manager.

When you use the Set Manager to select a different set, Stickies! automatically saves your currently active set to disk, and then displays whatever notes are in the new set on your Windows desktop.

Each of your note sets has its own name. These names are purely for your own use, and are not used by Stickies!. Stickies! will display the name of the current note set in the caption of the main program icon to help you remember which set is active.

A note's alarm is not active unless that note is in the currently active set. Similarly, Stickies! does not check for expired notes when you switch between note sets; this check is done only when you start Stickies!.

To move a note from one set to another, you must use the export and import features of Stickies!. The basic steps are:

1. Export the notes you wish to move. Place them into a standard Stickies! export file called MOVE.STN, for example.
2. Switch to the new note set using the Set Manager.
3. Import MOVE.STN. You can now delete the file MOVE.STN and the copies of the notes that are still in the original note set.

See also

[Importing, Exporting, and Mailing Notes](#)
[Prompt for New Note's Style](#)
[Mouse and Keyboard Shortcuts](#)
[Set Manager](#)

