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# Getting Started

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# Introduction

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## Welcome!

Welcome to ClipMate 4, the latest installment of a very popular and successful answer to the age-old question: "Isn't there a better way to cut and paste in Windows?"

ClipMate 4 builds on the success of previous versions by adding a native 32-bit version optimized for usage in Windows95 and Windows NT, as well as a [long list of enhancements](#) that make ClipMate the most powerful [clipboard](#) utility available.

## What is ClipMate?

As you probably realize, the native cut/copy/paste capability of Windows works well for transferring single items of data, but becomes very cumbersome if you want to move a lot of data, or keep data for extended periods of time. Every time that you cut or copy, the new data overwrites the previous clipboard contents, whether you were ready for that or not!

ClipMate works alongside the regular clipboard functionality in Windows by capturing every piece of data (Clip Item) that you copy to the clipboard, and storing it in one of its internal Collections. ClipMate can easily store hundreds of these Clip Items.

Once the data is in ClipMate, you can select an item from within ClipMate, and it is automatically placed back on the clipboard, ready to paste into any application. You can view, print, edit, re-format, convert to Upper/Lower case, search for, re-name and re-order clip items. In addition, ClipMate lets you create an unlimited number of Collections in which to store the data. You can name them anything you'd like, and you have full control over the retention rules so you can create Collections to fit your own work process. You can use the "Short-Term" Collection (created by default when you first run ClipMate) for a "catch-all" Collection, and create others for topics like "Tips & Tricks", "Hot Internet URLs", "Programming", "Clip Art", "USENET News", or "Project X".

You can Glue together several Text items to form one big item that can be pasted all at once, and ClipMate's PowerPaste function will allow you to quickly paste a sequence of items into an application by automatically sensing that you've pasted, and automatically advancing to the next item.

***Important!*** *ClipMate can't do its job if it isn't running. We suggest placing ClipMate in your startup group (just the ClipMate icon - not all of them) so that it is always available to capture your data, not just when you have the foresight to run it before-hand.*

# Installation

[Program Requirements \(32-bit\)](#)

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## **Program Requirements (32-bit)**

- Any PC capable of running Windows95 or NT.
- Windows95, NT 3.51 or NT 4.0
- 1mb free disk space for program files.
- 8mb RAM.
- Any mouse or pointing device supported by Windows.

## **Program Requirements (16-bit)**

- Any PC capable of running Windows 3.1 or Windows for Workgroups.
- Windows 3.1 or Windows for Workgroups 3.11
- 1mb free disk space for program files.
- 4mb RAM.
- Any mouse or pointing device supported by Windows.

## Installing ClipMate

Installing ClipMate is an easy matter. Simply run the SETUP program, and follow the prompts.

If you are installing from floppy, run A:SETUP from either Windows 95's START Menu, or Windows 3.1's File | Run menu.

**NOTE:** If you are upgrading from a previous release, it is recommended that you do NOT install into the same directory as the previous release. This makes it harder to get rid of the old files, and would result in many obsolete files being left on your hard disk.

## Entering Your Registration Key

From the Help menu, select Ordering/Registration, then the Enter Registration Key button. This opens the dialog box for entering your name and key. Only valid ClipMate 4.x registration keys will be accepted. (If you haven't upgraded yet, you have the standard 30 days to evaluate the new release). The name and number are not case sensitive. If you're successful, then a "thank you" message will appear, and the software will be registered to you. All features will be enabled, and the "registration reminder" screens will not appear again.

## Migrating Data From Previous Versions

ClipMate will create two empty Collections by default, which will NOT contain your existing data. If you want to migrate your data files, select File | Import 3.0 Data. Then use the File Open dialog box to browse to your old data file (likely c:\clipmate\data\default.clm). Upon successful completion, you will have a new Collection with the contents of the old file.

The migration facility will migrate text items under 1024 bytes in size, as well as Bitmaps and Pictures. While this may seem limiting, we designed it to be "lean and mean", to avoid bloating the application with code that will only be used once. If there are data items that aren't migrated, but that you still need, follow this procedure:

Run the old and new versions of ClipMate simultaneously (run the old one first, then ClipMate 4). When you select a clip item in the older version, ClipMate 4 will automatically capture it.

## Removing Files From Previous Versions

After you have installed ClipMate 4, migrated your data, and perhaps let everything "cool off" for a few days, you will probably want to remove the old version. We do not currently have an automatic way to do that (the uninstall utility is for removing ClipMate 4). So you will have to manually clean up the old files. Here's how:

- Using File Manager or Windows95 Explorer, delete the old ClipMate directory, and all sub-directories.
- Using File Manager or Windows95 Explorer, delete the CLIPMATE.INI file, located in your Windows directory.
- In Windows95 or NT 4.0, there is a facility to remove icons from the START menu. Select START | Settings | Task Bar , then the Start Menu Programs tab, then Remove.
- In Windows 3.1 or NT 3.51, just delete the icons and group from the Program Manager, using File | Delete.

# What's New In Version 4.0

32-Bit Native Executable

New Interface, New Technology

User-Defined Collections

Picker Window

Hot-Keys

Rich Text Format

System Tray Icon

Application Profiles - Kinder & Gentler

Error Handling And Data Integrity

Printing

Context-Sensitive Help & Tooltips

Spin Button

Right Mouse-Button Support

Item Type Icons

Previous Instance Handling

Improved FIND Capability

## **32-Bit Native Executable**

ClipMate now comes in two versions: 16-bit for Windows 3.1 (and Windows for Workgroups 3.11), and 32-bit for Windows95 and NT.

When running the 32-bit version on Windows95, Windows NT 3.51 or Windows NT 4.0 (when available) ClipMate provides optimum performance and compatibility with other 32-bit programs. ClipMate takes advantage of the new 32-bit environment, incorporating such features as long file names, the System Tray, and Rich Text Format display.

For the convenience of our users, we provide both 16 and 32-bit versions for one low price. You can run whichever one is suited to your platform. So if you're running Windows 3.1 now, and are planning to upgrade to Windows95 or NT, there is no additional cost (from us, anyway).

## **New Interface, New Technology**

ClipMate has been completely re-written from the ground up, using Borland's new Delphi programming environment. This allows us to incorporate new user-interface controls like Tabbed Dialogs, and the pleasing 3D effect that you're accustomed to seeing in 32-bit applications. And Delphi allows us to produce both 16 and 32-bit versions of ClipMate using a common code base.

## **User-Defined Collections**

No longer are you limited to two storage options.

In ClipMate 4, you can create your own Collections, and you have complete control over what they're called, how they manage data (Retention Rules), and even what icon is displayed on the toolbar. There is even an option to tell ClipMate whether you want new data to be inserted at the top of the list, or at the bottom.

**See: Collection Management.**

## **Picker Window**

The new Picker Window consolidates the old "Multiple-Selection Dialog" and "Thumbnail Selection Dialog" into a single dialog with two tabs (more will come in future 4.x releases). The Multi-Select tab now allows you to re-order items within the Collection, and you can now use standard key sequences to make your selection (Shift-click to pick range, Ctrl-click to make random picks, Shift+/ to select all). The other tab is the Thumbnail tab, which allows you to pick items visually using a grid (both Text and Graphics). You now have more options for grid sizing and font selection in the grid.

**See: Picker Window.**

## Hot-Keys

The 32-bit version features system-wide hot-keys to perform certain tasks, like bringing ClipMate to the foreground (even if minimized or hidden), advancing to the next/previous item, and recalling a particular item, or Collection.

**See: HotKeys.**

## **Rich Text Format**

The Magnification Window can now display Rich Text Format. Rich Text contains font and formatting information that is valuable to word processors. Previous versions of ClipMate could handle Rich Text, but you couldn't view it - now you can!

## System Tray Icon

When running on Windows95 or NT 4.0, you have the option of placing ClipMate's icon in the System Tray (the little "sunken" area of the task bar, off to the right, next to the clock.) Since ClipMate is meant to run quietly in the background until you need it, this seemed to be a natural fit, and a number of users have requested the feature.



## **Application Profiles - Kinder & Gentler**

ClipMate is now even smarter about sifting through the mountain of data that some applications insist on producing. It will make decisions based on what formats are available (Text, Rich Text Format, Bitmap, OLE, etc.) and create a default filter, which you can later adjust if necessary.

In cases of applications that only produce Text, ClipMate short-circuits the whole Application Profile process completely, which makes everything a lot simpler, and faster.

## **Error Handling And Data Integrity**

ClipMate 4 has improved error trapping and recovery, and a logging feature helps to pinpoint trouble areas for quick resolution of problems.

## Printing

Not only can you print Text, but you can now print Bitmaps as well. ClipMate's bitmap printing can handle graphics of any size. If it detects that a large bitmap is in danger of being chopped by the printer margin, it will scale it down to fit in the available space.

Try this on any printer (even color!):

Press the PrintScreen key to send a full-screen bitmap to ClipMate. Now press ClipMate's Print button, to send to the printer. If you work in Journalism, Technical Support, or Application Development, you'll love this feature.

See [Bitmap Printing](#).

See [Screen Capture](#).

## **Context-Sensitive Help & Tooltips**

Tooltip help (little text "hints" that light up as you move the cursor over things on the screen) and context-sensitive "What's This" help are provided, so that you don't have to dive into the full-blown help facility to explore new features. Almost every graphical element in ClipMate supports the Windows95-standard "What's This" help, invoked with the right-mouse button. Simply right-click, and select the "What's This" menu. You'll then be presented with a brief yellow "pop-up" or "balloon" help, describing the purpose of the thing that you clicked on. Give it a try!

## Spin Button

Off to the far right of the toolbar is a Spin control, which will advance to the Next/Previous item in the current list. This is often quicker than pulling down the selection list.

See:  Scroll Up/Down.

## **Right Mouse-Button Support**

There are many "shortcuts" in ClipMate that can be accessed via the right mouse-button. And almost everything has context-sensitive "What's This" help, also found under the right mouse-button. Check it out!

## Item Type Icons

In the Clip Item Selection drop-down list beneath the main toolbar, there are now icons (optional) that indicate the type of data in each Clip Item. This often makes finding data quicker, if you are looking for a particular type of information.

The graphic below shows the icons for Text, Rich Text Format, Bitmap, and Metafile (Picture), respectively.



## **Previous Instance Handling**

If you try to run ClipMate when it's already running (this produced an error message in previous versions) ClipMate will simply give focus to the "previous instance" and not load the program a second time.

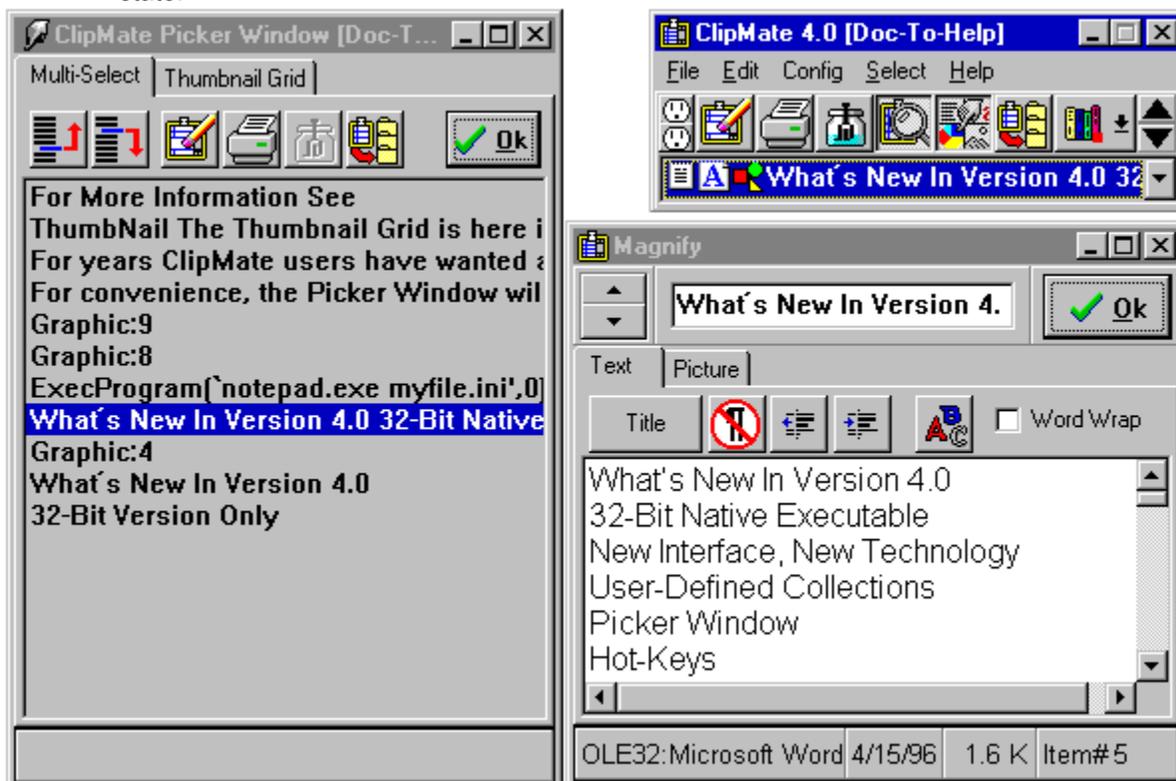
## **Improved FIND Capability**

Find and Find Next can now search for data items across Collections, if you choose.

## Overview Of ClipMate's Primary Windows

ClipMate has three primary windows (Main, Magnify, and Picker) for selecting, viewing, and working with data. Each has its own unique advantages. You should be familiar with all of them so that you will be able to use each one to its maximum advantage. The Main Window takes up little space, and is bristling with powerful tools. The Picker Window allows you to re-arrange items, and select multiple items for Glue-ing, Printing, Erasing, Etc. And the Magnify Window allows you to view and edit the data.

Since you will likely want to work with these windows simultaneously, a suggested layout is shown below. Each of these windows remembers its position on the screen from one session to the next. And they will return to their positions after ClipMate is restored from a minimized state.



## Main Window



ClipMate's Main Window contains a drop-down list, showing the title of the currently-selected clip item, a toolbar, and pull-down menus. Buttons and menus provide access to other ClipMate windows and functions. Often, the buttons will change their appearance to indicate a particular mode of operation. Or they may be grayed-out to indicate that a function is unavailable, or not applicable to the Clip Item that is currently selected.

### **More:**

[File Menu](#)

[Edit Menu](#)

[Config Menu](#)

[Select Menu](#)

[Help Menu](#)

[Main Window Toolbar](#)

## **File Menu**

Save

Import 3.x Data

Print

Print Options

Print Setup

Exit Without Saving

Exit

## **Save**

Saves all changes to all Collections. This option is rarely used, as ClipMate can be set to automatically save on shutdown.

## **Import 3.x Data**

If you have data files from a 3.x version of ClipMate, you can import them with this option.

**For an overview of the Import procedure, see [Migrating Data From Previous Versions](#).**

## **Print**

Prints the currently selected Text or Bitmap item(s).

**See Bitmap Printing.**

## Print Options

This brings up a dialog which allows you to specify printer options not found in the standard Print Setup dialog.

- **Printer Font** - sets the Printer Font, which will be used to print Text items.
- **Show Print Setup Before Print Job** - determines whether, at the start of every print job, the standard Print Setup dialog is shown. Although it is a standard Windows convention to show the Print Setup dialog when printing every job, we find that it often is an unnecessary step. If you also find it annoying, then you can skip that step by de-selecting this option.

## **Print Setup**

Brings up the standard Windows Print Setup dialog, to adjust the properties of the printer.

## **Exit Without Saving**

OOPS! Have you really messed something up? This provides a way to exit, and prevents the auto-save at shutdown.

Note: If you Delete an entire Collection using the Delete facility of the Collection Management dialog, this won't save you. You can only recover from that with the Windows95 Recycle Bin, an "Undelete" program, or restore from a backup.

**Exit**

Closes ClipMate.

## **Edit Menu**

Delete Selected Items

Delete All Items

Glue Together

Change Item Title

Remove Line Breaks

Shift Left

Shift Right

Lower/Upper/Mixed/Sentence Case

## **Delete Selected Items**

Deletes the selected item, or if a Multiple Selection is in effect, deletes everything in the selection.

## **Delete All Items**

Deletes all items in the current Collection.

## Glue Together

This is the same as pressing the Glue Button.

See:  Glue Button.

## **Change Item Title**

Allows you to enter a new title for the current Clip Item.

## **Remove Line Breaks**

If you have unwanted line breaks (Carriage Returns, or CRLFs) in your data, this button will remove them for you. This is very useful if you're copying from an application that inserts a line-break at the end of every line, and you want to paste into another application that doesn't need them (such as Email or a word processor). Give this a try - you'll love it. This option is also available in the Magnification Window.

## **Shift Left**

Shift every line to the left by one position (column). The leftmost space or tab in each line is destroyed. This is very useful if you're dealing with an editor that doesn't support indent/outdent, such as 3270 emulators.

## **Shift Right**

Shift every line to the right by one position (column). A new blank character is added to the left of every line. This is very useful if you're dealing with an editor that doesn't support indent/outdent, such as 3270 emulators.

## **Lower/Upper/Mixed/Sentence Case**

These four menu options will change the case of the current item, and only applies to TEXT data. Here is the same text item, after processing with Lower, Upper, Mixed, and Sentence Case, respectively:

- this is a very handy function indeed.

# Config Menu

[User Preferences](#)

[Manage Collections](#)

[Clipboard Diagnostics](#)

[Auto Capture](#)

## **User Preferences**

Opens the User Preferences Dialog.

**See: User Preferences Dialog Box.**

## **Manage Collections**

Opens the Collection Management Dialog.

**See: Collection Management Dialog.**

## **Clipboard Diagnostics**

This opens a dialog that can be used when working with THORNSOFT Development technical support to diagnose clipboard problems.

## **Auto Capture**

Auto Capture is a setting that tells ClipMate whether or not you want it to capture new data. If you are having trouble running a particular application, or are using a macro that does a lot of clipboard manipulation, you can temporarily disable the Auto-Capture feature with this setting.

## Select Menu

Select Previous/Next

Open Magnify Window

Open Picker Window

Find, Find Next

Charmap (Launch)

## Select Previous/Next

Select previous/next item in the Collection, just like the Scroll Up/Down button on the toolbar. Perhaps more notable than the menu option is the corresponding shortcut keys of Ctrl+P and Ctrl+N. If you are running the 32-bit version, you also have the system-wide hotkeys Ctrl+Alt+N and Ctrl+Alt+P.

## **Open Magnify Window**

Opens the Magnify window. See [Magnify Window](#).

## **Open Picker Window**

Opens the Picker window. See [Picker Window](#).

## **Find, Find Next**

Searches for an item within the current Collection, or if you wish, across all Collections. The search is not case sensitive, and both the title and text of the item (if it is a TEXT item) are searched. When a match is found, the current item is selected. Find Next will locate the next match (shortcut is F3).

## **Charmap (Launch)**

This launches the Charmap application that comes with Windows. This is provided for convenience, and is dependent on the Charmap.exe application being installed on your computer.

## **Help Menu**

[Contents / What's New](#)

[Ordering/Registration](#)

[Tip Of The Day](#)

[About](#)

## **Contents / What's New**

Open the corresponding help topic.

## **Ordering/Registration**

Displays Ordering Instructions dialog box. If you have a registration key that you need to enter, you can get to the Registration Key dialog from here.

## **Tip Of The Day**

Opens the Tip Of The Day dialog box. Note that on the Tip Of The Day box, there is a checkbox for enabling/disabling the "show tips at startup". So if you've turned them off, you can use this option to review them, or turn them back on.

## **About**

Displays the About box, showing copyright information, the licensee, contact information, and 3rd Party credits.

## Main Window Toolbar



PowerPaste™



Erase Button



Print Button



Glue Button



Magnify Button



Picker



Move Item(s)



Select Collection



Scroll Up/Down

Clip Item Selection List Box



## PowerPaste™

This very POWERFUL feature allows you to rapidly paste a series of items into an application. Once you have a series of items copied into ClipMate, simply select the starting item in the Clip Item Selection List Box, activate PowerPaste, switch back to the target application, and start pasting. As you paste each item, PowerPaste advances to the next item in the series.

The PowerPaste button is actually two buttons (upper and lower power receptacles), corresponding to the two modes of PowerPaste. From a given starting item, PowerPaste can either work its way up toward the top of the Collection, or down toward the bottom.

**To Use:** Simply select the first item in the series, and press the appropriate PowerPaste button. Then go to the target application and paste your data. As you paste, PowerPaste will automatically advance to the next Clip Item, and you can paste it into your application. When you reach the end of the Collection, PowerPaste will terminate with a "beep". Note that you don't have to keep returning to ClipMate between pastes - just stay in your application and keep pasting!

If you want to terminate PowerPaste manually, simply click the activated PowerPaste button, and it will toggle to the off position.

**Note:** The direction of PowerPaste determines whether you get the data in the order that you copied, or in reverse.

## Real-Life Example

At THORNSOFT Development, we use PowerPaste every time that we fill orders. Many of our orders come by CompuServe's SWREG service, which is very popular with our customers. While the electronic form was always readable and quick, it didn't really save us any time during order entry, because it isn't in a format that our order entry system can use. Early versions of ClipMate helped somewhat, as we could copy the data fields and then paste them (one at a time) into our order entry screen. Unfortunately, this meant a lot of switching back-and-forth between ClipMate and our order entry screen.

PowerPaste solves this problem. Now we just copy the individual fields from the SWREG order (Name, Company, Street1, Street2, City, State, Zip, Country, Quantity, ID) into ClipMate. We do all of the orders at once, so there could be a lot of data (the more, the better!) To set our starting point, we pull down the Clip Item Selection List to select the first item of data that we want to paste (the customer name of the first order). Next, we press the PowerPaste Up button, as we want to paste the items in sequence from oldest to newest. Then, we go to the order-entry screen and tab to the "Customer Name" field. Paste the data, tab to "Company Name" field. Paste the data, and tab to the next field. Paste and tab, until the whole order is done. Begin a new order, and repeat the paste-tab process.

As you can see, this is much easier than switching back and forth to ClipMate in order to retrieve the data. And compared to keying-in all of this data, it's fantastic!



## **Erase Button**

Erases an item, or if you've selected multiple items with the Picker Window, erases everything selected.



## **Print Button**

Prints selected items. Only Text and Bitmaps are supported at this time. When printing Bitmaps, ClipMate will perform scaling to create an optimal image.

**See Bitmap Printing.**



## **Glue Button**

If you've selected several items in the Picker window, this will "glue" them together into one big item.

If not, then it will start an "Auto-Glue", which creates a brand-new item, and every time you copy some text, it will append onto the "Glue" item. The Glue Item grows larger and larger, until you turn Auto-Glue off by clicking on the Glue button again.



## **Magnify Button**

Opens or closes the Magnification Window. Here you can view, edit, and reformat data.  
See **Magnify Window**.



## Picker

Opens or closes the Picker Window. The Picker Window has several major uses:

- Multiple-Selection: you can select multiple items, and perform several actions to the items that you've selected (such as glue together, delete, move, print).
- Re-Order: you can re-order items within a Collection.
- Thumbnail: with the Thumbnail Grid, you can preview many items quickly, to visually search for the data that you need.

See [Picker Window](#).



## **Move Item(s)**

This button is used to move the selected item(s) to a different Collection. As you click the button, a list of available target Collections is shown. Simply click the target, and the data moves to that Collection. Use this to move important information out of temporary "catch-all" Collections, and into long-term, categorized Collections.



## Select Collection

This button actually unfolds into a drop-down list, allowing you to load a different Collection. Right-click to access the property sheet for the Collections, or manage all Collections. You'll use this button a lot if you work with multiple Collections.

The icon displayed will change, to indicate the current active Collection.

If you haven't investigated Collections yet, they're an easy way to organize your data. You can have as many Collections as you want, and you can set your own retention rules for each one. Check it out!



## Scroll Up/Down

This handy addition to ClipMate 4 lets you scroll up and down in the current Collection, without having to open the Select Item Combo (drop-down list). There are hotkeys for this as well: ctrl+N for Next (down), ctrl+P for Previous (Up). If you have Windows95 or NT, then there are also SYSTEM-WIDE hotkeys: ctrl+alt+N, and ctrl+alt+P.

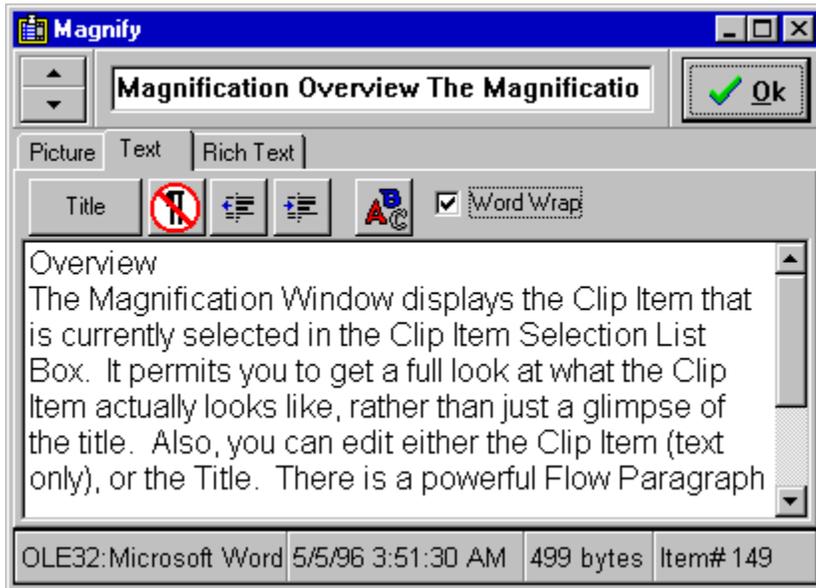
## Clip Item Selection List Box



Use this to select a Clip Item. Once selected, the item is automatically copied to the clipboard, ready to paste into any application. It shows you the title of every item in the current Collection. Depending upon the way that you have elected to order the Collection (new items on top, or new items on bottom), you may see Collections behaving differently as new items are added.

In addition to this method of selecting items, you can also use Scroll Up/Down, Hotkeys (Ctrl + F1 through Ctrl + F12 pick the corresponding relative item), Picker Window, and Magnification Window. All of these methods let you do the same thing: select an item, and copy it onto the clipboard.

# Magnify Window



**More:**

[Overview](#)

# Overview

The Magnification Window displays the Clip Item that is currently selected in the Clip Item Selection List Box. It permits you to get a full look at what the Clip Item actually looks like, rather than just a glimpse of the title. Also, you can edit either the Clip Item (text only), or give the item a meaningful Title.

## **More:**

Scroll Up/Down

Title Box

Tab Strip

Title Button (Text Only)

Remove Line-Breaks (Text Only)

Shift Left (Text Only)

Shift Right (Text Only)

Font (Text Only)

WordWrap (Text Only)

Display Area

Stretch Image

Status Bar

## **Scroll Up/Down**

Scrolls up/down within the current Collection. Similar to the Scroll Up/Down buttons on the Main Window.

## **Title Box**

This is the title of the current clip item. You can edit it directly to give it a more meaningful name. If the item contains TEXT data, then you can highlight some of the text, and click on the TITLE button (visible only on the TEXT tab) to make the text that you have selected become the new title.

## **Tab Strip**

When you have multiple data formats (text, rich text, picture, bitmap, etc.) representing a single item, use this tab to view each format individually.

## **Title Button (Text Only)**

Aside from typing a new title directly into the Title Box, this provides a handy shortcut if the item is Text, and contains a word or phrase that you want to set as the title. Just select some text, then click this button to give the item a new title (the new title will be the text that you selected).

## **Remove Line-Breaks (Text Only)**

This will re-format the data to remove unwanted line-breaks. **See: [Remove Line Breaks](#).**

## **Shift Left (Text Only)**

Shift all lines to the left by one column. Only tabs and spaces are collapsed, and all other characters are retained. **See: Shift Left.**

## Shift Right (Text Only)

Shift all lines to the left by one column. This is destructive of any data in column 1. See: [Shift Right](#).

## **Font (Text Only)**

This sets the font of the display, but doesn't affect the data. Use this to make viewing more comfortable, or to switch to a font that is capable of displaying your data. (This is useful with many non-English languages!) Again, we repeat, this does NOT affect the data, so don't look for this font to appear when you paste the data into another application.

## **WordWrap (Text Only)**

This affects how the data is displayed. Some text consists of one line per paragraph, and needs to be displayed in a wrapping window. Other text consists of many short lines, and doesn't need wrapping. ClipMate will try to determine the best setting, but you can override it if it guesses wrong.

## Display Area

The data is displayed here. If the item is TEXT, you can edit the data, and it will immediately affect the clipboard contents. Other formats, such as Bitmap, are read-only.

## **Stretch Image**

For Picture and Bitmap data, you can optionally stretch the image to fill the window.

## Status Bar

The status bar contains four useful pieces of information:

- Source Application - this is the application that created the information in your clip item.  
Note: When running on NT, due to NT's security model, it is not always possible to determine the application name. In some cases, the text appearing in the titlebar of the source application will appear here instead.
- Date/Time - date/time that the data was captured.
- Size - different formats report differently. Often in terms of bytes, characters, or in the case of Bitmaps, pixel dimensions.
- Serial Number - within the current list, this uniquely identifies the clip item. It is also used to name files in the data directory that contain the associated item.

## Picker Window

The Picker Window is home to two important facilities, which correspond to the two tabs that you see. The first tab, Multi-Select, is an enhanced selection list which can select multiple items, and perform operations on those selected items. And it can promote/demote items within a Collection. The second tab, Thumbnail Grid, provides a convenient visual way to select clip items.

### **More:**

[Multi-Select Tab](#)

[Thumbnail Grid Tab](#)

## Multi-Select Tab

The Multi-Select view of the Picker Window allows you to select multiple items and perform actions (promote/demote, erase, print, glue, move) on those items. Of course all actions except Glue can be performed on single items as well.



### **More:**

[Move Up](#)

[Move Down](#)

[Erase](#)

[Print](#)

[Glue](#)

[Move](#)

[Selection List](#)

## **Move Up**

Moves the selected item(s) Up within the current Collection.

If you have selected multiple items, then this action applies to all of them.

## **Move Down**

Moves the selected item(s) Down within the current Collection.

If you have selected multiple items, then this action applies to all of them.

## **Erase**

Erases selected item(s).

If you have selected multiple items, then this action applies to all of them.

## **Print**

Prints selected item(s) - only applies to TEXT and BITMAP items.

If you have selected multiple items, then this action applies to all of them.

## **Glue**

Glues multiple items together. To use, select several items by using the mouse along with either the SHIFT key (to select a range) or CTRL key (to select specific individual items). Then click GLUE. A new item is constructed of all of the others (leaving the originals intact).

This only applies to TEXT items. If any non-text item is selected, the operation will fail.

## **Move**

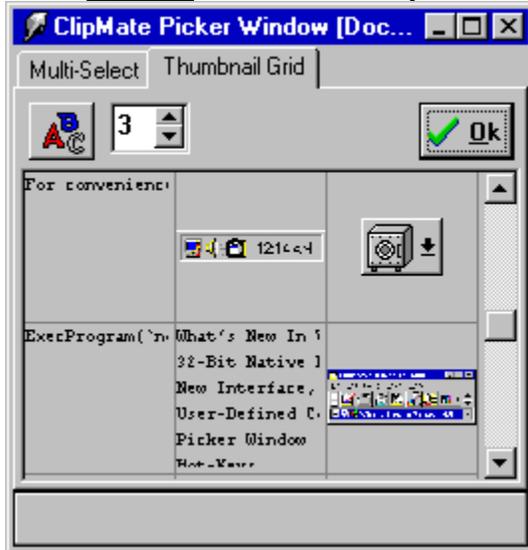
Moves selected item(s) to another Collection. A drop-down list of target Collections will appear. Just select the target Collection, and the items will move over to that Collection. NOTE: The items will be *moved*, not *copied*, to the new location.

## **Selection List**

Use this to pick one or multiple items, before pressing one of the toolbar buttons. To select multiple items, use the mouse along with either the SHIFT key (to select a range) or CTRL key (to select specific individual items). Using a right-click on your mouse, you can also quickly select all items, or clear the selection.

## Thumbnail Grid Tab

This provides a convenient visual method for selecting items. Just click on an item, and it will be placed on the clipboard. This is used only for selecting single items.



**More:**

Font

Grid Size

## Font

Affects the display of the grid. Use this to make the displayed text smaller or larger, to make viewing more comfortable, or to get a "bird's eye view". This does NOT affect the data.

## **Grid Size**

Use this to control how many columns of data are displayed. A higher number means more columns, which means a smaller grid size. You cannot affect the number of rows with this - row size always equals column size, so the only way to display more rows is to stretch the window vertically. Stretching horizontally, however, makes the cells bigger. Play with this, and you'll see.

# Collection Management

For some people, simply having an area to store data, and have it be there tomorrow, is good enough. But others want the flexibility to capture and organize data by project, topic, source application, type of data, or some other category. ClipMate allows you to create and maintain as many Collections (separate areas of storage with unique titles, icons, and retention rules) as you wish. You can have separate Collections for Email, URLs, Sermons, Research, Global Warming, Spotted Owls, alt.rec.humor, ClipArt, Code Fragments, and Russian Poetry. Each can have its own icon, to be displayed in the toolbar when it is active. Each will have a unique title, and retention rules which tell ClipMate how long to wait before discarding the data, if ever. And you can instruct ClipMate to add new data at the Top, or the Bottom of the Collection.

If you don't care about any of this, that's fine. ClipMate will establish two Collections by default, one for Short-Term Storage (deletes old items after the Collection grows to 100 items - similar to the Recycle List in version 3) and Long-Term Storage (never deletes - similar to the Safe List in version 3).

## **More:**

[The Toolbar Icon](#)

[Collection Management Dialog](#)

[Collection Properties Dialog](#)

## The Toolbar Icon

On the main toolbar there is a special button which is wider than the rest, and has a little drop-down arrow on it:



This button shows you the icon representing the current active Collection. If you click on it, you can choose another Collection to become active.

**Hint: This button is actually composed of two buttons, and sometimes you may have difficulty clicking on the invisible "seam" between them. This is the blank area between the icon and the down-arrow.**

# Collection Management Dialog

The Config | Manage Collections menu will take you to the Collection Management dialog.

(Shortcut: Right-click on the Collection Button on the Main Toolbar, and select Manage All Collections).

This dialog shows you a listing of all Collections, and has buttons to create new Collections, or delete existing Collections. The Properties button takes you to the Properties dialog.

## **More:**

Collection List

Move Up/Down

Properties

New

Delete

## **Collection List**

This lists the icons and names of the current active Collections. Click one to select, so that you can view the Properties.

## **Move Up/Down**

Moves the Collection toward the top or bottom of the list of Collections. This affects the order in which they appear when selecting from the Main Window, and the top one is loaded by default when ClipMate starts.

## **Properties**

Opens Properties dialog, using the currently selected Collection.

## **New**

Creates a new Collection. The name must be unique.

## Delete

Deletes selected Collection. If you want to remove a Collection temporarily, just move it's corresponding directory from the DATA directory to another location on your computer's hard disk. If ClipMate doesn't find it there when it starts up, it won't load it.

# Collection Properties Dialog

Accessed from the [Collection Management Dialog](#).

(Shortcut: Right-click on the Collection Button on the Main Toolbar, and select Properties - which will take you here directly, without having to go through the Collection Management dialog).

This is where you can set the title, icon, [retention rules](#), and "new item positioning" behavior of your Collection. You can change any property at any time.

## **More:**

[Title](#)

[Garbage Avoidance](#)

[Position New Items At Top](#)

[Position New Items At Bottom](#)

[Data Retention by Length of Collection](#)

[Data Retention by Date](#)

[Data Retention by YOU](#)

[Toolbar Icon](#)

**Title**

Name the Collection anything that you'd like, but don't include any punctuation. If you're running Windows95 or NT, this will become the name of the data directory for the Collection, so it must be a legal directory name (long file names are OK). Also, no extension (.XXX) - ClipMate will ignore any directories with extensions.

## **Garbage Avoidance**

In case you want to keep certain Collections free from unwanted clutter or "garbage", you can specify that ClipMate send new clips "elsewhere" (into the first Collection that DOES accept new clips.) When you specify this option, a red dot will appear on the toolbar icon, alerting you that new items will "bounce" out of the Collection, into another "accepting" Collection. ClipMate searches for the first Collection (using the Load Order, set with the Move Up/Down buttons in the Collection Management dialog) that doesn't reject new items - that is the designated "accepting" Collection. When Garbage Avoidance is activated, the only way to add new items to this particular Collection is to move them directly from another Collection. Nothing will be automatically placed in this Collection.

## **Position New Items At Top**

As ClipMate collects new data, the items are positioned at the top of the list.

This is very useful for temporary storage, because your most recent data is right at the top, and you can dig down to older data.

## **Position New Items At Bottom**

As ClipMate collects new data, the items are positioned at the bottom of the list.

This is very useful for long-term storage, or things that you need to categorize. Since newer data is arriving at the bottom, the items at the top STAY at the top, in the same absolute position, unless you move things around yourself (there is a promote/demote feature in the Picker window). If you find yourself needing to access the same information frequently, you'll love this feature.

## **Data Retention by Length of Collection**

With this method, the Collection manages itself by growing to the allowed size, and once it has reached that limit, it deletes one old item for every new arrival.

## **Data Retention by *Date***

With this method, old items are purged after they have aged past the allowed limit. This is useful for things that you want to keep, but only for a certain length of time. There is no (practical) limit to how many items you can store.

## **Data Retention by *YOU***

With this method, ClipMate doesn't delete any data automatically. Use this for items that you want to keep indefinitely.

## **Toolbar Icon**

This is the icon that displays on the main toolbar. Click the Browse button to open a graphical browser which will allow you to choose an alternate icon from ClipMate's \buttons directory. If there are no icons available, then re-run Setup, and select the "Additional Toolbar Button Bitmaps" option.

## **Creating Your Own Toolbar Icons**

If you care to create your own buttons, go ahead! They are 25x25 pixel bitmaps, 16-color. Just create a bitmap, place it in the \clipmt40\buttons directory, and select using the Browse button. If you make some nice ones and wouldn't mind sharing, please let us know.

# User Preferences Dialog Box

Preferences Tab

Windows 95 / NT Tab

Application Profile Tab

Logging Tab

## Preferences Tab

Beep When New Data Received From Clipboard?

Show Item Type Icon

Always On Top

Show Hints (Tooltips)

Run Minimized at Startup

Wide Toolbar, Showing "Remove Line Breaks" Icon

Extra-Wide Toolbar

Use Item Title For Icon Title

Automatically Save When Shutting Down

Auto-Save

Home Directory

Data Directory

## **Beep When New Data Received From Clipboard?**

Whenever ClipMate captures data that you've copied, it can signal the update with a beep.

*Note: Some Windows95 users have had trouble with not hearing any sound. In most cases, the "default sound" as defined in Windows95 Control Panel was disabled. If you can't get the sound, check this setting.*

## Show Item Type Icon

You have an option of having a small graphic appear to the left of each Clip Item, letting you know which data formats are available for that item (text, bitmap, etc.).

The graphic below shows the icons for Text, Rich Text Format, Bitmap, and Metafile (Picture), respectively.



## **Always On Top**

ClipMate can be configured to always be on top of any other application that is running on your desktop.

## **Show Hints (Tooltips)**

If you don't need to see the hints that ClipMate offers, this option can be disabled.

## **Run Minimized at Startup**

If you would like to have ClipMate start each session in a minimized state, use this option.

## **Wide Toolbar, Showing "Remove Line Breaks" Icon**

We've had requests from a number of users who use the "Remove Line Breaks" icon regularly and want to have access to it from the toolbar. In addition, if you adjust your system fonts and find that ClipMate's menu names are too long and spill over to a second line, this option will make ClipMate wider and eliminate the spillover.

## **Extra-Wide Toolbar**

This is provided to compensate for very-large fonts, and will probably be handled differently in a later release. By selecting this, in conjunction with the "wide toolbar" option, the main toolbar will stretch to accommodate the very large fonts. The scroll up/down button expands to consume the extra space.

## **Use Item Title For Icon Title**

This option, back by popular demand, causes the title of the minimized icon (system tray or regular icon) to reflect the current clip item. For example:

**ClipMate 4.0 [some clip item title]**

## **Automatically Save When Shutting Down**

Like most applications, ClipMate needs to save its data to disk between sessions. Rather than prompting you with a "Save Data?" dialog every time that you close ClipMate without first explicitly saving the data (using File | Save), ClipMate can automatically save data to disk, if you check this option. We recommend this. If you get into a situation where you wish to NOT save data from a particular session, there is an "Exit Without Saving" option under the File menu, which will handle this need.

## **Auto-Save**

If your system is prone to crashing a lot, or if you have frequent power failures, you might want to use this option. It will cause ClipMate to periodically check for unsaved data, and write it to disk.

Also, if you work with large data items, such as large bitmaps, this can also be useful, because once an item is written to disk, the large items can take advantage of ClipMate's "load on demand" memory management (which will reduce the amount of system memory that ClipMate takes).

## **Home Directory**

This is the directory where the ClipMate executable files are kept. If ClipMate has trouble determining where it is running from, you can manually set the home directory (i.e. the directory where your CLIPMT40.EXE is located). Under normal circumstances, this it should not be necessary to override this.

## **Data Directory**

Normally, ClipMate will try to establish the Data Directory beneath the Home Directory. Sometimes this isn't possible, such as when running from a shared copy (yet fully licensed for each individual) on a LAN drive, or if you're running from a CD-ROM. Or maybe you like to keep applications and data separate on your disk. In any event, you can do this by setting the Data directory to where you want the data stored.

Do not try to use this as a substitute for proper management and naming of Collections, or to create a common, shared data directory on a LAN.

# Windows 95 / NT Tab

System Tray Icon

Auto-Hide

HotKeys

## System Tray Icon

Windows95 has an area on the task bar known as the *System Tray*. Applications or system services that run in the background can display their icons in the System Tray, rather than the main task bar. You can usually find the System Tray in the lower right corner of your screen. Here is what it looks like:



As you can see, ClipMate can place its icon in the System Tray (but only if you have Windows95 or Windows NT 4.0). The advantage to this is that you don't have to "hunt" for the ClipMate icon in the regular task bar, and it is more "out of the way". And just a single-click on the icon will restore ClipMate to its normal size.

## **Auto-Hide**

When using the System Tray feature, you have the option of hiding ClipMate when you're not using it. Simply click on the icon in the System Tray to show it again, or use the Ctrl+Alt+C hot-key.

## **HotKeys**

The 32-bit version features system-wide hot-keys to perform certain tasks, like bringing ClipMate to the foreground (even if minimized or hidden), advancing to the next/previous item, and recalling a particular item or Collection.

When enabled, here are the default hotkey assignments:

<b>Action</b>	<b>Key</b>
Activate ClipMate	Ctrl+Alt+C
Next Item	Ctrl+Alt+N
Previous Item	Ctrl+Alt+P
Recall <u>Clip Item</u> (F key represents position from top in current Collection)	Ctrl+F1...F12
Activate Collection	Ctrl+Shift+F1...F12

## **Enable/Disable Checkboxes:**

A last-minute feature added to ClipMate 4 is the ability to enable/disable hotkeys by group. This is sometimes needed to avoid conflicts with hotkeys reserved by other applications. In a future release, you will be able to configure which key combinations to use for the various functions.

## Application Profile Tab

Application Profiles (formerly known as "Filters") prevent ClipMate from being overwhelmed by a mountain of data that you don't want. Many applications can present the same data a number of ways, such as Text, Rich Text Format, Bitmap, Picture, Ole, etc.. Microsoft Excel, for example, can provide the same data in 21 different formats. This is wasteful of both time and space, so you definitely don't want to capture EVERYTHING.

ClipMate's Application Profiles allow you to determine which formats to capture, on an application-by-application basis. It will examine the data that is presented the first time that you copy from any application. If it sees only Text, then it will accept it. Otherwise, it will build an entry in the list of Application Profiles, and record every format that it sees. It will then make assumptions regarding the data, and choose some default settings. You can override the settings at any time. For example, if you see that ClipMate captures Text, Rich Text Format, and Picture from your word processor, and you only need Text, then you should turn off the other formats.

There is extensive information on different data formats, and diagnosing format problems in the Troubleshooting section of the on-line help.

**More:**

[List of Profiles](#)

[Format List](#)

## List of Profiles

This lists the available Profiles. Select an application here, and the available data formats will appear below in the Format List.

Profiles will only appear for applications that have provided non-text data to ClipMate.

What are Application Profiles? They allow you to determine which data formats you wish to work with. ClipMate will try its best to pick "default" settings, but allows you to override. For example, if you're working with Excel, you can choose to use Text and Rich Text Format, but omit the other 20 (or so) formats which would only consume valuable space, and take a long time to capture. You can think of Application Profiles as "filters" or "screens" to eliminate unwanted/unneeded data formats.

## **Format List**

These are the formats available that are known to be produced by the application appearing in the Application Profile List drop-down list (directly above this list). Simply check/un-check formats to tell ClipMate to accept or ignore data of this format, coming from the specified application.

As part of ClipMate 4's "Kinder and Gentler" Application Profile process, any application producing only TEXT is exempt. ClipMate will now take TEXT from any application, and only requires Profiles for applications that produce non-text data. This cuts down dramatically on the number of Profiles required.

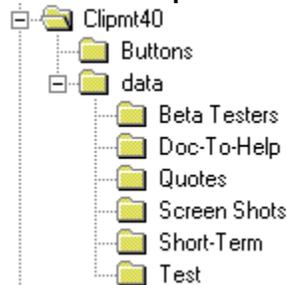
## Logging Tab

When trying to troubleshoot problems, THORNSOFT Development's Technical Support may ask you to alter the Logging options, which will cause certain information to be entered into a log file as ClipMate runs. You should not normally need this tab.

# Data Storage

If you will be distributing Collections to other users, or synchronizing data among multiple machines, it's helpful to know the layout of ClipMate's data storage. However, you will only need to know the directory structure and should not, under normal situations, be concerned with the contents of the directories themselves.

**Here is a sample directory structure from our Windows95 development machine:**



ClipMate stores all of its data in the "Data Directory". By default, this will be called "DATA", and is located directly below the "Home Directory", where ClipMate is executing from. If you need to change this, you can do so with the User Preferences Dialog.

The Data directory will contain other sub-directories, each containing a Collection (Collection Directory). If you're using Windows95 or NT (which support Long File Names), the sub-directory name will match the name of the Collection - even if you rename a Collection. If you're running on Windows 3.1, then the Collection Directory will be truncated to fit within the 8.3 limit for directory names.

Each of these sub-directories holds the files necessary to store the Collection. You should not normally have to concern yourself with the contents of those directories.

Note that if you delete one of these directories, it is effectively deleted from ClipMate and the respective Collection will disappear.

DO NOT attempt to "clean up" the directories by deleting any of the data files contained within them.

The directories hold many files which are used to store clip items. If you suspect that a Collection has "orphan" items, you can simply create a new Collection and use ClipMate to move individual items from the old Collection to the new one. After you've moved all of the items, it will be safe to delete the old Collection (you can simply delete the whole directory at that time).

## Distributing and Synchronizing Collections

ClipMate's flexible new data architecture lends itself well to sharing Collections among machines or even other users. You may want to keep a Collection (or all Collections) synchronized between your home, work, and laptop computers. Or you may work in a department where your co-workers could benefit from one of your Collections.

### **More:**

[One-Way Distribution:](#)

[Data Synchronization With Multiple Machines](#)

## **One-Way Distribution:**

If you want to copy a Collection from one machine to another, simply copy the Collection's sub-directory to the other machine. If you're using floppy disks, and the contents of the directory is too large to fit, then you can use a tool like WinZip to compress the files, and even span across multiple diskettes if necessary.

Note that if you want to periodically distribute a Collection, you should first ERASE the target directory, in case there are any items left in there that aren't in the new Collection being distributed (otherwise you could end up with "orphans" files).

## Data Synchronization With Multiple Machines

The One-Way Distribution method described above works well if you don't need to make changes on the target machine and bring them back to the source machine. But to truly take your Collections "on the road", a more sophisticated approach is needed to avoid orphan files and keep everything synchronized. We recommend using WinUpD8R, an award-winning file synchronization utility by Open Windows. (It is much more powerful and appropriate for this purpose than the Briefcase included in Windows95). We have invited subject matter expert Dick Bryant, president of Open Windows and developer of WinUpD8R, to explain how to synchronize ClipMate data.

**Note:** You can obtain a shareware copy of WinUpD8R from CompuServe's WINUTIL Forum, Library 18 as UPD8R.ZIP, from AOL's Windows Forum as UPD8R\_nn.ZIP (where nn is the latest release designator - 42 at this writing) or from Open Windows' web site at <http://www.open-windows.com>.

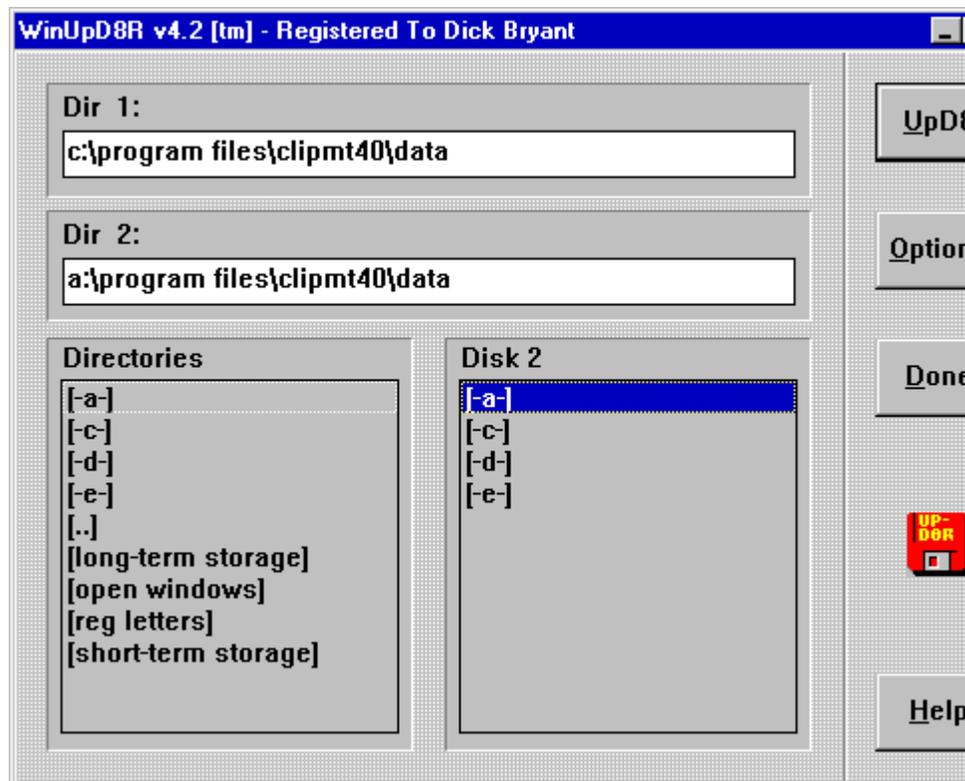
### **More:**

[Synchronization With WinUpD8R](#)

## Synchronization With WinUpD8R

Below is a step-by-step method for using UpD8R to keep your ClipMate Collections in sync across your multiple machines.

1. Start UpD8R on your "master" machine.
2. Insert a blank, formatted floppy (or other removable storage medium) in the drive. UpD8R can also be used across a network using "mapped" drives, i.e., the source and destination drives must both be visible in Explorer or File Manager from the initiating machine.
3. Using the Options dialog, Set the options as shown below:
  - Use Dir1 And All Subdirectories
  - Create New Directories If Needed
  - Add New Files BiDirectionally
  - Save As Default Settings
  - Use "Borland Look" Graphics.
  - Use Win '95 Long File Names
4. Next, select Dir 1 as your ClipMate data directory and select the target drive in the Dir 2 pick list as below:



5. Since a large amount of data accumulates in the "Short Term" Collection, I always empty this using Edit|Delete All Items before running an UpD8. Next shut down ClipMate so that UpD8R can have access to its files. Now press UpD8 - this will create the a:\program files\clipmt40\data directory structure on the a:\ disk and transfer all of the files and "Collection" subdirectories to it.
6. Take the disk to the second machine and "empty" the Short Term Collection and shut down

ClipMate. Making the same option selections, select the a:\program files\clipmt40\data directory as Dir1 and the c:\program files\clipmt40\data as Dir2.

7. Press UpD8 - this will have the effect of creating on c:\ all of the "Collection" subdirectories that exist on a:\ but not on c:\ and transferring the contents into them from a:\. It will ALSO create on a:\ all of the "Collection" subdirectories that existed on c:\ but not on a:\. If you don't want this to occur, select Add New Files From Dir1 To Dir2 rather than Add New Files Bidirectionally.
8. After completing work on the second machine, run UpD8R again to resynchronize the files that may have changed while you were working. If you aren't UpD8ing bidirectionally, you can skip this step.
9. Before starting work on the first machine, run an UpD8 as in 5. This will, if you are UpD8ing bidirectionally, transfer the changes from the second machine back onto the first machine. If you aren't UpD8ing bidirectionally, you can skip this step.
10. When you're done working on the first machine, again run an UpD8 to take with you to UpD8 the second machine. Etc., etc.

You may also want to explore some of WinUpD8R's more advanced capabilities such as Batch Mode, CleanUp and the use of OPTIONS.UPD files and the Include/Exclude filter settings to allow for more sophisticated treatment of your UpD8's.

If your Collections grow to the point where they will not fit on a single floppy, simply "assign" one floppy per Collection sub-directory. In this case you'd use c:\program files\clipmt40\data\long-term storage as the top directory in the example above.

## Screen Capture

Windows has built-in screen capture capability, which will send a bitmap to the Clipboard, and thus into ClipMate. Simply press the PrintScreen key to send the whole screen to ClipMate, or Alt+PrintScreen to send just the active window. There are 3rd party products that allow you to capture specific regions, and some even capture the image of the mouse pointer. But for most uses, the PrintScreen key will do the trick.

This is very powerful when used with ClipMate's Bitmap Printing support.

## Bitmap Printing

ClipMate has a terrific facility for printing Bitmaps. Just select any clip item containing a bitmap, and press the Print button. ClipMate will scale the image to be "about the same size" as you would see on the screen, while accommodating various printer resolutions. (Keep in mind that at 600dpi, a 640x480 full-screen bitmap, if printed with 1 screen pixel = 1 printer dot, would only be a little over 1 inch wide).

If the printer margins won't allow optimal scaling, ClipMate scales as large as it can, in the allowable area, and avoids cropping. So a full-screen 1024x768 bitmap will still fit on regular size paper, with no cropping.

**Tip:** To give large bitmaps more room on the paper, choose printer orientation that favors the bitmap being printed. Print wide bitmaps in landscape orientation, tall bitmaps in portrait orientation.

**And yes, ClipMate will print in Color!**

This makes a great PrintScreen function when coupled with Windows' native Screen Capture via the PrintScreen key.

# Cool Tricks

Fax Your Signature

msn Logo

## **Fax Your Signature**

Fax modems are handy items, especially for sending documents directly from your word processor. Unfortunately, you normally can't sign a document that you're sending, like you can with a traditional fax machine.

ClipMate can't solve this problem all by itself, but it can be part of the solution. Just sign your signature several times on a sheet of paper, and use someone else's traditional fax machine to fax your signature to your fax modem. Assuming that your fax modem comes with capable viewer software, you can copy your signature to ClipMate. Title the new item as "My Signature", and move it to one of your permanent Collections. Now you'll always have your signature ready to paste into FAX documents.

## msn Logo

If you subscribe to **msn** (The Microsoft Network) you may find it handy to make a rich-text logo that you can paste into notes to dazzle your friends. Within the **msn** mail system, simply type the letters: msn. Then adjust the font (Arial, Bold) and color. Then Copy it into ClipMate, making sure to go a little past the text so that you pick up a "normal" blank space at the end (otherwise after pasting, everything will be Arial, Bold, Red.) Place it in one of your permanent Collections for safe keeping.

# Troubleshooting

[General Problems and Exceptions](#)

[Clipboard Formats](#)

[Format Viability Test](#)

[Unfortunate Clipboard Tricks](#)

# General Problems and Exceptions

Here is some information on dealing with problems that you may run into. We hope to provide updates to this information on our WWW page at a later date.

## **More:**

[ClipMate Won't Capture Data](#)

[PowerPaste "flashes by"](#)

["Can't Open Clipboard" Message](#)

[Word Processor Macros](#)

[Exception ... Cannot open file or "There were problems reading..."](#)

[Non-Fatal Exceptions](#)

[Other Exceptions](#)

## **ClipMate Won't Capture Data**

ClipMate relies on notification from Windows that the clipboard has been updated (new data coming in, or old data being erased). This depends on the "clipboard viewer chain" being intact. This chain can be broken by an ill-behaved program that inserts itself into the chain and either doesn't pass messages along, or doesn't restore the chain when exiting (or crashing). You can move ClipMate to the "front" of the chain by simply unloading, and reloading ClipMate. This is only temporary, however. If you see this happen regularly with a particular application, let us know, and we can work with the other vendor to correct the problem.

## **PowerPaste "flashes by"**

If another application is monitoring the clipboard, and pasting everything into itself, it will cause PowerPaste to "fast forward". There is no defense for this except to close the application that's causing this. The regular Windows clipboard viewer (clipbrd.exe) is an example of this, but also Borland's Delphi will sometimes cause this too.

## **"Can't Open Clipboard" Message**

If another application complains during copying, it is likely that it isn't following the standard clipboard rules of: "open, clear, copy, close". ClipMate gets notification of an update before the sending application has finished adding data, so there is a collision. You can try setting the Application Profile to ignore data from this application, or you can temporarily turn off the Auto-Capture feature.

## **Word Processor Macros**

Some word processor macros do a lot of rapid clipboard updates as they juggle information. If this is causing problems, temporarily disable the Auto-Capture feature while the macro is running.

### **Exception ... Cannot open file or "There were problems reading..."**

If ClipMate had problems saving data during the last session, particularly if it had to resort to the backup file, then there may be problems loading some of the files that store data for the individual items. Upon encountering this exception, ClipMate will usually just delete the offending item, and continue on.

## **Non-Fatal Exceptions**

Occasionally, ClipMate may encounter an exception that it knows to be non-fatal. It usually indicates data loss of the current item (failure to load, failure to capture) but the rest should be ok. You should be able to continue.

## **Other Exceptions**

If ClipMate doesn't know how to respond to a particular error, it will log the error in the log file, and present you with a choice: continue, or perform "emergency shutdown". In many cases you can continue. The Shutdown option is provided in case you have an error that would put you into an endless loop of exceptions. Please contact technical support, and if possible, provide the contents of the "log.txt" file in the data directory.

# Clipboard Formats

The Windows clipboard can simultaneously hold the same data item in many different formats. To ensure compatibility and interoperability with as many applications as possible, most software packages will provide data in several formats. There are extreme examples, such as Microsoft Excel, which often provide as many as 17 clipboard formats, representing the same item of data!

Analysis shows that not all formats are viable, once the host application loses ownership of the clipboard. Many of these formats simply evaporate, and others become invalid.

Furthermore, many of these data types become quite large and can quickly become a drain on resources. For example, if you copy a screenful of spreadsheet cells you could end up with a 600K BITMAP and a large PICTURE drawing of your cells, along with your textual data!

To top it off, many of these formats aren't usually provided at the time of the copy. Instead, applications will simply inform the clipboard that they CAN provide these formats. Think of it as a sort of "advertising". When an application actually asks for the data in a particular format, the clipboard informs the host application that the particular format is requested, and the host application then provides the data. This process is known as "**Delayed Rendering**", and can cause ClipMate to appear to dramatically increase the time needed to copy data.

So far, it sounds like a lot of bad news. Will ClipMate's new features bury you in data that you don't want, and make it take longer to copy data? The answer is **NO!** ClipMate's Application Profile facility allows you to determine what formats will be retained, and which formats will be ignored. The filtration can be defined globally, or by application by application, to give you the flexibility that you need.

## **More:**

TEXT

OEMTEXT

OWNER DISPLAY

BITMAP

PICTURE (Metafile)

Rich Text Format

Private Formats

OLE (Object Linking and Embedding)

## **TEXT**

An array of character data with a *hard return* (carriage return + linefeed) terminating each line, with no associated font, size, margins, or other formatting.

## **OEMTEXT**

Data is identical to TEXT format, but the Clipboard Viewer (the one that comes with Windows) displays it with a proportional font. Applications receiving data don't treat it any differently, so there is no value in capturing OEMTEXT when TEXT is available. For that reason, ClipMate always ignores OEMTEXT.

## **OWNER DISPLAY**

Also known as Owner Draw. This is not really a clipboard format at all, because it is just a method for a host application to display it's data within the window of another application, such as the Clipboard Viewer. There is no data on the clipboard, so ClipMate will always ignore this transient format.

## **BITMAP**

A graphic image, composed of individual *pixels*, or dots. ClipMate can handle bitmaps of any number of colors. When displayed on a video adapter capable of displaying 256 colors, bitmaps are often accompanied by a palette, which optimizes the colors of the display to enhance the image. When running 16 or 24-bit video cards with proper drivers, a palette is not needed and is not usually present.

Bitmaps are often used for very complex images originating from the real world, such as photographs.

Bitmaps are common in Windows, and can be created by the Paintbrush program that comes with Windows.

## **PICTURE (Metafile)**

The proper name for this format is actually METAFILE. It is also called MetafilePICT, and Vector Drawing.

Metafiles are graphic images that consist of one or more common drawing objects, such as rectangles, circles, lines, and formatted text. Metafiles are most suited to human- or machine-generated images, such as architectural or engineering drawings, or clip art. Metafiles are scaleable, and they often look as good full-screen as they do when scaled down. Metafiles often contain text, with font information. This often makes them desirable for corporate logos. When printed, the image is re-drawn at printer resolution. If you have True Type fonts in a Metafile, they will look FANTASTIC when printed.

Most commercial drawing programs can generate Metafiles, and so can the OLE drawing module (DRAW) that comes with many of the Microsoft products.

## **Rich Text Format**

Rich Text Format (RTF) is a private clipboard format employed by Microsoft applications, to enable them to share formatted text. Several non-Microsoft packages have adopted this format as well. RTF contains all of the formatting for text such as font, size, color, margins, borders, etc. It can even contain other items, such as graphics and OLE objects.

RTF is usually very large. It is not unusual to see RTF clipboard items of 200 - 600K in size. Also, it will usually take an application several seconds to produce the RTF format, and place it on the clipboard. The reason that you might not notice the delay is that RTF is a prime candidate for Delayed Rendering.

## Private Formats

There is an established and publicized list of standard clipboard formats, which are known as *public formats*. Most of the popular ones are listed above. Applications may generate their own *private formats* at any time. Public formats are the most useful, because they are usually supported by a wide variety of applications. Examples are Text, BITMAP, and PICTURE. Private formats, on the other hand, are generally useless to any application besides the application that created the data. Sometimes several applications from the same vendor will share private formats, which makes them more useful. Most often, the data is only useful to the application that created it.

Since most private formats are usually meant to be used only by the originating application, there is a potential hazard involved when using them. Often, these formats are just pointers that refer to data structures residing within the original application, and don't actually contain the data at all. These are transient formats. If ClipMate re-posts this format to the clipboard at a later time, the pointers are invalid. This can cause a Run-Time Error or GPF in the original application. If you find that this is the case, you'll have to remove the offending format(s) from the filter for that application.

## **OLE (Object Linking and Embedding)**

ClipMate has the ability to store OLE objects. Simply stated, OLE lets applications that use different data formats share data without converting the data to a common format. For example, a sound object can be pasted into a word-processing document. The sound can then be played back by activating the object (double-click). Your word processor doesn't have to know how to play sounds - it just has to follow the rules of OLE. In many cases, the OLE object can be activated or edited by double-clicking on it. In Microsoft Word for Windows, for example, the draw program is an OLE server. Double-Click on a graphic, and it activates the Draw program to edit the object. Within the Draw program, there is no option to save the file - instead, the option is to update the drawing in the Word for Windows document. You can do the same thing with an Excel spreadsheet object. You can actually embed a spreadsheet within a word processing document. Don't like the numbers? Double-click to edit the object in Excel. Instead of saving the Excel file, you update the Word document. In these cases, the Word for Windows document is considered to be a Compound Document, because it contains other types of data within itself.

OLE is initiated by an OLE Server copying data to the clipboard, and then by an OLE Client pasting that data into itself. The OLE Client looks at the list of available formats, from top to bottom. If it finds an acceptable format, it just uses that format, and doesn't bother with OLE. Otherwise, it finds the series of formats that magically comprise an OLE object, and pastes them into itself, creating the object. These magic formats that make OLE happen are:

1. OBJECTLINK - Where did the data come from?
2. OWNERLINK - Which application owns the data?
3. NATIVE - The data itself.
4. PICTURE, DIB, or BITMAP - The "Presentation Format".
5. DataObject - Required for OLE2.
6. Object Descriptor - Required for OLE2.
7. Link Source Descriptor - Required for OLE2.

The Presentation Format is a special case. One of these formats is used to display the data in the client application. The nature of this depends on the nature of the OLE object. For a sound object, it would be an Icon of the sound recorder. For a graphic object, it would be a picture or bitmap of the graphic itself. Have you wondered why you get silly icons of certain applications when you're copying formatted text? This is because the application is conforming to OLE.

## **Using OLE in ClipMate**

When defining your Application Profile for any given OLE Server (such as the Sound Recorder), make sure that you include all of the necessary formats: ObjectLink OwnerLink, Native, and a Presentation Format. By your having done this, ClipMate will capture and preserve the OLE objects. Beware that OLE objects can get quite large. If you want to enable OLE2, then you will also need DataObject, Object Descriptor, and Link Source Descriptor.

## Format Viability Test

The Format Viability Test can help you to troubleshoot problems with the clipboard and determine whether an application does indeed provide any formats that are worth keeping. Simply put, it involves using the clipboard viewer that comes with Windows (clipbrd.exe) to capture data, save it to a file, read the file back in, and paste it back into the originating application. There are four likely results:

1. A successful paste, with good-looking data. This indicates that there is at least one format that has what you need. All you need to do now is to figure out which format is the best, and create a filter for just that format, and maybe something that will show up in the Magnify Window, such as Text.
2. A successful paste, with strange-looking data. In this case, the application is holding back the most useful format. Microsoft Excel is an example of such an application. None of its 21 clipboard formats are as good as an internal paste. Try experimenting with different filters, to see which format comes closest. Hopefully, something will be useful.
3. A failure message. The application tried to use one of the formats, but it was invalid. The application was smart enough to recognize this. Most likely, the offending format is a *private format*, used internally by the application. It probably is a pointer to some data that is now invalid. See if there are any special paste options, like Paste Special. Perhaps one of the other formats will work better. Try to use ClipMate's Application Profile to eliminate the offending format. Often, private formats will have a name that indicates the application. You need to find the best format(s) to include, and *absolutely need to eliminate the offending formats by having them un-checked in the Application Profile*
4. A fatal error in the application. The same case as (3) above, but the application wasn't smart enough to see the problem in time. Use the same techniques to get out of trouble.

### Conducting The Test:

1. Close ClipMate, if it is running. The test will be conducted without ClipMate, in order to avoid confusion.
2. Open the Windows clipboard viewer (the one that comes with Microsoft Windows - clipbrd.exe)
3. From AppXYZ (your application), copy some data. If AppXYZ is a word processor, copy several paragraphs, preferably with different fonts.
4. Click on the clipboard viewer. Pull down the DISPLAY menu, and write down the list of the formats provided.
5. Close AppXYZ.
6. Click on the clipboard viewer AGAIN. Pull down the DISPLAY menu, and write down the list of the formats provided. Has the list changed? What's missing?
7. Save the clipboard to a file, using FILE | SAVE AS. Call it AppXYZ.CLP
8. Delete the clipboard contents, using EDIT Delete.
9. Open AppXYZ.CLP, using clipboard's FILE, OPEN.
10. Has the format list changed? (Use the DISPLAY Menu to check).
11. Run AppXYZ again.
12. Paste the data. Does it look OK? If so, then we're in business. One of the formats on the

clipboard is a winner. Experiment with filters, and see what you can eliminate. I recommend keeping TEXT because it will help you to identify data and see it in the Magnification Window.

## Unfortunate Clipboard Tricks

Not all applications treat the clipboard the way that you would expect them to. In many cases, software developers take "shortcuts" when dealing with clipboard operations. These shortcuts can sometimes cause problems when using ClipMate, although they are not usually serious. We have arbitrarily assigned names to these phenomena, such as "Local Clipboarding" and "Silent Clipboarding".

### **More:**

[Local Clipboarding](#)

[Silent Clipboarding](#)

[Transient Data](#)

## **Local Clipboarding**

Unfortunately, many applications prefer to use the clipboard only as a means of exchanging data with other applications. When you perform a CUT or COPY within these applications, the clipboard is not necessarily updated with the "good stuff" that the application uses internally. Instead, it creates formats that might be useful to other applications. Subsequently, when you PASTE within the same application, it tends to use its LOCAL copy, rather than the data that is on the clipboard. For this reason, data that is stored in ClipMate may not exactly match the data that was copied.

## Silent Clipboarding

Some applications, such as the OLE DRAW module that comes with some Microsoft products, use this mode of operation. If you use the DRAW package and copy several items, you'll find that only the last one shows up in ClipMate. But how is this? The whole idea of ClipMate is that it holds more than one item!

That is all well and good, as long as applications actually update the clipboard when performing cuts or copies. In order to save time, the DRAW module works locally, and bypasses the clipboard. When it senses that the user has given focus to another window, either by closing DRAW, or by clicking outside of its borders, it then updates the clipboard. Thus giving the illusion of clipboard support. Unfortunately, ClipMate can't detect anything that DRAW is doing until it updates the clipboard.

There is a clumsy, but effective work-around. Keep ClipMate visible on the screen while you are working in DRAW. If you're working full-screen, make ClipMate float on top, and iconify it. Or use a hotkey to call it to the top. The idea is that whenever you copy data with DRAW, just click on ClipMate. DRAW then loses focus, which forces the clipboard update. ClipMate will then get the data.

## **Transient Data**

Another trick that applications sometimes play with the clipboard is to provide TRANSIENT data, which isn't really data at all. The most common form of transient data is the OWNER DISPLAY format. When viewed in the clipboard viewer that comes with Windows, the Owner Display format seems to accurately represent the data that was copied. The fonts are the right size, the pictures look great, and it seems to take no time at all to copy. In reality, the data is not really there at all. The host application is actually drawing the data in the window of the clipboard viewer. This format is absolutely worthless to ClipMate, and is therefore ignored.

# License and Copyright

## Registered Version License Agreement:

One registered copy of ClipMate may either be used by a single person who uses the software personally on one or more computers, or installed on a single workstation used nonsimultaneously by multiple people, but not both.

You may access the ClipMate through a network, provided that you have obtained individual licenses for the software covering all workstations that will access the software through the network.

## Evaluation Version License Agreement:

You are hereby licensed to: use the Evaluation version of the software for a 30 day evaluation period; make as many copies of the Evaluation version of this software as you wish; give exact copies of the original Evaluation version to anyone; and distribute the Evaluation version of the software and documentation in its unmodified form via electronic means. There is no charge for any of the above.

Unregistered use of the ClipMate after the 30-day evaluation period is in violation of federal copyright laws.

## Disclaimer of Warranty

THIS SOFTWARE AND THE ACCOMPANYING FILES ARE SOLD "AS IS" AND WITHOUT WARRANTIES AS TO PERFORMANCE OF MERCHANTABILITY OR ANY OTHER WARRANTIES WHETHER EXPRESSED OR IMPLIED. Because of the various hardware and software environments into which ClipMate may be put, NO WARRANTY OF FITNESS FOR A PARTICULAR PURPOSE IS OFFERED.

## **Service & Support**

[What Is The Current Version Of ClipMate?](#)

[Downloading The Latest ClipMate](#)

[Contacting THORNSOFT Development](#)

[Support Policy](#)

[ASP](#)

## What Is The Current Version Of ClipMate?

This is our most popular question. To help answer it, we have established a page on the World Wide Web (<http://www.thornsoft.com>), where you can easily browse our product information, see what version is current, and download files.

We have also implemented a list server (automated Email) to keep you informed of what version is current, upcoming releases, and good download sites. This is a free service, and is open to registered and unregistered users alike. To join our mailing list, send internet Email to our list server:

Send Email To: `majordomo@majordomo.eznet.net`

with this message: `subscribe clipmate`

*Note: You'll get a quick response from the list server, welcoming you to the list, and flagging any errors. Anything in the note, such as your signature file, will probably be flagged as an error - just look for the result of the "subscribe" command - that's all you care about.*

## Downloading The Latest ClipMate

ClipMate can be found on many online services, and the relative "freshness" will vary from site to site. There are several locations that we upload to, with our own WWW site being guaranteed to have the latest releases, and news. It's the preferred source, as we have full control over the content (we don't have to wait for sysops to post files for us).

### **More:**

[Internet World Wide Web](#)

[Internet FTP](#)

[MSN - The Microsoft Network](#)

[CompuServe](#)

[America Online \(AOL\)](#)

## **Internet World Wide Web**

We have a Word Wide Web (WWW) home page at **<http://www.thornsoft.com>**

Check here to see what the current release of ClipMate is, and what may be coming in the future. This is the best place to download, as we have complete control over the content provided here.

## **Internet FTP**

Anonymous ftp from ftp.eznet.net /pub/tsoft. The README file in that directory will indicated the latest release.

## **MSN - The Microsoft Network**

THORNSOFT Development has opened a support forum on the Microsoft Network (MSN). GO keyword: CLIPMATE. (The GO menu is hidden in the Edit menu of MSN Central. Edit | Go To | Other Location - CLIPMATE.)

Visit our forum for latest product information and downloading the newest version. Also, there will be discussion threads for sharing tips, ideas, and (heaven forbid) problems with other users, and our support staff.

Also, you can easily go "up" a level to visit forums of other ASP Software Companies, and visit the ASP forum itself. You'll find a hundreds of quality shareware programs from ASP member companies.

## **CompuServe**

ClipMate exists on CompuServe in several forums. Some of the ones that we upload directly to are:

GO WINSHARE, lib 6.

GO WINUTIL, lib 14

GO IBMFF Keyword: CLIPMATE

We're not sure whether the 16 and 32-bit versions will end-up in the same locations, so always search on keyword: CLIPMATE.

## **America Online (AOL)**

From the GoTo menu, select Keyword. Key in QUICKFIND. This brings you to the Software Search dialog. Key in ClipMate as the search keyword. Look for the file with the most recent version number.

## Contacting THORNSOFT Development

Feel free to contact us for current ordering information, site license prices and terms, bundling arrangements, publishing rights, overseas representation, and of course, pre and post-sales technical support. You can reach us at any of the following:

**CompuServe** 70743,2546  
**Internet Email** 70743.2546@compuserve.com  
sales@thornsoft.com  
support@thornsoft.com  
**WWW** <http://www.thornsoft.com>  
**MSN** GO CLIPMATE  
**Phone** (716) 227-6505  
**FAX** (716) 227-1145  
**Mail** THORNSOFT Development  
PO Box 26263  
Rochester, NY 14626  
USA

## Support Policy

Registered users of ClipMate are entitled to support for 90 days from the receipt of the registered copy. If you have problems using ClipMate, we are here to help you.

Please provide a description of the problem, as well as a description of the hardware and software that you're using.

If we can't resolve your problem to our mutual satisfaction, we will refund your money, as long as the problem is brought to our attention within the 90 day window.

To Contact Thornton Software See [Contacting THORNSOFT Development](#).

# ASP

THORNSOFT Development is a member of the Association of Shareware Professionals. The ASP is an association for shareware authors and vendors with the general goals of educating shareware authors and distributors and the public, setting standards, sharing resources and information among members. Membership is open to programmers who are authors of at least one "nontrivial" product which is currently marketed and supported as shareware, who agree to abide by standards adopted by the association, and whose membership, in the judgment of the Membership Committee, will not be detrimental to the goals or reputation of the ASP. Also, Associate Membership is open to Vendors and Bulletin Board operators.

Whenever you see the ASP logo, or the ASP initials, you are assured that the associated product will be fully-functional, and of high quality.



**More:**

[OMBUDSMAN](#)

## **OMBUDSMAN**

As an ASP member, we are required to display this statement:

This program is produced by a member of the Association of Shareware Professionals (ASP). ASP wants to make sure that the shareware principle works for you. If you are unable to resolve a shareware-related problem with an ASP member by contacting the member directly, ASP may be able to help. The ASP Ombudsman can help you resolve a dispute or problem with an ASP member, but does not provide technical support for members' products. Please write to the ASP Ombudsman at 545 Grover Road, Muskegon, MI 49442 or send a CompuServe message via CompuServe Mail to ASP Ombudsman 70007,3536.

## Purchasing a Registered Version of ClipMate

During your evaluation of ClipMate, you have been using an EVALUATION license (Shareware license) which entitles you to use ClipMate for 30 days while you evaluate its usefulness. After this time you are required to purchase a Registered Copy. If you feel that ClipMate doesn't meet your needs, or for any reason you decide that you don't want to purchase a registered copy, you are required to delete the program from your computer. This is the ultimate "Try Before You Buy" marketing strategy. For more information on this marketing principle, See: [Shareware Marketing - What is it?](#).

Purchasing your registered copy of ClipMate entitles you to continue using the product, and restores full functionality to any disabled functions. You will also receive a printed manual, the latest version on diskette, and access to technical support. Also, the (somewhat annoying) Registration Reminder screens will be removed!

NOTICE: Continued use of the unregistered version of ClipMate past the 30 day evaluation period is a violation of federal copyright laws.

**See:** [Placing Your Order](#)

**More:**

[Pricing](#)

[Registration Benefits:](#)

## Pricing

The registration fee for ClipMate, if purchased directly from THORNSOFT Development, is \$25.00 in U.S. funds. Upgrades from previous versions are available! See [Upgrading From A Previous Version Of ClipMate](#). Shipping in North America is free. Outside of North America, Add \$2.00 for overseas shipping & handling (Airmail/Small Packet is standard service).

## Registration Benefits:

By registering ClipMate, you gain the following:

- Full Functionality - Advanced features such as Collection Management and Printing will cease to work after the evaluation period ends. You need to purchase a registered version to enable those features.
- A new diskette - We will send you the latest and greatest release of ClipMate, on a 3.5" diskette.
- A printed Manual.
- A registration number - which will remove the "SHAREWARE NOTICE" reminder screens.
- Peace of mind - you have fulfilled your obligation and have made the Shareware concept work. You are not breaking the law, at least in this particular case!
- Access to support - If you have problems using ClipMate, we are here to help you. Support is guaranteed for 90 days from the date of registration. If we can't resolve your problem to our mutual satisfaction, we will refund your money, as long as the problem is brought to our attention within the 90 day window.

## **Placing Your Order**

[Ordering Directly From THORNSOFT Development](#)

[Overseas Payment Options?](#)

[Ordering Through CompuServe](#)

[Egghead and Other Resellers](#)

[Local Registrations In Other Countries](#)

## Ordering Directly From THORNSOFT Development

We are pleased to offer **secure credit card order processing** via the **World Wide Web**. Visit our home page at <http://www.thornsoft.com> for details. In the near future, we hope to offer real-time, on-line generation of your personal registration key.

Or, you can simply complete one of the order forms and mail or Fax it to us.

You can find an order form in either of the two files: (Click to open)

[ORDER.TXT](#) for single-user licenses.

[SITELIC.TXT](#) for multi-user and site licenses - recommended if you need 5 or more copies.

We recommend that you select one of these forms, edit it electronically, print it, and mail, FAX (716-227-1145), or Email it to THORNSOFT Development. Credit card orders (VISA, Mastercard, American Express, and Discover) may be phoned in to us at 716-227-6505. Our complete addresses (both snail-mail and Email) and phone/fax numbers are listed on both order forms and in the Help menu (About/Contacts).

## **Overseas Payment Options?**

If you are outside of the U.S., and are unable to send a check drawn on a U.S. Bank, and don't have one of the credit cards that we accept, then try a postal money order. Another alternative is to send cash. Our mail orders go directly to a Post Office Box, and we have never had a problem with cash getting "lost" in the mail. Under no condition should you send a check drawn on a non-U.S. bank. Our bank will not process foreign checks, and therefore we cannot process orders with payment by a foreign check!

## Ordering Through CompuServe

Through an arrangement with CompuServe, you may order a registered copy of ClipMate, and charge it to your CompuServe account. This is different than sending us a credit card order to our CompuServe account, which you can also do.

### **ORDERING:**

- Sign-on to CompuServe, and GO SWREG (Shareware Registration).
- Select Register Shareware from the main SWREG Menu.
- Select Registration ID from the SEARCH BY menu.
- Enter 173 as the ID.
- ClipMate's description should be on the screen. Enter Y to register.

## Egghead and Other Resellers

We realize that many companies only purchase software through particular channels, or may have formed alliances with large resellers such as Egghead Software. This often makes it difficult to order the software that you need (like ClipMate).

Good News! You can purchase ClipMate as a special order through Egghead Software.

Egghead SKU: 913038    ClipMate for Windows.

Contact Egghead for pricing.

The package that you receive will contain a registration card, which you must complete and return.

When we receive this card, we will add you to our customer database, which will qualify you for technical support and upgrade notices.

If you need to purchase from another reseller, just give them a copy of our order form, (CLMREG.TXT) and have them contact us. **See: Contacting THORNSOFT Development**

**Note:** Orders placed with resellers may add a week or so to the normal delivery time.

## Local Registrations In Other Countries

We have made arrangements with dealers in several other countries to accept payment locally, for fully registered versions (no upgrades). Contact one of these dealers for local pricing and other benefits, such as manual translations or language-specific versions of ClipMate. Prices and services vary by dealer, and will evolve over time.

### **More:**

[GERMANY \(Deutschland\) - Local Registration](#)

[FRANCE - Local Registration](#)

[Nederland en België \(The Netherlands and Belgium\) - Local Registration](#)

[Japan - Local Registration](#)

## **GERMANY (Deutschland) - Local Registration**

You can contact this German company, which can accept registrations in DM. Just fill-out CLMREG.TXT, include a check (DM) or credit card info, and send to DER PD-PROFI.

DER PD-PROFI Gerd Zottlein

Schulstr. 13

D-86666 Burgheim

Tel. 49-08432-1292

Fax. 49-08432-8674

CIS. 100326,53

Internet: 100326.53@compuserve.com

Preis DM 54.-- plus Registriergebuehr DM 25.-- plus Versand

Zahlung per NN, Vorkasse, Kreditkarte

## FRANCE - Local Registration

We have an agreement with WINDOWSHARE SARL to take orders for us in all of French-Speaking Europe. You have the choice of dealing with WindowShare, or directly with THORNSOFT Development. The advantage of WindowShare, is that they can accept payment in Francs.

To order from WindowShare, just print the French Order Form from this help file, complete, and submit to WindowShare.

### French Order Form (WindowShare)

Bon de Commande Français

ClipMate for Windows 4.0 LICENCE d'UTILISATION

Remplissez ce bon de commande avec les renseignements demandés, imprimez et adressez le tout avec votre règlement à

#### WINDOWSHARE Sarl

46-48 route de Thionville

57140 WOIPPY France

Fax:(+33)87 32 37 75

Vox:(+33)87 30 85 57

En ce qui concerne les licences multipostes, n'hésitez pas à nous consulter au 87.30.85.57.

Prix du logiciel ClipMate 4.0 : 270 FF T.T.C. (pour chaque poste),T.V.A (20.6%) et frais de port inclus correspondant à un montant Hors taxe de 223.88 FF.

Nom et prénom : \_\_\_\_\_

Adresse : \_\_\_\_\_

\_\_\_\_\_

Code postal et ville : \_\_\_\_\_

\_\_\_\_\_

Ci-joint mon règlement de :

\_\_\_\_\_ FF (T.T.C.)                      \_\_\_\_\_ FF (H.T.)

n° de T.V.A intra communautaire (obligatoire) pour la facturation hors taxe aux clients des pays de la C.E.E. (\_\_\_\_\_),

La Suisse et les T.O.M. sont automatiquement facturés hors taxe.

Paiement par chèque bancaire, chèque postal, carte bancaire, eurochèque (barrer les mentions inutiles).

Carte bancaire, donnez les 16 chiffres, la date d'expiration et signez :

\_\_\_\_\_

Exp.: \_\_ \_\_ / \_\_ \_\_

Date : \_\_\_\_\_

Signature :

**MERCI DE RESPECTER LE PRINCIPE DU SHAREWARE**

## Nederland en België (The Netherlands and Belgium) - Local Registration

### ClipMate for Windows Registratieformulier Nederland en België

(druk dit formulier af d.m.v. \BESTAND\AFDRUKKEN in bovenstaand menu)

Nederlandse en Belgische gebruikers van ClipMate kunnen de geregistreerde versie aanschaffen bij CopyCats. Door registratie wordt u legaal gebruiker en ontvangt u de nieuwste, geheel functionele versie van ClipMate op disk met een persoonlijke registratiecode en een gedrukte handleiding. Tevens kunt u gedurende minimaal 90 dagen een beroep doen op technische ondersteuning.

Vul dit formulier in, en stuur het gelijktijdig of tezamen met uw betaling naar:

CopyCats Software & Services

Postbus 1088

1700 BB Heerhugowaard (NL)

Tel./Fax: +31 (0)72-5745993

E-mail 100121.1562@compuserve.com

Ja, ClipMate bevalt mij! Stuur de geregistreerde versie naar:

Naam : .....

Bedrijf : .....

Adres : .....

Postcode: .....

Woonplaats:.....

Land : .....

E-mail: .....

Telefoon: ..... Fax: .....

BTW-nummer (bedrijven België):

|B|E|\_|\_|\_|\_|\_|\_|\_|\_|\_|\_|

De prijs van ClipMate bedraagt Dfl. 65,00 / 1200 BFr. inclusief BTW en verzending (1021 BFr. bij vermelding van BTW-nummer). Informeer naar site-license prijzen (vanaf 5 users).

Betaalwijze (aankruisen a.u.b.):

NL+B: Bijgesloten cheque of betaalkaart

Datum: ....-....-19....

NL: Overmaking aan Postbank 43.28.577

Handtekening:

B: Overmaking aan Postrekening 000-1656064-80

Op rekening (overheid/bedrijven, uitsluitend schriftelijk)

.....

\* Dank u voor uw registratie van ClipMate! \*

## **Japan - Local Registration**

This program can be registered locally in Japan. For details, contact:

P. & A. Shareware Distribution.

302 Bellwinds, 1367-23

Nakagami, Akishima

Tokyo, 196 Japan

Tel: 0425-46-9141

Fax: 0425-46-9142

NIFTY-Serve: PAF02461

Let them know that you are interested in purchasing a registered version of ClipMate 4.

## Upgrading From A Previous Version Of ClipMate

NOTE: If you are a registered user of 4.0, then there is no upgrade charge. Simply download the software, and run. Your registration number for 4.0 will continue to work. Enjoy!

If you are a registered user of a previous version of ClipMate, there is an attractive upgrade path available. By upgrading, you will receive a new diskette, manual, and registration number for ClipMate 4. Upgrade Pricing is as follows:

Single-User From 1.x/2.x:	\$15.00 U.S.
Single-User From 3.x	\$10.00 U.S.
Multi-User License	\$25.00 U.S.
(Covers All Copies, Regardless of license size!)	

Use the order form in CLMREG.TXT. Be sure to include your registration number to qualify for the upgrade offer.

### CompuServe Users:

If you are on CompuServe, you can use the SWREG service to upgrade. Follow the instructions in , but substitute the following product:

- Program Title: CLIPMATE 4.0 UPGRADE
- Registration ID: 1120

# Shareware Marketing - What is it?

DEFINITION OF SHAREWARE - Provided by the Association of Shareware Professionals (ASP)

Shareware distribution gives users a chance to try software before buying it. If you try a Shareware program and continue using it, you are expected to register. Individual programs differ on details -- some request registration while others require it, some specify a maximum trial period. With registration, you get anything from the simple right to continue using the software to an updated program with printed manual.

Copyright laws apply to both Shareware and commercial software, and the copyright holder retains all rights, with a few specific exceptions as stated below. Shareware authors are accomplished programmers, just like commercial authors, and the programs are of comparable quality. (In both cases, there are good programs and bad ones!) The main difference is in the method of distribution. With shareware, the author specifically grants the right to copy and distribute the software, either to all and sundry or to a specific group. For example, some authors require written permission before a commercial disk vendor may copy their Shareware.

Shareware is a distribution method, not a type of software. You should find software that suits your needs and pocketbook, whether it's commercial or Shareware. The Shareware system makes fitting your needs easier, because you can try before you buy. And because the overhead is low, prices are low also. Shareware has the ultimate money-back guarantee -- if a program doesn't meet your needs, you don't pay for it.

ClipMate is a "shareware program" and is provided at no charge to the user for evaluation. Feel free to share it with your friends, but please do not give it away altered or as part of another system. The essence of "user-supported" software is to provide personal computer users with quality software without high prices, and yet to provide incentive for programmers to continue to develop new products. If you find this program useful and find that you are using ClipMate and continue to use ClipMate after a reasonable trial period (30 days), you must make a registration payment of \$25.00 to the author.

Site License arrangements are available.

Anyone distributing ClipMate for any kind of remuneration must first contact the author for authorization. This authorization will be automatically granted to distributors recognized by the Association of Shareware Professionals (ASP) as adhering to its guidelines for shareware distributors, and such distributors may begin offering ClipMate immediately (However the author must still be advised so that the distributor can be kept up-to-date with the latest version of ClipMate).

You are encouraged to pass a copy of ClipMate along to your friends for evaluation. Please encourage them to register their copy if they find that they can use it. No one may distribute a partial or altered copy of ClipMate. Because the registration information is stored in the ClipMate.INI file, this file **MUST NOT BE DISTRIBUTED**. If you don't have a complete copy, you should obtain another copy from a reliable source, preferably our WWW site, or another mainstream source such as CompuServe. Or you may contact us directly.

This definition of Shareware is based upon a shareware definition that was provided by the Association of Software Professionals.

# Glossary of Terms

Application Profiles

Clipboard

Clip Item

Collection

Distribution

HotKeys

Registration Key

Retention Rules

Rich Text Format

Synchronization

## **Application Profiles**

These determine what formats ClipMate will accept, on an application-by-application basis.

## **Clipboard**

A temporary system area for data transfer. It holds one item at a time, although usually in multiple formats, and is internal to Windows.

## Clip Item

A single item of data copied from an application. It may exist as multiple Formats, such as Text and Rich Text Format, or Bitmap and Picture. All formats are just different representations of the same data however. The Clip Item has a Serial Number, Date/Timestamp, Source Application, all of which can be viewed in the Status Bar of the Magnification Window.

## Collection

Storage location where ClipMate keeps Clip Items. You can create as many as you need, and you can give each a unique title and icon. You also set the Retention Rules, which tell ClipMate when to purge old data.

## **Distribution**

Moving or copying a Collection to another machine, for purposes of sharing data with others, or taking your data "on the road".

## HotKeys

A system-wide keyboard sequence that invokes a particular ClipMate function, such as recalling an item or collection.

## **Registration Key**

Registered users receive a key that will remove the "Registration Reminder" screens and restore full functionality. It will turn any 4.x version of ClipMate into a fully-registered copy.

## Retention Rules

ClipMate can automatically delete old data from a Collection three different ways:

- 1) Length: when the maximum number of items for the Collection is reached, old items are deleted to make room for new ones. You can set this maximum number.
- 2) Age: When items age past a certain limit, they are purged. You set the age limit. Tip: 0 Days means don't save at all - good for "trash can" Collections.
- 3) Never: ClipMate doesn't purge these Collections, but you can delete items yourself.

## **Rich Text Format**

Textual data with formatting information such as font, color, pitch, margins, tabs, etc. Best format to use with word processors.

## **Synchronization**

Similar to Distribution, except that you want to have updates travel in both directions.

Your registration key will work with any 4.x version of ClipMate, which means that you can download new releases from our WWW site any time that a new release is available.

Do you just want to grab the current active window? Use Alt+PrintScreen.

Charmap is a Windows applet that lets you select special characters, and copy them to the clipboard (and thus into ClipMate).

The "Starting Item" is the first item in the sequence of items to be pasted.

The PowerPaste buttons are the two "Power Receptacles". The upper button will PowerPaste Up the Collection, and the lower button will PowerPaste Down the Collection.

In the this example, we used the TAB key a lot. This has nothing to do with ClipMate, or PowerPaste. It is just used to navigate from one field to another in our order-entry system.

32-Bit Version Only

