

M-POWER Flash Cards

version 0.9 Beta

USER'S MANUAL

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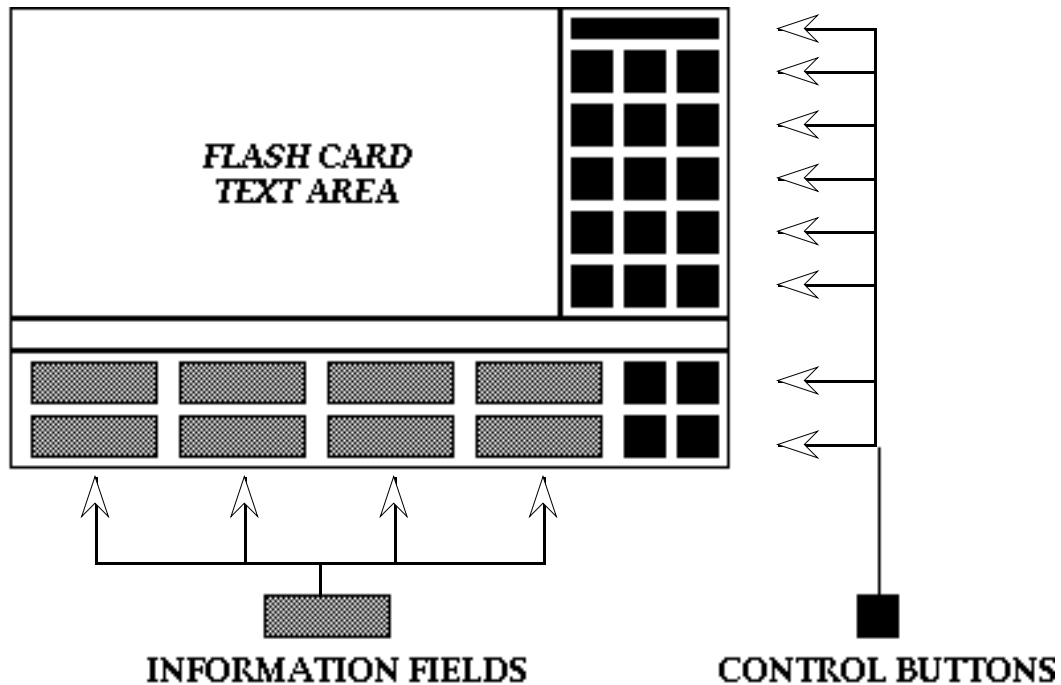
This is a Beta release. It is not a finished product. I am very interested in your comments, suggestions, complaints, bug reports, etc. Feel free to send your feedback to any of the

addresses above. Development work on this stack will continue if there is an adequate response.

This manual was prepared in the Times font. If you do not have Times, use the Word 4 command to select the entire document, option-command-M, and select a font that you have.

OVERVIEW OF LAYOUT

The layout consists of control buttons and information fields. Most of the information fields are toggle switches between user choices. The following is a diagram of the general layout:



BUTTON SUMMARY



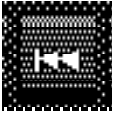
FLIP

Flips between the term and the definition.



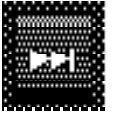
POWER

This button will bring the user to the finder or to the home stack.



SKIP PREVIOUS

Goes to the previous card if the navigation field is set to "Sequential", otherwise it will go to a random card.



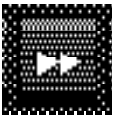
SKIP NEXT

Goes to the next card if the navigation field is set to "Sequential", otherwise it will go to a random card.



GO TO FIRST CARD

Goes to the first card of the stack.



SEARCH

Will look for a key word entered by the user.



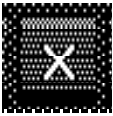
PLAY

Will play through the cards in the stack, based upon the information in the settings fields. If the navigation field indicates "Sequential", it will move sequentially in the stack order. When the button is activated it will prompt the user to indicate if only the default side or flipping the sides is desired. The card will remain visible on the desired side or sides by the amount of time indicated in the "delay" field. Note that the Random setting does not guarantee that cards will not be repeated.



PRINT

This will only print the visible Flash Card data. It has been adjusted to be able to print onto 3x5 index cards. The card should print properly if fed into the top left position of normal letter size paper. After one side has been printed, flip both the M-POWER card and the index card to the other side and print again with this button.



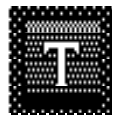
DELETE

This will delete the current card



RECORD NEW

This will make a new card.



TEXT

This will reset the term and definition text preferences to the parameters chosen by the user.



SORT

Will sort the stack according to the "sort by" field.



HELP

A special help mode is activated when this button is pressed. While in this mode, the cursor should be moved over the buttons or fields for which the user wishes to see help. The help text field will be automatically scrolled to the relevant position.



ABOUT

Your basic information box about the stack and author.



COMPACT

Will compact the stack. This removes unused memory space which arises from normal use. Compacting should be performed occasionally.



IMPORT DATA

Brings up a dialog box where the user selects a text file from which data is imported to the stack. The file must be in an M-POWER format which is defined in the IMPORTING AND EXPORTING section of this manual.



EXPORT DATA

Saves the current stack data into an M-POWER formatted text file which is defined in the IMPORTING AND EXPORTING section of this manual.



PURGE

Will purge all the cards rated at the difficulty in the "purge" field. Individual cards are rated in the information field "difficulty".

BLANK BUTTONS

The blank buttons are currently unassigned. They will probably incorporate other features requested by those sampling this stack. So if you have any suggestions, please send them to me.

INFORMATION FIELDS



card no.

This field is not user-definable and indicates the card number out of the total in the stack.



difficulty

This field indicates the user-defined level of difficulty for the card. Clicking on this field will toggle it between "Easy" to "Moderate" to "Hard". The default value when a new card is made with the "Record New" button is "Moderate".



navigation

This field indicates the user-defined navigation mode. Clicking on this field will toggle the information between "**Sequential**" and "**Random**"



delay

This field allows a user-defined time delay when the **PLAY** button is used. Clicking in this field gives the user the opportunity to enter a time in whole seconds.



default side

This field indicates the user-defined default side. Clicking on this field toggles the information between "**Term**" and "**Definition**". If the "Term" side is the indicated default, navigating through the stack will always show the "Term" side of the flash card first. If "Definition" is the default side, then the "Definition" side will always be the first side shown.



purge

This field indicates the difficulty level cards the user wishes to purge. Clicking on this field will toggle between the three difficulty levels of "**Easy**", "**Moderate**", and "**Hard**". When the **PURGE** button is activated, all cards of the level indicated by this purge field will be removed.



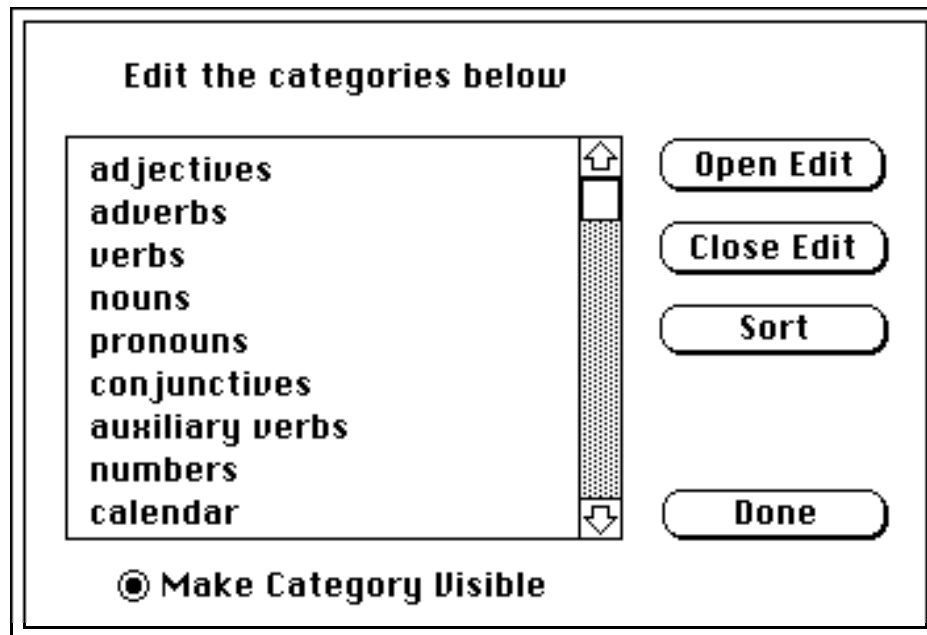
sort by

This field indicates the user-defined field to sort the stack by. The **SORT** button will key in on the indicated field. Clicking on this field will toggle between "**Term**" and "**Definition**".



category

Clicking on this field allow the user to select or edit a category. The list of categories is user-defined, and the "dialog" box that is called is shown below:



A category is selected simply by clicking on it. This transfers it to the category field on the card. To add, edit, or delete category list entries, the editor must be opened by clicking on the Open Edit button. Afterwards, the contents of the scrolling field are free to be altered. The Sort button can be used at any time to sort the contents of the categories field. The Close Edit button should be clicked on when the editing is done.

The "Make Category Visible" radio button allows the category field on the card to be shown or hidden. If the category gives an unwanted clue during the memorization process, the button can be turned off. Regardless of whether the field is visible or not, the sort function will still key on this field if it is indicated in the "sort by" field.

GENERAL OPERATION

General stack operation should be fairly evident by the buttons and the information fields. The center of operation will probably be the skip next, skip previous, and flip buttons. The best way to become familiar with its operation is to actually use the stack. There are, however, certain capabilities that have been built in which should be elaborated.

The difficulty rating has been provided because flash cards are only good until the material they are presenting has been learned. Since this is a dynamic process, the

ability to mark a particular card for later processing has been implemented. There are several ways to use this marking capability.

In the case that there are very problematic and difficult cards in a particular stack, one may wish to spin-off a stack containing the hard flash cards exclusively. This can be done by making a copy of the stack with the **Save a Copy...** menu item in HyperCard. The menu bar can be made to appear by pressing command-space bar. Open a copy of this stack and perform purges on "Easy" and "Moderate" cards. This will leave the stack with only the "Hard" cards.

Of course, the immediate functionality of the marking and purging is to remove those cards which one has definitely memorized, i.e. those cards in the "Easy" level.

IMPORTING AND EXPORTING DATA

M-POWER Flash Cards has the ability to import and export data to text files. Preparing the data files with a text editor or word processor is considerably more convenient and faster than manually entering the data card by card. In addition, the stack data can be saved to a file for any other use. The text must be saved in ASCII files. If a word processor is used to prepare the data, make sure it is saved as **TEXT ONLY**.

The data must be of the format in the example below:

term one\ definition one\ term two\ definition two\ term three\ a multi-line definition with a return for number three\ ®
--

The format consists of the following criteria:

- The term must be the first item.
- The delimiter is a backslash "\".
- The definition must be the second item.

- A space may precede the definition after the delimiter.
- The definition should also be delimited by a backslash and then a return.
- The last character in the file must be a ®, which is an option-R character.

The use of the backslash as the delimiting character allows multi-lined terms or definitions since the return is not used as the delimiter. The preceding space for the definition is provided as an option to allow somewhat easier proof-reading of the text. If the space is present before the definition, it is automatically deleted when the stack loads the data.

When the stack data is saved out to a text file, the contents may appear to be broken up. This is usually the result of unseen returns in the terms and definitions fields of the stack.

Importing large data sets can take quite some time as new cards must be created for each term/definition pair. Exporting data is a much faster process.

PASTING AN M-POWER BUTTON TO HOME

Click on the M-POWER title and credit region in between the flash card text field and the bottom panel. This will initiate a procedure to paste a prepared M-POWER button to the home stack.

KEYBOARD SHORTCUTS

The stack has a couple of keyboard shortcuts:

The **tab** key will flip the card to the opposite side.

The **enter** key will create a new card.