

Help Screen

Mouse and Keyboard Shortcuts

All of the following keys can be used in combination where it makes sense to do so.

Option Key

The option key represents the "I know what I'm doing" attitude. If you are moving things around and don't want to be bothered with confirmation dialogs about overwriting existing areas, hold down the option key while you are doing it.

CommandKey

The command key (the one with the apple!) allows discontinuous selections, adding what you select to the existing selection. Hold it down when you want to use the cursor like a brush, acting only on the things which you touch with the cursor. It allows you to select areas "under" pictures when pictures are selected.

It can also be used with the arrow keys to move selected items around on the maps. See the "Tools" help area concerning the Selection tool.

Shift Key

The shift key selects rectangular regions, using the last selected point as the "anchor" position, and where you click as the opposite vertice.

Arrow Keys

If you are using the Paint Tool, the arrows move the selection, scrolling the window as necessary to show your selection.

If you are using the Selection Tool, the arrow keys moves your current selection in the indicated direction. If you have the option key down, you can move your selection without having to answer the annoying overwrite options.

Double Click-Return-Enter

Any of these actions allows you to associate Notes with the current (single) location on the Map. If multiple locations are selected, nothing happens unless double-clicking would redefine the new location as a single map location.

If you are using the Paint Tool and double click, you will place a tile at that location and immediately proceed to entering notes there.

Click and Hold Popup Palettes

Clicking and holding while using the Paint Tool causes a cascading popup menu to appear over the square you have selected. The Dungeon, Wilderness, Custom, and Overlay palettes can be selected from to edit the current square. The Overlay palette selections are a little different - selecting one of those icons causes the current state of that overlay selection to be toggled. E.g. - If you are already have an eastern door overlay selected for your square and you reselect it from the Overlay popup, it removes

the eastern door overlay.

Cursor Appearance

The cursor's appearance allows you to see what tool is currently selected as well as what options you currently have. If you are using the selection tool and move the cursor over a selected area, a hand will appear, letting you know that you can move the selection by clicking and dragging. If the current selection is a picture, a "P" appears on the hand to reflect that you are working with a Picture.

Dragging

You can drag items by using the selection tool and clicking in an area that is "selected" (i.e., highlighted). The cursor will become a hand whenever dragging is appropriate (see notes on "Cursor Appearance"). Place the cursor outside the map area in the desired direction while dragging to move an area off the screen into view (i.e., autoscrolling). You can also drag the selected area using the arrow keys in combination with the command key. If you want to avoid the annoying overwrite dialogs, hold down the option key during dragging.

The Tool Palette

The Tools palette sets the mode for further actions. See the "Tools" help area for Selection and Paint modes. The four modes which have arrows and maps on them represent the ability to add extra rows or columns to the top, bottom, left, and right sides of a map. The two modes which have erasers allow you to delete a single row or column of a map. All tools work on the premise that you select the tool and then select (i.e., click) inside the map to cause the tools function to occur.

The Overlays Palette

Overlays are pictures which can be displayed on top of any location. The Overlays palette sets the current overlay state for the Painting tool. Each selected item on the Overlays palette is applied to any new painting of locations, i.e., an "overlay selection" is applied on top of any location painting. You can modify this later with "Edit...Overlay".

Miscellaneous

You can use the Delete key to clear the current selection of notes and pictures. When entering notes, the Escape key will cancel the dialog. Hitting the Enter key will attempt to add your notes to the map (this is the same as clicking on the OK button), but the Return key will add a return to the text when you are in the "Title" or "Notes" area. Most dialogs can be dismissed with either the Escape key or Command - Period.

File

Save Notes

Saves all notes (sorting them first) as a text file which can be directly opened by Teach Text. It has some basic formatting built in, so you may want to open it in a real word processor and spruce it up to your heart's content.

Print Current Map

Print the active (front most) map. Turning off the grid and printing not using color palettes (see Preferences) gives good printing results. Locations are printed as BitMaps, so turn smoothing off and Precise BitMap alignment on if appropriate.

Print Maps

Print all Maps for this document. Note that Page Setup info is stored on a Map by Map basis. That is, if you change the active map to print landscape and then select Print Maps, the rest of the maps will still print portrait.

Print Current Notes

Print the active Map's Notes.

Print Notes

Print all Notes. This option Sorts all Windows and Notes beforehand (see the Sort options in 'Tools' and 'Options').

Edit

General

The edit commands act on what is current selected. I.e., if a picture is selected, you're acting on that, if an area of the map is selected, then that's what you're working with. Undo works in this fashion as well.

Paste Clipboard Pict

This command will take any 'PICT' resource that you may have copied to the clipboard and place it on the current map according to the current selection.

Edit Overlay

Allows you to choose which overlays are to be used with the current selection.

Select All

Selects entire map.

Show Clipboard

Allows you to see what is currently in the Mac's clipboard. Note that map areas which have been copied have their own private clipboard independent of the Mac's clipboard. The Mac clipboard will only contain either text (perhaps from an edit command issued during a Make Notes command) or pictures (again, perhaps issued from an edit command associated with a picture on the map).

Tools

Enter Notes

Make notes for the selected location. Only works when a single location is selected. "Map Area Notes" are used to enter information about a location. The "Ref #" field is

for search sorting and reports and for generally linking notes and locations in a convenient way. Locations are sorted by the "Ref #" field in the following fashion: All notes with one "Ref #" character are sorted, then all notes with two "Ref #" characters, etc. Within these groups, notes are sorted numerically, then alphabetically. The Title field is designed to be used as a short one-liner to remind you of what this place represents. You can put up to 30,000 characters here, but the reports assume it's no more than a couple of lines of text. The Notes field is where you should save any information related to this area (esp. things you may wish to locate later via searching). You can store up to 30,000 characters in this field also.

Search Notes/Search Again

Searches and selects any notes you have made (it searches all 3 fields of the "Enter Notes" dialog) which contain the text you enter to search for. The search is case insensitive (i.e., capital letters in your notes, or what you enter to search for, don't matter). Search again works like the Finder, ignoring the last found item.

Sort Notes

Sort all level and then location notes by their "Ref #". This occurs automatically whenever you save the document.

Selection Tool

Allows you to select areas to be worked with. See "Keyboard Shortcuts" to find out how to make multiple selections. Note that pictures are selected independently from locations, and only one picture may be selected at a time. Clicking anywhere on a picture selects the whole picture. You can select the area under a selected picture by holding down any of the modifier keys (option, command, and/or shift).

You can move selected areas by holding down the command key and using the arrow keys. The selected area will move in the indicated direction. The area you move the selection to is overwritten without warning.

Paint Tool

Allows you to paint locations with the current palette and overlay selection. Use the Shift and Command keys to affect multiple locations simultaneously (See "Keyboard Shortcuts"). Painting a location does not affect its notes.

Fill Selection

Paint the entire selection with current palette and overlay selection.

Insert Legend

Add a picture to the map representing a legend, i.e., which direction is north. The legend is a picture which can be edited (e.g., moved, copied, etc.) like any other.

Palette Selectors

You can make a palette disappear if you wish. The palette is still there, it is simply not displayed. Make it visible again by selecting it in the menu.

Loading Palettes

You can create Custom Palettes to create maps with your own personal palettes. Pictures/Icons you design can be used for map locations. For example, if you want to design a world with palettes of your own creation, create the palette items in a resource file. Use ResEdit, or another resource editor. If you don't want to trouble with this inconvenience, Register your copy and state your stance on the registration page, I'll write you a utility to do just that. Each item must have 'icl8', 'ics8', 'ICN#' and 'ics#' resources (Make sure you create all!), with resource ID's starting at 800 running consecutively (800, 801, 802...) for each item you want to add. The icon family editor of ResEdit works well for doing this. You can create the 'icl8' resource and then drag it to the other three container areas (for 'ics8', 'ICN#', and 'ics#') in the family window and it will resize/recolor it for you. The B&W resources will be used for printing (when preferences are set so) and for B&W display. Loading a custom palette without all 4 resource types for each item will not work properly. Choose "Load Custom Palette" and select your resource file to make your creation the active "Custom" palette. You can grab the custom palette from a document by loading it from the "Load Custom Palette" item as well.

If you change your mind and want to revert to the Custom palette which comes with the program, choose "Load Default Palette".

Options

New Level

Create a new window for a new level.

Delete Level

Deletes the current window and all its map information.

Close Level

Makes the current window invisible. It is not deleted. It can be made visible again by selecting it in the Windows menu.

Level Notes

Level notes are sorted like location notes (see "Enter Notes") within their level groupings. So reports and printouts are sorted first by Level Notes, and then by Location Notes within their Level Notes. The "Ref #" field and "Title" field are used to name the Level's window.

Sort Level Notes

Sorts all levels by their "Ref #".

Display Note Markers

You can choose whether to display, for each location on your maps that has notes associated with it, either a marker in the upper left corner of the square, or a number (the "Ref #") centered in it. Deselecting it means there is no visual marker for a location to show there are notes there.

Display Note Numbers

By setting this item, you choose whether to display the "Ref #" (the Note Number) on a location. Otherwise, if "Display Note Markers" is selected, a marker in the upper left hand corner is used to denote that some text is associated with the given location.

Display Map Border

Choose whether to display a border which marks the boundaries of the map.

Display Grid

Choose whether to display grid lines or not using this item.

Display Big Icons

Choose whether to use Icons (Big Icons) or Small Icons for display of map locations.

Preferences

Gives a dialog in which you can choose some default actions. The items allow you to decide the number of rows/columns you wish to add at a time with the add tools, whether you want confirmation when you delete a row/column, what font & size you want used in the Notes Window and Notes printouts, and whether to print using the color palettes instead of black and white.

Windows

Notes Window

Activates the Notes dialog if you have left it open in the background somewhere.

Level Windows

Selecting a window here makes it active (clicking on it works too, of course). If a level is not checked, it is invisible. You can activate it (thus making it visible) by selecting it.