TypeItIn Professional Version 2.0

Thank you for using TypeItIn Version 2.0 By Paul P.M. Beuger.

Visit the <u>TypeItIn WebSite</u> or email us at typeitin@wavget.com for questions, comments, or suggestions.

TypeltIn was created to make it easier to fill out forms on the web or any other program. Any string you need to type frequently can be assigned to a button. For example, you can create a button called 'FirstName' that will type 'Paul' wherever the cursor is in your active window.

TypeItIn Professional is shareware, and shareware is supported by *YOU*, the user, so make sure you read How to register TypeItIn.

- Starting TypeItIn
- Adding and Managing Buttons
- Adding and Managing Groups
- Using TypeItIn
- TypeItIn Special Features
- Register TypeItIn

Note: Some features are only available in the Professional Version of TypeltIn.

TypeItIn Special Features

You can **Roll Up** the TypeltIn window to reduce it's size. **Right** click on the Title Bar and select **Roll Up** from the pop up menu. The TypeltIn window will be reduced to the size of the title bar. To **restore** the window to it's original size, **Right** click on the Title Bar and select **Un Roll** from the pop up menu or click on the **Keyboard Icon** in the task bar tray.

Using TypeItIn to type information into other programs

Simply put the text cursor where you want TypeltIn to type by clicking with your mouse. Then click the button in TypeltIn, and TypeltIn will type in the text assigned to that button.

TypeltIn works by stuffing keys into the windows keyboard buffer, so programs can not tell the difference between a person typing and TypeltIn.

You can use TypeItIn to perform any repetitive task. Use it to enter your name and address into forms, use it to create HTML pages, or to add special signatures to the end of emails. It's applications are only limited by your imagination!

Password Protecting a Group

You can prevent unauthorized usage of specific groups in TypeItln by protecting them with a password. For example, you could protect a group that contains buttons with password or credit card information.

To protect a Group with a password, **Right** click on the Group List and select **Password Protect** from the pop up menu. Then type the password you want to use. You will then be asked to re-type the password to verify it.

After you add a password to a group, you can still switch to it, but the first time you try to use a button you will be asked to enter the password. <u>After that all the buttons will function normally!</u> You should switch to another group before you leave your computer unattended.

Read <u>Removing a Group Password Protection</u> for more information on how to remove password protection from a group.

Warning! This password protection is to prevent casual misuse only! It is in no way intended to completely protect your sensitive information. All information is saved in typeitin.ini and typeitin.dat without any encryption.

Note: This feature is only available in the Professional Version of TypeltIn.

Removing a Group Password Protection

To remove password protection for a Group, **Right** click on the Group List and select **Remove Password** from the pop up menu. You will be asked to enter the current password for the group from verification.

Starting TypeItIn

You can start TypeItIn from Explorer, or from the Start menu. After you run TypeItIn, you will see a Keyboard icon in the Task Bar Tray. Left Click on it to show the button window, right click on it to pop up the options menu.

You can also have TypeltIn start automatically when you start your computer. In the Start menu, click on Settings - TaskBar and then on the Start Menu Programs tab. Click the Add button and then click Browse to find the TypeltIn.exe file. The default installation directory is c:\program files\typeitin. Then click Next and the Startup Program Folder. Then click Next and name the ShortCut TypeltIn. Then click Finish to complete the entry and Ok to close the TaskBar Properties window.

Adding and Managing Buttons

Right click on a button to pop up the Button Menu.

Adding a New Button
Editing an existing button
Deleting a Button
Moving Buttons
Copying a Button to another Group
Moving a Button to another Group
Changing the Button Font
Changing the Button Width

You can organize your button in Groups, see the **Groups** section for more information.

Editing an existing button

You can edit the information for a button by **Right** clicking on it and selecting **Edit Button** from the pop up menu. You can then modify any of the settings in the Edit Button window. Click the Done button to update the button information when you are finished.

You can also insert the <u>Date or Time</u>, <u>Select from a List</u>, or <u>Run an external program</u>.

See the Adding a new Button section for more information.

Adding a New Button

To add a new button, **Right** click on another button and select **New Button** from the popup menu. The Button Edit Window will pop up and you can Name the button. The name is the text you will see on the button. Click on the Color button to change the color of the text on the button.

You can also add a Hint to the button. The hint will be displayed when you move your mouse over the button as a small yellow window.

You can then add what text you want to be typed when you press the button. For example, if the button name was First Name, then I would make it type Paul.

There are a few special charaters you can add:

Enter: {enter}
Tab: {tab}
Left Arrow: {left}
Right Arrow: {right}
Up Arrow: {up}
Down Arrow: {down}

You can also insert the <u>Date or Time</u>, <u>Select from a List</u>, or <u>Run an external program</u>.

For example, when you press the Tab key, it will display {tab} in the text window. To fill out a form that requests your name and email address, you could use: Paul Beuger{tab}typeitin@wavget.com{tab}{enter} The {enter} at the end pressed the 'Ok' button to send the information.

You can also use the **Record** function to automatically record your keystrokes into the text window. That way you can fill out a form once, and TypeltIn will record everything you type, so the next time you can simple press the button and TypeltIn will fill out the form exactly as you did.

Click the **Done** button when you are finished to save the information.

Deleting a Button

To Delete a Button, **Right** click on the button and select Delete Button form the pop up menu. You will be asked if you are sure that you want to delete the button, click Ok to delete the button, or Cancel to keep it.

Note: You can not delete the last button in a group. To delete the last button, you have to delete the whole group. See <u>Deleting a Group</u> for more information. If you want to keep the group, simple make another button first, and then delete the one you no longer want.

Recording Keystrokes

You can record keystrokes by pressing the Record button in the Edit Button Window. TypeItIn will automatically record all the keys you type until you press the Stop button or close the Edit Button window.

Note: This feature is only available in the Professional Version of TypeItIn.

Register TypeltIn

TypeltIn is shareware, and shareware is supported by **YOU**, the user, so please register your copy if you like it and use it frequently. TypeltIn will continue to function after 30 days, but you should register if you continue to use it.

You can register TypeltIn by sending \$17.50 to

Paul P.M. Beuger P.O. Box 2842 Shelby, NC 28151

Make sure you include your email address and the product you want to register (TypeItIn).

Or you can register TypeItIn on-line using your credit card on a secure server. Find out more on how to register on-line on the TypeItIn Registration Page

Note: This upgrade is free to registered TypeltIn Version 1.4 users. Please email typeitin@wavget.com with your name and the email address you used to register and I'll send you a new registration code.

There are special large quantity discounts available and specials for non profit organizations. Please email me at typeitin@wavget.com for more information.

Deleting a Group

To delete a Group, **Right** click on the Group List and select **Delete Group** from the pop up menu. You will be asked to confirm that you want to delete the Group. Click Yes to delete the Group, or No to keep it.

Note: This feature is only available in the Professional Version of TypeItIn.

Copying a Button to another Group

You can **Copy** a button by **Right** clicking on it and selecting **Copy to Group** from the pop up menu. Then select the Group you want to copy the button to. The button will remain in the current group, and an identical copy will be added to the group you selected.

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Moving a Button to another Group

You can **Move** a button by **Right** clicking on it and selecting **Move to Group** from the pop up menu. Then select the Group you want to move the button to. The button **will be removed** from the current group, and an identical copy will be created in the group you selected.

Note: This feature is only available in the Professional Version of TypeltIn.

Changing the Button Font

You can change the button font by **Right** clicking on a button and selecting **Button Font** from the pop up menu. You can change the Font, Font Style, and Font Size. You can use the **Apply** button to see what the font will look like.

Changing the Button Width

You can the width of the buttons by **Right** clicking on a button and selecting **Button Width** form the pop up menu. Simple type in a new size (in pixels) between 50 and 200. A smaller button takes up less room on your screen, a larger one lets you put more text on it. A good value for the button width seems to be between 80 and 120.

Groups

Right click on the Groups List to pop up the Groups Menu.

Creating a New Group
Editing a Group Name
Deleting a Group
Password Protecting a Group

To find out how to add buttons to a Group, read the Adding and Managing Buttons section.

Note: This feature is only available in the Professional Version of TypeItIn.

Date and Time Variables

You can use the following variables to include dates and time in the text that's typed in:

The current date: {date}
The day of the week: {day}
The current month: {month}
The current time: {time}

All variables use the standard windows date and time format as set in control panel.

Example:

Today is {day} and the date is {date}. The month is {month} and it's {time}. Today is Sunday and the date is 1/3/99. The month is January and it's 1:21:49 PM

Selecting an Item from a List

You can include a selection from a list in a Type string. For example, if you frequently enter information into a form, but one item can be different things, you can use the list feature to pop up a list that you can select from during the type process.

{list item1,item2,item...}

Example:

Paul Beuger{tab}{list support@wavget.com,typeitin@wavget.com}{tab}{enter}
This will type in my name, and then tab to the next text box and let me choose what email address to enter. Then it will tab to the Ok button and press enter to send the information.

Executing an External Program

You can use TypeItIn buttons to run other programs by using the following variables in the Edit Button window:

{run program} or {run program,parameters}

Examples:

{run c:\windows\notepad.exe} to start NotePad.

{run www.wavget.com/typeitin.html} to start you browser and go to the TypeltIn site.

{run c:\my documents\myfile.doc} to start WordPad and Edit myfile.doc.

{run c:\windows\notepad.exe,c:\my documents\mynewfile.txt} to open notepad and create a new file called mynewfile.txt.

Rearranging Buttons

You can **change the order** of the buttons by holding the **right** mouse button down on one and dragging it to a new location. When you **drop** it, TypeItIn will insert the button into the new location.

Editing a Group Name

To rename an existing Group, **Right** click on the Group List and select **Edit Group** from the pop up menu. Then type the new name for the group and click Ok.

Note: This feature is only available in the Professional Version of TypeItIn.

Creating a New Group

To create a new Group, **Right** click on the Group List and select **New Group** from the pop up menu. Type the name of the new Group and click Ok to create the new Group.

A default button will automatically be created in the new group, you can <u>edit</u> this button to modify it's information.

Note: This feature is only available in the Professional Version of TypeltIn.