

## MiniMacro 2000

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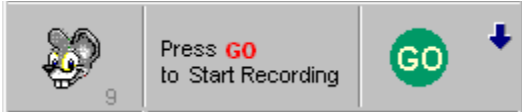
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## Record A Macro

To record a macro follow these steps:

Since MiniMacro records keystrokes, open an application that accepts keystrokes as input, such as Notepad or Wordpad, before working through these steps.



Press the large **GO** button in the lower right hand corner of the screen. Once this button is pressed, two things happen that alert you that MiniMacro is recording.

- 1 MiniMacro minimizes to a system tray icon in the lower right portion of the screen
- 1 The tray icon blinks, alternating between the application icon and the recording icon. When the tray icon is blinking, MiniMacro is ready to record keystrokes

Focus on the open application. Record the desired keystrokes.

Once you have finished recording the desired keystrokes, left-click the tray icon. When clicked, the application will return to its normal size.



Press the **Stop** button. The cursor will move to the Hot Keys edit box, indicating that the edit box has focus, and the Assign Macro to Key button will be enabled.

Select a hot key to associate with the macro. You can do this by typing the desired keystrokes in the text box's field. Press Ctrl+Shift+A, for example, and the application will automatically scroll to the exact or nearest keystroke combination.

**NOTE:** Some keystrokes combinations are reserved for use by MiniMacro only and are not available for assignment.

Type a description of the macro in the Macro Name field. Press the Assign Macro to Key button. The macro will be assigned to the chosen Hot Keys combination and the fresh assignment will appear in the Display Window. If the check box Minimize on Assign is checked, MiniMacro will minimize to an icon once the Assign Macro to Key button is pressed.

## Searching for Text

Globally searching diary entries for instances of a word or phrase can be accomplished by doing the following:

Press the Search Diary button. The following dialog box appears.



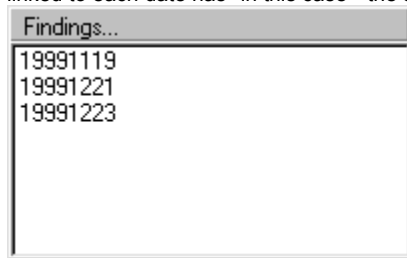
A dialog box for searching diary entries. It features a text input field with the word 'aid' entered. Below the input field is a label that reads 'Searches are case sensitive!'. To the right of the input field are two buttons: 'Search' with a magnifying glass icon and 'Return' with a keyboard icon.

Enter the search text in the field provided.

### **Please Note:**

Searches are case-sensitive. Searching for 'aid' is not the same as searching for 'AID' or 'Aid.' Searching for 'aid' will however find 'maid' and 'raid.'

Press the Search button. Successful searches reveal the Findings window. Within the window are a list of dates. The entry linked to each date has--in this case-- the search word 'aid' in the diary contents.



A window titled 'Findings...' containing a list of three dates: 19991119, 19991221, and 19991223.

To move to a specific date, highlight the date then left-click it with the mouse.

The following graphics illustrates searching the diary.

The image shows a software interface for a diary application. At the top left, a window titled "Entries for Thursday, 12/30" displays a blue background with the text "Now is the time for all good men to come to the aid of their country." Below this is a "Findings..." section listing three entries: 19991119, 19991221, and 19991223. To the right of the main window is a control panel with buttons: "Search Diary", "Toggle Find Window", "Delete Entries", and a date navigation section with "Y +", "Y -", "M +", and "M -" buttons, and a date display "01/04/2000". Below the main window is a "Search Diary" dialog box with a text input field containing "aid", "Search" and "Return" buttons, and a note "Searches are case sensitive!". Red arrows point from text labels to various UI elements.

**Press to initiate search**

**Toggles this window**

**Pressing this button initiates search for this word or phrase.**

**Search results listed**

**Left mouse click selection will move to date.**

## Disclaimer

\*\*\*\*\* READ AND HEED \*\*\*\*\*

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USE AT YOUR OWN RISK. PERIOD.

## MiniMacro Limitations

MiniMacro has few limitations. Unfortunately, when you bump into one of these limitations things can get pretty ugly-- MiniMacro will undoubtedly stop functioning properly and may require a machine reboot to get itself back on a steady footing.

### Please Note:

Do not use MiniMacro in conjunction with other apps that use keystroke macros or procedures that 'hook' into the system to get their work done. If you use Windows' Task Swapper—the ALT + TAB key combination that moves you from one open application to another open application--don't use it with MiniMacro or surely ugly things will happen. Along these same lines...

### Please Note:

Do not use MiniMacro to 'stack' short cut keys. That is, don't use MiniMacro to record keystrokes CTRL + P to execute recorded keystrokes ALT + Z .

### Please Note:

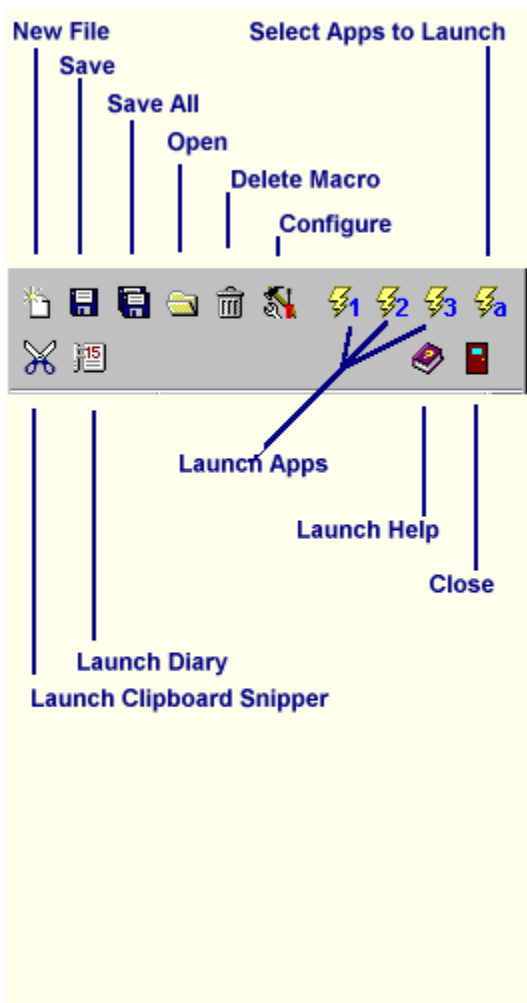
To avoid keystroke "collisions" when assigning a key combination to a macro use the CTRL or CTRL + ALT keys as keystroke "leaders." CTRL or CTRL + ALT are rarely used in commercial software packages as the chords in keystroke macros. Thus, CTRL + <<some character>> or CTRL + ALT + <<some character>>, for example, are usually safe assignments that will keep keystroke collisions to a minimum.

### Please Note:



When you enter keystroke in the Macro Name field MiniMacro will try to scroll to the nearest available keystroke combination. If you type in ALT + Z, this combination may not be available. If it is not available, MiniMacro will try to scroll to the next available keystroke combination similar to ALT + Z. Not all keystroke combination are available at all times.

## MiniMacro's Buttons



## Overview

### *Initial Purpose and Overview*

MiniMacro was originally designed to be a general-purpose macro recorder that featured a simple and intuitive interface, a small footprint, the good nature of staying out of the way when not needed, superior flexibility, and a learning curve as flat as a two-dimensional line.

True to its original design, MiniMacro lets you record keystroke macros, name them, describe them, save them to the file of your choosing, and retrieve them at will.

Being able to build sets of macros that are specific to a particular application is one of MiniMacro's unique strengths. This strength lets you build a set of macros specific to Excel or Word, for example, then load the set when you're working in that application.

It also means that Ctrl+Q, for example, in the Excel 'set' may execute a macro that copies the contents of cell A:1 into cells C:1..C:15. The same Ctrl+Q combination in the Word 'set' might insert your name and address at the cursor position. These keystrokes are isolated from each other because they've been saved in different macro files. Load the Excel or Word macro file as needed and you're in business.

One of MiniMacro's first enhancements was the addition of a 'volatile' macro—**V-Macro**-- that installs automatically when MiniMacro is launched and gives the user access to the macro engine from almost any Windows application, even when MiniMacro is minimized as a tray icon. MiniMacro's **V-Macro** feature is great for doing repetitive tasks that occur too infrequently to be named and saved to a macro (\*.mcr) file.

Early enhancements also included an application 'trigger' that lets you select up to three of your favorite applications and launch them with the press of a keystroke. Later enhancements included a rudimentary, but practical, clipboard snipper.

### *Additional features and improvements*

MiniMacro 2000 now offers these additional features and improvements:

1. Simplified interface in all modules
2. Addition of the V-Clipboard feature
3. Improved Clipboard Snipper module
4. Repeat the playback of a V-Macro up to 10 times
5. "What's This" help
6. Daily tips
7. Macro key reassignment
8. Macro rename capability



## MiniMacro's V- Macro

MiniMacro's volatile macro - **V-Macro** - lets you record macros on the fly and play them back instantly in almost application.

### **V-Macro Recording Sessions**

With MiniMacro is running, open the application of your choice and do the following...

To start a V-Macro recording session, press the key combination Ctrl + NumPadMinus (Press the Ctrl key then press the Minus "-" key on the Number Pad at the right of the keyboard)

Enter the keystrokes you wish to record.

Re-press the key combination Ctrl + NumPadMinus A double-beep will sound and a small dialog box will appear indicating that the **V-Macro** recording session is over.

To playback the macro press the key combination Ctrl + NumPadPlus (Press the Ctrl key then press the Plus "+" key on the Number Pad at the right of the keyboard)

Once recorded, **V-Macro** plays back a given array of keystrokes repeatedly until that array is overwritten by another **V-Macro** recording session.

**V-Macro**'s are not permanent macros. They can neither be named or saved. If you wish to create permanent macros or sets of permanent macros, see the [Record a Macro](#) section.

Walk through:

To Start Recording: while holding down the Ctrl key, press - (Minus) on the Number Pad

Record keystrokes: For example, type "Hello World" in Notepad

To Stop Recording: while holding down the Ctrl key, press - (Minus) on the Number Pad

To playback recorded keystrokes: while holding down the Ctrl key, press + (Plus) on the Number Pad

## V-Clipboard

### ***How the Windows Clipboard works - a simple exercise***

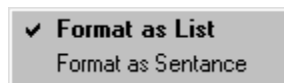
Open Notepad and enter a few lines of text. If you select some of that text and press the key combination Ctrl+C--or select Copy from Edit menu--the selected text is copied to the clipboard. Now, select a different line of text and press the key combination Ctrl+C again. What happens when Ctrl+C is pressed this second time is that the original contents of the clipboard are over-written. Ctrl+C always destroys the current clipboard's contents before it replaces it with the latest clipping.

### ***Using Minimacro's V-Clipboard***

**Minimacro's V-Clipboard** feature disables the clipboard's destructive functionality.

To get a feel for the way **Minimacro's V-Clipboard** works, try this exercise:

Open Notepad. Type in a few lines of text.  
Press *Ctrl+NumPadSlash* key combination (**V-Clipboard** is ON) .  
Copy any number of selections to the clipboard by using Ctrl+C.  
Press *Ctrl+NumPadSlash* key combination (**V-Clipboard** is OFF)  
Press Ctrl+V to paste.



**V-Clipboard** can be configured to add items to the clipboard in sentence form or list form.

#### ***Format as Sentence***

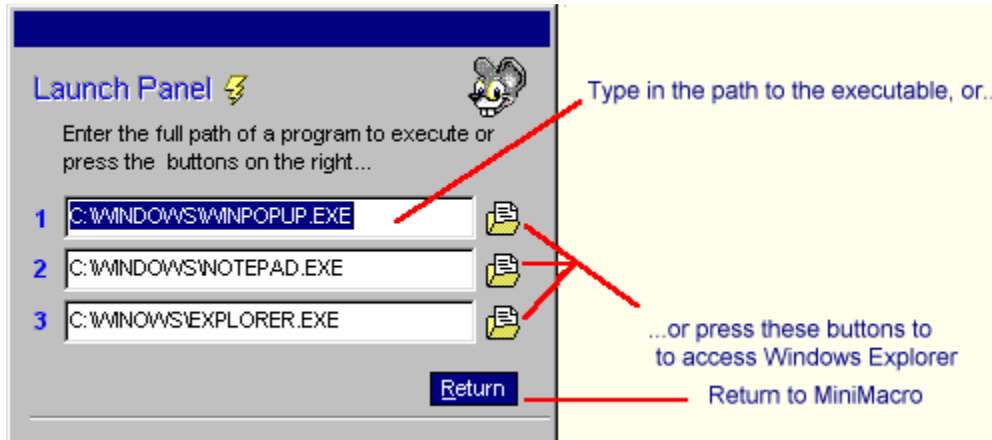
The quick red fox jumped over the fence.


#### ***Format as List***


The  
quick  
red  
fox  
jumped  
over  
the  
fence


## Launching Applications with MiniMacro

You can select up to three application to launch from MiniMacro. Press  from Minimacro to access the Launch Panel.



Launch #1 application from outside of MiniMacro by pressing **Alt+1** or press  from within MiniMacro.

Launch #2 application from outside of MiniMacro by pressing **Alt+2** or press  from within MiniMacro.

Launch #3 application from outside of MiniMacro by pressing **Alt+3** or press  from within MiniMacro.

## Hot Key combinations you can't use

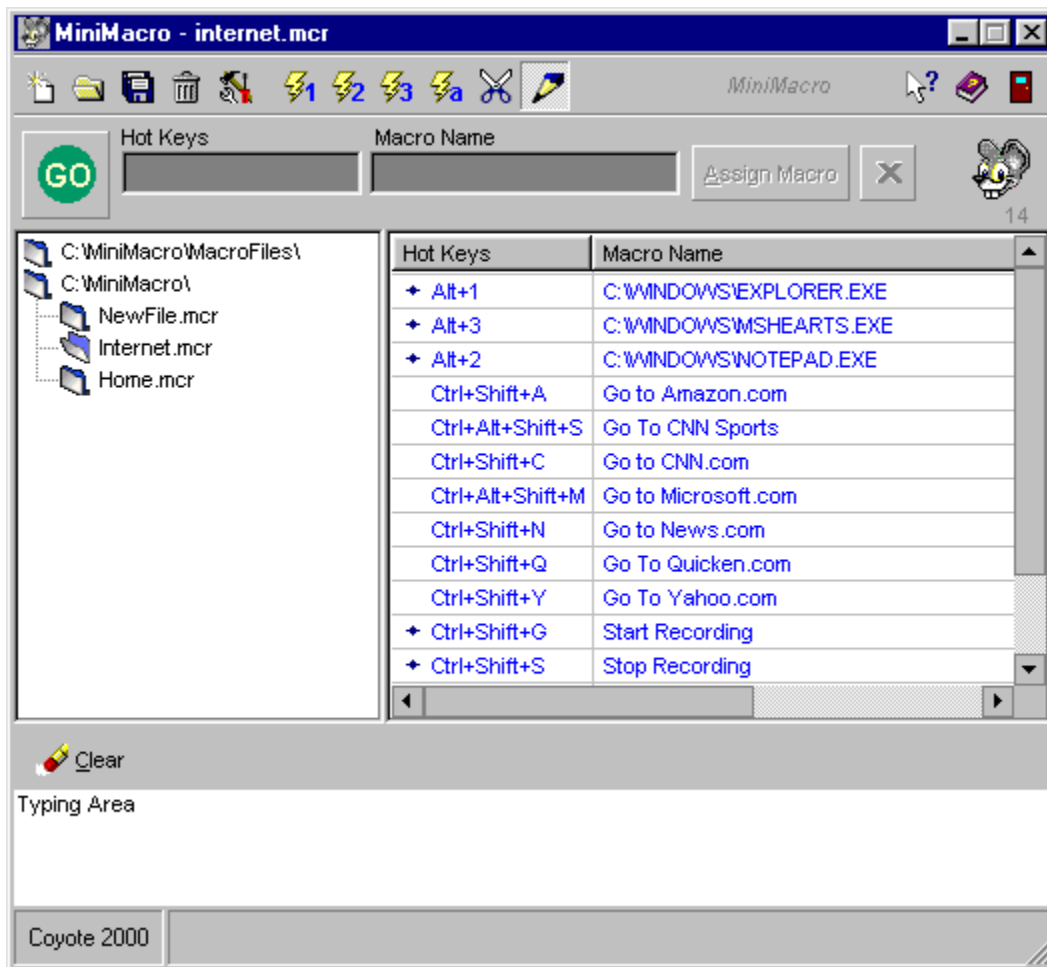
There are a number of Hot Key assignment that you can not make in MiniMacro. These Hot Keys are not available for assignment:

CTRL+M	ALT+1
CTRL+UP	ALT+2
CTRL+DOWN	ALT+3
	CTRL+NUMPADPLUS
	CTRL+NUMPADMINUS
	CTRL+NUMPADSLASH

### **Please Note:**

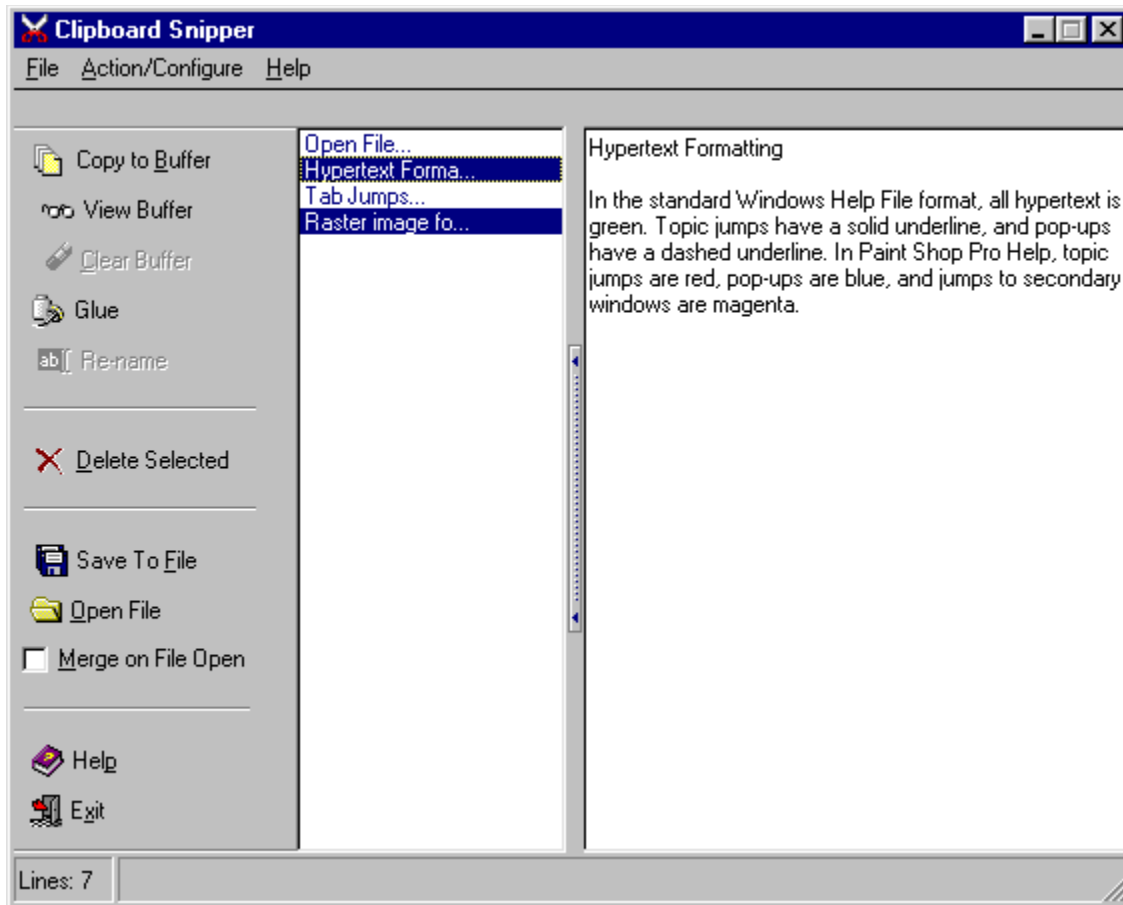
To avoid 'collisions' with other software packages, try to make assignments based upon the Ctrl + Alt + <<some other key>> formula. Instead of using Alt+X , use the key combination of Ctrl + Alt + X. This should lessen conflicts with other softwares.

## Main Screen



## Clipboard Snipper

Minimacro's Clipboard Snipper utility has its own help file, but here's what the main form looks like. You can access Snipper's help file from the utility's main menu or by pressing the Help speedbutton.



## Delete a Macro

There are two ways to delete a macro.

1 Press the Delete button from Minimacro's main toolbar 

1 Double-click the the selected item.

When deleting macros a dialog box appears to confirm the deletion.  
Press the appropriate button.



***Deletions are irreversible.***



Key combinations supplied by MiniMacro can not be deleted.

## **Saving and Loading Macro Files**

When loading an existing set of macros from a file and saving a set of macros to a file the user is presented with similar looking dialog boxes.

MiniMacro supplies these buttons for loading or saving macros.



### ***Open Dialog***

When opening an existing file the following Macro File Selection dialog surfaces. Select an existing macro (\*.mcr) file and press the Open button. MiniMacro loads the chosen file.



### ***Save Dialog***

When saving a set of macros to a file the following Save As dialog surfaces. Select an appropriate name and press the Save button. MiniMacro saves the set of macros to the specified file name.





## Registering MiniMacro

The latest version of MiniMacro can always be found at [www.incatec.com](http://www.incatec.com).

Registered users are entitled to free upgrades and support.

If you like what you see, tell someone; if not, contact Coyote Development at [coy\\_dev@swbell.net](mailto:coy_dev@swbell.net) to report problems.

Registration fee is \$19.95

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