Setting Up:

First, open the QuickScrap control panel.

To define "Hotkeys" to access any Scrapbook or QuickScrap file, double-click or click an item in the list and hit the "Return" key.   You can now select which file to open by selecting from the pop-up menu near the bottom of the dialog.   Next, type the "Hotkey" combination you'd like to assign to this file and choose the proper options.

Example, let's say you wanted to use the keys Command-Option-C to copy the selected item in an application and send it directly to the QuickScrap file. Just type a 'C' while holding down the Command and Option keys to set the "Hotkey".   Now select "QuickScrap File" from pop-up menu.   Next, make sure the "Save Clip to File" radio button is selected and check the "Auto-Copy" and "Ask for Name" check boxes if you wish.

To be able to use the QuickScrap pop-up menu you must click the "Popup" check box or the "Keys" box to the right of the "Popup" check box to define which key(s) (option, command, control, shift or any combination of these keys) will bring up the QuickScrap pop-up menu when you click and hold down the mouse button.   Turn the QuickScrap menu off by unchecking all four check boxes.

Once you close the QuickScrap window (and if you have QuickScrap installed in the System Folder), hitting Command-Option-C will send the contents of the clipboard to the QuickScrap file.   If you have the "Auto-Copy" checked, QuickScrap will first copy whatever information you have selected in the application to the clipboard before sending it to the QuickScrap file.