

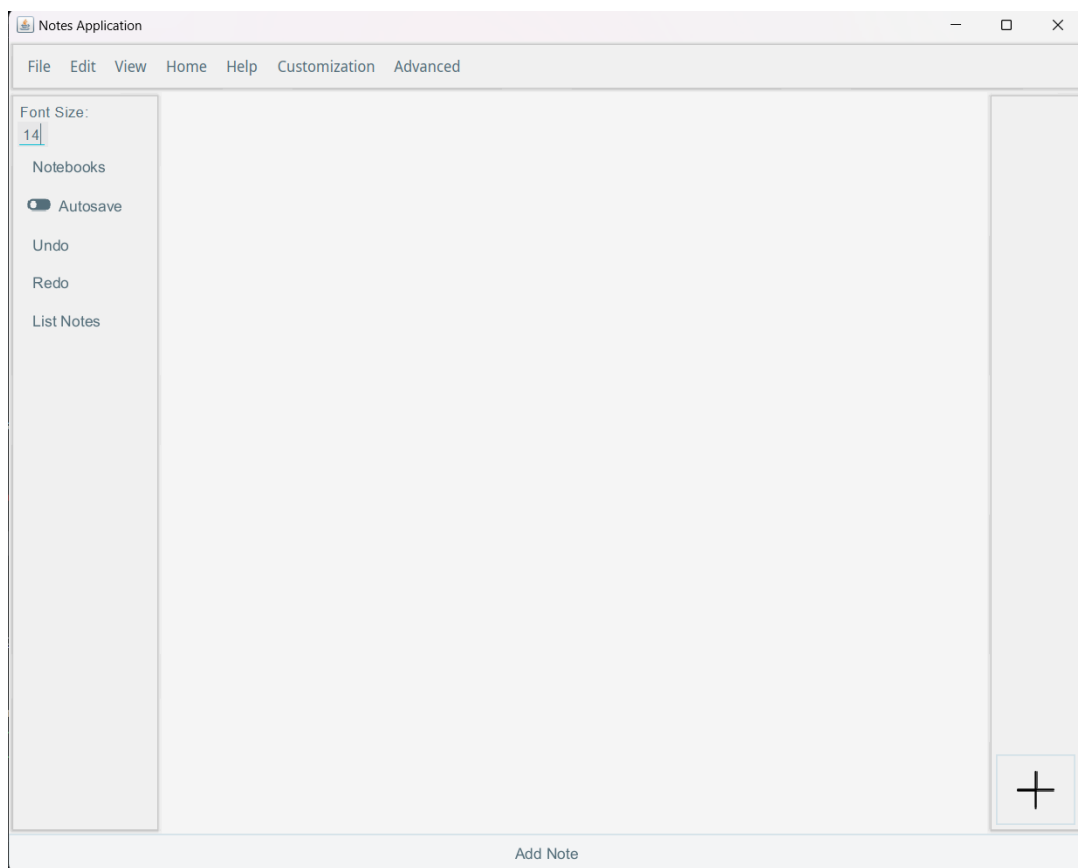
Notes Application User Manual

Introduction

Welcome to the Notes Application - your digital platform for efficiently managing notes. Designed with functionality and ease of use in mind, this application allows you to create, edit, and organize your notes. Below, you will find detailed instructions on using the application's features to enhance your note-taking process.

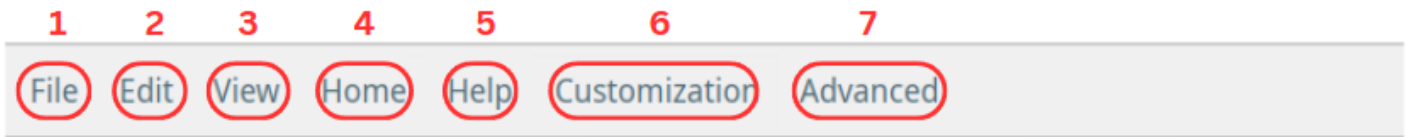
Main Interface Overview

Upon launching the Java Notes Application, you are greeted with a minimalist and user-friendly interface. The main window is divided into several sections:

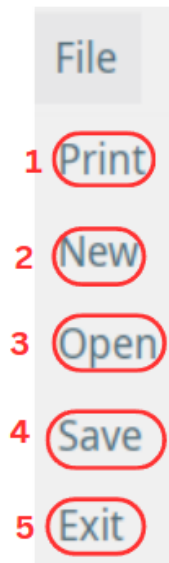


Main Content Area: A vast space dedicated to writing and viewing your notes.

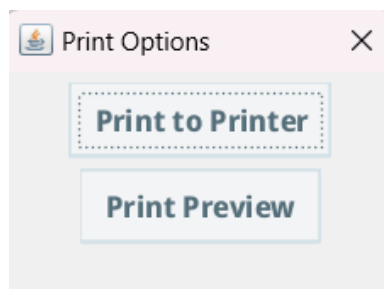
- **Add Note Button:** A big button at the bottom that says “add Note”, for saving your notes.
- **Menu Bar:** Located at the top, it provides quick access to various functionalities, such as file management, editing tools, and application settings.



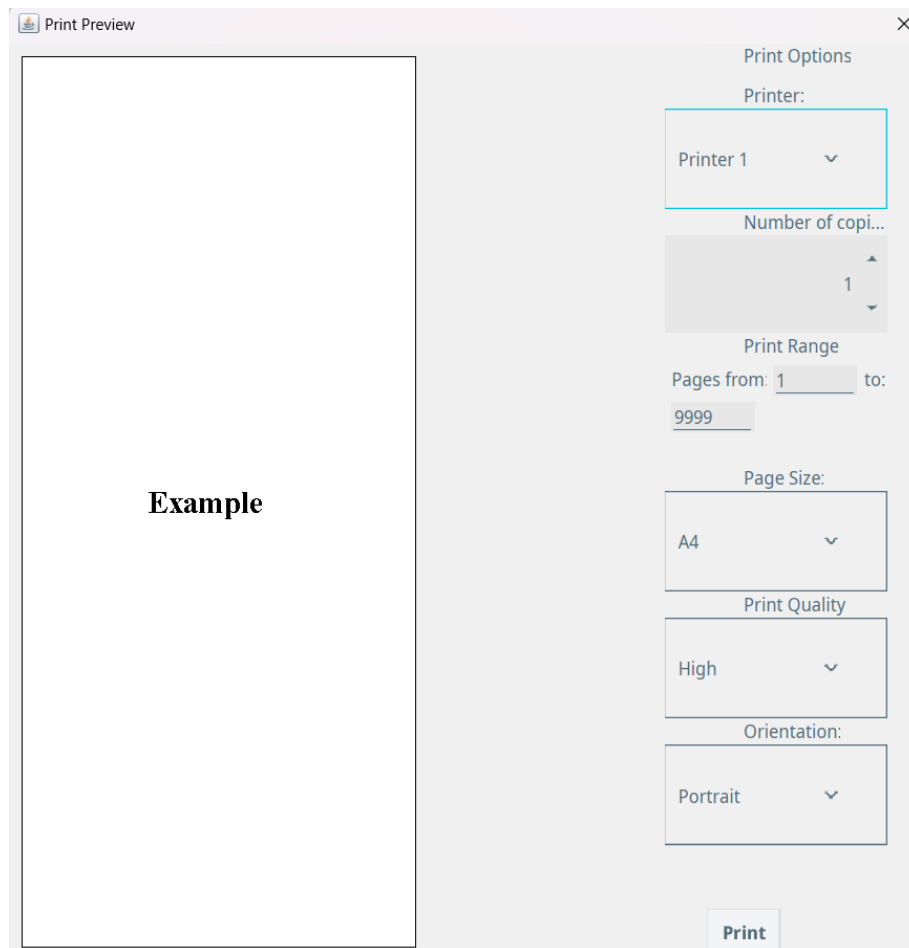
(1)File Menu



(1)Print: This option allows you to print the currently opened note. Selecting this will open a print dialog where you can choose your printer and print settings before printing your note.



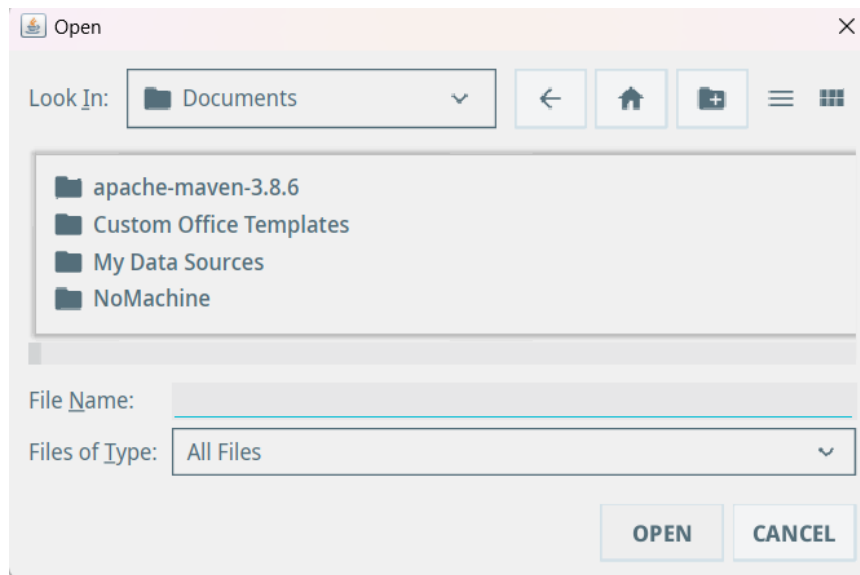
- The Print Preview feature is a tool designed to help users review and modify how their notes will appear when printed:



- **Preview Area:** This is the main section of the print preview, showing how the notes will look on a printed page.
- **Print Options Panel:** To the right of the preview, there is a sidebar with various settings for printing:
 - **Printer Selection:** Users can select from a list of available printers connected to their computer.
 - **Number of Copies:** This option allows users to specify the number of copies they wish to print.
 - **Print Range:** This provides the ability to print a range of pages, useful for longer notes or documents. Users can enter the starting and ending page numbers.
 - **Page Size:** Users can select from standard page size options, such as A4, A3, etc., to match their paper size.
 - **Print Quality:** The dropdown allows for the selection of print quality, ranging from draft to high quality, depending on the printer's capabilities.
 - **Orientation:** Users can choose the page orientation—portrait or landscape—according to their preference or document layout.
 - **Print Button:** At the bottom of the options panel, there's a button to initiate the printing process once all settings are configured to the user's satisfaction.

(2)New: Click here to create a new note. A fresh, blank text area will be presented to you, ready for your input.

(3)Open: This is used to open an existing note. Selecting this option will let you navigate to the location of your saved notes.



- **Navigation Pane:** At the top, the dialog box has a navigation pane with a dropdown menu for quick access to common locations (such as Documents), forward and back navigation buttons, a home directory button, a create new folder button, a list view toggle, and a grid view toggle.
- **Directory and Files Display Area:** The main area of the dialog box displays folders and files within the currently selected directory.
- **File Selection:** Users can click on any folder to navigate into it or select any file to open. The file's name will appear in the "File Name:" field once selected.
- **File Name Field:** This editable field allows users to manually type the name of the file they wish to open. This can be faster than browsing if the user knows the exact filename.
- **Files of Type Dropdown:** Users can filter the displayed files by type, making it easier to find specific documents. The default setting is usually "All Files," but it can be adjusted to specific file formats (like .txt, .docx, etc.).

How to Use the Open Dialog Box

Navigate to the Desired Folder: Use the dropdown menu or the navigation buttons to browse to the folder where the desired file is located.

Select a File: Click on the file you wish to open. Its name should then appear in the "File Name:" field.

Filter File Types (Optional): If you're looking for a specific type of file, use the "Files of Type:" dropdown to filter the displayed files.

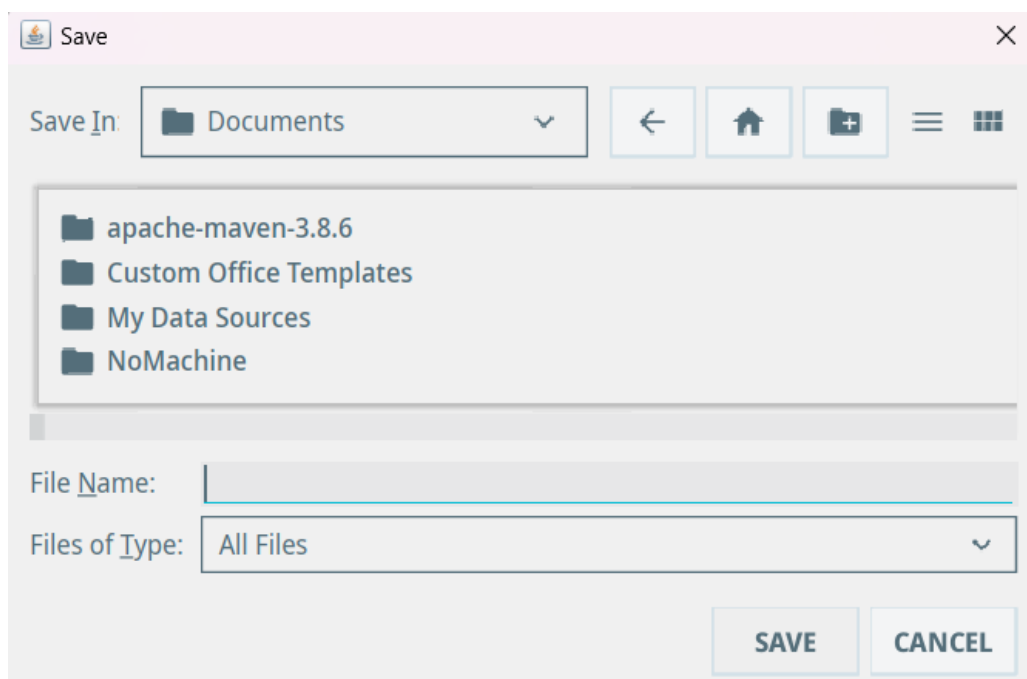
Open the File: Once you have located and selected the file, click the "OPEN" button to open

it. The application will then load the contents of the file for viewing or editing, as appropriate.

Create a New Folder (Optional): If you need to organize your files, you can create a new folder by clicking the plus button. Name the folder as needed.

Cancel the Process: If you decide not to open a file, you can exit the dialog box by clicking the "CANCEL" button.

(4)Save: Use this to save the current note. If the note is new, you'll be prompted to choose a location to save the file. If it's an already existing note, it'll be saved to its current location.



How to Use the Save Dialog Box

Navigate to Save Location: Use the dropdown menu or the navigation arrows to browse to the desired folder where you want to save the file.

Specify File Name: Click on the "File Name" field and type the name you want to give to your file.

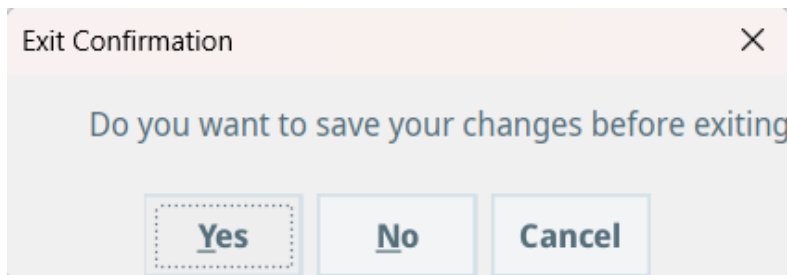
Select File Type (Optional): If needed, choose the appropriate file type from the "Files of Type" dropdown to save your file in a specific format.

Save the File: Once you've specified the file name and selected the file type, click the "SAVE" button to save your file to the chosen location.

Create New Folder (Optional): If you need to organize your files into a new folder, you can create one by clicking the plus icon. Give your folder a name and save your file within it.

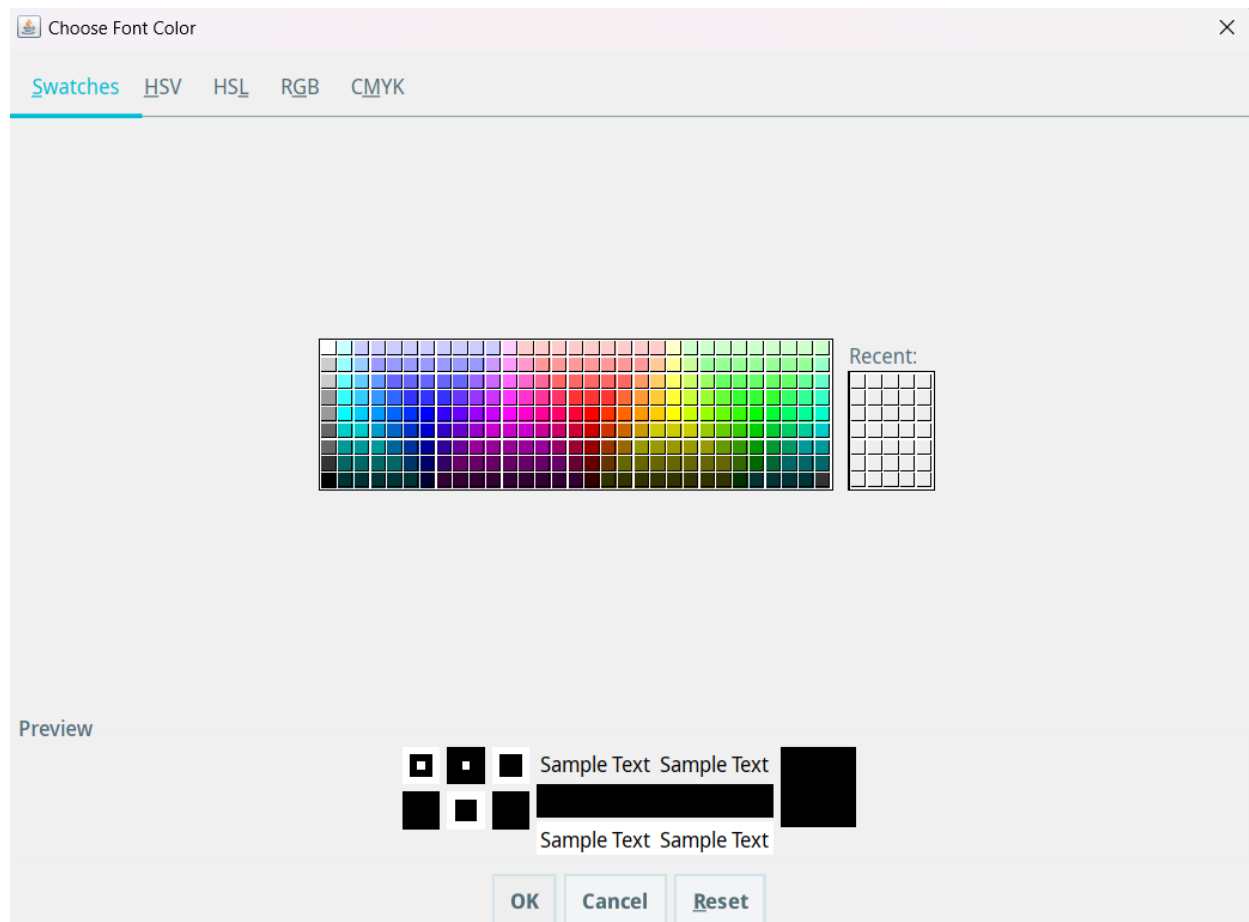
Cancel the Save: If you decide not to save the file, you can exit the dialog box by clicking the "CANCEL" button.

(5)Exit: This will close the application. If you have unsaved work, you will be prompted to save it before the application closes.



(2)Edit Menu

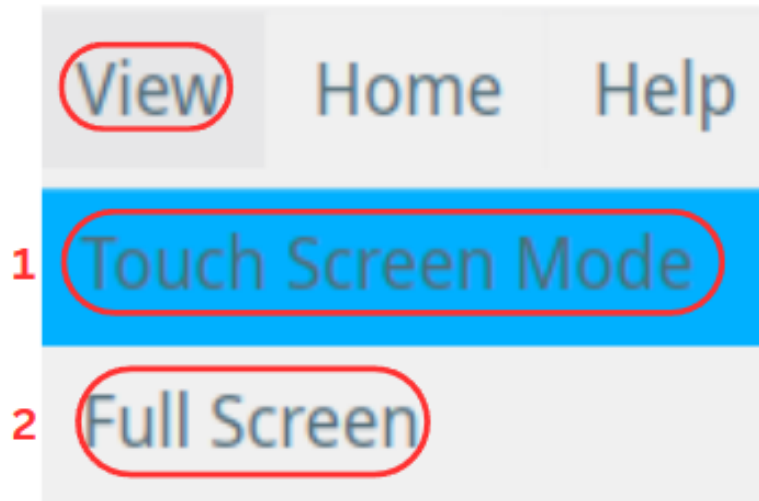
The Font Colour option under the Edit menu allows you to change the colour of the text in your note. When you select this option, a colour picker should appear, providing a palette of colours to choose from. After selecting a colour, it will apply to the text you type from that point on, or to any highlighted text you want to change.



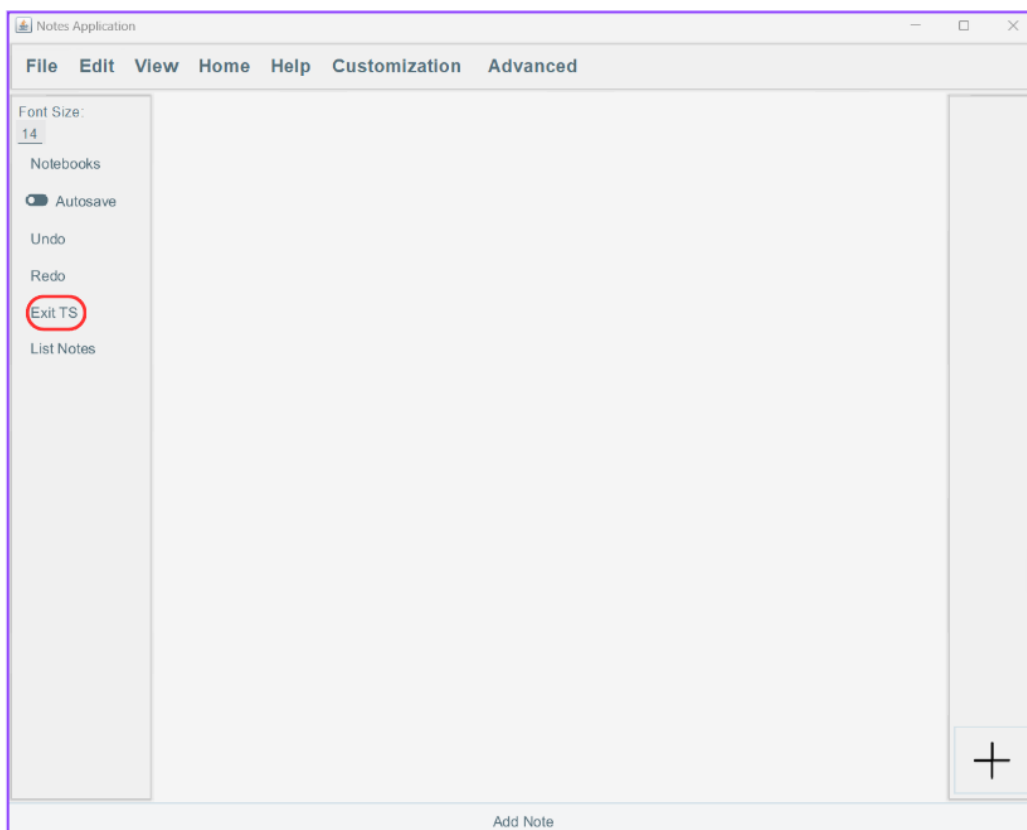
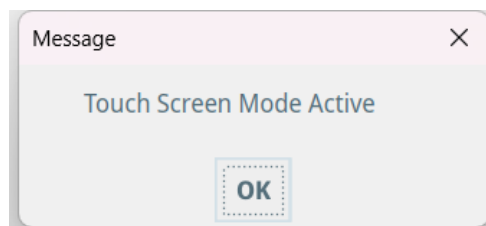
Here's a guide on using the Font Colour dialog box:

- **Colour Selection Tabs:** At the top of the dialog, tabs like Swatches, HSV, HSL, RGB, CMYK provide different modes for selecting colours.
- **Colour Swatches Area:** Displays a grid of colour swatches that users can click to quickly select a colour.
- **Recent Colours:** A section to the right that may show recently selected colours for quick reselection.
- **Preview Area:** Below the swatches, a preview area shows a sample of the text in the currently selected colour.
- At the bottom, buttons like "OK," "Cancel," and "Reset" allow users to confirm the colour choice, cancel the action, or revert to the default colour.

(3)View Menu



(1) Touch Screen Mode: When activated, this mode adjusts the user interface for better usability on touch screen devices. It enlarges buttons, increases the text size, and adjusts the layout to be more touch-friendly. It's particularly useful if you're using the application on a tablet or a touch screen monitor, making it easier to interact with the application without the precision of a mouse. To exit click the “Exit TS” button on the left side bar.



An on-screen keyboard feature also appears in touch screen mode and provides a virtual keyboard on the display screen. This allows for text input using a touch screen or mouse, rather than requiring a physical keyboard. Here's a brief guide on its functionalities:



On-Screen Keyboard Features

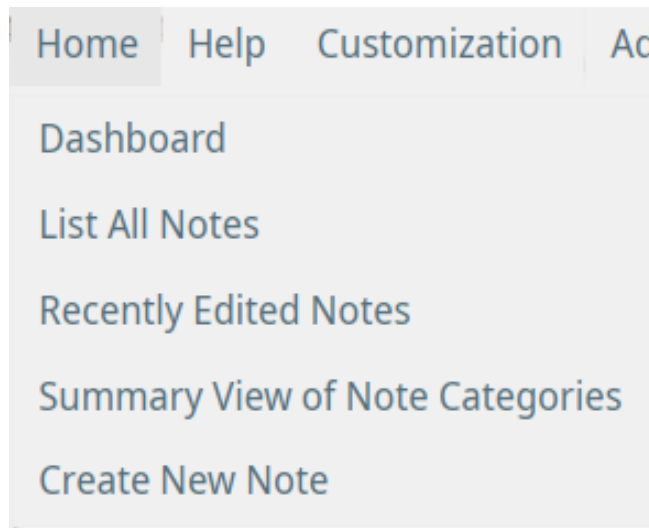
- **Predictive Text:** Above the keyboard, you'll find predictive text suggestions that facilitate quick typing by predicting the word you're typing and offering you options to select from.
- **Alphabet Keys:** The main area of the on-screen keyboard includes the standard QWERTY layout for English input, providing an experience similar to that of a physical keyboard.
- **Function Keys:** Additional keys include 'Enter', 'Space', 'Lang' (to switch languages), and '123' (to switch to a numeric and symbols keyboard).

Drag the Keyboard: If the keyboard is draggable within the application, you can reposition it by clicking and dragging from a designated area, usually at the top bar of the keyboard window. You can click the x in the top right corner to close it.

(2)Full Screen: Selecting this option will toggle the application between full-screen and windowed modes. In full-screen mode, the application will take up the entire display, hiding the operating system's taskbar and window borders. This mode is useful for minimizing distractions and maximizing the workspace on the screen, which can be beneficial when focusing on taking or reading notes. Click full screen button again to exit

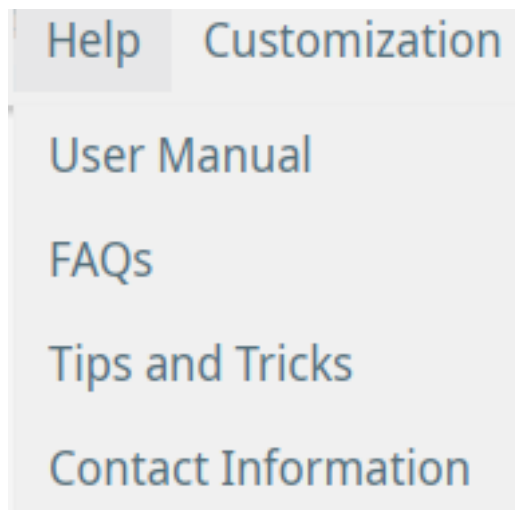
(4)Home menu

This menu acts as a central hub for the application, providing quick access to the dashboard. From here, users can navigate to various sections of the app, such as a list of all notes, recently edited notes, or a summary view of note categories. It also includes shortcuts to create a new note and frequently needed functions.



(5)Help Menu

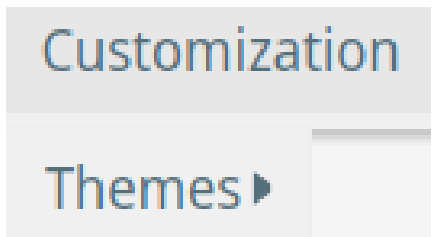
This is a resource menu where users can find assistance on how to use the application. Options include a user manual, frequently asked questions (FAQs), tips and tricks, and contact information for technical support. This menu is essential for users who need guidance or are experiencing issues with the application.



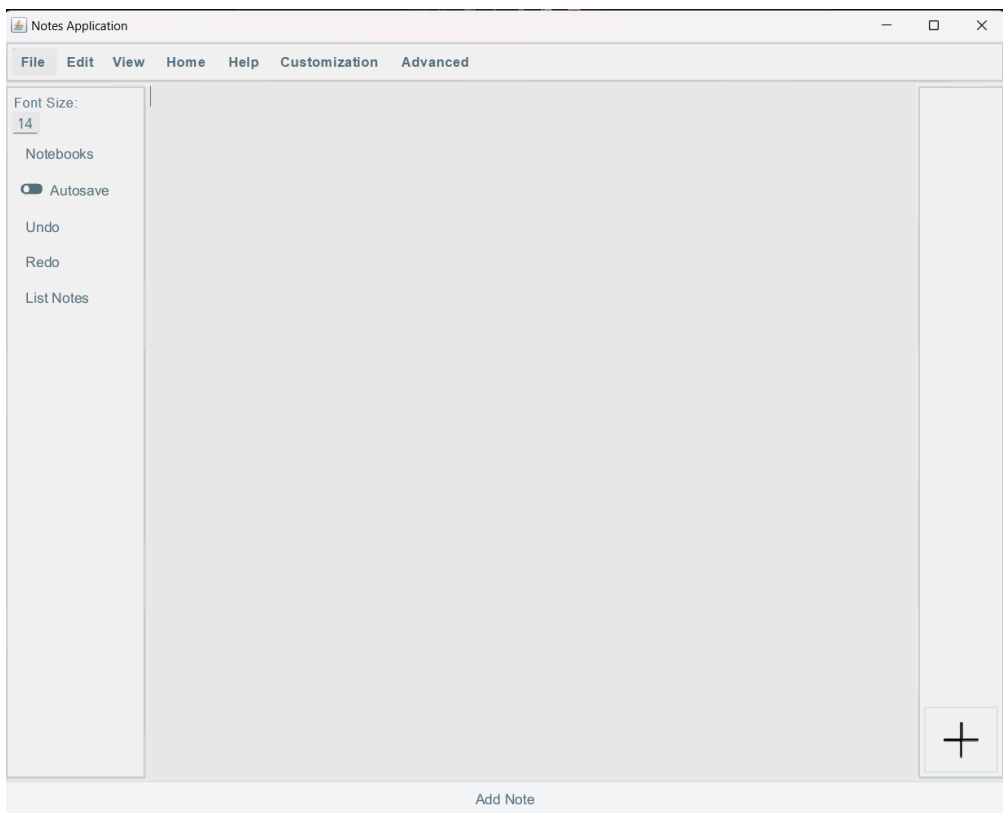
(6)Customization Menu

The "Customization" menu is to be designed to enhance user experience by allowing for visual adjustments to the application's interface. Here's a breakdown of the "Themes" submenu:

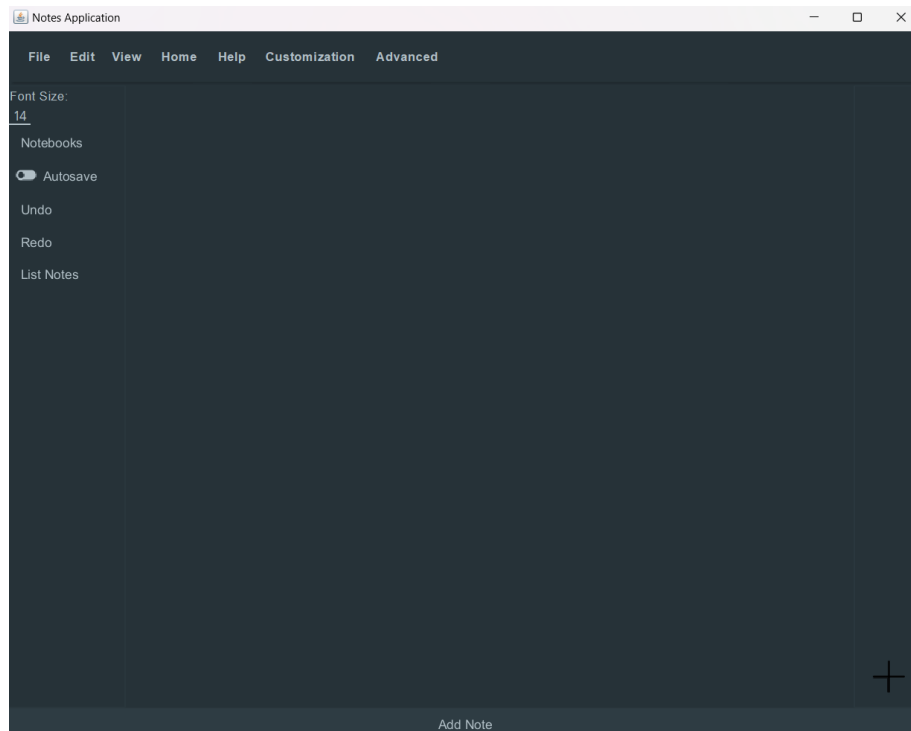
Themes Dropdown: This section allows users to select from various visual themes to customize the look and feel of the application.



Light Theme: Choosing this option would probably set the application to a lighter colour scheme, which includes bright backgrounds and darker text. It's suitable for well-lit environments or users who prefer a more traditional, bright interface.

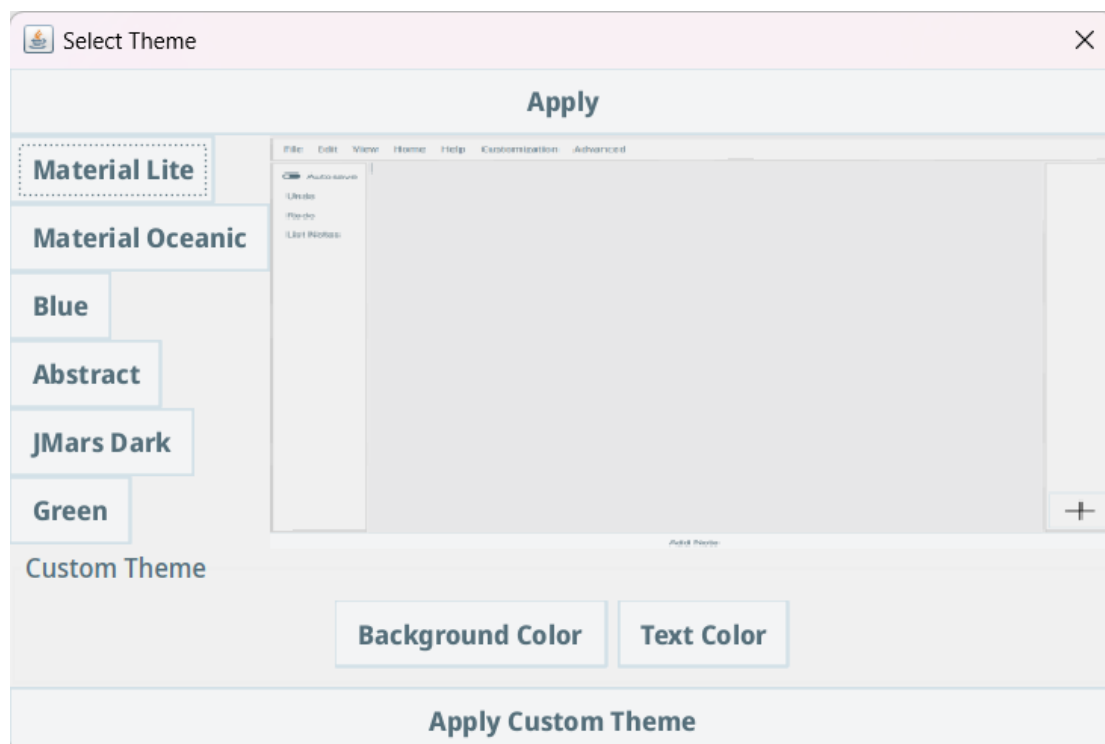


Dark Theme: This option activates a dark colour scheme, with darker backgrounds and lighter text, reducing glare and eyestrain in low-light conditions. It's a popular choice for users who work late hours or prefer a sleek, modern appearance.



Select Theme

The "Select Theme" feature allows you to personalize the visual experience of the app. This guide will walk you through the steps to select a predefined theme or create your own custom theme.



Applying a Predefined Theme:

Access the Theme Dialog: From the Customization menu in the main menu bar, select Themes to open the theme selection dialog.

Preview Themes: Click on any theme name to see a preview on the display panel. Available themes include Material Lite, Material Oceanic, and various color themes.

Apply Theme: Once you have selected a theme, click the 'Apply' button to set your choice as the current theme.

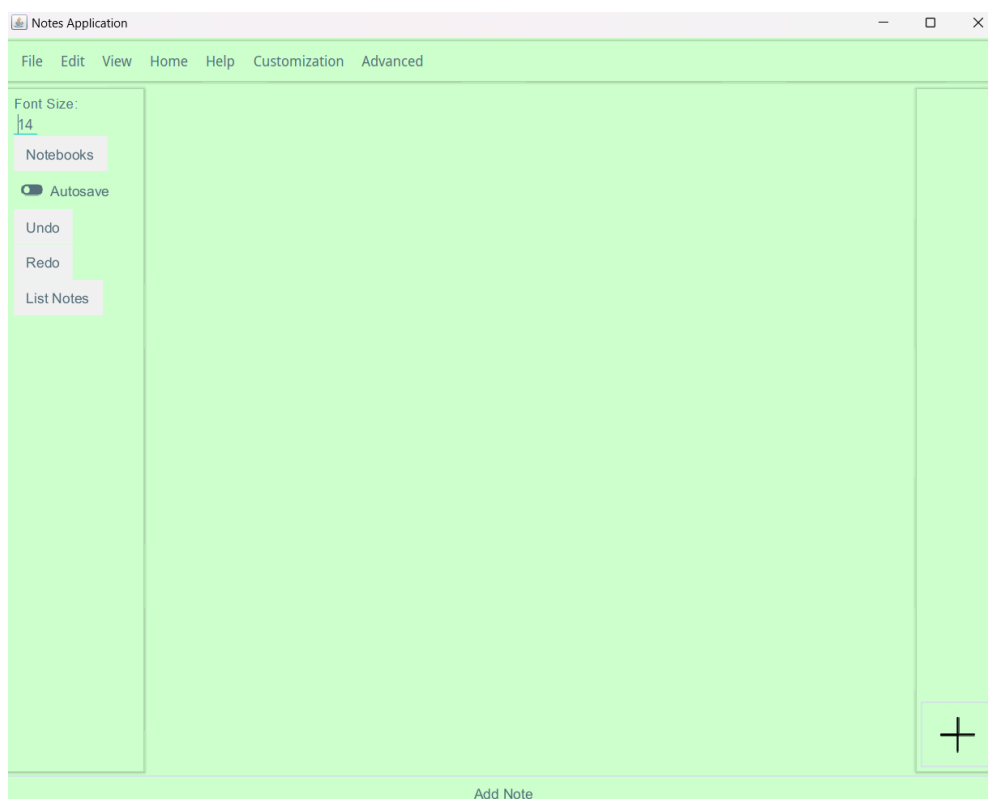
Creating and Applying a Custom Theme:

Select 'Custom Theme': In the theme selection dialog, choose 'Custom Theme' from the list.

Choose Colours:

- **Background Colour:** Click on the 'Background Colour' button to open a colour picker and select a colour for the background.
- **Text Colour:** Click on the 'Text Colour' button to choose a suitable colour for the text.

Apply Custom Theme: After selecting the colours, click on 'Apply Custom Theme' to set the custom colours across the application.



(7)Advanced Menu

This menu includes features for advanced users and feature you would not normally use

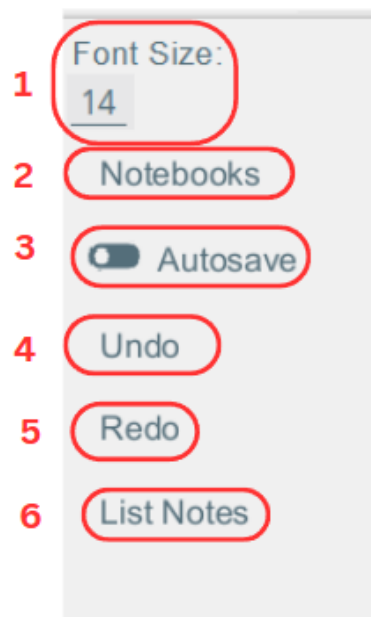
Clear All Notes: This function allows users to quickly clear their workspace by deleting all the notes currently saved in the application.

Export Notes: Provides users the ability to export their notes from the application into a file. This feature is essential for data portability and backups.

Import Notes: This feature lets users import notes from an external file into the application, facilitating easy migration of data into the application.

Left Side Bar:

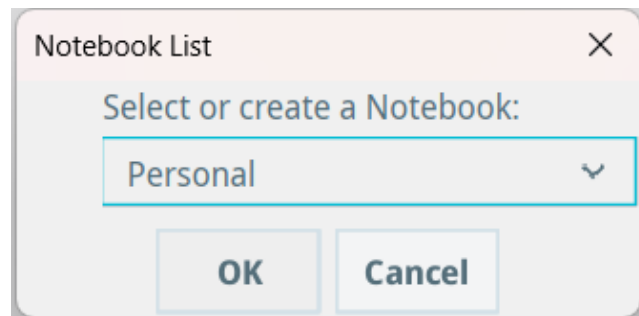
Toolbar and Functionality:



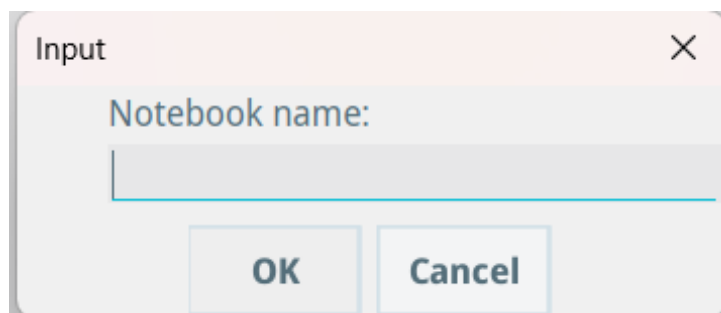
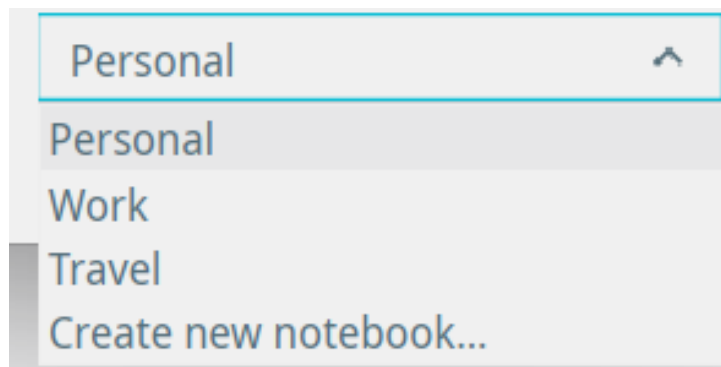
(1)Font Size Control: Users can adjust the font size for note visibility. A slider offers real-time changes from small to large text.

(2)Notebook Management: It allows users to manage their notes by organizing them into distinct notebooks, each potentially representing a different category or aspect of their lives,

- **Select an Existing Notebook:** The dropdown menu lists all current notebooks. Users can click on the menu, choose a notebook, and then click "OK" to open and work within that notebook.



- **Create a New Notebook:** If users want to add a new notebook, they can select the "Create new notebook..." option from the dropdown menu. They'll be prompted to enter a name for the new notebook. After typing the desired name and selecting "OK," the new notebook will be created and ready for use.



(3)Autosave

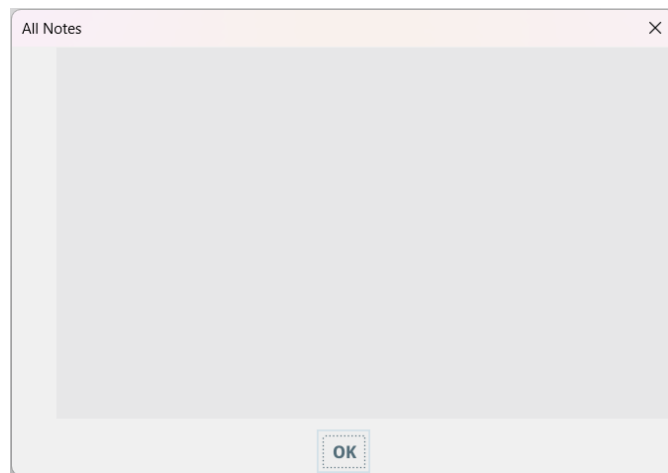
- **Description:** The autosave toggle ensures all notes are saved automatically, preventing data loss.



(4)-(5)Undo/Redo Actions

These actions provide standard undo and redo functionality, allowing users to revert or reapply changes easily.

(6)List Notes: Presents a comprehensive view of all notes across notebooks.



Creating and Managing Notes

- **Adding Notes:** Click the "Add Note" button to open a blank note where you can start typing immediately.

Add Note

- **Editing Notes:** Click within the text area of an open note to make changes or additions to your content.

Right side bar:

At the bottom of this side bar is a button when a user clicks to bring up the customize functions menu:



This menu allows you to choose which function you would like to have on your main homepage, when a button is dragged to the bottom bar it is then added to the sidebar for quick access later on the right of the screen when exit is clicked.



(1)Function buttons: These are different functions a user might want to use frequently

(2)Exit: This exits the button selection menu

