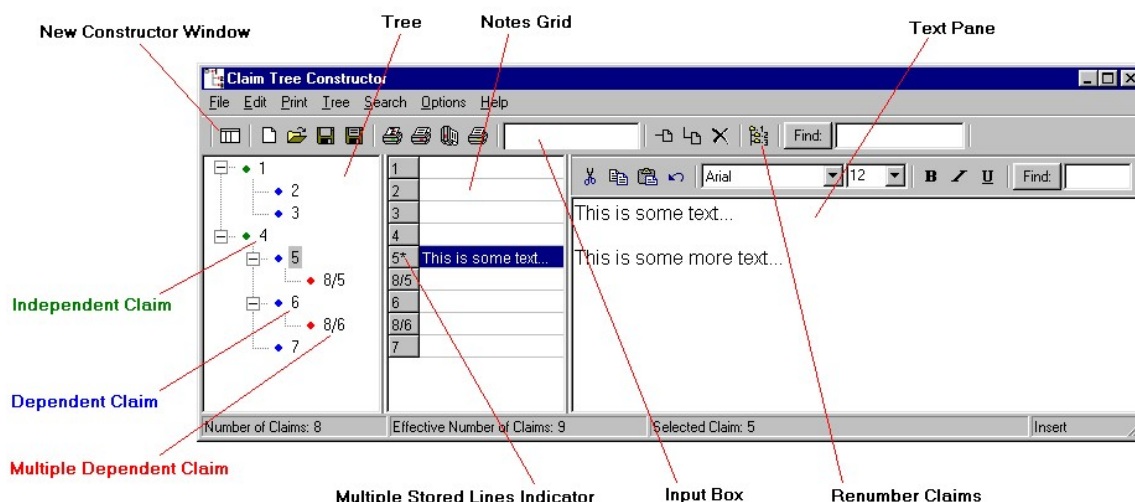



Claim Tree Constructor - Quick Reference Guide

April 2002 - Created by David Yockey - Guide Version 1.0 for CTC 1.02





Adding Claims:


Independent Claim:

- 1) Type new claim number in Input Box
- 2) Hit Enter while holding the Shift key or click 


Dependent Claim:

- 1) Select a claim in the Tree
 - 2) Type a new claim number in Input Box
 - 3) Hit Enter or click 
- OR**
- 1) Type new claim number / claim on which the new claim depends in Input Box (e.g. 7/4)
 - 2) Hit Enter or click 

Multiple Dependent Claim (MDC):

- 1) Type the new claim number in Input Box followed by a / character
- 2) After the / character, type the list of claims on which the MDC depends
 - Separate series of claims by commas, e.g. 8/2,4
 - Enter a range of claims separated by a hyphen, e.g. 9/2-4
 - Series and ranges can be combined, e.g. 10/2,4,6-7
- 3) hit Enter or click 





Renumbering Claims:

Click  - click again to remove renumbering.

Text Editing:

- **Notes:** Each box the Notes Grid corresponding to a claim can be edited by clicking on the box and typing text. This text is identical to the first line in the Text Pane.
- **Multiple Lines of Text:** The Text Pane corresponds to the selected claim in the Tree. Multiple lines of text can be typed or cut & pasted into the Text Pane as desired.

Printing:

- **Print Tree:** click  - if renumbered, a suitable-for-mailing form including the Tree with renumbering is printed; otherwise, the Tree is printed without renumbering.
- **Print Tree with Notes:** click  - prints notes in Notes Grid adjacent claims in the tree.
- **Print Tree with Notes in Landscape:** click 
- **Print Text Pane:** click  - prints text in the Text Pane for the currently selected claim.

For Additional Information:

- Select Show Help File in the Options menu.