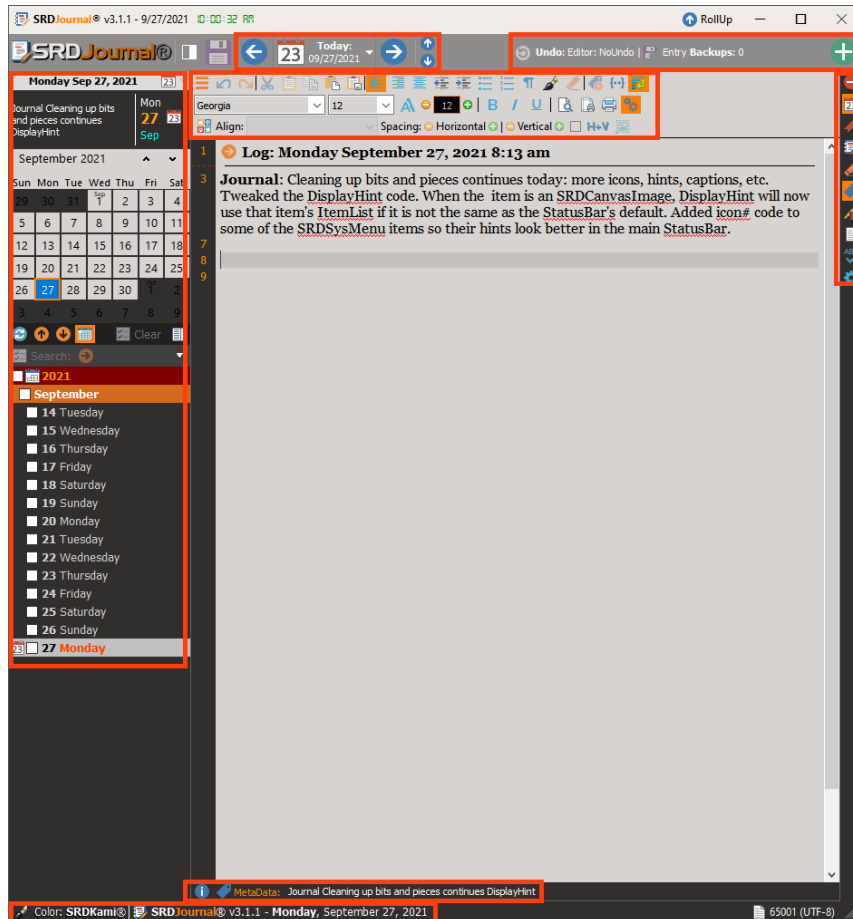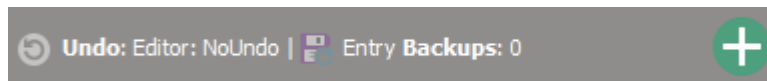# SRDJournal®

Version 3

Main Screen

Entry Controls
Click the large green + button to create a new entry header. Enter entry text below the header.

Undo
Undo will show the number of undos available in the current entry.

Backups
Clicking Backups will show the Backup menu. Backups are "manual," not automatic or timed. You can backup the current entry at any time. Previous backups of the current entry will be listed. If you click a previous backup, it will be shown in the Journal's note pad window below the main entry. To "restore" a backup, copy some or all of the entry in the note pad and paste it into the current main entry.

Save Entry
Click the large save icon to save an entry for the selected date (usually today's date).

Navigation Controls
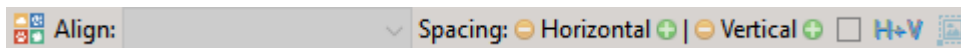Click the left arrow to go back one day, or the right arrow to go forward. Click the Today button to go to today's date.

Paragraph Formatting Controls
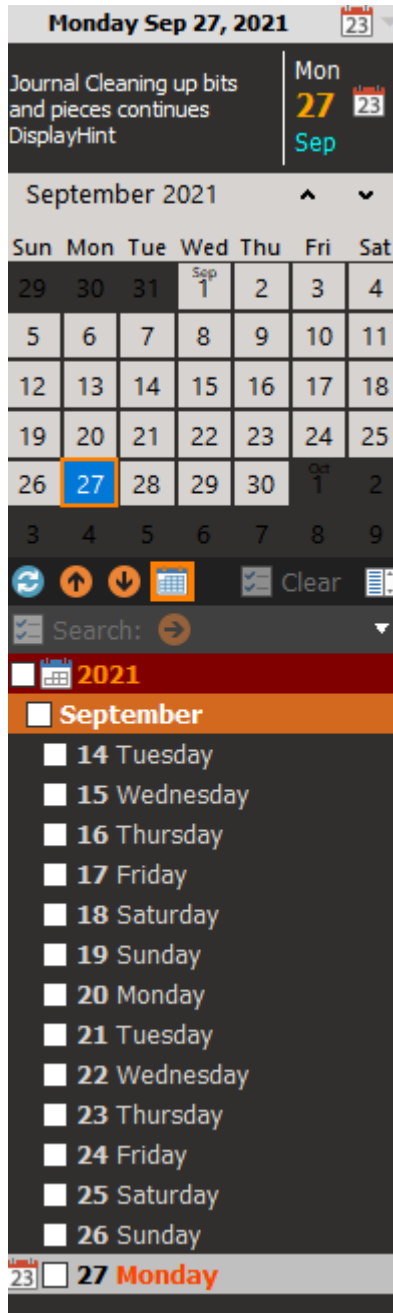Click the buttons to format the paragraph you are in.

Font Formatting Controls
Click the buttons to format selected text.

Object (Image) Property Controls
Use the controls to set object properties. Setting Align to LEFT will flow text around an image.

Monday Sep 27, 2021

Journal Cleaning up bits and pieces continues DisplayHint

Mon
27 Sep

September 2021

Sun	Mon	Tue	Wed	Thu	Fri	Sat
29	30	31	Sep 1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	Oct 1	2
3	4	5	6	7	8	9

Clear

Search:

2021

September

- 14 Tuesday
- 15 Wednesday
- 16 Thursday
- 17 Friday
- 18 Saturday
- 19 Sunday
- 20 Monday
- 21 Tuesday
- 22 Wednesday
- 23 Thursday
- 24 Friday
- 25 Saturday
- 26 Sunday
- 27 **Monday**

Calendar Controls

Click a date in the calendar to go to that date. Click the entries in the list below the calendar to ope that date's entry. If the entry you are working on has not been saved yet, a dialog box will appear asking if you want to save the current entry before going to another entry date.
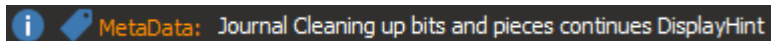
Options Controls
Controls various options such as setting check points (notes), bookmarks, and showing/hiding the internal note pad and ideas pad.

Encrypt Entries (Option)
When Password|Encrypt Entries is checked (*and* an app password has been set), *all* entries will be encrypted when the program is closed. Encrypted entries will be decrypted when the program is opened. **Note** that encrypting entries will slow down opening and closing the application, and that backups will not be enabled while Encrypt Entries is checked.

MetaData Controls
Enter meta data in the meta data edit box, or click the icon to insert selected text as meta data.
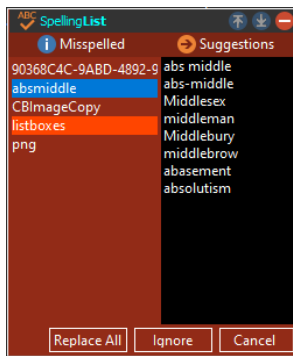
StatusBar
Shows status of editor and component hints when the mouse is over a component. Click the Color button to select a theme color, or right click the Color button to show the theme selection and keep it open while you try different theme colors. Click outside of the theme color list to close it.

Spelling Help

- *Mouse Click Spelling Help*
  Spelling is active when Dictionaries are installed and Spelling in Options menu is selected.
- *Show Spell Menu*
  Right click unselected red underlined word.
  SHIFT + Right click on correct word.
- *Show Context (Edit) Menu*
  Right click editor, correct word or *selected* misspelled word.
  CTRL + right click red underlined word.
- *Show Misspelled Word List*

Right click editor or correct word, click Open|Misspelled Word List
OR
Click Misspelled Word List Button in the toolbar.