

Text Snippet Manager Operation Manual

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1 Introduction and Summary

The Text-Snippet-Manager TSM is a portable Windows application. The language can be altered between German and English. The operation manual is also available in German and English. The Text-Snippet-Manager controls an unlimited number of user-defined text modules. The surface is intentionally high and narrow, so that you can place the TSM permanently at the left or right edge of the screen next to the actual application (into which you want to insert text snippets).

The TSM can manage 50 text snippets via a loaded snippet file. However, the Text-Snippet-Manager can manage any number of snippet files that can be loaded via the program surface. Each text snippet is only displayed as a single line in the upper list-box, no matter how many line breaks it contains. When inserting a text module into an application, however, the original line breaks are displayed correctly again.

The data exchange between the TSM and other applications takes place, with one exception, through the Windows clipboard in both directions (from an application to the TSM and vice versa). Copying one of the 50 numbered text blocks to the clipboard is controlled through the 50 numbered buttons, keyboard shortcuts or double-click onto the corresponding snippet.

The Text-Snippet-Manager has many control elements on its graphical user interface:

- 50 buttons to insert the text modules into the Windows clipboard
- 50 buttons for displaying a snippet preview via Windows tooltip
- A list box to display the managed text snippets
- A list box to display the existing text files and to output further information
- A Led to indicate whether the TSM is currently the active Windows window
- A checkbox to make the TSM the topmost Windows layer
- A checkbox to allow insertion via the Alt Gr key.
- A checkbox to suppress entries in the lower list box
- A button to switch the output language between German and English
- A button to delete the contents of the lower list box
- An Up button to move a text module upwards
- A Down button to move a text module downwards
- A Save button to save the currently opened snippet file
- An Insert button to insert a text module into the TSM
- A Replace button to overwrite a text module in the TSM
- An input field for selecting the text module to be moved
- An input field for selecting the text module to be overwritten
- A combo box for executing commands

2 Purchasing a License

Without a valid license, DesktopReminder will only run for 6 hours. However, there are no restrictions beyond this. A license costs €1 per year. A 10-year license (quantity 10 in the store) therefore costs 10.- € and also entitles to updates until one day my secret key has to be replaced by me, which is by no means planned (only after compromising the previous secret key). A license always runs from the date of purchase, i.e., you cannot extend a license. This means: wait until it expires (or shortly before) and then buy a new one. Licenses are available in my store:

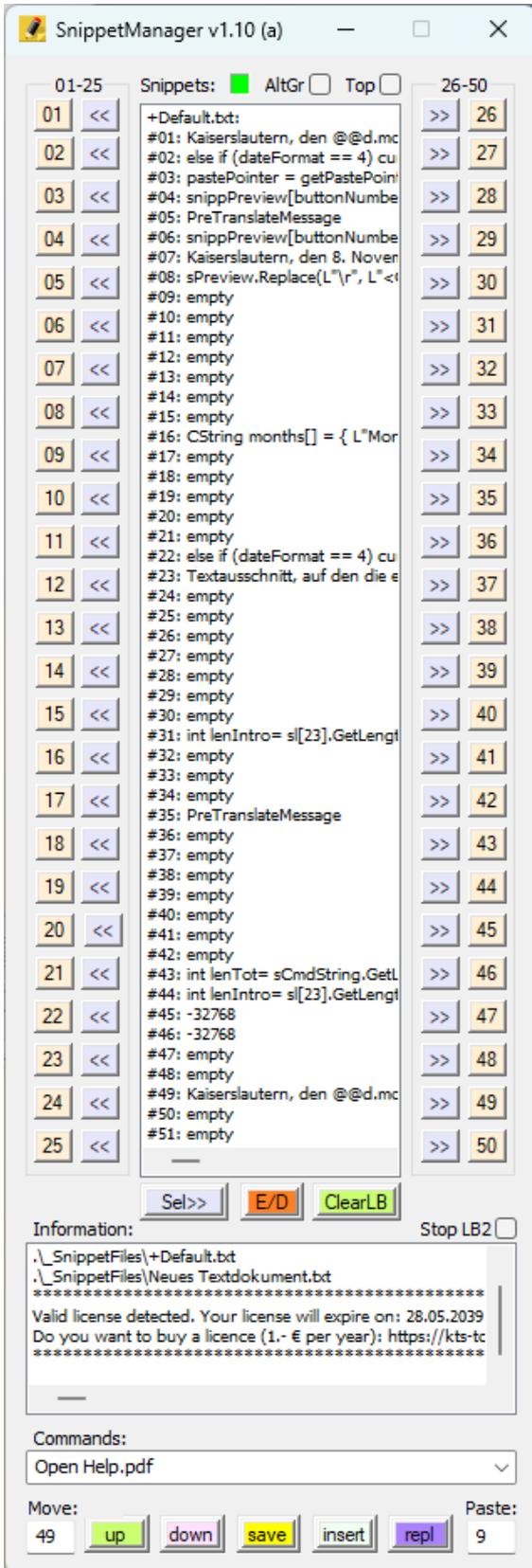
<https://kts-tools.de/produkt/snippet-manager/>

A purchased license file is sent by e-mail within 5 seconds after payment with PayPal. The e-mail is typically delivered in less than 5 minutes. When paying by bank transfer, the license is also sent by e-mail immediately after receipt of the payment.

The license sent by e-mail (a text file with the extension lic) must be copied or moved to the subdirectory ..._License. After the next program start, it will be checked and the check result will appear in the list box.

3 Description of the Program Surface and Control Elements

3.1 Graphical User Interface



Text Snippet Manager

3.2 Description of the Control Elements

The Text-Snippet-Manager is a dialog application programmed in Visual C++ using Microsoft Visual Studio. It has two list-boxes LB1 (in which the text modules are listed), LB2 (in which the found snippet files are listed) and a combo box CB, which offers some commands (e.g. Open Snippet File or Read Snippet Files → Re-read the snippet files in the corresponding sub-directory).

In the delivery condition there is only one snippet file with the name +Default.txt. The user can fill this file according to his wishes, rename it or delete it. If there is no snippet file at program start, the TSM creates a file named +Default.txt and opens it. If this file already exists, it will also be opened. If there are only one or more snippet files with different names, the first file in alphabetical order is opened and its contents are displayed in list-box 1. If the user wants a specific snippet file to be opened when the program starts, he must name it to be the first one in alphabetical order.

The following table describes the function of all controls available on the TSM program surface.

Element	Function	Description
Buttons 1 to 50	Click on one of the green >> buttons	Copies the contents of the corresponding text module from list-box 1 to the Windows clipboard.
List-box 1	snippets	You can read the exact content (exception: line breaks) of a text module in the list-box. For longer text modules, you may need to use the scroll bar at the bottom of list-box 1.
	Marking of a snippet	Transfers the marked snippet number into the two edit fields Move and Paste at the bottom of the user interface. If the selected snippet is empty, only the paste field (for overwriting) is filled.
List-box 2	Snippet Files	Lists all snippet files found in the subdirectory /_snippetFiles/.
Checkbox Top	Topmost	Sets the TSM window as the topmost window in the Windows Z-order.
Checkbox Alt Gr	Alt Gr key on the keyboard	Activates the TSM reaction on usage of the Alt Gr key on the keyboard
Checkbox Stop LB2	Lower Listbox	Stops entries to the lower list-box.
Button Sel	Selection	Copies the highlighted snippet in the upper list-box to the Windows clipboard.
Button English/German	Output Language	Switches the output language between English and German.
Button Clear LB2	Lower Listbox	Clears the contents of the lower list-box.
Commands	Open Help.pdf	Opens the English help file.
	Open Help.pdf	Opens the German help file.
	Open Application Directory in File Explorer	Opens the application directory in the file explorer
	Open _Help Sub-Directory in File Explorer	Opens the _Help sub-directory in the file explorer

Text Snippet Manager

Element	Function	Description
	Open _License Sub-Directory in File Explorer	Opens the _License sub-directory in the file explorer
	Open _Settings Sub-Directory in File Explorer	Opens the _Settings sub-directory in the file explorer
	Open _SnippetFiles Sub-Directory in File Explorer	Opens the _SnippetFiles sub-directory in the file explorer
	Open _UserFiles Sub-Directory in File Explorer	Opens the _UserFiles sub-directory in the file explorer
	Read Snippet Files	Re-reads the snippet files in the /_snippetFiles/ subdirectory.
	Open Snippet File	Opens the selected snippet file. If a change was made in the last opened snippet file, the TSM asks if the changes should be saved.
Edit Field	Move	The number points to the snippet that is moved when the up/down buttons are pressed.
	Paste	The number points to the snippet that will be replaced when the replace button is pressed.
Button	up	Moves the referenced snippet (via the Edit field Move) one step up.
	down	Moves the referenced snippet (via the Edit field Move) one step down.
	save	Saves the currently opened snippet file.
	insert	Overwrites the first empty snippet with the contents from the Windows clipboard. The snippets are searched in the order from 50 up. If no empty snippet is found, the snippet number 51 is overwritten. The content of the Edit field Paste has no relevance for the insert button.
	replc	Replace. Overwrites the referenced snippet (via the Edit field Paste) with the contents from the Windows clipboard.

4 Description of Capabilities and Properties

4.1 Text Snippet Preview as Windows Tool-tip

If you move the mouse over one of the buttons 01 to 50, the complete, current content of the text snippet appears as a Windows tool tip above the button on the screen.

When moving, inserting or overwriting text snippets, the tool tips are updated accordingly.

4.2 Snippet Manager as Windows Topmost Layer

At the upper right edge of the Snippet Manager (directly below the Windows control bar) there is a checkbox called Top. If the checkmark is set, which is the case directly after the program start, then the TSM is the Topmost window in the Windows Z-order. This means that you cannot move another window over the TSM, but only under it.

If you remove the top check mark, the TSM window behaves quite normally like all other windows. If you click on another window and move it to the coordinates of the TSM, then the active window hides the TSM, i.e. the active window is then in the Windows Z-order above the TSM.

4.3 LED on the Program Surface

At the upper edge of the Snippet Manager (directly below the Windows control bar) there is an LED. This LED is green when the TSM is the active window. The LED is gray if, the TSM window is inactive.

The color of the LED is only relevant if you want to operate the TSM via the keyboard (see next chapter).

4.4 Copy Text Snippet to the Windows Clipboard

4.4.1 Actuation of one of the 50 Text Snippet Buttons

When pressing one of the 50 buttons marked << or >>, always next to the 50 buttons labeled with the numbers 01 to 50, the respective text section is copied to the Windows clipboard, from where it can be pasted into the respective application.

4.4.2 Highlighting of one of the 50 Entries in the upper Listbox

The user can select one of the 50 text excerpts in the upper list box. After pressing the Sel button between the two list boxes, the selected text section is copied to the Windows clipboard.

4.4.3 Double Mouse-click onto one of the Entries in the upper Listbox

The user can double-click on one of the 50 text snippets in the upper list box. The selected text section is then copied to the Windows clipboard.

4.4.4 Through the Control Key of the Keyboard

If the TSM is the active window (the LED at the upper edge is green), the TSM can be operated via the Control key. You can hold down the control key and then enter a one- or two-digit number (number of the text snippet). The specified text snippet is inserted into the Windows clipboard after approx. one second (if one-digit) or immediately (if two-digit).

In the case of a two-digit number entry, the user must enter the second digit before the delay time expires. If the input is too slow, the text section to which the first digit points is inserted into the clipboard.

4.4.5 Through the Alt Gr Key of the Keyboard

If the TSM window is inactive (the LED at the upper edge is gray), the TSM can still be operated via the Alt Gr key, although inactive windows do not receive Windows messages. In order to activate this functionality, the checkmark in the AltGr checkbox on the program surface shall be set.

You can hold down the Alt Gr key and then enter a one- or two-digit number (number of the text snippet). The specified text snippet is inserted into the Windows clipboard after approx. one second (if one-digit) or immediately (if two-digit).

In the case of a two-digit number entry, the user must enter the second digit before the delay time expires. If the input is too slow, the text section to which the first digit points is inserted into the clipboard.

English keyboards do not have an Alt Gr key. Instead you can use the two keys Alt and Control on an English keyboard. First press the Alt key and hold it down, then the Control key and hold it down, and then enter the one- or two-digit number. Basically, the order of the Alt and Control keys doesn't matter, but when you press the Control key, the timer starts running, which internally resets the keyboard entries when the target value is reached. In this case the user has to be fast enough. This runtime problem can be avoided by pressing the Alt key first.

Attention, important Note:

If the cursor is currently in an editor (e.g. Microsoft Word, Excel, Notepad++, Visual Studio, etc.), then the key combination Alt Gr 12, for example, leads to the direct insertion of the text module from the Windows clipboard into the editor. However, before copying the text section, the TSM can only query and save the mouse position, but not the cursor position in the editor. Pasting from the Windows clipboard (via Windows API function ::SendInput) is then done at the cached mouse position.

Please make sure that the mouse cursor is in the correct position before pressing the key combination. The position of the input cursor in the editor is irrelevant.

4.5 Adding a Text Snippet to the Snippet Manager

4.5.1 Through the Insert Button of the Program Surface

The Insert button does not have an associated edit field. When this button is pressed, the first empty text snippet is always overwritten. Since the Edit field Paste usually (without manual input) also points to the first, empty text snippet, the two buttons lead to the same result in this case.

After each insertion of a text snippet from the Windows clipboard, the insert pointer is updated, whereby this pointer is not visible for the user.

4.5.2 Through the Replace Button on the Program Surface

When the Replace button (label replc) is pressed, the contents of the Windows clipboard overwrites the text section to which the paste edit field is currently pointing. You can manually enter numbers into the edit field to overwrite wrong or unwanted entries. The entered number is verified when the Replace button is pressed. Numbers smaller than 1 or larger than 51 lead to an error output in the lower list box, whereby the contents of the Windows clipboard are not taken over in this case.

The Replace pointer is updated after each insertion of a text snippet from the Windows clipboard.

4.6 Changing the Position/Number of a Text Module

The TSM allows you to move text snippets, i.e. to change the corresponding number using the Up/Down buttons. The text module to which the move edit field points is moved. Pressing the Up or Down button moves the corresponding text section.

The content of the move edit field is also updated internally in order to prevent that it points to an empty entry. Usually the TSM cannot know which block the user wants to move, which requires an entry into the move edit field by the user.

After moving a text block, the move edit field is updated (by not pointing to an empty block), the Windows Tool Tip is updated and it is internally marked that there have been changes to the text snippet set, which leads to a query (save yes/no) when closing the program.

4.7 Loading and Saving a Text Snippet File

Basically, the TSM creates only one text snippet file with the name +Default.txt, if the corresponding subdirectory is empty. The user can copy this file via the Windows Explorer and save it under a different name. The user can also use the Windows Explorer (right mouse click → New → Text document) to create completely empty text files and name them according to his wishes. All found text module files (including completely empty ones) can be opened via the command combo-box and edited as described above.

In principle, it is also possible to edit the text module files with a text editor such as Notepad++ offline, i.e. outside the TSM. However, these files must be saved in Unicode format (Notepad++: Coding = UCS-2 LE-BOM).

4.8 Insert the current Date into a Text Snippet

It is possible to insert a date in encoded form into a text snippet, which will be replaced by the current date when copying to the Windows clipboard. The encoded date format must be identified by two precedent @@ and two post-positioned @@ characters as well as being formatted accordingly. The following formatting options are available:

format	impact	Example
@@d.m@@@	German order, numeric	09.09.2018
@@d.month@@@	German order, verbal	August 9, 2018.
@@m.d@@@	American order, numeric	09/26/2018
@@month.d@@@	American order, verbal	August 3rd, 2018

In the verbal formats, the tag is listed with only one digit, if it is a single digit. In numeric formats, the tag is always noted with two digits, with a leading zero, if one.

Decisive for the recognition of the format are the terms month and monat (German word for moth) as well as the order of the letters d and m. For example, the following formatting would also lead to a correct result because the built-in "extras", i.e. errors in the date format, are not monitored:

- @@dd.mm.yyyy
- @@month.dddd
- @@month.dddd.yyyy@@
- @@asdff.www.mm@@@

If the desired date format cannot be determined, the default format will be used if the required two @@ plus two @@ are contained somewhere.

Text module number 51 receives special treatment so that a date in it will not be replaced by the current date. The reason for this is to have the possibility for copying the encoded date format as well. It works solely through highlighting of text snippet number 51 and subsequent actuation of the Sel button.

4.9 Defining the Start Language of the Snippet Manager

At the first start of the TSM there is no Settings.txt file and the output language is English. After clicking the D/E button the language is switched, saved and applied as the start language after the next program start.

4.10 Defining the Start Position of the Snippet Manager

At the first start of the TSM there is no Settings.txt file and the start position of the TSM is at the top left of the screen. The user can now move the TSM window according to his wishes. The last window position will be saved when the TSM is closed and applied after the next program start.

4.11 Directory Structure

The Text-Snippet-Manager is portable, i.e. you can copy it to wherever you want. Below the EXE file there are two subdirectories with the following contents, from which is read or opened, namely:

- _Help\ the German and English help file
- _License\ the license file
- _Settings\ the user settings in Settings.txt
- _SnippetFiles\ all snippet files
- _UserFiles\ random user files (which are not used by the program)

5 Revision List

Date	Chapter	Description of the Changes
12.04.2024	all	The first published version v1.10 (a).