

Super NotePad

Enhanced Power and Control for the Newton's NotePad

Table of Contents

1	Welcome and Registration	1
1.1	About Super NotePad	1
1.2	Registering Super NotePad	1
1.3	Contacting Stand Alone, Inc.	2
1.3.1	Hours of Business	2
1.3.2	Email	2
1.3.3	Phone	3
1.3.4	Regular Mail	3
1.3.5	World Wide Web	3
2	Installation	4
3	Special Instructions	5
3.1	The NotePad is the Newton's Backdrop	5
3.2	Updating Super NotePad From an Earlier Version	5
3.3	The Newton Slows Down When Deleting Notes	5
3.4	Soups	5
3.5	Do Not Freeze Super NotePad	5
4	The Super NotePad Control Bars.....	6
4.1	Closing the Bar	6
4.2	Date Line	6
4.3	Go To First Note	7
4.4	Go To Last Note	7
4.5	Styles Palette	7
4.6	Notes in Current	7
4.7	Titles	7
4.8	Recent	7
4.9	Font	8
4.10	Style	8
4.11	Font Size	8
4.12	Previous Note	8
4.13	Next Note	8
4.14	Scroll Up	8
4.15	Scroll Down	9
4.16	Folder Tab	9

4.16.1	Protekt	9
4.16.2	Filters	10

5 Super NotePad’s Note Header 11

5.1	Information Icon	11
5.2	Scroll Arrows	12
5.3	Folders	12
5.4	The Action Button	13
5.4.1	Encrypt	14
5.4.2	Instant Filter	14
5.4.3	Remove Note Title	14
5.4.4	Lock Note	15
5.4.5	Set Alarm	16
5.4.6	Select All	16
5.4.7	Move Note	16
5.4.8	Add To Do	17
5.5	Multiple Filing Button	17

6 Tags and Filters 18

6.1	Tags	18
6.1.1	Filter List	19
6.1.2	Assigning Tags	19
6.1.3	Clearing Tags	19
6.1.4	Editing Tags	19
6.2	Filters	20

7 Super NotePad Preferences 24

7.1	Store Notes Internally	24
7.2	Default Note is.	24
7.3	Show All button in the overview status bar	25
7.4	Always re-encrypt notes after viewing	25
7.5	Show keyboard in encrypted notes	25
7.6	Number of Notes in Recent	25
7.7	Left Hand Controls	25
7.8	Show sub-folders when viewing parent folder	25
7.9	Disable “Delete” animation	25
7.10	Sort recent notes most recent to oldest	25
7.11	Make notes recent by viewing	25
7.12	Don’t prompt for password when locking	26
7.13	Show “Notes” button in Backdrop	26
7.14	Update button	26
7.15	Remove	26
7.16	Show Multiple Filing Button	26
7.17	One Line Overview Items	26

1 Welcome and Registration

1.1 About Super NotePad

Welcome to Super NotePad, an enhancement for the Newton 2.0 and 2.1 OS NotePad. As the name implies, Super NotePad enhances the regular NotePad in several ways. It adds faster ways to search for notes, several ways to scroll through a note, It also encrypts notes, or can lock them so the information cannot be changed.

This achive includes in this archive are the following packages:

Super NotePad.pkg

This is the software package that you need to install on your Newton.

Super NotePad.pdf

This is the users' manual for Super NotePad. You are reading it right now.

Super NotePad.txt

This is a text only version of the users manual. If at all possible, use the pdf version of the manual because it has full layout, graphics, and tables that cannot be viewed in the text version. The pdf version can be viewed using Adobe® Acrobat Reader®, which can be obtained free of charge at www.adobe.com.

SASstuff.txt

A list of all of the software available from Stand Alone Inc.

SA reg.pkg

If there isn't a registration option under the  button, install this package to register your software.

1.2 Registering Super NotePad

The Super NotePad Demo will work for a 30 day trial period. At the end of the 30 Days, it will stop working. To avert this tragedy, you will need to get in touch with Stand Alone to register your software. You can register with us by several different methods.

You will need to include the following information, no matter how you choose to register. Most importantly, you need to include your name EXACTLY as it is entered in your Newton, including spaces. We use this to generate your password, so it must be precise. You will need to specify which programs you wish to regis-

ter, and include payment for each of them. We accept Visa, Mastercard, and American Express. If you are using normal mail, you can send us a check as well. Make sure to include your card number, the expiration date, and what type of card you are using. You also need to give us a way to get in touch with you. Email is the preferred way, followed by your address and phone number. An Email address is not strictly necessary, but it will result in much faster service.

For instant gratification, register by phone, and pay using Visa or Mastercard. To do so, call (773) 477-2492 and we will give you a password right over the phone.

Alternatively, you can send us a check to the address below.

You can also Email us one of several ways. The application has a Register section under the **i** button. Tap on that to open up a registration slip. If you fill out that slip, and have an Email client on your Newton, it will automatically Email us and we will send you a registration code. You could also just Email us the relevant information from your Newton or a desktop machine, and we'll send you a code. If you are registering through Compuserve, use, GO SWREG # *****.

Once you register, you will receive a password from us. You can install this password one of two ways. There is an option to Enter Password under the **i** menu. Tap on it to bring up a screen that has a space to enter the password. Alternatively, just install the SA Register package enclosed in the Super NotePad archive. Select "Super NotePad" from the pop-up menu at the top, and enter the password. You should get a message confirming the password. Afterwards, you may remove the SAS Register application from you Newton.

1.3 Contacting Stand Alone Inc.

There are several ways to get in touch with us here at Stand Alone, Inc. Email is the preferred form of communication, but whatever works for you is fine. If you have any questions, comments, suggestions or compliments, please don't hesitate to contact us through any of the methods listed below.

1.3.1 Hours of Business

Stand Alone, Inc's hours of business are 9 AM to 9 PM Monday through Friday, and 10 AM to 4 PM Saturday and Sunday. These times are CST and GMT -5.

1.3.2 Email:

internet: info@standalone.com
AOL: Std Alone

CompuServe: 76342,3057

1.3.3 Phone:
Voice: (773) 477-2492
Fax: (773) 477-2579

1.3.4 Regular Mail:
Stand Alone
3171 N. Hudson, Suite 1
Chicago, IL, 60657, USA

1.3.5 World Wide Web:
<http://www.standalone.com>

2 Installation

The first thing that you need to do to get your software up and running is to install it on your Newton. To do this, you need to have Newton Backup Utility, or Newton Connection Utilities, set up to talk to your Newton. If you have problems with this part of the installation, please contact or consult the documentation that came with your Newton. Once Newton Backup Utility is set up, just follow the steps listed below to for each of the packages you wish to install.

1. Open the Newton Backup Utility , or Newton Connection Utilities



on your Desktop machine.

2. On your Newton, go to the Extras Drawer 

and tap the Connection icon .

3. Once the Newton Backup Utility has loaded on your desktop machine, make sure your cables are connected and tap the **Connect** button on your Newton.

4. For each of the packages you wish to install, do the following:

- Tap the Install Package button in the

Newton Backup Utility



- Go to the folder where your packages are, and select the desired package.
- Click on the “Install” button

3 Special Instructions

There are a few situations that require special attention with Super NotePad.

3.1 The NotePad is the Newton's Backdrop

If you are using the NotePad as the Newton's Backdrop, then you need to restart your Newton after installing Super NotePad. You perform a restart by pressing the button on the back of the Newton. This type of restart will not erase data on your Newton. For more information on the various types of restarts, please refer to the Stand Alone FAQ, which can be found at www.standalone.com.

3.2 Updating Super NotePad From an Earlier Version

If you are updating Super NotePad from a previous version, then you should remove the old version before installing the new version on your Newton. This is done by going to the Super NotePad preferences under the  button and selecting Remove. When you remove Super NotePad from the Newton, you will be given the option to update the Notes soups. If you are installing a new version of Super NotePad, you do not need to update the soups. If you are removing Super NotePad for good and not replacing it with a new version, then you will need to update the soups.

3.3 The Newton Slows Down When Deleting Notes

This sometimes happens on some MessagePad 2000 machines. To solve this, go to the Preferences menu under the  button, and check the Disable Delete animation check box.

3.4 Soups

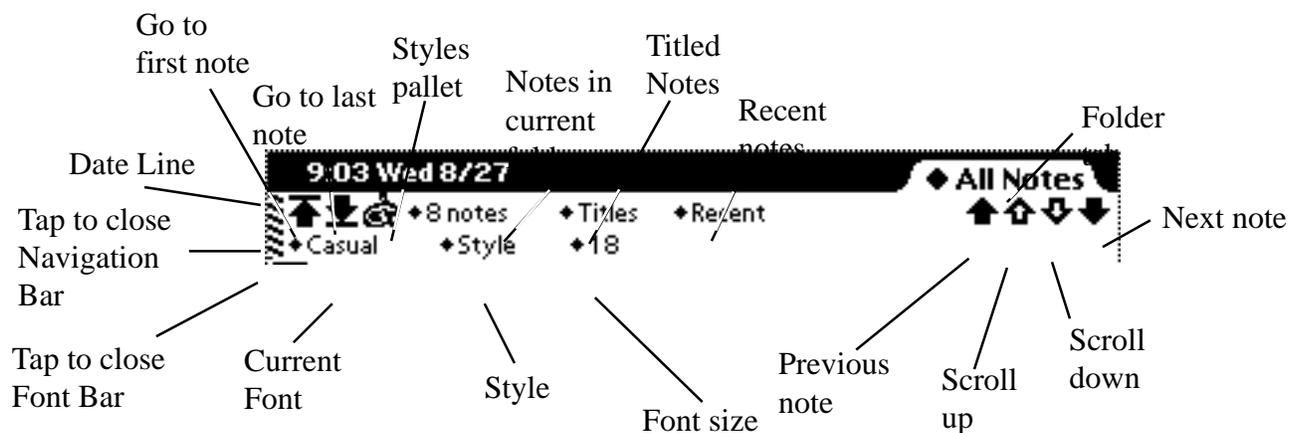
Super NotePad makes certain modifications to the NotePad soup and to each note. These are benign, and are removed when Super NotePad is deleted.

3.5 Do Not Freeze Super NotePad

Because Super NotePad modifies the Newton's soups, it should never be frozen. Super NotePad should either remain unfrozen on your Newton, or removed entirely.

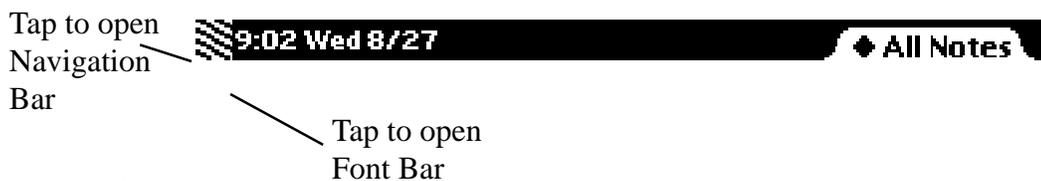
4 The Super NotePad Control Bars

After Super NotePad has been installed, you will see an immediate change in the NotePad. The enhancement bar appears on the top of the screen, and has a number of features included. The top bar is the Navigation Bar, and the lower one is the Font Bar. These let you move easily between your notes and control the style of text that is used in a note.



4.1 Closing the Bar

The Navigation Bar can be closed to give you the maximum amount of screen space. Each of the two lines of the Enhancement Bar can be closed individually by tapping on the far left edge of the Bar on the section with the heavy diagonal lines. Tapping on that space causes the Bar to withdraw up into the date line. To open the Bar, just tap on the diagonal line section of the date line



4.2 Date Line

This displays the current date and time, and if Super NotePad is unregistered, the number of days left until it expires. If you tap on this and Super NotePad is unregistered, then the registration screen pops up. If Super NotePad is registered, then the Newton's clock pops up when it is tapped

4.3 Go To First Note

This arrow brings you to the first note in the NotePad

4.4 Go To Last Note

This arrow brings you to the last note in the NotePad

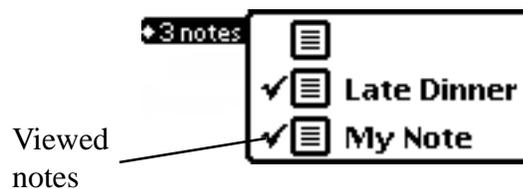
4.5 Styles Palette

When tapped, it brings up the built in styles palette where you set the characteristics of the NotePad text.



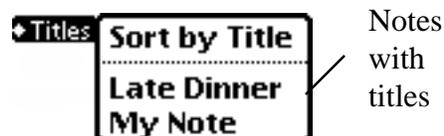
4.6 Notes in Current Folder

This picker contains a list of all the notes in the current folder. Notes visible on the screen are checked, and you can move to any note by tapping on it.



4.7 Titles

When tapped, this picker displays a list of all notes with titles. You can go to any note by tapping it. Selecting Sort by Title arranges all of the notes alphabetically by title rather than by date..



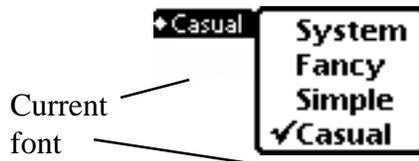
4.8 Recent

This picker has a list of all of your recent notes. Tap on any of these to display it. You can set the number of notes in the Recent picker through the Prefs section.



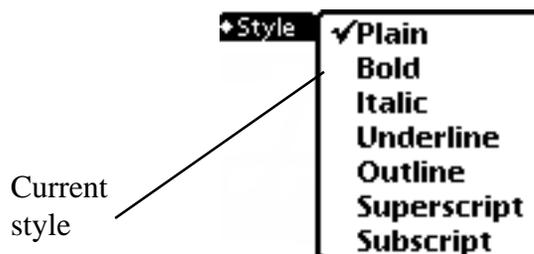
4.9 Font

The current NotePad font is displayed here. If tapped, it displays a list of all of the fonts on your Newton. Tap on any of these to change the font.



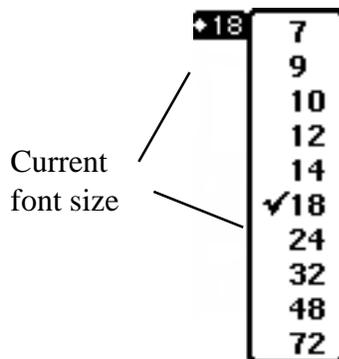
4.10 Style

You can set the style of the font from this picker. Just tap on the desired style to select it.



4.11 Font Size

This line displays the current font size. Tap on it to bring up a list of all the available font sizes. To change the font size, just select the desired size from the picker.



4.12 Previous Note

The solid up arrow takes you one note back in the NotePad.

4.13 Next Note

The solid down arrow takes you one note forward in the NotePad.

4.14 Scroll Up

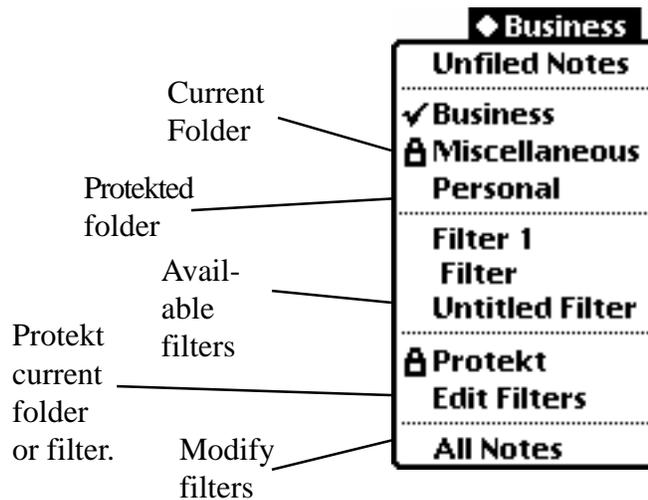
The hollow up arrow scrolls up by half a screen.

4.15 Scroll Down

The hollow down arrow scrolls down by half a screen.

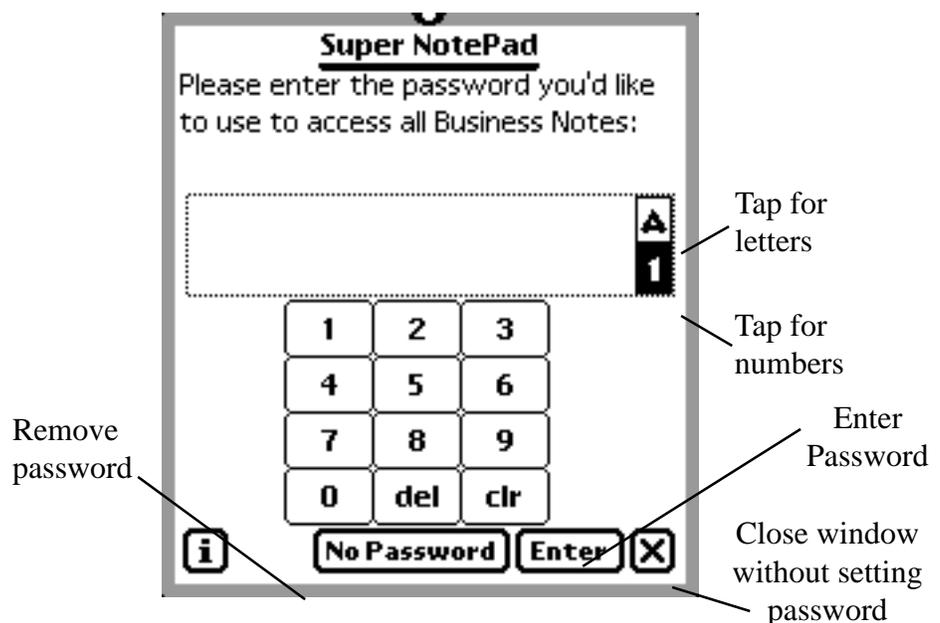
4.16 Folder Tab

The folder tab works just as it normally would, but it includes new options.



4.16.1 Protekt

If you are in any folder except All Notes and Unfiled Notes, you can set a password to protect the folder's contents. This option will not appear if All Notes or Unfiled Notes are selected. When Protect is selected, a screen where you set the password appears.



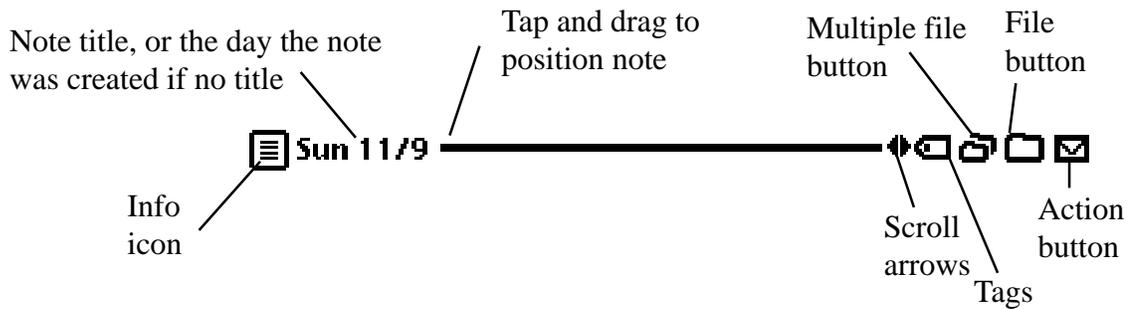
is entered correctly. Once the password is set, you will have to enter it every time you want to access the protected folder. To unprotect a folder, select the Unprotect option under the Folder Tab. It will ask you for the password, and then give you the option to enter a new password. You can enter a new password, or tap the No Password button to disable the Protect function.

4.6.2 Filters

The other major difference in the Folder Tab menu is that in Super NotePad, it gives you access to your filters. For information on filters, please see section 6.2.

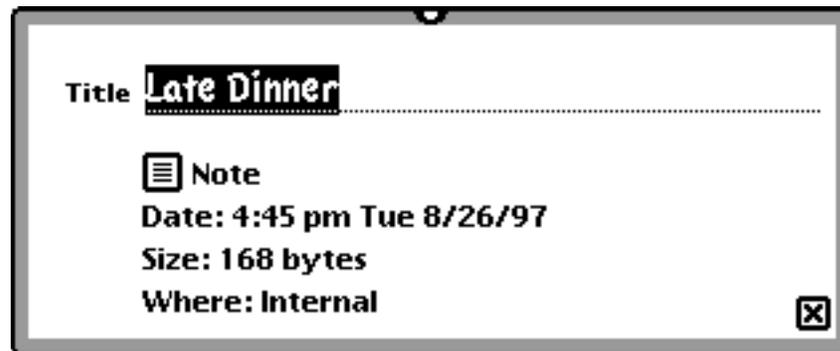
5 Super NotePad's Note Header

When using Super NotePad, each note has a header line that contains many features that apply only to the current note. By tapping and holding the title line, you can drag the entire note to a different position on the screen.



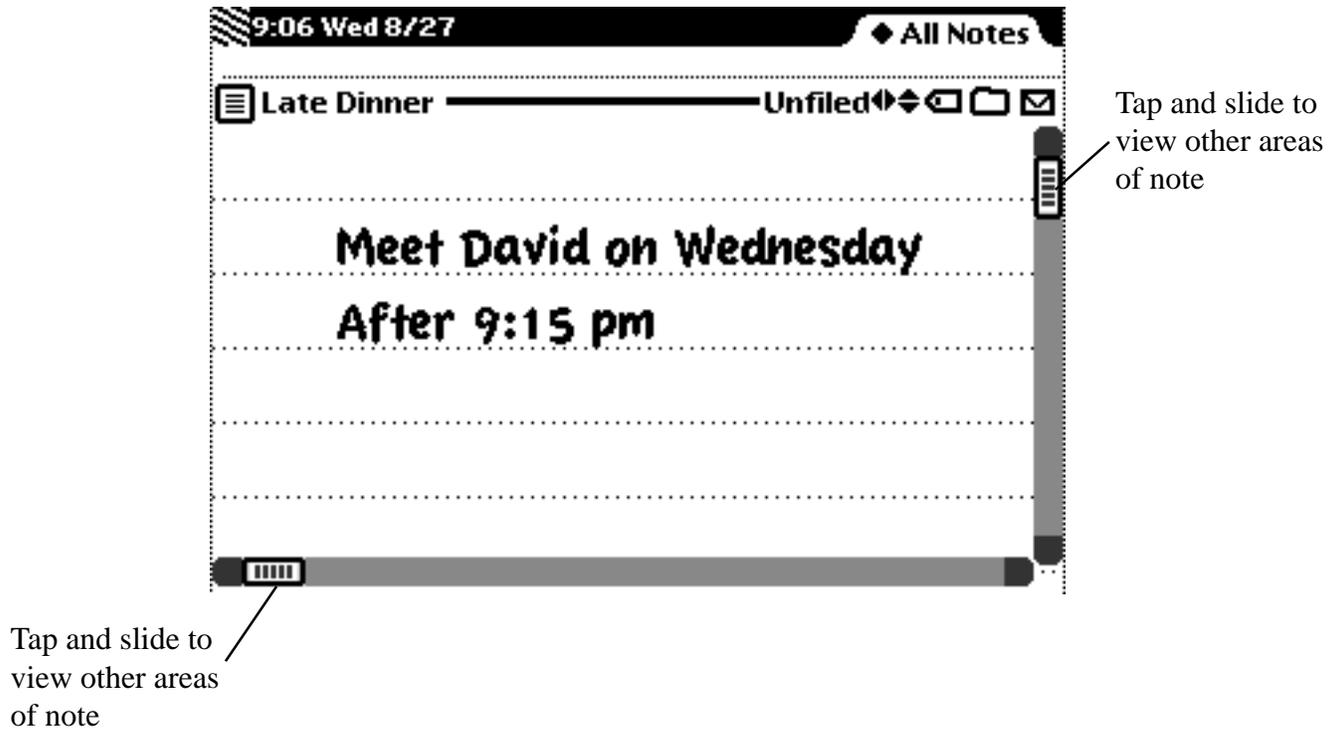
5.1 Information icon

If you tap here, an information screen about the note pops up. It tells you the type of note, the date and time it was created, the size of the note, and where the note is stored. Also, most importantly, this is where you rename a note.



5.2 Scroll Arrows

Tapping on these brings up a set of scroll bars for the specific note. Sliding the tab on the bar changes the viewed area of the note.



5.3 Folder

This button acts just as it normally would on your Newton.

5.4 The Action Button

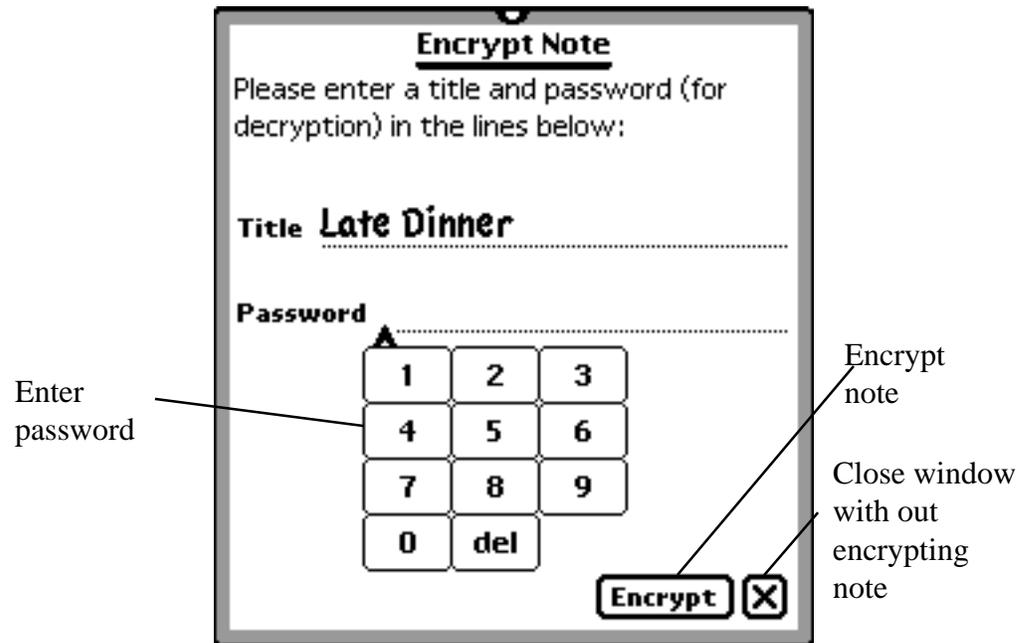
The Action button has a number of new features that are specific to Super NotePad.



All of these actions are specific to the current note. To perform these actions to a different note, you must select the desired note first, and then perform the action.

5.4.1 Encrypt

This is an encryption option that helps keep your notes private. It is not a complex encryption scheme, but it does make it significantly more difficult to access a note. To encrypt a note, tap on Encrypt option under the Action menu and the Encrypt note screen appears.



Enter a name for the note that you wish to encrypt on the title line. Next, enter a numbered password into the password space and tap the Encrypt button. You will then be asked to enter the password a second time, to verify that it is entered correctly. Tap Encrypt again, and the note is then Encrypted. If you try and open an encrypted note, it will tell you that it is encrypted and ask you for the password. Enter the correct password when asked, and the note will open as normal. You also have the option to re-encrypt the note after it opens, or leave it un-encrypted.

5.4.2 Instant Filter

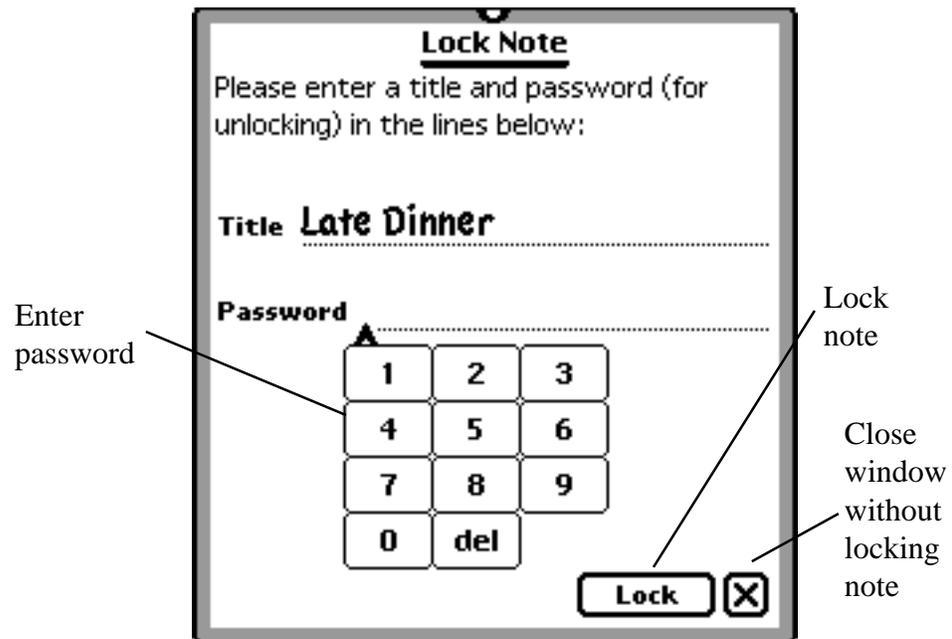
If you tap this button, it creates a filter based on the characteristics of the note. For example, take a note that is filed under Business, and has Tag 1 attached to it. Tapping Instant Filter creates a filter that would look for notes both filed under Business and with Tag 1 attached.

5.4.3 Remove Note Title

Tapping this removes the note's title and replaces it with the date the note was created.

5.4.4 Lock Note

Locking a note makes it so the contents of the note cannot be changed. When this is selected, it gives you the option to enter a password for the locked note. If you enter a password, then the note cannot be unlocked unless the password is entered.



If you enter a password, you will be asked to enter it again to confirm that it is correct. From then on, you need to enter the password before you can modify the contents of the note. You can also choose to lock the note without a password by leaving the password line blank and tapping the Lock button. To unlock the note, tap on the  action button, and choose the unlock option. It will ask you for the password, and then let you unlock the note.

5.4.5 Set Alarm

Set Alarm lets you set an alarm. Tapping on Set Alarm brings up a calendar and clock where you set the alarm.



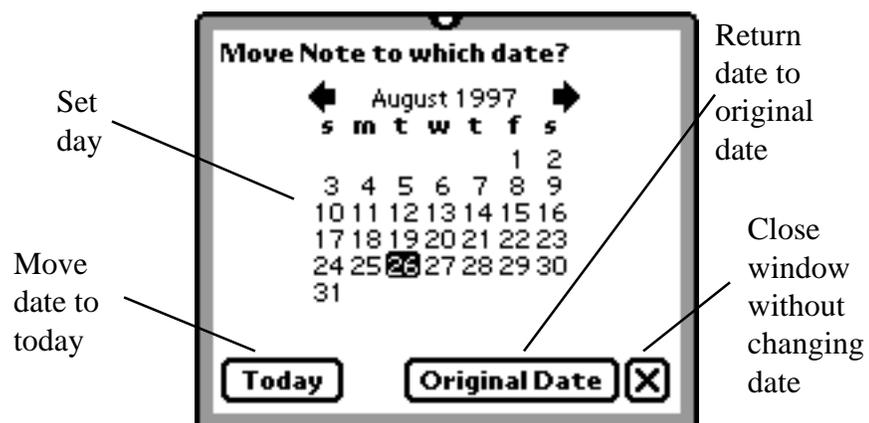
When you have selected the day and time for the alarm, tap the Set button to set it. You also have the option to bring up the specific note when the alarm goes off. If this box is checked, a dialog box with the text of the note opens when the alarm goes off.

5.4.6 Select All

Tapping this option selects all of the text on a note.

5.4.7 Move Note

You can move the date of a note with this action. Tapping here brings up a calendar screen.

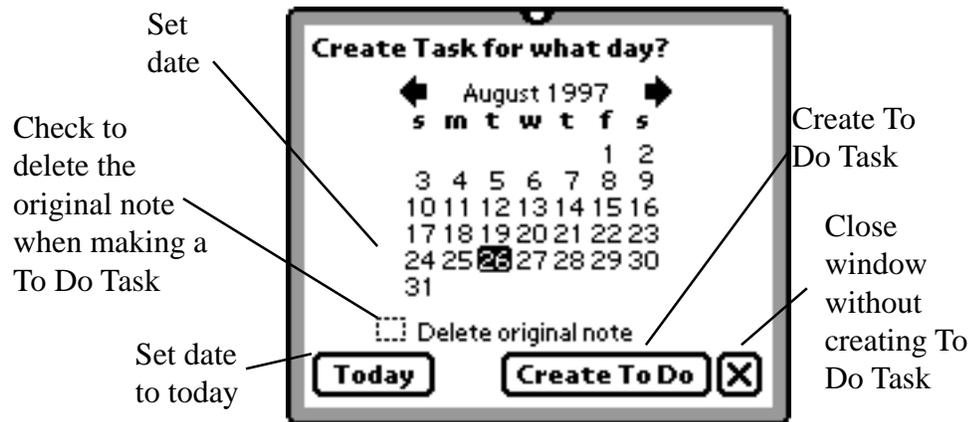


To move the note, tap on the day where you want the note to go. Tap the Today button to set the note to the current day. Tap the Original Date button to return the

note to the day when it was created.

5.4.8 Add To Do

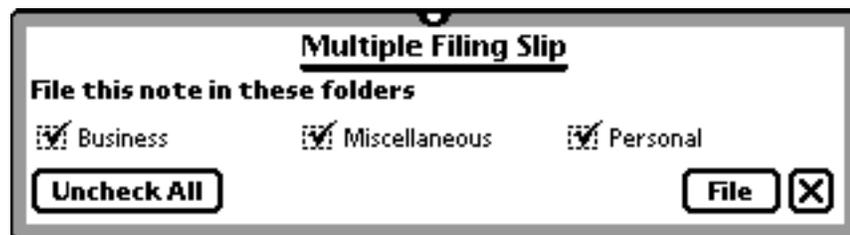
Selecting this option converts the note to a To Do task. Tapping this option brings up a menu where you set the date for the new To Do.



Tapping the Today button dates the To Do for the current date. If you select the Delete Original Note check box, then the note will be deleted when it is converted to a To Do, otherwise it will still be in the NotePad. When you have made your decisions, tap Create To Do to turn the note into a To Do Task. Checklists and outlines are turned into multiple tasks, while text notes become single tasks.

5.5 Multiple File Button

The multiple file button is used to file a note in more than one folder at once.



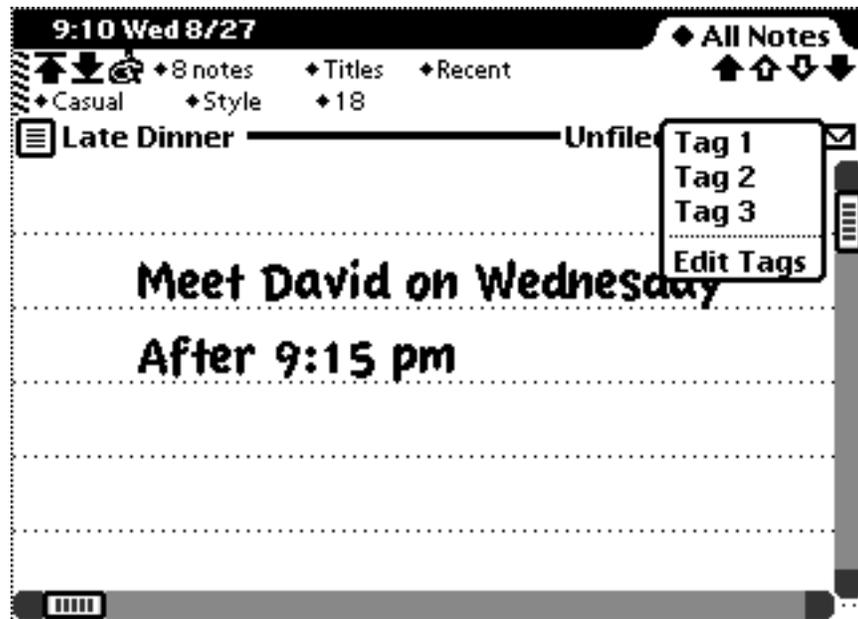
To file the note, check off all the folders where you want to file the note. Then, tap the File button. It is important to understand the Multiple Filing Slip does not make copies of the note when it files it. If you delete the note in one of the locations, the note is deleted from the Newton for good.

6 Tags and Filters

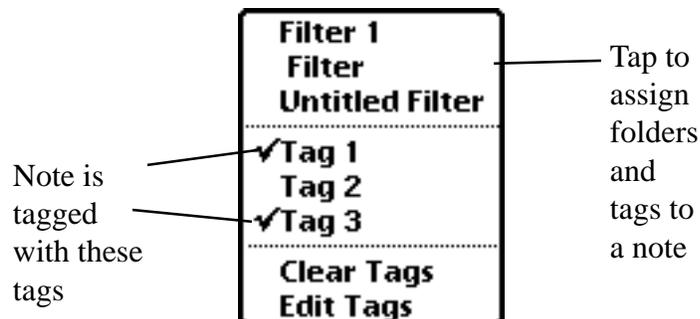
Super NotePad has two special features that make it easy to perform fast searches through your notes.

6.1 Tags

Tags are labels that make it easier to perform searches. When searching, the Newton looks for tags given to a note that the Newton can look for when searching. To create tags and attach them to notes, follow the procedure detailed below. When you tap on the Tags button, a screen appears that contains a number of choices for the note.



After you have assigned a tag to a note, the menu will move to the opposite edge of the screen, and it will have more options



6.1.1 Filter List

The top section contains a list of all the filters contained in the Newton. If you select one of them, the note will be tagged with the tags associated with the filter. Also, if the filter only has one folder, the note will be filed in the folder associated with the filter.

6.1.2 Assigning Tags

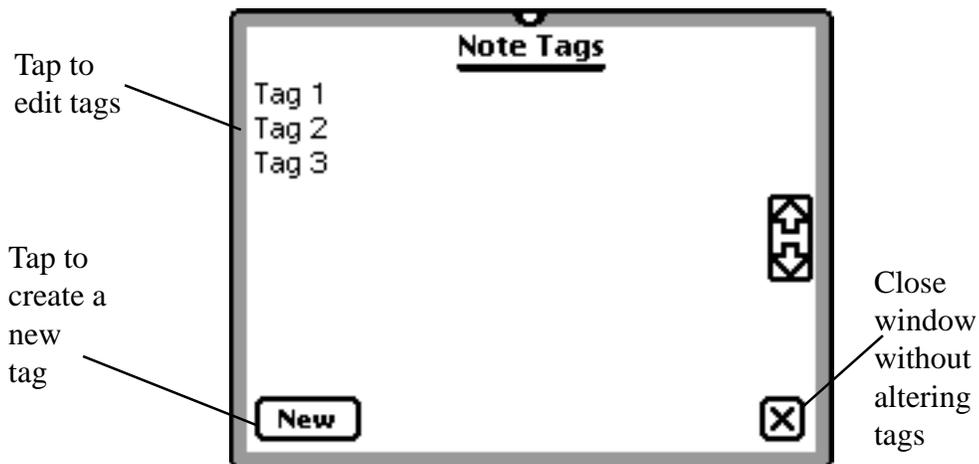
The middle section contains tags that you have created. If any of the tags have a check next to them, then they are assigned to that particular note. To attach a tag to a note, just tap on the tag you wish to attach, and a check mark will appear. To remove a tag from a note, reverse the process by tapping on a checked tag to make the check mark disappear.

6.1.3 Clearing Tags

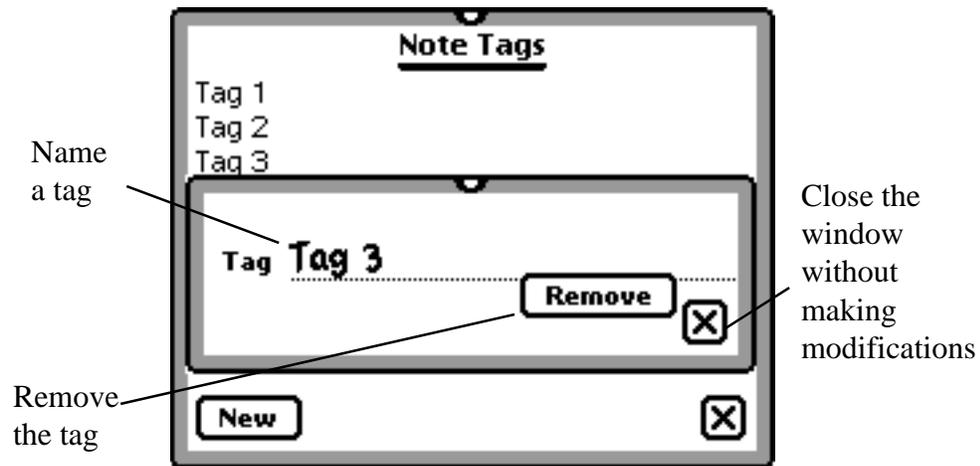
The last section lets you clear or edit tags. Choosing the Clear Tag option removes all tags the current note.

6.1.4 Editing tags

Edit tags lets you change and remove individual tags, or create new ones. When you tap on this, a screen appears with each of your tags listed.



If you tap on one of your current tags, you will have the option of renaming or removing the tag.

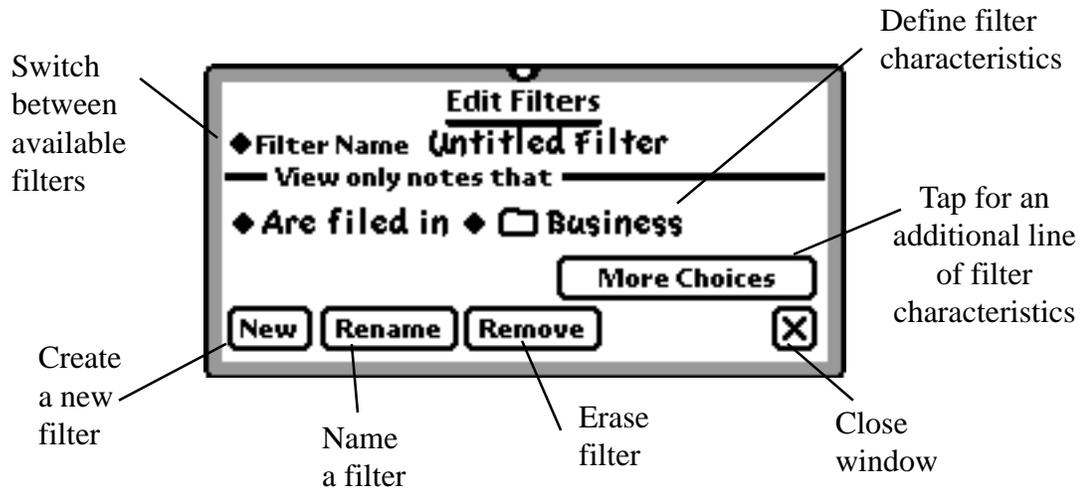


To rename a tag, replace the old name with the new one. To remove the tag from the list, tap the remove button. Tapping the New button lets you name a new tag. Tapping Remove removes the newly created tag before it reaches the list.

6.2 Filters

Super NotePad lets you design your own filters to speed your searches through your notes. To understand how filters work, start by tapping on the folder tab. When the folder tab is tapped, you'll see a list of all the folders on the Newton. In many ways, filters work just like the Newton's folders. You start with the option All Notes, which displays all of the notes in the NotePad. To help you organize your notes, you can file them different places, such as Business, or Personal. Then, when you open a folder, you don't have to look through all of your notes at once, but only the ones that are filed together in the same folder. Filters work much the same way. They limit the notes you are searching through, so you can find what you need faster. They not only limit searches by what folder a note is filed under, but they can also search by any tags that are attached to a note.

When you set up a filter, you go through the following steps. First, you need to select the Edit Filters choice under the Folder Tab, and the Edit Filters window will appear.



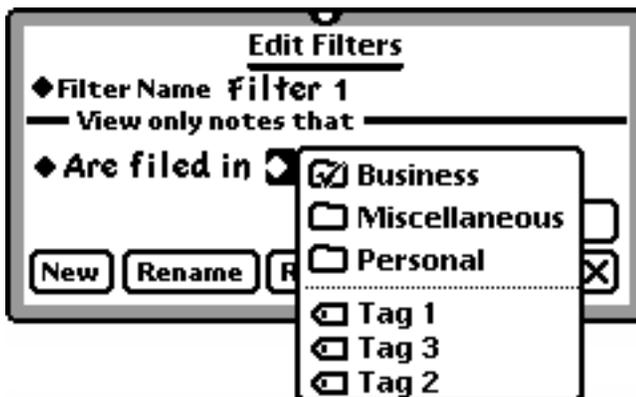
When you are working in that window, you first need to name the filter. If you do not want to work with an existing filter, you may choose to start a new filter by tapping the New button. You can also jump between the different on your Newton by selecting the filter you wish to view with the Filter Name picker. To enter a new name for the filter, tap the Rename button.

Once you have selected the filter with which you are working, you need to define the filter's characteristics. When defining the characteristics of the filter, there are two parts of the definition. The first part gives you the choices of are filed in, are not filed in, and can be filed in.



The second part of the definition is where you set what folders or tags are included. You may also have more than one definition in the same filter, to further

limit the search.



As an example, say you want to search for notes filed under Personal. You can do several different things. First, you can just go to the Folders Tab and select Personal. A second way would be to use a filter. You would select a new filter, and give it a name. Then, you would set the definition to Are filed in Personal. Close the window and tap on the folder tab. Select the filter, and it will show all the notes in Personal.



Filters are more powerful when combined with Tags. You can place tags on any number of notes, in any folder. Say for example, you tag notes with a tag called

Tag 1. You then place some notes in the Business folder, some in the Personal folder, and leave some unfiled. You can then create a filter with the definition of Are tagged with Tag 1. This filter then will find all notes with Tag 1.



You can also further limit the search by adding a second definition. Say, for example, you only want the notes that are tagged with Tag 1 in the Personal file, or are unfiled. You would then add a second line to the filter by tapping More Choices. You decide to set the second line to say Are not filed in Business. This filter then returns all the notes that are tagged with Tag 1, and are not in the Business folder.

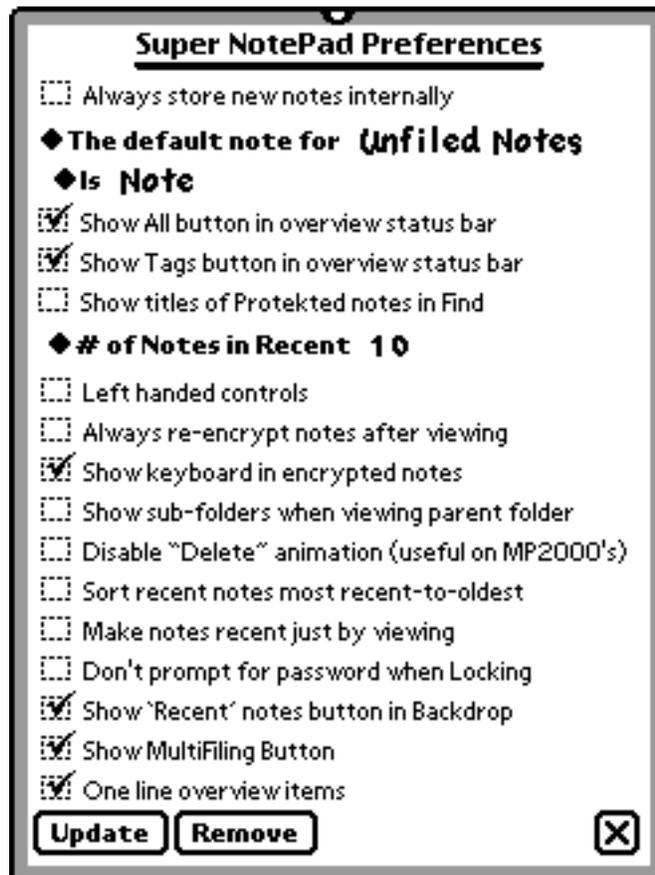


You can remove a filter from the Newton at any time with the Remove button.

One last way to set up filters is to use the Can Be choice in the definition line. Can Be is used to have a filter search through multiple folders. It is especially useful because a note can only be filed under one folder. Say that you want to search for all notes filed under Business or Personal. Setting up the filter with Are filed under Personal and Are filed under Business won't show any notes. This is because it tells the filter to show all the notes filed in both the Business and Personal folders. Because a note can only be filed in one folder at a time, the filter shows no notes. Set the filter to Can Be filed under Personal and Can Be filed under Business, and it shows all the notes in both folders.

7 Super NotePad Preferences

The Preferences screen gives you a number of ways to customize Super NotePad to suit your needs. The Super NotePad Preferences screen is found under the  button.



7.1 Store Notes Internally

If this is checked, all new notes will be stored in internal memory.

7.2 Default Note is . . .

This line sets the default note for the various folders in your Newton. The top line

“The default note for . . .” selects which folder you are setting the default note for. The second line “is. . .” sets the type of default note for the specific folder chosen in line one. Each folder type may have a different default note. If you choose a folder with no notes, a new note of the default type is created.

7.3 Show All button in the overview status bar

This includes the Show All button in the overview status bar. If tapped, this button selects all of the notes visible in the overview screen.

7.4 Always re-encrypt notes after viewing

When this is checked, notes are always re-encrypted when they are viewed.

7.5 Show keyboard in encrypted notes

This automatically pops up a keyboard when you are asked to enter an encrypted password.

7.6 Number of Notes in Recent

This picker sets the number of notes under the Recent selector in the Navigation Bar between 5 and 50.

7.7 Left Hand Controls

If checked, it will reverse the controls in the Navigation bar so that the note-to-note scroll arrows are on the left hand side.

7.8 Show sub-folders when viewing parent folder

If More Folders is installed, then this lets you see all of a folder’s sub-folders when you view the main folder.

7.9 Disable “Delete” animation

If you are using a MP 2000 and it slows down when deleting a note, this will solve the problem by disabling the animation..

7.10 Sort recent notes most recent to oldest

If this is checked, it sorts the notes in the Recent Notes picker from the youngest note to the oldest.

7.11 Make notes recent by viewing

If this is checked, then for the purposes of the Recent Notes picker, a note's date is determined by when it was last viewed, rather than when it was created.

7.12 Don't prompt for password when locking.

This option makes it so you are not asked for a password when you lock a note.

7.13 Show "Recent" notes button in Backdrop

This creates a button  that when tapped pops up a list of all your recent notes. If you select a note from the list, the note will open.

7.14 Update button

This is used if you are updating Super NotePad from an older version. Tapping this is the last step of the installation process.

7.15 Remove

This button erases Super NotePad from your Newton. It cannot be undone, so be sure that you want to do it.

7.16 Show Multiple Filing Button

If this option is checked, the Multiple Filing button is shown in the Note Header. For more information on the Multiple Filing button, please see Section 5.5.

7.17 One Line Overview Items

When this item is selected, all the notes in the overview screen will be shown in a one line format, instead of the normal two line format.

