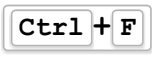


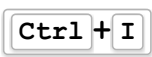
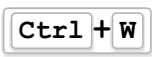
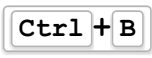
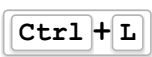



# Tutorial TVG

## TVG Usage:

-  /  / 
  - f = Focus on text window.
  - r = Focus on entry box.
  - t = Focus on List box.
-  = Insert button
  - To insert words by the row that chosen on list box.
    - It will appear on top of the row.
-  = Write button
  - To insert sentences in entry box to text window.
    - Need to select the parent/child button for position.
      - If parent the child box is empty.
      - if child, you can choose which position of child you want to put under parent.
-  = BackUp button
  - Backing up the file.
    - Max 10.
      - When reach 10, the next one will replace the oldest one.
-  = Load button
  - Load backup file.
    - Write a number that represent the position of a backup file.
-  = Delete button
  - Delete a row on the text window.

- Choose a row in list box first.
- **Ctrl + M** = Move Child button
  - Moving a child row to next child row.
    - Choose a child in child box first and choose a child row in list box.
      - if smaller to the left, and if bigger to the right.
- **Ctrl + S** = Insight button
  - Will show you exactly which row that represent the text in text window.
    - When rows created many, is advise to use Insight.
- **Ctrl + U** = Up button
  - To move a row up that chosen on the list box up to the next row by 1
    - If you want to move few more, just keep pressing [Control+u].
- **Ctrl + O** = Down button
  - To move a row down that chosen on the list box down to the next row by 1.
- **Ctrl + P** = Printing button
  - Can save as pdf in printing mode in browser.
    - The font that you choose in TVG will implement on the html [not all font is applicable].
  - Can preview first in stand alone window, instead of directly go to browser (only for MacOS X)
  - Direct printing PDF (only for MacOS X)
- **Ctrl + H** = Hide Parent button
  - To hide any parent row and all it's child rows in reverse mode (selected parents are not hid).
    - Just display mode in TVG for send note and printing purpose.
    - A json file is created for remembering the rows that are hidden.

- As long as the json file is not deleted, most functions are locked [unable to edit].
- **Ctrl + A** = radios button (parent, child)
  - Switching between Parent and Child radio button for positioning.
- **Ctrl + E** = Paste button
  - Choose a row and paste the words to entry box to be fix.
    - Press **Ctrl + W** to write back to its position.
- **Ctrl + Y** = Checked button
  - To give checked mark (for finished a task).
    - WARNING:
      - Not all computer has same encoding system; if it's not 'utf-8', the Checked button will print 'Done' instead.
- **Ctrl + 0** = Arrange button
  - The function mostly used on background for arranging display.
    - Helpful for clearing chosen highlighted row in list box.
    - Helpful for avoiding any mistaken editing.
- **Ctrl + -** = Clear Hide
  - Unhide collections of hidden parent one at a time.
    - Can delete the whole json file so that all hidden appear at once.
- Win **Ctrl + Left** / **Ctrl + Right** / **Ctrl + Up** / **Ctrl + Down** || Mac **Ctrl + Shift + Left** / **Ctrl + Shift + Right** / **Ctrl + Shift + Up** / **Ctrl + Shift + Down**
  - To move the app windows to user's liking position.
- **Shift + Up** / **Shift + Down**
  - To scrolling up and down the text window and list box at the same time.
- Win **Ctrl + N** || Mac **Cmd + N** = CPP button

- To move or copied any rows to another row within existing rows.
- In Hidden Mode, can copy all to new file or another existing file.
- **Ctrl + G** = Change File
  - Go to another existing file.
- **Ctrl + 2** = Look Up
  - Searching any content in note.
    - The row in ListBox will be highlighted [can do editing].
  - Search any row number as well.
    - The row in ListBox will be highlighted. [can do editing].
  - Also can be use in Editor mode.
    - Finding word and replace it directly, one by one.
- **Ctrl + 3** = Date-Time
  - Stamping date and time on Words field.
  - Can be use in Editor mode as well.
- **Ctrl + 6** = Create File
  - To create a new tvg text file that still empty.
    - Will not be able to open existing file.
- **Ctrl + 7** = Editor
  - To be able write and edit on the big screen of TVG.
    - Need to use formats that will apply for editing.
      - For how to use Editor visit [for tutorials](#).
  - Editor now can write at any row that has been selected
    - Select any row before Editor Mode begin
- **Ctrl + 9** = Un/Wrap
  - Wrapping or Unwrapping the tvg text note for better viewing on long

sentences.

- **Ctrl + [** = Ex
  - To convert the tvg text note to editor's format for easy editing.
    - Usually for long rows is advisable.
  - Can choose a parent only, and edited all with its child in editor mode.
  - TAKE NOTE:
    - Do backup in case want to revert back.
- **Ctrl + ]** = Template
  - For saving collections of often use format in Editor mode.
    - Can load back in Editor mode to be use againand-again.
- **Ctrl + ,** = Select font style
  - Change font style on TVG screen and the listbox as well.
- **Ctrl + .** = Select background color
  - To change color of TVG screen and the listbox as well.
- **Ctrl + /** = Revert to Original
  - Revert back the color and font back to original.
- Win **Ctrl + Z** || Mac **Cmd + Z** = Undo in Editor Mode.
- Win **Ctrl + Shift + Z** || Mac **Cmd + Y** = Redo in Editor Mode.
- **Shift + Enter** = To invoke buttons and radios call while in focus
  - Press tab to run over the focus.
- **Ctrl + F1** = Call TVG tutorial pdf
  - The pdf will open in default browser.
- **Ctrl + F2** = Hide Buttons
  - The Editor screen will fill up the buttons field.

- While buttons in hide mode, the keyboard shortcuts are functioning.
- **Ctrl + F3** = Compose Email
  - Sending the text by mail.
  - Or copied formatted text for sending with chat app.
- **Ctrl + Shift + F** = Fold all childs
  - All childs are folded.
- **Ctrl + Shift + S** = Fold selected childs
  - Only selected childs are folded.
  - Folded childs are retain even after changing file.
- **Ctrl + Shift + U** = Unfolded all childs
  - All childs are unfolded

### Add-On TVG:

- **Ctrl + 1** = Sum-Up Function
  - Summing up all parent with sign "+"
    - Every each parent will has addition child that state "TOTAL ..." sum
- **Ctrl + 4** = Pie-Chart Graph
  - Create pie-chart for all sub-total and state the total all
- **Ctrl + 5** = Del-Total
  - Clear all sums "TOTAL ..."
- **Ctrl + F4** / **Fn + F4** = Expression Calculator
  - Simple calculator
    - The paste button formating the numbers and insert to the editor at the end of a row's line

### Markdown shortcuts:

- **Ctrl + Shift + 1** = **Bold**
- **Ctrl + Shift + 2** = *Italic*
- **Ctrl + Shift + 3** = Underline
- **Ctrl + Shift + 4** = Strikethrough
- **Ctrl + Shift + 5** = Mark Highlight
- **Ctrl + Shift + 6** = **S P E C I A L**
- **Ctrl + Shift + 7** = [TVG link](#)
- **Ctrl + Shift + 8** = superscript
- **Ctrl + Shift + 9** = subscript
- ✓ **Ctrl + Shift + 0** = ~~Checked markdown that can be checked-off by clicking on the check-box in html~~
- **Ctrl + Shift + Q** = →
- **Ctrl + Shift + W** = ←
- **Ctrl + Shift + E** = ↔
- **Ctrl + Shift + R** = ±
- **Ctrl + Shift + T** = ™
- **Ctrl + Shift + Y** = ©
- **Ctrl + Shift + I** = ®

Win **Ctrl + F5** || Mac **Fn + F5** = Configuration:

- multiple = For selection mode
  - In CPP and Fold selected.
  - By default selection is **extended**.
    - Select massively with **Shift** key and select or unselect individually with **ctrl** key.

- With **multiple**, selection or unselect individually one by one (not massively).
- unreverse = For Hidden selection mode
  - By default is **reverse** selection.
    - Selected parents are not hid, and unselected ones are hid.
  - With **unreverse**, only selected parents hid.
- word = For Wrap
  - By default words text are not wrapped.
  - With **word**, words text are wrapped from beginning.
  - Can use Wrap function to unwrapped.
- on = For Checked
  - By default will insert ✓ or >>**[DONE]**<<.
  - With **on** will insert checked-box **[x]** at beginning of a text line.