



InScribe™

for the UMPC and Tablet PC

Version 2.0

Ilium Software

InScribe: for the UMPC and Tablet PC: Version 2.0

Ilium Software

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Table of Contents

1. Getting Started	1
1.1. Show and Hide the Keyboard	1
1.2. Change the Keyboard's Size	1
1.3. Opening the Menu	1
1.4. Options	2
1.5. Switching Layouts	2
1.6. Closing InScribe	2
2. Entering Text with InScribe	3
2.1. Entry Methods	3
2.1.1. Slide Entry	3
2.1.2. Finger Taps	3
2.1.3. Stylus Taps	3
2.2. Repeated Characters	4
3. InScribe's Options	5
3.1. How to Open the Options Window	5
3.2. Fonts	6
3.3. Transparency	6
3.4. Highlight Vowels	6
3.5. Stagger Keys	6
3.6. Space on Pen Up	7
3.7. Show Ink	7
3.8. Advanced Options	7
4. Resizing the Keyboard	8
4.1. Resize	8
5. Special Function Keys	9
5.1. BLANK	9
5.2. Bsp	9
5.3. Delwd	9
5.4. Ghost	9
5.5. Layout	9
5.6. Options	10
5.7. Tiny	10
6. Switching Layouts	11
6.1. Layouts	11
6.2. Layout Format	11
7. Layout Designer	12
7.1. Opening the Layout Designer	12
7.2. Get Started Right Away	12
7.3. Layout Designer Menus	12
7.3.1. File Menu	13
7.3.2. Layout Menu	13
7.3.3. Help Menu	13
7.4. Layout Designer Toolbar	14

7.5. Moving Keys Around	14
7.5.1. Double Width Keys	15
7.5.2. Getting Rid of Keys	15
7.6. Adding and Deleting Rows and Columns	15
7.6.1. Where do rows and columns get added?	15
7.6.2. What row or column gets deleted?	15
7.7. Changing the Keyboard Size	16
7.7.1. How to Resize a Keyboard	16
7.7.2. When Does InScribe Use the Default Size?	16
7.7.3. Removing a Character from a Key	16
7.8. Changing the Character on a Key	16
7.8.1. Double Width Keys	16
A. Customer and Technical Support	17
A.1. How to Contact Ilium Software	17
Index	18

List of Figures

1.1. System Tray	1
1.2. System Tray with Options menu	2
3.1. Options Key	5
3.2. Options Menu	6
4.1. Maximize Icon	8
5.1. Tiny Mode Window	10
7.1. Layout Designer Toolbar	14

Chapter 1. Getting Started

Here are a few hints that will help you start using InScribe right away!

1.1. Show and Hide the Keyboard

When InScribe is running, there is an InScribe icon in the system tray. Tap this icon to show and hide your InScribe keyboard.

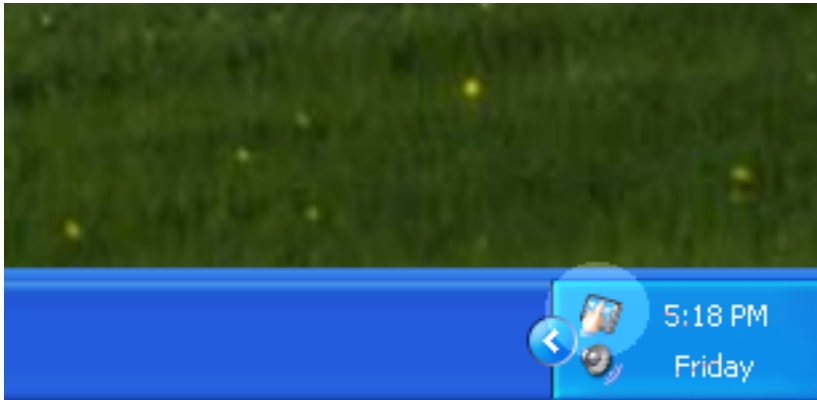


Figure 1.1. System Tray

1.2. Change the Keyboard's Size

Make your keyboard bigger or smaller by dragging the borders of your keyboard. (The same way you resize other windows on your UMPC or Tablet PC.)

1.3. Opening the Menu

Access InScribe's other features (like the Layout Designer or the Options window) by tapping and holding on the InScribe icon in the system tray.

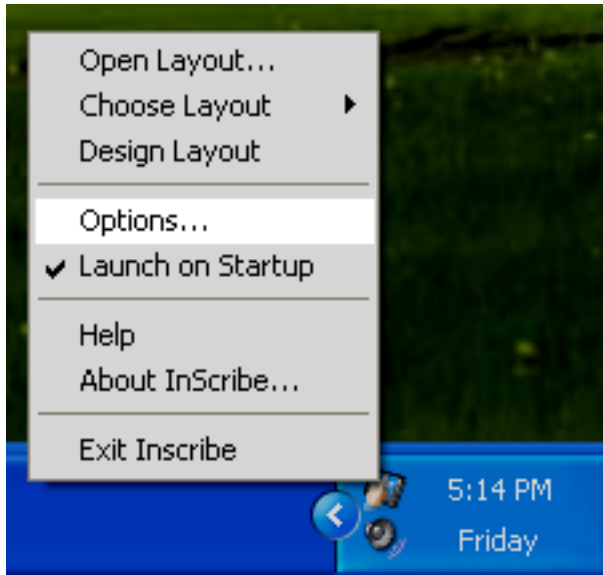


Figure 1.2. System Tray with Options menu

1.4. Options

Change how your InScribe keyboard looks from the Options window. Open the Options window from the Options... pick on the InScribe menu or by tapping the Options button on the keyboard. (Not all the layouts include the Options key.)

From the Options window change how transparent your InScribe keyboard is, select the font that displays on the keys, and make other adjustments to the appearance.

1.5. Switching Layouts

Switch layouts by either selecting the Choose Layout pick from the InScribe menu or by tapping the Layout key on your InScribe keyboard. (Not all the layouts include the Layout key.)

1.6. Closing InScribe

If you plan to use InScribe later, just tap the InScribe icon in the system tray or the X on the title bar to hide your keyboard.

If you want to exit InScribe completely, choose Exit from the InScribe menu.

Chapter 2. Entering Text with InScribe

2.1. Entry Methods

There are three ways to enter text using your InScribe keyboard.

2.1.1. Slide Entry

Rather than tapping, take your stylus and slide it from letter to letter to enter text using your InScribe keyboard. It takes a little practice but most people find that they can enter text very quickly with this technique.



Tip

Slide entry knows to enter a new letter when you first tap or when the stylus changes direction. If you have trouble getting a key to register, try getting a little more angle on the key before moving to the next one.



Tip

You can slide to the space key at the end of a word to enter a space after it. Alternatively you can use the *Space on Pen Up* option to automatically add a space whenever you lift your stylus.

2.1.2. Finger Taps

On the UMPC, you can tap right on the screen to enter text with your InScribe keyboard.



Tip

Full screen makes any keyboard great for finger tapping. Expand any keyboard to full screen by double tapping the title bar or tapping the **Maximize** button!



Tip

For best results use the tips of your fingers.

2.1.3. Stylus Taps

Of course you can enter text by tapping keys with your stylus.



Tip

If the keys are too large or too small, resize the keyboard. Just grab the edge of the keyboard with your stylus and drag.

2.2. Repeated Characters

To enter a repeated character either tap or slide to the **Repeat** key to repeat the last typed key, or draw a circle or scribble on a key.

Chapter 3. InScribe's Options

InScribe's Options let you make temporary changes to how your keyboard works without actually editing the layout.

3.1. How to Open the Options Window

You can access the Options window in two ways:

1. **Options Key:** If the layout you are using includes an ##### ###, you can tap this key to open the Options window.

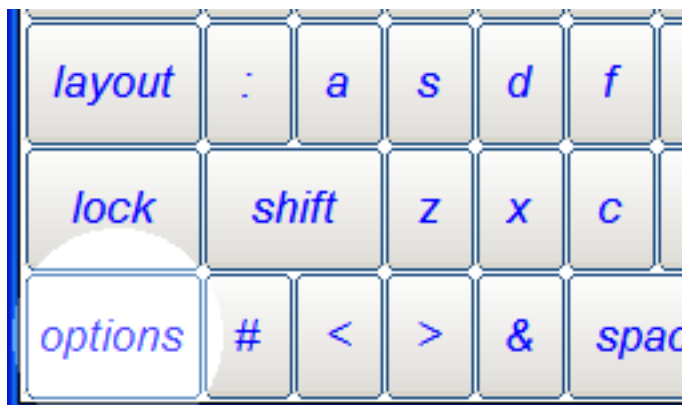


Figure 3.1. Options Key

2. **Options Menu Item:** Tap and hold on the InScribe icon in the system tray and select Options... from the menu that comes up.

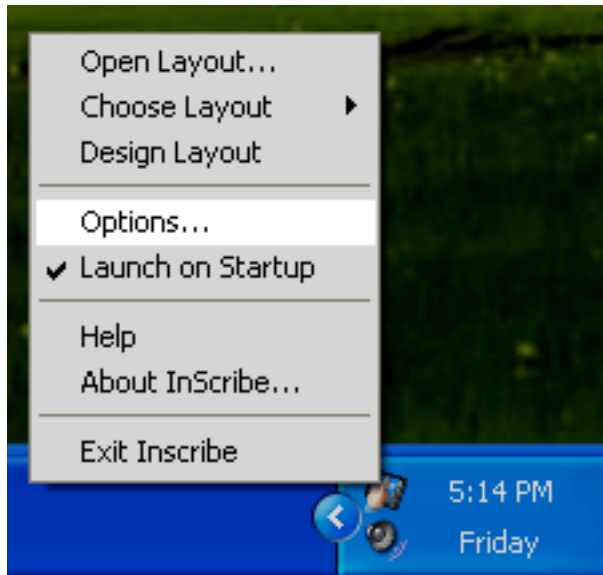


Figure 3.2. Options Menu

3.2. Fonts

Choose any font type, color, or style you like for the key display on your InScribe keyboard. When you make changes to the font, these changes appear in any layout you open.



Tip

Changing the displayed font does not change the font that is entered into your document. Your text editor still controls the font that appears there.

3.3. Transparency

Adjust the level of transparency for your InScribe keyboard to create the text entry environment that works best for you.

Move the slider up to make your keyboard more transparent or down to make your keyboard less transparent.

3.4. Highlight Vowels

Turn **Highlight Vowels** on to make the vowels stand out on the keyboard.

3.5. Stagger Keys

Try a staggered key arrangement to make it easier to get good angles when using the slide entry method.



Tip

Not all keyboards work well in a staggered formation. Experiment and decide where this option works best for you.

3.6. Space on Pen Up

Improve your slide entry speed by letting **Space on Pen Up** automatically add a space each time you lift the stylus.

3.7. Show Ink

When you use slide entry, an ink trail follows the stylus. Use this option to turn the ink trail on or off.

3.8. Advanced Options

With InScribe's advanced options you can fine tune the sensitivity and settings for the digitizer. Typically you'll never have to change these. They are preset at the optimal settings for UMPC and Tablet PC. Please keep in mind that only advanced users should change these, as altering the Advanced Options can seriously change the behavior of InScribe.



Tip

If you change a setting, don't like the result, but don't remember the default settings, just tap the **Reset Defaults** button to return them to the original settings.

Chapter 4. Resizing the Keyboard

4.1. Resize

There are three ways to resize your InScribe keyboard.

1. **Resize on the Fly:** At any time, you can resize your InScribe keyboard by grabbing the frame of the keyboard window with your stylus and dragging. These changes stay in effect until you restart InScribe or change layouts.
2. **Maximizing the Keyboard:** By double tapping the title bar of your InScribe keyboard or by selecting the **maximize icon** on the title bar, you can expand your InScribe keyboard to fill the entire screen.

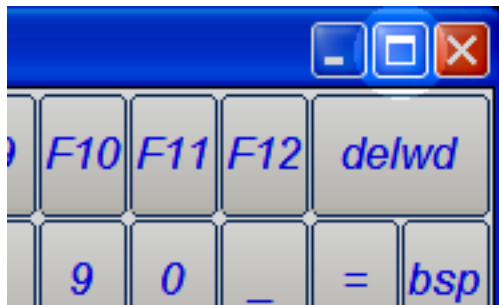


Figure 4.1. Maximize Icon

3. **Permanently Resize a Keyboard:** Resizing a keyboard in the Layout Designer and then saving the change, permanently resets the default size for that keyboard layout. You can still resize these keyboards on the fly or maximize them, but when the keyboard reverts to its default size, it reverts to the size that was determined using the Layout Designer.

Chapter 5. Special Function Keys

InScribe allows you to add a number of special function keys to your keyboards. Each of these keys and their functions are described below. In each case you must have the key described assigned to one of the keys on the layout you are using.

5.1. BLANK

This isn't a function you assign to a key. When you select ##### for a key in the Layout Designer, it removes whatever character was assigned to that key, leaving the key blank.

5.2. Bsp

is short for "Backspace". This key functions exactly like the ##### key on a physical keyboard, deleting the previous character in your document.

5.3. Delwd

is short for "Delete Word". This key deletes back to the last space or carriage return in your document.

5.4. Ghost

Ghost your InScribe keyboard to access buttons, windows and files that are on the desktop behind the keyboard.

To ghost your keyboard, just tap the ##### key. You can now manipulate anything on your desktop exactly as if InScribe were not open.

When you finish, tap the ghost key again to return to InScribe and continue entering text.



Tip

Ghosting is great for hitting the submit button after you've finished filling out a form online.

5.5. Layout

Layout brings up the Open Layout window, letting you quickly change layouts while using InScribe. This window works just like the Open windows in other Windows software.



Tip

You can also change layouts by tapping and holding on the InScribe icon in the system tray and selecting Open Layout or Select Layout from the menu.

5.6. Options

This key opens the options dialog so that you can make changes to your InScribe keyboard display on the fly.



Tip

You can also access the options by tapping and holding on the InScribe icon in the system tray and selecting Options... from the menu.

5.7. Tiny

This key puts InScribe into Tiny Mode. In this mode the keyboard appears as a tiny window in the corner of the screen. The default location for this window is the lower right portion of your desktop but you can move the tiny window anywhere you like.

Tapping anywhere on the tiny window will return InScribe to the screen.

Using Tiny Mode makes it easy to move InScribe out of the way temporarily without closing the program and having to reactivate it from the system tray.



Tip

You can also place your InScribe keyboard into Tiny Mode by selecting the **Minimize** icon on the title bar.

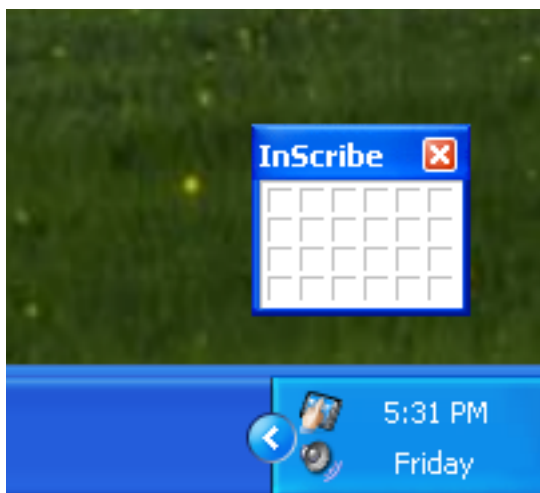


Figure 5.1. Tiny Mode Window

Chapter 6. Switching Layouts

6.1. Layouts

InScribe offers a variety of keyboard layouts to choose from. You can also create your own custom layouts.

There are three ways to change layouts.

1. **Layout Key:** If your keyboard has a Layout key assigned to it, tap on it to get the Open Layout window. The Open Layout window works just like the Open window in other Windows software.
2. **Open Layout Menu Item:** Tap and hold on the InScribe icon in the system tray and select Open Layout... from the menu.
3. **Choose Layout:** Tap and hold on the system tray icon for InScribe and select Choose Layout. This will give you a list of layouts that you can choose from.

The layouts listed in this menu are stored in the following location on your computer.

```
C:\Documents and Settings\<<Profile Name>\Application Data\Ilium  
Software\ InScribe
```

In the example above, <Profile Name> represents the name with which you logged into your computer. If you don't log in with a specific name, the Profile Name is usually Admin.

6.2. Layout Format

InScribe layout files end with a .clo suffix. CLO stands for Custom Layout. So a custom InScribe Layout file might have a name like:

```
trueqwerty.clo
```

Chapter 7. Layout Designer

Design your own InScribe layouts using the InScribe Layout Designer.

7.1. Opening the Layout Designer

There are two ways to start up the InScribe Layout designer.

1. **Start Menu:** Start the Layout Design by tapping on **Start Menu** → **All Programs** → **Ilium Software** → **InScribe** and selecting the Layout Designer menu item.
2. **InScribe Menu:** Tap and hold on the InScribe icon in the system tray and select Layout Designer from the menu.

7.2. Get Started Right Away

The help below offers lots of helpful information about the designer, but if you want to get started right away here are a few tips.

- **Change Keys:** Double tap on a key to bring up the character selector. Select the character that you want to appear on that key.
- **Move Keys:** Drag a key onto another key to swap their positions.
- **Remove Character:** Double tap on a key to bring up the character selector and select BLANK to remove a character from that key.
- **Add Rows:** Tap on a key and select **Add Row** to add a new, blank row of keys beneath that key's row.
- **Add Columns:** Tap on a key and select **Add Column** to add a new, blank column of keys to the right of that key's column.
- **Delete Rows and Columns:** Tap on a key and then select **Delete Row** or **Delete Column** to delete that key's row or column.
- **Resize Layout:** Drag the sides or corners of the keyboard to determine the layout's default size. You can resize on the fly, but setting the size here determines the size it reverts to when returning to its default size.
- **Double Width Keys:** When moving a double width key to a new position, it bumps the other keys in the row over to make room for the double width key.
- **Revert to Saved:** If you don't like how your layout is turning out, select **Revert to Saved** in the File menu to return the layout to its last saved state.

7.3. Layout Designer Menus

Most layout designer functions are accessed from the menus at the top of the screen. The following menus and functions are available.

7.3.1. File Menu

- **New:** Create a new, blank layout that is 6x8 (6 characters tall by 8 characters wide.)
- **Open...:** Open an existing layout.
- **Save:** Save the changes to the current layout.
- **Save As...:** Save the current layout using a different name.
- **Revert to Saved:** Return a layout to its last saved state.



Tip

If you accidentally save changes to one of the default layouts you can always redownload them from www.iliumsoft.com/inscribe.



Tip

Revert to Saved if you've really botched up a layout and you want to give it another shot!

7.3.2. Layout Menu

- **Add Row:** Add a row of keys beneath the row that the currently selected key is in. If no key is selected a row is added to the top of the layout.
- **Add Column:** Add a column of keys to the right of the column that the currently selected key is in. If no key is selected a column is added to the left side of the layout.
- **Delete Row:** Delete the row of keys that the currently selected key is in. If no key is selected the top row of keys is deleted.
- **Delete Column:** Delete the column of keys that the currently selected key is in. If no key is selected the left column of keys is deleted.
- **Staggered Keys:** Stagger the keys by default when this layout is used in InScribe.
- **Try Layout:** Test the layout to see if you like entering text using the arrangement you've chosen.

7.3.3. Help Menu

- **Contents...**: Open the help file for InScribe.
- **Hints and Tips**: Open the hints and tips window for the Layout Designer.
- **About InScribe...**: Get information about the version of InScribe you are currently using.

7.4. Layout Designer Toolbar

The tool bar beneath the layout designer menus offers quick access to commonly used features. All of the buttons activate functions that are also available in the menus.

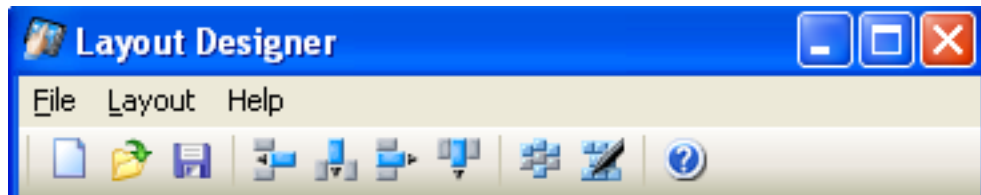


Figure 7.1. Layout Designer Toolbar

From left to right, the buttons in the screenshot above are:

- **New**: Create a new, blank layout that is 6x8 (6 characters tall by 8 characters wide.)
- **Open...**: Open an existing layout.
- **Save**: Save the changes to the current layout.
- **Add Row**: Add a row of keys beneath the row that the currently selected key is in. If no key is selected a row is added to the top of the layout.
- **Add Column**: Add a column of keys to the right of the column that the currently selected key is in. If no key is selected a column is added to the left side of the layout.
- **Delete Row**: Delete the row of keys that the currently selected key is in. If no key is selected the top row of keys is deleted.
- **Delete Column**: Delete the column of keys that the currently selected key is in. If no key is selected the left column of keys is deleted.
- **Staggered Keys**: Stagger the keys by default when this layout is used in InScribe.
- **Try Layout**: Test the layout to see if you like entering text using the arrangement you've chosen.
- **Help Contents...**: Open the help file for InScribe.

7.5. Moving Keys Around

Move keys around the keyboard by dragging them to a new position. When a key is dragged to a new position it swaps places with whatever key is currently in that position.

7.5.1. Double Width Keys

Some of the special function keys (ghost, tiny, options, etc.) take up two key slots. When you drag a double width key onto a space containing a single width key, the other keys in that row get bumped to the right to make room for the double width key.

If you have keys at the far right of your keyboard, these keys could get bumped off the end of the keyboard when you swap the positions of a single width key and a double width key.

Dropping a double width key onto a single width key does not swap places with that key and the one to its right. It only swaps places with the single width key that you dropped it on and pushes all the other keys to the right.

7.5.2. Getting Rid of Keys

InScribe keyboards always have a square grid of keys. You can have a blank key in a row or column, but you cannot remove the key completely.

If you want to remove a character from a key, double tap the key to open the character selection window and choose BLANK. This will change the key into a blank key.

7.6. Adding and Deleting Rows and Columns

Add additional rows and columns to your layout or delete rows and columns from your layout using the Add and Delete rows/columns functions. You can access these both from the Layout menu and the appropriate buttons on the Toolbar.

7.6.1. Where do rows and columns get added?

If a key is selected, new rows are added beneath the row that the currently selected key is in and new columns are added to the right of the column that the currently selected key is in.

If no key is selected, new rows are added to the top of the layout and new columns are added to the left side of the layout.

7.6.2. What row or column gets deleted?

If a key is selected, the row or column that the key is in is the one that is deleted.

If no key is selected, the left most row or the top most column is deleted.



Tip

Adding a few extra columns is helpful when designing a layout. It gives you room to bump keys to the right when moving double width keys. When you finish your layout, just delete the extra rows.

7.7. Changing the Keyboard Size

By resizing a keyboard in the Layout Designer you permanently change the default size for that keyboard.

7.7.1. How to Resize a Keyboard

Just drag the edges or corners of the layout to change the size.

7.7.2. When Does InScribe Use the Default Size?

If InScribe is not running and you start it up, or when you change to a different layout while using InScribe, InScribe reverts to the default size for that layout.

7.7.3. Removing a Character from a Key

To make a key blank, double tap the key and select BLANK from the character selector.

7.8. Changing the Character on a Key

To select what character appears on a key, double tap the key. This opens the character selector. On the character selector tap the character that you want on the key.

7.8.1. Double Width Keys

Some of the special functions (options, ghost, etc.) have double width keys. When you select one of these functions for a key, it will take up two key spaces on your layout. This will bump all the other keys in that row one space to the right. This can cause a key to get bumped off the right edge of the layout.

Appendix A. Customer and Technical Support

A.1. How to Contact Ilium Software

Information

To find out about Ilium Software and the products we sell, visit our web site at www.iliumsoft.com. If you have a question, send us an email at info@iliumsoft.com or mail, fax or phone in your question at the address or number given below.

Support

For Technical or Customer Support, [visit our web site](#), send us email at support@iliumsoft.com or mail, fax or phone us at the address or number given below.

Sales

To purchase any of our products, use our secure web site order form at www.iliumsoft.com, send order information to orders@iliumsoft.com or mail, fax or phone us your order at the address or number given below.

Contact Information

Web:	Use our secure web server at www.iliumsoft.com
Call:	(888) 632-5388 (toll free) or +1 (734) 973-9388
Email:	orders@iliumsoft.com
Fax:	+1 (734) 973-2640
Mail:	Ilium Software 3759 Prospect Rd. Ann Arbor, MI 48105 USA



Index

A

adding keys, 15
advanced options, 7

B

blank, 9
bsp, 9

C

close, 2
customer support, 17

D

deleting keys, 15
delwd, 9

E

entering text, 3
entry
 finger taps, 3
 slide, 3
 stylus taps, 3
exit, 2

F

features, 1
file menu, 13
fonts, 6

G

getting started, 1
ghost, 9

H

hide, 1

I

ink, 7

K

key character, 16

keyboard size, 16

L

layout, 9
layout designer, 12
layout designer toolbar, 14
layout format, 11
layout menu, 13
layouts, 2

M

moving keys, 14

O

options, 2, 5, 5, 10

R

repeat, 4
resize keyboard, 8

S

show, 1
size, 1
space, 7
special keys, 9
stagger, 6
switching layouts, 11
system tray, 1

T

technical support, 17
tiny, 10
transparency, 6

V

vowels, 6