



# SWORDSOFT SCREENINK

## Help Document

### What is SwordSoft Screenink?














SwordSoft Screenink allows you to easily capture and annotate anything on the screen including full-screen, rectangle and freeform shape. It features a powerful capture tool, whiteboard, screen color picker, screen magnifier and etc. You can use all these tools freely. SwordSoft Screenink save files in BMP, JPG, JPEG, PNG and PDF formats.












### How does it work?

Two modes: "**Draw Mode**" and "**Desktop Mode**".

- Click draw tools icon (pen, highlighter, eraser, line, shape, text) to capture desktop and start draw mode.
- Click mouse icon exit draw mode and go to desktop mode.

## Toolbar

Icon	Name	Function
	Hide	Hide toolbar, click the system tray/ menu bar icon (  ) can show toolbar.  * If disable the system tray/ menu bar icon (  ) , click this button will quit SwordSoft Screenink.
	Minimize/ maximize	Minimize/ maximize toolbar.
	Menu	Popup application's main menu.  * All functions can be found from main menu.
	Undo	Undo.
	Redo	Redo.
	Mouse	Exit draw mode and go to desktop mode.
	Select	Drawing with the select tool.
	Pen	<ul style="list-style-type: none"> <li>● <b>Desktop Mode:</b> Go to draw mode (insert a new full-screen capture page) and drawing with the pen tool.</li> <li>● <b>Draw Mode:</b> Drawing with the pen tool.</li> </ul> <p>* Press "Command(Ctrl)+Mouse left click" can draw line. * Press "Command(Ctrl)+Mouse right click" can draw line with an arrow.</p>
	Highlighter	<ul style="list-style-type: none"> <li>● <b>Desktop Mode:</b> Go to draw mode (insert a new full-screen capture page) and drawing with the highlighter tool.</li> <li>● <b>Draw Mode:</b> Drawing with the highlighter tool.</li> </ul>
	Eraser	<ul style="list-style-type: none"> <li>● <b>Desktop Mode:</b> Go to draw mode (insert a new full-screen capture page) and drawing with the eraser tool.</li> <li>● <b>Draw Mode:</b> Drawing with the eraser tool.</li> </ul>
	Line	<ul style="list-style-type: none"> <li>● <b>Desktop Mode:</b> Go to draw mode (insert a new full-screen capture page) and drawing with the line tool.</li> <li>● <b>Draw Mode:</b> Drawing with the line tool.</li> </ul>

		* Press "Shift" to snap to every 15° angle.
	Shape	<ul style="list-style-type: none"> <li>● <b>Desktop Mode:</b> Go to draw mode (insert a new full-screen capture page) and drawing with the shape tool.</li> <li>● <b>Draw Mode:</b> Drawing with the shape tool.</li> </ul> <p>* Press "Command(Ctrl)" to draw the shape from a corner.</p>
	Text	<ul style="list-style-type: none"> <li>● <b>Desktop Mode:</b> Go to draw mode (insert a new full-screen capture page) and drawing with the text tool.</li> <li>● <b>Draw Mode:</b> Drawing with the text tool.</li> </ul>
	3x3 Palette/ Draw Properties	<p>3x3 Palette can change the color of the currently selected draw tool.</p> <p>* Click popup icon ( ▸ ) will show " draw properties dialog", you can change the properties (stroke color, stroke width, fill color, line type and shape type, font weight, and others) of draw tools.</p>
	New Blank Page	<p>Insert a new blank page after current page.</p> <p>* Click popup icon ( ▸ ) will show "new blank page dialog".</p>
	Clear Page	<p>Clear all stroke objects from current page.</p> <p>* Click popup icon ( ▸ ) will show "clear page dialog".</p>
	Previous Page	Navigate to previous page.
	Next Page	Navigate to next page.
	Page Browser	Browse all pages.
	Live Desktop	<p>Ink layer overlap desktop.</p> <p>User can navigate and operate the desktop by "select tool" and keep all stroke objects.</p>
	Save	<p>Save current page as BMP, JPG, JPEG and PNG formats, or save all pages as ZIP files.</p> <p>* Click popup icon ( ▸ ) will show "save dialog".</p>
	More Tools	<p>Popup "more tools dialog".</p> <p>More tools: screen capture tool, screen color picker, screen magnifier, screen ruler and screen protractor.</p>





## Toolbar - Popup Dialog

### 1. Properties Dialog of Draw Tools




Popup properties dialog of the currently selected draw tool.

You can change the properties (stroke color, stroke width, fill color, line type and shape type, font weight, and others) of draw tools.


### 2. New Blank Page



Icon	Name	Function
	New Solid Color Page	Insert a new solid color page after current page.
	New Full-Screen Capture	Insert a new full-screen capture page after current page.
	New Clone of Current Page	Insert a new clone of current page after current page.
	Open	Insert a new image page after current page.

### 3. Clear Page








Icon	Name	Function
	Close Current Page	Close current page. (Can't restore)
	Close All Pages	Close all pages. (Can't restore)
	Clear Page	Clear all stroke objects from current page.

### 4. Save



Icon	Name	Function
	Save Current Page	Save current page as BMP, JPG, JPEG and PNG formats.

	Save All Pages (PDF)	Save all pages as PDF files.
	Save All Pages (ZIP)	Save all pages as ZIP files.

## 5. More Tools

Icon	Name	Function
	Screen Capture (Rectangle)	Rectangular capture, to capture a rectangular shape.. You can choose to send captures to editor, file, and clipboard.
	Screen Capture (Freeform Shape)	Freeform capture, to capture any shape. You can choose to send captures to editor, file, and clipboard.
	Screen Capture (Previous Area)	Restore the previous captured area. You can choose to send captures to editor, file, and clipboard.
	Color Picker	Easily pick any color from the screen.  * "Mouse click(or Command(Ctrl)+C)" can store the color data to clipboard (Text format).
	Magnifier	Magnify any part of your screen with adjustable zoom factor - Up to 10x Magnification.
	Ruler	Screen ruler tool.
	Protractor	Screen protractor tool.

## The System Tray/ Menu bar icon

- On **Mac OSX** "click" the menu bar icon () will popup context menu.
- On **Windows** "click" the system tray icon () will show toolbar, "right-click" will popup context menu.

Context menu functions:

Name	Function
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Open SwordSoft Screenink	Show SwordSoft Screenink.
New Blank Page	Insert a new blank page after current page.
New Full-Screen Capture	Insert a new full-screen capture page after current page.
Screen Capture (Rectangle)	Rectangular capture, to capture a rectangular shape.. You can choose to send captures to editor, file, and clipboard.
Screen Capture (Freeform Shape)	Freeform capture, to capture any shape. You can choose to send captures to editor, file, and clipboard.
Screen Capture (Previous Area)	Restore the previous captured area. You can choose to send captures to editor, file, and clipboard.
Color Picker	Easily pick any color from the screen. * "Mouse click(or Command(Ctrl)+C)" can store the color data to clipboard (Text format).
Magnifier	Magnify any part of your screen with adjustable zoom factor - Up to 10x Magnification.
Ruler	Screen ruler tool.
Protractor	Screen protractor tool.
Exit/ Quit	Quit SwordSoft Screenink.

## Hotkeys

Function	Windows	Mac OSX
Select tool – clone object (image, border text).	press “Ctrl”	press “Command”
Select tool – rectangle selection.	press “Shift”	press “Shift”
Pen tool - draw line.	press “Ctrl + Mouse left click”	press “Command + Mouse left click”
Pen tool - draw line with an arrow.	press “Ctrl + Mouse right click”	press “Command + Mouse right click”
Line tool - snap to	press “Shift”	press “Shift”

every 15 angle.		
Shape tool - draw the shape from a corner.	press “Ctrl”	press “Command”
Shape tool - drawing to force the ellipse to be a circle.	press “Shift”	press “Shift”

## Support Multiple Monitors

SwordSoft Screenink is support multiple monitors.

You can drag " SwordSoft Screenink" toolbar from main monitor to second monitor.

When you click draw tools icon (pen, highlighter, eraser, line, shape, text) start drawing, the second monitor will be captured.

