

Getting started with Binder...

User manual

At any time, if you want to display the user's manual:

- 1) Drag the mouse pointer up to display the toolbar.
- 2) Click :



Before you start

To use a Binder, you must have one or more folders containing PDF files.

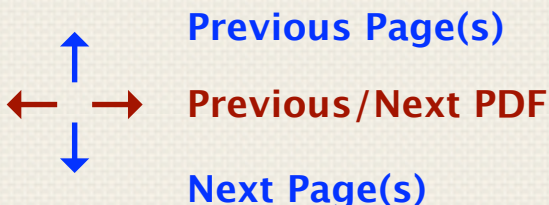
The easiest way to create your PDF file is to select "Print ..." in your favorite applications (Safari, Pages, ...).

To create a PDF in Safari:

- 1) Select: «File» - «Print...».
- 2) Select «PDF».
- 3) Select: «Save as PDF...».

Quick start

- 1) Drag the mouse pointer up to display the toolbar.
- 2) Assign one of the 8 binders located in the toolbar to a folder containing PDF.
- 3) Use the keyboard shortcuts or the trackpad to navigate among the PDF.



Trackpad gestures can be customized from the Trackpad Preferences menu.

Keyboard shortcuts

Navigate...

Keys	Description
←	Previous PDF
→	Next PDF
⌘ ←	Previous tab
⌘ →	Next tab
↑	Previous 2 pages (in the current PDF)
↓	Next 2 pages (in the current PDF)
Spacebar	Next page Display the information box Play / Stop when iTunes remote control is shown
⌘ (Page up)	Previous page or Next PDF (according to the preferences)
⌘ (Page down)	Next page

Search...

Keys	Description
A to Z and 0 to 9	Go to the PDF starting by... <ul style="list-style-type: none">- Enter up to ten consecutive characters- The positioning is done according to the sort order (Title or Author) <div>The search is always performed on all of the PDF file even if a tab is selected. This avoids having to select the tab "All" to find a PDF that is not part of the current tab (see also : ⌘).</div>
→ (Tab)	Change the sort order (Title or Author)

Controlling iTunes...

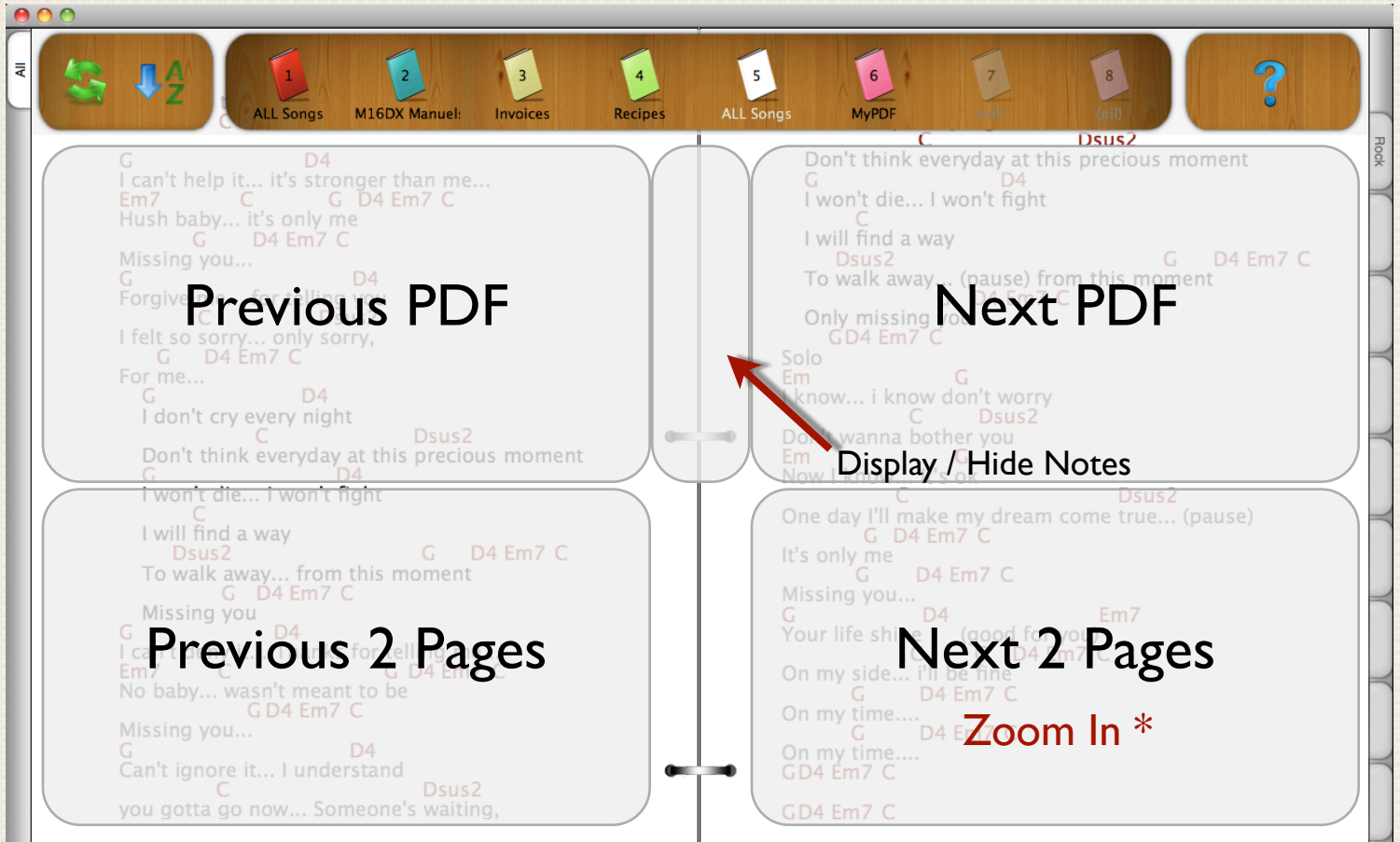
Keys	Description
↵ (Enter)	Display / Hide iTunes remote control
⌘ ↵	Place the current PDF in queue
⌘ Spacebar	Play / Pause
⌘ →	If a song is playing : Play the next song If no song is playing : Play the song that is displayed on the right
⌘ ←	If a song is playing : Play the current song from the beginning If a song is playing : Play the song that is displayed on the left

Others...

Keys	Description
⌘ R	Refresh the current binder
⌘ A	Display the Binder help
⌘ 1 to ⌘ 8	Open a binder (1 to 8)
⏏	Jump to... (by priority) #1 : Song being played in iTunes #2 : Song displayed for at least 2 seconds in a tab #3 : Back to the song being in a tab
=	Display / Hide Table of Contents
-	Display / Hide Notes
⌘ + / ⌘ -	Zoom (Half Page / 2 Pages)
⌘ ↵ (Cmd-Enter)	Edit User List (of current tab) / Manage Tabs

Hidden Zones

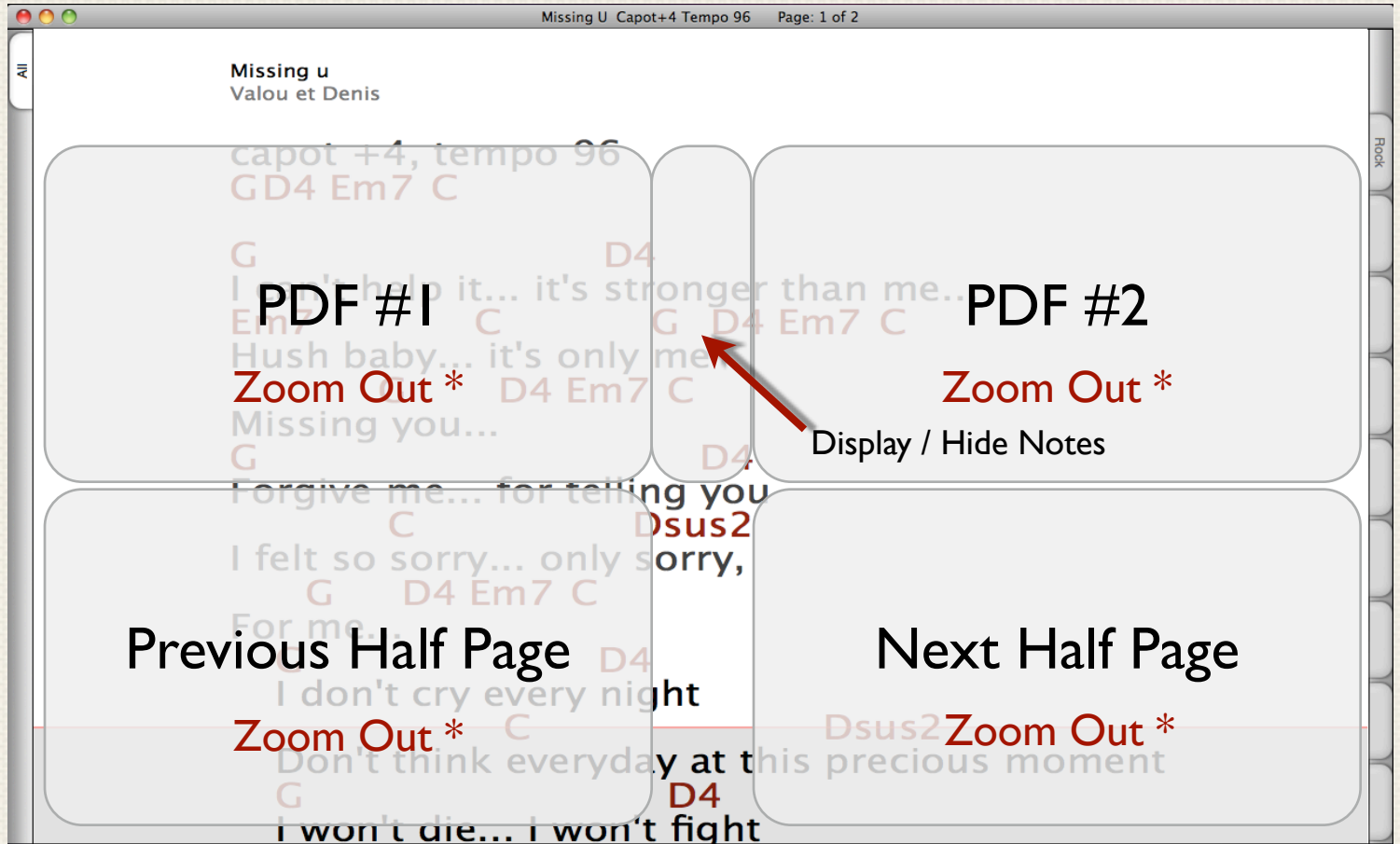
Using your mouse on the main screen...



* Zoom In :

If “Auto Zoom In on Down Arrow” is checked in the preferences.

Using your mouse when Zoom is activated...



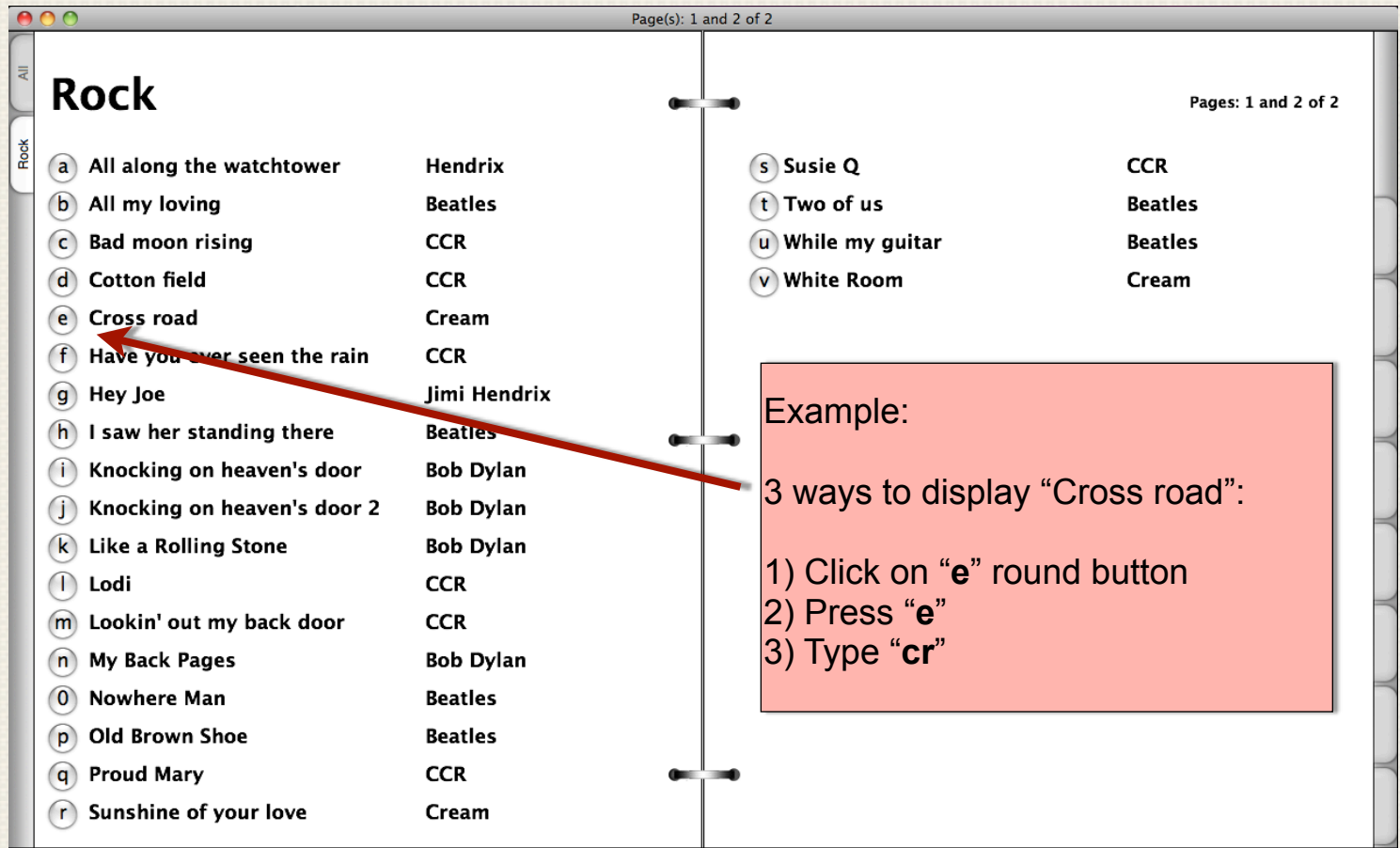
* Zoom Out:

If one of these conditions is met:

- You click on "PDF #1" but it is already displayed.
- You click on "PDF #2" but it is already displayed.
- You click on "Previous Half Page" but top of PDF #1 is already displayed.
- You click on "Next Half Page" but the bottom of PDF #2 is already displayed.

Table of Contents (of a binder)

Using Table of Contents



Sample display in Binder

A table of contents is inserted at the beginning of each tab.

Press = at any moment to display/hide the table of contents of the current tab.

When a table of contents is displayed:

- Click on the bullet at the left-handed side of a title to go to the corresponding PDF.
- Press a single key (A - Z and 0 - 9) to go to the corresponding PDF.
- Type 2 characters or more to search any PDF (works like the standard search in Binder).
- Press → (Tab) to change the sort order (title/author).
- Press ↑ or ↓ to scroll pages.
- Press ← or → to go to previous/next PDF.
- Press ↵ to display/hide iTunes remote.

Name of PDF

How Binder determines the title and author ?

The title, author, and the comment are determined based on the name of your PDF.

- Characters placed before (are used to form the title.
- Characters placed between (and) are used to form the author.
- Characters placed after) are used to form the comment.
- Characters placed between [and] are ignored.

Suggested naming conventions for the PDF

Title (Author) **Comment**.PDF

Example:

Knocking on heaven's door (Bob Dylan) Folk.PDF



First line of the note
(see next page)

Sample display in Binder

Notes

How Binder saves your notes ?

A note can be created for each PDF file. When you create a new note, Binder saves this note in a text file (.TXT) using the same filename as the current PDF. This way, you can easily grab all your notes to share them or for backup. If you rename a PDF file, be sure to rename it's corresponding .TXT file too.

To create a note using the keyboard:

- 1) Press - (Dash) or ⌘ N.
- 2) Press ↵ (Enter) to begin editing.
- 3) Type your note.
- 4) Press ⌘ (Escape) or ⌘ W to hide notes.

To create a note using the mouse:

- 1) Click in the middle of the screen between the two upper rings.
- 2) Click on the note to begin editing.
- 3) Type your note.
- 4) Click again in the middle of the screen between the two upper rings to hide notes.

Keyboard shortcuts for Notes

Keys	Description
-	Display / Hide notes
⌘ N	Display notes
⌘ W	Hide notes
⌘	Hide notes

iTunes

Remote control for iTunes

The remote control lets you play the song corresponding to the current PDF.

To show / hide the remote control, press \leftarrow .

Example:



Link between a PDF and a song in iTunes

Binder makes three attempts to find the corresponding song in iTunes. The search is performed the same way as the search done by iTunes when a string is entered into the Quick Search Box.

Search attempts made by Binder

1	Title + Author + «Binder» <i>If two songs have the same title and the same author in your iTunes library, it is possible to force the selection of a specific song by typing the word «Binder» in the song info (eg comment box).</i>
2	Title + «Binder»
3	Title + Author

Tabs

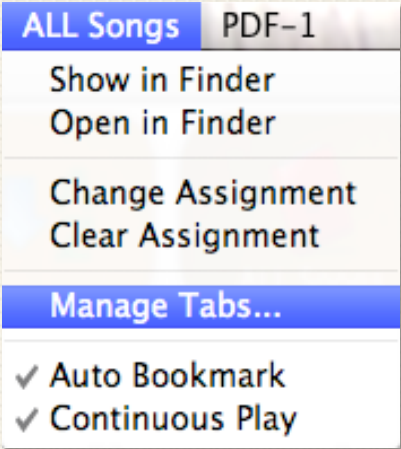
Using tabs

The tabs allow you to create collections of PDF. These collections are updated automatically according to their setting. The first tab "All" is always displayed and can not be changed.

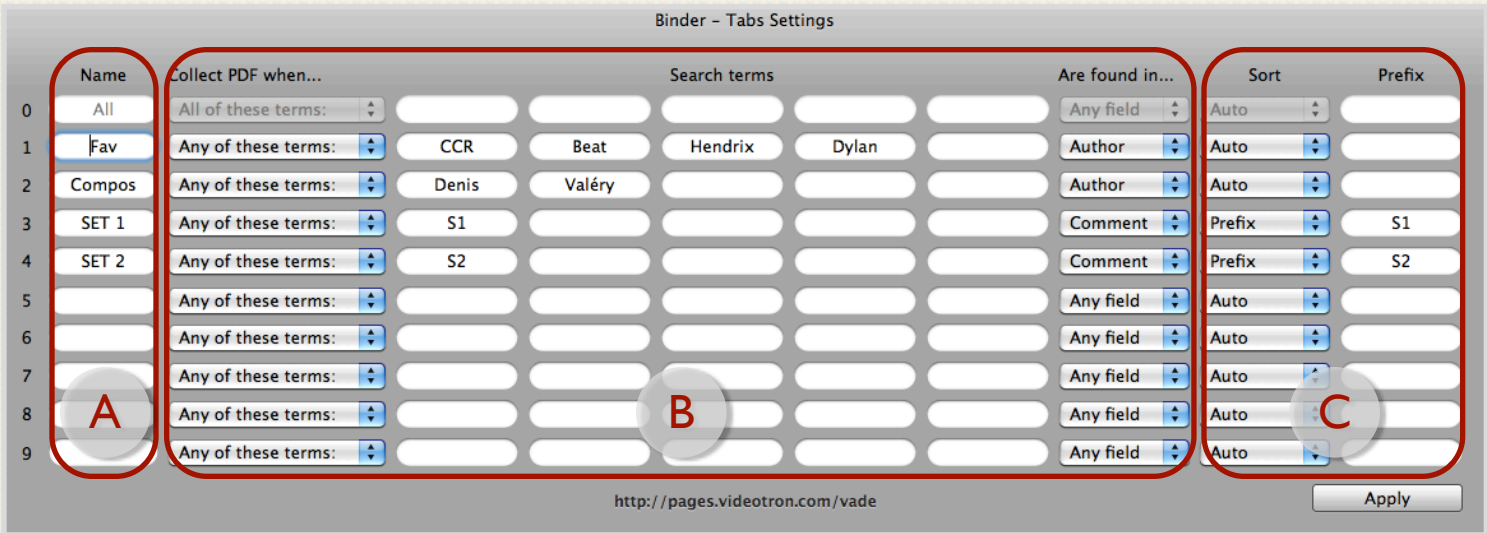
To set tabs in a binder:

- 1. Click on the menu with the name of the current Binder
- 2. Select «Manage tabs...»

You can also press **⌘ ↵** (Cmd-Enter) to manage tabs or edit the user list of the current tab.



Setting tabs



Sample display in Binder

Zone A : Identification

Column	Description
Name	Tab name

Zone B : Selection criterion

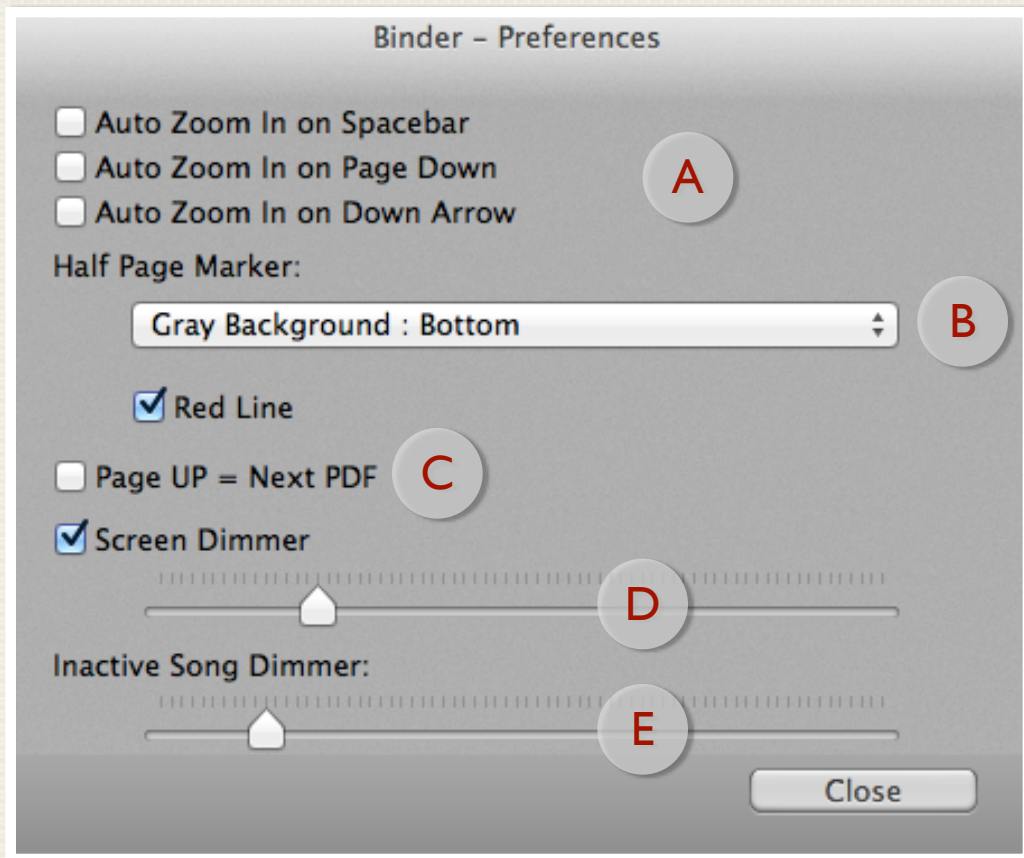
Column	Description / Available
Collect PDF when...	<p>Operation performed on all search terms.</p> <p>Choose «None of these terms» to create an exclusive collection (example: All songs except those of the Beatles).</p> <p>Choose «According to a list» to manage a user list.</p> <p>A user list can contains specific PDF, a list of authors or a list of search terms. Set the sort criteria to Auto if you want your PDF to be listed in the same order as your list.</p>
Search terms	<p>Keywords (1-5) searches in the name of the PDF to determine whether they should be part of the tab.</p>
Are found in...	<p>Allows to restrict the search keywords.</p> <p>Choose Any field to search for keywords in all fields (title, author and comment).</p>

Zone C : Sort criterion

Column	Description / Available choices
Sort	<p>Sort criteria.</p> <p>Auto : Title / Author (depending on the current sort).</p> <p>Title : Always sort by title (regardless of the current sort).</p> <p>Author : Always sort by author (regardless of the current sort).</p> <p>Prefix : Sort by extracting a string part of the name of the PDF.</p>
Prefix	<p>String to search for in the name of the PDF in order to extract the characters that will be used for sorting.</p>

Customizing Binder

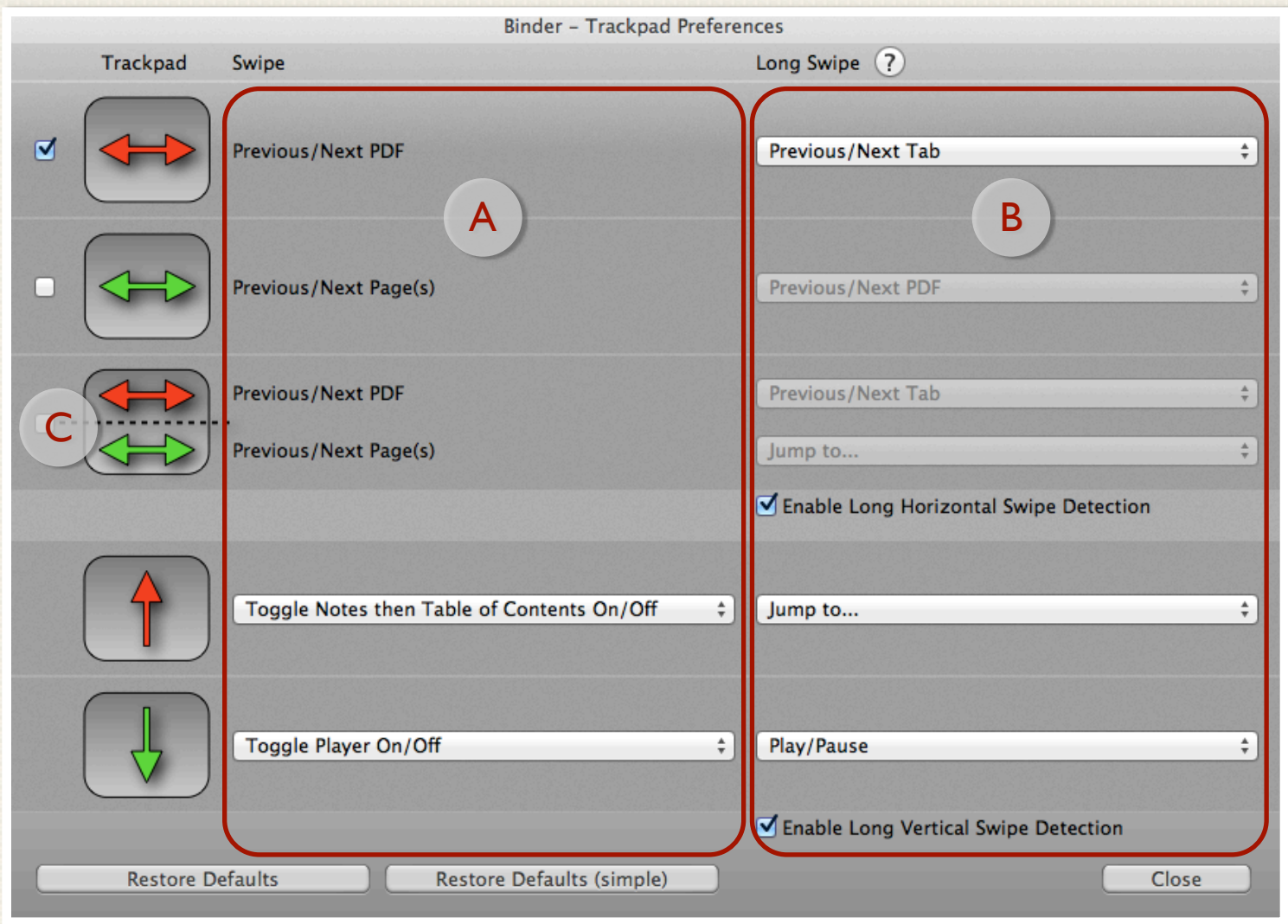
General Preferences



Sample display in Binder

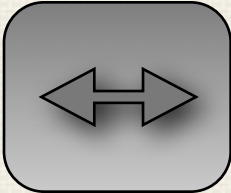
A	Keys ⌘+ and ⌘- are used for Zoom In and Zoom Out. You can customize Binder to perform a Zoom In when other keys are pressed.
B	On Zoom In, Binder displays a little bit more than an half page in order to avoid/reduce sentences and scores to be truncated. Different kinds of half page markers can be activated to help your reading experience.
C	Key ⌘ (Page Up) is used to display Previous Page(s). You can change the behavior of this key in order to display the Next PDF. This is useful if you use a footswitch (example: AirTurn) to navigate among PDF.
D	A screen dimmer can be activated to reduce brightness of PDF in Binder.
E	When two PDF (of one page) are displayed at the same time, the inactive PDF file can be grayed. Binder use the active PDF when you use features such as Zoom and Play.

Trackpad Preferences

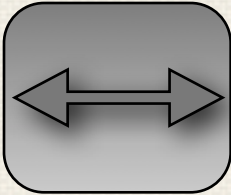


Sample display in Binder

A	Use this section to configure basic gestures.
B	Use this section to assign additional functions to the trackpad. Those function will be triggered by long swipes.
C	Different functions can be triggered depending on where the swipe has occurred on the trackpad (upper region, lower region).



Swipe



Long Swipe