PRIMA Knowledge & Information

- Quickstart English-

Release 2.3

Content

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if the user downloads or installs this software, the user agrees with all terms of this licence agreement. Hence, these are announced during the installation in

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It is worth the right of the Federal Republic of Germany. Legal venue is Rosenheim / Upper Bavaria.

What can I do with „Knowledge & Information" (KI)?

We are living in the information age and will be over flooded with information each day. The most of it you should forget very fast. But sometimes there is an information which we want to keep in mind. But how? A memo on the cellular phone, a note on a sheet of paper, a downloaded file or a screen shot? All this solutions have the same disadvantage:
Where and how can I retrieve the collection information? PrimaKI gives you the possibility to store all information in one application. You can categorise it, you can add till three keywords for one record and so you can find it very easy. If yopu will not found it using the fast search in the sorted column than use the easy to handle full text search. Searches which you will use again and again you can save.
To a single record you can add a random number of digital documents (word processing, pdf, image, video and so on).

Note: This application includes 2 internal skins. This means that you don't have to install the skins before starting this program. Only if you want to choose another ski you have to install this extra download file on you computer. Please read the notes for installation the skins in the download area!

The term "PRIMA" is to identify a number of freeware and shareware program that I will develop gradually and is an abbreviation for "**Pr**ivate **I**nformation **Ma**nagement", which of course means "management of private information." This means that the applications of the PRIMA-series were/will be designed for private use. The using in commercial area is also allowed by the licence but there will not be an optimisation for business processes!

On using this software there will no other software be hidden installed or without any question. There are no banner ads in my program too.

Installation

The program tests occurred under Windows 8 64 bits as well as Windows 10 64 bit. With tests in the Virtual fashion with XP there was skin problems. Use so the program please only from Windows Vista above!

There is no installation file for this program. Easy unpack the file PKI_EN.7z or PKI_EN.zip into the wished folder and you can start. So you will get also the possibility to use it portable on an USB-stick or on a SDHC card.
The only one difference between the files PKI_DE.7z und PKI_EN.7z (also be-tween the PKI_DE.zip und PKI_EN.zip) is, that the named language is default (on the DE-files German, on the EN-files English). But you can change the lan-guage in the options when ever you want it. And the application was compiled in German or English as default.

„PRIMA Knowledge & Information" is my first application which enables you to select a program style:
• Windows traditional (with menu and icon bar)
• Windows modern (like MS-Office 2007 and newer)
• ITSE (all my programs before with the space saving style)

With three mouse clicks you can switch between the three styles without a pro-gram restart.

Important for Updates:
1. Please save your complete PKI-folder as first!
2. Unpack the update file into the PKI-folder.
3. At the first program start after step 2 a database-update will run. **Do NOT abort the program and do NOT power off your PC.** Otherwise you can get a damaged database. The Database-Update for the Releases 2.0 and 2.2 will need only a few seconds.
4. For updates less than 2.3 to this release or later, the language and Quick-Start files are moved into own folders.

Settings
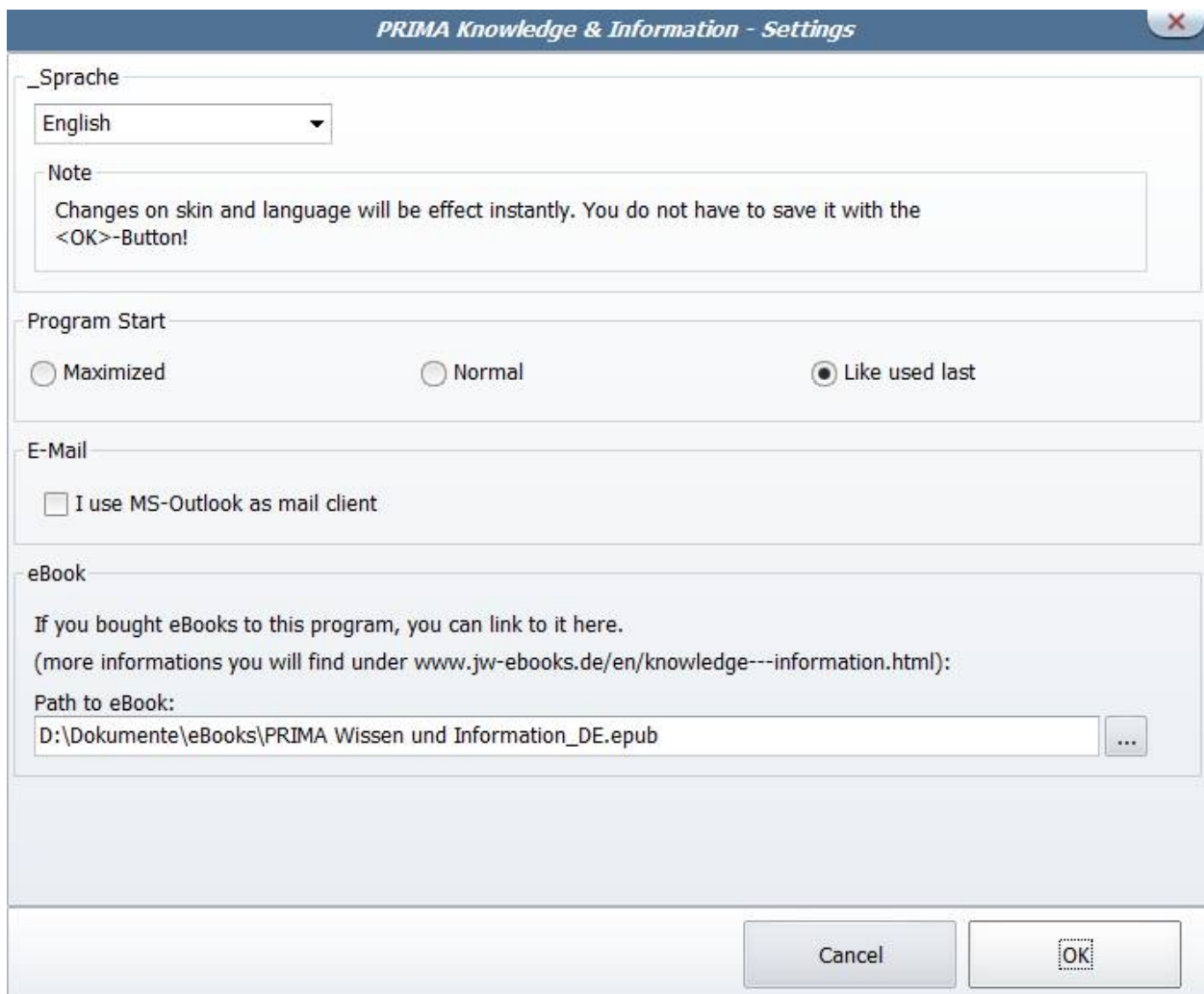
While finishing the program the topical skin as well as the window position are automatically stored and put by the next program start again.

All made changes depends to the windows-user (there will be create an own settings record for each windows user name).
ATTENTION: Each user can see, edit and delete all saved records and documents!

Beginning with Release 2.0 there is a new setting-option: If you are using Microsoft Outlook as mail program then check the field in „E-Mail", otherwise NOT. The Reason: For all other mail programs I'm using the MAPI-Protocol for creating an e-mail. On Outlook (which will not know this protocol in connection with Microsoft Exchange 2016 or newer), a COM-Call is started. Your advantage: If you have saved a signature than it will be loaded automatically now.

In the options (<CTRL> + <T>) you can carry out the following settings:
You can select a language (German, English or French), you can set how the application should start on the next time and you can set a path to the eBook - that's all.

PRIMA Knowledge & Information - Settings

_Sprache

English

Note
Changes on skin and language will be effect instantly. You do not have to save it with the <OK>-Button!

Program Start
○ Maximized   ○ Normal   ● Like used last

E-Mail
☐ I use MS-Outlook as mail client

eBook
If you bought eBooks to this program, you can link to it here.
(more informations you will find under www.jw-ebooks.de/en/knowledge---information.html):
Path to eBook:
D:\Dokumente\eBooks\PRIMA Wissen und Information_DE.epub   ...

Cancel   OK

a) Change language:
In the combo box are available normally only German and English. For this program a French language file is also available. All visible windows are "altered" immediately by the selection of another language. This change works immediately and must not be confirmed in the option window again with "OK". For other languages see appendix C.

b) Path to the eBook:
To this program there is an eBook available. Should you have bought it, you can set the path to this here. This eBook you can start from the program by <Ctrl> + 1. Of course you should have installed a suitable eBook reader!

The selection of the skin is no more in the settings form. Now you can select it by the menu directly in the application:

c) Choice of another Skins. If you have installed no other Skins, only both internal ones are available to you.
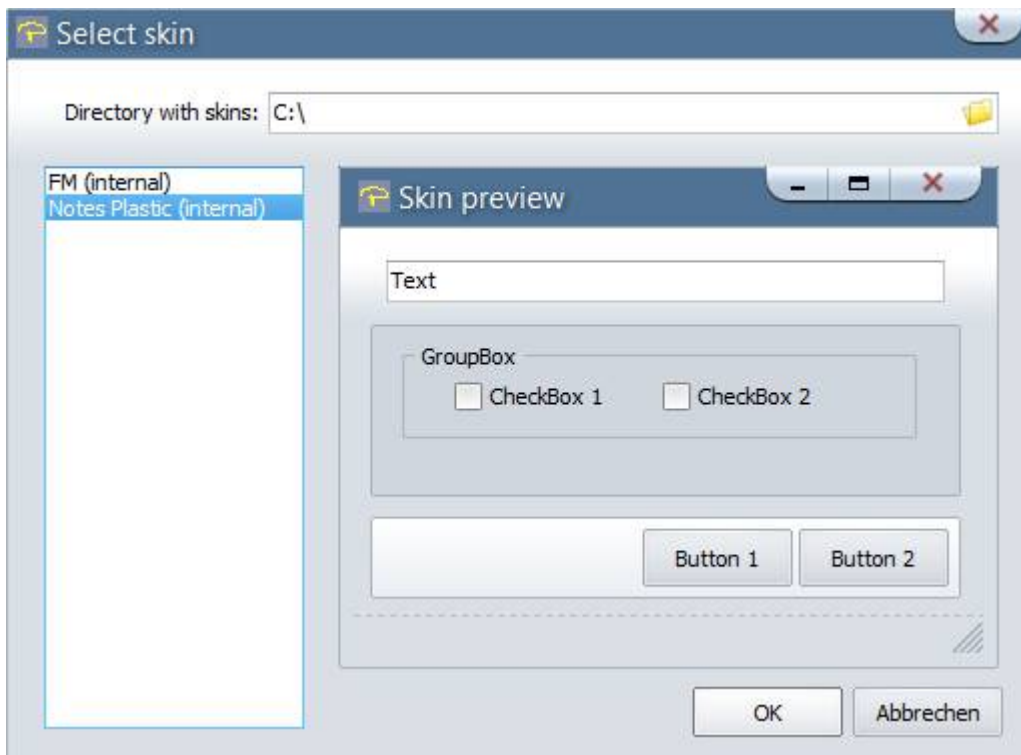
Otherwise you select the folder in which you have installed the Skins (about "Directory with Skins") and then have everybody installed plus the internal Skins for the choice.
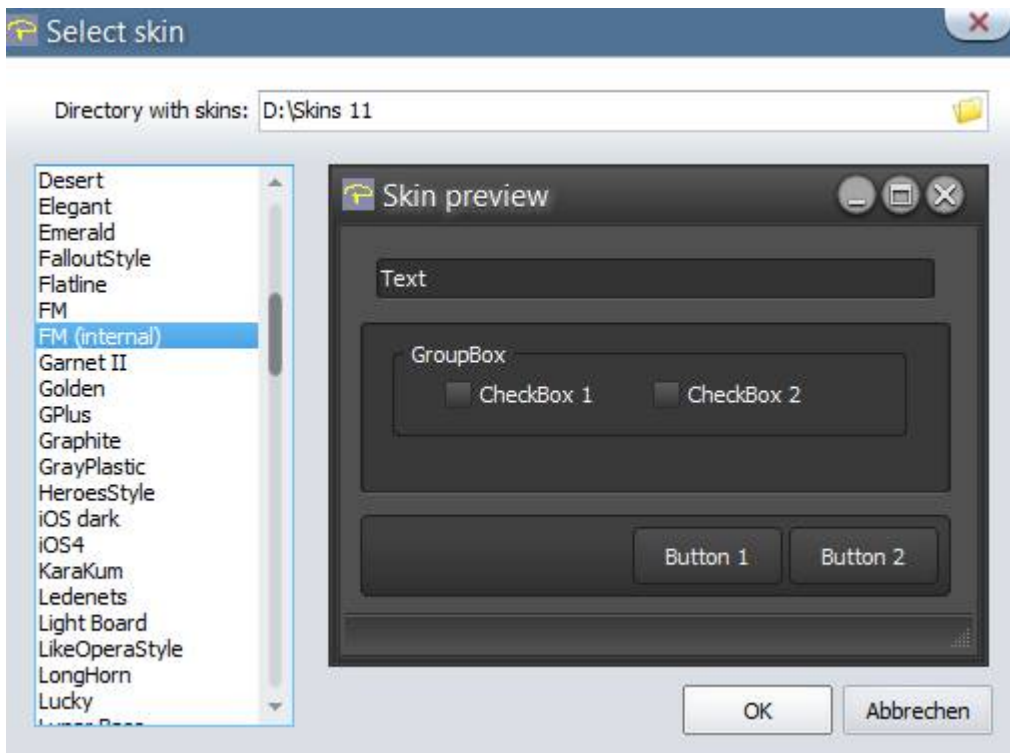
After click on "OK" in the skin choice window the new skin is indicated immediately.

Download more Skins...:
From here you can open my skin page (you need an internet connection).
Download the skin file for 11.xx (you can use it also for 12.xx). Unpack it into
a folder of your choice. In the settings click on „Select Skin" und fill in the path
to your skin folder. Select a skin of your choice.

Program information

Shows the window „About" with program information (it's also possible by the main menu „About...").

In the list on the right hand side you can read the version of the AlphaControls (in the picture: 14.21). This is important if you liked to download yourselves additional skins, because the version number (at least of the number must agree on the left before the dot, so here 14) with that of the skins.

Error Handling

If you have a problem or an error occurs than please send an e-mail to sup-port@inntalsoftware.de with „PrimaKI" in the subject (or use the „Send an e-mail to support"-Menu-item in the main menu).

- Used operating system
- On which function occurs the error
- Was an image loaded (if yes it were be great if you could attach the image to the mail)

It's also possible to send me an e-mail with wished functions.

eBook for „Knowledge & Information"

If you want detailed instructions for almost all available functions of this program and/or you should like this program and you would like to promote his advancement, then, nevertheless, you can buy the available eBook. With it you receive, in contrast to a donation button, a real equivalent.

To „Knowledge & Information" there is one eBook available in the formats epub and azw3 in English and German language.

You find further information about it on my eBook-web page under www.jw-ebooks.de/en/knowledge---information.html

Appendix A: List of Icons and Shortcuts
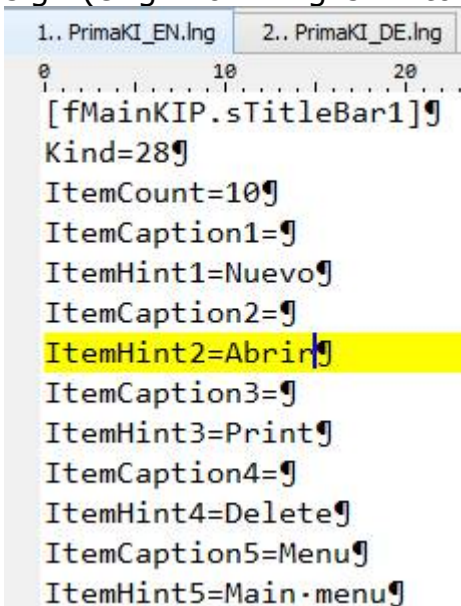
Icon	Shortcut	Description
	Ctrl+N	create a new record, category, subcategory or search
	Ctrl+O	open a record, category, subcategory or search
		edit document properties
	Ctrl+P	print form or list (with print preview)
	Ctrl+Entf	delete a record, category or subcategory
		hide category functions
		show category functions
	Ctrl+Pos1	go to the first record
	Pfeil Auf	go to the prior record
	Pfeil Ab	go to the next record
	Ctrl+Ende	go to the last record
	Ctrl+T	display the settings form
	Ctrl+F	display the full text search form
	Alt+I	switch to the knowledge list
	Alt+K	switch to the keywords list
		display the submenu for program style and skin
	F1	open the document „Quickstart"
	Ctrl+1	show eBook (if saved in Options)
	Ctrl+I	displays programm informations (About…)
		check for updates
		creates a new e-mail to the support
		save the settings of the data grid

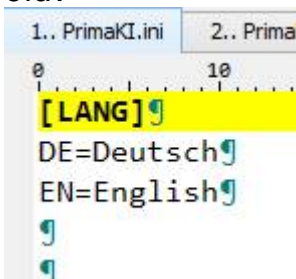|		set the standard settings for the data grid
✕	Esc	close the form, discard all changes
💾	Ctrl+S	save a record
💾		save a full text search
▣	Ctrl+C	copy the selected text into the clipboard
📋	Ctrl+V	paste text from the clipboard
▣★	Ctrl+O	open the selected document
⊕		add a document to a knowledge record
⊖		remove the selected document from the knowledge record
📄	F2	Show / hide Notepad
↗	Shift+Ctrl+E ntf	Clear the content of the notepad
▣	Shift+Ctrl+C	Copy the selected text of the notepad into the clip-board
📋	Shift+Ctrl+V	Insert the content of the clipboard into the notepad (ONLY text)
⏻	Ctrl+Q	quit the program

Appendix B: Translations

If you like this program but it's not in your language then you can translate it yourself if you want. Here is a description for it:

- Create a copy of the file PrimaKI_DE.lng or PrimaKI_EN.lng (which you want to take as source for the translation into your language). Rename the copied file: replace the country code DE or EN with yours (e. g. in Prima-KI_ES.lng for Spanish, exactly 2 letters as country code!).
- Open the renamed file in a text editor (e. g. Notepad++ or SynWrite) and translate all values (words, sentences) on the right hand side of the equal sign (e. g. from English into Spanish):

- Save your changes.
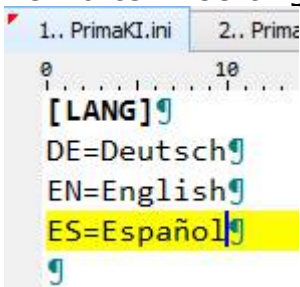- Open the file PrimaKI.ini with a text editor and add an entry with your language in the [LANG]-section:
  old:

  new after inserting of Spanish:

- Save and close the PrimaKI.ini.
- Start the „PrimaKI" and open the Options (<CTRL>+<T>).

- Choose your language.

Please make short texts in the program. Otherwise it's possible that the text is cutted.

Who want to translate the manual but not from the PDF-file can get a document in the following formats (send an e-mail to me):

Softmaker Office Textmaker	.tmdx	original format Textmaker-Release 2018
Softmaker Office Textmaker	.tmd	for Textmaker 2006, 2008 or 2012, please tell me your used Textmaker-Release
Microsoft Office Word	.doc	for Word 97/2000 or XP/2003
Microsoft Office Word	.docx	Word 2007 and above
OpenOffice Writer	.odt	tested only with Release 4

Please tell me what format you want to use.
Also please tell me the language into you want to translate. So I can coordinate parallel translations into the same language (if exists). This is also important for program translations.

Who wants it can send me the program- and/or manual-translation. In the next release all users can use it and your name will be published as translator (if you want this).

Appendix C: Translators

German (Original)

	Program	Jens Wahl
	Manual	Jens Wahl

English

	Program	Jens Wahl with help by www.leo.org
	Manual	Jens Wahl with help by www.leo.org

French

	Program	Yann Yvinec
	Manual	Yann Yvinec

Afrikaans, Albanian, Bosnian, Bulgarian, Chinese, Danish, English, Estonian, Finnish, Greek, Irish, Icelandic, Italian, Japanese, Korean, Corsican, Croatian, Latvian, Lithuanian, Luxembourgian, Macedonian, Norwegian, Polish, Portuguese, Romanian, Russian, Scottish Gaelic, Swedish, Serbian, Slovak, Slovenian, Spanish, Czech, Turkish, Ukrainian, Hungarian, Vietnamese, Zulu

	Program	Google Translate, supported by "THe ALF"

Appendix D: Used Tools and Components / Acknowledgements

Programming Language	Delphi XE10.3 Rio	http://www.embarcadero.com	Community Edition
Skins and the mostly components	AlphaControls 14.21	http://www.Alphaskins.com	
Graphic Component	ImageEn 8.5.0.0	http://www.xequte.com	
Datagrid	NextDBGrid 6.0.5	http://www.bergsoft.net	
Drag and Drop-Component	DragDrop Component	http://melander.dk/delphi/dragdrop	Freeware
Icons	Google Icons	https://design.google.com/icons/index.html	free usage
Icon-Font	Scott Handwriting	http://www.softmaker.de	
Icon Creating	IcoFX 1.6	http://www.icofx.ro	Freeware
Help on translation into English	Leo German-English	http://dict.leo.org/ende?lang=de&lp=ende	free usage