



FreeGrid 0.6.1 user guide

by Félix Chénier

Congratulation ! You just downloaded a great freeware ! For comments, see the title *Contacting the developer* at the end of this document. Please read this guide before installing.

1. Requirements and installation

Requirements

FreeGrid will run on PalmOS 3.1 and newer. However, for grayscale or color support, the OS must be 3.5 or higher.

Installation

Select the file corresponding to your language and hardware and install it using your usual method.

- x See the note on compatibility between the releases on the internet site : <http://freegrid.mooo.com>
- x Note that there's no hi-res support for PalmOS 5 series. The hi-res is only implemented on *Sony Clié*.

2. Working with cells

Entering text

To modify the content of a cell, tap on this cell. A field appears on the top of the screen. You can use this field to write, as you would for any string (like in MemoPad). The cell content is updated when you enter a character in the field.

- x Note that you can now use the onscreen keyboard, using the usual way.

Modifying text/cell colors

To access the cell menu, tap one time on the cell to enter the edit mode, and a second time in the same cell to view the cell menu (you can tap the menu icon, too). From there, you can set a color for the cell or the text.

Selecting font

Proceed exactly as you would to change the text/cell color, but choose *Font* instead. You have the choice between 4 fonts.

Copy, paste and delete cells

Proceed exactly as before to reach the cell menu, and tap on the *Copy* option to copy the current cell attributes in the clipboard. To paste in another cell, tap two times on the destination cell and choose *Paste cell*. If you select *Delete*, the content of the cell will be simply deleted.

Copy, cut and paste text

You can copy, cut and paste text from the standard text buffer. To copy text in the clipboard, tap one time on the cell where is the text you want to copy, and select this text in the field. Then tap the menu icon to access the edit menu.

- x Note that the cell clipboard and the text clipboard are completely independent. You cannot paste the text from a cell in the MemoPad if you did *Copy* from the cell menu. To do this, select the *Copy* option from the edit menu instead.

3. Working with columns and rows

Adjusting column width (and row height)

Just tap on the column or the row you want to modify, and select the *Resize* option. A black line appears at the end of this column/row. Then tap where you want this line to adjust width or height.

Insert a column (or a row)

Tap on the column or row next to the column or row you want to insert. Note that it will be inserted before the column or row you selected.

Delete a column (or a row)

Tap on the column or row you want to delete, and select *Delete*.

4. Navigating

Scrolling in a sheet

There's several ways to scroll :

1. Using hard buttons : use PageUp/PageDown to scroll up and down, and ToDo/Memo to scroll left and right.
2. Using the *Graffiti* area : when you're not in edit mode, the letters side of the *Graffiti* area becomes a scrolling area. Tap on the left part of the area to scroll left, on the upper part to scroll up, etc.
3. For *Handspring Treo* users : you can use the black part of the keypad to navigate : R=Up, C=down, D=left and G=right.
4. For *Sony Clié* users, you can use the jog dial to scroll up and down.

Scrolling between sheets

To navigate from one sheet to another, use Calendar and Address.

- x Previously, it was mapped to PageUp/PageDown, but it has been changed to provide a better scrolling experience.

Quick sheet access

You can have a quick access to named sheets (sheets that have a title – see *Managing your sheets*) by tapping the page number (upper left). Then there's a menu with all named sheets in it. Just click on the one you want and you will instantly jump to it.

Zooming (for Clié)

If you have a *Sony Clié* with a hi-res screen, you can take advantage of the zoom function. Select *Zoom-in/Zoom-out* from the main menu to switch between three zoom levels.

- x You will note that the middle zoom level doesn't render fonts as expected (the width is different). It's because of an inconsistency in the standard fonts sizes. However, the tiny zoom and the standard one render it correctly.

5. Managing your sheets

Start a new sheet

When you first enter the application, there's only a blank sheet, on page 1 (the page number is located in the upper left corner).

If you start the application and you already have saved sheets in the database, the program starts on the last page you saw. Then you can press Calendar or Address to navigate between the saved sheets.

There's always a new sheet at the end of the saved sheets. So to create a new sheet, press on Address until the page number stops changing. You are then on a new sheet.

Saving your sheet

The sheet is always saved automatically when you change of sheet or when you quit.

Deleting a sheet

To delete a sheet, scroll until you reach this sheet, and select **Delete** from the menu bar. The sheet is then deleted and you end up on the next page.

- x Note that a deleted sheet cannot be restored. It is recommended to be careful when deleting, especially because there's no confirmation message.

Copying a sheet

If you want to make a conform copy of your sheet, scroll until you reach it, and select **Copy** from the menu bar. The current sheet is then copied on the last page, where you end up.

- x Note that if you modified the sheet before to copy it, the modifications apply only to the copied sheet. The original sheet will stay unchanged. If you want to avoid it, save first by scrolling to another page, and come back to the sheet you want to copy.

Naming a sheet

To give a name to a sheet, just open it and select *Title* from the main menu. Then enter the name you want.

Naming a sheet can be very useful if you want to use the *Quick sheet access*.

6. Importing/Exporting from MemoPad

FreeGrid supports the CSV file format for importing from your desktop spreadsheet editor. The CSV (Comma Separated Values) format is a text file that can be used by most spreadsheet editors, so there's a good change you can take advantage of this feature.

Importing

Here are the four quick steps needed to import your sheet :

1. Save your sheet in CSV format on your desktop. You have to be sure that your software saves with (,) as separator and (") as text delimiter.
 2. Open this CSV file in NotePad, and import this content in a new memo, with your sync software. The way to do this could differ from one OS to another. Take a look at the user guide provided with your software. Usually, you can copy and paste this data in a new memo in the sync software, and then hotsync.
 3. When you're in FreeGrid, go on a blank page (its content will be deleted) and choose *Import CSV* from the main menu ; then choose *Continue*.
 4. FreeGrid will then try to load every entries in the MemoPad. Tap *Next* until you reach your sheet. If you missed your CSV file, tap *Previous* to get back. Then tap *OK*. The sheet is now imported, and you can then delete it in the MemoPad.
- x Note : When you create a sheet on your desktop computer, don't forget that it's going to fit on a very small screen compared to the computer's one. Also don't forget the limitation of 26 columns and 35 lines. If your sheet is bigger than that, the final result may not look as expected.

Exporting

Do the same thing in the reverse order. First, select the *Export CSV* option from the main menu. Then sync with the desktop, and find the memo that contains the CSV data. Then put this data in a file, and open it with your spreadsheet editor.

7. Contacting the developer

Your feedback is really appreciated !

You can contact me at this address :
chenier@step.polymtl.ca

You will find the internet site for FreeGrid at :
<http://freegrid.mofoo.com>
<http://step.polymtl.ca/~chenier>

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FreeGrid has been started on November 2003 by Félix Chénier.

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