

Use Shorthand to Create a Gesture

Shorthand is a gesture recognition feature that enables you to easily control programs by using your pen and the pen function button to draw simple symbols on the Tablet PC screen. Gestures are simple symbols, similar to characters, which you can *draw* on your Tablet PC screen with your pen (while pressing the pen button). When you draw a gesture that exists in Shorthand, the application performs the *action* that is associated with that gesture. The following topics provide information about how to get started using Shorthand and gestures.

Enabling Shorthand

Should be enabled by default with the L-series Tablet PCs. Locate the following arrow icon in the system tray:



Or enable via Start -> All Programs -> Shorthand

Default Gestures

There are many default global gestures such as **W** to open Internet Explorer or **E** to open My Computer.

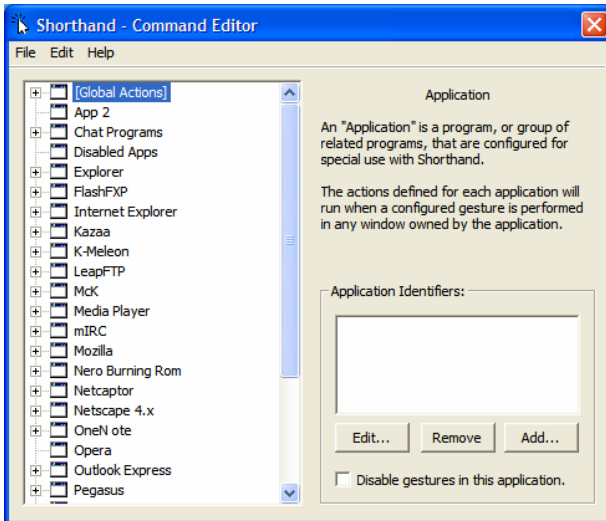
To open Internet Explorer using Shorthand:

1. Press and hold the function button on your digital pen
2. While pressing function button draw a large **W** on your Tablet PC screen
3. Notice the way the **W** is drawn with rounded edges
4. To open My Computer draw an **E** on your Tablet PC screen

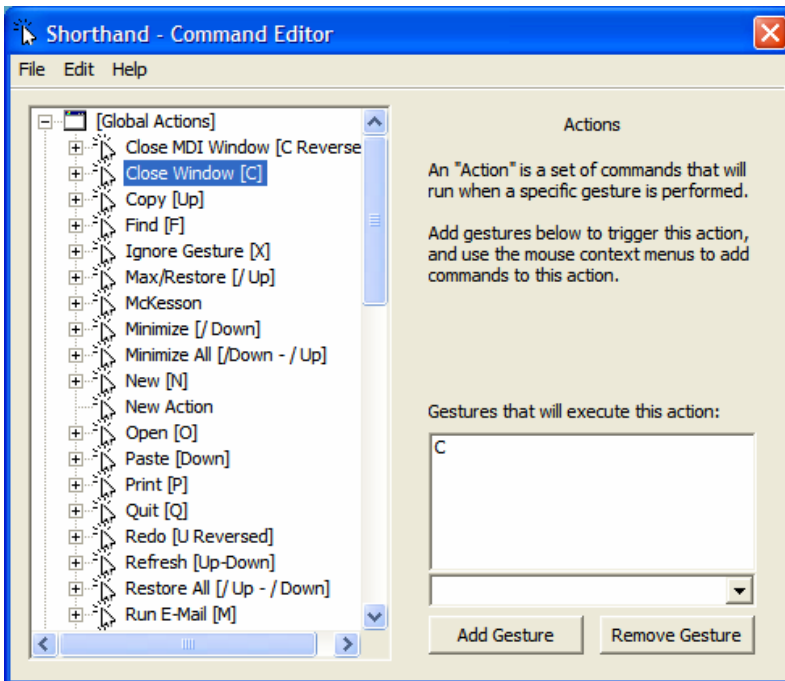
A hand-drawn blue 'W' gesture, consisting of two vertical lines and two diagonal lines connecting them at the top and bottom, forming a stylized 'W' shape.A hand-drawn blue 'E' gesture, consisting of a vertical line on the left and a horizontal line on the right, forming a stylized 'E' shape.

Accessing Shorthand

1. Either single tap on the icon or invoke via Start -> All Programs -> Shorthand.



2. Double tap on Global Actions to view some default gestures



3. Press and hold the function button and draw a C gesture within the Shorthand window. The window should close.

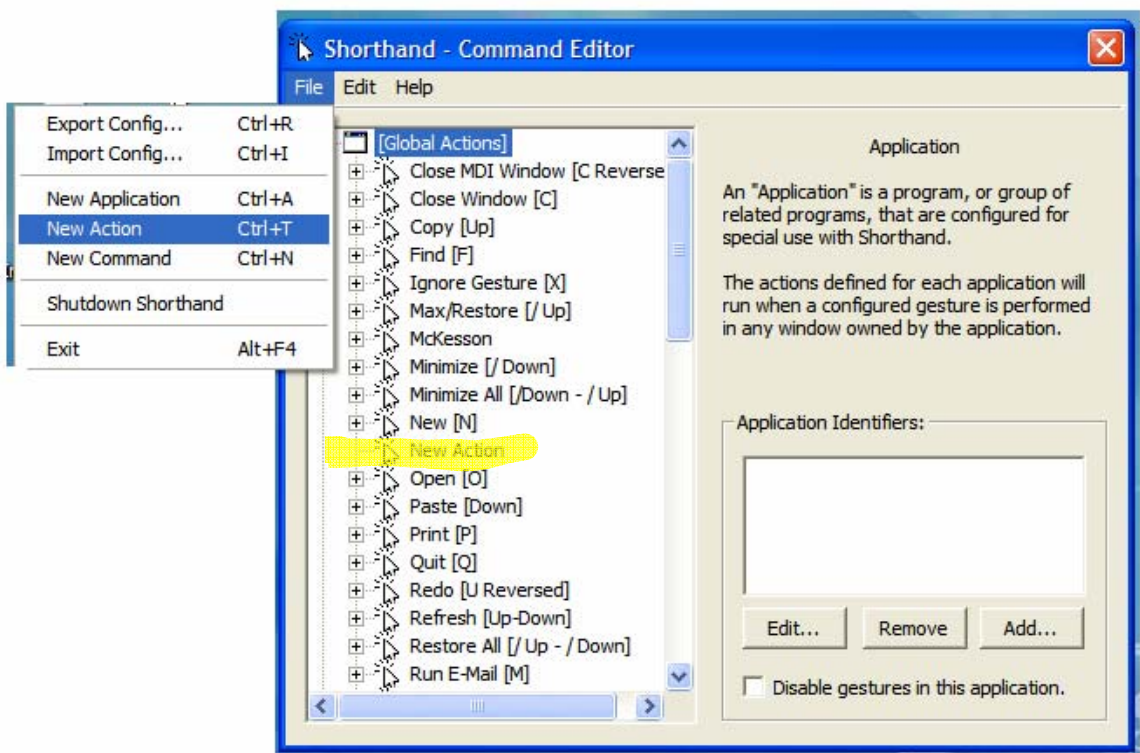
Creating a Global Gesture

This procedure guides you through creating a gesture that will insert a few lines of text automatically every time you draw the gesture. This is helpful if you consistently have to type a phrase, ID number, or add your contact information to a document.

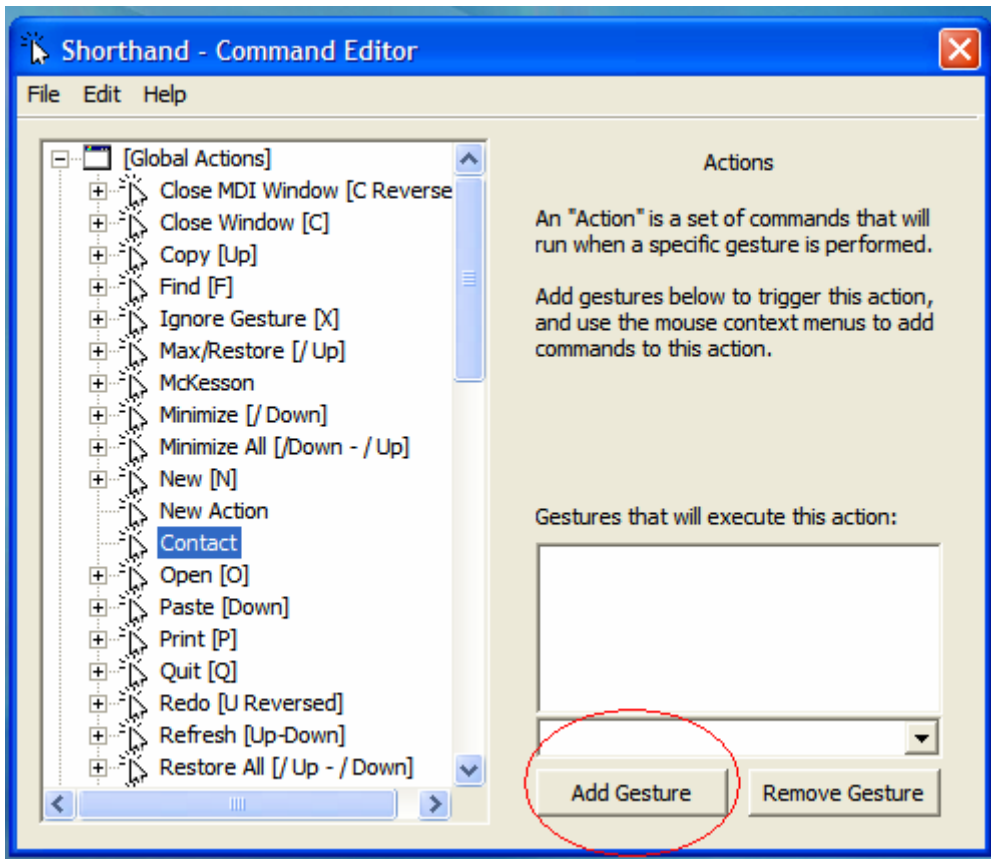
We'll use the **Z** gesture to add the following text (or your contact information) with carriage returns:

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1. Open the Shorthand application
2. Select/highlight Global Actions



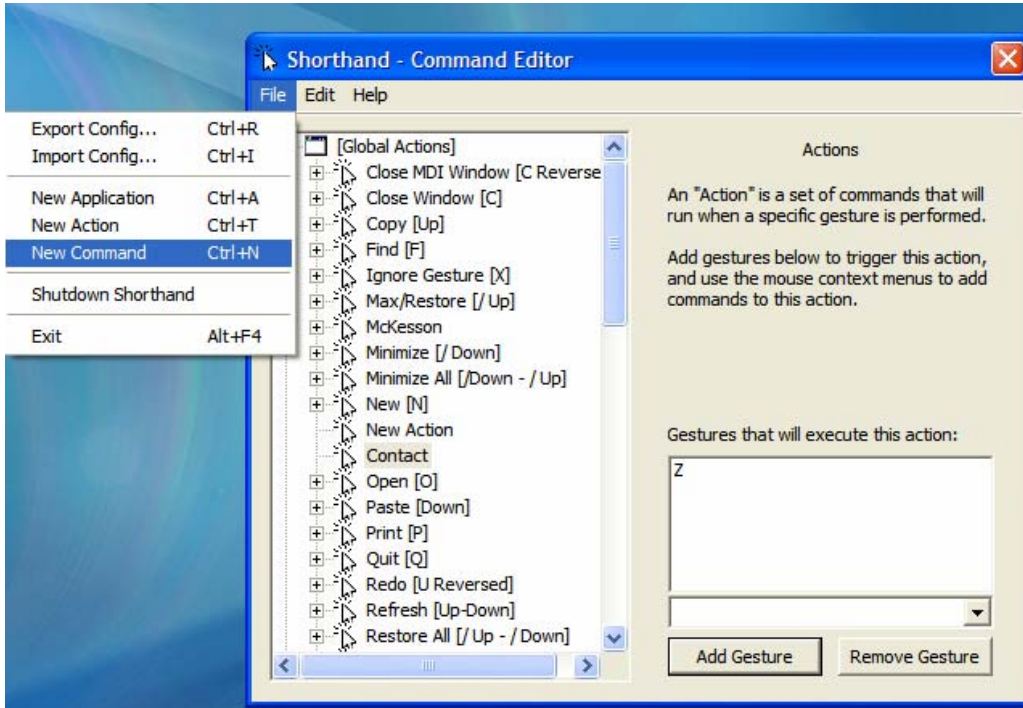
3. Select File then New Action
4. New Global Action appears
5. Right click on the New Action and rename it to Contact
6. Now tap on the Add Gesture dialogue box



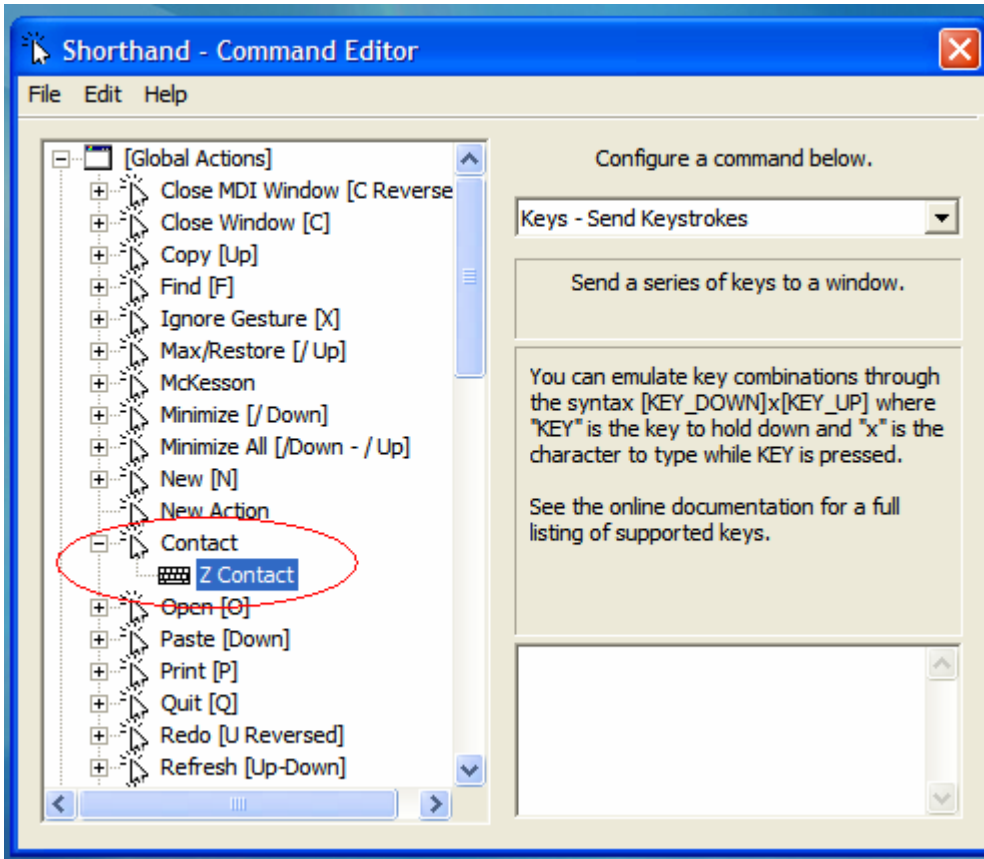
7. Expand the drop down menus right above the Add Gesture dialogue and select **Z**
8. Tap Add Gesture

Adding the New Command

1. Select File then New Command



2. Under Contact right click on New Command and rename it to Z Contact



3. Notice the Configure a command below field and the pull down menu.
4. We are using Keys - Send Keystrokes
5. Use the pull down menu to view additional commands
6. Add the text that will be displayed when you gesture Z
7. To insert a return or new line use [enter]
8. [tab] will insert a tab function (you are indicating to send a key stroke (i.e. press down a keyboard key))

Shorthand - Command Editor



File Edit Help

- [Global Actions]
- Close MDI Window [C Reverse]
- Close Window [C]
- Contact
- Z Contact**
- Copy [Up]
- Find [F]
- Ignore Gesture [X]
- Max/Restore [/ Up]
- McKesson
- Minimize [/ Down]
- Minimize All [/Down - / Up]
- New [N]
- Open [O]
- Paste [Down]
- Print [P]
- Quit [Q]
- Redo [U Reversed]
- Refresh [Up-Down]
- Restore All [/ Up - / Down]

Configure a command below.

Keys - Send Keystrokes

Send a series of keys to a window.

You can emulate key combinations through the syntax [KEY_DOWN]x[KEY_UP] where "KEY" is the key to hold down and "x" is the character to type while KEY is pressed.

See the online documentation for a full listing of supported keys.

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9. Open MS Word and draw the Z gesture the contact information is displayed
10. This contact gesture can be used in any application that accepts text

