

## **Welcome to the ScandiOne PolyCopy.**

Have you ever wanted to be able to copy more to your clipboard than just one piece of text at a time?

Sometimes we need to copy several things from one application to another. And we end up swapping back and forth, while we copy one piece of text at a time.

Now, with the help of ScandiOne PolyCopy, you can easily copy all you want from one (or several) app(s) and then paste it in wherever you like with just one click of the mouse.

By activating the app with one click when you have something on your clipboard, you'll save for later without even thinking about it.

And it will always be available in a list by your fingertips.

Please read this manual carefully.

If you encounter any problems, please see the FAQ at our website.

If this does not help you, please feel free to write your question to us at: [support@scandione.com](mailto:support@scandione.com)

We will try to help you as soon as possible.

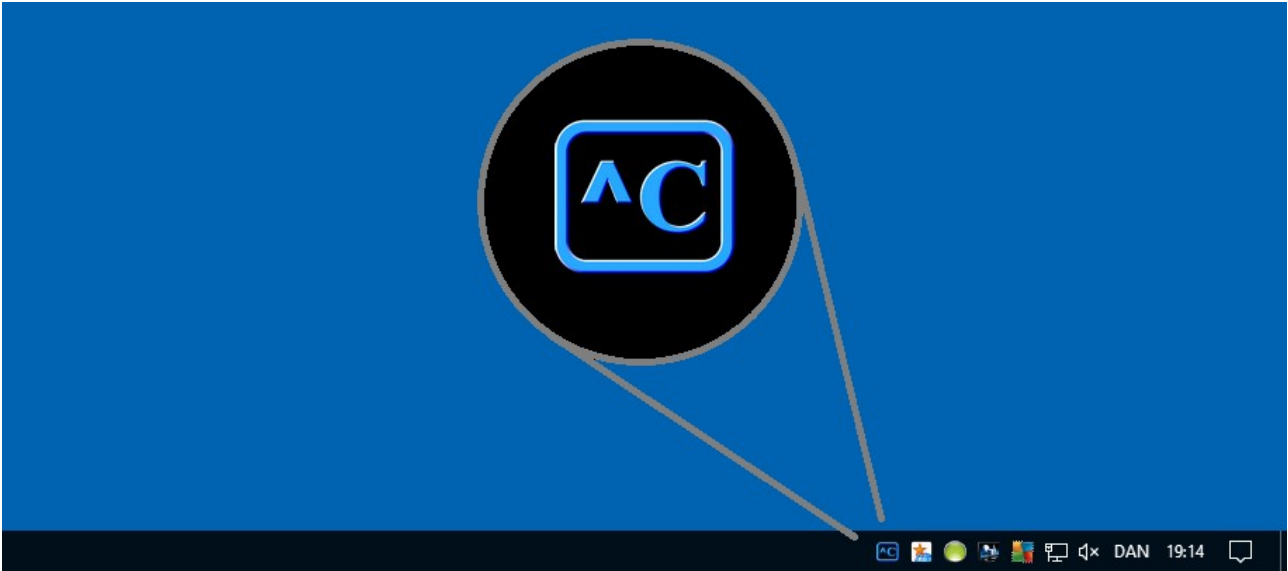
We hope you will enjoy using ScandiOne PolyCopy.

Sincerely/Best regards

ScandiOne

## Getting started

When you start the application for the first time, just see a little icon in the tray:



Now, let's pretend you've copied this text into the clip holder: **THIS IS A TEST.**

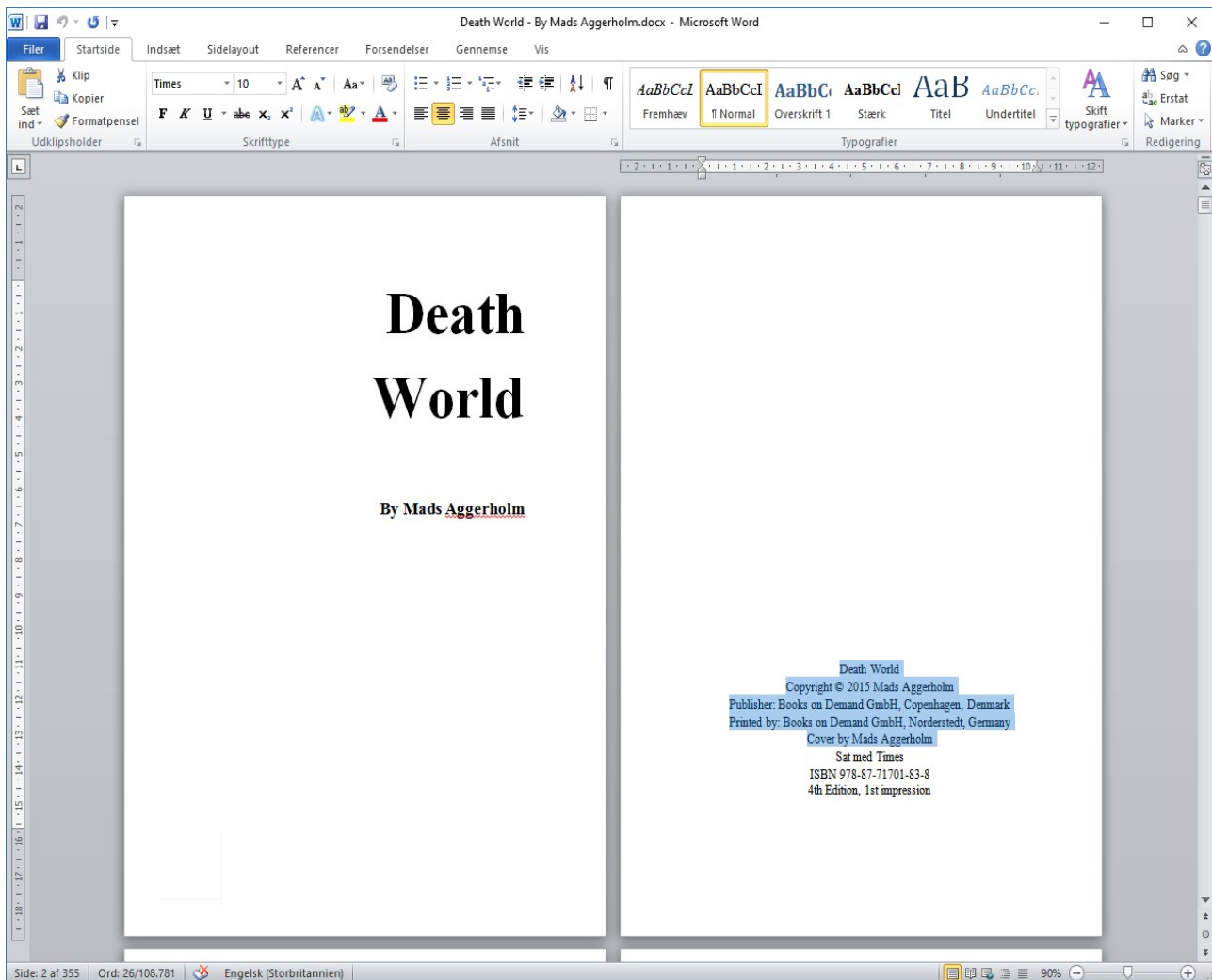
To keep this piece, just click on the icon. The icon will highlight shortly, to show you the action succeeded:



Now, that was easy.

For the example we'll copy something else.

This is the first two pages of the book 'Death World' written by Mads Aggerholm (and yes, that is me), a brilliant sci-fi novel, which I by the way sincerely recommend you to buy... Hrm, well, enough of that. Now we copy the marked text, using the usual **Ctrl** + **C**:



The text:

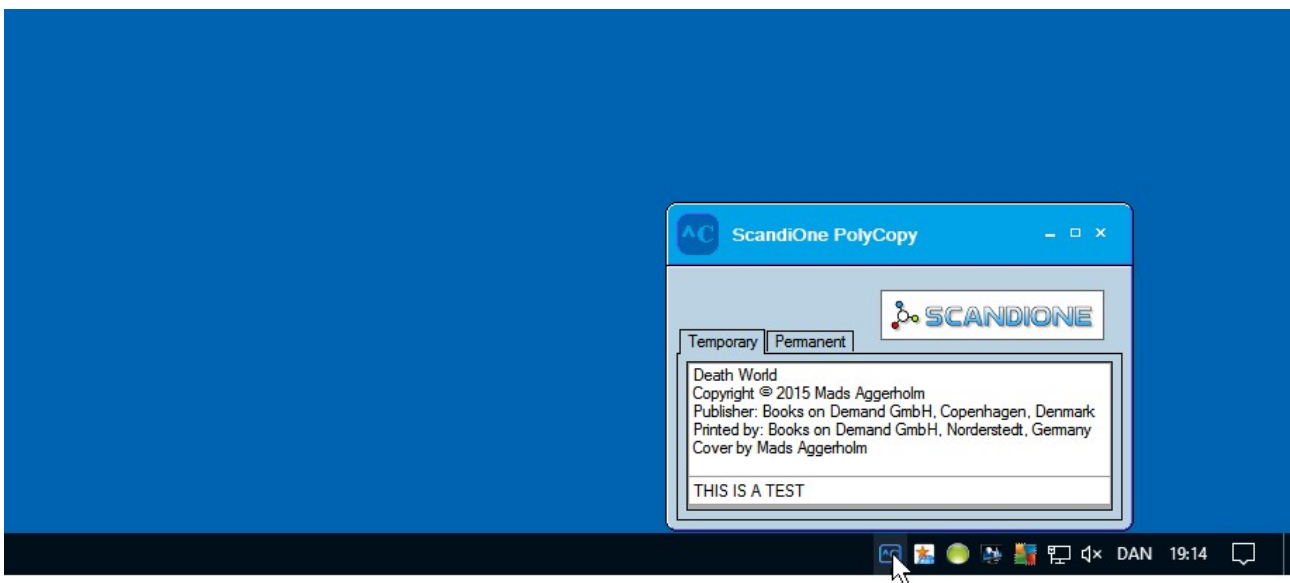
Death World  
Copyright © 2015 Mads Aggerholm  
Publisher: Books on Demand GmbH, Copenhagen, Denmark  
Printed by: Books on Demand GmbH, Norderstedt, Germany  
Cover by Mads Aggerholm

should now be in the clipboard.

And with the simple click, we save it in the ScandiOne PolyCopy-app:

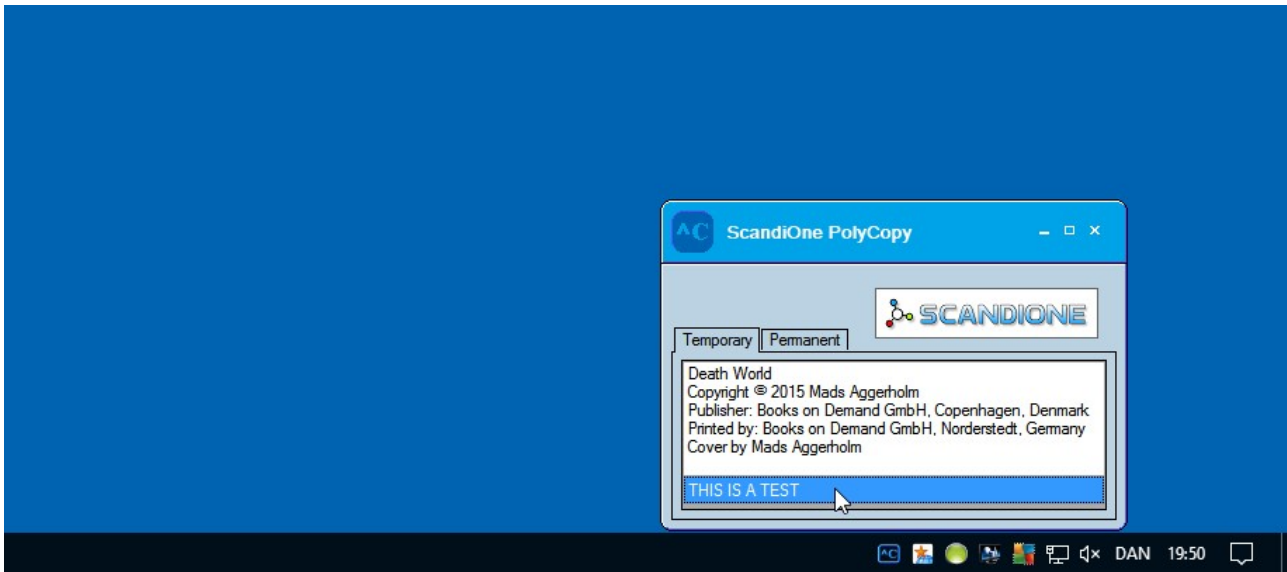


Now, first let's see what is in the ScandiOne PolyCopy-app. Let the pointer rest over the icon for a short period of time, and the multi-clipboard will show:

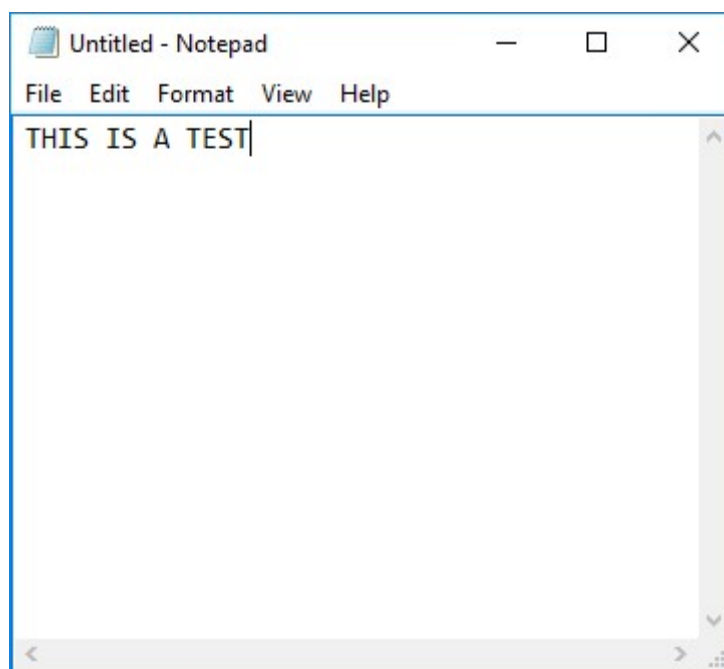


Getting the previous copied text back onto the clipboard is easy enough.

Simply click in the text you want to return to the clipboard:

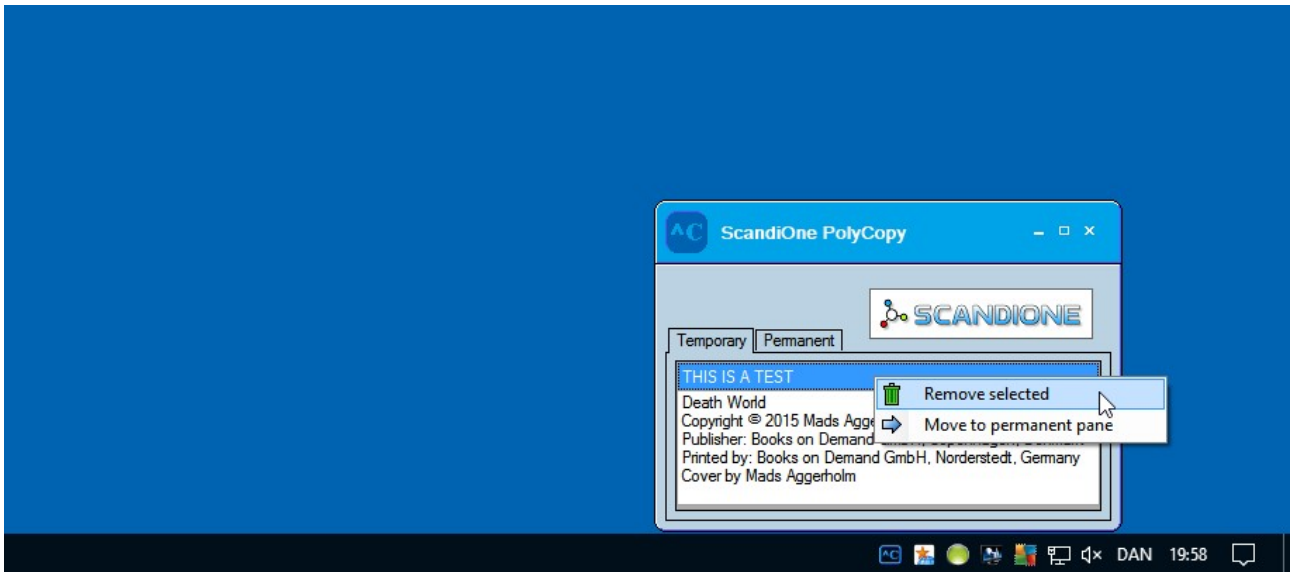


And it is back and ready to be pasted anywhere you want; notepad, for example:



That is actually the basic function!

If you want to delete something, just right-click and select 'Remove selected' from the menu:

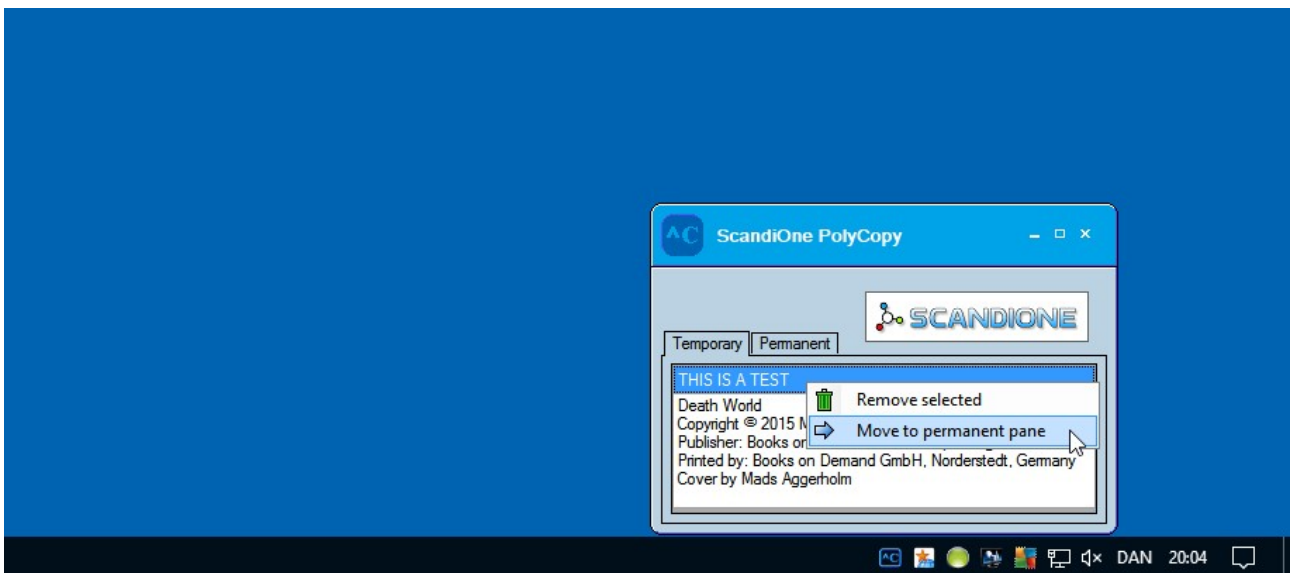


And it will be gone again.

Now, let's say there is something you use again and again. It could be your email, or something else you want to keep at hand.

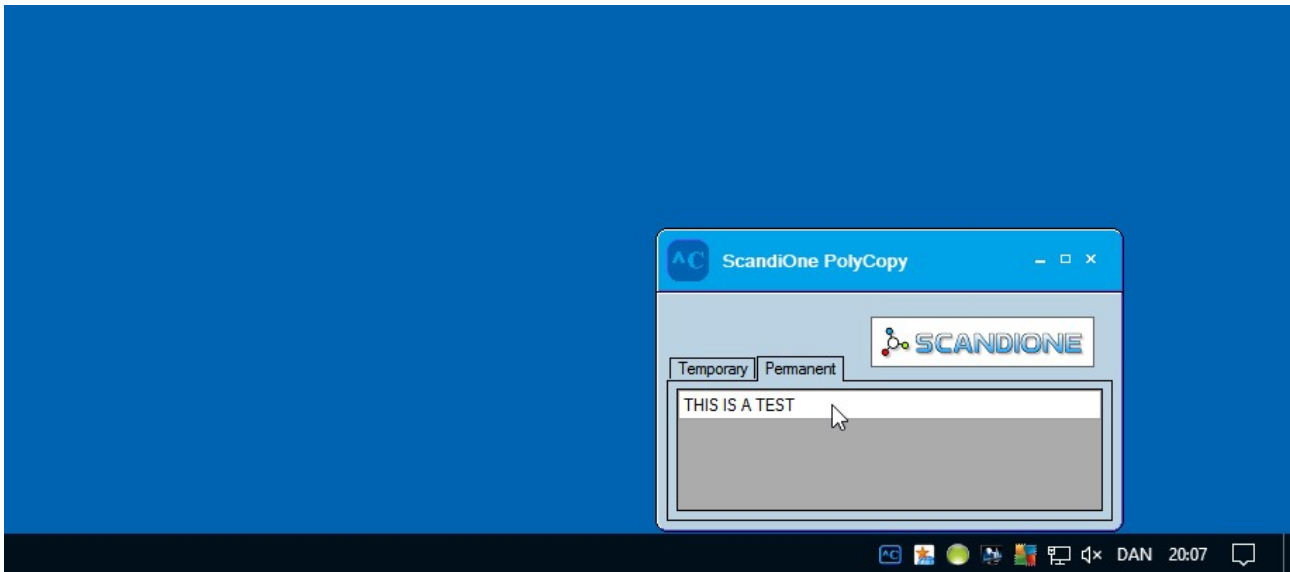
For the example, we say you want to use the text 'THIS IS A TEST' on a regular basis.

On the app, right-click the text, and select 'Move to permanent pane':



The selected text is moved to the 'Permanent'-pane.

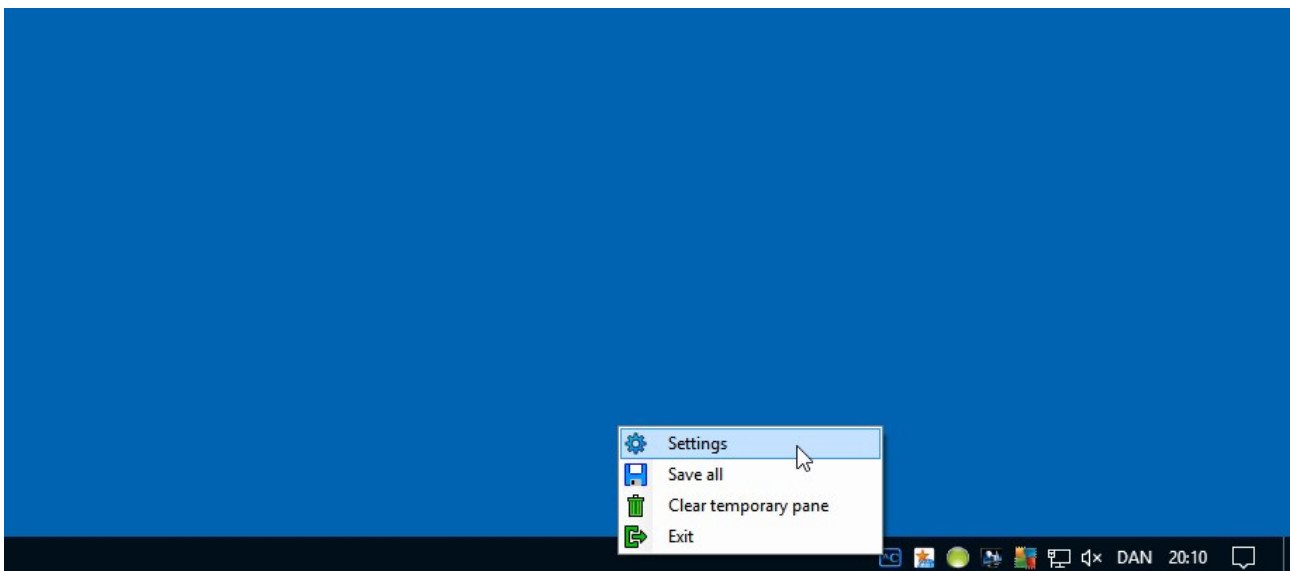
The content of this pane is always saved to the hard disk on exit, so it will remain in there until you remove it manually:



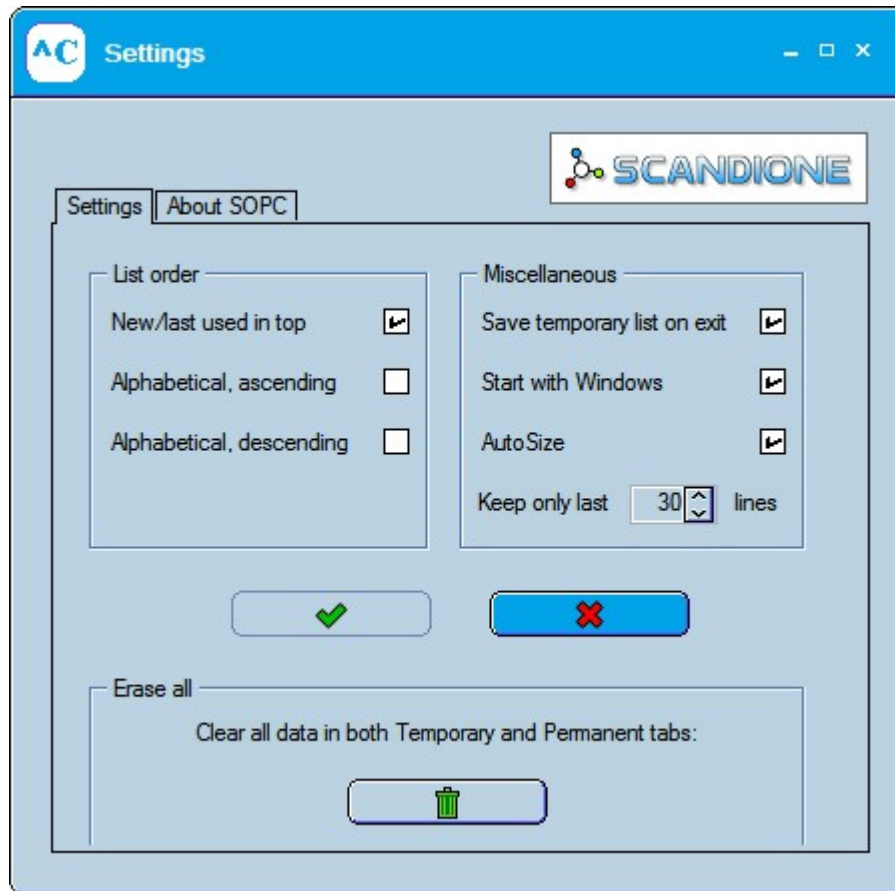
The 'temporary'-pane will be cleared when you exit the app (or turn the computer off), except if you change this in the 'Settings'-menu.

Talking about settings: You'll be able to change the general behaviour according to your preferences. Let's have a look.

Right-click the icon in the tray, and select 'Settings':



## The Settings menu:



### List order

New/Last used in top: The last piece of text you added to or used in the list will be in the top.  
 Alphabetical, ascending: The list will be sorted alphabetically, A to Z  
 Alphabetical, descending: The list will be sorted alphabetically, Z to A.

### Miscellaneous

Save temporary list on exit: The content of the 'Temporary'-pane will be saved, so the next time you turn your PC on, everything is still there. Please note: Everything on the 'Permanent'-pane will always be saved on exit.  
 Start with Windows: The ScandiOne PolyCopy will start with your PC.  
 Autosize: The list will adjust to the size of the content vertically. Horizontally is always your own setting.  
 Keep only last <x> lines: If the number of lines in the 'Temporary'-pane exceeds X, the oldest lines will be removed (here set to 30). This number can go from 1 to 499. When set above 499, the field will show 'Inf.' For 'infinite', which means nothing will be removed. This setting does not apply to the 'Permanent'-pane, where nothing will be removed automatically.

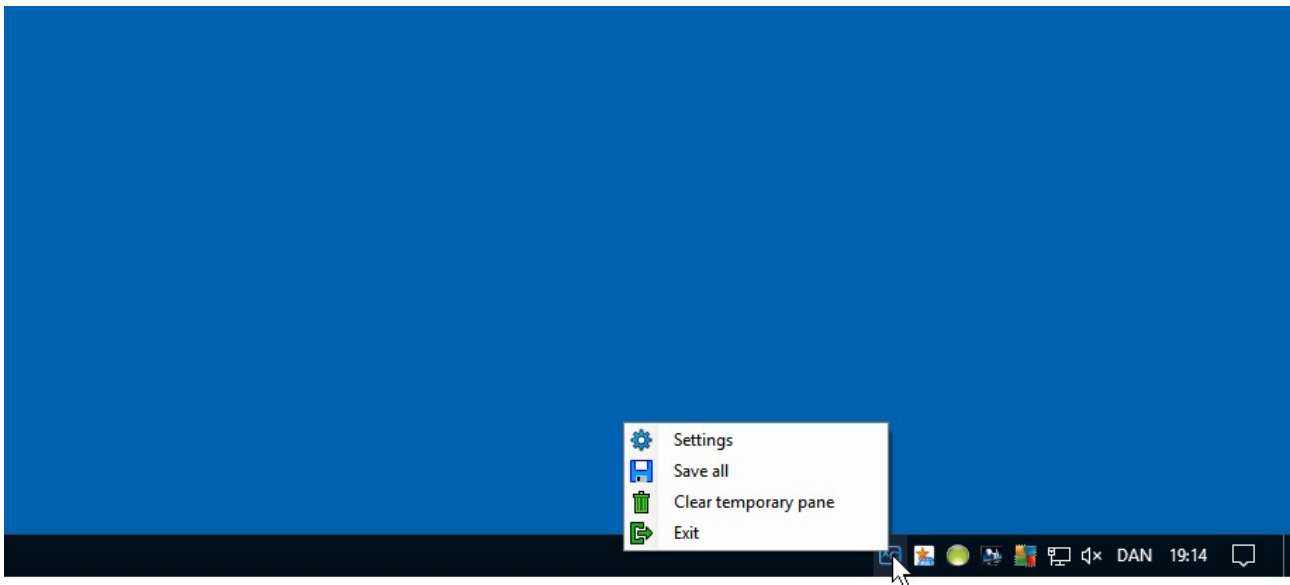
### Erase all

This option is when you want a clean start, and erase everything on both panes. Please note, that this will also remove everything on the 'Permanent'-pane.



## Other options:

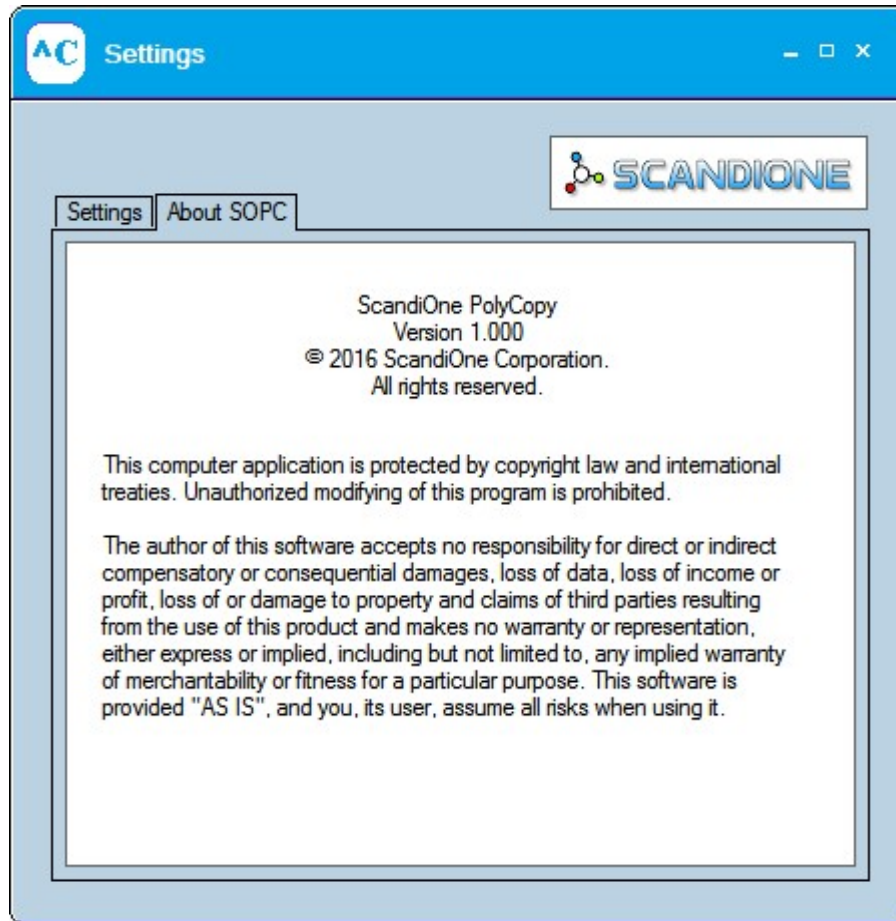
The right-click menu gives some extra features:



- Settings:** We already know about that one.
- Save All:** Will save everything on both panes, even if 'Save temporary list on exit' is not checked.
- Clear temporary pane:** As the text says, it'll clear the temporary list.
- Exit:** Closes the application.

## About SOPC

This means: "About ScandiOne PolyCopy", but this sentence was too damn long to put in the tab.



It is the normal promotion of our company logo, telling you not to change our product, and a disclaimer saying, that if you lose any money or anything else because of your use of our product it's not our fault.

Well this is about it!

Thank you for reading so far, and we hope you will enjoy using this product, and that you will have a great experience.

If you have any questions, please see the FAQ at our website, alternatively send us an email to [support@scandione.com](mailto:support@scandione.com) about your problem.

Comments and proposals are welcome too. Yes, let us know what you mean.

Sincerely / best regards

ScandiOne  
Denmark