

# MacJournal



## *5.0 User Guide*

*Chronicle Your Life*

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## Chapter 1: Starting out with MacJournal

MacJournal. is for creating, editing, and managing journals on your Macintosh. MacJournal helps you organize your writings, jot down your thoughts, maybe even chronicle your life.

With MacJournal you can:

Create a personal journal or document your daily ideas, write a script or compose a novel, blog your daily highlights onto your web site or export them to podcast, Microsoft® Word, RTF, HTML, or other formats.

Need security? MacJournal can password protect and encrypt your journals for maximum security by using AES-256 encryption.

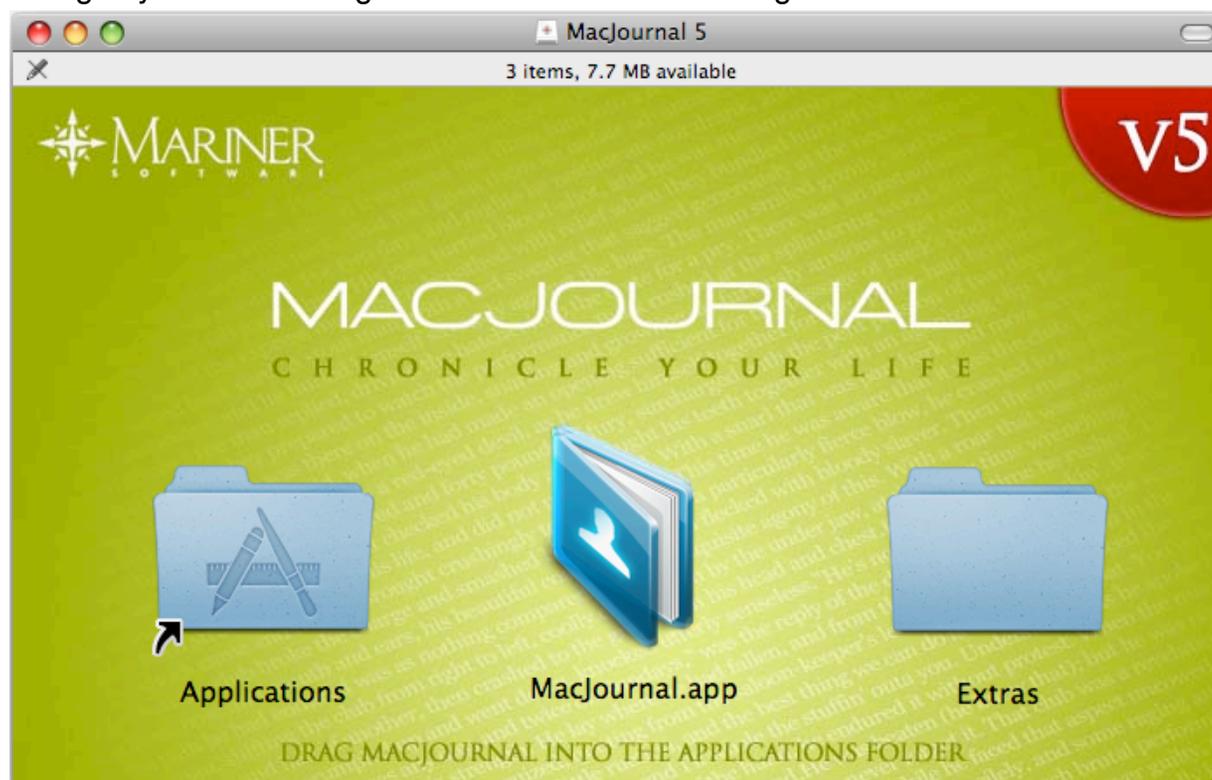
MacJournal has the power and functionality to do it all.

### In this chapter:

- Installing
- Registering
- Troubleshooting
- Requirements
- Reporting a bug
- User guide
- Notes
- Errors
- Thanks

## Installing

- 1 Mount the disk image by double-clicking on the Mariner Software.dmg file in the Finder.

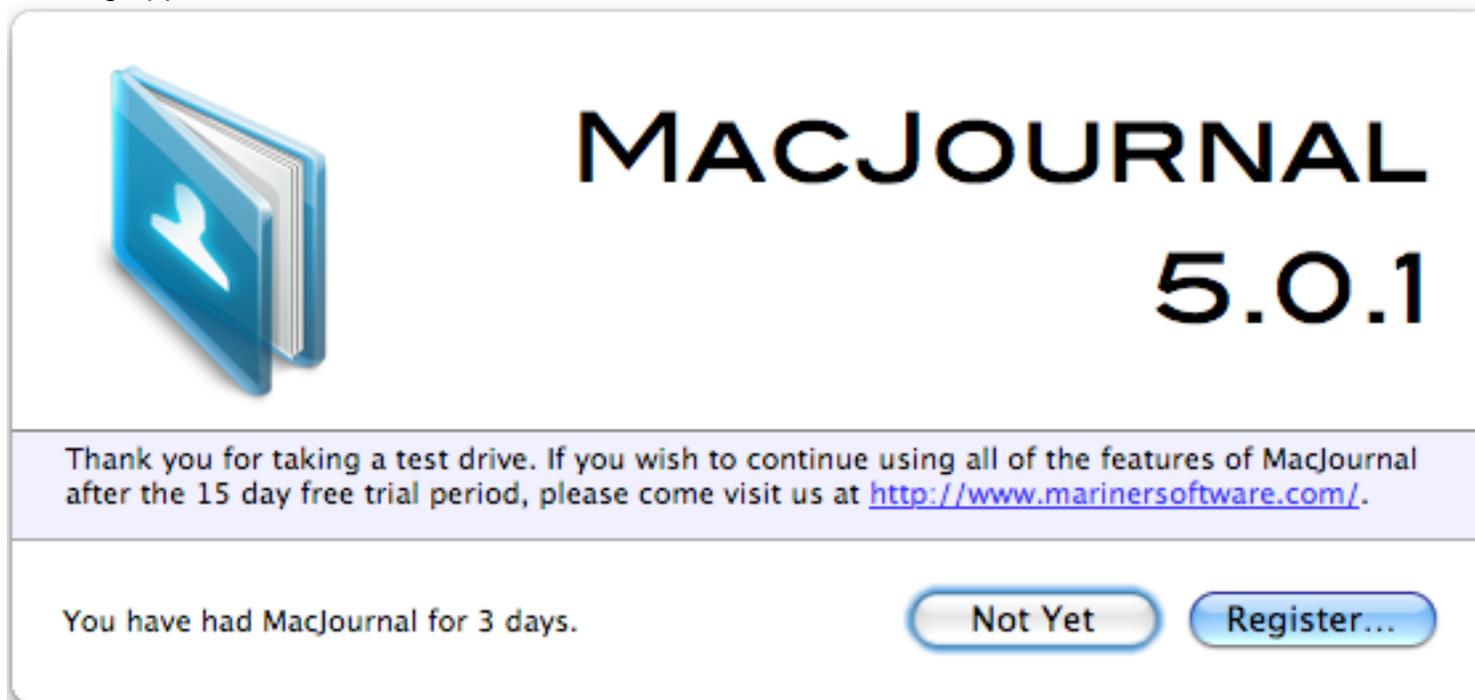


- 2 Drag and drop the MacJournal icon onto your Applications folder. MacJournal is copied onto your hard drive.
- 3 Once the copying finishes, you're ready to start using MacJournal.
- 4 Launch MacJournal by navigating to your applications folder and double-clicking the MacJournal icon.

## Registering

① Launch MacJournal.

A dialog appears.



② Click Register.

A sheet appears.

Please register your copy of MacJournal

Name:

Organization:

Serial Number:

- 3 Enter your name, organization, and serial number.
- 4 Click OK.

**Note:** You should only have to register the software once. However, please retain your serial number in case you should need to re-install or switch computers.

**Note:** If you don't have a serial number you can purchase one at: <http://www.marinersoftware.com/>

## Troubleshooting

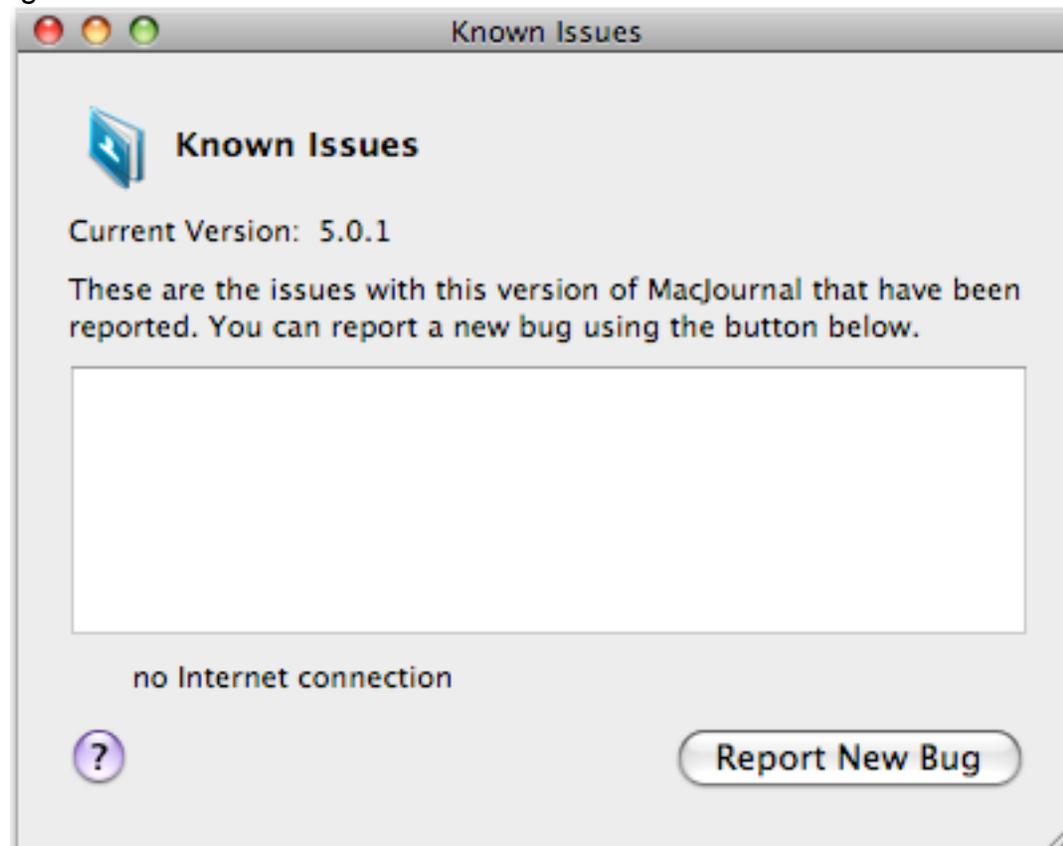
Many options are available to help you troubleshoot problems you encounter in MacJournal. Troubleshooting Options:

- Consult the User Guide (this document).
- Use the Support Forum: <http://marinersoftware.com/phpBB2/>
- Send an Email: [Support@marinersoftware.com](mailto:Support@marinersoftware.com)

## Reporting a bug:

- 1 Go to Help>Report a Bug...

A window appears listing known issues.



- 2 Click Report New Bug if your issue isn't represented.
- 3 An E-Mail appears, fill in any pertinent info and click Send.

Bug Report: MacJournal 5.0.1

Send Chat Attach Address Fonts Colors Save As Draft Photo Browser Show Stationery

To: Dan Schimpf

Cc:

Subject: Bug Report: MacJournal 5.0.1

From: Dan Noonan <dnoonan@mariner...> Signature: None

Version: MacJournal 5.0.1 (en, i386)  
Operating System: Version 10.5.1 (Build 9B18)

Please include a complete description of the problem with steps to reproduce it. If MacJournal unexpectedly quit, please attach the crash log from '~/Library/Logs/CrashReporter/'. If it is something cosmetic, please send a screen shot of what you are talking about.

Thanks for helping to make MacJournal better!

-----  
|

## Requirements

To use MacJournal:

at least 128 MB (megabytes) of available memory (RAM), at least 200 MB free hard disk space  
Mac OS X 10.3 or above  
Intel Macs supported in version 3.3 and higher (Universal)  
Quicktime version 7 or higher

## Contact

E-mail: [sales@marinersoftware.com](mailto:sales@marinersoftware.com), [support@marinersoftware.com](mailto:support@marinersoftware.com),

Phone: (612) 529-3770; Voice support, 9 a.m. – 6 p.m. Eastern Standard Time

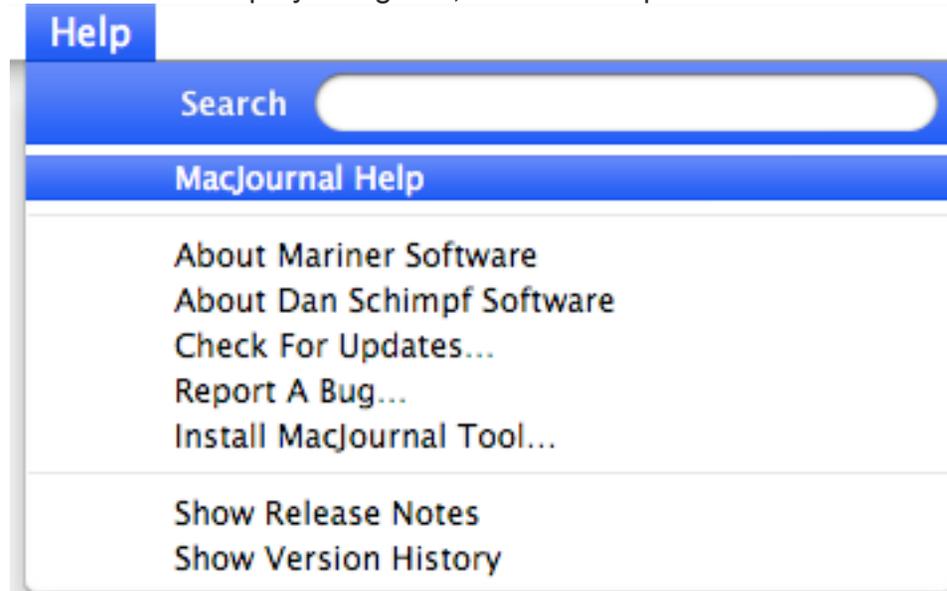
Fax: (612) 529-3775

Mail: Mariner Software, Inc.  
401 N. 3rd Street #665  
Minneapolis, MN 55401  
USA

For updates, tips and tricks, information about other Mariner products, user group discount information, and articles for user group newsletter publication, visit our web site: <http://www.marinersoftware.com>

## User Guide

MacJournal includes this User Guide. To display this guide, from the Help menu select MacJournal Help.



## Notes

Before using MacJournal, you should have a basic knowledge of Mac OS X. You should understand pointing, clicking, double-clicking, dragging, and how to choose menu commands. You should also know how to operate dialog boxes, re-size windows, and use the Clipboard. If you aren't familiar with these or other basic Macintosh operations or terminology, refer to the Macintosh® documentation included with your computer.

## Errors

If you find any bugs or errors in the program, please send detailed information to [support@marinersoftware.com](mailto:support@marinersoftware.com).

## Thanks

Thanks to those who have helped improve this product with suggestions, information or bug reports.

## Chapter 2 Journaling

Journaling is a powerful form of expression. Whether you are looking for introspection or wish to share your writings with the public, MacJournal has the facilities to do either.

Journals are the containers for entries or other journals. You can create multiple journals to separate and/or group entries. Entire journals can be password protected and/or encrypted.

The Journals drawer gives a visual representation of your journals, entries and their relationship to each other.

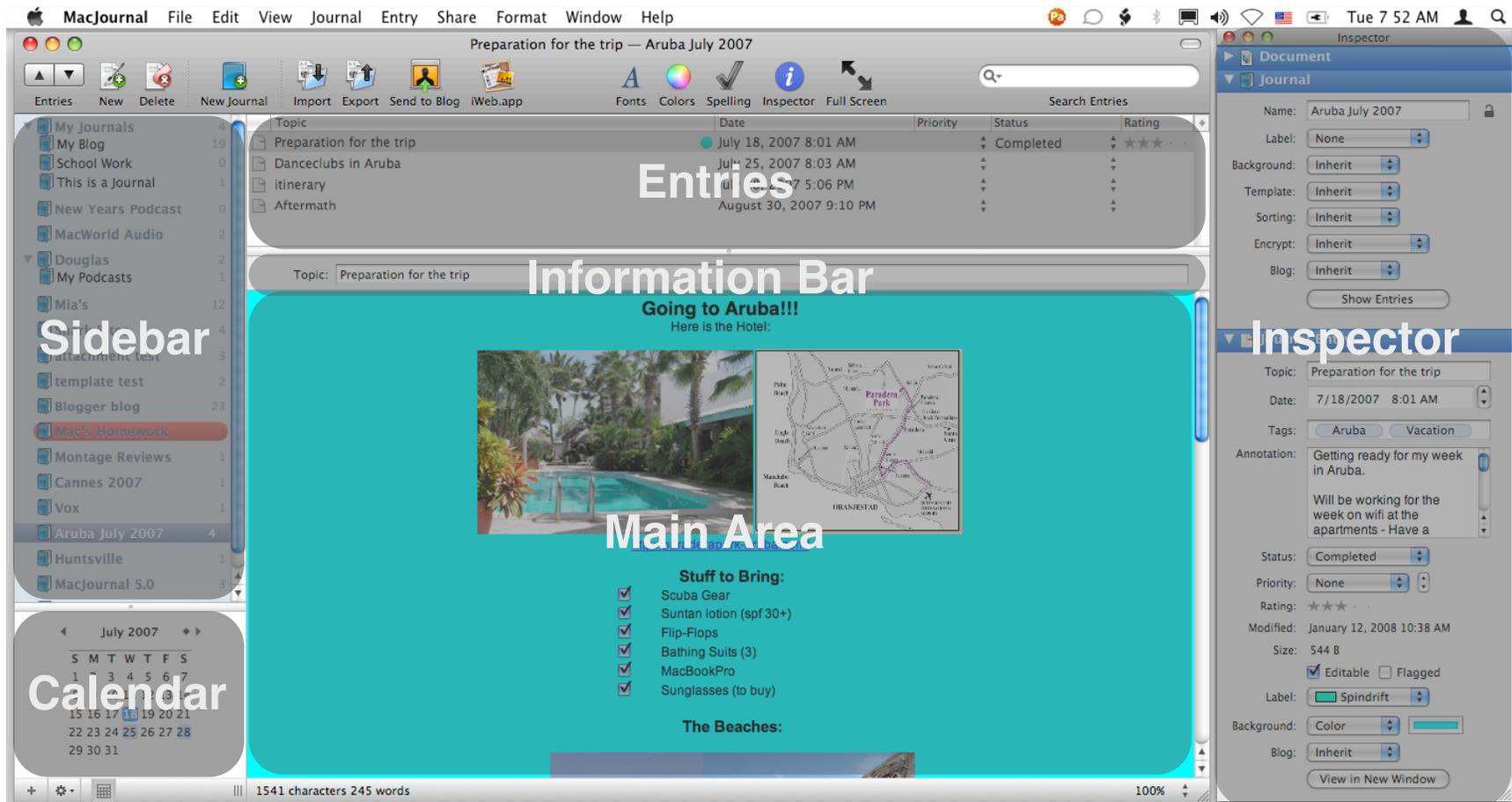
Let's say you have an entry that could be classified under any of several journals, with entry aliases you can put an alias to the original entry in all the journals you wish. Both Smart Journals and Entry Aliases allow you organize your journals and entries in a non-logical fashion. Smart Journals allow you to save the criteria of a search as a journal that will automatically update as you new content that matches the criteria.

Journals have many of the same settings as entries. Entries can inherit settings from their parent journals such as background color, Blog server settings, etc.

### In this chapter:

- MacJournal's central metaphor
- Creating a Journal
- Creating an Entry

# The Main Window



The MacJournal Main Window contains several parts: The Menu Bar, Toolbar, Sidebar, Calendar, Entries Pane, Information Bar, Main Area, and, Inspector. Each one of these items Except the Menu Bar and Main Area may be optionally hidden.

## Creating a Journal

- 1 From the File menu, select New Journal ⌘⇧N (Shift Command N).  
A sheet appears.



- 2 Type a name for the new journal and then click Create or press **return**.
  - 3 The new journal appears in the list within the journal drawer.
- Now you are ready to create a new entry or customize the settings for the journal you just created.

**Note:** See "Making an Entry for more information.

## Exporting a Journal

1

1 From the Journal menu, select Export...

A sheet appears.

2

2 Type in a name for the file, set where you would like the file to be saved, select the File Format, any other options, then click Export.

**Note:** You can export your journals as Text, Rich Text Format (RTF), Rich text (with attachments) (RTFd), HTML Format, Word Format, MacJournal Format, PDF, Podcast, or iPod Notes.

## Entries

Entries are the separate writings within journals. Most often you will use entries to separate different thoughts or idea topics. Another popular concept is defining entries by date. You can create a link from one entry to another or to another file.

Record audio to an entry and export it to a podcast. In a podcast, an entry acts as one episode.

Record video and embed it in an entry. You can import or export specific entries, as well as e-mail or print.

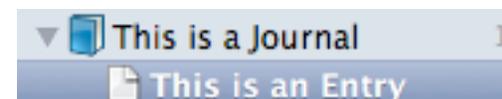
Organize or search for entries based on keywords you create and assign.

### In this chapter:

- Creating an entry
- Displaying the entry pane
- Importing and exporting entries
- Using tags
- Making an entry alias

## Creating an Entry

- 1 From the File menu, select New Entry (⌘ **N**) or click the New Entry button in the toolbar.
- 2 By default an entry is made with a date format.
- 3 Start typing to begin adding text to your entry.
- 4 When you have completed the applicable entry, save your work (⌘ **S**).



**Note:** Use the date format or rename the Entry in the Topic

## Displaying the Entry Pane

- 1 From the View menu, select Show Entries (⌘ Y)

Topic	Date ▲	Priority	Status	Rating
 Preparation for the trip	 July 18, 2007 8:01 AM	1	↓ Completed	↓ ★★ ★ · ·
 itinerary	July 22, 2007 5:06 PM		↑ ↓	↑ ↓
 Danceclubs in Aruba	July 25, 2007 8:03 AM		↑ ↓	↑ ↓ ★★
 Aftermath	August 30, 2007 9:10 PM		↑ ↓	↑ ↓

- 3 Start typing to begin adding text to your entry.
- 4 When you have completed the applicable entry, save your work (⌘ S).

**Note:** Use the date format or rename the Entry in the Topic

**Note:** By default an entry initially displays titled as the date since it has no title yet.

## Importing & Exporting Entries

To import journal entries:.

- 1 From the File menu, select Import-> Entries.

A sheet appears.

- 2 Select the file that contains the entries you'd like to import and click Import.

Note: MacJournal can import entries from several different formats.

To export journal entries:

- 1 From the Entry menu, Select Export...

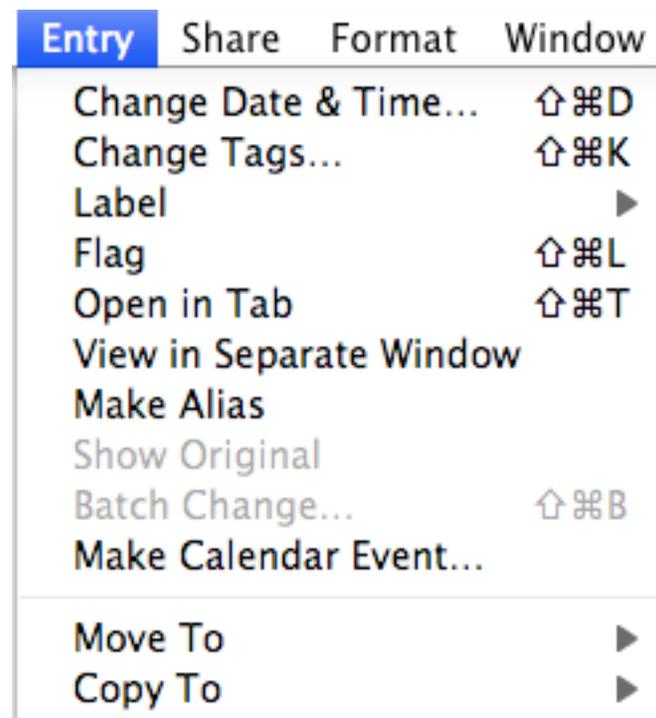
A sheet appears.

- 2 Select a file format in which to export.

- 3 Select the location and click Export.

MacJournal Export formats:

Text, RTF, RTF with Attachments (RTFd), HTML, Word (.DOC), MacJournal, PDF, Podcast (.m4a), iPod Notes



## Using Tags

To add or delete a tag:

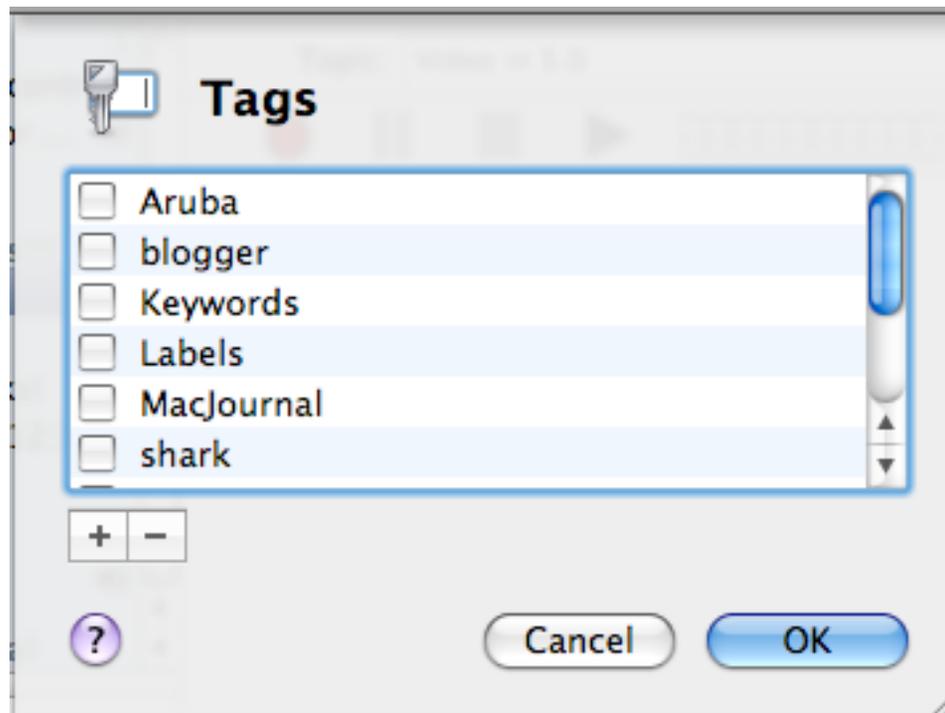
- 1 Select an entry from the Journals drawer.
- 2 From the Entry menu, select Change Tags.

A sheet appears.

- 3 Click on the + symbol and add tag(s).
- 4 Click on the - symbol to remove tags.
- 5 Click OK when you are finished.

To assign a keyword to an Entry:

- 1 From the Change Tags sheet, place a checkmark next to a Tag's name..
- 2 Click **OK** when you are finished.



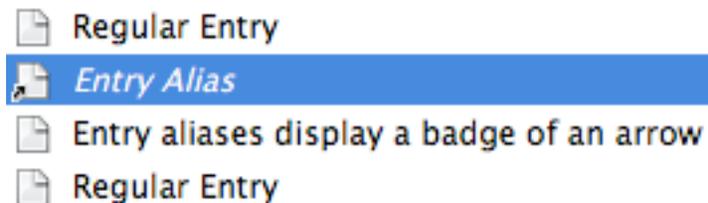
## Making an Entry Alias

Sometimes you might find it helpful to not have a logical organization of your journals and entries. Smart Journals and Entry Aliases are the tools to help you achieve the organization you desire. By making an alias to an Entry you create a “pointer” or “reference” back to the original entry. The Entry alias appears like a regular Entry icon in the journals sidebar or entry pane except for one difference, just like in the Mac OS, an alias displays a small arrow and the name appears in italic.

- 1 Select an entry.
- 2 From the Entry menu, select Make Alias.

The entry alias appears in the list next to the original entry.

- 3 Drag and drop the entry alias to the journal of your choice.



## Editing

You will spend most of your time in MacJournal creating and editing your journals. Add pictures, files, tables, numbered lists, smiley faces, iTunes songs, links, wiki links, and more.

In this chapter you'll find out how to make the most of MacJournal.

### In this chapter:

- Adding a Table
- Using the Calendar
- Viewing Statistics
- Creating Numbered Lists
- Word Counts
- Drawer Options
- Linking to other Entries
- Wiki Links & Smileys
- Cleaning-up Text
- Appending Text

## Adding a Table

1 Select Table from the toolbar (custom toolbar option) or Format>Text>Table.

A table appears at the location of the cursor as well as a table inspector.

Tables	in	a
MacJournal	Entry	

2 Edit the table cells.

The table inspector has these options:

Rows - Set the number of rows.

Columns - Set the number of columns.

Merge Cells - Makes multiple cells into one cell.

Split Cells - Makes one cell into multiple cells.

Nest Table - Makes a table within a cell.

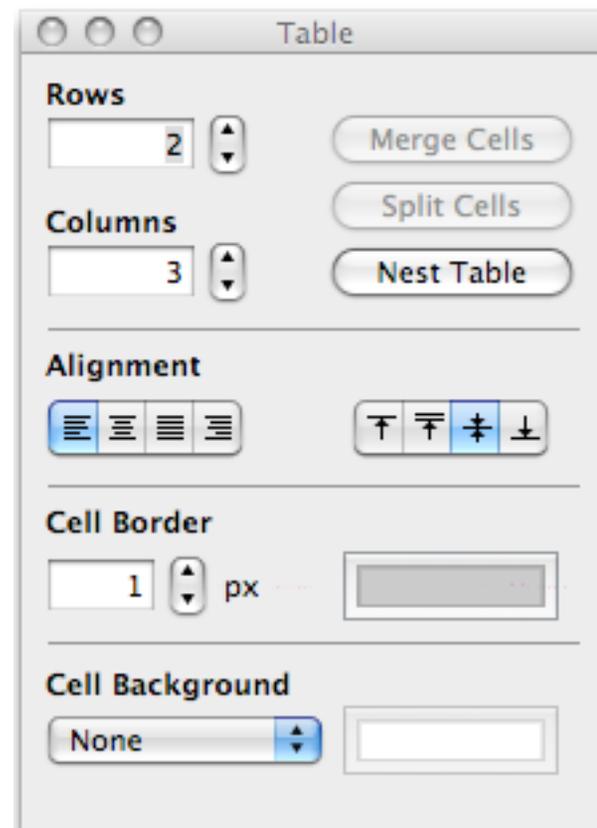
Alignment:

Left, Center, Justified, Right

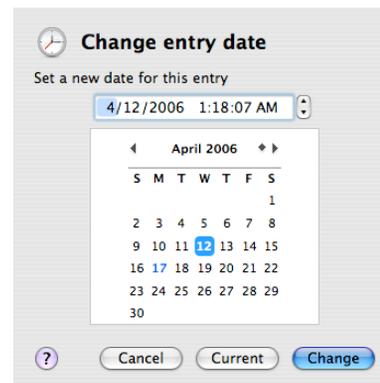
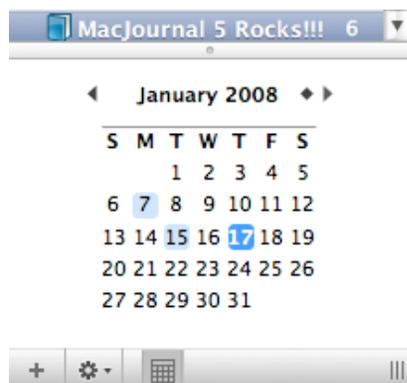
Top, Baseline, Middle, Bottom

Cell Border - set the width of the border in pixels (px) and/or set the border color.

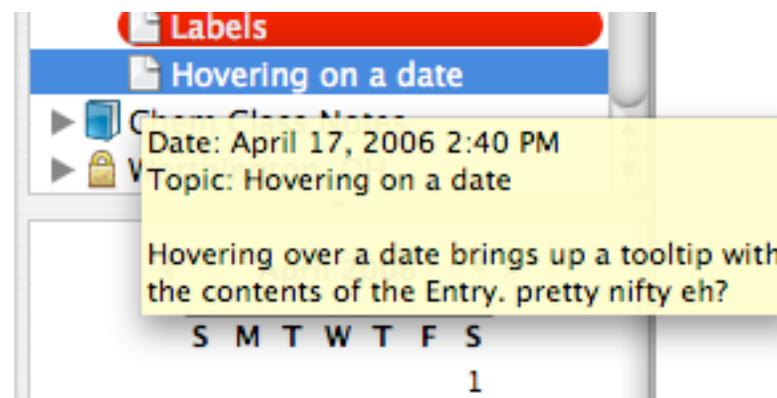
Cell Background: Set to color fill and choose a color.



## Using the Calendar



- 1 Choose a Journal from the drawer where you wish to make an entry. Click on a date in the calendar located in the bottom pane of the journal drawer.
- 2 Click on a date to make an entry for that date.
- 3 If you wish to change the entry date, double click on the date in the calendar or Select Entry>Change Date & Time. A sheet appears.
- 4 Select a different date from the calendar or edit the date in the text field above.
- 5 Hovering the pointer over the entry badge brings up a tooltip with the contents of the entry.



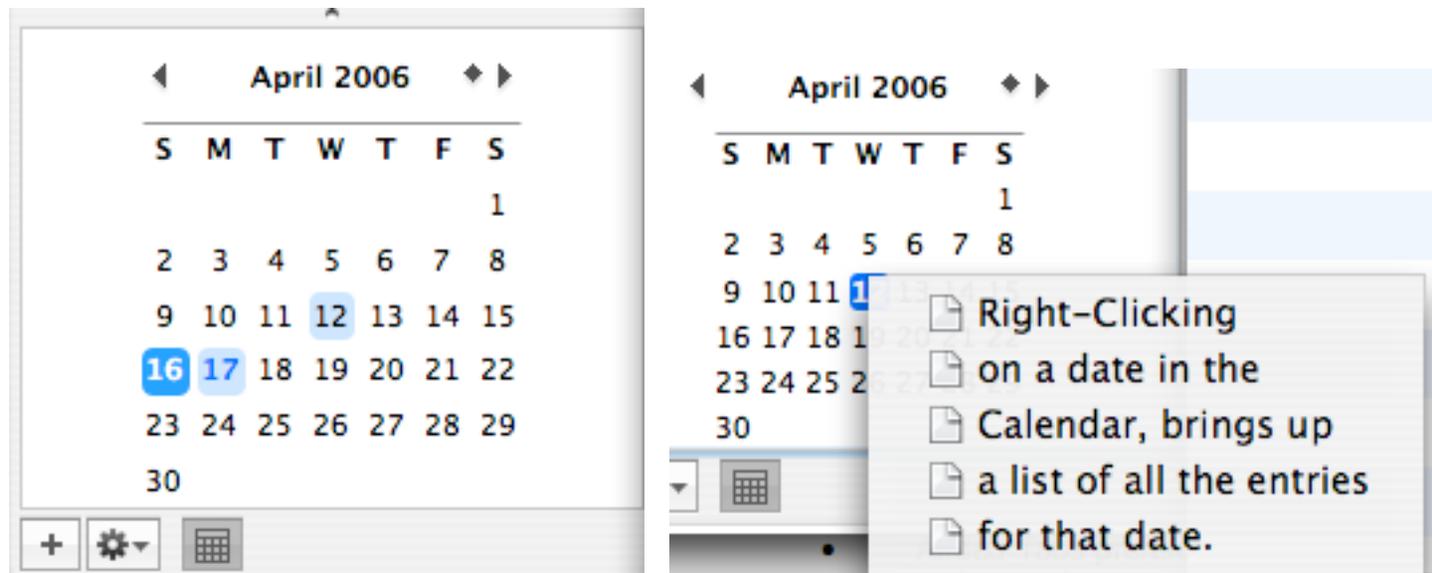
Locate a specific entry by choosing the applicable date in the calendar.  
Here's how:

- 1 Choose a journal from the journal drawer.
- 2 Click on a date that is highlighted to go to the entry for that date.
- 3 Right-clicking (Control-Clicking) on a date in the calendar brings up a list of all the entries for that date.

Note: Dates without highlights contain no entries in the journal you have selected.

Note: The current date is shown in a darker highlight color.

Note: The current selection appears as a darker highlighted circle.



## Viewing Statistics

- 1 Select a journal or entry.
- 2 From the View menu, select Statistics.
- 3 A Statistics sheet appears.

Statistics includes:

- Words in this entry
- Characters in this entry
- Total words in entries
- Entries tallied
- Average words per entry

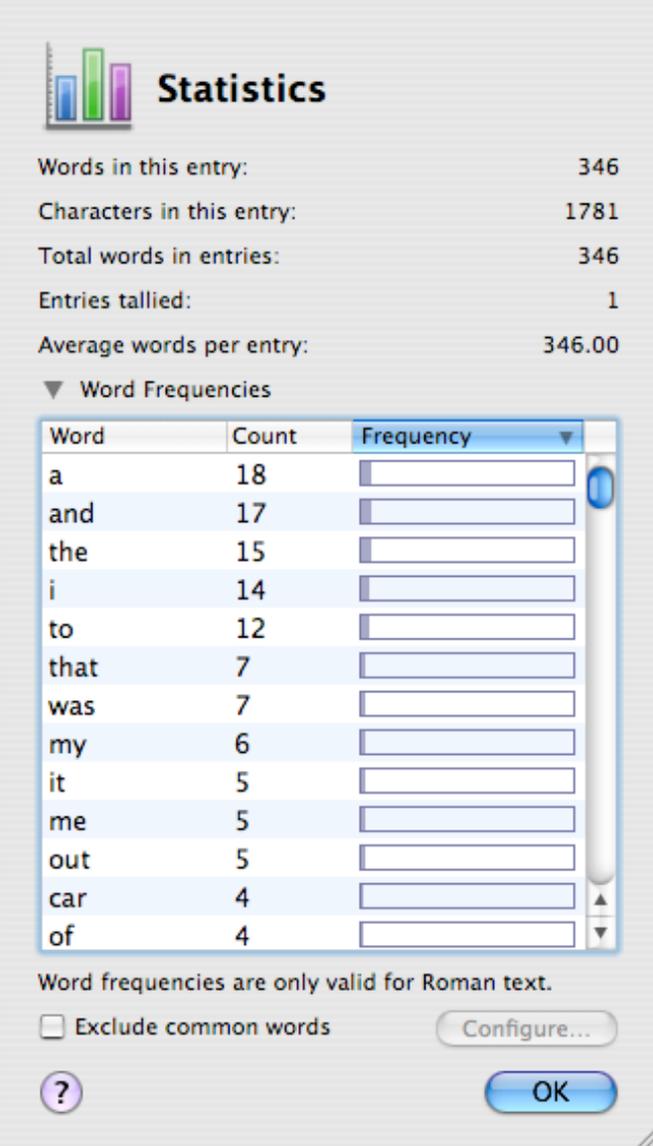
Word Frequencies - Shows a list of the most common words in the selected journal or entry. Word frequencies only work with Roman text.

Exclude common words - Omits the most common words from the frequency list.

- 4 Click OK when you are finished.

Note: You can also count words in nested journals by selecting the journal rather than an entry.

When the journal drawer has focus, choosing Statistics from the View menu shows stats for the selection in the drawer.



**Statistics**

Words in this entry: 346  
Characters in this entry: 1781  
Total words in entries: 346  
Entries tallied: 1  
Average words per entry: 346.00

▼ Word Frequencies

Word	Count	Frequency
a	18	
and	17	
the	15	
i	14	
to	12	
that	7	
was	7	
my	6	
it	5	
me	5	
out	5	
car	4	
of	4	

Word frequencies are only valid for Roman text.

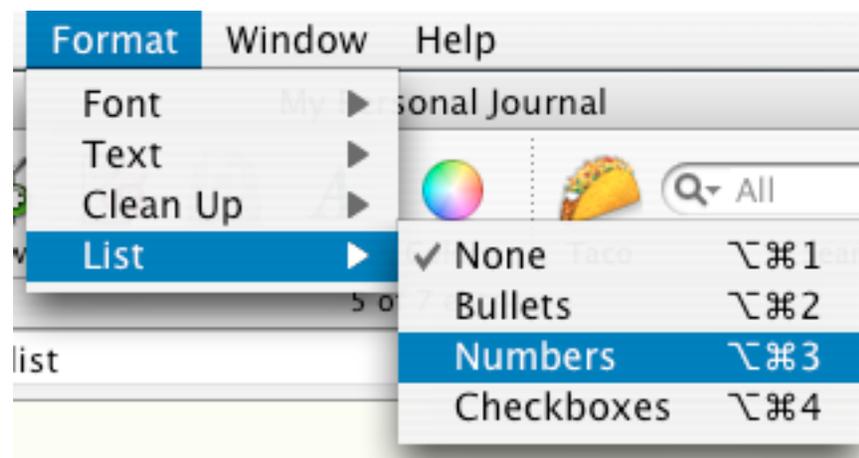
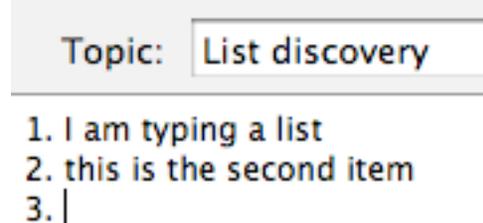
Exclude common words Configure...

? OK

## Creating Numbered Lists

You can make numbered lists within a journal entry, here's how:

- 1 Place your cursor within a journal entry in the body.
- 2 Go to the Format menu, select List->Numbers (or press option command 3)
- 3 Press return and your next line should be numbered "1."
- 4 Keep typing as many list items as you need.
- 5 Using List Discovery is the easiest way to make lists. Just start typing a numbered item and hit return.



See Editing Preferences for info on automatic list discovery.

Hint: You can put the list selector in your toolbar. Just go to the View menu and select Customize toolbar. Drag the List segmented control up into your toolbar and click Done.

## Customizable Info Bar

Topic:

Date:

Tags:

Label:

Status:  Priority:  Rating: . . . . .

Editable  Flagged

1 From the View menu select Customize Info Bar.

The Info Bar expands to display the options:

Topic

Date

Tags

Label

Status

Priority

Rating

Editable

Flagged

1 Click Done to Apply the changes to the Info Bar.

## Linking to Other Entries or Files

1 From the Edit Menu, select Insert Link.  
A sheet appears.

2 Name the link and enter its URL.

3 Choose to link to a file or journal entry.

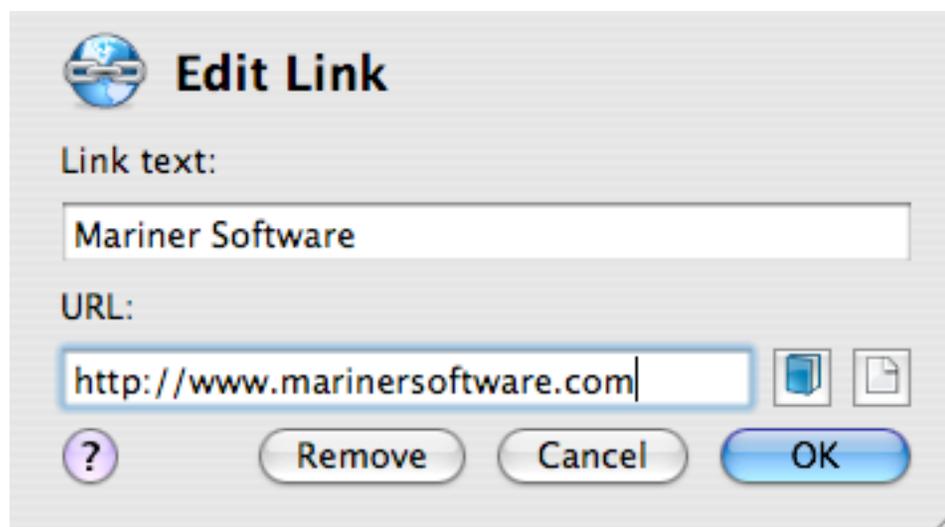
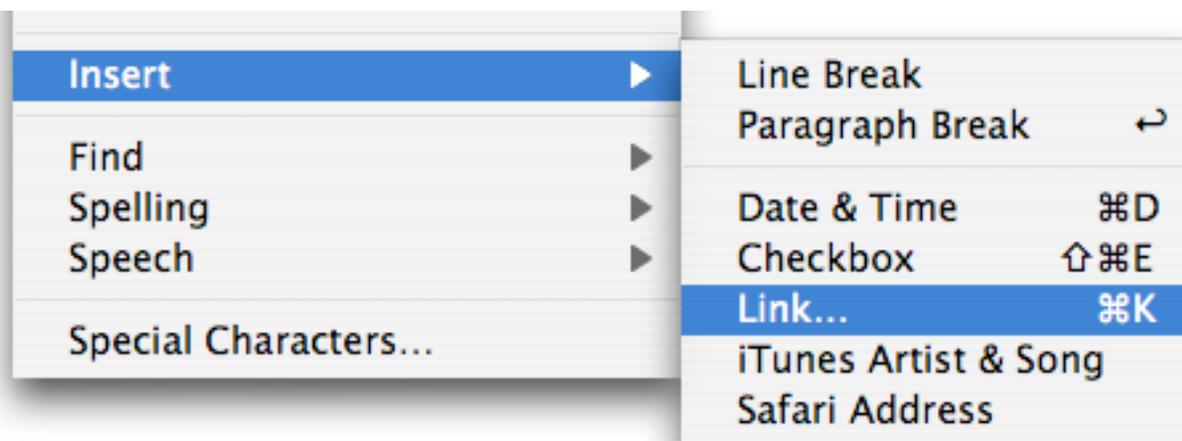
Clicking the entry button opens a panel that displays all of your journals and entries. Select the journal or entry to which you want to link.

Clicking the file button brings up an open panel to select a file on disk you wish to link to.

Note: These are assistants; you can still type in the URL manually, or drag an entry from a drawer or a file from disk into the URL field.

4 Click OK when you are finished.

Hint: Dragging items from the drawers or the search window to the text view will create a link to that item.



## Wiki Links

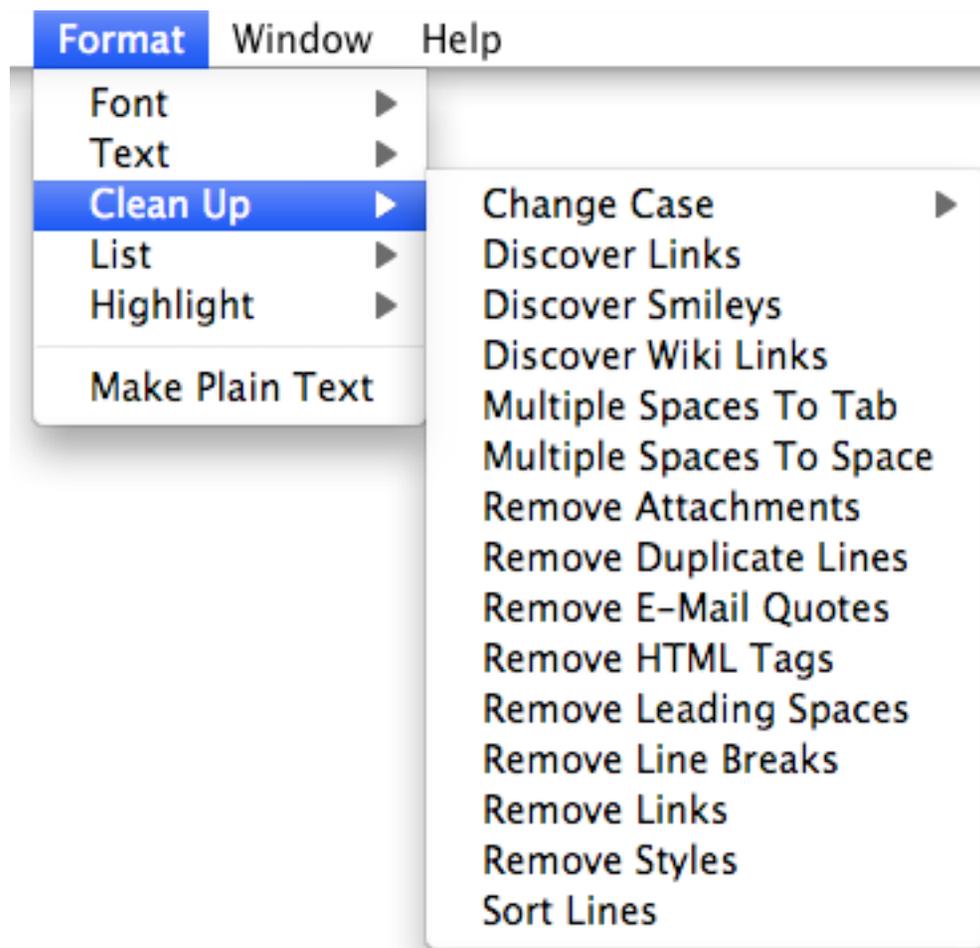
MacJournal can automatically discover links, smileys, Wiki Links and much more.

See Chapter 6 Preferences: Editing for more information on automatic discovery.

Alternatively, you can manually have MacJournal discover the links.

- 1 Select a Journal Entry.
- 2 From the Format menu select Clean Up->Discover Wiki Links.
- 3 MacJournal will convert any matching text into a link.

A wiki-link that looks like "EntryTopic" will link to an entry in the same journal that is titled "Entry Topic" or "EntryTopic" or "Entry, Topic!" Wiki links need to contain two or more words to properly be recognized.



## Wiki-links & Smileys

A wiki-link is text that links to another entry in the same journal.

### Making a wiki-link:

1 Type some text that is the name of another entry in your current journal. Format the text so that you capitalize the first letter of each word, do not include spaces.

In this example, we type “AtomSupport” and the text is changed to be a wiki-link to the entry titled “ATOM Support”. The wiki-link looks like this:

Clicking on the link will take you to that entry.

Note: wiki-links work for one word and above topics. A single word topic is not enough to create a wiki-link.

check out this great site:

<http://www.marinersoftware.com/>

just type and the link is a clickable ink

[Mariner Software](#)

this is a smiley: 😊 type Colon, Dash, Right Parenthesis

A wiki-link is some text that links to another entry in the same journal. here I link to the entry about [Atom-Support](#) and [List-Discovery](#). To do so you type the name of the entry without the dash you see above wiki-links don't work for one word Topics.

Note: You can type in a Password Hint as well as have the password saved in your Mac OS X Keychain.

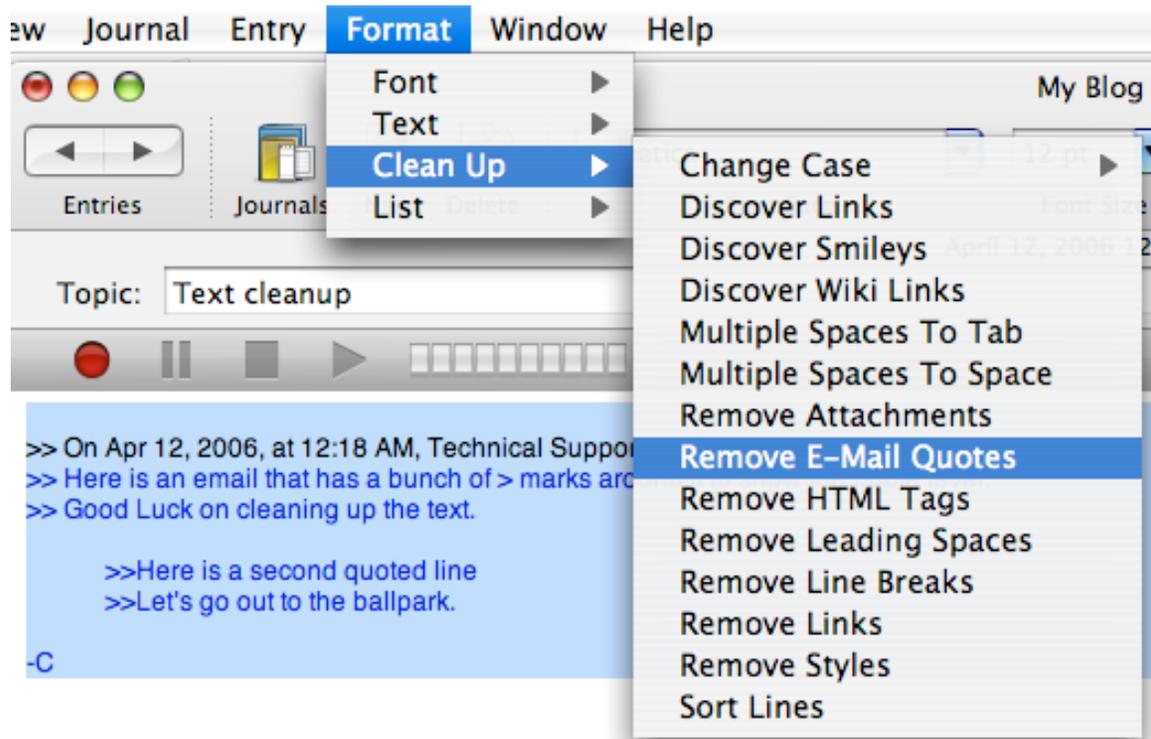
😊 colon dash right parenthesis is a smiley  
😞 colon dash left parenthesis is a frowning face

2 Smiley faces can be auto-discovered. Try typing colon, dash, right parenthesis.

## Cleaning-up Text

To cleanup text in an entry, for example that you pasted in from an e-mail:

- 1 Select some text containing e-mail quote characters (greater than ">" symbols).
- 2 Select Format> Clean Up> Remove E-Mail Quotes.
- 3 The Quotes and indentation are removed.



On Apr 12, 2006, at 12:18 AM, Technical Support wrote:  
Here is an email that has a bunch of > marks around it to show the quote level.  
Good Luck on cleaning up the text.

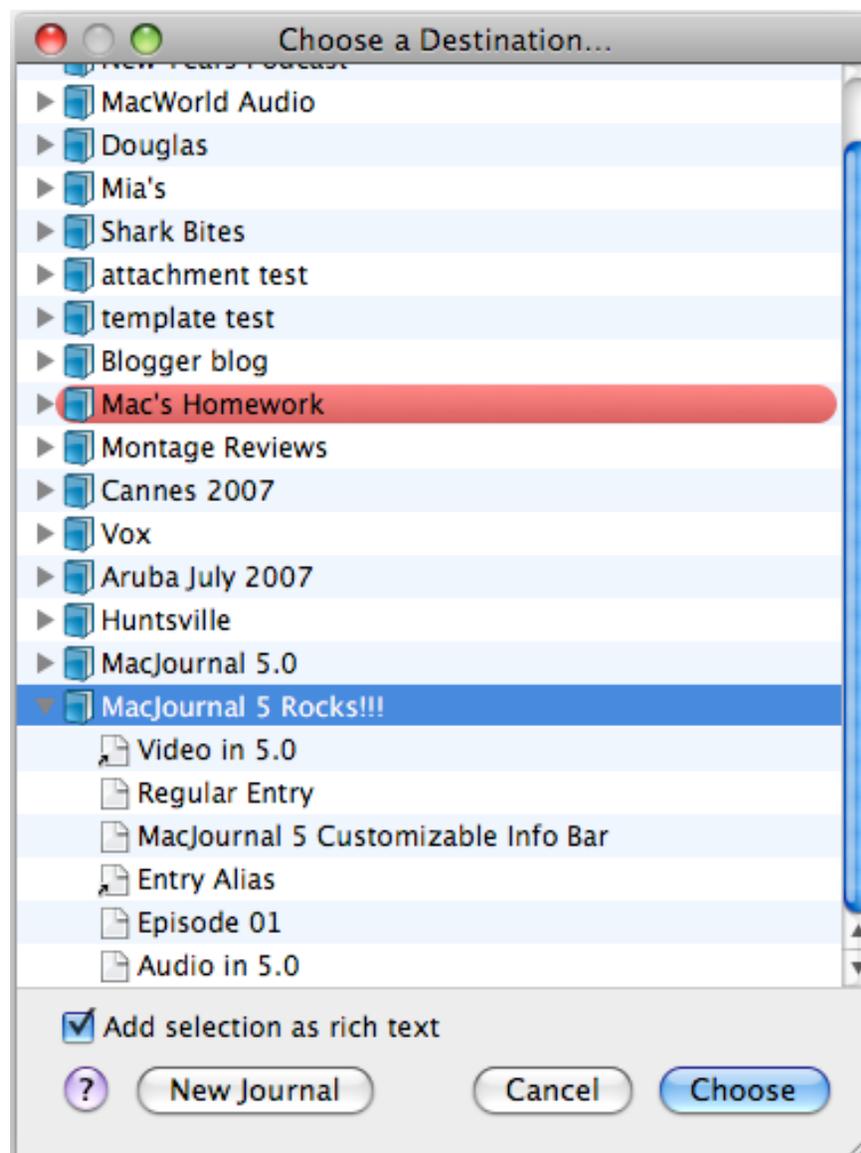
Here is a second quoted line  
Let's go out to the ballpark.

-C

## Appending Text to an Entry

Append some text to an existing entry, here's how:

- 1 Drag text onto the MacJournal dock icon.
- 2 A window appears allowing you to append to an existing entry or create a new journal.



## Audio Recoding & Podcasting

You can record and attach an audio recording to an entry. Also, you can share that audio recording by podcast. A podcast is an audio blog you post to the web. MacJournal's exports podcasts to MPEG 4 Audio (.m4a) format.

If you have your own website you can host your podcasts. Make sure your site is RSS enabled and then give the RSS feed address to your friends. People can subscribe to your podcast using iTunes or another RSS aggregator.

Here is your chance to get your voice heard.

### In this chapter:

- Showing the Recording Bar
- Making an Audio Recording
- Exporting an Audio Recording
- Podcasting
- Recording Video

## Showing the Recording Bar

1 Click on View> Show Recording Bar, Click the Recording button in the Toolbar (Customized toolbar feature), or press Option-Command-R.

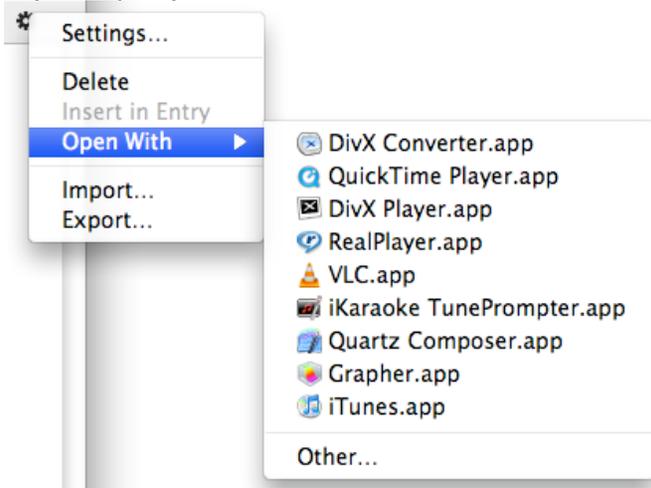
The Recording Bar appears.



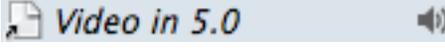
The Recording bar contains the following items:

- Record
- Pause
- Stop
- Play
- Input Level
- Media length (mm:ss)
- Video Mode button
- Action Button (Gear)

Delete, Reveal in Finder, Open With, Import..., Export...

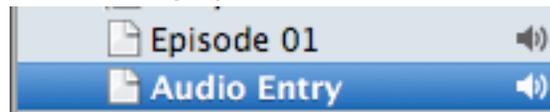


## Recording Audio

- 5 Audio/Video Badge on an Entry 

To Record an Audio Entry:

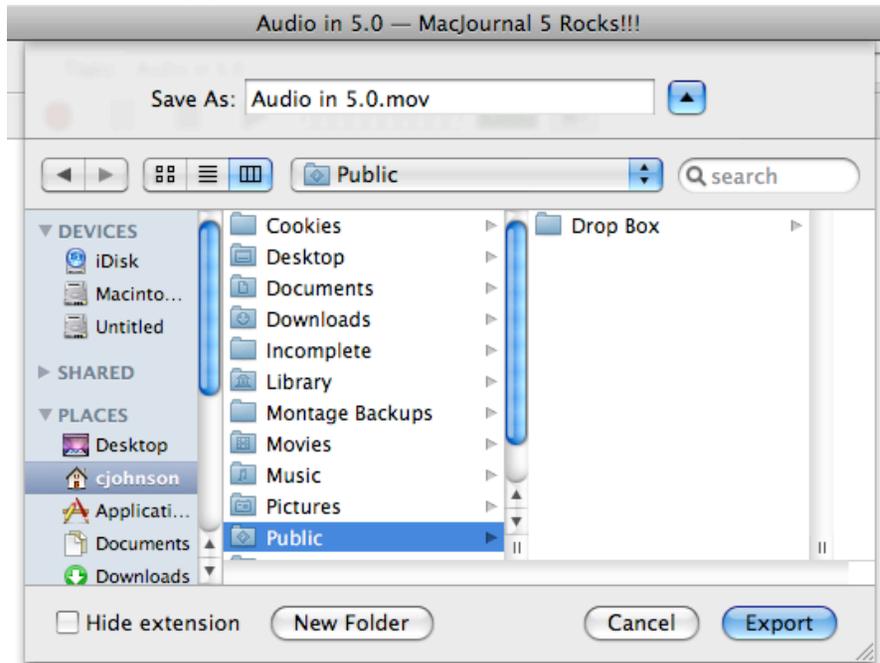
- 1 Press the round red Record button on the Recording bar. 
- 2 Input level appears in green bars when audio is being recorded. 
- 3 The recording timer displays the time elapsed. **00:02**
- 4 Press the square Stop button when you are finished recording. 
- 5 The entry appears with a sound badge next to it (dependent on the "Show Badges" preference).



- 6 Once you've recorded an audio attachment you can record again to append the recording on the end of the existing attachment.

## Exporting Audio

- 1 Select an Entry that has an audio recording.
- 2 Select File>Export
- 3 A sheet appears.



- 4 Name the file, set the save location and Click Export.  
Audio Recordings are exported as .m4a format.



Podcasting.m4a

## Podcasting

Podcasting is a way to share audio with listeners who subscribe to your podcast via RSS. It is up to you to provide content (entries = episodes) on a regular basis for your subscribers.

Generally, podcasts are hosted on a private web server. A .Mac account works too. If you have a server, MacJournal can post the podcast (.m4a file as an RSS feed).

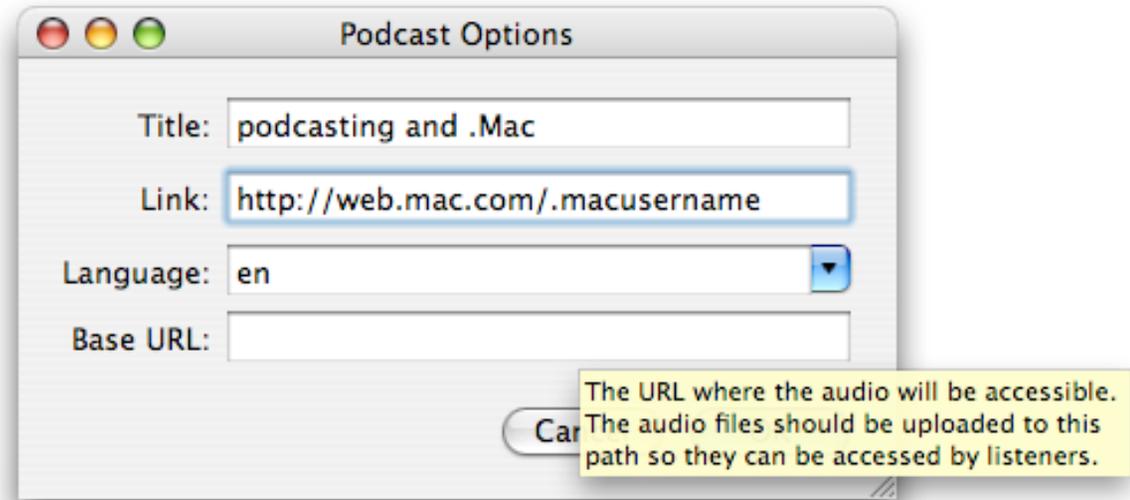
- 1 Choose an entry with audio.
- 2 Choose Entry > Export

A sheet appears.

- 3 Choose Podcast as the File Format.
- 4 A dialog appears where you can fill in the Title, Link, Language, and Base URL of the podcast. When you are finished click OK.

A folder is exported to the location you designated in step 3 containing the audio file and an index.xml file.

- 5 Upload the folder to a server via ftp.



## Recording Video

To Record video:

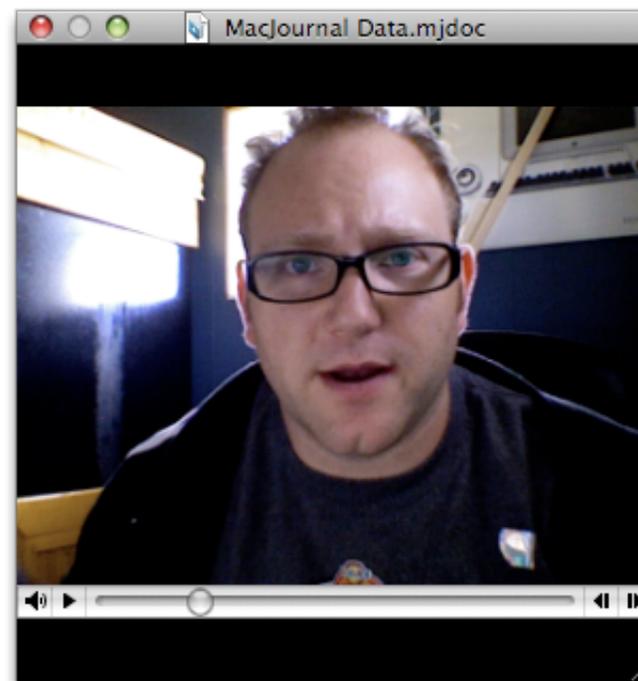
- 1 Press the Video button on the Recording bar. 

A video window appears showing video from your iSight camera (or other selected video source set in Recording Preferences)

- 2 Press the round red record button. 

Your video is being recorded.

- 3 Press the square stop button to stop the recording. 



## Blogging

Blogging is a new form of internet communication. The art of blogging is defined as a personal journal that is posted on a web site, is frequently updated and intended for general public consumption. Blogs generally represent the personality of the author or “blogger” and reflect the purpose of the web site that hosts the blog. Topics range from subtle to extreme and often times include philosophical musings, political commentary, or nearly any other notable topic. The essential characteristics of the blog are its journal form, typically a new entry each day, and its informal style. Many blogs syndicate their content to subscribers using RSS, a popular content distribution tool.

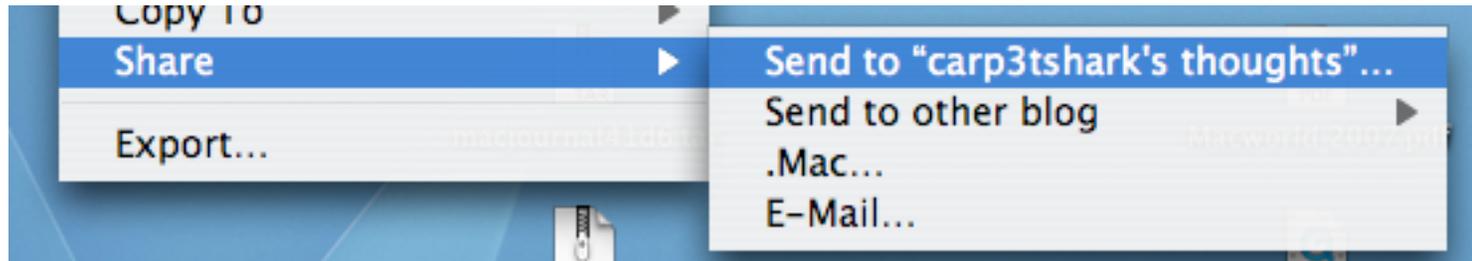
MacJournal allows users to post their individual blogs to popular blog sites like LiveJournal, Blogger, WordPress, Movable Type, and any .Mac subscription. Many sites now use the ATOM protocol while others use MetaWeblog. More specific instructions can be found in this chapter.

### In this chapter:

- Blogging
- Editing the Blog Server
- Using the Activity Viewer
- E-Mailing an Entry
- .Mac

## Blogging

1 Select Share>Send to Blog, use the contextual menu in the drawer, or click the Blog>Edit button in the Inspector.



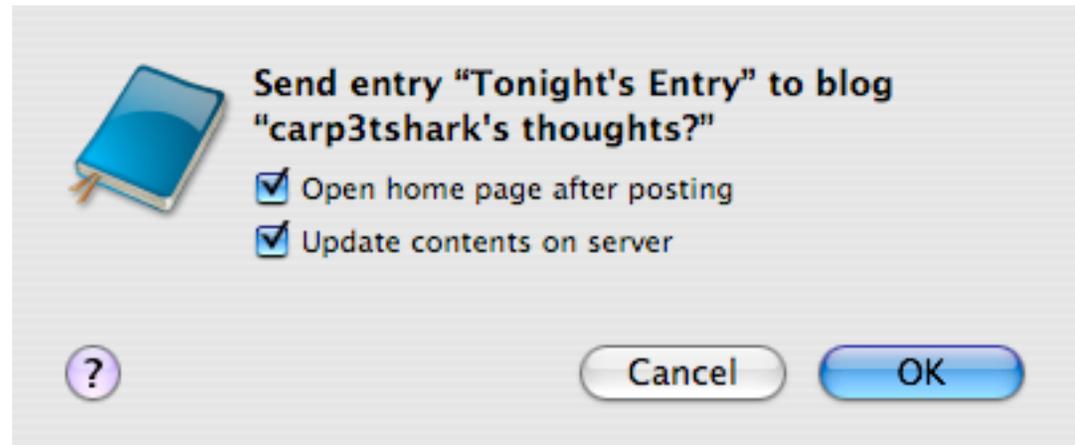
2 If you haven't configured this entry for a Blog server you will be prompted to do so now.

3 A dialog appears.

You have the option of opening the page after posting and/or updating the contents on the server.

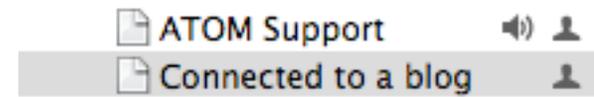
4 Click OK.

5 Entries that are posted to a blog have a badge next to them.



Notes: On success the window closes, if an error is encountered a dialog appears. "Send to other blog" displays a list of active blog servers.

You can send multiple entries to a blog server at once, as long as they are all going to the same blog server. Update Contents only appears if the blog post already exists on the blog server.



## Caitlin's Travels

TUESDAY, JANUARY 16, 2007

### MacWorld Expo - Last Day

It took a few days to get around to it, but I finally saw the iPhone. As is often the case with cool gadgetry, you just can't quite grasp its 'coolness' until you've actually seen it. As far as the look - it is tremendously cool.

The AppleTV also looks great. Now that we have 3 computers in our house, all actively getting content from the iTunes music store, I can see just how this would work for us. Once we can start downloading old Cure videos from the 1980's and playing them on our 50" DLP HD TV, we'll be in heaven. :-)

BTW, all of us from Mariner Software are staying at the Hotel Triton on Bush and Grant. It's a bit of a hike to Moscone, but the hotel is cool and I recommend it highly.

posted by Dawn Messerly @ 10:57 AM

0 comments

### MacWorld Expo - First Day

Although we missed the keynote, the first day of MacWorld was exciting. We spent a lot of time talking about the iPhone, although none of us had seen it yet.

Many familiar faces showed up at the Mariner Software booth. It's always fun to meet folks face to face after "talking" to them via e-mail or iChat for so long. Montage and MacJournal are generating a lot of interest. We had a number of elementary school teachers stop by and tell us about how they use Desktop Poet in the classroom.

When I get a break, I'm going to go check out the iPhone, then visit some old colleagues.

posted by Dawn Messerly @ 10:51 AM

0 comments

WEDNESDAY, DECEMBER 13, 2006

### 12/13 posting again

#### About Me

Name:

Dawn Messerly

Location:

Saint Paul, Minnesota, United States

[View my complete profile](#)

#### Links

[Google News](#)

[Edit-Me](#)

[Edit-Me](#)

#### Previous Posts

[MacWorld Expo - Last Day](#)

[MacWorld Expo - First Day](#)

[12/13 posting again](#)

[12/13 New Post](#)

[White text on black](#)

[White text on dark background](#)

[lists](#)

[Plain text](#)

[Tuesday](#)

[Tuesday](#)

#### Archives

[September 2006](#)

[October 2006](#)

[November 2006](#)

[December 2006](#)

Once you've sent the entry to your blog you have the ability to view the blog in your web browser.

## Editing the Blog Server

1 Select Journal>Edit Blog Server... from the menu.

A dialog appears, you have the choice of entering the address of your blog (recommended), Copying the settings from a previously configured blog (Blog server settings that you set up for another journal), or to configure the settings manually.

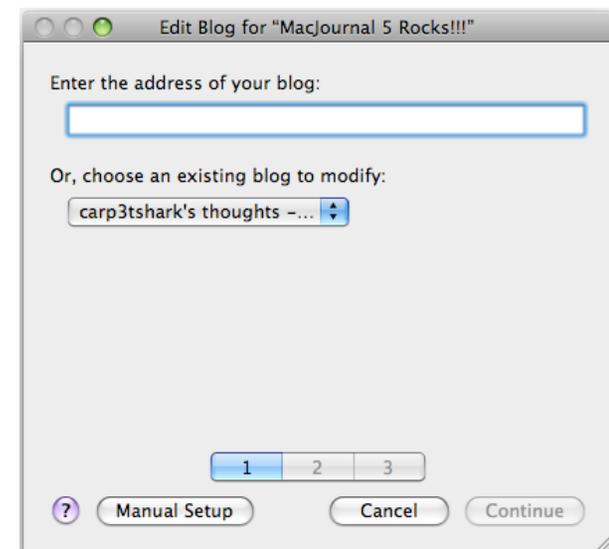
For this example, enter the address of the blog and the settings for your blog server will mostly auto-configure.

2 Enter the address of your blog.

MacJournal will attempt to auto-configure you blog server settings.

3 Click Continue to proceed.

The contents of the dialog change.



## Editing the Blog Server

- 4 Fill in the name.
- 5 Choose a Blog type from the pop-up list. If you specific blog isn't listed or you aren't sure about the Blog type, you'll need to consult your Blog provider's support pages or make an educated guess. Atom protocol is a common choice and it is supported on Blogger.com as well as many other sites. MetaWeblog and MovableType are probably the next most popular blog types.
- 6 Enter the URL for the blog if it isn't already filled in.
- 7 Enter the Post URL, it should be automatically configured for you. If not, consult the support pages of your blog site for help.
- 8 Enter your Username for the blog.
- 9 Enter the Blog ID if it isn't automatically configured after entering your Username.

Click OK when you are finished.

Edit Blog for "MacJournal 4 rocks!!!"

Name:

Type:

URL:

Post URL:

User:

Blog ID:

1 2 3

LiveJournal  
MetaWeblog  
Movable Type  
✓ Atom

## Using the Activity Viewer

- 1 From the Window menu select "Activity Viewer."

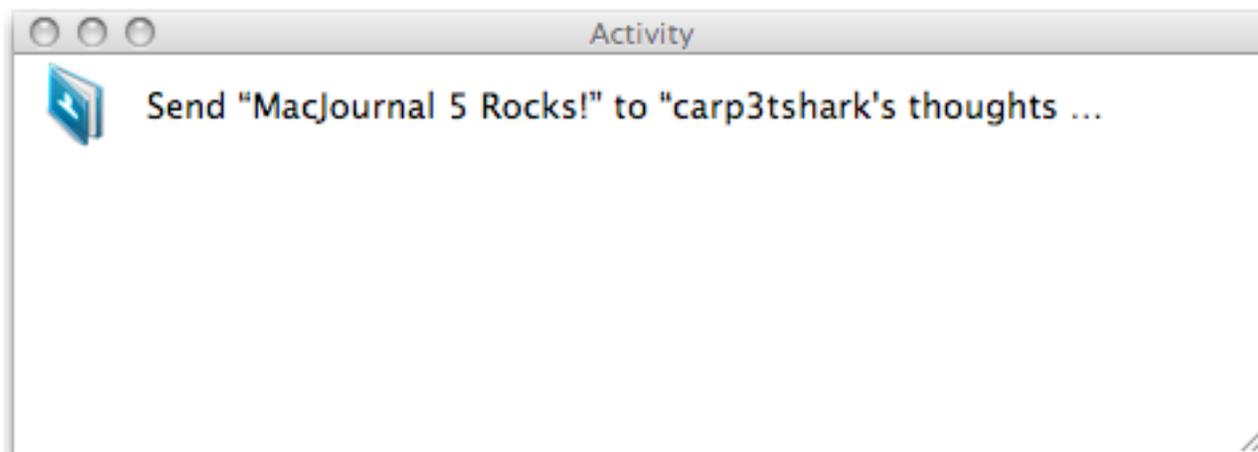
A blank Activity window appears:



- 2 When sending an entry or entries to a blog, their status will appear in the Activity Viewer.

To stop, and cancel sending the entry or entries to your blog:

- 3 Click the red stop sign button in the Activity Viewer window.



## E-mailing an Entry

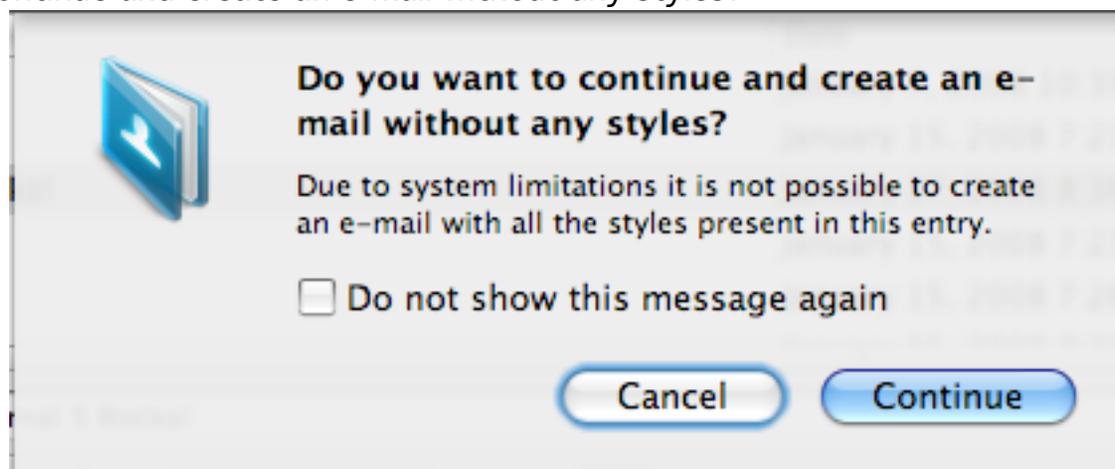
1 Select an entry in the Journals drawer.

2 Select Share>Email..., use the contextual menu in the drawer, or click the E-Mail Entry toolbar icon.



3 A warning appears.

“Do you want to continue and create an e-mail without any styles?”



5 Click Continue.

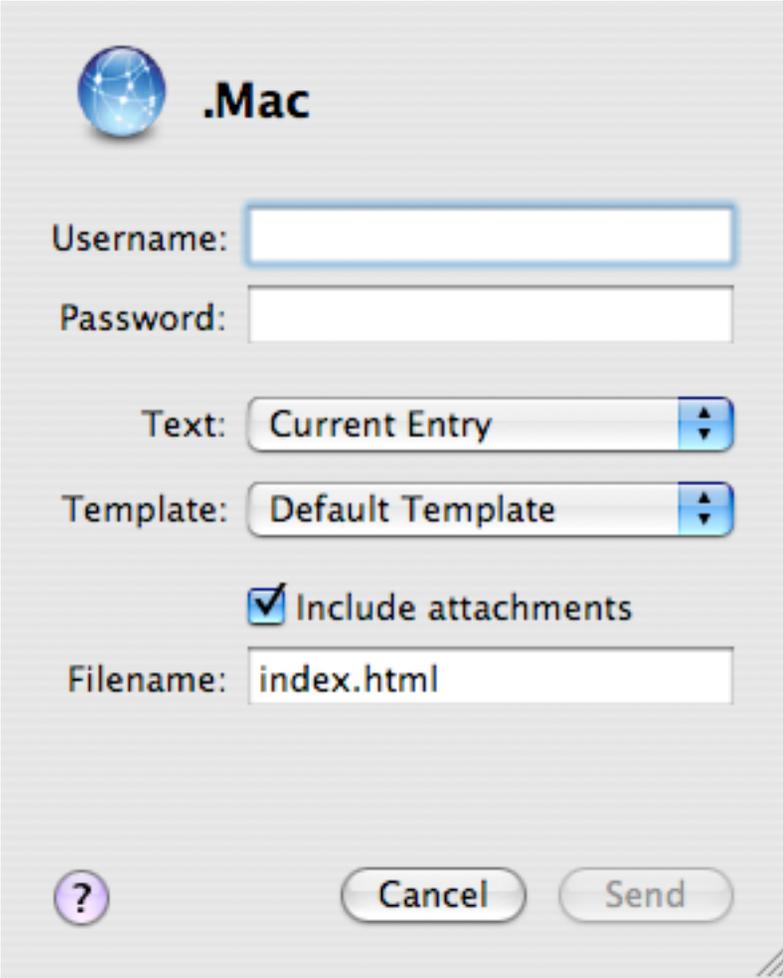
Your e-mail client launches and a new e-mail is opened.

6 Click Send to send the e-mail.

Note: e-mails will lack style information like font, color, size, graphics, etc. due to Mac OS X system limitations.

## Publishing to .Mac

- 1 Select Entry->Share>.Mac , use the contextual menu in the drawer, or click the .Mac toolbar icon.
- 2 By default, your .Mac account name and password are automatically entered in the Username and Password fields.
- 3 In the text field, choose what you want to publish: the current entry or the current journal.
- 4 In the template field, choose default template if you are publishing non-html text. Choose html if you are publishing html code.
- 5 Check the Include attachments box if you are attaching a file to publish to your .Mac account.
- 6 Enter a filename for the published file.
- 7 Click the send button  
A progress bar shows you when the transmission is completed.



The image shows a dialog box titled ".Mac" with a globe icon. It contains the following fields and controls:

- Username: [text input field]
- Password: [text input field]
- Text: [dropdown menu with "Current Entry" selected]
- Template: [dropdown menu with "Default Template" selected]
- Include attachments
- Filename: [text input field containing "index.html"]
- Buttons: "?", "Cancel", and "Send"

## Chapter x Security

MacJournal allows you to password protect your writing from prying eyes. You may also think about encrypting the data on the disk so even if the data was out of your hands it would be safe. If privacy is your concern, this is your chapter.

### In this chapter:

- Locking a Journal
- Unlocking a Journal
- Backing up your Data

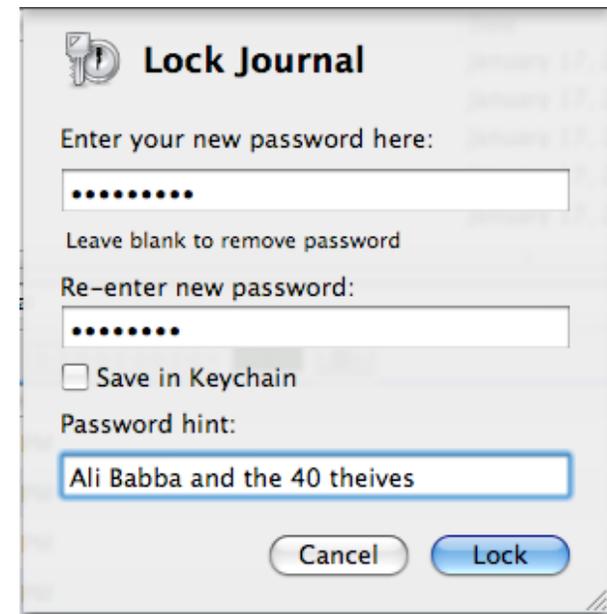
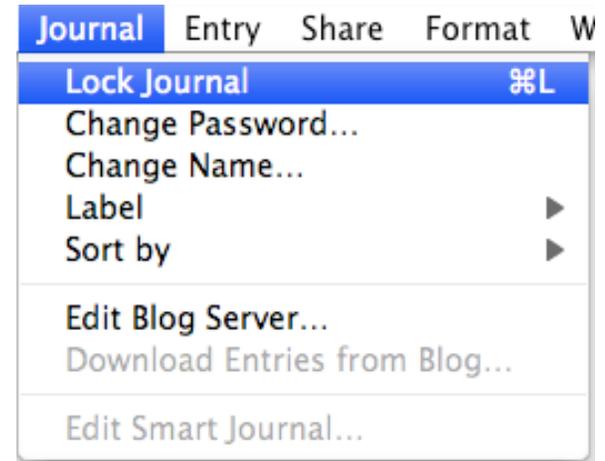
## Locking a Journal

- 1 Click on a Journal's Name to select a Journal in the Journal drawer.
- 2 From the Journal menu, select Lock Journal.  
A sheet appears.
- 3 Type in a password, confirm the password, and select any options.

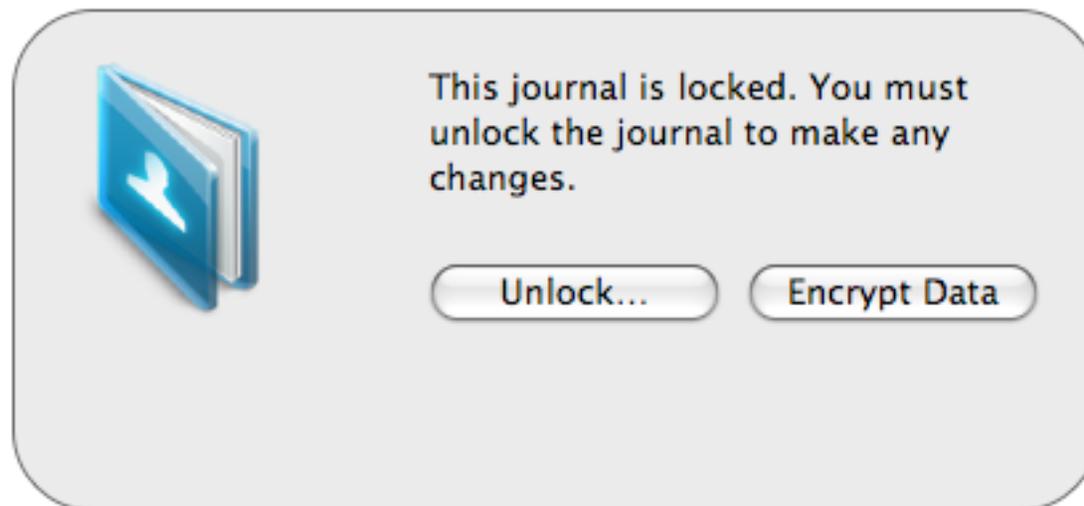
Note: You can type in a Password Hint as well as have the password saved in your Mac OS X Keychain.

- 4 The icon next to the journal's name changes to silver for password protection or a gold lock for password protection and encryption.

Hint: You can quickly lock a journal by Typing **Command ⌘- L**.  
Note: Encrypted journals are not available to Spotlight searches.



## Unlocking a Journal



*Locked journals display a message in the main window.*

- 1 Click the Unlock... button to unlock the journal or double-click the Journal icon in the journal drawer.
- 1 Double-click on the journal in the drawer, press the Unlock button from the main window or press z-L. A sheet appears.
- 1 Enter your password and click the Unlock button.

Note: If you choose to Save in Keychain, the password is saved in the keychain and the journal automatically unlocks without needing the password.

Hint: You can use the hint you set when you made the password to help remind you.

## Backing Up Your Data

Backups occur automatically when you quit.

Backups are stored here:

~/Library/Application Support/MacJournal/

Hints: “~” indicates your user’s Home directory.  
MacJournal saves the data file when you quit and then makes a copy of the file as the backup file.

Note: The backup doesn't occur until you quit the application. Saving your file doesn't trigger the backup.

Hint: We suggest you have a backup strategy not only for your MacJournal data but for all the important information on your hard drive.

Backup Folder

~/Library/Application Support/MacJournal/

## Chapter x Syncing

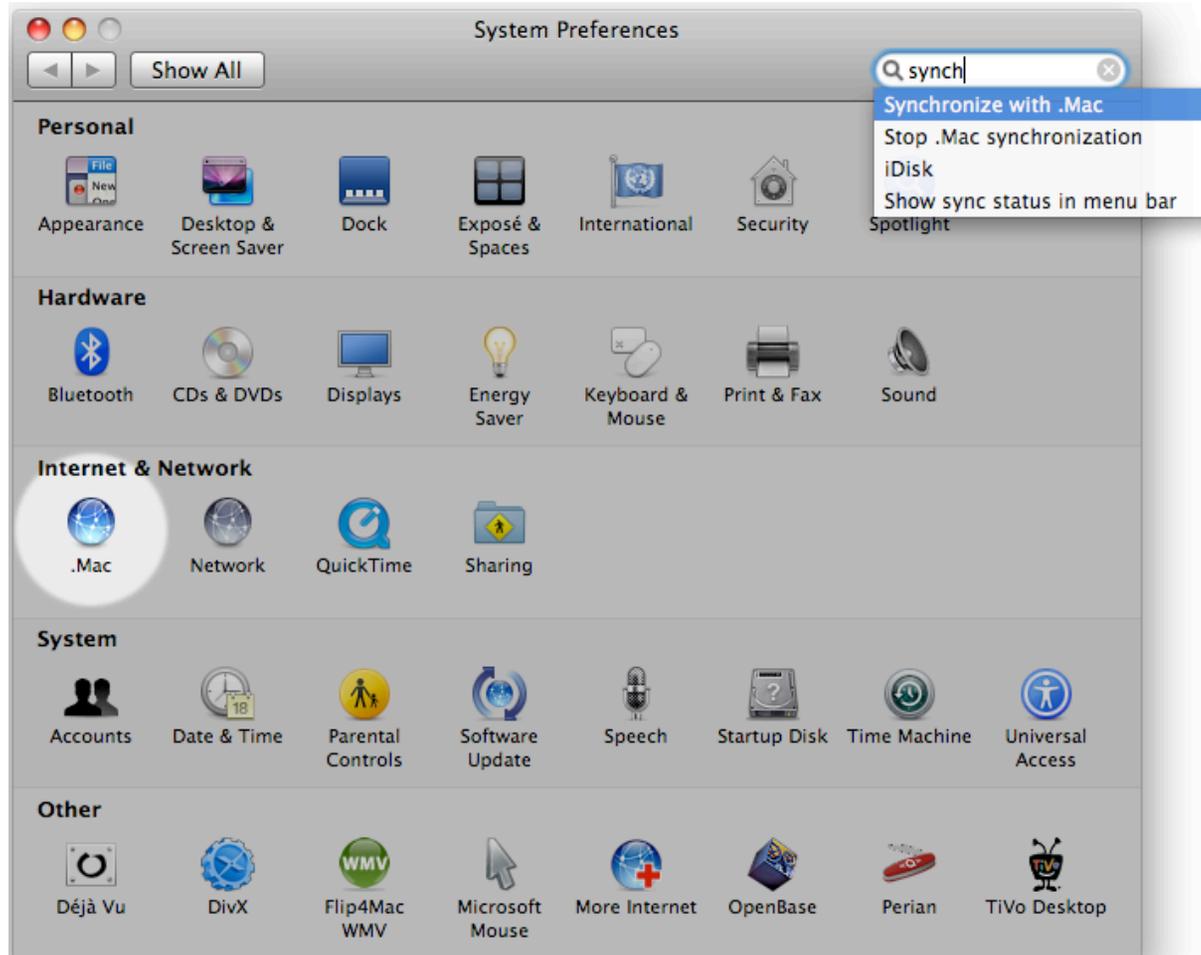
Syncing your MacJournal data to .mac or a Palm can be very handy. With .Mac you'll have a copy of your MacJournal data on your .Mac iDisk you can access while on the go or store like a remote backup. Syncing with a PalmOS device like a Treo Phone allows you to have your Journal text data on your phone as memos.

### In this chapter:

- Syncing with .Mac
- Syncing with a PalmOS device

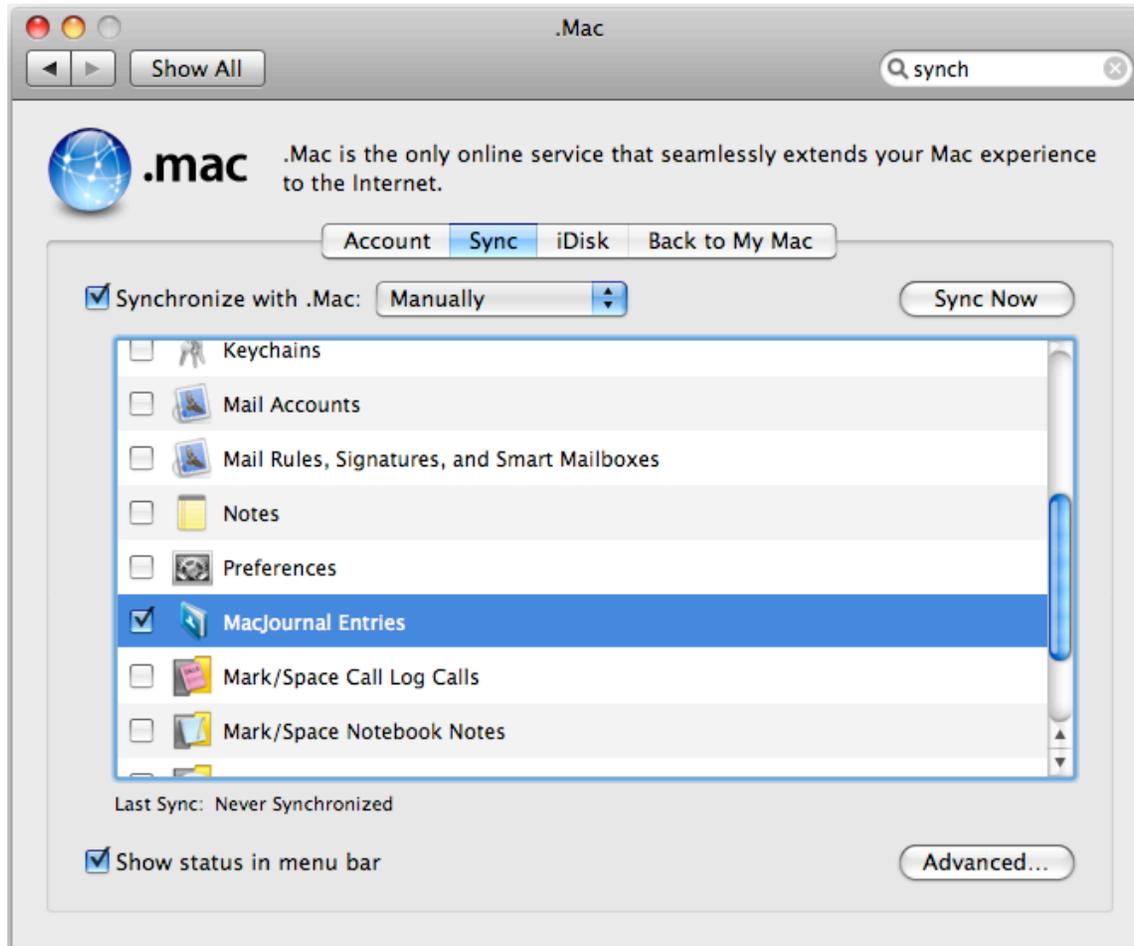
## Syncing with .Mac

- 1 From the  menu, select System Preferences. A window appears.



- 2 Select .Mac  
Note: You must have a .Mac account to use this feature.

- 3 Switch to the "Sync" tab.
- 4 Place a checkmark next to the item "MacJournal Entries".

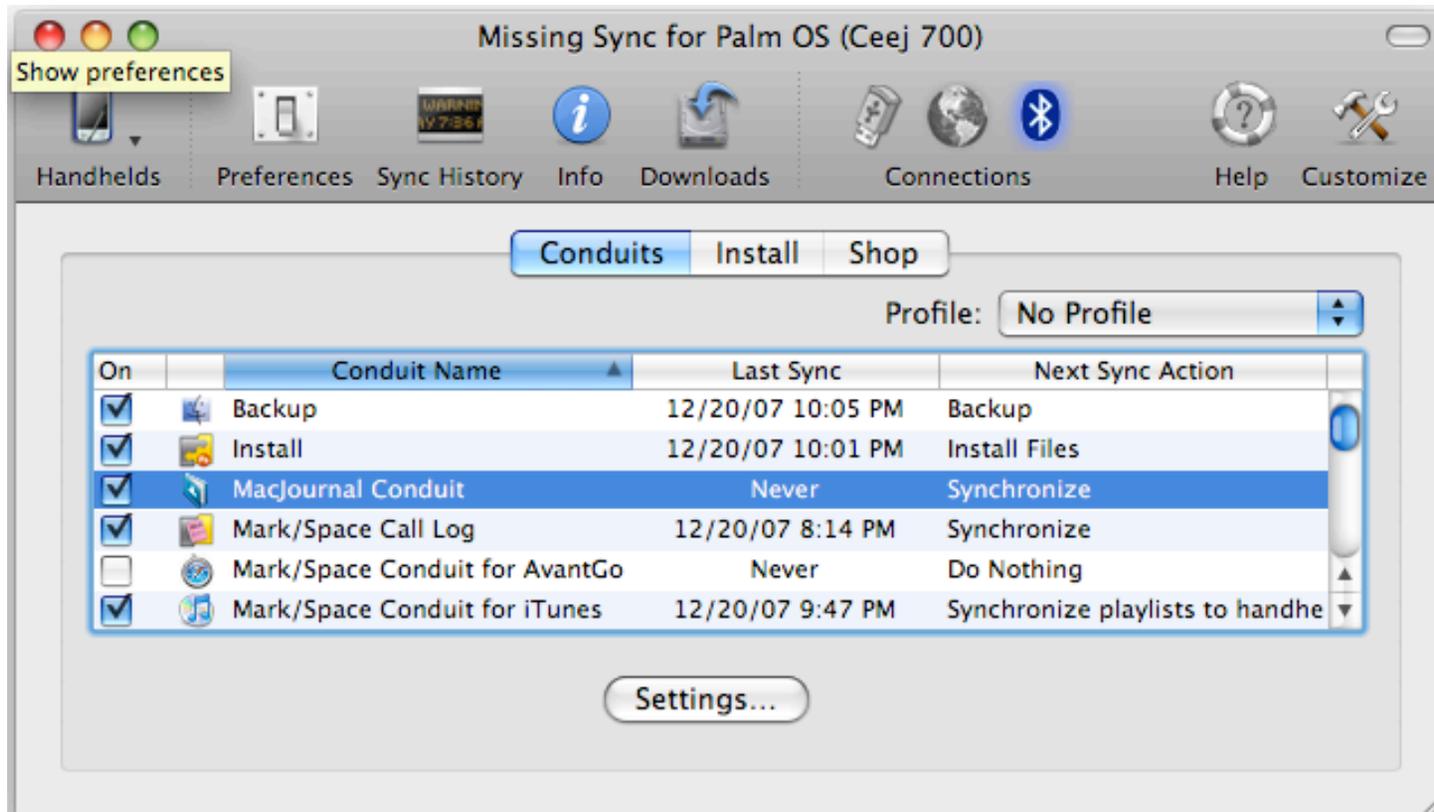


Notes: If syncing is not occurring properly, try resetting the sync preference in this dialog.

## Syncing with a PalmOS device (Treo, Palm, etc.)

1

- 1 Launch Missing Sync  
A window appears.
- 2 Select the Conduits tab



Note: Missing Sync is a third party product that can be purchased from MarkSpace. <http://www.missingync.com>

- 3 Place a checkmark next to the item "MacJournal Conduit".

Note: If syncing is not occurring properly, try resetting the sync preference in this dialog.

## Miscellaneous information

Spice up your journals with a swanky custom background image. Make a presentation using MacJournal. Doogie Houser, MD is not the only one who likes to journal. Consult the mighty Taco for inspiration. spellcheck your writing so you don't look "unedjukated". Search for and find that entry you wrote regarding that thing about that thing. Add text or entries into MacJournal while in another application using Quick Notes.

These are some features we just couldn't leave out of the manual. You've read this far so you must be the inquisitive type—read on friend.

### In this chapter:

- Setting a Background
- Using Full Screen Mode
- Using the Inspector
- Using the Taco
- Using Spell Checking
- Searching & Filtering
- Using Quick Notes

## Setting a Background Picture

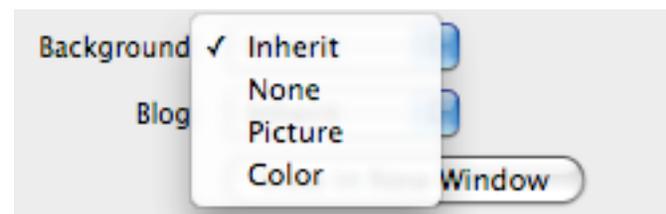
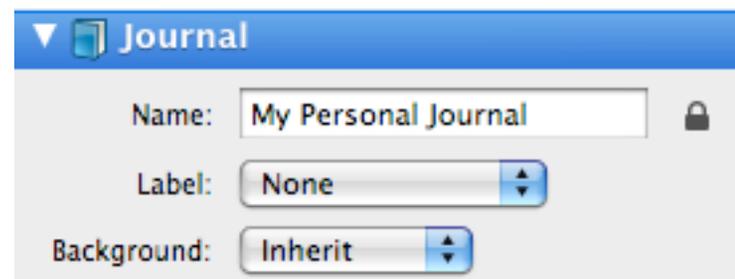
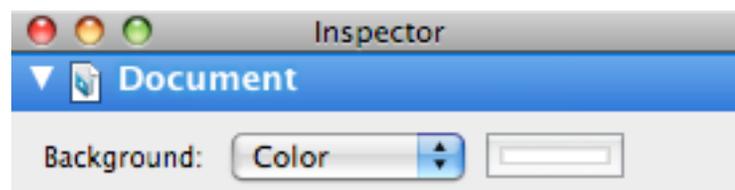
You can set the background for the entire MacJournal document, on a per journal basis, or per entry.

1 From the View menu, select Show Inspector. The Inspector window appears.

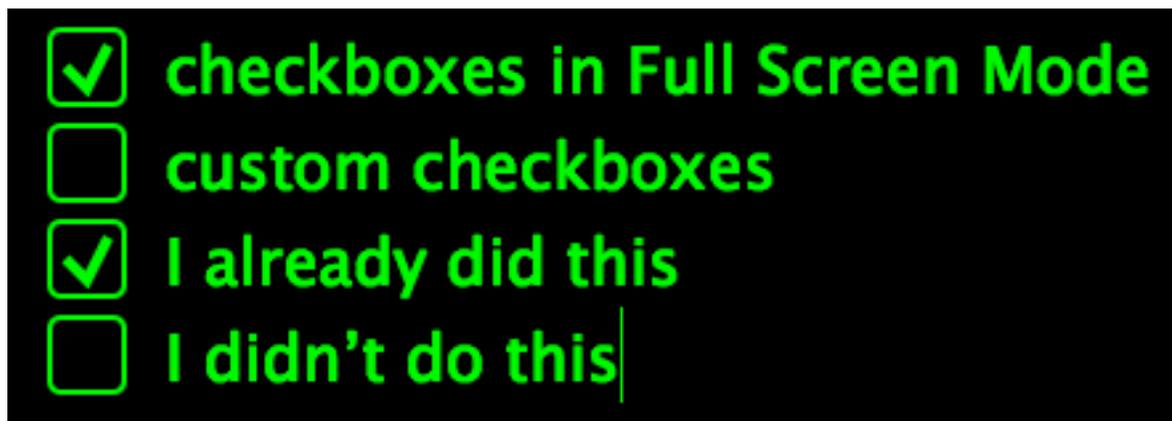
2 Under either the Document, Journal, or Entry section, see the background options. You can set the background to None, Picture, or Color.

Select the Picture radio button. A sheet appears.

3 Select the picture file from your hard drive that you wish to use for the background of ALL your entries and click Open.



## Using Full Screen Mode



Example of an Entry with checkboxes in Full Screen Mode

- 1 Select an entry from the Journals drawer.
- 2 Either Press F8 or go to the View menu and select Full Screen.  
The Screen changes to Full Screen mode, allowing you to focus on the text.
- 3 Sheets, file attachments, checkboxes, and lists all show in Full Screen mode.

Hint: Keyboard Navigation

⇧ ⌘ ] Shift - Command - ] - next entry

⇧ ⌘ [ Shift - Command - [ - previous entry

⇧ ⌘ ⌥ [ Option - shift - Command - [ previous journal

⇧ ⌘ ⌥ ] Option - option - shift - Command - ] next journal

**Hints:** You can use Full Screen mode to make presentations or give a lecture.  
You can set the style and colors used in Full Screen mode by going to Preferences and Selecting Full Screen.

## Using the Inspector

Setting options for the entire document, a journal or an entry:

1 Select Show Inspector from the View menu or press Command - Option - I.

The Inspector window appears.

3 Select Journal

**Name** - Set the journal name.

**Label** - Set a label color.

**Background** - Set a background picture or color.

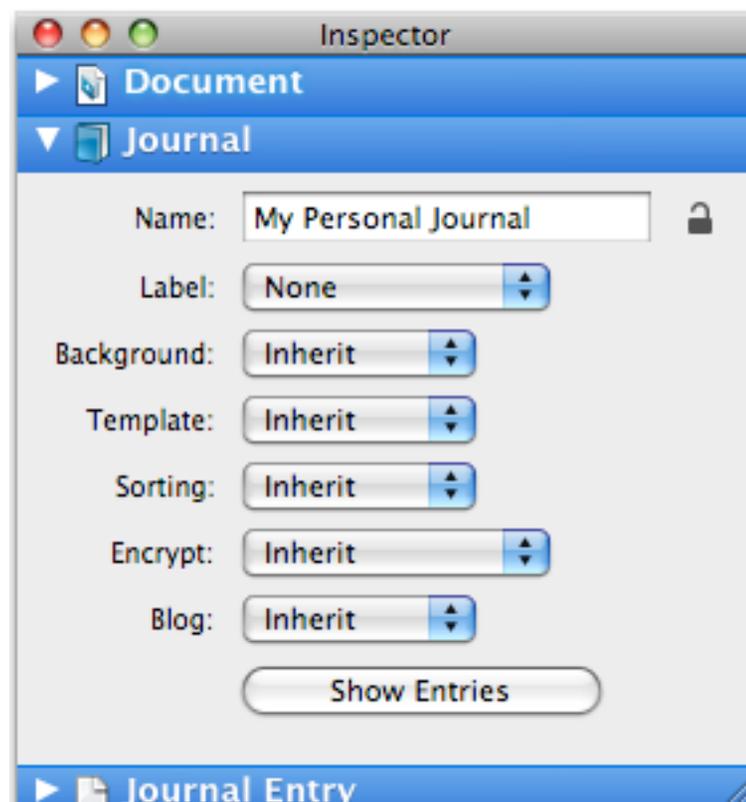
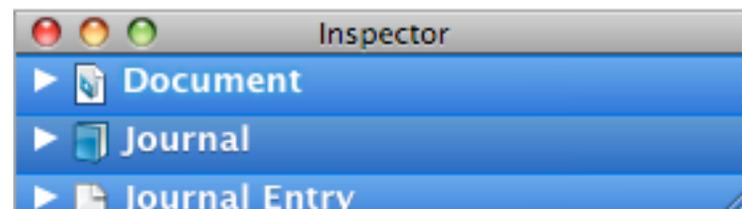
**Template** - Set an entry template for new entries.

**Sorting** - choose the sort order for the Journal, Inherit, None, Date, Topic, or Text.

**Encrypt** - Choose when to encrypt the selected journal.

**Blog** - Set the blog server.

*Continued on next page*



## Using the Inspector

### 5 Journal Entry

**Topic:** - Set the name of the entry also called the topic.

**Date:** - Set the date and time of the entry.

**Tags:** - Attach tags to the entry

**Annotation:** - Write some notes about the entry.

**Status:** - Sets a status to. Needs Review, Completed, etc.

**Priority:** - Sets a priority ranking of.1 through 5

**Rating:** - Sets a star rating of.1 through 5 stars

**Modified:** - Shows when the entry was last modified.

**Size** - Shows the size the entry takes up on your hard drive.

**Editable** - Sets whether or not the Entry can be modified.

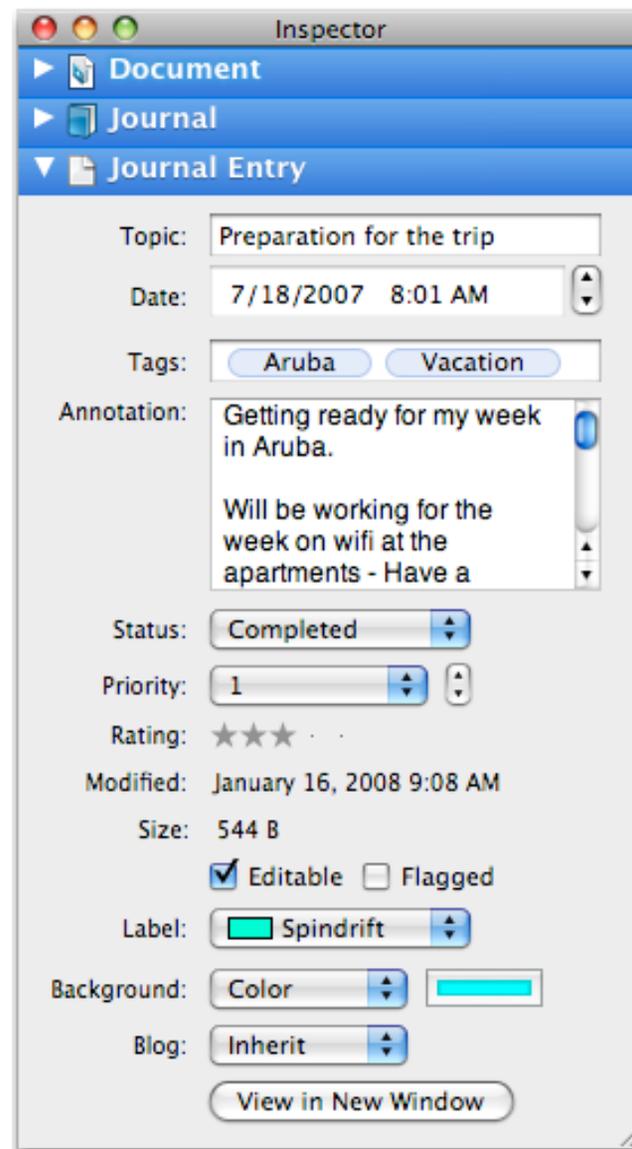
**Flagged** - Sets whether or not the entry appears with a Flag

**Label:** - Sets the label color.

**Background:** - Sets the background to a color or picture.

**Blog:** - Sets the blog server.

**View in New Window** - opens the current entry in a new window.



## Consulting the Taco

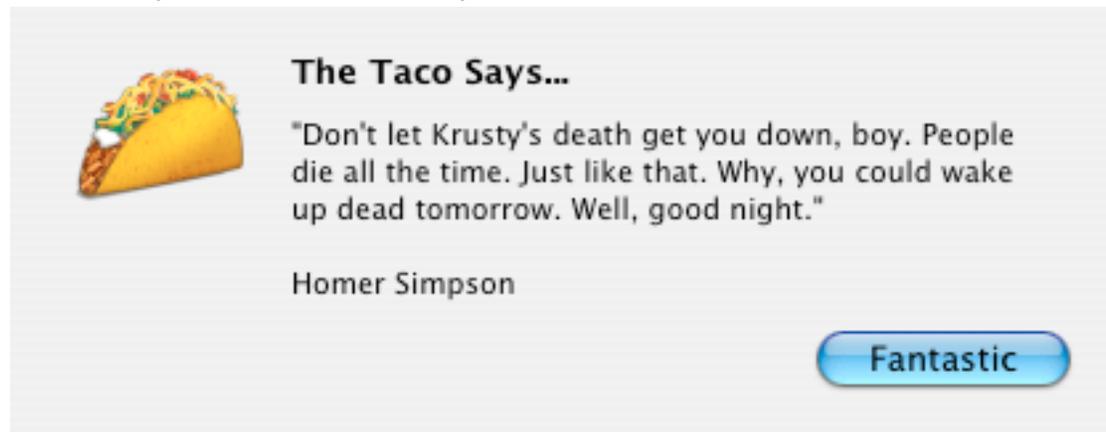
1 To consult the Taco for inspiration, you'll need to have the taco icon in your Toolbar. It's not there by default so you'll need to add it by going to the view menu and selecting Customize toolbar.

The customize toolbar dialog appears.

2 Find the icon of the Taco and drag it up into your toolbar.

3 Click Done.

4 Click on the Taco whenever you are in need of inspiration.



**Hint:** Try holding down the option key for a different variant of inspiration.

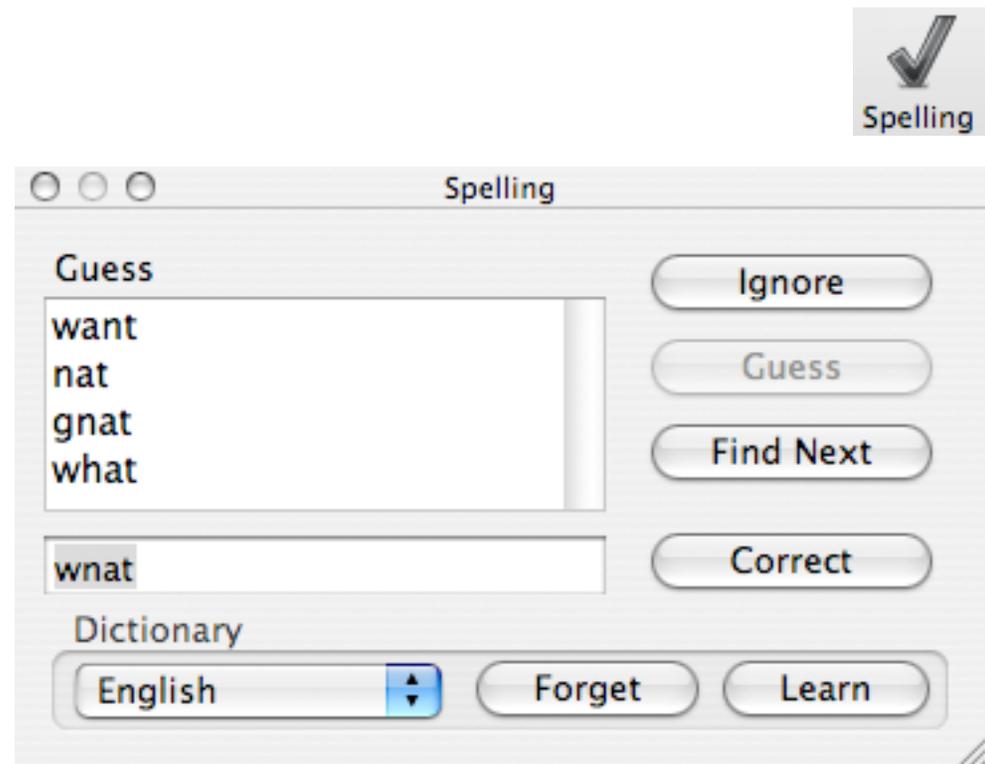
5 Click Fantastic and get back to work.

## Spell Checking

1 Select some text, then click on the spelling button in the toolbar or press Command-shift-;

The spelling window appears.

2 Choose to Ignore, Find Next, or Correct the selected text.



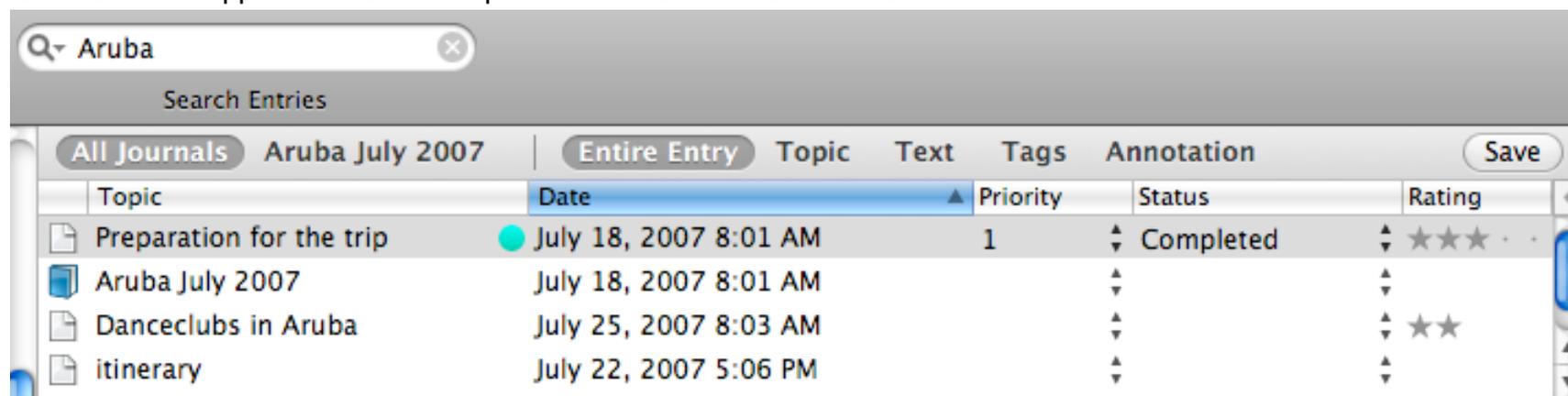
**Hint:** MacJournal can automatically check your spelling as you type and/or automatically correct simple spelling mistakes. These options are set in Preferences > General.

When typing, automatically...

- Check spelling
- Correct spelling

## Searching / Filtering Entries

- 1 Click on the disclosure triangle to pop-down the criteria list. Select the criteria by which you want to filter.
- 2 Type the search criteria into the toolbar search field.
- 3 The results appear in the Entries pane with a list of criteria above.



Clicking the X  in the search field removes the filtered results and shows all the entries again.

- 4 If nothing matches your search criteria, the main window and entries pane will be empty. Change the search or cancel to see all of the entries again.

**Note:** Results of a search can be saved as a smart journal. After searching, click the Save button to create a smart journal.

## Using Quick Notes

Setting a Quick Note keystroke:

- 1 Go to the MacJournal Menu and select Preferences.

The preferences window appears.

- 2 Select the General Tab.

See the Quick Note Options.

- 3 Click the Change button.
- 4 The Text will change from None to Type a new keystroke now.
- 5 Type a Key combination. Your keystroke appears.

**Note:** The Quick Notes keystroke can be used from within any application. The Quick Note window can be accepted with Command-Return.

Quick Note: No keystroke

Change...

Reset

Quick Note: Type a new keystroke now

Change...

Reset

Quick Note: ⌘⌥-/

Change...

Reset

## Using Quick Notes

How to use Quick Notes:

- 1 From any Application press the keystroke combination you previously set for the Quick Notes feature.

The Quick Note window appears.

- 2 Set whether you wish to append text to an existing entry, choose an entry from the pop-up, or create a new entry, choose a journal.

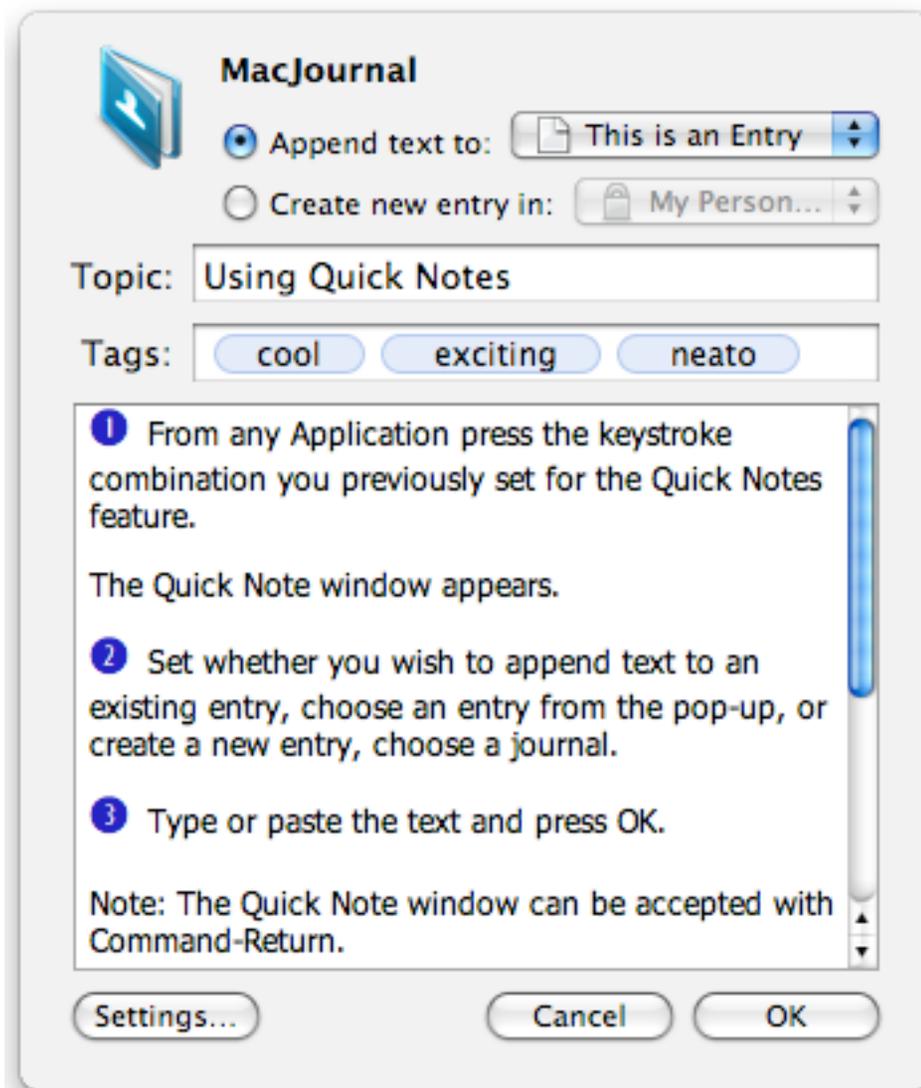
- 3 Type or paste the text and press OK.

Note: The Quick Note window can be accepted with Command-Return.

To use application services:

- 1 Highlight some text in whatever application you are using.

- 2 Go to the application menu item and choose Services>MacJournal > Append Selection To Entry or New Entry With Selection.



## Preferences

### Setting the various Preferences in MacJournal

The Preferences panel allow you to customize and control many facets of MacJournal.

General - set many of the default settings

Editing - set saving, typing and ruler settings

Warnings - set the warning functionality

Sidebar - set options for the pane

Fonts & Colors - set the typeface and colors used throughout the application

HTML - set templates for exporting your journals or entries

Full Screen - set the look and behavior of full screen mode

Recording - set the options for video and audio input, file format, etc.

Security - set the options for locking, encrypting, and back-ups

Advanced - settings for advanced users

Hidden - settings for really really advanced users

#### In this chapter:

- General
- Editing
- Warnings
- Sidebar
- Fonts & Colors
- HTML
- Full Screen
- Recording
- Security
- Advanced
- Hidden

## General Preferences

1 Select MacJournal->Preferences.

The Preferences window appears.

2 Select General.

You can set several options:

**First Day of Week** - Controls which day appears farthest on the left in the calendar.

**Quick Note** - Set a keystroke that will invoke the Quick Note feature.

*See Using Quick Notes for more info.*

**Tabs** - Controls whether or not you always see the tab bar, and/or if creating a new entry makes a new tab.

**Default Entry** - Set a template that controls the appearance of new entries. the appearance includes the topic, text, font, size, style and more.

**Open Inspector** - Opens the inspector so you may set many appearance settings.

*See Using the Inspector for more info*



# Editing Preferences

Editing options:

Automatically save every X minutes - Choose how often you'd like to automatically save your data.

## When typing, automatically...

**Check spelling** - underlines misspelled words according to the Mac OS X dictionary.

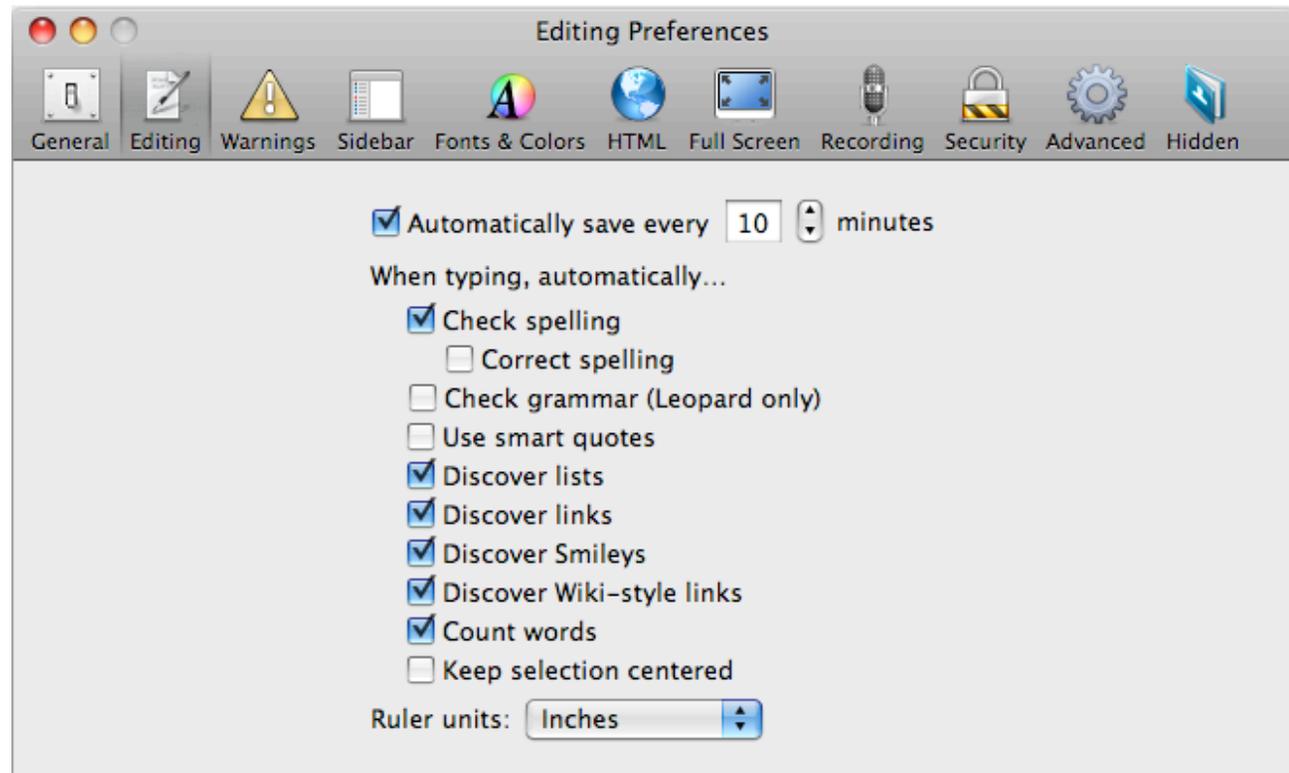
**Correct spelling** - Automatically corrects misspelled words using the first suggestion word when there are only a few suggestions from the Mac OS X system dictionary.

**Check grammar (Leopard Only)** - underlines misspelled words according to the Mac OS X dictionary.

**Use smart quotes** - Smart quotes are sometimes known as "Curly" quotes.

Straight quotes: " "

Smart/curly quotes: " "



## When typing, automatically...

**Discover lists** - Automatically recognize a list and apply formatting while you are typing. Press return for a new list item.

**Discover links** - Automatically recognize html links while you are typing.

**Discover Smileys** - Automatically recognize html smiley faces while you are typing.

**Discover Wiki-style links** - Automatically recognize wiki-style links between your entries while you are typing.

**Count words** - displays a visible word count while you are typing.

**Keep selection centered** - Attempts to keep the selection centered.

**Ruler Units** - Set your preferred ruler units, Inches, Centimeters, Points, or Picas.

Topic: List discovery

1. I am typing a list
2. this is the second item
3. |

Topic: Link Discovery

check out this great site:

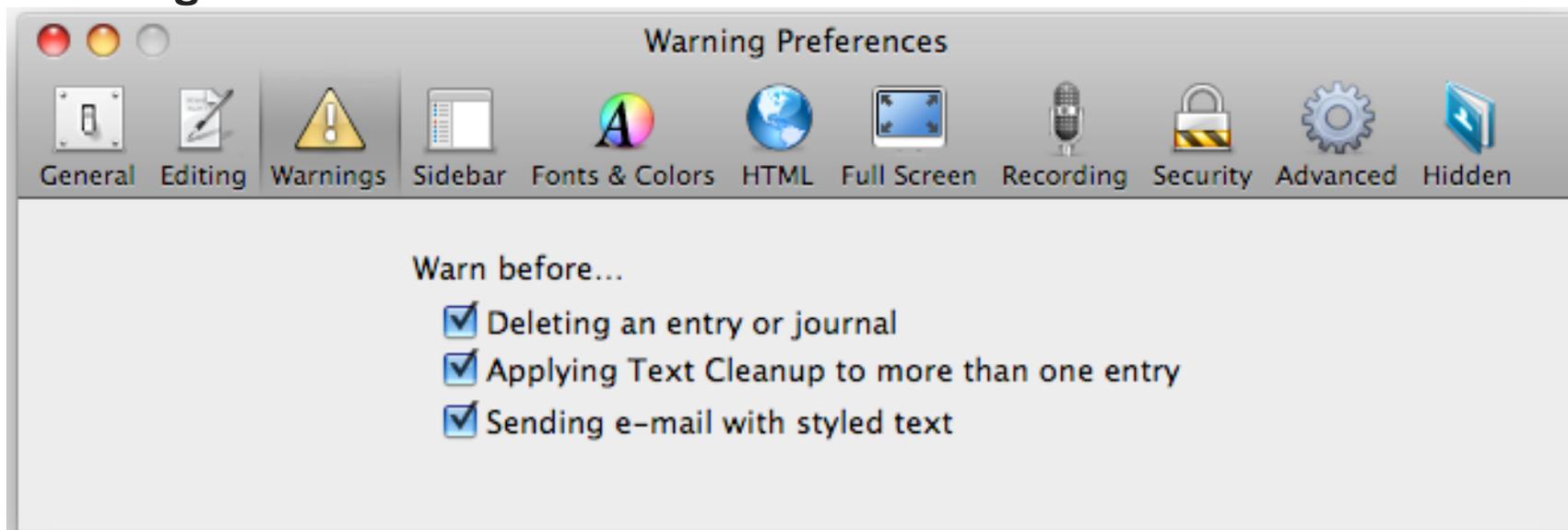
<http://www.marinersoftware.com/>

just type and the link is a clickable ink

Topic: Smileys

- ☺ colon dash right parenthesis is a smiley
- ☹ colon dash left parenthesis is a frowning face

## Warnings Preferences



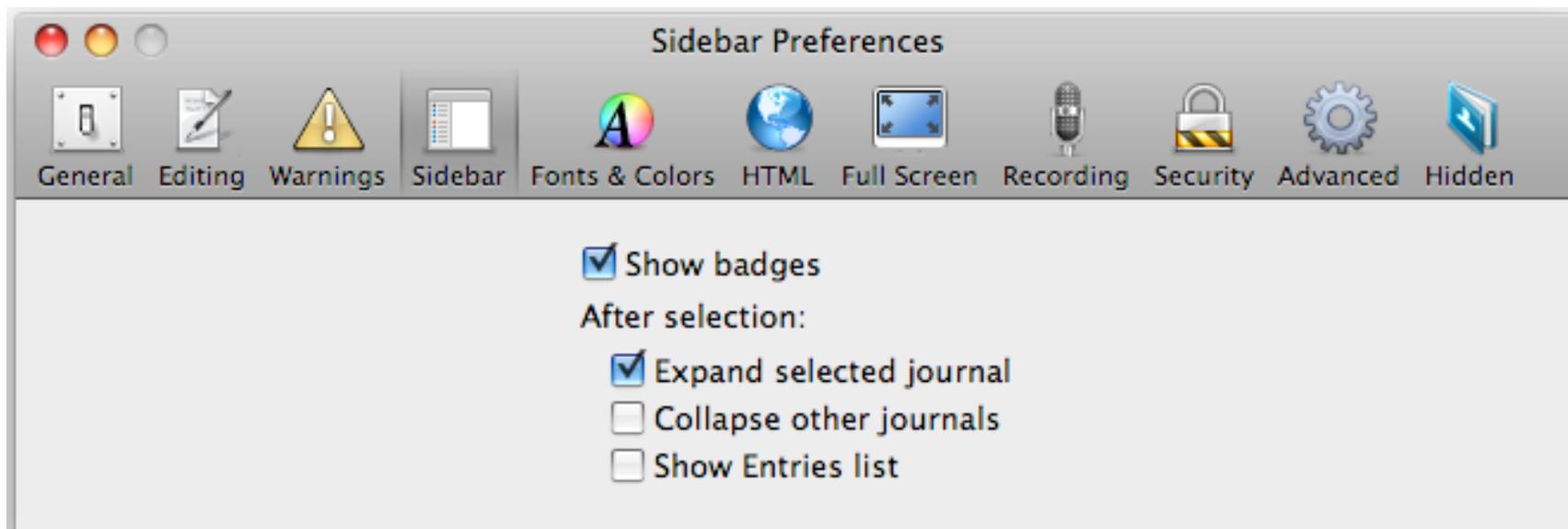
Warnings preferences:

Decide when you'd like to be warned about possible data-loss situations.

### **Warn before:**

- Deleting an entry or journal**
- Applying Text Cleanup to more than one entry**
- Sending e-mail with styled text**

## Sidebar Preferences



### Journals Drawer:

**Show Badges** - display icons next to journals and/or entries.

After Selection:

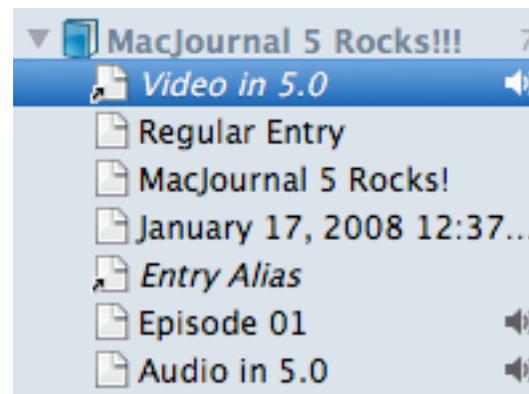
**Expand selected journals** - Clicking a journal reveals its entries.

**Collapse other journals** - Clicking a journal hides the entries of other journals.

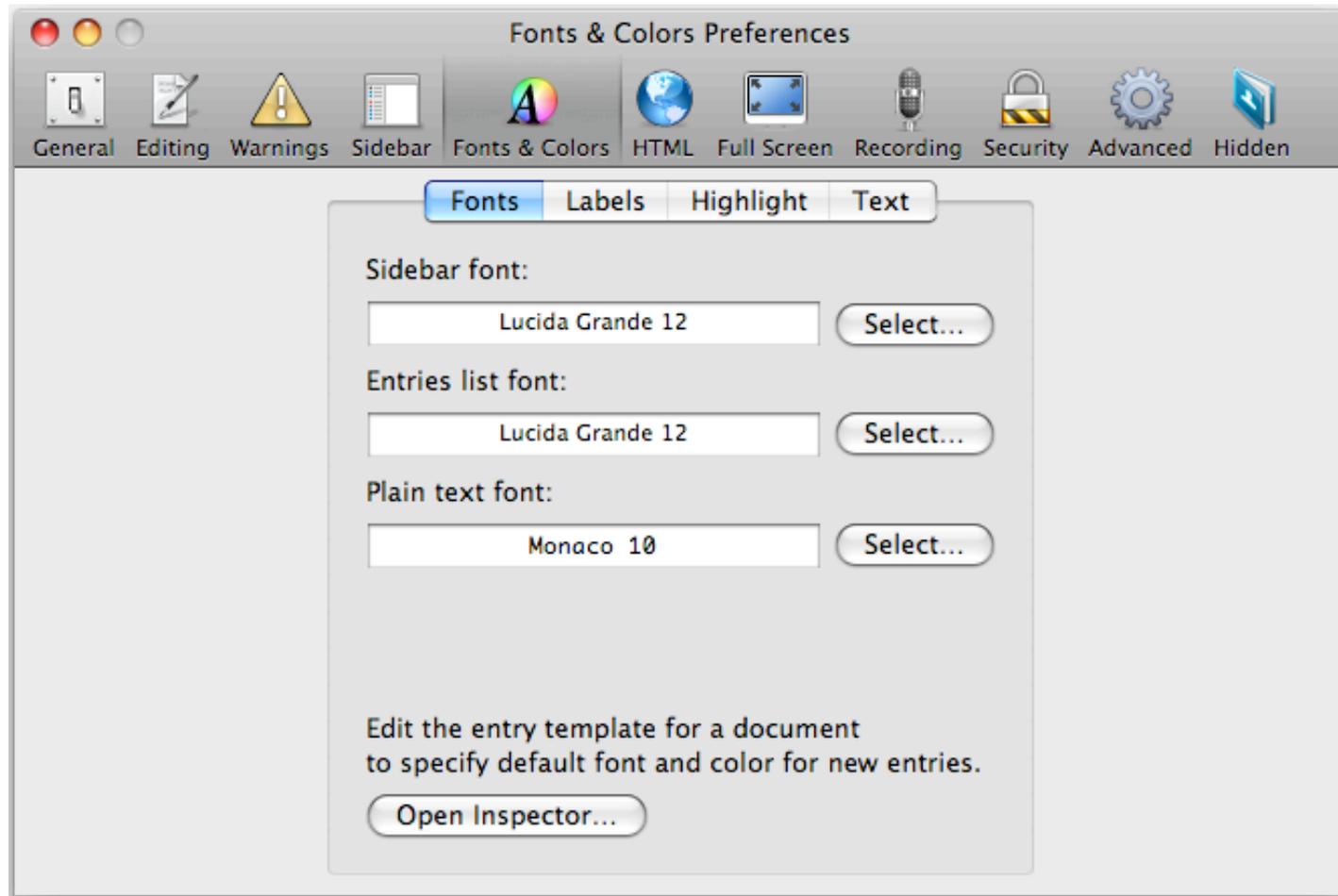
**Show Entries list** - opens the entries drawer once you've selected something in the journals drawer.

An entry that has audio or video:

Note: By default, the Entries Drawer is not enabled.

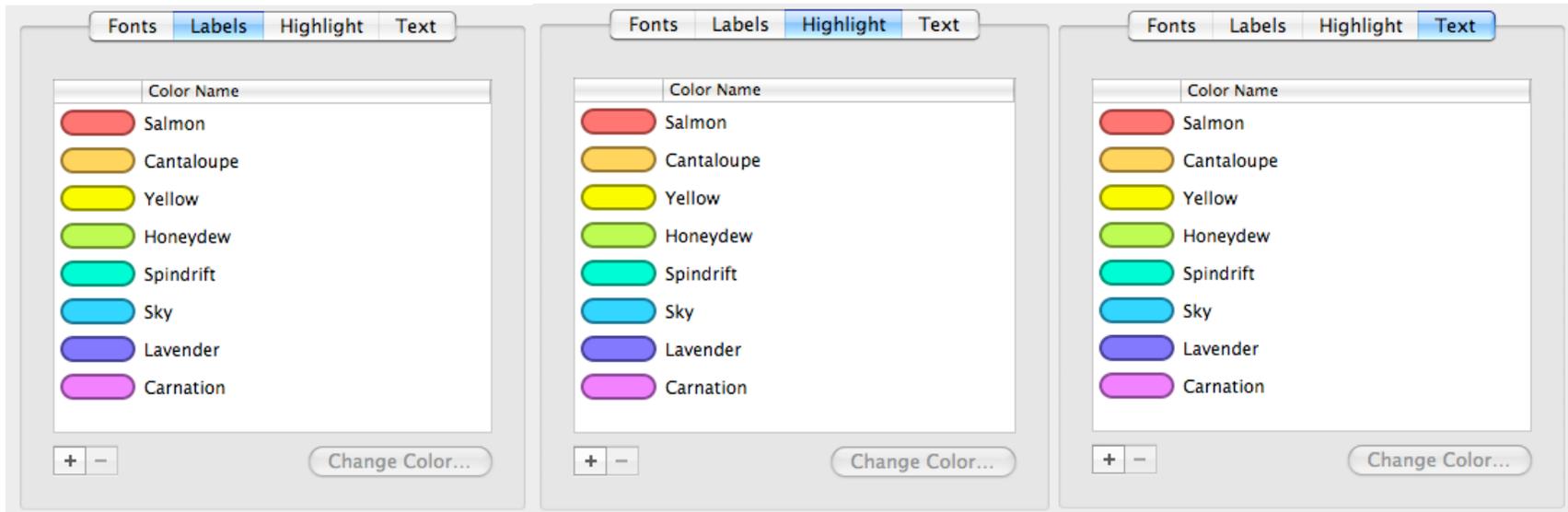


## Fonts and Colors Preferences



Set The default font, size and style for the Sidebar, Entries list, and for plain text.

Labels, Highlight, and Text color options:”



Click the + button to add a new color to the list.  
Click the - button to remove a color from the list.

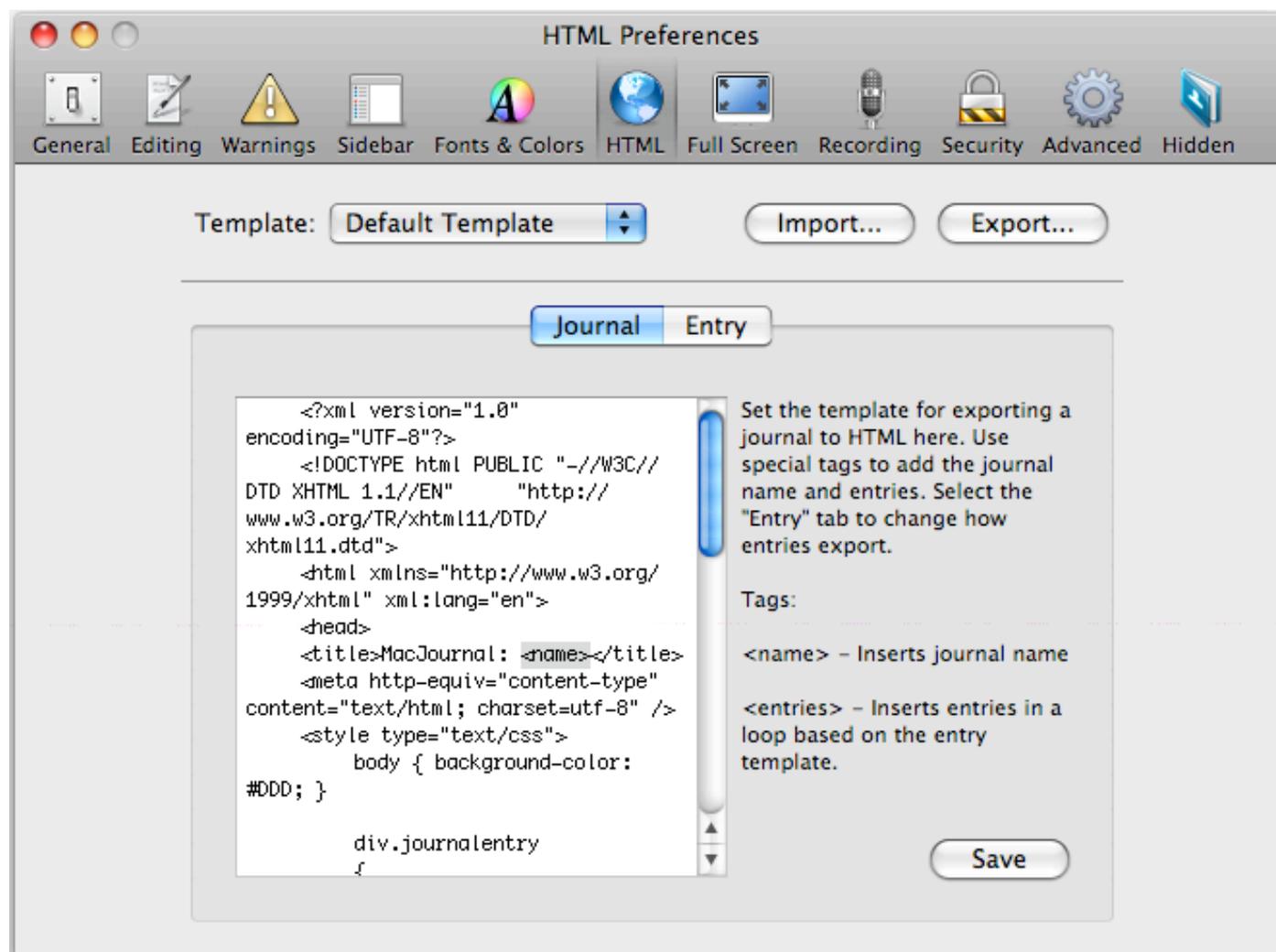
## HTML Preferences

HTML Preferences:

Here you can set the template for exporting your journals and entries into HTML.

Hint: You can import and export html templates to and from MacJournal.

Note: For more information on using HTML (Hyper Text Markup Language) please consult an HTML reference book or online source.



## Full Screen Preferences

Full Screen preferences contains the following options:

**Text Zoom:** - Set the zoom magnification percentage.

**Horizontal Margin:** - Set a percentage for the margin.

**Use Custom Appearance** - Set how you want Full Screen mode to look.

**Text Color:** - Set the color of the text.

**Background Color:** - Set the background color for Full Screen mode.

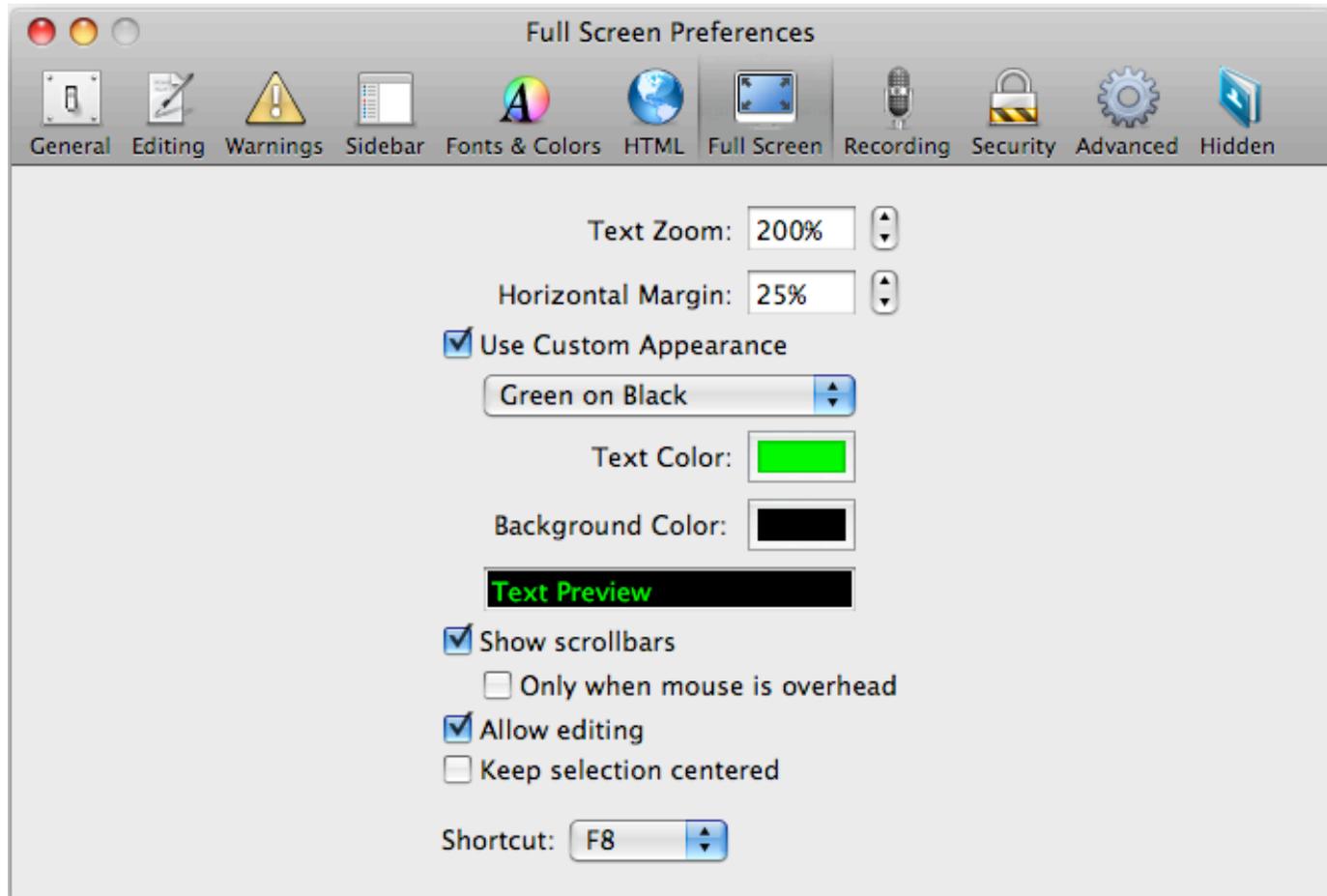
**Show Scrollbars** - shows scrollbars on the right.

**Only when mouse is overhead** - scrollbars appear when the pointer hovers in the rightmost of the screen.

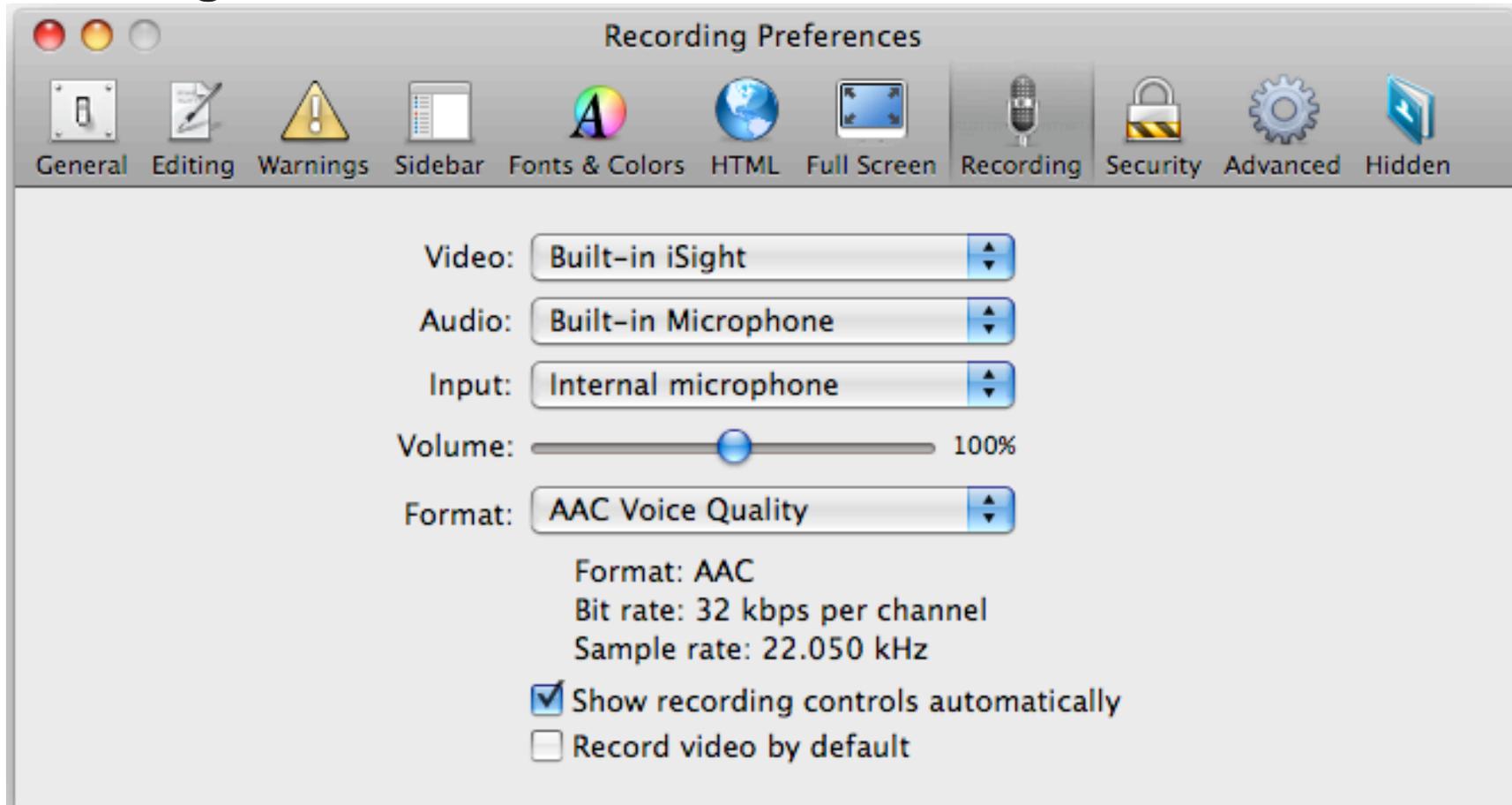
**Allow Editing** - Set whether or not you can modify the contents while in Full Screen mode.

**Keep selection centered** - Useful on large monitors, this centers content on screen.

**Shortcut** - set a function keystroke as a shortcut to enter Full Screen mode.



## Recording Preferences



Video: Select the device with which to record video.

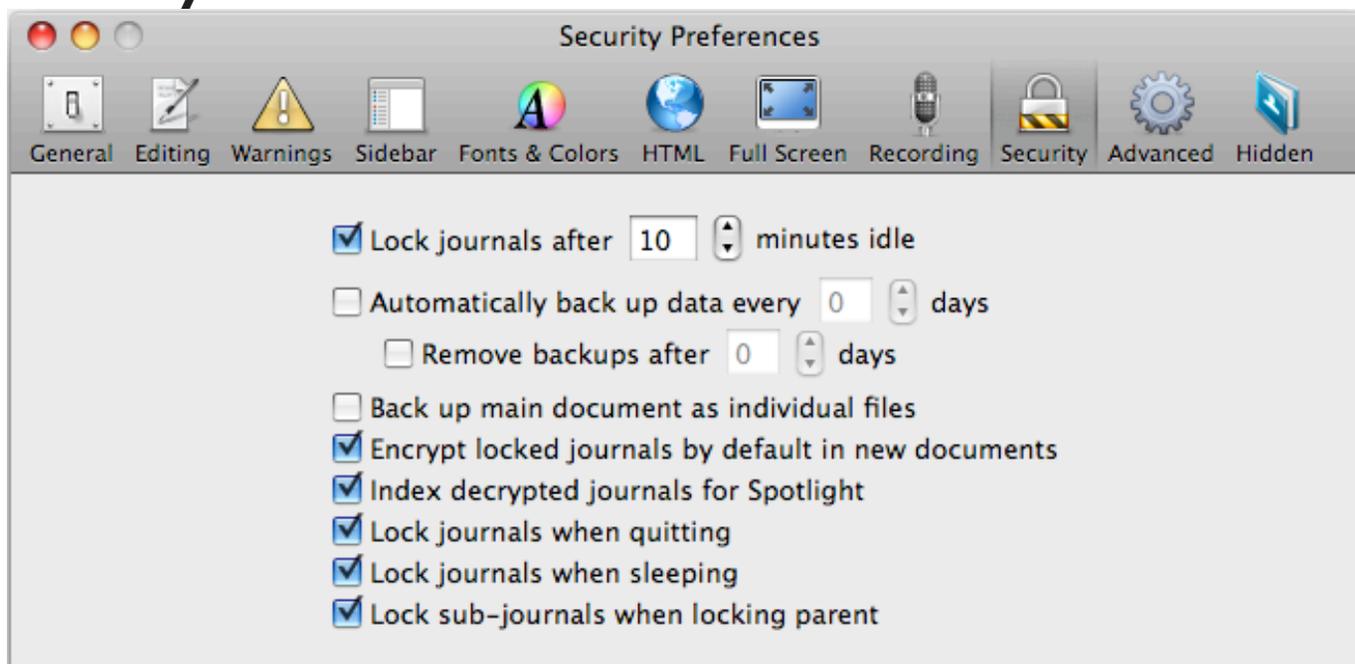
Audio: Select the device with which to record audio.

Input: Select the input port.

Volume: Control the volume level.

Format: Allows you to select several output options. (AAC Voice Quality, AAC High Quality, Apple Lossless)

## Security Preferences



Security options:

- Lock Journals after X minutes idle**
- Automatically back up data every X days.**
  - Remove backups after X days**
- Back up main document as individual files**
- Encrypt locked journals.**
- Index decrypted journals for Spotlight.**
- Lock journals when quitting**
- Lock journals when sleeping**
- Lock sub-journals when locking parent**

Note: Locked journals are not included in backups other than the MacJournal file format.

Note: "Lock after idle" preference only considers application activity, rather than system activity.

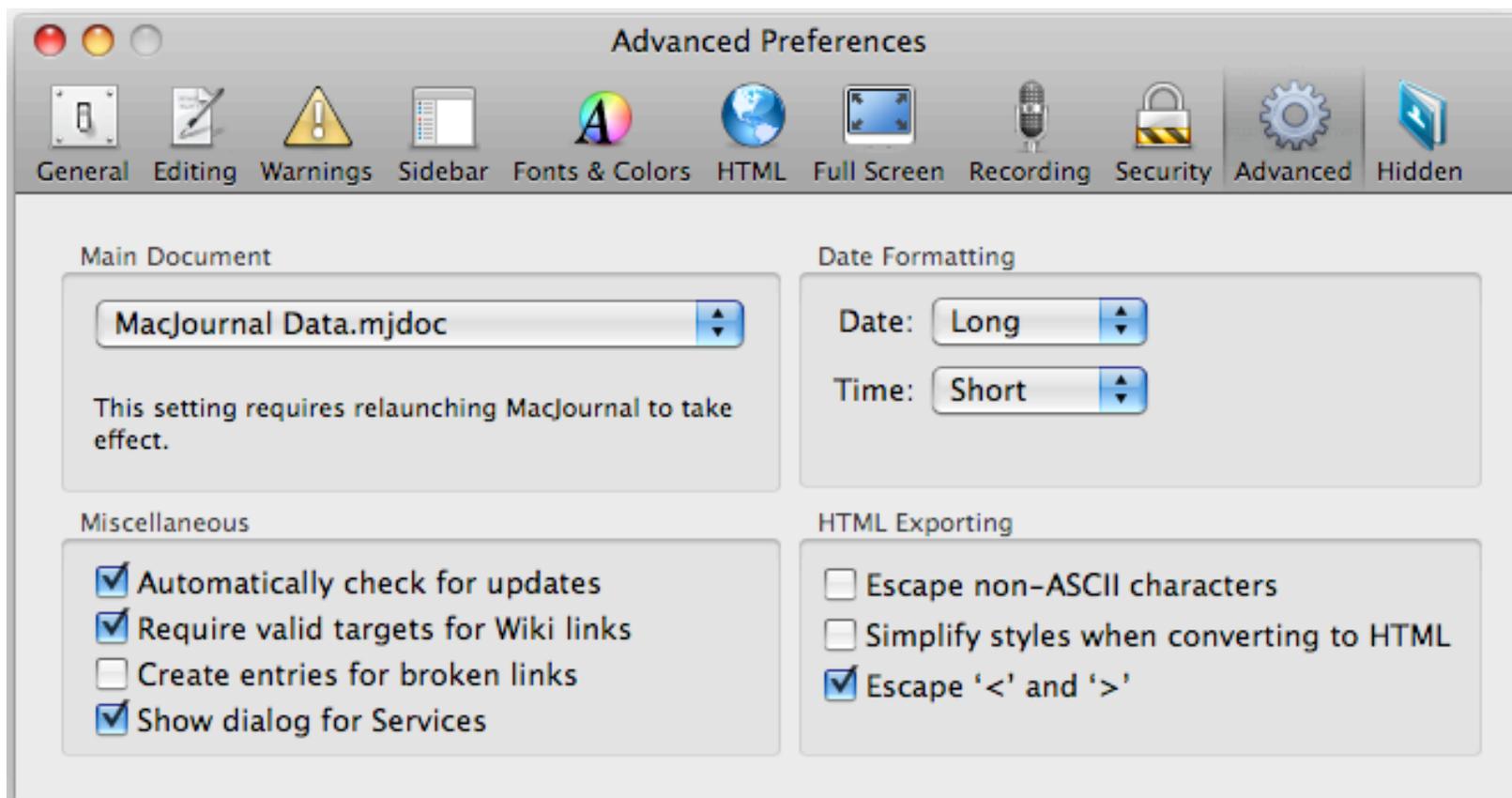
# Encryption

Encrypting Locked journals by placing a checkmark next this option, data on disk will be secured in AES-256 encryption.

There are several things to note about encrypting the data file.

1. Encrypted journals will not be available for Spotlight to index, making their contents unfindable in Spotlight. There exists an option to have decrypted journals indexed by spotlight which is then purged when the journal is re-encrypted.
2. If storing files within the MacJournal data file (Internally), the file size can become quite large, Encrypting a very large journal may adversely affect performance within the application, especially if syncing to .Mac.
3. IMPORTANT! If you loose your password to an encrypted journal you (or Mariner Software) will not be able to recover the contents of that journal.
4. Encrypted journals are not saved in exports unless they are unlocked and decrypted at the time of export.

## Advanced Preferences

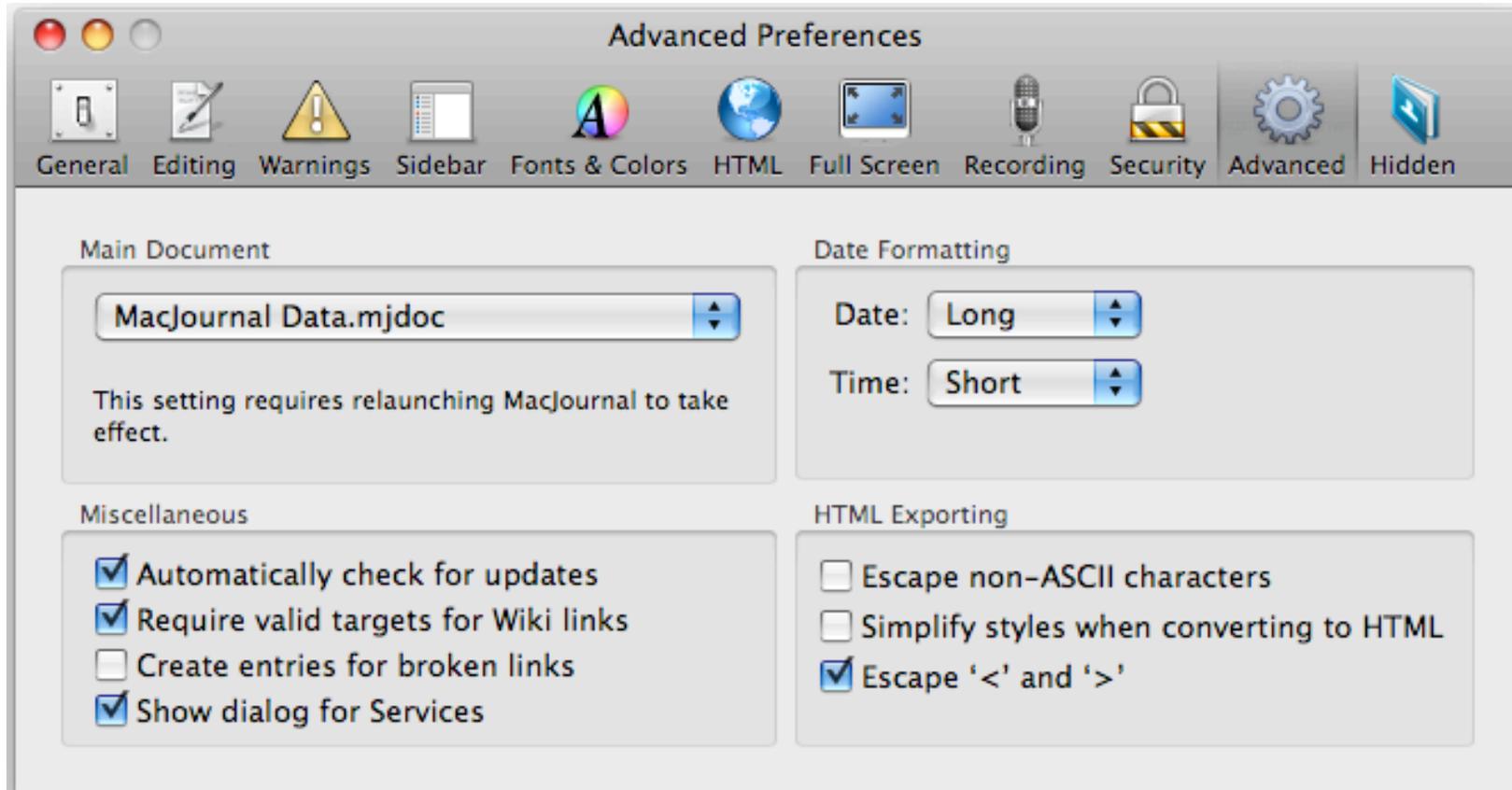


Advanced preferences:

Set MacJournal's Main document at. Default is MacJournal Data.mjdoc

### **Miscellaneous:**

- Automatically check for updates
- Quit MacJournal after closing window
- Require valid targets for Wiki links
- Create entries for broken links
- Show dialog for Services



**Date Formatting:**

Date: None, Short, Medium, Long, Full

Time: None, Short, Medium, Long, Full

**HTML Exporting**

Escape non-ASCII characters

Simplify styles when converting to HTML

Escape '<' and '>'

# The MacJournal Toolbar

## The Default Toolbar

**Entries** - Goes to the next or previous entry

**New** - Creates a new entry

**Delete** - Deletes an entry

**Fonts** - Opens the Mac OS X Font Panel

**Colors** - Opens the Mac OS X Color Picker

**Spelling** - Opens the Spelling dialog allowing you to spell check your current entry

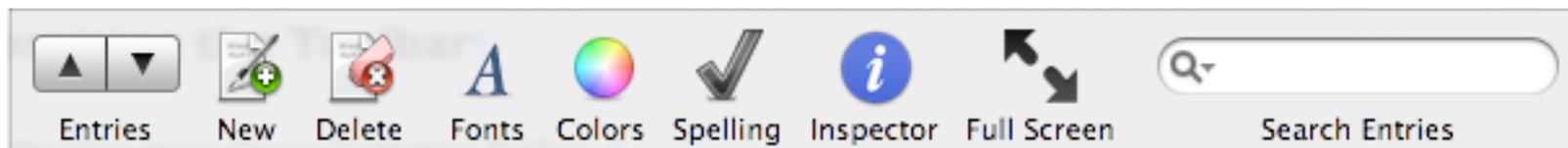
**Inspector** - Toggles the visibility of the inspector window

**Full Screen** - Enables Full Screen mode, pressing escape (esc) exits this mode

**Search Entries** - Filters the entries in the Entries Pane based on the search criteria

## In this chapter:

- The Default Toolbar
- Customizing the Toolbar



## Customizing the Toolbar

1 From the View menu choose Customize Toolbar...

A Sheet appears.

Choose which items you want in the toolbar by dragging items in to the toolbar.

Remove items from the toolbar by dragging them out of the toolbar and then releasing the mouse button.

Rearrange items in the toolbar by dragging them to the position desired.

Drag the default set to the toolbar.

Choose to show icon and text, just icon or just text.

Choose to use the regular or small size items.

3 Click Done when you are finished.

