

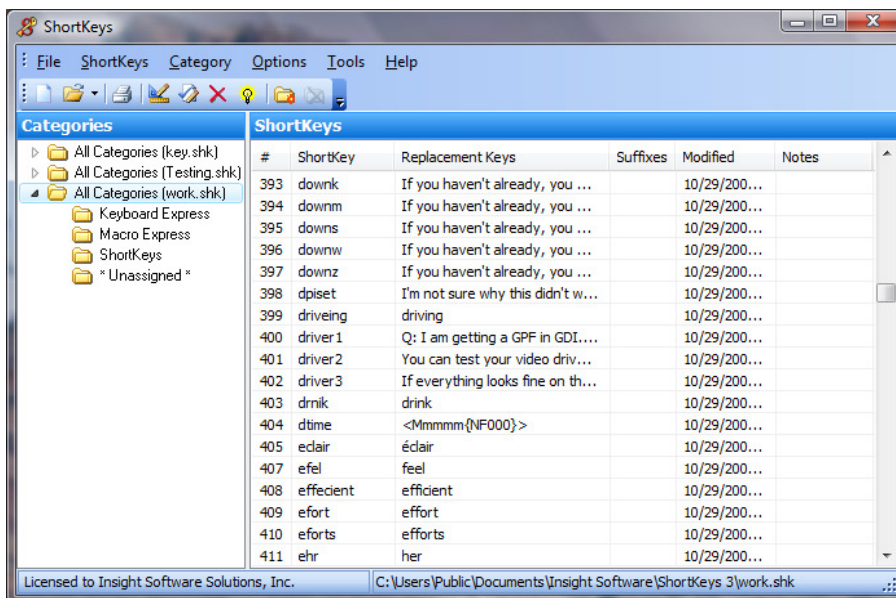
ShortKeys is a handy text replacement utility for use with all Windows programs that accept text input. Type as few as two characters and ShortKeys will insert words, sentences, paragraphs or pages of text into your application.

Save valuable time by letting ShortKeys type all of your repetitive text. Plus eliminate typing errors by using the already pre-defined replacement text. Simply choose a text string and associate it with the replacement text.

Enter virtually an unlimited number of replacement text combinations per file. More than one file may be loaded at the same time. There is a limit of 65,536 characters of replacement text per shortcut.

To make it work, just run ShortKeys and all word and replacement combinations are active. The program runs hidden in the background. If one of the shortcuts is typed, it is erased and the replacement text is inserted in its place.

It's quick and simple! You'll wonder how you survived without it.



Activation Methods

The Prefix Key method allows you to designate up to two characters to add to the front end of each shortcut. For example you could assign a prefix of ##. You would then type ## plus your shortcut to trigger the replacement text. The prefix reduces the likelihood of accidentally triggering a shortcut.

The Suffix Key method requires you to type in your shortcut and press either the Space Bar or the Enter key. Pressing the Space Bar or Enter key instructs the macro to start and the replacement text to be inserted. Punctuation keys such as . ; ? ! and - may optionally be used as a suffix key.

Why Use ShortKeys?

If you do any type of repetitive typing, then you'll immediately recognize the benefits of ShortKeys. Below are just a few of the possible uses for the program.

- **Quickly insert Personal Information** such as Name, Address, Phone, Fax or Email into documents, forms, email, etc.

- **Customer Support/Service Centers**
Working in a support center, you quickly realize that you receive the same questions over and over. Why keep typing the same information repetitively? Let ShortKeys do it. Your productivity will increase immediately.

- **Boilerplate Text**
Create boilerplate text for professions such as Legal, Medical, Dental, Insurance, Banking or Real Estate. Consolidate all of your standard phrases, terminology, clauses, etc. into a set of shortcuts. A few keys will save a lot of repetitive typing. Software developers will also find this a real time saver for inserting code.

- **Medical Transcriptionists** will love this program for its flexibility and ease of use.

- **Sales Quotes**

Type a shortcut when a customer requests a price or service quote. Keep templates in ShortKeys for quick insertion into a letter, fax or email.

- **Automate the entry** of order forms, Web contests, etc.

- **Auto-correct** commonly misspelled words.

The possibilities go on...

Program Features

- Create an unlimited number of files.
- Load more than one macro file at a time.
- Create virtually an unlimited number of shortcuts (Text and Text Replacements) per file.
- Include up to 65,536 characters of text per shortcut replacement.
- Network option with File Locking capability.
- Sort shortcuts into categories.
- Import and Export Shortkeys.
- Automatic file backup options.

TEXT PLAYBACK

- Use a one or two character Prefix Key to initiate the playback of a shortcut.
- Use the Suffix Key option of Space or Enter to trigger the shortcut playback.

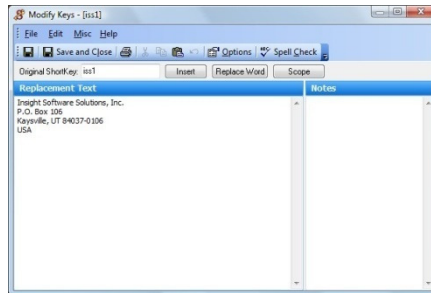
Optionally:

- Allow additional punctuation keys to start the shortcut.
- Retype the suffix key after the replacement text has been inserted.
- Invoke a "hint mode" window to notify of an impending text replacement.
- Create suffix/gerund endings such as -ing, -ed, -ment, etc. for replacement text words.

Purchase Information

\$24.95

Multi-user discounts available.
Purchase online at
www.shortkeys.com or call us
directly at 801-927-5009.
Email: info@wintools.com
30 day money back guarantee



OTHER PLAYBACK OPTIONS

- Have replacement text sent either through the keyboard or via the clipboard.
- Set the speed of characters typed when sending keystrokes through the keyboard.
- Pause the playback to allow for manual entry. Resume with a key press.
- Capitalize the first letter of the replacement text if the first letter of the shortcut typed is capitalized.
- Add timed delays to the text playback.
- Require that the shortcut be input exactly (i.e. upper and lower case sensitive).
- Allow macros to play back in all programs or limit to a specific window or windows.

ADDITIONAL CHARACTERS AND KEYSTROKES

- Include symbols or international characters in text replacements.
- Insert current, past or future dates in text replacements.
- Insert the TAB, Enter or any of the Arrow keys to the playback of a shortcut.
- Insert the current time into text replacements.

SPELL CHECKER

- Spell Checker (American and British) available for proofing Replacement Text.

What Our Customers are Saying

"ShortKeys has been an indispensable tool for me. I do a lot of repetitive typing and this tool has cut my workload by 75%."

—Richard M.

"This program is invaluable for anyone who wants to get a lot done on the computer. It's wonderful for storing (and making available at a keystroke) commonly used or hard to remember scripts, automessages, even addresses and urls. Don't be without it."

—Christine O.

"Let me tell you this... ShortKeys ROCKS! It's one of those silent behind the scenes tools that saves me hundreds of hours and lots of keystrokes throughout the year."

—JPM

System Requirements

- Pentium or equivalent processor or greater
- Runs on Windows XP or later
- 15 MB hard disk space

Technical Support

We offer a variety of support options on our web site at www.shortkeys.com. You may contact us by email or phone.