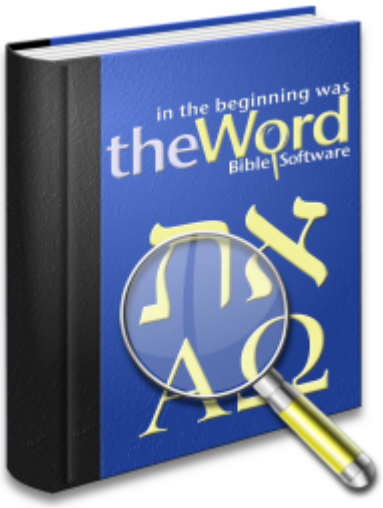


theWord manual

Contents

Contents

Welcome to theWord® Bible Software!

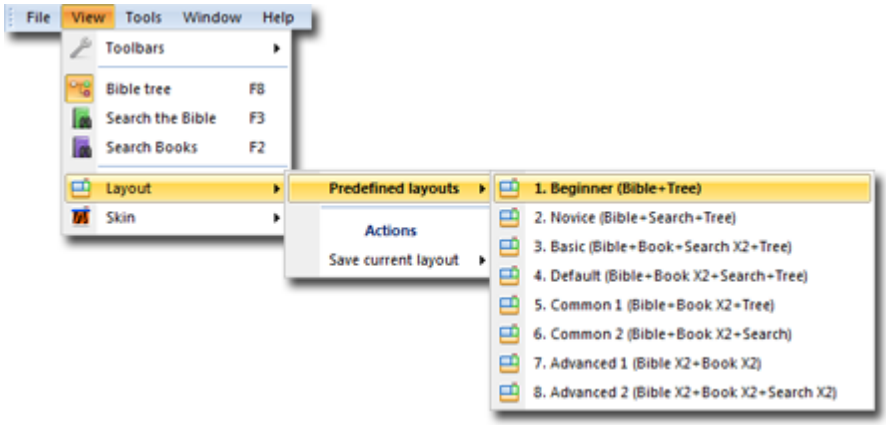
theWord is a **free**, **high quality** Bible software! I hope that it will prove to be a valuable tool as you study the Word of God!

theWord is simple enough for the novice user, yet is very powerful and allows you to do things you would not have expected to see in a free software. This manual will help you discover the features of the software and how you can better use it to enhance your Bible study.

This manual is available as a PDF file, HTML Help file (.chm) and online.

Before you start

1. theWord provides very useful tips when you hover your mouse over a button, menu item or other control. Unlike other programs, the tool-tips in theWord have been designed to give you real help and explain in detail what each function does!
2. theWord can be simple as well as complex! In case you are overwhelmed when it first starts, do the following: Go to the main menu **View** -> **Layout** -> **Predefined Layouts** and choose **Beginner**, or **Novice**. This will automatically switch everything to a much simpler layout.



Installing theWord

theWord software uses an installer to automatically install itself on your computer. You can start the installer by double-clicking on the installer exe (typically, the installer file name is **theword-setup-3.1-en.exe**, but it may be slightly different depending on the package you have downloaded or whether you install it from a CD/DVD).

Once you start the installation, just follow the on-screen instructions.

theWord is compatible with Windows 9x, ME, 2000, XP, Vista, 7. It is also compatible with the 64bit version of Windows 2000, Windows XP, Windows Vista and Windows 7. The default installation folder is **c:\Program Files\The Word**, or **c:\Program Files (x86)\The Word** for 64bit operating systems.

Updating from previous versions

You can install a newer version of theWord over a previous one if you want to upgrade. All your personal settings are safely preserved. If you upgrade from version 2, some settings may not be properly migrated, but all your notes will still be migrated. You can import at a later time notes that you created with version 2 from the **File->Import personal notes...** dialog.

Installation types: Normal, Compact, UFD

There are basically two installation types: **normal** installation and **compact** installation. These can be selected during installation from the installer (the **UFD** -**U**SB **F**lash **D**rive- installation is a sub-type of the **compact** installation that allows you to create completely **portable installations**).

In a **normal** installation, the files used by theWord are spread to several folders according to the official Microsoft recommendations (see Files used by theWord for details). In a **compact** installation, all files used by theWord reside in the folder (and sub-folders) where you installed the software. A **UFD** installation is identical to a compact installation, except that no registry settings are written during the installation and no uninstaller is created, since it is not needed; you just delete the UFD installation by deleting the installation folder).

There are no differences between a **normal** and a **compact** installation apart from the file locations. What makes an installation **compact** is the existence of a file with the name **compact** in the same folder as the main executable file (**theword.exe**). If this file is present, then theWord runs in **compact** mode. You can check the mode the software is running from the **About** dialog (**Help->About**), **File Locations** tab: If running in **compact** mode, there is a message on the upper-right corner reading **running in compact mode**:

Appears if The Word is running in compact mode

By default, when running in compact mode, theWord will **not** use any modules that reside outside the program's installation folder. You can change this option from the **File->Preferences** dialog, **General** tab, **Other options** section (**When running in compact mode, use also all modules installed in target computer** option).

> **TIP**: You can change the installation type of theWord at any moment by creating/deleting an empty file with the name **compact** at the same folder where the main executable file (**theword.exe**) resides -normally under **c:\Program Files\The Word**.
>
> If you change the installation mode like that, then the next time theWord starts, it will read its settings from the config.ini file appropriate for the installation - see Files used by theWord for details.

USB Flash drive - UFD installation

The only difference in that case is that no registry settings are written when you install the software. In general, theWord makes minimal use of the registry. Among the few settings written in the registry, one is the location where theWord is installed: in a **UFD installation** even this information is omitted; practically **nothing is written** to any folder in your computer, except from files in the installation folder!

Installing a portable version of theWord by yourself

You can install a portable version of theWord on a USB flash drive, or in any folder you wish. Just follow these steps:

- Download the software (any package) along with any add-on modules you want. if you have already downloaded and installed on your PC, you don't need to re-download. Use the same installer.
- Run theWord installer. Wait for it to start.
    1. On the welcome screen, click **Next**.

2. Please, read carefully the License Agreement and click **I Agree** if you fully agree with it
3. On the 3rd screen of the installer (Installation type) select **Compact** (Single folder) and also check the **USB flash drive mode** option. Click **Next**
4. From the next screen (**Choose components**) select the modules you want installed on your USB flash drive. Click **Next**
5. Make sure the USB flash drive is inserted in a USB slot of your PC. From the next screen (**Choose install location**) click **Browse** and select the drive letter of the USB flash drive
6. Click **Install** and wait until the installer finishes. That's it!

To run the program, open from your windows explorer the USB flash drive and double-click on the **theword.exe** file. Remember that you should not pull the USB flash drive from the PC while the program is running or you will loose unsaved data.

> **TIP**: Please, consider making a donation and get a **pre-loaded USB flash** drive as a gift! Although you can do it yourself, if you have found theWord useful please consider the possibility of a donation to help support it! You can read more on the official site at http://www.theword.gr/donate

Multiple installations of theWord

You can safely install theWord more than once in a single computer. The only thing you should be careful (in order to avoid confusion) is that you should do at most one **normal** installation. It is advised that in that case you choose to make the next installations in **Compact/UFD** mode. If you do so, each installation will be totally independent of the other.

Languages

theWord is translated in several languages. The standard installation of theWord includes all available languages. You may choose to install these or you can later install add-on language packs that you can download from the official site. Each language is normally distributed as a self-installing package so you only need to download and execute the appropriate add-on.

To change the current language theWord is using go to **File**->**Languages**. Notice that the current language impacts the way that automatic verse recognition occurs!

Uninstalling theWord

You can fully uninstall theWord software from your computer in 2 ways:

1. From the **theWord program group** that is created during installation (can be found on your Windows program menu), click **uninstall**
2. From the **Control Panel**, click **Add or Remove programs**, locate the entry for **theWord** and click **uninstall**.
3. For a compact/UFD installation, you can just delete the installation folder and everything will be deleted (in case of a **compact** installation, remember to delete the 2 registry keys manually: check the Files used by theWord section for those; for UFD installation nothing else is required).

The uninstaller is well designed so that no trace or garbage is left over behind; moreover upon uninstalling you have the option to keep all your personal files created from within theWord.

Auto update

Overview

theWord has a built-in mechanism which periodically checks if there is a newer version of the software available. By default such a check is made once a week. If you have a firewall installed on your computer you may get a warning that the software is trying to connect to the Internet: this is normal and you should accept the connection if you want to use this function.

The first time theWord will attempt to check for a newer version you will get a warning dialog to verify if you want this to happen.

During the auto-update procedure, no personal info of yours is sent over the internet and it is perfectly safe to allow this function to execute, if you find it useful. If you are unsure you can disable this function from the Preferences dialog (**General tab**, **Auto-update options** section).

> **TIP**: It is possible that if you go at the official site you will see a newer version than the one you currently have, yet the auto-update feature will not inform you about this.
>
> The reason is that theWord is regularly updated and it is often that new minor version are being released that address specific obscure bugs or minor new features. In such cases, and in order to avoid being harassed all the time with installing a newer version that you don't really need, this function is closely controlled so that only major/important updates are automatically reported to you!

Manually checking for newer versions

Under the Help menu there are the following two options:

1. **Check for new version...**: this option allows you to check if there is a new version manually. This option will work even if you have turned-off the Auto-update feature
2. **Check for updates on modules and language files...**: this option allows you to check whether there is an update to any of your installed official modules and language files. This menu will open the default browser window and will take you to the official site to check for newer versions. Information of all your currently installed modules and languages files (and their versions) is being sent in order to give you a list with only the ones that have been updated.

Views

theWord utilizes windows, called Views, as it basic structure and layout. Views are rectangular areas within The Word's main window that are dedicated to a particular function. There are five separate views in theWord. They are:

- Bible View
- Bible Search View
- Book View
- Book Search View
- Bible Tree

theWord allows you to create more than one Views of each type. As you learn to use the program, you will find this ability very useful. You can use layouts to save and restore a specific arrangement of views, and their settings.

The Views are all automatically organized in The Word's main window. Any of the Views can also be detached from the main window, making the View float. Otherwise, the Views are docked to The Word's main window. Each of the Views is color coded, with the colors appearing in the window buttons, title bars, etc., as follows:

- Bible View - blue
- Bible Search View - green
- Book View - orange
- Book Search View - purple
- Bible Tree - yellow

Each View exists to display particular types of information. For instance, the Bible view (obviously) displays the text and related options of Bible modules. Further, this information is organized into tabs or buttons. In the Bible and Book Views, these tabs represent each individual Bible or work. This is essentially the visible library. Each view has a specific menu (called View Menu) for its layout and placement. This is found at the top left of each view, (the little arrow).

View Specific Menu (at left)

Each View can be maximized, restored, or closed. This is done via the buttons at the top right of each View.

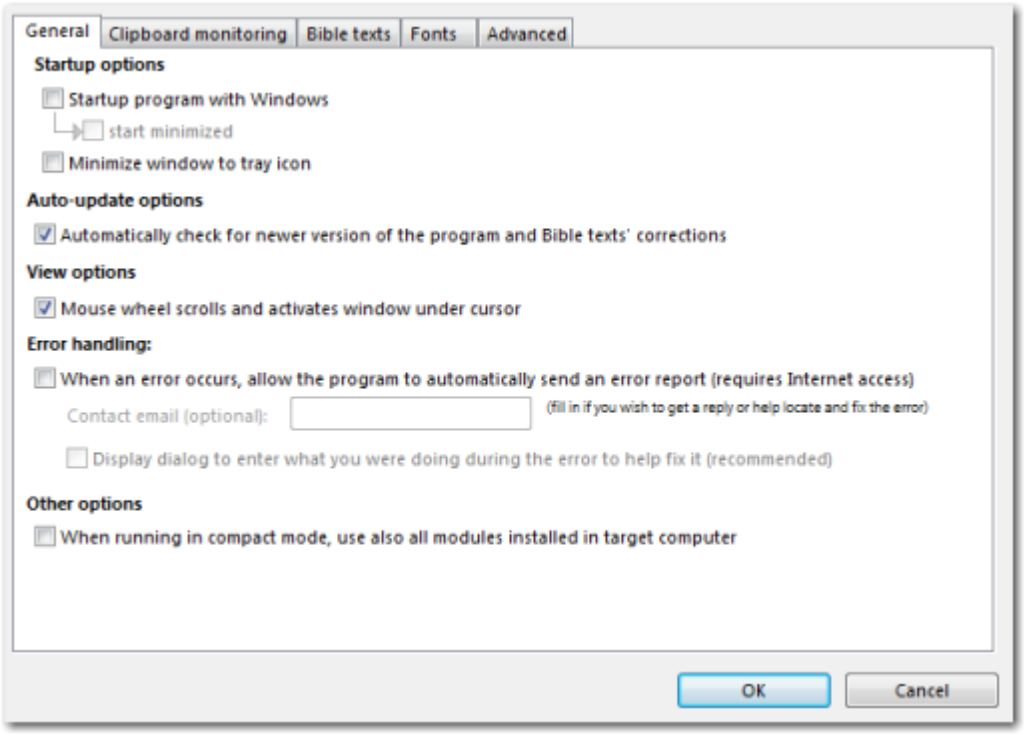
Close and Maximize View Buttons

As you will learn later in this document, these Views can be organized, positioned, restored, and manipulated **very** easily within theWord. You can find more information in the Views section of the help file.

Overview

Global program preferences control the way the program behaves in general and in relation to windows. Various other settings are found here as well. These settings can be found via the main menu: **File -> Preferences...** Since Clipboard monitoring and Bible texts tab help is found in other topics, they will not be covered here.

General Tab



General Tab of Preferences Dialog

Start program with Windows causes theWord to start when you start your computer. You may also cause it to start minimized via the child selection under.

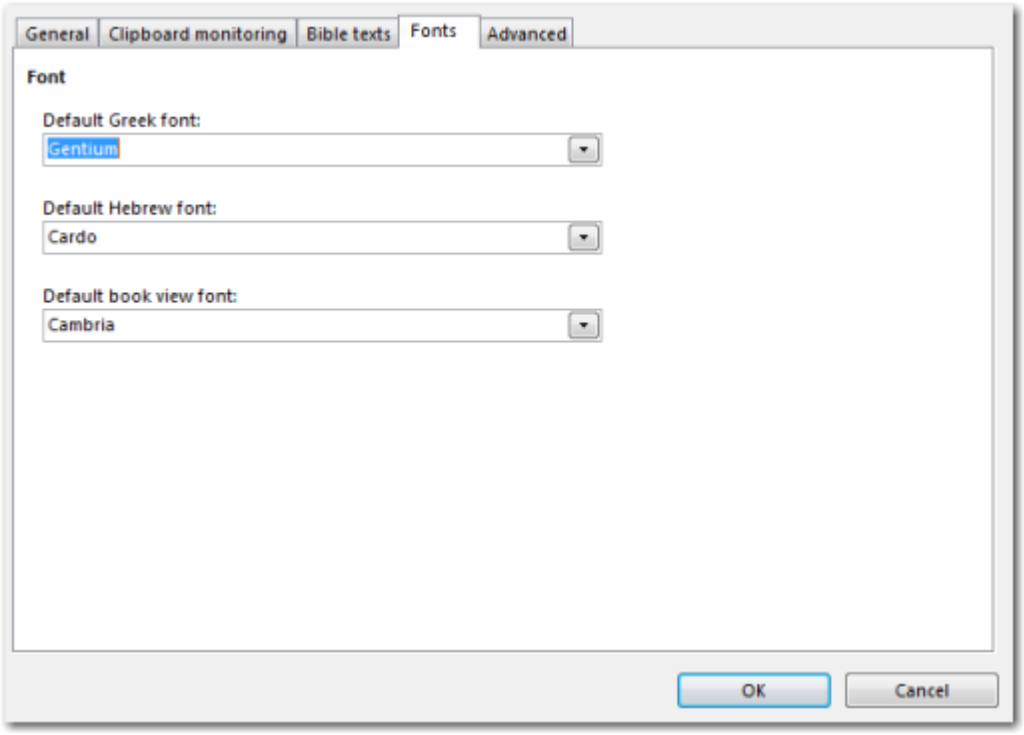
Minimize window to tray icon will cause theWord to minimize to a tray icon rather than to the Windows taskbar.

Mouse wheel scrolls and activates window under cursor causes the mouse to activate the window under the mouse so that no clicking is needed to scroll.

The **Error handling** section describes the procedures theWord takes when there is a problem with the program. **You are encouraged to take part in the debugging process: it will help us to improve theWord.** If you check the **When an error occurs..** option, then the program will automatically send an e-mail in case of an error. If you want, you can include your email in the text box below in order to be contacted if further information is needed. The **Display dialog to enter...** option will display a dialog that allows you to enter a description of what you were doing in case of an error. Notice though, that this can be annoying since the program can usually recover from the errors, yet this procedure requires your temporary distraction.

The option concerning options in compact mode refers to which modules theWord uses while running in compact mode. When in compact mode, by default theWord will only access those modules that are in the single folder used by theWord. If this option is selected, theWord will also search the host computer for modules, etc., in the default places as well.

Fonts Tab



Fonts Tab of Preferences Dialog

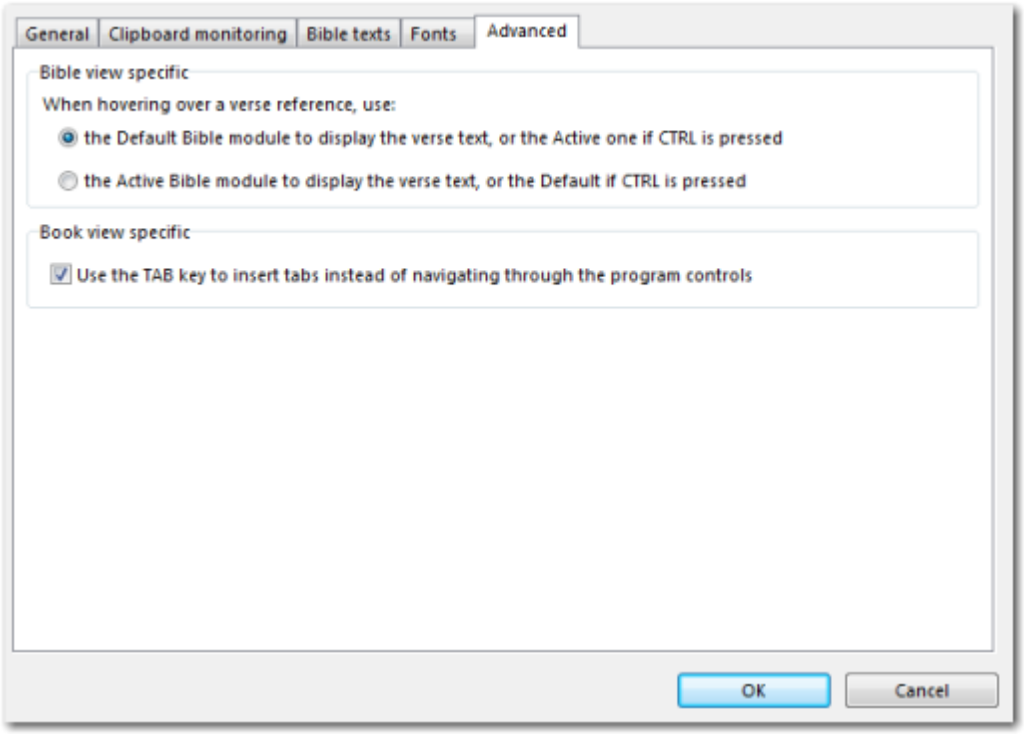
This tab controls several widely used fonts in theWord.

Default Greek font is the font used in the Bible View to display things such as the Greek Bible, Greek words in Strong's numbers, etc.

Default Hebrew font is similar to the Greek font above, only Hebrew.

Default Book View font is the font used by default to display content in the Book View. See Preparing User Modules for Distribution.

Advanced Tab



Advanced Tab in Preferences Dialog

The first section customizes the way tool tips are displayed. By default, theWord uses the **default** Bible (see Bible View) to display verse texts in tool tips. Then, if you press CTRL while hovering over the link, the **active** Bible will be used. You can reverse this logic via the second selection.

Normally, the tab key is used to navigate through the controls of a program. With the check box above selected, while in the Book View, the tab will actually perform a tab in the content of the module.

Overview

Modules are individual books or resources that are used within theWord. If compared to a regular library, the modules would be the books on the shelves. theWord has only two basic types of modules: Bibles and non-Bible (or book) modules. See below for more information on modules.

Bible Modules

Book Modules

Official Modules

The Word's website hosts all official theWord modules. They can be downloaded from the website freely. These official modules have identifiers and are maintained by theWord team. They are formatted correctly and have been tested. However, users are not limited only to official modules. Users can make their own modules or share modules with one another. As modules are made by users, shown to be in the public domain or proper permission has been obtained, and formatted correctly, they can be submitted to theWord team to be placed in the official library. The hope is that the library will become a very rich resource for users. You can go the library here.

User and non-user modules, encrypted modules

A **user module** is one whose content can be edited. You can change the status of a module from **user** to **non-user** and vice versa from the Module properties dialog (**Settings/Actions** tab, **User module (can be edited)** option). You can think this **status** as a module level property that can be changed if necessary. The primary reason for the distinction between the two is to prevent the content to be changed by mistake. Notice that although non-user modules' content cannot be edited, it can be formatted/

highlighted.

An **encrypted** module is a special case of a **non-user module** whose content is also **encrypted** and, moreover, it cannot be switched to **non-user** status. Paid modules are encrypted modules that require a proper unlock key in order to be used. There is no way to edit the content of an encrypted module.

Storage Locations

theWord can read from several different storage locations to locate modules that can be used in theWord. At startup, theWord searches all of these locations for new modules and indexes them. These locations (on Windows Vista) are:

- C:\Program Files\The Word
- C:\Users\<user>\AppData\The Word
- C:\ProgramData\The Word

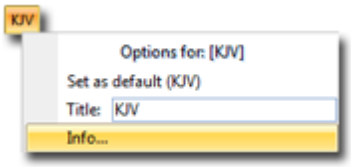
By default, official modules downloaded from theWord library are installed in the third path in the list above. User modules should be stored in the user's personal path, which is the second path above. All of the user's installed modules can be found in theWord via the main menu: Help -> About... -> File Locations tab. More detailed and technical information on module storage locations can be found at this page on The Word's website.

Deleting a module

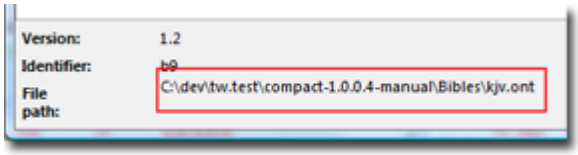
There is no direct way to delete a module from within the program, yet since each module corresponds to a single file on your disk you can just delete the corresponding file.

To delete a Bible module:

1. Right click on the module tab and select Info...



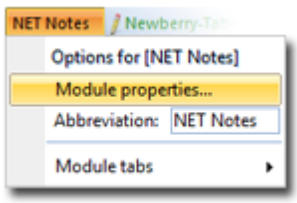
2. At the bottom of the info dialog notice the full path to the module:



3. Close theWord and delete this file using Windows Explorer.

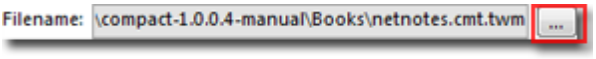
To delete a Book module:

1. Right click on a module tab and click on Module Properties...



2. In the **Module Properties** dialog, click on the **Properties** tag and scroll down to find the **Filename**

property. Click on the button with ... (red rectangle below) to open windows explorer to that location: the correct file will be selected.



3. Close theWord and delete this file.

Encrypting a module

theWord allow you to encrypt a module if you want to distribute it but do not wish for the end user to be able to change it's content. To do so, you will need to invoke the following command from a DOS command prompt:

- for a Bible module:

  ```
  theword.exe -encrypt "filename" [-maxverses xxx]
  ```
  The `-maxverses` argument is optional and defines the maximum number of continuous verse that can be copied in a single step from the Bible. The value used by default for official encrypted Bible modules is 200.

- for a Book module:

  ```
  theword.exe -encrypt "filename"
  ```

In the case of a Bible module, the result is an encrypted module file with the letter **x** appended to it's extension. Notice that the first time an encrypted Bible module file is opened by theWord, it is indexed and it's size grows significantly, so if you want to distribute your encrypted module file **do not run** theWord after the encryption!

In the case of a Book module, the result is an encrypted module file with the phrase **-encrypted** appended to the filename (the extension will not change, will remain **.twm**).

> **TIP**: Encrypting a module prevents it from later being compressed. This is an inherent result of the encryption. If you plan to distribute your module (and obviously you would want to compress the file before you distribute it), you will not be able to do so effectively. In order to circumvent this it is better to compress the module from within theWord before encrypting it. You can do so from the Module Properties dialog, **Settings/Actions** tab, **Module is compressed (to save disk space)** option.
>
> Also, make sure to execute the action **Prepare module for distribution...** before this so that unnecessary search data are removed from the module prior to distribution (this will further remove it's size). See Preparing User Module for Distribution.

Bible Modules

General Information

Bible Modules are the types of modules that contain the text of a Bible. These modules, under the hood, are simply properly formatted text files. Bible modules come in three types:

1. .ont files - These are modules that contain both the Old and New Testament text.
2. .ot files - These are modules that contain only the Old Testament text.
3. .nt files - These are modules that contain only the New Testament text.

There is one other sub-type of module, an .ontx (also .otx and .ntx). These are the same as the above

only they are encrypted either due to a copyright or the author's request, or both. Go here for more information about encrypted and/or for-fee modules.

Bible modules' Bible text contains exactly 31,102 lines (for .ont files). These are formatted using tags similar to, but not the same as, html. They are custom tags read only by theWord.

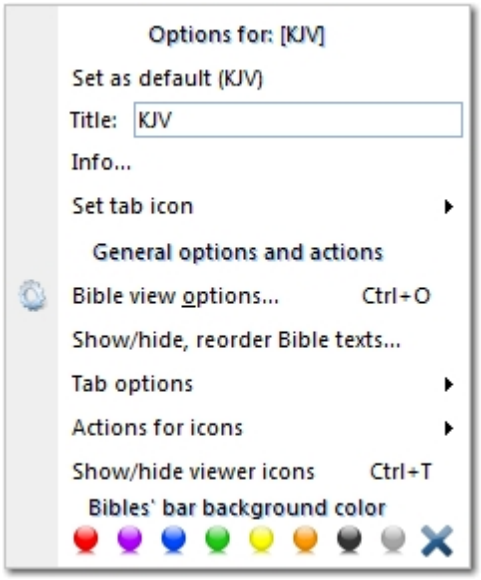
The Bible View (see General Concepts) displays all .ont, .ot, or .nt files found in The Word's folders. Though many hundreds of Bible modules may be installed and used in theWord, the user has complete control over which modules are displayed in the Bible View. See the Bible View section to learn more about displaying and hiding Bible modules.

About Info

From the Bible View, the user can find some general information about each displayed Bible module. This is done by either right-clicking the Bible module's tab and selecting Info, or by clicking the Organize button to the left of all the Bible tabs, then clicking Info.

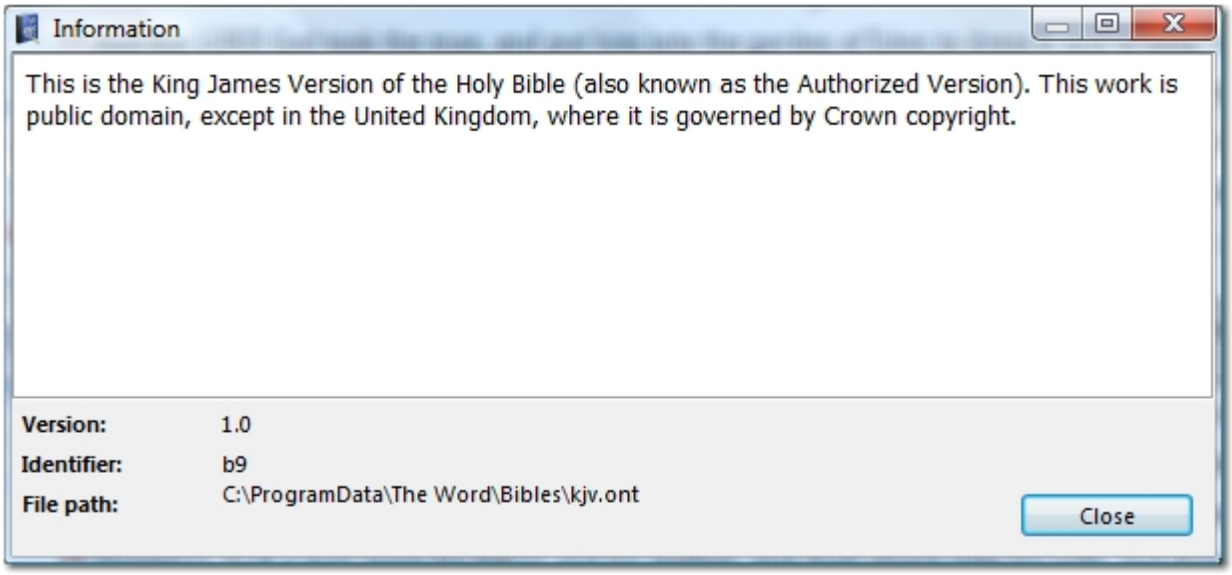
Bible View Organize Button (at left)

Once opened, the menu looks like this.



Bible Module Organization Menu

The About or Information dialog contains pertinent information about that specific Bible module. Specifically, it contains the information in the About property of the Bible module, the version number, unique official identifier (if applicable), and the path of the source file. See below.



Bible Module Information Dialog

Advanced Information

Advanced information for Bible modules, including specifications, all supported tags, etc., can be found at The Word's website here.

Book Modules

General Information

Book modules are also called non-Bible modules/resources. Any resource that is not a Bible can be used in a book format. Book modules are, under the hood, simple database files (the sqlite3 database format is used). Book modules are somewhat more complex than Bible modules files. All Book modules are basically the same kind of file. However, depending on the specific use of the module, the formatting changes some. Specifically, there are four different kinds of Book modules.

- Dictionary modules
- Commentary modules
- General Book modules
- Map modules

In reality, these modules are very similar in structure. This is especially true of dictionary, general book, and map modules. The difference in the names is primarily for organizational purposes. Further, all Book modules have a file extension of .twm. There is an extension prefix of .dct, .cmt, .gbk, or .map respectively to help organize the modules. Book modules fully support rich text editing and displaying, rich hyper linking capabilities, drag-n-drop for topics, and the use of tables and images. See Creating a User Module for more information.

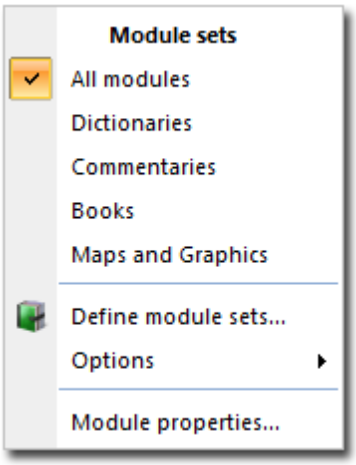
The distinction between User and non-User modules is that User modules can be edited. In fact, for non-encrypted modules, you can change this attribute in any existing module from the Module Properties dialog.

Module Properties

The Book View, similar to the Bible View, displays all installed non-Bible resources. Also similar to the Bible View, module properties can be displayed for the user to see from the Book View. This is done by pressing the Define Module Sets icon on the Book View:

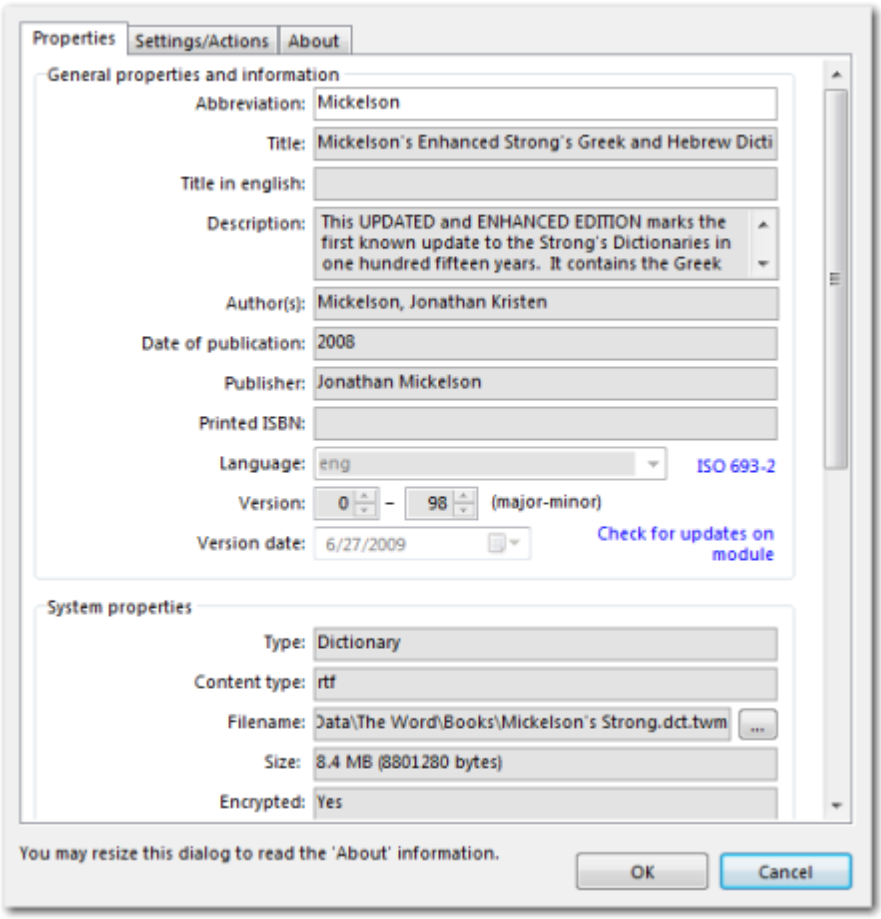
Module Sets Icon (at left)

From there, the menu appears, select Module Properties...



Module Sets Menu

You will see the Module Properties Dialog. This dialog gives much information about the module itself, many actions that can be performed on the module, and the About information. For more information, see the section on creating user modules.



Book Module Properties Dialog

Advanced Information

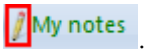
For users interested in advanced information regarding Book modules, please refer to the Book module specification documentation found on theWord website here.

User Modules

Overview

User modules are Book modules that can be edited. You can create commentaries, dictionaries, general books, maps, etc. Some of the editing features include:

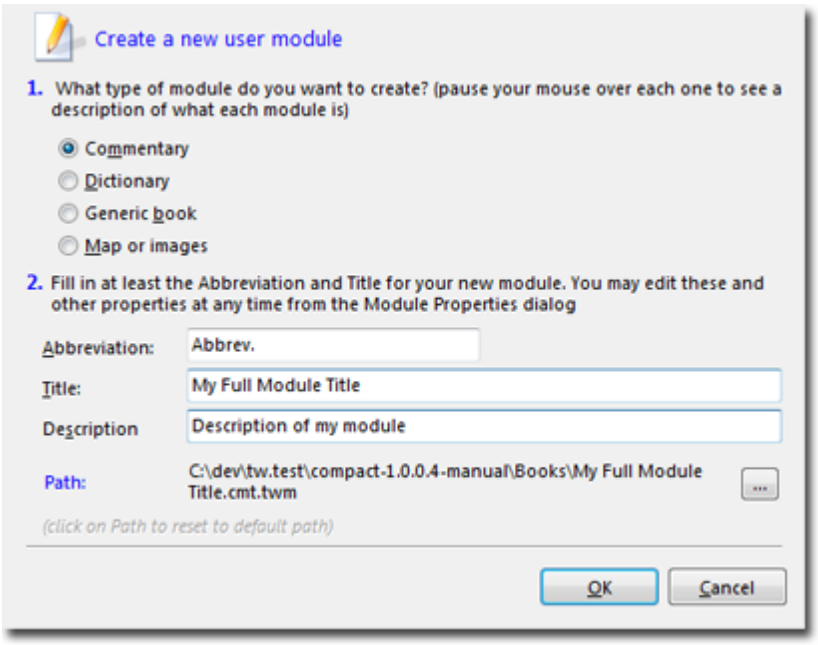
- Full image support
- Advanced hyper linking to Bibles, topics within the module, other non-Bible modules, websites, files on the host computer, etc.
- Automatic Verse Recognition
- Bookmarking
- Full rich text formatting.
- Drag-and-drop of topics.
- Simple copy and paste from Wordpad or Microsoft Word with format preservation.

User modules are identified in the Book View by the edit icon next to the module abbreviation in the tab bar 

.

Creating a New User Module

To create new user module, go to the main menu: **File -> New user module...**



New User Module Dialog

In this dialog, you will need to choose the type of module that you want to create.

Commentary modules enable you to make comments on verse, verse-range, chapter, and book levels. The comments follow the structure of the Bible's divisions, just as in a printed commentary.

Dictionary modules are general one-word, or multiple word entries, that do not have a tree structure. This means there is only one level in the structure.

Generic book modules have tree structure in which topics are found within other topics, etc. There is, in reality, no difference between a dictionary and generic book structure. They are divided for organizational purposes for you. Generic book modules include all kinds of other modules: such as, charts, maps, devotionals, etc.

Map or images modules are identical to Generic book modules; the only difference is that they are marked as such so they can be grouped separately in the Book view tab bar.

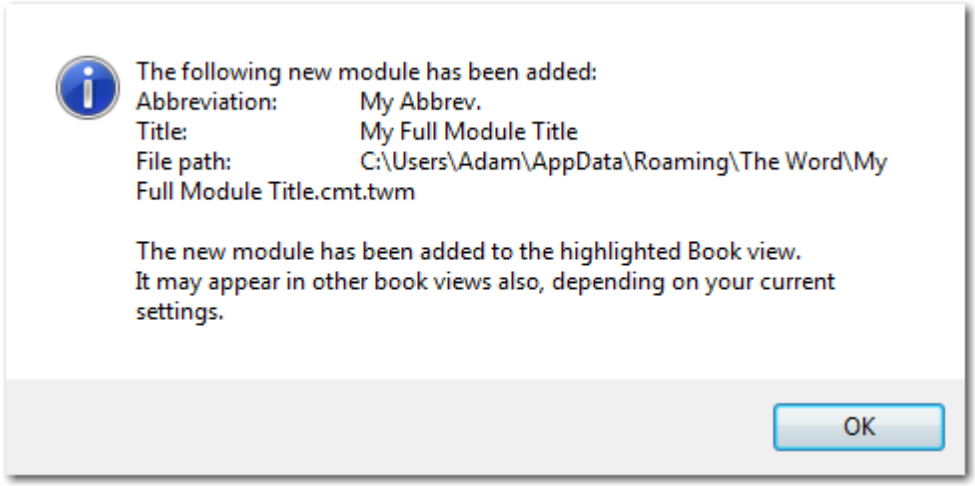
In the second section, fill in the **Abbreviation**, which is the name that will appear in the Book View tab bar.

The **Title** is the full name of the module. This is also the name used as the filename of the module.

The **Description** gives a brief description of the module that is displayed when you hover the mouse over the tab in the tab bar.

The **Path** should be filled in automatically with the filename when you enter a Title. You can change the default path where the new module will be created by clicking the button at right of **Path**.

Once you press **OK**, the module should be successfully created. You should see the dialog below and the Book View that contains the new module should be highlighted.



New Module Successfully Created

Adding/Editing Topics

Adding/Editing Topics

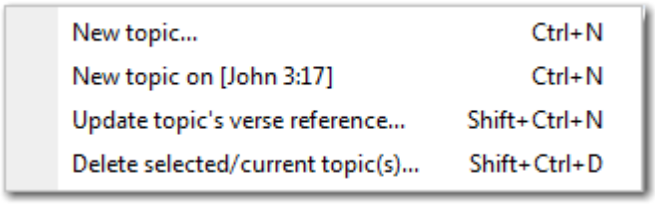
Topics can be edited in two ways:

1. Via the Add New Topic icon in the Book View.

2. Via the topic content area in the Book View when there is not a topic selected, or the topic is currently empty.

For Commentaries

For commentaries, the following two ways to add topics. In the Add New Topic icon:



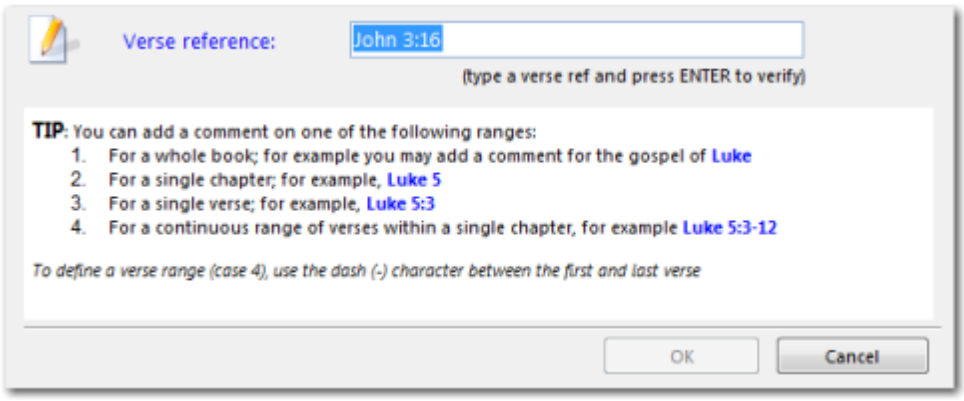
Add/Edit Topic

From this menu, you can add a new topic. The first selection will bring up another dialog that will allow you to select the verse or verse-range to which you want to add a comment.

The second selection above allows you to add a comment on the current topic.

The third selection allows you to update the reference that a topic is associated with.

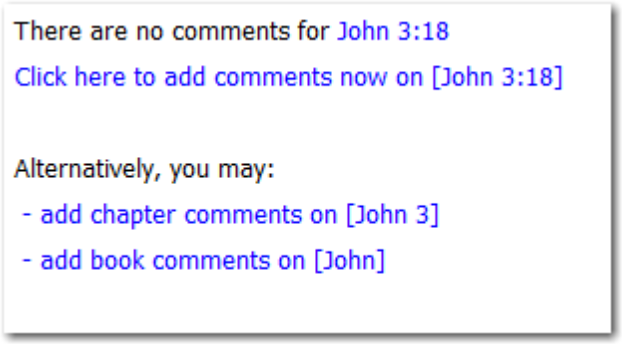
The final selection deletes the current topic.



Select Verse for Comment Dialog

This is the universal dialog to select the verse reference or range to which to add a comment. Notice, you may add comments for a single verse, a verse-range, a chapter, and an entire book. See the dialog.

You may also add a topic from the topic content area.

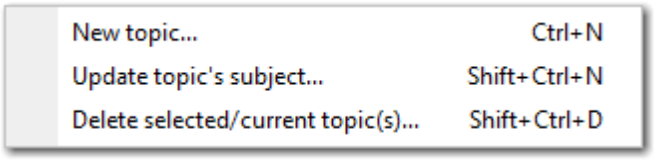


Add Topic

From this menu in the topic content area, you may add comments for the active verse on the verse, chapter, or book level.

For Dictionaries or Generic Books

From the Add New Topic icon, you may perform the following actions:

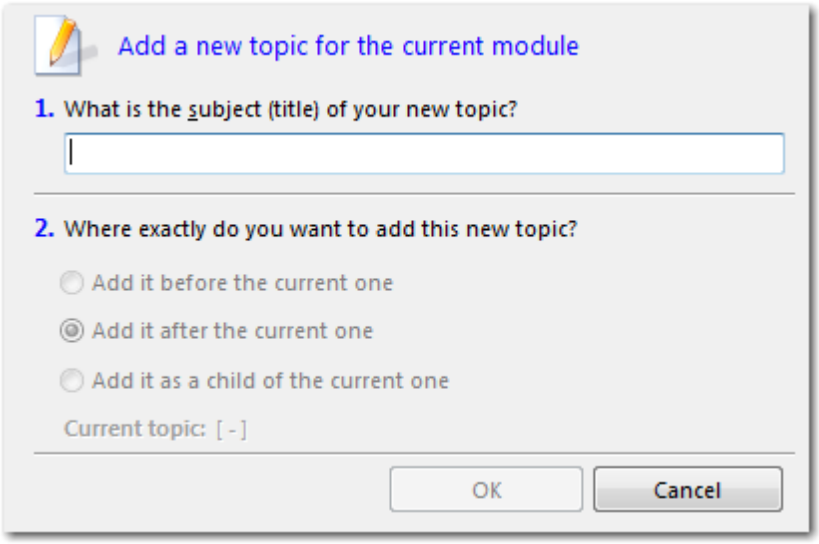


Add/Edit Topic

From this menu, you may add a new topic in the first selection.

The second selection changes the current topic's subject.

The third selection deletes the topic.



Add New Topic Dialog

In this dialog, you will enter the title of the topic in section 1. In section 2, if applicable, you will pick in what position the new topic will appear in relation to the current topic. This position could be a sibling of the current topic (same level, before or after) or a child (lower level).

In the topic content area, you may also add entries. See below:

Add Topic

You may add a new topic for the module by clicking the second link.

Changing Topic Positions

You may easily change the position of a topic in dictionaries or general books by simply clicking and dragging the topic name in the topic list to the new location in the topic list.

Adding/Editing Content

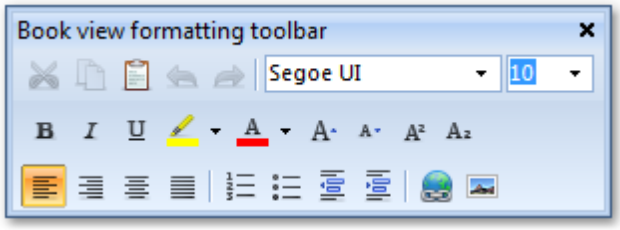
Overview

The Book View supports a great deal of rich text editing. Many of these editing feature are available in theWord via the Formatting Toolbar. However, there are some other formatting features that are not yet included in the toolbar. These features will eventually be available from within theWord. Until then, if

there is other formatting that you would like to use, you can copy and paste from Wordpad, Microsoft Word, or other text editor.

Formatting Toolbar

The Book View has a formatting toolbar to use to format the content of entries in the Book View. This toolbar usually resides just under and to the right of the main menu.



Book View Formatting Toolbar

This toolbar contains very familiar formatting tools for anyone who is familiar with a rich text editor. In case of a non-user module, the toolbar has less options, please see the User Formatting section for details on non-user module formatting.

The hyperlink button will display the Hyperlink Dialog.

Saving Content

As you type content into the topic content area, theWord saves the content in real time. There is no need to save the content. If you make a mistake, the famous CTRL+Z (undo) option is always available.

Setting the Default Font

Setting the font to be used as default for new topics is simple. When you create a new topic and immediately change the font to your desired font, theWord will remember this selection and use this font as the default font for new topics.

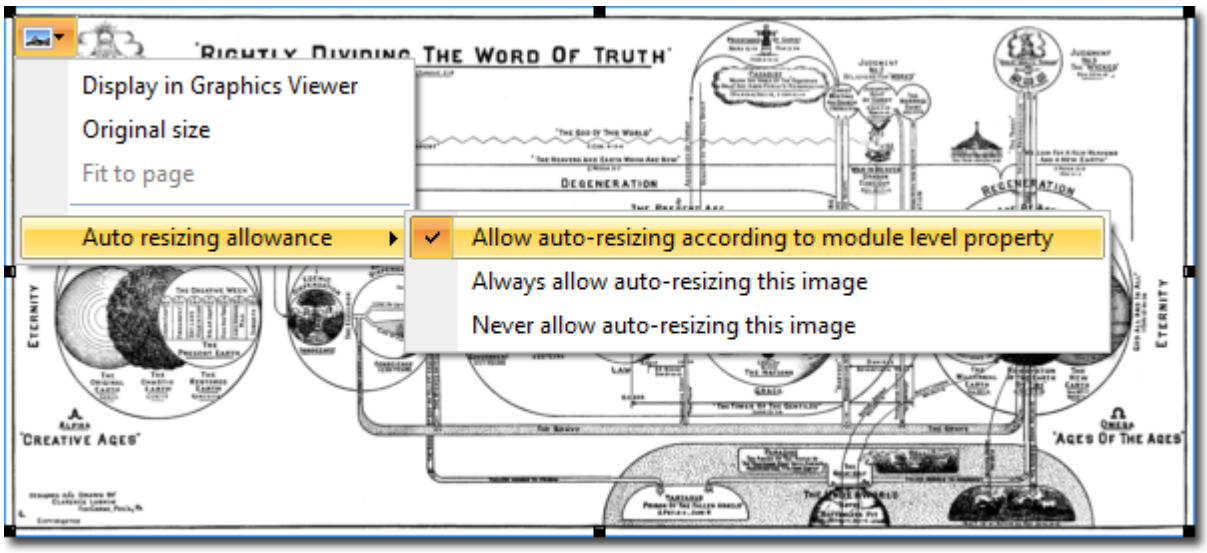
Hyper linking

theWord features Automatic Verse Recognition and advanced, manual hyper linking. See these related sections.

Image support

theWord supports the most common types of images. You can embed an image in any module topic either by selecting the **Insert a picture from a file...** button from the formatting toolbar ( ), or by drag-n-dropping an image in the content area of the Book view. The supported image types are **bmp**, **jpg**, **gif**, **png**, **wmf** including transparency. The viewer supports smooth image resizing as well as auto-resizing of images for non-user modules.

When moving the mouse over an image, a button appears at the top-left area of the image that provides access to a number of image-related functions.



Specifically:

- **Display in Graphics Viewer** opens the image in the Graphics Viewer
- **Original size** restores the image to it's original size (notice that you can resize an image by dragging one of the size handles -black squares- at the edge of an image).
- **Fit to page** resizes the image so it fits in the visible area of the viewer
- **Auto resizing allowance** controls how this specific image behaves when the module is viewed in non-user mode. By default, when you view a non-user module, the images contained within are resized to fit the viewer available area. You can control whether image resizing is allowed on the module level from the Module Properties dialog, **Settings/Actions** tab, **Allow auto-resizing of images** option. This option allows you to override the default behavior of the module on a per-image basis.
  - **Always allow auto-resizing this image** will cause the specific image to be resizable, even if the module level property above is not set
  - **Never allow auto-resizing this image** will cause the specific image to not be resizable, even if the module level property above is set.

Remember that whether images are actually resized and how on the view level is controlled from the  icon on the book view toolbar.

> **TIP**: In order for an image to be auto-resizable, it must not have any text before or after it and reside be within a table. Even a single space before or after the image will cause it to not be resized. Keep this in mind in case you don't get the behavior you expect!

Adding/Editing Module Properties

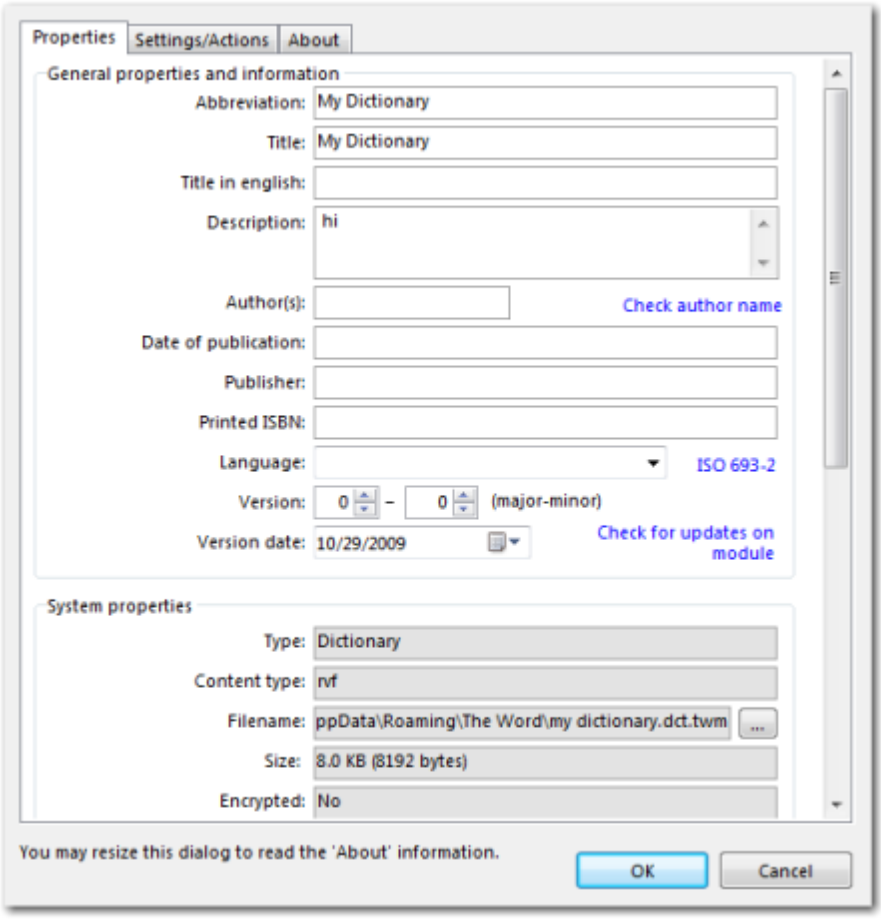
Overview

The Module Properties dialog gives much information about the module in general. Just as with an official module, user modules have properties. These properties can be edited by the user, when a module is editable (user module).

The Module Properties Dialog can be accessed most easily by right-clicking the module's tab, and

selecting **Module properties...**

Module Properties Dialog



Module Properties Dialog

In the **Properties** tab, the first section, **General properties and information**, gives information that you would find in the printed edition of this work. The **Language** box uses the ISO 693-2 codes. Clicking the link to the left will take you to a web page that shows these codes.

The **System properties** section is non-editable. It contains information about this module on the computer.

If you scroll down, you will see the **Electronic text module properties** section. This information is specifically for the electronic edition of the module, not the work itself. Sometimes, electronic and printed editions will have the same information, if they were produced both in printed form and electronically concurrently. **Status** refers the status of completion or non-completion. If the module is not yet complete, you may put "incomplete" in that area. The **Editorial comments and version history** is an area where you can elaborate on version changes or any necessary information that a user should know, especially before editing the module.

In the **About** tab of this dialog, you should put relevant information for this module, especially copyright information, biographical information, prefaces, etc.

For the Settings/Actions tab, see Preparing User Module for Distribution section of this help.

Preparing User Module for Distribution

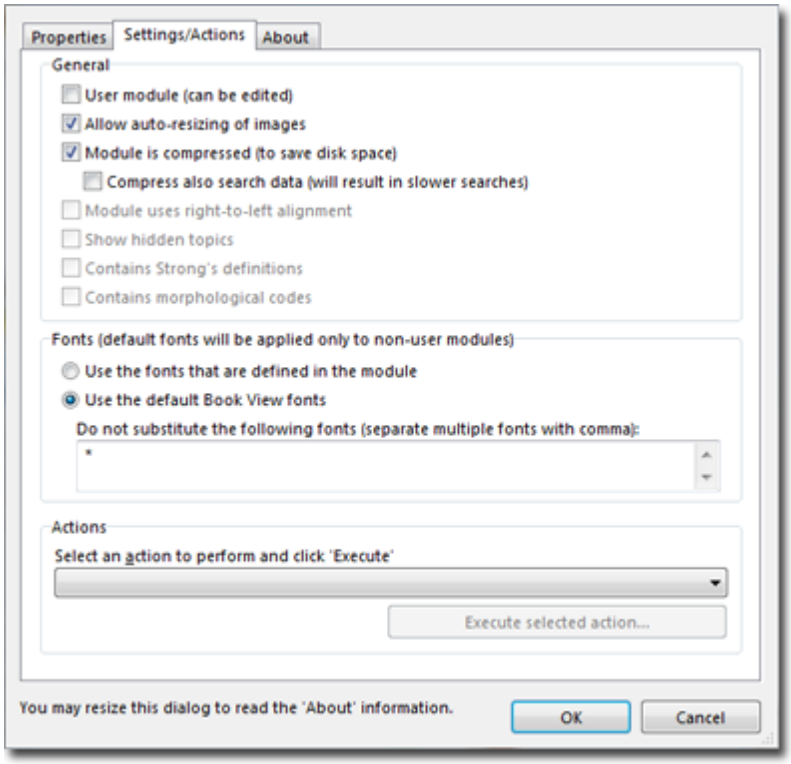
Overview

Because there is no technical difference between user modules and non-user modules, making your own

modules, or compiling modules for an electronic source, and preparing them for distribution is easy to do. If the content of the module does not belong to you, **you must check to ensure that you either have permission to use the content from the copyright holder, or ensure that the module is in the public domain.**

The Settings/Actions tab of the Module Properties Dialog performs many last-minute tasks easily before distribution. The Module Properties Dialog can be accessed most easily by right-clicking the module's tab, and selecting **Module properties...**

Setting/Actions Tab of Module Properties Dialog



The **User module** checkbox determines if the module can be edited by the user. This should be the last step taken before distribution.

Before distribution, you want to compress the module via the second selection above so as to make the module smaller and thereby easier to distribute.

The remaining check boxes should be checked only if they apply to your module.

In the fonts section, you can customize the way a user views the content of the module. These two areas are only editable after you have deselected the **User module** selection above. **Use the fonts that are defined in the module** uses the fonts you selected when you were making/compiling the module. It will override the user's Book View font setting. The **User the default Book View fonts** selection will use the font that the individual user has selected as the default font for the Book View. The **Do not substitute the following fonts** area is especially useful for the second selection. If, for instance, you use a language in your module that requires a special font, but the normal content is a common font, you want to input the special font's name in this area so that the user's default font is used, except for instances in which the special font must be used.

Actions

At the bottom of this tab, you may perform a number of actions on the module that will greatly reduce the time needed to prepare the module for distribution.

1. **Prepare module for distribution** - deletes all the search data from the module and compresses the module.
2. **Detect all verse references** - automatically detects all verse references. This is especially helpful when you paste content while compiling a module.
3. **Convert module content to rtf** - in general, reduces the size of the module, apart from changing the internal storage format to rtf. Since some features are not supported by rtf (potential problems with tables, esp.), you should make a copy of the module before performing this action. This is not necessary for modules with simple formatting.
4. **Delete all user formatting from non-user module** - deletes are user formatting from the module. If you have user formatting in the module, this should be done before distribution.
5. **Make permanent all user formatting from non-user module** - causes all user formatting of the module to be made part of the module permanently.
6. **Recreate the search index for subjects** - recreates the index only for the subjects. This is useful if there is a problem that arises with the topic subjects. This index is different from the topic content index.

Paid Modules

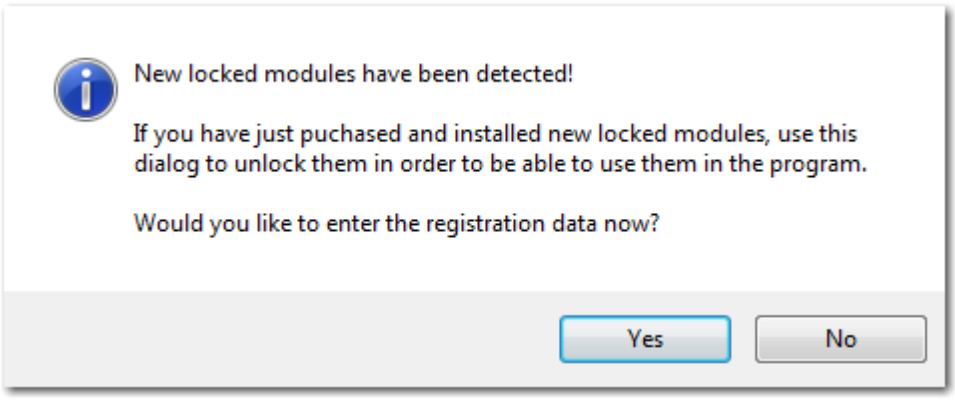
Overview

theWord supports paid modules. These modules are strongly encrypted and have certain copy protections. They are also subject to copyrights and usage restrictions. Once you pay for the paid module via The Word's website, you will receive a confirmation email for your payment and an email with the link to retrieve your unlock key for the module. Go to the link, enter the information used to purchase the module as required. You will then be sent the unlock key and download link. The instructions on the website are very thorough and need not be covered here as well.

Unlocking a Paid Module

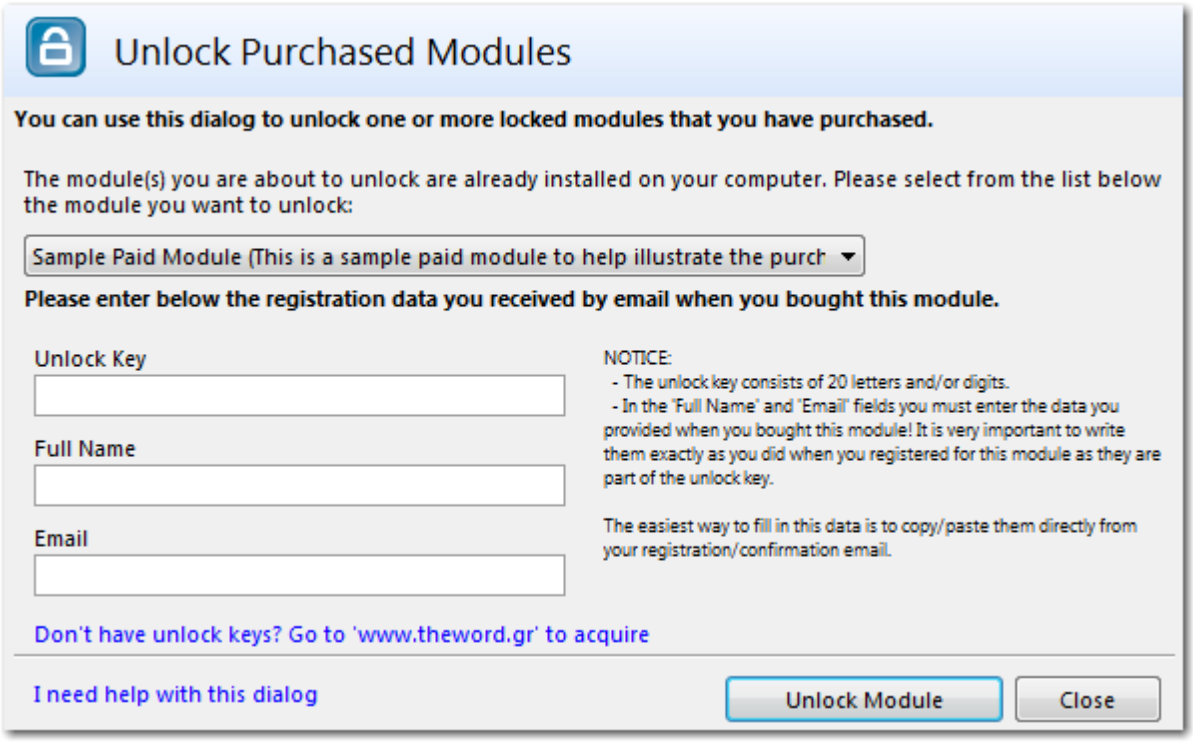
Close theWord (if open). Run the installer for the new paid module to install it. Re-pen theWord.

Once you re-open theWord, you will prompted to input the unlock code and registration information as shown below:



Locked Modules Prompt

When you press **Yes**, you will shown the **Unlocked Purchases Modules** dialog. If you select **No** in the above prompt, you may access the Unlocked Purchases Modules dialog manually via the main menu: **Help -> Unlock modules...**



Unlock Modules Dialog

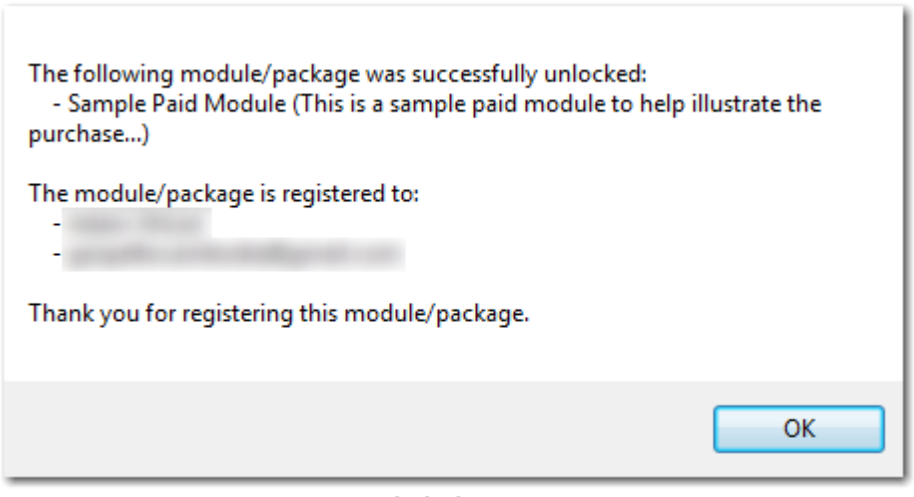
The module(s) that you have purchased that have not yet been unlocked should be in the selection box at the top. Select the module you want to unlock.

Enter the **Unlock Key** from the email you received. It is best to copy-and-paste to ensure no errors are made.

Enter the **Full Name** as it appears on the email you received.

Enter the **Email** as it appears on the email you received.

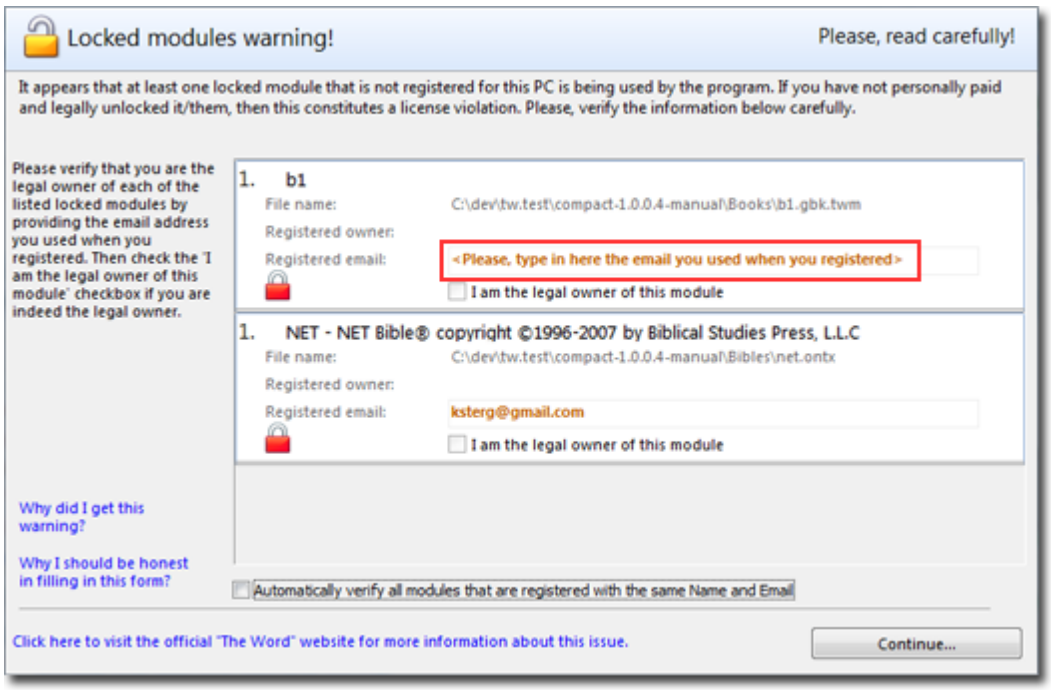
Select the **Unlock Module** at the bottom of the dialog to unlock and you should see the prompt below.



Unlocked Prompt

You will then see the Book or Bible View where the module is displayed shaded and a message saying that the module was successfully installed. You may begin using your new module.

Locked modules warning dialog



Locked modules warning dialog

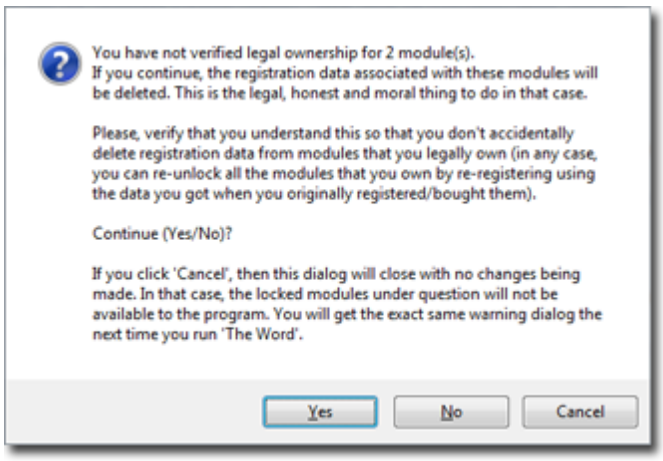
This dialog appears if you have purchased at least one module and you make an attempt to use this locked module in a different computer than the one you registered it. For example, this can happen if you have installed the software on a USB flash drive and you insert it in a different computer, or if you format your hard drive and restore your installation from a backup. Please, consult the standard module license agreement for details on how you are allowed to use paid modules.

The reason this dialog appears is because copying paid modules to different computers is prohibited by the standard license unless you own this computer and you use it yourself or your immediate family.

In case this dialog appears (which can happen for valid reasons) you will need to enter the email you used when you registered the paid module in the appropriate input box(es) (marked with the red-rectangle above). You will need to enter the correct email for each module (in case you have used the same email for all your paid modules you can simply check the **Automatically verify all modules that are registered with the same Name and Email** in order to avoid typing the email many times -if it is the same).

Once you enter the appropriate info press the **Continue...** button.

If you are not the legal owner of the paid module then you should leave the corresponding fields empty! In that case the paid modules will get unregistered since is the legal and moral thing to do. The following dialog will appear:



Warning dialog if you are not the legal owner

Why should you prayerfully proceed with honesty in such a situation!

The following message appears if you click on the **Why I should be honest in filling in this form?** link on the dialog: it is repeated here for honest contemplation.

> **Please consider with prayer**
>
> The content of the modules listed are the property of the respective copyright holders. Permission has been granted to theWord to distribute these modules for a fee and to be used only for private purposes by the payer.
>
> Violating these conditions by distributing these locked modules and/or providing the means to unlock them is dishonest and a form of theft.
>
> Owning a hard copy of a copyrighted work does NOT entitle a user to have an illegally distributed electronic form of that work. God commands us in Romans 12:17, to "provide things honest in the sight of all men." It is dishonest to take the work of another that is protected by an exclusive right to reproduce, electronically or otherwise, and distribute it without permission.
>
> Further, for those that do steal, they are commanded in Ephesians 4:28, "Let him that stole steal no more". Illegitimately distributing and using a copyrighted work is truly the equivalent of stealing from the copyright holder. The profit that the copyright holder would have gained by the purchase of the work is lost. Please respect these copyrights. "Thou that preachest a man should not steal, dost thou steal?"'

Please, remember that by respecting the copyright of the publishers and other contributors you encourage the continued development and production of such material.

General Information

Views in theWord are rectangular areas within the main window that serve a particular function within the program. For instance, the Bible View functions to display the texts of Bibles, etc. The Views can be manipulated very easily within theWord.

Available Views

There are five Views used by theWord. Each of them is color-coded to aid in reference. Each View

serves a particular purpose within theWord. See the chart below for the color codes and purposes of the respective Views.

View	Color Code	Purpose
Bible View	Blue	To view Bibles' texts
Bible Search View	Green	To search Bibles' texts
Book View	Orange	To view non-Bible resources and/or create/edit user modules
Book Search View	Purple	To search all non-Bible resources
Bible Tree	Yellow	To navigate through the Bible text

The easiest way to create a view is from the **Window** menu. There are also available shortcuts to do so.

The style of the colored caption can be changed from the **View Menu** (see below). You may even turn off completely the coloring of the captions, or even the captions themselves.

You can toggle the caption with or CTRL+F6 or by pressing on the button  on the main toolbar.

View Tabs

The Bible and Book Views have tabs or buttons that display an abbreviated name of a Bible or Book. To view that particular resource, simply click the tab to display that resource. This is the user's bookshelf so to speak, where all the titles can be seen and selected.

Manipulating Views - Active Views

Views can be created dynamically from the **Window** menu. You can have more than one views of each type visible at any time (except for the Bible Tree View).

theWord uses a unique way to indicate which is the Active view at any one time. Unlike other applications where there is only one active window, theWord has one active window per view type. This means, that if you have two Bible views open and three Book views, there is always one active Bible view and one active Book view. The active views are easily discerned because their captions are painted with a more intense color. Clicking on any view, will cause all other views of the same type to get 'deactivated' (their captions fade). Most operations in theWord that target a view occur on the currently active view. For example, if you use the Bible tree view to navigate to a verse, the active Bible view will be used to display the verse you selected. If you click on a link to display a topic from a commentary, then the active Book view will be used to display it.

TIP: At any time you want to execute an action whose result will be the display of some content in a view, you should first click on the desired view that you wish to be used and then perform the required action. Whenever you are in doubt "which view will be used if i do this", the short answer is "the active one", or "the one whose title is brighter than the others of the same type".

Try this: open two Bible Search views by clicking twice on menu **Window** -> **New Bible Search View**. Then, go to a Bible view, right click on a word and from the popup menu select the first option "Find [word]". Notice that the active Search View will be used to execute the search operation. If you want to make another search but keep the search results of this search query, just click on the second Bible Search View and repeat the operation: notice now that the second Bible

Search View will be used. Notice also the titles of the two Bible Search views to see the difference in the color that indicates which one is the active.

Views can be easily manipulated within theWord. Views are normally docked in some sort of layout, according to the user's wishes. Views can also be detached from the main window to float. This is done simply by clicking and dragging the title bar of the View (notice that the titles must be visible to do so, use CTRL+F6 to toggle the visibility of captions). The View will move where you mouse moves. You can freely rearrange the views within the main window by dragging it to another place.

TIP: if you hold down the CTRL key while you drag a view, it will not get automatically docked in the main window (will remain floating). This allows you to move it freely over the main program window without worrying of it getting docked to an undesired place.

A View can be resized by holding down the mouse at the edge of it and dragging it (notice the mouse pointer changes to a double-edge arrow in that case to indicate the you can resize the View). As a view is resized, all other views in the main window are equally resized to fill in all available space of the main window.

Views can also be maximized. This is done in two ways:

1. Double-clicking the View's title bar, or
2. Clicking the maximize button at the right side of the View's title bar.

To restore a maximized View, simply double-click the caption bar of the view or click the restore button (which is at the same place as the maximized button). You cannot maximize a floating view. You cannot also maximize the Bible Tree View.

Creating new views - inheritance of options

You can create new views either from the **Window** menu, or by using the available shortcuts. The following table lists the shortcuts used:

	Bible view	Bible Search view	Book view	Book search view
Create a new one	F11	F10	F12	F9
Create a new floating one	SHIFT+F11	SHIFT+F10	SHIFT+F12	SHIFT+F9
Navigate	CTRL+F11	CTRL+F10	CTRL+F12	CTRL+F9
Close view	CTRL+SHIFT+F11	CTRL+SHIFT+F10	CTRL+SHIFT+F12	CTRL+SHIFT+F9

Each view has a number of options that you can set in order to match your preferences. Whenever you create a new view (menu **Window**) the new view will inherit all the options of the active view. This is important to understand in order be able to easily duplicate the options of your views. Since views can also be closed, it is possibly that when you create a new view there is no other view of the same type active: in that case, the options of the last view you closed are used to initialize all options for the newly created view.

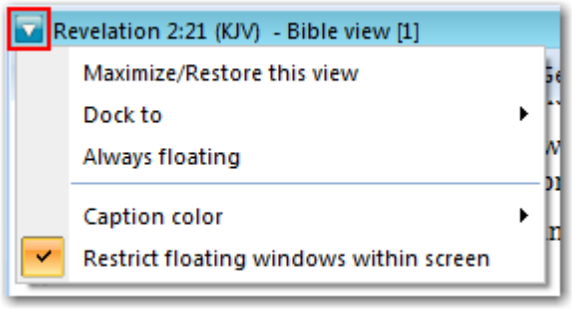
TIP: To see how options of each view are **inherited** to newly created views, do the following: open 2 Bible views and in one of them change the background color (this can be done from the menu **Tools** -> **Bible view options**, **Fonts colors and styles** category, **Default background color** setting). Now, click on one of these views and press F11 to create a new Bible view: **notice** that the new Bible view will have the same background color with the view you clicked on just before you pressed F11. Close this view (from the X button on the top-right of it's caption) and now click on the other Bible view and repeat. Notice that the new Bible view will now have the background color of the second Bible view.

Remember that all settings of the active view are **inherited** to a newly created view (for each view type). Moreover, remember that if you close all views of the same type, the last one you closed will be used as a **template** the next time you create a new view of the same type.

You can save and restore the entire set of views by using layouts.

View Menu

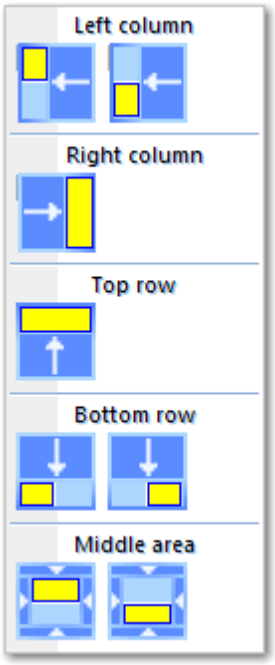
Below is the View Menu. You can access it via the button shown.



View Menu

The first option in this menu is obvious.

The second option allows the user to dock the View to the yellow areas shown. You can use this menu, instead of dragging a view with your mouse, if you find it difficult to place a view at th exact position you have in mind. As you hover over this menu, a shaded rectangle will appear on the main window indicating the place that this view will be docked.



Dock Menu

The **Caption Color** menu allows the user to change the look of the title bars of the menus according to predefined schemes and select to show title bar icons for menu, maximize, and close. Try them out to see which ones you like best.

The final option, **Restrict floating windows within screen**, forces floating Views to stay within the monitor screen (in a multi monitor setup, you are still able to drag the floating views to a different monitor, yet they will always remain within the limits of the monitor).

Bible View

General Information

The Bible View is the most important of the Views because of that which it displays—God's Word. A new Bible View can be made by simply pressing the shortcut F11. The Bible View has a myriad of options and customizations. Many of these can be found in the Bible View Menu.

Almost every aspect of the display of the Bible view can be customized and all additional information can be switched on/off. This allows you to customize very easily how the Bible text is displayed and what other options are displayed along with the text. For example, you can easily turn on/off the Strong's numbers by pressing S on your keyboard, or to show/hide the footnotes with the F key.

The caption of the Bible view displays the current verse and translation. The current verse of the active Bible view is also displayed in the program's button on the windows taskbar (theWord allows you to run at the same time multiple instance of the program, so this helps to distinguish one from the other).

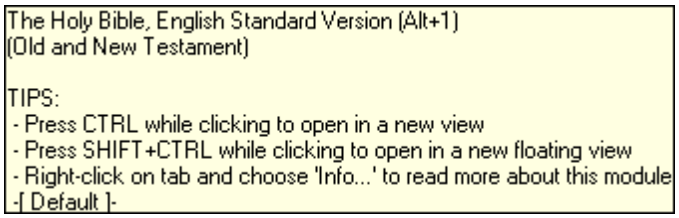
> **TIP**: To get the most out of theWord, it is also important to understand how Views are synchronized! Clicking on a word in the Bible view or changing the active verse may cause other views within theWord to get updated! Read the View synchronization topic to understand this subject.

Bible reading, default mouse operations and behavior

To start reading the Bible, just click on the Tab/Button on the top of the Bible view to select the translation you want and use one of the several methods to navigate to the desired book/chapter/verse. You can use

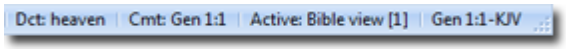
your mouse wheel to navigate to the previous/next verse. The active verse is highlighted with a darker shade of the background color to help you identify the location you are reading (you can change this behavior of the mouse wheel from the Bible view options dialog -> General behavior category).

If you hover your mouse over a Bible tab, you will get a popup that displays some quick information for this translation. The tabs that represent the Bible modules usually use small abbreviated titles in order to make it easier to fit many translations in your views (you can change these abbreviations to more descriptive ones if you want from the Show/Hide Bible texts dialog).



Clicking on a word in the Bible view cause the current Dictionary entry to change to that word. This operation will cause all linked Book views to update their content and/or tabs depending on whether they contain an entry for the word you clicked on. Every time you change the active verse of the active Bible view, you also cause all linked Book views that contain commentaries to get updated. Read the View synchronization topic to understand how this works (notice that you need at least one Book view open for this function to work properly).

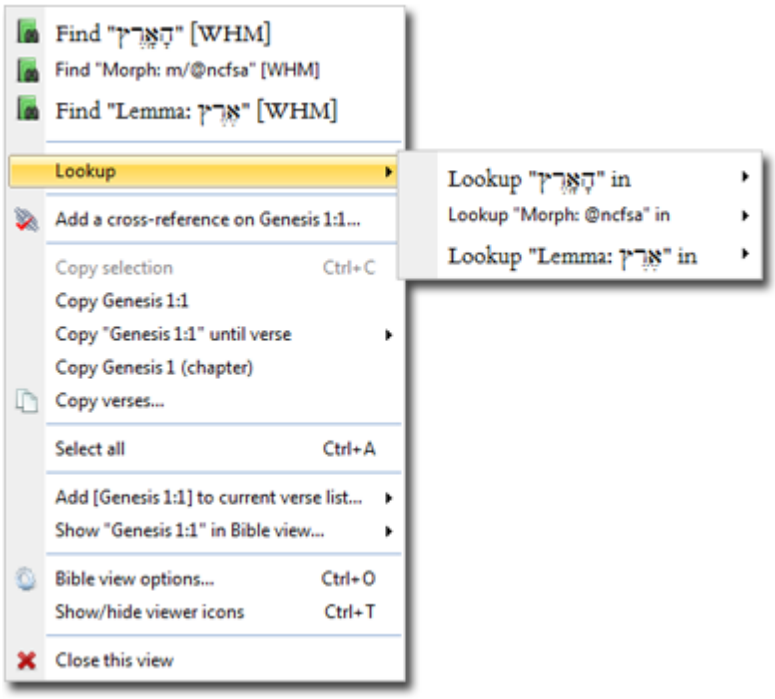
Notice that the status bar of the program displays at all time the **current dictionary word** (Dct) and **current commentary entry** (Cmt):



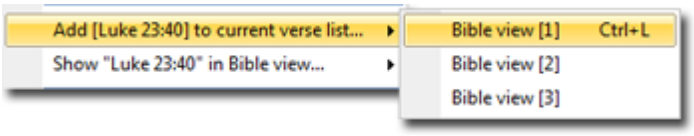
The last rectangle of the status bar displays the current verse along with the current Bible abbreviation: click on it to copy the verse reference; hold down the CTRL key to exclude the abbreviation.

Bible View context menu

Right-click on any word in the Bible view to get the Bible view context menu. The following popup menu appear when you right-click on a word in the Bible view (if you right-click on white space, some of these options will not be available).



Bible view context menu



Multiple views sub-menu

The options for this menu are as follows:

Find [...]: there may appear one or more items with the **Find [...]** caption depending on the module you use and the word you click on. At minimum, one **Find [...]** item will appear containing the word you right-clicked on, or the current selection (if one exists). By default, theWord uses an advanced word-break algorithm to determine the boundaries of the word you clicked on, yet for some "exotic" languages, this algorithm may fail to understand where a word ends (especially in languages that use non-standard word-breaking symbols). In that case, just select with your mouse the letters that comprise the word before right-clicking.

There may be extra **Find [...]** menu items that can appear, depending on the support on the module level:

- if the module contains Strong's numbers, a **Find [...]** item for the Strong number (if there is more than one Strong number associated with a word, more items will show up there)
- if the module contains Morphology codes, a **Find [...]** item for the Morphology tag
- if the module contains Lemma information, a **Find [...]** item for the Lemma

Clicking on a Find [...] menu will cause the active Bible search view to locate the word you clicked on. If you have more than one Bible search views, the active one will be used (if you need to select yourself which one will be used, just click on it before performing the search to activate it). If you have no Bible search view, one will be created.

Lookup "..." in: there may appear more than one sub-menus below the Lookup menu, depending on the word you clicked on. For each **Find [...]** menu, a corresponding **Lookup "..." in** submenu will appear. If only one **Find [...]** item appears, then the **Lookup "..." in** menu will not have 2nd level sub-menus, but will contain a list of all modules that match the word you clicked on. Please, see the How word lookups

are performed? topic to understand how the list with matched topics is generated. Clicking on a topic of the Lookup submenu will cause a Book view to display the content of this topic.

Add a cross reference on "..." ...: see Cross-References topic

Copy ...: all copy options allow you to copy one or more verses of the Bible.

> **TIP**: Clicking on the **Copy Verses...** brings up the Copy Verses dialog. If you select with your mouse one or more verses before you bring up this dialog (you can do so with the F5 key also), then the dialog will be initialized with the starting and ending verse of your selection. This is an easy way to copy fast more than one verse from the Bible view:
>
> 1. select with your mouse more than one verse (no need to be exact with the selection, just make sure that the first and last verses you want are partly selected).
> 2. Press F5
> 3. Press Enter

Select All...: selects all text in the Bible view

Add [...] to current verse list...: adds the current verse to the current verse list.

Bible view options...: displays the Bible view options dialog

Show/hide viewer icons: refers to the vertical toolbar on the left of the Bible view (see below).

Close this view: closes this Bible view. You can press ESC to close any view also.

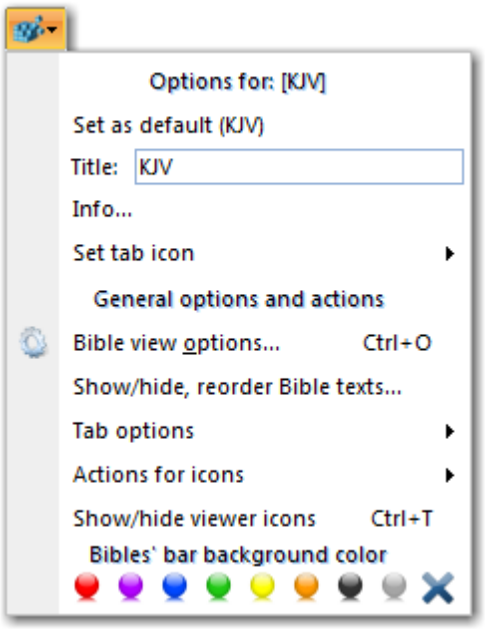
Bible View Menu

This menu allows you to customize general aspects of the view itself (not the appearance of the Bible text, which can be customized from the Bible View Options dialog). The Bible View Menu can be accessed in two different ways

1. Clicking on the Organize icon to the left of the tabs

Organize Icon

2. or, Right-clicking any tab



Bible View Menu

Set as default allows the user to set the default Bible module. The default Bible module is the module used to display verse references in tooltips when the user hovers over a hyperlinked verse reference. The active Bible module (rather than default) can by used by pressing CTRL while hovering over the reference (this logic can be reversed from the Advanced Tab of the Preferences dialog). The same option can be set from **File->Preferences->Bible texts->Set as default.**

In the **Title** option, the user can change the abbreviation used on the tab for that module in the View (this can also be changed from **File->Preferences->Bible texts**).

Info... displays the active module's about box that shows information about the module, the notation used and copyright information (same dialog can be accessed from the menu **Help**->**Bible Info**).

Set tab icon displays the Tab Icon Menu. This menu allows the user to customize the icon beside the abbreviation for the module in the View. This menu allows the user to place a colored dot beside the active module, use the flag of the module's language, browse for a custom icon on the computer, or simply don't use an icon.

Set Tab Icon Menu

Bible View Options... is covered in another topic. Go to Bible View Options.

Show/hide, reorder Bible texts... is the option to customize which Bibles are displayed in the tab bar. See this section about this option.

Tab options allow the user to customize the way the tabs display in the tab bar (multiple rows, compare

and list views, icons, etc.) - menu descriptions are self-explanatory.

Actions for icons deals with whether or not the icons next to the tabs are used and auto-assigning flags to all tabs. Notice that these options will change the icons of all the tabs, so use with care.

Show/hide view icons turns off and on the view icons to the immediate left of the Bible View.

Finally, the **Bibles' bar background color** changes the color of the entire tab bar background.

Bible viewer icons/toolbar

Bible Viewer Icons

The Viewer Icons provide a place near the Bible text to help the user navigate through the Bible. From top to bottom, the functions are:

Go back to history

Go forward to history

Previous book: you can click on the black arrow on the right for a popup menu of all Books

Next book: you can click on the black arrow on the right for a popup menu of all Books

Previous/Next chapter

Previous/Next verses

Zoom in/Zoom out

New Bible view: create an exact duplicate of this Bible view

Print: if you select part of the Bible text before pressing the Print button, you can choose to only print the selection.

Grab-n-drag mode: this mode is specifically designed for touch screens and other devices where navigation with a tap-device is easier. In that mode you cannot make text selection.

Synchronization between Bible views: see below for details

Bible view options: see relevant topic here

You can hover over the icons to see an explanation of each function. The Viewer Icons can be turned off and on via CTRL+T or within the context (right-click) menu in the Bible View.

Synchronization between Bible views

This function allows you to synchronize two or more Bible views with each other so when you change the verse in one of these, the other(s) change also. You need at least two Bible views open for this to work (or else the corresponding button will appear faded/disabled).

Click on the black arrow on the right of the button and you will see a list of all other Bible views currently open; as you hover your mouse over the popup menu entries you will notice that the corresponding view gets shaded to help you identify it: click on the one that you want to synchronize the current one with. Notice that the synchronization can be either one-way or two-way! The logic here is that **the current view on which you are performing this operation will be synchronized to the one you selected** (e.g. the current view will follow the changes of the one you selected/clicked on).

If you want to have two-way synchronization, then you need to do exactly the same thing on the other view, selecting as target this one. You can make arbitrary synchronizations between any number of views like that.

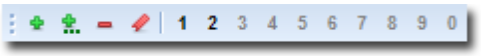
This button also acts as a switch: pressing it will temporarily enable/disable the synchronization of this Bible view (without affecting the selections that determine for which other views this one is synchronized with).

Bookmarks

Overview

Bookmarks provide a simple way to keep verses of Scripture readily available to switch back and forth between them. The bookmarks toolbar can be toggled via the main menu: **View -> Toolbars -> Bookmarks**. Just as any toolbar it can be moved anywhere, be made to float, and positioned horizontally or vertically.

Explanation



Bookmarks Toolbar

You may have a maximum of ten bookmarked verses.

- The  will add the active verse in the Bible View to next number in the index.
- The  will add the active verse in the Bible View to the index number that you specify.
- The  will delete all bookmarks. You may also delete a bookmark by right-clicking on the number/button and selecting the appropriate menu option.
- The  allows you to view a bookmark of your choice.
- If you click on any number at right (1-0), the active Bible View will jump to the verse for that bookmark.
- If you hover over any number at right (1-0), a tool tip will display with the verse reference and text.

Using keyboard shortcuts

- To define a bookmark press CTRL+SHIFT+<DIGIT>, where digit is between 0 and 9.
- To jump to a previously defined bookmark press CTRL+<DIGIT>.

Bible View Options

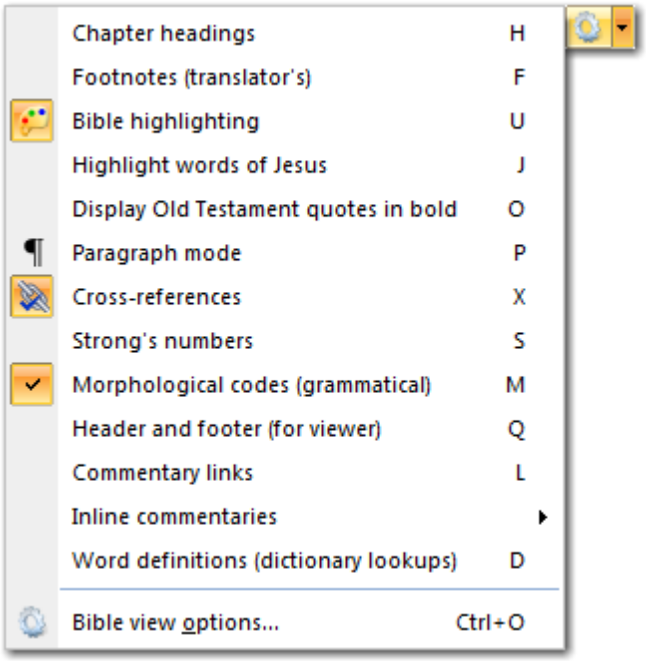
Sections in this topic

Overview

The Bible View Options in theWord provide a very feature-rich way to view the text of the Bible. There are many, many options to customize the Bible View to fix your exact taste. The Bible View Options can be accessed in four ways:

1. CTRL+O (when Bible View is active)
2. Gear icon in the Bible Viewer Icons to the left of the Bible View (for quick access).
3. Main menu, **Tools.**
4. Right-click within the Bible View and select **Bible View Options...**

TIP: There is a quick set of Bible View Options at the bottom of the View Icons. Pressing the small arrow will display a quick list to quickly toggle certain Bible View Options. Further, each option in that list can be toggled through a one-letter keyboard shortcut (when the Bible View is active). These options will make much more sense at the end of this section.

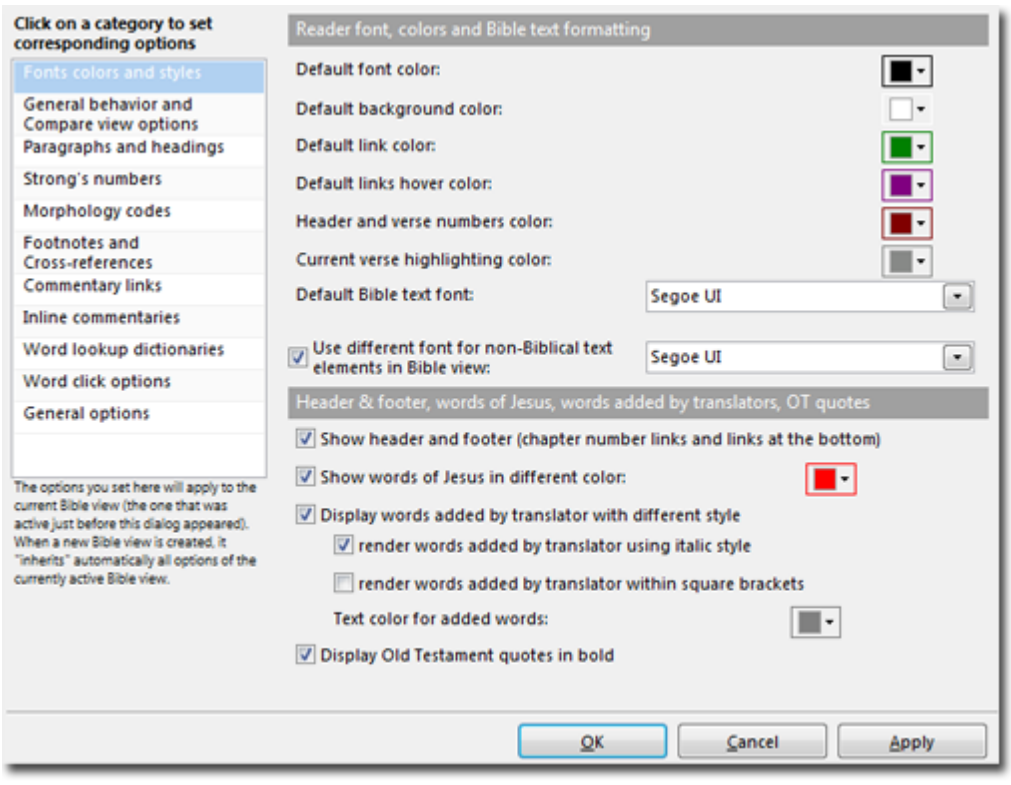


Bible View Options Quick List

There are eight tabs within the Bible View Options.

> **TIP:** Not all Bible View Options will be available for all Bibles. The Bible will only display the options that the module supports.

Fonts Colors and Styles



Fonts Colors and Styles

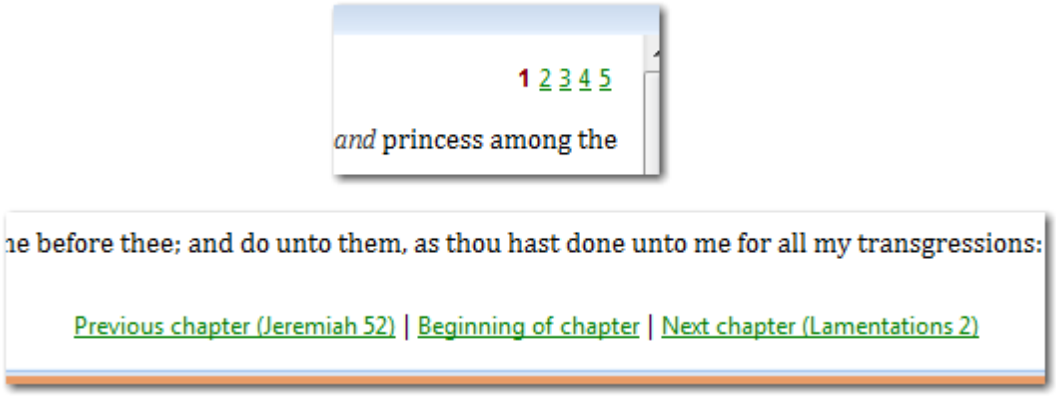
Within this dialog, the user can customize many display colors and styles for various aspects of the Bible

View.

Default Bible text font is the global setting for all Bible texts. The fonts for Bible texts can be changed on an individual level via the Show/Hide Bible Texts dialog.

> **TIP**: The default Bible text font that theWord is setup with is **Tahoma**. This font is used because it supports many different languages and, in general, has very good support even in older versions of Windows. Yet, it may not look as beautiful as other fonts (like **Trebuchet MS** or **Georgia**), or even some modern fonts that Microsoft made for Windows Vista/7 or Microsoft Office (like **Segoe UI** or **Calibri**). You may want to experiment on a font that looks good on your PC and is comfortable for your eyes.

Show header and footer is another way to navigate the Bible. When this is selected, a set of links to navigate to next/previous chapters appears at the top and the bottom of the chapters in the Bible View. The keyboard shortcut for this option is Q.

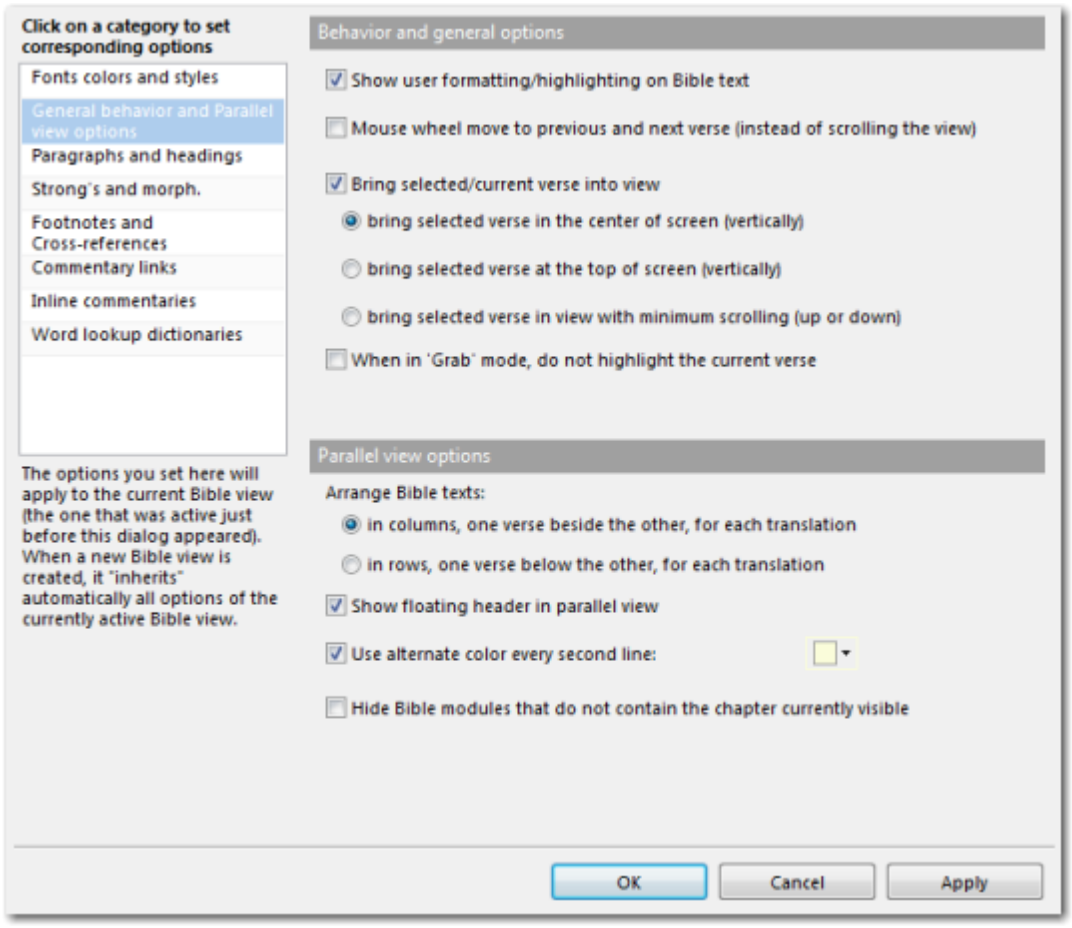


Header and Footer Navigation Links

There are a couple of keyboard shortcuts to mention. For the words of the Lord Jesus, it is J. To display Old Testament quotes, press O.

The remaining options are self-explanatory. You can customize them to your liking. Some of these options are dependent on the Bible module's support of them.

General Behavior and Parallel View Options



General Behavior and Parallel View Options

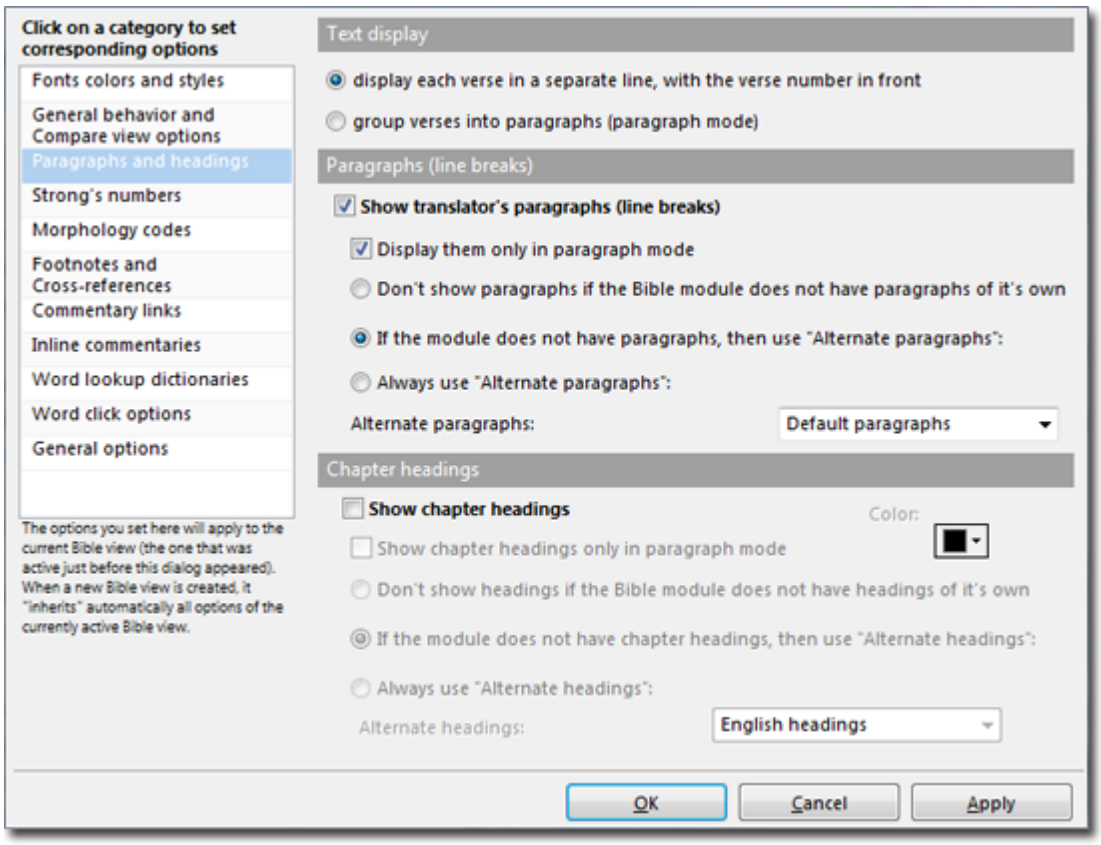
Most of the options in this section of the Bible View Options are fairly clear. The options in the top section deal primarily with the navigation of the Bible View, especially with the mouse.

Show user's formatting/highlighting on Bible text refers to the highlighting, underlining, etc. the user may perform on specific verses. This can also be toggled with the U shortcut.

The bottom section of this dialog gives options for the Bible View when the Compare mode is activated (pressing the Compare button/tab on the Bible view).

Show floating header in parallel view toggles the appearance of the Bible's abbreviation at the top of each row/column for easy reference. See Compare View.

Paragraphs and Headings



Paragraphs and Headings Options

The first section toggles whether the text is displayed one-verse-per-line (with wrapping, obviously), or in paragraph mode. This option can also be toggled with the shortcut P.

The second section deals with translator's paragraphs, which are paragraph divisions included in translations. Since all modules don't have paragraph tags included, you can use alternate paragraph divisions that are found in other installed modules, and apply them to the current module. The Alternate Paragraphs list displays all installed modules that contain within them information for paragraph divisions and can be applied to module that don't have.

> **TIP**: if you want to read a Bible text that does not contain within itself information on paragraph divisions, you can "borrow" the divisions of other installed modules that have this information. To do so, you just need to select the **If the module does not have paragraphs, then use "Alternate paragraphs"** option above, and select a module from the **Alternate Paragraphs** list.

The third section has options for chapter headings. This, like paragraphs, are tags included in the Bible module. These headings, when displayed, give an outline or summary of sorts of the contents of that section in the Bible. Like, translators paragraphs, if the module does not contain chapter headings of its own, you can use predefined ones from the **Alternate headings** drop down box. The color of these chapter headings can also be customized.

> **TIP**: theWord can use the chapter headings included in Bible modules, or separate sets of chapter headings (files ending with **.hdgs.twm**). By default, a set of English chapter headings is included in the program and appears on the **Alternate headings** list as **English headings**.

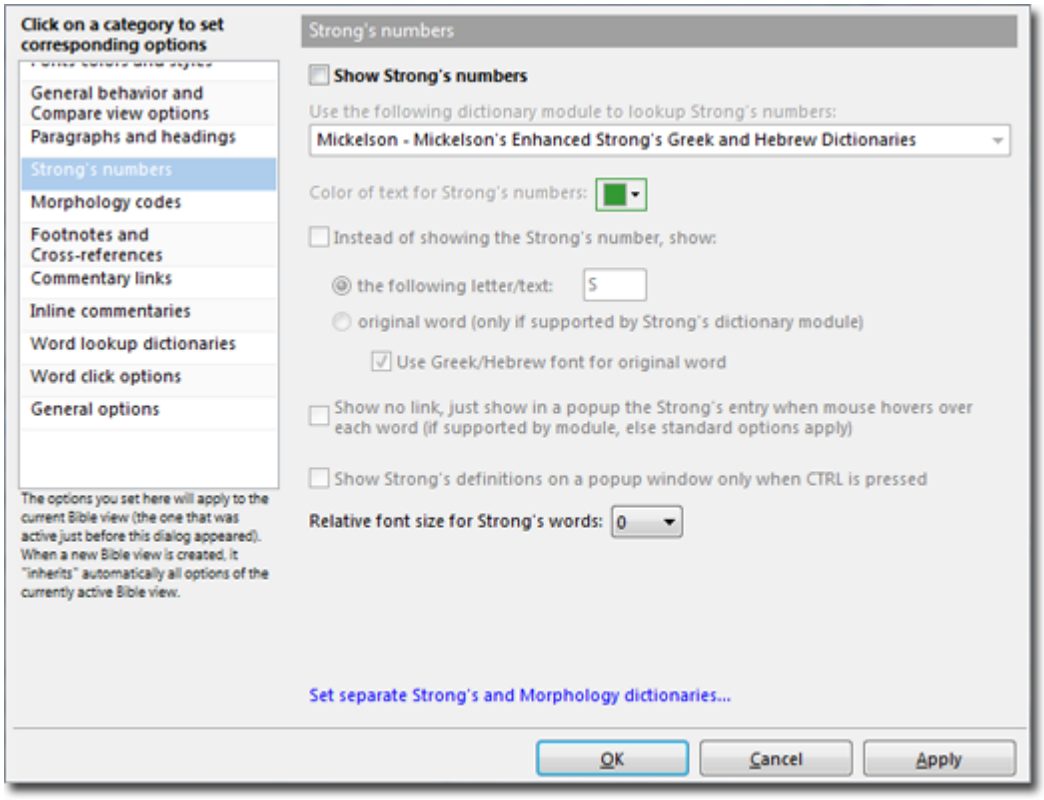
This feature allows you to "borrow" chapter headings and display them even for Bible modules that do not have this information within. Remember, that using this function may result in cases where the language of the chapter headings is different from the language of the Bible text!

TIP: Entries in the **Alternate Paragraphs** and **Alternate headings** lists may appear:

- within [square brackets]: in that case, they refer to a set of paragraph/headings that exist in an installed Bible module (the name there is the title of the Bible module they have been taken from).

- without square brackets: in that case, they refer to a set of paragraph/headings that exist in separate files and are independent of any installed Bible module (theWord ships with two predefined paragraph sets and one predefined chapter headings set in English - more may be downloaded and installed separately from the official site).

Strong's numbers



Strong's numbers

Strong's numbers are the coding systems for every Hebrew and Greek word in the Bible.

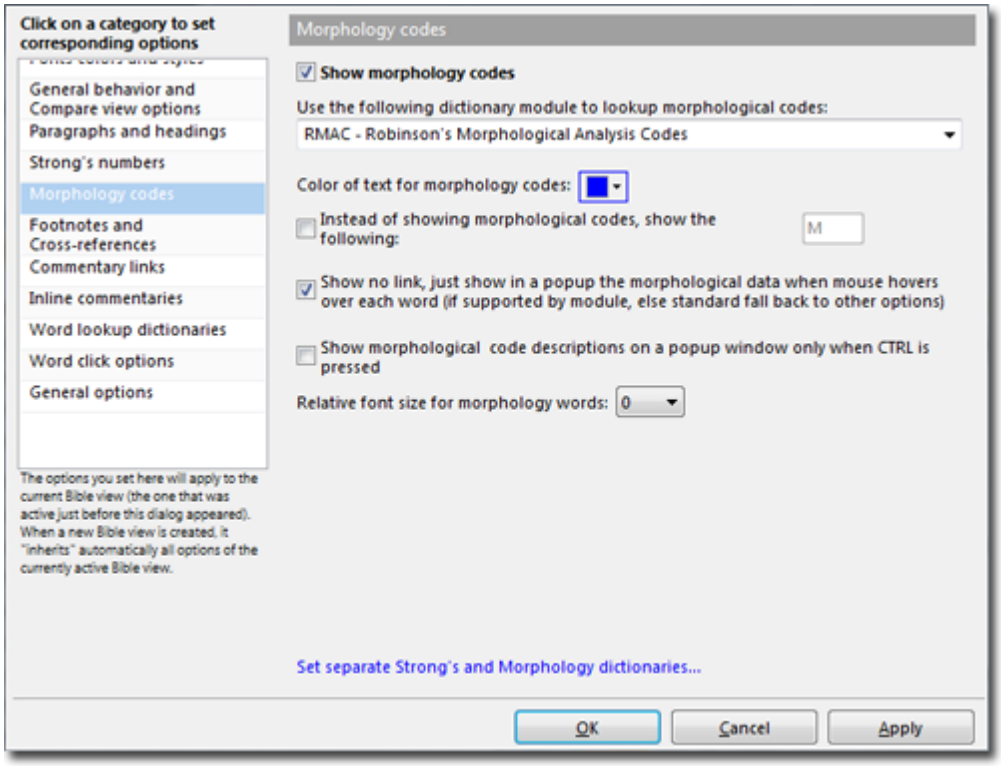
In the first drop-down box, the user can choose which dictionary is used to display the definition for a Strong's number link in the Bible View. Not all Hebrew/Greek dictionaries support this feature. If the feature is supported, the name of that dictionary will display in that selection box. Further, instead of showing a number, the user can make theWord display the actual Hebrew/Greek word or some text of

the user's choice. The size of the Strong's number/text relative to the Bible text and the color can also be customized. Strong's numbers can be toggled easily with the S shortcut.

The **Show no link, just show...** option is useful if you don't want to display any extra text in the Bible text (to avoid clutter) but you just want to display the Strong's number when you hover your mouse over a word. Notice that special support on the module level is required for this option to work.

The second section is similar to the options of the Strong's numbers. The options are nearly the same, except when a Greek morphology code is hovered over, the chosen morphological dictionary will display the entry for that morphology. The shortcut for Greek morphology codes is M.

Morphology codes



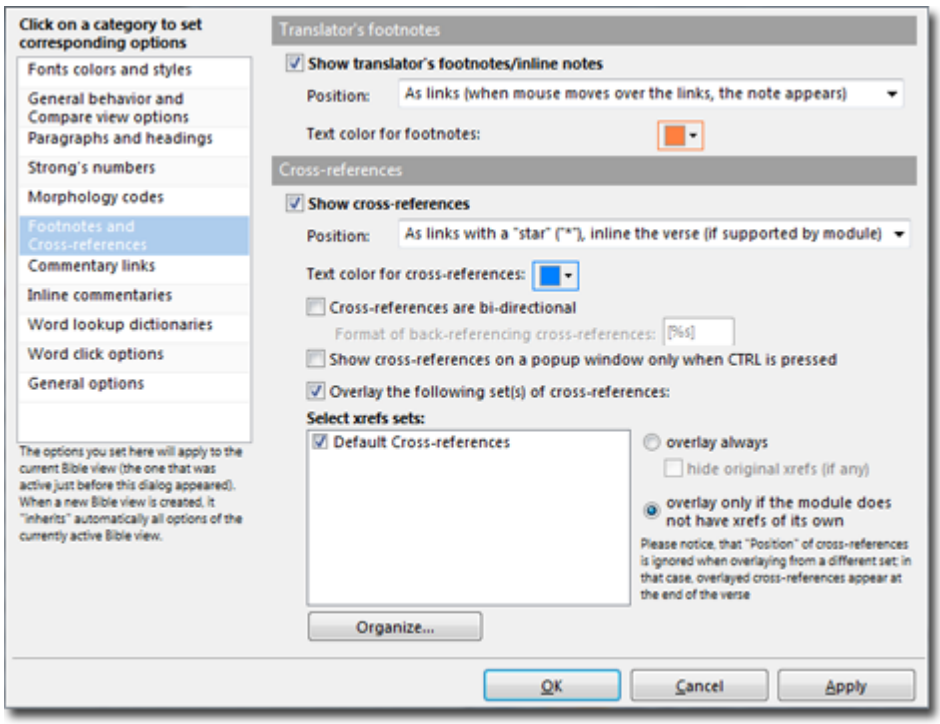
Morphology codes

Morphology codes give grammatical information about Greek and Hebrew words in original language modules (Old and New Testament).

The options are nearly the same, except when a morphology code is hovered over, the chosen morphological dictionary will display the entry for that morphology. The shortcut for Greek morphology codes is M.

It is usual for Bible modules that contain morphology tags to be accompanied with specific dictionaries to lookup the morphology codes. The default dictionary that ships with theWord (RMAC) contains standard Morphology codes for the Greek New Testament only.

Footnotes and Cross-References



Footnotes and Cross-References Options

Like other Bible View Options, the Bible modules support tags for translator's footnotes that occur in some Bibles. According to the options in the first section, these can display in a variety of places in reference to the Bible text. The color of these links can also be customized. The shortcut for toggling footnotes is F.

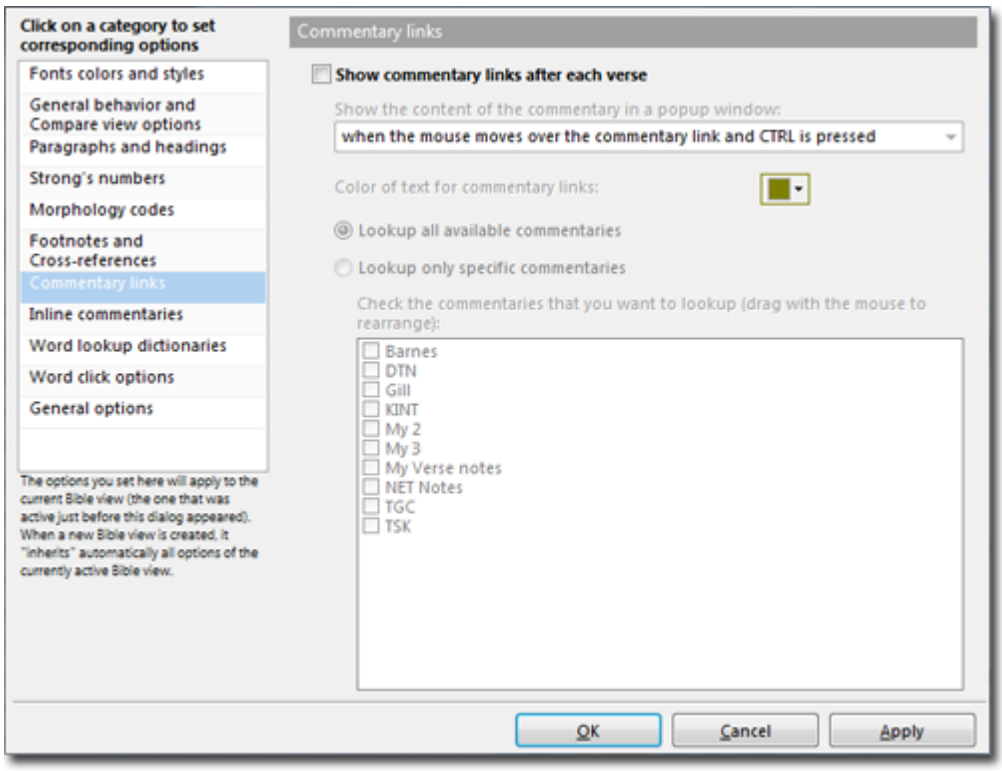
In the second section, options regarding the displaying of cross-references can be customized. Position and color are again available to change.

Cross-references are bi-directional means that when a user adds a cross reference in one place the target verse will also show the root cross-reference so that the user does not have to cross-reference both verses each time he adds a new cross-reference. The format of the back-references can be customized as well. The symbols "%s" (without quotes) refers to the verse reference.

> **TIP**: Notice that when cross-references are visible, some of these are found within [square brackets] and some are not. The ones in the square brackets are actually back-references (e.g. the verse they appear is actually the "target" verse of a cross-reference that appears in another verse). The square brackets help you differentiate these. You may customize how these appear if you change the **Format of back-referencing cross references** field. For example, If you enter in that field "(%s)", then the back references will appear within round parenthesis. If you just enter "%s", then nothing special will appear for back-referencing cross references, yet you will not be able to tell them apart. At any time, you can choose to turn the back-references off if you find it confusing.

The cross-reference system in theWord also can display more than one cross-reference set at one time. These sets can be overlayed to appear as one large group of cross-references. The **Organize** button opens the cross-reference dialog to organize and view the cross-reference sets. The keyboard shortcut for displaying cross-references is X. See the Cross-References topic for more information on this subject.

Commentary Links



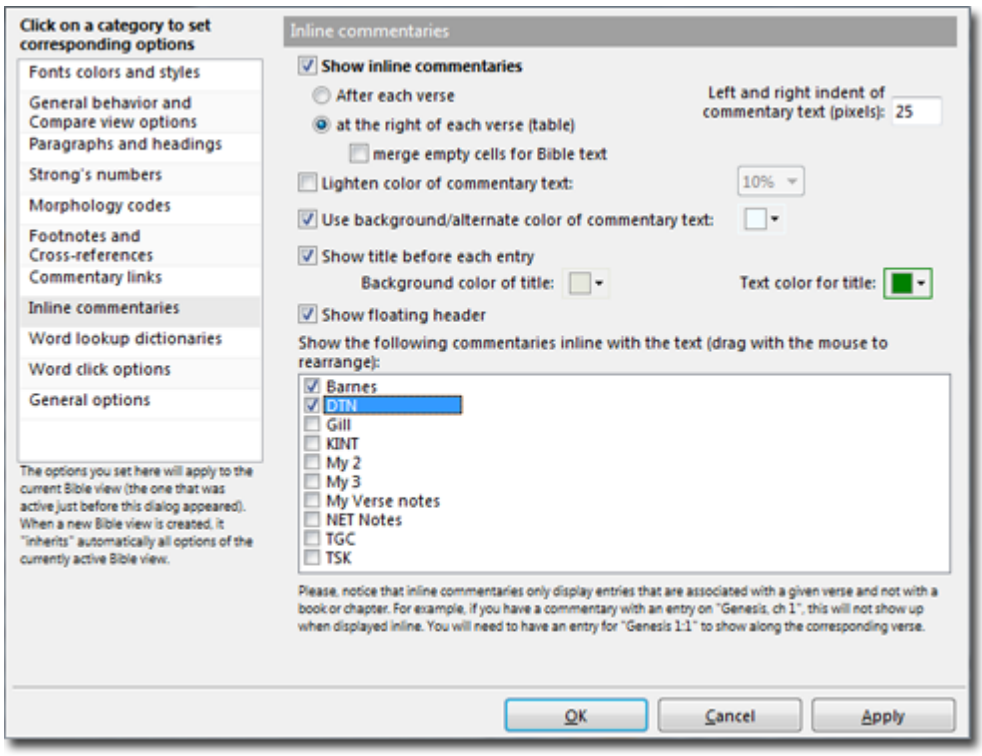
Commentary Links Options

When commentary links are active, theWord will display links to the user-selected commentaries near the Bible text. The links appear as abbreviations of the commentaries' names. When the user hovers over these links, the entry in the commentary for that verse where the link is found will be displayed in a tool tip. See the example below. The user can customize the way links are displayed, the color of the links, and the commentaries to display. The keyboard shortcut for commentary links is L.

Example of Commentary Links

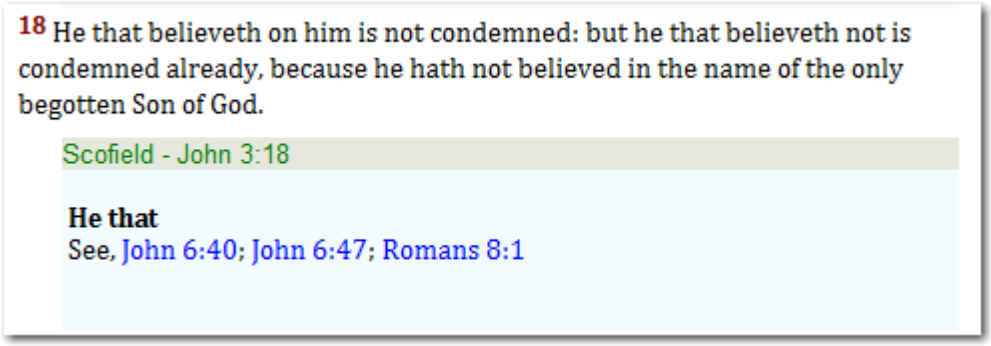
Moving your mouse over a commentary link will display the actual content in a popup window. Clicking on the link will display the commentary in a Book view.

Inline Commentaries



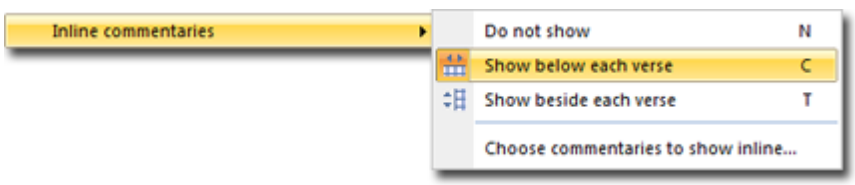
Inline Commentaries Options

Inline commentaries are different from commentary links in that the entire entry in a commentary for a given verse is displayed with the verse, not just links to show tool tips. The commentary entries can be shown either after or at the right of each verse. See below. There are various options for the display of the commentary text and the resulting table. Any or all of the commentaries can be selected to display with the Bible text. The colors are also customizable.



Example of Inline Commentaries (after each verse)

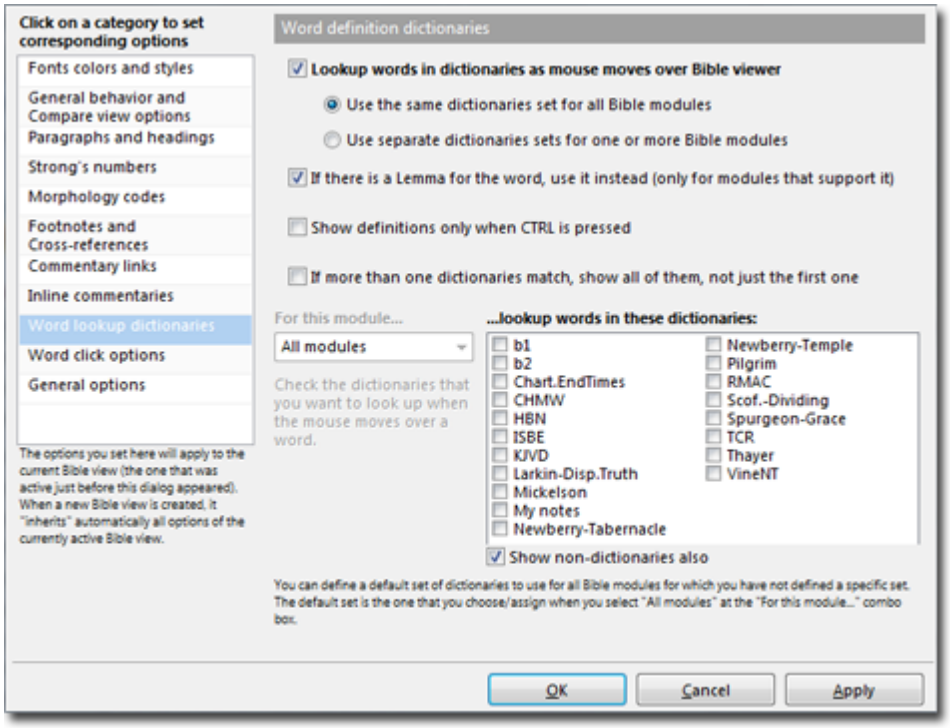
The quick list option for the inline commentaries is a little different than the other quick list selections. In the quick list, the user can choose whether to display the commentaries' text to the right or under the Bible text. Accordingly, there are three keyboard shortcuts: C to show below each verse, T to show to the right of each verse, and N to turn off inline commentaries.



Inline Commentaries Quick List

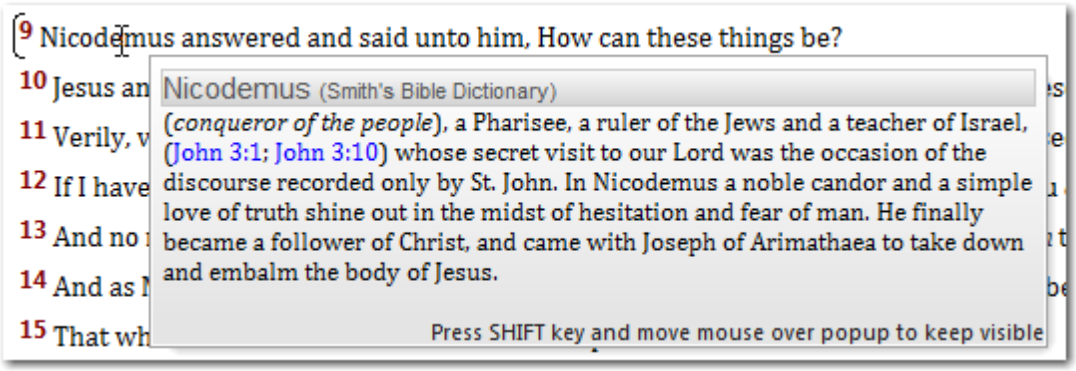
TIP: An interesting usage of inline commentaries is that they allow you to annotate the Bible text with your own personal notes (a function which also existed in previous version of theWord and was called footnotes). To do so, you just need to select a user commentary to display inline with the Bible text (e.g. the default **My Verse Notes** commentary that is created by the program upon installation, or any other you can create by yourself from the File->New module menu). Adding notes for a verse in the Book view to your commentary, will display them along with the Bible text as soon as you save them (pressing CTRL+S or just changing to another topic).

Word Lookup Dictionaries



Word Lookup Dictionaries Options

theWord recognizes individual words in the Bible View. The word lookup dictionaries option allow the user to instantaneously see the definition of any word in the Bible View as given in any installed dictionary module. When the user mouses over a word, after a given number of milliseconds (the delay can be set in the General options category of the Bible view options dialog), a tooltip will appear with the dictionary entry for that word. See below. By default, only the first dictionary's text will appear, unless **If more than one dictionary matches...** is selected. In addition, different dictionaries can be used depending on the current Bible module. First, select the Bible module in the **For this module...** select box, then check the dictionaries you want to use for that module. This can be done for every Bible module. The keyboard shortcut to toggle word lookup dictionaries is D.

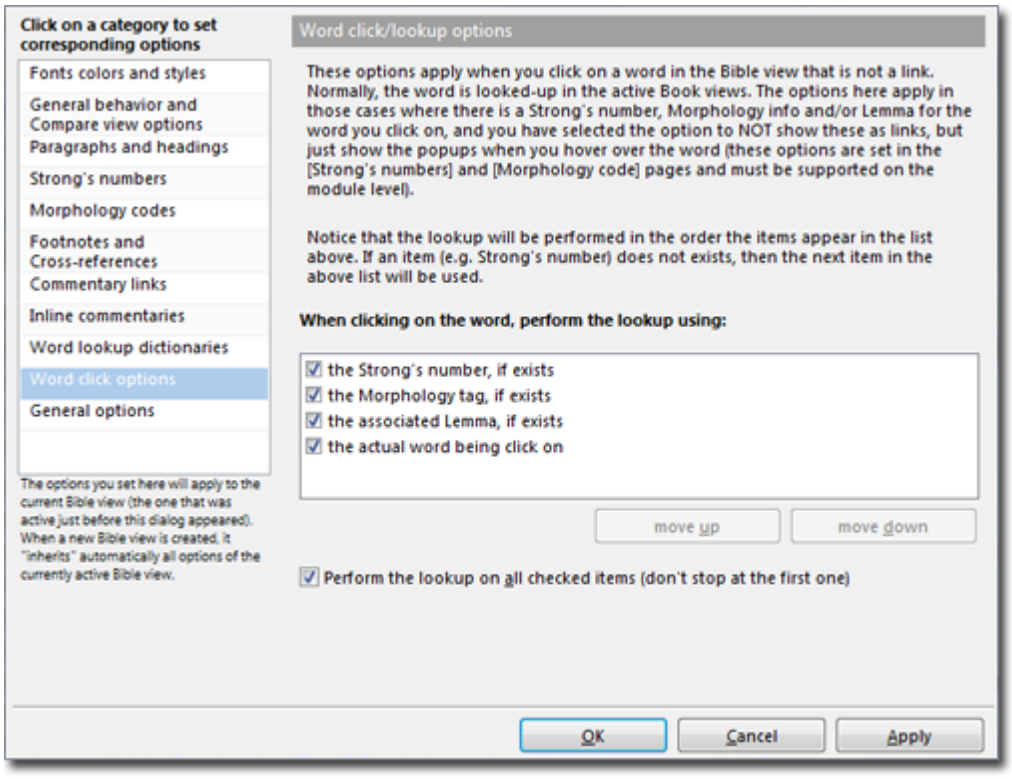


Example of Word Lookup Dictionaries

The **if there is a lemma for the word, use it instead...** option allows the lookup to be performed on the lemma of the word, instead of the one being displayed. This is a special option that mostly applies to original language modules (Greek and Hebrew) that contain the roots of the word within.

> **TIP**: How exactly the lookup is performed?
>
> At times you may hover over a word and get hits from topics you wouldn't expect (or vice versa). Please, read the section How word lookups are performed to understand how the actual lookup takes place!

Word click options



Word click/lookup options

Normally, clicking on a word will cause the current dictionary entry to change (and Book views to get synchronized - read more about View synchronization). The question arises of what happens when you use a module that contains Strong's indices, Morphology information and Lemmas (and you have checked the **Show no link, just show in a popup...** options in the **Strong's numbers** and **Morphology**

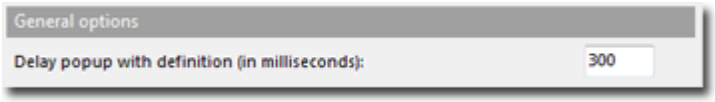
codes pages). In that case there are 4 different pieces of information that exist "underneath" a word you see in the Bible view. This page allows you to define exactly the behavior of the program when you click on a word in such cases.

Check the options and the order you wish to use when you click on a word. Use the **move up** and **move down** button to change the order.

The **Perform the lookup on all checked items (don't stop at the first one)** option allows you to perform more than one lookups by clicking on a word. This is very useful if you have more than one Book views open, each one with a different module selected. In that case, you can even cause each Book view to get synchronized to each different part of information that is "contained" in the word you clicked on. The View synchronization topic provides further information for this.

See also some advanced information here

General options



General options

Select the delay (1 second = 1000 milliseconds) for the popup to appear when you hover over a non-link word in the Bible view. This applies to:

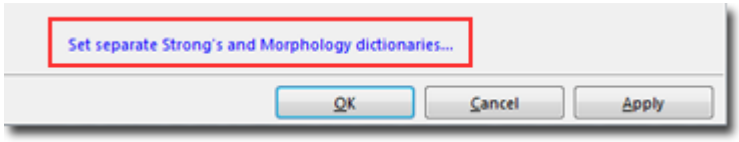
- word lookup dictionaries

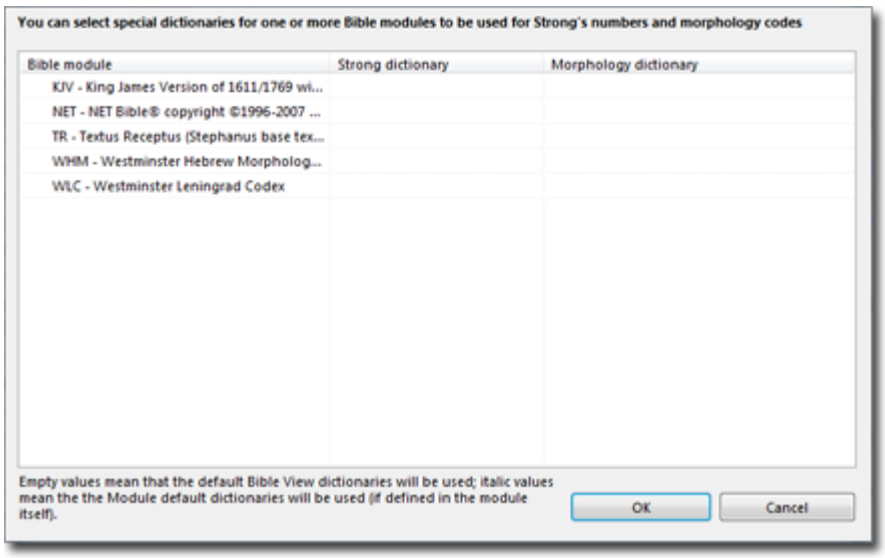
- strong's code, when the **Show no link, just show in a popup...** option is checked in the **Strong's numbers** page

- morphology code, when the **Show no link, just show in a popup...** option is checked in the **Morphology codes** page

Set separate Strong's and Morphology dictionaries dialog

You can access this dialog from the Strong's numbers and Morphology codes page from within the Bible view options dialog (click on the link at the bottom of these pages):





Click on a column header to sort the list.

Click on the Strong dictionary or Morphology dictionary columns to select custom dictionaries for a module. The drop-down that appear contains the following entries:

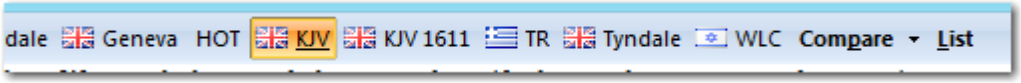
- **[Bible view default]**: refers to the selected dictionary on the Bible level
- **[Module default]**: if there is an assigned dictionary on the module level (this property exists within the Bible module itself), then this option will select it
- **Other entries**: this is a list of dictionaries that contain Strong's codes or Morphology codes.

Empty values are identical to [Bible view default].

Show/Hide Bible Texts

Introduction

The Bible View tab bar is the area in the Bible View directly above the Bible text. This tab bar contains all or a portion of the Bible modules installed on your computer and tabs for the Compare and List Views as well. The Bible modules that are displayed can be organized and displayed in a variety of ways according to your preference. This is done via the **Show/Hide, reorder Bible Texts** Dialog.

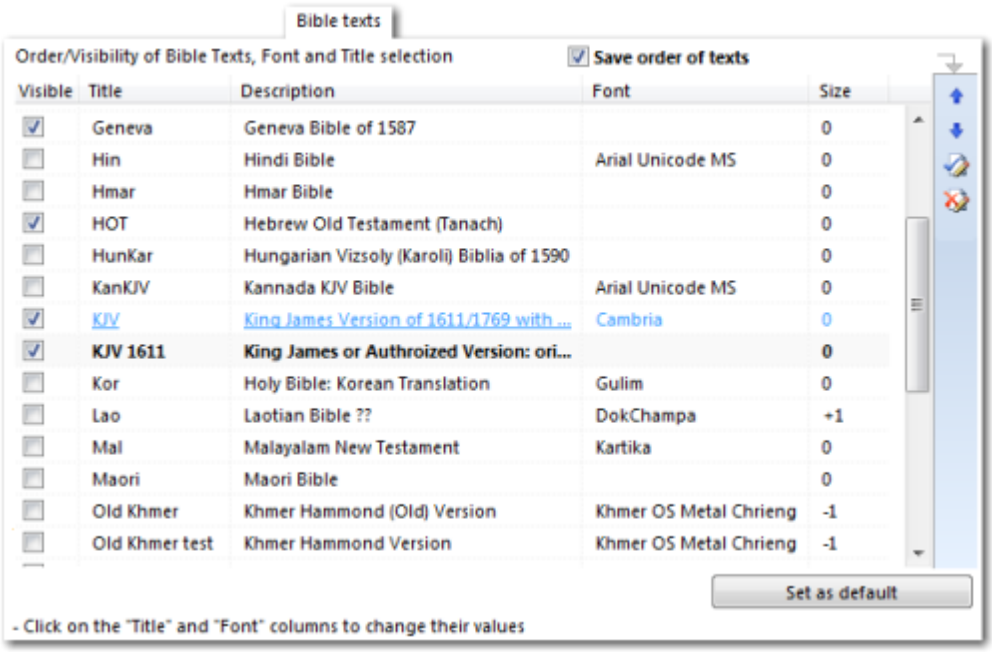


Bible View Tab Bar

The **Show/Hide, reorder Bible Texts** Dialog is found by pressing the Organize icon at the extreme left of the Bible View tab bar. It can also be found in the Main Menu: File -> Preferences -> Bible texts tab.

Organize Icon

The Dialog



Show/Hide Bible Texts Dialog

Through this dialog, you have full control over which Bible modules appear in the tab bar in the Bible View. You are presented with basically a table. All columns in this table are editable, except the **Description** column. Clicking on the title of a column will sort the table accordingly.

> **TIP**: All the options in this dialog are global, and **apply to all Bible views of the program**. Unlike the option in Bible view options dialog, these options will affect all Bible views. For example, un-checking the 'Visible' box in this list will make this Bible module unavailable within the whole program.

The **Visible** column alters whether that particular module is visible in the Bible View tab bar.

The **Title** column allows you to change the abbreviation used in the tab bar for that Bible. This can also be done via the Bible View Menu.

The **Font** column allows the user to customize which font that particular module uses to display its text. This is important for all modules, especially for modules that require special fonts. If you have multiple special fonts for a particular language installed, you can change which font is used for that text. If no font is selected, theWord will use the default Bible View font as found in the Bible View Options. Usually, modules that require special fonts are shipped with them and these fonts are automatically selected.

The **Size** column changes the size of that font, **relative** to the font size setting in the module itself. This is very useful in case the font you choose is smaller than the default fonts (this is usually the case for Greek and Hebrew fonts).

Save order of texts will save the order that the modules appear in this dialog so that they appear in that same order in the tab bar. Notice that if you don't check this option, then changing the order of the texts will have no result. This is useful in order to avoid destroying the order of the texts if you just want to click on a column header to sort the table for easier viewing/editing.

Set as default will set the selected Bible as the default Bible. See Bible View for more information about the default Bible.

The four icons at the right can change the order of the texts, check all modules, and check no modules, respectively.

TIP: At times, it appears that the order of the Bible texts you have chosen here is not used in the Bible view tab bar. The reason is that there is an option that brings the most-used Bible tabs in front so they are visible at all times. This option can be found under the Bible view menu under **Tab options->When tabs in a single row->Move used items in front**. You may uncheck this option if you find this behavior distracting.

User Formatting

Introduction

The Word's user formatting allows you to mark up each of your Bible modules to your liking, just as you may in your printed Bible. This includes highlighting, underlining, coloring the text, etc. Each Bible module has its own user formatting. All of these options are easily accessible via the Formatting Toolbar.

Notice that you cannot apply user formatting to more than one verse at a time. If you select with your mouse more than one verse and click on any formatting button, only the first verse will be highlighted. Notice also that the formatting you make applies only to the specific Bible text you use.

The Formatting Toolbar

Formatting Toolbar

The Formatting Toolbar actually serves two functions within theWord. First it serves as the toolbar used to format the user formatting of the Bible View. It also serves to format your text as you make your own module in the Book View. It changes appearance depending on the use at hand (the picture above displays the toolbar when you are about to apply formatting to a Bible text).

The formatting toolbar toggle can be found in the **Main Menu: View -> Toolbars -> Formatting**.

The icons in the toolbar explain each function:

- Highlighting - you can highlight any text with a highlight color of your choice. This will alter the background color of your selected text.
- Text color - you can change the text color of selected text to a color of your choice.
- Bold and Italic - just the same as in a text editor.
- Solid Underline - this will underline the selected text with a solid underline of your color choice.
- Dashed Underline - this will underline the selected text with a dashed underline of your color choice.
- Dotted Underline - this will underline the selected text with a dotted underline of your color choice.

The palette icon at the far left of the toolbar serves a very important purpose. This will turn the formatting off and on. This **will not** delete formatting, only make the formatting invisible. User formatting can also be toggled in the Bible View Options, Bible View Options Quick List (see here), or by the shortcut U.

TIP: if you right click on any toolbar in theWord, you will get a popup menu from where you can quickly toggle the visibility of any toolbar.

TIP: for the Highlighting, Text Color, and Underlines, you can click on the little black arrow at the left of the button to see a list of available colors. theWord automatically saves the **last used colors** so you can re-apply them and create a uniform highlighting result.

TIP: Remember that before you apply some formatting, you need to first select some text in the Bible view (holding down the left mouse-button and dragging the mouse over the text). If you don't do so, any action you do will just be ignored, without any visible sign.

Compare View

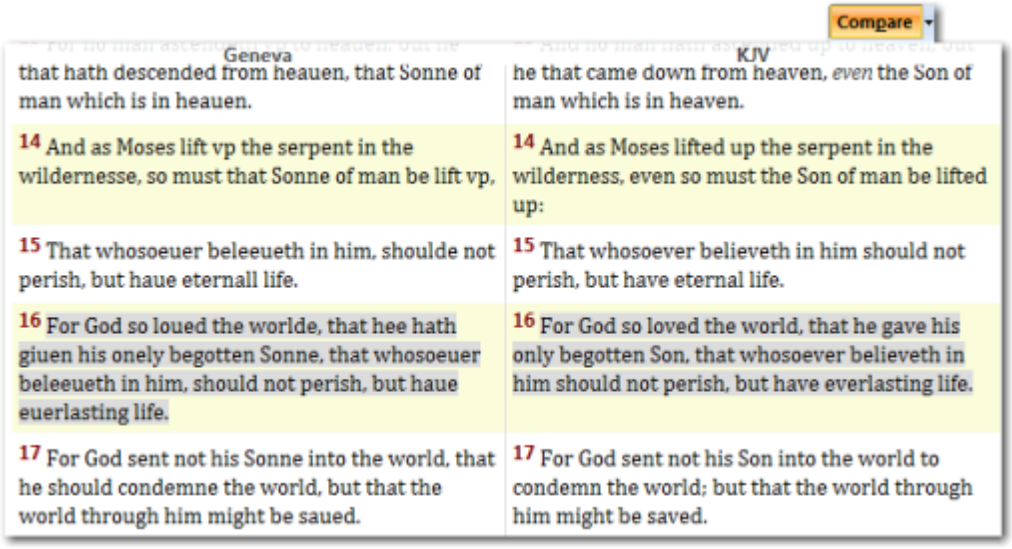
Introduction

The Compare View is a "sub-view" of the Bible View that allows you to view multiple Bibles at the same time in a parallel format (hence, also called Parallel View). The Compare View tab is found at the right of the Bible module tabs in the Bible View tab bar.

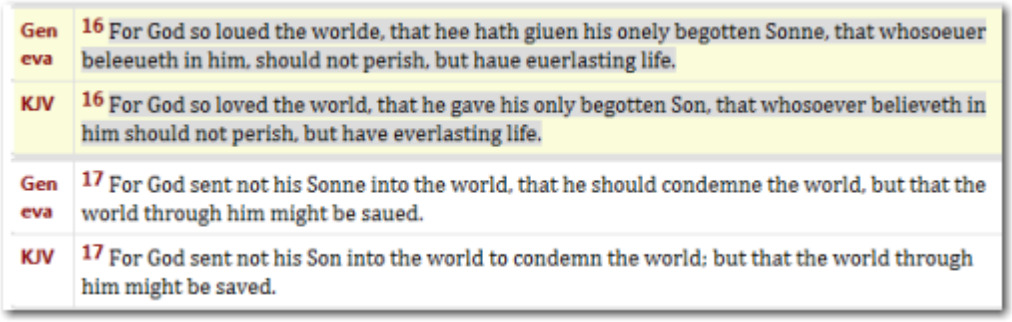
There are number of options for the Compare View in the Bible View Options. Please reference Bible View Options for the options (some of which are redundant) found there.

Compare View Explanation

Compare View can be displayed in two different ways: columns and rows.



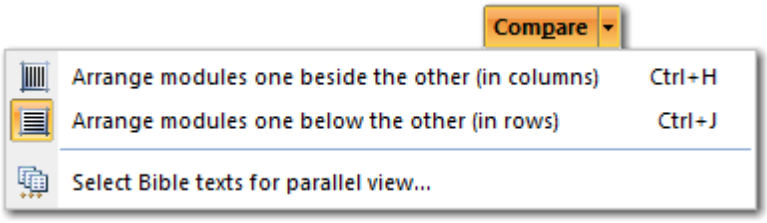
Compare View in Columns



Compare View in Rows

TIP: Each type of Compare View(in **rows** and in **columns**) has its own set Bibles to display. Remember this when you select the Bible modules to view.

By clicking the small arrow to the right of the Compare tab, a small menu will show toggles and further options for the Compare View.

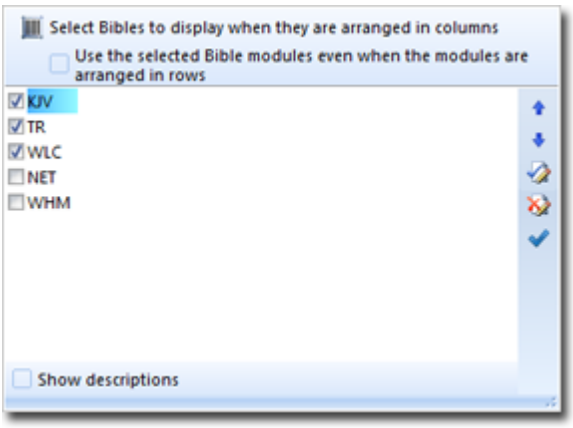


Compare View Options

Obviously, the first two options toggle which type of Compare View you want to use. They can also be toggled via the keyboard shortcuts CTRL+H (columns) and CTRL+J (rows). Further, when the Compare View is activated, these same three options also appear in the Viewer Icons to the left of the Bible View.

Selecting Bible Texts for Compare View

The Bible texts selection dialog can be accessed via the Compare View Options Menu. This dialog is used to select the Bibles you want to view **for each type of comparison separately**. There is no limit to the number of Bibles you can compare. The only limit is your screen size.



Compare View Bible Selection Dialog

First of all, notice there is a separate dialog for column and row types of compare view. This is shown both in the icon (squared in red) and text of the dialog. **This can be overridden by the check box at the top of the dialog. This will use the same options for both column and row Compare View.**

The regular formatted text is used for Bible modules currently being displayed in the Bible View Tab Bar. The lighter text are modules that are installed in theWord, but not displayed in the tab bar. You must display these modules in the Bible View in order to select them for Compare View.

You can also reorder, check all, or check none of the Bibles using the icons at the right.

Once finished making your selections and order your Bibles for the Compare View, you might either press the check icon at right to save the configuration, or just click outside the dialog to make it disappear.

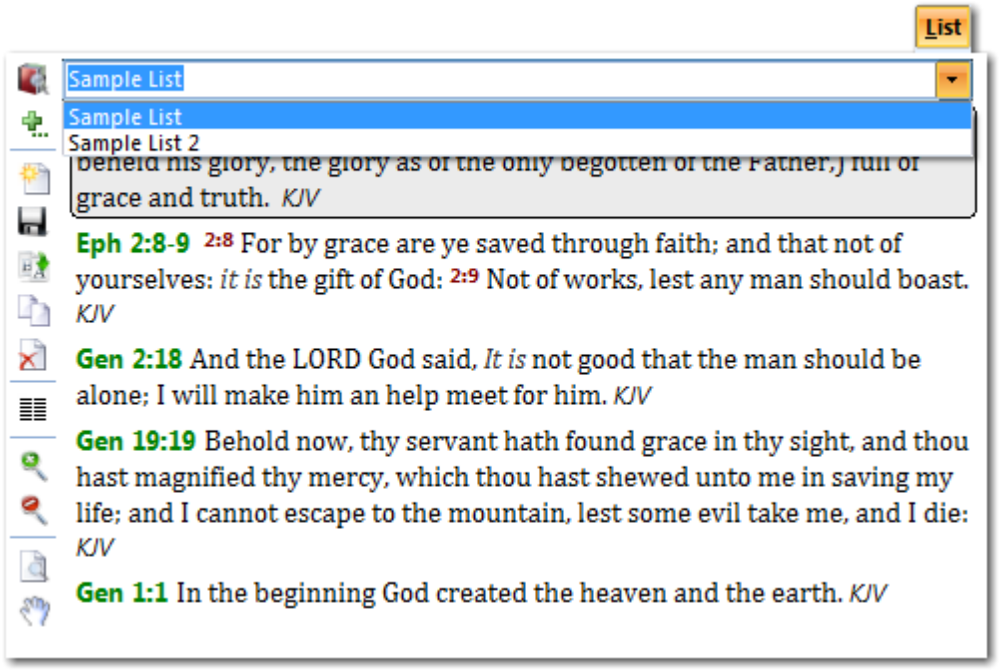
The **Show descriptions** checkbox at the bottom toggles the descriptions from the list.

List View

Introduction

The List View provides you with a central place to maintain verse lists to quickly reference and manipulate. The List View maintains any number of separate named lists for you. For instance, you could have a list for "The Prayers of the Lord Jesus" and another called "The Foolish Man" with verses that reference each. **The List View also supports verse ranges.** The List View tab appears in the Bible View Tab Bar to the immediate right of the Compare View tab.

> **TIP:** The List View allows you to add verses from various installed Bibles in theWord. By default, the **Default Bible** is used. You can however add verses from other versions. This is done by adding the verse from the right-click menu of the Bible View.



List View

Creating and Editing Verse Lists

To create a new list, press the new list icon at left. From there, you can press the **add to verse list** icon, type or select your verse or range. The verses should appear in the list. Once finished adding verses, you **must press save to save your verse list!** A list name dialog will appear where you can type the name of your desired list.

To edit an existing verse list, select the verse list from the drop down box containing all verse lists. Once opened, you can add verses just as stated in the above. **Don't forget to press save.**

You can rename your verse list via the **rename verse list** icon. You will be prompted to change the name of the list.

Verse lists can be deleted via the **delete verse lists** icon at left. This will delete the active verse list.

Miscellaneous Options

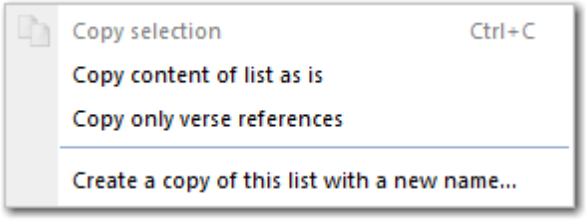
The **Contents** icon (also shortcut CTRL+W) will display all of the users saved verse lists.

You can view your verses in 1 column up to 9 columns. This is done through the **columns** icon. Simply

select the number of columns you desire.

You can copy your verses in four ways:

- copy the selected text
- copy the list with references and text
- copy the list with only references
- copy the list as a different list name

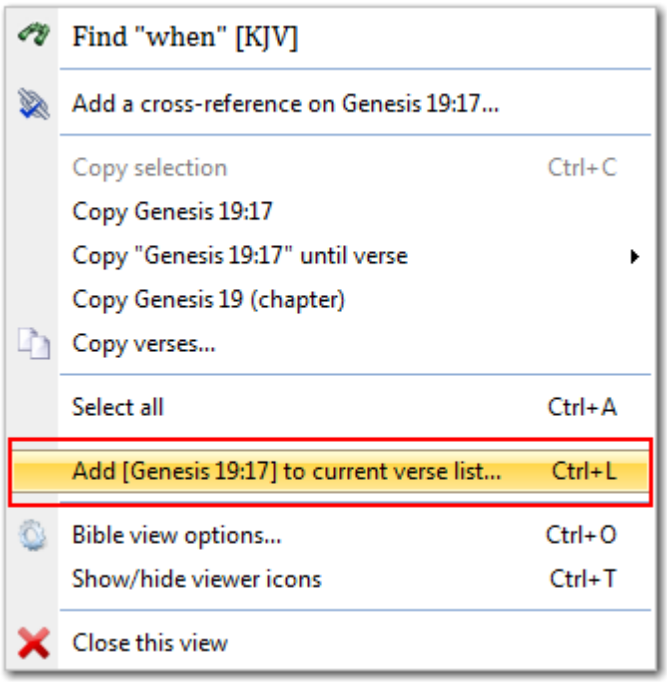


Copy Verse List Menu

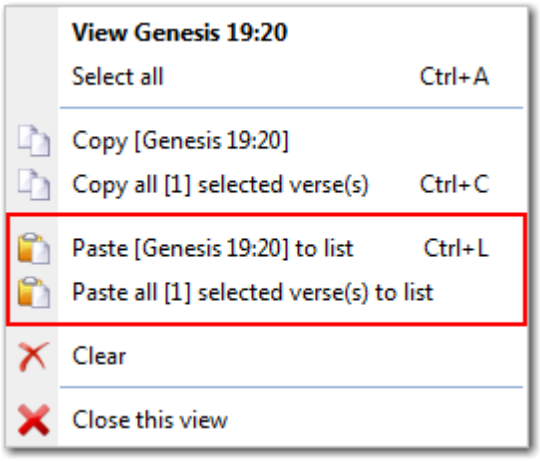
Other Ways to Add New Verses to a List

There are other ways other ways to intuitively add verses to the current verse list:

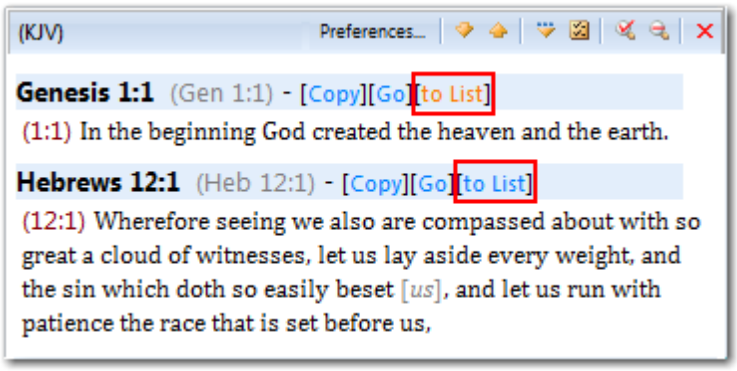
- Via the context (right-click) menu in the Bible View
- Via the context menu in the Bible Search View search results
- By drag-n-drop verse lists from the Bible search View or the Bible Tree view.
- Via the Clipboard Monitor tool tip box
- Via the keyboard shortcut CTRL+L



Add to Verse List from Bible View



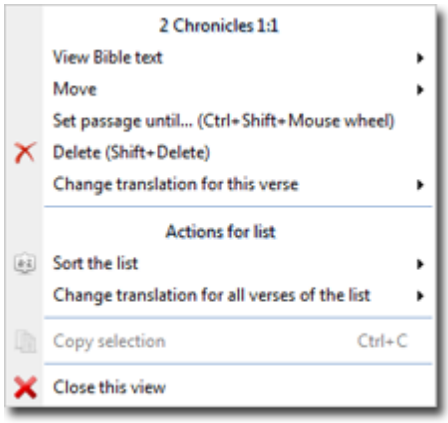
Add to Verse List from Bible Search View



Add to Verse List from Clipboard Monitor

Actions for Current Verses in a Verse List

Once a verse or range is in a list, the context menu for that verse provides some helpful actions to perform from that verse.



Verse List Context Menu

View Bible text takes you to that verse in the translation you select in the Bible View.

Move changes the order in which the verses appear in the verse list.

Set passage until... changes the range of that entry in the verse list.

Change translation for this verse changes the translation that is displayed for only that verse in the list

Sort the list sorts the verse list canonically or reverse-canonically.

TIP: There are some very useful keyboard-mouse combinations that allow you to edit verse lists very quickly:

- **CTRL+SHIFT+Mouse wheel**: this allows you to quickly add/remove continuous verses from a passage.

- **SHIFT+Mouse wheel up/down**: this allows you to quickly move a verse/ passage of the list up/down relative to other verses.

Book View

General Information

The Book View is the view that allows the user to display and edit non-Bible modules. Its color code is orange. A new Book View can be made by simply pressing the shortcut F12. or from the menu **Window -> New Book view**. The Book View supports commentaries, dictionaries, general books, maps, etc.

Book View Options Menu

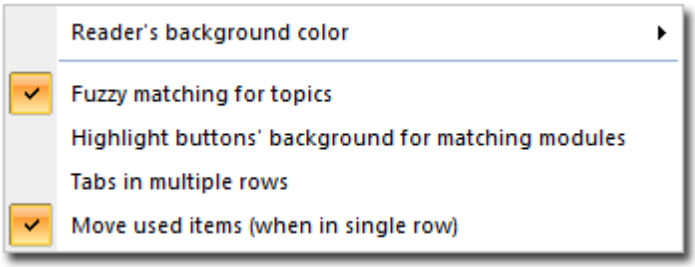
The Book View options menu contains options to customize the Book View. It can be found in several places:

1. The Module Sets button at the left of the tab bar. Choose **Options**.

Define Module Sets Button

2. Clicking any module tab and choosing **Module Tabs -> Options**.

This is the Book view options menu:

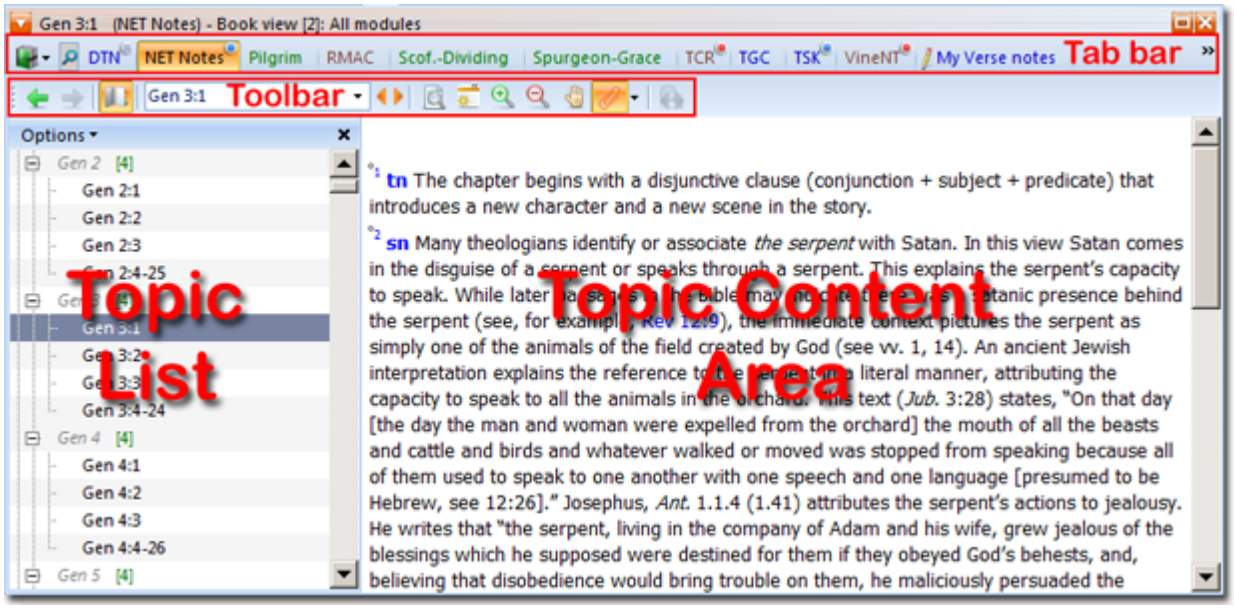


Options menu

Available options include:

- **Reader's background color** changes the background color of the area in the Book View that displays topics content.
- **Fuzzy matching for topics**: read the How word lookups are performed? topic for more information on this option.
- **Highlight buttons' background for matching modules** adds a yellow highlight to the module tabs when there is relevant information (See View synchronization for more information on what this means).
- **Tabs in multiple rows** displays the tabs for book modules in more than one row, if desired.
- **Move used items** moves tabs for recently used modules to the far left when in single row mode so that the modules are readily available when used frequently.

Explanation of Book View



There are four main areas on the book view, denoted with the red captions above.

- The Tab bar which displays the available modules
- The Toolbar that provides direct access to several functions related to the book view
- The Topic List (which can be shown or hidden) provides an overall view of the available topics of the current module
- The Topic Content Area is where the content of each topic is being displayed. For user modules, this is also the editor area where you write your own notes.

The Tab Bar

The tab bar contains all available modules for the view. Each module is represented on the Tab Bar with a button/tab with the abbreviation of the module. The abbreviations for each module have been selected to be short and descriptive (usually consisting of the first letters of the titles of the module). You can change the Abbreviation of the module by right clicking on the button and entering a new Abbreviation in the popup menu that appears: Abbreviation: Scof.-Dividing. Alternatively, you can do so from the Module Properties dialog, which you can display from the context menu that appears when you right-click on a button and selecting the **Module Properties...** menu option.

Three different colors are used for the text on the buttons that represent the three major module types (when using dark themes, the colors are adjusted accordingly):

- Green color is used for General book
- Blue color is used for commentaries
- Red/Brown color is used for dictionaries and maps.

User modules has a small pencil icon on the left: . Notice also that some modules have a colored 'dot' on the right-upper corner (e.g. , ,). These dots represent whether the module has information that is relevant to the current topic/verse. Read about View synchronization for more information on what they mean.

Which modules are displayed can be customized via the Module Sets dialog. Each view can be tailored to display either a specified set of modules, or all modules of one or more given type. This feature, along

with the option to create as many Book view as you want and arrange them as you like, makes the interface of theWord very customizable.

If you hover your mouse over a button you will get a popup window with information about the module that includes Abbreviation, Title, Author, Publish date, Categories, Description.

On the left of the Tab Bar there is the Module search input box  . You can click in there (or press SHIFT+F2) in order to search for a module. As you start typing, a list of modules appears whose abbreviation or title or description or author matches your input. This is the fastest way to locate a module if you cannot remember it's abbreviation.

If the modules cannot fit on the tab bar, a small button appears on the right  : press it to gain access to the rest of the modules. Alternative, you can choose to display the modules in multiple lines (see options above).

Book view toolbar

The toolbar can be dragged and position on the same row as the Tab bar in order to occupy less space. Some icons only appear on the toolbar depending on properties of the current module being used.

 The first icon on the toolbar only appears if the current module is a user module. This icon provides access to editing functions for the current module. Clicking on it, a menu appears that allows you to insert a new topic, update the subject or delete the current topic. You can delete multiple topics at once by selecting them with your mouse and the selecting the **Delete selected/current topic(s)...** menu item (or pressing SHIFT+CTRL+DEL)

 The Back/Forward buttons allow you to move the the previous/next topic. Each book view holds a separate history of topics displayed. The module, topic and current position in the topic are registered in the history as you browse different books and topics. The history is reset when the program restarts.

 The topic list button toggles the display of the topic tree at the left of the Book View.

 The topic input box allows you to input the desired topic to navigate quickly. If you click in and start typing, you will get a drop-down menu with all the topics that either start with the letters you type, or contain them within. The list is divided with the **- inline matches -** entry that appears within. Clicking on the small arrow on the left provide a popup that is similar to the Topic List (read below) and is displayed according to the current options set in the Topic List. You can resize the popup that appears by dragging from the lower-right corner.

 The topic navigation arrows will take you either forward to backward one topic at a time.

 The print icon allows you to print the content of the current topic.

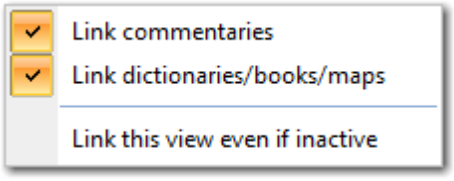
 Create New Book View button duplicates the Book View.

 The zoom in/out icons allow you to increase/decrease the font size of the reader. If you right-click on any of these icons, the zoom level will be reset the default value. You may also zoom in/out by holding down the CTRL key and scrolling the mouse wheel while over the book view reader.

 The grab mode icon allows you to navigate the contents of the topic by clicking and dragging rather than scrolling.

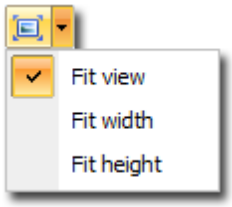
 The sync button allows you to sync the Book View with various Bible Views.

The arrow beside the sync icon give additional options for syncing the Book View. You can choose the types of modules to sync. Normally, when there are two or more Book Views, if the last option in this menu is **unchecked**, the Book View will only sync when it becomes active. When the option is **checked**, it will sync even when inactive. Refer to the View synchronization topic to read more.



Book View Sync Menu

 The image auto-resize icon appears when the current topic contains images/graphics (there is also a module level setting on whether the images are allowed to be resized; this setting should be set for the current module). This button appears only for non-user modules and for topics that contains images. Clicking on this button will force the images of the current topic to be resized so they fill the content area of the book view. Clicking on the black arrow on the right will display the following menu that allows you to choose the type of 'fit' you want for the images.



 The more buttons arrow displays are available modules that cannot be displayed for lack of space in the single row tab bar view.

Topic List

The Topic List displays all topics for the selected module and can be toggled with the  icon. The Topic List supports drag-and-drop of topics that allow you to re-arrange topics (in user modules) or copy entire topics from one module to the other (by drag-and-dropping topics from the Topic List of one book view to a Topic List of another book view). For more information read the topic Copying/Moving book topics.

The Topic List appears by default at the left area of book view. You can move the Topic List to any position within the book view (north, east, south, west) by dragging it from it's caption area (click on the space between the Options button and the X and drag). The Topic List cannot float and you cannot drag it to another view.

Depending on the type of module you are viewing, the Topic List will display in a flat or hierarchical mode the topics of the module (see Topic List Options below on how you can customize that).

The nodes in the Topic List, which represent topics, may appear with different formatting (normal, **bold**, *italic*, *gray-italic*). Each type of formatting denotes some specific properties for the topic. The available options are:

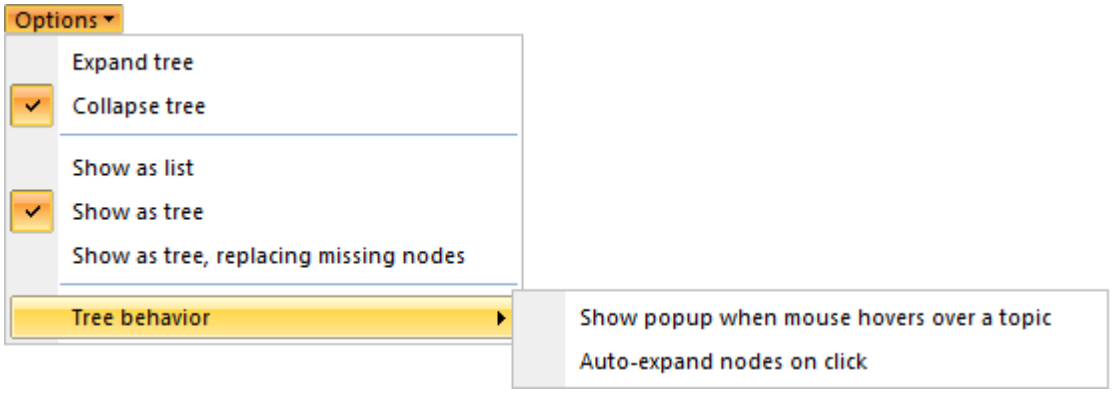
- normal font style: this is a normal topic and there is content available
- **bold**: this is a normal topic with content, but there are also sub-topics available
- *italic*: this is a new topic and there is no content available (empty topic): it may or may not have sub-topics
- *gray-italic* : this is not a real topic, just a placeholder that is used to group sub-topics. This kind of node appear mostly in commentaries, when you have selected the **Show as tree, replacing missing nodes** or in dictionaries when you have selected the **Show as tree, grouping on initials...**

If a topic contains sub-topics, then on right part of the topic subject, a number in square brackets in green color will appear which indicates the number of direct subtopics (e.g. [3], [11], ...).

Read more on how you can use the Topic List to copy/move topics.

Topic List options

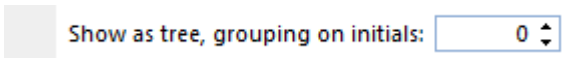
The topic list menu provides you with options to customize how the topic list behaves (the **Options** button appears on the top of the Topic List).



Topic List menu

The **Show as...** selections determine how the tree will display for commentaries. A list will display simply as the topics one on top of one another. A tree will display the list as child topics of parent topics. For example, "Genesis -> [All topics in Genesis]". The tree mode allows the books to be collapsed to save space. The tree replacing missing nodes displays a full parent-child tree, like "Genesis -> Chapter 1 -> [all topics for chapter 1]".

In case of dictionaries, the menu will display:



: in that case, you can select the number of initial letters (0-3) to group the topics of the dictionary.

In case of books, these options are not available.

> **TIP**: Unlike all other options, the **Show as ...** options are saved individually for each module across all book views. This setting also decides how the topics are displayed when you click on the small black arrow at the right-end of the topics input box that resided on the book view toolbar.

Expand and **Collapse tree** will expand and collapse the topic tree (when enabled) all at once.

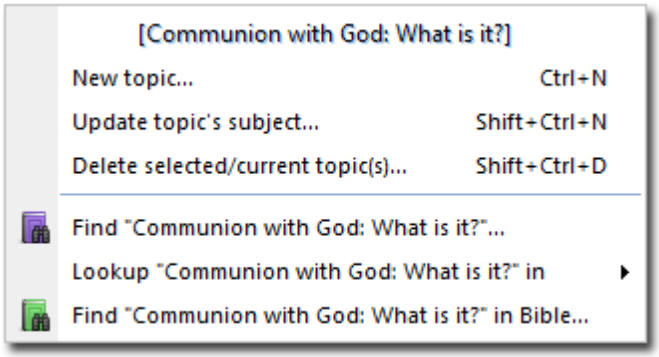
Show popup when mouse hovers over a topic displays the entire topic in a tool tip when you hover

over the topic in the topic list.

Auto-expand nodes on click causes the tree to auto-expand when you click on a node that contains children (sub-topics). At the same time, the previously selected/expanded node collapses.

Context menu of Topic List

The following menu appears when you right-click on a topic with your mouse. The first three options appear only for user modules and are identical with the options that appear when you click on the  icon on the toolbar.



The **Find "..."** options perform a search of the subject of the current topic in the Books or Bibles you have installed. Please, see the Bible Search View and Book Search View for relevant information.

The Lookup function performs a Lookup on the selected subject. Please, read the How word lookups are performed topic for more information.

The Topic Content Area

This is the area where the content of each topics appears. For user modules, this is also the actual editor where you can write your notes or change existing content. Please, see the User Modules section for more information on how to create and edit user modules.

Read more on User formatting for non-user Book modules.

Module Sets

Overview

Module sets are sets of modules that are, optionally, saved under a given title. They are used:

- as the module tabs of a Book view (e.g. a Book view can be set to display all module belonging to a particular set)
- as a set of modules to be searched from the Book search view.

When potentially hundreds of book modules are installed, module sets make a way to quickly organize them. For instance, if you wanted to do a word study, you may have a set called "Word Study" which you could either search as such, or display it in a Book view. In this set, you could have only the pertinent book modules needed to do a word study. Further, using module sets, you can organize your modules in any way you like so all of them are available in the divisions that you want them.

A Module Set can be organized in a hierarchical manner (e.g. it may contain 'folders' within, like the shelves of a Bookshelf).

TIP: the collection of all modules at each moment on any Book view comprises a

Module Set. A Module Set can exist under a name (if you have previously saved it), or it can only exist for as long as it is displayed in the Book view.

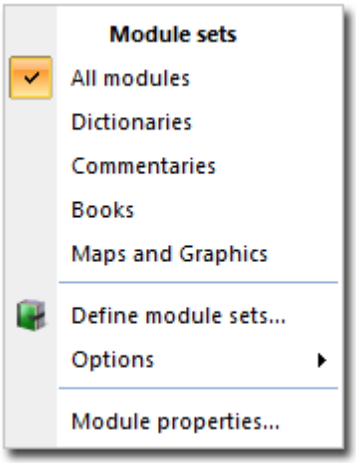
The module sets menu and dialog can be accessed in two ways:

1. Via the Module Sets button

Define Module Sets Button

2. Right-click on any module and select **Module tabs->Define Module sets**.

Define Module Sets Menu



Define Module Sets Menu

This menu allows you to quickly change module sets to your liking. This is where (some or all of) your saved module sets will be found. There are already five pre-made sets: **All modules**, **Dictionaries**, **Commentaries**, **Books**, **Maps and Graphics**. You can enter the Define Module Sets dialog via **Define module sets...**

TIP: You can select which Module Sets appear on this menu. You may have as many Module Sets defined as you want, yet only choose to display in this menu the ones you use most often (see below how).

Define Module Sets Dialog

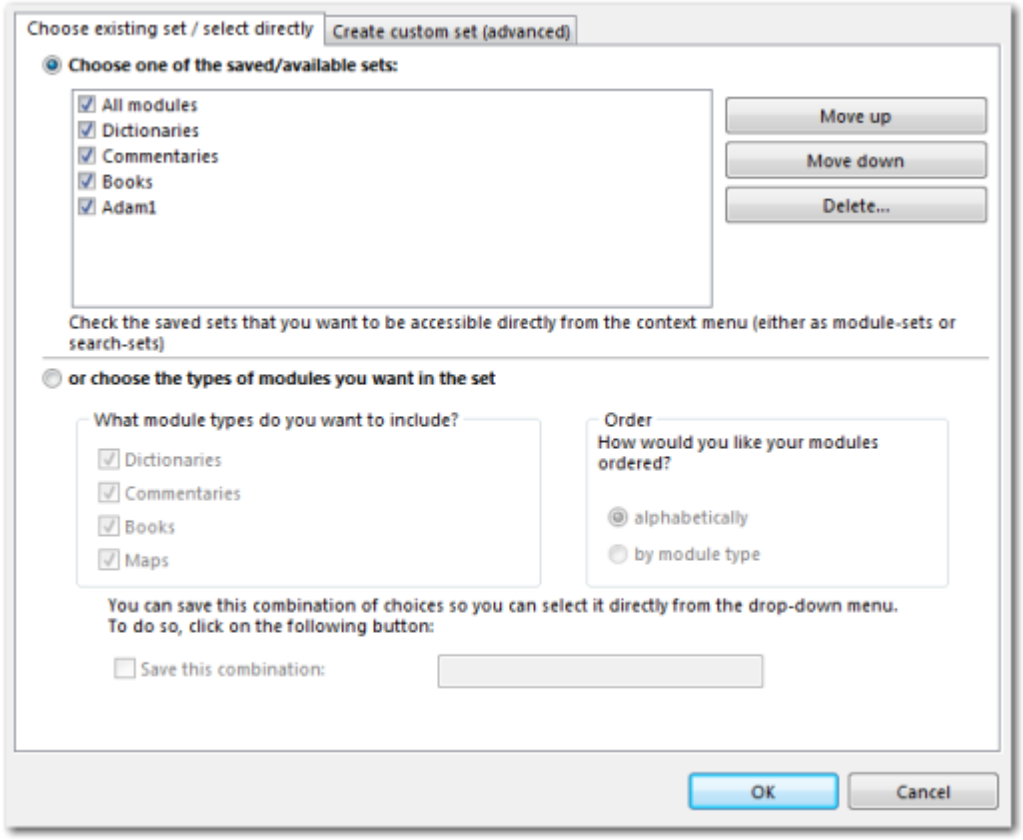
This dialog is used for two different purposes:

- in order to select a previously saved module set to display in a Book view
- in order to create 'on-the-fly' a module set and display it in a Book view (without saving it)
- in order to choose which of the pre-saved Module Sets appear on the **Define Module Sets Menu** above.

Remember that this dialog provides in essence the way to select a sub-set of your modules in order to display them in a Book view. If you choose to save this set under a title (which is optional), the you have a re-usable set that you can recall at any moment (either to display it in a Book view or to search it in a Book search view).

Choosing an Existing Set or Selecting Directly

The first tab in the dialog gives options for basic and pre-made module sets. This is the non-advance method of customizing module sets.



Define Module Sets Dialog (Basic)

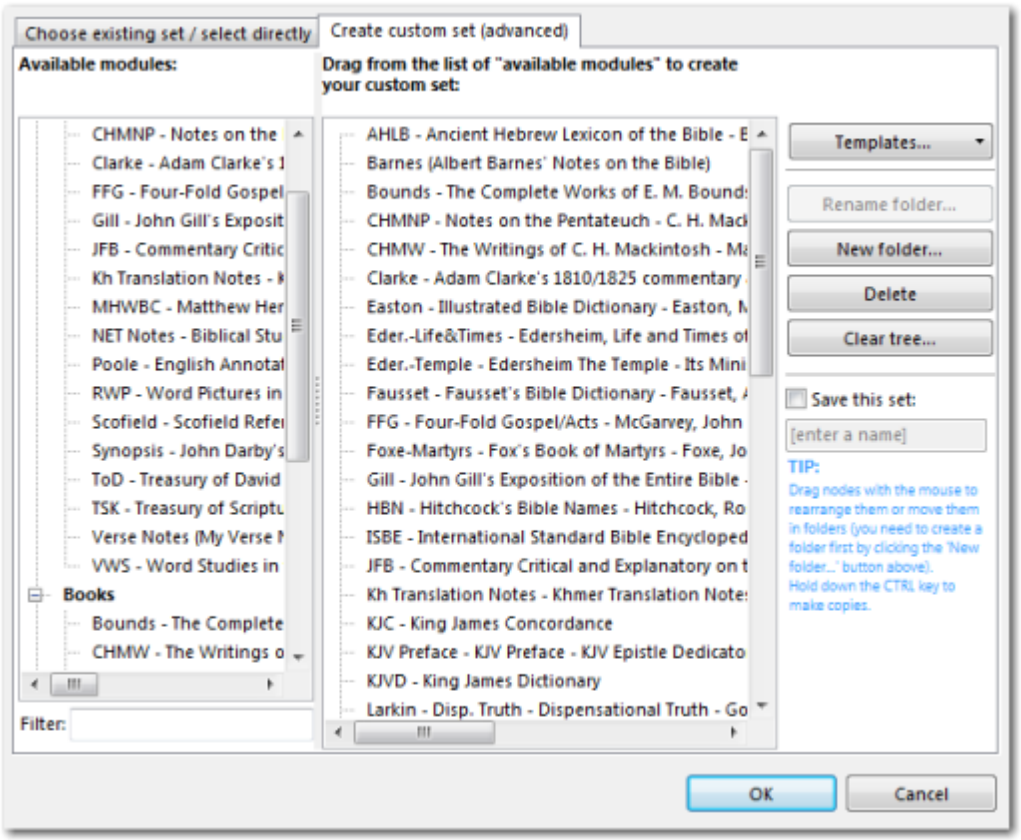
The top section of this tab allows you to select which sets are displayed in the **Define Module Sets Menu** for quick reference. The checked sets will be available in that menu (you can have as many module sets as you like, yet you may only select the ones you used most to be displayed in the quick reference menu). You may also change the order in which these sets are displayed and delete sets that you do not want.

The bottom section of this tab allows you to choose which types of modules you would like displayed in the Book View tab bar. This section does **not** allow you to choose which modules are in a set on an individual level, only on a type level.

First, you choose the types of modules you want displayed by the check boxes on the left, then the order in which to display them at right. Once done, you can save this combination as a set by checking the **Save this combination** and typing the name of this new set. This set will then appear in the top section of this dialog and (if checked) in the Define Module Sets Menu.

Creating a Custom Set

The second tab in this dialog allows you to select modules on a individual level and create custom sets.



Define Module Sets Dialog (Advanced)

The left pane contains all available modules installed on your computer, organized in a module type tree.

The right pane shows all modules that are either in the active set or that you have placed there to make a new module set.

> **TIP:** To move modules from the left pane to the right pane, select the modules on the left and drag them where you want them in the right pane. You may select multiple modules in both panes by using SHIFT and CTRL also. Further, you may click and drag modules or nodes in the right pane to rearrange them to your liking.

The **Filter** text input box allows you to filter the modules in the left pane by what you type, to find modules in the midst of many.

The buttons at right manipulate the modules in the right pane.

The **Templates...** button sorts the modules in the right pane in various ways. See the menu.

The **New folder...** button creates a folder in which modules can be placed for organizational purposes in the Book View tab bar. For instance, if you wanted to have all useful word study resources available in this set, but separately, you could select these modules and place them in a folder named "Word Study Books".

The **Rename folder...** button renames an existing folder.

The **Delete** button will delete the selected modules in the right pane.

The **Clear tree...** button deletes all modules in the right pane. This button does **not** delete modules from your computer.

Once you have organized your set as you want it, check the **Save this set** checkbox and type the name of the set in the input box. The set will now appear in the Define Module Sets Menu.

> **TIP:** You can have as many module sets as you choose. Simply clear the tree and make a new set. Also, you can place the same modules in different folders.

> **TIP**: A module set can be defined either as a set of static modules or as a dynamic set that contains at any moment all those modules of a particular type.
>
> For example, you may create a set that contains all commentaries and name it 'Available Commentaries'. Obviously, this set does not specify which modules are included within, yet at any moment, when you refer to this set, it will contain all the available commentaries of your library. Sets of this type are the ones created from **Choose existing set / select directly** tab under the "**or choose the types of modules you want in the set**" area.
>
> Static sets (e.g. sets that contain the modules you choose at the moment you create the set) are the ones you create from "**Create custom set (advanced)**" tab. In that case, even if you drag-n-drop the whole '**Commentary**' node from the **Available modules** tree to the **Drag from the list...** tree, the actual set will NOT contain any commentaries that you add to the library in the future.

Hyperlinking

Overview

theWord allows all content to be linked to, e.g. create links in modules that point to another topic or verse. This topic explains how you can create your own links in your user-modules.

The Word's Book View supports user-created and editable modules. One of the helpful features available while editing a module is the ability to hyperlink text so that tool tips, verse texts, other topics, etc., appear when the user hovers over the link; when the link is clicked a view is used to display the content that this link refers to. theWord supports hyper linking in many different ways.

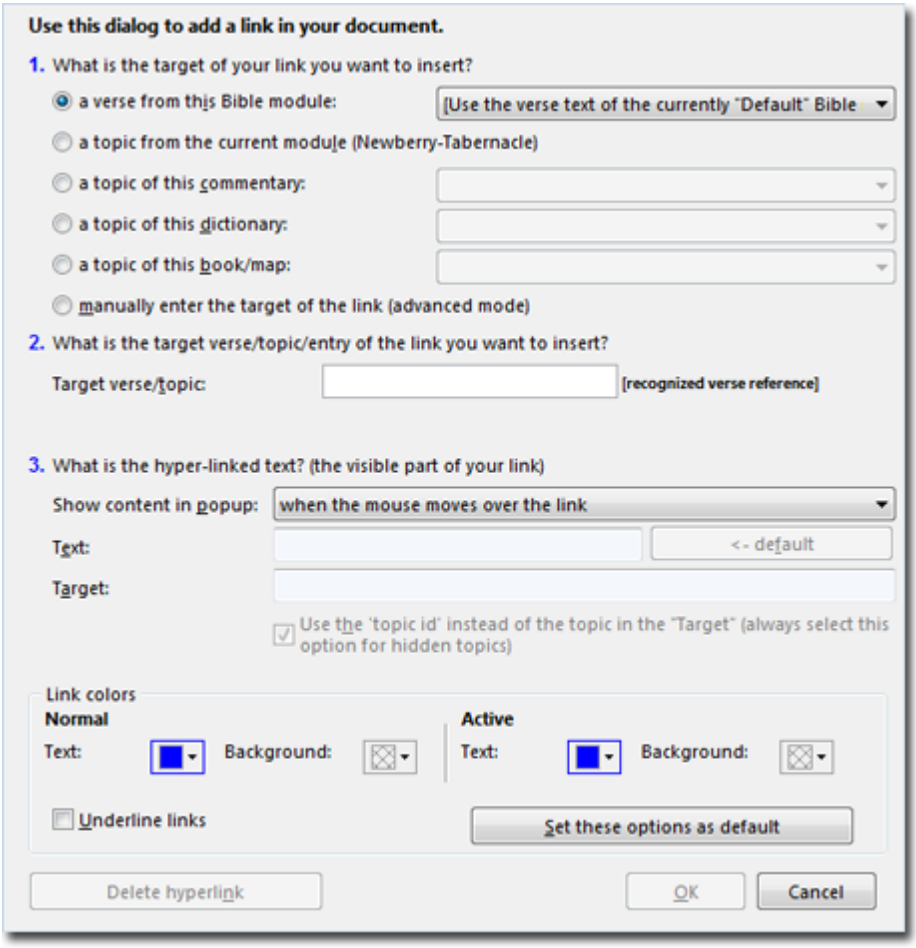
Once you have an editable module active in the Book View (and you have, optionally, selected the text you want to hyperlink), you can access the Hyperlink Dialog in several ways:

1. Keyboard shortcut CTRL+K
2. Right-click an area in the content section of the Book View and select **Hyperlink**
3. The Hyperlink button in the Formatting Toolbar 

> **TIP:** It is important to make sure you understand how hyper linking works since choices you make here may affect the way links will behave if you decide to copy topics to other modules later or change the **module identifier**.

Hyperlink Dialog

theWord allows you to hyperlink to just about anything. The dialog below will guide you in hyper linking properly. More advanced hyper linking is supported, which can be found at The Word's website.



Hyperlink Dialog

The dialog is divided into three sections, numbered accordingly:

1. Select the type of module that you want to link to. Your choices in this dialog are Bible, commentary, dictionary, and general book modules. There is also an advanced option and an option to use the current module (a topic from the current module). Once you select the type of module, you can select the specific module to which you want link in the drop-down box at right. For Bible modules, you may select the current Bible module, which will display a verse reference using the default Bible module (or the active Bible module if CTRL is pressed), or you may select a specific translation. Note: If the Bible version you link to is not installed on the computer, theWord will display the verse text with the default Bible module. If the book module is unavailable, the link will be dead (will not work).

> **TIP:** When making a link to a topic of the same book module (the one you are currently working), always use the option **a topic from the current module**.
>
> Most links to Book modules usually refer to another topic of the same module. In these cases, although selecting the option **a topic from the current module** and selecting directly the appropriate module from a list will have the same result, it's always preferable to use the first option since a future change to the module identifier will "break" the links.

2. Once you choose the module to link to, you must select the target. For Bible modules, this is a verse reference or range. For book modules, this is a specific topic of that module. You can use the drop-down box to pick your verse or see all available topics for your selected module. If you start typing in the **Target verse/topic** box a list will appear with the topics that match as you type.

In case of book modules you may also select a bookmark from the Bookmark list (see also the Book view Bookmarks topic on how to define Bookmarks). Selecting a bookmark (if there is one in the selected topic) will have the following effect for the created hyperlink:

a. If you just hover over the hyperlink so that the content of the topic appears, then the topic will scrolled so that the first line on the popup will be the one containing the bookmark.

b. If you click the hyperlink (so the topic appears in a Book View), then the topic will be scrolled so that the first line in the Book View will contain the bookmark.

c. The **Until** (passage) list also contains a list of the bookmarks that appear after the bookmark you defined in the previous step (in the **Bookmark** list). Select from the list:

   i. **[Next bookmark]** - The popup that will appear will only contain the part of the topic that appears between the first bookmark and the next one in the topic.

   ii. Selecting any other bookmark - The popup that will appear will only contain the part of the topic between the two bookmarks.

3. **Show content in popup...** determines what happens when the user hovers over the link. **Text** is the actual text seen in the content of the topic. If you had text selected when you opened this dialog, this will be filled in already with your selected text. For every option in section one, except **Manually enter the target of the link**, the **Target** section will be filled in already with the target. This area is non-editable unless you choose the **Advanced** option in section one. Clicking on the <- **Default** button will replace the **Text** with the default text (e.g. a standard text that describes the link).

In the **Link colors** section at the bottom, you can customize the way the link is displayed in the module. **Normal** refers the link under normal conditions. **Active** refers to the link when a user hovers over it or when the cursor is in the link. You can change both the text and background colors of these links. You can also choose to show these links as underlined or not.

The option **Use the topic id instead of the topic in the "Target"** means that the target module will be identified with the Module Identifier instead of the target topics' subject. This is the preferred way to create links, since changing the subject of the target topic will break all links that point to it.

If you want to keep the current Link colors options for later use to be used as default, press the **Set these options as default** button.

Lastly, if you have selected an already existing hyperlink and would like to delete it, press **Delete hyperlink**.

See also: Automatic Verse recognition.

Automatic Verse Recognition

Explanation

theWord supports automatic verse recognition to facilitate hyper linking while editing a book module. If, while you are typing, you wish to type a Bible verse reference, simply type the reference, even in an abbreviated form, press ENTER or SPACE and the reference will be automatically hyperlinked to display the text of the verse upon mouse-over. By default, theWord leaves the Bible module undefined in these links. This means:

1. The **default** Bible module will display the verse, OR
2. If CTRL is pressed, the **active** Bible module will display the verse.

The color of the text will change (depending on the **Link colors** options in the Hyperlink Dialog) to show it has been hyperlinked. If theWord recognizes a text that is not a reference, but parses it as one, you can remove the hyperlink quickly by pressing CTRL+Z.

Although the automatic recognition of typed verses tries to guess the actual verse, it is useful if you use some standard notation to enter verse references:

1. Use the : (colon) to separate chapter from verses (e.g. Gen 1:2)
2. Use the , (comma) to separate multiple verses (e.g. Gen 1:2, 3)
3. Use the - (hyphen) to define a verse range (e.g. Gen 1:2-3)
4. Use the ; (semi-colon) to separate multiple ranges (e.g. Gen 1:2; 6:2)

Even if you don't use the exact notation above, theWord will try to parse and understand the verse reference you are typing. For example, typing "Gen 1,2" (German notation) will correctly identify it as Genesis 1:2.

If you right-click on a verse link that has been parsed/detected automatically by theWord, you can select the **Undo automatic verse recognition** from the menu to undo the operation. You may also do this if you save the topic and come back to it later.

Detecting All Verse References in an Existing Topic

To detect all verse references in an existing topic, Right-click and select **Detect all verse references...** (or CTRL+D)

> **TIP** When you paste content in a topic in a user module, you can hold down the CTRL key to make the program detect the verse references that may exist in the pasted fragment.

Detecting All Verse References in a module (all topics)

From the Module Properties Dialog, **Settings/Actions** tab, **Actions** section at the bottom. Select **Detect all verse references...**

Advanced mode for commentaries

Normally, theWord will detect only verse references that have a proper book name (e.g. John 3:16). Unfortunately this excludes the cases where a verse is referred in a text with regards to the current context using words such as "verse 3, vv 3-4, vs. 5", etc. You can enable an enhanced mode for detecting these by holding down the CTRL+SHIFT buttons while doing verse detection in a whole topic or module. This advanced mode is activated in the following cases:

1. When right-clicking on the Book view and selecting Detect verse references in selection... or Detect all verse references in Viewer...
2. From within the Module properties dialog, when executing the Action **Detect all verse references...**

Notice that this is still an experimental mode and only works with English abbreviations.

> **TIP**: Normally, theWord will not try to detect verse references in links, except if the link is a verse reference link that was detected automatically by theWord in a previous action/iteration.
>
> To alter this behavior and enable the detection of verse references even within links, hold down the ALT key while the detection occurs. Notice that unlike the CTRL+SHIFT advanced mode above where you only need to hold these two keys at the beginning of the detection process, in that case you need to hold down

the ALT key for as long as the whole detection process takes place!

Language used for detecting verse references

By default, theWord will detect verse references in English and in the current interface language (which you can change from **File**->**Languages**). It is not possible to detect verse references for an unsupported language since there is no way to know the book names of the Bibles in that language.

Copying/moving book topics

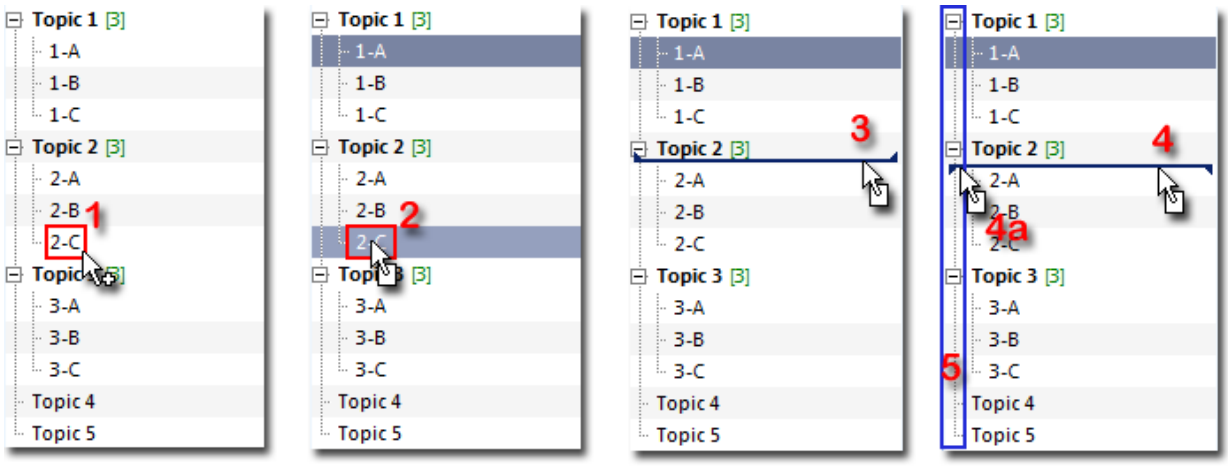
The Topic List allows you to copy, move or rearrange the topics of a user module by using the usual Windows drag-n-drop gesture with your mouse. The drag-n-drop gesture consists of the following steps:

1. You select with your mouse one or more topics from the Topic List (to select more than one topics, either hold down the CTRL key and click on individual topics, or hold down the SHIFT key to select the first and last topics, or just drag the mouse in the Topic List in the white area in order to select all topics that will fall within the drag rectangle that appears).
2. You click then on one of the selected topics, without releasing the mouse key
3. While holding down the mouse key you move your mouse over the same Topic List or the Topic List of another book view.
4. You release your mouse.

While dragging, there are two different modes that set what the result of the operation will be: copy or move. You toggle between the two modes by holding releasing the CTRL key. The default operation depends on several factors like whether you drag-n-drop topics in the same topic to re-arrange, whether the source module is a user module or not, etc. The cursor changes according to the operation being performed (standard windows cursors are used for these operations): the copy operation usually displays a cursor with a plus (+) sign, whereas the move operation does not.

Identifying the 'sensitive' areas of the Topic List - how drag-n-drop works.

The copy/move operation occurs when you release your mouse over a Topic List. As you move your mouse over the Topic List, some indicators appear in order to show you the exact position that the dragged nodes will be added. There are three different visual indicators that provide feedback as you drag verses over a Topic List. The following image displays several snapshots of a drag-n-drop operations. The screenshots are enhanced in order to help you understand how the operation works.



Several snapshots of a (faked) drag-n-drop operation

In the above image, there are four snapshots of a sample Topic List while performing a drag-n-drop operation. Please, notice:

- In the first image, notice the cursor: it is an arrow and there is a + sign on the lower-right corner: this indicates a copy operation. The cursors in all other images contain a white rectangle there instead: this cursor indicates a move operation.
- In the first and second image, there is a red rectangle around topic 2-C: this indicates the 'hot' area for this topic. When you drag-n-drop, if you move the mouse over the 'hot area' of a topic, then when you release the mouse the dragged topic will be added as children/subtopics of the 'hot' topic. While moving your mouse you will notice that as you pass your mouse over the 'hot' area of each topic, it gets highlighted.
- The third and fourth images show what happens when you move the cursor in the 'white-space' area of the Topic List. 'White-area' can be found either on the right of a topic or on the left vertical lane, indicated with the blue rectangle on the fourth image (this is the vertical lane that is just a few pixels wide and runs through the whole height of the Topic List). When you move the mouse over this 'White-area' you will see the two horizontal blue indicators (these are the horizontal blue lines in the third and fourth image: in the third image notice that at the edges of the horizontal indicator there are two small triangles facing upwards, whereas in the fourth image these two small triangles face downwards).
- In order to understand how the horizontal blue indicators appear/work, try it for yourself: drag one topic and move your mouse slowly on a vertical direction on the white space of the Topic List. You will notice that as you move your mouse, there appear these indicator for each single topic. You will notice also that this indicators do not appear in the middle between two topics, but they appear near the top and bottom rectangle that the topic node resides: this is exactly how you can decide what happens when you perform a drag-n-drop operation. More specifically:
  - ❖ Even if not highlighted, there is also in this case also a 'hot' topic that is associated with the blue indicators (the topic that the triangles point to, the closest one to the indicator).
  - ❖ When the indicator with the downward-facing triangles appear (as in 4), then the topics you drag will be added **on the same level of the hot topic**, exactly **before** it.
  - ❖ When the indicator with the upward-facing triangles appear (as in 3), then the topics you drag will be added **on the same level of the hot topic**, just **after** it

Operations supported with drag-n-drop

Remember that you can either drag-n-drop a **single topic** or **multiple topics** (examples below refer to a single topic, yet they all apply to multiple topics also). If dragging a node that contains sub-topics, then **the operation is performed for the whole sub-tree**. To perform the following operation you will need at least two book views (for the operations that required two different Topic Lists).

You can use drag-n-drop to perform the following operations:

- Rearrange topics of existing user module (book or dictionary): use drag-n-drop in a single Topic List. The default action in that case is move. This operation cannot be performed on commentaries (since there can only be a single comment for a given verse or verse-range).
- Create copies of a topic within the same user module (book or dictionary): just drag-n-drop in a single Topic List but hold down the CTRL key: when you release your mouse, a copy of the topic will be created. This operation cannot be performed on commentaries (since there can only be a single comment for a given verse or verse-range).
- Copy topics from one module to another: use drag-n-drop from the Topic List of one book view to the other Topic List of the second book view. The default operation in that case is copy. To perform

a move operation (e.g. remove the topics from the source module), hold down the CTRL key. Notice that it is allowed to copy content between different types of modules. In that case, theWord tries to determine the best way to map topics from one system to the other:

- If copying from a multi-level topic (e.g. copy a topic that has sub-topics from a General Book) to a dictionary (that allows by definition only single level hierarchies), then the sub-topics are 'flattened' (e.g. demoted to the level of the parent topic)
- If copying from a commentary to a non-commentary, then the topics are converted to text, using the standard verse references
- if copying from a non-commentary to a commentary, then the topics are parsed in order to understand the verse references and apply them properly to the commentary.

Notice that:

- You cannot reorder topics in a commentary: commentaries are always sorted on the book of the Bibles
- If you try to copy a topic from a non-commentary to a commentary, and the topic is not a verse reference, then the copy will fail and a message will appear notifying you of the situation.
- You cannot move topics from a non-user modules (because the move operation deletes the source topics and, by definition, non-user modules cannot be changed).
- You are not allowed to copy topics from encrypted modules.

TIP: You can create quickly a copy of a module (or part of a module) by creating a new user module of the same type of the source module, opening two book views (one with the source module, one with the new one), selecting all the topics from the source module (click on the first one, then scroll to the end, hold down the SHIFT key and click on the last one) and dragging the topics to the new/ empty module.

Non-user modules formatting

Overview

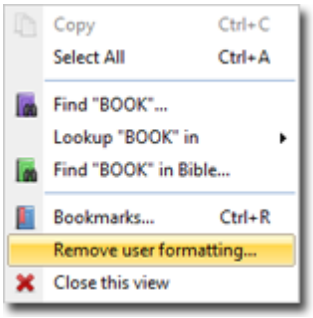
In case a non-user module is being displayed in the Book view, the formatting toolbar has less options and is as follows:

Book view formatting toolbar for non-user modules

The functions of the buttons are self-explanatory.

By definition, you cannot change the content of a non-user module. The formatting options above can be used to annotate/highlight the non-user module without changing the actual content.

Since the actual content of a non-user module is not really changed, theWord gives you the option to restore the original content of a topic of a non-user module that you have applied formatting. To do so, just right click on the reader area, and from the popup menu select the option **Remove user formatting...**



Remove formatting

Notice that this option will appear only if you have applied some formatting/highlighting to the current topic of a non-user module.

Removing all user formatting from a module

You can remove the user formatting from all topics of a module from the Module Properties dialog, **Settings/Actions** tab, **Actions** group, **Delete all user formatting from non-user module...** action (select and press **Execute selected action...**)

Making user formatting permanent

There is an action that allows you to make the formatting you have applied to a non-user module permanent. If you do this you are actually over-writing the content of the non-user module with the formatted one. This can only be execute on non-encrypted modules. You can perform this action from the Module Properties dialog, **Settings/Actions** tab, **Actions** group, **Make permanent all user formatting from non-user module...** action (select and press **Execute selected action...**). Be careful since you cannot undo this.

Changing the user status of a non-user module with formatting

A special case is presented if you try to change a **non-user** module on which you have applied formatting to a **user** module. In that case you need to decide if you want to keep the formatted or non-formatted content. By default, performing this action will use the formatting content and the original will be lost. If this is not what you want to do, you will need to remove first all user formatting by following the instructions in the above section.

Module updates and user formatting

When you apply formatting to a non-user module, theWord actually makes a copy of the whole topic and saves this along with the original content. The changed/copied topic (with the formatting) is stored within the same file as the original module. **This means that if you overwrite this file (e.g. by installing a newer version of a module), all user formatting will be lost.**

This is a deficiency that will be addressed in a future version. Normally, theWord should store the formatted content separately (in the Personal file folder) so it is not overwritten when upgrading a module. Moreover, because at the moment the changes are stored in the module itself, and because the actual modules are shared by all users of the computer, any formatting of a non-user module also appears to other users of the computer that possibly use theWord (this is the only case that this happens since normally every user has it's personalized settings, files, etc).

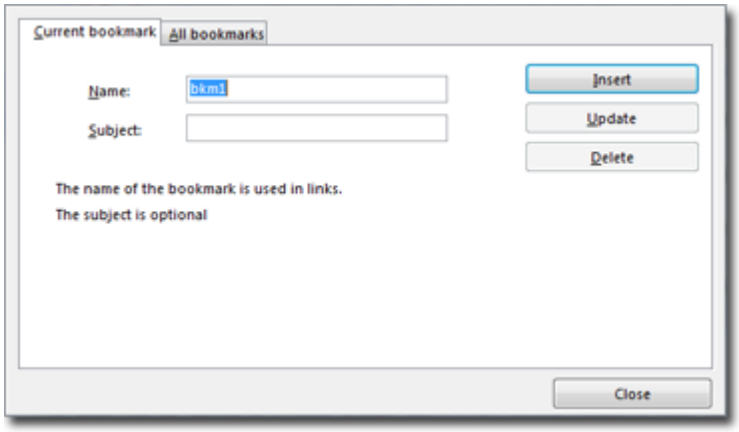
Book view Bookmarks

Overview

Bookmarks can be added to arbitrary positions in the content of any non-user module.

To add a bookmark, place your cursor in the Book view editor at the location you want and press CTRL+R

or right-click and select **Insert bookmark...** from the popup menu.



Bookmarks

The **name** of the bookmarks is the one used to refer to it. The **Subject** is not used at the moment. A default name for the bookmark is automatically set when you display the dialog (bkm1, bkm2, ...). Just click insert to complete it.

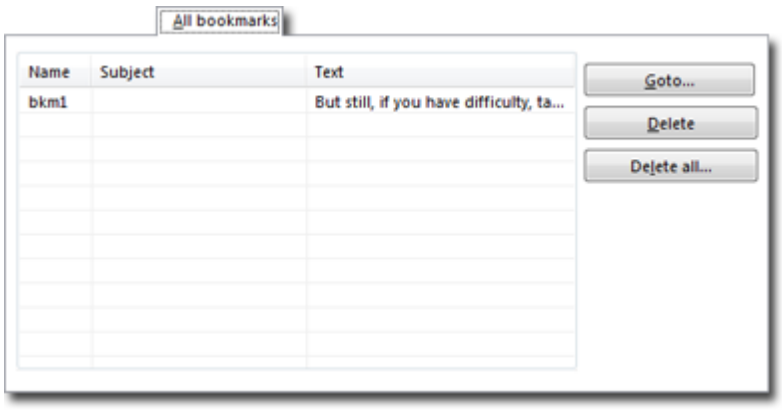
Bookmarks are indicated in the text with a small gray dot (see red rectangle below).

Bookmark indicator

To **edit** an existing bookmark, just place the cursor just before the letter it appears and press CTRL+R or right-click and select **Edit bookmark...** from the popup menu (you will notice that the menu item changes from **Insert** to **Edit**). To **delete** it just press the Delete button.

Seeing all bookmarks defined in a topic

To see all defined bookmarks in a topic, display the Bookmarks dialog and click on the **All bookmarks** tab:



Display all boomarks

To jump to a bookmark double click on it with the mouse, or select it (single click) and click **Goto...**. From this dialog you can also delete one (selected) or all bookmarks of a topic.

How are bookmarks useful for popups and footnotes

The usefulness of bookmarks comes from the ability to define Hyperlinks and use them as anchor points. This allows you, for example, to:

- Use them to define footnotes on the topic level
- Use them to force parts of a topic to appear in a popup when the user hovers his mouse over a link.
- Create links that drive you to a specific point you in a topic

Please, read the Hyper linking topic for details.

RTF footnotes/endnotes

Overview

theWord supports RTF footnotes/endnotes in the editor.

Although you cannot create footnotes/endnotes directly from within theWord, you can create them in another editor (e.g. MS Word) and copy/paste in the Book view editor. In that case, the footnotes/endnotes will appear when you hover your mouse over the numeric indicators in the text. If you print a topic, the footnotes/endnotes are printed at the bottom of the page.

Bible Search View

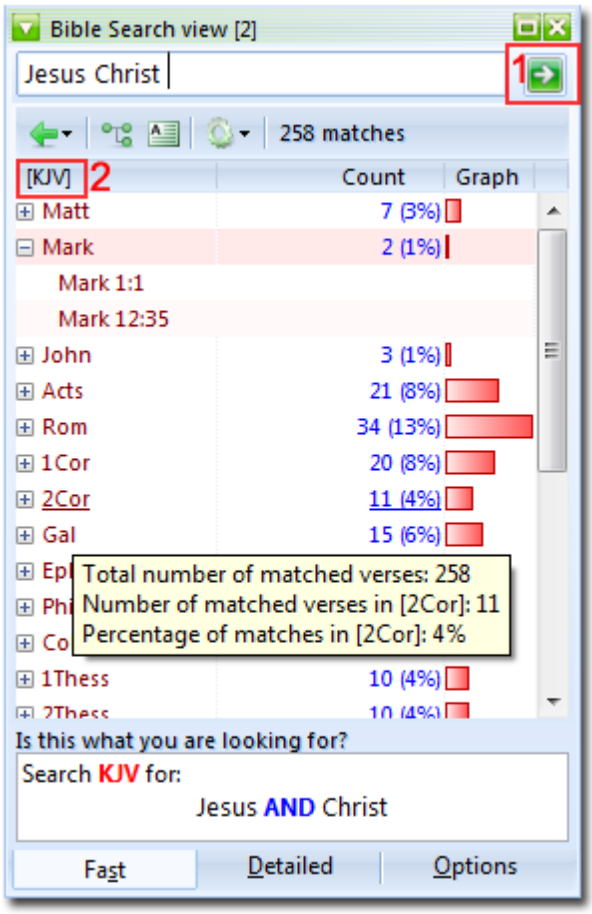
Overview

The Bible Search View is the central location to perform both basic and advanced searches of any Bible text.

To quickly perform a search on a Bible just:

- press F3
- enter the word(s) you want to search for
- press ENTER

Like every other view, this View can be docked or floating according to your preference. The color code for the View is green. A new Bible Search View can be made by simply pressing the shortcut F10. The Bible Search View is divided into three tabs: Fast tab, Detailed tab, and Options tab. The following gives a general information about using the View.



Bible Search View

When either of the **Fast** and **Detailed** tabs are selected at the bottom of the View, the search term input box and green Go button (red square **1** above) is available. The search term input box is where you enter your search term to search the Bible. The green arrow begins the search. By default, the active Bible module is searched if you simply input a search term and press the arrow.

For quick reference, you can place the cursor in this text box, globally, in theWord by pressing the keyboard shortcut F3.

TIP: theWord allows at the moment to search one Bible at a time. The current Bible of the active Bible view is the one that is being searched at any time. Notice that the caption of the first column of the header of the results list is the name of the Bible that is being searched (small red rectangle **2** above).

TIP: When you hover your mouse over a verse reference, a popup with the verse text appears. If you don't want the popup to appear, you can move the mouse on the right or left area of the verse. The popup only appears when your mouse is above the actual text!

"Is This What You Are Looking For?" panel

This panel appears at the bottom of the Search view (you can turn if off from **Options** tab). This area displays how exactly theWord understands the search terms you type. This provides a very useful feedback so that you know that what you have in mind is actually what theWord understands. For

example, if you enter **Jesus Christ** in the input box, there are at least two different things that you may mean:

1. "I want all verses that contain the word **Jesus** and the word **Christ**"
2. "I want all verses that contain either of the words **Jesus** or **Christ**."

Of course, if you check the **Detailed** tab you will see that there is an option of how theWord should understand this by default, yet this panel makes this information available immediately as you type. Since the input query can be much more complex, this panel will help you make sure that what you mean to search is actually what theWord searches for. Moreover, if you enter the terms incorrectly, you can see the problem in this area.

The text that appears in this panel depends also on the **Ignore case and diacritics** option (can be found on the **Detailed tab**). If this option is checked then the displayed text will be in lower case without any accents or diacritics: this gives you an idea of how theWord will perform the actual search.

Finally, notice that this panel show in red the module that will be searched (notice the **"**Search **KJV** for:**"** in the screenshots above).

Fast Tab

Overview

The Fast tab in the Bible Search View is the quickest way to do a search in theWord. This tab is the tab that shows the search results of your query. If you are in another tab and perform a search, the View automatically switches to the Fast tab to display the results.

Search Results

Additionally, you may place the mouse over any search result reference and a tool tip with the entire verse text will be displayed. This makes it very easy to sort through search results quickly. Also, clicking on a reference will cause the Bible View to jump to that verse.

The search results are organized in a kind of table or chart. At the left is the reference (with the translation at the top). The following features are available:

- The **Count** column gives the number of matches for each book, and the percentage of all the matches that this particular book has.
- The **Graph** provides a visual for the percentage information.
- Clicking on a column will sort the results accordingly.
- Hover your mouse over a line that represents a book to get short match statistics
- Multi selection is allowed on nodes of the same level (e.g. you can select either multiple books or multiple verses): right clicking on selected node(s) provides access to a set of features (copying verses, moving to list, etc)

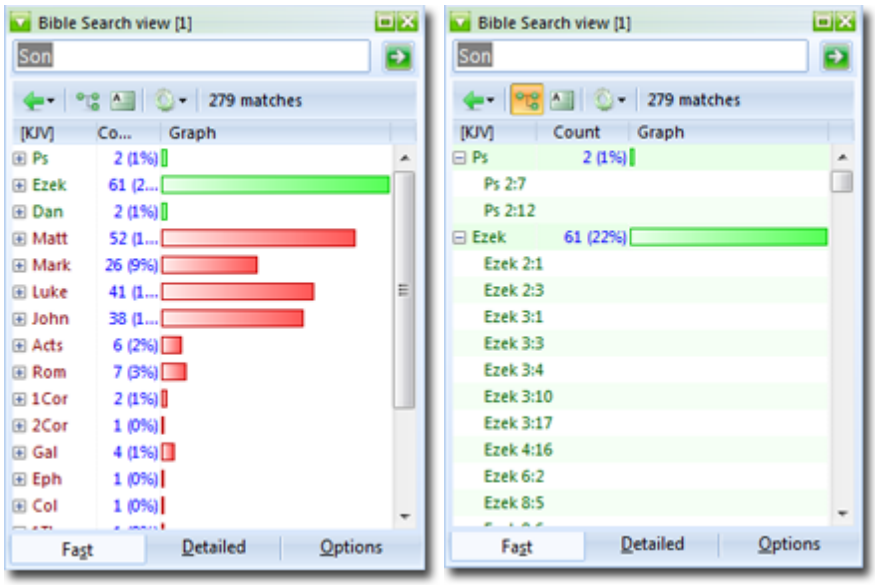
Explanation of the Fast Tab

Just below the search input box are several icons for use in the Fast tab. The first is the **History** icon. When pressed, this icon shows the most recent searches made. It not only remembers the search terms, but also the translation searched. So, pressing a history entry will automatically perform the **exact** same search as was previously performed for that entry. The number of entries for the history can be changed in the Options tab.

Next is the **Expand** icon. This icon will expand all nodes of the search results. Normally search

results are displayed in a tree view in which the nodes are collapsed. With this pressed, all the nodes are expanded so all verse reference results can be seen.

 The **Text** icon is next in the bar. This icon simply causes the verse text to appear to the right of the results.

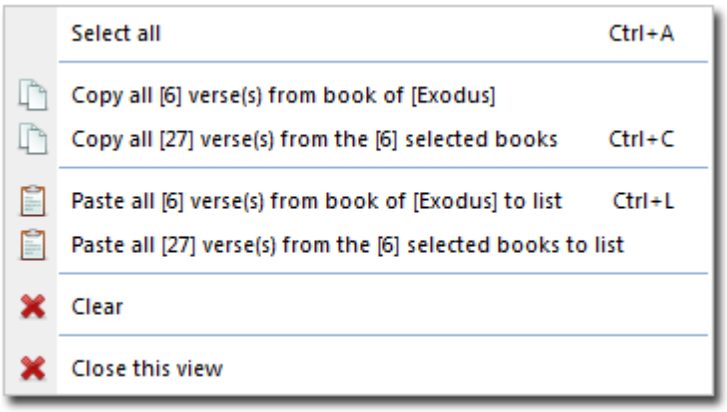


Collapsed Search Results **Expanded Search Results**

The **Options** icon provides several options, including zooming to make the text in the View larger, duplicating the View, clearing search results, and the Virtual Keyboard. You can find more information about the Virtual Keyboard in the Detailed tab.

Right-click context menu

The following menu appears when you right-click on one or more selected nodes:



Bible search view context menu

The following commands are available:

- **Select all select all nodes on the tree** if the currently selected node is a book node, then all book nodes will be selected. If the currently selected node is a verse node, then all verse nodes will be selected
- **Copy all [n] verses from book of [xxx]** appears when right-clicking on a book node and allows you to copy all matched verses of a single book

- **Copy all [n] from the [n] selected books** appears when you have selected multiple nodes (the numbers in square brackets indicate the total number of verses that will be copied, according to your selection)
- **Paste all [n] verse(s) from book of [xxx] to list** and **Paste all [n] verses from the [n] selected books to list** work in a similar way as the above mentioned **Copy all ...** commands, except that they transfer the verses to the active verse list
- **Clear** clears the results
- **Close this view** closes the current Bible search view (you can also press ESC to close this, or any other view).

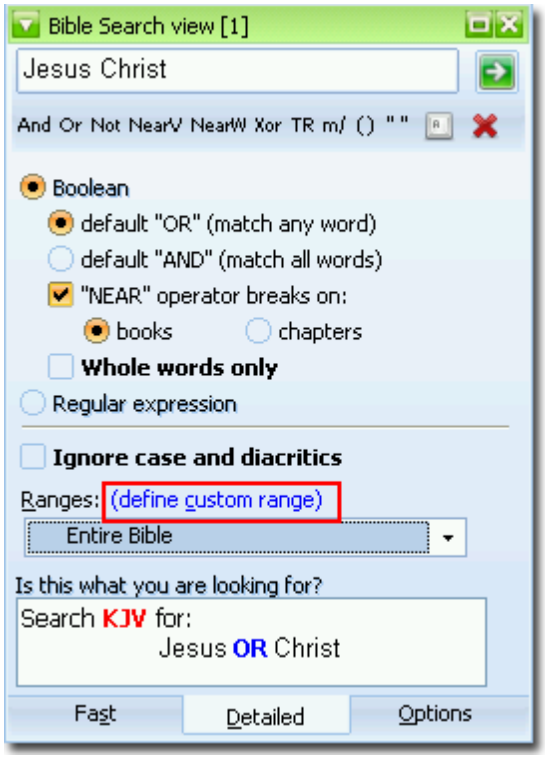
TIP: The format of the copied verses (e.g. whether a book name is included, chapter number, etc) depends on the settings of the Copy Verses dialog. Actually, the last options you have used in this dialog are used when copying verses from here. So, if you need a particular format (e.g. **chapter:verse** after the text), go the Copy Verses dialog, select it and click on Copy and Close. From then on, the format of the verses copied here will match it.

Detailed Tab

Overview

The Detailed tab is where you will find tools to perform detailed or advanced searches. This is the place to customize the way theWord searches the Bible. Here you can select ranges to search, add search operators, and change various options for the search.

The two basic type of searches are Boolean and Regular Expression (see the Search Syntax topic for details) searches. Boolean searches are the default and the ones you will use most.



Bible Search View (Detailed Tab)

Search Options

(it would be good to read about the Search Syntax supported by theWord to better understand the following options)

Below the search operators bar are the detailed options for the search.

1. **Boolean** - allows you to search using the default AND or OR operators. There are also options for the NEAR operator. You can also use the ***** and **?** operators in your queries which stand for **zero or more characters (*)**, and **zero or one character (?)**.

   a. If **default "OR"** is selected, when two (or more) search terms are entered with a space between, by default theWord will consider the terms to have the OR operator between them. For example, **Jesus Christ** will be considered **Jesus OR Christ** and will match the occurrences of either "Jesus" or "Christ" in a verse.

   b. If **default "AND"** is selected, when two (or more) search terms are entered with a space between, by default theWord will consider the terms to have the AND operator between them. For example, **Jesus Christ** will be considered **Jesus AND Christ** and will match the occurrences of "Jesus" and "Christ" together in a verse.

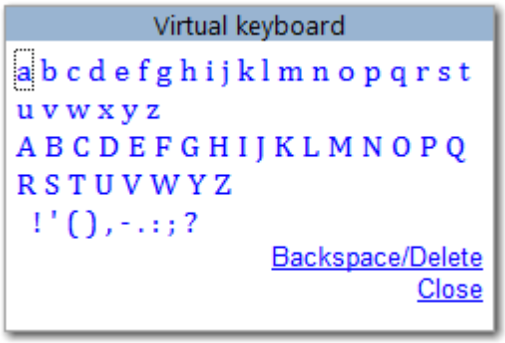
   c. The **Near operator breaks on** selection allows you to customize where theWord will break the search when the NEARw/NEARv operators are used. When this is selected, the search will find occurrences of terms that span either across chapters or books, depending on your selection.

   d. **Whole words only** will match only entire words, not partial words. By default theWord will match both whole and parts of words in the search. When this is selected, it will match only whole words. For example, if you searched for **believe**, with this option Unchecked, The word would find "believe", "believeth", "believest", etc. With this option checked, theWord would find only "believe".

2. **Regular Expressions** - theWord supports full regular expressions in searches. With this option selected instead of **Boolean**, you can use regular expression syntax to match the terms you are looking for.

3. **Ignore case and diacritics** - With this checked, theWord will ignore diacritical markings and capitalizations. For example, if you searched for jonah, with this option checked, the search would match "jonah", "Jonah", and "JONAH", etc. With this option on, accents and diacritic marks (even combining diacritics) will be ignored when searching. This option allows one to easily search Greek and Hebrew texts without using accents, which can be confusing at times.

Virtual Keyboard



Virtual Keyboard Dialog

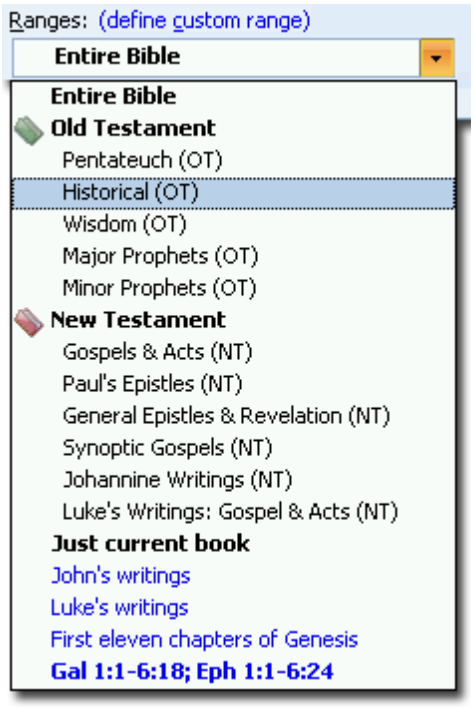
To the right of the search operators is the Virtual Keyboard icon. This icon will bring up the dialog that allows you to type into the search input box using the mouse instead of the keyboard. This is useful especially for languages in which the search input box has trouble rendering text. You simply click the

letters you want to search, including spaces, and perform your search from there.

Search Ranges

theWord allows you to restrict your search in specifics parts of the Bible, called Search Range. A Search Range is any number of continuous passages from the Bible.

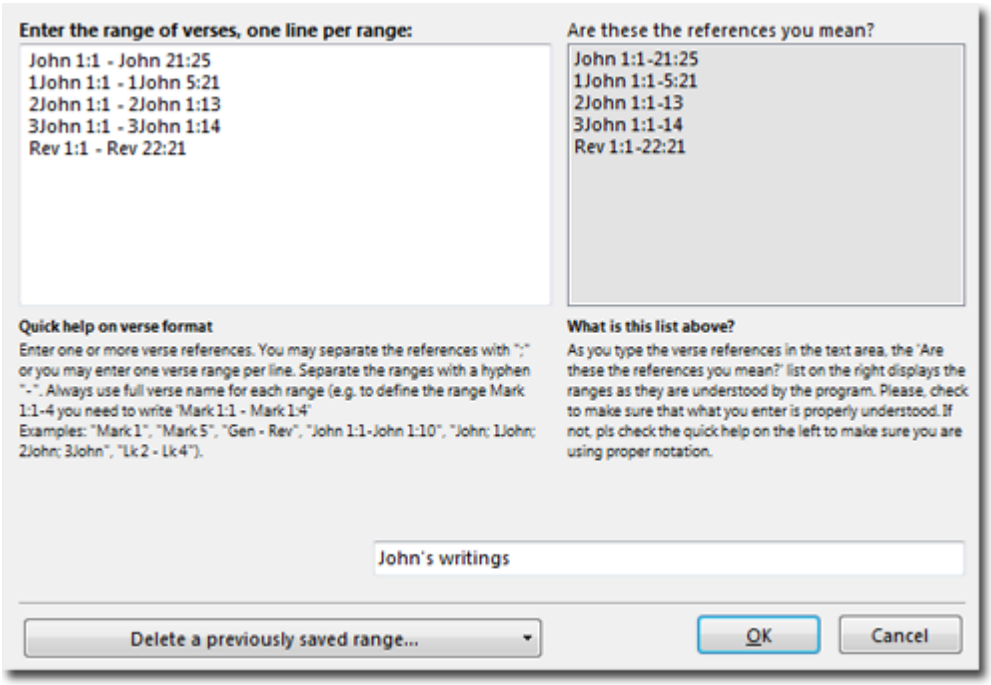
theWord has many pre-defined search ranges for searching the Bible. Clicking the drop-down list will show those available. When you select a range, theWord will only seek to match your search terms within that range of books.



Select verse range drop down

The ranges in black color are predefined. The ranges at the end in blue color are custom ranges that have you have saved. The last entry in **blue color in bold** is the last custom range you selected (and did not save).

You can create custom ranges to suit your needs from the **Define Custom Range** dialog. Click the **(define custom range)** link (the one in the red rectangle in the first image of this topic) to display the **Define Custom Range** dialog.



Define Custom Ranges Dialog

In this dialog you can define literally a range between any two verses. In the left pane, simply type the range(s) you want to make according to the instructions below the pane. The right pane shows the range that theWord is guessing that you mean. To type more than one ranges press the enter key or use the **colon ;** as separator. Obviously you can add as many different verse passages as you want.

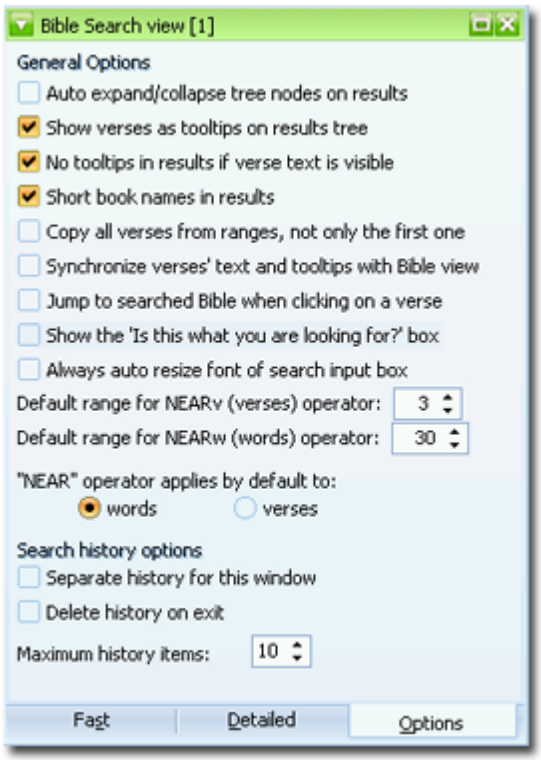
Once finished, check the **Save this range as:** checkbox, enter a name for the range, and press the OK button. The custom range will now appear in blue in the drop-down box in the detailed tab of the View. It is not necessary to save a range, unless you want to re-use it. If you don't save it, the range will be added as the last range (the one with the **blue color in bold** in the drop down box above).

You can also delete a previously saved custom range by pressing the **Delete a previously saved range...** button and selecting the range you want to delete.

Options Tab

Overview

The Options tab of the Bible Search View allows you to customize the way that the Bible Search View behaves.



Bible Search View Options Tab

Auto expand/collapse tree nodes on results will expand all nodes when you click a top-level node, such as the node for a book.

Show verses as tool tips on results tree will make a tool tip appear when the mouse is hovered over the search results' verse references.

No tool tips in results if verse text is visible will make a tool tip **not** appear if the verse's text is already visible with the **Show verse text next to the verse reference** option is selected in the Fast tab.

Short book names in results will abbreviate the Bible book names.

Copy all verses from ranges, not only the first one will copy all results to the clipboard from a range when the NEAR operator is used. For instance, if using the NEARv operator, you have a result that says "Mark 10:4-7". With this options selected, when you copy this result to the clipboard, the entire range will be copied, not just the first verse of the range (default).

Synchronize verses' text and tool tips with Bible View will cause both the tool tips and the verse text in the results list (if displayed) to show the active translation, not the default translation.

Jump to Searched Bible when clicking on a verse will cause the Bible View to jump to the verse **in the translation that you searched** when you click on a result. With this uncheck, the Bible View will jump to the verse, but in the active translation.

Show the 'Is this what you are looking for?' box will toggle the display of this area in the Detailed and Fast tabs. See Detailed tab.

Always auto resize font of search input box will cause the font size of the input box to be larger. If you uncheck this option, the font size will only grow when you search Greek and Hebrew and use non-standard fonts.

Default range allows you to change the default number of adjacent verses/words to search when using the NEARv or NEARw operators respectively.

"NEAR" operator applies by default to: determines the default NEAR operators used (either NEARv or

NEARw) when simply "NEAR" is used in the search. See the "Is this what you are looking for?" area to be sure.

Search History Options

Separate history for this window will cause the current Bible Search View to save its own history, separate from other Bible Search Views.

Delete history on exit will delete the search history when you exit theWord.

Maximum history items determines the number of history items that are available in the history. Minimum is 3; maximum is 99.

Search syntax

Overview

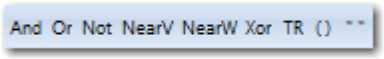
The word supports two different types of searches: Boolean search and Regular expression searches. Read below the syntax for each one. The full documentation of the Regular Expression Syntax is also included.

The default search type is Boolean search, and is the easier to use as is closer to the natural way one thinks. Yet the regular expression searches can provide some advanced features that would be unavailable otherwise.

Boolean searches

Boolean searches are performed by combining one or more words with operators and parenthesis.

Search operators are one of the important keys to performing advanced searches. By inserting these operators, you can vastly improve your search capabilities. Operators can be combined with one another and their respective search terms in many ways. See below for explanations for all the operators:



Search Operators

- In Boolean searches, entering a simple word will find all verses containing that word. You may use the * and ? meta-characters also. Words that start with G or H and are followed by a number, are considered Strong indices.

  Examples: (**WWO** stands for **Whole Words Only** option):

  Example 1: **under** (WWO on) will match those verses in which the word **under** appears.

  Example 2: **under** (WWO off) will match those verses in which the word **under, understand, understanding** appears.

  Example 3: **use** (WWO off) will match those verses in which the word **use**, ca**use**, beca**use**, ca**use**d, Meth**use**lah, ho**use**hold, etc appears

  Example 4: **use*** (WWO on) will match those verses in which the word **use**, **use**d, **use**th, **use**st, etc appears. Notice the * at the end, with the combination of the **WWO on** option that causes matches of words that only start with **use**

  Example 5: **?use** will match the word **muse**

  Example 6: **??use** will match the words **cause**, **house**, **rouse**, **abuse**, **cruse**, **mouse**, etc

  Example 7: **G123** will match any verse where the Strong number **G123** appears.

- AND - matches the words both to the right and left of the operator. The ampersand (**&**) can also be used instead of this operator.

Example: **Jesus AND Christ** will match those verses in which both **Jesus** and **Christ** occur.

- OR - matches at least one of the words to the right and left of the operator. The pipe (**|**) can also be used instead of this operator.

  Example: **Jesus OR Christ** will match those verses in which **Jesus** or **Christ** occurs.

- NOT - negates the word following it. The tilde (**~**) can also be used instead of this operator.

  Example: **NOT devil** will match those verses which do not contain **devil**.

- NEARv - matches the search terms to the left and right of the operator that occur within a specific number of adjacent verses. The default number of adjacent verses is 3. This can be changed in the Options tab. You can also change the number of adjacent verses for a single search by adding the number of adjacent verses after the **v**. See example 2 below. The number sign (**#**) can also be used instead of this operator (e.g. **#8**).

  Example 1: **Jesus NEARv Christ** will match occurrences of **Jesus** and **Christ** within 3 verses (default) of one another.

  Example 2: **Jesus NEARv8 Christ** will match occurrences of **Jesus** and **Christ** within 8 verses of on another.

- NEARw - matches the search terms to the left and right of the operator that occur within a specific number of consecutive words. The default number of adjacent words is **30**. This can be changed in the Options tab. You can also change the number of adjacent words for a single search by adding the number of adjacent verses after the **v**. See example 2 below. The at sign (**@**) can also be used instead of this operator (e.g. **@8**).

  Example 1: **Jesus NEARw Christ** will match occurrences of **Jesus** and **Christ** within **30** consecutive words (default).

  Example 2: **Jesus NEARw8 Christ** will match occurrences of **Jesus** and **Christ** within **8** consecutive words.

- XOR - matches those verses that contain exactly one of the search terms (and not the other) to the left or right of the operator. The caret (**^**) can also be used instead of this operator.

  Example: **Jesus XOR Christ** will match those verse that contain **Jesus** but not **Christ** or **Christ** but not **Jesus**.

- TR - used to perform searches on Strong's Numbers and their translations. To the left of the operator should be a Strong's Number (H2345, G354) or any other valid expression, and to the right should be an expression to search to see if the given Strong's Number is translated as such. "TR" means "translated" and this is how this operator functions. It can also be combined with other operators to perform different functions. See examples. The greater-than sign (>) can also be used instead of this operator.

  To better understand how this operator works consider the following case: In the KJV, in Gen. 1:6 we find the phrase **Let there be a firmament** which is mapped to Strong number **H7549**. Suppose that we have the expression **expr1 TR epxr2** to evaluate. The **expr1** will be evaluated again the **H7549** (as simple text), and then **expr2** will be evaluated against the **Let there be a firmament** text. In order for the whole expression to be true, both **expr1** and **expr2** must be true. So, **H7549 TR firmament** will match, **H7549 TR (let AND be)** will match, **H7549 TR firm*** will match. Remember that the TR operator is evaluated in reality for each combination of **Strong number <-> Word/ Phrase** for each verse (this is why such searches can be slower).

  Moreover, the right operand/expression of the TR operator can be a morphology expression (**m/**). In that case, the **m/** operator is evaluated against the associated parsing and lemma information of

the word associated with the Strong number (this is available in modules where both Strong numbers and Morphology parsing are available); (See below how the m/ operator is used):

Example 1: **G2962 TR master** will match those verses in which the Greek word **κύριος** is translated as **master** (example from KJV module).

Example 2: **G2962 TR NOT lord** will match those verses in which the Greek word **κύριος** is not translated as **lord** (example from KJV module).

Example 3: **NOT G2962 TR lord*** will match those verses where the word **lord** exists in a verse but **G2962** is not used for its translation (example from KJV module)

Example 4: **G1096 TR m/V*3S** will match those verse where the **G1096** Strong number (the word **γινομαι**) appears in the **3**rd person **S**ingular (any tense) (example from TR module)

Example 5: **G1096 TR m/V-???-[23]P** will match those verse where the **G1096** Strong number (the word **γινομαι**) appears in the **2**nd or **3**rd person **P**lural (any tense) (example from TR module)

- m/ - used to perform searches on morphology data (grammar) and lemmas (roots) of original language texts. Morphology data are coded with English letters (e.g. V-AAI-4SS, @ncmsa) where each one letter represents a grammatical part of the structure of the word (e.g. **v** is usually used for **v**erb, **n** for **n**oun etc). Not all modules that contain such information use the same notation (The RMAC module contains the analysis of these tags as they are found in the original Greek texts such as TR, WHNU, Byz, Tischendorf). The general form of the search pattern for this operator is "**m/ lemma@tag**" (**@** can be replaced with **%** for Aramaic words: when omitted, **@** is assumed). The **lemma** may also be omitted (the **lemma** information is not present in all modules: if absent, lemma search tags are also ignored). The ***** and **?** operators can be used for **any number of chars** and **single char**. Also, square brackets can be used for a character class (e.g. **[mf]** means either **m** or **f** for a specific character position). Morphological searches are basically string matching searches on the lemma and morphology tag. Searches on the morphology tags are case sensitive if this is defined in the module (irrespective of the **Ignore case** setting). The **m/** tag may also be used as the right operand of the TR operator in order to combine Strong's numbers and morphology characteristics (see above).

  Examples from the Greek NT (TR - Textus Receptus, WHNU, etc)

  Example 1: **m/N-NSF** finds all **N**ouns in **N**ominative **S**ingular **F**eminine form (run the example in the TR or WHNU module)

  Example 2: **m/N-*** finds all **N**ouns

  Example 3: **m/V-???-3?** finds all **V**erbs in **3**rd person

  Example 4: **m/V-A??-?S** finds all **V**erbs in **A**orist in **S**ingular (any person)

  Example 5: **m/γεννάω@*** finds all verbs whose lemma is **γεννάω** - notice that the module MUST contain the lemmas

  Example 6: **m/γεννάω@?-???-3P** finds all verbs that whose lemma is **γεννάω** and appear in the **3** rd **p**lural

  Example 7: **m/γ*@N*** finds all words whose lemma starts from **γ** and are **n**ouns

  Example 8: **G1080 TR m/V-???-3P** finds all words(**v**erbs) with **G1080** Strong's number that are **v** erbs in the **3**rd **p**lural

  Example 9: **G80 TR m/N-D??** finds all words(**n**ouns) with **G80** Strong's number that are in **D**ative case

Examples from the Hebrew OT (Westminster Hebrew Morphology module)

Example 1: **m/@v*** finds all **v**erbs of Hebrew origin (notice the **@**)

Example 2: **m/v??3*+Rq** finds all **3**rd **p**erson **v**erbs, **Q**ere readings only, Hebrew or Aramaic (notice no **@** or **%**, so both included)

Example 3: **m/%*+Nq** finds all Aramaic lemmas (notice the **%**) with the **N**ote **q** (different Ketiv/ Qere relative to BHS).

Example 4: **m/n*s*+*** finds all **s**ingular **n**ouns

Example 5: **m/□□□@*** finds all words forms whose lemma is □□□

Example 6: **m/□*@[na]*** finds any Hebrew **n**oun or **a**djective starting with the letter □

- ( ) - used to group sub-expressions and assign priorities to the operators. By default, all operators are evaluated left to right. Using parenthesis can change that order

  Example 1: **(Jesus AND Christ) OR (Peter AND Paul)** matches the verses that contain both **Jesus** and **Christ** or both **Peter** and **Paul**.

- " " - used to search an exact phrase.

  Example: **"Jesus Christ is Lord"** matches the exact phrase. If you omitted the double-quotes, depending on your selected default boolean search operator (see below), it would be treated as **Jesus AND Christ AND is AND Lord** or **Jesus OR Christ OR is OR Lord**.

Regular expression searches

The term Regular Expression refers to a specific syntax that is used to express text queries. Although it can be quite complex, the basics are essentially relatively simple. The Regular Expression syntax is very powerful and allows for very specific searches if ones knows how to use. You may read the complete Regular Expression Syntax.

Quick explanation

A regular expression is a pattern that is matched against a subject string from left to right. Most characters stand for themselves in a pattern, and match the corresponding characters in the subject. As a trivial example, the pattern

```
The quick brown fox
```

matches a portion of a subject string that is identical to itself. The power of regular expressions comes from the ability to include alternatives and repetitions in the pattern. These are encoded in the pattern by the use of “meta-characters”, which do not stand for themselves but instead are interpreted in some special way.

There are two different sets of meta-characters: those that are recognized anywhere in the pattern except within square brackets, and those that are recognized in square brackets. Outside square brackets, the meta-characters are as follows:

```
  \     general escape character with several uses
  .     match any character
  ?     matches zero or one time(s) the preceding character/expression.
  *     matches any number of times the preceding character/expression.
  +     matches one or more time(s) the preceding character/expression.
{x,y}   matches one or more of the preceding character/expression between x and y
times
 [ ]    Matches any single character, or range in the brackets (character class)
  |     start of alternative branch (or)
```

```
 \d     matches any decimal digit
 \D     matches any character that is not a decimal digit
 \s     matches any white space character
 \S     matches any character that is not a white space character
 \w     matches any "word" character (A "word" character is any letter or digit or
the underscore character, that is, any character which can be part of a "word")
 \W     matches any "non-word" character
 \b     matches at a word boundary
 \B     matches when not at a word boundary
Part of a pattern that is in square brackets is called a "character class". In a
character class the only meta-characters are:
  \     general escape character
  ^     negate the class (not)
  -     indicates character range
  [     starts a character class
  ]     terminates the character class
```

Examples

Just using the above meta-characters, it is very easy to perform complicated searches:

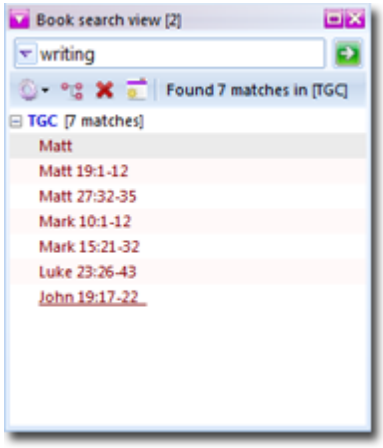
- **Jesus|Christ** will match any verse that contains the word **Jesus** OR the word **Christ** (notice that the symbol **|** is used as an **OR**, e.g. match one **OR** the other)
- **\buse\b** will match the word **use** but will not match words that contain the letters **use** in the middle of the word (e.g., it will not match the words **because**, **used**, **house**, etc). Notice that the sequence **\b** matches a word boundary (e.g. the beginning or end of a word).
- **\Buse** will match the words **cause**, **confused**, **house**, etc but it will not match the words **use**, **used**, etc. Notice that the **\B** (capital **B**) sequence matches when **NOT** at a word boundary, so no word that start with use will be returned
- **Jesus.*Christ** will match a verse that contains the words **Jesus** and **Christ** in that given order. Notice that the **.*** sequence means: **.** (dot) means any character, ***** (star) means this character any number of times. So the sequence **.*** matches every sequence of characters. So, in order for a verse to match this given phrase, the words **Jesus** + **<any number of characters>** + **Christ** shall be matched.
- **Jesus.*Christ|Christ.*Jesus** will match those verses that contain both words **Jesus** and **Christ** in any order. Actually, this phrase can be read as: **Jesus <followed by> Christ OR Christ <followed by> Jesus** which is equivalent to **Jesus** AND **Christ**
- **Jesus.{1,10}Christ** will match those verses that contain the words **Jesus** and **Christ**, in that order but not more than 10 characters away. Notice that the "**.**" (dot) means **any character** and the phrase **{1,10}** means that this **any character** may be repeated between 1 and 10 times.
- **abrah?a?m** will match those verses containing the word **Abram** or **Abraham**. Notice that the letter **h** is followed by a question mark (**?**), which means that it matches **0** or **1** times. The same applies for the second **a** (followed by a question mark).
- **abra(ha){0,1}m** matches also **Abram** or **Abraham**. This syntax is almost identical (as to the result) to the previous one. Notice that the phrase **ha** (enclosed in parenthesis) is followed by a quantifier that defines that this phrase may be matched **0** or **1** times.
- **(god|man).*created** will match those verses that contain the word **god** or **man**, followed by the word **created** any numbers of characters away. Notice that the parentheses are used to group the expressions **god** and **man**.

Book Search View

Overview

The Book Search View gives you the power to search the entire remainder of your module library, the non-Bible modules. The color code for this View is purple. A new Book Search View can be made by simply pressing the shortcut F9. The Book Search View function very similar to the Bible Search View, however it is somewhat more simple. You may hover over any result in the results tree to see the entire matched topic in a tool tip (the tool tip appears only if you hover your mouse exactly over the text of the topic: moving your mouse on the white space area of the results list allows you to navigate without seeing any popups).

TIP: Based upon your search terms and options, the Book Search View will index your modules before performing a search. This indexing will **only** occur if the module has never been searched, or the module has been updated since the last search. Please note that book modules are sometimes very large, much larger than Bible modules. Indexing them before searching the first time may take a long time, depending on your computer's hardware. **Please be patient.**

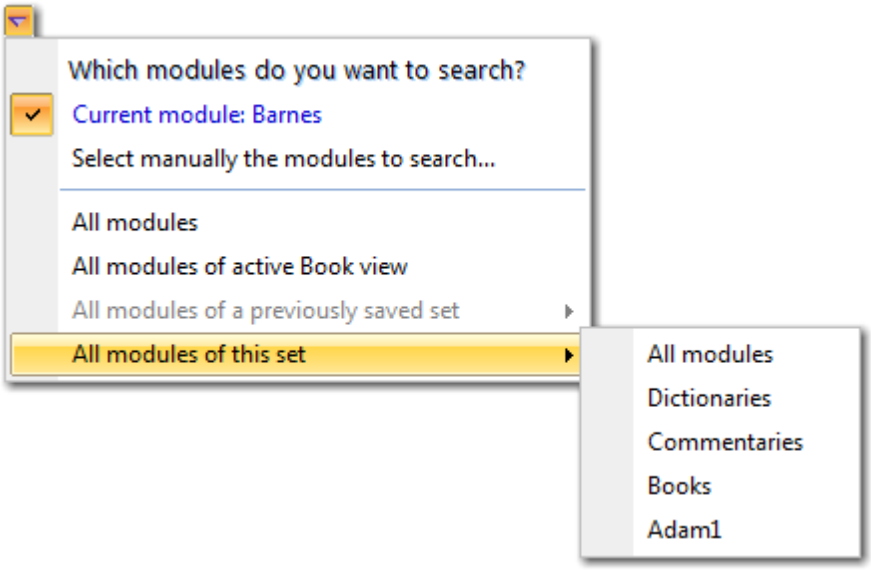


Book Search View

TIP: Searching a lot of Books may take a considerable amount of time to complete; to cancel a running search you can press the ESC on your keyboard.

Choosing Modules to Search

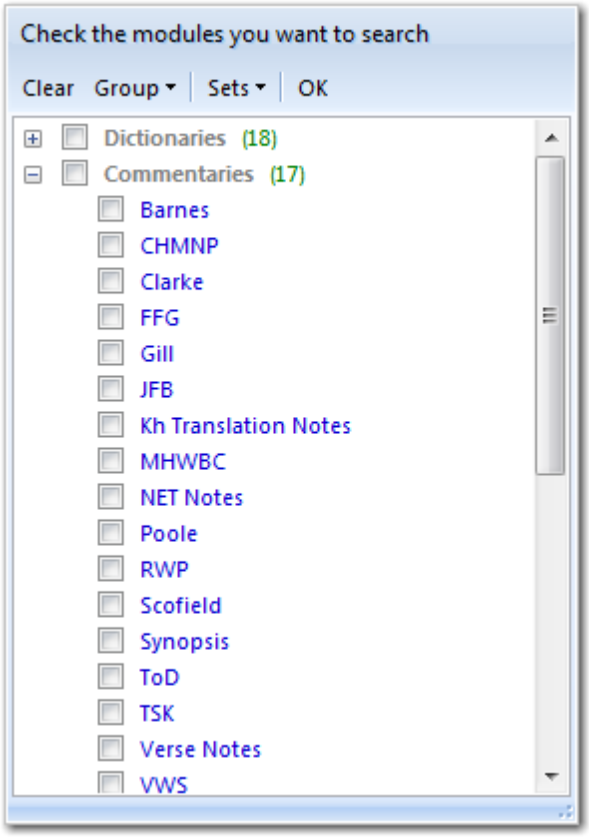
The Book search view allows you to search more than one modules at a time. The dialog to choose which book modules to search can be found at the down arrow to the immediate left of the search input box.



Module Selection Menu(s)

From these menus you may select exactly which modules you would like to search based upon the terms you type in the search term input box. By default, the View will search the currently active module only.

Select manually the modules to search... will display another menu to allow you to check the modules you would like to search. See below.



Manual Module Selection Menu

In this menu, simply check the modules that you would like to search for this particular instance. The modules can be grouped by type, alphabetically, or without grouping. You can also save module sets from this menu as well. Once done, press **OK**.

Back in the Modules Selection Menu, you may also search **All modules**, **All modules in active Book**

View, or a particular module set.

- **All modules** will search all modules installed on your computer.
- **All modules in active Book View** will search only those modules that are available in your currently active Book View.
- **All modules of this set** will search only those modules in the defined module set that you choose.

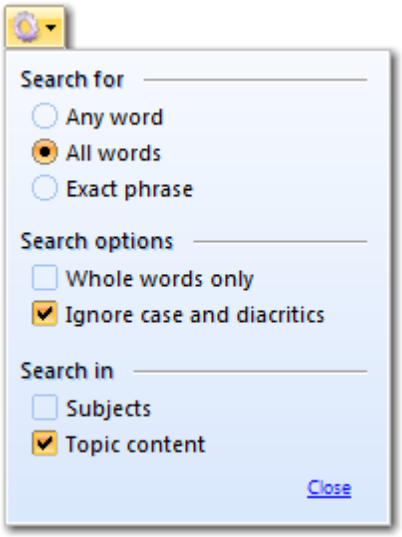
Creating subsets/collections of your library for effective searching

When your library starts to grow, it makes sense to start organizing your Books in modules based on a specific category (e.g. Theology, Apologetics, etc). One way to do this is by using the Module Sets functionality that is available from the Book View. All Module Sets that you have defined there are also available as collections when you want to limit your searching to a sub-set of your library.

The Book search view allows you to create extra Search Sets that are only used for searching: these are the sets created from the **Select manually the modules to search...** dialog. These sets, although quite similar in concept to the Module Sets, they are used exclusively for the Book Search view.

> **TIP**: Do not confuse the **Module Sets** with the **Search Sets**! Although both are in essence a pre-defined collection of modules, they differ in the following:
>
> **Module Sets** are created from within the Book view Module Sets dialog and can be used to limit a search but also as the collection of modules visible on a Book view; they are more versatile since they can be defined in a 'virtual' manner (e.g. all Commentaries), without defining the exact modules.
>
> **Search Sets** are only created and used in the Book search view, and they are comprised of a fixed set of modules.

Book Search View Options



Book Search View Options

Search for:

- **Any word** - matches any one or more of the search terms.
- **All words** - matches only the occurrences of all of the words in the same topic.
- **Exact phrase** - matches the phrase exactly as entered.

Search options:

- **Whole words only** - matches only whole words, not partial words. For example, with this selected, when searching for **believe**, the View will also match "believeth", "believest", etc.
- **Ignore case and diacritics** - ignore the presence of diacritical marks or capitalizations. For example, if you searched for jonah, with this option checked, the search would match "jonah", "Jonah", and "JONAH", etc. This option will also ignore accents from Greek and Hebrew text.

Search in:

- **Subjects** - includes the topic titles in the search.
- **Topic content** - includes the topic content in the search.

The Auto-expand Nodes icon will automatically expand all notes in the results tree.

Navigating through the search results

Once you click on an entry in the search results list, a Book view will display the corresponding topic. The search phrase/word will appear in the Book view with a red curly underline and yellow background. If the topic contains more than one instances of the phrase/word, all of them will be highlighted. To navigate through these you can use the **Locate the next search match** icon () on the Book view toolbar. Alternatively, you can use the following keyboard shortcuts of the Book view:

- CTRL+SHIFT+UP ARROW to move to previous match within the topic
- CTRL+SHIFT+DOWN ARROW to move to next match within the topic

Bible Tree

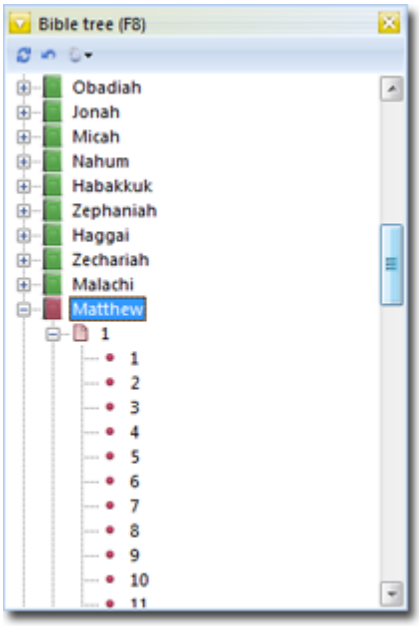
Overview

The Bible Tree is a view that provides an additional way to navigate through the Bible. The contents of the Bible are presented in a tree view so that you expand or collapse the tree to see the various chapters, verses, etc. You may access the Bible Tree in three ways:

1. Show/Hide Bible Tree icon on the View Options toolbar.

2. Keyboard shortcut F8.
3. Main menu: **View -> Bible tree**.

Using the Bible Tree



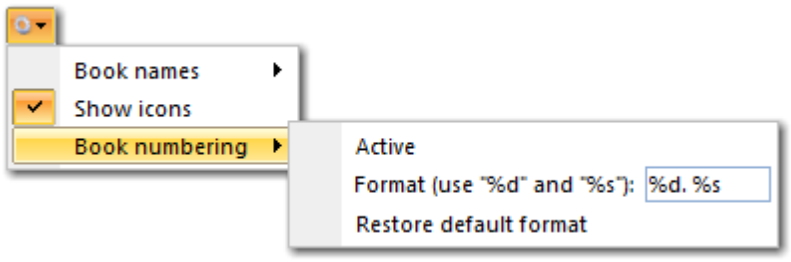
Bible Tree

As you can see, the Bible Tree presents all the books of the Bible, their chapters and verses in a tree view. You may hover over any verse and see its text in a tool tip. Also, you may click on a book name, chapter number, or verse number and the active Bible View will jump to that book, chapter, or verse, respectively.

The first icon in the toolbar reloads the tree. It will collapse all nodes and reset the tree to a completely collapsed state.

The second icon synchronizes the Bible Tree with active verse in the Bible View. It will **not** change the verse in the Bible View; it will change the Bible Tree to match the active verse in the Bible View.

The final icon in the toolbar shows the Bible Tree Options. The Bible Tree has several options, as shown below:



Bible Tree Options

Book names allows you to cause the Bible Tree to show full book names or abbreviated ones. For example, **Genesis** or **Gen**.

Show icons determines if the book, paper, and square icons are displayed next to the book, chapter, and verses, respectively.

Book numbering refers to number the books of the Bible in the Bible Tree. For example, **1. Genesis, 2. Exodus**, etc. If **Active** is checked, the numbers are displayed. You may customize the way the numbering is displayed in the **Format** menu selection. **%d** represents the digit and **%s** represents the book name. You may also restore the default numbering format via the last selection.

> **TIP**: if you right-click on a Book node, you will get a popup menu with all the chapters of this book. If you right-click on a chapter node you will get a popup

menu with all the verses of this chapter. This is an alternative way to use the Bible tree!

View synchronization

Overview

View synchronization is a feature that attempts to bring you related material as you study the Bible or read a book. The main idea behind it is to use the current Bible view as a starting point and try to update all available Book views to display topics that are related to the current verse and word you are reading (**Type 1**). A secondary function is to update the current Book view tabs with indicators (colored dots) that show you whether other modules on the same view have relevant information (**Type 2**).

TIP: Do not be confused with the 2 different types of synchronization:

- **Type 1** synchronization occurs when you work on the Bible view and affects all Book views, depending on options (see below)
- **Type 2** synchronization occurs when you work in a single Book view and only affects the module tabs of this same view: it only occurs whenever you change the current topic on your Book view.

Whenever the **Type 1** synchronization occurs, the **Type 2** occurs also, but not the other way round.

TIP: The information in this topic also explains how theWord reacts when you click on a link (e.g. a Strong number, a link to a topic in a dictionary, etc). A link is like a special type of synchronization: a view needs to react to display the topic you clicked on.

TIP: All the *Lookup...* menus (they can be found when right-clicking on a word in a Book view, in a Bible view or in a topic in the Topic List of a Book view), work with this same logic. Please, read the How word lookups are performed for more information.

Remember that these menus are treated like links, e.g. theWord tries to find a book view to display the content.

Type 1 synchronization

There are two pieces of data that are used to provide relevant information as you read through your Bible:

1. The **current verse** you are reading (the current verse has a gray shadow by default; you change the current verse by clicking on another verse, or scrolling your mouse wheel depending on relevant options).
2. A word you click on in the Bible view (called from now on **current word**) - notice that in that case a click on a single word may cause a synchronization on more than one piece of information; see below Example 2.

These two pieces of information are used to update your book views in the following way:

1. The **current verse** is examined within all available commentaries you have installed to see if there is relevant information.
2. The **current word(s)** is searched through the topics of all available non-commentary modules (including general books, dictionaries, maps, etc).

Now, depending on the options set on each book view, the following might happen:

- The current topic of your current module changes in order for the relevant information/topic to be displayed
- The module tabs of your book view are updated with some colored dots (e.g. , ,) on the top-right that give feedback on whether the module has related information or not (a yellow light also appears, depending on options).

The whole behavior is controlled from the **Synchronize icon** that you can find on the book view toolbar (the red paper clip icon ). In order for any book view to be synchronized this icon **should be checked/pressed**. If you click on the small black arrow on the right you will get three options:

1. **Link commentaries** allows you to set whether this book view will be synchronized on the **current verse**
2. **Link dictionaries/books/maps** allows you to set whether this book view will be synchronized on the **current word(s)**
3. **Link this view even if inactive** allows you to set whether this book view will be synchronized only when it is the active one, or even if it is inactive.

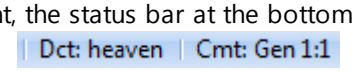
Type 2 synchronization

This only occurs within a single Book view whenever you change the current topic. What happens here is that all other module tabs of the same book view are updated with the colored dots described above to show whether they have relevant information to what you read. The only difference is that in that case:

1. The **current verses** changes when you display a topic of a commentary (so the **current verse** becomes the commentary entry)
2. The **current word** changes when you display a topic of a non-commentary (so the **current word** becomes the subject of the book entry).

The **Synchronize icon** settings are irrelevant in that case since only the red-dots are affected with this type of synchronization.

Status Bar indication

At any moment, the status bar at the bottom of the main window will display the **current verse** and **current word**: 

The **Dct** entry is updated from both **Type 1** and **Type 2** types. The **Cmt** entry is updated only from **Type 1** actions.

What do the colored dots , , mean?

These dots appear on the book view buttons/tab on the tab bar, and indicate whether the associated module has relevant information to the **current verse** or **current word.** Notice that there are total six dots, 3 pairs: The different colors (blue, red, green) are just used to match the color coding used for the tab button text (that changes according to the module type). Yet, for each color there are two different shades, a **dark** one and a **light** one. The **dark** one is used when there is a direct match on the **current verse** or **current word** being examined, the **light** one when there is an indirect one.

In the case of non-commentary modules, the faded dots will appear only if the **Fuzzy matching for**

topics option is turned on. You may also read the topic How word lookups are performed to get an idea of how the Fuzzy option affects word matching.

The following table summarizes the cases:

Dot	Color	Used for	Meaning
	Blue	Commentaries	The commentary contains a comment for the current verse precisely
	Light blue	Commentaries	The commentary contains a comment on a passage that includes the current verse (including book and chapter level comments)
	Green	General Books	The Book has a topic that matches exactly
	Light Green	General Books	The Book has a topic that matches using the Fuzzy logic
	Red	Dictionaries	*Same as Books*
	Light Red	Dictionaries	*Same as Books*

What about the yellow glows?

The yellow glow that appears on the button tabs is just an extra optional indication to help you identify more easily the modules that have a match on the current verse or word. It can be turned on/off from the **Highlight buttons' background for matching modules**. There are two different shades of the yellow glow, that represent the two different types of match that are available (according to the table above):

Remember, that the different colors of the dots have no meaning other than identifying the module type (e.g. commentary, dictionary, general book, etc). **The only two different states that you need to differentiate are the dark glow/dots and the light glow/dots:**

- **Dark** is always used for exact matches (more relevant information)
- **Light** is always used for fuzzy matches (less relevant information)

How commentaries are synchronized

Type 1: A commentary is a module that has content related to a verse, a range of verses (passage), a chapter or a book of the Bible. The View Synchronization feature works only for **verse** and **passage** comments. Let's suppose that you have a commentary that has comments for **Gen 1:3-10**; **Gen 1:8-10**; **Gen 1:9**; **Gen 1:9-20**. Now, as you change the current verse of the active Bible view, the commentary will display:

Verse in Bible view	Commentary synchronized on	Colored dot displayed
Gen 1:1	- (no comments on this)	
Gen 1:3	Gen 1:3-10	
Gen 1:7	Gen 1:3-10	
Gen 1:8	Gen 1:8-10	
Gen 1:9	Gen 1:9	
Gen 1:10	Gen 1:9-20	
Gen 1:11	Gen 1:9-20	

Notice that a **verse** level comment is preferred over a **passage** level comment (see Gen 1:9: there are

matching topics: one for topic on Gen 1:9 and one for topic on Gen 1:9-20).

Type 2: The logic is identical with **Type 1**, the only difference is that the current verse changes when you change the topic of a commentary. The colored dots on the tab bar are updated to display if other commentaries have relevant information according to the table above.

TIP: Consider the following case (Cmt stands for commentary):

- CmtA with an entry on Gen 1:3-5
- CmtB with an entry on Gen 1:2-6
- CmtC with an entry on Gen 1:2

Your book view displays the CmtA and you click on **Gen 1:4** on your Bible view, so:

- CmtA will display a light dot (passage match for Gen 1:3-5) and will jump to display that
- Cmt B will display a light dot also (passage match for Gen 1:2-6)
- CmtC will display no dot

Let's say that you now click on the CmtB tab, so you see the entry for Gen 1:2-6 of CmtB. Now, the question is what happens to CmtC when you click on the CmtB module tab? The two possibilities are:

1. CmtC should sync now on Gen 1:2, since in your Book view you now see CmtB on Gen 1:2-6, so the driving verse is Gen 1:2
2. CmtC continue to be synced to Gen 1:4, since this is the originating verse.

The answer is that theWord behaves according to the logic in case 2. The paradox here is that in front of you, you now see CmtB, it displays the entry on Gen 1:2-6, yet CmtC has NO colored dot to indicate that it also has a comment on Gen 1:2. The reason is of course that the Type 2 synchronization happens only when you change the current topic on the book view.

If the logic worked according to case 1, you would not be able to really go through all the commentaries on your Book view to see what each one has to say for Gen 1:4, which was the original verse that you clicked on your Bible view.

How books are synchronized? (books refers to all non-commentary modules)

The logic is identical to the one used for commentaries. Reading the example below will help you understand how this is helpful

The dark/light dots are displayed according the to **Fuzzy matching for topics** option (if this is off, only dark dots appear). You can read the How word lookups are performed topic on how the matching occurs.

A notice on clicking on word links in the Bible view and elsewhere

Apart from the Bible text, the Bible view may also display several links (like Strong numbers, Morphology codes, Commentary links) which, when clicked, will cause a Book view to display the target topic. In a very practical way, clicking on a link is very similar to syncing to the **current word**. The major difference is that when you click on an actual link, theWord may need to resort to **change the current module** of one of

the book views in order to display the content (if no book view exists, a new one will be created; if none of the current book views can display the target of the link -due to settings-, a message will ask you whether you want to create a new view to do so)! Remember, that **standard view synchronization will never cause the current module of any book view to change**!

> **TIP**: Keep in mind, that when you click a word that is a link (e.g. a Strong number), theWord tries no matter what to display the target (think of it like commanding the program to try to respond to your request);
>
> When clicking on a non-link word in the Bible view theWord will do nothing if the current settings do not allow any action to be taken.

Two exceptions/additions on matching

There are two important exception on the how theWord performs the matching:

1. In case you click on a word in the Bible view and the module has associated lemma information for this word (this can only exist for original languages modules), then the matching will be performed using the lemma, and not the actual word.
2. When matching words against dictionaries marked as containing strong definitions which also contain the word lemmas corresponding to the definitions (all official Strong dictionaries modules have this information), then the matching is performed on the actual topics (e.g. H1, H2, H3, ..., G1, G2, G3, ...) but also on the lemmas (original words). This is very useful since it allows to sync original word modules that have no strong indices with the strong dictionaries.

Putting it all together - examples

Keep in mind that **Type 1** synchronization causes the current topic to be changed when clicking on a word/verse. Also, when clicking on a link the current module may also change to display the target. These techniques can be proved very useful in order to use multiple book views and synchronize each one with a different module.

The following examples use standard modules and abbreviations that should come with a default installation of the program. It is a good idea to try out some of these examples since they will give you valuable ideas on how you can organize your views and use the potential behind this mechanism.

To follow the examples, remember that:

- **Sync on/off** means that the **Synchronize icon**  is pressed/checked
- **Link Cmts on/off** means that the **Link commentaries** option is checked (click on the black arrow above to see the popup menu)
- **Link Dcts on/off** means that the **Link dictionaries/books/maps** options is checked (click on the black arrow above to see the popup menu)
- **Link EiI on/off** means that the Link this view even if inactive option is checked (click on the black arrow above to see the popup menu)

Example 1: syncing on Strong and Morph codes, 2 commentaries following

Setup (omit some book views at a time to make it simpler):

- One Bible view with TR, make sure Strong and Morph links are displayed (see Bible view options)
- One Book view (1) with Mickelson/Strong, **Sync on**, **Link Dcts on**, **Link EiI on**
- One Book view (2) with Thayer, **Sync on**, **Link Dcts on**, **Link EiI on**

- One Book view (3) with RMAC, **Sync on**, **Link Dcts on**, **Link EiI on**
- One Book view (4) with TSK, **Sync on**, **Link Dcts on**, **Link EiI on**
- One Book view (5) with Gill, **Sync on**, **Link Dcts on**, **Link EiI on**

Try:

- Click on a strong number: Book view 1 and 2 jump to display the definition
- Click on a morph code: Book view 3 jumps to display the definition
- Click on a verse (e.g. Matt. 1:1): Book views 4 and 5 will jump to that verse.
- Click on Matt 1:2: Book views 3 and 4 follow.

  Notice: Since Strong numbers are links, even if none of the Book view 1 and 2 where displaying a dictionary capable of displaying strong numbers, one of the two would be used to do so. Remember, clicking on a link is like 'commanding' theWord to display the content.

Now, click on Book view 4 and 5 and turn off the **Link EiI**. Now, click again on Matt 1:1, Matt 1:2, ... Notice that ONLY if one of the Book views 3 and 4 is active it will follow you.

Now, turn off the **Sync** from Book view 1 and change the module of both Book view 1 and 2 to something else. Click on the strong number again and you will notice that Book view 2 will switch to Mickelson to display the Strong definition. Book view 2 has still **Sync on**, so it will be used.

Now turn off **Sync** from Book view 2 also and change the modules to NOT display Mickelson: click again on the Strong link and you will notice that theWord asks you to use a Bible view to display the definition.

Example 2: syncing on Strong and actual word on a single click

An interesting feature of theWord is that it can hide Strong numbers, Morph codes and lemmas behind the words (see Bible view options and check the **Show no link, just show in a popup the ...** option in the **Strong's number** and **Morphology codes** pages). In this case, clicking on a word in the Bible view actually sets the current word according to the Bible view options -> Word click options settings.

Setup:

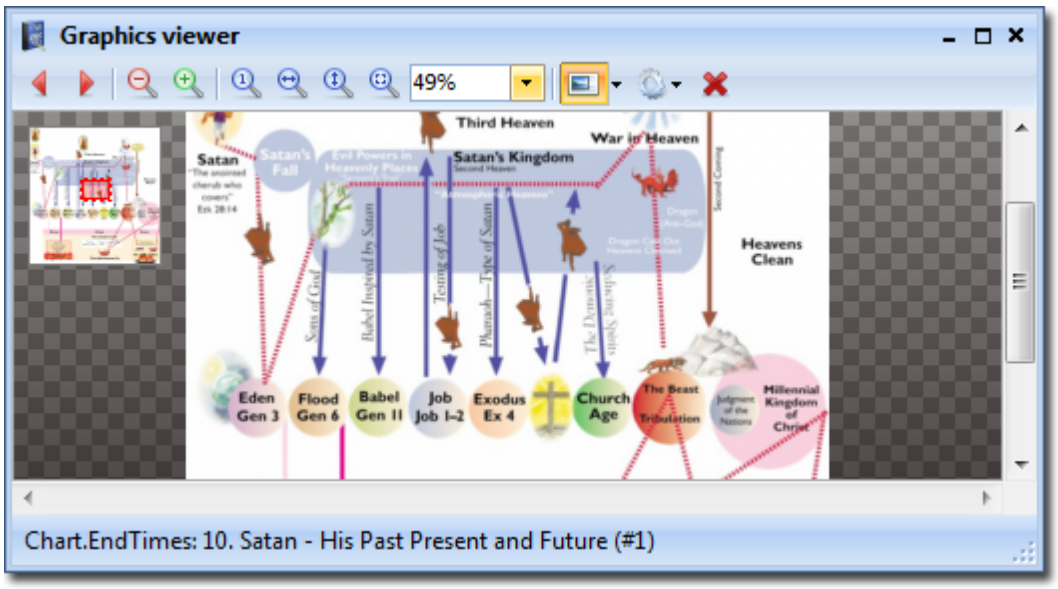
- One Bible view with KJV: Strong numbers should be on, yet with the **Show no link, just show in a popup the ...** option checked, they should not be displayed
- One Book view (1) with Mickelson/Strong, **Sync on**, **Link Dcts on**, **Link EiI on**
- One Book view (2) with ISBE, **Sync on**, **Link Dcts on**, **Link EiI on**

Go to Matt. 1:1 and click on the 4th word *generation*. Notice that one Book view will show the Strong's number, while the other one will display the topic *Generation* from ISBE.

Overview

theWord includes an integrated graphics/image viewer that can display images embedded in modules. To open the graphics viewer you may:

- double click on an image
- right-click on an image and select **Image** -> **Display in Graphics Viewer**
- Click on the Image button () that appears when you hover your mouse over an image and select **Display in Graphics Viewer**



Graphics Viewer window

Unlike the other views, the Graphics Viewer is an independent window, with a different button on the Windows taskbar to control it (this means you can minimize it separately from the rest of the program). It supports zooming, panning, smooth resizing and image navigation among all images of the current module.

The bottom area of the Graphics viewer displays the **current module** and **current topic** to which this image belongs to. In the parenthesis there is the index of the image within the topic (notice the **#1** above). This index increases only if there are more than one images within a topic.

On the top-left area of the viewer a thumbnail of the image appears if the image cannot fit the viewer window. When you move your mouse over the thumbnail, a red rectangle appears which you can drag around in order to move the actual image within the window. You may also drag the image with your mouse for panning.

Graphics Viewer toolbar

The Graphics viewer toolbar appears at the top of the Graphics Viewer window. The following functions are available:

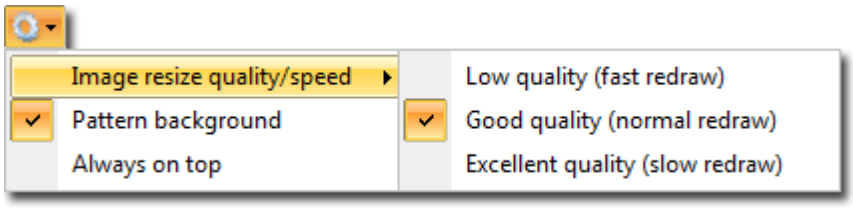

Moves to the next/previous image of the current module. This function scans sequentially the module starting for the current topic and current image until it finds the next/previous image and displays it. If a topic has more than one images, this function will navigate to the next previous image within the same topic. If there are topics with no images they will be skipped, until the next topic that contains an image is found.


Zooms in/out the image. You can also perform a quick zoom in/out by holding down the CTRL key and scrolling the mouse wheel.

These buttons specify how the image is fitted in the viewer; First one

is for **Actual view** (e.g. no zoom in/out), second is to **fit** the image to the viewer window **width**, third is to **fit** the image to the viewer window **height**, **fourth** is to fit the image in **both the width and height** of the viewer window. The Zoom percentage drop down allows arbitrary zooming to be set.

 Decides whether the viewer thumbnail is visible or not. Clicking on it toggles the visibility of the thumbnail. Clicking on the small black down-arrow brings up a menu that allows you to control the thumbnail size and it's transparency level.



The **Options** button allows you to set the following:

- **Image resize quality/speed**: controls how images are resized: you may experiment with the settings here to see how your computer handles the resizing. In general, modern computer can handle quite fast even the **Excellent quality** setting.
- **Pattern background** decides whether the background of the image will be white or a pattern black-gray checker-like background. This setting is important if you have transparent images: you may need to adjust if you cannot see through very well.
- **Always on top** causes the Graphics viewer window to always stay on top of the main window, even when it gets de-activated.

 Closes the Graphics Viewer window. You can also close the windows by pressing the ESC key.

Overview

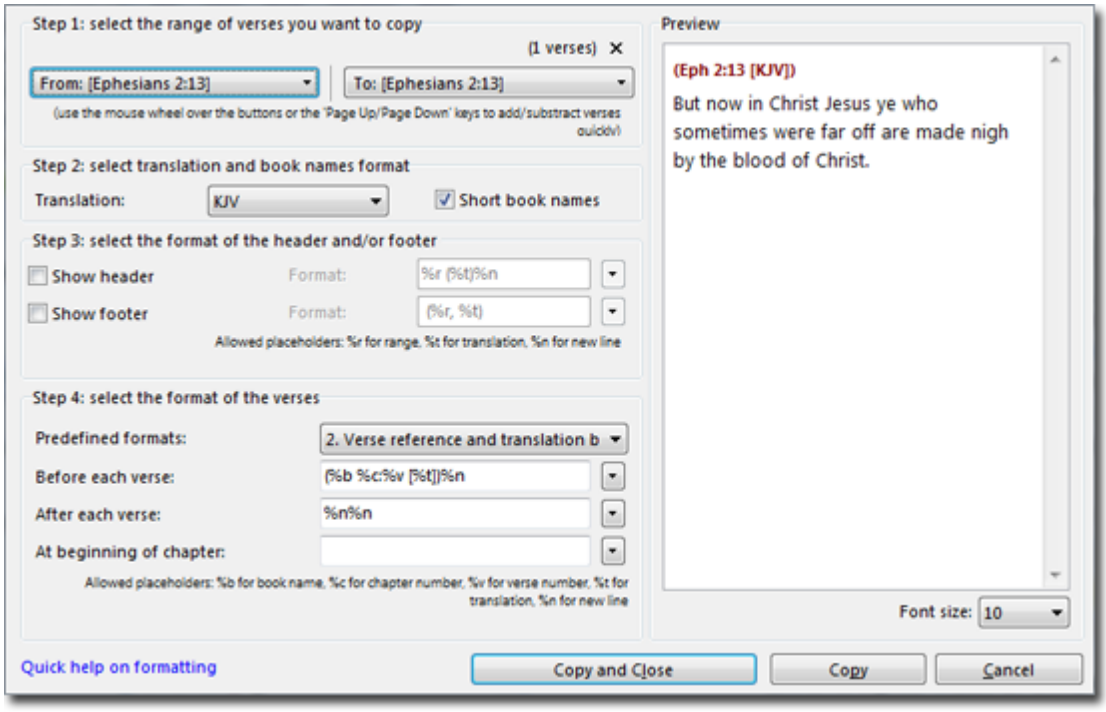
One of the most beneficial features of theWord is the extensive and customizable ability to copy Bible verses. There are numerous ways to do this:

1. Right-click on a Bible verse in the Bible View. From the menu there are several selections for copying.
2. Via the Copy Verses dialog. This dialog can also be found in Bible View right-click menu or from the Bible View Options.
3. Via the Clipboard Monitor.
4. Keyboard shortcut CTRL+C to copy the active verse or selection (if a selection has been made).

TIP: If you select with your mouse some verses in the Bible view before displaying the Copy Verses dialog, then the selected range will appear in the **Step1** buttons! The first and last verse of your selection need not include the full verse test; even a partial select will include them in the range.

Copy Verses Dialog

The Copy Verses Dialog is the place customize the way in which theWord will copy Bible verses to the clipboard. The settings are saved so that every time that you copy verses after changing the settings, theWord will copy them according to your chosen settings. The Copy Verses Dialog is also the place to perform advanced range copying and formatting. See the dialog below.



Copy Verses Dialog

As you can see, there is an easy step-by-step process to copy Bible verses in an advanced way. At the left, you can see a preview pane that displays exactly what your copied verse will look like when copied. A simple paste command in Microsoft Word will display the verses as the preview pane shows them. At the bottom of the preview pane, you can change the font size of your copied verses.

Step 1: Selecting Verses

Simply select the beginning and ending range of the verses you want to copy. You may also mouse over the drop-down boxes and use the mouse scroll wheel to rapidly change the verse or use the PAGE UP/ PAGE DOWN key. Yes, you may copy the entire Bible at once. This is not possible, however, only modules that have a restriction because of copyrights.

Step 2: Selecting Translation

Simply select the translation from which you want to copy. You can also choose to use shortened book names, where book names would be in copy range.

Step 3: Selecting and Formatting Header and Footer

You may customize the format of both the header and footer in this section. Placeholder preserve space for the specific information from your particular copy. They are variables that represent information that will be used to format your copied content. There are three placeholder symbols for headers/footers: %r for range, %t for translation, and %n for new line. For example, if I placed **%r [%t]**, the resulting header/ footer would be (for the screenshot above) **John 3:16-18 [KJV]**.

Step 4: Formatting the Verses

Customizing the verse formatting is very similar to that of the header/footer. The placeholders for the verse formatting are the ones above (in Step 3) and: %b for book, %c for chapter, and %v for verse. This formatting can be performed before each verse, after each verse, and before each chapter (if applicable).

You may use the pre-defined formats or make your own custom format. You are encouraged to test these formats and the usage of the placeholders that the pre-defined formats use. Once you have learned how to use the placeholders successfully, you can format your verse nearly any way you want. See the screenshot above for a good example.

Once you have finished selecting and formatting the verses you want to copy, you may press **Copy and Close** to copy the verses to the clipboard and close the dialog, saving all the formatting for a future copy, or press **Copy** to copy the verses and leave the dialog open.

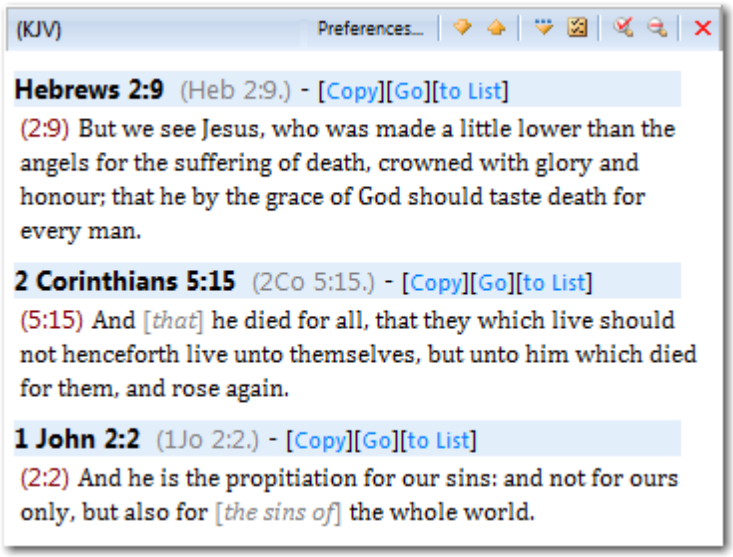
> **TIP**: The options you choose at this dialog (the format) will also be used when copying multiple verse from other places from within the program (e.g. from the Bible view, Bible search view, etc).

Overview

The Clipboard Monitor is a tool in theWord that parses all text in the Windows clipboard in search of Scriptures references. When a reference is found, theWord displays a window on the screen that gives the references and the texts of those references. This is especially useful while reading on the computer. You simply have select and copy a portion of text, and theWord displays all the references and texts so you don't have to turn to each one. Once the Clipboard Monitor window is open, you may also perform additional actions on the parsed references.

The Word's Clipboard monitor is also multi-lingual. It will seek to detect references written in languages other than English (depending on the current language you use and installed languages). Further, it also recognizes abbreviations and chapter/verse notations for other languages also.

Clipboard Monitor Window



Clipboard Monitor Window

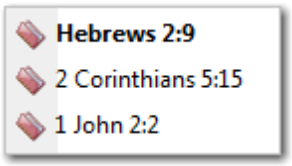
The window that you see above is the window that displays the verse references and texts for the parsed references. This window may be resized to suit your desire.

At the top-most left is the translation used in the Clipboard Monitor window.

Preferences... will display the Clipboard Monitor options dialog. See section below.

The two small arrows enable you to navigate up and down through the verse if you have overflow.

The Show parsed verses list icon displays all the references that are being displayed in the Clipboard Monitor window. You can jump to a particular verse in the Clipboard Monitor window by clicking the reference in this list.



Show Parsed Verses List Menu

The next icon will add all the references in the Clipboard Monitor window to the current verse list in the Bible View.

You may also increase and decrease the font size for easier viewing. Also, the close button is at the far right.

Verse Title Bars

The verse title bars display additional information for that reference entry. It also allows you to perform various actions on the verses on an individual level.

Verse Title Bar

At the far left is that reference that is displayed below the title bar.

In gray and inside parentheses is the text in the clipboard that was recognized and parsed as the verse reference displayed.

Copy copies the verse to the Windows clipboard. theWord uses the settings already saved in the Copy Verses Dialog to copy these verses.

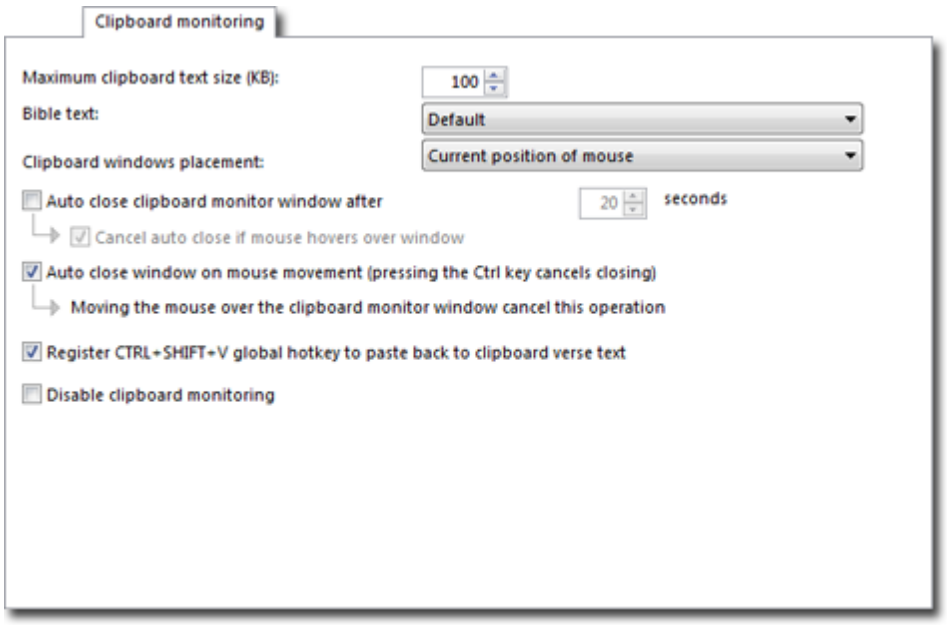
Go causes the Bible View to jump to this verse.

To List sends only this verse to the active verse list in the Bible View. This performs the same action as is mentioned above, only on an individual verse level.

Clipboard Monitor Options

The Clipboard Monitor options allows you to customize the behavior of the Clipboard Monitor. It can be accessed in two ways:

1. Main menu - File -> Preferences -> Clipboard monitoring tab.
2. Preferences button in the Clipboard Monitor window (see above).



Clipboard Monitor Options

Maximum clipboard text size (KB): determines the amount of text that theWord will parse if the clipboard contains a lot of text. theWord will begin at the top and parse until it reaches this data limit.

Bible text: allows you to customize the translation that is displayed in the Clipboard Monitor window.

Clipboard windows placement: determines where the Clipboard Monitor window displays when the clipboard is parsed.

Auto close clipboard monitor window after n seconds determines how long before the Clipboard Monitor window closes after it is displayed. If this option is unchecked, you will have to manually close the window.

The child option allows you to cancel the auto close of the window if you mouse hovers over the window.

Auto close window on mouse movement will close the Clipboard Monitor window when the mouse is moved if the option is checked.

The final option disables the Clipboard Monitor. With this option checked, the Clipboard Monitor will not display its window when new text is found in the Windows clipboard.

Using the clipboard monitor to insert verse text in other application

You can use the keyboard shortcut CTRL+SHIFT+V as a global hot key to force the Clipboard monitor to paste back to the clipboard the text of the verse it has recognized. This function is very useful because it allows you to insert verse text from theWord to any other application without switching to theWord (the **Register CTRL+SHIFT+V global hot key to paste back to clipboard verse text** option in the Preferences must be checked).

To better understand how this works do the following:

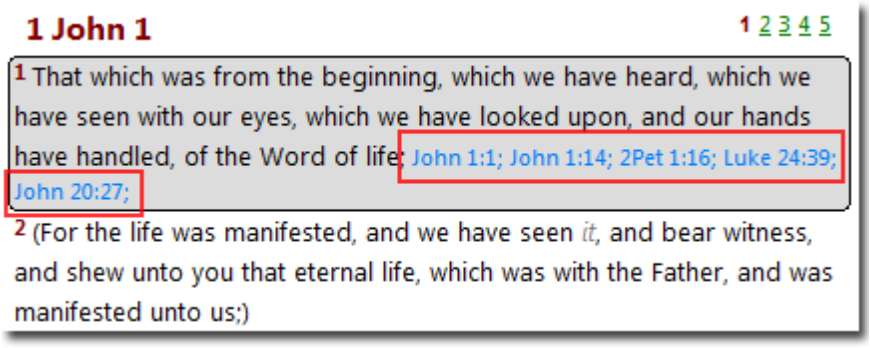
1. Make sure theWord is running (you can minimize it to the task bar)
2. Open an editor (e.g. MS Word, Open office, Notepad, etc) and write a verse reference (e.g. **John 3:16**).
3. Select the verse reference in the editor and copy it to the clipboard (e.g. using CTRL+C from within the program you use). The Clipboard monitor window will appear.

4. Without switching to theWord, press CTRL+SHIFT+V on your keyboard: you will see that the actual text of the verse will be inserted in your editor.

TIP: A previous version of theWord use the CTRL+ALT+V combination for this function: depending on your version you may need to use this shortcut instead.

Overview

Cross-references are verse references found inline with the Bible text that point to another passage or verse in the Bible that somehow relates to the active passage. They are displayed (depending on options) inline with the Bible text in the Bible view:



Cross-references in Bible view (in red rectangles)

Cross-references in theWord function nearly identically to their printed counterparts that you would find in the center column. Cross-references can be toggled on and off in several ways:

1. Keyboard shortcut X in the Bible View.
2. Via the Bible View Options quick list (see Bible View Options).
3. Via the Bible View Options dialog.

TIP: You can make cross-references that reference verses or verse ranges. These ranges support not only ranges within a chapter, but can also span whole chapters as well.

TIP: A default sets of cross-references is installed along with theWord. This is a **user set** and is called **Default Cross-references**. You can add or delete cross-references to/from this set, or create more **user sets**.

TIP: Clicking on a cross-reference will cause the current Bible view to jump to this verse. If you hold down the CTRL key then another Bible view will be used to display the cross reference leaving the current view unaffected.

To read more about how cross-references are displayed in the Bible view, please read the corresponding section at the Bible view options dialog.

Cross-Reference Sets

Cross references are organized in sets. Cross-reference sets are groups of cross-references that are stored together.

There are two types of sets:

1. User sets, which contain cross references that you can edit
2. Bible modules sets, which comprise the cross-references that are found in some Bible modules. Not all Bible modules have cross-references defined within.

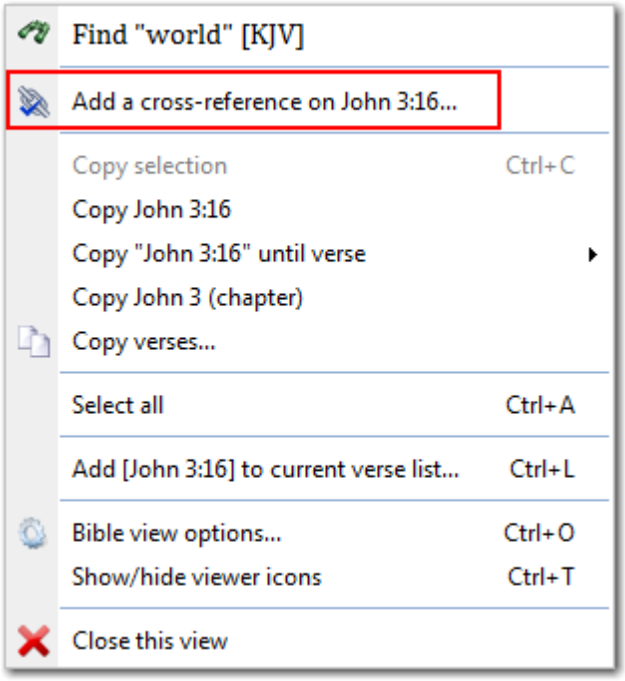
You may have any number of **user sets**. You may set all, none, or only some of the sets to display together in the Bible View. Also, you may add a cross-reference to any set that you have. Managing cross-reference sets is done in the Organizing Cross-References dialog (see below).

Adding a Cross-Reference

Adding a cross-reference is very simple:

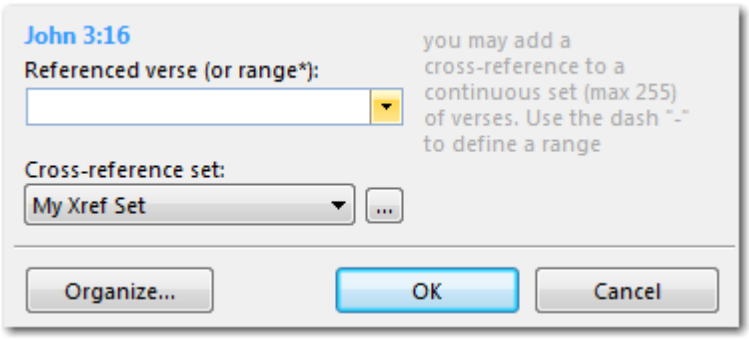
Right-click the verse to which you want to add the cross-reference.

In the menu, select **Add a cross reference on [verse reference]...**



Add Cross-Reference Menu

You will see the Add Cross-Reference dialog.



Add Cross-Reference Dialog

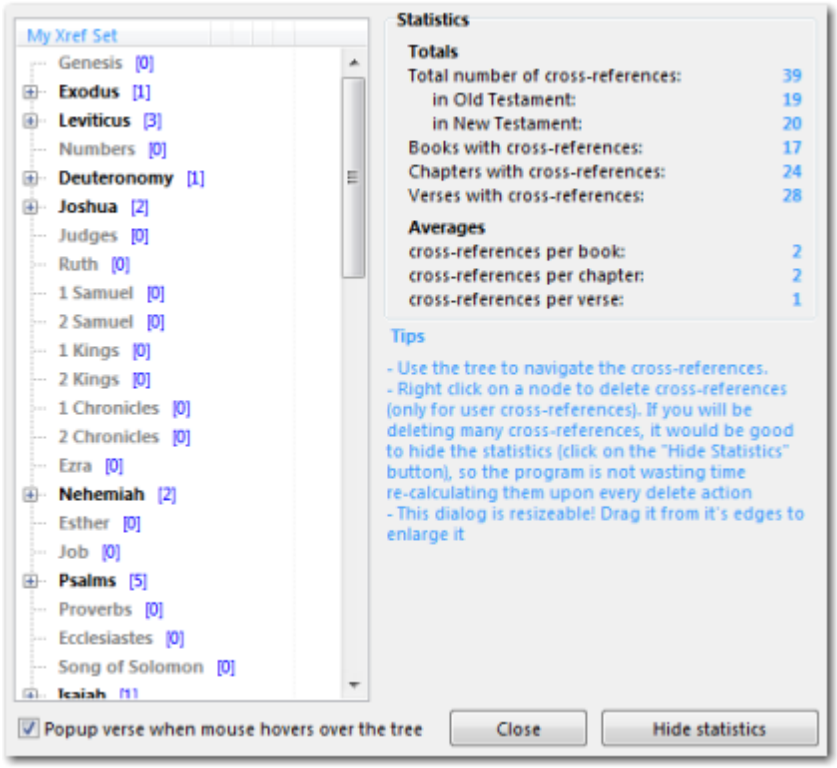
First, you simply type the verse or range for the cross-reference you want to add. If you want to define a

verse range, separate the two verses by a dash. theWord will attempt to guess the reference you are referring to. If you like, you may manually select the book, chapter, and verse using the down arrow to the right of the input box.

Next, in the **Cross-reference set** select box, you should choose which cross-reference set that you want to add this particular reference to.

The button to the right of the Cross-reference set select box will display the Cross-References Statistics dialog. This dialog displays all the cross-references in the selected set. This dialog gives you the ability to see all the references in one place. From this dialog, you can display tool tips of the actual reference texts, delete cross-references, and see relevant statistics for that cross-reference set. See below for a screenshot of this dialog.

Finally, the **Organize** button displays the Organize Cross-References dialog, which is explained below.

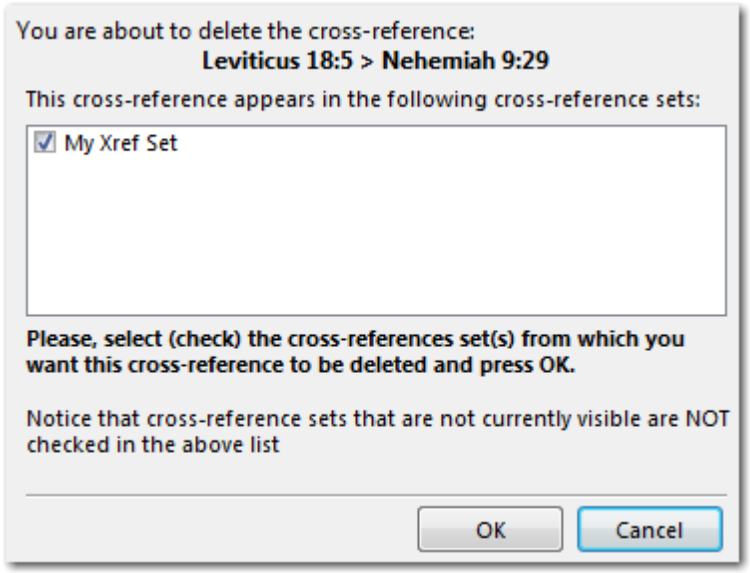


Cross-Reference Statistics Dialog

Deleting a Cross-Reference

Deleting a cross-reference is similar to adding one. When a cross-reference is displayed in the Bible View, right-click on the reference, and select **Delete cross-reference [verse reference]...**

A dialog will appear: the Delete Cross-Reference dialog.



Delete Cross-Reference Dialog

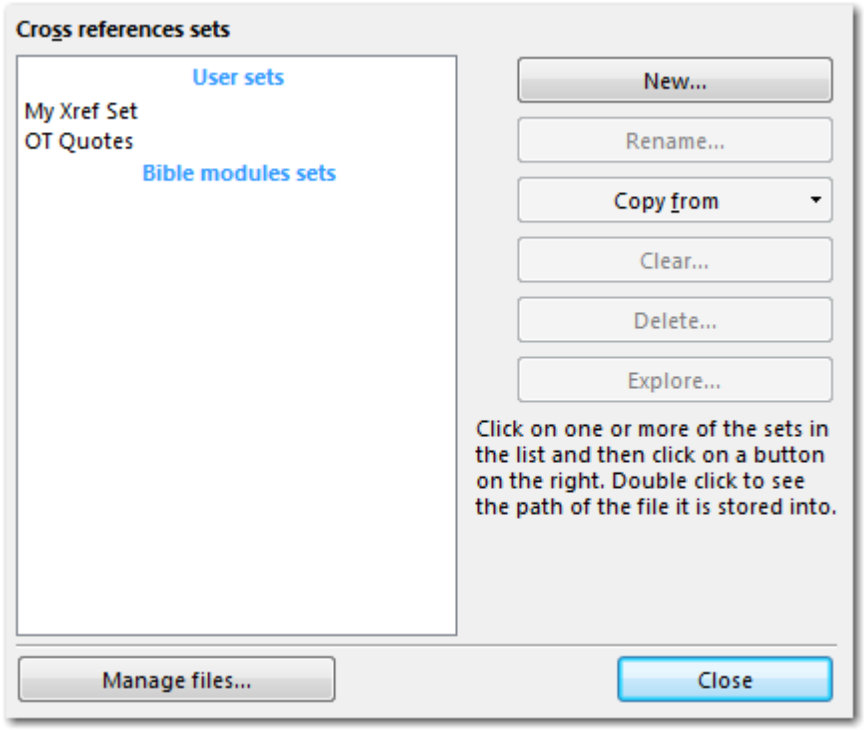
From this dialog, you must select the set **from which** you want to delete the reference. If this cross-reference appears in more than one set, check the box(es) of the set(s) from which you want to delete the reference that you right-clicked.

> **TIP**: You can only delete cross references from user sets but not from Bible modules sets (e.g. cross-references that are embedded in a Bible module)

Organize Cross-References Dialog

This dialog is used to modify or create new cross-reference user sets. It can be accessed in two ways:

1. Via the **Organize** button in the Add Cross-References dialog.
2. Via the main menu: **Tools -> Organize cross-references...**



Organize Cross-References Dialog

The pane at left give the cross-reference sets that are available. The buttons at the right allow you to perform various actions on the selected set.

New will create a new set. See New Cross-Reference Set dialog below.

Rename will rename the selected set.

Copy from allows you to copy the cross-references in one set into another set. To do this, select the set (s) to which you want to add the cross-references, then select **Copy from** and select the set from which you want to copy. Once finished, the references should appear in the target set.

Clear will delete all the cross-references within that set, but will not delete the set itself.

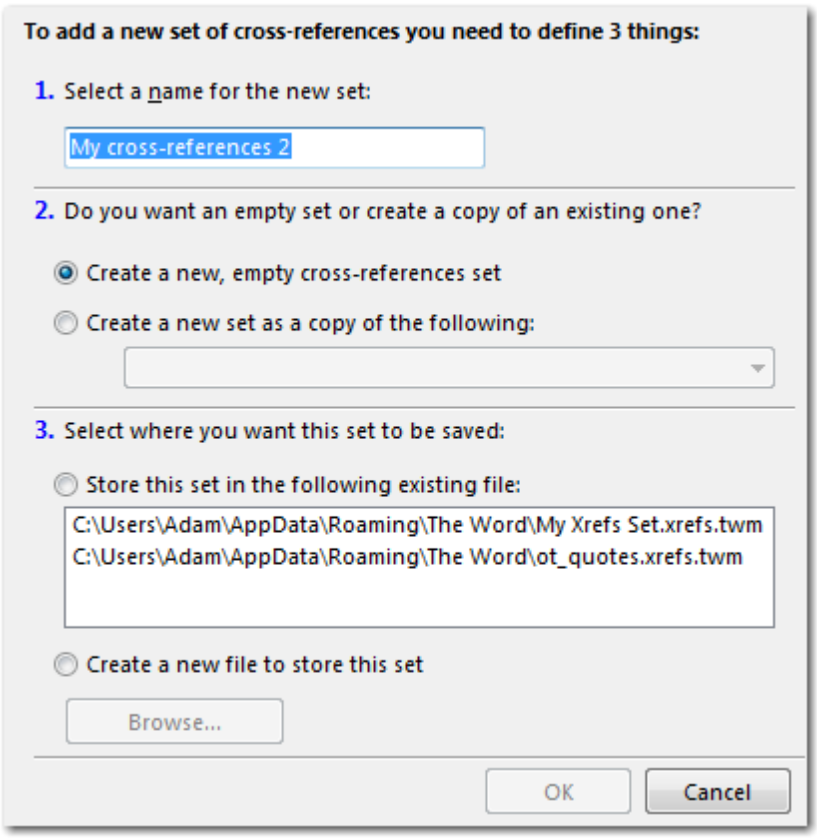
Delete will delete the set and all the references therein.

Explore will open the Cross-Reference Statistics dialog (see above) for that set.

The **Manage files...** button allows you to manage the various files that store the cross-references. See below for more information.

New Cross-Reference Set Dialog

This dialog allows you to select options when creating a new cross-reference set.



New Cross-Reference Set Dialog

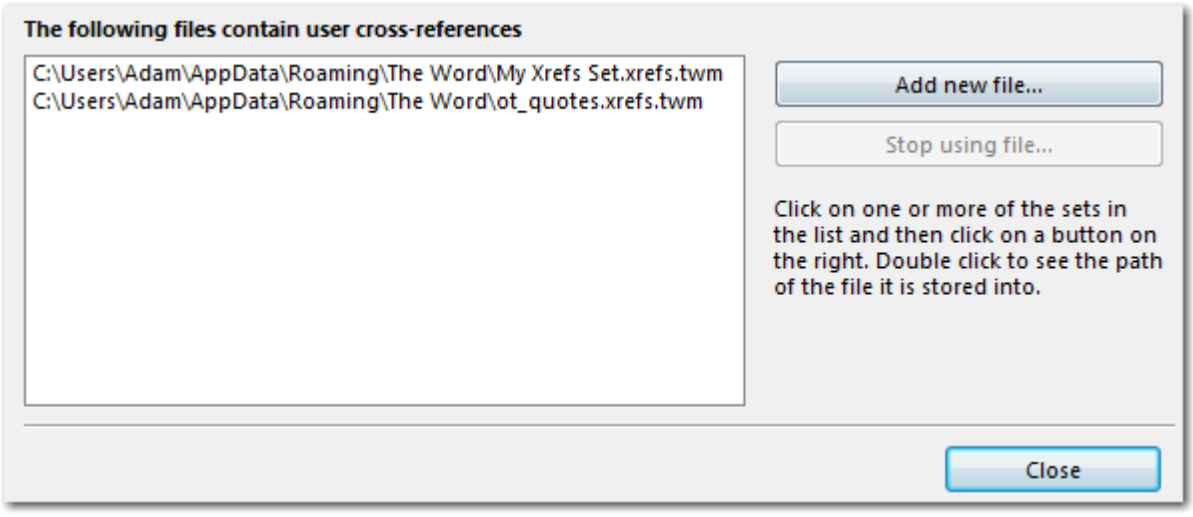
First, you should type the name that you want for the new set.

Next, you may select to make a new empty set with no references, or copy the references from an existing cross-reference set.

Third, you may choose to store this new set as a part of an existing cross-references set file, or create a new file.

Managing Cross-Reference Set Files

theWord stores cross-reference sets in files called [filename].xrefs.twm. These files can each contain more than one set. These files must be stored in a folder recognized by theWord to be read and be available in theWord.



Manage Cross-Reference Set Files Dialog

In this dialog, you can see (as in other places) the paths to your cross-reference set files. From this dialog you may add a new cross-reference set file or stop using an existing file. Double clicking a file in the left pane will display the path to the file.

> **TIP**: You can share sets of cross-references with others by just sharing the file that they are stored in.

Additional Options for Cross-References

Additional options can be found in the Bible View Options dialog. See this section's help for more information.

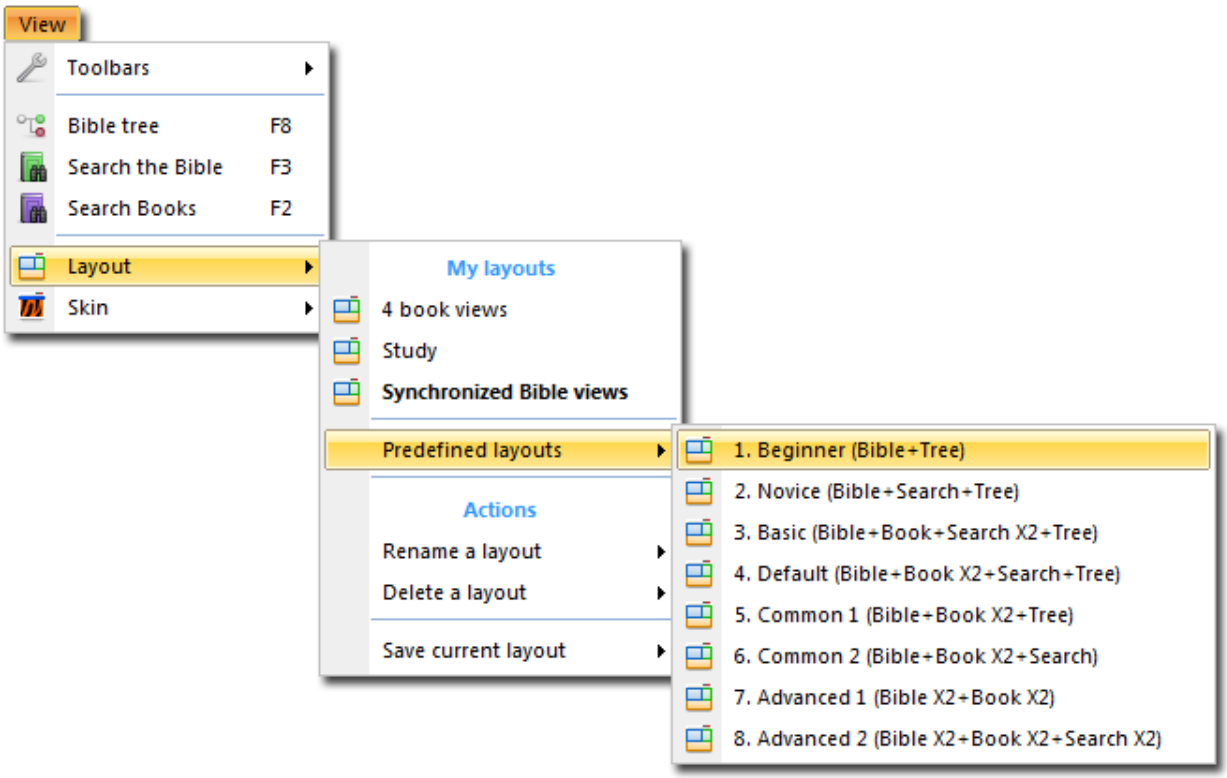
Overview

A Layout is just a specific arrangement of views, and their settings. Think of it as a snapshot of what you see at any particular moment.

theWord comes with a predefined set of layouts that you can access from the menu **View->Layout->Predefined Layouts** or from the layout icon () that can be found on View options toolbar.

Predefined layouts

To access one of the predefined layouts use the **View** menu.

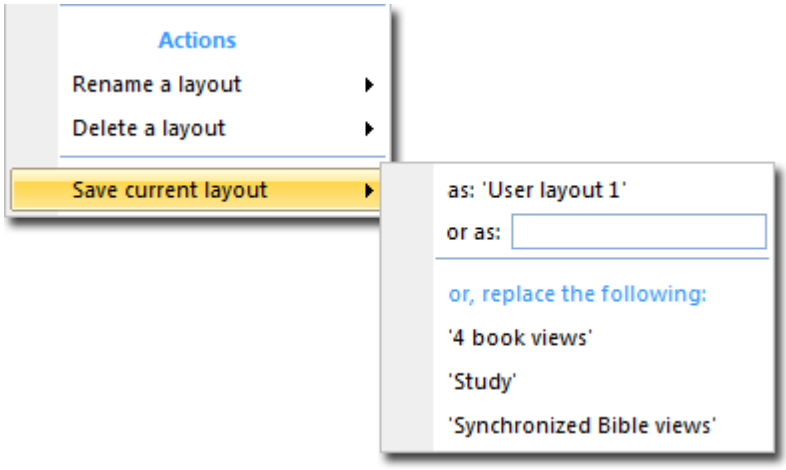


> **TIP**: If you find the look of theWord overwhelming or complicated in any way, try to choose one of the predefined layouts at the top of this list! Choose the **Beginner** or **Novice** layout and you will get immediately a clean and straight-

forward interface concentrated on the Bible.

Save and restore your own layouts

You can use the same menu to **Save**, **Rename** and **Delete** a layout.

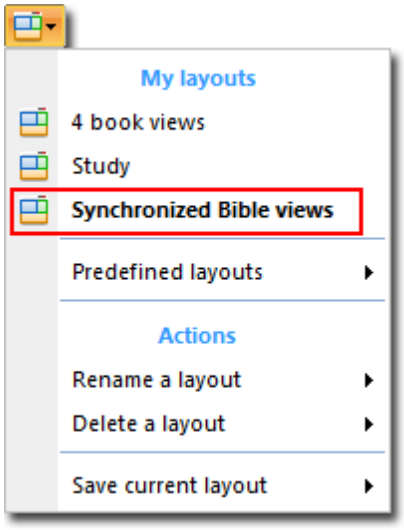


To **save** a new layout you can just click on:

- **as: 'User layout n'** (n=1, 2, ...) to save the current layout with this name, or
- enter a more descriptive name in the **or as** input box and press enter, or
- click on one of the previously saved layouts to overwrite/update it.

Recalling/applying a layout

To recall/apply a layout you just simply click on it's name from the menu:



The last layout you applied is indicated in **bold** in the menu (check the red rectangle in the above image).

What is saved within the context of a layout?

A layout saves all the views and their individual settings. This includes:

- for Bible views, the current verse, current modules, selected Bibles in compare view, colors, etc

- for Book views the current topic, module, module set, etc
- for Search views the search phrase, options, etc

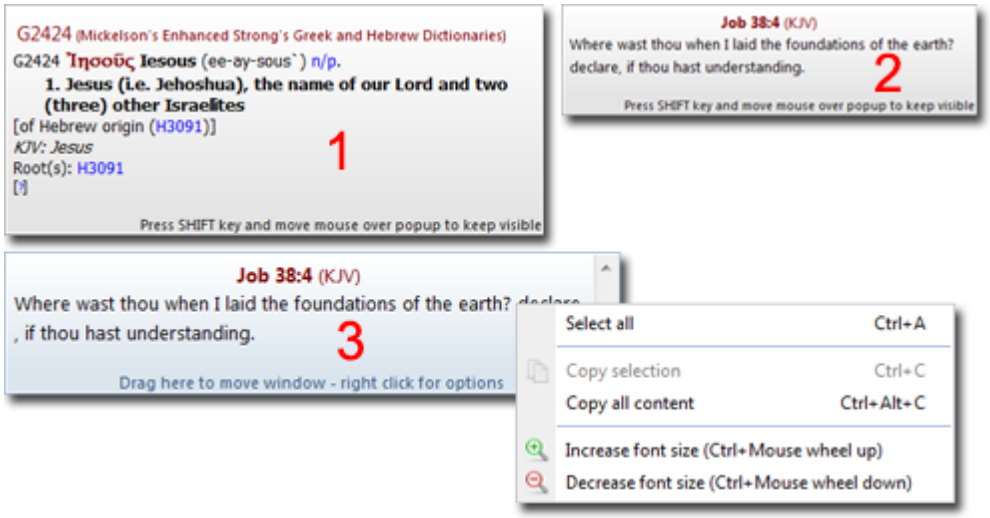
Notice that global settings (such as the main window position and size, Global Preferences under the File->Preferences dialog, etc) are not included in a layout.

Where are the layouts saved?

User layouts (the ones you create) are saved in the file **my.lyts.twm** which can be found in the **Personal files folder** location. Predefined layouts are stored in the file **default.layouts.twm** under the **Misc** folder. Read more on files and locations.

Overview

theWord uses popup windows to display relevant content when you move your mouse over a link or other 'content sensitive' areas:



In the above screenshots you can see:

1. A popup over a Strong number in the Bible view which displays the content of the Strong entry
2. A popup over a verse reference (Job 38:4)
3. An **active** popup and the popup **context menu**

The popups in theWord are displayed with a small delay so they don't clutter the screen if you just want to move your mouse over sensitive content. When a popup appear, you can just move your mouse in order to hide it.

To **activate** the popup you need to hold down the SHIFT key and move your mouse over the popup: in that case, the popup changes colors to show that it is activated. Activating a popup allows you to perform several functions!

Changing the popup width

The width of the popup is fixed and it's height is increased/decreased to accommodate the content that needs to be displayed. If the content will not fit on the screen, a scroll bar appears: in order to scroll the content in the popup you will need to activate it (e.g. hold down the SHIFT key) and move your mouse over the popup.

To change the width of the popup, activate it and then drag it from it's edges to resize it. theWord will

remember the width you set so it will be used from then on (remember the height varies depending on the content).

Links in the popup

You can click the links in the popup (if you move your mouse over them), as you can do with any other links in theWord: in that case, a Bible or Book view will be used to display the content that the links refers to. Notice that no second popup will be used to display the content of the links in a popup (there can be only one popup visible at any time - **no popup-in-popup is supported**).

Popup context menu - Default font size

Right-clicking on the content area of the popup will display the context popup. The functions are self-descriptive.

Notice that if you zoom in/out (either using the menu or the CTRL+MOUSE WHEEL move), theWord will remember the setting and will use it from then on.

Word lookup refers to the function where theWord looks through the topics of all Dictionary and Book modules (referred below as Books) and tries to locate the ones that match a particular word.

Word lookups are very frequent in theWord and are executed in the following two major cases:

1. When you click on a word in the Bible view, a word lookup is performed to decide which Books contain a topic for this word - the result is the changing of appearance of the tabs of the Book view (see View synchronization). Similar case is when you right-click on a word in the Bible view and select the Lookup menu (submenu's are populated with all matching topics of all Books)
2. When you right-click on a word in the Bible view (Lookup menu)
3. When you right-click on a word in the Book view (either in the Topics List or in the viewer itself) and select the Lookup menu.

Word lookups are performed in order to synchronize the different Bible and Book views and to provide visual feedback on the Book view tab bar. Read the View synchronization topic for more information.

There is a single option that modifies the way that lookups are performed: this can be found under the Book view options menu and is named **Fuzzy matching for topics**. When this option is checked, then theWord tries to perform a more clever word match in order to match words with different endings. The accuracy of the result may differ heavily based on the language of the word being looked up and the grammar rules of this language concerning word-endings.

In general:

- when lookups are initiated from a Bible view, then the Fuzzy logic is always used
- when lookups are initiated from a Book view, then the Fuzzy logic is used only if the current Book view has this option set.

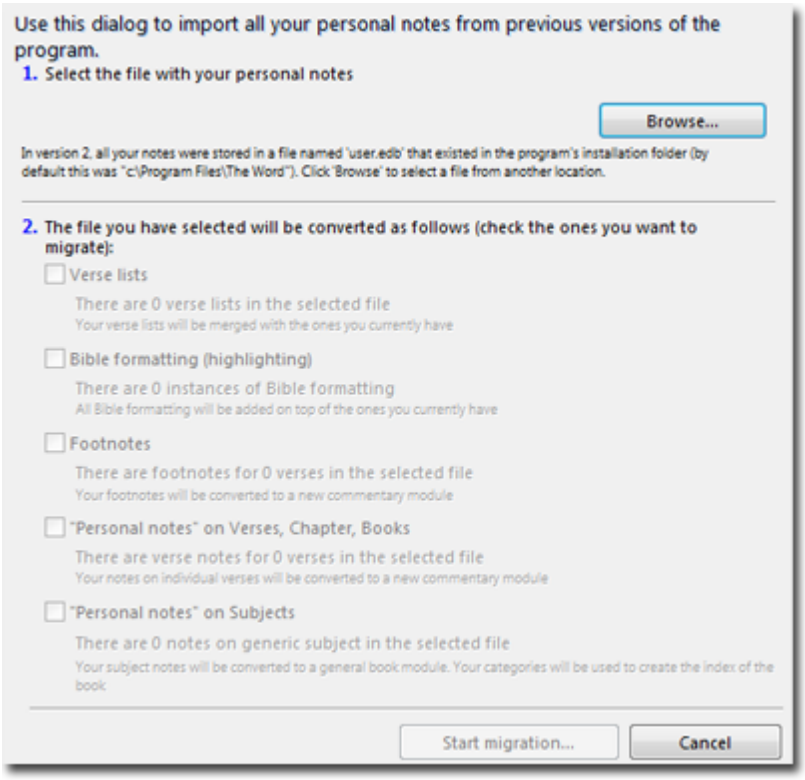
How the lookup is performed

Each topic of each Book is broken up in individual words. Each word is then compared (using the Fuzzy logic if appropriate) with the lookup word. If there is a match for any of the words that comprise the topic, then a match is assumed. If there is a topic that exactly matches the word being looked up (e.g. a topic that consists of a single word), then this topic gets priority in the match list.

The result of a word lookup is usually a single topic (or no topic, if no match is found): this single topic (which is chosen according to the above rule and given priority) is used when this matched topic is to be used (e.g. when changing tabs in the Book view or when displaying a topic in a Book view when clicking a word in the Bible view).

Overview

You can import all your notes that you have created with an earlier version of theWord (version 2 or earlier) from the **File->Import personal notes...** dialog. In previous versions, all you personal notes are stored in a single file called **user.edb**. Click **Browse** in the **Import personal notes from previous version** dialog to select the **user.edb** file to use.



How your notes are migrated to the new version

Version of theWord prior to 3 were more limited in the ability to make personal notes. The new version allows you to create and store your notes in any type of supported module (commentary, book, etc).

When importing notes from a previous version:

- **Verse lists** are imported as they are; no major changes exist in this area
- **Bible formatting** (highlighting) information is imported as is, no major changes exist in this area
- **Footnotes** of version 2 are converted to a General Book with the name **My footnotes**.
- **Book/Chapter/Verse notes** of version 2 are converted to a commentary with the name **My Verse Notes**.
- **Subject notes** (on various subjects) are converted to a General Book with the name **My subject notes**.

If any of the above categories is empty (e.g. no footnotes), then no module will be created. This dialog allows you to preview the number of notes found in the selected **user.edb** file: you can also choose to only import part of your personal data (by checking/unchecking the corresponding category).

Overview

theWord software uses several different types of files. This section lists each file type and how it is used.

The main executable file is named **theword.exe**. There are no other file dependencies to successfully run theWord. The **sqlite3.dll** file is also required, yet if it is not found it will be automatically created. At least one Bible file is required to run theWord (the program will prompt you in case none is found).

File locations

theWord uses several folders to store files. Depending on the installation type (**normal** or **compact**) and your operating system, these folders reside in different locations. You can see at any time the location of these folder from the **Help->About** dialog, under the **File locations** tab. At this dialog you can also see a list of all the files being used by theWord.

The following table summarizes the folders used by theWord:

Folder	What is stored in it?
Installation folder	This is the folder chosen during installation. The main executable file (**theword.exe**) is saved there amongst other files
Personal files folder	All files created by you. This is the folder to include in your backup program to make sure that all your personal files, notes, etc are safely backed-up. Each user of the computer has a separate copy of this folder
Common modules folder	All modules you install reside in this folder. All users of a computer share files in this folder
Cache folder	Temporary data are stored in this folder. If you delete files from this folder they will be recreated the next time you restart theWord.
Language files folder	Language files (*.lng) are stored there: theWord looks at this folder to locate language files

Files used by theWord

This is the list of all files used by theWord:

File name	Folder in normal installation	Folder in compact installation	Usage
theword.exe	Installation	Installation	Main executable file. This is the actual program
sqlite3.dll	Installation or Cache	Installation or Cache	Library file, used by theWord. If it is not found in the same folder as **theword.exe**, it is created
english.lng	Installation	Installation	Default English language file. If it is not found in the same folder as **theword.exe**, it is created
*.lng	Installation	Installation	All other add-on language files. One file for each supported language. (e.g. greek.lng, spanish.lng, etc)
config.ini	Personal	Installation	All program settings are saved in this file.
compact	-	Installation	If present, this is a compact installation

*.skn	Installation\Skins	Installation\Skins	Skin files - each one describes a skin that can be used by theWord.
my.vsls.twm	Personal	Installation	Stores verse lists
my.lyts.twm	Personal	Installation	Stores user layouts
*.xrefs.twm	Personal	Installation	Stores user cross-references
*.list, *.idx, *.idx3, *.dat	Cache	Installation	Cache data
*.ttf	Cache	Cache	Embedded fonts (if any)
Cardo.ttf, Gentium.ttf	WINDOWS\Fonts	WINDOWS\Fonts	Default Hebrew and Greek font: installed in Windows system font directory
*.hdgs.twm	Misc	Misc	Stores chapter headings for Bibles
default.layout.twm	Misc	Misc	Default layouts
default.prgs.twm, default2.prgs.twm	Misc	Misc	Information concerning paragraph breaks for Bibles. Two sets are included by default
nf.dat	Misc	Installation	Stores unlock data for locked modules
*.nfp	Installation	Installation	Appears temporarily when installing a locked package/bundle. Contains unlock information.
*.twm	Common modules\Books	Installation\Books	Book Modules. The actual module type is determined by an internal flag, not by the extension
*.ont, *.nt, *.ot	Common modules\Bibles	Installation\Bibles	Bible modules
*.ontx, *.otx, *.ntx	Common modules\Bibles	Installation\Bibles	Encrypted Bible modules
tw3brand.dll	Installation	Installation	Branding dll - used for these distribution that are branded for some 3rd party ministry.
errors.log	Cache	Cache	Errors that occur are written in this file.
*.dic, *.aff	Misc	Misc	Spelling dictionaries from Open office

How theWord locates installed modules?

theWord modules are files with extension .**twm**, or .**ont** (see table above for complete list). theWord will look in all known folders and all their sub-folders to locate modules and other files. This means that you can create and organize your modules in sub-folders and the program will still locate and use. If a folder name starts with a dash (-) or a dot (.) then this folder is excluded.

You can also add more module folders by manually adding an entry in the **config.ini** file (see Working directly with the config file for information on how to do this).

Registry

theWord makes minimal use of the registry. It only stores a couple of settings under HKCU\Software\The Word and HKLM\Software\The Word. It will not save anything there if you make a Compact/UFD installation.

This topic is just a summary of information found elsewhere on this manual and provides some more advanced information on how theWord behaves in relation to original language modules.

Overview

Original language Bible modules may contain extra information, apart from the actual text, such as Strong numbers, Morphology codes, Lemmas and more. Modules like that include the Textus Receptus (TR), Westcot-Hort (WHNU), Westminster Hebrew Morphology (WHM), etc .

The following extra information can be attached behind each word: **STRONG number**, **STRONG number 2**, **STRONG NUMBER 3**, **MORPH tag**, **LEMMA** - root, <generic-messages>.

Examples

Remember that when a LEMMA is included in a module, then it is being used for the **word lookup** function. Moreover, dictionaries that are marked as **Strong** are being looked-up on the root of the words, AND on the strong indices!

Let's consider the following questions:

1. What happens when the mouse hovers over a word?
2. What happens when the user clicks on a word
3. What happens when the user right-clicks on a word.
4. How the **Lookup dictionaries** work in combination with the new features?

Problem 1: User hovering over a word.

Since more than one piece of information may be associated with a word, theWord creates a popup that includes all associated information. Specifically:

1. If there is a STRONG, STRONG2, STRONG3 associated index, it is being looked up and the result(s) displayed (based on options)
2. If there is a MORPH tag, it is also being looked up (based on options)
3. If there are extra messages attached, they are also displayed
4. If lookup dictionaries are enabled, they are appended also.

Example: let's consider the **WHNU** module. Suppose we have enabled lookup dictionaries with **Mickelson** dictionary. Also Strong and Morph are active on the Bible view:

- User hovers over first word of Mt 1:1 **βίβλος**: the popup displays 3 entries: first is the morph info (N-NSF), second is the key from the strong (G976), and there is a 3rd entry which is again G976: this comes from the **lookup dictionaries**: theWord looks-up the word **βιβλος** in **Mickelson**, but since **Mickelson** is marked as a strong dictionary, it does NOT search the subject (e.g. H1, H2, ...) only, but also the actual original words in Mickelson: so it finds a match for **βιβλος** (which is **G976** and is being displayed a second time).
- User hovers over 2nd word **γενεσεως**: the popup displays 2 entries: morph and strong. But there is no 3rd entry because the word **γενεσεως** is NOT found in Mickelson, since the original word is **γενεσις**! **If** there was associated LEMMA information behind the word, then a 3rd entry would also appear (since the root of **γενεσεως** would be **γενεσις** and, as said above, the LEMMA would be used for the dictionary lookup).

Problem 2: user clicks on a word

Normally, clicking on a word will cause the current dictionary entry in all Book views to be updated (e.g. dictionaries will be synced to the word being clicked, see View synchronization). The question now is: since we now have more information behind a word, which part of it should be used to **sync** the book views? The answer comes from the Word click options category in the Bible view options dialog. if you go to this page, you will see that there are 4 options there, and you can set which of these will be performed and in which order.

The question one could set is: what does it mean to lookup all 4 of them? The answer is that it can be used to sync more than one book views!

> **Example**
>
> Open 4 book views, and set one to RMAC, one to Thayer, one to Mickelson, one to LSJ. Go to 1Cor 1:6 and click the 3rd word **μαρτυριον**. You will see that all 4 book views are synchronized, each one with a different part (make sure that in **Bible view options**-> **Word click options** you have checked the **Perform the lookup on all checked items**'and that each of the Book view has the **Link this view even if inactive** checked).
>
> You see, clicking on this word, which (in this module) carries 3 pieces of information (STRONG, MORPH, the word itself) you can cause 4 books to get synchronized, each with a different piece of this information (2 of the views, Thayer and Mickelson use the same piece, namely STRONG).

Problem 3: what happens when a user right-clicks on a word

The answer here should be quite obvious now: for each piece of information, there is a separate **Find...** menu and a separate **Lookup**'menu! Maximum 6 of each (Find [word]. Find STRONG, Find STRONG2, Find STRONG3, Find MORPH, Find LEMMA). Of course, each **find menu** automatically enters the appropriate expression the Bible search view. Same applies for the **Lookup**: yet, remember that the **Lookup** logic is always the same: the word being looked up is being search in all subjects of each dictionary/book module.

Overview

The **config.ini** file is where all settings of theWord are stored. To locate the current **config.ini** being used do the following:

> Go to the menu **Help** -> **About**. In the **About dialog**, click on the **File locations** tab. Locate the **Personal files folder** line and click on the **... button** on the right: a windows shell dialog will open. Locate the **config.ini** file in that dialog: this is the one used by the program.

You can edit directly this file if you want to set some advanced options. Before trying to edit it make sure that theWord is not running or else your edits will be overwritten when you shut down theWord.

The file is divided in sections. Each sections starts with the name of the section enclosed in square brackets and extends until the beginning of the next section (or the end of the file). Most options that you can set manually usually should go to the **[general]** section. The **[general]** section is usually the first one in the **config.ini** file (although this is not necessary).

You can edit the **config.ini** file using any text editor like **notepad** that comes with Windows.

> **TIP**: Editing directly the **config.ini** file is an advanced operation that requires some basic knowledge of files and usage of a text editor. It is suggested that you make a backup copy of the **config.ini** file before changing it manually.

What settings can be set there?

A partial list of available options is given below. Notice that this is not complete and it is only suggested for advanced users. You should probably check the forums for more information on these options. All entries listed here should go to the **[general]** section.

Entry	Used for
`extra.paths=[list of paths separated by ;]`	Add one or more extra paths in which theWord should look for modules. Example: `extra.paths=c:\my modules; h:\personal\files`

`vref.languages=[list of <language>, *, current]`	This setting determines what language the verse detection algorithm uses for book names. By default it uses English and **current** language. You can use ***** for all languages installed, or a comma list with the ones you want (**current** stands for the current language). Examples:
	`vref.languages=*`
	`vref.languages=english,current`
	`vref.languages=spanish,german`
	`vref.language=english`

`dbv.tlb.backcolor.luma`	Default is 210. Luminosity of the color applied to the Bible tab bar
`jump.to.verse.list.on.add`	Default is 1 (true). Set to 0 if you don't want the Bible view to change to **List** when you add a verse to the current list (using CTRL+L, the menu, etc)
`dbv.add.header.when.copying.single.verse`	Default is 1 (true). Set to 0 if you don't want a header when copying single verses from the Bible view.
`dbv.add.footer.when.copying.single.verse`	Default is 0 (false). Set to 1 if you want a footer when copying single verses from the Bible view.
`active.verse.highlight.light`	Default is -35. How much the current verse gets lighter from the background (when using standard color) - applies for light background colors (negative means it gets darker).
`active.verse.highlight.dark`	Default is 40. How much the current verse gets lighter from the background (when using standard color) - applies for dark background colors.
`booksearchview.showpopup.on.tree`	Default is 1 (true). Whether to show the content of the topics in a popup when hovering over the book search results list. Use 0 to turn it off, 2 to show only when CTRL is pressed.
`bkv.highlight.alpha.normal`	Default is 140; alpha value (transparency level) of highlighting of matched book modules tabs in book view (for normal matching)
`bkv.highlight.alpha.fuzzy`	Default is 60; alpha value (transparency level) of highlighting of matched book modules tabs in book view (for fuzzy matching)
`bkv.highlight.color.light.normal`	Default is yellow. Color for highlighting the book tabs (for normal matching) - used for light colored themes (colors are in RGB decimal; e.g. 2686948 is dark yellow, 2552040 is clear yellow; to use a color in hex use windows calculator to convert to decimal, also reverse the order of hex digits)
`bkv.highlight.color.light.fuzzy`	Default is yellow. Color for highlighting the book tabs (for fuzzy matching) - used for light colored themes

`bkv.highlight.color.dark.normal`	Default is black. Color for highlighting the book tabs (for normal matching) - used for dark colored themes
`bkv.highlight.color.dark.fuzzy`	Default is dark gray. Color for highlighting the book tabs (for fuzzy matching) - used for dark colored themes
`bookview.showpopup.on.links`	Default is 1 (true). Whether to show popups for links in the Book view. Use 0 to turn it off, 2 to show only when CTRL is pressed
`auto.bookmark.pattern`	Default is **bkm%d**. Pattern for suggesting bookmarks in Book view. Be careful to properly use the number placeholder **%d**.
`lang.hot.key`	Default is 76 (L). Key for reloading the current language file (CTRL+SHIFT+L is the combination)
`cm.paste.hot.key`	Default is 86 (V). Key for pasting back to clipboard recognized verse from within the Clipboard monitor (CTRL+SHIFT+V is the combination)
`restrict.popup.inapp`	Default is 0 (false). Set to 1 (true) to restrict all popup windows (not tips) within the area of the main window.
`bkv.center.link.target`	Default is 0 (false). Set to 1 to force the display of a link with a specific bookmark to center the target topic in the reader (by default, when you click on a link for which a bookmark is defined, then the reader scrolls so that the bookmark appears at the top of the reader; this option will scroll the reader so the bookmark appears at the vertical middle of the reader).

PCRE REGULAR EXPRESSION DETAILS

The syntax and semantics of the regular expressions supported by PCRE are described below. Regular expressions are also described in the Perl documentation and in a number of books, some of which have copious examples. Jeffrey Friedl's "Mastering Regular Expressions", published by O'Reilly, covers regular expressions in great detail. This description of PCRE's regular expressions is intended as reference material.

The original operation of PCRE was on strings of one-byte characters. However, there is now also support for UTF-8 character strings. To use this, you must build PCRE to include UTF-8 support, and then call **pcre_compile()** with the PCRE_UTF8 option. How this affects pattern matching is mentioned in several places below. There is also a summary of UTF-8 features in the section on UTF-8 support in the main **pcre** page.

A regular expression is a pattern that is matched against a subject string from left to right. Most characters stand for themselves in a pattern, and match the corresponding characters in the subject. As a trivial example, the pattern

```
The quick brown fox
```

matches a portion of a subject string that is identical to itself. The power of regular expressions comes

from the ability to include alternatives and repetitions in the pattern. These are encoded in the pattern by the use of *metacharacters*, which do not stand for themselves but instead are interpreted in some special way.

There are two different sets of metacharacters: those that are recognized anywhere in the pattern except within square brackets, and those that are recognized in square brackets. Outside square brackets, the metacharacters are as follows:

```
\       general escape character with several uses
^       assert start of string (or line, in multiline mode)
$       assert end of string (or line, in multiline mode)
.       match any character except newline (by default)
[       start character class definition
|       start of alternative branch
(       start subpattern
)       end subpattern
?       extends the meaning of (
        also 0 or 1 quantifier
        also quantifier minimizer
*       0 or more quantifier
+       1 or more quantifier
        also "possessive quantifier"
{       start min/max quantifier
```

Part of a pattern that is in square brackets is called a "character class". In a character class the only metacharacters are:

```
\       general escape character
^       negate the class, but only if the first character
-       indicates character range
[       POSIX character class (only if followed by POSIX syntax)
]       terminates the character class
```

The following sections describe the use of each of the metacharacters.

BACKSLASH

The backslash character has several uses. Firstly, if it is followed by a non-alphanumeric character, it takes away any special meaning that character may have. This use of backslash as an escape character applies both inside and outside character classes.

For example, if you want to match a * character, you write * in the pattern. This escaping action applies whether or not the following character would otherwise be interpreted as a metacharacter, so it is always safe to precede a non-alphanumeric with backslash to specify that it stands for itself. In particular, if you want to match a backslash, you write \\.

If a pattern is compiled with the PCRE_EXTENDED option, whitespace in the pattern (other than in a character class) and characters between a # outside a character class and the next newline character are ignored. An escaping backslash can be used to include a whitespace or # character as part of the pattern.

If you want to remove the special meaning from a sequence of characters, you can do so by putting them between \Q and \E. This is different from Perl in that $ and @ are handled as literals in \Q...\E sequences in PCRE, whereas in Perl, $ and @ cause variable interpolation. Note the following examples:

```
Pattern            PCRE matches   Perl matches

\Qabc$xyz\E        abc$xyz        abc followed by the contents of $xyz

\Qabc\$xyz\E       abc\$xyz       abc\$xyz

\Qabc\E\$\Qxyz\E   abc$xyz        abc$xyz
```

The \Q...\E sequence is recognized both inside and outside character classes.

Non-printing characters

A second use of backslash provides a way of encoding non-printing characters in patterns in a visible manner. There is no restriction on the appearance of non-printing characters, apart from the binary zero that terminates a pattern, but when a pattern is being prepared by text editing, it is usually easier to use one of the following escape sequences than the binary character it represents:

```
\a        alarm, that is, the BEL character (hex 07)

\cx       "control-x", where x is any character

\e        escape (hex 1B)

\f        formfeed (hex 0C)

\n        newline (hex 0A)

\r        carriage return (hex 0D)

\t        tab (hex 09)

\ddd      character with octal code ddd, or backreference

\xhh      character with hex code hh

\x{hhh..} character with hex code hhh... (UTF-8 mode only)
```

The precise effect of \cx is as follows: if x is a lower case letter, it is converted to upper case. Then bit 6 of the character (hex 40) is inverted. Thus \cz becomes hex 1A, but \c{ becomes hex 3B, while \c; becomes hex 7B.

After \x, from zero to two hexadecimal digits are read (letters can be in upper or lower case). In UTF-8 mode, any number of hexadecimal digits may appear between \x{ and }, but the value of the character code must be less than 2**31 (that is, the maximum hexadecimal value is 7FFFFFFF). If characters other than hexadecimal digits appear between \x{ and }, or if there is no terminating }, this form of escape is not recognized. Instead, the initial \x will be interpreted as a basic hexadecimal escape, with no following digits, giving a character whose value is zero.

Characters whose value is less than 256 can be defined by either of the two syntaxes for \x when PCRE is in UTF-8 mode. There is no difference in the way they are handled. For example, \xdc is exactly the same as \x{dc}.

After \0 up to two further octal digits are read. In both cases, if there are fewer than two digits, just those that are present are used. Thus the sequence \0\x\07 specifies two binary zeros followed by a BEL character (code value 7). Make sure you supply two digits after the initial zero if the pattern character that follows is itself an octal digit.

The handling of a backslash followed by a digit other than 0 is complicated. Outside a character class, PCRE reads it and any following digits as a decimal number. If the number is less than 10, or if there have been at least that many previous capturing left parentheses in the expression, the entire sequence is taken as a *back reference*. A description of how this works is given later, following the discussion of parenthesized subpatterns.

Inside a character class, or if the decimal number is greater than 9 and there have not been that many capturing subpatterns, PCRE re-reads up to three octal digits following the backslash, and generates a single byte from the least significant 8 bits of the value. Any subsequent digits stand for themselves. For example:

```
\040   is another way of writing a space
\40    is the same, provided there are fewer than 40 previous capturing subpatterns
\7     is always a back reference
\11    might be a back reference, or another way of writing a tab
\011   is always a tab
\0113  is a tab followed by the character "3"
\113   might be a back reference, otherwise the character with octal code 113
\377   might be a back reference, otherwise the byte consisting entirely of 1 bits
\81    is either a back reference, or a binary zero followed by the two characters "8" an
```

Note that octal values of 100 or greater must not be introduced by a leading zero, because no more than three octal digits are ever read.

All the sequences that define a single byte value or a single UTF-8 character (in UTF-8 mode) can be used both inside and outside character classes. In addition, inside a character class, the sequence \b is interpreted as the backspace character (hex 08), and the sequence \X is interpreted as the character "X". Outside a character class, these sequences have different meanings (see below).

Generic character types

The third use of backslash is for specifying generic character types. The following are always recognized:

```
\d     any decimal digit
\D     any character that is not a decimal digit
\s     any whitespace character
\S     any character that is not a whitespace character
\w     any "word" character
\W     any "non-word" character
```

Each pair of escape sequences partitions the complete set of characters into two disjoint sets. Any given character matches one, and only one, of each pair.

These character type sequences can appear both inside and outside character classes. They each match one character of the appropriate type. If the current matching point is at the end of the subject string, all of them fail, since there is no character to match.

For compatibility with Perl, \s does not match the VT character (code 11). This makes it different from the the POSIX "space" class. The \s characters are HT (9), LF (10), FF (12), CR (13), and space (32).

A "word" character is an underscore or any character less than 256 that is a letter or digit. The definition of letters and digits is controlled by PCRE's low-valued character tables, and may vary if locale-specific matching is taking place. For example, in the "fr_FR" (French) locale, some character codes greater than 128 are used for accented letters, and these are matched by \w.

In UTF-8 mode, characters with values greater than 128 never match \d, \s, or \w, and always match \D, \S, and \W. This is true even when Unicode character property support is available.

Unicode character properties

When PCRE is built with Unicode character property support, three additional escape sequences to match generic character types are available when UTF-8 mode is selected. They are:

```
\p{xx}   a character with the xx property
\P{xx}   a character without the xx property
\X       an extended Unicode sequence
```

The property names represented by *xx* above are limited to the Unicode general category properties. Each character has exactly one such property, specified by a two-letter abbreviation. For compatibility with Perl, negation can be specified by including a circumflex between the opening brace and the property name. For example, \p{^Lu} is the same as \P{Lu}.

If only one letter is specified with \p or \P, it includes all the properties that start with that letter. In this case, in the absence of negation, the curly brackets in the escape sequence are optional; these two examples have the same effect:

```
\p{L}
\pL
```

The following property codes are supported:

```
C     Other
Cc    Control
Cf    Format
Cn    Unassigned
Co    Private use
Cs    Surrogate
L     Letter
```

```
Ll    Lower case letter
Lm    Modifier letter
Lo    Other letter
Lt    Title case letter
Lu    Upper case letter
M     Mark
Mc    Spacing mark
Me    Enclosing mark
Mn    Non-spacing mark
N     Number
Nd    Decimal number
Nl    Letter number
No    Other number
P     Punctuation
Pc    Connector punctuation
Pd    Dash punctuation
Pe    Close punctuation
Pf    Final punctuation
Pi    Initial punctuation
Po    Other punctuation
Ps    Open punctuation
S     Symbol
Sc    Currency symbol
Sk    Modifier symbol
Sm    Mathematical symbol
So    Other symbol
Z     Separator
Zl    Line separator
Zp    Paragraph separator
Zs    Space separator
```

Extended properties such as "Greek" or "InMusicalSymbols" are not supported by PCRE.

Specifying caseless matching does not affect these escape sequences. For example, \p{Lu} always matches only upper case letters.

The \X escape matches any number of Unicode characters that form an extended Unicode sequence. \X is equivalent to

```
(?>\PM\pM*)
```

That is, it matches a character without the "mark" property, followed by zero or more characters with the "mark" property, and treats the sequence as an atomic group (see below). Characters with the "mark" property are typically accents that affect the preceding character.

Matching characters by Unicode property is not fast, because PCRE has to search a structure that contains data for over fifteen thousand characters. That is why the traditional escape sequences such as \d and \w do not use Unicode properties in PCRE.

Simple assertions

The fourth use of backslash is for certain simple assertions. An assertion specifies a condition that has to be met at a particular point in a match, without consuming any characters from the subject string. The use of subpatterns for more complicated assertions is described below. The backslashed assertions are:

```
\b     matches at a word boundary
\B     matches when not at a word boundary
\A     matches at start of subject
\Z     matches at end of subject or before newline at end
\z     matches at end of subject
\G     matches at first matching position in subject
```

These assertions may not appear in character classes (but note that \b has a different meaning, namely the backspace character, inside a character class).

A word boundary is a position in the subject string where the current character and the previous character do not both match \w or \W (i.e. one matches \w and the other matches \W), or the start or end of the string if the first or last character matches \w, respectively.

The \A, \Z, and \z assertions differ from the traditional circumflex and dollar (described in the next section) in that they only ever match at the very start and end of the subject string, whatever options are set. Thus, they are independent of multiline mode. These three assertions are not affected by the PCRE_NOTBOL or PCRE_NOTEOL options, which affect only the behaviour of the circumflex and dollar metacharacters. However, if the *startoffset* argument of **pcre_exec()** is non-zero, indicating that matching is to start at a point other than the beginning of the subject, \A can never match. The difference between \Z and \z is that \Z matches before a newline that is the last character of the string as well as at the end of the string, whereas \z matches only at the end.

The \G assertion is true only when the current matching position is at the start point of the match, as specified by the *startoffset* argument of **pcre_exec()**. It differs from \A when the value of *startoffset* is non-zero. By calling **pcre_exec()** multiple times with appropriate arguments, you can mimic Perl's /g option, and it is in this kind of implementation where \G can be useful.

Note, however, that PCRE's interpretation of \G, as the start of the current match, is subtly different from Perl's, which defines it as the end of the previous match. In Perl, these can be different when the previously matched string was empty. Because PCRE does just one match at a time, it cannot reproduce this behaviour.

If all the alternatives of a pattern begin with \G, the expression is anchored to the starting match position, and the "anchored" flag is set in the compiled regular expression.

CIRCUMFLEX AND DOLLAR

Outside a character class, in the default matching mode, the circumflex character is an assertion that is true only if the current matching point is at the start of the subject string. If the *startoffset* argument of **pcre_exec()** is non-zero, circumflex can never match if the PCRE_MULTILINE option is unset. Inside a character class, circumflex has an entirely different meaning (see below).

Circumflex need not be the first character of the pattern if a number of alternatives are involved, but it should be the first thing in each alternative in which it appears if the pattern is ever to match that branch. If all possible alternatives start with a circumflex, that is, if the pattern is constrained to match only at the start of the subject, it is said to be an "anchored" pattern. (There are also other constructs that can cause a pattern to be anchored.)

A dollar character is an assertion that is true only if the current matching point is at the end of the subject string, or immediately before a newline character that is the last character in the string (by default). Dollar need not be the last character of the pattern if a number of alternatives are involved, but it should be the last item in any branch in which it appears. Dollar has no special meaning in a character class.

The meaning of dollar can be changed so that it matches only at the very end of the string, by setting the PCRE_DOLLAR_ENDONLY option at compile time. This does not affect the \Z assertion.

The meanings of the circumflex and dollar characters are changed if the PCRE_MULTILINE option is set. When this is the case, they match immediately after and immediately before an internal newline character, respectively, in addition to matching at the start and end of the subject string. For example, the pattern /^abc$/ matches the subject string "def\nabc" (where \n represents a newline character) in multiline mode, but not otherwise. Consequently, patterns that are anchored in single line mode because all branches start with ^ are not anchored in multiline mode, and a match for circumflex is possible when the *startoffset* argument of **pcre_exec()** is non-zero. The PCRE_DOLLAR_ENDONLY option is ignored if PCRE_MULTILINE is set.

Note that the sequences \A, \Z, and \z can be used to match the start and end of the subject in both modes, and if all branches of a pattern start with \A it is always anchored, whether PCRE_MULTILINE is set or not.

FULL STOP (PERIOD, DOT)

Outside a character class, a dot in the pattern matches any one character in the subject, including a non-printing character, but not (by default) newline. In UTF-8 mode, a dot matches any UTF-8 character, which might be more than one byte long, except (by default) newline. If the PCRE_DOTALL option is set, dots match newlines as well. The handling of dot is entirely independent of the handling of circumflex and dollar, the only relationship being that they both involve newline characters. Dot has no special meaning in a character class.

MATCHING A SINGLE BYTE

Outside a character class, the escape sequence \C matches any one byte, both in and out of UTF-8 mode. Unlike a dot, it can match a newline. The feature is provided in Perl in order to match individual bytes in UTF-8 mode. Because it breaks up UTF-8 characters into individual bytes, what remains in the string may be a malformed UTF-8 string. For this reason, the \C escape sequence is best avoided.

PCRE does not allow \C to appear in lookbehind assertions (described below), because in UTF-8 mode this would make it impossible to calculate the length of the lookbehind.

SQUARE BRACKETS AND CHARACTER CLASSES

An opening square bracket introduces a character class, terminated by a closing square bracket. A closing square bracket on its own is not special. If a closing square bracket is required as a member of the class, it should be the first data character in the class (after an initial circumflex, if present) or escaped with a backslash.

A character class matches a single character in the subject. In UTF-8 mode, the character may occupy more than one byte. A matched character must be in the set of characters defined by the class, unless the first character in the class definition is a circumflex, in which case the subject character must not be in the set defined by the class. If a circumflex is actually required as a member of the class, ensure it is not the first character, or escape it with a backslash.

For example, the character class [aeiou] matches any lower case vowel, while [^aeiou] matches any character that is not a lower case vowel. Note that a circumflex is just a convenient notation for specifying the characters that are in the class by enumerating those that are not. A class that starts with a circumflex is not an assertion: it still consumes a character from the subject string, and therefore it fails if the current pointer is at the end of the string.

In UTF-8 mode, characters with values greater than 255 can be included in a class as a literal string of bytes, or by using the \x{ escaping mechanism.

When caseless matching is set, any letters in a class represent both their upper case and lower case versions, so for example, a caseless [aeiou] matches "A" as well as "a", and a caseless [^aeiou] does not match "A", whereas a caseful version would. When running in UTF-8 mode, PCRE supports the concept of case for characters with values greater than 128 only when it is compiled with Unicode property support.

The newline character is never treated in any special way in character classes, whatever the setting of the PCRE_DOTALL or PCRE_MULTILINE options is. A class such as [^a] will always match a newline.

The minus (hyphen) character can be used to specify a range of characters in a character class. For example, [d-m] matches any letter between d and m, inclusive. If a minus character is required in a class, it must be escaped with a backslash or appear in a position where it cannot be interpreted as indicating a range, typically as the first or last character in the class.

It is not possible to have the literal character "]" as the end character of a range. A pattern such as [W-]46] is interpreted as a class of two characters ("W" and "-") followed by a literal string "46]", so it would match "W46]" or "-46]". However, if the "]" is escaped with a backslash it is interpreted as the end of range, so [W-\]46] is interpreted as a class containing a range followed by two other characters. The octal

or hexadecimal representation of "]" can also be used to end a range.

Ranges operate in the collating sequence of character values. They can also be used for characters specified numerically, for example [\000-\037]. In UTF-8 mode, ranges can include characters whose values are greater than 255, for example [\x{100}-\x{2ff}].

If a range that includes letters is used when caseless matching is set, it matches the letters in either case. For example, [W-c] is equivalent to [][\\^_`wxyzabc], matched caselessly, and in non-UTF-8 mode, if character tables for the "fr_FR" locale are in use, [\xc8-\xcb] matches accented E characters in both cases. In UTF-8 mode, PCRE supports the concept of case for characters with values greater than 128 only when it is compiled with Unicode property support.

The character types \d, \D, \p, \P, \s, \S, \w, and \W may also appear in a character class, and add the characters that they match to the class. For example, [\dABCDEF] matches any hexadecimal digit. A circumflex can conveniently be used with the upper case character types to specify a more restricted set of characters than the matching lower case type. For example, the class [^\W_] matches any letter or digit, but not underscore.

The only metacharacters that are recognized in character classes are backslash, hyphen (only where it can be interpreted as specifying a range), circumflex (only at the start), opening square bracket (only when it can be interpreted as introducing a POSIX class name - see the next section), and the terminating closing square bracket. However, escaping other non-alphanumeric characters does no harm.

POSIX CHARACTER CLASSES

Perl supports the POSIX notation for character classes. This uses names enclosed by [: and :] within the enclosing square brackets. PCRE also supports this notation. For example,

```
[01[:alpha:]%]
```

matches "0", "1", any alphabetic character, or "%". The supported class names are

```
alnum    letters and digits
alpha    letters
ascii    character codes 0 - 127
blank    space or tab only
cntrl    control characters
digit    decimal digits (same as \d)
graph    printing characters, excluding space
lower    lower case letters
print    printing characters, including space
punct    printing characters, excluding letters and digits
space    white space (not quite the same as \s)
upper    upper case letters
word     "word" characters (same as \w)
```

```
xdigit   hexadecimal digits
```

The "space" characters are HT (9), LF (10), VT (11), FF (12), CR (13), and space (32). Notice that this list includes the VT character (code 11). This makes "space" different to \s, which does not include VT (for Perl compatibility).

The name "word" is a Perl extension, and "blank" is a GNU extension from Perl 5.8. Another Perl extension is negation, which is indicated by a ^ character after the colon. For example,

```
[12[:^digit:]]
```

matches "1", "2", or any non-digit. PCRE (and Perl) also recognize the POSIX syntax [.ch.] and [=ch=] where "ch" is a "collating element", but these are not supported, and an error is given if they are encountered.

In UTF-8 mode, characters with values greater than 128 do not match any of the POSIX character classes.

VERTICAL BAR

Vertical bar characters are used to separate alternative patterns. For example, the pattern

```
gilbert|sullivan
```

matches either "gilbert" or "sullivan". Any number of alternatives may appear, and an empty alternative is permitted (matching the empty string). The matching process tries each alternative in turn, from left to right, and the first one that succeeds is used. If the alternatives are within a subpattern (defined below), "succeeds" means matching the rest of the main pattern as well as the alternative in the subpattern.

INTERNAL OPTION SETTING

The settings of the PCRE_CASELESS, PCRE_MULTILINE, PCRE_DOTALL, and PCRE_EXTENDED options can be changed from within the pattern by a sequence of Perl option letters enclosed between "(?" and ")". The option letters are

```
i  for PCRE_CASELESS
m  for PCRE_MULTILINE
s  for PCRE_DOTALL
x  for PCRE_EXTENDED
```

For example, (?im) sets caseless, multiline matching. It is also possible to unset these options by preceding the letter with a hyphen, and a combined setting and unsetting such as (?im-sx), which sets PCRE_CASELESS and PCRE_MULTILINE while unsetting PCRE_DOTALL and PCRE_EXTENDED, is also permitted. If a letter appears both before and after the hyphen, the option is unset.

When an option change occurs at top level (that is, not inside subpattern parentheses), the change applies to the remainder of the pattern that follows. If the change is placed right at the start of a pattern, PCRE extracts it into the global options (and it will therefore show up in data extracted by the **pcre_fullinfo()** function).

An option change within a subpattern affects only that part of the current pattern that follows it, so

```
(a(?i)b)c
```

matches abc and aBc and no other strings (assuming PCRE_CASELESS is not used). By this means, options can be made to have different settings in different parts of the pattern. Any changes made in one alternative do carry on into subsequent branches within the same subpattern. For example,

```
(a(?i)b|c)
```

matches "ab", "aB", "c", and "C", even though when matching "C" the first branch is abandoned before the option setting. This is because the effects of option settings happen at compile time. There would be some very weird behaviour otherwise.

The PCRE-specific options PCRE_UNGREEDY and PCRE_EXTRA can be changed in the same way as the Perl-compatible options by using the characters U and X respectively. The (?X) flag setting is special in that it must always occur earlier in the pattern than any of the additional features it turns on, even when it is at top level. It is best to put it at the start.

SUBPATTERNS

Subpatterns are delimited by parentheses (round brackets), which can be nested. Turning part of a pattern into a subpattern does two things:

1. It localizes a set of alternatives. For example, the pattern

```
cat(aract|erpillar|)
```

matches one of the words "cat", "cataract", or "caterpillar". Without the parentheses, it would match "cataract", "erpillar" or the empty string.

2. It sets up the subpattern as a capturing subpattern. This means that, when the whole pattern matches, that portion of the subject string that matched the subpattern is passed back to the caller via the *ovector* argument of **pcre_exec()**. Opening parentheses are counted from left to right (starting from 1) to obtain numbers for the capturing subpatterns.

For example, if the string "the red king" is matched against the pattern

```
the ((red|white) (king|queen))
```

the captured substrings are "red king", "red", and "king", and are numbered 1, 2, and 3, respectively.

The fact that plain parentheses fulfil two functions is not always helpful. There are often times when a grouping subpattern is required without a capturing requirement. If an opening parenthesis is followed by a question mark and a colon, the subpattern does not do any capturing, and is not counted when computing the number of any subsequent capturing subpatterns. For example, if the string "the white queen" is matched against the pattern

```
the ((?:red|white) (king|queen))
```

the captured substrings are "white queen" and "queen", and are numbered 1 and 2. The maximum number of capturing subpatterns is 65535, and the maximum depth of nesting of all subpatterns, both capturing and non-capturing, is 200.

As a convenient shorthand, if any option settings are required at the start of a non-capturing subpattern, the option letters may appear between the "?" and the ":". Thus the two patterns

```
(?i:saturday|sunday)
(?:(?i)saturday|sunday)
```

match exactly the same set of strings. Because alternative branches are tried from left to right, and options are not reset until the end of the subpattern is reached, an option setting in one branch does affect subsequent branches, so the above patterns match "SUNDAY" as well as "Saturday".

NAMED SUBPATTERNS

Identifying capturing parentheses by number is simple, but it can be very hard to keep track of the numbers in complicated regular expressions. Furthermore, if an expression is modified, the numbers may change. To help with this difficulty, PCRE supports the naming of subpatterns, something that Perl does not provide. The Python syntax (?P<name>...) is used. Names consist of alphanumeric characters and underscores, and must be unique within a pattern.

Named capturing parentheses are still allocated numbers as well as names. The PCRE API provides function calls for extracting the name-to-number translation table from a compiled pattern. There is also a convenience function for extracting a captured substring by name. For further details see the **pcreapi** documentation.

REPETITION

Repetition is specified by quantifiers, which can follow any of the following items:

```
a literal data character
the . metacharacter
the \C escape sequence
the \X escape sequence (in UTF-8 mode with Unicode properties)
an escape such as \d that matches a single character
a character class
a back reference (see next section)
a parenthesized subpattern (unless it is an assertion)
```

The general repetition quantifier specifies a minimum and maximum number of permitted matches, by giving the two numbers in curly brackets (braces), separated by a comma. The numbers must be less than 65536, and the first must be less than or equal to the second. For example:

```
z{2,4}
```

matches "zz", "zzz", or "zzzz". A closing brace on its own is not a special character. If the second number is omitted, but the comma is present, there is no upper limit; if the second number and the comma are both omitted, the quantifier specifies an exact number of required matches. Thus

```
[aeiou]{3,}
```

matches at least 3 successive vowels, but may match many more, while

```
\d{8}
```

matches exactly 8 digits. An opening curly bracket that appears in a position where a quantifier is not allowed, or one that does not match the syntax of a quantifier, is taken as a literal character. For example, {,6} is not a quantifier, but a literal string of four characters.

In UTF-8 mode, quantifiers apply to UTF-8 characters rather than to individual bytes. Thus, for example, \x{100}{2} matches two UTF-8 characters, each of which is represented by a two-byte sequence. Similarly, when Unicode property support is available, \X{3} matches three Unicode extended sequences, each of which may be several bytes long (and they may be of different lengths).

The quantifier {0} is permitted, causing the expression to behave as if the previous item and the quantifier were not present.

For convenience (and historical compatibility) the three most common quantifiers have single-character abbreviations:

```
*    is equivalent to {0,}
+    is equivalent to {1,}
?    is equivalent to {0,1}
```

It is possible to construct infinite loops by following a subpattern that can match no characters with a quantifier that has no upper limit, for example:

```
(a?)*
```

Earlier versions of Perl and PCRE used to give an error at compile time for such patterns. However, because there are cases where this can be useful, such patterns are now accepted, but if any repetition of the subpattern does in fact match no characters, the loop is forcibly broken.

By default, the quantifiers are "greedy", that is, they match as much as possible (up to the maximum number of permitted times), without causing the rest of the pattern to fail. The classic example of where this gives problems is in trying to match comments in C programs. These appear between /* and */ and within the comment, individual * and / characters may appear. An attempt to match C comments by applying the pattern

```
/\*.*\*/
```

to the string

```
/* first comment */  not comment  /* second comment */
```

fails, because it matches the entire string owing to the greediness of the .* item.

However, if a quantifier is followed by a question mark, it ceases to be greedy, and instead matches the minimum number of times possible, so the pattern

```
/\*.*?\*/
```

does the right thing with the C comments. The meaning of the various quantifiers is not otherwise changed, just the preferred number of matches. Do not confuse this use of question mark with its use as a quantifier in its own right. Because it has two uses, it can sometimes appear doubled, as in

```
\d??\d
```

which matches one digit by preference, but can match two if that is the only way the rest of the pattern matches.

If the PCRE_UNGREEDY option is set (an option which is not available in Perl), the quantifiers are not greedy by default, but individual ones can be made greedy by following them with a question mark. In other words, it inverts the default behaviour.

When a parenthesized subpattern is quantified with a minimum repeat count that is greater than 1 or with a limited maximum, more memory is required for the compiled pattern, in proportion to the size of the minimum or maximum.

If a pattern starts with .* or .{0,} and the PCRE_DOTALL option (equivalent to Perl's /s) is set, thus allowing the . to match newlines, the pattern is implicitly anchored, because whatever follows will be tried against every character position in the subject string, so there is no point in retrying the overall match at any position after the first. PCRE normally treats such a pattern as though it were preceded by \A.

In cases where it is known that the subject string contains no newlines, it is worth setting PCRE_DOTALL in order to obtain this optimization, or alternatively using ^ to indicate anchoring explicitly.

However, there is one situation where the optimization cannot be used. When .* is inside capturing parentheses that are the subject of a backreference elsewhere in the pattern, a match at the start may fail, and a later one succeed. Consider, for example:

```
(.*)abc\1
```

If the subject is "xyz123abc123" the match point is the fourth character. For this reason, such a pattern is not implicitly anchored.

When a capturing subpattern is repeated, the value captured is the substring that matched the final iteration. For example, after

```
(tweedle[dume]{3}\s*)+
```

has matched "tweedledum tweedledee" the value of the captured substring is "tweedledee". However, if there are nested capturing subpatterns, the corresponding captured values may have been set in previous iterations. For example, after

```
/(a|(b))+/
```

matches "aba" the value of the second captured substring is "b".

ATOMIC GROUPING AND POSSESSIVE QUANTIFIERS

With both maximizing and minimizing repetition, failure of what follows normally causes the repeated item to be re-evaluated to see if a different number of repeats allows the rest of the pattern to match. Sometimes it is useful to prevent this, either to change the nature of the match, or to cause it fail earlier than it otherwise might, when the author of the pattern knows there is no point in carrying on.

Consider, for example, the pattern \d+foo when applied to the subject line

```
123456bar
```

After matching all 6 digits and then failing to match "foo", the normal action of the matcher is to try again with only 5 digits matching the \d+ item, and then with 4, and so on, before ultimately failing. "Atomic grouping" (a term taken from Jeffrey Friedl's book) provides the means for specifying that once a subpattern has matched, it is not to be re-evaluated in this way.

If we use atomic grouping for the previous example, the matcher would give up immediately on failing to match "foo" the first time. The notation is a kind of special parenthesis, starting with (?> as in this example:

```
(?>\d+)foo
```

This kind of parenthesis "locks up" the part of the pattern it contains once it has matched, and a failure further into the pattern is prevented from backtracking into it. Backtracking past it to previous items, however, works as normal.

An alternative description is that a subpattern of this type matches the string of characters that an identical standalone pattern would match, if anchored at the current point in the subject string.

Atomic grouping subpatterns are not capturing subpatterns. Simple cases such as the above example can be thought of as a maximizing repeat that must swallow everything it can. So, while both \d+ and \d+? are prepared to adjust the number of digits they match in order to make the rest of the pattern match, (?>\d+) can only match an entire sequence of digits.

Atomic groups in general can of course contain arbitrarily complicated subpatterns, and can be nested. However, when the subpattern for an atomic group is just a single repeated item, as in the example above, a simpler notation, called a "possessive quantifier" can be used. This consists of an additional + character following a quantifier. Using this notation, the previous example can be rewritten as

```
\d++foo
```

Possessive quantifiers are always greedy; the setting of the PCRE_UNGREEDY option is ignored. They are a convenient notation for the simpler forms of atomic group. However, there is no difference in the meaning or processing of a possessive quantifier and the equivalent atomic group.

The possessive quantifier syntax is an extension to the Perl syntax. It originates in Sun's Java package.

When a pattern contains an unlimited repeat inside a subpattern that can itself be repeated an unlimited number of times, the use of an atomic group is the only way to avoid some failing matches taking a very long time indeed. The pattern

```
(\D+|<\d+>)*[!?]
```

matches an unlimited number of substrings that either consist of non-digits, or digits enclosed in <>, followed by either ! or ?. When it matches, it runs quickly. However, if it is applied to

```
aaaaaaaaaaaaaaaaaaaaaaaaaaaaaaaaaaaaaaaaaaaaaaaaaaaa
```

it takes a long time before reporting failure. This is because the string can be divided between the internal \D+ repeat and the external * repeat in a large number of ways, and all have to be tried. (The example uses [!?] rather than a single character at the end, because both PCRE and Perl have an optimization that allows for fast failure when a single character is used. They remember the last single character that is required for a match, and fail early if it is not present in the string.) If the pattern is changed so that it uses an atomic group, like this:

```
((?>\D+)|<\d+>)*[!?]
```

sequences of non-digits cannot be broken, and failure happens quickly.

BACK REFERENCES

Outside a character class, a backslash followed by a digit greater than 0 (and possibly further digits) is a back reference to a capturing subpattern earlier (that is, to its left) in the pattern, provided there have been that many previous capturing left parentheses.

However, if the decimal number following the backslash is less than 10, it is always taken as a back reference, and causes an error only if there are not that many capturing left parentheses in the entire pattern. In other words, the parentheses that are referenced need not be to the left of the reference for numbers less than 10. See the subsection entitled "Non-printing characters" above for further details of the handling of digits following a backslash.

A back reference matches whatever actually matched the capturing subpattern in the current subject string, rather than anything matching the subpattern itself (see "Subpatterns as subroutines" below for a way of doing that). So the pattern

```
(sens|respons)e and \1ibility
```

matches "sense and sensibility" and "response and responsibility", but not "sense and responsibility". If caseful matching is in force at the time of the back reference, the case of letters is relevant. For example,

```
((?i)rah)\s+\1
```

matches "rah rah" and "RAH RAH", but not "RAH rah", even though the original capturing subpattern is matched caselessly.

Back references to named subpatterns use the Python syntax (?P=name). We could rewrite the above example as follows:

```
(?<p1>(?i)rah)\s+(?P=p1)
```

There may be more than one back reference to the same subpattern. If a subpattern has not actually been used in a particular match, any back references to it always fail. For example, the pattern

```
(a|(bc))\2
```

always fails if it starts to match "a" rather than "bc". Because there may be many capturing parentheses in a pattern, all digits following the backslash are taken as part of a potential back reference number. If the pattern continues with a digit character, some delimiter must be used to terminate the back reference. If the PCRE_EXTENDED option is set, this can be whitespace. Otherwise an empty comment (see "Comments" below) can be used.

A back reference that occurs inside the parentheses to which it refers fails when the subpattern is first used, so, for example, (a\1) never matches. However, such references can be useful inside repeated subpatterns. For example, the pattern

```
(a|b\1)+
```

matches any number of "a"s and also "aba", "ababbaa" etc. At each iteration of the subpattern, the back reference matches the character string corresponding to the previous iteration. In order for this to work, the pattern must be such that the first iteration does not need to match the back reference. This can be done using alternation, as in the example above, or by a quantifier with a minimum of zero.

ASSERTIONS

An assertion is a test on the characters following or preceding the current matching point that does not actually consume any characters. The simple assertions coded as \b, \B, \A, \G, \Z, \z, ^ and $ are described above.

More complicated assertions are coded as subpatterns. There are two kinds: those that look ahead of the current position in the subject string, and those that look behind it. An assertion subpattern is matched in

the normal way, except that it does not cause the current matching position to be changed.

Assertion subpatterns are not capturing subpatterns, and may not be repeated, because it makes no sense to assert the same thing several times. If any kind of assertion contains capturing subpatterns within it, these are counted for the purposes of numbering the capturing subpatterns in the whole pattern. However, substring capturing is carried out only for positive assertions, because it does not make sense for negative assertions.

Lookahead assertions

Lookahead assertions start with (?= for positive assertions and (?! for negative assertions. For example,

```
\w+(?=;)
```

matches a word followed by a semicolon, but does not include the semicolon in the match, and

```
foo(?!bar)
```

matches any occurrence of "foo" that is not followed by "bar". Note that the apparently similar pattern

```
(?!foo)bar
```

does not find an occurrence of "bar" that is preceded by something other than "foo"; it finds any occurrence of "bar" whatsoever, because the assertion (?!foo) is always true when the next three characters are "bar". A lookbehind assertion is needed to achieve the other effect.

If you want to force a matching failure at some point in a pattern, the most convenient way to do it is with (?!) because an empty string always matches, so an assertion that requires there not to be an empty string must always fail.

Lookbehind assertions

Lookbehind assertions start with (?<= for positive assertions and (?<! for negative assertions. For example,

```
(?<!foo)bar
```

does find an occurrence of "bar" that is not preceded by "foo". The contents of a lookbehind assertion are restricted such that all the strings it matches must have a fixed length. However, if there are several alternatives, they do not all have to have the same fixed length. Thus

```
(?<=bullock|donkey)
```

is permitted, but

```
(?<!dogs?|cats?)
```

causes an error at compile time. Branches that match different length strings are permitted only at the top level of a lookbehind assertion. This is an extension compared with Perl (at least for 5.8), which requires all branches to match the same length of string. An assertion such as

```
(?<=ab(c|de))
```

is not permitted, because its single top-level branch can match two different lengths, but it is acceptable if rewritten to use two top-level branches:

```
(?<=abc|abde)
```

The implementation of lookbehind assertions is, for each alternative, to temporarily move the current position back by the fixed width and then try to match. If there are insufficient characters before the current position, the match is deemed to fail.

PCRE does not allow the \C escape (which matches a single byte in UTF-8 mode) to appear in lookbehind assertions, because it makes it impossible to calculate the length of the lookbehind. The \X escape, which can match different numbers of bytes, is also not permitted.

Atomic groups can be used in conjunction with lookbehind assertions to specify efficient matching at the end of the subject string. Consider a simple pattern such as

```
abcd$
```

when applied to a long string that does not match. Because matching proceeds from left to right, PCRE will look for each "a" in the subject and then see if what follows matches the rest of the pattern. If the pattern is specified as

```
^.*abcd$
```

the initial .* matches the entire string at first, but when this fails (because there is no following "a"), it backtracks to match all but the last character, then all but the last two characters, and so on. Once again the search for "a" covers the entire string, from right to left, so we are no better off. However, if the pattern is written as

```
^(?>.*)(?<=abcd)
```

or, equivalently, using the possessive quantifier syntax,

```
^.*+(?<=abcd)
```

there can be no backtracking for the .* item; it can match only the entire string. The subsequent lookbehind assertion does a single test on the last four characters. If it fails, the match fails immediately. For long strings, this approach makes a significant difference to the processing time.

Using multiple assertions

Several assertions (of any sort) may occur in succession. For example,

```
(?<=\d{3})(?<!999)foo
```

matches "foo" preceded by three digits that are not "999". Notice that each of the assertions is applied independently at the same point in the subject string. First there is a check that the previous three characters are all digits, and then there is a check that the same three characters are not "999". This pattern does *not* match "foo" preceded by six characters, the first of which are digits and the last three of which are not "999". For example, it doesn't match "123abcfoo". A pattern to do that is

```
(?<=\d{3}...)(?<!999)foo
```

This time the first assertion looks at the preceding six characters, checking that the first three are digits, and then the second assertion checks that the preceding three characters are not "999".

Assertions can be nested in any combination. For example,

```
(?<=(?<!foo)bar)baz
```

matches an occurrence of "baz" that is preceded by "bar" which in turn is not preceded by "foo", while

```
(?<=\d{3}(?!999)...)foo
```

is another pattern that matches "foo" preceded by three digits and any three characters that are not "999".

CONDITIONAL SUBPATTERNS

It is possible to cause the matching process to obey a subpattern conditionally or to choose between two alternative subpatterns, depending on the result of an assertion, or whether a previous capturing subpattern matched or not. The two possible forms of conditional subpattern are

```
(?(condition)yes-pattern)

(?(condition)yes-pattern|no-pattern)
```

If the condition is satisfied, the yes-pattern is used; otherwise the no-pattern (if present) is used. If there are more than two alternatives in the subpattern, a compile-time error occurs.

There are three kinds of condition. If the text between the parentheses consists of a sequence of digits, the condition is satisfied if the capturing subpattern of that number has previously matched. The number must be greater than zero. Consider the following pattern, which contains non-significant white space to make it more readable (assume the PCRE_EXTENDED option) and to divide it into three parts for ease of discussion:

```
( \( )?    [^()]+    (?(1) \) )
```

The first part matches an optional opening parenthesis, and if that character is present, sets it as the first captured substring. The second part matches one or more characters that are not parentheses. The third part is a conditional subpattern that tests whether the first set of parentheses matched or not. If they did, that is, if subject started with an opening parenthesis, the condition is true, and so the yes-pattern is executed and a closing parenthesis is required. Otherwise, since no-pattern is not present, the subpattern matches nothing. In other words, this pattern matches a sequence of non-parentheses, optionally enclosed in parentheses.

If the condition is the string (R), it is satisfied if a recursive call to the pattern or subpattern has been made. At "top level", the condition is false. This is a PCRE extension. Recursive patterns are described in the next section.

If the condition is not a sequence of digits or (R), it must be an assertion. This may be a positive or negative lookahead or lookbehind assertion. Consider this pattern, again containing non-significant white space, and with the two alternatives on the second line:

```
(?(?=[^a-z]*[a-z])

\d{2}-[a-z]{3}-\d{2}  |  \d{2}-\d{2}-\d{2} )
```

The condition is a positive lookahead assertion that matches an optional sequence of non-letters followed by a letter. In other words, it tests for the presence of at least one letter in the subject. If a letter is found, the subject is matched against the first alternative; otherwise it is matched against the second. This pattern matches strings in one of the two forms dd-aaa-dd or dd-dd-dd, where aaa are letters and dd are digits.

COMMENTS

The sequence (?# marks the start of a comment that continues up to the next closing parenthesis. Nested parentheses are not permitted. The characters that make up a comment play no part in the pattern matching at all.

If the PCRE_EXTENDED option is set, an unescaped # character outside a character class introduces a comment that continues up to the next newline character in the pattern.

RECURSIVE PATTERNS

Consider the problem of matching a string in parentheses, allowing for unlimited nested parentheses. Without the use of recursion, the best that can be done is to use a pattern that matches up to some fixed depth of nesting. It is not possible to handle an arbitrary nesting depth. Perl provides a facility that allows regular expressions to recurse (amongst other things). It does this by interpolating Perl code in the expression at run time, and the code can refer to the expression itself. A Perl pattern to solve the parentheses problem can be created like this:

```
$re = qr{\( (?: (?>[^()]+) | (?p{$re}) )* \)}x;
```

The (?p{...}) item interpolates Perl code at run time, and in this case refers recursively to the pattern in which it appears. Obviously, PCRE cannot support the interpolation of Perl code. Instead, it supports some special syntax for recursion of the entire pattern, and also for individual subpattern recursion.

The special item that consists of (? followed by a number greater than zero and a closing parenthesis is a recursive call of the subpattern of the given number, provided that it occurs inside that subpattern. (If not, it is a "subroutine" call, which is described in the next section.) The special item (?R) is a recursive call of the entire regular expression.

For example, this PCRE pattern solves the nested parentheses problem (assume the PCRE_EXTENDED option is set so that white space is ignored):

```
\( ( (?>[^()]+) | (?R) )* \)
```

First it matches an opening parenthesis. Then it matches any number of substrings which can either be a sequence of non-parentheses, or a recursive match of the pattern itself (that is a correctly parenthesized substring). Finally there is a closing parenthesis.

If this were part of a larger pattern, you would not want to recurse the entire pattern, so instead you could use this:

```
( \( ( (?>[^()]+) | (?1) )* \) )
```

We have put the pattern into parentheses, and caused the recursion to refer to them instead of the whole pattern. In a larger pattern, keeping track of parenthesis numbers can be tricky. It may be more convenient to use named parentheses instead. For this, PCRE uses (?P>name), which is an extension to the Python syntax that PCRE uses for named parentheses (Perl does not provide named parentheses). We could rewrite the above example as follows:

```
(?P<pn> \( ( (?>[^()]+) | (?P>pn) )* \) )
```

This particular example pattern contains nested unlimited repeats, and so the use of atomic grouping for matching strings of non-parentheses is important when applying the pattern to strings that do not match. For example, when this pattern is applied to

```
(aaaaaaaaaaaaaaaaaaaaaaaaaaaaaaaaaaaaaaaaaaaaaaaaaaaa()
```

it yields "no match" quickly. However, if atomic grouping is not used, the match runs for a very long time indeed because there are so many different ways the + and * repeats can carve up the subject, and all have to be tested before failure can be reported.

At the end of a match, the values set for any capturing subpatterns are those from the outermost level of the recursion at which the subpattern value is set. If you want to obtain intermediate values, a callout function can be used (see the next section and the **pcrecallout** documentation). If the pattern above is matched against

```
(ab(cd)ef)
```

the value for the capturing parentheses is "ef", which is the last value taken on at the top level. If additional parentheses are added, giving

```
\( ( ( (?>[^()]+) | (?R) )* ) \)
   ^                        ^
   ^                        ^
```

the string they capture is "ab(cd)ef", the contents of the top level parentheses. If there are more than 15 capturing parentheses in a pattern, PCRE has to obtain extra memory to store data during a recursion, which it does by using **pcre_malloc**, freeing it via **pcre_free** afterwards. If no memory can be obtained, the match fails with the PCRE_ERROR_NOMEMORY error.

Do not confuse the (?R) item with the condition (R), which tests for recursion. Consider this pattern, which matches text in angle brackets, allowing for arbitrary nesting. Only digits are allowed in nested brackets (that is, when recursing), whereas any characters are permitted at the outer level.

```
< (?: (?(R) \d++  | [^<>]*+) | (?R)) * >
```

In this pattern, (?(R) is the start of a conditional subpattern, with two different alternatives for the recursive and non-recursive cases. The (?R) item is the actual recursive call.

SUBPATTERNS AS SUBROUTINES

If the syntax for a recursive subpattern reference (either by number or by name) is used outside the parentheses to which it refers, it operates like a subroutine in a programming language. An earlier example pointed out that the pattern

```
(sens|respons)e and \1ibility
```

matches "sense and sensibility" and "response and responsibility", but not "sense and responsibility". If instead the pattern

```
(sens|respons)e and (?1)ibility
```

is used, it does match "sense and responsibility" as well as the other two strings. Such references must, however, follow the subpattern to which they refer.

CALLOUTS

Perl has a feature whereby using the sequence (?{...}) causes arbitrary Perl code to be obeyed in the middle of matching a regular expression. This makes it possible, amongst other things, to extract different substrings that match the same pair of parentheses when there is a repetition.

PCRE provides a similar feature, but of course it cannot obey arbitrary Perl code. The feature is called "callout". The caller of PCRE provides an external function by putting its entry point in the global variable *pcre_callout*. By default, this variable contains NULL, which disables all calling out.

Within a regular expression, (?C) indicates the points at which the external function is to be called. If you want to identify different callout points, you can put a number less than 256 after the letter C. The default value is zero. For example, this pattern has two callout points:

```
(?C1)\dabc(?C2)def
```

If the PCRE_AUTO_CALLOUT flag is passed to **pcre_compile()**, callouts are automatically installed before each item in the pattern. They are all numbered 255.

During matching, when PCRE reaches a callout point (and *pcre_callout* is set), the external function is called. It is provided with the number of the callout, the position in the pattern, and, optionally, one item of data originally supplied by the caller of **pcre_exec()**. The callout function may cause matching to proceed, to backtrack, or to fail altogether. A complete description of the interface to the callout function is given in the **pcrecallout** documentation.

Overview

theWord uses several keyboard shortcuts to access functions that are also available via menus and toolbars. There are three types of shortcuts:

1. **Global shortcuts** which are active independently of which is the active view or control
2. **View specific shortcuts** that apply only to the active view (to activate a view you click anywhere in the view's rectangle)
3. **Control specific shortcuts** that apply to the active control (to activate a control you click on that control)

Global Shortcuts

Shortcut	Action
Shortcuts for function keys F1 until F12	
F1	Displays online help
F2	Search Books - set focus to Book search input box (if a Book search view is not present, one is created)
SHIFT+F2	Search Book titles of active Book view
F3	Search the Bible - set focus to Bible search input box (if a Bible search view is not present, one is created)
SHIFT+F3	Search Bible titles of active Bible view
F4	Sets the focus to the Verse-reference input box in order to enter a verse reference with the keyboard
F5	Display the Copy Verses dialog
CTRL+F6	Show/hide view captions
F8	Show/hide the Bible tree
Book search views	
F9	Create Book search view
SHIFT+F9	Create floating Book search view
CTRL+F9	Navigate Book search views
CTRL+SHIFT+F9	Close active Book search view
Bible search views	
F10	Create Bible search view
SHIFT+F10	Create floating Bible search view

CTRL+F10	Navigate Bible search views
CTRL+SHIFT+F10	Close active Bible search view
Bible views	
F11	Create Bible view
SHIFT+F11	Create floating Bible view
CTRL+F11	Navigate Bible views
CTRL+SHIFT+F11	Close active Bible view
Book views	
F12	Create Book view
SHIFT+F12	Create floating Book view
CTRL+F12	Navigate Book views
CTRL+SHIFT+F12	Close active Book view
Global shortcuts	
CTRL+SHIFT+L	Reload current language file (useful when editing the .lng file during translation)
CTRL+SHIFT+V	Paste back verse text from Clipboard monitor to the clipboard

Bible view specific

Shortcut	Action
Bookmarks	
CTRL+0-9	Jump to Bible view bookmark 0 until 9
CTRL+SHIFT+0-9	Set bookmark 0-9 to current verse
CTRL+SHIFT+B	Add new bookmark to next available bookmark index
Navigation	
SPACE	Scroll down a page
DOWN ARROW	Next verse
UP ARROW	Previous verse
RIGHT ARROW	Next chapter
LEFT ARROW	Previous chapter
ALT+RIGHT ARROW	Next book
ALT+LEFT ARROW	Previous book
BACKSPACE	History back
CTRL+LEFT ARROW	History back
CTRL+RIGHT ARROW	History forward
ALT+0..9	Activate first, second, ... ninth Bible view tab (0 for tenth)
ALT+P	Display the Compare view
ALT+L	Display the List view

<ANY NUMBER>	Jump to this verse number (support for multi-digit verse numbers)
Actions	
CTRL+A	Selects all text
CTRL+L	Add current verse to current list
CTRL+C	If selection exists, copy it; if not, copy current verse
CTRL+O	Display Bible view options dialog
CTRL+P	Print
CTRL+T	Show/hide viewer icons (the vertical toolbar in the Bible view)
CTRL+H	Compare view: arrange Bibles horizontally
CTRL+J	Compare view: arrange Bibles vertically
CTRL+NUMPAD+	Zoom in (this is the plus sign on the numeric keypad)
CTRL+NUMPAD-	Zoom out (this is the minus sign on the numeric keypad)
CTRL+MOUSE WHEEL	Zoom in/out
Quick view options (plain keys)	
H	Show/hide Chapter Headings
F	Show/Hide footnotes
U	Show/hide User formatting
J	Show/hide words of Jesus in red
O	Show/hide OT quotes in bold
P	Toggle Paragraph mode
X	Show/hide cross references
S	Show/hide Strong's numbers
M	Show/hide morphological codes
Q	Show/hide header and footer links
L	Show/hide commentary links
D	Enable/disable word definition popups (dictionary lookups)
C	Show inline commentaries below each verse
T	Show inline commentaries beside each verse
N	Hide inline commentaries
W	Create a new Bible view
<MODULE TOGGLE KEYS>	Some modules have content that can be switched on/off using specific toggle keys. These can be found in the module properties Information dialog (Help->Info).
Verse list	

CTRL+W	Show Contents (all verse lists)
CTRL+A	Select all
CTRL+S	Save verse list
DOWN ARROW	Next verse in list
RIGHT ARROW	same as DOWN ARROW
UP ARROW	Previous verse in list
LEFT ARROW	same as UP ARROW
HOME	Jump to first verse
END	Jump to last verse
SHIFT+DEL	Delete current verse
PAGE UP	Jump 6 verses up (or next row in multi-column display)
PAGE DOWN	Jump 6 verses down (or next row in multi-column display)
CTRL+P	Print
CTRL+NUMPAD+	Zoom in (this is the plus sign on the numeric keypad)
CTRL+NUMPAD-	Zoom out (this is the minus sign on the numeric keypad)
CTRL+MOUSE WHEEL	Zoom in/out
SHIFT+UP ARROW	move up current verse
SHIFT+DOWN ARROW	move down current verse
SHIFT+MOUSE WHEEL UP	move up current verse
SHIFT+MOUSE WHEEL DOWN	move down current verse
CTRL+SHIFT+UP ARROW	Subtract a verse from current verse passage
CTRL+SHIFT+DOWN ARROW	Add a verse to current verse passage
CTRL+SHIFT+MOUSE WHEEL UP	Subtract a verse from current verse passage
CTRL+SHIFT+MOUSE WHEEL UP	Add a verse to current verse passage

Book view

CTRL+A	**Selects all text**
CTRL+N	Add new topic
CTRL+SHIFT+N	Update current topic subject
CTRL+SHIFT+D	Delete selected topic(s)
CTRL+ALT+SHIFT+D	Delete selected topic(s) without confirmation dialog
SHIFT+(CTRL)+DELETE	Delete selected topics(s) - if topics tree is the active control
SHIFT+TAB	Navigate to next control (if TAB is used to insert tabs, else TAB itself is used)

CTRL+NUMPAD+	Zoom in (this is the plus sign on the numeric keypad)
CTRL+NUMPAD-	Zoom out (this is the minus sign on the numeric keypad)
CTRL+MOUSE WHEEL	Zoom in/out
CTRL+SHIFT+UP ARROW	Previous search match
CTRL+SHIFT+DOWN ARROW	Next search match
CTRL+S	Save reader content immediately
CTRL+D	Auto-detect all verse references in current topic
CTRL+SHIFT+D	Auto-detect all verse references advanced mode (for commentaries only, takes into consideration current verse references and parses incomplete ones)
CTRL+R	Display the Bookmarks dialog
CTRL+SHIFT+U	Toggle user module property for current module - notice that any user formatting will become permanent.
Formatting	
CTRL+SHIFT+F	Focus the font combo box, if the book view formatting toolbar is active
CTRL+SHIFT+P	Focus the font size combo box, if the book view formatting toolbar is active
CTRL+X	Cut
CTRL+V	Copy
CTRL+P	Paste
CTRL+Z	Undo
CTRL+Y	Redo
CTRL+B	Bold
CTRL+I	Italics
CTRL+U	Underline
CTRL+.	Grow font by one point
CTRL+,	Shrink font by one point
CTRL+SHIFT+=	Superscript (toggle)
CTRL+=	Subscript (toggle)
CTRL+K	Insert hyperlink

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