The information provided in this guide is given to you in good faith. While every effort has been made to ensure the information is correct, no guarantees are given. Guide provided by AJ, of http://sbi-help.easy-online-money.net

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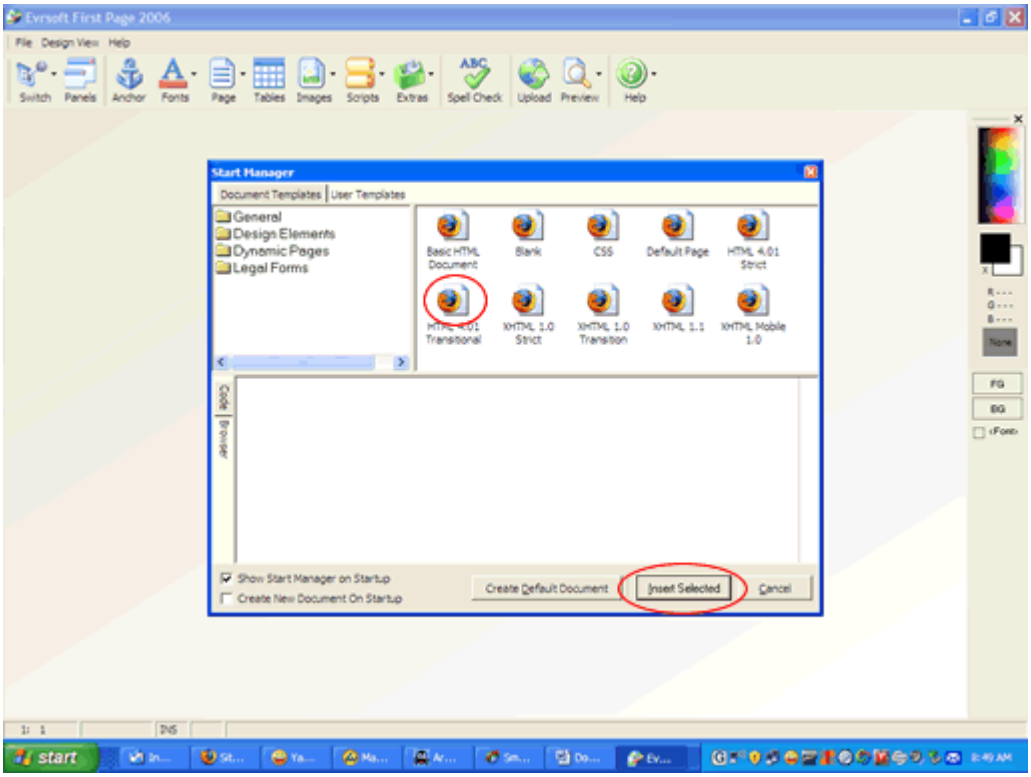
Quick Users Guide For Evrsoft 2006™

The software will install in Program files, by default. There is no reason to select a different location. The guide will show you the main features that you will need to use this HTML editor. This is NOT a complete reference guide by any means, however it will give you more enough to get started with using it.

Put your site folder into Evrsoft

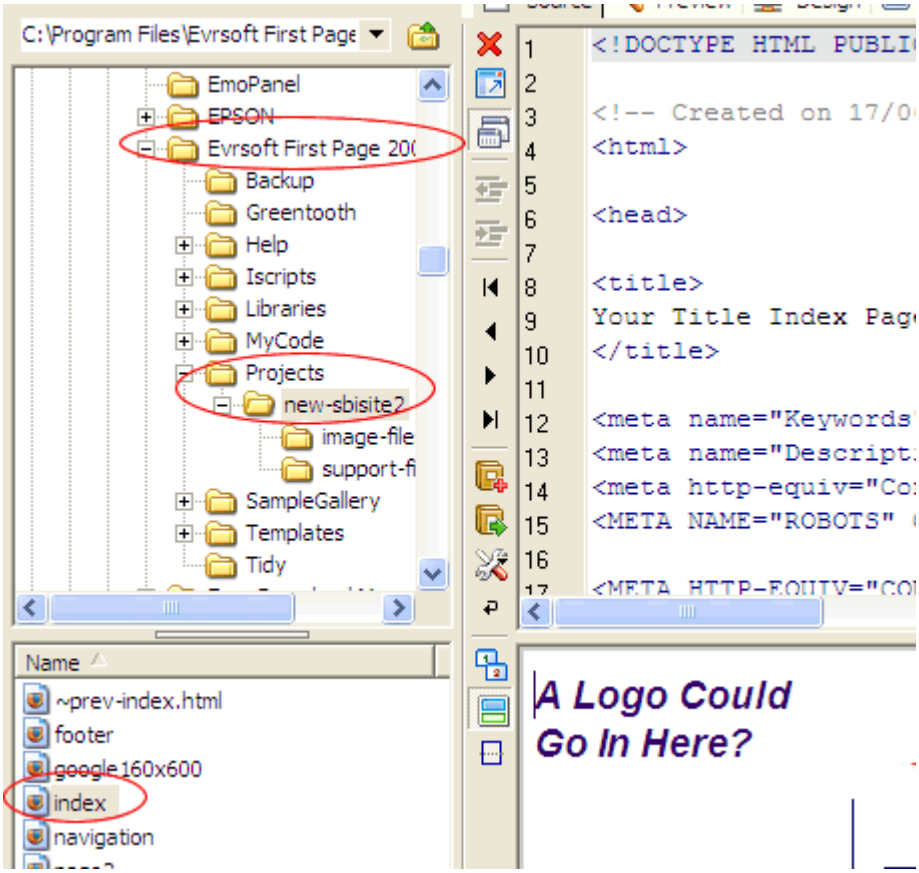
Generally, you can store your site folders in My Documents. However there is a slight drawback to doing that with this editor. And that is, when you insert an image, because you have the files stored in a different location to Evrsoft you will end up with an incorrect filepath.

So navigate to to the Evrsoft main folder. This is most likely located in C/Program Files/Evrsoft 2006 (where C is your main drive). Look inside, and find the folder named "Projects" Just copy and paste, or drag and drop your site folder into here, then start up Evrsoft.



I generally start with opening a blank document, using the HTML 4.01 as circled. This then gives you quick access to the main workspace of the editor.

Take a look at the workspace. I have already used the left menu tree to navigate to the page I want to work on.



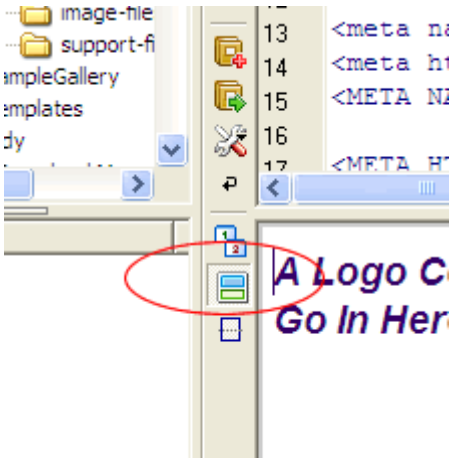
Set line numbers and gutter

Look at the image above, see the crossed spanner and screwdriver icon, beside line 16? Click on that and select the line numbers, gutter, and word wrap options.
Now look at the top of your workspace area.

There are two main tabs that you will use. Source, and Preview. Don't use the design one….that is a wysiwyg tpe design area, and will produce CRAP html code! If you decide to use that anyway, please never email me to ask what's wrong with your page.

Source view

You will do nearly all your work using this view. It is split screen, so you can work in either the top part (the code) or type directly into the lower part (the page view). If split screen ISN'T showing (you have one single window) then use the icon shown below.



You will notice one thing when using this view. Images that are referenced in the stylesheets won't show up. That's a little annoying, but no big deal, the rest of your images should be OK. Just flick over to the "Preview" window to see them, if you need to.

One really nice feature of this, is that you can click in the bottom half of the screen, and that will show you exactly where you are in the code, up above. This saves a lot of time scrolling through code looking for something!

Preview

Located right beside the Source view tab, use this to see a more full screen version of your page. It's not full size, but will serve well enough to see exactly what's happeninmg with your page.

View page in a full browser window

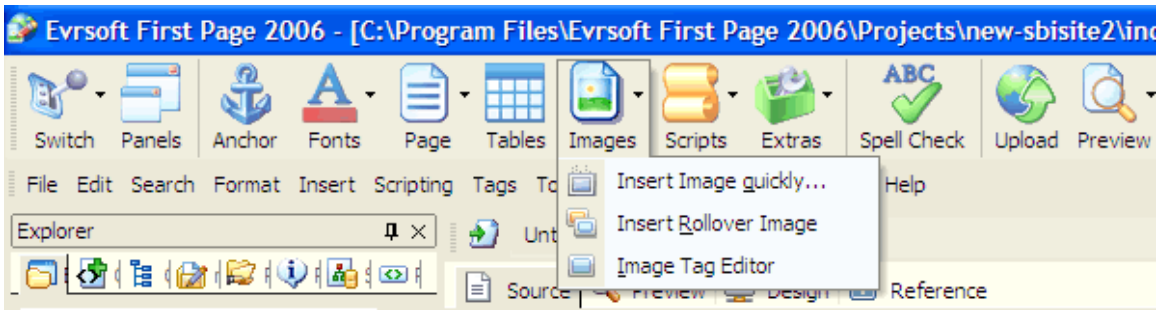
Use F10 to open up your page in Internet Explorer. I have not been able to get Firefox as the default browser (it seems you need Mozilla, not Firefox).

I don't really mind this too much though. What I do is preview the page with IE, then copy/paste the address into a Firefox browser window. I then keep that window open, and refresh the page when I've made some changes. Definitely check your work in both browsers frequently.
Next, we look at some of the more useful fuctions of this editor.

Common Functions Of Evrsoft™

Insert an image

This is simple. Make sure you have put all images you want to use in your image-files folder first. Then click on the images icon in the top menu. Make sure your cusor is positioned in the spot that you want to place the image first.

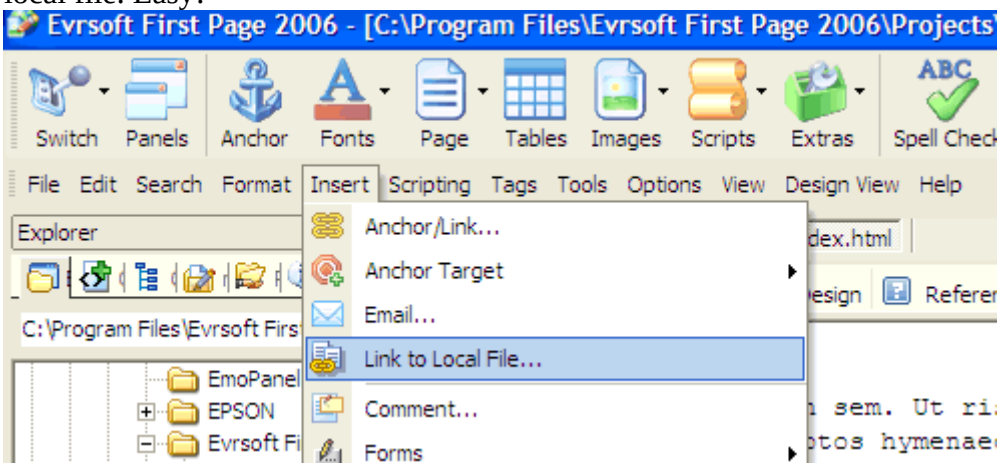


I suggest using the "Image Tag Editor" option. This allows you to add in hspace, vspace, alt text etc. The quickly option means you will have to fill all that info into the tag manually.

Insert a link

Link to new page on your site

Highlight the text you have chosen to link from (the anchor text) then go insert/link to local file. Easy!



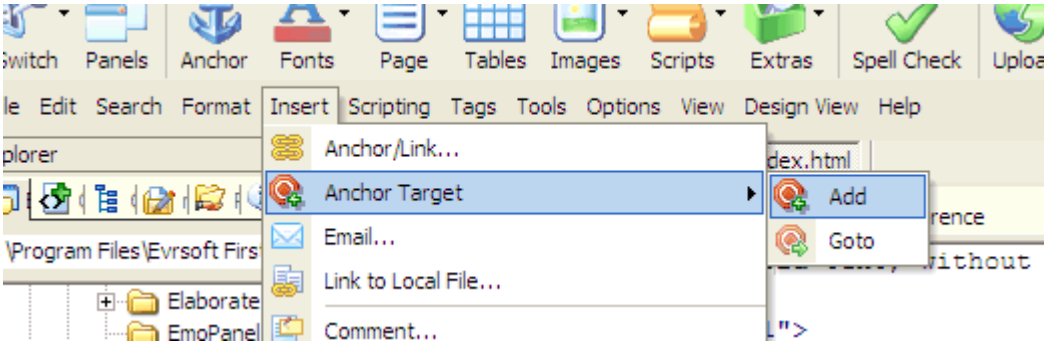
Link to an offsite page

Use the anchor/Link option, paste in the URL, select the target="_Blank" option if you want to.

Create anchor links on your site

This is for linking from one point on your site, to another. First, select the place in your page that you want to be the link (think of it as the "departure point").

Im going to put a link from the index.html page of the new-sbisite2 template, and go to a point on page2.html.



First, I am going to place the "arrival point". That is where I want to link to go to. So I find the place in my document, then use **Insert/Anchor Target/Add**

```
182
183
184     <a name="link1" class="jumplink">Lorem ipsum</a> dolor sit am
185 urna purus viverra nisl, ac semper diam metus ut ante. Sed congue, t
186 elit enim facilisis ipsum, eu blandit sem massa mattis lorem. Intege
187 ultrices dapibus, venenatis sed, tellus.
```

I have given the link a very original name (link1) and also added the class="jumplink"…..this will remove the link attributes, and the chosen text of Loren ipsum will appear as normal, NOT as a link.

Next, I find the position I want to use to go to this arrival point. The "leaving position". Use the Goto option to put the blank link tag in place, and fill in your details. See below.

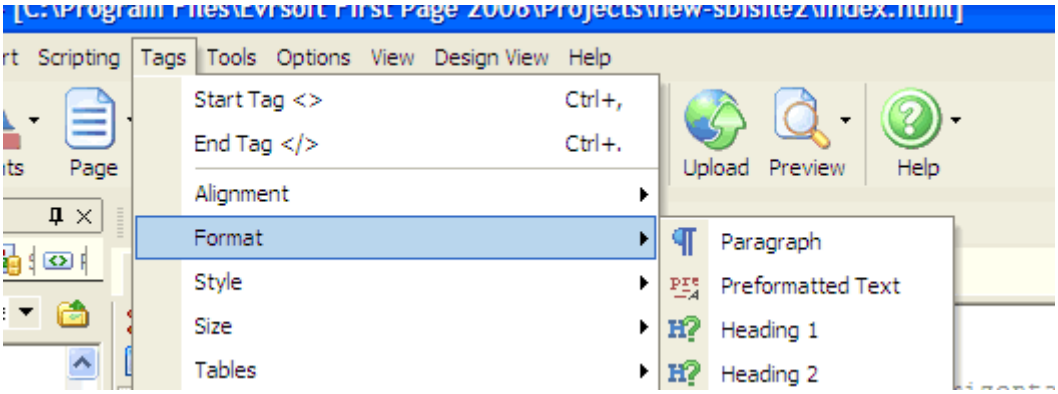
```
84    <li class="custom"> which makes it quick and clean
85    <li class="custom"> It also makes it more difficult for someone
86 </ul>
87 <p ><a href="page2.html#link1">Go to Link 1</a>
88 Donec accumsan sem. Ut risus. Class aptent taciti sociosqu ad litor
89      per inceptos hymenaeos. Pellentesque eget mi. Nunc a ligula. I
90      Pellentesque nulla enim, scelerisque sit amet, elementum a, f
```

See how a hash sign, then the link name has been added to the URL? Otherwise you will go to the page only, NOT the actual point you have selected. I don't think the anchor link setup in this editor is particularly user friendly. But follow the instructions given here, and you shouldn't have too much trouble.

Note! This won't work in a browser until you save the page!

Text formatting

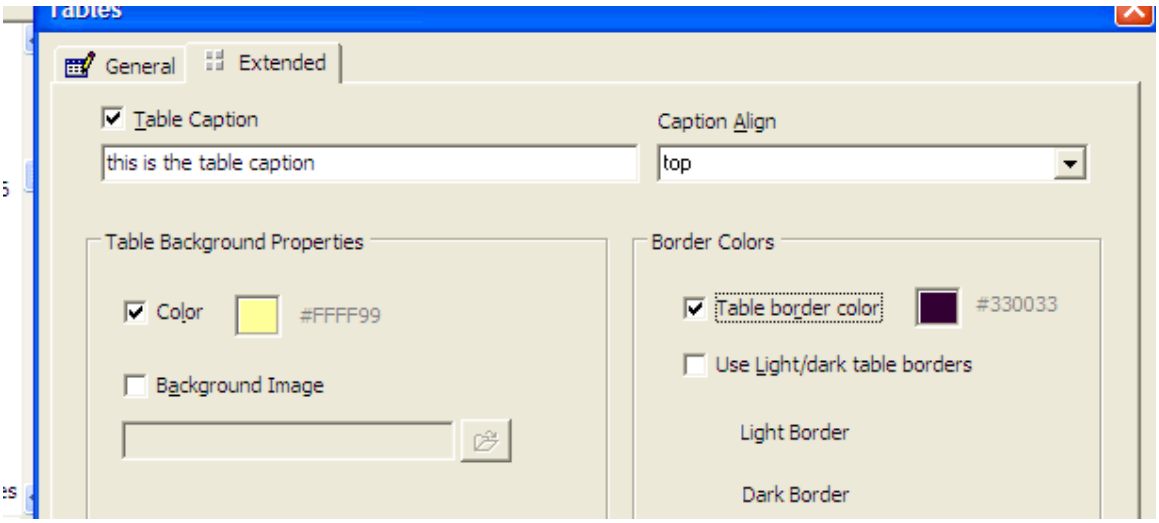
This is all very simple, you probably have found how to do this already. But just in case……



The Alignment, Format, Style and Size options have all the tags you will need. Just highlight the text you want to apply the formatting to, and click the appropriate option. I don't think there is any need to look at this further, it's all pretty self explanatory.

Inserting a table

I personally prefer to create my own tables. However, you can do it quite easily with Evrsoft instead, if you wish. Use the **Insert/Tables** option in the top menu



There are two tabs on this new window…general and extended. I show the extended here, the general is for selecting how many rows and columns, and the content that you want inside them.

If you choose a table border color, as i have here, then don't forget to give a border width on the general tab, otherwise it won't show up!

More advanced options

These are some of the (slightly) more advanced options. Nothing particularly complicated however.

Horizontal rule.

You can have any width, and thickness you like. Also choose the alignment. Default is centered.
Insert/Horizontal line rule

Special characters

Your most common ones are here. Things like copyright, speech marks, trademark etc.
Insert/Special characters

Scrollbar

This is for creating your own custom color scrollbar. Note that this is mainly for Internet Explorer. It doesn't work in Firefox. I do notice however, it's fine in Opera. Either choose one of the themes provided, or create your own.
Insert/Scrollbar designer

Installing Javascripts

There are literally hundreds of javascripts that come with this editor. You don't even have to install them yourself, just select the one you want, and press the OK button.

Go to **Scripts/Instanz scripts** and selct the one you want. I have tried out several of them, and they appear to work just fine. But as there are so many, I can't guarantee that….I'ver only checked some of them.

Just make sure you place the script in the head section of your page, if that's what's needed. This feature could save you days of searching for the right script online….so definitely check it out!

There are so many other features to play with, but hopefully this quick guide has got you started in the right direction.

Cheers, AJ