72-8192 PatchCAD PRO - Toolbar in detail
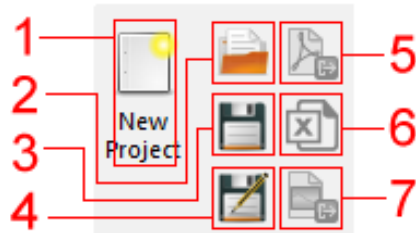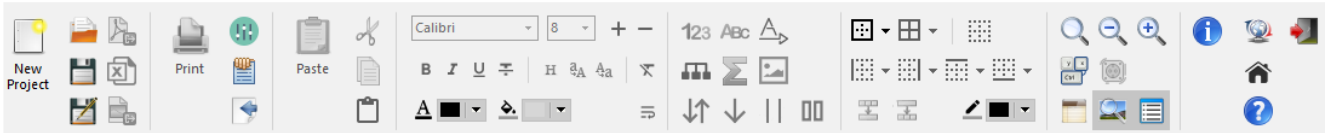
Item	Keyboard Shortcut	Description
1	Ctrl+Shift+N	Create a new project.
2	Ctrl+O	Open a previously saved project.
3	Ctrl+S	Save project.
4	Ctrl+Shift+S	Save project as, (save current project under an alternative name).
5		Export Project as PDF.
6		Export Project as Excel Spreadsheet, (note that user graphics/logo's are not exported in this process).
7		Export as image, (PNG, JPEG, GIF, BMP & TIFF formats supported).

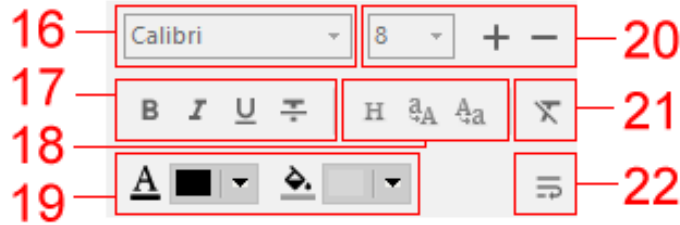| Item	Keyboard Shortcut	Description
8	Ctrl+P	Print, (full project or selected panels, further details at end of this document).
9		PatchCAD PRO Global/Graphics/Print default settings, (can be user adjusted).
10		Project properties, (displays information entered when the project was first created).
11		Import PatchCAD *.pcad file, (allows panels or complete projects to be added to current project).

Item	Keyboard Shortcut	Description
12	Ctrl+V	Paste information from clipboard into current cell/cells of the project.
13	Ctrl+X	Cut information from selected cell/cells to clipboard.
14	Ctrl+C	Copy information from selected cell/cells to clipboard.
15	Ctrl+Shift+V	Paste information without formatting from clipboard to be inserted into current cell/cells of the project.

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Item	Keyboard Shortcut	Description
16		Current font applied to selected cell or all cells in the panel/jackfield if Alt key held.
17	Ctrl+B	**BOLD** ………….
	Ctrl+I	*Italic* ………….
	Ctrl+U	Underscore and ……………..
		~~Strikethrough~~ formatting of the selected cell or all cells in the panel/jackfield if Alt key held.
18	H	Capatalize text in selected cell or all cells in the panel/jackfield if Alt key held.

Before

After

a_A Upper case text in selected cell or all cells in the panel/jackfield if Alt key held.

Before

After

A_a Lower case text in selected cell or all cells in the panel/jackfield if Alt key held.

Before

After

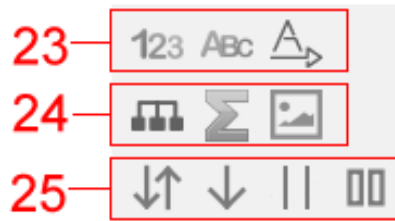| Item		Description
19		Colour your selected text or cell background.
20		Select the size of the font of currently selected cell or all cells in the panel/jackfield if Alt key held.
21		Clear text and cell formatting of currently selected cell or all cells in the panel/jackfield if Alt key held.
22		Text wrap in cell or all cells in the panel/jackfield if Alt key held.

Before

After

Note if template label strip has been split into more than one line when the template is imported into the project, text wrap may not function dependent on space available and font size chosen.

Item	Keyboard Shortcut		Description
23	Ctrl+9	123	Auto fills numbers in selected cells, always begins with 1 in leftmost cell.
	Ctrl+0	ABc	Auto fills letters in selected cells, always begins with A in leftmost cell.
	Ctrl+8	A⊳	Auto fills numbers/letters in selected cells. Leftmost cell content copied over to selected cells. Letters stay the same, numbers increase.

Before

After
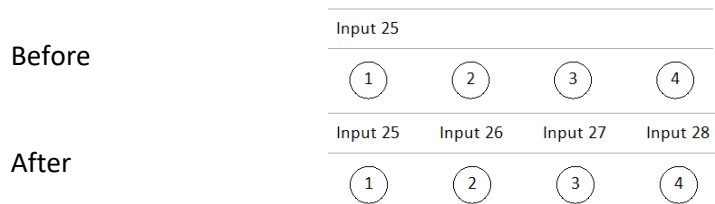
24		Inserts paralleled connectors symbol into selected cells.
	Σ	Inserts symbol into selected cell. Choice from…..
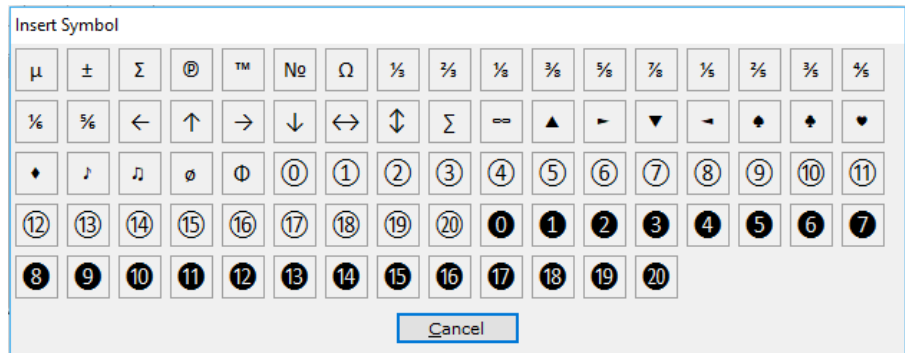
		Inserts image, (PNG, JPEG, GIF, BMP & TIFF), into currently selected cells.

25	Ctrl+1	↕	Inserts fully normalled symbol at currently selected cells, (see 1&2 below).
	Ctrl+2	↓	Inserts half normalled symbol at currently selected cells, (see 3&4 below).
	Ctrl+3	‖	Inserts parallel normalled symbol at currently selected cells, (see 5 below).
	Ctrl+4	◻◻	Not normalled, removes any previously inserted normalled symbol, (see 6).
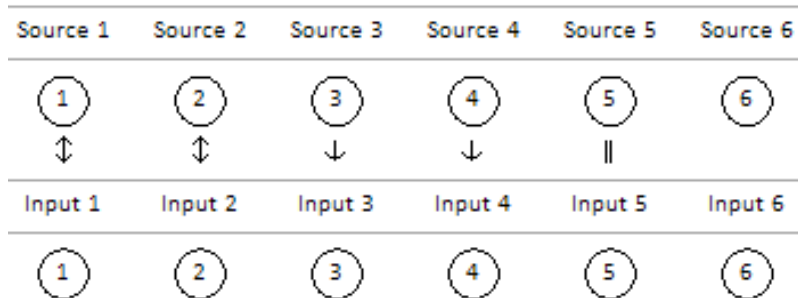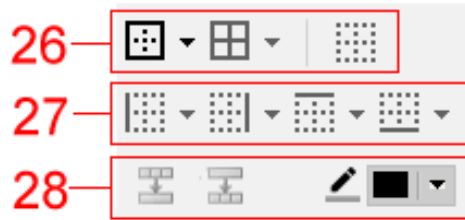
Item	Keyboard Shortcut		Description
26	Ctrl+D	⊡	Outlines the outer border of selected cells, (see line types below).
	Ctrl+Alt+D	⊞	Outlines all borders of selected cells, (see line types below).
	Ctrl+E	⣿	Clear all borders of selected cells, (see line types below).
27			Outlines left, right, top or bottom border of selected cell, (see line types).

▢ Solid   ■ Bold   ⬚ Dot   ⬚ Dash

28	Ctrl+J	⛶	Merge selected cells.
	Ctrl+Shift+J	⛶	Unmerge selected previously merged cells.
		✎■▾	Border colour.

Shortcuts List

New Project	Ctrl+Shift+N
Open Project	Ctrl+O
Save Project	Ctrl+S
Save Project As	Ctrl+Shift+S
Print	Ctrl+P
Add/New Patchbay	Ctrl+N
Next Patchbay	Ctrl+Down Arrow
Previous Patchbay	Ctrl+Up Arrow
Control Down	Ctrl+Alt+Down Arrow
Control Up	Ctrl+Alt+Up Arrow
Edit Cell	F2
Bold ¹²	Ctrl+B
Italic ¹²	Ctrl+I
Underline ¹²	Ctrl+U
Increase Font Size ¹²	Ctrl+]
Decrease Font Size ¹²	Ctrl+[
Merge Cells	Ctrl+J
Unmerge Cells	Ctrl+Shift+J
Set Selection Outer Border	Ctrl+D
Clear Selection Outer Border	Ctrl+Shift+D
Set Selection All Borders	Ctrl+Alt+D
Clear Selection All Borders	Ctrl+Alt+Shift+D
Clear All Border In Selection	Ctrl+E
Auto-Number Selection	Ctrl+9
Auto-Letter Selection	Ctrl+0
Auto-Complete Letters/Numbers	Ctrl+8
Fully-Normal Selection	Ctrl+1
Half-Normal Selection	Ctrl+2
Parallel-Normal Selection	Ctrl+3
Clear Normalling for Selection	Ctrl+4
Zoom Out	Ctrl+Minus
Zoom In	Ctrl+Plus
Toggle Shortcuts List	F8
Toggle Notes	F9
Toggle Preview Pane	F10
Toggle Templates Manager Pane	F11
Quit PatchCAD	Ctrl+Q

¹ Hold Alt to apply to all cell in a patchbay
² Hold Shift to ignore previous formatting

| Item	Keyboard Shortcut		Description
29		🔍	100% Zoom. Panel/Jackfield preview pane zoom.
	Ctrl+Minus	🔍	Zoom out. Panel/Jackfield preview pane zoom.
	Ctrl+Plus	🔍	Zoom in. Panel/Jackfield preview pane zoom.
30	F8		Show/Hide floating shortcuts list, (see right).
31	F9	▭	Show/Hide Panel/Jackfield notes.
	F10	🖼	Show/Hide Panel/Jackfield preview pane.
	F11	▤	Show/Hide Panel/Jackfield templates pane.
32			Configure panel connectors, (where template allows, templates other than Termination Panels this option is not available). Opens a dialogue box to insert graphical representations of connectors that will be/are loaded into a termination panel. Further details at the end of this document.

| Item			Description
33			About. Displays current version of PatchCAD PRO, link to website and button to view program revision notes.
34		🌐	Check for PatchCAD PRO updates.
		🏠	Go to PatchCAD website.
		❓	Open PatCAD online support page.
35	Ctrl+Q		Exit PatchCAD PRO, (remember save your project if you want to retain changes).

Print Patchbay Toolbar
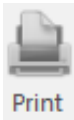
Selecting the print 'button' from the main toolbar or using key shortcut Ctrl+P will take you to the print Preview/Settings screen. Here you will see a preview of the currently selected panel/jackfield, above which is the print toolbar as illustrated below.
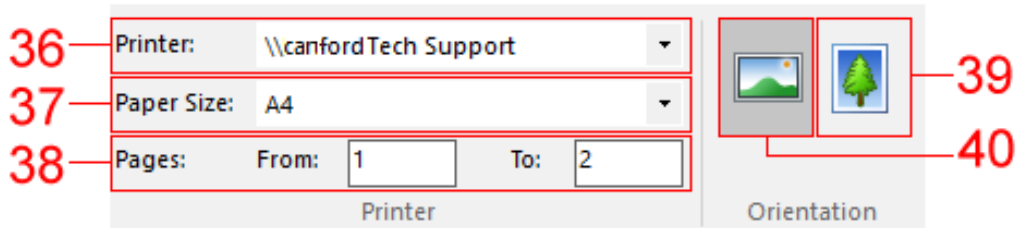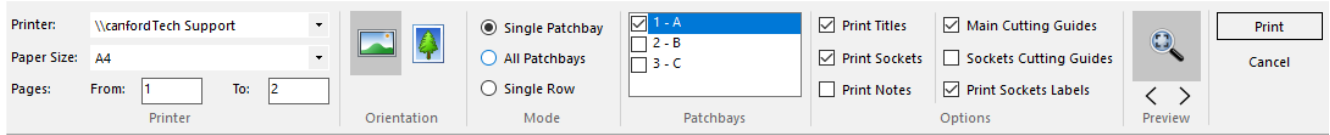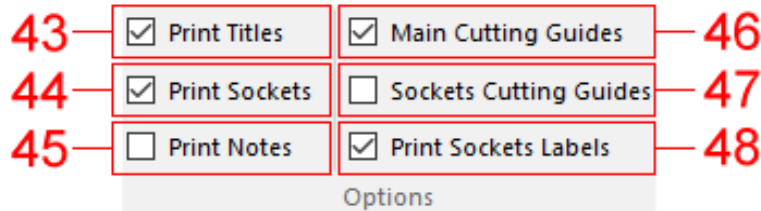

| Item	Description
36	Choose a printer attached to your computer/network.
37	Choose an appropriate paper size.
38	Displays the number of pages the current setup will use to print.
39	Page orientation portrait.
40	Page orientation landscape, (default).
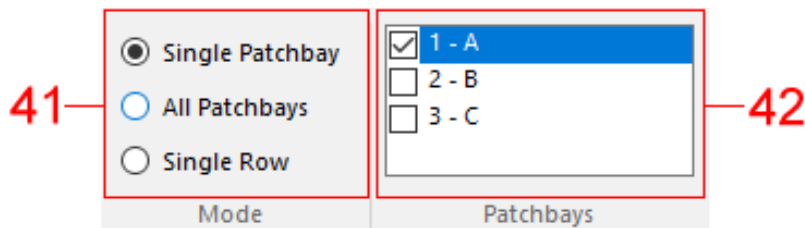
41   Options to preview/print either:
       Single Patchbay   (default).
       All Patchbays   in the project, (in this example 3 patchbays/panels).
       Single Row   selecting this will only display/print the currently selected panel/panels
                                designation strip only, (effectively de-selecting options/items 43 to 48).

42   Confirmation of which patchbay/panel from the project is being previewed/printed. When Single Patchbay is selected user can switch between panels. When All Patchbays selected ……… all Patchbay/panels will be ticked! In this mode however individual jackfields/panels can be de-selected.

| Item	Description
43	Title of the jackfields/panels to be previewed/printed when selected.
44	Connector illustrations to be previewed/printed when selected.
45	Design notes to be previewed/printed when selected.
46	Main cutting guides for the designation strip previewed/printed when selected.
47	Connector position cutting guides previewed/printed when selected.
48	Connector lables/annotations previewed/printed when selected.
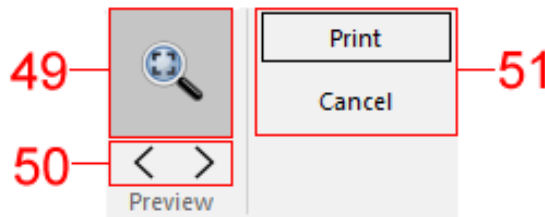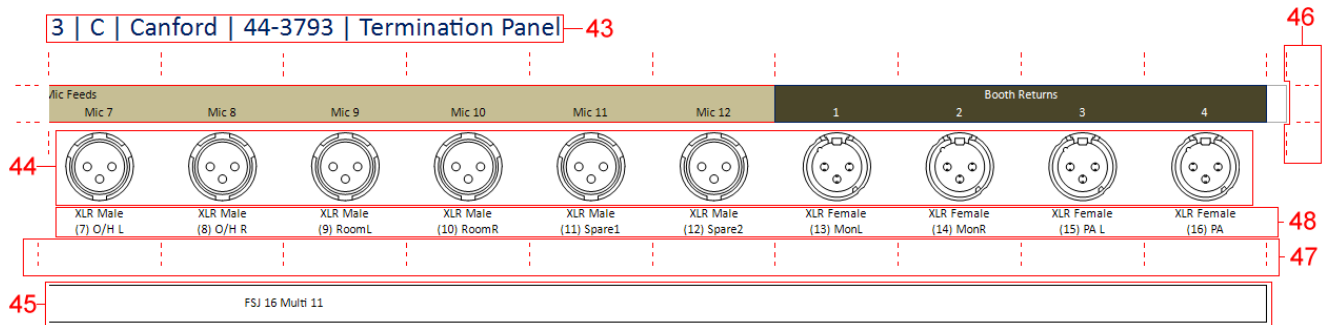
49	Print Preview Zoom, (one level of zoom in only – selecting again zooms out).
50	View previous/next print page.
51	Does what it says on the tin, prints as per user settings or cancels operation to return to the main PatchCAD PRO design editor.

Settings Dialogue Box

 Selecting the settings 'button' from the main toolbar opens the PatchCAD settings dialogue box.
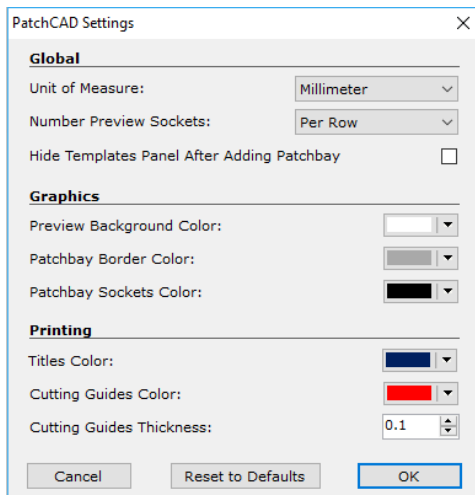
Global:
Here you can adjust the units of measure between millimetres and inches, if the preview connectors are numbered per row or panel/jackfield and if the template panel is automatically closed after inserting a template into the main design window.
Graphics:
Set panel/jackfield preview background colour, designation strip outline, (patchbay border in the settings, note that if you have set borders on the panel/jackfield cells this border will be obscured), and panel/jackfield preview connector colour.
Printing:
Set the colour of the panel/jackfield titles (43), colour and thickness of the cutting guides (46).

## Configure Termination Panel Sockets/Connectors

Selecting the Configure Termination Panel Sockets 'button' from the main toolbar opens the PatchCAD configure settings dialogue box, (where appropriate panel template allows, templates other than Termination Panels this option is not available).

Each panel row is listed.

Row Type allows the user to select a connector graphic from a drop down menu at the position selected

Row Label allows the users to add a note underneath the connector graphic if desired, limited to 6 characters.

Connector types can be copied and pasted to other positions if desired. The *repeat till end* copies the current selected connector/socket and repeats from the current position to the end of the row. For common listed connector/socket types that can be selected, see diagram to the right.
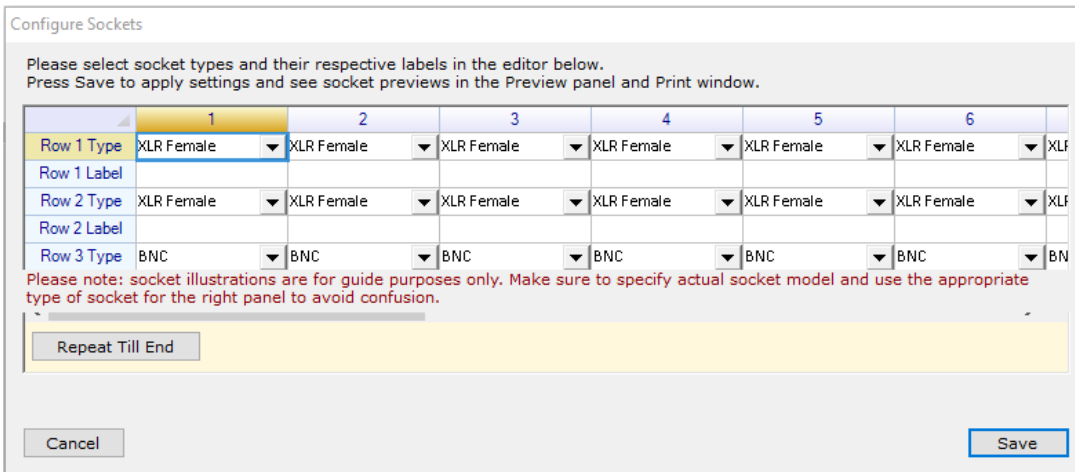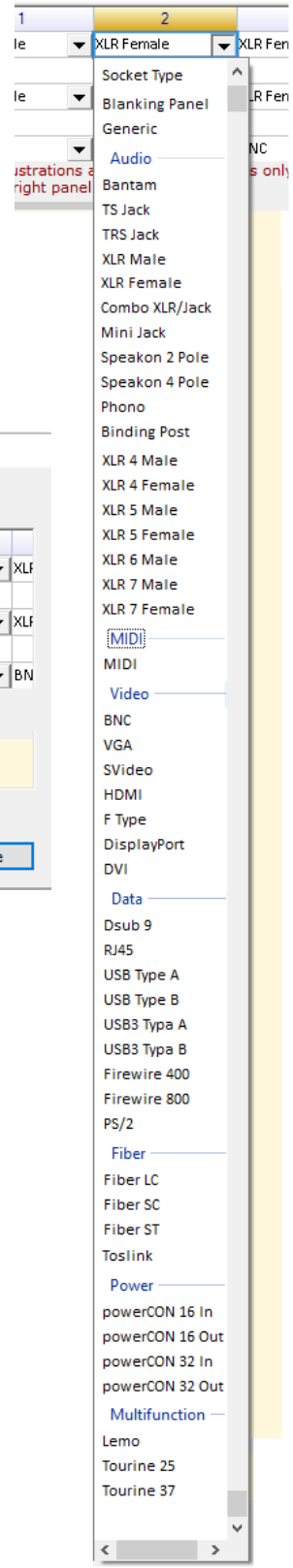
NOTE: The connector previews are for illustrative purposes only. The user must ensure that when creating custom designs or modifying preset templates that the panel you are wishing to use can accommodate the connector chosen and that the pitch is appropriate for fitting such, ('in real life' so to speak).

Once you have 'populated' your panel with appropriate connectors, hit the save button in this box and the preview pane will update accordingly, note that the project will still need to be saved as a whole for these changes to be recalled at a later date.

Creating a Panel/Jackfield Template

If there is a not a template for the panel/jackfield you are to use for your project you have an option to create a template appropriate to your needs. In the panel/jackfield templates preview hit the *Create* button, (note the *Edit* button will only allow editing of a user created templates).
You will be presented with the following dialogue box.
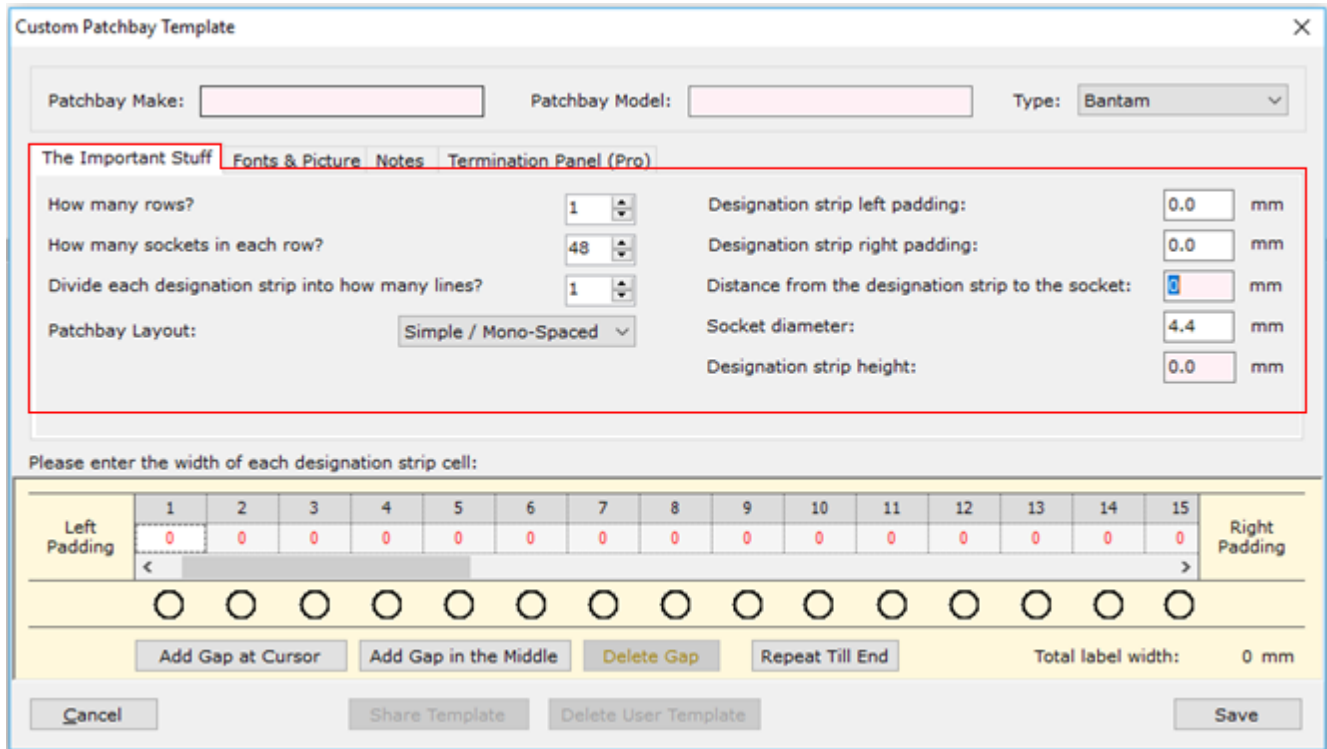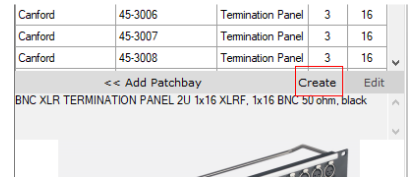
Here you can identify/name your panel/jackfield template. By default the dialogue box presents the user with a template of 1 row of 48 bantam sockets.
The connector type can be changed from the drop down selection *Type,* (see right).
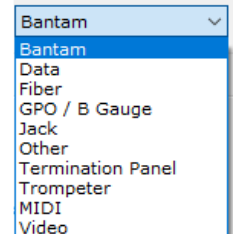
In the first TAB *The Important Stuff,* you can select the number of rows the panel should have, the number of connectors/row, how many lines of text the designation strip should have by default, (program allows an override when you add the panel into the project).

The connector spacing can be set using the *Patchbay Layout* drop down menu, (see right).
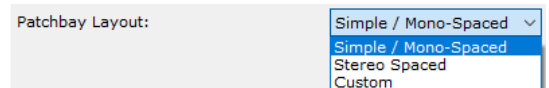
Further to this, left and right padding, (distance between the end of the designation strip and the first/last socket/connector), can be set as well as the distance from the connectors to the designation strip for a realistic representation in the panel/jackfield preview pane. Socket/connector diameter can be set with some preset types loading the size of the connector here when chosen from the *Type* drop down selection. Units of measurement can be metric or imperial as set in the Settings dialogue box.

Below the tabbed editing screens within the Custom Patchbay Template dialogue box there is a basic representation of the patchbay layout. Here one can set the connector pitch, (width of designation strip cell). Input the pitch/width in the leftmost cell No 1 and this sets the distance between all connectors for all rows within the bay when mono or stereo spacing in the *Patchbay Layout* is selected. When Custom spacing is selected different pitches can be set for each individual cell/connector position. An option to *Repeat Till End* can be implemented to copy the current selected cell value to all subsequent cells for the rest of the row. *Add Gap at Cursor* inserts a gap to the right of the currently selected cell if your patchbay has spaced connector groupings and an option to *Add Gap in the Middle* for centre spaced patchbays. Widths of gaps can be entered accordingly. Note that a total label width is presented to the right below the Patchbay representation.

In the second tab *Fonts & Picture* the user can set the default font and size of font for the template when first imported into a project. Here also you can select a suitable image to identify your patchbay template when selected within the template list pane.

In the third tab *Notes* the user can input text that is displayed between the bottom of the template list pane and above the template picture, Illustrated to the right of here:

Fourth and last tab in Custom Patchbay Template, *Termination Panel (Pro),* the user is presented with what is essentially a 'Configure Termination Panel Sockets/Connectors' screen allowing graphical representations of connectors to be displayed in the panel/jackfield, see 'Configure Termination Panel Sockets/Connectors' earlier in this document.

Along the bottom of the Custom Patchbay Template dialogue box you have the following options:-

All self explanatory, note that hitting the 'Share Template' button presents the following:

Hitting yes uploads the template to PatchCAD server.   Once approved the template will be included in the next update.