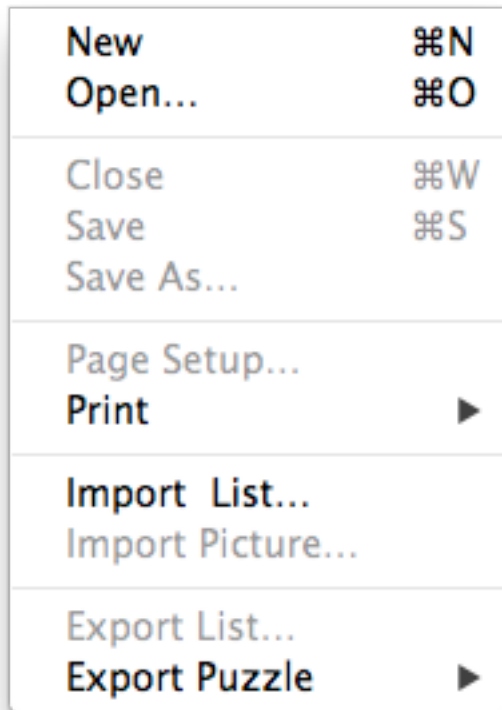


## Welcome to version 4.0 of Word Search Builder.

### Making a new puzzle

Use the File->New menu to create a new blank puzzle.



## Entering and deleting words

Type words in the edit field below the list to enter them. Select words in the list and press the Delete button to remove them.

Words	Clues
apple	A matter of gravity
apricot	Precociously sunny
avocado	Alligator pear
banana	Yellow
blackcurrant	A small black gooseberry
cherry	Blossom
gooseberry	Three's a crowd
grape	Peel one
lychee	Chinese
mango	Tango
melon	Not a lemon
rhubarb	Mumble mumble
strawberry	And cream
tomato	A vegetable fruit

Add

Create

14

14

Delete

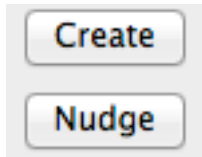
Nudge

By Command-Clicking on a word in the list you can edit it in place.

Words	Clues
apple	A matter o
apricot	Precocious
avocado	Alligator p
banana	Yellow
blackcurran	A small bla
cherry	Blossom
gooseberry	Three's a c
grape	Peel one

## Making a puzzle

Click the Create button to make a puzzle. Click the nudge button to change the letters filling the spaces between the words.



## Showing words in the puzzle

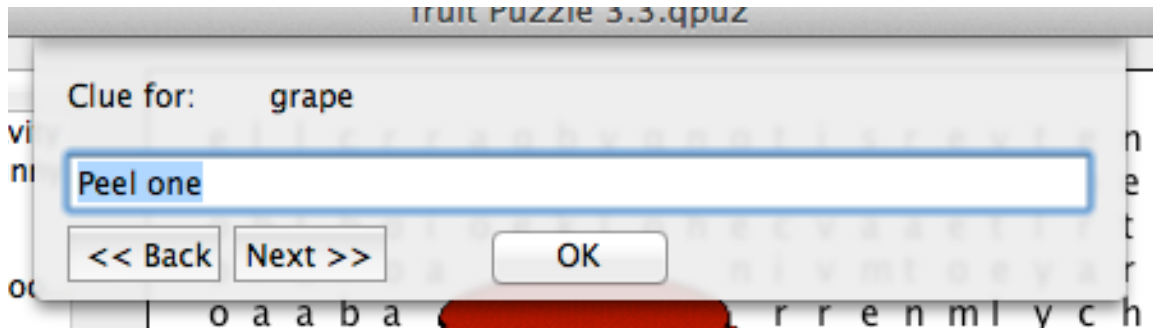
Double Click a word in the list to highlight it in the puzzle.

Words	Clues
apple	A matter of gravity
apricot	Precociously sunny
avocado	Alligator pear
banana	Yellow
blackcurrant	A small black goo...
cherry	Blossom
gooseberry	Three's a crowd
<b>grape</b>	<b>Peel one</b>
lychee	Chinese
mango	Tango
melon	Not a lemon
rhubarb	Mumble mumble
strawberry	And cream
tomato	A vegetable fruit

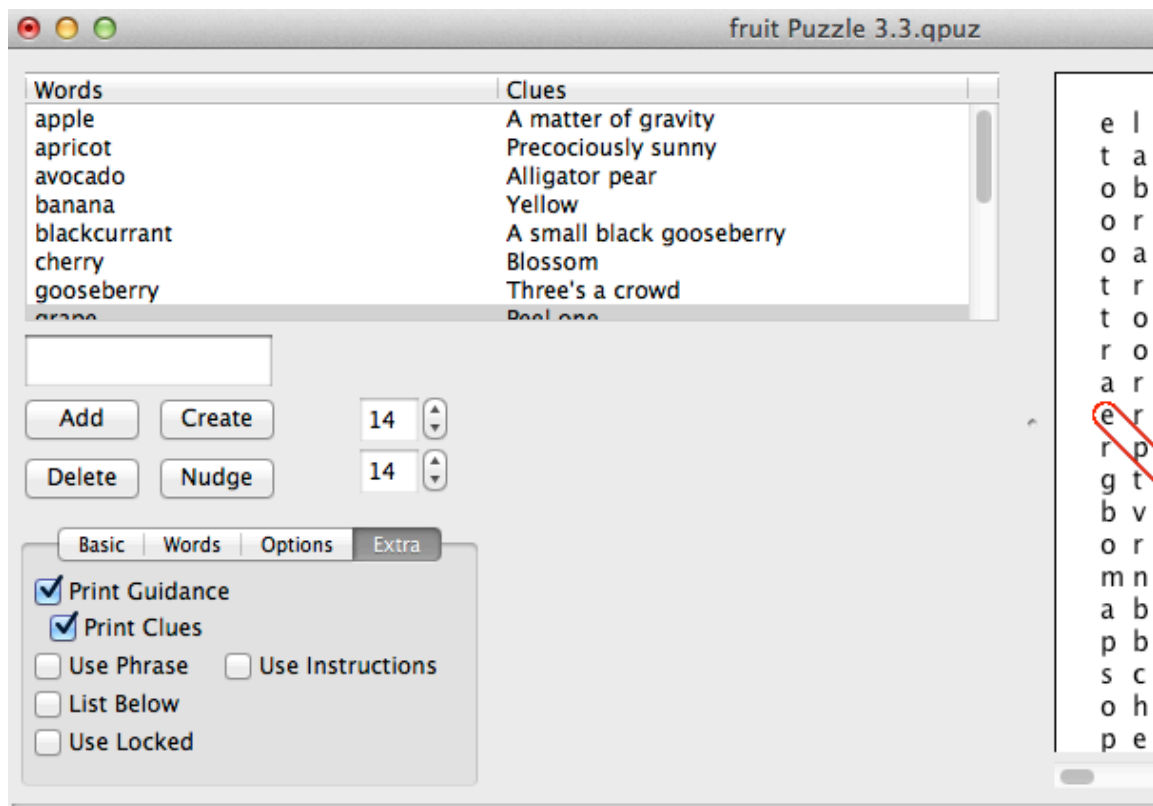
e l l c r r  
t a n g a y  
o b t b o i  
o r a r o a  
o a a b a  
t r h a o  
t o h r e g  
r o m c m h  
a r y a y t  
e r b y t n  
r p p a o o  
g t a r c y  
b v a r o e  
o r a a g o  
m n a h s e  
a b t b o r

## Entering and deleting clues

Select Edit->Clues... from the Edit menu.



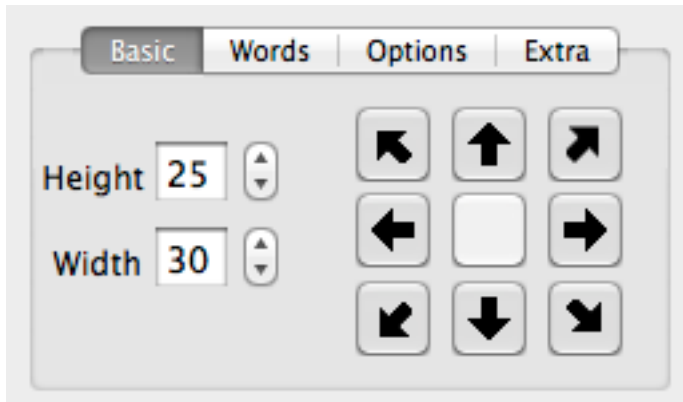
The clue-editing window opens with whichever word is selected in the list, or the first word if none is selected in the list. To print clues instead of words along with the puzzle, check the 'Print Guidance' and 'Print Clues' checkboxes in the 'Extras' tab panel.



Dragging the window splitter bar between the list and the puzzle display can change the width of the list displaying the words and clues.

## Setting the size of the puzzle

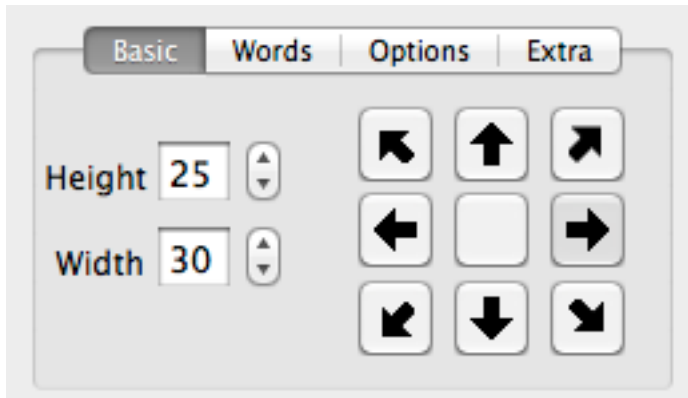
This tab allows you to enter the settings for the height and width of the puzzle in letters. You can type the number directly in the box or click the spinner up and down arrows. If you hold the arrows down they auto-repeat.



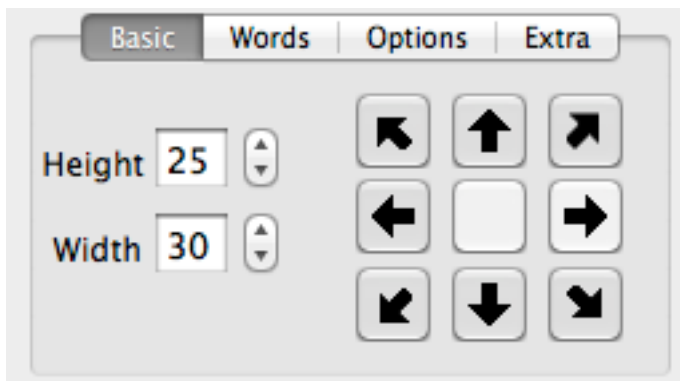
The image shows a software interface with four tabs: 'Basic', 'Words', 'Options', and 'Extra'. The 'Basic' tab is selected. Below the tabs, there are two input fields: 'Height' with the value '25' and 'Width' with the value '30'. Each input field has a small spinner control to its right. To the right of these fields is a 3x3 grid of directional arrow buttons. The buttons are: top-left (diagonal up-left), top-middle (up), top-right (diagonal up-right), middle-left (left), middle-middle (empty square), middle-right (right), bottom-left (diagonal down-left), bottom-middle (down), and bottom-right (diagonal down-right).

## Setting the directions of the words.

This tab allows you to set which directions the words in the puzzle will be allowed to take. With the setting below the words will all appear in the normal left to right direction as the right facing arrow button is the only one selected.

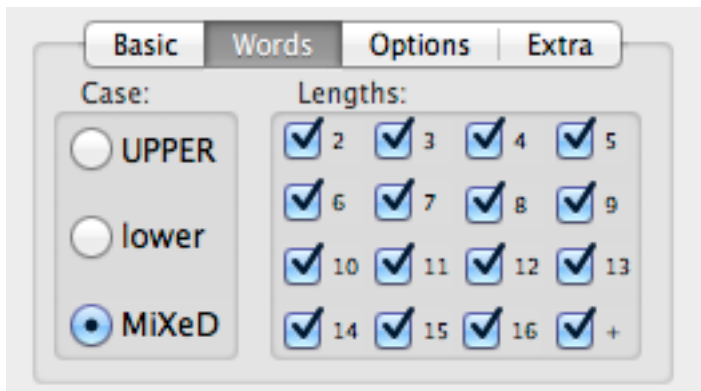


The button in the middle reverses the setting of all the arrow buttons. Here all the arrow buttons *except* the right facing arrow are selected.



## Setting the case and length of the words.

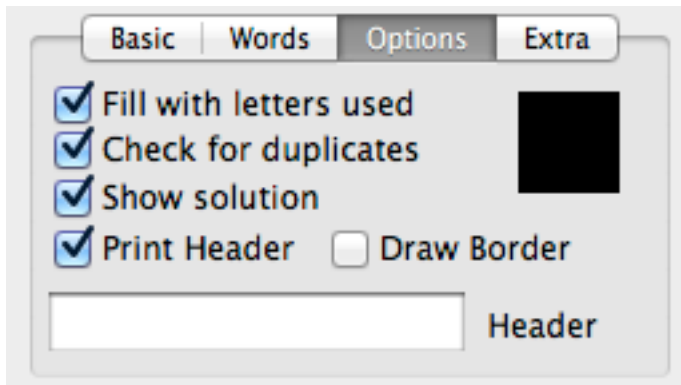
This tab allows you to set whether the puzzle appears in UPPERCASE, lower case or Mixed Case. This change happens immediately - you do not have to create a new puzzle. The selected lengths limit which words on the list will be used. Lengths that are unchecked cause words of that length to be temporarily removed from the list. These words will not be used when you next create a puzzle.



The image shows a software interface with four tabs: 'Basic', 'Words', 'Options', and 'Extra'. The 'Words' tab is selected. It contains two sections: 'Case:' and 'Lengths:'. The 'Case:' section has three radio buttons: 'UPPER' (unselected), 'lower' (unselected), and 'MiXeD' (selected). The 'Lengths:' section is a grid of checkboxes for word lengths from 2 to 16, plus a '+' button. All checkboxes in the 'Lengths:' grid are checked.

Case:	Lengths:
<input type="radio"/> UPPER	<input checked="" type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input checked="" type="checkbox"/> 4 <input checked="" type="checkbox"/> 5
<input type="radio"/> lower	<input checked="" type="checkbox"/> 6 <input checked="" type="checkbox"/> 7 <input checked="" type="checkbox"/> 8 <input checked="" type="checkbox"/> 9
<input checked="" type="radio"/> MiXeD	<input checked="" type="checkbox"/> 10 <input checked="" type="checkbox"/> 11 <input checked="" type="checkbox"/> 12 <input checked="" type="checkbox"/> 13
	<input checked="" type="checkbox"/> 14 <input checked="" type="checkbox"/> 15 <input checked="" type="checkbox"/> 16 <input checked="" type="checkbox"/> +

## Other Options



If the 'Fill with letters used' checkbox is checked the puzzle will contain only letters that occur in the words in the list. If it is unchecked the entire character set selected in the preferences is used. The default character set includes all printable characters. To restrict this, edit the preferences.

If 'Check for duplicates' is checked the program will check that each word occurs only once in the puzzle after creating a new puzzle. If duplicates are found the program will beep and duplicate words will be ringed with a red line, if the 'Show solution' option is checked.

If the 'Show solution' option is checked the words will be marked in the puzzle with a line drawn round them. Changing this option changes the appearance of the present puzzle.

If the 'Print header' option is checked the text in the 'Header' edit field is printed at the top of each page when printing the puzzle.

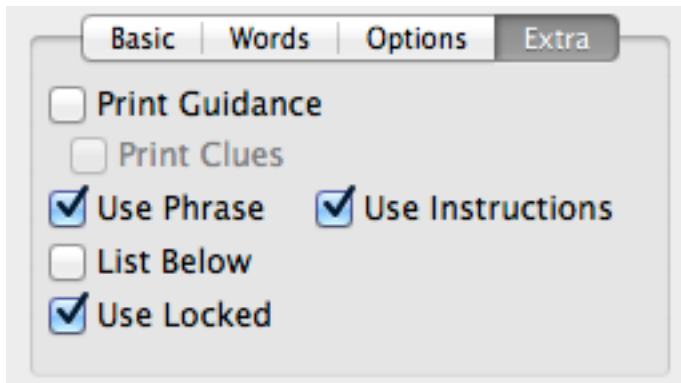
If the 'Draw Border' option is checked the puzzle is printed with a border around it.

The 'Header' edit field contains the (optional) text to be printed at the top of each page when the puzzle is printed.

The black square brings up the standard colour picker when clicked, and allows the text colour to be changed. The square changes to match the selected colour.



## Extra Options



If the 'Print Guidance' checkbox is checked the list of words used to build the puzzle is printed in columns above or below the puzzle, *unless the Print Clues checkbox is also checked*, in which case the clues to the list of words used to build the puzzle is printed.

If the 'List Below' checkbox is checked the list of words or clues is printed below rather than above the puzzle.

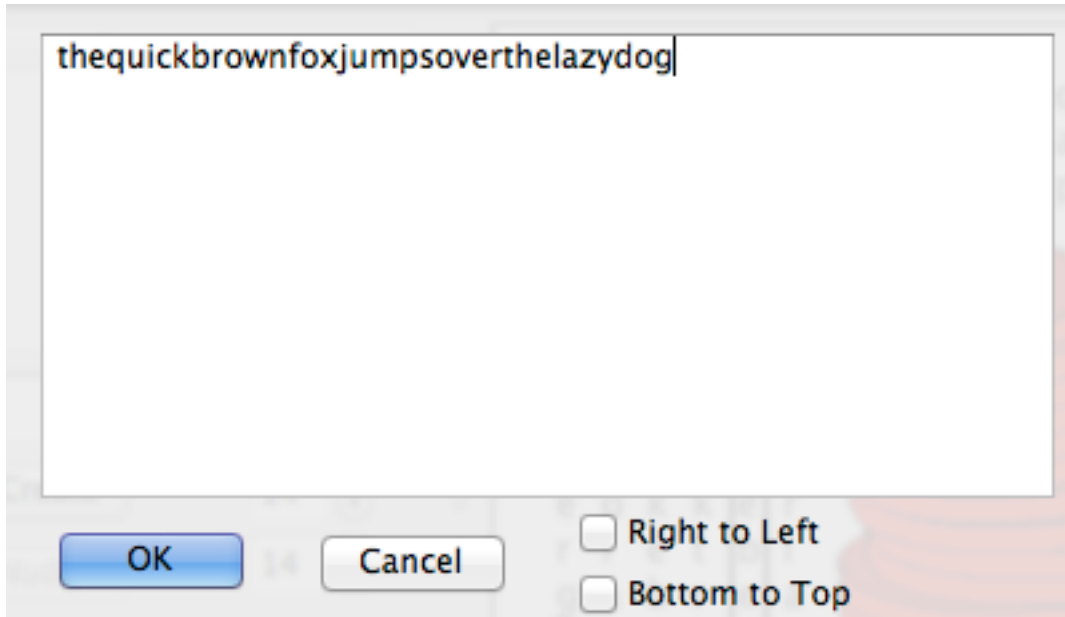
If the 'Use Phrase' checkbox is checked the fill phrase is used to fill the spaces between the letters of the words in the puzzle until either all the letters in the phrase are used or there is no more room. Remaining spaces are filled with random letters.

If the 'Use Locked' checkbox is checked the lock text is inserted into the puzzle first, before the words or the fill phrase.

If the 'Use Instructions' checkbox is checked the instructions text is printed along with the puzzle.

## Setting Phrase Text

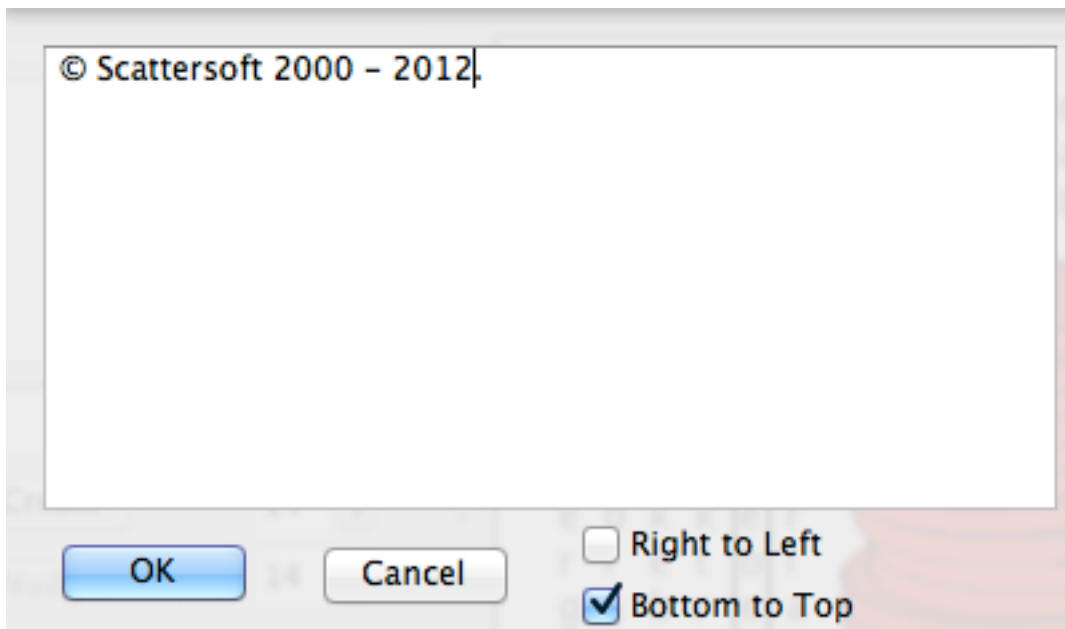
Select Edit->Phrase... from the Edit menu. Type the phrase text into the edit field. The field will not accept spaces.



The 'Right to Left' and 'Bottom to Top' checkboxes control how the text flows in the grid. If both are unchecked the text flows normally from left to right and top to bottom. The phrase text is used to fill the spaces between the letters of the words in the puzzle until either all the letters in the phrase are used or there is no more room. Remaining spaces are filled with random letters.

## Setting Locked Text

Select Edit->Locked... from the Edit menu. Type the locked text into the edit field.



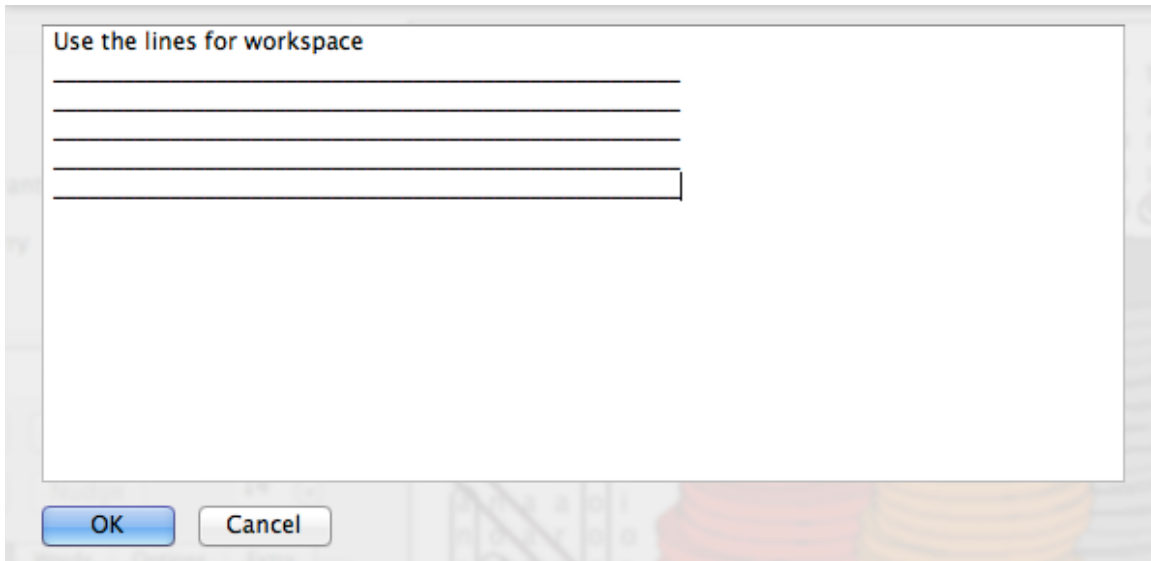
The 'Right to Left' and 'Bottom to Top' checkboxes control how the text flows in the grid. If both are unchecked the text flows normally from left to right and top to bottom.

Below is an example with both locked text ('© Scattersoft 2000 - 2012') and phrase text ('the quick brown fox...'). Both flow from left to right, but the locked text flows from bottom to top so that it appears on the bottom line.

b t h e q u i c k b r o w n f o x j u m p s o  
a v e r y r r e b w a r t s o a h e t h e d l a z y  
n d e p a r g o g e r r o o p c e e r e a a y n y n  
a n b r a b u h r l b h b p o n i p r s s c b o o y  
n e t e c e e l t w l c l r c n a r n r k o s l a r  
a r u e o p d n e r r e m y c b a b p b y v e e r a  
o r t n a r r u c k c a d b o s g n r a y a a m t a  
a r n r c n a i e w b p t y r r e b e s o o g a p w  
r u d a o a t o m a t o r i i b o r l r e o  
© S c a t t e r s o f t 2 0 0 0 - 2 0 1 2 .

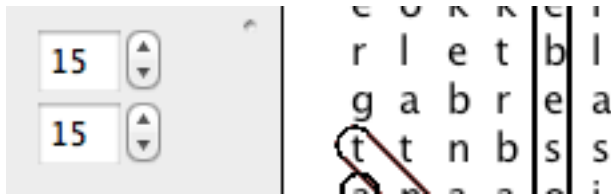
## Setting the Instruction Text

Select Edit->Instructions... from the Edit menu. Type the instruction text into the edit field.

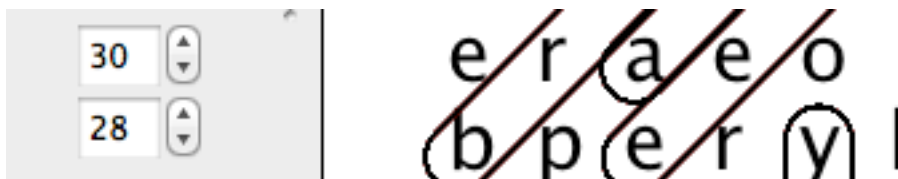
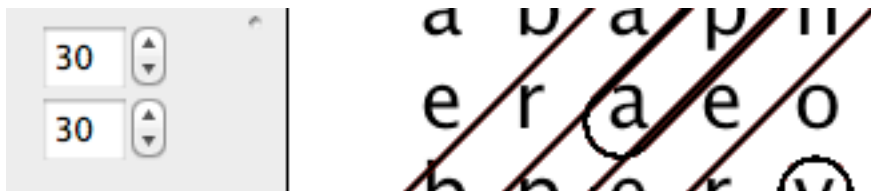


The image shows a screenshot of a software application's 'Instructions' dialog box. The dialog box has a title bar and a main content area. Inside the main content area, the text 'Use the lines for workspace' is displayed at the top. Below this text, there are five horizontal lines for text entry. The first four lines are empty, and the fifth line contains a cursor. At the bottom of the dialog box, there are two buttons: 'OK' and 'Cancel'.

## Adjusting the size and spacing of the letters

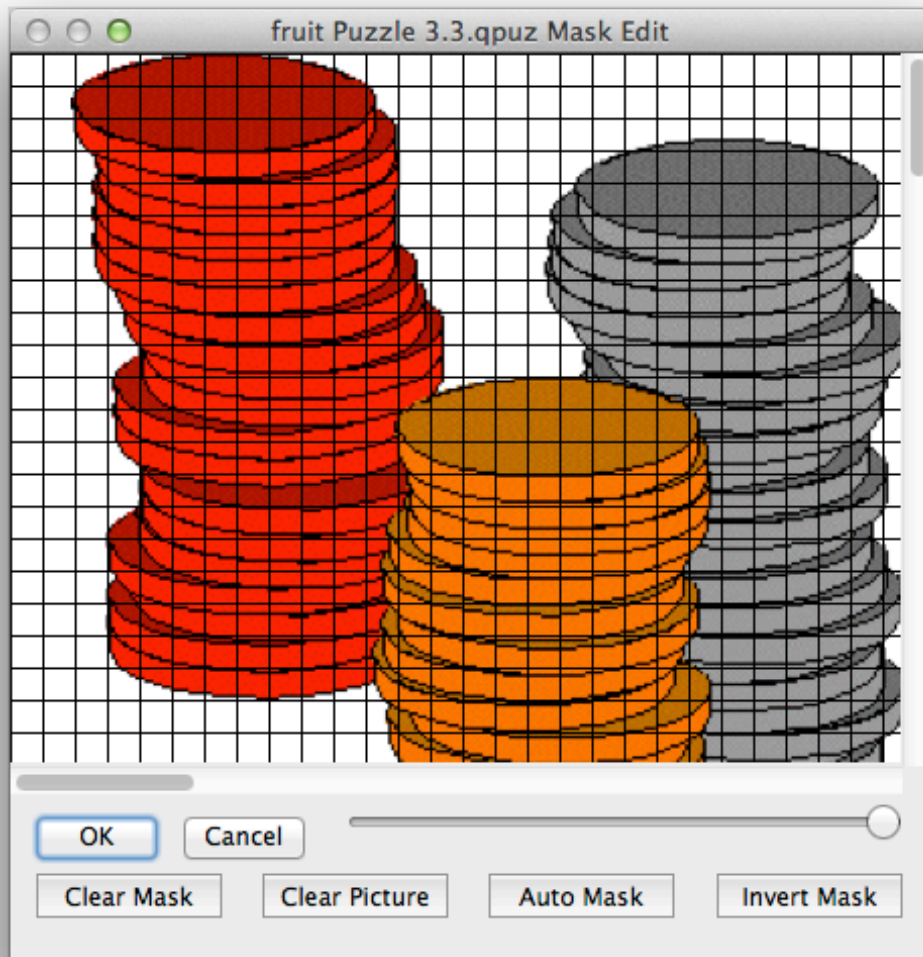


The upper control adjusts the size of the letters and the lower control adjusts the spacing. The lower control is 'tied' to the upper control so that the spacing adjusts to suit the letter size.

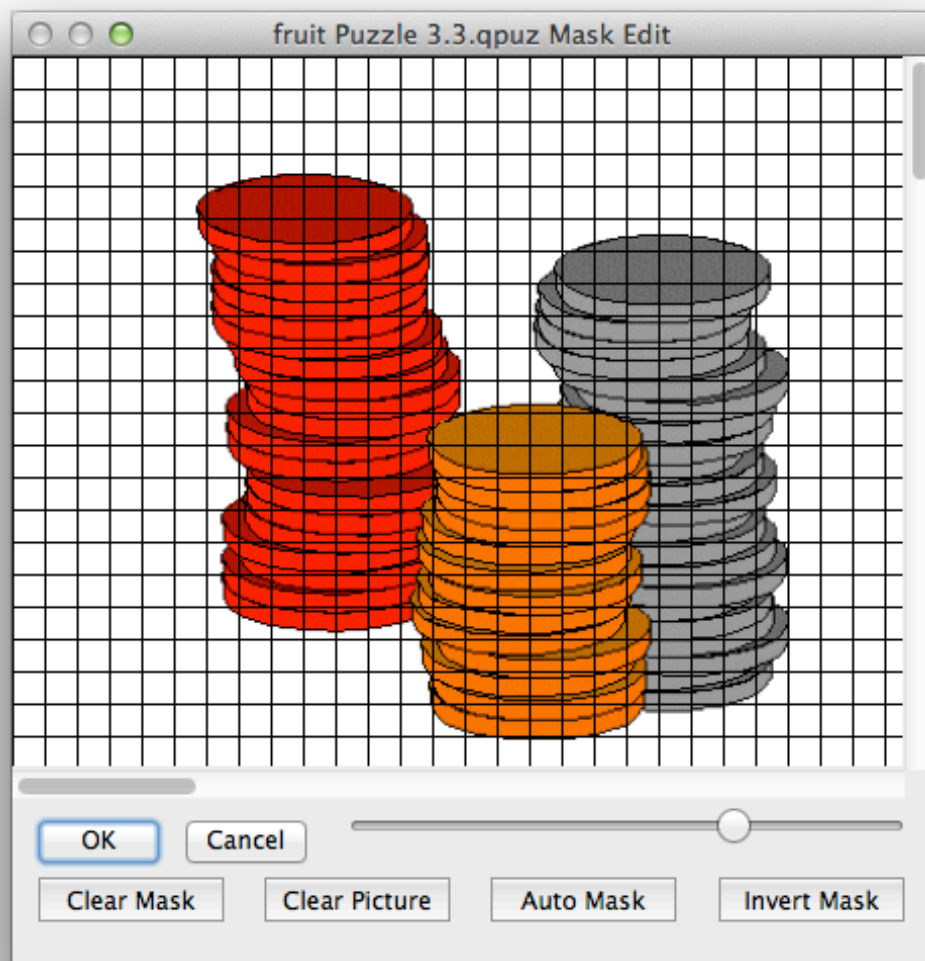


## Flowing a puzzle round a picture.

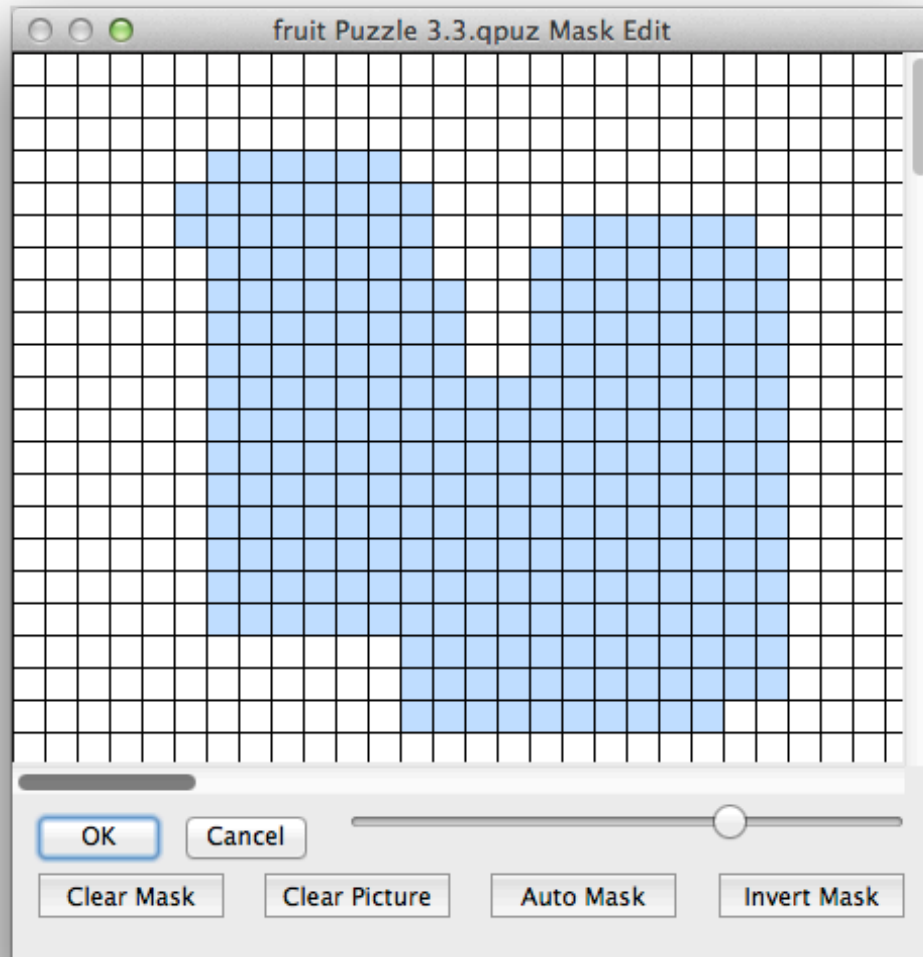
Open the Mask window and drag and drop a picture to it or use File->Import Picture.



Resize the picture using the slider.

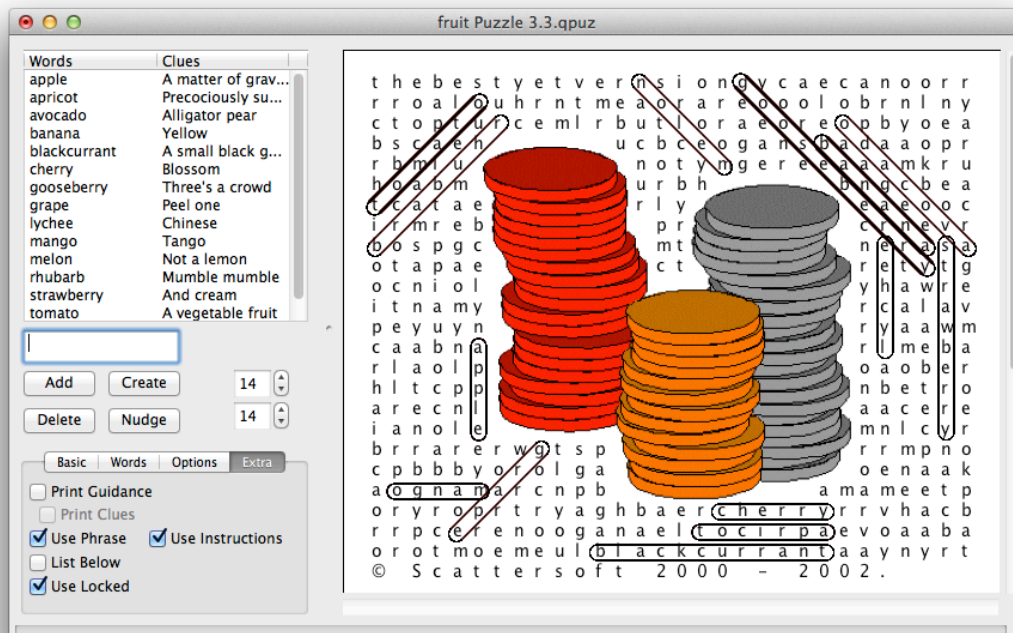


Click the Auto Mask button to mask off the picture, and tidy up manually by clicking on the squares in the grid.



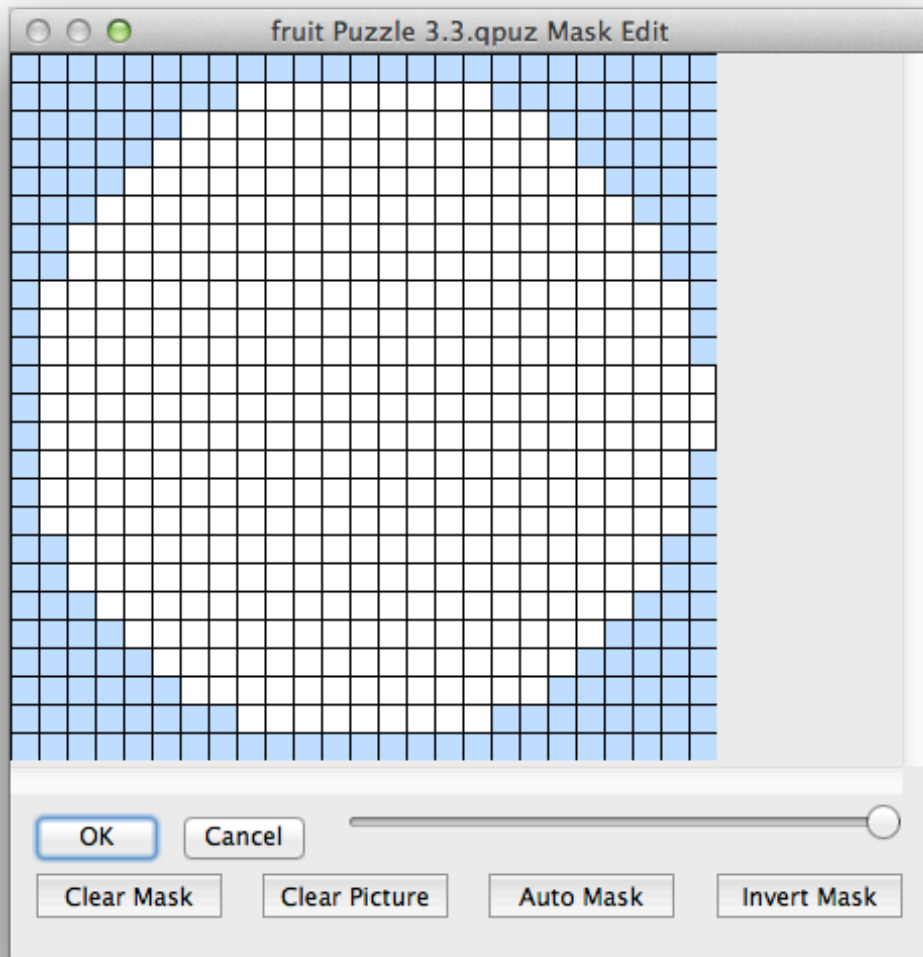


Click OK to accept the mask and picture and dismiss the Mask edit window. The next puzzle you build will use the picture and mask.

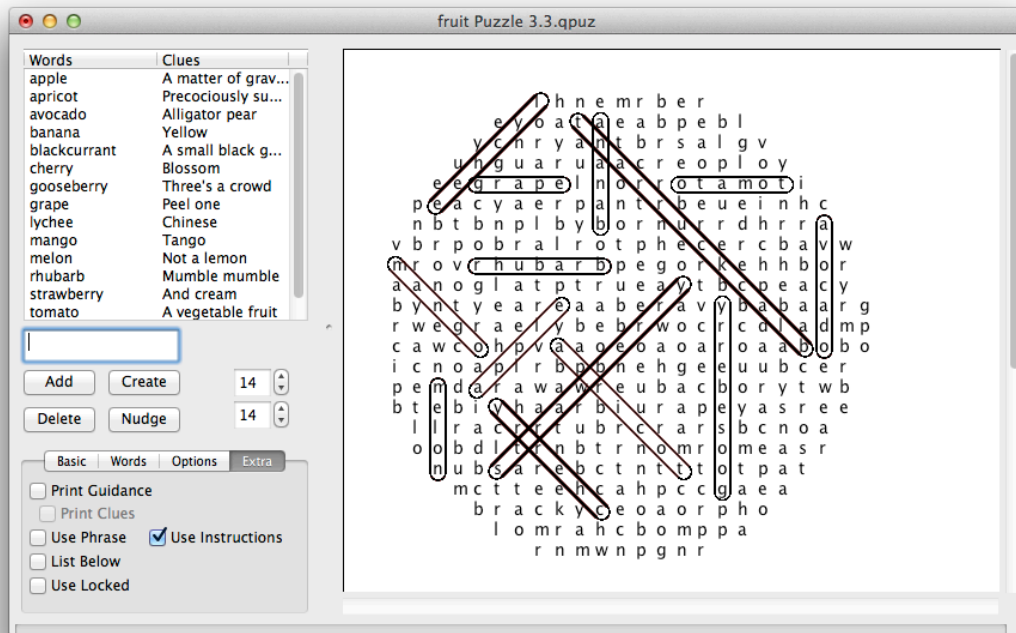


## Making a puzzle have a shape.

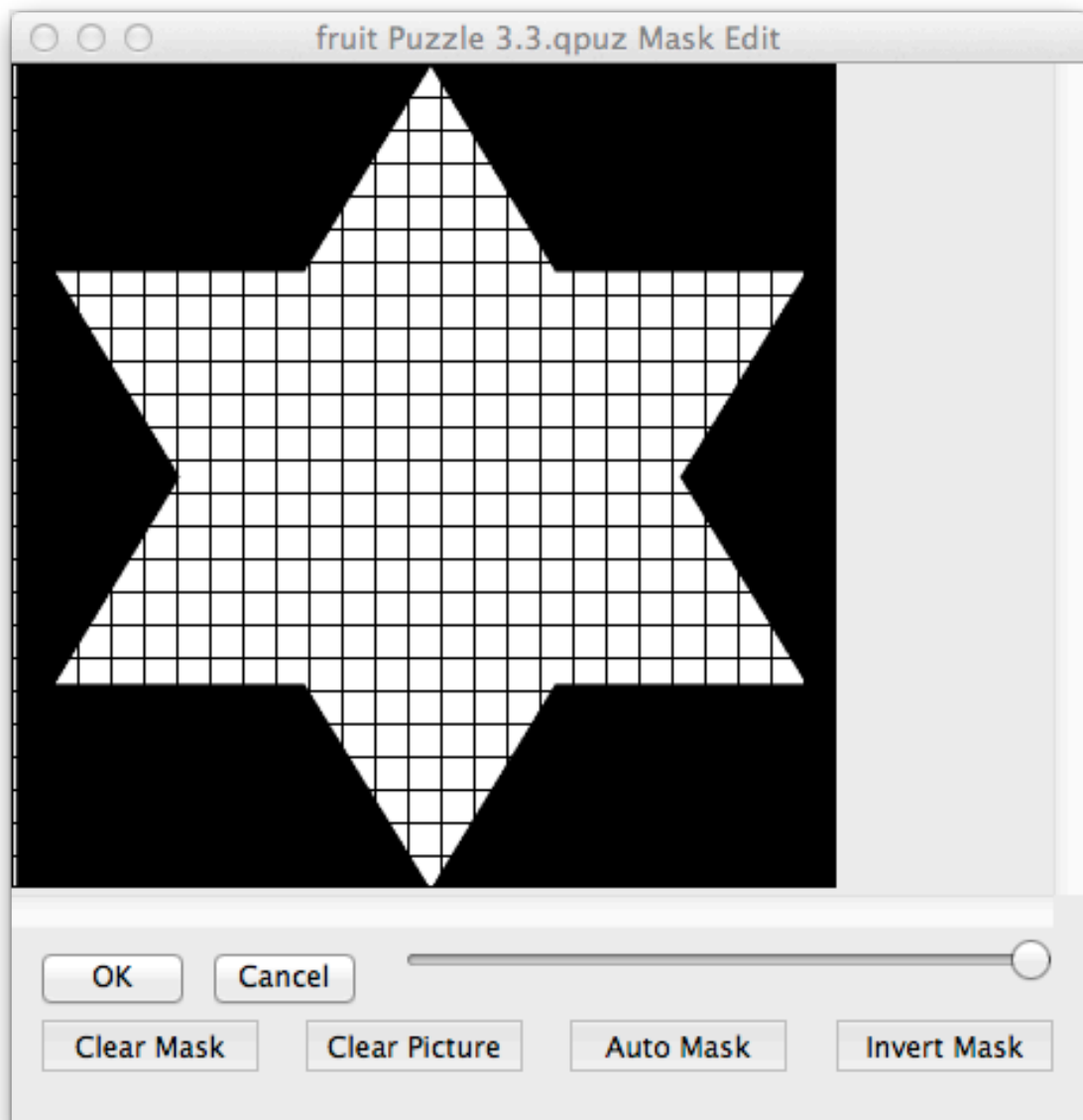
Using the Mask edit window draw a mask leaving clear the area of the shape.



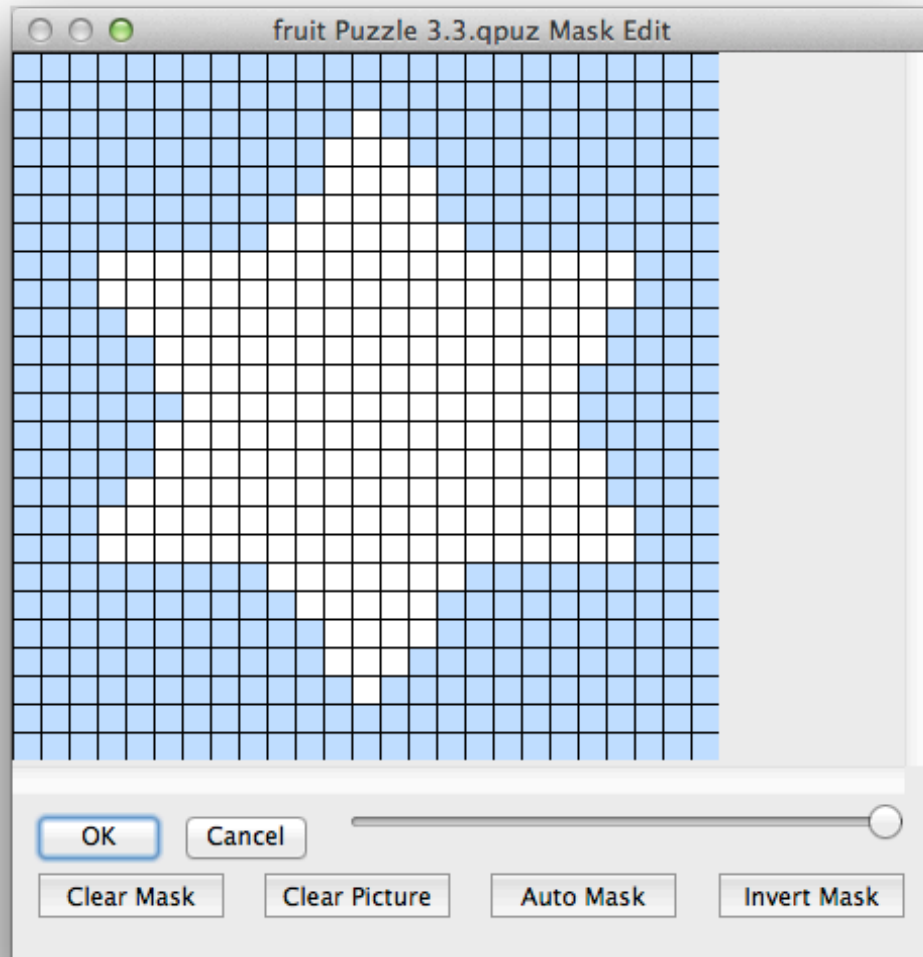
Then build the puzzle.



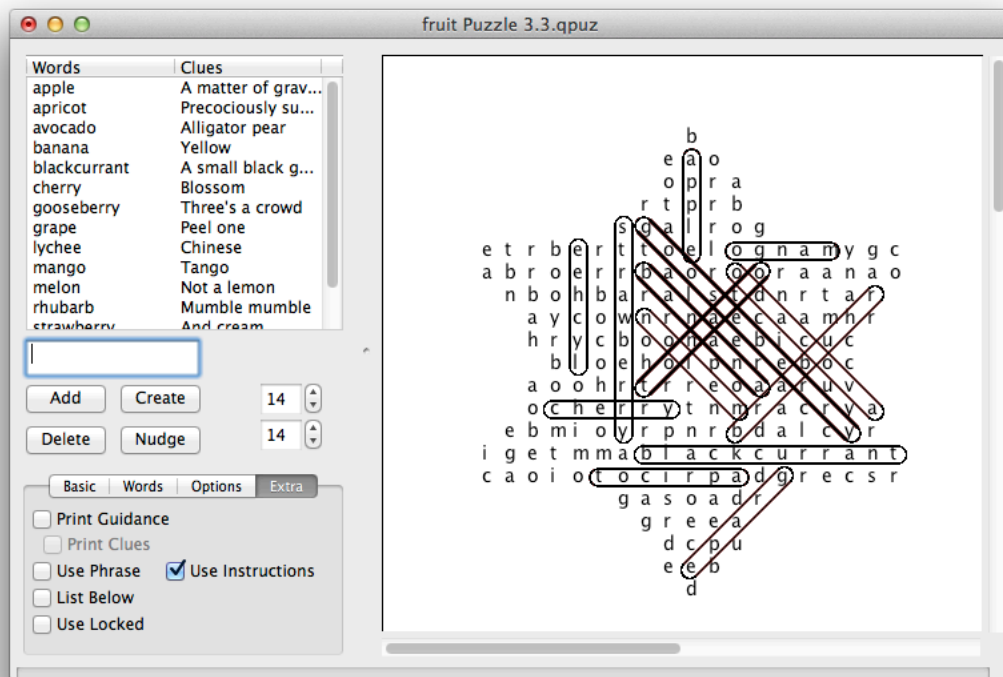
Alternatively import or drag and drop a Mask picture from the Masks folder into the Mask Edit grid.



Then click the Auto Mask button to make a mask in the grid, tidying manually as required. The Invert Mask button sets masked to unmasked and vice-versa.



Then click the Clear Picture button to remove the picture from behind the mask, Click OK and then create the puzzle.



## Saving

The File->Save option saves the puzzle in Word Square Builder format and includes everything used to build the puzzle, including any pictures which are stored compressed. Pictures are stored using lossless compression so if the picture you used was compressed with lossy compression (such as a jpeg) the file size might be very large. Use an external graphics program to edit and save the pictures you are using if this is a problem.

The File->Export List option allows you to save the list of words as a plain text file.

The File->Export Puzzle->As Text option allows you to save the puzzle grid as a plain text file, or as a styled text file.

The File->Export Puzzle->As Picture option allows you to export the grid as a graphics file, including any pictures wrapped around. Alternatively just drag and drop from the grid to create a clipping file on the desktop.

The File->Print option allows you to print the puzzle only, the solution only, or both. The dialog that appears also allows you to preview the printed output on screen and to save the document in Adobe Acrobat format as a .pdf file.

