

## **EditRight App Configuration Instructions**

### **1.1 Enable Desktop Mode to use EditRight App**

Open Up ACTION CENTRE by placing your finger on the right margin of the tablet then swipe from right to left with your finger, click on Tablet mode button (if enabled) to disable.

### **1.2 Create Desktop Shortcut for EditRight App**

- 1) Open the Run dialog box by pressing WINKEY + R.
- 2) Input the following command "shell:AppsFolder".
- 3) Click on OK button.
- 4) Locate and Right Click on EditRight app.
- 5) Click on Create shortcut option from pop-up menu that appears.
- 6) Click on Yes button of Shortcut dialog box.
- 7) Right click on EditRight – Shortcut Program Icon.
- 8) Click on Rename option.
- 9) Rename the shortcut to just EditRight

## **1.3 Make the following changes to Word and Windows Settings for proper functioning of EditRight App**

### **Typing and Pen & Windows Ink Options**

- 1) Click on Start Menu > Settings > Devices.
- 2) Click on Typing Option.
- 3) Turn OFF the option: Show the touch keyboard when not in tablet mode and there's no keyboard attached.
- 4) Click on Pen & Windows Ink Option.
- 5) Click on empty check box to add check mark to it and enable the option: Ignore touch input when I'm using my pen.
- 6) Select Only in tablet mode setting for the option: When I tap a text field with my pen, use handwriting to input text.
- 7) Close Down Settings Dialog Box.

### **Taskbar Settings**

- 1) Right Click on taskbar.
- 2) Click on Taskbar settings Option.
- 3) Turn ON the option: Lock the taskbar.
- 4) Turn OFF the option: Automatically hide the taskbar in desktop mode.
- 5) Close down Settings Dialog Box.

**Disable Show Mini Toolbar on selection Option:** To prevent Mini Toolbar from being displayed with [Blue Box](#), AFTER tip of a pen is removed from screen to finish highlighting a block of text.

- 1) Open up Microsoft Word.
- 2) Click on File > Options > General.
- 3) Click on check box to remove the check mark from it and disable the option: Show Mini Toolbar on selection.
- 4) Click on OK Button to accept any changes made to settings of Word Options Dialog Box.
- 5) Close down Microsoft Word.

## **In Word 2019 and the Office 365 version of Word 2016**

**Turn OFF Automatic Inking Mode in Microsoft Word:** To prevent it from interfering with the proper functioning of EditRight.

- 1) Open up Microsoft Word.
- 2) Click on File > Options > Advanced.
- 3) Scroll down to Pen Section.

**Note:** Automatic Inking Mode in Microsoft Word is enabled whenever the option: Use pen to select and interact with content by default is disabled as indicated by no check mark in the check box.

- 4) Click on empty check box to add check mark to it and enable the option: Use pen to select and interact with content by default.
- 5) Click on OK Button to accept any changes made to settings of Word Options Dialog Box.
- 6) Close down Microsoft Word.

## **Switch from Scrolling to Selection Pen Behavior In the latest version of Windows 1809**

- 1) Click on Start Menu > Settings > Devices.
- 2) Click on Pen & Windows Ink Option.
- 3) Click on empty check box to add check mark to it and enable the option: Let me use my pen as a mouse in some desktop apps.
- 4) Close down the Settings Dialog Box.

## **In older versions of Windows PRIOR to Windows 1809**

Manually input and execute the following command line at the DOS Prompt in order to switch the default pen behavior of scrolling to the legacy pen behaviour of selection:

```
"reg add  
HKEY_CURRENT_USER\Software\Microsoft\Windows\CurrentVersion\Pen  
/v LegacyPenInteractionModel /t REG_DWORD /d 1 /f"
```

**Note:** Manually input and execute the following command line at the DOS Prompt in order to switch from legacy pen behavior of selection to the default pen behaviour of scrolling.

```
"reg add  
HKEY_CURRENT_USER\Software\Microsoft\Windows\CurrentVersion\Pen  
/v LegacyPenInteractionModel /t REG_DWORD /d 0 /f"
```