

Hotkeys for Pasting Text from PDFs to Picardy

These hotkeys copy highlighted text from a PDF in a reading app and paste it into an index in Picardy, formatting the text as appropriate. They are available for Adobe Acrobat and Acrobat Reader, Foxit Reader, Nitro Reader, and PDF-XChange Editor.

Copy the appropriate version of the app PdyHotkeys-... to a convenient location on your computer. To activate it, double-click its icon — a white H in a green square will display in your computer's system tray; to stop it, right-click the H icon in the system tray and select Exit.

Open the document to be indexed in the reader and the index in Picardy. Before copying text, ensure that Picardy's Edit pane is active and the cursor is located at the beginning of a blank line. With the reader active, highlight the text to be copied and press the required key combination.

(Note: If you use Adobe Acrobat DC and it has updated to the "New" version without a title bar, select Menu->Disable new Acrobat to revert to the earlier display.)

Where appropriate, the keystroke combination to paste text from the PDF into Picardy is the same as that used within Picardy.

Picardy Hotkeys

- Paste and stop: Ctrl+
- Paste, copy previous page number, return to PDF: Win+
- Paste, wait for page number, return to PDF: Alt+

	Paste and stop	Paste, copy previous page number, return	Paste, wait for page number, return
Paste text	Ctrl+V	Win+V	Alt+V
Smart paste	Ctrl+Shift+V	Win+Shift+V	Alt+Shift+V
Invert name	Ctrl+F1	Win+F1	Alt+F1
Invert name & initialize	Ctrl+F2	Win+F2	Alt+F2
Invert name & initialize (no dots)	Ctrl+F3	Win+F3	Alt+F3
Split list at commas	Ctrl+F4		
Split list of names and invert	Ctrl+F5		
Pluralize	Ctrl+F6	Win+F6	Alt+F6
Enclose in double quotes	Ctrl+Shift+"	Win+Shift+"	Alt+Shift+"
Enclose in single quotes	Ctrl+'	Win+'	Alt+'
Italicize	Ctrl+Shift+I	Win+Shift+I	Alt+Shift+I
Embolden	Ctrl+Shift+B	Win+Shift+B	Alt+Shift+B
Paste to main, add sub	Ctrl+Shift+M	Win+Shift+M	Alt+Shift+M
Paste to sub, add main	Ctrl+Shift+S	Win+ Shift+S	Alt+Shift+S