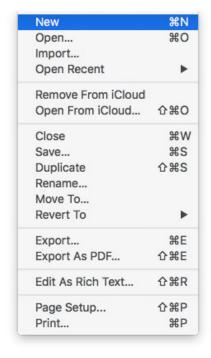
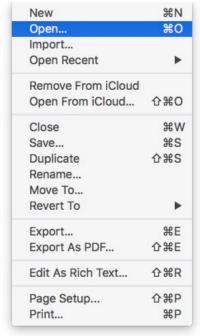
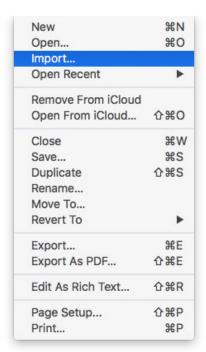
Free Manual







BASICS

Free is a document based App like <u>Write</u>, <u>SimpleEdit</u>, TextEdit or Pages. Thus it behaves in the same way.

How to create a new document

> Menu > File > New/

How to open an existing document

> Menu > File > Open...

How to import a (Word, myText, LaTeX etc.) document

> Menu > File > Import...

How to move a document to the iCloud

> Menu > File > Move To iCloud

Hint: Document needs to be saved once first

Note: An active iCloud account is required

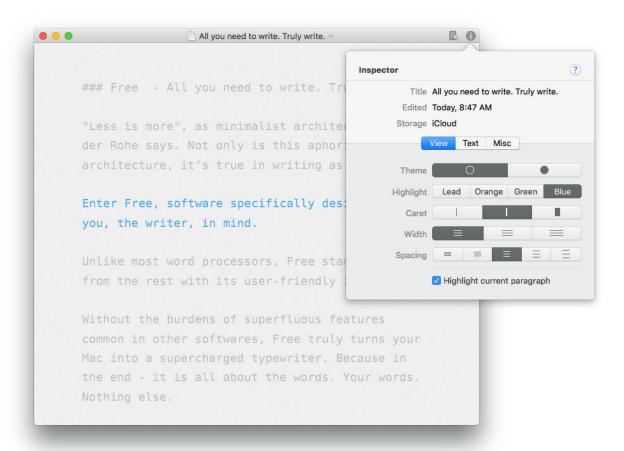
*MAS VERSION ONLY

How to open a document from the iCloud

Menu > File > Open From iCloud...

Note: An active iCloud account is required

*MAS VERSION ONLY



How to change the appearance

Menu > View > Show Inspector

Select settings for background theme, highlight, text width etc.

Tags:	apps copy	
Where:	iCloud Drive	
	File Format: Markdown	

"Less is more", as minimalist architect Mies van der Rohe says. Not only is this aphorism true in architecture, it's true in writing as well.

Enter Free, software specifically designed with you, the writer, in mind.

Unlike most word processors, Free stands apart from the rest with its user-friendly interface.

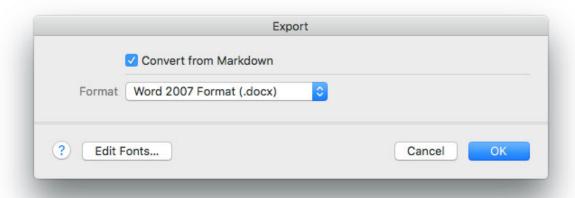
How to save a document

Menus Files Save

Select desired file format

Hint: Text is the most compatible format

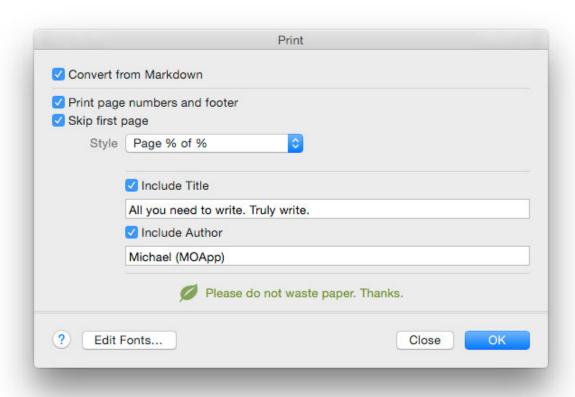
Hint: You can export a document into other file formats if needed



How to export a document

Menu > File > Export...

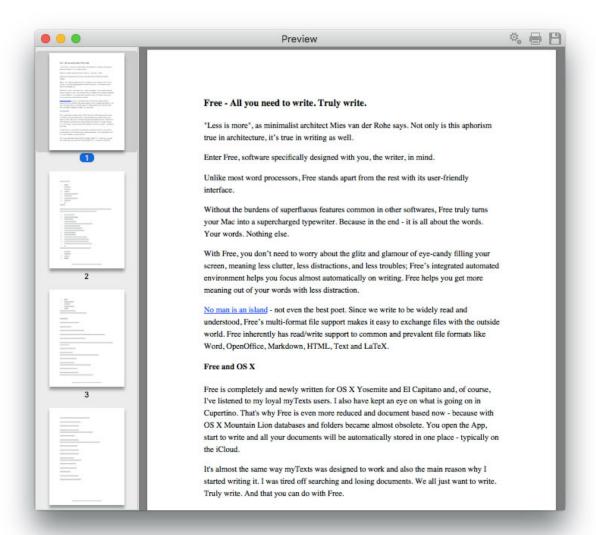
Apply settings for file format, Markdown conversion



How to print a document

Menu > File > Print

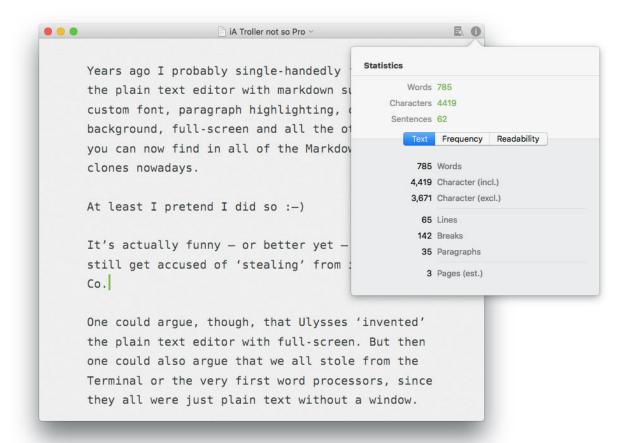
Apply settings for page numbering, footer, Markdown conversion



How to preview a document

Menu > View > Show Preview

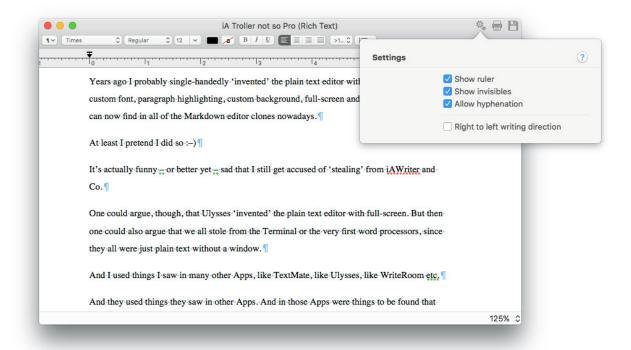
Hint: Preview uses the settings from general print dialog



How to see the statistics

Menu > View > Show Statistics

Hint: If text is selected, only those words/characters will be counted



ADVANCED

Some free :-) tips and tricks to be more productive...

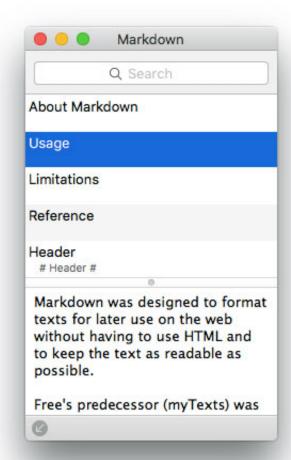
How to convert into | edit as rich text document

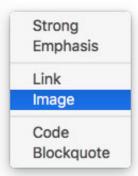
Menu > File > Edit As Rich Text...

Select desired paper size and file format

Please note that Free is by design not a fully featured word processor - or a replacement for one. But sometimes even the best plain words need a little eye candy. That's why you can edit your finished text as rich text (add formatting)

as the very last step and print it out or export it.





Markdown - what the heck?

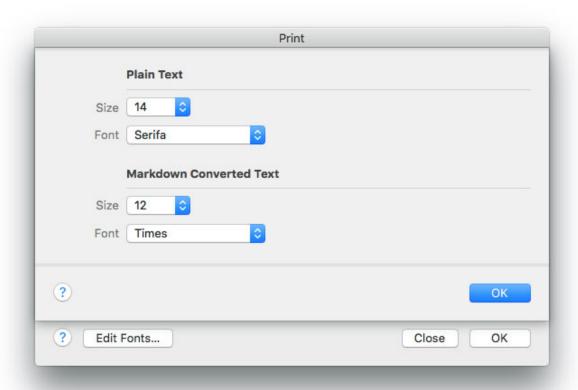
Menu > Help > Markdown Help

Markdown Format Help

Select text

Menu > Edit > Markdown

Hint: Also available by context menu



Custom font for print | export

Open general print dialog and click 'Edit Fonts'

Hint: This is also available in the preview settings

Even though Free only uses plain text on the screen, you are able to export formatted documents. For example: a Word Document using Helvetica 12pt.

Undo Align Left	₩Z
Redo	☆器Ζ
Cut	жx
Сору	₩C
Copy HTML	企業C
Copy Rich Text	^#C
Paste	₩V
Paste and Match Style Delete	V器企了
Select All	₩A
Markdown	>
Find	-
Spelling and Grammar	•
Substitutions	•
Transformations	>
Speech	-
Start Dictation	fn fn
Emoji & Symbols	^器Space

Copy as HTML | Rich Text

Select text

Menu > Edit > Copy As HTML | Rich Text

Hint: Also available by context menu