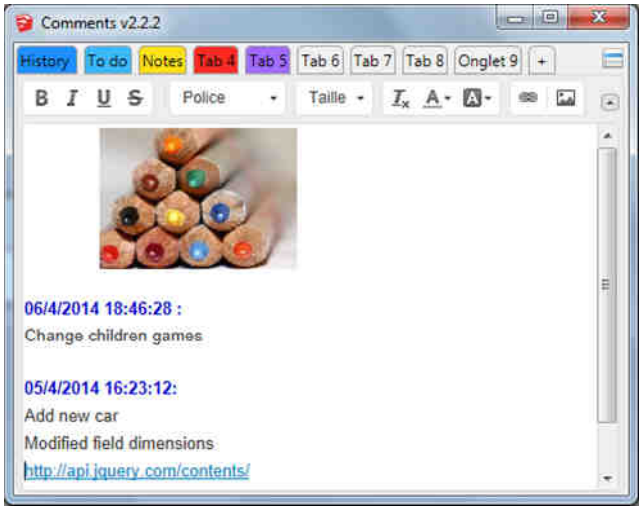
# COMMENTS PLUGINS

# -- Help file --

*Created by BGSketchup, on June, 2014. Based on plugin version 2.2.2*




## Why to use it ?

This plugin will allow you to add comments/text inside your SketchUp file. Then you can keep a history of your modifications, a to-do list, add some remarks, make some warnings.

Texts can be organized by adding multiple tabs. Each tab can be linked to a scene to be shown automatically.

## Main functions:

- Add texts to your SketchUp file
- Organize your notes in tab
- Link tab to scene display

## How to install:

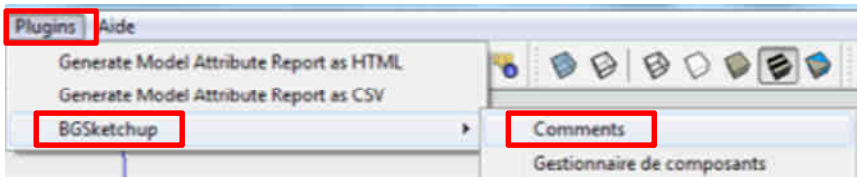
- SketchUp 8 or earlier : rename ".rbz" file in ".zip" file, uncompress and save file in SU install folder / Plugins
- SketchUp 2013 or later : click on window/preference, then "extension", then "install extension" and choose ".rbz" file

Note : you may need to restart SketchUp to make it works.

## To access to the plugin :

To access the main interface window, click, in SketchUp menus, on Plugins/BGSketchup/Comments.

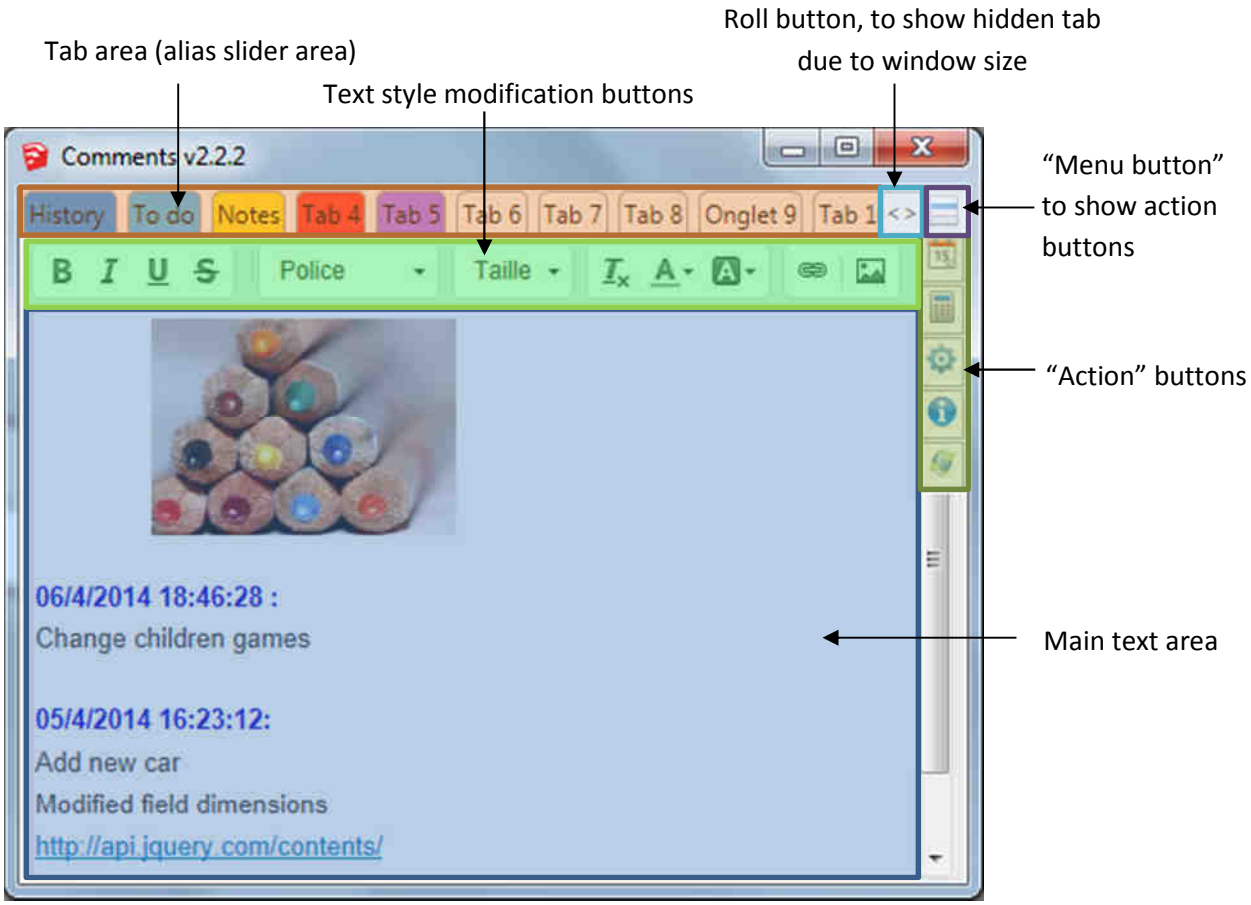
Note that menu names may change according selected language (English by default).




Also you can add the plugin toolbar, click, in SketchUp menus, on View/Toolbars. Tick “Comments (BGSketchup)”. You will see a new toolbar :

## Main interface :

Plugin main window :

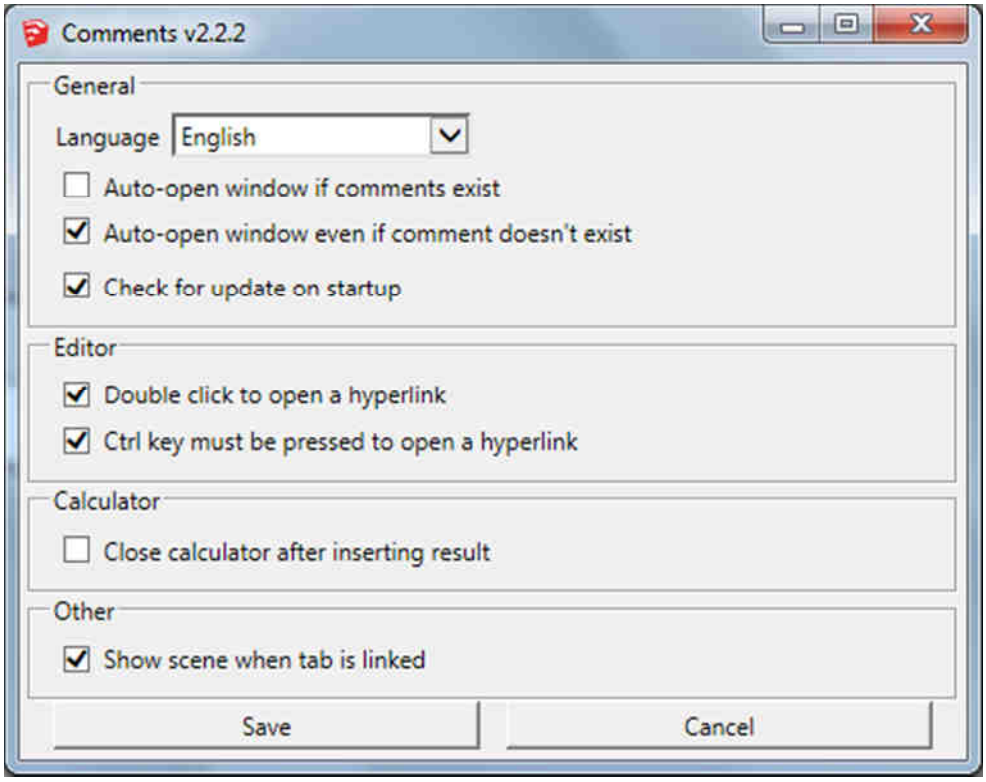


# First step : options !

Before to start using your plugin, the best is to set up options.

Please note that plugin is saving a file in your documents folder to save options. Name of the file is "BGSketchup_Comments.ini". You can see inside the file with your favourite editor, but please don't modify it. If you have some issue with options saving, it may be relevant to delete this file and start the plugin again.

Options menus can be accessed from the main interface by clicking on the menu button then this button .It opens this window :




**Options explanations :**

**Language**

Choose, within the list, your favourite language. The plugin choose use OS language by default or English if the translation for your language is not found.

**Auto-open window if comments exist**

Tick the box to show the comments window only if a comment was added previously in the model. If no comment exists in the file, the window won't display.

**Auto-open window even if comment doesn't exist**

Tick the box to always open the window, in any case.

**Check for update on startup**

Tick the box to check for update every time the plugin is launched. If an update is found, a message will be displayed on the main interface to warn you.

**Double click to open a link**

Tick the box to open a hyperlink by double clicking on it.

**Ctrl key must pressed to open a hyperlink**

Tick the box to open a hyperlink on by pressing ctrl key as same time as clicking on the link.

**Close calculator after inserting result**

Tick the bow if you want the calculator to close when you click on insert result button. Please report to calculator chapter for more information.

**Show scene when tab is linked**

Tick the box to show linked scene when you click on a tab in “slider” area.

## Bottom actions button

Insert the current date and time, in the text area, in cursor position

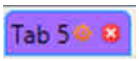
Display the calculator

Show the options windows (see previous  chapter)

Show an “About” windows with comments on the plugin

Check for update on the internet

# Tab actions button

When moving the mouse cursor onto a tab, 2 icons appear : 


Press this button to delete the tab

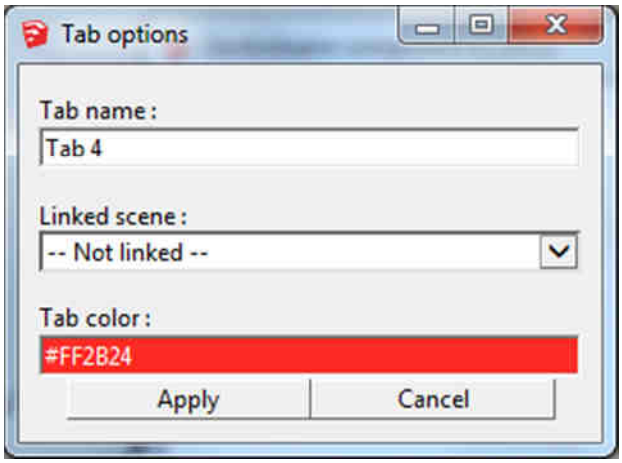
Press this button to set up tab options (see next chapter)

To add a new tab, push on the “+” tab :

When the Comments window is too small to show all tabs created, 2 buttons appear on top right. Click on them to move the tab and display the tab you want.

# Tab options

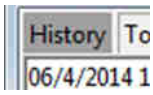
When pressing on the option button of a tab , a new window appear to show some options :



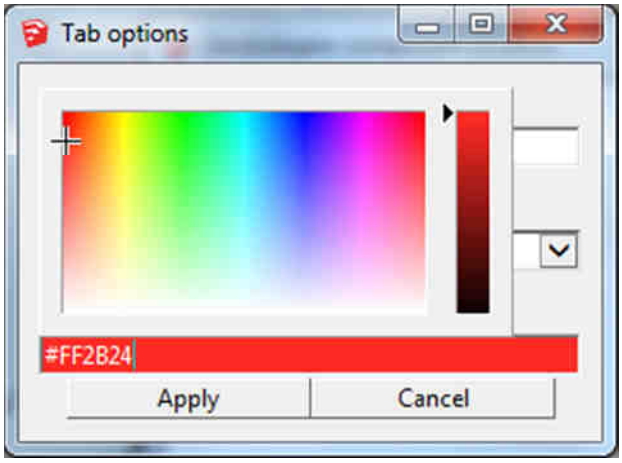

**The first field** is used to change the name of tab.

**The second field** specify the scene linked to the tab. When selecting a scene in the list and applying the options, selecting a scene in SketchUp will show the linked tab in the Comments window.

Clicking on Scene 1 in SketchUp

will show linked tab 


**The third field** allows you to change tab colour. When clicking in the field, a colour picker appears.

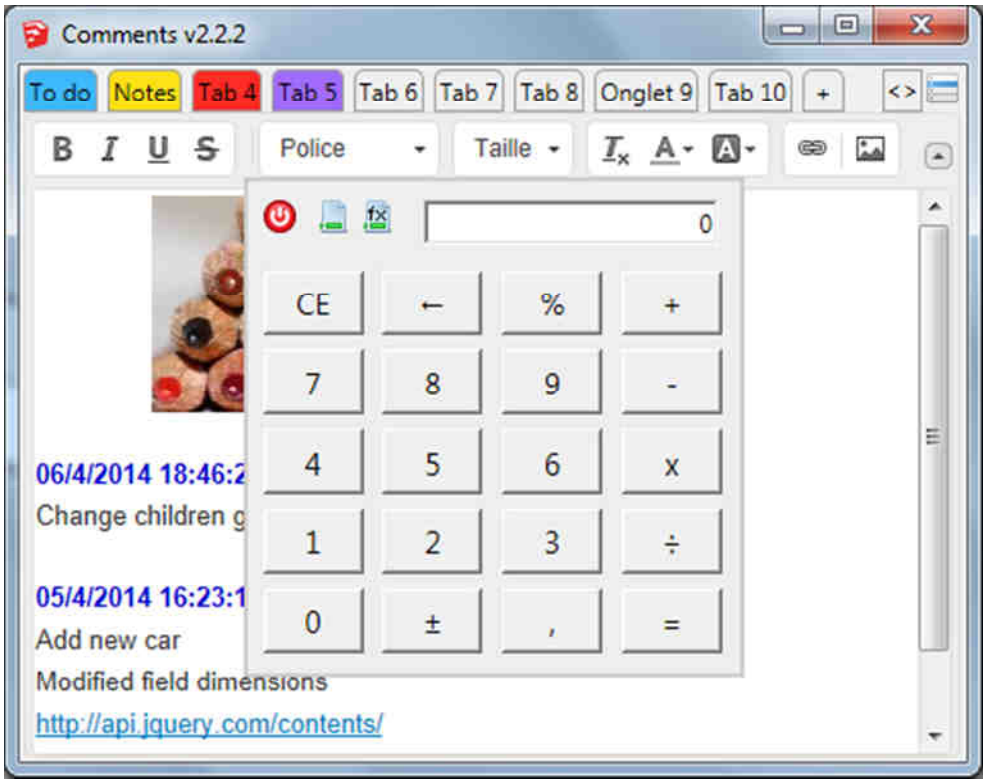



Click then on the wanted colour.

# The calculator

You can access the calculator by pressing on the menu button then this button .

It opens the calculator over your comment text :




You can make calculations by clicking on the different as a simple calculator or by pressing numbers and operator from your keyboard.

There are three buttons that allow you to do the following job :

Switch off the calculator (hide it)

Insert the calculation result inside the comment

Insert the calculation formula and result the comment. This is an example :

## Inserting hyperlinks and pictures into your comment :

**To add an hyperlink :**

- Enter a text
- Select it
- Press button
- Enter link to your picture

- Press OK button

To follow a link, depending on the options you choose, you can follow it by clicking on it or double clinking or pressing ctrl key and click on it.

**To add a picture :**

- Press button
- Enter link to your picture

- Press OK button

You can resize picture by clicking on it and sliding marks on corners

You can inserting a picture by doing a simple copy and paste !

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## Help file history :

| | |
|---|---|
| 24/06/2014 | Update to version 2.2.2 |
| 04/05/2014 | Update with version 1.7.1. Calculator added, tab colour added. |
| 06/04/2014 | Creation of the document |