

## AnyLexic 2.0 Quick Start Guide

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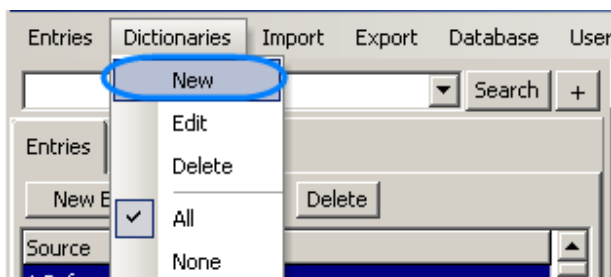
## 1. Introduction

This guide contains few simple steps to quickly get your **AnyLexic** up and running. For more detailed information, please refer to **AnyLexic** help file. You can always open **AnyLexic** help file by clicking menu **Help > AnyLexic Help**.

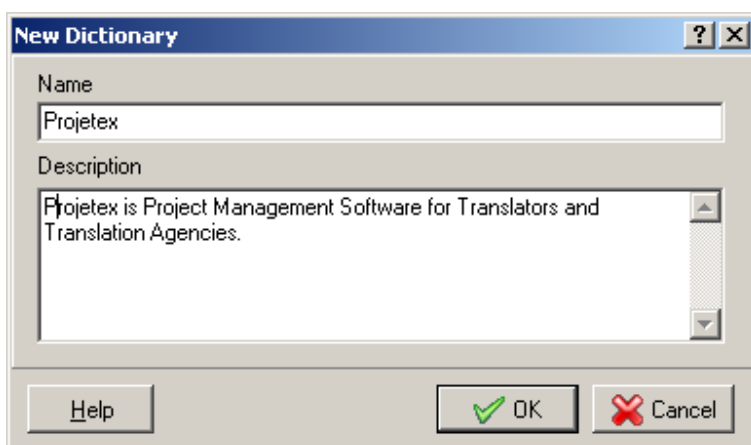
**AnyLexic** is advanced software designed to manage terminology dictionaries in a reliable and convenient way: all the terminology is stored in one database. **AnyLexic, Version 2.0** can be used to keep your **terminology consistency** during your work as well as for quick and easy **dictionary exchange**.

## 2. Creating a new dictionary:

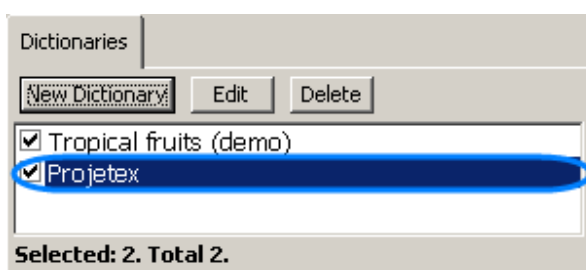
1. Click menu **Dictionaries** > **New**.




2. In the **New Dictionary** window enter dictionary **Name** and **Description**, then click **OK** button to proceed.



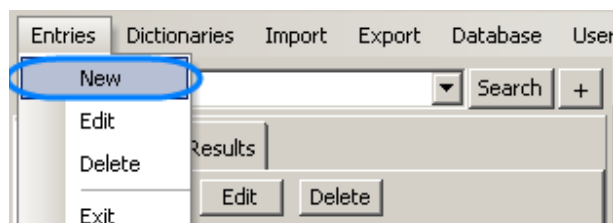
3. Newly created dictionary will be displayed in the **Dictionaries** list of the **AnyLexic, Version 2.0** main window.



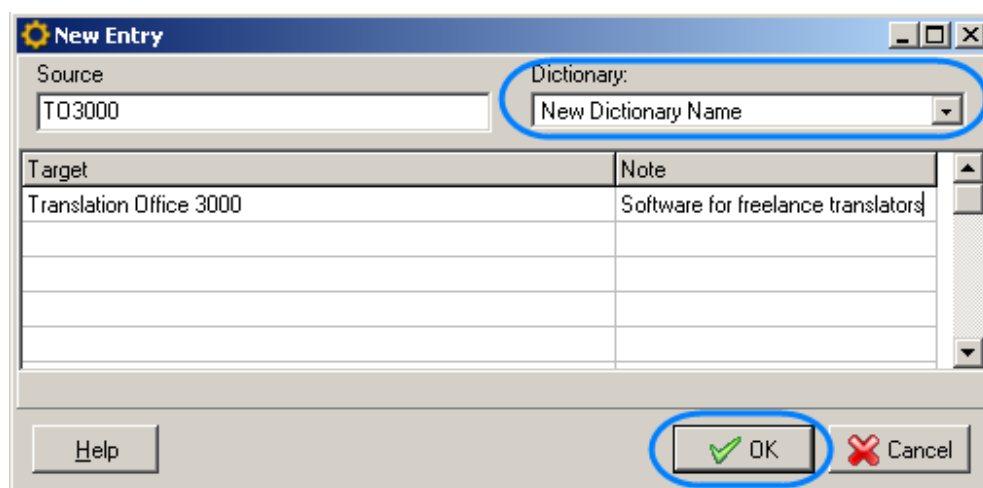
 **Note:** You can select or unselect all the dictionaries by using **All** and **None** commands in the **Dictionaries** menu.

### 3. Creating entries


1. Click menu **Entries** > **New**.

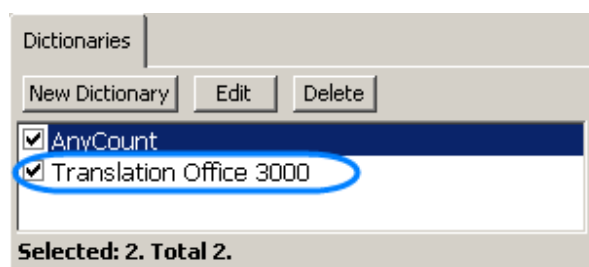



2. Select the **Dictionary** in which the new entry will be created in the **New Entry** window. Specify **Source** term, **Target** translation and **Note** if necessary. Click **OK** button to proceed.



 **Note:** It is possible to set several **Targets** for one **Source**.

 **Note:** Make sure that on the **Dictionaries** tab the check box for the new entry dictionary is selected. In this case Translation Office 3000 dictionary must be selected.

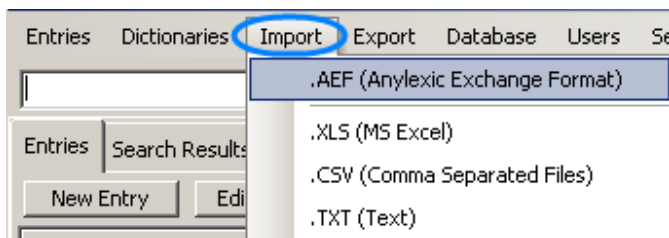


 **Note:** You can customize the format in which entries are displayed in **AnyLexic** with the help of **Template Editor**.

#### 4. Importing existing dictionary:


You can import your own dictionaries in .AEF, .XLS, .CSV, .TXT formats into **AnyLexic, Version 2.0**.

Select **Import** menu and the desired dictionary file format.

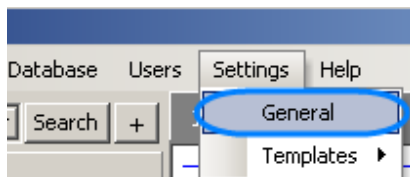


## 5. Searching for a term in AnyLexic

Select the term you wish to check for in your glossaries and press **Hot Key** (default sequence is **Ctrl+Alt+S**) to quickly search for this term in all active **AnyLexic** dictionaries.

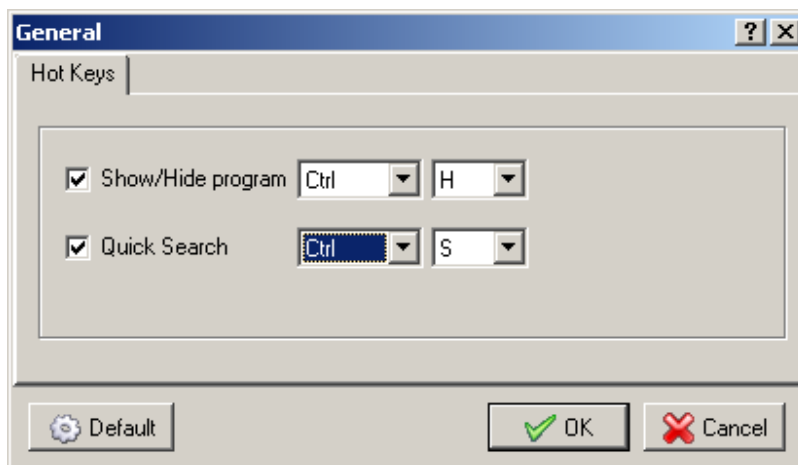
 **Note:** Make sure that **AnyLexic** is running and all the necessary dictionaries are selected while translating the document and working with the hot keys.


To customize keyboard shortcuts click menu **Settings > General**.



Select or clear check boxes to enable or to disable the combinations for actions you need and assign key combinations using drop-down lists.

**Show/Hide program** – show or hide **AnyLexic** application at any time  
**Quick Search** – quick search of the desired term in **AnyLexic** database



 **Note:** If the selected hot key is already used by another program, you will be warned about this.