

## **Clipboard**

*If you've ever used Word Processing or e-mail, then it's almost certain that at some point you've used a Windows utility called Clipboard even if you were unaware of it. Whenever you copy anything Windows places it in Clipboard for you to paste wherever you wish and that copy stays there until you copy again. Your first copy is then erased by the second copy and so on.*

*Well there are times when I want to paste something I copied a few times ago but I can't because my last recent copy has erased it.*

*Well, help is at hand in the form of a free app called Clipdiary which is available free from*

*[www.clipdiary.com](http://www.clipdiary.com)*

*Clipdiary sits in front of Clipboard and writes anything you 'copy' or 'cut' into its own database continuously so most of your recent copies are available there. You merely keep a shortcut to Clipdiary on your desktop and when you want a copy entry from earlier the database will be presented to you and you can choose which entry you want, highlight it and then choose where you want to paste it from the Clip dropdown menu. Simple!*

*It works with whatever method you've chosen to 'cut' or 'copy' and 'paste'. As an aside you may not know but normally you highlight what you want to copy, drop down the relevant menu and chose copy or paste with your mouse. Well you can use keyboard shortcuts. Ctrl + C copies the highlighted entry and ctrl + V pastes the entry to where your cursor is.*

*Any highlighted entry in Clipdiary can also be pasted by using ctrl + V.*

*Rochester*

*PS. New entries are added to the bottom of the list much like on line chats*