![DramaQueen]

To get you started: the basic handling and all important keyboard commands

Choose from the **Main Menu -> Text Level** the text which you want to work on, e.g. treatment.

Using the **Treatment-Text** you can write scene by scene.

Using the Outline-Panel you can summarise each scene in just one line.

To **add a new scene**, click on the blue ➕ .

Or simply press **ENTER**.

To **delete a scene**, click on the red ✖ .

Navigate through your story, by clicking a specific scene in your Outline-Panel.

To structure your story click 🔀 in the Outline-Panel.

You can choose between acts, sequences and the Hero's Journey.

The icon to the right (↗) displays the **Plot Points**.

You can move all elements in the Outline via **Drag&Drop**.

Right-click or use ☰ to define a scene further.

If you want only one panel displayed use this rectangle ▭ (right-hand top corner).

If you want to start working on the script choose **Text-Level Menu_>Script.**
You have the option to **transfer** your treatment text to your script (the pop-up window will open automatically).

You can also work **concurrently** on your treatment and script and switch back and forth between both texts.

Or you can collapse your treatment via **Main Menu_>Text-Level**.

You **format** your **script** via the **Tab-key**.

Or press **ENTER** to display the pop-up window and select your option.

To insert a **note** click 🗒 .

Using the Cogwheel-Menu ⚙ you can **set up the panel as you wish**.

Moving the mouse over any icon will explain it further.

This middle icon ⤢ in the right-hand top corner turns panel into a **full screen**.

Using the **Escape-button** or this icon ▥ will get you back to the side-by-side display. Click on the name in the bar to **open a panel**.

Click on ✕ (right-hand top corner) to **close a panel**.

The other panels operate according to the same principle:

Using the plus-icon will add an element, e.g. a new idea (💡)
or a storyline (➕)
or a character (👤)
or a setting (🏠)

and you add their name.

Use Drag&Drop to **swap a panel** – simply pick it up and drop it into the specific window.

If you want to **display a panel somewhere else** simple drag the button to where you want it to be.

Any appearing **characte**r in a scene is recognised by DramaQueen and registered automatically.

When you indicate a **storyline's characters**, each scene featuring these characters will become part of that storyline.

The **Outline** will display the scene marked with a circle in the **storyline's colour**.

Using these buttons (🚦🏠🏢🏷️) you can display and hide all **scene properties**.

Here ⬭ Story ▾ you can set up one specific storyline 🟢 A-Storyline ▾ - now the panel will display only that storyline's scenes coloured accordingly.

All export and print options are part of the **Main Menu** along with many other features.

By the way – when you start a new DramaQueen document with a **Synopsis** you will be working with **Steps**.

And when you move on to treatment and script the **scenes will appear as the steps' sub-level**.

Using these arrows ⬇️⬆️ will **collapse and expand scenes**.

If you want to work **with two texts next to each other** just open the second text in the window beside it.

You can compare all **three DramaQueen versions** here 🔵PRO TEST ▾ .

And just in case: click ? to search for specific features in the **Help** section.

And now – go and explore DramaQueen and see what it can do for you! Enjoy!