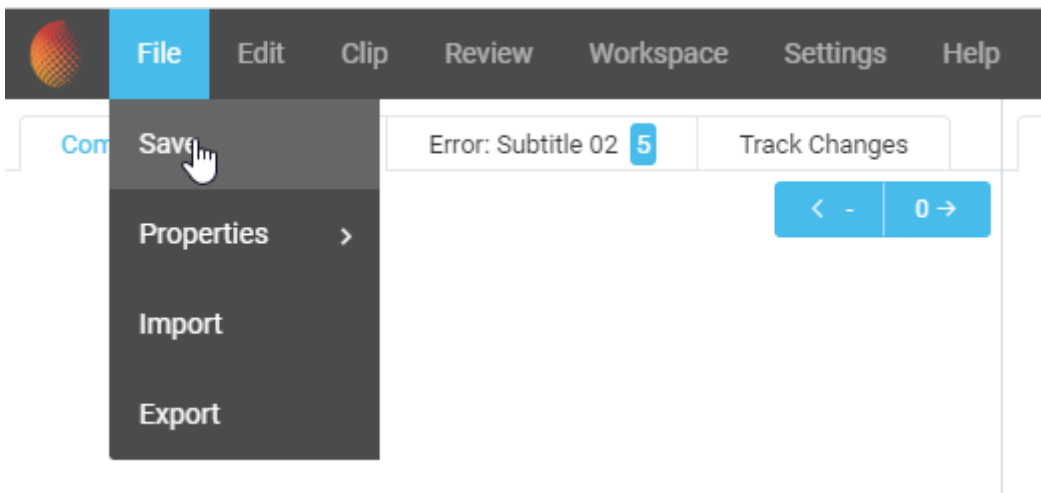


Plint Subtitler: menus

Most of the common functions in Plint Subtitler are accessible through the top menu. The following list summarises and clarifies their functions.

Please note that depending on job settings, some options may not be visible.

The File menu



- **Save** - saves the file on the server
- **Properties**
 - **General** - Various settings, such as the number of History states.
- **Import** - allows you to import a subtitle file to edit.
- **Export** - allows you to export the current work in a format supported internally by Plint
 - Please note that job settings may limit the formats available here.

The Edit menu

- **Undo** - Undoes the last action.
- **Redo** - Reverts the last *Undo*.
- **Go to** - Displays the *Go to subtitle number* dialogue, where you can chose which subtitle block you want to go to.
 - You can also specify a certain time to navigate to.
- **Find/Replace** - find recurring instances of words or strings and batch replace them
 - this function *finds* instances of the search string in subtitle text, reference text and comments
 - however: *replace* can only be applied to the subtitle text

The Clip menu

- **Add** - Adds clip at the beginning or at the current time.

- **Split** - Splits the subtitle into two separate clips.
 - (Preceded by a dialogue controlling splitting behaviour)
- **Set** - Set in time to current time and Set out time to current time.
- **Merge clip** - Merges the clip with the next subtitle.
 - It is also possible to merge with the previous subtitle - please check the shortcut settings.
- **Renumber all clips** - Ensures that the clips are renumbered from 1.
- **Remove** - Removes the current subtitle.
- **Swap/copy track** - move or copy all text from one type of field to another.
 - For example, copy the entire reference text into the editable subtitle fields.

The Review menu

- **Spell check**
 - Performs a spell check on the entire file and suggests alternative words where possible errors are found.
 - Supported languages are continually added.
- **Report tool**
 - Check the entire file for errors / inconsistencies based on job/project settings.
 - Typically, timing errors, exceeded character counts and such.
 - Report profiles are handled centrally and can not not be adjusted from within the editor.
 - [More on error reporting here.](#)
- **Track Changes**
 - Here is where you can compare different versions/edits of the translation (please note that this feature requires activation on job level and thus may not always be available).
 - A backup or milestone will be shown together with date/time information and what type of Job it was linked to. Together, they provide context for the version so you know what you are comparing to.
 - [More on versions and milestones here.](#)

The Workspace menu

- **Lock tools** - Locks the workspace. To move panels around, uncheck this box.
- **Auto Focus clip** - As you play the video, the text in the subtitle editor field will change as the marker moves along the time line
- **Audio scrub** - As you jump frames, no matter how many, you will hear part of the audio
- **Switch to basic mode** - Shows a different editor layout
 - This layout, among other things, shows the file used for the reference text on a separate timeline.
 - This can be useful for comparing changes to the template after translation work has begun.

The Settings menu

- **Shortcuts** - Edit the shortcut settings.
 - [Please see separate chapter for setting your shortcuts.](#)

The Help menu

- Redirects you to the help section.

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