

TMG Cheat Sheet, Version 8.0 (Variables, Navigation, and Editing)

Variables - Principals	
[P]	Current Principal
[PO]	Other Principal
[P1]	Principal #1
[P2]	Principal #2
..G	Given name (Mary Sue)
..F	First word of given name (Mary)
..GS	Possessive given (Mary Sue's)
..FS	Possessive first word of given (Mary's)
..S	Possessive full name (Mary Sue Smith's)
[FATH(O)]	Father of [P] (or [PO])
[MOTH(O)]	Mother of [P] (or [PO])
[N]	Current name of [P]
[P+]	Full name of [P]
[PP]	his/her
[OBJ]	him/her

Variables - Roles	
[W]	Current witness
[WO]	Other witnesses (comma separated list)
[R:role]	Full name
[RG:role]	Given name
[RF:role]	First name
[RP:role]	he/she
[RS:role]	his/her
[RM:role]	him/her
[RA:role]	Age
[RE:role]	Exact age
[RPAR:role]	"son/daughter of [PAR]"

Other Variables	
[D]	Date of event
[DD]	Day & date of event
[Y]	Year of event
[L2]	[DETAIL]
[L3]	[CITY]
[L4]	[COUNTY]
[L5]	[STATE]
[L6]	[COUNTRY]
[A(O 1 2)]	Age of [P] (or PO, etc.)
[A(O 1 2)E]	Exact age of [P] (etc.)
[Mn] or [WMn]	Memo segments 1-9 or witness memo segment
[MO]	Do not print memo
[M]	Same as M1

Function Keys	
F1	Help
F2	Picklist/Search
F3	Repeat
^ F3	List Repeat Values
F4	Add
F5	Edit
F6	Delete
^ F6	Cycle Windows
F7	Expand Memo
F9	OK/Close
F10	Menu
F11	Calendar
^ F11	DNA Log
F12	Research Log
^ F12	Exhibits

Creating Tags	
^ V	Name-Var
^ B	Birth
^ M	Marriage
^ D	Death
^ U	Burial
^ H	History

Navigation (Jumps)	
^ P	Person View
^ Y	Family View
^ T	Tree View
^ L	Last Subject & View
^ I	Jump to ID number
^ K	Bookmark Manager
^ S	Last bookmark
^ [Enter]	Jump to current name
^ [Up]	Previous in Explorer
^ [Dn]	Next in Explorer

Other Windows/Functions	
^ A	Accent
^ R	Relationship Calc.
^ O	Open Project
^ N	New Project
^ \	Timelines on/off
^ E	Start GenSmarts

- **Link to a web page:**
[WEB:]url(:text)[WEB]
- **Link to an email address:**
[EMAIL:](text:)address[:EMAIL]

Surety				
1	2	D	P	M
P1 ID	P2 ID	Event Date	Event Place	Memo Info
Surety Values				
3	Primary, contemporary source			
2	Reliable secondary source			
1	Less reliable secondary source			
0	Guess or assumption			
-	Disproven			
	Blank = no info from source			

Formatting (in order applied)	
[UND:]	<u>Underline</u>
[BOLD:]	Bold
[ITAL:]	<i>Italics</i>
[SUP:]	Superscript (¹)
[SUB:]	Subscript (₁)
[WEB:]	(See below)
[SCAP:]	SMALL CAPS
[CAP:]	ALL CAPS
[FCAP:]	Cap First Letter
[LIND:]	Left indent
[CENTER:]	Centered

Special Sentence Constructions	
[:CR:]	Carriage return
[:NB:]	Non-breaking space
[:TAB:]	Tab
< >	Conditional
x x	1 [P] known both [P] known
x x	Living=N Living=Y or ?
-	Exclude (selectively hide)
--	Exclude always
{ }	Sensitive (selectively hide)
[:NP:]	Suppress ending punctuation
[+]	Join with previous sentence.

Other Special Codes

- **Suppress birth places** (in "NarrativeChildren" tag only):
[:NoBirthPlaces:]
- **Embed a citation** in a memo:
[CIT:]n:s:details:memo[:CIT]
n = source number, s = surety
All elements are optional.
- **Index a name, word, or phrase:**
[INDEX:]name of index: level 1;
level 2[:INDEX]
(Use commas to avoid line breaks.)

TMG Cheat Sheet, Version 8.0 (Source Elements & Sort Dates)

Partial List of Common Source Elements (eponymous elements are not listed, to save space)			
Grp#	Element Group	Standard Elements	Custom Elements
1	Title	[Bible Title] [Book Title] [Journal Title] [Newspaper Title]	
2	Short Title	[Short Title]	
3	Subtitle	[Article Title] [Chapter Title]	
4	Short Subtitle	[Short Article Title] [Short Chapter Title]	
5	Record Type	[Record Type]	
6	Author	[Agency] [Informant] [Speaker]	
7	Subject	[Household] [Name of Person] [Testator]	
8	Compiler	[Compiler]	
9	Editor	[Editor]	
10	Second Person	[Interviewer] [Recipient] [Ship Name]	
11	Date	[Compile Date] [Interview Date] [Printout Date] [Publish Date]	
12	Second Date	[Original Date]	
13	Location	[Address] [Author Address] [Jurisdiction] [Listserve]	
14	Second Location	[Author E-Mail] [URL]	
15	Publisher	[Publisher]	
16	Publisher Location	[Publisher Address]	
17	Series	[Series]	
18	Edition	[Record Group]	
19	Version	[Roll]	
20	Volumes	[Volume]	
21	Pages	[Document] [Page]	
22	Repository	[Repository]	
23	Repository Info	[Repository Address]	
24	Repository Reference	[Repository Reference]	
25	File Reference	[File Name]	
26	Record Number	[Call Number] [Manuscript Info] [Register]	
27	Film Number	[Film]	
28	Comments (source comments)	[M] or [M <i>n</i>]	
29	Citation Detail	[CD] or [CD <i>n</i>]	
30	Citation Reference	[CRef]	
31	Citation Memo	[CM] or [CM <i>n</i>]	
32	Repository Memo	[RM] or [RM <i>n</i>]	

Sort Order for Sort Dates (h/t Michael Hannah for original list)
Before 21 Jul 2007 Before 21 Jul 2007?
Say 21 Jul 2007 Say 21 Jul 2007?
Circa 21 Jul 2007 Circa 21 Jul 2007?
21 Jul 2007 21 Jul 2007?
After 21 Jul 207 After 21 Jul 2007?
21 Jul 2007-22 Jul 2007 21 Jul 2007-23 Jul 2007 21 Jul 2007-24 Jul 2007 --- etc.
21 Jul 2007 or 22 Jul 2007 21 Jul 2007 or 23 Jul 2007 21 Jul 2007 or 24 Jul 2007 --- etc.
21 Jul 2007 to 22 Jul 2007 21 Jul 2007 to 23 Jul 2007 21 Jul 2007 to 24 Jul 2007 --- etc.

Advanced Formatting Codes	
[HTML:]	HTML code
[HID:]	Hidden text (never print)
[FONT<val>:] (e.g. [FONTG:])	T=text S=surnames G=given D=dates L=place B=labels M=memos E=exponents I=titles P=page #s
[SIZE:]#;text[:SIZE]	Point size for scalable fonts
[COLOR:rgbrgb]	Text (1-3) and background (4-6) RGB values

Escape character: \
e.g. \[1850\] prints [1850] instead of
looking for a variable by that name.