

**SAVE THE CAT!®**



**VERSION 3.0**

**WINDOWS USER GUIDE**



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## INTRODUCTION

Welcome to *Save the Cat!* 3.0. Version 3.0 offers many exciting new features as well as a redesigned user interface that gives you a lot of flexibility in setting up your own workspace. There are so many new features that we decided to write a full user guide rather than just including program tips because we don't want you to miss anything.

### WHAT'S NEW?

There are so many new features we will list just a few. But, you can learn about all of them in this user guide so keep reading.

#### **New User Interface**

The user interface has been redesigned so that everything is in one window with sections for the title and logline, beats, The Board, the Litter Box, and a new notes corkboard. Each of these sections can be sized and even hidden to make just the right amount of room for exactly what you want to see.

You can change the size of The Board both vertically and horizontally to make it as large as you like. You can even make it larger than your monitor will allow. Just scroll horizontally or vertically to see the part of The Board you need to see. And, your cards are no longer locked into a vertical position within a section. You can "pin" them anywhere on The Board, just like a real corkboard.

#### **File Format**

We have changed the file format for *Save the Cat!* 3.0 files so they are fully compatible between Windows, Mac, iPhone and iPad. So, no more exporting for the Windows version or Mac version and importing the file back in. To move a file from one platform to another, you'll copy the file just like a Word document.

#### **General Notes**

We've added a new section, a corkboard, for attachments and note cards. What does this mean? Maybe you're writing a period piece and you've found a picture of an old house that fits perfectly for the location for a scene. Drag and drop it into this new section and a note card, with the picture, will be pinned to the corkboard. You can give it a title and description and even attach it to a scene card, a character, or a location (more about those later).

You can attach nearly any kind of file: pictures, pdf's, documents, spreadsheets, sound files, video files. You can even highlight text and images in a web page and drag and drop them here.

You can also add notes by double-clicking on the corkboard. A note will magically appear where you double-clicked. Type a title and the note then place it wherever you like.

Oh, and you can color code these attachments and notes using one of ten different colors.

#### **Beats and Beat Cards**

Drumroll please! Many of our users made a particular request and we listened. The scene cards that get automatically created for the beats remain linked to the beat. So, if you change the description for the beat, the description in the



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scene card changes. And, if you change the description for a beat scene card, the description for the beat will be automatically updated.

### Characters

You can now add a list of characters for your story and enter such information as their gender, age, description, wants and needs, and the “Six Things That Need Fixing.” And you can link attachments to a character. You can even identify one of the attachments as the primary image for the character. So, if you find a picture that looks like the character you have in mind, you can attach it to the corkboard then link it to the character and the image will be there to inspire you.

When you create characters, you can drag and drop them onto the appropriate scenes so you can keep track of which characters are in which scenes.

### Locations

Like characters, you can now add a list of locations where your story takes place. You can give the location a title and a description and link attachments. If you find a picture or a map for one of your locations, link it to the location and assign it as the primary image for that location.

And, just like with a character, drag and drop a location onto the appropriate scene cards that take place at that location.

### Scene Cards – List View

We’ve added a new way to view your scene cards that is much like the list of scene cards you see if you use the iPhone version. You can view them chronologically (we’ve added new fields for the starting date/time and ending date/time for a scene) and filter the list by color code (oh yeah, you can have as many different color codes as you want now) and/or by character and/or by location. That means you could review only the scenes that include a particular character. You know, make sure the star has enough screen time.

### Save the Cat! Strikes Back

We’ve added the option to have *Save the Cat! 3.0* add new default scene cards for you along with the basic 15 beat cards. As described in *Save the Cat! Strikes Back*, these additional cards are in the Setup, Debate, Fun and Games, Bad Guys Close In sections, and the Five Point Finale cards.

We’ve also included the *Greenlight Checklist* from *Save the Cat! Strikes Back* so you can make sure you are really ready to go when you start to pitch your story.

### WHAT THIS GUIDE IS NOT

This user guide is not a tutorial as to the *Save the Cat!* methodology. See the next section of this user guide to find out about the resources we’ve provided to help you write a great screenplay or story.

*Now, let’s get started!*



## GETTING STARTED

### ACTIVATING

The first time you start *Save the Cat! 3.0*, you will be required to activate.

#### ACTIVATE VIA THE INTERNET

If you have an Internet connection, activating via the Internet is the quickest way to get going. Enter your serial number and click the **Activate Only** button. If you would also like to register so we can find your serial number for you if you lose it, fill in the additional information and click the **Activate and Register** button.

*Save the Cat! 3.0* will connect with our server and validate your serial number and check whether you have activations left. You are allowed to activate on two computers. But, we understand when computers crash or you get a new computer and may need an additional activation. We will work with you to keep you creating great stories.

Activation and Registration

Thank you for your purchase of Save the Cat! software!

You must now activate your software.

Activate via the Internet

Activate via Email

Demo Mode

Enter your Serial Number

Registration Information \* (optional)

Name

City  State

Email

\* Register to receive notices of Save the Cat program updates, seminars and workshops in your area, and other special offers.

Activate and Register    Activate Only

Activation and Registration

Thank you for your purchase of Save the Cat! software!

You must now activate your software.

Activate via the Internet

Activate via Email

Demo Mode

Send an email to [tech@blakesnyder.com](mailto:tech@blakesnyder.com)

In the body of the email, include the following:

Your Serial Number

Your Computer Code 52535149485

\* If you would also like to register to receive notices of seminars and workshops in your area along with other special offers, include your name, city and state in the email.

You will receive an activation code via email. Enter it below.

Serial Number

Activation Code

Activate

#### ACTIVATE VIA EMAIL

If you don't have an Internet connection or are unable to activate via the Internet due to a firewall or proxy server blocking the connection, you may activate via email. Send your serial number and the Computer Code that shows on the Activation window on your computer to [tech@blakesnyder.com](mailto:tech@blakesnyder.com). We will process the information and send you an email with the activation code that you will enter at the bottom of this window along with your serial number to activate your copy of *Save the Cat! 3.0*.

#### UPGRADING

If you are upgrading from a previous version, all of your screenplays will automatically be upgraded to the new file format and saved in My Documents.

### DEACTIVATING

If you need to deactivate your computer so you can activate another computer, click the **Help** menu then the **Deactivate** menu. *Save the Cat! 3.0* will connect with the server, deactivate your computer and end the program.



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## OTHER IMPORTANT ITEMS

All of these items can be found under the **Help** menu.

### SAVE THE CAT! TUTORIAL

The *Save the Cat! Tutorial* provides a lot of great information about the *Save the Cat!* methodology. If you're not familiar with *Save the Cat!* concepts and want to write a great screenplay, you should read the tutorial.

### SAVE THE CAT! STRIKES BACK – CHAPTER 3

That's right! Chapter 3 of Blake Snyder's book, *Save the Cat! Strikes Back*, has been included for you to read.

### ABOUT SAVE THE CAT!

Check here if you need to look up your serial number or see what version of the program you have.

### CHECK FOR UPDATES

Use this to make sure you are running the latest and greatest version of *Save the Cat! 3.0*. We are continuously making improvements to the program and you'll want to be sure and stay up to date.

### VISIT THE SAVE THE CAT! WEBSITE

We even provide quick access to the *Save the Cat!* website. Click here to go directly to the website in your browser.

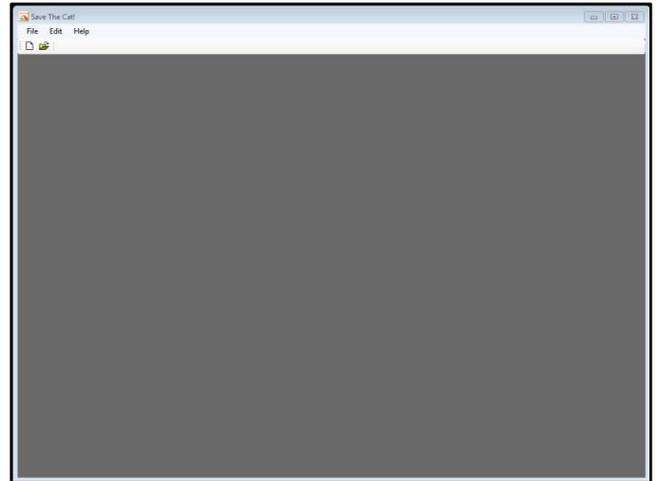
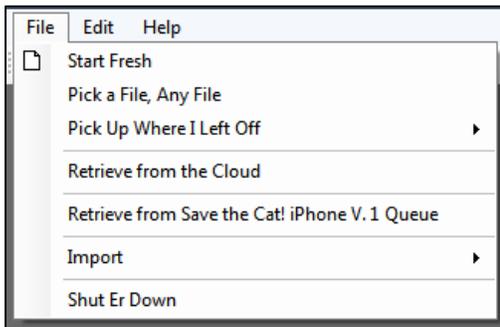


## NEW USER INTERFACE

### MAIN WINDOW

The main window, naturally, is where you start. Not much there as you can see. Until you start a new file.

The **File** menu items are bit different, however, than you may be used to seeing in other applications. Here are the interpretations.



### START FRESH

Start a brand new file. Just like the standard File/New menu. You can also click the **New** button on the toolbar to start a new file.

### PICK A FILE, ANY FILE

Open an existing file.

### PICK UP WHERE I LEFT OFF

This menu is like the Open Recent menu in other applications. You will see a list of up to four of the most recently opened files.

### RETRIEVE FROM THE CLOUD

This menu is used to copy a file from one computer to another computer or device. More on this later.

### RETRIEVE FROM SAVE THE CAT! IPHONE V.1 QUEUE

Use this until the new iPhone version of Save the Cat! is available to transfer a project from your iPhone to your desktop. A new, Version 3 Save the Cat! file will be created.

### IMPORT

This menu is used to Import a file from a previous version of Save the Cat! Or, from a Final Draft 8 script. More on this later.

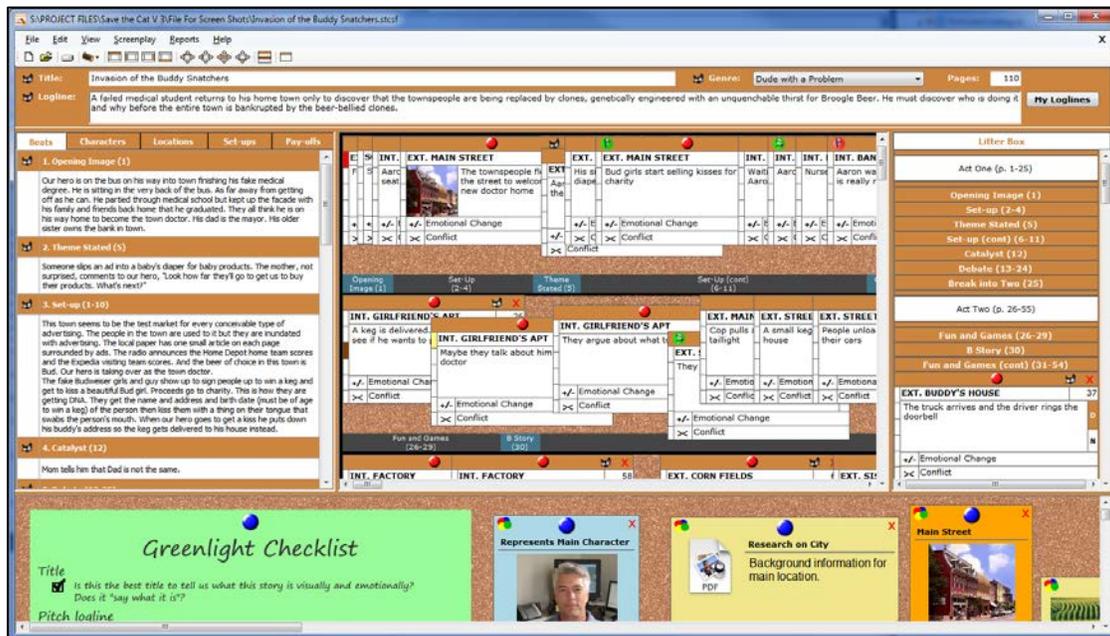
### SHUT ER DOWN

Close the open files and exit *Save the Cat! 3.0*.



## CONFIGURING THE INTERFACE

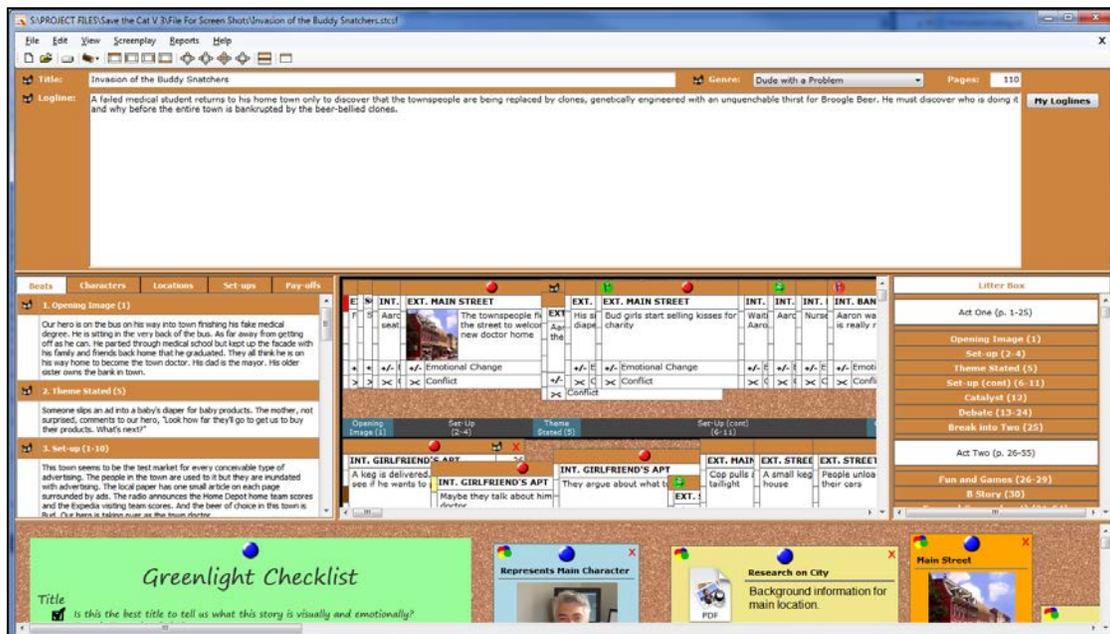
We need an open file for this. So here's what the new interface looks like with a file opened.



If you've used earlier versions of the program, some of the changes should be jumping out at you. The window is divided into five sections: Title and Logline, Beats (etc.), The Board, Litter Box, and Notes.

## SIZING A SECTION

Each of the four sections can be resized simply by moving the divider between sections. Just left-click and hold on the raised brown dividing line between two sections and drag it to move it. Here's what the window looks like with a larger Title and Logline section.

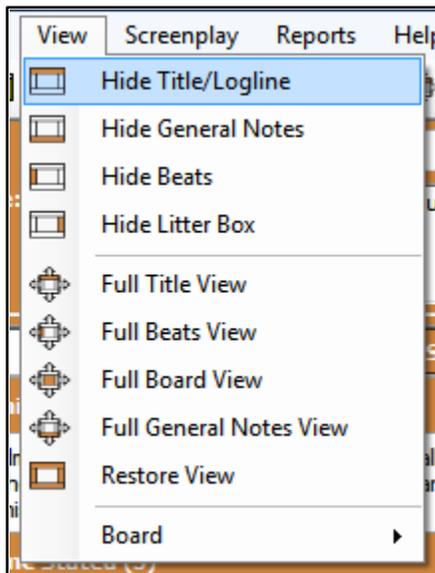




The only section that has a limitation is the Litter Box. The width is limited to the width shown. But, you can hide it completely. See the next section of this document to learn how to hide sections.

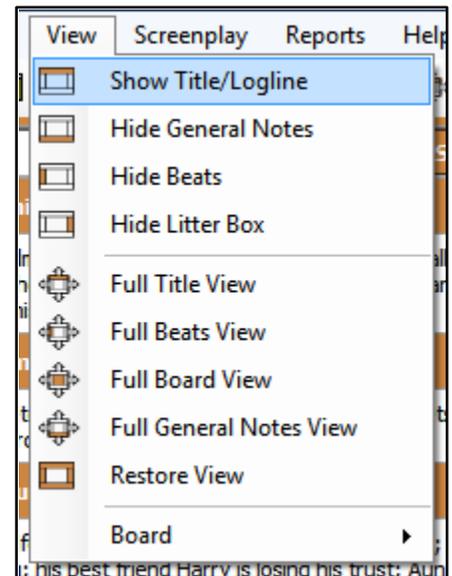
## HIDING A SECTION

You can instantly hide a section using the buttons on the toolbar or the menu items under the **View** menu. The **View** menu shown below illustrates very well the meaning of each of the appropriate toolbar buttons.



The first four items shown allow you to instantly hide a section. When you click the menu or toolbar button to hide a section, the menu will switch its function to show the section.

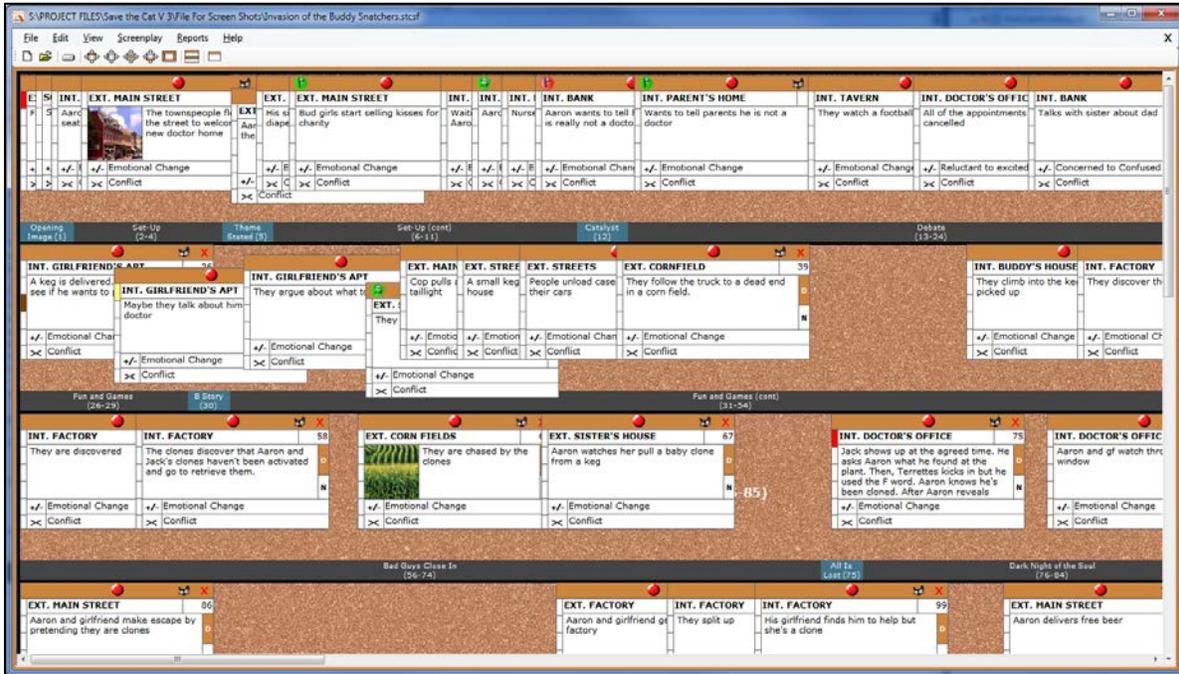
So, click the toolbar button again to make the section visible.





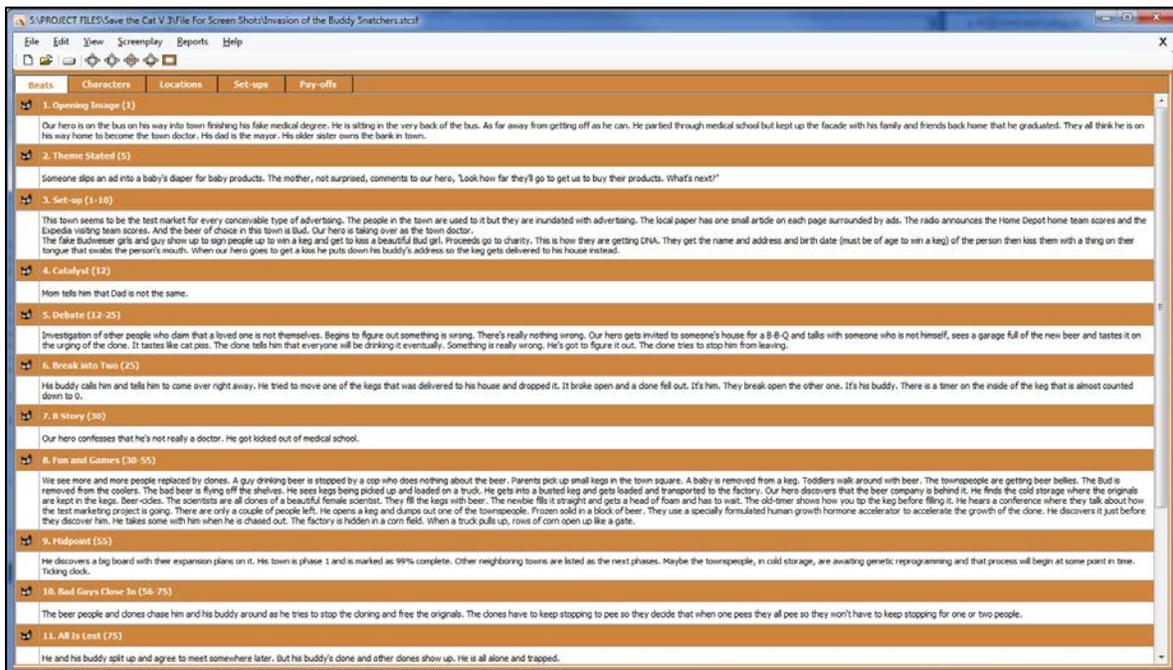
## EXPAND A SECTION

You can also, instantly, fill the window with one section and hide all the others. For example, if you only want to see the Board so you can take full advantage of the size of your monitor, click the **Full Board View** toolbar button and everything but the Board will be hidden.



Now you are in Full Board View. You can switch to a “Full” window view for the Board, Title and Logline, Beats (etc.), or the Notes sections.

Here’s what the Full Beats (etc.) view looks like.



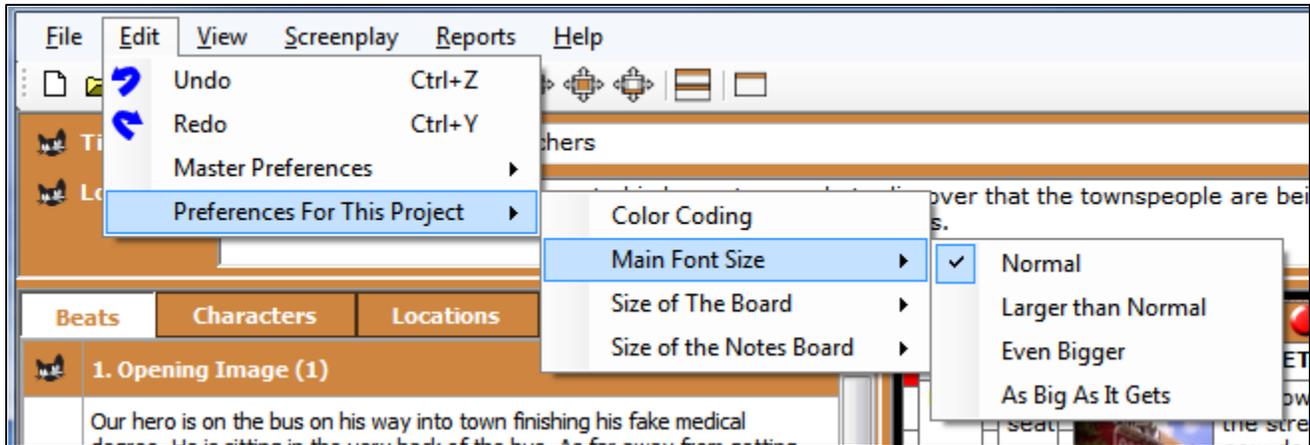


## RESTORE THE VIEW

 If you want to restore the original view you had before switching to “Full” view, click the Restore View toolbar button.

## FONT SIZE

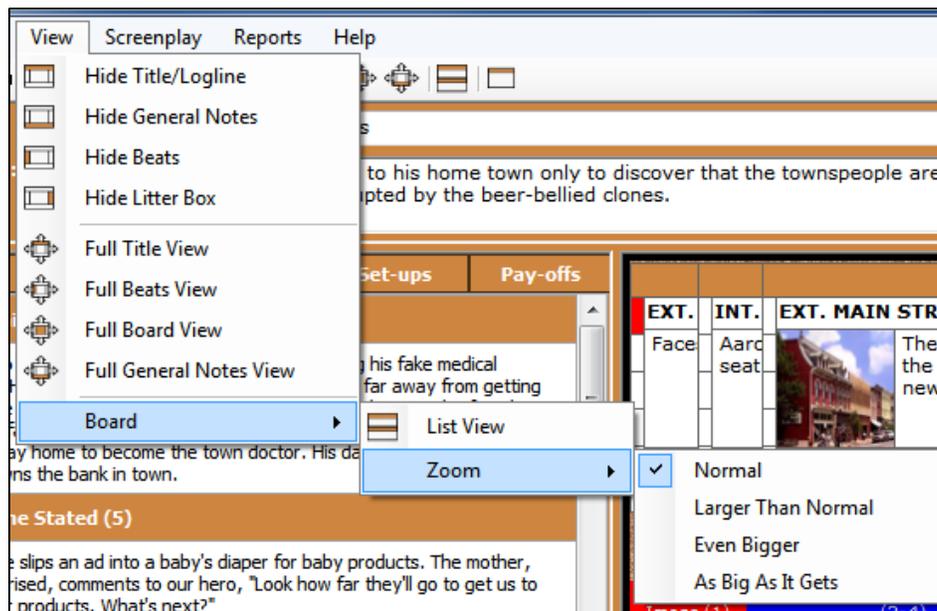
You can now increase and decrease the font size for most everything but the Board (that’s handled a little differently) to one of four different font sizes. You’ll find the settings under the **Edit** menu as shown below.



## ZOOM THE BOARD

As stated above, The Board font size is handled a little differently. When you increase or decrease the zoom for The Board to one of the four sizes, The Board itself grows as do the individual scene cards on The Board. And, of course, the font size for the beat sections and the scene card fields increases or decreases as well.

The Zoom option for The Board is found under the **View** menu.

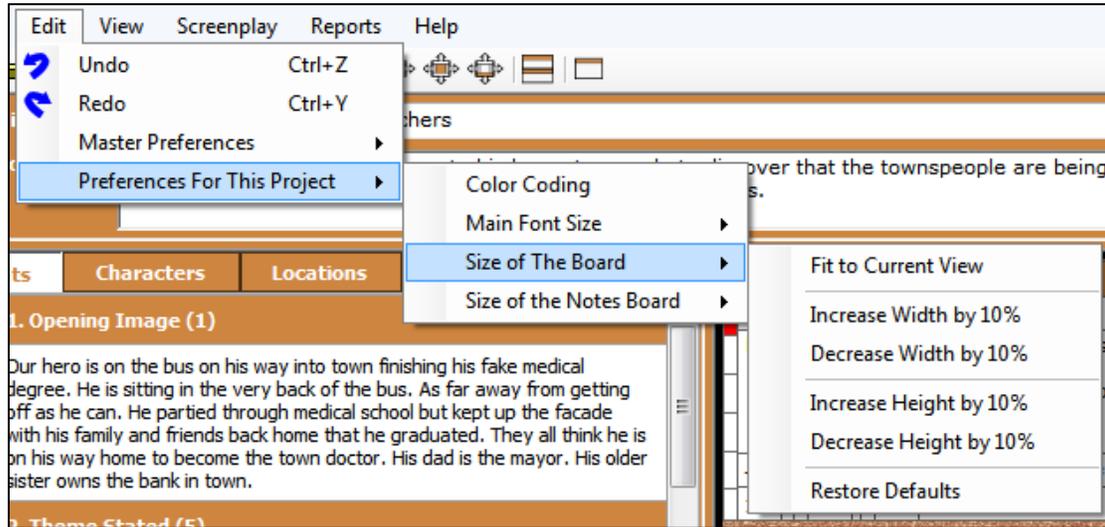




## RESIZE THE BOARD

In addition to zooming the view of The Board, you can also change the size of The Board itself so that you can fit more cards side by side and even avoid overlapping cards. You can size it both vertically and horizontally. And, no need to worry how big you make it because you just use the scroll bars to move the viewable area into view.

The settings can be found under the **Edit** menu.



**Fit to Current View** – Use this setting to size The Board to match the actual viewable area. This is great if you have a large monitor and want to see the entire Board without having to scroll. The Board will be set to match the width of the viewable area. But, the height will be set no smaller than four scene cards high plus the height for the dividers. Remember, if the viewing area is very narrow, the beat sections could become unreadable and the scene cards will overlap a lot.

**Increase Width by 10% / Increase Height by 10%** - As you can guess, these items will add 10% to the current width or height.

**Decrease Width by 10% / Decrease Height by 10%** - Again, these items will decrease the height or width by 10% with the limitation on the height of the four scene cards. Both height and width are limited to the size of the viewable area. You cannot decrease them to less than the size of the viewable area.

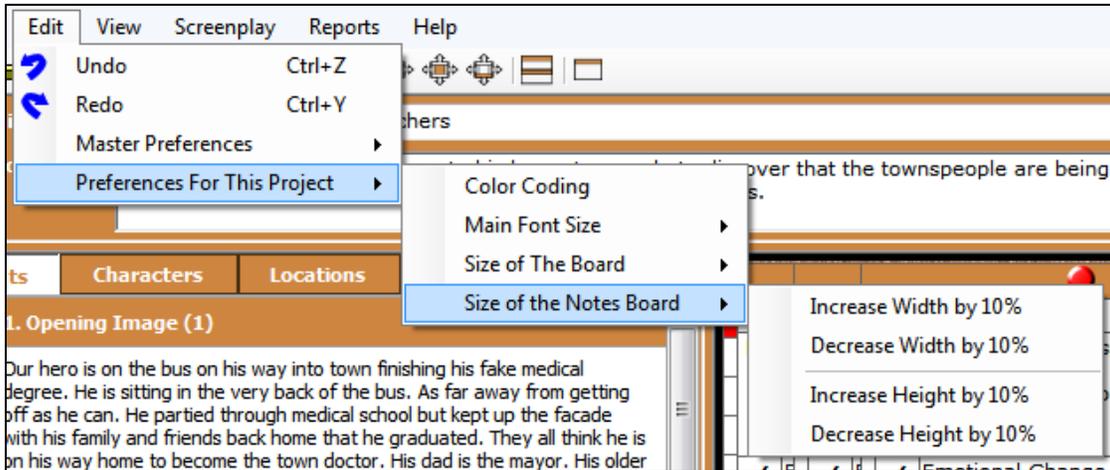
**Restore Defaults** – If the size has gotten out of control, use this setting to restore The Board size to the height of four scene cards and the width of ten scene cards.

If you use the dividers to resize The Board section or the Full Board View toolbar button and the size of The Board is too small for the new viewable area, the height and width will be automatically increased as needed to fit into the viewable area.



## RESIZE THE NOTES SECTION

You can also resize the corkboard for the Notes section. The Notes corkboard works very similar to The Board in that you scroll to view the entire corkboard. These options are also found under the **Edit** menu.



Again, the minimum size is limited to the viewable area. And, if you use the dividers to resize the Notes area, or use the Full Notes View toolbar button and the size of the Notes corkboard is smaller than the viewable area, the height and width will be automatically adjusted as needed to fit into the viewable area.



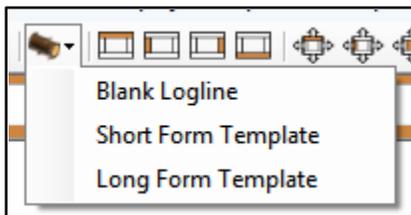
## SECTION DETAILS

### TITLE AND LOGLINE SECTION

As you may know, *Save the Cat!* methodology requires that you determine your title and logline before moving on to the 15 beats and nailing down your 15 beats before moving on to The Board. So, the Title and Logline section is the place to start. There's really nothing to say about typing in your title or picking the genre, but something new to Version 3.0 is that you can write multiple loglines.

### MULTIPLE LOGLINES

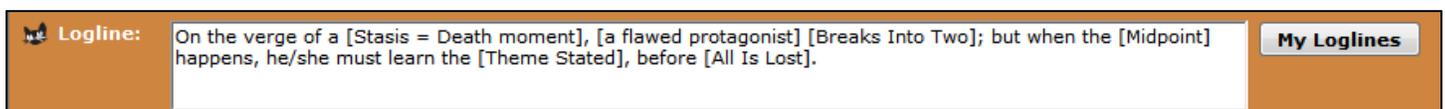
Writing a good logline is very important so we've made it easier to brainstorm by allowing you to write and save multiple loglines. When you start a new file, the first blank logline is set up for you so you can just start typing. But, if you want to add another logline, click the log on the toolbar and you will see some options.



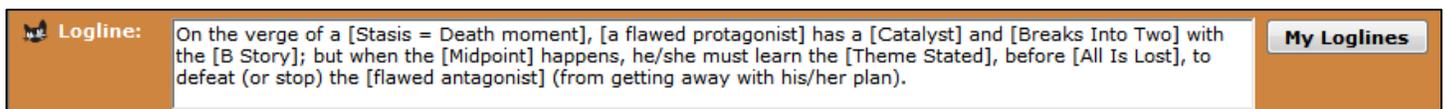
Click the **Blank Logline** menu to start from scratch. Remember (as pointed out in the *Save the Cat!* books and this software's manual), the four key elements of an iron-clad logline!

### LOGLINE FROM TEMPLATE

We have also added the two templates from *Save the Cat! Strikes Back* to help you take your logline to the next level. These do *not* give you that simple, pithy logline you'll want, but they can help you vet your idea to make sure it works. The short form template looks like this.

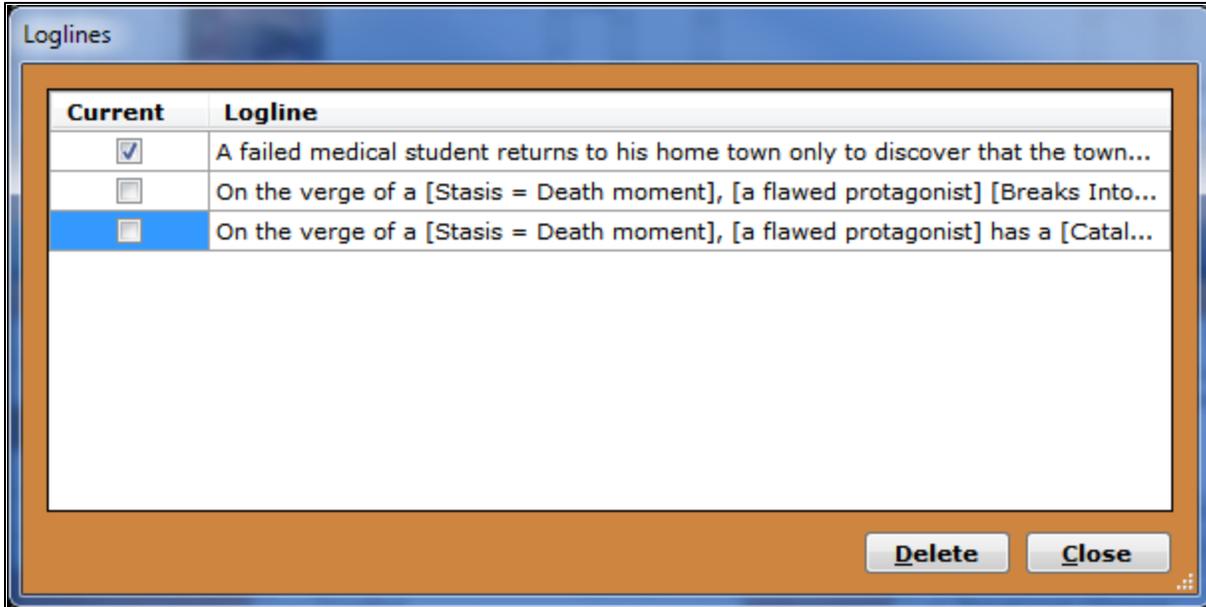


And the long form template looks like this.



In both cases, when you put the cursor in front of one of the fields shown in []'s, the field will be highlighted for you so when you type your own text, the fill-in field will be replaced by your own text.

Once you have more than one logline, a **My Loglines** button appears to the right of the logline fill-in box. Click this log to see a list of all of your loglines as shown below.



My first logline is still blank. If you want to switch your current logline to one of your other loglines, just check the box in the “Current” column. The selected logline will be filled in for you in the Title and Logline section when you close this window. You can switch loglines as often as you like until you’ve nailed it.

And, of course, you can delete the stinkers, too.

## PAGE COUNT

Turns out novelists have found *Save the Cat!* to be an effective tool for their work, so we’ve increased the maximum number of pages to one thousand. I don’t think anyone reads thousand page novels anymore so, hopefully, that will work for all the novelists out there. And, if you think you want to write a thousand page screenplay, don’t forget that one page generally equates to one minute on screen. Oh, and the minimum number of pages is four, one page for each section of The Board.

When you change the page count, the beat sections will be automatically reconfigured and the page numbers will be adjusted for all of your scene cards.

## BEAT SECTION

When we refer to the Beats section, we are including the Characters, Locations, Setups and Payoffs as well.

## BEATS

Once you have filled in your title, logline, and genre, you can begin filling in the beats. Just click in the white box in the list to enter or change a beat. Once you complete all 15 beats, you will be prompted to select optional scene cards that will be added along with the 15 beat cards.

And, if you change the description for a beat after the scene cards have been created, the description for the appropriate scene card will be updated automatically. And, if you change the description in a scene card that is linked to one of the beats, the beat description will be updated automatically.

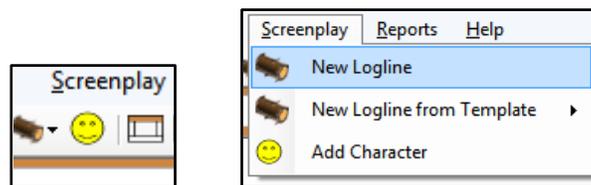


## CHARACTERS

While you must complete the title and logline before you can work on the beats, you can enter characters at any time. To view your list of characters, click the **Characters** tab. Initially, the character list will look like this.



But, when you click the **Characters** tab, a new button will appear on the toolbar and a new menu item will appear under the **Screenplay** menu.



## ADD A CHARACTER

Click the toolbar button or use the **Add Character** menu to add a new character. The character detail section will be displayed.

For more details regarding the wants, needs and six things that need fixing, see the tutorial or the *Save the Cat!* books.

### Add Attachment

The image that is shown is just a default image for a character. But, you can drag and drop attachments from the Notes corkboard into the Attachments list for a character, then assign one of those attachments to be the primary display image for the character. It could be an actual image or the icon of an attached file such as a pdf.

Or, if you've found a photo that depicts the character you have in mind, you can have that photo displayed whenever you look at the character list or character details.

### Remove Attachment

To remove an attachment from a character, just drag it from the Attachments list back to the Notes corkboard and drop it. Or, select it in the list and press the Delete key.

### Close Character Details

To close the character details view, just click the **X** in the upper right corner.



## VIEW CHARACTER DETAILS

Just click on a character in the Characters list to view the character details.

## DELETE A CHARACTER



When you view the character details, a new toolbar button appears. Click the button with the red “X” to delete the selected character.

## ADD A CHARACTER TO A SCENE

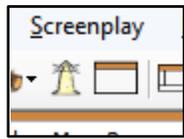
Adding a character to a scene from the characters list is as easy as dragging the character name from the list and dropping onto the appropriate scene card. Or, while viewing the character’s detail information, click and drag in the detail panel (any open space will do). You can add a character to as many scenes as needed.

## LOCATIONS

The Locations section works much the same as the Characters section.

## ADD A LOCATION

When you click the “Locations” tab to view the list of locations, a button will appear on the toolbar.



Click the **lighthouse** button to add a Location. The location detail view will be displayed.

### Add an Attachment

The lighthouse is the default image for a location but, just like for a character, you can add an attachment by dragging it from the Notes section and dropping it onto the Attachments list. The first attachment will automatically become the primary image but you can change the primary image as you add more attachments.

### Remove an Attachment

You remove an attachment by dragging it from the Attachments list and dropping it back onto the corkboard in the Notes section. Or, just select it in the list and press the Delete key.

### Close Location Details

Click the **X** in the upper right corner.

## VIEW LOCATION DETAILS

Click a location in the Locations list to view the details.



## DELETE A LOCATION

Click the **lighthouse** button with the red “X” on the toolbar while viewing the Location details.

## ADD A LOCATION TO A SCENE

Drag the location from the Locations list and drop it onto the applicable scene card. Of course, you can add the location to as many scene cards as needed.

## SETUPS/PAYOFFS

Setups and payoffs work the same, so we’ll deal with both of them together using Setups for our examples. In previous versions of *Save the Cat!*, you could only add setups and payoffs to scenes. Now, to give you a place to capture your thoughts about setups and payoffs before you have finished your beats, you can add setups and payoffs without linking them to the scene in which they will occur. Then, when you have the scene card ready, you can add the setup or payoff to the scene by dragging and dropping it onto the appropriate scene cards. And, you can have multiple setups and/or payoffs in each scene but a setup can only be linked to one payoff and vice versa.

## ADDING A SETUP/PAYOFF

When you click on the **Setups** tab to view setups, a button will appear in the toolbar with the image of a key. If you click the **Payoffs** tab, the image will be a dollar bill. Get it? A payoff!

Click the appropriate toolbar button to add the setup/payoff. Setups and payoffs do not have a detail section since there really isn’t anything to say about them except to describe the setup or payoff. So, the new item is created and added to the list where you can enter the description directly.

Beats	Characters	Locations	Set-ups	Pay-offs
	A Broogle Truck drives by.			
	NO PAY-OFF			

## LINK TO A SCENE

Once you have decided in which scene this setup should occur, you simply drag it from the list and drop it onto the scene card.

Once a setup is hooked to a scene, the list displays the scene heading and page number for the linked scene. And a green arrow appears indicating that you can jump directly to the scene.

	INT. STORE (p. 9)	A Broogle Truck drives by.		
	NO PAY-OFF			

## JUMP TO SCENE

Click the green arrow and the scene card will be displayed in the Big Scene View (more on that later).



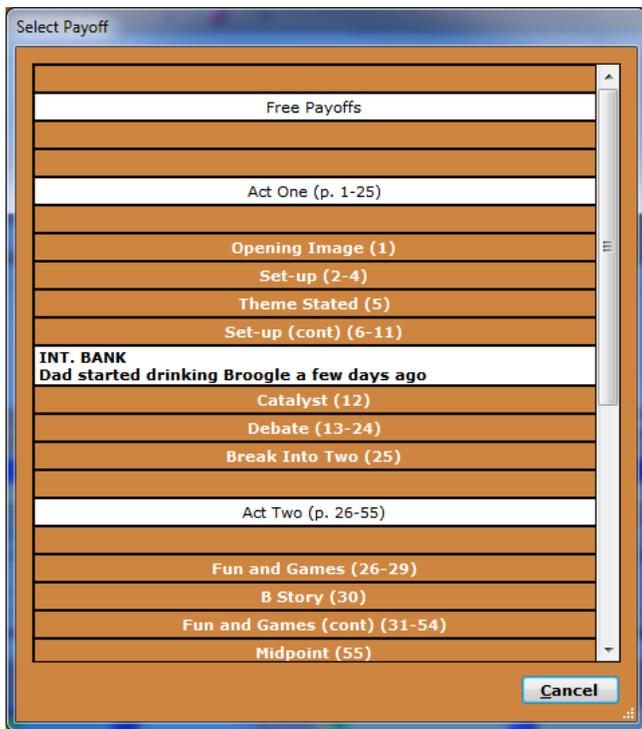
## LINK TO PAYOFF

If no payoffs exist, you obviously can't link the setup to a payoff. But, if you have created any payoffs that have not been linked to a scene yet, the setups list will look as shown below.

Beats	Characters	Locations	Set-ups	Pay-offs
	<b>A Broogle Truck drives by.</b>			
	NO PAY-OFF			

Click the **chain link** to display a list of unlinked payoffs, as shown below, from which to choose. The list will display any payoffs that have not been linked to a scene in the top of the list in a section titled "Free Payoffs."

Other payoffs that have been linked to scenes will be displayed in the appropriate beat section based on the scene to which they are linked.



In this example, there is one "Free Payoff" and there is another payoff linked to a scene in the "Bad Guys Close In" section. Click the payoff in the list you want to link to the setup.

After linking a payoff to a setup, the list will look like this.

	<b>INT. STORE (p. 9)</b> <b>A Broogle Truck drives by.</b>	
	INT. BANK (p. 10) Dad started drinking Broogle a few days ago	

## UNLINK THE PAYOFF/SETUP

When a setup is linked to a payoff, an image is displayed of a chain link with a little explosion at the joint. Click this image to break the link between the setup and payoff.

## DELETE A SETUP/PAYOFF

Click the **key** button on the toolbar with the **X** over it to delete a setup. Click the **dollar bill** button with the **X** over it to delete a payoff.



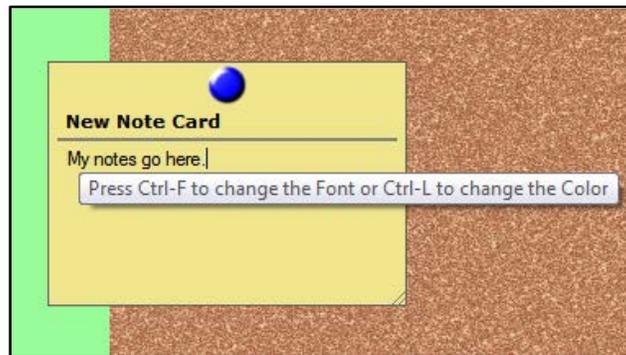
## NOTES AND ATTACHMENTS

The notes and attachments section is the section along the bottom of the main window. It is the section that has the *Greenlight Checklist* in it in some of the screen shots. This section allows you to add note cards or files and pictures. This is a great place to put pictures and files that you have collected while researching your story. Or, you can use this section to put in reminders for yourself so you don't forget great ideas.

### NOTES

#### ADDING A NOTE

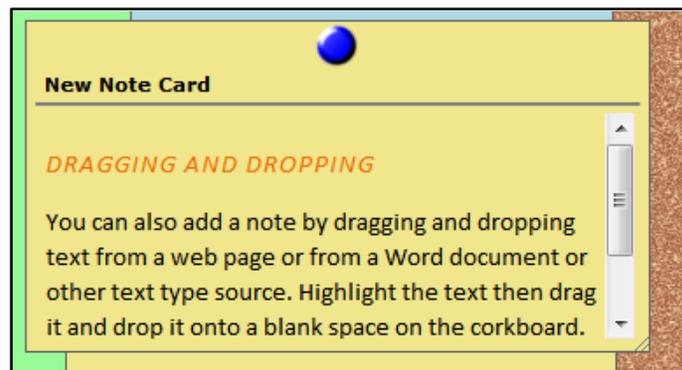
Adding a note is easy. Just find a blank spot on the corkboard and double-click. A note card will be added at that spot. A note card has a title which defaults to "New Note Card" and a notes section below the line.



Notice the tooltip that appears when you hold the mouse over the note section. You can change the font and color of the text in your notes. Remember though, if you are using the iPad or iPhone version and transferring your file, the iPad and iPhone versions are not able to display the fonts and colors in an editable fashion. So, plain text will be used to display your note and you won't be allowed to alter the notes. You can always add new notes though.

#### DRAGGING AND DROPPING

You can also add a note by dragging and dropping text from a web page or from a Word document or other text type source. Highlight the text then drag it and drop it onto a blank space on the corkboard. If possible, the formatting from the original will be retained. The example below shows the first part of this paragraph.





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Some text will format better than others. That depends upon the source. So, if it doesn't look exactly the same as the original, there really isn't anything we can do about that.

### CUTTING AND PASTING

In a similar fashion to dragging and dropping, you can also copy the original text in the original source then right-click on an open space in the corkboard to create the note.

### MOVING A NOTE

You may be able to guess how you move a note. Left click and hold the mouse button down and the thumbtack will pop up. Then drag the note to the new location and release the mouse button. The thumbtack will poke back into the corkboard.

### RESIZING A NOTE

Notice the little lines in the lower right corner of the note card? Click and hold your left mouse button then drag to resize the card.

### CHANGING THE COLOR

You can also change the color of your note cards to one of 10 different colors. Click the color selector button in the upper left corner of the card and the note card color selection window will be displayed. Just click on the color you want.

### DELETING A NOTE CARD

Click the red X in the upper right corner of the card to delete the note card.

### ATTACHMENTS

Attachments are files and pictures that you can attach to your story. Many different kinds of files can be attached. But, there are some that are not allowed to be attached such as programs and dll's and so on. Still, you should be able to attach nearly any kind of file you would think of to attach to an email such as pdf's, Word docs, Excel spreadsheets, all kinds of images, videos, sound files, and text files.

Remember that your *Save the Cat! 3.0* file contains these other files and will grow accordingly. Your file could get quite large and take longer to transfer to your iPad or iPhone if you have a lot of attachments.

### ADDING AN ATTACHMENT

The first method is to simply select the file or files in Windows Explorer and drag and drop them onto the corkboard. One attachment card will be created for each file. Then give it a title and description.

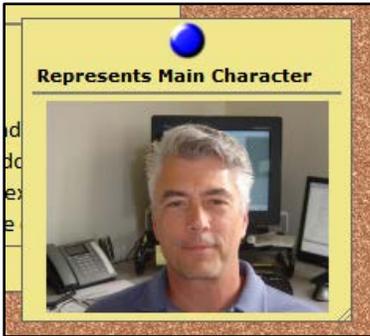


### CUTTING AND PASTING



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The second method is to copy the selected files then right-click on an empty spot on the corkboard. An attachment card will be created for each file you have copied.



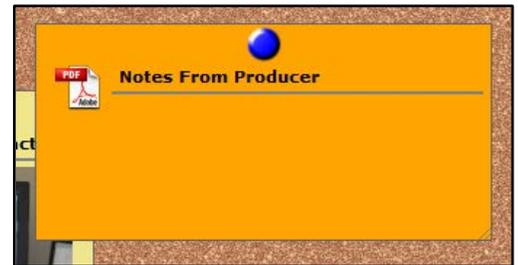
### IMAGES

If the attachments you add are images, a thumbnail will be displayed on the card. But, if you double-click the thumbnail, the description will be replaced with the full image. You can then resize the card to resize the image.

Double-click the full image to return to the thumbnail/description view.

### FILES

If the attachment is not an image but another type of file such as a pdf or a Word document, you can double-click on the icon to open the file in its native application.



### MOVING, RESIZING, CHANGING COLOR, DELETING

These functions are exactly the same as for Notes, so see the instructions above to do these things.

### CHARACTER ATTACHMENTS

If you find a photo, for example, that represents a character, you can attach the photo to the character and use it as the primary display image for the character. You can attach multiple files and photos to a character but one is always designated as the primary image.

To link the attachment to a character, click the **Characters** tab in the Beats section so you are viewing the characters list. Or, click the specific character so you are viewing the character details and scroll down to the Attachments section.

Then, right-click and hold on the attachment's thumbtack then drag and drop it on the character in the list, or onto the attachments list in the character detail section.

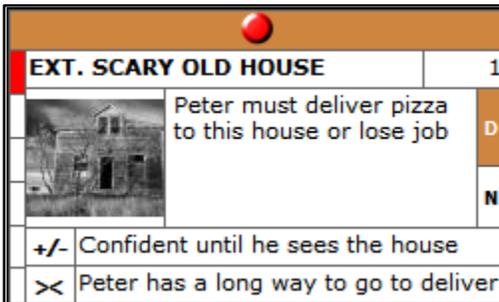
If this is the first attachment for a character, the image will automatically be designated as the primary display image.

Beats	Characters	Locations	Setups	Payoffs
	 <p><b>BOB</b></p>			
	 <p>The computer geek who has hacked the entire internet and has taken control.</p>			



## LOCATION ATTACHMENTS

Maybe you've found a picture of a scary old house for your horror movie. You can do the same thing you did with a character image to attach the picture to a location. Right-click and hold on the thumbtack then drag the attachment and drop it onto the location in the list, or into the attachments list of the location detail view.



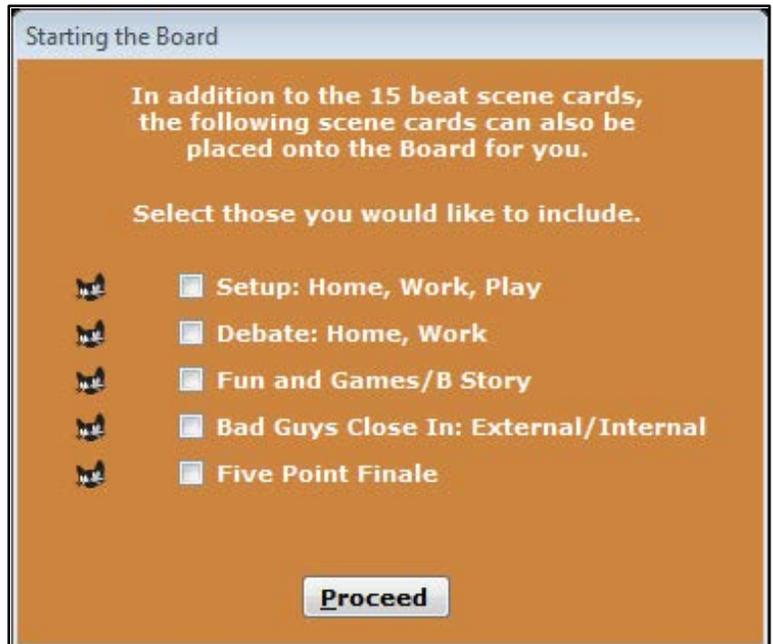
## SCENE CARD ATTACHMENTS

We haven't touched on scene cards but here's a bit of a preview. You can also link attachments to scene cards. And, just like with characters and locations, you can link more than one attachment and designate one as the primary display image. The image or icon, if the attachment is not an image, will be displayed on the scene card.

## THE BOARD

The Board is where you plot out the scenes for your story. Of course, you can only move to The Board after you've completed your title, logline, genre and beats. But, once you do, *Save the Cat! 3.0* will automatically add a scene card for each of the beats for you. These scene cards remain linked to the specific beat so, if you change the beat description, the scene card description will be updated and, if you change the description on the scene card, the beat will be updated.

But, before the beat cards are added, you have the option to add additional scene cards to help you get started.



Just check the optional scene cards you would like to include then click the **Proceed** button.

Once you have scene cards, there are three ways you can view them.

## CORKBOARD VIEW

The corkboard view is just what you would expect. The corkboard is divided into the four main sections of a story and each section is divided further into beat sections. The difference between this corkboard and the corkboard in earlier



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versions of *Save the Cat!* is that you can change the size of this corkboard both vertically and horizontally. And, you're not limited to the viewable area. You can make it as large as you like then use the scroll bars to pan the corkboard around. You learned how to do that earlier in this user guide so we won't repeat it here.

### ADDING A SCENE CARD



Even though *Save the Cat! 3.0* gets you started by creating some scene cards for you, you'll need to create many more scenes to complete your story. To add a new scene card, click the **Add Scene Card** button on the toolbar.

Or click the **Screenplay** menu then the **Add Scene Card** menu. When you add a new scene card, the new card is automatically opened in the Big Scene Card view. We'll come back to that later.

In this view, you can change the scene heading, page number, description, notes (click the **N** tab on the right), emotional change, emotional change type, conflict, and color coding. If you want to work with characters, the location, attachments, setups and payoffs, or write the script, you'll need to switch to the Big Scene Card view. More on that later.

### COLOR CODING

You can identify up to six different colors for a scene card. The color coding is displayed in the six little boxes that run down the left side of each card. To set a color for a scene card, click in one of the six boxes and the Color Coding selector will be displayed.

Click on a color to select it.

Or, click the **Clear Color** button to remove the color coding for the selected color coding box.



### INDICATORS

A scene card may also display certain indicators. If a scene has characters, the characters indicator will be displayed in the title bar of the scene card. If a scene has one or more setups and at least one of the setups does not have a payoff, a red setups indicator will be displayed. If all of the setups have payoffs, a green setup indicator will be displayed. If a scene has one or more payoffs and at least one of the payoffs does not have a setup, a red payoffs indicator will be displayed. If all the payoffs have setups, a green payoffs indicator will be displayed.

### MOVING A SCENE CARD

Moving a scene card is just like moving an attachment or note card. Just left-click and hold on the thumbtack then drag the card to its new location. And, unlike in previous versions, the card won't snap to the border line in the section when you release the mouse button. The card stays wherever you leave it. So, you could make The Board tall enough to stack two or more cards in the same section.

One other thing. When you move a card around on The Board, the page number will be changed for you automatically. And the page number is updated for you based on where the thumbtack is located. If the thumbtack is above a section dividing line, the page number will reflect the appropriate page number from the section above the line. If the



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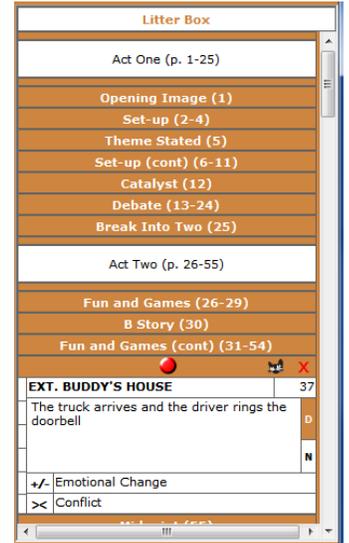
thumbtack is below a section dividing line, the page number will reflect the appropriate page number for the section below the line.

## DELETING A SCENE CARD

Click the red “X” in the upper right corner of the card to delete it.

## MOVE TO THE LITTER BOX

Instead of deleting a scene card, you may want to keep it but move it off The Board. The Litter Box is the place for that. To move a card to the Litter Box, right-click the thumbtack and hold then drag the card and drop it anywhere in the Litter Box. It will be removed from The Board and displayed in the Litter Box in the beat section where the card came from.



To move the card back to The Board, just right-click and drag it back and drop it onto The Board. The card will not return to its original location on The Board but will be pinned wherever you drop it.

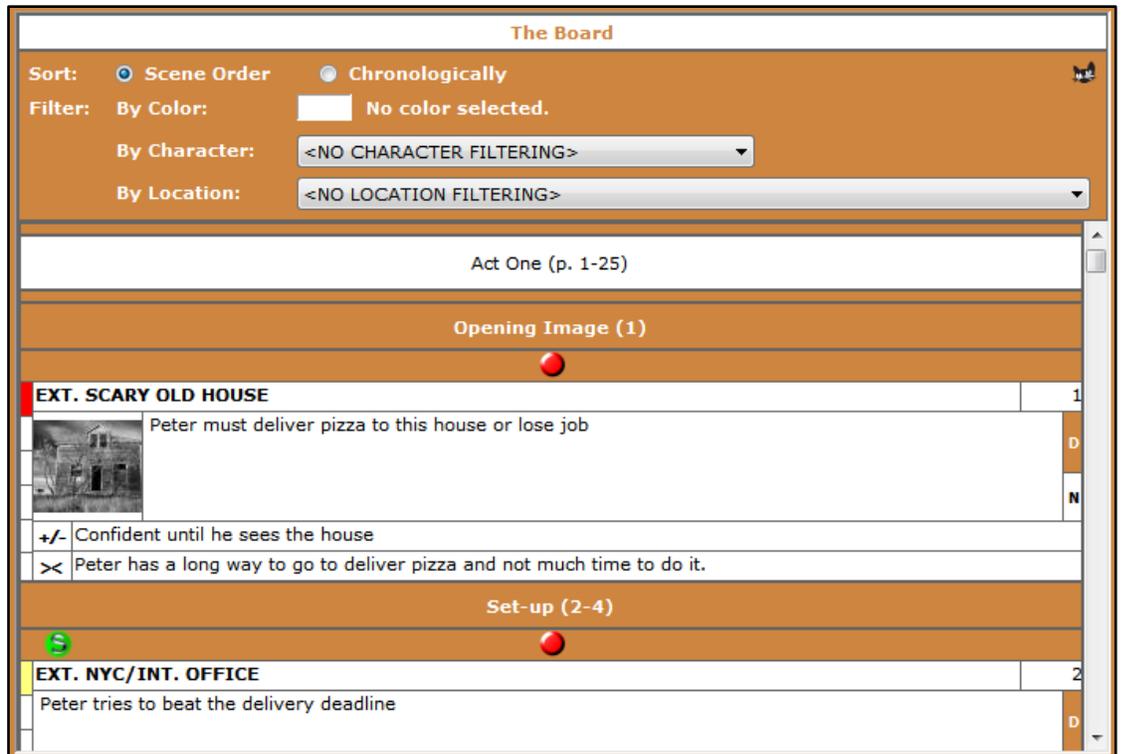
## LIST VIEW



Another way to view your scene cards is the List view, which is similar to the iPhone application. To switch from the Corkboard view to the List view, click the **List View** button on the toolbar or click the **View** menu then the **Board** menu then the **List View** menu.



To reset the view to the corkboard view, click the **thumbtack** button on the toolbar. Or, use the **View** menu.



The List view allows you to sort and filter the list of scene cards.



## *SORTING*

You can sort the list in scene card order, which is the order they appear on The Board, or chronologically. You can now enter a start date/time and an end date/time for a scene. Maybe you have a flashback that is revealed over several scenes. You can enter the starting and ending date/time for the scenes then use the Chronological sorting to see those scenes together.

All the scenes that don't have a starting and ending date/time will be sorted to the beginning of the list. And, when you sort chronologically, the scene cards will be out of order in relation to the beats so the Act and Beat section headings will not be shown.

## *FILTERING THE LIST VIEW*

You can filter the list of scene cards using a combination of a color code, a character, and/or a location. You don't have to select all three but you can select any combination of the three items.

Click the color box to select from your list of color codes to view only the scene cards that have that color selected. Use this to track a character arc or theme through your entire story.

Select a character from the list to see only the scenes in which that character appears.

Select a location from the list to see only the scenes that take place at the selected location.

Or, again, use a combination of all three. As you make your selections, the list will automatically be refreshed. Finally, just clear the selections to show all of your scene cards.

## *MOVE TO THE LITTER BOX*

Use the same method as moving a scene card from The Board to the Litter Box. Right-click and hold on the thumbtack then drag the card and drop it onto the Litter Box.

When you move a card back from the Litter Box into the List view, the card will be returned to its original location since there is no corkboard to drop it onto.



## BIG SCENE CARD VIEW

When you add a new scene card, the new scene card will automatically be opened in the Big Scene Card view. This view is where you can get at all the information for the scene including the starting and ending date/time, the location, the characters, the setups, the payoffs, attachments and the script.

You can also get into the Big Scene Card view by double-clicking on the title bar of a scene card on The Board or in the List View.



## MINI SCENE CARDS

So that you can see the current scene within the context of the story, we display all the scene cards in a strip along the bottom in the order they would appear on The Board. The current scene is highlighted while all the other scene cards are grayed out.

Just click on a mini scene card to display it in the Big Scene Card view.

## NAVIGATING

You can move to the next scene card or the previous scene card by clicking the pointers on either side of the thumbtack. If no left pointer is visible, you are viewing the first scene card. If no right pointer is visible, you are on the last scene card. The mini scene card is automatically selected when you use the pointers to navigate.

## CLOSING BIG SCENE CARD VIEW

To return to The Board or List view, click the black "X" in the upper right corner of the Big Scene Card.



## COLOR CODING

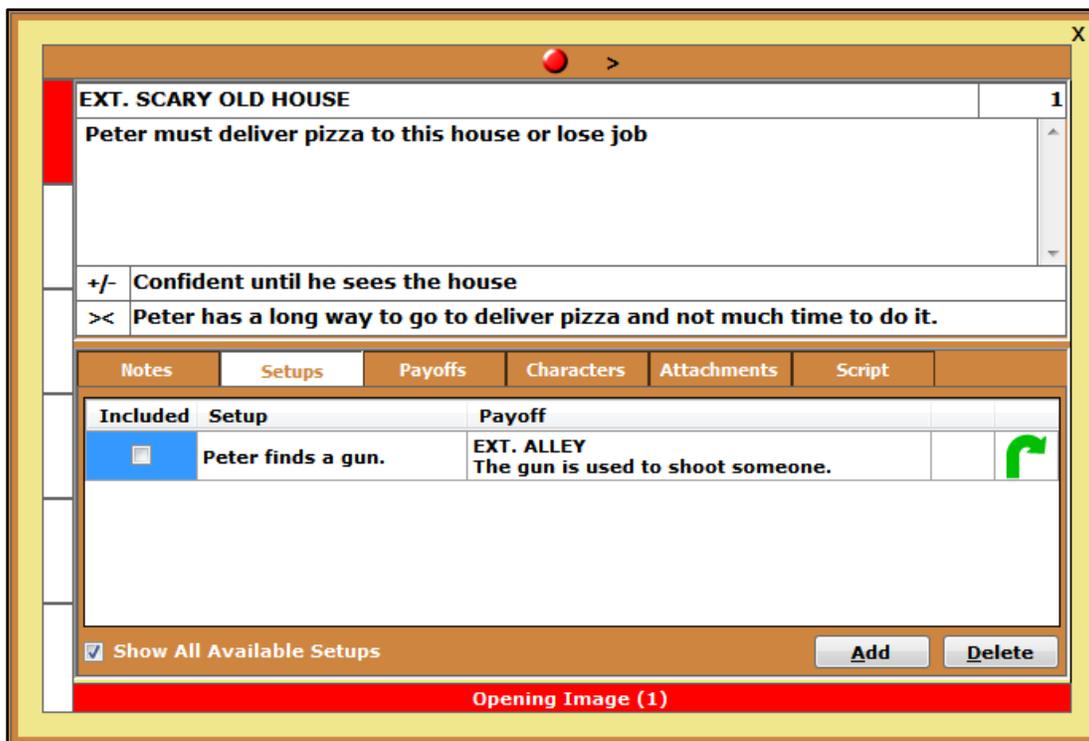
Use the same technique to color code the scene card by clicking in one of the six color code boxes down the left side of the card.

## NOTES

This is where you can select the location (if you haven't already used the drag and drop technique from the locations list), set the starting and ending date/time, and modify your notes.

## SETUPS

This is where you can add, edit, and delete setups for the scene.



The sample shown above has the “Show All Available Setups” box checked. Checking this box will add all setups that are not linked to a scene to the list. You can then check the “Included” box to link the setup to this scene. Or, uncheck the “Include” box to remove a setup from the scene. When the “Show All Available Setups” box is not checked, only those setups that are linked to this scene are included in the list.



**Unlink Payoff** – If a payoff has been linked to this setup, the chain link with the explosion will be displayed. Click the link to remove the link with the payoff.

**Link Payoff** – If a payoff has not been linked to the setup, the chain link without the explosion will be displayed. Click the link and the Payoff selector window will be displayed. Click on a payoff in the list to link it to the setup.

**Jump To Payoff** – If a payoff has been linked to the setup, a green arrow will be displayed. Click the green arrow to jump to the scene to which the payoff is linked.

**Add a New Setup** – Click the **Add** button to add a brand new setup to this scene. Another way to add a setup is to drag it from the Setups list in the Beats view and drop it anywhere on the Big Scene View.

**Delete a Setup** – Select a setup in the list then click the **Delete** button to completely delete a setup.

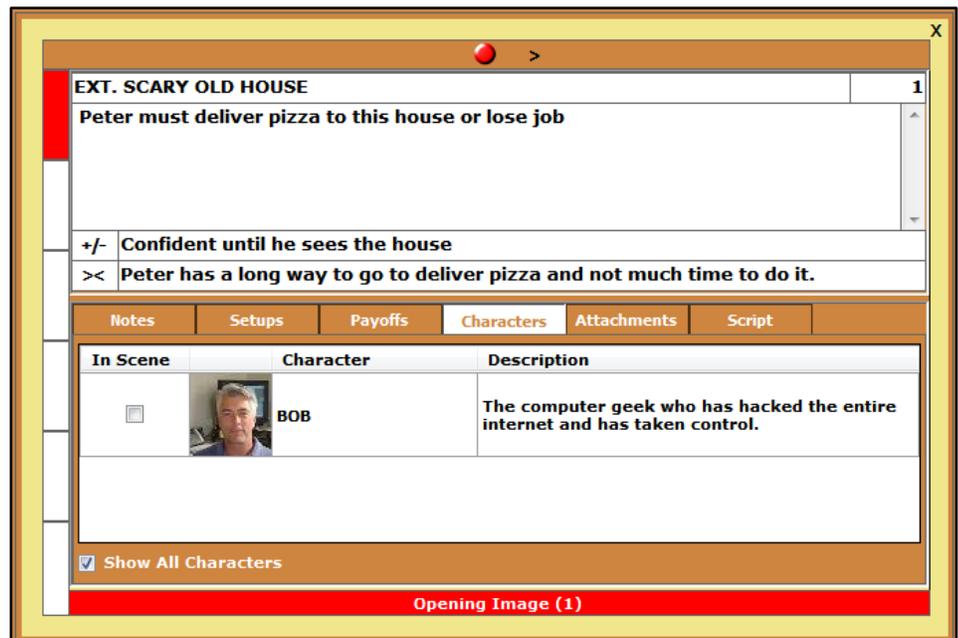
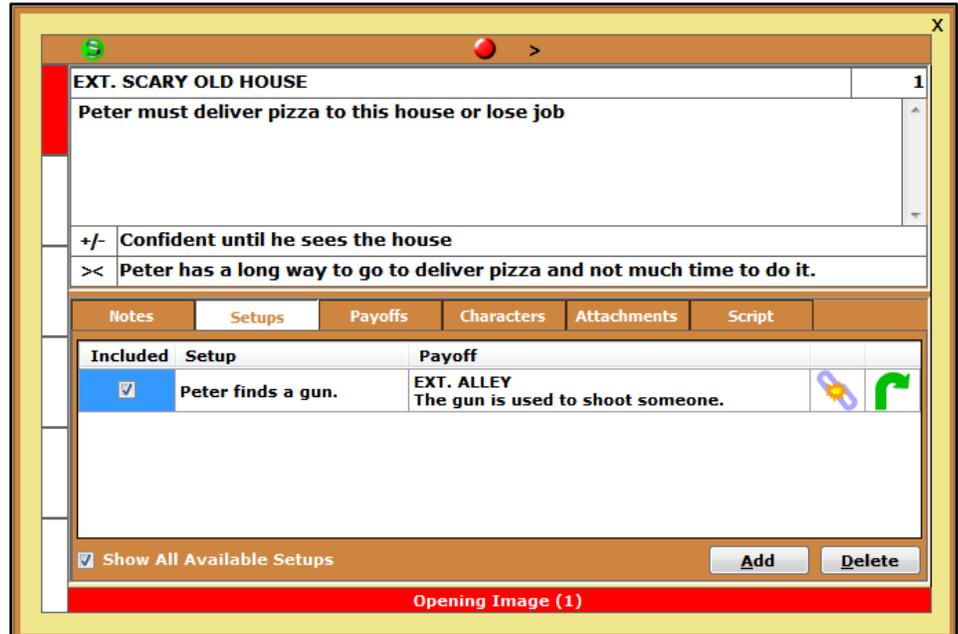
## PAYOFFS

The Payoffs section works just like the Setups section, so follow the instructions for the Setups section.

## CHARACTERS

The Characters section lists the characters that have been linked to the scene and works very similar to the Setups and Payoffs.

The list only shows the characters in the scene until you click the “Show All Characters” box. Then, all characters will be displayed. The description shown depends upon whether the character is included in the scene. If the character is not included in the scene, the description is the description from the master characters list. If the character is added to the scene, the generic





description will not be visible but is replaced with a description that you enter specifically for this scene.

Just check the “In Scene” box next to the character to include the character in the scene. Or, uncheck the box to remove the character from the scene.

Another way to add a character to the scene in this view is to drag it from the Characters list in the Beats section and drop it anywhere on the Big Scene View.

## ATTACHMENTS

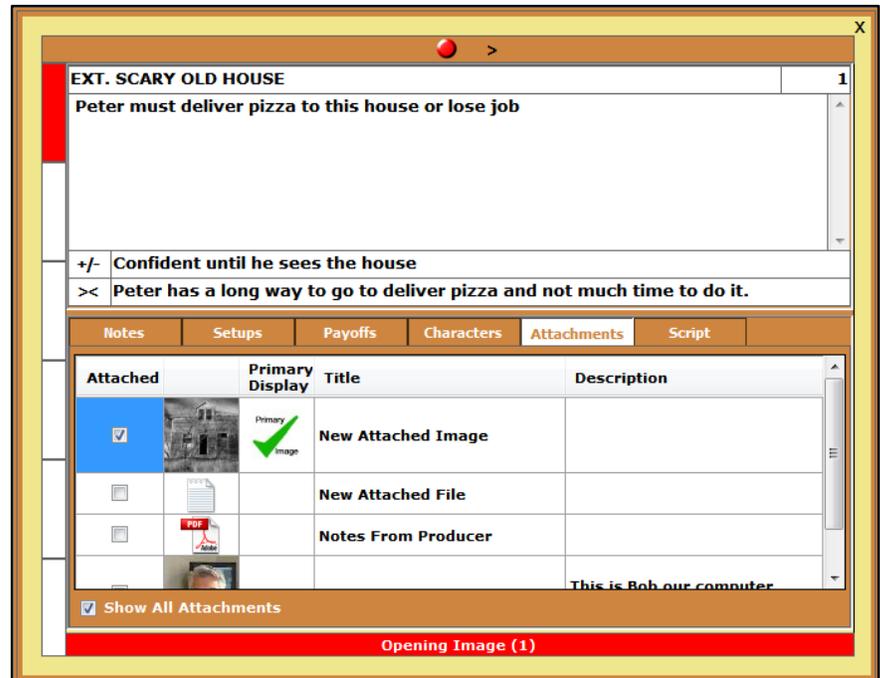
The Attachments section lists all attachments that have been linked to the scene.

Again, click the “Show All Attachments” box to see all the available attachments from which you can select. Then click the “Attached” box next to an attachment to link it to the scene. Uncheck the “Attached” box to remove it from the scene.

Another way to add an attachment to the scene is to drag it from the Notes section and drop it anywhere on the Big Scene View.

The Description is similar to the Character description in that the generic description from the attachment will be displayed if the attachment has not been linked to the scene and, if the attachment is linked to the scene, you can modify the description to explain the importance of the attachment as it relates to this scene.

**Primary Display Image** – If you have more than one attachment linked to the scene, you can designate one to use as the primary image.

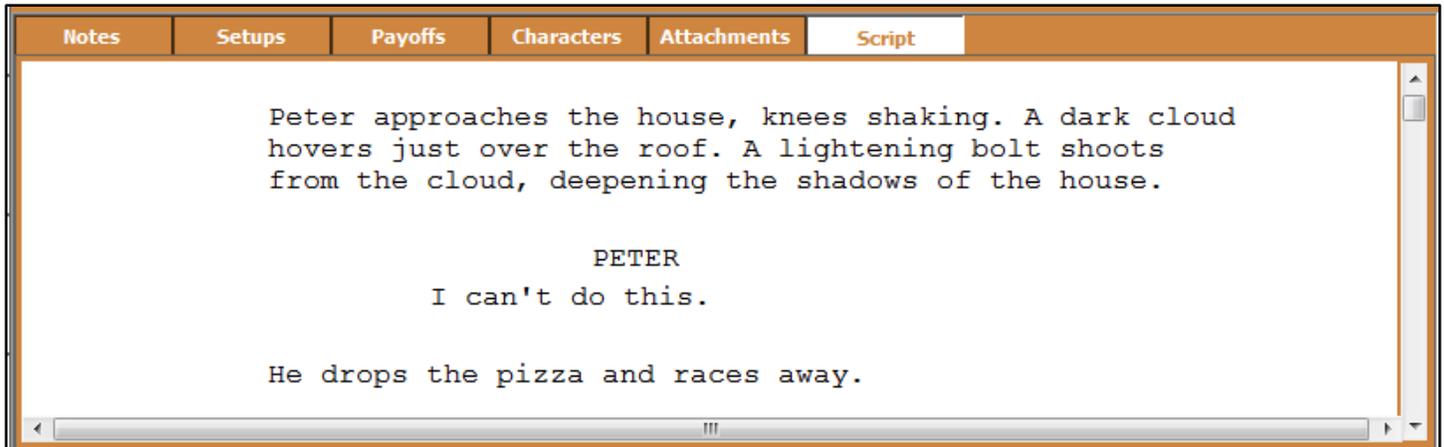


Click the “Make Primary” checkmark to make an attachment’s image the primary display image that will be displayed on the card when viewing it on The Board.



## THE SCRIPT

Here is where you can type the actual script for the scene. One note, however. Don't type the scene heading. Use the scene heading box at the top of the scene card for that. Just type your action and dialogue here. Standard screenplay formatting is used here and cannot be changed.



**Action** – Each new paragraph defaults to action which is formatted to start at the left margin.

**Dialogue** – When the cursor is at the beginning of a new action paragraph, press **Tab** to change it to Dialogue. The cursor will move to the appropriate location for the character's name. Type the name and press **Enter** to move to the appropriate position for the actual dialogue.

If you want to add a parenthetical, below the character's name, just type the opening parenthesis as the first character and the paragraph will be reformatted for a parenthetical. Otherwise, type the dialogue and press **Enter**.

**Transition** – To add a transition such as FADE OUT: or CUT TO:, press **Tab** while the cursor is in the character position. In other words, if you started at a new action paragraph, press **Tab** to move to the character name position, then press **Tab** again to move to the transition position.

To remove an entire paragraph, either backspace from the end to erase all the text, then press backspace once more to remove the paragraph. Or, highlight all the text in the paragraph and press backspace once to erase it, then press it again to remove the paragraph.

Although it may seem like it, the Script section is not a word processor. It performs the basic functions to type a properly formatted script so that you can get a good start on writing your screenplay. For custom formatting or other more advanced features, you will want to export your script to Final Draft and complete the process in Final Draft.

You can view your entire script as you go by clicking the **Reports** menu then the **Script** menu.

## GREENLIGHT CHECKLIST

The *Greenlight Checklist* provides you with a checklist of things to think about regarding your story to make sure you are ready to pitch it. For more information about the *Greenlight Checklist*, see the book *Save the Cat! Strikes Back*.

As you work your way through the checklist, you can check the boxes for the items you have covered and, when you've checked them all, you are ready to go.



## TRANSFERRING YOUR FILE

There are two methods for transferring your file from one computer or device to another.

### SAVE THE CAT! CLOUD

The Save the Cat! Cloud is a secure server on which you will have your own queue where your files will be held temporarily during the transfer process.

#### TO YOUR CLOUD

Sending your file to the Save the Cat! Cloud will place your file into your own personal queue from which you can download it to any device or computer. With a *Save the Cat! 3.0* file open, click the **File** menu then the **Transfer** menu then the **To My Save the Cat! Cloud** menu.

#### RETRIEVING FROM YOUR CLOUD

To retrieve one or more files from your queue, click the **File** menu then the **Retrieve from the Cloud** menu. A list of the files in the queue will be displayed.



Check the Download box for each file that you want to retrieve then click the appropriate button. Click the **Download** button if you want to download the selected files and leave them in the cloud or click the **Download and Remove** button to download them and delete them from the cloud.

As each file is downloaded, you will be prompted to select the location where the file should be saved on your computer.

## IMPORTING FROM SAVE THE CAT! VERSION 1 OR 2

To import a file, or convert a file from Save the Cat! Version 1 or 2 to Version 3, first you must export the screenplay from Version 1 or Version 2. Use the **Export Screenplay for Windows Version** menu and save the file to a folder.

Then, in Save the Cat! Version 3, click the **File** menu, then the **Import** menu, then the **Save the Cat! Version 1 or 2 – Windows** menu. Select the file you just exported. Select a name and location for the new, Version 3 file, and Save the



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Cat! will convert it to Version 3 format and save it to the selected location. If you have a lot of long descriptions and script, it could take a bit for it to convert so be patient.

### IMPORTING FROM FINAL DRAFT 8/9

If you have a script that you have already written in Final Draft 8/9 but want to check out its structure in *Save the Cat! 3.0*, you can import it. *Save the Cat! 3.0* will identify the scenes and create a scene card for each one and place it onto The Board based on the page number.

Before you can import a Final Draft 8/9 script, you must open the script in Final Draft and lock the pages. Locking the pages adds information to the file that *Save the Cat! 3.0* uses to identify on which page a scene starts. You lock the pages by clicking the Production menu in Final Draft then the Lock Pages menu. You should actually repeat this process to also Lock “A” Pages. One note about page numbers: If the script was already in revision mode with the pages locked and changes were made to the script, there could be pages numbered something like “A2” or “2A.” *Save the Cat! 3.0* will not recognize these types of page numbers. It is more concerned with the total number of physical pages and where scenes fall within those pages. And, therefore, which beat the scene is in. So, when the script is imported, the total physical pages will be determined and all page numbers will be translated to their physical page number.

After locking the pages in Final Draft 8/9 and saving and closing the file, you are ready to import it. Click the **File** menu then the **Import** menu then the **Final Draft 8/9 Script** menu. You will be prompted to select the Final Draft file which will have an “fdx” extension. Next you will be prompted to select the location and enter the name for your new *Save the Cat! 3.0* file.

Upon saving, the script will be imported and the file opened for you to begin your review.

### EXPORT TO FINAL DRAFT 8/9

After you have determined the scenes for your screenplay and perhaps even typed the script for each scene, you can export your screenplay to a Final Draft 8/9 file which you can then open in Final Draft 8/9 and polish up. *Save the Cat! 3.0* will export all your characters, locations, and scenes. Included for each scene will be the scene heading, scene description, and script.

With your file open in *Save the Cat! 3.0*, click the **File** menu then the **Export** menu then the **To Final Draft 8/9** menu. You will be prompted to select the location and verify the file name for the Final Draft 8/9 file. Upon saving, the file will be created and you are ready to open it in Final Draft 8/9.

### REPORTS

The best thing to do to learn about all the reports is to try them out and see what happens.