

How to fill out a chronicle sheet online with Foxit

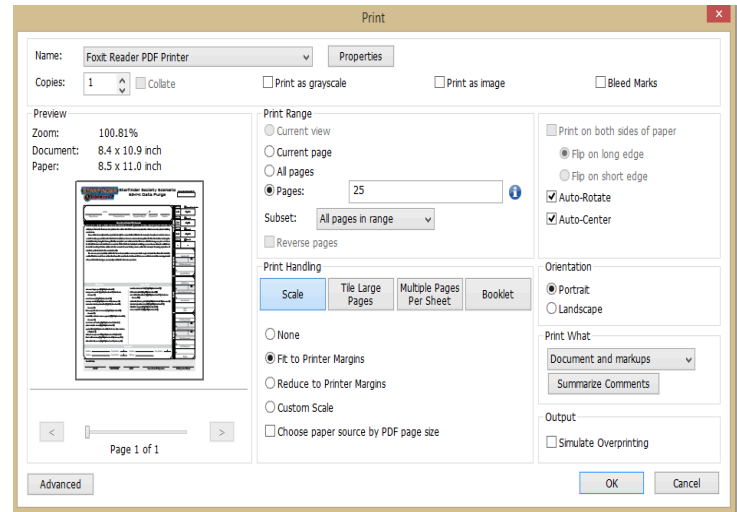
Go get [Foxit](#)

Why? It's free it works and I like foxes

Open the PDF

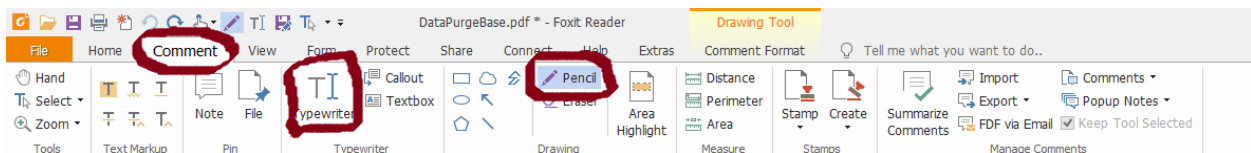
Upper left hand corner hit File Print. Change the printer Name to Foxit PDF reader. Change the page to be the last one (Just the chronicle sheet) This "prints" a new PDF as a file.

Navigate somewhere you can find it (I usually put it in with the pictures for the table. Name it ScenarioBase (For example here, DataPurgeBase)



Fill out all the parts that are the same for all players

Click Comment



Switch back and forth between the typewriter and the pencil as you prefer. If everything is on the same line (Like the bottom of the sheet) it's easier to line up the typewriter and type everything that's going to go on line one, spam the space bar, and keep going on that line instead of making Event, event code, etc. their own separate text boxes. If your party was all in the same tier, you can circle their cash earned and fill that in once. Otherwise, do it individually in the next step. If your party played low tier, be sure to cross off the hi tier stuff now.

If you click the pencil, you can then click the "Drawing tool" and open up colors and pencil thickness option.

If you want to play with the typewriters font sizes select the typewriter left click on the page and the options pop up on top

Go to file, Save. Make SURE to save or when you copy it, it will copy the blank unwritten on version

Virtual photocopier

Navigate to where you saved the file

Right click it, Copy it. Paste it 6 or so times to make 6 copies

Go to your sign in sheet

Right click the first copy, Save as, name it after player one. Next copy, save as, name it after player 2. Name another one after player3 etc. (Or if you're nice, PlayerScenarioName). Open all of the files. Left click somewhere off to the right of the files and drag a box around them, right click the box to open all the files.

Windows (C:) > StarfinderTables > DataPurge > PurgeChronicles

Name	Date modified	Type	Size
DataPurgeBase.pdf	3/4/2020 5:10 PM	Foxit Reader PDF ...	593 KB
DataPurgeBigNorseWolf.pdf	3/4/2020 5:10 PM	Foxit Reader PDF ...	593 KB
DataPurgeCupi.pdf	3/4/2020 5:10 PM	Foxit Reader PDF ...	598 KB
DataPurgeEddv.pdf	3/4/2020 5:10 PM	Foxit Reader PDF ...	596 KB
DataPurgeJohnGood.pdf	3/4/2020 5:10 PM	Foxit Reader PDF ...	596 KB
DataPurgeQwibQwib- Copy (3).pdf	3/5/2020 4:37 AM	Foxit Reader PDF ...	596 KB
DataPurgeWillD.pdf	3/4/2020 9:53 PM	Foxit Reader PDF ...	596 KB

BNWs Online Den of Inequity 2691825 <https://onlinesupportprogram.com/report.html> ☆

File Edit View Insert Format Data Tools Add-ons Help All changes saved in Drive

75% \$ % .0 .00 123 Arial 14 B I S A

	B	C	D	E	F	G	H	I	J	K	L
1		Data Purge Example							2216100T or	29868 high	
2	Player	Discord	Email	Character Name	Player Number	-	Character number	Faction	credits earned	Weird Stuff here	DayJob Credits Boon
3	BigNorseWolf	BigNorseWolf		Jessica Norveg	43154	-	710 SS Jad		29 868	Dinner with a rat	89
4						-					
5						-					
6						-					
7						-					
8						-					
9						-					
10						-					
11		Data Purge				-					

Have your players fill out a spreadsheet like the one above. The order is kind of important (except email, that could go elsewhere). For the next part it's really handy to have the spreadsheet and foxit both open

	B	C	D	E	F	G	H	I
1		Data Purge Example						
2	Player	Discord	Email	Character Name	Player Number	-	Character number	Faction
3	BigNorseWolf	BigNorseWolf		Jessica Norveg	43154	-	710 SS Jad	
4						-		
5						-		
6						-		
7						-		
8						-		
9						-		
10						-		
11		Data Purge				-		

Click the column you want to copy (the 3 in this case) hit ctrl C to copy it. (google sheets does NOT like right clicking mice) Left click the PDF twice (once to send the computers attention there, once to open the keyboard tool) Hit CTRL V to copy the information over. Delete any information that doesn't belong there, and hit the spacebar to match the information to the line it goes on. You'll note that the sheet has more info than belongs up top.

To put that info where it belongs, use the mouse to highlight everything on the chronicle sheet after the Faction (the dayjob, miscellaneous, and credits earned) CTRL X to cut.(if you can't interact with it at all, click the typewriter tool to interact with typed information again) Go near where you want the next thing (dinner with a rat in this case) CTRL V to paste. Select the dayjob, cut, and past it over in the dayjob box.

The screenshot shows a chronicle sheet for a player named BigNorseWolf (A.K.A. Jessica Norveg). The sheet includes sections for 'Items Found During This Scenario', 'All Subtiers', and 'Subtier 11-12'. Red arrows and text indicate where to cut and paste information. A red arrow points from the 'Credits' section (showing 89 credits) to the 'Dinner with a rat' section, with the text 'Cut' and 'Paste'. Another red arrow points from the 'Dinner with a rat' section to the 'Credits' section, with the text 'Paste'. The 'Credits' section also shows 'Starting Credits' as 29,868 and 'Credits Gained' as 89.

Almost done I promise. Go down to the bottom of the page and write in their faction and how much rep they earned (usually 2 , but as you can see here occasionally there's extra rep). Now, everyone knows what they're supposed to do with the _/_ but if you ask 3 different DMs you'll get 4 different answers. As far as I'm concerned they're like the seashells from demolition man. Fill this out however you normally do it.

Be sure to save.
Be sure to Save

Repeat the process again with everyone at the table (I promise, this is actually rather fast once you've done it a few times)

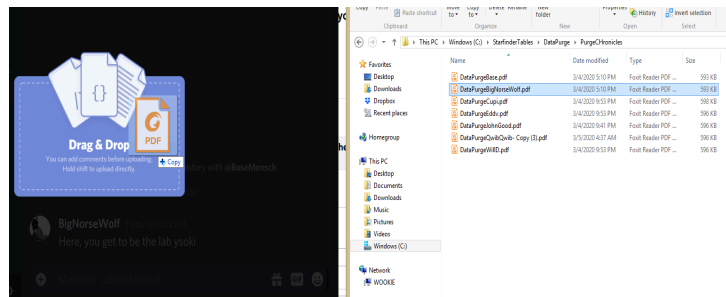
If you want to be really sure you've saved, close Foxit. You could also print to Foxit again in addition to saving, which makes it harder for a player to alter it once it's sent.

The screenshot shows a reputation section with two rows. The first row is for 'SS Jadnura +2' and the second row is for 'Dataphiles +1'. The 'Reputation' column is empty for both rows. The 'Faction' column is also empty for both rows.



If you're sending email go to your groups email, hit reply all or start a new email and attach all the files and send them (you COULD do that individually. Wolves do not work that hard)

If you're sending via discord, open file explorer and discord at the same time. Open a PM with them, drag their chronicle sheet onto the middle of the chat and wave it around till discord says drag and drop, then release the left button.



Yay You're done.

Pro tip: Making the Tools more accessible.

Click the little Down arrow circled in maroon there. If you use a tool a lot (like the typewriter, save, save as, and print) add them to the quick button toolbar. Don't put the highlight and text select tools next to each other, they look a lot alike.

Don't ask me why, but the "Save as" feature from the toolbar is a LOT more user friendly than the one you get from File-->Save as

