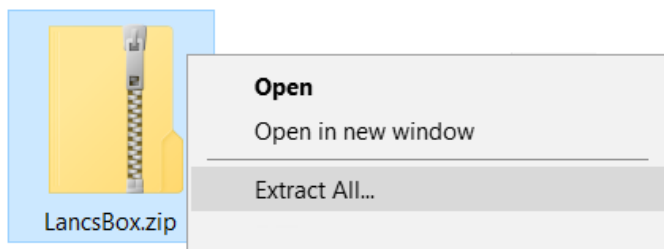# 1 Downloading and running #LancsBox version 3.0

#LancsBox is a new-generation corpus analysis tool. Version 3 has been designed primarily for 64-bit operating systems (Windows 64-bit, Mac and Linux) that allow the tool's best performance. #LancsBox also operates on older 32-bit systems, but its performance is somewhat limited. Downloading and running it is very easy. It is done in three simple steps: 1) download, 2) extract and 3) run.

❶ Select and download: Select the version for your operating system and download to your computer.

❷ Extract (unzip) 'LancsBox': This is usually done by right-clicking on the 'LancsBox.zip' file, which you have downloaded [note that the zip extension may be hidden on Windows], and by selecting 'Extract All'.

▶ **Note:** Make sure that 'LancsBox' is properly unzipped. If the zip file is only opened by double-clicking or selecting 'Open', #LancsBox won't run.

❸ Run #LancsBox: Depending on your operating system, do the following.

- Windows (any): Double-click on 'start.bat' [note that the '.bat' extension may be hidden in Windows].
- Mac & Linux: Double-click on 'LancsBox.jar'

3   Key functionalities

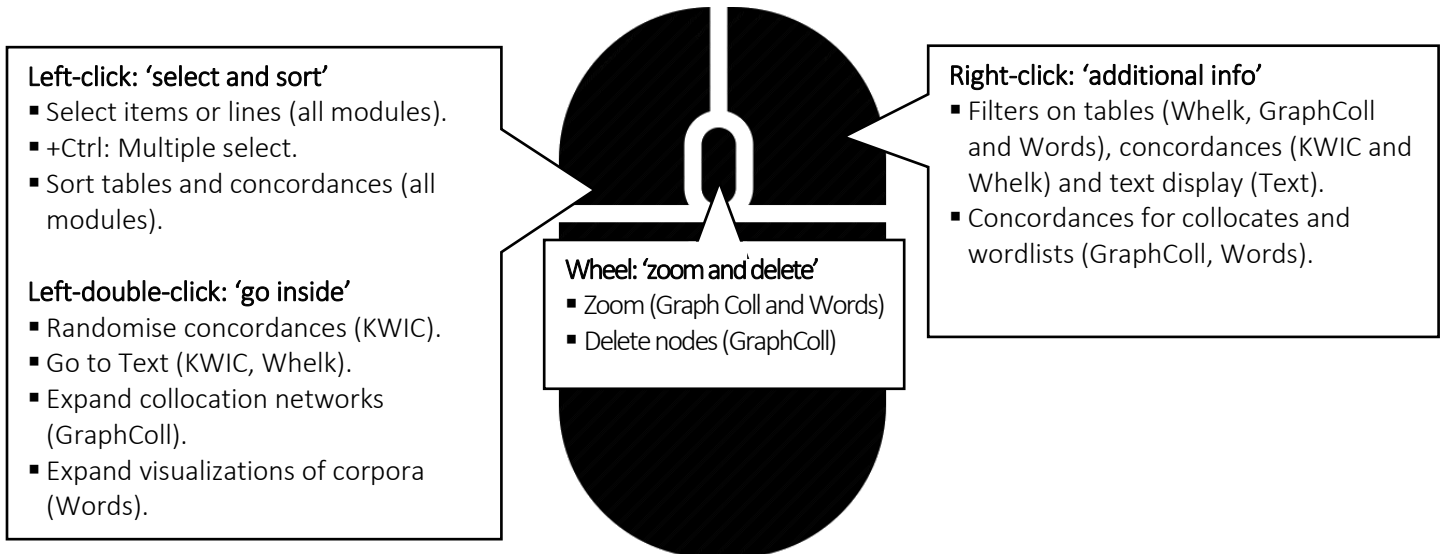This section reviews key functionalities of #LancsBox that are common to multiple #LancsBox modules.

3.1   Mouse clicks

#LancsBox doesn't use drop-down menus. Instead, all commands are literally just one mouse click away.

Hover with the mouse pointer for tooltips (brief contextual explanation of key functionalities/terms) to appear.

Left-click: 'select and sort'
- Select items or lines (all modules).
- +Ctrl: Multiple select.
- Sort tables and concordances (all modules).

Left-double-click: 'go inside'
- Randomise concordances (KWIC).
- Go to Text (KWIC, Whelk).
- Expand collocation networks (GraphColl).
- Expand visualizations of corpora (Words).

Wheel: 'zoom and delete'
- Zoom (Graph Coll and Words)
- Delete nodes (GraphColl)

Right-click: 'additional info'
- Filters on tables (Whelk, GraphColl and Words), concordances (KWIC and Whelk) and text display (Text).
- Concordances for collocates and wordlists (GraphColl, Words).

▶ **Note:** Mac users need to review their specific setup of the mouse clicks. By default, right-click is defined as Control + click. Alternatively, a standard two-button mouse with a wheel can be connected to a Mac machine.
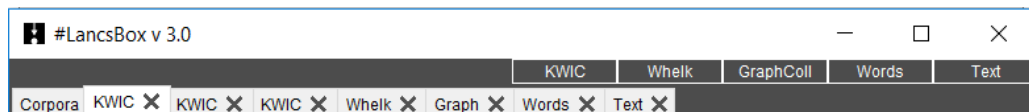
3.2   Tools and Tabs

#LancsBox supports multiple simultaneous analyses and multiple corpora. #LancsBox has five main modules (tools): KWIC, Whelk, GraphColl, Words and Text. Each tool can be called multiple times on separate tabs. The modules in #LancsBox are interconnected: they can be launched as pop-ups inside a module.

1. The figure below show the top bar in #LancsBox with buttons for individual modules and multiple tabs open.

2. The modules in #LancsBox have the following functionalities:

    KWIC produces concordances.
    Whelk shows distribution of the search term in corpus files.
    GraphColl identifies and visualizes collocations.
    Words produces wordlists and identifies and visualizes keywords.
    Text displays a full context of a search term.

3.3   Split screen

#LancsBox supports split-screen comparisons that allow displaying two separate analyses, one in the top and one in the bottom panel.

3. To use split screen, left-click on a bar with three triangles: ▲▲▲. This brings up the bottom panel.
4. To activate the bottom (or the top) panel in the split-screen view, left-click on the panel. An active panel is indicated by a light blue border ([   ]).
5. To close the split-screen view, left-click on the bar with three triangles: ▼▼▼. This will hide the bottom panel but will not clear the results, so the bottom panel can be brought back later, if needed.

3.4   Saving results

#LancsBox supports easy saving of results. It saves concordances, wordlists, tables and graphics.

1. To save the results that #LancsBox produces, left-click on the save icon (⤵) in the top right-hand corner.
2. Select the location where you wish to save the results.
3. Click 'Save'.

3.5   Copy/pasting selected results

#LancsBox supports easy copy/pasting of selected results.

1. Select results which you wish to copy/paste by left-clicking on them; the results will be highlighted. To select discontinuous results, hold down Ctrl while selecting. To select all results, press Ctrl + A [Mac: Command + A].

Index	File	Left	Node	Right
1	A_Press_rep	The negro is Mr. Robert Weaver of	New	York. One of his tasks will be
2	A_Press_rep	run the obvious risks in upsetting the	new	American administration. And, since this is ele
3	A_Press_rep	That's a Tory doctor's reaction to the	new	health charges, says George Brown" PROBE T
4	A_Press_rep	London. Three of them— Canada, Australia, and	New	Zealand— will have strong delegations at an
5	A_Press_rep	the door open for modifications to the	new	Constitution provided law and order is maintair

2. Press Ctrl + C [Mac: Command + C].
3. In the new location (e.g. text file, spreadsheet) press Ctrl + V [Mac: Command + V].