



# !, # , ###, f, and More Tagging On-a-Sheet

Tagging names of files and folders, inside documents, for faster and targeted searches

Exclamation mark (!) as prefix to tag more important stuff, and '###' to tag unfinished "business". Make finding information quicker and more targeted.

**Table 1: Tags**

Tag	Use	Description of use
'!' (As suffix)	Yes	Using as suffix (from 2018-05-09, see '#' and 'f' below for history) to highlight certain folder(s), or files, as more important, like a top folder for all sorts of things related to a specific topic, category. Examples: <b>Office! COMGT</b> - top folder for office related things for COMGT <b>Office! J&amp;P</b> - top folder for office related things for J&P <b>Office! SI</b> - top folder for office related things for SI <b>Office! Suites (SW)</b> - top folder for office suites (MS, Libre, Open, ...) J&P: Try the following: <i>Analytics!, Boat! Boats! Boating!, Cars!, Clothes! Kläder!, Edu!, Food! Mat!, Fun!, Health! &amp; Fitness!, Homes! J&amp;Ps, MLabs!, Privacy! DoNotCall! Security! Safety!, Project Management! PjM! PM!, Projects! incl Ideas, Travel!, Voting! US. More: ?! 7+/- 2, 42!, ATT!,AT&amp;T, Audible!, Austin Library! Hoopla!, Clipart! Graphics! Icons! Symbols!, Community Impact! Newspaper, Dallas Symphony Orchestra, DSO!, DN! Dagens Nyheter, Netflix!, OAS™-On-a-Sheet, OAS!, Pandora! Internet radio, Skiing! Ski!, Spotify!, TicketMaster!, Weather! in general, Sprinklers! Sprinkler Systems! Irrigation! Controllers.</i>
'###'	Yes	Using for tagging a piece of text (e.g. paragraph) as 'not finished', 'still working on'. Using three '###' make it very easy to search for such areas. Using both in names of files/folders and inside documents.
'f', (!) (As suffix)	No	Stopped using early May 2018, don't remember when started using 'f' but it was some 5 to 10 years ago. 'f' is Option+F on Macintosh, don't know on Win, don't know on iOS – and with increasing use on iPhone (searching for material) why finally decided to change use of 'f', first to '#' for about a week, then to '!'. Now can easily search for (e.g.) 'food!' also on iOS. (Another issue with 'f' is that it's 'f' when CAPSLOCK is active.
'#'	No!	Used/tried as suffix for about a week in early May 2018, but when tests on iOS failed to correctly find items (...!!), changed to '!' on May 9 <sup>th</sup> . Changing this takes lots of time, due to Dropbox, and resync of hundreds of thousands, actually a million files and folders, takes many days. Rec. doing in phases.
~,\$,^, ...	No	Why once upon a time selected use of 'f'? Because avoiding any interference of any characters commonly used in regular expressions (note below) and such.

**Table 2: Special Characters**

Char	As Prefix	As Separator	As Suffix
#	Slack (channels, e.g. #sales)		(Can't come up with example)
@	Slack (individuals, e.g. @johan)	Email addresses (my@test.com)	(Can't come up with example)
\$			RE (Posix): 'ending position'
*		RE: 'zero or more times' (	
?		RE (Posix): 'zero or one time'	
+		RE (Posix): 'one or more times'	
!		RE (Posix): 'or'	

## Regular Expressions ('RE')

A **regular expression**, **regex** or **regexp**<sup>[1]</sup> (sometimes called a **rational expression**)<sup>[2][3]</sup> is, in **theoretical computer science** and **formal language** theory, a sequence of **characters** that define a **search pattern**. Usually this pattern is then used by string searching algorithms for "find" or "find and replace" operations on **strings**, or for input validation. [\[wikipedia: Regular expression\]](http://wikipedia: Regular expression)