



Manual

1. Entry into the program.

[1.1 The Menu Window](#)

[1.2 Creating a Group](#)

[1.3 Creating a Button](#)

[1.4 Edit a Button](#)

2. Functions

[2.1 Open Website](#)

[2.2 Start Programm](#)

[2.3 Open Folder](#)

[2.4 Delay](#)

[2.5 Input Date](#)

[2.6 Input Text](#)

[2.7 Start File](#)

[2.8 Restart Graphics Driver](#)

[2.9 Create Screenshot](#)

[2.10 Paste Image](#)

[2.11 Shutdown](#)

[2.12 Restart System](#)

[2.13 Log Off](#)

[2.14 Action Click Close](#)

[2.15 Open Action Click](#)

[2.16 Input IP Adress](#)

[2.17 Play Audio](#)

[2.18 Pause Audio](#)

[2.19 Stop Audio](#)

[2.20 Resume Audio](#)

[2.21 Simulate Keys](#)

[2.22 Move Mouse](#)

[2.23 Left Click](#)

[2.24 Right Click](#)

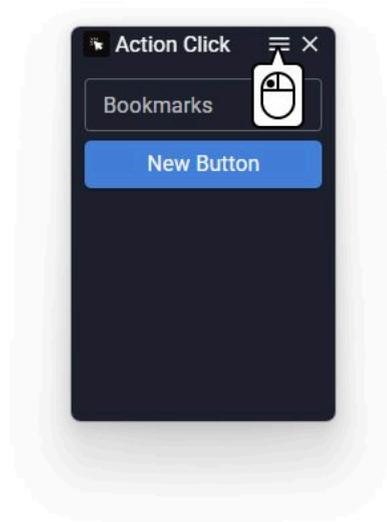
[2.25 Run CMD Commands](#)

3. Settings

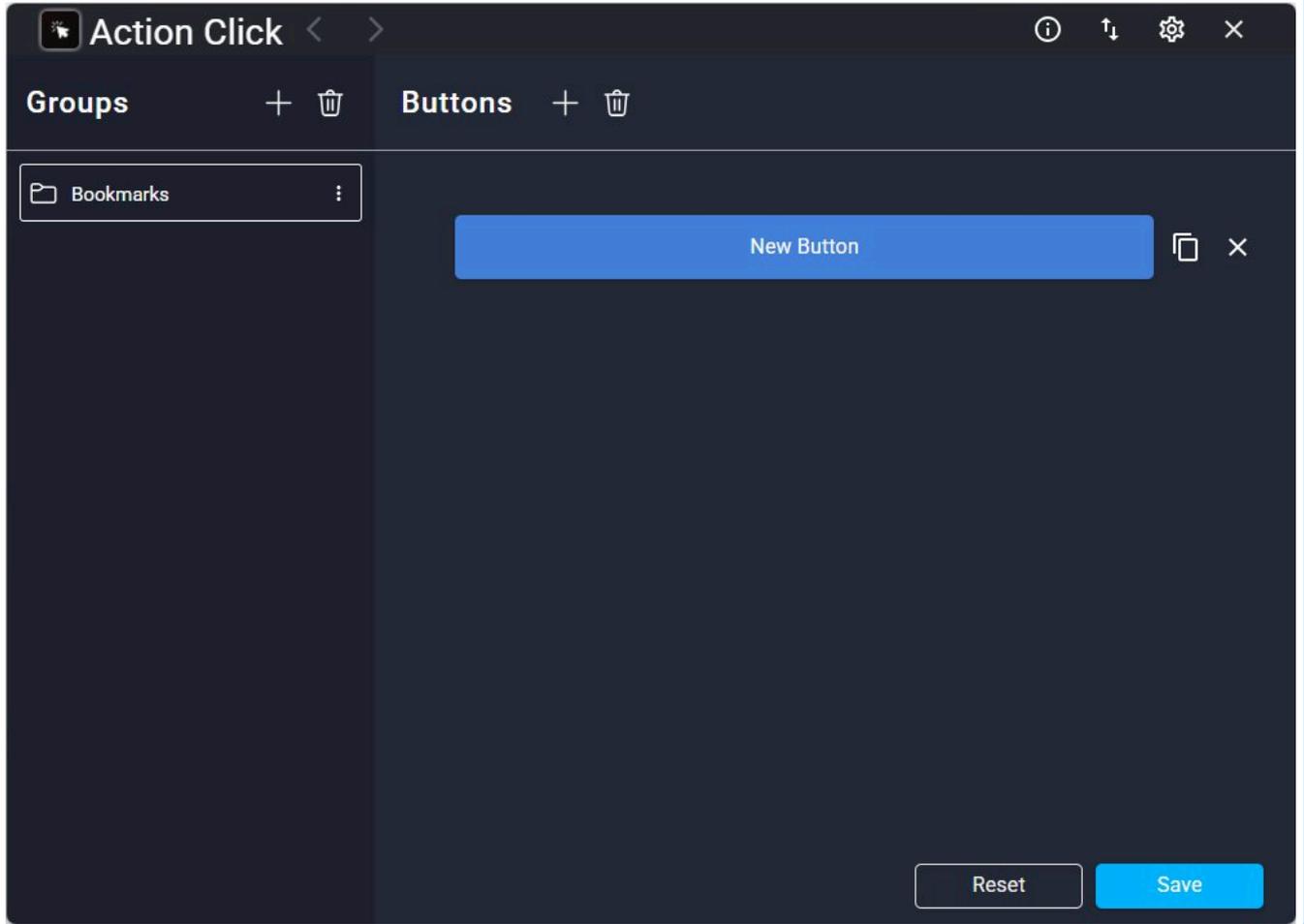
1. Entry into the program.

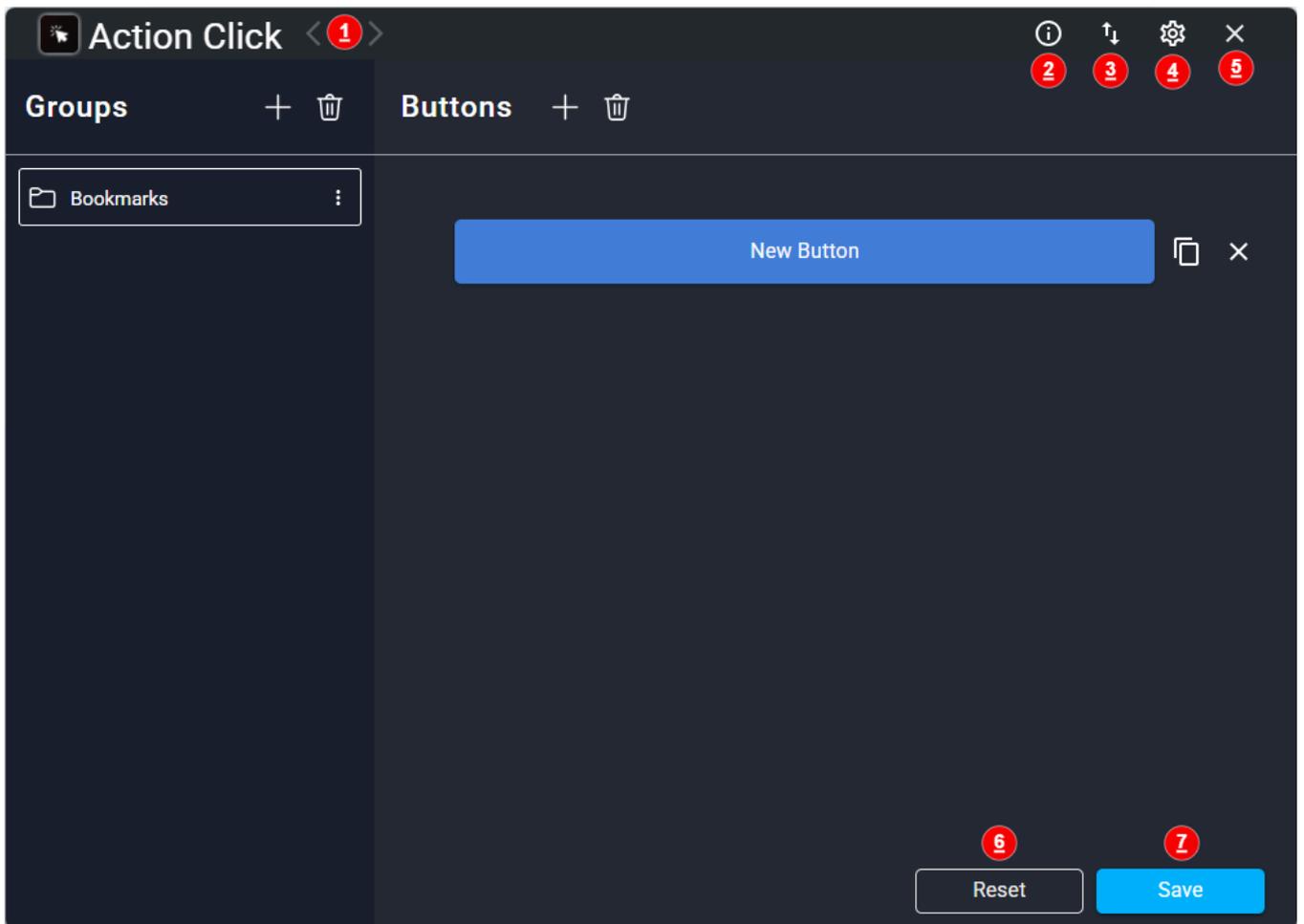
1.1 The Menu Window

1



2

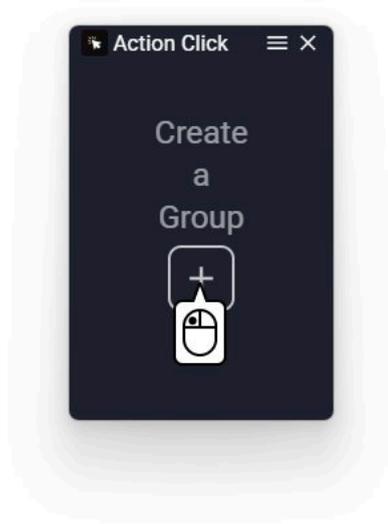




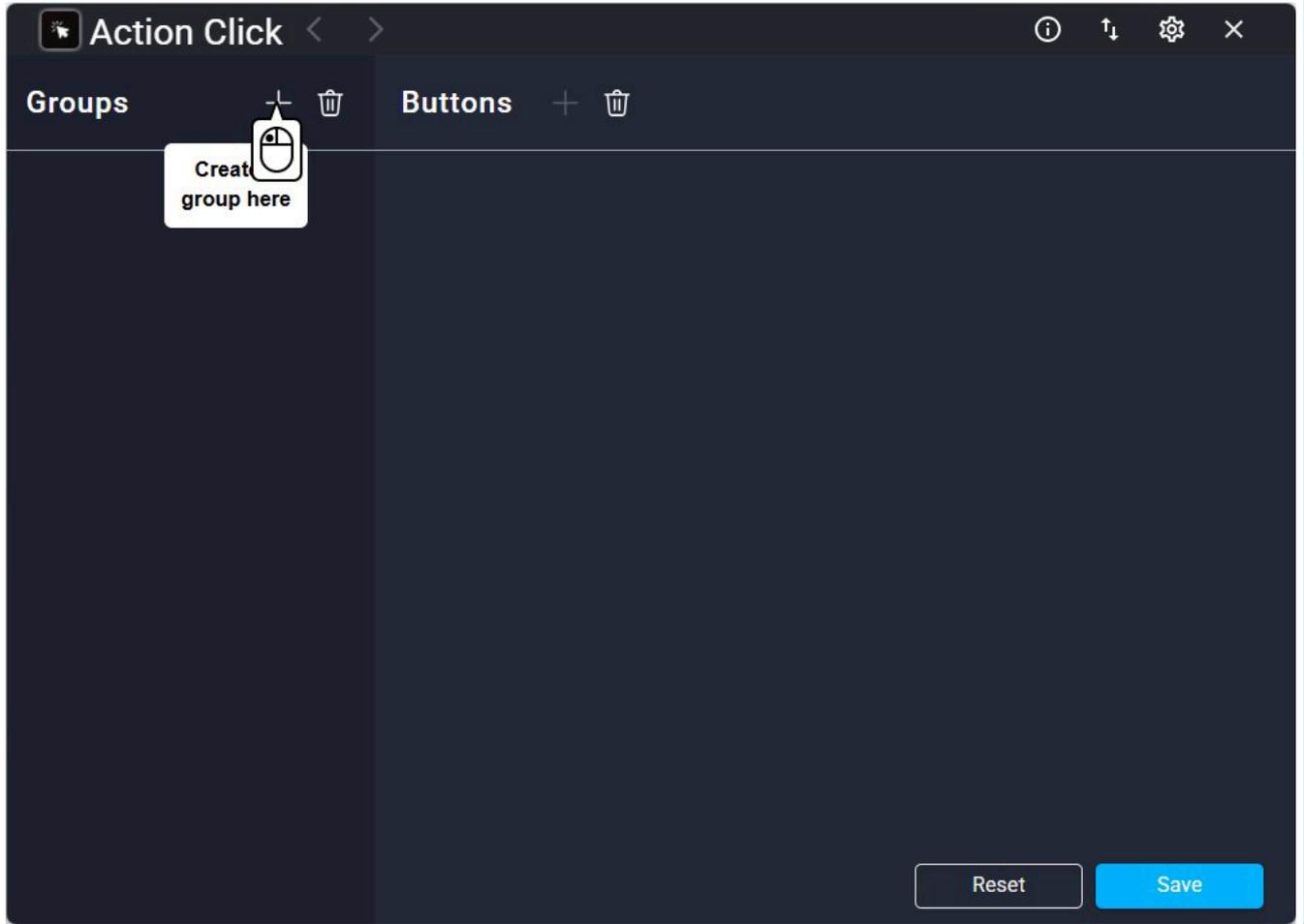
1. **Arrows:** Allows navigation between the overview and the button editor.
 2. **Info:** Opens the Ashampoo app and displays information about Action Click.
 3. **Import & Export:** Allows exporting groups or importing an additional group set.
 4. **Settings:** Opens the settings window.
 5. **Cancel:** Closes the menu window.
- Unsaved changes will be reset before closing.
6. **Reset:** Restores all groups and buttons to the last saved state.
 7. **Save:** Permanently saves all changes made.

1.2 Creating a Group

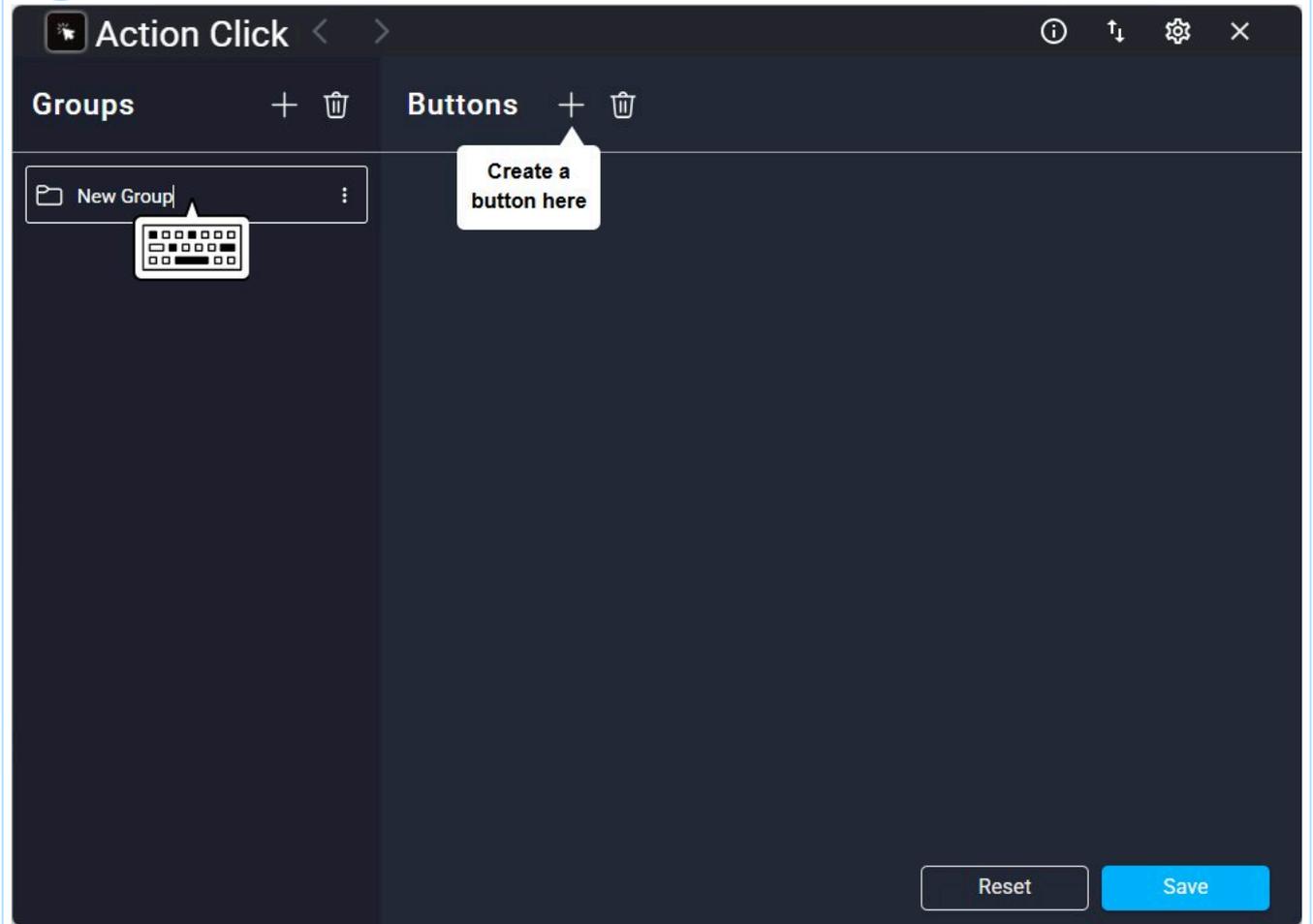
1



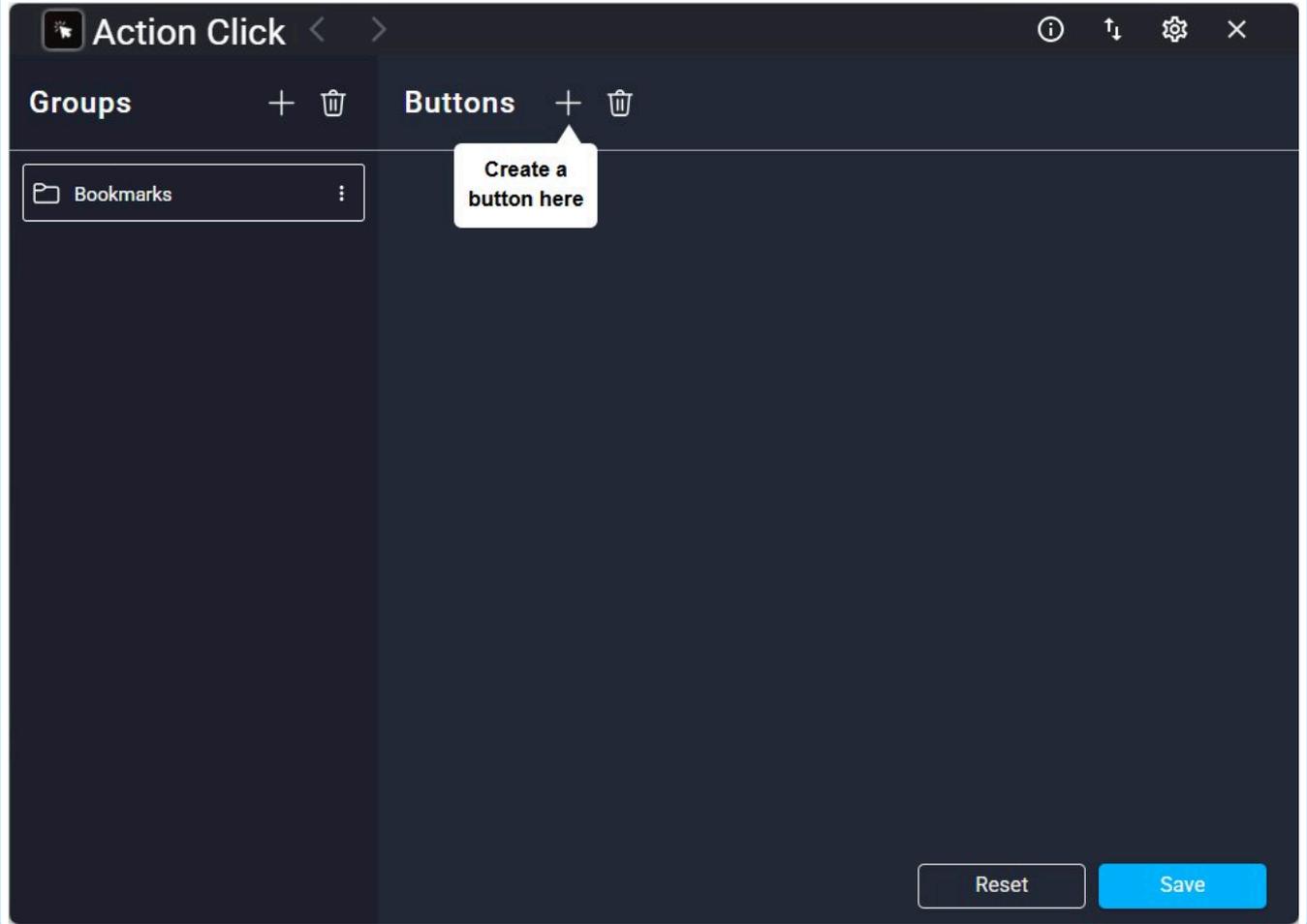
2

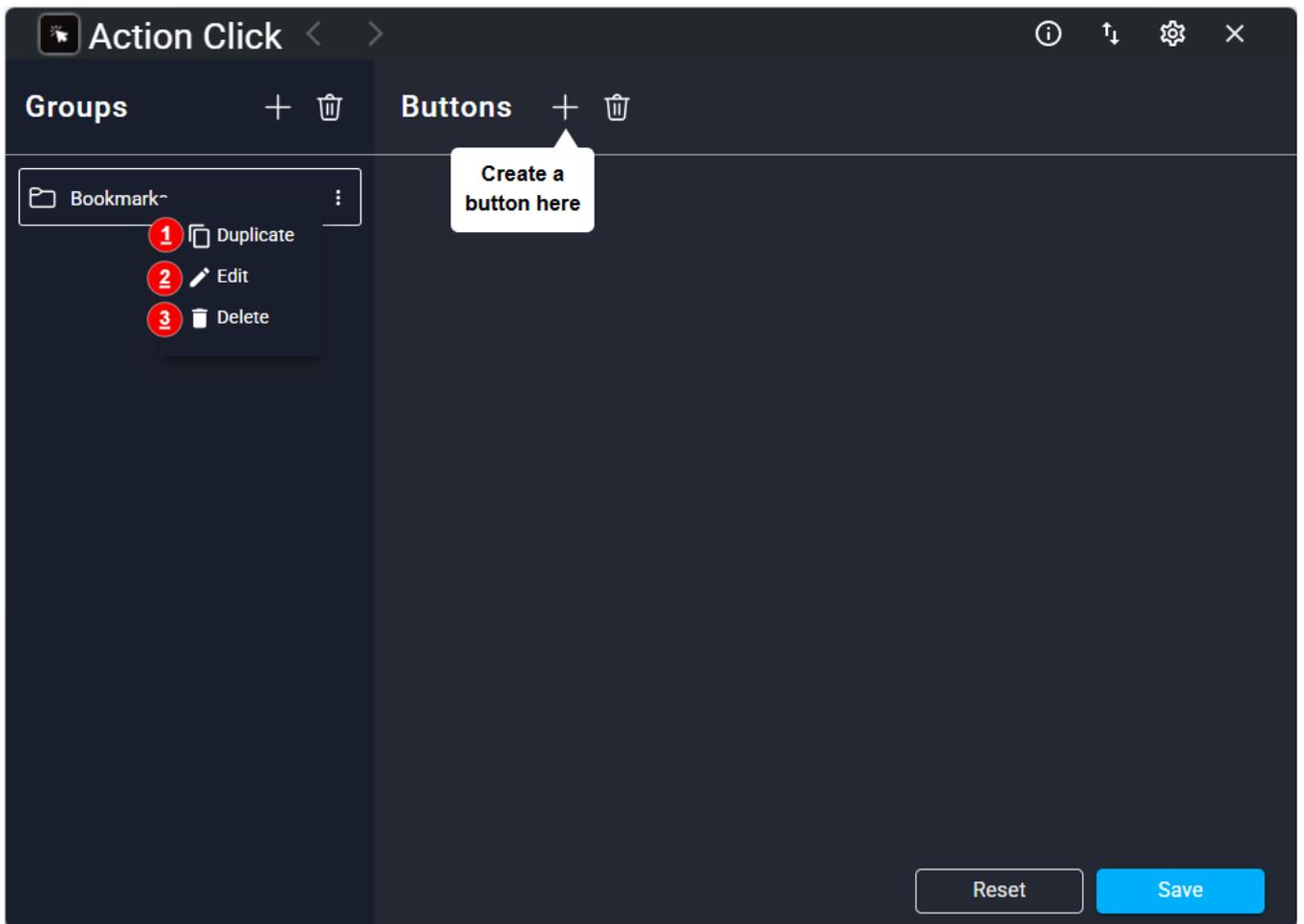


3



4





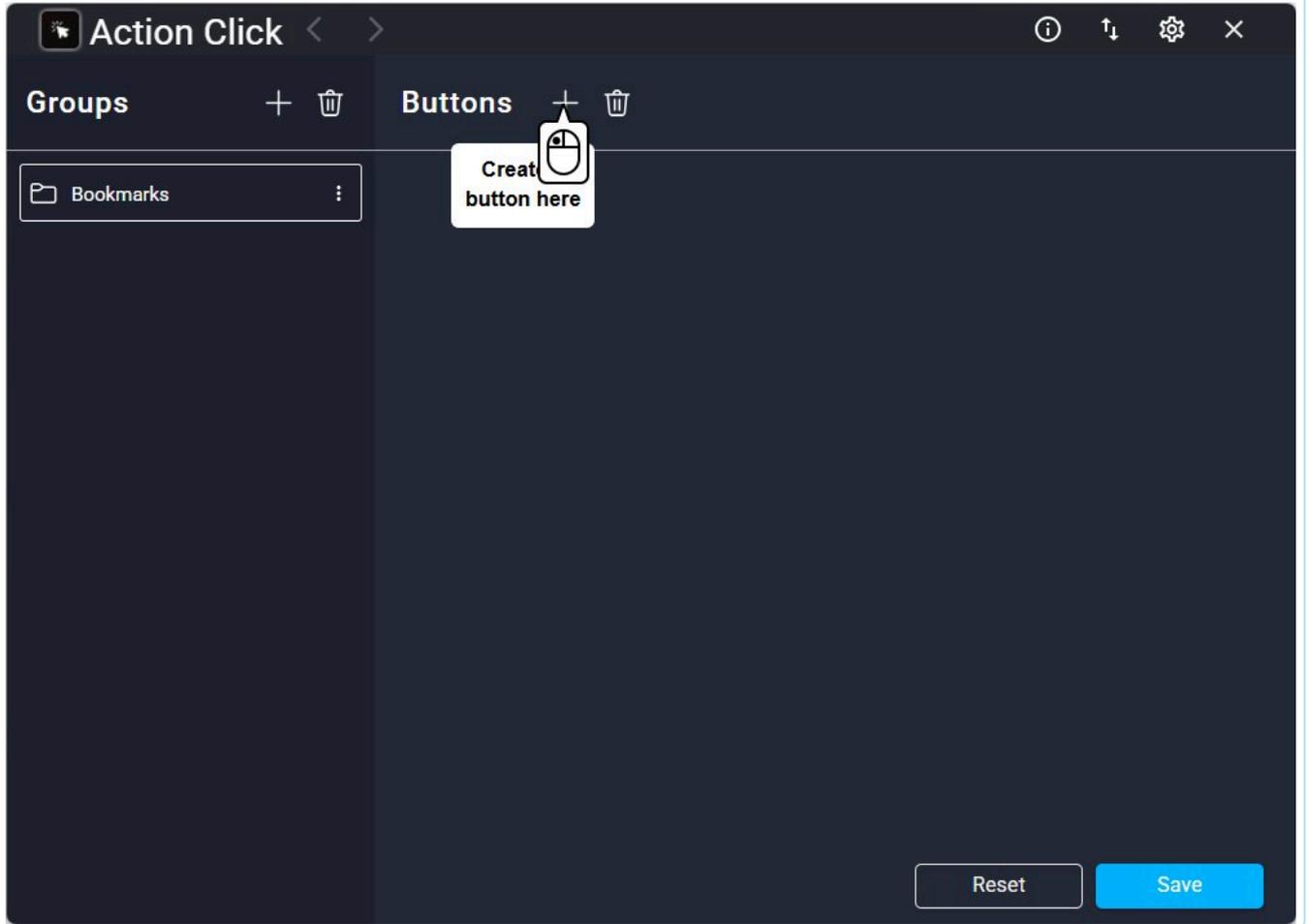
1. **Duplicate:** Creates an identical copy of the selected group. The name of the copy will have the suffix “- Copy.” Additionally, all buttons, including background colour, text colour, and all assigned functions, are retained.

2. **Edit:** Allows changing the name of the group.

3. **Delete:** Removes the selected group from the list.

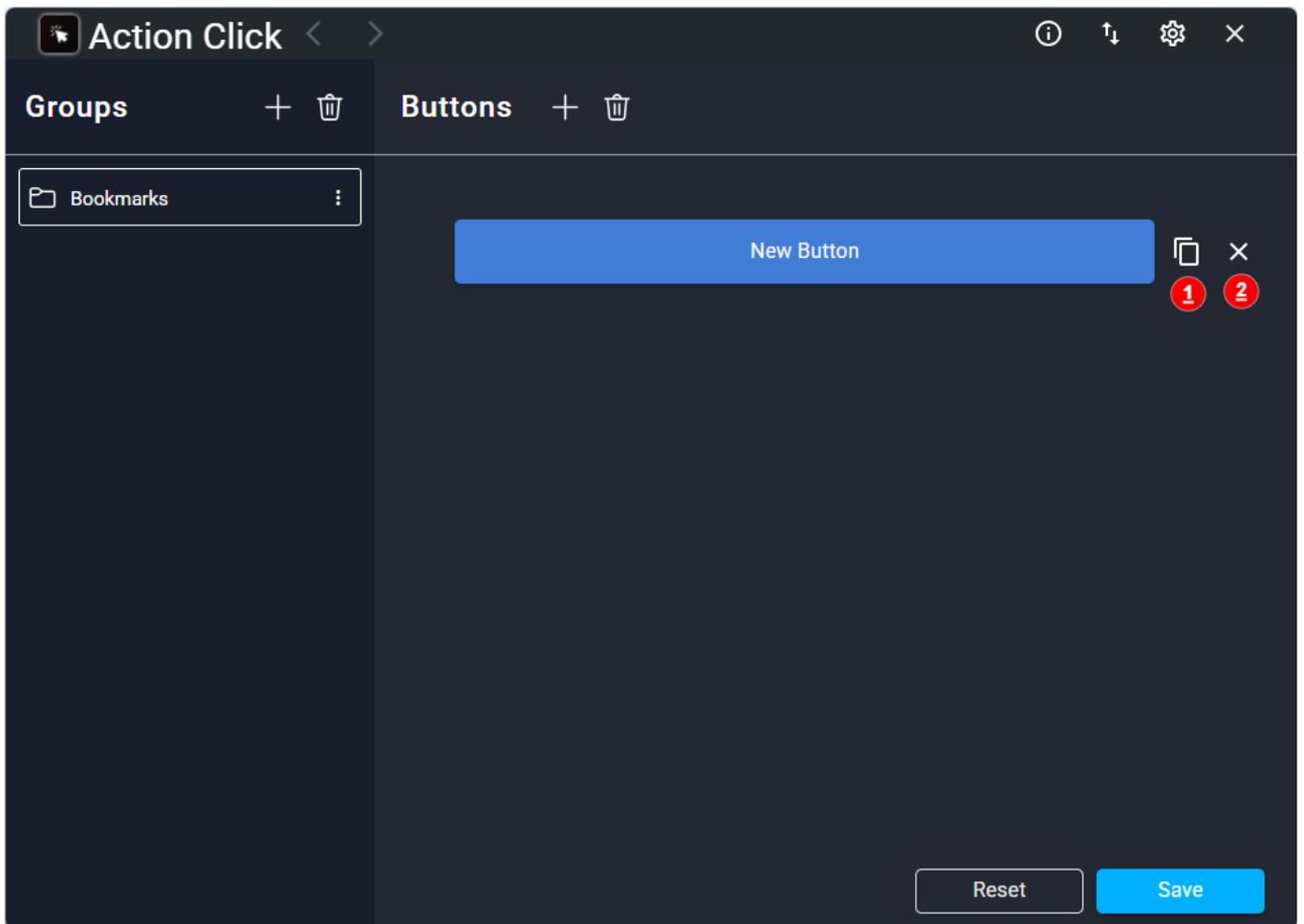
1.3 Creating a Button

1



2

The screenshot displays the 'Action Click' application interface. At the top left, the title 'Action Click' is visible with navigation arrows. The top right corner contains utility icons: an information icon, a refresh icon, a settings icon, and a close icon. Below the title bar, there are two main sections: 'Groups' and 'Buttons'. The 'Groups' section on the left contains a 'Bookmarks' folder icon and a vertical ellipsis menu. The 'Buttons' section on the right contains a single blue button labeled 'New Button' with a copy icon and a close icon to its right. At the bottom right of the interface, there are two buttons: 'Reset' and 'Save'.

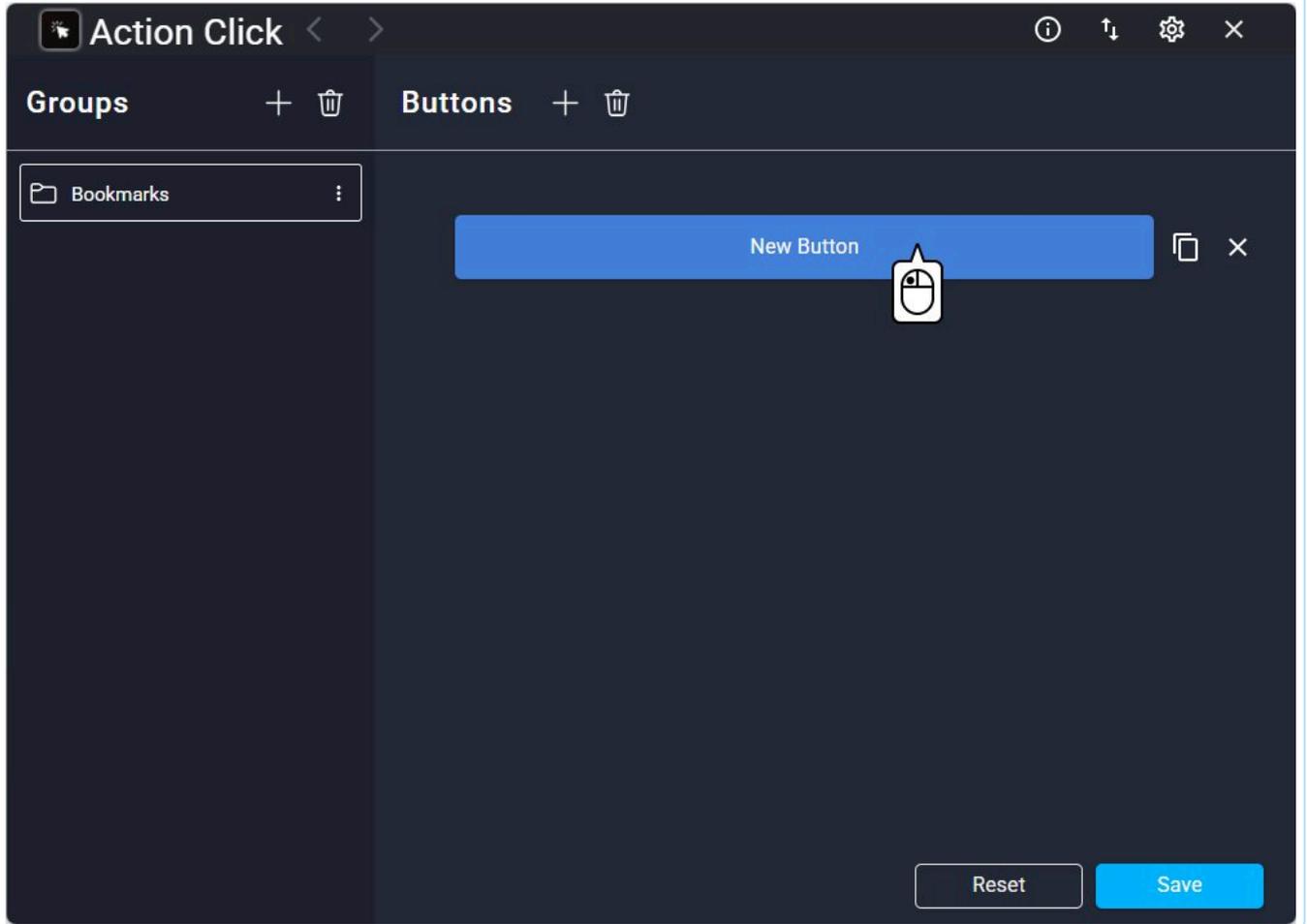


Each button must be created within a previously selected group. If no group exists yet, it is necessary to first create a new group before additional buttons can be added.

- 1. Duplicate:** Creates an identical copy of the selected button. The name of the copy will have the suffix "- Copy." Additionally, the background colour, text colour, and all assigned functions are retained.
- 2. Delete:** Removes the selected button from the list.

1.4 Edit a Button

1



Action Click < >

Name: **New Button** Hotkey: **Ctrl + Shift + A**

Functions

Search...

Favourites ▾

Standard ▾

- ↳ Open Website ☆
- ↳ Start Program ☆
- ↳ Open Folder ☆
- ↳ Delay ☆
- ↳ Date ☆
- ↳ Text Input ☆
- ↳ Start File ☆

Hotkey ▾

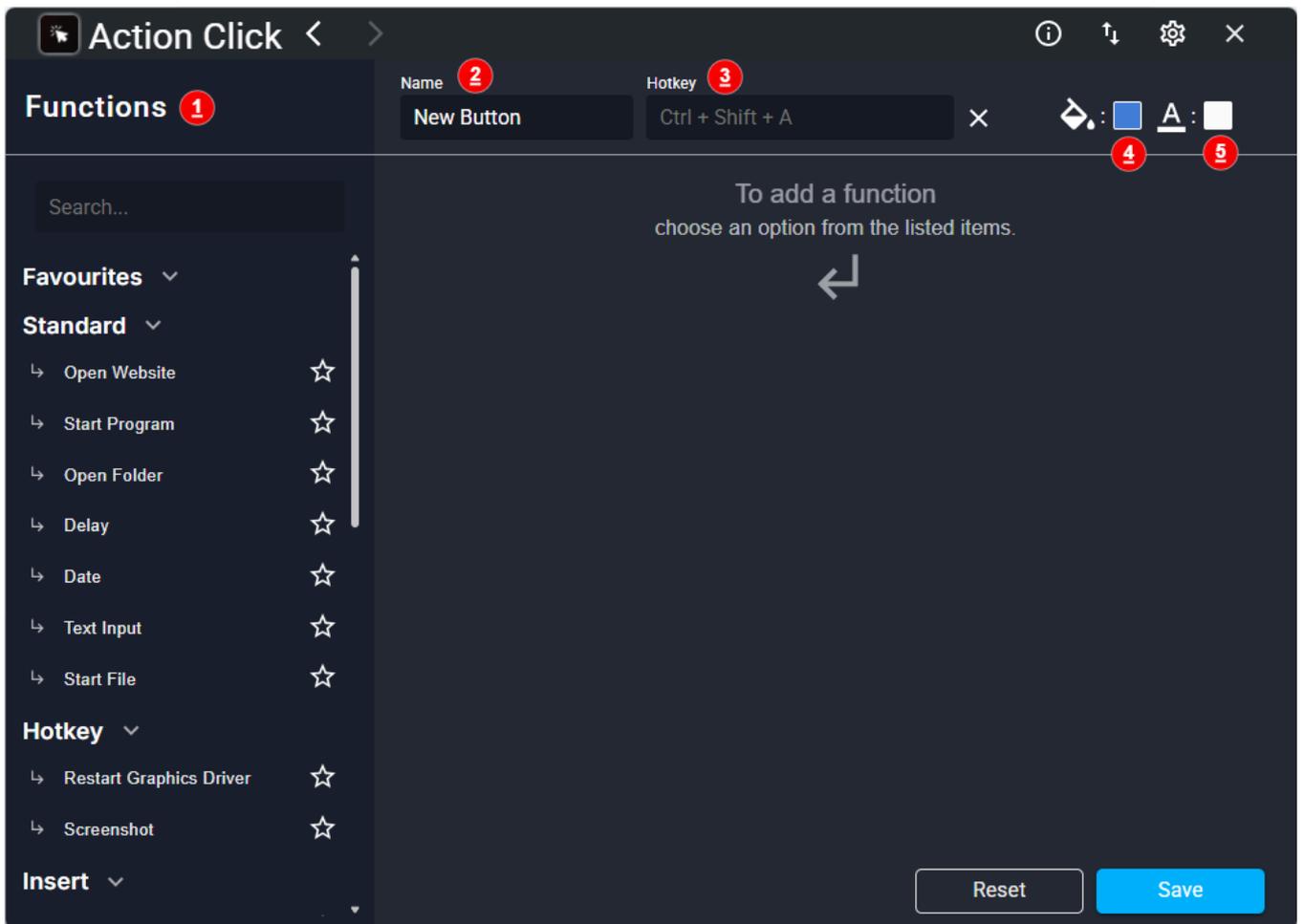
- ↳ Restart Graphics Driver ☆
- ↳ Screenshot ☆

Insert ▾

To add a function
choose an option from the listed items.

← ↵

Reset Save



1. **Functions:** A list of all available functions that can be added to the button and subsequently executed.

2. **Name:** The display name under which the button is visible both in the settings and on the main page.

3. **Hotkey:** An alternative keyboard shortcut that can trigger the button without directly clicking it.

4. **Background Colour:** Sets the background colour of the button.

5. **Text Colour:** Defines the colour of the text displayed on the button.

2. Functions

2.1 Open Website

This function opens the website you define in a new browser tab.

Input can be made with or without "https://" or "http://". If no protocol is specified, "https://" will be automatically added.

2.2 Start Programm

This function starts the program you define. Program selection is done via a list of all installed programs, and the integrated search allows you to find a specific program. If a program is not available, you can instead choose an executable .exe file via "More...".

The first loading of the program selection may take a little longer.

2.3 Open Folder

This function opens a folder of your choice in a new Windows Explorer window.

2.4 Delay

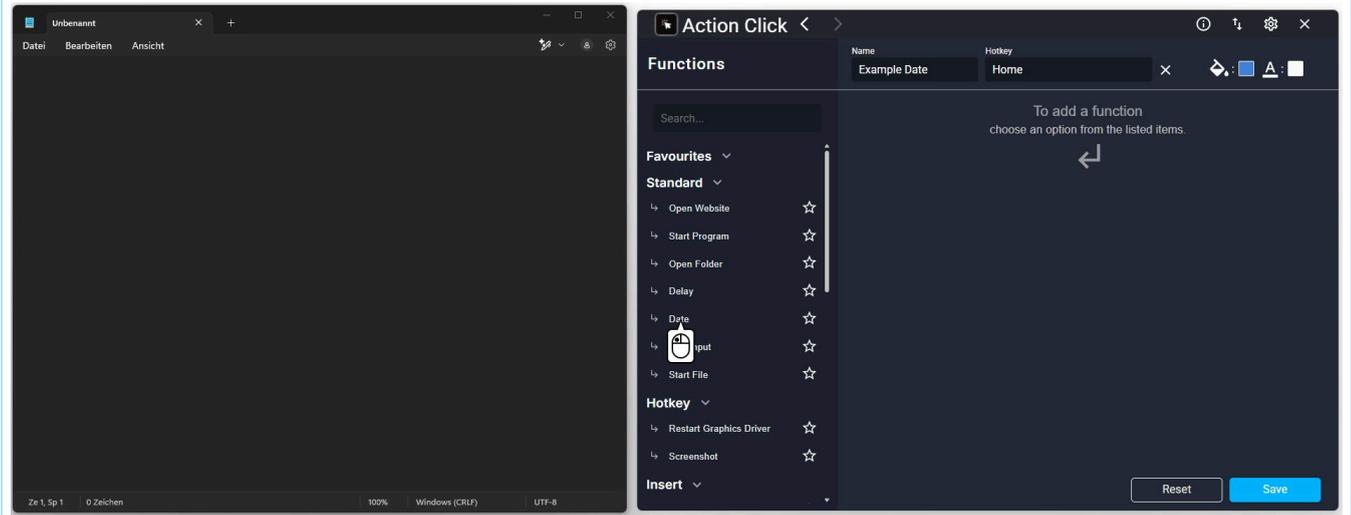
Pauses the function process for a time you specify.

The time is specified in milliseconds, 1000 ms = 1 second.

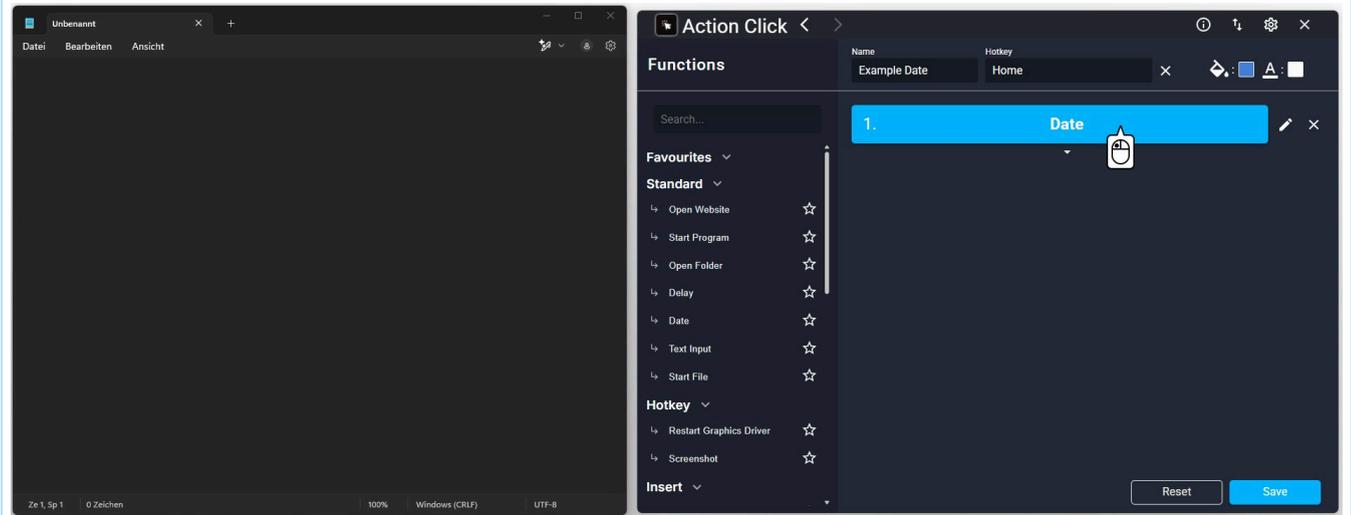
2.5 Input Date

Writes the current date or time into the last selected input field, depending on the format. You can define the format yourself.

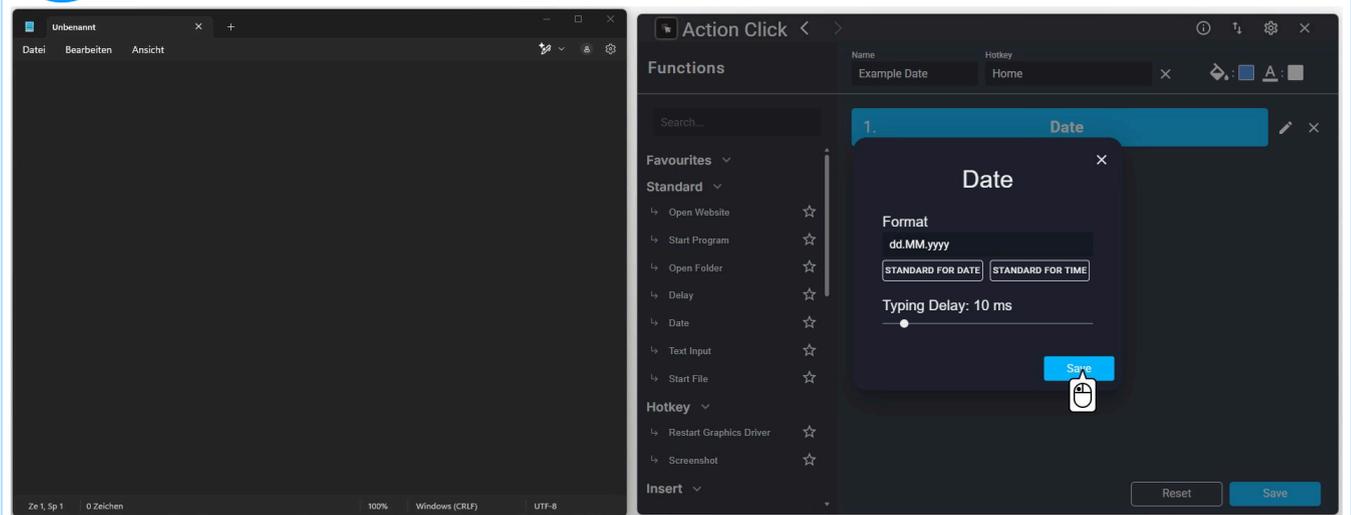
1



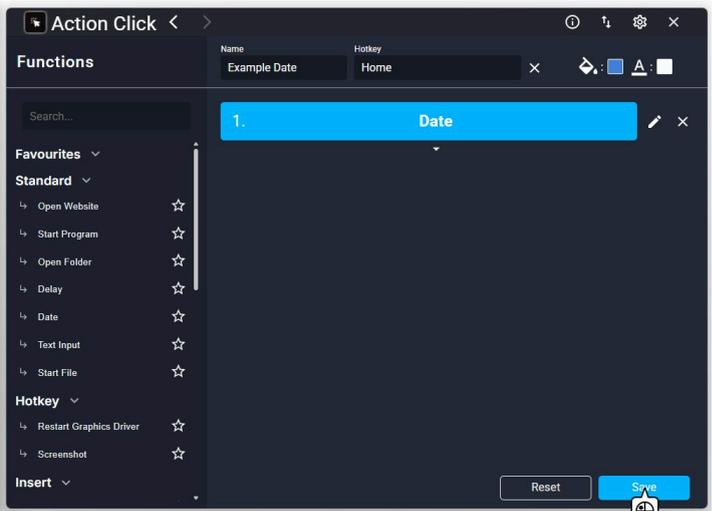
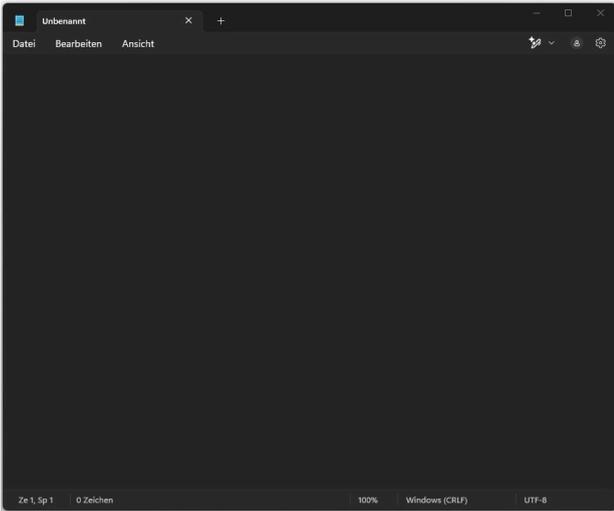
2



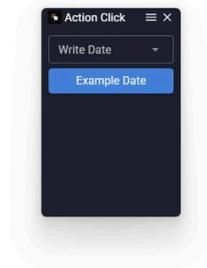
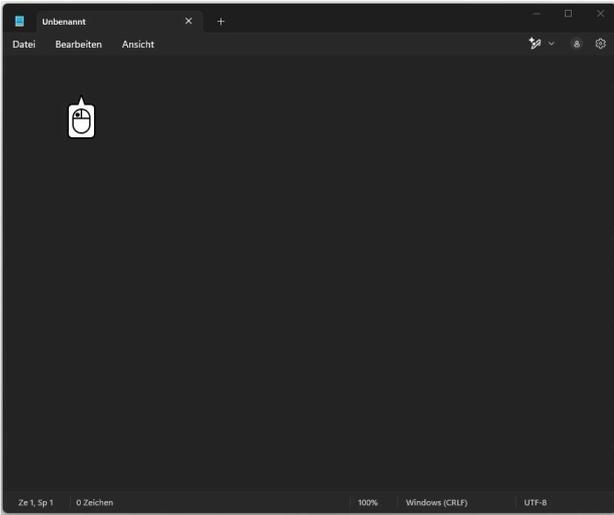
3



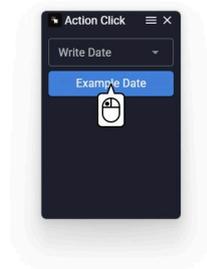
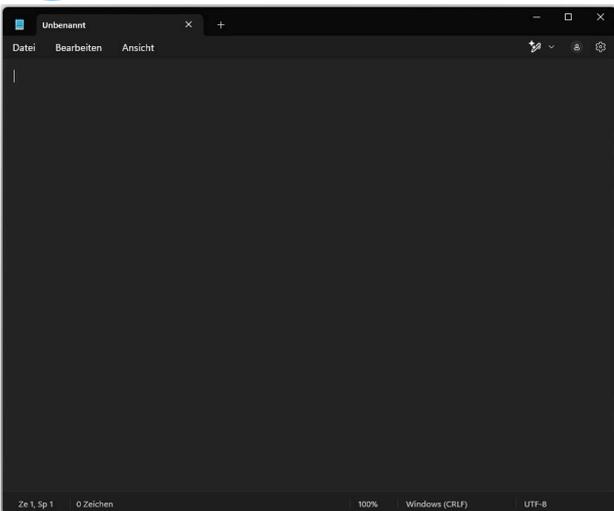
4



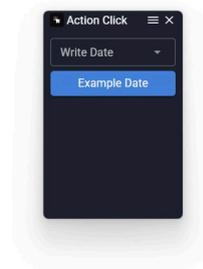
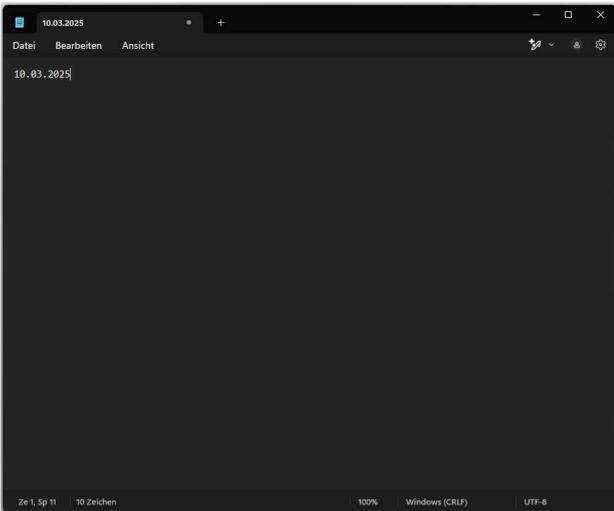
5



6



7



Date Encoding

All examples use the example date 31 March 2021 (2021-03-31 / 31 March 2021 / March 31, 2021) – unless a single-digit day is illustrated.

Basic components of a calendar date for the most common calendar systems:

D – Day

M – Month

Y – Year

Specific formatting for basic components:

yy – two-digit year, e.g., **21**

yyyy – four-digit year, e.g., **2021**

m – single-digit month number for months under 10, e.g., **3**

mm – two-digit month number, e.g., **03**

mmm – three-letter abbreviation of the month, e.g., **Mar**

mmmm – full spelling of the month, e.g., **March**

d – single-digit day number for days under 10, e.g., **2**

dd – two-digit day number, e.g., **02**

ddd – three-letter abbreviation of the weekday, e.g., **Fri**

dddd – full spelling of the weekday, e.g., **Friday**

Example: dd/mm/yyyy → 31/03/2021

Time Encoding

All examples use the example time 14:05:09 – unless a single-digit hour or minute is illustrated.

Basic components of time:

h – Hour

m – Minute

s – Second

Specific formatting for basic components:

h – single-digit hour for hours under 10, e.g., **2**

hh – two-digit hour, e.g., **02**

H – single-digit hour in 24-hour format for hours under 10, e.g., **7**

HH – two-digit hour in 24-hour format, e.g., **07**

m – single-digit minute for minutes under 10, e.g., **5**

mm – two-digit minute, e.g., **05**

s – single-digit second for seconds under 10, e.g., 9

ss – two-digit second, e.g., 09

Example: hh:mm:ss → 14:05:09

2.6 Input Text

Writes a text you define into the last selected input field.

2.7 Start File

Opens the file you select.

The result is identical to a double-click on the selected file.

2.8 Restart Graphics Driver

The graphics driver is restarted using the keyboard shortcut Windows + Ctrl + Shift + B.

2.9 Create Screenshot

Takes a screenshot by simulating the keyboard shortcut Windows + Shift + S.

2.10 Paste Image

Inserts an image you select into the last selected input field.

Supported file formats are .png, .jpg, .jpeg, and .bmp.

2.11 Shutdown

Shuts down the computer.

The process occurs without delay or warning.

2.12 Restart System

Restarts the computer.

The process occurs without delay or warning.

2.13 Log Off

Logs you off as a user from Windows.

The process occurs without delay or warning.

All running programs and services will be terminated before logging off.

2.14 Action Click Close

The Action Click application is closed.

The program continues running in the background and is accessible via the tray

2.15 Open Action Click

The Action Click application is opened.

This function is only useful in combination with a hotkey

2.16 Input IP Address

Writes your current IPv4 address into the last selected input field.

2.17 Play Audio

Plays an audio file you select.

The Windows native audio player is not used. The audio file plays in the background.

2.18 Pause Audio

Pauses a previously started audio file.

2.19 Stop Audio

Stops the currently playing audio file.

2.20 Resume Audio

Resumes a previously paused audio file.

2.21 Simulate Keys

Simulates a keyboard shortcut you define.

The keyboard shortcut can contain up to 4 keys.

2.22 Move Mouse

Moves the mouse to a position you define.

The position is selected by a left-click after closing the selection dialog.

2.23 Left Click

Simulates a left-click.

2.24 Right Click

Simulates a right-click.

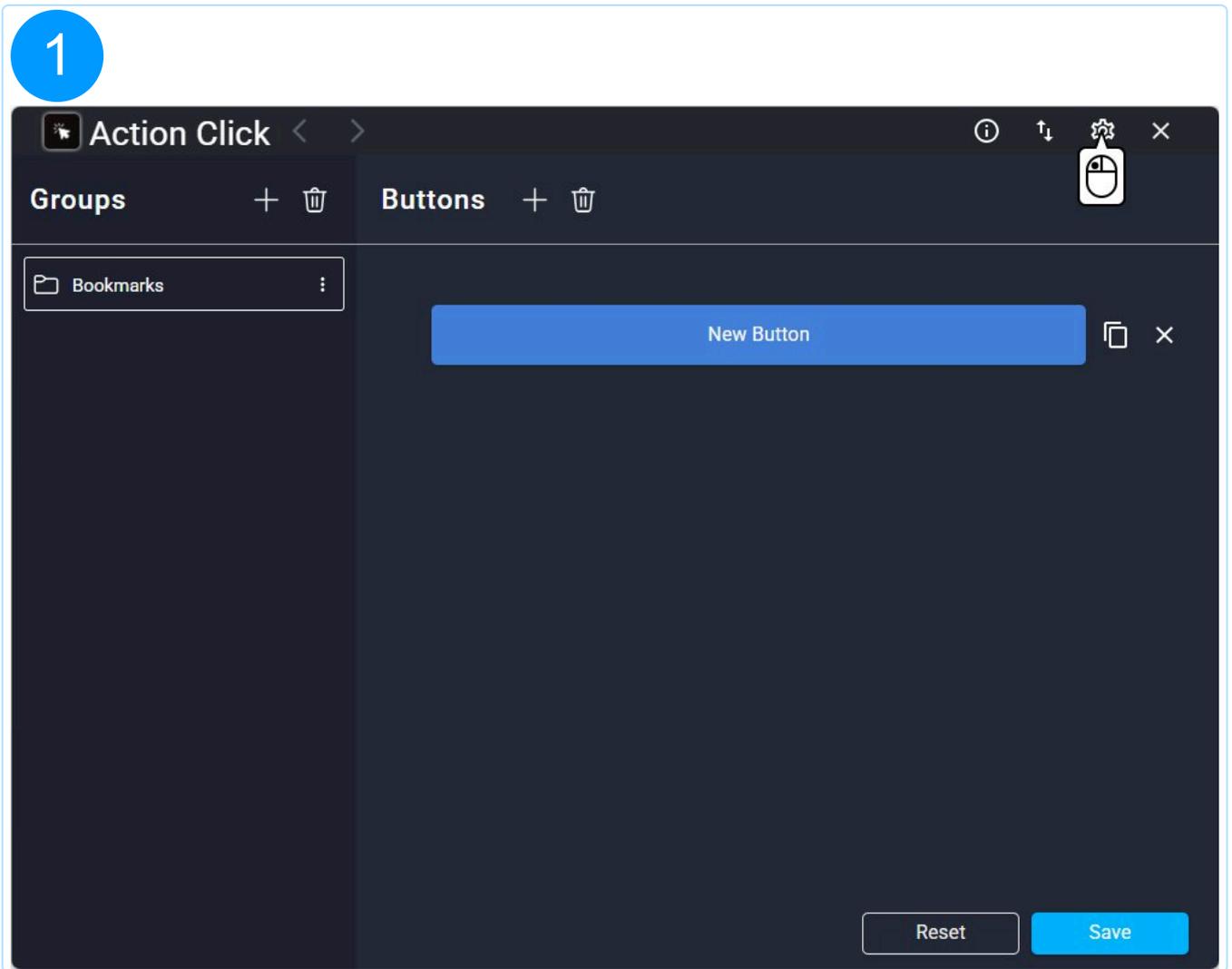
2.25 Run CMD Commands

Executes a series of CMD commands you define.

The commands are executed sequentially in the background without feedback.

3. Settings

1



2

Action Click < > ⓘ ↑↓ ⚙️ ×

Groups + 🗑️

📁 Bookmarks ⋮

Settings Version: 1.0.0 ×

Theme Darkmode ▾

Language English (United Kingdom) ▾

Autostart

Delete-Confirmation

Save Window-Position

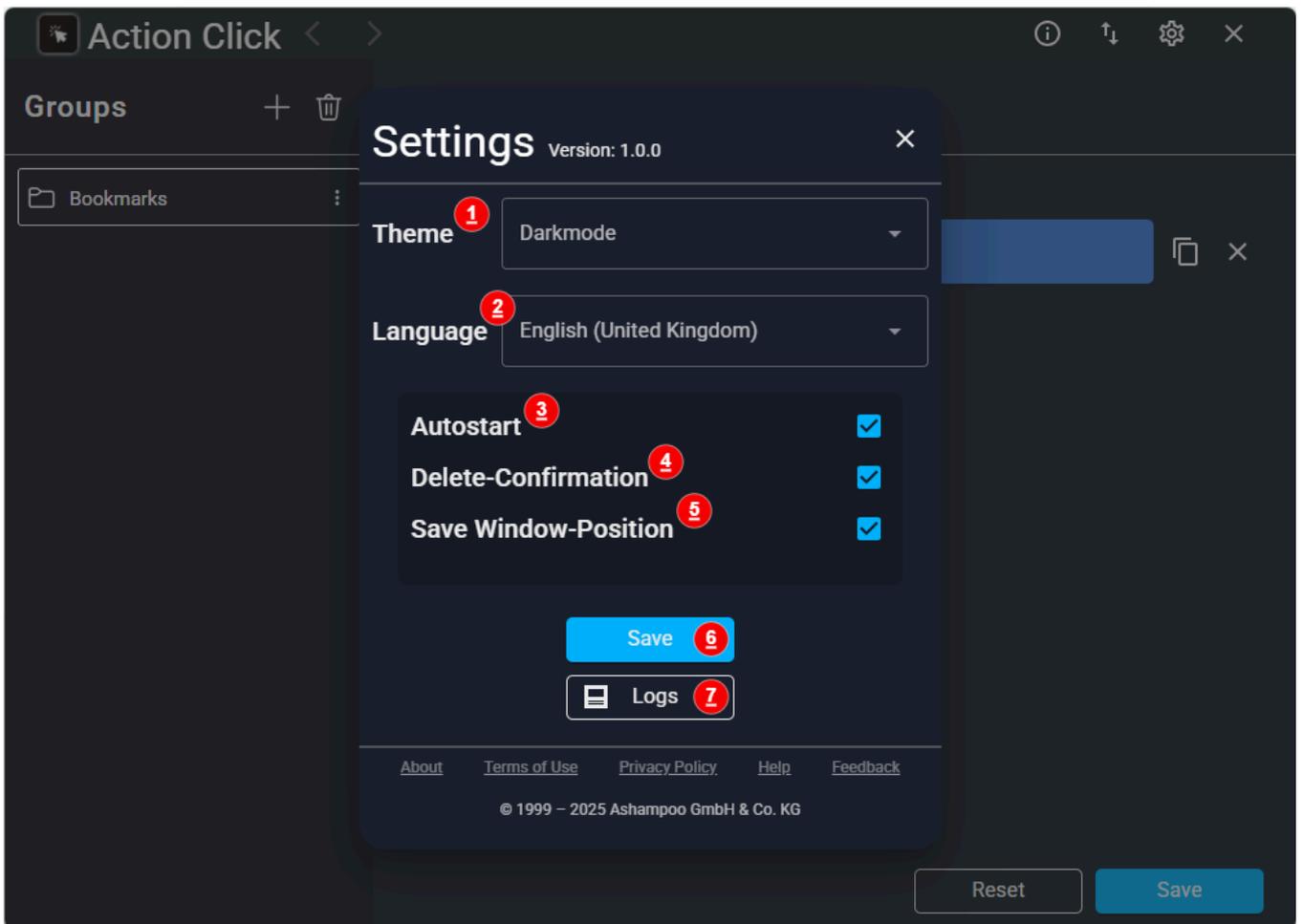
Save

Logs

[About](#) [Terms of Use](#) [Privacy Policy](#) [Help](#) [Feedback](#)

© 1999 – 2025 Ashampoo GmbH & Co. KG

Reset **Save**



1. **Theme:** Allows the selection between a light and dark design for the program's user interface.

2. **Language:** Here, the display language of the program can be changed.

Supported languages include: Spanish, French, German, English (US), Russian, Hungarian, Chinese (Simplified), Swedish, Portuguese, English (GB), Polish, Dutch, and Italian.

3. **Autostart:** If enabled, the program will automatically run when the system starts.

4. **Delete-Confirmation:** If enabled, a confirmation prompt will appear before deleting all groups or buttons.

5. **Save Window Position:** Saves the window position when Action Click is closed and reopens the program at that position.

6. **Save:** Applies and permanently saves all changes made.

7. **Logs:** Displays the last five actions triggered by pressing a button.