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Have a question or a request concerning this program?

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Web Site: <http://www.tbaytel.net/rgrau/reminder.htm>

or write to me at: Ron Grau  
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## Reminders

Reminders keeps track of important dates. Put a shortcut in the STARTUP folder to check your reminders for up to the next 7 days when your computer starts up. It is not meant to be used as an appointment book because the main purpose is to give you a few days notice before you forget about your anniversary or that meeting you have on Friday. It gives you a quick glance of what you have coming out in the next week. I like using it for birthdays, my monthly meetings and those once-a-while things like checking the oil in my car and vacuuming out my furnace filters.

If you need help on entering, managing and viewing your reminders, *click* on [Working with Reminders](#).

If you want to change the number of days to check Reminders, *click* on [# of days to be reminded](#).

If you want Reminders to start up minimized all of the time, *click* on [Start Reminders Always Minimized](#).

## **Working with Reminders**

### **Adding reminders**

To add a new reminder, *Click* on the ADD icon or press F5. The first box is where you type in your reminder. The next box is a listbox where you can choose if you want the number of years to be shown at the end of the reminder. (Example: a birthday on June 20, 1964 would show 33 years on June 20, 1997) (Note: the calendar control does not recognize a year before 1930, it would enter in the year 2030) The next box is a listbox where you can choose how often you want your reminder to appear (Once, Weekly, Monthly or Yearly). The last box is where you select a date from the popup calendar. *Tab* to the date or *click* on the little button beside the date to bring up a calendar. From here, you can use the cursors or the mouse to select a date, then *double-click* on it or press *Tab*. After leaving the calendar, make sure that the proper date and year is shown under DATE. *Click* on the SAVE icon to save the reminder or the CANCEL icon to not save it.

### **Editing reminders**

To edit a reminder, just highlight the reminder in the listbox and then *click* on the EDIT icon or press F7. You can now change your reminder, how often you want it to appear or the date. To change the date, *Tab* to the date or *Click* on the little button beside the date to bring up the calendar. From here, you can use the cursors or the mouse to select a date, then *double-click* on it or press *Tab*. *Click* on the SAVE icon to save the reminder or the CANCEL icon to keep your original reminder.

### **Deleting reminders**

To delete a reminder, just highlight the reminder in the listbox and then *click* on the DELETE icon on the toolbar, or press F9. The reminder listbox will then update automatically.

### **Printing reminders**

To get a quick printout of your reminders, select either SHOW ALL reminders or SHOW WEEK reminders, then *click* on PRINT REMINDERS from the FILE menu.

### **Viewing reminders**

By default, all reminders coming up the next 7 days or less are shown. To view all saved reminders, *click* on the SHOW ALL icon on the toolbar. If you want to view the next 7 days or less again, *click* on the SHOW WEEK icon.

## **Startup List**

The Startup List shows the date and time that Reminders starts up. You can view this list by *clicking* on the STARTUP LIST icon in the Reminders program. Therefore, by putting a Reminders shortcut in the STARTUP folder, it will tell you every time that your computer has also started up. If you want to clear out the old startup dates, just *click* on the DELETE icon on the toolbar.

## Setting Options

**Reminders always minimized** - When checking this option, Reminders will always start up minimized. Remove the check mark to have Reminders start up in a normal window.

**# of days to be reminded?** - Reminders always checks your reminders for today. You can now choose how many more days that you would like checked, from the next 1 to 6 days.

*Click* on *SAVE* to save all of the above settings or *click* on *Cancel* to keep the previous settings.

### **Start Reminders Always Minimized**

When checking this option, Reminders will always start up minimized. Remove the check mark to have Reminders start up in a normal window. Set this option in the Options box.

### **# of days to be reminded**

Reminders always checks your reminders for today. You can now choose how many more days that you would like checked, from the next 1 to 6 days. Set this option in the Options box.

## Registration Information

Reminders is a shareware program and is for evaluation purposes only. It gives the user a chance to try out the program first before actually paying for it. It is a fully functional program with NO missing features. You may use this program 30 times. After 30 uses, the program will not run, but you will still be able to bring up the registration form, at which time you may register the program or quit using it. Registering this program enables the user to receive the licensed version and entitles the user to support and free upgrades.

If you wish to purchase Reminders by mail, you can go to the registration form by [clicking here](#) and then pressing the PRINT button at the top of the registration page. The total cost is \$9.00. You will then be sent a letter or e-mail, whichever is quicker, with a registration code for the program. The registration cost for Desktop Goodies by mail is \$18.00 and two disks are mailed to you.

If you wish to purchase Reminders with a credit card (Visa, Mastercard, Discover, American Express), you can now do this through the Internet. The total cost for registering online is \$9.00. The advantage of registering online is that you can receive the registration code immediately, and that you would have no banking charges or currency exchange fees. You can go to the registration form online at:

<https://www.regnow.com/softsell/nph-softsell.cgi?item=1042-4>

If you wish to purchase Desktop Goodies with a credit card (Visa, Mastercard, Discover, American Express), you can also do this through the Internet. You can then download the registered version immediately. The total cost for registering online is \$18.00. You can go to the registration form online at:

<https://www.regnow.com/softsell/nph-softsell.cgi?item=1042-1>



## Registration Form

### (Reminders 4.0)

Make cheque or money order payable to:

Ron Grau  
622 N. James St.  
Thunder Bay, Ontario, Canada  
P7C 4T5

#### Cost per copy (U.S. funds)

Reminders \$9.00 = \_\_\_\_\_  
(If paying in Canadian funds, Add \$3.00)

Desktop Goodies \$18.00 = \_\_\_\_\_  
(If paying in Canadian funds, Add \$5.00)

Total Payment = \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_

State/Prov: \_\_\_\_\_ Zip/Postal Code: \_\_\_\_\_

Country: \_\_\_\_\_

Day Phone: \_\_\_\_\_

E-Mail: \_\_\_\_\_

Where did you hear about Reminders?

☐ Internet Site (which one?) \_\_\_\_\_

☐ Magazine (which one?) \_\_\_\_\_

☐ Shareware CD (which one?) \_\_\_\_\_

☐ Other Shareware User

Comments/Suggestions:

## **Desktop Goodies Package**

If you like Reminders and are considering purchasing it, you may wish to buy the Desktop Goodies 4.0 program, which includes reminders. Desktop Goodies puts an icon (a Christmas tree) in the system tray (beside the clock). Clicking on the icon brings up a menu jammed packed with commonly needed utilities. Look at what you get!

1. Calendar - a popup calendar for quick reference and the option of changing the computers internal date.
2. Conversion Tables - standard and metric conversions of the most commonly used measurements.
3. Countdown - Let Countdown count down the time until it reaches 0:00 and then alert you, the same way that the timer on your oven does. CountUp will time you the other way, like on a stopwatch.
4. Reminders - Know what is coming up in the next 1-7 days. Reminders can be once, weekly, monthly or yearly.
5. Sticky Notes - Forget about keeping notepads or little sticky note papers around your desk. Sticky Notes is a 10-page tabbed book to jot down a quick memo, message or idea. With auto-save, you just type and close.
6. Startup List - When a Desktop Goodies shortcut is in the Startup Folder, The handy utility keeps track of the date and time that your computer starts up.
7. Other Programs - access the Windows calculator and screen saver from this menu. Also, add up to 5 of your own favorite programs.

You can purchase Desktop Goodies from the [registration form](#) or you can order it online with a credit card at:

<https://www.regnow.com/softsell/nph-softsell.cgi?item=1042-1>

## **Copyright/Warranty/License**

### Copyright

Reminders is protected by copyright laws and international treaty provisions. Therefore, you must treat this program like any other copyrighted material except that you may either (a) make copies of the program solely for backup or archival purposes and (b) only use this program on one computer at a time. (if you have installed this program on more than one computer)

### Limited Warranty

Ron Grau hereby disclaims all warranties relating to this product, whether express or implied, including without limitation any implied warranties, guarantees or fitness for a particular purpose. The author does not guarantee the accuracy of the program. The author cannot and will not be liable for any special, incidental, consequential, indirect or similar damages due to the loss of data or any other reason, even if the author has been advised of the possibility of such damages. In no event shall the liability for any damages ever exceed the price paid for the license to use this software, regardless of the form and/or extent of the claim. The user of this program bears all risk to the quality and performance of the software.

### License

Reminders is protected by copyright laws and international copyright treaties, as well as other intellectual property laws and treaties. You may install a copy of the Reminders on multiple computers, providing that you are the only user of the program and that the program is not run on more than one computer at a time. You may use this program up to 30 times, at which time you must either register it, or quit using it

