

Welcome to Cheap Date help...

This help file is divided into screen descriptions with general information and tips at the end.

If you have a question or a concern that is not addressed here, E-mail us at GWWWiz@aol.com and we will get back in touch with you. If you have any suggestions for improvements to this program or ideas for other programs, please E-mail us also.

Thank you for your patronage. We hope you enjoy the program!

General Information:

All the screens have the option of generating either full HTML code, (this is a full blown HTML document ready to be posted on a web site) or Code Only (this is code which can be inserted into an existing HTML document).

All the screens also have the option of the type of border to place around the calendar. These are thin, medium, or thick. If the sizes generated by the program do not suit your taste, the code can be easily adjusted and adapted in the section:

```
<TABLE CELLPADDING=4 CELLSPACING=2 BORDER=1>
```

By changing the three values above, a different border will be created for the calendar.

The title section on all the forms allows the user to input a title for the calendar. If no title is entered, then a default title will be used. To change the title of any calendar, the user can edit the section:

```
<TITLE><CENTER>February, 1998</CENTER></TITLE>  
<CENTER><H1>February, 1998</H1></CENTER>
```

And replace (in this case) **February, 1998** with a different title.

There is a file in the program directory where cheap date was installed called white.gif. This is a small GIF file we use as the body background on all our calendars so that there is a consistent look across all browsers. This file can be changed to a different background, or set to no background at all at the user's discretion. The file white.gif MUST BE copied to the server where the HTML file resides in order to function correctly.

All the screens have one or more exit buttons. The EXIT button on any screen will take you back to the main CHEAP DATE screen. The other exit buttons that appear on the screens will take you back to the screen you were previously using.

Some of the screens have Pre and Post text boxes. This is for text the user may wish to enter to either text before or after the calendar. This can be events referenced within the calendar which warrant further explanation to users who access the calendar via the WWW.

Cheap Date - Main Screen:

This screen has seven options. They are the creation of the desired calendar type, an about screen, and an exit button. These are all self-explanatory.

Single Day:

This screen is the creation of a single day calendar, much like the pages of many popular organizers. The user must choose a day, the date, month, and year. There are option buttons to have the day displayed in full hour or half hour formats. The ADD EVENTS command button allows the user to add one line events to be displayed on the calendar. If this option is not used, the calendar still adds comments in the proper places so that events can be added to the calendar at a later time.

Month:

The user can choose the month and year they wish to generate. This calendar screen also has an option to add a graphics file to a calendar. This does not have to be done, but the results are often visually pleasing. If you want to see an example of the use of graphics

with a monthly calendar, check out the following web site which I maintain:

<http://members.aol.com/uccloth/ucmain.htm>

On the navigational frame, go to the current month to see how I use graphics. Also, feel free to grab any monthly graphic we have used as they are generated as original images each month. If you do use these images, please E-mail us at **GWWWiz@aol.com** so we can see your calendars!

The user now also has the option to import saved calendar files. These files contain the information garnered from previously created calendars. This information contains the colors, events, titles, and graphics. These backup files are named with a .cdk extension by default.

There is now the option to add link information. This gives the ability to add a back button or link to the previous web page. This also allows the user to enter information for the person responsible for the information on this calendar. In Version 4.0, the user now has the ability to add and save recurring events. To do this, go to the Add Events option, and then Add Recurring Events. Then, add the events you wish to use as recurring events and hit Apply. You can also save the recurring events to a file and import them again later for use in different calendars. If you have more recurring events than you can enter, create, apply, and save one file and then do the same for other events. This will allow an unlimited number of recurring events to be posted. When you import calendar data, you will also have the option to import recurring events. Keep in mind that if you have recurring events already present in a calendar, there is no need to repost them as they will show up as duplicates. If you do make a mistake and get duplicates, simply close the file, reopen the backup, and click No to the option of importing and applying the recurring events for that month.

A word about graphics...

We get the best results using .JPG files for large, detailed graphic images on my calendars. Although they look very detailed, keep in mind that using too detailed an image slows down load time across the web. .GIF files can also be used for these graphics, but the images are not nearly as detailed as .GIF files can only display 256 colors whereas .JPG and .PNG files display 16 million colors, so play around with it and see the difference in the speed. Another fact that will shorten load time is to be able to declare the size of the image within the tag. There are two wonderful programs out there to assist you in this. For graphic conversion and creation, we use PaintShop Pro from <http://www.jasc.com>. For HTML document editing and creation (other than calendars of course!), we use HomeSite from <http://www.allaire.com>. We have used them all and in our opinion (humble as it may be), there is nothing out there to top HomeSite. Please patronize these fine folks also.

Add Color Screen (Month):

This screen allows the user to choose one or multiple days to add color. The user can choose to add color to the font, the background color of the cell (day), or to both. There is also a preview screen of the color combination the user has chosen. Using the preview, only one day may be selected at a time to preview. The user will choose the day or days they wish to color, choose the color, and then press the Add Font Color or Add BkGrnd Color buttons. This changes the Hex value of the color on the calendar for the selected day or days. Resetting the values (one button for fonts, one for background) will reset ALL the fonts or backgrounds to either black (fonts) or white (background). If you wish to correct only a few days or a single day without changing some other selections, go back and pick the day or days you wish to change. This prevents having to make additional changes you are already happy with. Keep in mind that

Some users will be viewing your page using either a 16 color or 256 color screen. Preview your page at these resolutions before posting it so that it does not look grotesque. GWWWiz also offers a program called Color Converter which allows exact web page color matching. This is available at <http://members.aol.com/GWWWiz/wiz.htm>.

Quarter Year:

This screen gives the user the option of selecting either a single quarter, or to select multiple quarters of an annum to generate HTML code. This is a great feature for class schedules or for short term projects so that their progress can

be accessed via the WWW.

Year:

This is a screen which generates the calendar for a full given year. 'Nuf said..

Fiscal Year:

This generates the calendar for a fiscal year, beginning with the last quarter of the specified year and ending with the first three quarters of the next year. Great for keeping up with those budgets and milestones!

Suggestions:

Some of the uses for this program is the ability to anchor monthly calendars from annual calendars and daily calendars from either yearly or monthly calendars. For the following example, we will use the pseudo files:

Daily file - day1.htm

Second daily file - day2.htm

Monthly file - march.htm

Yearly file - year.htm

First we dig into the yearly calendar:

At the line `<th>March</th>`

We anchor the month like:

```
<th><font size=5> <A HREF="march.htm">March</A> </font></th>
```

Now when the viewer clicks on the March on the annual calendar, he is taken to the March monthly calendar.

To set up a daily link from the annual calendar, start with this code:

```
Su Mo Tu We Th Fr Sa
```

```
      1  2  3
4  5  6  7  8  9 10
```

Now let's link a day or two...

```
Su Mo Tu We Th Fr Sa
```

```
      <A HREF=day1.htm">1</A> <A HREF="day2.htm"> 2</A>  3
4  5  6  7  8  9 10
```

Now the viewer can click on day 1 or 2 and go to the HTML schedule page for that day. Neat, huh?!

The same methodology is used for Monthly calendar code as follows:

Start with

```
<TD><P Align = "RIGHT"><B>&nbsp;1</B></P></TD>
```

```
<TD><P Align = "RIGHT"><B>&nbsp;2</B></P></TD>
```

```
<TD><P Align = "RIGHT"><B>&nbsp;3</B></P></TD>
```

this snippet of code. Now to link the days:

```
<TD><P Align = "RIGHT"><B>&nbsp;<A HREF="day1.htm">1</A> </B></P></TD>
```

```
<TD><P Align = "RIGHT"><B>&nbsp;<A HREF="day2.htm">2</A> </B></P></TD>
```

```
<TD><P Align = "RIGHT"><B>&nbsp;3</B></P></TD>
```

and that is all there is to it!

One final suggestion...it is always a very good idea to save all your web files (.htm, .html, .gif, .jpg, .png) out as all lowercase letters. Windows NT servers and Macintosh servers do not seem to have a great problem with handling case distinctions and often ignore them, but UNIX boxes are a whole different story!

Once again, thank you for purchasing Cheap Date. We thank you, our family thanks you, and our creditors thank you! We would love to see your creations and hear your ideas and experiences so please make us a part of your E-mail family.

Check out our other products and future plans at <http://members.aol.com/GWWWiz/wiz.htm>

Have fun!