

**CheckWrite Introduction**

**Commands**

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## **Options menu**

The options menu allows you to select which options are to be enabled or disabled. For further information select one of the following:

[Update Checkbook](#)

[Print Check](#)

[Disburse](#)

## **Update Checkbook**

When this option is enabled the checkbook register will be updated to reflect any checks that were either written or voided. This requires the Checkbook software to be running.

**Print Check**

When this option is enabled the checks are printed when they are written. This requires the CheckPrint software to be running.

**Disburse Check**

This enables the ability to disburse checks to the Disburse program. When enabled, each bill that is paid is also sent to the Disburse program.

## Documentation for Checkbook

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This is the documentation for the Check Writing software. Please select one of the following sub-topics for additional information:

[Overview of the software](#)

[Additional Software](#)

[Help Strategy](#)

[Revision History](#)

### **Dedications:**

**Corinne**, who thought I'd invented the software equivalent of a Tinker Toy.

**Ron**, who volunteered to be 'one of the first'.

**David**, who was right in line behind Ron.

In addition to the prescribed methods of contacting me, I may be contacted through a Bulletin Board known as **Companion and Friends** 1-714-521-9598, my account number there is 282.

## **Overview of CheckWrite software**

The CheckWrite software allows the user to write 'hand checks' updating the Checkbook and printing the check using CheckPrint. Hand checks are any checks which are not generated by the BillManager. The CheckWrite software makes extensive use of DDE (Dynamic Data Exchange) to obtain information regarding the check from cooperating software. A brief description of this software is described under the heading of Additional Software.

## **Additional Software**

The Checkprint program represents only a piece of a much larger software product. Additional programs are available which intercommunicate with the checkprint program. For additional information select one of the following:

[CheckBook](#)  
[CheckPrint](#)  
[BillManager](#)  
[Disburse](#)



## Help Strategy

Throughout the checkbook program every attempt has been made to document each and every field which the user can either view or modify. Often times, this appears to be overkill, but it is done in keeping with the general design concept of the help system.



**Contextual Help** is available from anywhere within the program. By pressing SHIFT+F1 or by selecting the Help Context command Contextual Help mode is enabled. A context Cursor is displayed to indicate that you are in Context Help mode, additionally, the Caption Bar is changed to reflect this information. While in Context Help you may position the cursor on any field and click the left button for detailed information regarding that field. You may also click on the Caption Bar for general information about the specific window that the Caption is for.

## Revision History

<u>Version 1.0</u>	Initial Release, March 19, 1991
<u>Version 2.0</u>	Released April 4, 1991
<u>Version 2.1</u>	Released April 12, 1991
<u>Version 3.0</u>	Beta Release for <b>Disburse</b> May 8, 1991
<u>Version 3.1</u>	Released June 5, 1991

## **Checkbook**

The Checkbook software assists in the management of a checking account. It allows you to enter Credits and Debits, and to get an updated running Balance as well as a monthly Statement Balance. This program works in conjunction with the CheckWrite and BillManager.

## **CheckPrint**

The CheckPrint software allows the user to print checks on a variety of printers. Currently, I am using an Hewlett Packard LaserJet IIP to print my checks on. this software works in conjunction with the BillManager and CheckWrite software.

## **CheckWrite**

The CheckWrite software allows the user to write 'hand checks' updating the Checkbook and printing the check using CheckPrint. Hand checks are any checks which are not generated by the BillManager.

## **BillManager**

BillManager is a software product which keeps track of all of your regular bills in a cardfile type fashion. You may select a bill to pay, or have the software prompt you when a bill is due. It will cause the updating of the Checkbook and print the check using the CheckPrint products.

## **Disburse**

The Disburse program allows you to disburse a single payment into several different categories. This would, for instance, allow you to categorize a credit card bill based upon the types of purchases.

### **Note**

Currently, Disburse allows you to only disburse debits, either from the Checkbook, BillManager, or CheckWrite software. In later version it will allow for the disbursement of credits.

**Version 1.0, March 19, 1991**

This is the first release of the software. Although extensively tested, it is the first release. I've been using it for about 2 months without any problem, so it is basically stable. While I do anticipate revisions to the software, it appears to be complete. If you have any suggestions for changes, enhancements, or if you find any problems you may contact me at the address or phone number specified in the Software Registration HELPID\_DIALOG\_REGISTER form.



**Version 2.0, April 4, 1991**

- I've changed the DDE interface a bit. Now, if/when the checkbook or checkprint program goes away, you are notified.

**Version 2.1, April 12, 1991**

- I've tightened up the program security a bit. Maybe this will make it less prone to being crock'd.

### **Version 3.0 (Beta), May 8, 1991**

- I've added code to support **DISBURSE**, the bill disbursal program. Complete docs are forthcoming.
- Correct a problem with the way DDE is shut down.

**Version 3.1 , June 5, 1991**

- HELP Documentation for the interface to Disburse has been added.

## **Check Data**

This dialog is intended to allow the user to specify information about the check to be printed.

### **Edits**

Number

Date

Pay To

Memo

Amount

Control

### **Actions**

Print Check

Void Check

Exit

### **Information**

Last Check Number

Balance

**Check Number**

This is the number of the check.

**Date**

This is the date of the transaction.

**Payee**

This is whom the check is to be made out to.



**Memo**

This is the memo for the transaction.

**Amount**

This is the amount of the transaction.

**Control**

This is the control that is used by various tax programs.

**Print**

Causes the check to be printed and the checkbook register to be updated.

**Void**

Causes the checkbook register to be updated to reflect that the check has been voided

**Exit**

Terminate the CheckWrite program.

**Last Check Number**

This is the last check number that was used. It is provided by the Checkbook software.

**Last Balance**

This is the current checkbook balance. It is provided by the Checkbook software.



## **Dialog:Software Registration Form**

Completing this form and mailing it to the directed address, along with the amount of money specified allows you continuing use of this software package.

For more details select one of the following fields:

Package Name

Package Price

Mail From

Name

Address

City

State

Zip

Phone

Media

3 1/2 Disk

5 1/4 Disk

Add to Mailing List

Obtained From

BBS

Friend

Vendor

Show

Name

Phone

Action

Print

**Text:Package**

This is the name of the software package that you are registering for.

**Text:Price**

This is the price of the software package. In U.S. Dollars, this may be either in the form of a check or money order made payable to the name contained in the 'Mail To' box.

**Edit:Name**

This is your name, or the name of the company who wishes to register the software.

**Edit:Address**

This is your address or the address of your company.

**+Edit:City**

This is the city in which you or your company is located.

**Edit:State**

This is the state in which you or your company is located. This is also where the Country is specified for non-US states.

**Edit:Zip**

This is your ZIP code (Zoning Improvement Plan - for those trivia buffs).



**Edit:Phone**

This is your phone number, including area code and country code if you are outside the United States.

**Button: 3 1/2 Disk**

This button is used to indicate that you want software shipped on 3 1/2 inch disks.

**Button: 5 1/4 Disk**

This button is used to indicate that you want software shipped on 5 1/4 inch disks.

**Toggle:** **Add to Mailing List**

Check this box if you want to be added to the mailing list. This is how you find out about new versions of software as well as other additional products.

**Button: BBS**

This button is used to indicate that you obtained this software from a BBS (Bulletin Board System). Although not required for registration, this information will be helpful in completing this form.

**Button: Friend**

This button is used to indicate that you obtained this software from a friend. Although not required for registration, this information will be helpful in completing this form.

**Button: Vendor**

This button is used to indicate that you obtained this software from a vendor. Although not required for registration, this information will be helpful in completing this form.

**Button: Show**

This button is used to indicate that you obtained this software from a show. Although not required for registration, this information will be helpful in completing this form.



**Edit:Name**

This is the name of the BBS, Friend, Vendor, or Show that you obtained this software from. Although not required for registration, this information will be helpful in completing this form.

**Edit:Phone**

This is the phone number of the BBS, Friend, Vendor, or Show that you obtained your software from. Although not required for registration, this information will be helpful in completing this form.

**Action:Print**

This action button is selected after you have completed the registration form. It will print the form on your printer. If you don't have a printer, then write the information on paper and send it along with your remittance.

**Menu: Help**

The Help menu includes commands that enable you to obtain help regarding various features of the checkbook.

For more information, select the Help menu command name.

Context

Overview

Index

Using Checkbook

About

## Help:Context Toggle

Selecting this item has the effect of toggling contextual help on and off. When Contextual help is on the Context Help Cursor is displayed. When it is off the normal cursor for the field is displayed. By positioning the cursor and clicking the left mouse button you can receive detailed information regarding the particular item.

## **Help:Overview Command**

Presents an overview of the CheckWrite program.

**Help:Index Command**

Presents a Help index for the CheckWrite program.

## **Help:Using Help Command**

Provides the user with information on how to use the help system.



## Help:**About** Command

Displays the About dialog box.

**Dialog:About**

This dialog box presents general information to the user regarding the software being run.  
For further information select one of the following commands:

**Actions:**

OK

**Action:OK**

Select this action button once you have reviewed the About dialog box to remove it and return to the application.

This is the *date* field, the Month and Day will be placed here.

This is the *year* field, the Year will be placed here.

This is the *payee* field, this is where the Pay to the Order goes.

This is the printed amount of the check. An example is 15.23

This is the written amount of the check. An example is **Fifteen and 23 cents**



This is where the memo is written on the check.



This is the cursor that is displayed when context sensitive help is enabled.