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THE HELP BEE

The Help Bee, located throughout the program, is your guide to **Garden Companion.** There are two ways to use the Help Bee. Click on the Help Bee and you will see the Help File Table of Contents; from there you can select your field of interest.

The other way to use the Help Bee is to click on it and hold your mouse button down; then drag the Bee to the place on the screen where you have a question. Release the mouse button, and the Bee will access the Help File on that subject. For example, if you are in the Plant Encyclopedia and you would like to know more about the Hummingbird icon, simply click on the Help Bee and hold the mouse button down. Move the mouse to the Hummingbird icon, then release the mouse button. **Garden Companion** will take you to the Help File on ICONS.

WELCOME SCREEN

Whenever you open **Garden Companion,** the Welcome Screen will be the first screen you see. Next up will be the choice of creating your own gardens, the list of preplanned gardens and the gardens you have already added to the program. Select the garden you wish to work on or begin a new garden.

The preplanned gardens come with a selection of plants that will be suitable to grow in the type of garden named, such as Butterfly, Colonial Herb, Rock or Shade. You can plant these gardens as they are in the program, or you can modify them for your own garden. These are suggested plants that are commonly grown in these kinds of gardens; compare your own garden's growing conditions with the growing requirements of the selected plants to find which ones best suit your garden.

CREATE A NEW GARDEN

To design your own garden, click the mouse once on Create A New Garden. Type the name of your new garden in the box, e.g., "Jane's Garden."   Click Accept New Name, and the Main Menu screen will appear; you are on your way to planning your new garden.

From the Main Menu screen, you can begin searching for plants to put in your garden by opening up the Plant Encyclopedia, by leafing through the Photo Gallery, by creating a Site Plan or by going to Plant Type. In order to create a schedule of garden maintenance, you must first select plants to add to your garden and fill in the Site Plan information. If Salt Tolerance is not a factor in your area, you may wish to leave Salt Tolerance blank in the Site Plan, as this limits your plant choices.

With **Garden Companion,** you can create numerous gardens for your piece of property, depending on different factors. For instance, your backyard may be shady, while your front yard is in full sun. You can create two separate gardens with this program to accomodate these differing conditions.

MAIN MENU SCREEN

The Main Menu screen includes the name of your newly created garden in the center, surrounded by the <u>Plant Encyclopedia</u>, <u>Photo Gallery</u>, <u>Site Plan</u>, <u>Plant Type</u> and Exit Gardening. Click on one of these buttons to access the different sections of the program.

The Main Menu screen is your home base, with Your Garden at the hub. (Remember that you can create multiple gardens with the program; whatever garden you have opened will be at the center of the Main Menu screen.) The Plant Encyclopedia, Photo Gallery, Site Plan and Plant Type are all ways to add plants to Your Garden. Select any of these paths to add plants to your garden; however, the Site Plan must be filled in before you can go into your garden to create a schedule of gardening tasks.

PLANT ENCYCLOPEDIA

The encyclopedia includes over 1,000 plants with cultivation and propagation information and a photograph for each plant. To peruse the plants in the Plant Encyclopedia by alphabetical order, click the backward and forward arrows. You can also search for plants by clicking on one of these fields. For more information see the section on <u>Searching.</u>

Each plant contains:

Plant Photograph
This photo can be enlarged to see the plant in more detail. There are two ways to do so. You can either double click on the picture itself, or click once on the enlarger button to the left of the scientific name. Loading the enlarged photo from the CD can take a few seconds, depending on the speed of your CD-ROM drive and your video display card. To return to the Plant Encyclopedia screen, simply click anywhere on the plant picture or press any key.

Pronunciation of Scientific Name
To hear the pronunciation of the scientific name, click on the musical note to the right of the scientific name. You can repeat this as often as you like, to learn the botanical name.

Scientific name
This will be the most up-to-date genus and species name for the plant.

Common name
If a plant has more than one common name, these will be included.

Group
Each plant is categorized by the type of plant it is: Annual, Biennial, Bulb, Cacti and Succulents, Deciduous Shrub, Deciduous Tree, Deciduous Vine, Evergreen Shrub, Evergreen Tree, Evergreen Vine, Fern, Grasses, Herbs, Perennial or Vegetable.

Uses
This includes the main uses for each plant. Choose from Aquatic, Border, Bog, Climbing, Container, Culinary, Cutting Bed, Dried, Edging, Erosion, Foliage, Fragrance, Fruit, Greenhouse, Groundcover, Hanging Basket, Hedge, Indoors, Medicinal, Mixed Bed, Naturalizer, Ornamental, Pest Control, Privacy, Rock Garden, Shade, Wildflower/Meadow and Windowbox.

Profusion
This characterizes each plant's blooming habit, if the plant flowers -- profuse, medium and sparse.

Propagation
This is information on the method of propagation used for each plant; if it can be propagated by seed, germination time will be included.

Zone
This indicates the most common zones each plant can be grown in. However, this is not to say that if you live in Zone 5, you cannot try to grow a plant that is hardy to zone 6.

Habit
This indicates how a plant grows -- Arching, Bushy, Climbing, Clump, Compact, Conical, Creeping, Drooping, Floating, Mounded, Pyramidal, Round, Spreading, Submerged or Upright.

Bloom
If a plant flowers, this field will indicate which season and the color of the blooms.

Fertility
To help you determine your soil needs, each plant will indicate whether it needs poor, average, moderately rich or rich soil in order to perform at its best.

Soil
Along with fertility, each plant needs a certain level of drainage and acidity; as well, some plants have a higher level of salt tolerance than others. Acidity: Alkaline, Neutral, Acid; Drainage: Aquatic, Bog, Moist, Well-drained, Dry; Salt Tolerance: Low, Medium, High.

SEARCHING IN THE PLANT ENCYCLOPEDIA

If you have filled in a Site Plan, the Plant Encyclopedia will display the plants that match your Site Plan specifications. If you do not want to limit your search to your zone, click on the Search button on the Menu Bar and click on the Erase button. Then you can search among the entire Plant Encyclopedia by clicking on the Do Search button.

To search for a plant from the Plant Encyclopedia screen, click on the field you wish to search by:

> common or botanical name
> group
> uses
> zone
> profusion
> propagation
> habit
> blooms--color and season
> fertility of soil and salt tolerance
> soil drainage
> comments
> height and space required

Click the mouse once on the topic. For all the topics, except Height and Space Required, click on the word. To select a plant by its height or width, click on the measurement scale outlining the photograph of the plant. Then mark the choices that are appropriate. When you are selecting the zone, click the word "Zone" and type in the number of your zone. If you do not know your zone, click on the zone map, then click on the area of the country where you live. **Garden Companion** will input the correct zone number.

You may also select plants by botanical or common names. Click the appropriate field, then type in all or part of the plant's name.

When searching by other topics, such as Uses, Profusion, Propagation, etc., a box will appear listing all the criteria you must consider when choosing the types of plants you would like in your garden. Perhaps you would like a plant that blooms in the spring and summer and blooms in a variety of colors. Click on Blooms. First click on Uncheck; check Spring and Summer and Various Colors, then click Save. You can then search for plants by clicking on the Do Search button in the Search Items box. Once you have done this initial search, you can add other criteria to search for.

As you choose what you want to search for, the Search Items box will keep track of your current search criteria. Click on the Search button on the Menu Bar to view all your search specifications. When you are ready for **Garden Companion** to search for plants that match the criteria you have checked, click the Do Search binoculars. Click Cancel to return to the Plant Encyclopedia and Erase to clear all your search criteria. Once **Garden Companion** has completed its search, a box will appear notifying you of the number of plants found that fit the criteria. Click OK. The first plant in alphabetical order will appear on the screen.

To advance to the next plant, click on the forward arrow on the Menu Bar. If you would like to add one of the plants to your garden, click Plant It from the command bar. It will automatically be planted into the garden. If you wish to remove that plant from your garden, click Pull It. To view a list of these plants, click Selections. A list of all the plants found for your garden will appear. Scroll down the list and click on the name of another plant to view its encyclopedia entry.

Repeat this process with every garden you create.

ICONS

Icons included on each encyclopedia listing display useful information. If an icon is highlighted, you can click on it to find out more about that individual plant's characteristics.

GRASSHOPPER: A green grasshopper at the bottom of the screen lets you know the plant is prone to a pest or disease; click on the grasshopper for a list of diseases and pests.

HUMMINGBIRD: If the plant attracts bees, birds, butterflies or other wildlife, a hummingbird appears highlighted on the screen. Click the hummingbird for a list of all the wildlife attracted by the plant.

SEASON WHEEL: A season wheel is displayed on each encyclopedia entry showing which season the plant blooms. The darkly colored season or seasons on the wheel marks the blooming seasons.

CORNUCOPIA: This indicates that the plant has edible portions. **If the cornucopia has an X over it, this means the plant is poisonous.**

PHOTO GALLERY

The Photo Gallery allows you to view photographs of all the plants by group. When you click on the Photo Gallery button, you will automatically jump into the Perennial group.To select another group of plants, click Group from the command Bar and a screen displaying all the plant groups will appear. Click on the group, such as Annuals, from the Group screen.

To view the photographs, click the backward and forward arrows. If you would like to see the encyclopedia data on a plant, click the plant's photograph, then click Encyc from the Menu Bar. To return to the Photo Gallery, click Back. To select the plant for your garden, click the photograph, then click Plant It. Follow the same procedure to pull the plant by clicking Pull It. For an entire list of the plants in that group, click Selections.

The Menu Bar in the Photo Gallery includes:

Backward Arrow: Returns to the previous page of photographs in that group of plants.

Plant It: Click on a photo and then click on this button to choose that plant for your garden.

Pull It: If the plant you click on has already been added to your garden, the Plant It button changes to Pull It; click on this if you wish to remove this plant from your garden.

Encyc: Click on a plant photo, then click on this for the Plant Encyclopedia entry.

Selections: This displays a list of all the plants in that plant group. This is also another way to peruse this group of plants in the Photo Gallery. Simply scroll through the list and click on the name of the plant you wish to view. **Garden Companion** will jump to that plant in the Photo Gallery. You can then advance or go backwards in that group by clicking on the arrows on the Menu Bar.

Group: Select this button to choose another group of plant photographs you would like to view.

Help Bee: To access the help files, click on the Help Bee.

Menu: Return to the Main Menu screen.

Forward Arrow: Advance to the next plant in the Plant Encyclopedia.

PLANT ENCYCLOPEDIA MENU BAR

The menu bar on the bottom of the Encyclopedia screen includes these buttons:

Backward Arrow: Allows you to go to the previous plant in the Plant Encyclopedia.

Plant It: Click on this to choose the currently displayed plant for your garden.

Pull It: If the plant you are looking at has been added to your garden, the Plant It button changes to Pull It; click on this if you wish to remove this plant from your garden.

My Garden: This is a list of the plants already selected for your garden.

Search: Pick search criteria to find the plants you would like to add to your garden.

Selections: This displays a list of all the plants that match your search criteria. This is also another way to peruse the plants selected based on your search criteria. Simply scroll through the list and click on the name of the plant you wish to read about. **Garden Companion** will jump to that plant's entry in the Plant Encyclopedia. You can then advance or go backwards from that plant by clicking on the arrows on the Menu Bar.

Help Bee: To access the help files, click on the Help Bee. Or, drag it to the area of interest, such as Bloom, and release the Bee.

Back: Return to the previous screen.

Forward Arrow: Advance to the next plant in the Plant Encyclopedia.

SITE PLAN

Another way to select plants is based on a Site Plan, where a profile of your garden's growing conditions can be created. As well, a completed Site Plan is necessary in order to create a schedule of your gardening tasks.

Click Site Plan from your Main Menu. Type in all information regarding your property. Type in your zip code and hit the Enter button; if your zip code is in the database, the first and last frost dates will be entered. Otherwise you will be prompted to choose the zip code closest to your location. Enter your zone or click on the Zone Map button to locate your zone. Select from the pull-down menus to complete the Saltiness, pH, Fertility, Drainage and Light blanks.

Use the Comments section to keep a journal of gardening activities, successes, (and flops), sources of seeds and nursery stock, etc.

When you have filled in all the information about the site, Click Encyc on the Menu Bar if you have not yet selected any plants for your garden, or if you wish to add more to the list of plants you have already chosen. If you already have plants selected, you can now create a schedule of gardening tasks. Do this by clicking on the Main button on the Menu Bar in the Site Plan and then select your garden (in the center of the Main Menu screen). The next screen will be a list of the plants you have selected for your garden. Click on the Schedule button on the Menu Bar; next click on Make on the Scheduler Menu Bar. This will create a year-round maintenance and planting calendar. Creating your Care Calendar may take a few minutes or longer, depending on the number of plants you have selected for your garden, as well as the speed of your computer. But just think how long it would take you to do it by hand! You can print out your schedule for convenience.

PLANT TYPE

There may be a certain plant that thrives in your yard. If you would like to find others that require similar growing conditions, click Plant Type from the Main Menu. Mark whether you would like the plants displayed by botanical or common name. Input your zone. Next, select the name of the plant from the pull-down menu by clicking the down arrow. Click Encyc. If you chose the Firecracker Flower, for instance, a screen will appear that says Plants Like "Firecracker Flower." To view them one by one in alphabetical order, click the forward or backward arrow. For a list, click Selections.

YOUR GARDEN

Every garden you create is automatically saved by **Garden Companion,** to be viewed whenever you wish. Simply open the program and select the name of the garden you wish to view from the list of gardens. Click on the garden's name in the center of the Main Menu, and a list of the plants selected for that garden will appear.

The menu bar includes:

Encyclopedia: The encyclopedia listings of the plants chosen for your garden.

Pull It: This allows you to remove a plant from your garden.

Schedule: Your monthly Care Calendar of what to do in your garden.

Gardens: A list of the other gardens already created.

Print: Click on this button when you want to print out a list of the plants selected for your garden. The list will be in alphabetical order by either scientific or common name, depending on the display you have chosen.

Help Bee: To access help.

Main: To return to the Main Screen.

You can also view your list of selected plants from the Plant Encyclopedia by clicking on the My Garden button on the Menu Bar.

You may remove a plant by clicking Pull It from the command bar. Return to the Plant Encyclopedia and search for more plants by clicking Plants. To view your monthly gardening upkeep schedule, click Schedule. To select another garden you would like to view, select Gardens. A list of all the gardens available will appear. You may rename a garden by selecting Change Garden. To create a new garden, click New Garden. To delete a garden, highlight the name on the list by clicking once, then click Erase Garden.

PREPLANNED GARDENS

Garden Companion comes with a selection of pre-selected gardens you can use as is or adapt to your specific gardening area. To view the gardens, click on the name from the Introductory screen. If you are in a garden you have created and would like to view one of the preplanned gardens, click on the Gardens button on the Menu Bar. This will provide you with a list of all the gardens in the program, including others that you may have created. Scroll down the list and click on the name of the garden you would like to view. Click on Open from the Menu Bar. The gardens included with **Garden Companion** are Butterfly, Colonial Herb, Container, English Country, Formal, Japanese, Rock, Shade, Small Town and Traditional.

The Main Menu screen for the garden you choose will contain the same options as when you create your own garden: Photo Gallery, Plant Type, Plant Encyclopedia, Site Plan, the name of the garden you have chosen and Exit Gardening. You can access the plants in the same manner, by clicking on one of these buttons.

The menu bar contains:

Open: Open an existing garden.

New: Create a new garden.

Remove: Delete a garden from the program.

Help Bee: To access the Help Files.

Back: To go back to the previous screen.

IMPORTING GARDENS AND PLANT LISTS

Garden Companion comes with a list of preplanned gardens to use as is or to modify for your location. An additional sampling of preplanned gardens is accessible through the Import feature. Using this feature, you can also import plant databases or preplanned gardens as they become available from **Lifestyle Software Group** in the future or from other gardening software publishers.

To do this, open up an existing garden or create a new one and name it. Then click on the name of the garden in the center of the Main Screen. Click on the Gardens button on the bottom Menu Bar. This will display a list of all the gardens currently in **Garden Companion.** To import other gardens, click on the Import button on the Menu Bar. Select FILE from the top of the screen, then select IMPORT NEW GARDENS from the menu. A dialog box will display the files available to import, in this case XTRAGARD.MDB, which is a list of additional preplanned gardens. Select XTRAGARD.MDB and then say OK. The list of preplanned gardens will appear next.

You can select one garden at a time to import; highlight the name of the garden and then click on ADD ITEMS. Or select all of the gardens by clicking on SELECT ALL and then ADD ITEMS. Once you have imported the gardens you wish to view, click on BACK on the bottom Menu Bar. The complete list of preplanned gardens, including the ones you have imported, will be displayed. Choose one to open; the plants included in that garden will appear in a list. View the Encyclopedia entry for the plants by highlighting one of the plants and then selecting Encyc on the bottom Menu Bar.

SCHEDULER INFORMATION

Once you have selected plants and created a Site Plan, **Garden Companion** will create a monthly scheduler for your year-round maintenance and planting needs. Some plant groups have different sowing and transplanting requirements; these variances are noted below. For all groups, fertilizing and pruning in the Scheduler refers to already-established plants.

The Scheduler menu bar includes:

Make: This will create a monthly calendar of maintenance for your garden.

Print: Print out your maintenance calendar.

Help Bee: Access the Help Files.

Back: Return to the previous screen.

ANNUALS
Plant in: sow seeds indoors, to be transplanted outdoors.
Plant out: sow seeds directly in your prepared bed.
Transplant time: put seedlings or nursery stock in your prepared bed.
Propagate by seeds: sow seeds in your prepared bed.

BIENNIALS
Plant in: sow seeds indoors, to be transplanted outdoors.
Plant out: sow seeds directly in your prepared bed.
Transplant time: put seedlings or nursery stock in your prepared bed.
Propagate by seeds: sow seeds in your prepared bed.

PERENNIALS
Plant in: sow seeds indoors, to be transplanted outdoors.
Plant out: sow seeds directly in your prepared bed.
Transplant time: put seedlings or nursery stock in your prepared bed.
Propagate by seeds: sow seeds in your prepared bed.

VEGETABLES
Plant in: sow seeds indoors, to be transplanted outdoors.
Plant out: sow seeds directly in your prepared bed.
Transplant time: put seedlings or nursery stock in your prepared bed.
Propagate by seeds: sow seeds in your prepared bed.

BULBS
Plant in: for forcing bulbs or for houseplant/indoor enjoyment.
Plant out: plant bulbs, corm, etc. directly in your prepared bed.
Transplant time: put nursery stock or forced and potted plants in your prepared bed.
Propagate by seeds: plant bulbs, corm, etc. directly in your prepared bed.

HERBS
Plant in: sow seeds indoors, to be transplanted outdoors.
Plant out: sow seeds directly in your prepared bed.
Transplant time: put seedlings or nursery stock in your prepared bed.
Propagate by seeds: sow seeds in your prepared bed.

CACTI AND SUCCULENTS

Plant in: sow indoors for outdoors; also sowing for houseplants
Plant out: sow seeds directly in your prepared bed.
Transplant time: put seedlings or nursery stock in your prepared bed.
Propagate by seeds: sow seeds directly in your prepared bed.

DECIDUOUS, EVERGREEN SHRUBS AND TREES
Plant out: sow seeds directly in your prepared bed.
Transplant time: put nursery stock into your prepared bed.
Propagate by seeds: sow seeds directly in your prepared bed.
Shrubs and trees are normally propagated by cutting, grafting, budding and layering.   To
sow seeds indoors, start 2 to 3 months ahead of the time to propagate them outdoors.
Some seeds may need stratification (chilling); this will be noted in the Comments section.

DECIDUOUS, EVERGREEN VINES
Plant in: sow seeds indoors, to be transplanted outdoors.
Plant out: sow seeds directly in your prepared bed.
Transplant time: put seedlings or nursery stock in your prepared bed.
Propagate by seeds: sow seeds directly in your prepared bed.

FERNS
Ferns will have no plant in / plant out time. If a fern can be propagated by spores, this will
be mentioned under Propagation by Seed.
Transplant time: put nursery stock in your prepared bed.

GRASSES
Plant in: sow seeds indoors, to be transplanted outdoors.
Plant out: sow seeds directly in your prepared bed.
Transplant time: put seedlings or nursery stock in your prepared bed.
Propagate by seeds: sow seeds in your prepared bed.

ABOUT DEREK FELL

Derek Fell is a garden writer and photographer who specializes in documenting gardens world-wide, with an emphasis on garden design. He lived in England for 25 years, where he worked for Europe's biggest wholesale seed house, Hurst, before moving to the United States in 1964 to become a naturalized American citizen. Mr. Fell worked for six years with Burpee Seeds as catalog manager. For three years he served as executive director of All-American Selections, the national seed trials, and the National Garden Bureau, an information service sponsored by the American Seed Industry. In addition to travelling widely throughout North America, he has documented gardens in Europe, Africa, New Zealand and the Orient.

A frequent contributor to Architectural Digest, The New York Times Sunday Magazine, Beautiful Gardens, Decorating and Remodeling, Woman's Day, and New Choices, Mr. Fell has won more awards from The Garden Writers Association of America than any other garden writer, including several awards for Best Book, Best Garden Photography and Best Garden Articles. He has also worked as a consultant on gardening to the White House during the Ford Administration.

Mr. Fell is a regular on the QVC cable shopping channel, with a show entitled Step-By-Step Gardening; he serves as a consultant to several horticultural companies, including Spring Hill Nurseries and Thompson and Morgan Seedmen. He also serves as executive director of the International Test Garden Society.

Author of 35 garden calendars and garden books, Mr. Fell is the owner of the world's most widely published horticultural picture library.

Mr. Fell lives in Bucks County, Pennsylvania, where he cultivates an extensive garden of flowers, fruits and vegetables at historic Cedaridge Farm. His garden won First Prize in the 1991 Homestyles Landscaping Contest and the Grand Award in the Garden Design Contest sponsored by the Pennsylvania Horticultural Society in 1993.

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