Feature Overview

In-Touch is a very powerful and flexible database system for organizing and managing all your personal information such as names, addresses, phone numbers and calender events.   With a touch of the keyboard or mouse you can
easily find and select records, or search for text and dates, get date reminders, categorize records, and print a wide variety of envelopes, labels, addresses, date books, and calendar labels.

A calendar window provides a view of any month of any year and provides a listing of all events in that month.   You can cut and paste, import and export all
the data with other programs, making it your "master"   database of personal information. The following is a brief overview of the features that are available.

Displays 45 name index page for easy record viewing, selection, and manipulation
Marks, unmarks, deletes, replicates, copies, and pastes multiple records
Displays searched, marked, and calender events records
Sort by any field for viewing and printing
2 names per record with intelligent last name association
3 telephone numbers with modem dialing
3 date fields per record linked to record names
Reminder for future calander events
Assigns records to any of 24 user defined categories
Searches record fields for text, date, or category information
Customized record field names and categorizes per file
Month calendar view and event listing
Calendar drap and drop for copying and moving events
Printer alignment test and adjustment
Prints name listings with totals and check boxes
Prints 13 standard and 10 customize sized envelopes
Prints 80+ standard Avery labels
Prints address and phone list information for 13 popular day runners sizes
Prints date list information for 13 popular day runners
Prints calendar date labels for standard Avery labels
Prints 6 date calendar sizes with date event listing
Import and export capabilities with clipboard options (including Cardfile 4)
Advanced form editing functions with clipboard copy, cut, and paste
Customization of all user preferences