

The Serial Keeper 3.3 Users Guide

What is The Serial Keeper (TSK):

TSK was developed to keep track of a software's serial number and information about that software's developer. At first it only kept basic info about the serial number and developer. In 3.2 (and later) that has changed dramatically! You can now save any kind of information you want.

TSK 3.3 Main Features:

- Information Records List - This list is now the main window for a database. It displays the Entries and a Contact, if one was selected.
- Contacts List - This list displays Contacts that you enter in. When you want to assign a contact to a information entry all you have to do is select that contact using a popup menu in the information window, thus eliminating the need to repeatedly enter that contact's information. Contact information has also been expanded to have unlimited contact methods. You could have 50 email addresses or 20 web site addresses, 10 snail mail addresses or 1000 phone numbers with extensions if you wanted! Plus all the information is displayed in the Information window.
- SerialInfo List - You can store nearly unlimited amount of information on a entry, either software or credit card or a web site's login information.
- Entry Types - You can store any type of information you want and change how it appears in the Serial/Info List and Info Editor.
- Finding - You can search by any type of information or any kind of developer information.
- Password Protection - each database can be protected by a password and each database is encrypted no matter what.

How to Use TSK:

Adding, Editing, and Deleting Information Entries:

In the "Info entry window" you'll find a place for the Title of the entry, a Serial/Info List, a place for notes and a "Contact Info" tab. If you click that tab you'll find information about the Contact selected in the "Contact" pop up menu. In that window will be a spot for Snail Mail addresses, Net addresses (for use for email, web or other), phone numbers, and notes. All of these fields are editable by using the "Contact List" window as described in the next section.

Adding, Editing and Deleteing Information:

- 1: Click the "New Entry..." button in the "Information List" window. You could also choose the "New Entry..." menu item in the "Database Functions" sub menu which is in the Edit Menu or just type in "Command (⌘) and =".
- 2: Choose which Entry Type the entry is. Default is Software Registration.
- 3: Put in the information you want, from the Title to the Info in the Serial/Info List.

Adding Information:

- 1: Click "New Info..." or click an empty area in the Serial/Info List and hold down "Option" and hit "Enter".
- 2: Type in the information relevant for that Entry.

Editing Information:

- 1: Double click a row in the Serial/Info List or select the row and hold down "Option" and hit enter or click "Edit Info..."
- 2: Change the information you want.

Delete Information:

- 1: Select the row you want to delete and click "Delete".

Select Developer:

- 1: Click the "Contact" tab at the top of the window and select a Developer out of the "Contacts" popup menu. You can edit the Contact by clicking the "Edit Contact..." button.
- 2: Click "OK" in the "New Information" window, saving the new Information entry to the file.

Editing Information Entries:

- 1: Double Click the Information entry you want to edit or single click the Information entry and click the "Edit..." button. You may also notice that the "Edit..." button changes to become the "Default" button. When it's default you can just hit return or enter and it'll load that entry.
- 2: Change the information you want to and then click "OK". Refer above for instructions on how to add, edit and delete info from the entry.

NOTE: You can open multiple edit windows by selecting multiple entries in the "Information List".

Displaying information quickly:

You can display an entries information quickly by holding down the "Option" key while selecting an entry. This only works with Mac OS X.

Deleting Information Entries:

- 1: Select the Information entry you want to delete and click the "Delete..." (the "..." may not show up if you have the "Warn before deleting Information Entries" unchecked in the Database Preferences.) If you get a dialog asking if you want to delete that entry, hit "Yes". That's all you need to do, the entry is gone for good.

NOTE: You can delete multiple entries by selecting the entries you want to delete and doing Step 1.

Hiding Entries:

You can hide an entry so that it doesn't show on the Information List. This saves space in the list for entries that are no longer valid, but you don't want to delete.

- 1: Select the entries you want to hide
- 1: Control (or right click) the selected entries and go to "Hide Entries". You can also go to: "Edit --> Database Functions --> Hide Entries".

Unhiding Entries:

- 1: Go to "Edit --> Hidden Entries List".
- 2: Select the entries you want to show and click "Unhide Entry"

Entry Types:

Entry types are great if you want to store different types of information in one file. There are four default types: Software Registration, Hardware Information, Website Passwords, and Credit Card Information. Each have their own fields and designs and all can be changed.

The Entry Type Editor has three controls: Name, Fields' Width in Window, and Field List. Name is the name of the Entry Type. Fields' Width in Window is the width of the control in the Information Editor. The Field List is where all the fields for that Entry Type are stored.

Adding a Type:

- 1: Open the Entry Types List by select "Entry Types..." in the "Edit"

menu.

- 2: Click "New Type..." This brings up the Entry Type Editor.
- 3: Type the name of the Entry Type and the Fields' Width that you want in the Information Editor.
- 4: Click "New Field..." and put in the name of that Field, its Type, its Column Width in the Serial/Info List, and if its a multi-line editfield, put how many lines you want displayed. Then hit "OK" in both editors.

Editing Types:

- 1: Open the Entry Types List and select the Entry Type you want to edit. Double Click it or click "Edit..."
- 2: Change the settings you want and click "OK" after your done to save the changes.

Deleting Types:

- 1: Open the Entry Types List and select the Entry Type you want to delete. Click "Delete..."

NOTE: Deleting a Entry Type affects ALL files and not just the currently loaded file. Deleting a Entry Type while a record still is assigned that Type will NOT display its information. The Information will still be there, but the program wont know where to display it.

Adding, Editing, and Deleting Contact Entries:

The Contact Edit window has 5 fields (Contact Name, Snail Mail, Net Addresses, Phone Numbers, and Notes). Four of them are on a tab panel. To access the Snail Mail, Net Addresses, Phone numbers and Notes fields click the tab titled what you are looking for - e.g.: if you want to enter a snail mail address just click the "Snail Mail" tab and use the "New Address..." or "Edit..." buttons (option - enter will hit "Edit..." for you. The same is true for the "New..." button when there is nothing selected in that list). If you do not want the focus to go to the list when switching tabs, hold down the control key before you hit the tab. Use the same steps to change the other information except for the notes.

Adding a Developer:

- 1: Open the Contact List window by click the "Contacts..." button in

the Information Entries List or use its menu equivalent. You could also use the “Edit Contacts...” button in the Information Entry window.

- 2: Click the “New Contact...” button. This will open a window called the “Contact Edit”. Using the steps you’ve already learned you can enter information about that Contact's snail mail address, net addresses, phone numbers, or notes. To access those fields you click the tab labeled with the info you want to enter.
- 3: Once you're satisfied with the Contact's information hit the “OK” button. The Contact is now saved to that file!

Editing a Developer:

- 1: Open the Contacts List and select a Contact you want to change. Now click the “Edit...” button.
- 2: Change the information you want about that developer and once you're done hit “OK” and it'll get saved.

Delete a Developer:

- 1: Open Contacts List and select a Contact you want to delete, then hit the “Delete...” button (the “...” may not show up if you've set the “Warn before Deleting Developer entries” off). If you get warning hit “Yes”. The Developer is now gone from the file.

A note about changing and deleting Contacts:

When you change or delete a Contact, it'll affect all Information entries that have that Contact assigned to it.

Exporting and Importing Entries

Exporting and importing can help with backups and transferring information between databases. You can export using two formats, but you can only import using one of them.

Exporting and importing via XML

XML is a standard for databases and other data processing applications. The Serial Keeper's XML format is special for it. However, entries are set to standard data types -- string, bool, array. The XML format is completely open -- no encoding -- so you can tweak applications that accept XML and can be setup for different formats.

The Serial Keeper doesn't know any other XML format than its own. This is because different fields are used for different controls.

Exporting Entries (Information or Contact):

- Step 1:** If your exporting information entries, skip to step 2. If your exporting contacts, open the Contact's list (Contacts...)
- Step 2:** Select the entries you want to export
- Step 3:** Go to "File" and "Export Record"
- Step 4:** Once it's done exporting, save the file to where you want.

NOTE: When you export a record, the contact information does not come along with it. So, you will have to export this separately. This may change in the future.

Importing Entries (Information or Contact):

- Step 1:** If your exporting information entries, skip to step 2. If your exporting contacts, open the Contact's list (Contacts...)
- Step 2:** Go to "Import XML" and select the XML file you want to import.

Exporting as Text:

Exporting as Text is a quick way to get information out in a readable format. This is also a way to print if The Serial Keeper can't use your printer for some reason. Exporting as Text also brings along the contact information.

Exporting Entries (Information or Contacts):

- Step 1:** If your exporting information entries, skip to step 2. If your exporting contacts, open the Contact's list (Contacts...)
- Step 2:** Select the entries you want to export
- Step 3:** Go to "Export Record" and select "Export as Text"
- Step 4:** Decide if you want to include the contact info and if you want to export to one file or multiple files.
- Step 5:** Save the file where you want.

Finding Software entries:

So now you have all your information in and weeks later you need a serial number for your favorite game, and you have 500 records. In a hurry? No problem! There are 3 ways you can do this.

One, you could scroll through the list and finally find it, but now you don't want to play that great game.

Better than one, is two, using the Find window you can search for any type of information. Get there by hitting the "Find..." button in the

Informations List or using it's menu equivalent. Once there just type in the Title or any other information and choose what to look under and hit "Find". If it finds a entry, it'll play a sound, if you have TSK set to do so, and it'll select the software entry in the list. Ok, to much work you say?

Then number three is your best bet. Just type in the Title in the Informations List and TSK will select that entry. If the first one that gets selected isn't correct just type some more of the name or wait a few seconds and type the name again keeping the last entry selected. Once you've found your software hit "Edit..." and copy the information you want, by hitting Command (⌘) - C while the information you want is selected in the list

Finding Developers entries:

Oh no! Your favorite game isn't working now that you have the serial number. No problem! Get the Contact's contact info from TSK and let them know. "How?" you ask. It's displayed in the Information Entry Window and in the "Contact Edit" window. Oh wait, you already closed TSK and do not want to find a software entry that has that Contact? No problem! Get in to the Contacts List and hit the "Find" button. Once there type in the name of the Contact, or any other information and select what you want to look under. You can pick from name to address to phone to notes. Hit "Find" when your ready to search and it'll select any Contact it can match. You could also just type in the name of that Contact as with the Informations List, but why would you want to do that? Once you have the entry selected hit the "Edit..." button and get the info you need.

Database Preferences and Program Preferences:

The Serial Keeper has **two** different types of preferences, Database and it's own preferences.

The Database Preferences have settings ranging from entry settings to font settings to security.

The program preferences are for default file opening and default new file names.

Go check the settings out. To get to the Database Preferences go to the "Edit" menu and select the "Database Preferences..." menu item. To get to the Preferences go to the "Edit" menu (in OS X it is in the Application menu) and select the "Preferences..." menu item.

Shareware information:

After several years TSK is now shareware (starting with 3.0) and costs \$10.

I've changed it from freeware to shareware to make back some money I've spent in developing it. I promise to update and improve TSK more often than I have in the past. With your help this will come true, so please register! You can also help by sending your suggestions, comments or bug reports to me. You can register by using the built in eSeller in TSK or by going to the following site:

<http://store.eSellerate.net/byrdsoft/tsk-register>

Contact Information:

Email: Steven Byrd <support@byrdsoft.com>

Chat: **AIM:** ByrdSoft

ICQ: 4705394

MSN: msn@byrdsoft.com

Yahoo: Byrd_Soft

Site: <http://www.byrdsoft.com>

TSK Site: <http://www.byrdsoft.com/products/tsk>

(also available in the "Contact Info" window. Get there by selecting "Contact Info..." in the Help menu while TSK is the front most program and click the links in that window.)