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Overview

Calendar: This monthly calendar displays special events which you can alter or add to. Calendar events can be yearly, monthly, weekly, one day only or defined as a multiple of a week day.

Edit Calendar: this dialog box allows you to change the displayed events.

Help Menu

Contents: Displays the contents of this help file.

Search for Help On: Allows you to search for help on a topic.

Help on Help: Displays the Windows help on help file.

About: Displays copyright and version information.

Registration

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Definition of Shareware

The following definition of Shareware is an excerpt from a file on Shareware provided by the Association of Shareware Professionals, prepared by Paul Mayer, author of GRAB Plus.

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File Menu

Printer Setup: Displays the common Printer Setup dialog box.

Print: Displays the Print Options dialog box.

Exit: Exits the program.

Calendar

This is a monthly calendar which displays special events which you can alter or add to. The Calendar comes with some common holidays and other special events already loaded. Calendar events can be yearly, monthly, weekly, one day only or defined as a multiple of a week day and can be displayed in different colors. To change the calendar events click on the Edit button to display the Edit Calendar window.

NOTE: If there are more than three events that occur on one day then an asterisk will appear next to the day number. To view all the events for that day simply double click on that day on the calendar.

Edit Calendar

This option is used to change the calendar events. The events are displayed in order of Type of event and then by date. To find the event you wish to edit you need to use the scroll bar at the top center of the window. There are three general operations possible with this window. Adding new events, deleting old events and changing current events.

There are five different types of calendar events, these are: Annual, Monthly, Weekly, One Day & Year Only, and Multiple of Weekday. Each type of event requires a different set of data to specify when the event occurs. Data that is not required for a certain type of event is grayed and disabled. The Annual event is used to specify an event such as a holiday that occurs once a year on a certain day of a specified month. The Monthly event is used to specify an event that occurs monthly on a certain day of the month. The Weekly event is used to specify an event that occurs weekly on a specified weekday. The One Day & Year Only event specifies an event which only occurs one time on a certain month, day and year. The Multiple of Weekday event specifies an event that occurs, for example, on the second monday of a certain month.

Changing Current event data:

When changing the current event, first select the type of event, then change the month, day, year, display color, etc., as required. Now change the event text which will be displayed on the calendar. When finished click on the Enter button to complete the operation.

Deleting Current event:

To Delete the currently displayed event from the calendar click on the delete button.

Adding a New event:

When adding a new event, first click on the New button, then select the type of event, after that change the month, year, day, etc., as required. Finally type in the event text which will be displayed on the calendar. When finished click on the Enter button to complete the operation.

Support

Registered users of this program receive free mail or E-mail support for one year. Contact the author at one of the addresses that follow. CompuServe ID 76470,3424 from the Internet this would be 6470.3424@compuserve.com or send a postcard to Tim Carlson, Specific Applications Software, P.O. 6146, Minneapolis, MN 55406-0146.

Print Options

With the Print Options window you select what type of calendar to print. You can print either a graphic month calendar of the current month displayed in the calendar window, or a text year calendar from January to December of the current year selected in the calendar window.

If you check the Print to File check box then the data is sent to a file instead of the printer. After you select Ok, you will then be asked for the file name.

