Contacting the Author

For information on how to contact me, please see the <u>README.TXT</u> file.

Note that you can also stay informed about the latest version of **Logtime** by joining the mailing list. See the topic <u>Obtaining the Latest Version</u> for more information.

Obtaining the Latest Version

You may obtain the latest version of **Logtime**, including any publicly released BETA versions, from my web site. Please check the README.TXT   file for the URL of the web site.

User-contributed and updated ISP configuration files (sometimes referred to as "import files") are also available at the site. You may send your ISP configuration files to me by email. Note that this is not an undertaking that I will make available every ISP configuration file sent me. I reserve the right to decide whether or not to redistribute any file sent to me.

If you wish to be kept informed of the latest versions, you can subscribe to the **Logtime Announcements** mailing list. Information about the list and how to subscribe can be found on the web site.

Copyright and Licence

Please refer to the file `LICENCE.TXT` included in the distribution.

Features

Here is a brief survey of some of **Logtime**'s features.

1. Support for <u>ISPs</u> which

   i.   charge different rates for different periods of the day and different schemes for different days of the week and certain days of the year (such as public holidays).
   ii.   give a block of "free" access time every month or every day.
   iii.   bill monthly at month end, monthly at a specific date in mid-month, weekly.
   iv.   charge a flat fee for each connection.
   v.   impose a minimum charge per call.
   vi.   bill on different blocks of time (eg charge per one minute block, or per hour, etc).

2. Support for users that connect to more than one <u>ISP</u>.

3. Able to track phone as well as <u>ISP</u> costs. **Logtime** is able to simultaneously handle <u>ISPs</u> on a toll-free line and others that are not.

4. Able to <u>automatically detect modem connections</u> and log the call accordingly on Windows 95/98/NT.

5. Support for users that use <u>multiple operating systems</u> (Linux and Windows 95/98/NT) on the same machine to connect to the Internet.

Note that while **Logtime** is designed to give you an idea of the amount of time and cost you have clocked so far, the results supplied by **Logtime** may not agree with those calculated by your <u>ISP</u>. This is to be expected. Differences can arise as a result of many reasons: your <u>ISP</u> may start and stop clocking your login time at a different moment than you did; your <u>ISP</u> may have used a different rounding method to round up connections times that are not on unit/block boundary; etc.

Introduction

Logtime is a utility that assists users in tracking the amount of time they spend and cost they incur while connected to their Internet Service Providers ("ISPs"). It is useful for people who use ISPs that charge according to the amount of time you spend connected to them.

Logtime supports a plethora of charging schemes used by ISPs and phone companies all over the world. It has support for ISPs that charge different rates depending on the period of the day you connect. It handles ISPs that give you a certain amount of "free" connection time each month or day. It also has support for users who connect to more than one ISP.

For users who connect to their ISPs using multiple operating systems on their PCs, the same log and configuration files that are used by **Logtime** for Linux can be used by **Logtime** for Windows 95. Now you can connect in any system you happen to be working in, and not have to worry that you have forgotten to keep track of your connection time.

Getting Started

This section of the online help provides some basic information to get you started on installing, configuring and using **Logtime**.

Installing/Upgrading Logtime

To install or upgrade **Logtime** please read the `README.TXT` file included with the distribution.

How to Start and Stop Logging a Connection

In order for **Logtime** to keep track of your connection time, it must be able to start an internal timer when you connect to your <u>ISP</u> and stop the timer when you disconnect. There are three possible ways you can start and stop the timer.

1. <u>Manually start and stop logging</u>.
2. <u>Modifying your dialer login and logout scripts</u>.
3. <u>Allow **Logtime** to automatically detect modem conditions</u>.

Manual Logging

You can manually start and stop the timer. Take the following steps to start the timer:

1. Start up **Logtime** by clicking the **Logtime** icon.
2. Connect to your ISP using whatever software you use for connecting.
3. When you have successfully logged onto your ISP, select the correct ISP in the drop down list box in the **Manual** group, and press the **Begin** button.
4. Minimize or quit **Logtime** and proceed with your online tasks.

To stop the timer, take the following steps:

1. Disconnect from your ISP.
2. Re-activate **Logtime** if you have minimized it earlier or start up **Logtime** again if you have exited it earlier.
3. Press the **End** button to stop the timer.

You will need to take these steps each time you connect to your ISP. Since these steps are typically quite tedious, you would normally want to use one of the other ways to log your connections, namely, either modifying your Winsock script files to start and stop the timer or allowing **Logtime** to automatically detect your connections.

Using Script Files

If your <u>dialer</u> or <u>Winsock</u> package allows you to use script files to control the login and logout process, you might be able to invoke **Logtime** to start and stop the timer from those script files. This provides a simple and effective way to log your connections without user intervention each time you make a connection.

Not all <u>dialers</u> come with script facility, and even some of those script facilities do not actually allow you to run external programs. For example, even though the Windows 95 <u>Dial-Up Networking</u> program has a script facility (either via an additonal program which you install separately, or as part of the main program if you have a later release of Windows 95), it does not support the running of external programs.

Check up your package's documentation to see if there is a script facility that will allow you to run external programs when a connection is made and terminated. If your package does not have such a facility, check out the section on allowing **Logtime** to <u>automatically detect modem connections and termination of connections</u>, or if you prefer to control the whole process, see the section on <u>manually starting and stopping the timer</u>.

If your dialer has a suitable scripting facility, place a call to **Logtime** in both your login and logout scripts. The script may have different names. For example, the Trumpet Winsock package calls its login script `login.cmd` and its logout script `bye.cmd`. (Note, though, that my information about the Trumpet Winsock package is dated and may be inaccurate).

The login script should contain a line that invokes **Logtime** with the **/b** option. This option starts the timer.

For example, if you are running Trumpet Winsock, the line might read as follows:

    exec c:\\logtime\\logtimew /b

The word "exec" is the script's command to invoke an external program. The exact word (if any) to use would depend on the script facility in your package. Likewise, in the example above, the repetition of the backslashes was necessary since the script facility in that package interprets the backslash in a special way, and double backslashes are needed to denote a single backslash character.

Likewise, your logout script must contain a line that invokes **Logtime** with the /e option, which terminates the timer. For example, if you were running **Logtime** using the Trumpet winsock package, such a line might read as follows:

    exec c:\\logtime\logtimew /e

If you like **Logtime** to display the log for the current period when your connection terminates, you can invoke **Logtime** as follows instead:

    exec c:\\logtime\logtimew /e /l

The above line terminates the timer and shows the log for the current period.

Of course, if you have special options that you need to specify on the command line, you should also include them in the script command line. See the <u>Command Line Options</u> topic for more information.

Automatically Detect Modem Connections

Logtime comes with the facility to automatically detect when your dialer has made a connection and when it has disconnected. If you have have access to multiple ISPs, **Logtime** is able to automatically determine which ISP you have connected to and log the call accordingly.

You can configure **Logtime** to automatically log calls to known ISPs, and then ignore other calls, or prompt you when there are calls to unknown destinations, etc. When you disconnect, you can have **Logtime** display the report of your connections to date.

You can also configure **Logtime** to automatically run in the background each time you start Windows. It will then monitor your connections and take action when there a connection is made. Alternatively, you can also manually invoke **Logtime** and cause it to start monitoring.

To manually cause **Logtime** to start monitoring, start up **Logtime** and press the **Monitor** button on the main dialog window. This will cause **Logtime** to minimize itself and start monitoring connections in the background. In Windows 95, the default behaviour of **Logtime** is to remove itself from the task bar and become a small icon in the system tray. If you do not like that behaviour, and prefer **Logtime** to simply monitor the line as a minimized program, you can change the default from the Monitor options page.

Logtime can also be configured to start the timer at a preset time after the modem makes a connection. This is useful if your login procedure with your ISP takes a certain number of seconds, and you do not want **Logtime** to start the timer too early.

For more information about configuring **Logtime** to monitor the line, please see the section on Monitor Options.

How to Check the Usage Log

From time to time, you will probably want to check the record of your calls to your ISPs to date. You can do this by simply displaying the log, or if you like, you can print a hardcopy of the log on your printer.

Displaying the Log

To display your usage record for the current period:

1. Start up **Logtime** if you have not already done so.
2. Press the **Current** button on the <u>main dialog window</u>.

To display your usage record for another period of the year, or some other year:

1. Start up **Logtime** if you have not already done so.
2. Press the **Previous** button on the <u>main dialog window</u>.
3. When the <u>Enter Date dialog box</u> appears, enter a date within the period you want to display. For example, if your <u>ISP</u> charges on a calendar month basis, and you want to check the log for month of January 1998, you can enter 1 January 1998 or some other date in January 1998.
4. Press the **OK** button.

In both cases, the <u>Usage dialog box</u> for all the ISPs and the Phone company is displayed. If you wish, you can <u>print a hard copy of the results</u> as well.

Printing the Log

To print a hard copy of the usage record for any period:

1. Display the record for that period.
2. Choose the **Print** button from the Usage dialog box.
3. A Print dialog box will appear giving you the opportunity to select your printer or accept the default printer. If you wish to change the printer, do so at this time.
4. Press the **OK** button to print, or **Cancel** to abort the printing.

You can configure certain aspects of how you want the report formatted by clicking the **Options** button on the main dialog box and selecting the Print options page.

How to Maintain the Log File

If you find that the size of the log file, `logtime.log`, is becoming unhealthily large, you can always delete old records in the log file. To remove unwanted old records from the log file, do the following:

1. Start up **Logtime** if you have not already done so.
2. Press the **Delete** button on the <u>main dialog window</u>.
3. The <u>Delete Log Entries dialog box</u> will appear. Enter a date that falls in the period that you wish deleted.
4. Press the **OK** button to remove the entries, or **Cancel** to abort.
5. If you have configured **Logtime** to seek confirmation before deleting any records (default), a dialog box will appear, asking you to confirm that you wish to delete. Press **Yes** to remove the records, or **No** to cancel.

The above steps will delete all records of every <u>ISP</u> that fall within any period which includes the date you entered.

Note that if you are currently timing a call (that is, you started the timer and have still not yet stopped it) and you attempt to delete the current period, **Logtime** will delete all entries for the month except the entries for the current call. This is deliberate and is not a bug. To remove all entries in this case, stop the timer, then delete the period.

How to Use Logtime on Multiple Platforms

For users who connect to their ISPs using multiple operating systems on their PCs, the same log and configuration files that are used by **Logtime** for Linux can be used by the Windows version of **Logtime**. Note that if you are using **Logtime** on multiple platforms, all the different platform versions of **Logtime** should have the same version number.

Do the following if you wish to access your log files from the different operating systems:

1. Install **Logtime** for Windows 95 on a partition that can be accessed (read and write) from Linux.

2. Configure **Logtime** from the Windows platform.

3. Install the Linux version of **Logtime** as instructed in the documentation. You need not configure **Logtime** here since you have already done so for Windows. Then modify your Linux initialisation scripts to mount the partition that has the Windows **Logtime** configuration files, etc, that you installed earlier.

4. On Linux, set the LOGTIMEDIR environment variable in your shell startup script (for example, `/etc/profile` if you use **bash**) to point to the directory where you installed the Windows versions of **Logtime**. In your `/etc/ppp/ip-up` and `/etc/ppp/ip-down` files, be sure to specify that directory using the -D option. This is necessary even though you set the LOGTIMEDIR environment variable because pppd seems to clear the environment table before running the `/etc/ppp/ip-up` and `/etc/ppp/ip-down` shell scripts.

You can now run **Logtime** on either of the three platforms and have all the time/cost clocked to the same log files.

Uninstalling Logtime

Please see the `README.TXT` file for more information about how to uninstall **Logtime**.

How To Configure Logtime

Before you can meaningfully use **Logtime**, you must configure it. There are a large variety of ways in which an <u>ISP</u> can charge your connection time. In order that the program can calculate your login charges correctly, you must provide it with the necessary information about your <u>ISP</u> and phone company.

The easiest way is of course to take your <u>ISP</u> settings from an ISP configuration file (sometimes referred to as an "import file"). This is, of course, provided your <u>ISP</u> is represented in the ISP configuration files supplied with the distribution. You can also check for other user-contributed configuration files from <u>my web site</u>. Please see the topic on <u>Importing and Exporting an ISP Configuration</u>.

Note that even when you import a predefined <u>ISP</u>, you will still need to check the settings imported, and you might still want to configure other aspects of **Logtime** not related to the <u>ISP</u> (such as whether you want **Logtime** to <u>automatically detect modem connections</u> and the like).

To manually configure **Logtime**, press the **Options** button on the main Logtime dialog box. Be sure to have details for how your <u>ISP</u> charges you for the time you remain online since you will need to enter this information in the configuration dialog boxes. Check out the section on <u>Configuring Logtime</u> for further information. You should also check out the topics on <u>Setting Up Different Charges for Different Periods of Day</u> and <u>Setting Up for a Flat Rate Charge for the Whole Day</u> .

Setting Up Different Charges for Different Periods of Day

If your ISP charges different rates for different periods of the day, this section applies to you. If your ISP has a flat rate no matter what hour of the day you log in, please see the topic Setting Up for a Flat Rate Charge for the Whole Day.

1. Click **Options** button on the main dialog box.

2. Go to the ISP options page. Select the ISP you wish to edit and click **Edit**. If you have not defined any ISP, click **New** to create a new ISP definition and enter the name of your ISP in the "Name" field of the ISP General options page .

3. Go to the Frames option page to define the frames needed by your ISP. There is always at least one frame pre-defined for you. If you have never configured your ISP (that is, you just created a new ISP with the **New** button on the ISP options page), there will be a default frame called "Frame0". You should either delete this frame after creating your own frames, or modify it to reflect the correct name and cost. For example, if your ISP charges a certain rate for "Peak" periods and a certain rate for "Non-peak" periods, go to the Frames option page, select "Frame0", click **Edit**, modify the name to "Peak" and change the charge to the amount your ISP charges for Peak periods. After clicking the **Add** button, the frame will be added to the "List of currently defined frames" box. Then click **New** and create a frame for "Non-peak" and enter the rate for that frame there.

4. Next go the the Charges option page. If the bulk of the time in each day belongs to a particular frame, define that frame as the "Default frame" in that dialog box. This will save you time later when defining frames for each day, since you will not need to bother to enter the period covered by the default frame.

5. For each day that has frames other than the default frame, define the period in which those frames occur. For example, if your ISP defines peak periods to occur say, between 8:00am to 6:00pm every week day (Mondays to Fridays), you will need to add a frame specifying those hours to Monday to Friday.

   Move the selection bar to Monday in the Days of week list box, and click the **New** button. That will enable the "Add/Edit frame for the day" group. Select the start time as 8:00:00 and the end time as 18:00:00. Select the "Frame to use" from the drop down list box. For this example, we will assume you called a particular frame "Peak". Select the "Peak" frame from this list box. Click the **Add** button. This adds the "Peak" frame to the "Frames for the day" box. Next, click the **Copy** button. Select the **The currently selected day** button to indicate that you wish to copy the frames defined for Monday. Then check the "Tuesday, "Wednesday", "Thursday" and "Friday" boxes and click **OK**. This copies all the frames defined for Monday to the other days where it is pertinent.

6. Naturally you should also configure the other aspects of the ISP . This topic merely covers the setting up of different charges for different periods of the day. See Configuring Logtime for other aspects of **Logtime** that can be configured.

If your ISP also allows for certain days of the year, such as public holidays, to be excluded from the standard charging scheme of different charges for different periods of the day, you will need to enter those excluded days in the Exceptions option page .

Setting Up for a Flat Rate Charge for the Whole Day

If your ISP charges a flat rate no matter what time you log in, this section applies to you. If your ISP charges different rates for different periods of the day, see the topic on Setting Up Different Charges for Different Periods of Day.

To set up **Logtime** to compute your ISP charges, you will need to take the following steps:

1. Click the **Options** button on the main dialog box.

2. Select the ISP options page. If you already have an entry for your ISP, select that entry and click **Edit**. Otherwise, click **New** and enter your ISP name in the "Name" field of the General ISP options page .

3. Select the Frames options page. If you have not created any frames before, there will be a default pre-defined frame called "Frame0". Select this frame and click the **Edit** button. This will enable the "Add/Edit Frame" group. Change the "Charge for this frame" from zero to the flat charge that your ISP charges for the whole day. If you like, you can also change the name of the frame to anything you like, for example "Default".

4. If there are any other frames already defined for your ISP (other than the one you have just modified), delete them using the **Delete** button after selecting those frames. Since your ISP has a flat charge, you only need one frame.

5. In the Charges options page, ensure that the "Default frame" box lists the frame you have just modified above. Check to make sure that the "Frames for the day" box is empty for every day listed in the "Day of week" dialog box. If there are any entry for any of the days, select it and delete it with the **Delete** button.

6. You should also configure the other options for your ISP . This topic merely covers the setting up of a flat rate for the whole day.   See Configuring Logtime for other aspects of **Logtime** that can be configured.

Saving the Log

To save an ASCII text version of the usage for any period:

1. Display the record for that period.
2. Choose the **Save** button from the Usage dialog box.
3. A Save Usage dialog box will appear giving you the opportunity to specify the filename to save to and whether you wish to save the report for all the ISPs or only one, and whether the phone report is to be saved as well. You can also choose to append the current report to the file specified or create a new file.
4. Press the **OK** button to save, or **Cancel** to abort the save procedure.

Importing and Exporting an ISP Configuration

Logtime comes with several <u>ISP</u> configuration files, which come with pre-configured <u>ISP</u> and Telephone company settings. If any of these configurations match that of the <u>ISP</u> you are using, you can simply import the entire ISP configuration to have a quick starting point for you to configure **Logtime**. You can also check <u>the Logtime web site</u> to see if there are other new ISP configuration files available.

Likewise, if you have a configuration for your <u>ISP</u> or Phone company, and wish to distribute it to your others for their convenience, you can simply export your configuration to a file and hand the file to them. You might also consider <u>sending me</u>. any file you create for the benefit of others

Important Note

Please note the following when using the ISP configuration files, whether they were supplied with **Logtime** or downloaded from my web site:

1. Since <u>ISP</u> and telephone company rates and policies change from time to time, it is folly to take the information contained in the ISP configuration files as the gospel truth.

2. The <u>ISP</u> and telephone company settings are either contributed by a **Logtime** user, or based on information published on the <u>ISP</u> or phone company's web pages. Where there was contradictory information (such as contradictory information from two users or on the <u>ISP</u>'s web page, I arbitrarily picked one set. If I found information about certain points ambiguous or missing, I simply made assumptions. Check everything you import!

3. Any <u>ISP</u> or phone company configuration with the string "(partial config)" in the <u>ISP</u> name means that **Logtime** does not fully support the pricing structure of that <u>ISP</u> or phone company. There may also be <u>ISPs</u> in the varous files that have pricing structures that are not fully supported by **Logtime** but are not noted as such. What this means is that you really must check everything you import.

How to Import an ISP or a Phone Configuration

1. Click the **Options** button of the main dialog box.

2. Select the <u>ISP options page</u>. Press the **Import** button.

3. A dialog box will appear giving you the opportunity to choose the ISP configuration file from which you wish to import. At the bottom of the dialog box, in the box entitled "Contents of file" is a brief description of each valid file you highlight. Select the appropriate file (all of which should have the extension `.isp`), and press **Open**.

4. Depending on the distributor or creator of the ISP configuration file, a <u>Disclaimer dialog box</u> may appear. This dialog box contains information which the creator/distributor of the file deemed important for you to know prior to selecting and importing an ISP or phone company configuration. You can click the **Cancel** button at this point if you wish to abort the procedure. Otherwise, click **Next**.

5. <u>The Import ISP dialog box</u> will appear. To see the list of <u>ISPs</u> defined in the file, select the radio button **ISPs only** from the "Display the following" group. To see the list of Phone companies defined in the file, select the radio button **Phone companies only**.

6. Scroll through the list of names in the list box and select the <u>ISP</u> or phone company you wish to import. When you have found the appropriate entry, double-click it or select it and click **Import**. If you cannot find any <u>ISP</u> to import, simply click **Cancel** to abort the procedure.

7. If you clicked **Import**, the new configuration will appear in the ISP options page. You can then proceed to click **Edit** to check and modify the definition.

Note that **Logtime** will not allow you to have more than one phone company defined. If you try to import a new phone company configuration, **Logtime** will warn you that it will replace the existing phone company definition and give you a chance to abort the procedure.

You can also replace an existing ISP configuration with one which you import from the file. You might want to do this if you have already clocked time to a particular ISP and then later found a better ISP configuration in an ISP configuration file. You cannot then simply import the new configuration and delete the old one, because the time which you clocked would continue to be attached to the original (and now deleted) ISP. The solution to this is to replace the old entry with the new one from the ISP configuration file.

To do this, select the ISP you want to replace in the ISP options page Then follow the procedure outlined above, but click the **Replace** button instead of the **Import** button.

How to Export an ISP or a Phone Configuration

1. Click the **Options** button on the main dialog box.

2. Select the ISP options page and select the ISP or Phone company you wish to export.

3. Press the **Export** button.

4. An "Export ISP" dialog box will appear. Enter the file name that you wish to export to. If it is a new file, you should also give a brief description of the file contents by entering the description in the "File contents" edit box. According to convention, an ISP configuration file has the extension `.isp`. Keeping to that convention allows other users to instantly recognise your ISP configuration files and check it out when they need settings for a particular ISP.

5. When you are through, click the **Save** button to export your ISP to the specified file or **Cancel** to abort the procedure.

Note that you will want to be certain about what you want to export before exporting because there is currently no way for you to maintain the exported ISP configuration file (such as to delete unwanted exports or to modify them).

Internet Service Provider (ISP) - the company that provides you with internet access.

Glossary

D
Default frame
Dialer
Dial-Up Networking

F
Frames

I
Internet Service Provider
ISP

P
Prepaid charge

R
RAS
Remote Access Services

W
Winsock

Winsock refers to the Windows implementation of the Unix sockets interface, which is used by programs to interact with the Internet. A winsock implementation and a dialer, the <u>Dial-Up Networking</u> program, comes as part of Windows 95 and later.

Dialer in this instance refers to the part of your system that you use to call up your ISP. On Windows 95 and Windows 98, many people use the Dial-Up Networking program that comes with the system.

Dial-Up Networking refers to a program that comes with Windows 95/98 to enable you to connect to your ISP.

Frames are used in **Logtime** to denote a particular period of time during the day or week in which your ISP charges a certain rate. For example, some ISPs charge a certain rate for connections made during "peak periods" and a different rate for connections made in "off-peak periods". You would then need to define a frame called "Peak" and one called "Off-peak" in **Logtime**.

The **Default Frame** is the <u>frame</u> that is used for charging cost when you do not define any <u>frame</u> to cover a particular period of the day. For example, if your <u>ISP</u> defines Peak periods as covering only certain hours on Mondays to Fridays, and the rest of the time is considered Off-peak, you may wish to define your default frame as the Off-peak period. Then you would simply have to specify some hours on Monday to Friday as Peak and **Logtime** will consider the remaining hours as Off-peak.

Prepaid charges

Some <u>ISPs</u> give users a block of time every month during which you do not have to pay for access other than, perhaps, a standard fee per month. Any access over and above this block of time would incur charges per unit of time. Some <u>ISPs</u> call it "free" access time, others may give it a different term. This "free" block of time, in terms of cost, is known as "Prepaid charge" in **Logtime**.

Exceptions are days that are excluded from the usual charging scheme which you define in the Charges options page of this dialog box. For example, some ISPs charge a different rate for public holidays than on normal days. You can enter these days as "Exceptions".

Remote Access Service

This is a functionality that allows users to access remote computers. The <u>Dial-Up Networking</u> client uses Remote Access Service (RAS) to connect to the Internet.

Reference Manual

This section of the manual provides help on the various dialog boxes and command line options available with **Logtime**.

The Command Line Options

Logtime for Windows 95 has the following command line format:

    LOGTIMEW [options]

where "[options]" are the optional command line switches that you can use to control **Logtime**.

The following options are supported in **Logtime**. Note that case is significant.

/b Begin logging. Starts the timer on the ISP defined with the /i option or the default ISP if /i is not specified. This is useful for dialers with script faciliities.

/e End logging. Stops the timer on the ISP defined with the /i option or the default ISP if /i is not specified. This option is useful for dialers with script facilities.

/i Specifies the ISP number to use. Use this in conjunction with the /b or /e options.

/l Show Log. When this option is used, **Logtime** will display the report for the current period and terminate when OK is pressed. This option is useful if you use **Logtime** in a script file and wish to have **Logtime** display the log when you stop logging a call. Note that if another instance of **Logtime** is running when you use this option, the other instance will have its window restored without necessarily showing the log. If this happens, simply click the **Current** button from the main dialog window to show the log.

/m Monitor the communications line for connections. When this option is used **Logtime** will start up in the background and begin monitoring the communications line for connections and terminations of connections. See the topic Automatically Detect Modem Connections for more information.

The Main Dialog Box

The main dialog box has the following facilities:

1. **Report**
   The buttons in this group allow the user to display or print the accumulated time/costs incurred as clocked by **Logtime**. See the topic on How to Check the Usage Log for more information.

   i.   **Current**
   Pressing this displays your ISP and Phone usage for the current period.

   ii. **Previous**
   Pressing this leads to a dialog box which allows you to enter a period that you would like displayed.

2. **Manual**
   This section allows you to manually start and stop the timer for any ISP that you have defined. See the topic on How to Start and Stop Logging a Connection for more information.

   i.   **Begin**
   Pressing this starts the timer for the currently selected ISP.

   ii. **End**
   Pressing this stops the timer for the currently selected ISP.

   iii. The drop down list box contains the list of your currently defined ISPs. If you have defined more than one ISP, and wish to manually clock time to an ISP other than the one displayed, simply change the selection in this box.

3. **Automatic**
   Pressing the **Monitor** button causes **Logtime** to start monitoring the line for connections made. If it detects a connection, it will either automatically start the timer or prompt you depending on how you have configured **Logtime** in the Monitor options page. See the topic on How to Start and Stop Logging a Connection for more information.

4. **View**
   Pressing this button will allow you to view the raw log entries made when you tracked your online time with **Logtime**. The View Raw Log Entries dialog box will appear, allowing you to make further choices on which part of the log you want displayed, etc.

5. **Options**
   Pressing this button brings up a dialog box with options that you can configure. See the topics Configuring Logtime and How to Configure Logtime.

6. **Delete**
   This button allows you to maintain your log files. See the topic How to Maintain the Log File.

7. **Help**
   This button brings up a help window about the current dialog box.

8. **About**
   A dialog box with the version number and copyright message will be displayed when you click this button.

9. **Exit**
   Terminates the program.

The Usage Dialog Box

The Usage dialog box displays the report of the connections made to the various ISPs you have configured.

1. **Name of ISP or Phone Company**
   This list box displays the phone company name and all ISPs that you have defined. Moving the selection bar to a different item on this list displays the results for that item in the other boxes in this dialog box.

2. **Period YYYY/MM/DD to YYYY/MM/DD**
   The box displays the time and cost incurred for each frame that you have defined for the currently selected ISP or phone company. In Windows 3.1, you will have to scroll down the list of frames to see the time and cost for each frame. In Windows 95, scrolling down the list is only necessary if you have more frames defined for the ISP than can fit into the box.

3. **Totals**

   i. **Total Frame Cost**
   This is the total of all the costs incurred for the various frames for the currently selected ISP.

   ii. **Prepaid**
   This is the amount of prepaid charge that can be offset against your total cost.

   iii. **Remainder (Cost)/Excess (Cost)**
   The difference between Prepaid and Cost. If "Remainder" is displayed, the number shown is the amount of prepaid cost that you have still not yet expended. If "Exceeded By" is displayed, the number shown is the amount by which you have exceeded the prepaid cost.

   iv. **Remainder (Time)/Excess (Time)**
   This item is computed from the **Remainder (Cost)** or **Excess (Cost)** (see above). **Remainder (Time)** is the amount of prepaid (or free) time you have left should all the remaining prepaid cost be used up in the default frame. **Excess (Time)** is the amount of time you have incurred in excess of the prepaid cost should all the excess cost be incurred in the default frame.

   WARNING: The time given here is only an approximation and is not guaranteed to be accurate. Internally **Logtime** tracks your online time in terms of cost incurred, and only computes the remaining/excess time for the purpose of this display. The cost is maintained internally as a floating point number, and rounding errors can occur when **Logtime** computes the remaining/excess time.

   v. **Monthly/weekly fee**
   This is the fee you pay your ISP each month or week. It refers to the flat fee component of your bill and does not include the variable time-based charges portion.

   vi. **Amount payable**
   The total amount payable to your ISP is computed here as the sum of the monthly/weekly fee and the amount of time-based charges you incurred in excess of your prepaid charge.

   vii. **No of connections**
   This is the number of connections that you have made to the ISP during the period.

   viii. **Last session**
   This is the amount of time that you have clocked in the last session recorded. If you are still n the line with the ISP, it is the amount of time that you have clocked so far in this session.

4. **OK**
   Dismisses the dialog box.

5. **Save**
   Allows you to save this usage report to a text file for your records and/or future reference. It will display the <u>Save Usage Report Dialog Box</u>.

6. **Print**
   Prints a hard copy report for the <u>ISPs</u> and Phone company for this period. See the topic on <u>Printing the Log</u> for more information on printing.

7. **Help**
   Displays the help for this dialog box.

The Enter Date Dialog Box

This dialog box is displayed when

a. You want to display the log for a period other than the current period, and you press the **Previous** button on the <u>main dialog box</u>. The date you enter in this case is any date within the period you wish to display. See the topic on <u>Displaying the Log</u> for more information.

b. You wish to delete old records from the log file and you press the **Delete** button on the <u>main dialog box</u>. The dialog box has the title "Delete Log Entries" instead of "Enter Date". The dialog box gives you an opportunity to remove the log entries for all <u>ISPs</u> that take place in the period you specify. The date you enter here is any date within the period you wish deleted. See the topic <u>How to Maintain the Log File</u> for more information.

Press the **OK** button to accept your choice, **Cancel** to abort the procedure, and **Help** to display help on this dialog box.

The About Dialog Box

The About dialog box displays the current version number of **Logtime**, copyright information and dedication. Note the version number displayed in this dialog box and quote it when <u>reporting bugs to the author</u>.

Click the **OK** button when you have finished with the dialog box.

The Connection Made Dialog Box

This dialog box is displayed when a modem connection is detected while **Logtime** is monitoring the line. For more information, see the topic Automatically Detecting Modem Connections.

1. **Time to log**
   This group of radio buttons gives the user a choice of what time to log as the start time. This is useful since the modem connection time is not necessarily the time which your ISP actually starts clocking time, although it's probably the time your phone company starts timing the call for phone charging purposes.

   i.   **Connection time (+delay, if any)**
   Selecting this button will cause the start time to be clocked at the actual connection time plus any delay in seconds. The delay is configured in the Monitor options page.

   ii. **Now (this moment)**
   The start time will be clocked as the time you press the OK button.

   iii. **Specified time**
   This button allows the user to enter a user-specified time, in HH:MM:SS format.

2. **ISP**
   This drop down list box allows you to select to which ISP to clock the call.

3. **RAS Name**
   If you are monitoring RAS connections, this group box will display the name of the RAS connection that was used to call the ISP. This name was either obtained from your phone book entry or the name of the Dial-Up Networking link that you created using Dial-Up Networking.

   If you plan to have **Logtime** automatically log calls to your ISP, you might want to click the **Associate this name with selected ISP** checkbox. This is a convenient way to link the RAS name to your ISP configuration in **Logtime**. Note that you will still need to select one of the RAS monitoring options in the Monitor RAS Connections options dialog box.

4. **OK**
   OK causes the time to be logged.

5. **Cancel**
   Pressing this button will cause **Logtime** not to log this call. **Logtime** will continue to monitor for the start of a call in the background.

6. **Help**
   Pressing this button displays help on this dialog box.

The Confirm Exit Dialog Box

This dialog box is displayed when you try to exit the program while **Logtime** is still monitoring the line. It will only be displayed if you have selected "Prompt for confirmation" in the <u>Monitor options page</u>. For more information about monitoring the line, see the topic <u>Automatically Detect Modem Connections</u>.

The dialog gives you two choices on what to do:

1. **Resume monitoring the line**
   If you have made a mistake in trying to exit the program, select this option and click **OK**. **Logtime** will then minimize (or return to the system tray, depending on how you have <u>configured it</u>), and continue with monitoring the line.

   Note that if you use Windows 95 and are used to system tray applications minimizing themselves when closed (instead of exiting), you can configure **Logtime** to have this as the default behaviour instead of prompting you. See the topic on <u>Monitor Options</u> for more information.

2. **Stop monitoring the line and exit**
   This option causes **Logtime** to cease monitoring the line and terminate. Choose this if you really do mean to exit.

Clicking the **OK** button causes your choice to be accepted. Clicking **Cancel** aborts the whole procedure and you are returned to where you were before you tried to exit. The **Help** button displays help on the dialog box.

The Import Dialog Box

This dialog box allows you to import an ISP or Phone company configuration from an ISP configuration file. For more information on this, see the topic on Importing and Exporting an ISP Configuration.

1. The list box shows the list of items that have been defined in that ISP configuration file. Whether the list box shows ISPs or Phone companies configurations depend on what you have selected in the *Display the following* group.

2. **Display the following**
   This group determines what is displayed in the list box. If you select **ISPs only**, then the list box will display the ISP configurations. If you select **Phone companies only**, the list box will display the Phone company configurations.

3. **Import**
   This button will cause the currently selected item in the list box to be imported.

4. **Cancel**
   This aborts the import.

5. **Help**
   This button invokes help on the dialog box.

The Copy Dialog Box

This dialog box allows you to copy all of a day's <u>frame</u> definitions to other days. You can select the direction of the copy - that is, you can copy another day's <u>frame</u> definitions to the currently selected day, or you can copy the <u>frame</u> definitions from the currently selected day to the other days of the week.

1. **Copy the charges from**
   Select whether you wish to copy the <u>frame</u> definitions from **The currently selected day** or from another day (via the **Other** radio button). If you select **Other**, you can choose the day to copy from from the drop down list box beside the control.

2. **Copy the charges to**
   This group will only be enabled if you have selected the **The currently selected day** option from the "Copy the changes from" group. It allows you to select all the days to which you wish to copy the currently selected day entries. Check the days as appropriate.

Clicking **OK** will accept the choices you have made, **Cancel** will abort the procedure.

The View Raw Log Entries Dialog Box

The View Raw Log Entries dialog box allow you to view the raw log entries for connections that you have tracked using **Logtime**. The entries are simply the records of the start and end times for each connection that you have made. If you want to know the totals of cost incurred and other such information, see the topic <u>How to Check the Usage Log</u> for more information.

1. **View**

   The items in this group allows you to select whether to view the entire log file (**whole log file**) or to simply view the raw entries for a **specified period only**.

2. **Start of period (inclusive), End of period (inclusive)**

   You will need to specify the period you want to view if you choose to view the specified period only. Specify the starting day, month and year and the ending day month and year. The period displayed will include the dates you specify.

3. **ISP to view**

   You can elect to view only the entries for a particular <u>ISP</u> or the entries for all the <u>ISPs</u> in the period.

The Disclaimer Dialog Box

This dialog box contains information and/or disclaimers about the ISP configuration file that you have chosen. The information and/or disclaimer was supplied by the creator or distributor of the ISP configuration file, and is merely displayed by **Logtime** for your information and action.

Should you disagree with the terms given in the disclaimer, you can abort the import by clicking **Cancel**. Otherwise, click **Next** to continue with the import procedure.
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The Save Usage Report Dialog Box

This dialog box allows you to save the usage report for the period to an ASCII text file. You will be given a choice as to whether you want the complete report saved, or merely the report for a particular ISP or phone company.

1. **Save**

   a. **All ISPs**
   Select this if you want the report for all ISPs to be saved to the file.

   b. **Selected ISPs**
   If you only want the report for a particular ISP, select this button and choose the ISP from the box beside it.

   c. **No ISPs**
   If you only want the report for a phone company and not for any ISPs, you can select this button and check the **Include Phone report** button.

   d. **Include Phone report**
   Check this box if you want the saved report to include the phone usage report. Uncheck it if you only want the ISP report.

2. **File name**
   Enter the name of the file to which **Logtime** is to save the report. If you like, you can click the **Browse** button beside the box to select a file.

3. **Append to file**
   If this box is checked, **Logtime** will append the current usage report to the file that you specified in the **File name** box. If no such file exists, one will be created. If this box is not checked, and the file you specified exists, it will be overwritten with the current report that you are saving.

Monitor Telephony Connections

This dialog box allows you to configure what **Logtime** does when it detects a connection made using Windows Telephony (TAPI).

1. **Modem to monitor**
   This is the modem device that you want **Logtime** to monitor. Simply select the modem from the drop down list box.

2. **On Connection**

   i. **Prompt user on connection**
   Select this if you want **Logtime** to prompt you when it makes a connection. You will be given a choice to log the call to any ISP or ignore the call.

   ii. **Automatically log to default ISP**
   If you want **Logtime** to silently log the call, select this item. **Logtime** will then log all connections made to the default ISP.

3. **Monitor incoming calls as well**
   Normally, **Logtime** will only monitor calls originating from your computer and ignore calls received by the computer. This is useful because, for most people, you have to call out to log into your ISP. However, if your ISP provides a callback service (ie it calls you back), you may wish to have **Logtime** monitor incoming calls as well. Note that if you also receive faxes with your computer, you should select *Prompt user on connection* to avoid **Logtime** logging those calls as ISP calls.

Monitor RAS Connections

This dialog box allows you to configure the action that **Logtime** takes when it detects a connection made using RAS.

1. **Log to the matching ISP else ignore the connection**
   When **Logtime** detects a RAS connection, it will check that connection against the ISPs in its configuration. If any matches, it will log the connection time to that ISP. Otherwise it will ignore the connection. If you use **Logtime** on a computer with novice users (such as in a home setting) you may want to choose this option. It allows users to connect to your ISP(s) and send faxes with **Logtime** logging only the appropriate calls and ignoring others, in a manner transparent to the users.

2. **Log to the matching ISP or use the default ISP**
   When **Logtime** detects a RAS connection, it will check that connection against the ISPs in its configuration. If any matches, it will log the connection time to that ISP. Otherwise it will log to the ISP you configured as the default. This option is probably only useful if you have a default ISP defined as a catch-all for all non-ISP calls made on the computer (useful for tracking calls made on the computer).

3. **Log to the matching ISP or prompt user to select**
   When **Logtime** detects a RAS connection, it will check that connection against the ISPs in its configuration. If any matches, it will log the connection time to that ISP. Otherwise it will display a dialog box to ask the user to select an appropriate ISP or ignore that call. This option is useful in cases where you have multiple phone book entries (or Dial-Up Networking links) pointing to the same ISP (since you can only configure **Logtime** to recognise one of those phone book entries).

4. **Always prompt the user to select**
   When **Logtime** detects a RAS connection, it will display a dialog box to ask the user to select an appropriate ISP or ignore the call. This is only useful if you want to selectively log calls to your ISP(s).

The Windows Crash Recovery Dialog Box

This dialog box appears when **Logtime** starts up if you have started timing a connection in a previous invocation but have failed to actually stop the timer. This can happen if Windows crashed while you were online (thus taking down all the programs running at that time, including **Logtime**), or if **Logtime** itself crashed. It can also appear if you have manually started the timer by hitting the BEGIN button but have not yet stopped the timer using the END button.

You have three options:

1. **Clock end of session with current time**
   You can terminate the timer with the current date and time. In this case, your session will be logged with the actual starting time, but with an ending time of the moment you hit the OK button. This is useful if you have rebooted immediately after Windows/**Logtime** crashed, and then ran **Logtime** immediately after rebooting. In this case, you may feel that the actual difference in time between the real duration you spent online and what you log is not that substantial.

2. **Pretend the session never occurred**
   You can choose to delete the entire log record of the last time you spent online. All traces of that online record is completely erased. This may be useful if too much time has elapsed since the last time Windows/**Logtime** crashed (such as if it happened a couple of days ago). You would probably, then, rather erase the record and lose track of, say, the one hour you spent online, than to have an additional (say) 48 hours logged when you were actually offline.

3. **Don't do anything**
   You can decide not to do anything. You should choose this option only if you are actually still online. For example you may have manually started started to log a connection, but accidentally quit **Logtime** in the middle of a session. When you start **Logtime** again, it will issue this message. Since you are still in the middle of a session, you can consider the unterminated record of your session a valid record, since it will be properly terminated when you disconnect.

Note that if you decide not to do anything, and you do not terminate the record of time you spent online, that partial record may cause inaccuracies in your Usage report for that period. **Logtime**'s behaviour with partial records is undefined. It may either ignore the record, or give some arbitrary figure.

If you wish to have **Logtime** use any one of these options automatically without prompting you, configure it from the Recovery Options property page.

Recovery Options

When Windows, or even **Logtime**, crashes while you are online, your log file will only contain the record of the time you started the timer to track your connection time. The crash would prevent **Logtime** from stopping the timer.

Logtime is able to check for such a condition each time it starts up and correct the error. If it determines that such a problem occurred, it can either prompt you for further instructions on what to do, or it can be configured to automatically correct the problem.

1. **Check for crashes everytime Logtime starts up**
   If you select this, everytime the program starts up, it will check whether the previous online session was properly recorded. If you deselect this, none of the other options on this page will be used.

2. **Ask user for action to take**
   If this option is selected, when **Logtime** discovers that the previous online session was not terminated properly, it will display a dialog box with various options on what to do with the problematic entry. If this option is not selected, and *Check for crashes everytime Logtime starts up* is selected, **Logtime** will automatically repair the error based on the actions you specified in the *Default Action to Take* group.

3. **Default Action to Take**
   If you have elected to ask the user what action to take, the option you select in this group will be the default action given in the <u>Windows Crash Recovery Dialog Box</u>. If you elected not to ask the user, the option selected here will be the action that **Logtime** takes when it encounters a crash in the previous online entry (provided you selected the *Check for crashes everytime Logtime starts up option*).

   i. **Clock end of session with current time**
   This will terminate the timer with the current date and time. That is, your session will be logged with the actual starting time, but with an ending time set to the time the log is repaired. This is useful if you have rebooted immediately after Windows/**Logtime** crashed, and then ran **Logtime** immediately after rebooting. In this case, you may feel that the actual difference in time between the real duration you spent online and what you log is not that substantial.

   ii. **Pretend the session never occurred**
   You can choose to delete the entire log record of the last time you spent online. All traces of that online record is completely erased. This may be useful if too much time has elapsed since the last time Windows/**Logtime** crashed (such as if it happened a couple of days ago). You would probably, then, rather erase the record and lose track of, say, the one hour you spent online, than to have an additional (say) 48 hours logged when you were actually offline.

   iii. **Don't do anything**
   You can decide not to do anything. While this may appear like a safe option to take, you should choose this option only if you are actually still online. For example you may have manually started started to log a connection, but accidentally quit **Logtime** in the middle of a session. When you start **Logtime** again, it will discover the incomplete log. Since you are still in the middle of a session, you can consider the unterminated record of your session a valid record, since it will be properly terminated when you disconnect.

Note that if you decide not to do anything, and you do not terminate the record of time you spent online, that partial record may cause inaccuracies in your Usage report for that period. **Logtime**'s behaviour with partial records is undefined. It may either ignore the record, or give some arbitrary figure.

Configuring Logtime

To configure **Logtime** for use on your system, take the following steps:

1. Start up **Logtime**.
2. Choose the **Options** button.
3. (Windows 95) This brings up a dialog box with a series of tabs at the top that allow you to choose different pages of options relating to different aspects of the program's operation.

The General options page allows you to configure how **Logtime** handles the deletion of log entries as well as the time zone. You should, at minimum, configure the time zone.

The ISP options page allows you to set up **Logtime** for the ISPs you access. You must configure this for your ISP or none of the results displayed will be meaningful.

The Monitor options page provides a way for you to set up **Logtime** to automatically monitor your phone line to detect when you have connected or disconnected from your ISP. This is a convenient way to use **Logtime** if your dialer does not have script files.

The Print options page contains settings for printing a hard copy of **Logtime**. You can change things like the font used, the margin settings, whether you want every ISP to be printed on a separate page, and whether you want to print the phone records as well.

General Options

The General options page allow you to configure the following items:

1. **Deletion of Log Entries**

   i. **Backup original log when deleting entries**
   When **Logtime** <u>deletes old log entries at your request</u>, it automatically makes a backup copy of your original log file before proceeding. The backup file is called `LOGTIME.BAK`. If you do not wish to have your original log backed up, you can uncheck this box.

   ii. **Prompt before deleting entries**
   When you elect to have **Logtime** <u>delete old log entries</u>, **Logtime** will prompt you for confirmation before proceeding. If you do not want it to prompt for confirmation, you can uncheck this box.

2. **Default in Enter Date Dialog**
   The **Enter Date** dialog box referred to in this group of options is the default date that is displayed when you click the **Previous** button in the main dialog box.

   Selecting **Previous month's date** will cause the default date to be a date in the previous month. Similarly, selecting **Previous week's date** causes the default date to be one in the previous week. Finally, if you don't wish LOGTIME to ajdust the default date, select the **Current date** option.

3. **View Raw Log Entries**
   This section allows you to configure the viewer used by **Logtime** when you wish to <u>view the raw log entries</u>   as well as the defaults for the dialog box that appears when you press the View button on <u>the main dialog box</u>.

   i. **File Viewer to use**
   By default, **Logtime** will invoke `notepad.exe`, a simple text editor which comes with Windows, to display the raw log entries. The raw log entries are first written to a temporary file and then the viewer is invoked to display that temporary file. If you wish, you can use your viewer to save the raw log entries to another file or even print it. When **Logtime** exits, the temporary file is deleted. If you rather that **Logtime** use another viewer, simply enter the full pathname of that viewer (unless it is already in the path) in the edit box given, or click the **Browse** button to invoke a dialog box from which you can select the viewer you wish to use. Note that some file viewers have limitations on the sizes of the file it can handle. For example, the version of notepad that is installed on my computer can only handle files of up to 64k in size, and it automatically invokes `write.exe` to handle larger files.

   ii. **Temporary Raw Log Entries File, Write to a temporary file, Write to**
   By default, **Logtime** writes the raw log entries to a temporary file that is deleted when **Logtime** exits. If you would rather that **Logtime** write to a specific file that is not deleted when the program terminates, you can select **Write to** and specify the full path of the file. This is usually unnecessary, since you can always use the default viewer (notepad) to save the raw log entries elsewhere on a case by case basis.

   iii. **Default range**
   When the <u>View Raw Log Entries dialog box</u> appears, **Logtime** will give you the option of viewing either the whole log file or only the log entries for a specific period. The default option (which you can change in the above-mentioned dialog box) is to view the log entries for the current calendar month. If you regularly view the raw log entries for either the whole year or the entire log, you might want to change this default so that you can get to view the entries with lesser keystrokes (or mouseclicks). This is merely a convenience feature. You can always change you mind when the actual dialog box appears. The actual dialog box will also allow you to select a period other than the current calendar year or month.

Monitor Options

The Monitor options page allow you to set up how **Logtime** operates when it is monitoring your line for modem line changes (such as when you connect to an <u>ISP</u>, and when you disconnect).

1. **Alert user on connection with**
   This group of options determine whether **Logtime** attempts to alert you with a sound when it has detected that your modem has made a connection.

   i. **No sound**
   Select this option if you do not want **Logtime** to emit any sound.

   ii. **Beep**
   Logtime will simply beep when a connection has been made.

   iii. **Play WAV file**
   Select this option if you want **Logtime** to play a WAV file. If you select this option, you will need to fill in the full path of the WAV file that you want played. Alternatively, you may click the **Browse** button to bring up a dialog box from which you may select a file.

3. **Default selection in dialog box on connection**
   This option is relevant if you have selected one of the prompting options in the configuration dialog box that appears when you press the **Configure** button (see elsewhere in this dialog box). Three possible routes of action are suggested by the <u>dialog box</u> that is displayed when a connection is made. Choose which of the possible routes to place as the default so that the user can simply hit ENTER when the dialog box appears. Note that the user can still change the selection when the dialog box appears; this merely sets the default selection for ease of use.

   i. **Pre-select the connection time**
   When this option is selected, the <u>dialog box that appears</u> will have "Connection time" pre-selected. This is the time when the connection was made plus any delay (see below) that you have configured.

   ii. **Pre-select the NOW button**
   When this option is selected, the <u>dialog box that appears</u> will have the NOW button pre-selected. When the user hits ENTER in response to the prompt, the time at which he hit the ENTER key will be recorded as the start time for the call.

   iii. **Pre-select the user-defined time**
   Selecting this option will cause the <u>dialog box that appears</u> to have the user-defined time pre-selected. This allows the user to enter any time he wishes in response to the prompt.

4. **Action to take while monitoring**
   This group of options determine what **Logtime** does when you click the **Monitor** button on the main dialog box, or when **Logtime** runs on Windows startup (if you chose the **Automatically run LOGTIME on startup** option in this dialog box).

   i. **Hide icon**
   This option is probably only useful if you do not want people using your computer to know that **Logtime** is monitoring outgoing calls. When you choose this option, and **Logtime** is set for monitoring, its window and icon will be hidden. This means that you will not be able to simply activate **Logtime** to check the log or to do any other thing. To reactivate **Logtime** to switch off monitoring or to check the log, you will have to go to the **Logtime** program group in the Start | Programs | Logtime group and start another instance of **Logtime**. The new instance of **Logtime** will detect that you have an existing copy running (albeit hidden), and activate the existing copy.

If you use this option for secret monitoring, you may want to configure **Logtime** so that it does not prompt when a connection is made and it does not show a usage log when the connection is terminated.

ii. **Put icon in system tray**
When this option is selected, **Logtime** will put an icon in the system tray. If you move your mouse pointer over the icon when it is minimized in this way, a tooltip window will appear, telling you whether you are logging a call, and if so, to which ISP and the amount of time you have been online so far. The icon colour will also change when **Logtime** is currently logging the call. You can activate the **Logtime** main dialog window by double-clicking the icon in the system tray.

This option is recommended since it provides the most feedback while remaining (hopefully) unobtrusive.

iii. **Simply minimize**
If you are a keyboard fan, you might prefer this option since it is then possible to switch to **Logtime** simply by using Alt-TAB or single clicking the **Logtime** portion of the task bar. When this option is selected, **Logtime** will simply minimize itself in the fashion of traditional Windows programs when it is monitoring.

5. **Exit while monitoring**
This group of options affect what **Logtime** does if you attempt to exit the program while it is set to monitor the line. It does not affect **Logtime** if you are not monitoring the line.

i. **Exit without prompting**
Logtime will simply exit without further ado.

ii. **Prompt for confirmation**
Logtime will display a dialog box asking the user to confirm that he wishes to exit, continue monitoring, or to cancel the exit request. This is the default option.

iii. **Minimize if in system tray**
Logtime will simply resume monitoring the line in its minimized version in the system tray when you try to exit it. This applies only if **Logtime** has been configured to use the system tray (via the *Use system tray* option above) *and* it is currently monitoring the line. This is the usual behaviour of Windows 95 programs that use the system tray.

6. **Type of monitoring**
Logtime is able to monitor your connections made by using one of two methods. You can decide which method you want the program to use. If you are not sure, I suggest you try using **Monitor RAS Connections** first to see if it works.

i. **Monitor Telephony Connections**
This method of monitoring your connections causes **Logtime** to check if there are any calls made on the modem using Windows Telephony API (TAPI). Among the programs that use this interface are the Dial-Up Networking client (a dialer that comes with Windows) and HyperTerminal (a communications program that comes with Windows).

Monitoring using this method has the following advantages:
(1)   This method may be useful if you want **Logtime** to track your calls using communications programs other than your dialer. For example, you may want to configure **Logtime** to track your ISP calls made using Dial-Up Networking as well as your Bulletin Board Systems (BBS) calls made with HyperTerminal.
(2)   This method is useful if your dialer does not use RAS but uses the Windows Telephony API.
Disadvantages of using this method of monitoring include:

(1)　　**Logtime** will be unable to automatically detect which <u>ISP</u> you have called when you have connected. Of course if you have only one <u>ISP</u>, and you do not use your computer to place calls or send faxes, this is not a problem, since all connections must then be to your <u>ISP</u>. You can simply set your that <u>ISP</u> as your default <u>ISP</u> and configure **Logtime** to always log to that <u>ISP</u>.

(2)　　**Logtime** will either log the call or prompt you (depending on how you configure it) at the time the modem connection is made, rather than at the time your password has been authenticated by your <u>ISP</u>. If your <u>ISP</u> only clocks time when your password is authenticated, then you will need to allow add a delay (see the **Delay** option in this dialog box) to the time **Logtime** clocks in order that the time logged more closely reflects that clocked by your <u>ISP</u>.

(3)　　Your program must use Windows Telephony for **Logtime** to be able to detect calls made this way.

ii.　**Monitor RAS Connections**

If you wish, **Logtime** can track your calls made using <u>RAS</u>. One program that can be tracked this way is the <u>Dial-Up Networking</u> client that comes with Windows.

Monitoring using this method has the following advantages:

(1)　　**Logtime** is logs the connection only after your password is authenticated and not when the modem successfully connects to your <u>ISP</u>, when using the <u>Dial-Up Networking</u> client. Estimating a delay (provided as an option in this dialog box) is thus unnecessary.

(2)　　When configured correctly, **Logtime** is able to determine which <u>ISP</u> you have connected to. This is particularly useful for people with multiple <u>ISPs</u> and those who want a hands-free operation. With this method, you need not worry that **Logtime** will accidentally log your calls made to send faxes (or other calls for that matter).

The disadvantage of this method is that it is only able to track calls if your dialer uses <u>RAS</u>.

iii.　**Configure**

After selecting which monitoring method you wish to use, you should configure the action that **Logtime** takes when a connection is made. To do this, click the **Configure** button. Depending on what you selected earlier, either the <u>Monitor Telephony Connections</u> dialog box or the <u>Monitor RAS Connections</u> dialog box will appear.

7. **Delay**

Enter the number of seconds you want to add to the connection time for the purposes of logging the start time of the call. On some <u>ISPs</u>, it takes a few seconds from the time the modem connects to the completion of the login procedure, during which time you are not charged for the call. If you like, you can enter the number of seconds here to reflect that delay. The start time of the call is then modified to be the connection time plus the delay in seconds. Note that this modified start time is clocked to both the <u>ISP</u> and the phone record. Hence you should be aware that, while having this delay improves the accuracy of your <u>ISP</u> records, it may cause your phone records to be less accurate (assuming that a few seconds are significant) since a phone company is likely to start charging for the call immediately on connection.

8. **Show log when disconnected**

Checking this box causes **Logtime** to display the <u>usage log</u> for the current period when the line is disconnected. This only applies when **Logtime** is monitoring the line.

9. **Automatically run LOGTIME on startup**

Check this box if you wish **Logtime** to automatically start monitoring the line everytime Windows starts up.

Print Options

The Print options page allow you to configure how you want **Logtime** to format your hardcopy printouts of reports.

1. **Default font**
   This group shows the currently selected font face name and point size that will be used for the printed report. You can change these by clicking the **Change** button and making your changes from the dialog box that appears.

2. **Margins**
   This group of options allow you to set the left, right, top and bottom margins for the hard copy report.

3. **Print phone usage**
   If you do not want hardcopy printouts of your phone costs each time you print your ISP results, uncheck this box.

4. **Print every ISP on a separate page**
   If you check this box, printing of the results for every ISP   begin on a new page. Unchecking this box causes the results for all the ISPs   to be printed one after the other, where space permits, on the same page.

ISP Options

From the <u>ISP</u> options page, you can configure how **Logtime** charges time and cost for your <u>ISP</u> and Phone company.

1. **ISP Name**
   Select an <u>ISP</u> or a phone company from this list box before editing, deleting, exporting or setting as default (see below).

2. **Set as default**
   Causes the currently selected <u>ISP</u> to be set as the default <u>ISP</u>. This is the <u>ISP</u> that has your login time clocked to unless otherwise specified.

3. **New**
   This button allows you to create a new <u>ISP</u> definition. An <u>ISP</u> definition contains all the information about how the <u>ISP</u> calculates and charges for your online time. The majority of users will most likely need to use this option. Clicking this button is equivalent to typing the INS (insert) key when the list box has the focus.

4. **Edit**
   This button allows you to modify the currently selected <u>ISP</u> or Phone company definition. Clicking this button is equivalent to double-clicking an item in the list box.

5. **Delete**
   This button will cause the currently selected <u>ISP</u> to be deleted. Clicking this button is equivalent to typing the DEL (delete) key when the list box has the focus.

6. **Import**
   This button allows you to import a pre-defined <u>ISP</u> configuration from an ISP configuration file. The file may be the one supplied with **Logtime**, or one supplied by your <u>ISP</u>, or one obtained from some other source, such as from the **Logtime** <u>web site</u>. See <u>Importing and Exporting an ISP Configuration</u> for more information.

7. **Export**
   The **Export** button allows you to save the currently selected <u>ISP</u> configuration into an external ISP configuration file, which you can distribute to others who use the same <u>ISP</u> and connection pricing scheme as you.

General ISP Options

The General ISP options page allow you to configure the following aspects of your ISP setup.

1. **Name**
   Enter the name of your ISP or anything that might identify this configuration to you. This name is used to identify the ISP in various dialog boxes as well in the printed report.

2. **Seconds per unit**
   Some ISPs charge a certain amount per one hour block of time. Others charge for each block of three minutes. Still others charge per minute. Enter what constitutes a block of time to your ISP in seconds. For example, if your ISP charges per block of 15 minutes, you would enter 900 (15 minutes X 60 seconds per minute).

3. **Rounding of excess seconds**
   Occasionally you would log in for only a fraction of each block of time that you configured above. **Logtime** can be configured to always round up the time, truncate the excess seconds, or round up only you logged in for more than half of the block of time, truncating otherwise.

4. **Round/Truncate after every call**
   This option allows you to configure when the rounding or truncation actually occurs. Some ISPs round up (or truncate) the connection time after every call. Others simply accumulate the number of seconds/minutes/hours you have clocked and only round them up prior to billing you. If your ISP rounds up or truncates your connection time after every connection, select this option by clicking on it.

   Note: Logtime will disregard your setting if your prepaid charges is offset on a daily basis (ie, you selected *Offset daily* or *Daily in time frame* in the *Prepaid Calculation Method* below) or if your ISP charges a minimum charge per call. In these cases, **Logtime** will silently round/truncate the time after every call (ie it will treat your configuration as if you selected this checkbox).

5. **Period to Bill**
   Choose either monthly or weekly, depending on how often your ISP bills you for connections.

6. **Billing date**
   This group of options is only enabled when you choose monthly for the period to bill. Some ISPs bill at the end of the calendar month, that is, they charge you on the basis of calendar months. Other ISPs charge you monthly, but the period to bill is at a particular day in the middle of the month (perhaps depending on when you first signed up at the ISP).

7. **Monthly/weekly fee**
   ISPs usually charge a flat fee per month or week (depending on your billing period), over and above any time-based charges they impose. Enter that flat fee component here.

8. **Prepaid charge**
   Some ISPs give users a block of time every month during which you do not have to pay for access other than, perhaps, a standard fee per month. Any access over and above this block of time would incur charges per unit of time. Some ISPs call it "free" access time, others may give it a different term. Enter this "free" block in terms of cost in this box. If you have to pay extra for every second of access, then it is likely that you do not have any prepaid charge and can enter 0 here.

   Note that this is not necessarily the same as the monthly/weekly fee (see above). For example, if your ISP charges $10.00 per month, and gives you 5 hours free access time, and you pay $1 for every hour over and above this free access time, the amount that you enter in the Prepaid charge box is $5.00 ($1 per hour X 5 hours prepaid time) **not** $10.00 (which is referred to here as the Monthly/weekly fee).

9. **Prepaid calculation method**
   This group of options only applies if you have a non-zero prepaid charge (see above). It determines how **Logtime** offsets that prepaid charge.

   i.   **Offset monthly** means that prepaid charge is a total prepaid charge that you have for the entire period and is to be offset against the total period's access time.

   ii. **Offset daily** means that the prepaid charge is the amount that you have "free" everyday. It cannot be carried forward to another day, and is offset against the day's charges.

   iii. **Daily in time frame** is like the **Offset daily** option, except that it can only be offset only if it is incurred in a specific time <u>frame</u>. You will have to create a <u>frame</u> for that period of the day in the <u>Frames option page</u> and select it in the drop down list box.

   iv. If you check the **Can offset connection charge** box, the prepaid charge is also offset against any <u>connection charge</u> that you incur. This last check box is of course not relevant for <u>ISPs</u> that do not charge <u>connection charges</u>.

10. **RAS Name to match**
    When you elect to monitor <u>RAS</u> connections, **Logtime** is able to automatically detect which <u>ISP</u> you have connected to. It does this by matching the <u>RAS</u> phone book entry for the called party with this name in all ISPs. If you use <u>Dial-Up Networking</u>, the phone book entry is the name of the icon that you see in Start|Programs|Accessories|Dial-Up Networking. If you do not enter anything here, **Logtime** attempts to match the <u>RAS</u> phone book entry against the <u>ISP</u> name. If you do not know what to enter here, you can always configure **Logtime** to <u>monitor RAS connections</u>, and to <u>prompt you if it cannot find a matching entry</u>. The <u>Connection Made Dialog Box</u> will display the <u>RAS</u> name that **Logtime** was given. You can configure this name directly from that dialog box.

    You can ignore this option if you are not <u>monitoring RAS connections</u>.

Daily Charges

The Charges options page is intended for you to configure how your ISP computes charges on a daily basis. You will need to enter information here in conjunction with the information you enter in the Frames option page.

1. **Day of week**
   Select the day of the week you want to work on. The **Frames for the day** box will display the frames you have defined for the day you select here.

2. **Frames for the day**
   This box shows what frames you have defined for the day chosen in the **Day of week** list box. The first column gives the start time for the frame, the second the end time and the final column displays the name of the frame for the period given.

   If your ISP charges different rates for different periods of the day, you will definitely need to define frames for the different periods of the day. See the topic on Setting Up Different Charges for Different Periods of Day.

   The **New** button allows you to add a frame to the day. You can get the same effect by pressing the INS key when the *Frames for the day* box has the focus. The **Edit** button allows you to modify a frame that you have previously added. Select a frame before pressing the **Edit** button, or simply double-click it. The **Copy** button allows you to copy all the frames you defined for this day to another day or days, or copy the frames from another day here. Pressing the **Delete** button will erase the currently selected frame. The keyboard shortcut for this button is the DEL key.

3. **Add/Edit frame for the day**
   This group of controls will be enabled when you press the **New** or **Edit** buttons of the **Frames of the day** group. They allow you to enter the start and end time of each frame and the frame to use. Pressing the **Add** or **Change** button will save your changes, and pressing the **Cancel** button aborts the additions/changes you made.

   See the topic on Setting Up Different Charges for Different Periods of Day for more information about the use of this group.

4. **Default frame**
   This is the frame that will be used for periods of the day that you do not specially allocate to a frame. See the topic on Setting Up Different Charges for Different Periods of Day for more information about the use of this group.

5. **Miscellaneous charges**

   i. **Connection charge**
   If your ISP charges a certain amount each time you connect, over and above the time-rated charges, enter the amount here.

   ii. **Minimum charge**
   If your ISP imposes a minimum charge per call, enter that minimum charge here. The cost for each call will be the larger of the minimum charge and the time-rated charges you incur.

6. **Toll free (no phone charges)**
   If the call to your ISP is on a toll-free line (ie, each call does not incur phone charges payable to your telephone company), check this box.

Defining Frames

The Frames option page allow you to define <u>frames</u> for your <u>ISP</u>. For more information about <u>frames</u>, please see the topics on <u>Setting Up Different Charges for Different Periods of Day</u> and <u>Setting Up for a Flat Rate Charge for the Whole Day</u>.

Note that unless your <u>ISP</u> does not charge anything for your connection time, you will always need to define a <u>frame</u> to be used for **Logtime**, since **Logtime** computes costs from the <u>frame</u> definitions. If you never define a <u>frame</u>, a default <u>frame</u> called "Frame0" is automatically defined for you, with a cost of 0 (zero), and any time you clock will be charged to this <u>frame</u>, incurring no cost.

1. **List of currently defined frames**
   This list box contain all the <u>frames</u> that you have defined for this <u>ISP</u>. Note that there will always be a <u>frame</u> here even if you have never defined one before, since **Logtime** computes costs based on the <u>frame</u> definitions.

   The **New** button allows you to create a new <u>frame</u>. You can get the same effect by pressing the INS key when the *List of currently defined frames* box has the focus. The **Edit** button allows you to edit the currently selected <u>frame</u>. You can also edit a frame by double-clicking it. The **Delete** button removes the currently selected <u>frame</u> (the keyboard shortcut in this case is the DEL key). Note if there is only one <u>frame</u> left, **Logtime** will not allow you to delete it, since you must always have one <u>frame</u> defined. Simply modify the cost to 0 (zero) if you are not charged at all by your <u>ISP</u> for your time online. Or, if you simply want a different name and/or cost for your <u>frame</u>, use the **Edit** button to modify it

2. **Add/Edit frame**
   This group is only enabled if you have clicked the **New** or **Edit** button. It allows you to enter or change the name of the <u>frame</u> and the cost associated with it. Clicking the **Add** or **Change** buttons will cause whatever additons or changes you make to be preserved, while the **Cancel** button causes those additons or changes to be lost.

Exceptions to the Standard Daily Charges

The Exceptions options page is only used if your <u>ISP</u> excludes certain days of the year (such as public holidays) from the standard charges you defined for each day in the <u>Charges options page</u>.

You can enter the dates of those exclusions here, as well as configure the special rates that apply to the exclusions.

1. **List of exceptions to standard charges**
   This list box shows the currently defined exceptions. The dates in this list box have the following format: *day month year*. Click the **New** button (or use the INS key in the list box) to add to the list, the **Edit** button (or double-click an item with the mouse) to modify a date in the list, and the **Delete** button (or use the DEL key in the list box) to remove an exception from the list.

2. **Add/Edit exceptions**
   This group of items are only enabled when you click **New** or **Edit** to add or edit an exception. Add or edit the Day, Month and Year boxes as appropriate.

3. **Frame for exceptions**
   Enter a <u>frame</u> to be used for charges incurred on the days listed in the exceptions list. Note that only <u>frames</u> that you have defined in the <u>Frames options page</u> are listed here.

Clicking this button will display the online help on this dialog box.

Clicking this button will abort everything you have entered here.

Clicking this button will accept everything you have entered.

Displays the usage report for the current period.

Displays the usage report for a user-specified period.

List of currently defined Internet Service Providers (ISPs). You can choose an ISP from this list to which to log the call using the **Begin** and **End** buttons.

Pressing this button will start the timer for logging a call. The call will be logged to the Internet Service Provider currently displayed in the drop down list box in the *Manual* group. The **Begin** and **End** buttons provide a way for you to manually log calls.

Pressing this button will stop the timer that has been switched on for the currently displayed Internet Service Provider. The **Begin** and **End** buttons provide a way for you to manually log calls.

When this button shows the word **Monitor**, pressing this button will cause **Logtime** will go into the background and   automatically detect any connection (and termination of connections) made on your phone line.

When this button shows the word **Stop Monitoring**, pressing this button will cause **Logtime** to stop monitoring the phone line.

Clicking this button will allow you to configure **Logtime** for your system, Internet Service Providers and phone company.

The **Delete** button allows you to remove entries from the log file for a period you specify. This allows you to trim the size of the log file should space be a premium on your machine..

This button displays the About dialog box, which shows the current **Logtime** version number and copyright message.

In normal cases, pressing this button terminates **Logtime**.

If you are currently monitoring the line, what actually happens depends on how you have configured **Logtime** in the Monitor options page. You can configure **Logtime** to display a warning prompt,   to just quit obediently, or to minimize the program again.

If you have chosen to cause **Logtime** to minimize when **Exit** is pressed, you can quit by pressing the **Stop Monitoring** button, then press **Exit**.

This list box contains the currently-defined Internet Service Providers and the phone company. Choose one of the items in this list to have the results for the item displayed in the other portions of this dialog box.

The results displayed are for the period given here.

This box shows the amount of time spent and cost incurred for each time frame listed.

This is the total of all the costs incurred for the various frames for the currently selected ISP.

Some Internet Service Providers (ISPs) give users a block of time every month during which you do not have to pay for access other than, perhaps, a standard fee per month. Any access over and above this block of time would incur charges per unit of time. Some ISPs call it "free" access time, others may give it a different term. This "free" block of time, in terms of cost, is known as "Prepaid charge" or "Prepaid cost" in **Logtime**.

This is the difference between the total cost incurred and   the prepaid charges. If **Remainder** is displayed, the number shown is the amount of prepaid charge that you have still not expended. If **Exceeded by** is displayed, the number shown is the amount by which you have exceeded the prepaid charges.

This is the number of connections that you have made to the Internet Service Provider during the period.

This is the amount of time that you have clocked in the last session recorded. If you are still on the line with the Internet Service Provider, it is the amount of time that you have clocked so far in this session.

Prints a hard copy report of the usage for the Internet Service Providers and Phone company for this period.

Enter any date within the period which you want **Logtime** to operate.

When **Logtime** deletes log entries at your request, it automatically makes a backup copy of your original log file before proceeding. The backup file is called `LOGTIME.BAK`. If you do not wish to have your original log backed up, you can uncheck this box.

When you elect to have **Logtime** delete log entries, it will prompt you for confirmation before proceeding. If you do not want this precaution, you can uncheck the box.

This list box contains the currently-defined Internet Service Providers and the phone company. You will have to choose one item from this list if you wish to **Edit**, **Delete**, **Export** or **Set as default**.

Checking this box causes the currently selected Internet Service Provider ("ISP") to be set as the default ISP. Your login time will be clocked to this ISP unless otherwise specified.

This button allows you to create a new Internet Service Provider ("ISP") definition. An ISP definition contains all the information about how the ISP calculates and charges for your online time.

This button allows you to modify the currently selected Internet Service Provider or Phone company definition.

Pressing this button will delete the currently selected Internet Service Provider.

This button allows you to import a pre-defined Internet Service Provider or phone company configuration from an ISP configuration file The ISP configuration file may one of the few supplied with **Logtime**, or one supplied by your Internet Service Provider, or one obtained from some other source, such as from the **Logtime** web site.

The **Export** button allows you to save the currently selected Internet Service Provider ("ISP") or phone company configuration into an external ISP configuration file, which you can distribute to others who use the same ISP/Phone company and connection pricing scheme as you.

This group of options determine whether **Logtime** attempts to alert you with a sound when it has detected that your modem has made a connection.

Select this option if you do not want **Logtime** to emit any sound when it has detected that the modem has made a connection.

Select this option if you want **Logtime** to give a beep when it has detected that the modem has made a connection.

Select this option if you want **Logtime** to play a WAV file when it detects that your modem has made a connection. Specify the full path of the WAV file in the box.

Check this box if you wish **Logtime** to automatically start monitoring the line everytime Windows starts up. **Logtime** will unobtrusively put itself in the system tray unless you unchecked the *Use system tray* option in this dialog box.

This is the modem that you want **Logtime** to monitor. Select a modem from this list.

Enter the number of seconds you want to add to the connection time for the purposes of logging the start time of the call.

On some Internet Service Providers ("ISPs") it takes a few seconds from the time the modem connects to the completion of the login procedure, during which time you are not charged for the call. If you like, you can enter the number of seconds here to reflect that delay. The start time of the call is then modified to be the connection time plus the delay in seconds. Note that this modified start time is clocked to both the ISP and the phone record. Hence you should be aware that, while having this delay improves the accuracy of your ISP records, it may cause your phone records to be less accurate (assuming that a few seconds are significant) since a phone company is likely to start charging for the call immediately on connection.

Checking this box causes **Logtime** to display the usage report for the current period when the line is disconnected.

This group of options affect what **Logtime** does if you attempt to exit the program while it is set to monitor the line. It does not affect **Logtime** if you are not monitoring the line.

Choosing this option will cause **Logtime** to exit obediently without prompting you for confirmation.

This group of options affect what **Logtime** does if you attempt to exit the program while it is set to monitor the line. It does not affect **Logtime** if you are not monitoring the line.

Choosing this will cause **Logtime** to display a dialog box asking you to confirm that you wish to exit, continue monitoring or to cancel the exit request. This is the safest option.

This group of options affect what **Logtime** does if you attempt to exit the program while it is set to monitor the line. It does not affect **Logtime** if you are not monitoring the line.

Choosing this option will cause **Logtime** to minimize instead of exiting if it was previously in the system tray. This is the usual behaviour of Windows 95 system tray applications. It does not affect **Logtime** if it was not previously in the system tray.

This is the face name of the font that will be used for printing hardcopy reports. You can change this by clicking the **Change** button.

The point size of the font that will be used in printing hardcopy reports. You can modify this by clicking the **Change** button.

Click this button to change the font face name and point size that will be used for printing hardcopy reports.

This is the amount of space, in inches, that you want blank on the left hand side of each page of the printed output.

This is the amount of space, in inches, that you want left blank on the right hand side of each page of the printed output.

This is the amount of space, in inches, that you want left blank on the top of each page of the printed output.

This is the amount of space, in inches, that you want left blank at the bottom of each page of the printed output.

Uncheck this box if you do not want the phone results printed out each time you elect to print the Internet Service Provider usage report.

Checking this box will cause **Logtime** to print each Internet Service Provider ("ISP") result on a separate page. The default is to print the ISP results one after the other.

This box provides a brief description (if any) of the file contents as provided by the supplier of this ISP configuration file..

Enter a brief description of the contents of this ISP configuration file so that other users can have an idea about the kind of Internet Service Providers (ISPs) and phone companies that are contained therein. For example, if the file contains all the ISPs that are available in the country "Singapore", you might give a description like "Singapore ISPs and Phone companies". Note that this is **not** the description of the ISP you just exported!

This dialog box is displayed when you try to exit the program while **Logtime** is still monitoring the line.

If you have made a mistake in trying to exit the program, select this button and click **OK**. **Logtime** will then resume monitoring the line in the background.

This dialog box is displayed when you try to exit the program while **Logtime** is still monitoring the line.

This option causes **Logtime** to cease monitoring the line and terminate. Choose this if you really do mean to exit.

Clicking this button will cause the start time to be clocked at the actual connection time plus any delay that you have configured previously.

Selecting this option will cause the   time you click the OK button to be clocked as the start time of the call.

Selecting this option will allow you to specify a time to be logged as the start time of the call. Enter the time in the HH:MM:SS (hour:minute:seconds) format.

Select the Internet Service Provider record to which you wish to log the call.

Clicking the **Cancel** button will cause this call to be ignored. **Logtime** will continue to monitor the line for a new connection.

List of Internet Service Providers ("ISPs") or phone companies to import. Whether this list shows ISPs or Phone companies depend on whether you chose to display ISPs only or phone companies only in the group box below.

Select this to display the Internet Service Providers (ISPs) that have been defined in the ISP configuration file.

Select this option to display the list of phone companies that have been defined in the ISP configuration file.

Click this button to import the currently selected Internet Service Provider or phone company.

Selecting this button will copy all the frames you have defined for the currently selected day to the other days of your choice.

Choosing this option will cause **Logtime** to copy all the frames you have defined for another day to the currently selected day, erasing any definitions already made for the latter.   Select the day to copy from in the drop down list box.

Logtime will copy all the frames for the currently selected day to the days that you indicate in this group. Select all the days that should have an identical list of frames.

Enter the name of your Internet Service Provider ("ISP") or anything that might identify this configuration to you. This name will be used to identify this ISP definition in many dialog boxes and reports.

Some Internet Service Providers ("ISPs") charge a certain amount per one hour block of time. Others charge for each block of three minutes. Still others charge per minute. Enter what constitutes a block of time to your ISP in seconds. For example, if your ISP charges per block of 15 minutes, you would enter 900 (15 minutes X 60 seconds per minute).

Occasionally you would log in for only a fraction of each block of time that you configured above.

Selecting this option will cause **Logtime** to always round up the time to the next higher number.

Occasionally you would log in for only a fraction of each block of time that you configured above.

Selecting this option will cause **Logtime** to round up the time to the next higher number if you have consumed more than half of that block of time, or truncate the excess seconds otherwise.

Occasionally you would log in for only a fraction of each block of time that you configured above.

Selecting this option will cause **Logtime** to always truncate the excess seconds.

If your Internet Service Provider computes your bill on a monthly basis, select this option.

If your Internet Service Provider bills you on a weekly basis, select this option.

Select this if your Internet Service Provider computes your bill on the basis of what you incur in the calendar month. The period covered by each bill is always the 1st of the month to the last day of the calendar month.

Select this if your Internet Service Provider ("ISP") computes your bill on a monthly basis but with the period beginning from some particular date in each month and ending at a specific date in the following month. If this is your situation, enter the ending date in the drop down list box. For example, if your ISP bills you for the period from the 16th of each month to the 15th of the following month, select 15 as the "specified date".

Some Internet Service Providers ("ISPs") give users a block of time every month during which you do not have to pay for access other than, perhaps, a standard fee per month. Any access over and above this block of time would incur charges per unit of time. Some ISPs call it "free" access time, others may give it a different term. Enter this "free" block in terms of cost in this box. If you have to pay extra for every second of access, then it is likely that you do not have any prepaid charge and can enter 0 here.

This group of options only applies if you have a non-zero prepaid charge. It determines how **Logtime** offsets that prepaid charge against your time cost.

Offset monthly means that prepaid charge is a total prepaid charge that you have for the entire period and is to be offset against the total period's access time.

This group of options only applies if you have a non-zero prepaid charge. It determines how **Logtime** offsets that prepaid charge against your time cost.

Offset daily means that the prepaid charge is the amount that you have prepaid everyday. It cannot be carried forward to another day, and is offset against the current day's charges.

This group of options only applies if you have a non-zero prepaid charge. It determines how **Logtime** offsets that prepaid charge against your time cost.

Daily in time frame is like the **Offset daily** option, except that it can only be offset only if it is incurred in a specific time frame. You will have to create a frame for that period of the day in the Frames options page and select it in the drop down list box here.

If you check the **Can offset connection charge** box, the prepaid charge will also be offset against any connection charge that you incur. This last check box is of course not relevant for ISPs that do not charge connection charges.

Select the day of the week you want to work on. The **Frames for the day** box will display the frames defined for this day.

This box shows what frames you have defined for the day chosen in the **Day of week** list box. The first column gives the start time for the frame, the second the end time and the final column displays the name of the frame for the period given.

The **New** button allows you to add a frame to the day. You will be given an opportunity to specify the start time and end time of that frame for the day.

The **Edit** button allows you to modify a frame that you have previously added to the day. Select a frame from the **Frames for the day** list box before pressing the **Edit** button.

The **Copy** button allows you to copy all the frames defined for the currently selected day to other days. You can also click this to copy the frames defined for another day here.

The **Delete** button allows you to remove the currently selected frame for the day.

Enter the starting time for this frame.

Enter the ending time for this frame.

Select the frame to use for this period.

Clicking the **Add** or **Change** buttons causes the additions or changes you have made to be saved in the **Frames for the day** box.

Click this button to dispose of the changes or additions you made.

This is the frame that will be used for periods of the day that you do not specifically allocate to a frame.

If your ISP charges a certain amount each time you connect, over and above the time-rated charges, enter the amount here.

If your Internet Service Provider imposes a minimum charge per call, enter that minimum charge here. The cost for each call will be the larger of the minimum charge and the time-rated charges you incur.

If the call to your Internet Service Provider is on a toll-free line (ie, each call does not incur phone charges payable to your telephone company), check this box.

The list box contain all the frames that you have defined for this Internet Service Provider. Note that there will always be a frame here even if you have never defined one before, since **Logtime** computes costs based on the frame definitions.

Frames are used in **Logtime** to denote a particular period of time during the day or week in which your Internet Service Provider ("ISP") charges a certain rate. For example, some ISPs charge a certain rate for connections made during "peak periods" and a different rate for connections made in "off-peak periods". You would then need to define a frame called "Peak" and one called "Off-peak" in **Logtime**.

The **New** button allows you to create a new frame.

Frames are used in **Logtime** to denote a particular period of time during the day or week in which your Internet Service Provider ("ISP") charges a certain rate. For example, some ISPs charge a certain rate for connections made during "peak periods" and a different rate for connections made in "off-peak periods". You would then need to define a frame called "Peak" and one called "Off-peak" in **Logtime**.

The **Edit** button allows you to modify an existing frame.

Frames are used in **Logtime** to denote a particular period of time during the day or week in which your Internet Service Provider ("ISP") charges a certain rate. For example, some ISPs charge a certain rate for connections made during "peak periods" and a different rate for connections made in "off-peak periods". You would then need to define a frame called "Peak" and one called "Off-peak" in **Logtime**.

The **Delete** button allows you to remove a frame definition.

Frames are used in **Logtime** to denote a particular period of time during the day or week in which your Internet Service Provider ("ISP") charges a certain rate. For example, some ISPs charge a certain rate for connections made during "peak periods" and a different rate for connections made in "off-peak periods". You would then need to define a frame called "Peak" and one called "Off-peak" in **Logtime**.

This box is only enabled if you have clicked the **New** or **Edit** button. It allows you to enter or change the name of the frame.

Frames are used in **Logtime** to denote a particular period of time during the day or week in which your Internet Service Provider ("ISP") charges a certain rate. For example, some ISPs charge a certain rate for connections made during "peak periods" and a different rate for connections made in "off-peak periods". You would then need to define a frame called "Peak" and one called "Off-peak" in **Logtime**.

Enter the amount that your Internet Service Provider charges when you log in during this frame.

Frames are used in **Logtime** to denote a particular period of time during the day or week in which your Internet Service Provider ("ISP") charges a certain rate. For example, some ISPs charge a certain rate for connections made during "peak periods" and a different rate for connections made in "off-peak periods". You would then need to define a frame called "Peak" and one called "Off-peak" in **Logtime**.

If the button says **Add** click it to add the frame you have just defined to the list above. If the button says **Edit**, click it to modify the currently selected frame.

Click this button to abort all changes you have made to the Frames name and cost.

The list box shows all the exceptions that have been defined for this Internet Service Provider ("ISP").

Exceptions are days that are excluded from the usual charging scheme which you define in the Charges options page of this dialog box. For example, some ISPs charge a different rate for public holidays as compared to their rates on normal days. You can enter these days as "Exceptions".

Click this button to add a new Exception to the list.

Exceptions are days that are excluded from the usual charging scheme which you define in the Charges options page of this dialog box. For example, some ISPs charge a different rate for public holidays as compared to their rates on normal days. You can enter these days as "Exceptions".

To modify an existing exception, select it from the list box and click this button.

Exceptions are days that are excluded from the usual charging scheme which you define in the Charges options page of this dialog box. For example, some ISPs charge a different rate for public holidays as compared to their rates on normal days. You can enter these days as "Exceptions".

To remove an existing exception, select it from the list box and click this button.

Exceptions are days that are excluded from the usual charging scheme which you define in the Charges options page of this dialog box. For example, some ISPs charge a different rate for public holidays as compared to their rates on normal days. You can enter these days as "Exceptions".

Enter the date to be excluded from the usual charging scheme here.

If the button reads **Add**, click it to add the exception you have defined to the list above. If it reads **Change**, click it to replace the currently selected exception above.

Click this button to abort the addition or change to the Exception list.

Enter a frame to be used for charging logins made during the exceptions day. Only frames that you have defined so far are listed here. If an appropriate frame is not listed, first go to the Frames options page and define it there.

Clicking this button will import the currently selected ISP/phone company in this list box over the ISP you selected earlier in the ISP options page list box.

Clicking this button will cause a dialog box to be displayed, allowing you to select a WAV file.

Choose the default date that you want displayed in the Enter Date dialog box. The Enter Date dialog box is the dialog box that is invoked by clicking the **Previous** button in the LOGTIME main dialog window.

Selecting this will cause LOGTIME to automatically preselect a date in the previous month in the Enter Date dialog box. Note that the Enter Date dialog box is   the dialog box that is invoked by clicking the **Previous** button of the main dialog window.

Selecting this will cause LOGTIME to automatically preselect a date in the previous week in the Enter Date dialog box. Note that the latter is the dialog box that is invoked by clicking the **Previous** button of the main dialog window.

Selecting this will cause LOGTIME to automatically preselect the current date   in the Enter Date dialog box. Note that this is the dialog box that is invoked by clicking the **Previous** button of the main dialog window.

This is the fee you pay your ISP each month or week. It refers to the flat fee component of your bill and does not include the variable time-based charges portion.

This is the fee you pay your ISP each month or week. It refers to the flat fee component of your bill and does not include the variable time-based charges portion.

The total amount payable to your ISP is computed here as the sum of the monthly/weekly fee and the amount of time-based charges you incurred in excess of your prepaid charge.

Press this button to display the raw log entries for the connections that you have tracked using **Logtime**.

Select **whole log file** if you want to view the raw log entries for the entire log file. Select **specified period only** if you only want to view the entries for a period of time such as, for example, the current month. If you select the latter, you will need to specify the start and end dates for that period.

These items will be enabled when you choose to view the log for a specified period only. Specify the start and end dates for the period which you want to view. The log entries for the period beginning with (and including) the start date up to (and including) the end date will be displayed when you click OK.

Remainder (time): the amount of prepaid (free online) time you have left for the period. **Excess (time)**: the amount of time by which you exceeded the prepaid (free online) time. Note that the time given here is given in terms of the cost incurred in the default frame and is only an approximation. Click the **Help** button for more details.

This section allows you to configure the viewer used by **Logtime** when you wish to view the raw log entries as well as the defaults for the dialog box that appears when you press the View button on the main dialog box.

Enter the viewer that you want **Logtime** to use when displaying the raw log entries.

Logtime needs to create a file to contain the raw log entries before invoking the viewer to display it. Select **Write to a temporary file** to have **Logtime** generate a temporary file that will be deleted when the program exits. If you rather **Logtime** write to a specific filename, you can enter it in the **Write to:** edit box. **Logtime** will not delete the file on exit if you choose the latter option.

This option allows you to control which option is preselected when you invoke the **View Raw Log Entries** dialog box. You can always change it when you click the **View** button on the main dialog box. The actual dialog box allows you to select any period, not just the current year or month.

This dialog box displays the disclaimer given by the creator or distributor of the ISP configuration file. If you disagree with the terms given in the disclaimer, you may abort the import procedure by clicking **Cancel**. Otherwise, click **Next** to continue.

The text given in this box was supplied by the person who created or distributed the ISP configuration file. Read the information here and click **Next** if you agree with the terms given. Otherwise, click **Cancel** to abort the import procedure.

Click this button if you agree with the terms given in the disclaimer so as to proceed with the import procedure.

Specify the period for which you want the records in the log file deleted. Records matching the ISP which you select in the **ISP to delete** box and falling in the period occurring between the **Start of period** and **End of period** (inclusive of both the start and end dates) will be deleted.

You can choose to delete all the ISP records for the period specified, or only the records for a particular ISP for that period.

Select this option if your ISP rounds up or truncates your connection time after every call. If your ISP accumulates the number of seconds/minutes/hours you have clocked and only rounds them prior to billing you, do not select it.

Click this button to browse through your directories to select a file viewer to use.

Click this button to save the usage report to a text file.

Select **All ISPs** to save the usage report for all the ISPs, **Selected ISPs** to save the report for the ISP indicated in box beside the words, and **None of the ISPs** not to save the report for any of the ISPs. You can also check or uncheck the **Include Phone report** box to include or exclude the phone usage report respectively.

Enter the name of the file that you want the usage report saved to. You can also click the **Browse** button to select a file.

If this box is checked, **Logtime** will append the current usage report to the file that you specified in the **File name** box. If no such file exists, one will be created. If this box is not checked, and the file you specified exists, it will be overwritten with the current report that you are saving.

The RAS Name group box displays the name of the RAS connection (usually the RAS phone book entry) used to call your ISP. If you want this name to be associated with the ISP you select in the ISP box, click the **Associate this name with selected ISP** checkbox. Associating the name allows you to configure Logtime to automatically log the call in future without recourse to you.

Enter the name of your RAS phone book entry for this ISP. If you are using Dial-Up Networking, this is the link that you see in the Dial-Up Networking group in Start|Programs|Accessories|Dial-Up Networking. It allows **Logtime** to automatically detect which ISP was called when you monitor RAS connections. You can ignore this if you are not monitoring RAS connections.

Logtime can monitor your calls using one of these methods. Click the **Help** button on the dialog box for more information about the advantages and disadvantages of each method. After selecting one of these methods, you should click the **Configure** button.

The two options in this group allow you to configure what happens when **Logtime** detects a connection. **Prompt user on connection** will cause a dialog box to be displayed, giving you the option of logging the call to any ISP you choose or ignoring the call. **Automatically log to default ISP** will cause the program to simply log to the ISP you designate as the default. No prompt will be issued in the latter case.

This group of buttons allow you to configure what you want **Logtime** to do when it detects a connection.

This option causes **Logtime** to see if the current party called matches any of the ISPs you defined. If so, the call is logged to that party. If not, the connection is not logged.

This option causes **Logtime** to check if the called party matches any of the ISPs you defined. If so, the call will be logged to that party, otherwise the call will be logged to the ISP you have designated as the default ISP.

This option causes **Logtime** to check if the called party matches any of the ISPs you defined. If so, the call is logged to that ISP, otherwise, a dialog box is displayed, giving you the option of logging to any ISP or ignoring the call.

This option causes **Logtime** to always display a dialog box when a connection is detected, giving you the option of logging to any ISP or ignoring the call.

The options in this group are only relevant if you have selected one of the prompting options in the **Monitor RAS connections** or **Monitor Telephony connections** dialog boxes (see the **Configure** button in this dialog box). The dialog box that appears when a connection is made has three radio buttons. You can choose which button is set as the default from here. Note that the user can still change that selection at connection time.

This group of options specifies what you want **Logtime** to do with its icon when monitoring you computer for connections. The options take effect when you click the **Monitor** button in the main dialog box.

You can elect to view only the log entries for a particular ISP or the log entries for all the ISPs in the period.

Clock the end of the session with the current time will make the record of you online time appear as though you only just logged out from your ISP.

Pretend the session never occurred causes the record of your last online time to be erased.

Don't do anything is useful if you are actually still online. Otherwise you should choose one of the other options.

For more information on these options, click the **Help** button on the dialog box.

This property page has options that allow you to configure the action **Logtime** is to take when it detects that the last online session was not recorded properly (which would be the case if Windows crashed while you were online).

Select this option if you want **Logtime** to check whether the last online session was properly recorded (ie check whether Windows crashed while you were online).

Select this option if you want **Logtime** to prompt you when it detects that the record for the last online session was not properly recorded. If you unselect this and select **Check for Crashes**, **Logtime** will automatically fix the error according to the options you select in the **Default Action To Take** group.

Clock end of session with current time will cause the current time to be logged as the time you went offline.

Pretend the session never occurred will cause **Logtime** to delete the record for the last online session.

Don't do anything will cause **Logtime** to ignore the partial record.

Click the **Help** key for more information about these and the other options in this page.

Normally **Logtime** will only monitor calls originating from your computers and ignore calls received by your computer. Check this box if you want **Logtime** to monitor incoming calls as well.

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The Delete Dialog Box

If you wish to trim the size of your log file, you can always delete entries from it. This dialog box allows you to choose the specific period from which you want entries deleted. It also allows you to delete all that ISP records for that period or only the records for a specific ISP occurring in that period.

1. The date boxes allow you to specify the period for which the records are to be deleted. Enter the start of the period in the date boxes given in **Start of period** and the end of the period in the date boxes given in **End of period**. Note that the dates entered are included in the period: that is, records occurring on those dates given are also considered for deletion.

2. The **ISP to delete** box allows you to choose to delete all ISP records for the period specified, or only the records for a particular ISP for that period.