

# TopSide<sup>(tm)</sup>

## stay-on-top Calendar

for Windows(R) (v3.1 or greater)

v1.0

a product of RCCO Research  
(publishers of *MONEY & BANKS*(tm),  
Personal Banking Manager software)

TopSide: stay-on-top Calendar has been tested by RCCO Research to work with Windows 95.

### Overview

For some unknown reason, Windows 95 ships without one of the most useful applets that came with Windows 3.1: a *Windows calendar*.

**TopSide:** stay-on-top Calendar for Windows (v3.1 or later) provides the needed calendar applet missing from Windows 95. TopSide can remain on-screen, in front of ("stay-on-top") other applications and windows for ready access. The small calendar window that is visible can be moved or minimized. Its moveable on-screen position is recalled from session to session to appear in the same place it was last utilized.

The registration fee of \$9.95 (plus S/H) provides a full registered copy (without the unregistered copy notices) on a 3.5" 1.44mb diskette along with license to use the program after a 90-day evaluation period. The registered version activates the stay-on-top capability, the calendar print feature, and system information provision; it also recalls from session to session the last TopSide screen position.

### Usage

The use of the calendar should be obvious and intuitive. The launch of TopSide shows the current date highlighted within the calendar grid. You may advance or step back the months or years simply by clicking on the appropriate directional arrow in the month or

year cells in the upper portion of the TopSide window. Other functions are found on a Pop-up Menu (activated with a click on the right mouse button; see section below about the Pop-up Menu).

Since the registered version of TopSide can remain on-screen in front of other running Windows applications (or a DOS application running in a Window), it may be that the default position (upper right corner) may obscure an important portion of the user's screen. Simply click and hold the left mouse button on the title bar of the TopSide window and move TopSide to any desired position. The next time TopSide is launched for use, that last position will be recalled (registered version only). (If you would like at some point to have TopSide appear in its original program position, simply delete the file TOPSIDE.INI located in the Windows directory/folder; when you next launch TopSide, it will return to the original default location.) (REGISTERED VERSION ONLY)

The TopSide window may also be minimized by clicking on the Minimize button in the title bar or by selecting Minimize on the program's Control menu. After the window is minimized, it appears as an icon on your Windows 3.1 screen or as a Task Bar item in Windows 95; a double-click on the icon in Windows 3.1 or a single-click on the Windows 95 Task Bar item for TopSide restores TopSide to its normal size and position. The TopSide window may not be resized or maximized; it may only be minimized, moved, or closed (exited).

TopSide's stay-on-top window behavior does not interfere with your favorite Windows screen saver.

### **Pop-up Menu**

If you click the right mouse button most anywhere within the TopSide window, a Pop-up Menu will appear that contains selections for toggling TopSide's Stay-on-Top status, a Calendar Print facility, opening the program's About screen or viewing the Readme.txt n Windows Notepad.

If you would like to change the default normal window behavior of TopSide so that it will always remain in front of other windows, click on the Stay-on-Top menu item (activated in the registered version). The check mark beside this menu item will appear. TopSide then remains on-screen, in front of ("stay-on-top") other applications and windows for ready access. (If you change to Stay-on-Top status during a session, TopSide will return to its default non-Stay-on-Top behavior the next time the program is launched.)

If you subsequently click again on the Stay-on-Top menu item, the check mark beside this menu item will disappear and TopSide will again behave as a normal Windows program -- that is, it can be covered by other windows running during the session. To recall TopSide as the active window, press <Ctrl-Esc> to bring up the Task List in Windows 3.1 or the Task Bar in Windows 95, and select TopSide as the application to Switch To.

Selecting the Calendar Print item (activated in the registered version) on the Pop-up Menu will create a hard-copy reference of the currently displayed month. The image of the calendar window will be sent to your printer if it is online. The calendar image will be

enlarged to span the full width of the printable page making it suitable for wall use or other application. (Technical note: Certain printers, notably the HP LJ II, may have difficulty with the Calendar Print function; Calendar Print will not be usable in such instances.)

Selecting the About item on the Pop-up Menu brings up information on product name, version number, and copyright information. It also includes system information (in the registered version only) showing the versions of Windows and DOS, Windows mode, the presence or absence of a math co-processor, free memory, and available system resources. To close the About screen, click on the <OK> button.

The documentation may be read online after launching TopSide by selecting the View Readme.txt item on the Pop-up Menu. (The Windows applet Notepad must be present on the system to enable the View Readme.txt function.)

### **Exiting**

To exit the TopSide application at the end of a session, click on the <OK> button in the lower right portion of the TopSide window. You may also select the program's Control Menu box (at the upper left), then the Close selection. You may also double-click on the Control Menu box in Windows 3.1 to close TopSide, or, in Windows 95, click on the "X" Close button in the upper right corner of the TopSide window. You may also close TopSide by pressing the key combination <Alt-F4> when the TopSide window is the current, active window.

### **Program specifications**

80386sx or greater, Windows 3.1 or Windows 95, 335kb hard disk space.

### **Installation**

To install TopSide: stay-on-top Calendar, simply copy all files in the package to a directory/folder of your choosing; we suggest creating a new directory named \TOPSIDE (or, in Windows 95, a sub-folder named TOPSIDE).

You may then launch the program from File Manager or Explorer by double-clicking on TOPSIDE.EXE. You may also create a new program item/shortcut for TopSide in any desired program group or folder, specifying the pathname to TOPSIDE.EXE as the command line, as well as indicating the same directory as the working directory (required in Windows 3.1). The program's icon is contained within TOPSIDE.EXE and

may be specified as the displayed icon. You may then, in Windows 3.1, double-click on the program's icon to launch TopSide; in Windows 95, simply select the Start menu item for TopSide, or launch from the appropriate folder.

You may also print (or view) a formatted version of the documentation by opening TOPSIDE.WRI (this file) in Windows 3.1 Write or Windows 95 WordPad (or any Windows word processor that can read the Write file format, such as Microsoft Word) and utilizing the print facility from within that program.

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The payment of the \$9.95 purchase price for a registered copy of this program will allow license for a single user to make use of the program for purposes that are traditionally accepted for software applications of this type. Additional license fees of \$6.00 per user may be paid at the time of registration, or any time in the future after initial registration at the then current license fee in effect.

The license and authorized registration shall not be construed as being in effect until direct payment has been received by RCCO Research and an authorized, registered copy has been sent in the registered user's/users' name(s).

### **The Registered Version of TopSide**

The registered copy performs the same execution as the evaluation copy, only without the unregistered copy notices. The registered version activates the stay-on-top capability, the calendar print feature, and system information provision (in the About window); it also recalls from session to session the last TopSide screen position.

Documentation for the registered version is provided via on-disk text files, similar to the present format.

### **Registration Notes**

Registration will obtain a copy of the most recent authorized version and provide legal authorization for continued use of the program after the ninety-day (90-day) evaluation period.

You are granted an evaluation period of up to 90 days to determine whether or not you wish to purchase a registered copy of this software. To purchase a registered copy, you may mail the registration fee of U.S. \$9.95 + \$1.55 handling (\$5.05 outside of U.S.A., \$3.05 for Canada) directly to RCCO Research, P.O. Box 196, Gatlinburg, TN 37738 (U.S.A.); you will receive a registered copy of the latest version on a 3.5" 1.44mb disk. Additional users for business purposes are \$6.00 each and may be licensed at the time of registration or later as they may be added at the then current license fee in effect. Please remit with check or money order only (no currency). We require payment with order so that prices and fees may be kept as reasonable as possible; this policy has worked well for us in recent years, as we observe increased registration on products that are reasonably priced.

Please note that in order to make available and maintain the very low \$9.95 purchase price, we simply cannot accept credit card orders or orders by toll-free telephone for this

particular product. Even those who have ordered other RCCO Research products by credit card and toll-free number in the past must necessarily understand that such a price will not allow for the expense of processing such orders via those methods. We ask all purchasers of TopSide to simply send a check or money order along with their orders so that we may continue to offer this product at this price.

Tennessee clients please include the required 8.5% sales tax on both the product amount and shipping/handling as mandated by the state.

International clients must pay by check or money order in U.S. dollars, drawn on a U.S. bank or the U.S. branch of an international bank. Please realize that international postal money orders are considerably delayed through the postal systems and may not be the most expedient way of relaying payment. An often-used form of payment consists of obtaining a dollar-denominated money order from the local American Express office which you may then airmail to us along with your order.

An invoice will be included with your order, showing the registered serial number(s) applicable to the purchase. Prices and/or registration and/or license fees are subject to change.

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### **Additional Information**

If you have any comments or questions regarding this program after (or with) registration, please direct them to:

RCCO Research Associates  
P. O. Box 196  
Gatlinburg, TN 37738-0196  
(U.S.A.)

Special e-mail addresses for registered users are provided along with the invoice.

Please include your phone (day & evening) and fax (if any) numbers as well as your mailing address (and e-mail address, as applicable) on all communications.

To print the registration order form from Notepad (or other text editor), open the file Order.frm in the TOPSIDE directory/folder. From the File menu of Notepad, select Page Setup to set all margins minimally: 0 for Left, Right, Top, Bottom Margins. Delete the default header and footer items. Select OK. Then from the File Menu, select Print to print out the order form. (If you wish to fill in the form with your order information before printing, it may be best to open Order.frm in a word processor, such as Write/WordPad, since Notepad does not have an overwrite mode.)

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