# **SmartSum**

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# Welcome to SmartSum

SmartSum is Shareware, What's that? What Does SmartSum Do? General Information, Hints and Tips Menu Items Keyboard Interface Registering Getting Support

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# What Does SmartSum Do



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# Introduction

SmartSum is a Windows based implementation of an adding machine/printing calculator. It also has a number of tricks that a normal printing calculator cannot do.

- Calculations can be saved and re-loaded.
- Incorrect entries can be corrected.
- Entries can be deleted.
- Additional entries can be inserted.
- Decimal accuracy can be changed at any time in a sequence of calculations, and the whole sequence will be re-calculated.
- Subtotals and entry counts can be displayed or hidden at will.
- Tax calculations, such as the addition of VAT(TVA) in Europe or State Sales Tax in the USA are simplified by the inclusion of a "TAX" button which can calculate Tax-Inclusive price given a Tax-Exclusive price and Vice-Versa.
- The tally roll can be printed using any available font, or copied to the clipboard.
- Calculation results can be injected automatically into another application, such as a spreadsheet.
- Entries can be "checked off".
- Calculations can be titled. The title is saved and reloaded with the calculation, and printed with the calculation.
- The display's colors can be reconfigured as desired.
- An "always on top" mode is available.

# **General Information**

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# Rounding Errors when using 2,4 or 6 Decimal Places

When you set SmartSum to use 2, 4 or 6 decimal places, you can introduce small errors because of the "rounding" that occurs. For example if you set decimal places to say "2", and enter 10 divided by 6, the result will be 1.66666666666 recurring, which SmartSum will round as requested to 1.67.

If you then multiply by 6, you will get a result of 10.02, not the 10 you started with. This is due to the effect of rounding the first calculation to 2 decimal places.

Switching to fully-floating decimal will always give the correct result to the limit of the accuracy of the numeric co-processor your PC has, or the emulation of it Windows undertakes if your PC does not have a co-processor.

# **Tax Calculations**

Asuming you have set the correct rate using the "Tax Rate" option of the "Entries" menu, you can quickly perform sales-tax type calculations. For example to add tax at 17.5% to an item with a value of 25.00 first enter the value 25.00, then press the "+" button followed by the "Tax" button, and the resultant tax-inclusive cost of 29.38 will be displayed. The tally-roll will show that the tax component is 4.38, and the # sign to the right shows it has been automatically calculated by use of the "Tax" button.

Similarly if you have an item priced at 41.07 including tax at 17.5% then you can calculate the taxexclusive cost by first entering 41.07, then pressing the "-" key followed by the "Tax" key, which will give a result of 34.95, and a tax component of 6.12. Again, the 6.12 will have a # to the right on the tally roll to indicate it was calculated automatically by use of the "Tax"" button.

The "Alt+T" key combination or the "#" key can be used from the keyboard to simulate the "Tax" button.

# **Copying to the Windows Clipboard**

"Tally-Rolls" copied to the windows clipboard are padded with spaces to display correctly if a nonproportional font is used. You can see the effect of a non-proportional font on the clipboard by selecting "OEM-TEXT" from the "View" menu of the Clipboard viewer. You may also need to use a non-proportional font (such as Courier) if you paste the information into another document.

# Printing

You can usually print successfully using a proportional font, and the figures will line up OK because in most proportional fonts the sizes of the numeric characters are in fact all the same. However, this isn't always true, and if you do get "wiggly" printing you have little choice but to change font.

# Changing the target of the "Inject" command

To change the target of the inject command (which defaults to Microsoft Excel) you need to edit the SMARTSUM.INI file which is in your Windows Directory, (Use Notepad or similar) and add the following lines:-

#### [Inject] Target=Window Caption

where Window Caption should be replaced by the beginning of the caption that appears in the Title Bar of the target application.

For example, to make the Microsoft Write applet that comes with Windows the target application you would need the lines

#### [Inject] Target=Write

Note however that the SMARTSUM.INI file will not exist until you have started and exited SmartSum at least once.

# Menu Commands



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# File Menu

#### New

The New command clears the Tally Roll and completely resets the calculator. Note that it doesn't warn you if you haven't saved the current calculation.

# Open

The Open command reloads a previously saved calculation.

# Save

The Save command will save the current calculation, using the filename the calcuation was last saved as. If SmartSum does not have a current filename then this option will not be available.

# Save As

The Save As command allows you to specify a filename via a standard File Save dialog box. The calculation is then saved to that file. A warning is given if the file already exists.

# Print

The Print command prints the current calculation. The print will have the same style as the displayed "tally roll", with subtotals and entry counts if they have been selected. Each page of the "tally roll" will be headed by the entry in the title box.

# **Printer Font**

The Printer Font command allows you to select the font you wish to use for printing. Take a look at the General Information topic in this Help File for some hints on selecting fonts.

# **Printer Setup**

The Printer Setup command allows you to select which printer to use. Unless instructed otherwise by using this command, SmartSum uses the default Windows printer.

# Exit

Closes SmartSum. Note that there is no warning if you haven't saved or printed the tally roll.

# Edit Menu

#### Сору

The Copy command places the contents of the "tally roll" onto the Windows Clipboard, from where it can be pasted into other documents such as Word Processors. The data placed on the clipboard will have the same style as the displayed "tally roll".

# Paste

The Paste command copies to the SmartSum display the number on the Windows Clipboard, as if you had entered it yourself via the keyboard. Note that the contents of the Clipboard have to be

numeric!

# Inject

The Inject command takes the number currently in the SmartSum display and automatically pastes it into the target application at the current insertion point. The default target application is Microsoft Excel, but can be changed. To change the target application see the General Information topic in this help file.

#### **Entries Menu**

#### Amend Entry

The Amend Entry command allows you to change the currently selected entry on the "tally roll" (shown with a small > sign). The complete sequence is then recalculated. To select the correct entry for amendment simply click on it with the mouse, or navigate to it with the cursor keys. Double-Clicking on an entry has the same effect.

#### **Insert Entry**

The Insert Entry command allows you to insert a new entry on the "tally roll" immediately after the currently selected one. (shown with a small > sign). The complete sequence is then recalculated.

# **Delete Entry**

The Delete Entry command deletes the currently selected entry on the "tally roll" (shown with a small > sign). The complete sequence is then recalculated.

# **Check Entry**

The Check Entry command places a small "c" to the right of the currently selected entry on the "tally roll" (shown with a small > sign), and then advances the selection one step. Using this you can easily "check off" a sequence of entries. If an entry is already checked it will be "unchecked". Using the Ctrl+Space keyboard shortcut is probably the easiest way to check off a sequence of entries.

# **Uncheck All**

The Uncheck All command removes the checkmarks from all the entries on the "Tally Roll".

# Individual Subtotal

The Individual Subtotal command causes a subtotal to appear after the currently selected entry on the "tally roll", unless there is already a subtotal there, in which case it is removed. The § button below the tally roll has the same effect.

#### **Clear Individual Subtotals**

This command clears all Individual Subtotals set with the "Individual Subtotal" command.

# Tax Rate

This option allows you to set the Tax rate used in calculations when the "Tax" button is used.

#### **Options Menu**

#### **Display Mode**

Allows you to select from the five available decimal accuracy modes, 2,4 or 6 decimal places, fully floating, or "currency" mode. In currency mode the decimal point is automatically inserted so as to

leave two digits to the right of it. So for example to enter the value 123.45 you merely need to enter the 1,2,3,4 and 5 keys in succession, the decimal point is not required.

# Paper Mode - All Subtotals

This command is a toggle which switches between the display of all intermediate results, and only the final result. The §§ button below the tally roll has the same effect. Note that individually assigned subtotals always display, irrespective of the state of this setting.

# Paper Mode - Display Entry Count

This command is a toggle which displays or hides the count of entries in a calculation. The (n) button below the tally roll has the same effect.

# Colors

This option allows you to configure the colors used by various parts of the SmartSum display. Depending on your video configuration you may only get an approximation of the color you select.

# Help Menu

#### Index

Jumps to the Contents Topic of this Help File.

# Keyboard

Jumps to the Keyboard Shortcut Topic of this Help File.

# **Using Help**

Jumps to Help on using Windows Help itself.

**About** Displays the About Dialog.

# **Order Form**

Jumps to an order form to register a copy of SmartSum.

# **Keyboard Usage**



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# General

The program is designed such that the numeric portion of the keyboard works as much like a normal adding machine/calculator as possible. The numbers 0 to 9 and the decimal point operate as expected, and the +, -, \* and / keys are for addition, subtraction, multiplication and division. For effective use the numeric lock must be set, and this will normally be shown by a light on the keyboard. The enter key has the effect of the = key on a normal calculator.

The % key can also be simulated by the "Pause" key, which is closer on the keyboard. Percentages are calculated in the same manner as the Windows Calculator in the Accessories group. For example, to calculate 151.22 plus 15% you would strike the 1,5,1,.,2,2,+,1,5,% keys in sequence.

The "Tax" key presents a quick mechanism for adding or subtracting a particular rate of tax as part of a calculation. The Tax rate is set from the Entries Menu. The Tax button is simulated by the "Alt+T" key combination or the "#" key.

The "Clear" key is simulated by the PC's "Esc" key, and the PC's "Backspace" key provides a way to remove the last entered digit.

# **Menu Shortcuts**

As well as the normal numeric keys required to operate an adding machine, there are shortcut keys for most of the menu commands as well. The shortcuts are as follows:-

# Edit Menu:-

•	Сору	-	Shift & Insert	
•	Paste	-	Ctrl & Insert	
•	Inject	-	Ctrl & Home	
Entries Menu				
•	Amend Entry	-	Ctrl & Enter	
•	Insert Entry	-	Insert	
•	Delete Entry	-	Ctrl & Delete	
•	Check Entry	-	Ctrl & Space	
•	Uncheck All	-	Ctrl & U	
•	Individual Subtotal		- Ctrl & S	
•	Clear Ind Subtotals	-	Ctrl & C	
•	Tax Rate	-	Ctrl & R	
<b>Options Menu</b> Decimal Modes				
•	Currency	-	Ctrl & A	
•	Fully Floating	-	Ctrl & F	
•	2 Decimal Places	-	Ctrl & F2	
•	4 Decimal Places	-	Ctrl & F4	
•	6 Decimal Places	-	Ctrl & F6	

#### Paper Mode

• /	All Subtotals	-	Ctrl & L	
• [	Display Entry Count	-	Ctrl & E	
General				
• /	Always On Top	-	Ctrl & T	
Help Menu				

• Help Index - F1

# Registering



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You can register your copy of SmartSum by Phone, Fax, Mail or E-Mail. We accept cheques in Sterling, or VISA or Mastercard. If you have a CompuServe account you can also register via the SWREG service. SmartSum's SWREG product ID is 2705 and the price via this mechanism is currently 35 US dollars.

# Printing an Order From

You can access an order form if you wish to register by Fax,Mail or E-Mail by pressing the 'Order Form' button on the reminder screen, or from the "Help" drop down menu. The order form shows the current registration fees and addresses and phone numbers.

#### Jump to Order Form

#### Please let us know which version you currently have

If you register by phone, please let us know which version of the program you currently have (shown as R1.1 or similar on the program caption). This helps us greatly to determine how effective our shareware distribution methods are. If you use the order form the version number is already preprinted on it.

# **Registration Order Form - SmartSum R1.2**



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You can print this order form by using the "Print Topic" option from the "File" menu.

Registering your copy brings you:-

- The full version of SmartSum. We always try to ship within 24 hours, by Air Mail if outside the UK..
- Shareware versions of some of our other software, including at least SmartCat Plus the premier Windows File Cataloger, Smart Address - a very sophisticated Address Book/Mailing List Manager, and SmartDoc - a Windows Help File printing/Text extraction utility, plus whatever else we have that will fit on the disk.

We can accept your order by mail, E-mail, Fax or Phone. You can also register via the Compuserve SWREG service (GO SWREG), using Product ID 2705. The cost via SWREG is \$35.00 (Thirty Five US Dollars).

#### Send your order to:-

Oakley Data Services, 3 Oakley Close, Sandbach, Cheshire CW11 9RQ, England.

Please send me \_\_\_ registered copy(s) of SmartSum, together with Shareware Versions of some of your other software.

# Prices:-

#### UK and EEC

20.00 Pounds Sterling including P&P, plus VAT (17.5%) = 23.50 Pounds Sterling per copy

# Rest of the World

20.00 Pounds Sterling plus 2.00 Pounds Sterling P&P = 22.00 Pounds Sterling per copy.

(As of May 1994 the exchange rate was approximately 1.5 U.S. Dollars to 1.0 Pound Sterling. When we charge your credit card the card company will convert the cost to your local currency at the rate then prevailing and the sum will appear on your bill in your local currency.)

(Unless otherwise requested we ship a 3.5" HD disk)

#### Total Price : .....

I enclose a cheque / wish to pay by MasterCard / Visa (delete as applicable)

# Credit Card Details:-

Name as on card:-Card Number:-Expiry Date:-

# Please send the registered version to:-

Name: Address:

Post/Zip Code:

Day Time Tel. No.

#### You can also contact us by:-

Phone:+44 (0)270 759739; FAX: +44 (0)270 765272; Com Internet: 100024.1763@compuserve.com

Compuserve: 100024,1763

It would also help us if you could tell us where you got SmartSum from:-

And any suggestions you have for enhancements.

# Getting Support

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