

Welcome to ManagePro for Windows Version 2.0

This document contains important information that supplements the printed documentation in your package.

Timeline Configuration

The ability to show original due dates in the timeline is a new feature in Version 2.0 not fully covered in the Reference Manual. On page 2-28 you will see the dialog box for configuring the timeline. The Show Original Due Date checkbox can be used to show important information in your timeline.

When you first enter a due date for a goal, ManagePro sets a field called "original due date" to this first due date. Original due date does not change as you change the real due date. If you turn "Show Original Due Date" on in the timeline, the default settings will display the timeline bar for a goal in two colored sections - blue for the part from the start date to the original due date, and red for the part from the original due date to the current due date. This provides a visual indicator of goals or projects that have "slipped" their original schedule.

If you plan to use this feature extensively, you may want to configure a new view in the timeline that includes the original due date field as one of the columns. That way you can make adjustments to start date, due date and original due date as appropriate. See Chapter 8, "Customizing Planners and Tables" for more information.

Sharing databases on a network

If you intend to share databases over a local area network, be sure to read Chapter 9 for more information. In particular, you will need to run a DOS program called SHARE.EXE before accessing any shared databases. Instructions on setting up SHARE.EXE are in Chapter 9 and there is additional information in your DOS documentation.

Installation on a Novell network

If you are installing ManagePro onto a Novell network, please read Chapter 9, which covers network issues, and note the following additional points:

If the ManagePro application is installed on a server, the files listed in Chapter 9 to be marked read only should be marked READONLY and SHAREABLE. Do not set MPRO.EXE to be EXECUTE ONLY.

For best results, shared databases created on a Novell network should be marked SHAREABLE, but this is not a requirement. For example, if your shared database is called FY94 and is on the L: drive, type the following at a DOS prompt when ManagePro is not loaded:

```
C:> flag L:\FY94.* +S
```

DDE Connections

ManagePro Setup does not automatically put your ManagePro directory on the DOS PATH. If you want to create DDE links to your ManagePro data from other applications, you will need to add your ManagePro directory to the PATH statement in your AUTOEXEC.BAT file. If you are not using DDE or only make connections from other applications into ManagePro, this is not necessary.

Windows Performance Optimization

Our experience has shown that the performance of all Windows applications, including ManagePro, is very sensitive to your system configuration. How memory is configured and the amount of memory

dedicated to SMARTDRV, if in use, can have a very significant impact on application speed. We highly recommend that you take the time to review the chapter called "Optimizing Windows" in your Microsoft Windows 3.1 User's Guide. It's time well spent!

Thank you for purchasing ManagePro. We sincerely hope it helps you and your team work more productively together!