Diary

File   Edit   Insert   Page   Help

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Point to the area of the main window that you require help on.
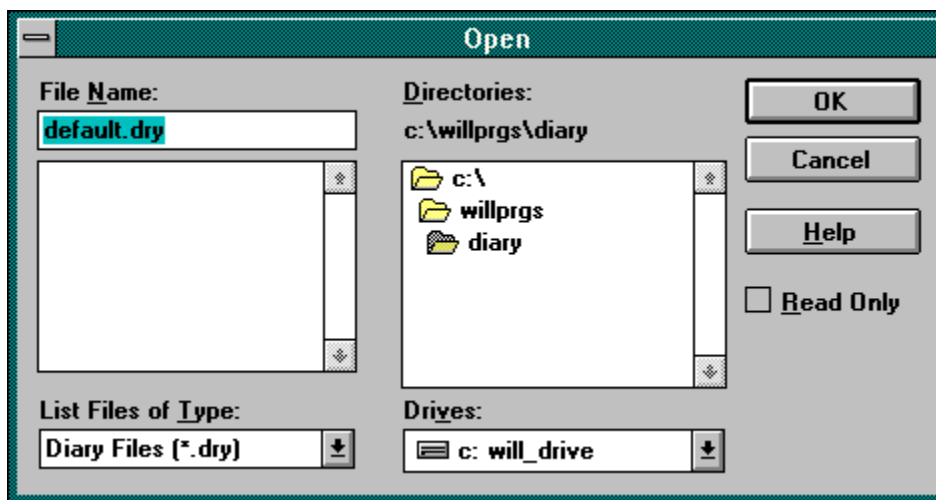
Ordering Information

Customer Service

File Menu Commands

The file menu contains the following commands:
> **New**
> **Open...**
> **Save**
> **Save As...**

The **New** command generates a message box asking you if you really want to create a new file.   This is because New deletes all the data currently in the Diary.   Unless you have saved it, the data will be lost.

The **Open...** command displays the common file open dialog that most windows users will be quite comfortable with.

If you need help using the common dialog, refer to the main Windows help or press the help button on the dialog.

The **Save** command will only function if you have previously used the Save As... command.

The **Save As...** command displays the common file save dialog box.   Diary assigns the extension "dry" to Diary files by default, though it is quite possible to use other extensions.

Edit Menu Commands

The Edit Menu contains the following commands:

Undo
Cut
Copy
Paste
Delete

These commands function much the same way as in any other Windows application, except that Diary is two seperate pages.   This requires the addition of the **Right** and **Left** selections.   These commands are simple to use; simply select the side of the diary that you wish to perform the command on.   If you have, for example, selected text on the left side of the Diary and you select **Paste|Right,** nothing will happen to the left side.   Instead the last selection cut to the clipboard will be pasted to the right side of the diary.

When editing a diary it is important to treat each page as a seperate entity.   If a page is full then it will not scroll text onto the following page.   Diary is intended as a day journal, not a word processor.   I you fill up one page, the text insertion caret will be automatically moved to the next page.   Be leery of this feature though, it often will cut off a few characters of the interrupted word.   A beep will sound to remid you.

Insert Menu Commands

The Insert Menu contains the following commands:
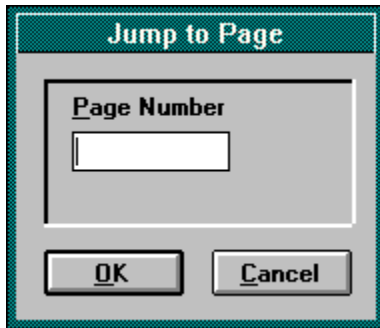> **Date**
> **Time**

The **Date** feature inserts the current system date as reported by MS-DOS.   You must select either **Left** or **Right**.   If you select a side that contains the blinking caret, the date will be inserted at that point.   If you select an inactive side, the date will be inserted at the top of the page.

The **Time** feature inserts the current system time as reported by MS-DOS.   You must select either **Left** or **Right**.   If you select a side that contains the blinking caret, the date will be inserted at that point.   If you select an inactive side, the date will be inserted at the top of the page.

Turning the Page

The pages are turned in Diary by either clicking on one of the upturned corners with the *left mouse button*, by selecting from the **Page Menu**, or by typing to the end of the right hand page.

Another handy function is **Jump to...** which allows you to go to a page without viewing the turning animation.

Ordering Diary

To order Diary please print this handy form.

Name:_____

Address:_____

City:_____State:_____

Phone Number(Optional):_____

Then stick it in an envelope, prefferably after you have filled it out and mail it to:

> Will Ballard
> P.O. Box 610
> Denton, TX   76202

Enclose five dollars ($5.00) check, money order, or good old-fashioned American Cash.
Make checks and such payable to Will Ballard.

Customer Service

I am more than willing to work with you to overcome difficulties you may have with Diary, but only if you have registered!   I need to make the standard legalese statements here...

Warranty:

Diary will function in the Microsoft Windows® environment substantially in accordance with the help files. The author, Will Ballard, claims no responsibility for any damages that may result from the use of this program either directly or indirectly.

With that said, enjoy the program!

If you have any questions, feel free to call me any time.   I don't sleep.   You can reach me at (817) 243-2102 until September of 1993.   At that point you will need to echo mail to me on the International Windows Echo.   I do read my mail, so don't hesitate with questions.

I am dedicated to killing bugs.   If you think you have found one, contact me immediatly, and I will see what can be done to correct the problem.

Press this button once you have entered the page number you wish to jump to.

If you change your mind about jumping, press this button to... cancel.

Type the page number you wish to **Jump to** in this box.