WinPIM 3D Version 1.1   From: *Great Looking Software*

Files included with this program are;

       winpim3d.exe = Main Program File
       winpim3d.dbf = rolodex database - **MUST** reside with winpim3d.exe
       winpim3d.mdx = rolodex database dBaseIV Index File - **MUST** reside with
winpim3d.exe
       winpimap.dbf = appointment database - **MUST** reside with winpim3d.exe
       winpimap.mdx = appointment database dBaseIV Index File - **MUST** reside
with   winpim3d.exe
       winpim3d.log = Rolodex 3D Phone Log - **MUST** reside with winpim3d.exe
       gldates.dbf = dates database - **MUST** reside with winpim3d.exe
       gldates.mdx = rolodex database dBaseIV Index File - **MUST** reside with
winpim3d.exe
       gldialer.dbf = dialer database - **MUST** reside with the winpim3d.exe
       gldialer.mdx = dialer database dBaseIV Index File - **MUST** reside with
winpim3d.exe
       winpim3d.wri = This File - **MUST** be in the **Windows Directory**
       ss3d.vbx , ss3d2.vbx and ss3d3.vbx = 3D library - **MUST** be in the **Windows
Directory**
       qevbdbf.vbx = Database Engine - **MUST** be in the **Windows Directory**
       qex.ini = qevbdbf.vbx ini file - **MUST** be in the **Windows Directory**

**Please make sure that all the dbf/mdx files are located in the same
directory with the WINPIM3D.EXE File and the vbx and ini files are located
in your Windows Directory.**

Main Screen

NOTE: The **TITLE FIELD** and the **STATE FIELD** DropDown ListBox each have a
blank field which should **NEVER** be removed or modified for these blank fields are
necessary for the use of
QBE Mode to work correctly.

NOTE: Dates should always be entered in the following format;
Three Letter Month (Jan, Feb, Mar... etc) and Two number date (01 , 02 , etc...)
Do **not** include the Year when entering Birthday and Anniversary dates , besides this
program
will not allow it so you can't anyway   :)
In **The Appointment Screen** the date is entered including the year as **Jul 13,1993
or Jul 01,1993**

NOTE: Always enter a Long Distance Telephone Number like this   1-702-367-0326
for direct calls or
beginning with a "0" for Long Distance Collect Calls.

NOTE: The Home , End , PageUp , PageDown keys are functional and the Grey Plus
and Minus
keys selects the next or previous record as long as the Horizontal Scroll Bar is
blinking (has focus).

Menu Commands
1- *File Menu*

A- **3D Toggle** = Toggles the text boxes to visible and invisible.
B **Save** = Saves the current Settings and Font Attributes.
C- **Save & Exit** = Saves the Current Settings and Font Attributes and exits program.
D- **Exit** = Exits program.

2-**_Database Menu_**
A- **Delete Record** = Deletes a record from the database ... does not physically remove.
B- **Insert Record** = After **New Record** has been initiated this physically **Inserts** the
 new record into the database.
C- **Modify Record** = Makes the Field text boxes visible to allow you to **Update**
 the current record.
D- **New Record** **=** Clears all the fields and readies the database for a new record.
E- **Pack Database** = Physically removes records previously Deleted from the database.
F-**TransActions**
1- **TransAction Begin** = Starts a transaction.
2- **TransAction Commit** = Saves all transactions since **Transaction Begin**
 was intiated.
3- **TransAction RollBack** = Discards all TransActions since **TransAction Begin**   was intiated (Like an Undo Command)
G- **Update Record** = Updates any changes to the database after **Modify Record** was
 intitiated.

3- **_Print Menu_**
A- **Index Cards =** Prints 3X5 or 2 1/6X4 Rotary Index Cards - **Dot Madrix Printers Only**
A- **Labels** = Prints 15/16 X 3 1/2 Mailing Labels - **Dot Matrix Printers Only**
B- **Summary Report** = Prints a report on 8 1/2 X 11 Paper - **All Printers**

4- **_Query Menu_**
A predefined list of Query Conditions specifying **TYPE** as the Condition.
All Records = All records
Business = Where **Business TYPE** = Yes (or true)
Friend = Where **Friend TYPE** = Yes (or true)
Other = Where **Other TYPE** = Yes (or true)
Relative = Where **Relative TYPE** = Yes (or true)

5- **_Settings Menu_**
ComPort = Allows you to select and save the comport your modem uses.
BaudRate = Allow you to select and save your modem baud rate.
Prefix = Allows you to select and save your **DialOut** prefix if you need one.
Reminder = Allows you to select and save wether or not you want the **Reminder**
 Screen to appear automatically at StartUp.

6-**_Sort By Menu_**
Allows you to Sort the Database by the following Fields..
 Anniversary, Birthday, City, FirstName, Lastname, State and ZipCode.

7-**_View Menu_**
Home = Selects the Home Address Fields for Viewing.
Buisness = Selects the Business Address Fields for Viewing.
PhoneLog = Brings up the PhoneLog with Windows Notepad Program.

Reminders = Displays the Reminder List for Viewing

8- ***Help Menu***

About = Brings up the About Screen.

Register = Brings up the Registration Panel.

Help Text = Brings up this Document.

ToolBar Buttons

Left to Right , Top to Bottom

1-**DialScreen Button** = Brings up the Quick Dialer Screen.

2-**Doodle Button** = Brings up the Doodle Pad where your can doodle while chatting on phone.

3-**Dates Button =** Brings up the Dates Screen displaying Birthdays and Anniversaries.

4-**Browse Table Button** = Brings up the Browse Table Grid Screen.

5-**Fonts Button** = Brings up the Font Style Selection Screen.

6-**Exit Button** = Exits the application (does **not** save and changes to the Settings or Fonts).

Command Buttons

1-**New Button**   = Is **disabled** until this program is registered.

Clears and readies the Fields for a New Record and changes its color

to **red** and its caption to **Insert.** Once you have filled in the Fields you

then press the same button again which physically **inserts** the new

record into the database. When done inserting new records the caption

returns to **New.**

2-**Modify Button** = Makes the Field text boxes visible to allow for updating a record. Same as the **3D button** on the toolbar or pressing the **F3** function key.

Its caption turns to **Update** and its color turns to **red**. Pressing this button while its caption is **Update** , records any modifications made to any of the Fields and updates the database.

3-**Delete Button =** Marks a record for deletion and the record becomes unreadable . Using the **Pack Database** command in the **Database Menu** physically removes the marked records from the databse thereby freeing disk space.

4-**Query Button** = Queries all records according to the current Sort Order and query conditions or QBE Example. Changes its caption when **New Button** is pressed to

Cancel to cancel a adding a new rocord.

5-**QBE Button** = Enters **Q**uery **B**y **E**xample Mode. Clears all the fields to allow user to

enter a particular example to query. Once and example has been entered

press the **Query** button to query all records that match the example.

QBE Matches **EXACTLY** what you enter in the Fields and is
CASE SENSITIVE

EXAMPLES:

Clicking the **Business Type** and entering an "**S**" in the LastName Field

Would Query just those records that are **TYPE** Business and whose LastName Starts with the Letter "**S**".

Selecting "**NV**" in the State Field and "**L**" in the LastName Field and clicking

the **Other Type,** Would query just those records Where the State was "NV"

and the LastName Started with the letter "**L**" and whose **TYPE** is **Other.**

You can enter as many examples in as many Fields as you like.

Remember... QBE IS CASE SENSITIVE.

6-**Clear QBE** = After you have entered **QBE** and Queried your example you must re-enter

QBE to **Clear QBE.** After Clearing QBE you then press the **Query Button**

to return to your initial Sort and Query .

Appointments / TO DO

Click This Button to Bring up The Appointment / TO DO Screen.
The Appoint Screen is pretty straightforward and initially displays the calendar.
When finished creating a new appointment or modifying an existing appointment
ALWAYS Click the **DONE** Button.

TYPE FIELD CheckBoxes

In this display the **Business TYPE** Checkbox is **Checked** and the Record now contains the
value of "Yes" and UnChecked CheckBox contains the value of "No"
The **Upper Right CheckBox** (to the right of the **Business TYPE** CheckBox) is the
Business Address CheckBox which toggles the viewing of the Business Address Fields and
Home Address Fields.

NOTE:

This also will cause the Printing of Index Cards to Print just the Records where the

Business Address Fields are filled in when the Business Address Fields are visible

otherwise just the Home Address Fields will be printed along with Name etc....

The **Lower Right CheckBox** (to the right of the **Other TYPE** CheckBox) is the

Reminder List CheckBox . At StartUp this checkbox will be checked if you selected

Reminder "Yes" in the **Settings Menu.** The reminder List will automatically be displayed if there is a Reminder for the Current Month. If there are no reminders then

the Reminder List will not be displayed unless you select **Reminder** in the **VIEW MENU**

and then the Reminder List will show that there are no reminders...   HUH? **:)**

Alpha Command Buttons

These Buttons **A** Thru **Z** act like the tabs on a Rolodex File Holder.
Selecting a letter will Query all Records Where the LastName begins with the letter you selected.
That letters Color turns to RED. Clicking the same letter again will ReQuery All Records and the
letter Color will return to BLACK.

Dial Options
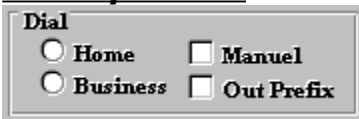
Clicking **Home** will Dial the HomePhone Number of the Currently displayed record.
Clicking **Business** will Dial the BusinessPhone Number of the currently displayed record.
Clicking **Manual** will bring up a Manual Dial Screen where you enter the number to dial.
Clicking **Out Prefix** will automatically add the DialOut prefix you selected in the **Settings Menu**
(8 or 9) to the Home or Business Number you select to dial if you need an Outside Line.

Browse Table Screen

Command Buttons

Fonts   = Brings up the Font Selection Screen for the Browse Table.
Goto   = Makes the currently selected record the current record in the Main Screen for
                 viewing or editing also changes the Sort and Query of the main screen to match the Sort   and Query of the Browse Table Screen and closes the Browse Table screen.
            Also **Double Clicking** a record in the Grid performs the same action as the **Goto** button.
Cancel = Closes the Browse Table Screen and returns to the Main Screen.
Exit   = Exits the program.

Menu Commands
The Menu Commands found in the Browse Table Screen perform the same Action as those in
The Main Screen.

The Home , End , PageUp , PageDown keys are functional and the Grey Plus and Minus
keys selects the next or previous record.

NOTE: The TITLE FIELD and the STATE FIELD DropDown ListBox each have a blank field which should   NEVER be removed or modified for these blank fields are necessary for the use of
QBE Mode to work correctly.

The Other Screens (**DATES , QUICK DIALER AND DOODLE PAD SCREENS**) are pretty self explanatory especially after having read this file and used the Main Screen functions.
When creating a new record and if you have filled in a Birthday or an Anniversary Date , that
date will automatically be added tho the gldates.dbf and displayed in the Dates Screen and
you will also be automatically added to the StartUp Reminder Screen when that Month Arrives.
When entering a new record and have entered a Home Phone Number or Business Phone Number you will be prompted if you would like to add these Phone Numbers to the Quick Dialer Database
(gldialer.dbf)

The Quick Dialer Screen List and all other List Boxes uses First Letter Search.
So just press a letter and it searches for a List Item beginning with that letter.

**If you have any problems or questions or suggestions, I'd appreciate hearing from
you via E-Mail or by telephone.**

**All registered users recieve free telephone support , FREE UPGRADES
and Free StandAlone Version of the Quick Dialer and Calendar Appointment Screens...**

Thank You for your interest. Gene Lucio... CompuServe - 76357,2722
America On-Line - GLSoftware
Delphi   - ELUCIO
Genie   - E.LUCIO1
Bix   - glucio
Odyssey   -   blues
Telephone - 702-367-0326