What is AllDay?

See also About Calendars, New Event, Save Events, Day Details, Event Groups, Year View, Filter Events, Sun and Moon, First Steps, Register

AllDay focuses mainly on computation of calendars. It is an application for generating overviews of calendar years. It is based on either the julian or the gregorian calendar system. Dates are converted to the jewish calendar system in addition.

The user can enter and save day events or events that occur during a certain period of time. Day events can be stored as repeating yearly. Events and periods may be grouped so that it is possible to differentiate for instance between holidays, birthdays, vacation, etc.

All events are stored in .ald files.

A window separate from the yearly overview shows details for any chosen day like number of day in year, number of remaining days in year, Julian date, number of week in year, number of remaining weeks in year, times of sunrise, sunset, moonrise, moonset, full moon and new moon.

An event list window shows all events of one year and allows to sort by date or by name. With the filter function event groups can shown or hidden. The day calculator allows to count the number of days between any two dates. Certain weekdays or groups can be omitted.

Any number of yearly overviews can be opened in different windows. Events can be stored in any number of files and opened independently. Data can be exchanged with other applications through an import and export function from/to standardized CSV format.

AllDay is shareware and not expensive. Compared to the development effort it is almost free. Please do register if you are constantly using the application. You contibute to a continued effort in enhancing AllDay.

About Calendars

See also Sun and Moon

Julian Calendar

The Julian calendar has been implemented 46 B.C. by Gaius Julias Caesar. It has been adopted for all christs by the concile of Nicaea in 325 A.C.

In the Julian calendar year 1 immediately followed year -1. Year 0 has not existed. The leap day correction in the Julian calendar every four years was approximately 11 minutes longer than necessary which equals approximately one day in 128 years.

Gregorian Calendar

The Gregorian calendar has been implemented on October 15, 1582 by pope Gregory XIII. To compensate the errorneous leap days of the Julian calendar, ten days have been omitted in this year, i.e., October 4 was immediately followed by October 15.

The Gregorian calendar has 97 leap days in 400 years. In years divisible by 100 leap days have been omitted if the century is not divisible by 4. In some countries this calendar has been officially implemented later, e.g., 1751 in England and 1918 in Russia.

Jewish Calendar

The jewish or hebrew calendar (term jewish calendar is more commonly used) is used traditionally for religious purposes and is the official calendar in Israel. In countries outside of Israel, jews typically use the local civil calendar for daily affairs and the jewish calendar for religious observances. Calculations for certain days of observance are performed using the jewish calendar and then typically scheduled in the local civil calendar.

The jewish calendar is a lunisolar calendar. It uses months with 29 and 30 days of length. The are named Tishri, Heshvan, Kislev, Tevet, Shevat, Adar, Nisan, Iyar, Sivan, Tammuz, Av and Elul. Leap years of 13 months incur in cycles of 19 years in years 3, 6, 8, 11, 14 and 19. In leap years, the 29-day month Adar is designated Adar II, and is preceded by the 30-day intercalary month Adar I.

By tradition, days of the week are designated by number, with only the seventh day, Sabbath, having a specific name. Days are reckoned from sunset to sunset, so that day 1 begins at sunset on Saturday and ends at sunset on Sunday. The Sabbath begins at sunset on Friday and ends at sunset on Saturday.

The jewish calendar used today has been implemented in year anno mundi (A.M.) 4119 by patriarch Hillel II. He disseminated rules for calculating the calendar which prior to that time was regarded as a secret science of the religious authorities. The calendar starts on October 6, -3760 of the julian proleptic calendar.

Easter

By the concile of Nicaea also the date of easter has been defined. It is the first Sunday that follows the full moon falling on or following March 21st. This clerical definition is different from the astronomical method, AllDay however uses the clerical definition.

With the date of easter also other important days can be calculated, e.g.:

(OS = Easter Sunday)

Good Friday = OS - 2 Ascension Day = OS + 39 Whit Sunday = OS + 49

Julian Date

The Julian Date (not to be confused with the Julian Calendar) has been implemented along with the Gregorian calendar reform in 1582 by Joseph Justus Scaliger. It shows the number of days since January 1, 4713 B.C. For historical reasons a day in the Julian Date starts at 12:00 (UT), at noon.

Important: AllDay computes calendars based on the chosen system (Julian or Gregorian). Historic events are not taken into account by the application (e.g., whether or not the respective calendar was in place in the chosen year, etc.).

Additional details and links to calendars can be found on the web at

http://www.calcom.de

New Yearly Overview See also New Event

To create a new yearly overview, choose "New" from menu "File". A new window with an overview of the current year appears. New events can be entered into the yearly overview afterwards.

Change Display of Yearly Overview

Item "Options" in menu "Extras" allows to open the options window. Here a number of preferences can be changed like the font, the first a of the week or which calendar system the computations shall be based upon.

Change Font of Yearly Overview

A yearly overview is displayed with font "MS Sans Serif" By default.

To change the font of the yearly overview choose "Extras" in menu "Options". In the options window click tab "Display" and press button "Change".

The height of the yearly overview window determines the respective font height by default. Characters are being displayed in the height that allows a whole year to fit into the actural size of the overview window.

By choosing "adapt window size to chosen font" the window height is automatically adjusted to the height of the chosen font, thus remaining unchangeable.

Change Colors

Sundays, week numbers and the highlighted day can be displayed in variable colors at the users choice through the options window.

Choose "Options" in menu "Extras" and click tab "Display". In field colors click respective field for foreground and backround color and choose a color from the color picker window.

Change First Day of Week

AllDay normally shows Monday as the starting of the week. Any other day of week can be chosen instead through the options window.

Choose "Options" from menu "Extras" and click a day of week in the box "first weekday"

Week Number

In the yearly overview and in the day detail window the week number is displayed. By default the week number is counted starting with week 1 being the first week with more than three days in the current year.

To change this select "Options" from menu "Extras" and click an option in box "Week 1 is...". Other possible choices are the week containing January 1 or the first full week in the current year.

Change Calendar System

See also About Calendars

Western timekeeping is done with the Gregorian Calendar. Before implementation of this calendar system its slightly different predecessor, the Julian calendar system, was in place. AllDay is capable to display both systems.

To switch between the two systems, select "Options" from menu "Extras" and click one of the radio buttons in box "Calendar system".

Along with the change of calendar system the weekdays and dates of movable holidays change.

New Event

See also About Calendars, Save Events, Day Details

AllDay stores any event like holidays, birthdays, vacation, etc. To enter an event click the right mouse button with the mouse pointing inside the region of the yearly overview window. From the popup menu choose "New Event".

A window appears where details of the new event like its name can be entered. In list box "Group" the new event can be ordered to a certain group like birthday or holiday, etc.

If "Period" is chosen in box "Type", the event can not be repeated. Start and end of the period are entered in respective fields in box "Time".

If "Day" is selected in box "Type", the time of occurence for the event is computed relative to the choice in box "Repeat" as stated below.

Repeat: none

Box "Time" shows field "from/at" into which the date of the event is being entered. The event is shown on that date of that year only. The event is not repeated.

Repeat: Date

Box "Time" shows field "from/at" into which the date of the event is being entered. The events is shown every year at that date (e.g., every year on October 16).

Repeat: Week/Month

Box "Select Time" allows entry of week, weekday and month (e.g., second wednesday in november). The event is shown every year on that day.

Repeat: Easter

Box "Select Time" allows entry of a number of days before or after easter sunday (e.g., Good Friday, two days before easter sunday or ascension day, 39 days after easter sunday). The event is shown every year on that day.

Repeat: Advent

Box "Select Time" allows entry of a number of days before fourth advent sunday.). The event is shown every year on that day.

Repeat: Weekday relative to date

Box "Select Time" allows entry of week and weekday before or after a certain date (e.g., first sunday after September 29th.). The event is shown every year on that day.

Repeat: Jewish Date

Box "Select Time" allows entry of a day and a month in the jewish calendar. All events in the jewish calendar are found by day and month, e.g. . Rosh Hashanah 1 Tisri, Passahfest 15 Nisan, etc. Events entered like that are converted to julian or gregorian dates and shown in the year overview respectively.

Important: Nearly all events are correctly displayed in both the Julian and the Gregorian calendar system. Only exception are events that fall onto February 29.

Change Event

See also About Calendars, Save Events, Day Details

To change an event, right click on the day in the yearly overview, at which the event occurs. In the popup menu choose "Edit Event".

If there is more than one event on the selected day, menu option "Edit Event" will show the event for editing which has been entered first. To edit the other events of that day, use the day detail window.

For editing an event a window is shown with event name and other details about the event. To change the event's group use list box "Group".

If "Period" has been selected in box "Type" the event can not be repeated. Start and end of the period are entered into the fields "from/at:" and "to:" in box "Time".

If "Day" is selected in box "Type", the time of occurence for the event is computed relative to the choice in box "Repeat" as stated below.

Repeat: none

Box "Time" shows field "from/at" into which the date of the event is being entered. The event is shown on that date of that year only. The event is not repeated.

Repeat: Date

Box "Time" shows field "from/at" into which the date of the event is being entered. The events is shown every year at that date (e.g., every year on October 16).

Repeat: Week/Month

Box "Select Time" allows entry of week, weekday and month (e.g., second wednesday in november). The event is shown every year on that day.

Repeat: Easter

Box "Select Time" allows entry of a number of days before or after easter sunday (e.g., Good Friday, two days before easter sunday or ascension day, 39 days after easter sunday). The event is shown every year on that day.

Repeat: Advent

Box "Select Time" allows entry of a number of days before fourth advent sunday.). The event is shown every year on that day.

Repeat: Weekday relative to date

Box "Select Time" allows entry of week and weekday before or after a certain date (e.g., first sunday after

September 29th.). The event is shown every year on that day.

Repeat: Jewish Date

Box "Select Time" allows entry of a day and a month in the jewish calendar. All events in the jewish calendar are found by day and month, e.g. . Rosh Hashanah 1 Tisri, Passahfest 15 Nisan, etc. Events entered like that are converted to julian or gregorian dates and shown in the year overview respectively.

Important: Nearly all events are correctly displayed in both the Julian and the Gregorian calendar system. Only exception are events that fall onto February 29, which are not displayed correctly in the julian calendar.

Day Details

See also New Event, About Calendars, Enter Position, Enter Time Zone, Sun and Moon, Inspector

To view details about a day selected in the yearly overview the day detail window is used. It is opened by double clicking a certain day in the yearly overview.

The day detail window always stays on top of all other windows and shows all events of the chosen day in a list. If another day is clicked in the yearly overview while the day detail window is open, the day detail window updated with the newly selected day's information.

Aside of the full date of the chosen day, in the upper part of the day detail window is shown the number of day in year, the number of remaining days in year, the week number, the number of remaining weeks in year, the Julian day number, the jewish date as well as the times of sunrise, sunset, moonrise, moonset, full moon and new moon.

The list of events in the day detail window is used to edit or to delete events. If more than one event occur on the same day, all events but the one that has been entered first can only be edited through the day detail window.

To select one event left click it's name in the list. Right click the list and choose from the popup menu to edit or delete the selected event.

Filter Events

See also New Event, Event Groups

To limit the display to show only events of certain groups, select "Filter" from menu "Extras". In the filter window, any combination of groups can be hidden or shown.

By using the filter function, the user for example can view birthdays only or holidays and vacations only.

The filter window contains two lists in which the groups appear that are to be shown or hidden respectively. To hide a group, double click the group in the list of visible groups. This group then will be transferred to the list of not visible groups. To show a group, double click the group in the list of not visible groups.

Display of all events belonging to hidden groups is suppressed in the yearly overview.

Event Groups

See also New Event, Change Group File, Filter Events

Many differnt events can occur each year. To be able to differentiate between events of certain kinds AllDay allows to group events. Groups can be opened, changed or deleted. They determine in which color an event is shown, whether or not it is a working day and if it is shown or not.

Assignment of events to a group is done when creating new events or when changing events.

Some commonly used groups are already created upon installation of AllDay along with some groups with name "No Title", which the user can adapt to personal needs.

To edit groups choose "Options" from menu "Extras" and click tab "Groups". By right clicking the list of groups a popup menu is opened for creating, changing or deleting groups.

If "New" or "Edit" is selected, a window is show with all details of the group. To change the color of the group click into field "Color". In the color picker window choose a new color for the group. Field "off day" is selected if events of that group are not working days. Deactivation field "show" results in hiding all events of that group.

Attention: Groups should not be deleted. If already events are assigned to a group that is being deleted, events remain that are not assigned to a group anymore. Instead groups should be renamed, e.g., "No Title 1", "No Title 2", etc.

Important: If events were assigned to a group that has been deleted, creating a new group named as the deleted group will not result in respective events being assigned to that group again. Each event must be assigned to the new group explicitly.

Change Group File

See alsoe Event Groups, Filter Events

AllDay stores event groups in a file named "Groups.alg". This file has to reside in the directory in which file "AllDay.exe" is stored. When AllDay is installed, a "Groups.alg" file with appropriate predefined groups already is delivered.

If AllDay does not find file "Groups.alg" in the application directory, a new one is created.

If the group file is lost after events have been assigned to groups in that file, new groups have to be added and events have to be assigned to these groups manually.

Important: To avoid having events with missing group assignment, groups should not be deleted. Instead groups not needed anymore should be renamed, e.g. "No Title 1", "No Title 2", etc.

Save Events

See also New Event, Open Event File, Event Groups

All event entries in a yearly overview can be saved into a file by selecting "Save" from menu "File". The Windows "Save Dialog" appears with its functions to save files. AllDay files are saved with extension ".ald" by default.

Important: AllDay files can be saved to any place. All events normally are assigned to groups though. Therefore group assignments may not be made properly when using AllDay files of other users unless both users share the same unchanged group file which is installed along with the application.

Open Event File

See also New Event, Save Events

A previously saved AllDay event file can be opened by selction of item "Open" in menu "File". The Windows "Open Dialog" appears with its functions to select and open files. Note that an AllDay file can be opened read only by making the respective selction in the open dialog.

Changes applied to a file that has been opened read only can not be saved.

Each AllDay file is opened in its own yearly overview. Any number of files resp. overviews can be open at a time.

AllDay files are stored with extension ".ald" by default.

Change Year See also <u>Yearly Overview</u>

The year of the frontmost yearly overview is shown in the symbol bar.

To change the year, type in any other year into the field in the symbol bar.

The arrows left and right of this field can be used to switch to the previous or next year respectively in addition.

Repeating Events

See also About Calendars, New Event, Save Events

AllDay allows to repeat any day event each year. Such event has to be entered only once. The date at which the event occurs in a given year is computed by AllDay.

Following repeat types are possible:

Repeat: Date

The events is shown every year at a certain date (e.g., every year on October 16).

Repeat: Week/Month

The event is shown every year on a certain day of a certain week of a certain month (e.g., second wednesday in november).

Repeat: Easter

Box "Select Time" allows entry of a number of days before or after easter sunday (e.g., Good Friday, two days before easter sunday or ascension day, 39 days after easter sunday). The event is shown every year on a certain day before or after easter sunday (e.g., Good Friday, two days before easter sunday or ascension day, 39 days after easter sunday).

Repeat: Advent

The event is shown every year on a certain day before fourth advent sunday.

Repeat: Weekday relative to date

Box "Select Time" allows entry of week and weekday before or after a certain date (e.g., first sunday after September 29th.). The event is shown every year on that day.

Repeat: Jewish Date

Box "Select Time" allows entry of a day and a month in the jewish calendar. All events in the jewish calendar are found by day and month, e.g. . Rosh Hashanah 1 Tisri, Passahfest 15 Nisan, etc. Events entered like that are converted to julian or gregorian dates and shown in the year overview respectively.

Yearly Overview

See also New Event, Save Events, Day Details

The central function of AllDay is creation of yearly overviews. In a yearly overview all days and week numbers of a year are shown at a glance. All events are marked in different colors and are shown too.

By right clicking a day entries can be made or changed for that day. As well details of that day can be called with the day detail window.

Any number of yearly overviews can be opened. Different event files are opened in their own yearly overview windows.

Registration

See also Author

AllDay is a shareware application. That means that it can be installed for a trial period of 30 days. Usage thereafter requires purchase of a license.

A usage license for a single copy of AllDay costs \$ 20.00.

AllDay can be easily registered online through the Internet. Just have program ID and credit card ready and do the few easy steps below. You will receive the registration code via e-mail right after submitting your registration.

How to register? Its easy!

- Select item 'About AllDay' in menu 'Help'
- Copy your program ID into the clipboard (select ID with the mouse and press Ctrl-C)
- Have credit card ready
- Launch your web browser by clicking the URL displayed in the about window
- Choose 'Register' when the web page is displayed (you can also visit the registration server directly by using following URL)

https://www.regnow.com/softsell/nph-softsell.cgi?item=2267-1

- Paste program ID into respective field (by clicking into the field and pressing Ctrl-V)
- Fill out other fields on the form and submit registration

How to turn AllDay into a full version

- Select item 'Unlock AllDay' in menu 'Help'
- Type your registration code into field 'Registration Code' (please watch capital letters!) and close window.

Additional to register online you can order through regular mail. Just complete the order form by selecting 'Print order' from menu 'Help'. After completion press button 'Print Order'.

When the registration code is received, please enter it into the registration window as described above.

Author

See also Registration

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Comments welcome! Please do write even if you are not consider to register.

Special thanks go to:

Kenneth D. Holt for his good comments to enhance AllDay.

History of AllDay

See also Author

AllDay originally was developed for the MacOS on the Apple Macintosh. First published in 1991 it went through a long 'evolution' until its last Mac version 5.3. It experienced a worldwide distribution as freeware application and was appreciated especially with historians due to its universal date computation.

Version 6.0 of December 6, 198 was the version published for Windows 9x and NT. This version is offered as shareware because of its extended functionality compared to the version offered as freeware.

Version 6.1 of January 3, 1999 computes times of sunrise, sunset, moonrise, moonset, full mon and new moon for any geographic position.

Version 6.3 of April 2, 1999 allows to import and export files with CSV files.

Version 6.4 of May 1, 1999 can compute the number of days between two dates and introduces the inspector.

Version 6.5 of May 27, 1999 has better printing functions and allows to select the geographic location through a county and city list. The colors of more elements of the year overview can be adjusted individually. The status bar in the main window now shows location and time zone in addition. The inspector also shows information when the day info window is not open.

Version 6.6 of September 7, 1999 shows all events of one year in a new separate list window. Events can be sorted by date or by name. Export works for event files and event lists. Various minor enhancements have been made to the user interface.

Version 6.7 of December 11, 1999 is a maintenance and consolidation update. It contains a number of fixes which make the application overall handling better.

Version 6.8 of December 29, 1999 can compute events occuring on a certain weekday before or after a given date (e.g. first sunday after September 29th.). As well it can compute jewish dates and jewish holidays which are entered as jewish day and month and shown in the year overview.

Enter Position

See also Day Details, Enter Time Zone, Sun and Moon

For the correct computation of sunrise and sunset AllDay needs the position of the user expressed in geographic latitude and longitude.

To enter the position, the options window is opened by selecting "Options" from menu "Extras" and clicking tab "Time".

By choosing from lists "Country" and "City" a certain city can be selected as location. If your city can not be found in the list, the position can be entered individually by checking box "other position".

The position then is entered in to box "Position" by stating the geographical latitude and longitude in degrees, minutes and seconds. Northern or southern hemispheres and western or eastern hemispheres are indicated are indicated through respective ceck boxes behind the latitude and longitude information.

The position is entered for Frankfurt, Germany by default (50° 06' 44" N, 8° 40' 55" E).

Enter Time Zone

See also Day Details, Enter Position, Sun and Moon

For proper computation of sunrise and sunset AllDay needs the time zone the user resides in.

To enter the time zone the option window is opened by selecting "Options" from menu "Extras" and clicking tab "Time".

In field Time Zone" the number of hours is entered which the local time is different from the time at the meridian of Greenwich (Universal Time UT or Greenwich Mean Time GMT).

By selecting a city from list "City" respective time zone is already preselected. If the location was entered by hand instead, the time zone has to be entered manually as well.

For positions west of the meridian of Greenwich, the number of hours has to be preceded by a minus sign (-). To enter parts of an hour, the decimal notation is used, e.g., 4.5 for 4 hours and 30 minutes.

The time zone is set to European Time by default (MEZ = UT + 1).

Important: Daylight saving time is applied by AllDay automatically according to respective system setting of Windows.

First Steps

See also Change Font of Yearly Overview, Enter Time Zone, Enter Position, New Event, Yearly Overview, Registration

After installation of AllDay, nothing dramatic happens when starting the application for the first time. Only the main window is opened.

A new empty yearly overview is created with item "New" in menu "File". New events can be entered and then saved with item "Save" in menu "File".

The application contains an example file with holidays in addition. This file can be viewed by selecting "Open" from menu "File".

Important: Watch for context menus in all areas of the application (right mouse button).

Many user preferences can be changed through item "Options" in menu "Extras". AllDay for instance is set to adapt the font size of the yearly overview proportional to the window size. Font and size can instead be explicitly set resulting in the windows size automatically adapting to the chosen font and size.

The geographic position and time zone of the user is set to Frankfurt, Germany by default which is why sunrise and sunset, moonrise and moonset as well as the times of full moon or new moon are computed for this selection. This also can be altered through the options window.

AllDay is shareware and not expensive. Compared to the development effort it is almost free. Please do register if you are constantly using the application. You contibute to a continued effort in enhancing AllDay.

Sun and Moon

See also <u>Day Details</u>, <u>About Calendars</u>

AllDay computes the times of sunrise, sunset, moonrise, moonset, new moon and full moon by astronomical algorithms.

For this computation very much details have to taken into account. To achieve a satisfactory precision with limited development effort some steps can be omitted. AllDay only honors parallax, refraction and angular diameter. Not honored are precession, nutation and aberration.

Sunrise and sunset are the times at which the upper limb of the sun passes the horizon. Local impacts on observing these events are not taken into account (mountains, hills, tall buildings, etc.), i.e., sea level surrounded by plain surface all the way to the horizon is supposed.

Import and Export

See also Save events, Repeat events, Event List

With its import/export function AllDay can exchange data with other applications. To import or export choose "Import" or "Export" from menu "File" respectively. A window appears, where name and directory of the file to import or export can be chosen.

The currently active filter is used for export, i.e. only events that belong to a visible group are exported. If an event list is currently open, this list is exported instead of the event file.

AllDay exchanges files in 'character separated values' (CSV) format. CSV files are ASCII text files where fields are separated by a certain character. AllDay uses a comma for the field separator. Each line in a CSV file ends with a 'carriage return line feed' (CRLF or ASCII 1310) and equals a dataset in AllDay

Example for a CSV dataset: [field],[field],[field]CRLF

Fields in the CSV file are preceded and ended with a double quote (") when double quotes or the field separator (comma) are contained in the field as normal text. Double quotes within a field are preceded with an additional double quote.

Example:

Field contains 123AB456 CSV file contains [previous field],123AB456,[next field] Field contains ABC,1DE"F CSV file contains [previous field],"ABC,1DE""F",[next field]

An example CSV file named "Holidays.csv" is contained in the installation of AllDay to document the structure of an import/export file. You can test the structure yourself by creating a new yearly overview in AllDay an enter different events. Then you export the events as described. You can view the contents of the exported file with any text editor like Notepad or MS Word. The format is explained as follows.

Field structure

Name, text field Type, numeric field Repeat type, numeric field From, text field To, text field Group number, numeric field

In field Type the following values are allowed

0 = Day 1 = Period

In field Repeat type the following values are allowed

0 = none 1 = Date 2 = Weekday, Week, Month 3 = Easter 4 = Advent

5 = Weekday to date

6 = Jewish date

In field **From** following values are allowed depending on repeat type

Repeat type 'none' (0)
Date in format YYYYMMDD

Repeat type 'Date' (1)
Date in format YYYYMMDD

Repeat type 'Weekday, Week, Month' (2)

1. and 2. digit: Weekday in format 00 to 06 (00 = sunday ... 06 = saturday)

3. and 4. digit: Week in format 00 to 05 (00 = first, 01 = second ... 05 = last)

5. and 6. digit: Month in format 01 to 12 (01 = January ... 12 = December)

Repeat type 'Easter' (3)

Number of days before or after Easter sunday (before Easter sunday: <0 i.e. negative numbers)

Repeat type 'Advent' (4)

Number of days before the fourth Advent

Repeat type 'Weekday relative to date' (5)

1. and 2. digit: Weekday in format 00 to 06 (00 = sunday ... 06 = saturday)

3. and 4. digit: Week in format 00 to 05 (00 = first, 01 = second ... 05 = last)

5. and 6. Digit: 00 = before; 01 = after a given date

Repeat type 'Jewish date' (6)

1. and 2. digit: Jewish month in format 01 to 12

3. and 4. digit: Jewish day in format 01 to 30

In field **To** following values are allowed (only with event type 'period'):

Date in format YYYYMMDD

In field **To** following values are allowed (only with event type 'day' and repeat type 'Weekday to date'):

Date in format YYYYMMDD

Day Calculator

See also Event Groups

The day calculator can be used to compute the amount of days between two dates. Certain week days or event groups can be left out when counting.

To open the day calculator window, choose 'Day Calculator...' from menu 'Extras'. After adjusting start and end date press button 'Calc'. Start and end date is included in the computed amount of days.

Options

By pressing button 'Options' further choices can be made. Box 'Selection' shows the week days and event groups that are included in the computation. Double clicking an item in the lists moves the item to box 'ignore'. To move items between boxes 'Selection' and 'ignore' buttons > >> << can be used as well.

Option OR

The week days and event groups shown in box 'Selection' are counted with option OR by default, i.e. all days are counted that fall on one of the chosen week days OR belong to one of the chosen groups. E.g. when in box 'Selection' 'Monday' and 'Tuesday' is chosen in the list of week days and 'Holiday (off)' is chosen in the list of groups, with option OR all mondays, tuesdays are counted and as well all days that are belonging to group 'Holiday (off)'.

Option AND

If option AND is chosen instead, only days are counted that fall on one of the chosen week days AND that belong to one of the chosen groups.

E.g. when in box 'Selection' 'Monday' and 'Tuesday' is chosen in the list of week days and 'Holiday (off)' is chosen in the list of groups, with option AND only days are counted that fall on a monday or tuesday AND that belong to group 'Holiday (off)'.

Option AND NOT

If option AND is clicked, check box NOT can be chosen in addition. This will cause only days to be counted falling on the selected week days AND that do NOT belong to the selected groups.

E.g. when in box 'Selection' 'Monday' and 'Tuesday' is chosen in the list of week days and 'Holiday (off)' is chosen in the list of groups, with option AND NOT only Mondays and Tuesdays are counted that do not belong to group 'Holiday (off)'.

Inspector

See also <u>Day View</u>

With the inspector day details can be brought up by just pointing with the mouse to a certain day in the year overiew. Respective information is shown either in the day info window or in a separate hint box (if the day info window is not open).

To switch the inspector on and off item 'Inspector' is selcted from menu 'Extras'. Afterwards just move the mouse over the days in the year overview to see the day details. The day whose details are currently shown is marked with a frame, that follows the mouse movements.

When a day is clicked while the inspector function is on, the mark stops at that day and the inspector is switched off.

The inspector function works independently for each year overview that is open.

Printing

See also <u>Year overview</u>

A year view can be printed by selecting item "Print" from menu "File". The calendar is printed depending on the settings of the chosen printer.

E.g. if portrait US legal is selected, the width of the calendar is adjusted to that format. Font height and thus height of the calendar will be automatically set so that respective width is reached.

By setting an appropriate paper format in the printing window, any format such as portrait or landscape for US legal, DIN A4, DIN A5, etc. can be used.

Event List

See also Filter events, Change events, Import and Export

With item "Event List" in Menu "Extras" a list of events of the current year can be opened. The list only show events not being hidden through the filter function.

With the event list you can easily create a list of birthdays, holidays or of planned vacations.

By using the right mouse button the list can be sorted by date or by name. The context menu also allows to change or delete an event or to add a new one.

While the event list is open, this list is exported instead of the event file by the export function.