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# Introduction

You've used calculators before, but TimeCalcPro is unique because it only deals with units of time. Using it, you can add, subtract, divide and multiply hours, minutes, and seconds.

If this is your first time using TimeCalcPro, be sure to read the Two-Minute Tutorial before you start.

[Two Minute Tutorial](#)

# Two-Minute Tutorial

Note: For best results, print out a copy of this topic and enter the calculations in TimeCalcPro as you read along. You can print the Two-Minute Tutorial by selecting the PRINT TOPIC command from the FILE menu above.

## The Basics

Because of the structure of time, you must follow these special conventions when entering calculations:

When you first start, the default display mode shows your calculations in terms of hours, minutes and seconds (h:mm:ss). So, if you want to calculate 3 hours, 41 minutes, 57 seconds plus 34 minutes, 5 seconds, you press the following keys:

```
3:41:57 (you can use periods . instead of :)  
+  
:34:5  
= (or enter key)
```

The total will display 4:16:02

As you performed the above calculation, you probably noticed some unusual things.

- n First, if you used your keyboard to enter periods (.), each was automatically converted to a colon (:).
- n Second, the numbers you enter can contain as many as two colons (or periods). A regular calculator only accepts one period to represent the decimal point.

You can enter two colons in TimeCalcPro because they serve as markers between the different units of time. The first time you press a colon, you change from hours to minutes; the second time, from minutes to seconds.

- n Third, your individual time entries were formatted to align identically on the Tape (:34:5 became 0:34:05). Zeros were added to make each time unit the same width. That makes it easy to view your work.
- n Also, after typing 34, you pressed .5 to enter 5 seconds. For a person who is used to using a regular calculator, .5 would normally represent .50 (one-half), not .05. However, you must bear in mind that each of the areas between the colons represents a whole number, not a fraction. Therefore .5 equals 5 minutes, .50 equals 50 minutes, and so on.

## Multiplication and Division

One more thing before you start. If you want to use the divide or multiply keys (/ and x), be sure to enter your time units before you enter the number that you want to divide or multiply by. For instance, if you want to see what 12 times 45 minutes equals, type:

```
.45  
x (or *)  
12  
=
```

Your total is: 9:00:00 (9 hours), which is correct.

DON'T type this:

```
12  
x (or *)  
.45  
=
```

Or your total will be: 5:24:00 (five hours, 24 minutes), which is wrong.

The reason is that when you press x or /, TimeCalcPro assumes that the next thing you input will represent a regular decimal-based number, not a unit of time. Typing your regular number AFTER the x or / is necessary to avoid accidentally multiplying or dividing by fractions, as occurs in the last example above.

That should be enough information to get you started. We hope you will enjoy the calculator.

Also See:

[Examples of Time Calculations](#)

[Display Mode](#)

# Examples of Time Calculations

The way that calculations look on the screen will vary depending on the display mode that you have chosen. These examples use the default display mode, Hours, Minutes, and Seconds (hh:mm:ss).

Before you can duplicate them yourself, you should be familiar with entering data into TimeCalcPro through your keyboard or a mouse.

[Addition Examples](#)

[Subtraction Examples](#)

[Multiplication Examples](#)

[Division Examples](#)

Also see:

[Display Mode](#)

[Keyboard Input](#)

# Addition Examples

## Simple Equation

To add up 3 hours, 37 minutes plus 1 hour, 3 minutes, and 16 seconds, type:

```
3:37
+
1:3:16
=
```

The total is: 4:40:16

Every time you type a colon, notice how you switch from one time increment (hours) to another (minutes), then another (seconds).

## Automatic Conversion

To add 36 hours, 54 minutes and 1 second to 98 minutes and 30 seconds, type:

```
36:54:1
+
:98:30
=
```

The total is: 38:32:31

When you type this in yourself, you see that the 98 minutes doesn't remain 98 minutes. Rather, it converts automatically to 1 hour, 38 minutes.

## Long List Of Numbers

You can add up as many numbers as you want. The Tape will allow you to scroll up and down to check your numbers. Also, you can double check your numbers easily by choosing PRINT TAPE from the FILE Menu.

For this example, we'll add up:

12 hours, 50 seconds  
500 seconds  
34 minutes  
1 hour, 1 minute, and 1 second  
5 hours, 15 seconds, and  
8 hours

Type:

```
12::50
+
::500
+
:34
+
1:1:1
+
5::15
+
8
=
```

The total is: 26:44:26

# Subtraction Examples

Important Note: If your subtraction equation results in a negative number, TimeCalcPro will prompt you to reenter your last number. That is because you can't have negative numbers when dealing with time.

## Simple Subtraction

Let's subtract 34 minutes, 12 seconds from 1 hour, 30 minutes.

Type:

```
1:30
-
:34:12
=
```

The total is: 0:55:48

Every time you type a colon, notice how you switch from one time increment (hours) to another (minutes), then another (seconds).

## Automatic Conversion

To subtract 2 hours, 10 minutes and 15 seconds from 300 minutes and 30 seconds, type:

```
:300:30
-
2:10:15
=
```

The total is: 2:50:15

When you type this in yourself, you see that the 300 minutes, 30 seconds doesn't remain 300 minutes. Rather, it converts automatically to 5 hours, 30 seconds.

# Multiplication Examples

## Simple Equation

Note: Whenever you multiply (or divide) it is important that you begin your equation with your time units, then always end it with the multiple number. For example, to multiply 1 hour, 15 minutes and 1 second by 5, type:

```
1:15:1
x (or use the * key)
5
=
```

The total is: 6:15:05

You cannot reverse the equation and type  $5 \times 1:15:1 =$  or the answer will be wrong.

Every time you type a colon, notice how you switch from one time increment (hours) to another (minutes), then another (seconds).

## Automatic Conversion

To multiply 300 minutes, 30 seconds by 10, type

```
:300:30
x
10
=
```

The total is: 50:05:00

When you type this in yourself, you see that the 300 minutes, 30 seconds doesn't remain 300 minutes. Rather, it converts automatically to 5 hours, 30 seconds on the screen before the calculation takes place.



# Division Examples

## Simple Equation

Note: Whenever you divide (or multiply) it is important that you begin your equation with your time units, then always end it with the division number. You cannot divide by time, only by simple numbers. For example, to divide 1 hour, 20 minutes, and 50 seconds by 5, type:

```
1:20:50
/
5
=
```

The total is: 0:16:10

Every time you type a colon, notice how you switch from one time increment (hours) to another (minutes), then another (seconds).

## Automatic Conversion

To divide 300 minutes, 30 seconds by 10, type

```
:300:30
/
10
=
```

The total is: 0:30:03

When you type this in yourself, you see that the 300 minutes, 30 seconds doesn't remain 300 minutes. Rather, it converts automatically to 5 hours, 30 seconds on the screen before the calculation takes place.

# Display Mode

Available under the OPTIONS menu as DISPLAY MODE.

TimeCalcPro allows you to view your calculations four different ways:

## Hours, Mins, and Secs Only

This is the default format when you use TimeCalcPro for the very first time. In this mode, you work with hours, minutes and seconds (h:mm:ss). When you first start entering a number, you are entering hours. Then, when you press the colon key (or period), you switch to minutes. If you press it again, you switch to seconds.

For instance, if you type 3:6:15, that represents 3 hours, 6 minutes, and 15 seconds.

## Days, Hours, Mins, and Secs

In terms of your input, this is identical to the HOURS, MINS, AND SECS ONLY option described above. However, if any number equals or exceeds 24 hours, an additional column representing days will convert that number to the equivalent number of days.

For example, if you type 36:30 (36 hours, 30 minutes), the display will show 1:12:30:00 (1 day, 12 hours, 30 minutes, and 0 seconds).

You cannot enter days directly, you must type in their hour equivalents.

## Minutes and Secs Only

In this mode, any number you begin typing will represent minutes. Then when you press the colon key (:), it will switch to seconds.

For instance, if you type 125:25, that represents 125 minutes and 25 seconds. You won't see any hours represented in this display mode.

## Seconds Only

In the SECONDS ONLY mode, any number you type will represent seconds only. For example, typing 1493 will represent 1,493 seconds. There is no conversion to minutes or hours.

# Keyboard Input

There are two modes of data entry for TimeCalcPro, mouse input and Keyboard Input. Initially, it is probably easier to use the mouse to perform short calculations. But if you are working with TimeCalcPro a lot, you may be interested to know that it is possible to control the program exclusively through your keyboard.

## Keyboard Equivalencies

To enter : (colon)	type : or .
To enter + (plus)	type +
To enter - (minus)	type -
To enter x (multiply)	type x or *
To enter / (divide)	type /
To enter C (clear)	type C
To enter CE (clear entry)	type E

## Typing In Numbers

The digits 0 to 9 are represented by those same numbers on your keyboard. You can use the numbers at the top of your keyboard, or you can turn on your keyboard's Num Lock feature and access its keypad.

## Using The Tape

To access the Tape, use your tab key to move to that object. Then you may scroll the Tape by using your up and down arrow keys.

Also see:

[Paste From Windows Clipboard](#)  
[Tape](#)

## Paste From Windows Clipboard

The Paste feature allows you to import numbers (including colons or periods) into TimeCalcPro that were created using another program.

- 1 Copy the line representing a time (such as 5:30:10) from another application into the Windows clipboard. You may have to read that program's documentation to determine how this is accomplished.
- 2 Make TimeCalcPro the active program
- 3 Select PASTE from the EDIT menu.
- 4 Your number will be entered into the calculation exactly as if you used your keyboard. Any characters other than numbers, colons or periods will be filtered out.

NOTE: You do not have to place the cursor anywhere on TimeCalcPro to paste in a number. Also, you can only paste one number at a time. You cannot import an entire column of numbers.

# Tape

TimeCalcPro's Tape is the white rectangular box at the top of the calculator. It serves as a written record of all your calculations.

## Scroll Bar

If your calculations extend beyond the immediate screen, a scroll bar appears, which allows you to move up and down through your work.

## Copying Tape Data To The Clipboard

You can copy selected portions of the Tape display to the Windows Clipboard, allowing you to move data easily to other programs, such as word processors. Follow these steps:

- 1 First, highlight the Tape data that you want to copy. If you are using a mouse, hold down your Ctrl key and select the data lines with your left mouse button. If you are using a keyboard, hold down your Shift key, and move your up and down arrow keys to select the data.
- 2 Choose COPY from the EDIT Menu.

You can turn off the highlight of Tape items by clicking on the face of the calculator, or by pressing C (clear all).

Note: Whenever you exit TimeCalcPro, the Tape data is erased.

# Calculator Layout

TimeCalcPro's appearance is similar to a common calculator.

## Tape

The large white rectangle near the top is the Tape. This is analogous to a calculator printout.

Using the tape you can:

- n Scroll up and down to view and verify your calculations.
- n Copy calculations or totals to the Windows clipboard, to import into another application.
- n Make a printout of the entire tape by choosing PRINT TAPE.

## Action Window

The black rectangle with yellow characters in the center of the calculator is the Action Window. This is where you will see your numbers display as you type them. It also shows calculation totals.

It is possible to copy the number in the Action Window to the Windows clipboard by highlighting that number, then choosing COPY from the EDIT menu.

## Keys

The numbers and symbols shown on the calculator's buttons allow you to use your mouse to easily click in calculations, in the same way as you would use your fingers to press buttons on a regular calculator.

If you will be entering a large amount of data, it is recommended that you use your keyboard instead of a mouse to save time.

Also see:

[Tape](#)

[Print Tape](#)

[Keyboard Input](#)

## **Print Tape**

To make a printout of your Tape, first, make sure your default printer is on and has paper in it.

Next, choose PRINT TAPE from the FILE menu.

Your Tape will be printed. If it is longer than one page, it will continue on consecutive pages until it is done.

# Options

These are your preference options for TimeCalcPro:

[Stay On Top](#)

[Show "hh:mm:ss"](#)

[Dimensions](#)

[Display Mode](#)

[Calculator Color](#)

Each time you make a change to one of these options, your new configuration is saved. So the next time you start TimeCalcPro, your calculator will look and behave the same as the last time you used it.



## Stay On Top

This feature is available under the OPTIONS menu.

When checked, Stay On Top forces TimeCalcPro to remain the topmost window on your desktop screen, irregardless of whether it is the active window. This makes it easy to access TimeCalcPro for calculations when reading data from another application.

## Show "hh:mm:ss"

Access this feature under the OPTIONS menu.

If SHOW "HH:MM:SS" is checked, each time you end a calculation, the appropriate combination of the letters d:h:m:s (representing Days, Hours, Minutes, and Seconds) will align itself underneath your total to make it easier to read.

If you turn SHOW "HH:MM:SS" off, you will see only the numbers representing your total.

# Dimensions

These features are available under the OPTIONS menu.

## Horizontal and Vertical

TimeCalcPro can be displayed as either a vertical or horizontal calculator. To switch it, simply check the format you want.

Note: The Horizontal configuration offers a slightly longer "tape" display.

## Full Height

Use this feature to switch between a full-sized calculator display, and a minimal display (without the number and operator buttons). You can shrink down the display only when TimeCalcPro is in the VERTICAL calculator format.

[Full Height](#)

See also:

[Tape](#)

# Full Height

Access this feature under the OPTIONS menu, then select DIMENSIONS.

If FULL HEIGHT is checked, you will view the TimeCalcPro calculator normally. However, if you want to save screen space, TimeCalcPro can be displayed smaller on your screen.

To do this, first make sure you are in the VERTICAL dimension format. Now uncheck the FULL HEIGHT option. The number and operator keys will disappear, leaving behind only the top part of TimeCalcPro. You must use your keyboard to perform all of your data entry functions, since there is nothing for the mouse to click.

Also see:

[Horizontal and Vertical Dimensions](#)

[Keyboard Input](#)

## **Calculator Color**

Access this feature under the Options menu.

To choose a new background color for TimeCalcPro from the list shown on the menu, check the one you want.

# Date Calculators

## Difference Between Dates

To calculate the number of days between two dates, enter the dates in the two yellow boxes, then press the Calculate button.

## Add/Subtract Days

To see what date results from adding or subtracting a certain number of days to a date, use this calculator.

- 1 In the first yellow box, enter the date you want to start with.
- 2 Press either the add or subtract button.
- 3 In the second yellow box, enter the number of days you want to add or subtract.
- 4 Press the Calculate button.

Also see:

[Date Formats](#)

# Date Formats

Valid dates run from January 1, 100 A.D. to December 31, 9999.

TimeCalcPro is very forgiving with date formats. Let's use the date June 8, 1991 as an example.

## ***United States Format***

These are all valid entries for that date:

- n Jun 8, 91
- n June 8, 1991
- n 6/8/91
- n 06/08/1991

## **International Formats**

If you have Windows set up to use your country's date formats, these are valid entries for that date:

### ***United Kingdom, New Zealand, and Australia***

- n 8 Jun, 91
- n 8 June, 1991
- n 8/6/91
- n 08/06/1991

### ***Canada***

- n 8/6/91
- n 08/06/1991
- n Jun 8, 91
- n June 8, 1991

Note that no matter what format you enter your dates, they will be shown in TimeCalcPro's default format (Jun 8, 1991). This has no bearing on the accuracy of the calculations.

# Registration Information

TimeCalcPro is not a free program. It is available as shareware. That means that you may try TimeCalcPro for a reasonable period of time (two to three weeks), then you are expected to pay Spud City Software Co. for its continued use.

Please note that "buying" this program from a shareware distributor does not count toward registering it. Spud City Software Co. does not receive any money from shareware distributors. Our only payment comes when you register with us directly.

## Advantages To Registered Users

- 1 What you get in return for your registration fee is a unique registration code that we will mail to you. When you enter this code into the program (we'll tell you how), your copy of TimeCalcPro will convert to a fully registered version. This means that the startup screen that pauses and asks you to register will be gone forever.
- 2 Registered users also will be notified of major upgrades to TimeCalcPro, which will be available to them at a substantial discount.
- 3 Also, technical support is available to registered users via CompuServe (76660,3524) and the mail.
- 4 Registrations keep us in business, which allows us to improve the program and create more. Keeping the shareware concept alive benefits you with access to thousands of inexpensive try-before-you buy programs. It's up to you to make it work.

## Registration Fees:

- n \$10 for a single user's registration, or
- n \$15 for a single user's registration AND a fresh-from-the-floppy-drive copy of the latest version of TimeCalcPro. Your copy will be pre-registered for you.

Also available are multi-user and custom copies (how would your name and logo look at the top?) of TimeCalcPro. Please write for more information.

## Okay, Okay. How Do I Register?

To access the registration form, under the HELP menu, choose REGISTRATION, then REG. FORM.

Thank you for trying TimeCalcPro.

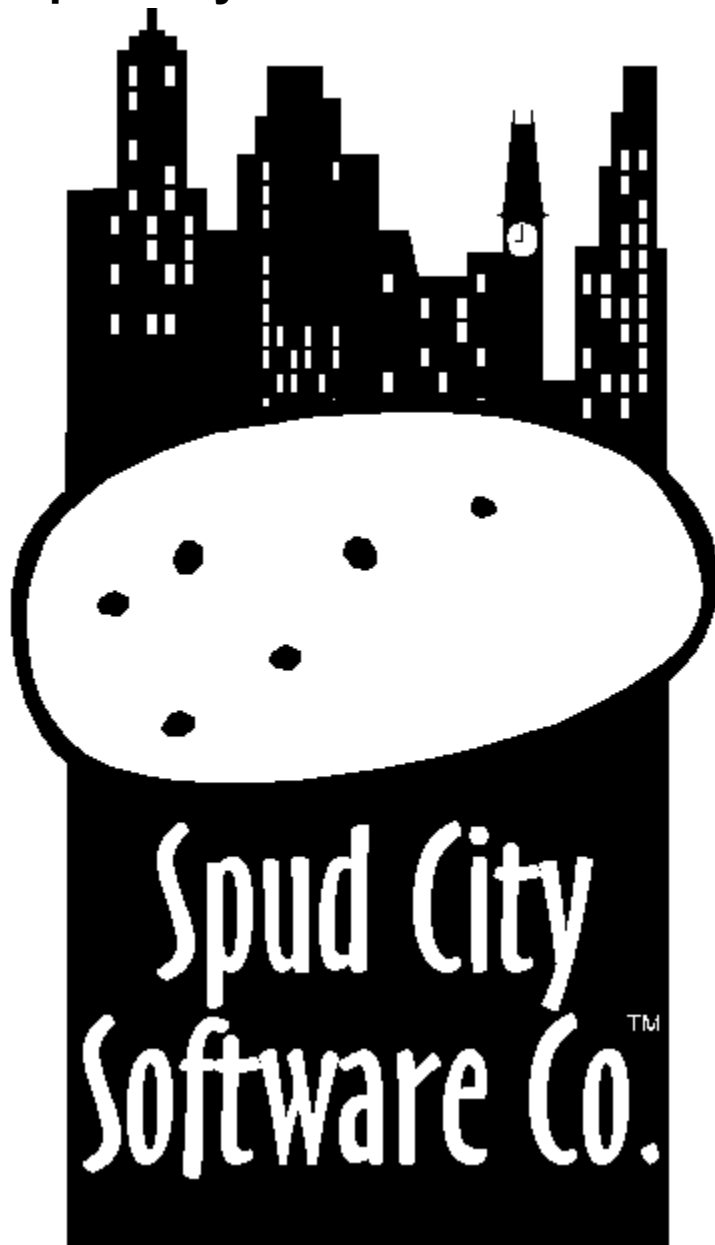
Spud City Software Co.  
P.O. Box 16062  
Boise, ID 83715

Also see:

[Spud City Software](#)



## Spud City Software Co.



Based in Boise, Idaho, Spud City Software Co. specializes in shareware and custom business programming. Our applications are created currently in Visual Basic for Windows, which gives us flexibility, power, and (most important) fast turnaround times.

If you are interested in purchasing multiple copies of TimeCalcPro, or having custom versions of it created with your company's name and/or logo (they make a unique gift for clients), write to us at the address below.

We are also available for other projects.

Spud City Software Co.  
P.O. Box 16062  
Boise, ID 83715

CompuServe: 76660,3524

See also:

[Registration Information](#)

# Warranty and Disclaimer

## Software

Spud City Software Co. warrants that the software contained herein will perform in substantial compliance with the documentation accompanying the software. If you report, in writing, a significant defect to us, and we are unable to correct it within 30 days of the date you report the defect, you may return the software and accompanying materials, and we will refund the purchase price.

## Diskettes and Documentation

Spud City Software Co. warrants all diskettes and documentation to be free of defects in materials for 30 days from the date of purchase. In the event of notification within the warranty period of defects in any materials, Spud City Software Co. will replace the defective diskette or documentation.

## Remedies

The remedy for breach of the warranty shall be limited to replacement and shall not encompass any other damages, including but not limited to loss of profit, special, incidental, consequential, or similar damages, losses, or claims.

## Disclaimer

Spud City Software Co. specifically disclaims all other warranties, expressed or implied, including but not limited to, implied warranties of merchantability and fitness for a particular purpose. In no event shall Spud City Software Co. or its owners be liable for any loss of profit or any other commercial damage, including but not limited to special, incidental, consequential or other damages.

## Governing Law

This statement shall be construed, interpreted, and governed by the laws of the State of Idaho.

## colon

TimeCalcPro uses colons to represent boundaries between different units of time. For instance, 15:34:10 represents 15 hours, 34 minutes and 10 seconds. As you enter numbers, they are converted automatically to the highest equivalent level of units. As an example, if you type 0:100:00 to represent 100 minutes, it will be converted to 1:40:00, which is 1 hour, 40 minutes (60 + 40 minutes). Also, remember that all the numbers you enter are whole numbers, not fractions. So when you type ":4" you are entering 4 minutes, not .4 hours. If you want to enter 40 minutes, you type ":40".

## **display mode**

TimeCalcPro has four display modes: Days, Hours, Mins and Secs; Hours, Mins and Secs; Mins and Secs; and Seconds Only. You can change the display mode by choosing DISPLAY MODE under the OPTIONS menu.

## tape

The Tape is the white rectangular box that contains a running display of all your calculations. You can scroll up and down the Tape to view your work, you can print its contents, and you can highlight sections of it and copy those numbers to the Windows clipboard.



