



Time Tracker Help Contents

What are you doing?

Start of Day ↓ End of Day

Last Post:

View Month Options Not Now Same Quit

Click on the part of the screen you would like help on.

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Time Display

Displays the current time and date.



Options Button

Brings up the options screen where you can edit your client list, change the pop-up interval, and set the initial window state in which Time Tracker begins.



View Month Button

Shells to the notepad to view the Time Tracker log for the current month.



Post/Not Now Button

Posts the message if you typed anything in the text box. Otherwise it just minimizes Time Tracker.



Same Button

Posts the word "Same" in the log meaning you are still working on the previous topic.



Quit Button

Quits Time Tracker. Your last post will be remembered the next time you run Time Tracker.



Client List

A drop-down list of your clients. When you select one, it will paste that client's name in the text box. This is not necessary, just convenient.



Start of Day Button

Posts the message "Start of Day" in the log at the given time.



End of Day Button

Posts the message "Start of Day" in the log at the given time and quits Time Tracker



Time Input Text Box

This is where you type in any messages you would like posted in the log.



Options Screen

The Options Screen dialog box is divided into two main sections. The left section contains a 'Startup Window' dropdown menu set to 'Minimized' and an 'Interval' section with radio buttons for 1, 5, 15, 30, and 60 minutes, plus a custom 'Minutes' field. The right section, titled 'Client List', contains a list box with four entries: Client1 (highlighted), Client2, Client3, and Client4. Below the list are 'Add', 'Edit', and 'Delete' buttons. At the bottom of the dialog are 'OK' and 'Cancel' buttons.

Startup Window	Client List
Minimized	Client1
	Client2
	Client3
	Client4

Interval

- 1 Minute
- 5 Minutes
- 15 Minutes
- 30 Minutes
- 60 Minutes
- Minutes

Add Edit Delete

OK Cancel

Allows you to edit your client list, change the pop-up interval, and set the initial window state in which Time Tracker begins.



Initialization File: TIMETRAC.INI

When you change any options on the options screen, they are saved to the TIMETRAC.INI in your Time Tracker directory.

The TIMETRAC.INI flag is an ASCII text file, which should not be edited since values read from this file are not validated. If an item is deleted from the file, Time Tracker will replace it with a default value.

The following information is saved to the TIMETRAC.INI file:

TimeTracker:

MainDirectory:	Directory where data is stored
LastPost:	Used by the program to remember your previous post when the program is ended and restarted
Interval:	Number of minutes between pop-ups
BeginTime:	Time of day to begin pop-ups
EndTime:	Time of day to end pop-ups
Registered:	Password to tell the program if it is registered
DefaultWindowState:	Type of window that Time Tracker begins in 0 - Normal window 1 - Minimized window
NumClients:	Number of clients in the client list
ClientX:	Client name where X is the client number

Note: the client entries should not be edited. Use the options screen to do this.



Registration

This program began as a way for me and people I work with to keep track of billable hours during the day. We billed monthly, so it was hard to go back at the end of the month and remember what it was we were working on each day and for how long. Now at the end of each month we just check our logs from Time Tracker and rephrase it to make a billing report.

Time Tracker for Windows is distributed as "shareware." It is not free software. You are being given a chance to use this program for a period of thirty (30) days before buying it. If after this time you continue to use Time Tracker, you are expected to register it. Registration gives you the right to continue to use this software as well as news and discounts on future upgrades. You are encouraged to distribute this software, providing it is distributed in its entirety and without charge (except for media and handling, if applicable). I reserve the right to change these restrictions in future versions.

If you find this product useful and continue to use Time Tracker after thirty days, you are required to register it by making a payment of \$10 (US) to me. This fee will license one copy of Time Tracker for use on any one computer at any one time. To register Time Tracker, print out the form called REGISTER.WRI using Windows Write and send with your payment to:

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You may also contact me by E-Mail at jo1919g92@auvax1.adelphi.edu. I would like to hear suggestions for updates as well as overall comments.

