

Welcome to Sidekick 95

README File

This file contains the latest information about Sidekick 95. Some of this information arrived too late to get into the manual or online Help, so please be sure to read this entire file.

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1. Installation

Please note the following information about installing:

To use Sidekick 95, you must be running Windows 95. See the system requirements in the *User's Guide*.

Do not install Sidekick 95 over your previous version of Sidekick. (See the following section for upgrading information).

Download Version

To install the download version, unzip Sidekick zip file in a temporary directory, and run install.exe from there.

2. Upgrading from a previous version of Sidekick

Do not install Sidekick 95 over your previous version of Sidekick!

Make sure to close Sidekick and the Quick Menu before installing Sidekick 95. To remove the Quick Menu, choose the Remove command from its menu.

If you have a previous version of Sidekick, and you install Sidekick 95 into the default directory SIDEKICK95, none of the files in your old directory will be overwritten. Sidekick 95 will not open your old data files the first time you run it. To use your existing data, open each of your calendars, cardfiles, and notefiles in your SKW2\USERDATA directory. You can then save them in your SIDEKICK95\USERDATA directory for use with Sidekick 95.

When Sidekick 95 opens your old Cardfiles and Notefiles, it automatically saves copies of them in the new formats, with Sidekick 95 extensions:

Cardfiles *.SKCard
Write *.SKWrite, *.SKContent, *.SKNoteHeader

Note that Calendar and Report files are **not** saved with new extensions.

3. Notes about Sidekick 95

The following is a list of helpful information and notes about Sidekick 95:

- * By default C:\SIDEKICK95 is set as the working directory for Sidekick 95 and the Import and Export tools. However, you can change the working directory to the same location as your data files (in C:\SIDEKICK95\USERDATA), or to any other directory you want.
- * Quick Menu: Quick Menu is a Sidekick 2.0 feature included with Sidekick 95 mainly for those upgraders who want to continue using it. In Sidekick 95, Quick Menu only serves the function of displaying alarms while Sidekick itself is not loaded. For Quick Menu to work, the filename and path to your calendar file must be shorter than 64 characters in length. To use Quick Menu, create a shortcut, or add it to the Start menu.
- * Quick Letter and merge variables: The sample templates use variables in the form {#variable name#}. When you merge by dragging one or more cards from the Viewport, a dialog box appears prompting you to enter information for the variable. Type the information you want used in place of the variable.
- * In some video modes (24- or 32-bit true color modes, or 16-bit high color), Special Days do not appear in red in weekly and monthly views.
- * If you create a Free Time report with different start and end dates, but the same start and end times, you see a message that the start and end times must be different. To create the report, change either the start or end time.
- * Expense view does not support a receipt amount greater than 999,999.00, or a total greater than 999,999.00.
- * In Quick Letter, a blank line prints when there is a field containing no data on its own line. In the body of the text, the text is closed up where a blank field appears.
- * Exchanging files between Sidekick 95 and earlier versions of Sidekick: If you want to open your Sidekick 95 files in an earlier version of Sidekick for Windows, use the Save As command to save the file using Windows 3.1 filenames. You must also use the Sidekick 2.0 version of Backup and Restore to move files to a Sidekick 2.0 system.
- * Moon phases in the Information Almanac are computed using the Metonic cycle of 19 years. They may vary within a day of astronomical observations.
- * If you preview a Write document that has no subject by choosing File | Print Preview, the page appears to be blank. However the document prints correctly.
- * When you want to fax a Write document, be sure to first select a card in the Viewport that has a valid fax number. The fax field must include the word fax in its name. Then right-click the document and choose the fax option from the shortcut menu.
- * DayTimer paper is being manufactured with new part numbers. The following list identifies the part numbers that have changed:

Old number	New Number	Description
75706	20250	Sr. Loose Leaf Desk laser
75711	20255	Jr. Loose Leaf Pocket
10258	20253	Jr. Pocket Loose Leaf
75710	20254	Sr. Loose Leaf Pocket

4. Sample files

The following sample files are included with Sidekick.

In the SIDEKICK95\SAMPLES directory:

Sample cardfiles

800 Numbers.SKCard	AT&T 800 numbers for airlines, hotels, etc.
Wine List.SKCard	Catalog of wines
Helpful Resources.SKCard	Over 500 helpful addresses and phone numbers

Sample Reports

Wine List.RPT	Report on wines
Reports.TPT	Sample report style

In the SIDEKICK95\USERDATA directory:

Sample cardfiles

Business.SKCard	Sample business address book (default)
Personal.SKCard	Sample personal address book

Sample documents (Write module)

Sidekick Tips.SKWrite	Several tips and ideas for using Sidekick
Templates.SKWrite	Sample form letters for mail merge

In the SIDEKICK95\TEMPLATE directory:

Several .RTF (Rich Text Format) documents for use with Quick Letter.

5. Printing

When using a pre-defined template to print cardfiles or calendars, you may need to adjust the template's margins slightly for your specific printer. For example, increasing the top margin slightly, and decreasing the bottom margin by the same amount will cause the text to print lower on the page. If you increase the top margin from 1 inch to 1.5 inch, and decrease the bottom margin from 1 inch to 0.5 inch, the print area will be .5 inch lower on the page.

6. Running under Windows NT

Sidekick 95 is compatible with Windows NT 3.51. Because there are differences between Windows 95 and Windows NT, there are some differences in the way Sidekick 95 behaves.

- * TAPI is not supported in Windows NT. Therefore, dialing is not supported in Sidekick 95.
- * Sending e-mail from Sidekick 95 is not supported on Windows NT.
- * Sidekick 95 looks for .WAV files in Windows' Media subdirectory. To use .WAV files in alarms, create a Media subdirectory in your Windows directory, and copy the .WAV files to there.

7. Networks

Sidekick 95 is not a network application. Simultaneous shared use of Sidekick data files is not supported, and can result in data corruption or loss.

If you access Sidekick files on a network drive, the Network operating system must be fully Windows 95 compatible, especially in supporting long filenames. Contact your network operating system vendor if you want more details.

NOTE You will not be able to open files from earlier versions of Sidekick if they are stored on a network drive, unless your network supports Windows 95 long file names.