

How to use Picture Planner



To learn how to use help, press F1

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Moving around the Calendar

Picture Planners calendar displays the current date from your computers clock. The current day has a box around it. Select a different day of the month by moving the mouse pointer to the day and clicking the left mouse button. To move one month forward use the arrow button on the scroll bar at the bottom of the calendar. To move back one month use the left arrow on the scroll bar. On the scroll bar is a slide button drag this button left or right to make larger moves. To drag: move the mouse pointer arrow on the button and hold down the left mouse button while moving your mouse left or right. To move one year forward, place the mouse pointer arrow to the right of the side button on the scroll bar, but not on the arrow button,(in the slide channel) then click. To move backward one year do the same to the left of the slide button. To return to Today date, click on the center button under the calendars scroll bar (sun icon). The calendars scroll bar lets you quickly look forward at the days you have messages.

Entering Messages and Reminders

To enter a message or reminder, click on the open planner button or double click on the day of the month to display the planners time grid. Be sure you are on the correct day of the month. Use the scroll bar on the right to display the various time slots. Choose a time slot by clicking the left mouse button on it. The time label color will change to blue . Type in your message, up to 256 characters.

Messages that pertain to the whole day, can be entered in the Daily Message box at the top of the grid.

The Best way to use Picture Planner

Place Picture Planner in your Windows startup project, so it can be available for use when you turn your computer on.

To place Picture Planner in the Startup project: do the following: From the Program Manager window, open the Startup project window by double-clicking the left mouse button on the Startup project icon. Do the same for Picture Planner, both project windows should now be open. Hold down the Ctrl key then click and drag the Picture Planner icon from the Picture Planner window to anywhere within the Startup project window, then release the mouse and Ctrl button. There will be a Picture Planner icon in both the Startup Project and in the Picture Planner Project. Now when you start up your computer Picture Planner is ready to alert you with your previously entered messages.

Alarm Settings

There is a choice of two alarm settings. Position the mouse pointer to the time slot you want on the planner grid (the time label will turn blue), Click on the single or double bell button at the bottom of the grid. An alarm icon will appear next to the time selected. To remove an alarm setting , position the mouse pointer to the time slot and click the same alarm button pictured in the time slot, the alarm icon will disappear.

Changing Alarm Delays

Click on the configure menu title. A pull down menu will appear. Select Alarm Delays,,, by clicking the left mouse button on it. The Set Alarm Delays dialog box will appear . Move the mouse pointer to the minute text box , and enter a time delay in minutes, from 1 to 60 for Alarm 1, do the same for Alarm 2, then press the OK button when finished.

Press the cancel button to exit the dialog box without changing the settings.

The delay times represent the number of minutes before the set time. For example, if you want the alarm to sound at 11:45 am , set the Alarm 1 delay to 15 minutes then set the 12:00 noon grids time slot with Alarm 1.

Setting the System Date and Time through Picture Planner

To set the system date through Picture Planner, first select a date from the calendar. (the day will have a box around it). Click on the configure menu title, then select Set System date and time , a sub menu will display. Select Set System Date , the system date will be changed and you will be notified with a confirming message box. stating the new date.

To set the time, select Set System Time from the same menu. This will bring up an entry dialog box. Enter the new time in hh:mm:ss AM/PM format. The seconds entry is optional, be sure the state Am or PM.

Warning: Changing these setting will permanently change the computers clock date and time settings which will effect all computer operations that use the date and time.

File Services

New : Use this menu item to create a new planner file. This item will clear planner messages and start a new planner file.

Open Opens a previously created planner file;. Displays a file dialog box.

Save Saves the current file. No dialog box displays unless new was selected before a file save was performed.

Save As Use this option to save current planner under a different name.

Note about Planner Files: Picture Planner remembers the last planner file name. Once your file is named, Picture Planner will open this file when the program starts and save you file when Exit is pressed. Planner files have the extension . dpl

Exit Picture Planner

You can Exit Picture Planner from the file menu or by pressing the Exit icon. (see Picture Planner Buttons, Help topic)

Exit does not End or Quit Picture Planner. It saves you planner file and settings and waits for any alarms to sound. To Quit Picture Planner select Quit from the file menu.

Quitting Picture Planner

Select this option from the file menu to Quit Picture Planner. Once you quit Picture planner cannot alert you with any reminders. (See Exit Picture Planner)

Printing

Use this option to make a hard copy of your planner messages or reminders. Or to make a take along desk planner by punching holes in the printout to fit a three ring binder. Picture Planner prints one day per page and prints all time slots and any messages that were entered.

To Print: select Print from the file pull down menu. A dialog box will appear showing two calendars. Use the From calendar to select a start printing date and To calendar to select a stop printing date, by clicking the left mouse button on the days of the month from their receptive calendars. Press the OK button to start printing. Press Cancel to exit the printing dialog box . The Print Setup button, brings up another dialog box of printer selection items. You can chose the same options that you would chose under the Windows Print Manager. For more help about setting up your printer See Help under Print Manager.

Changing Colors

Calendar Colors: Use this option to change the colors of the Month , Day headings and day numbers on the calendar.

From the configure menu, select Change Colors., then select Calendar from the second menu. The color Dialog box will appear. Select one of the colors from the color grid, or mix a custom color from the custom color palette by pressing the Define custom Colors button . this option allow you to create a color not on the color grid. Press OK to enable the change. Pressing Cancel will exit without changing colors. _
For no color, select the same color as the calendar background.

Changing Colors:

Weekend Colors: Use this option to change the colors of the Weekend days on the calendar.

From the configure menu, select Change Colors..., then select Weekend days from the second menu. The color Dialog box will appear. Select one of the colors from the color grid, or mix a custom color from the custom color palette by pressing the Define custom Colors button . this option allow you to create a color not on the color grid. Press OK to enable the change. Pressing Cancel will exit without changing colors. _

For no color, select the same color as the calendar background

Changing Colors

Holiday Colors: Use this option to change the colors of the 9 holidays through the year.

From the configure menu, select Change Colors..., then select Holidays from the second menu. The color Dialog box will appear. Select one of the colors from the color grid, or mix a custom color from the custom color palette by pressing the Define custom Colors button . this option allow you to create a color not on the color grid. Press OK to enable the change. Pressing Cancel will exit without changing colors. _
For no color, select the same color as the calendar background

Changing Colors

Message Colors: Use this option to change the colors of the calendar days where messages appear. Using message coloring allows you to see at a glance which days are marked with messages. When a message is entered, Picture Planner will mark the day on the calendar with this color.

From the configure menu, select Change Colors..., then select Calendar Message Indicator, from the second menu. The color Dialog box will appear. Select one of the colors from the color grid, or mix a custom color from the custom color palette by pressing the Define custom Colors button . this option allow you to create a color not on the color grid. Press OK to enable the change. Pressing Cancel will exit without changing colors. _

For no color, select the same color as the calendar background

Features

Picture Planner is a "desktop" Daily planner, Clock and Calendar, Reminder with 2 alarm settings. It displays pictures, changing them automatically (like a slide show) or manually with a click of a button. You can add your own pictures or photographs to personalize it to your liking.

As a daily Planner, click on a date from the calendar, then click on the time of day and enter your message. Then select an alarm setting. At a glance you can see which days you marked with "things to do", by the color of the calendar. Picture Planner will then pop up your message on the screen and sound an alarm for the time set, like and alarm clock..

The Planner can be printed, with the messages you entered, to use when your away from your computer. It prints one day per page, and allows printing of any range of dates, one day or the entire calendar. Punch three holes in the printouts and place it in a ring binder for a handy carry along planner.

The Picture Frame/Screen Saver, Displays any *.bmp file, and lets you select automatic picture changing or manually changing by clicking a button. Looks nice sitting on your computer "desktop", especially with your family or personal pictures. . The calendar side can be closed to just show the picture frame.

Pictures and Photographs

The picture frame area of Picture Planner can display any *.bmp file. These files can be displayed as a Slide Show changing automatically about every 30 seconds, or manually by clicking the left mouse button the picture change button at the bottom of the frame.

Pictures and Photographs

Adding and Deleting Pictures The pictures that came with Picture Planner are in the subdirectory \pictures (example C:\picplan\pictures). By moving *.bmp files into or out of this directory will add or delete pictures from Picture Planners selection list. Use File Manager to move files into or out of this directory.

Picture Planner only looks at this directory when it loads. Removing files from the picture directory while Picture Planner is running, will result in a picture loading error. Quit Picture Planner while adding or removing picture files, then restart it when finished.

Pictures and Photographs

Setting Automatic or Manual Picture Changing: From the configure menu, look for the Automatic Picture Changes, option. This menu item is either on (check mark) or off (no check mark). Clicking on this menu selection will toggle the setting. The automatic setting changes the pictures (like a slide show) about every 30 seconds.

Pictures and Photographs

Adding your own Photographs You can add your own photographs by first having them converted to *.bmp format, then copying the files to the \pictures (example C:\picplan\pictures) subdirectory. See the Pictures.txt file for further instructions.

Picture Planners Buttons



Opens the Daily Planner Grid



Closes the Daily Planner Grid



Sets calendar to today's date



Changes Picture



Minimizes Picture Planner and waits for Alarms



Removes the Calendar and Shows only Picture Frame



Displays the Calendar, if previously removed



Turns on/off Alarm1 delay. This icon will display next to the time set on the grid



Turns on/off Alarm2 delay. This icon will display next to the time set on the grid



Turns off the alarm when the reminder box displays

