How to forward something to e-mail

1. At the Forward tab for a particular reporter, check the Enable Forwarding box. The Create Folder and Forward to Address buttons become active. Two predefined folders display: the In Box and the Out Box.
2. Highlight the Out Box in the folder list. Rosebud knows to look in the Out Box in the Viewer for information to be forwarded.
3. Click the Forward to Address button to bring up the Address Book so that you can select the address.
4. Click OK at the Forward tab to save the forwarding information.

The next time this reporter retrieves information (or mail), the information will go directly into the Out Box in the Viewer, and from the Out Box right back to the specified address on CompuServe.

Help Contents - Rosebud Assignment Desk

Create Folder

Click on the Create Folder button to create a new folder (subdirectory) to which retrieved material can be forwarded. The Create Folder button will be grayed out if the Enable Forwarding box is not checked.

See Creating a mail folder for more.

Enable Forwarding

With this box selected, the material retrieved by this reporter can be passed on to an e-mail address or to a specified folder.

See Forwarding to an e-mail address or Forwarding to a folder for more.

Reporter

The individual set of instructions you create to retrieve particular information. For example, you might have a reporter assigned to retrieve quotes on certain stocks in the computer industry, or a reporter assigned to retrieve Atlanta weather maps, or one assigned to retrieve entertainment news. Reporters you create within each of the four main topics on the Assignment Desk are shown indented under the topic heading.

See Reporters for more.

Add Retrieval Time

How to add a retrieval time to a reporter

The Add Retrieval Time dialog box lists the retrieval times that came with Rosebud (or times that you've set up). To add one of the existing retrieval times to the reporter's instructions, highlight the time and click OK.

How to delete a retrieval time

If you want to delete a retrieval time altogether, highlight it here on the Previously Defined Times list and click Delete.

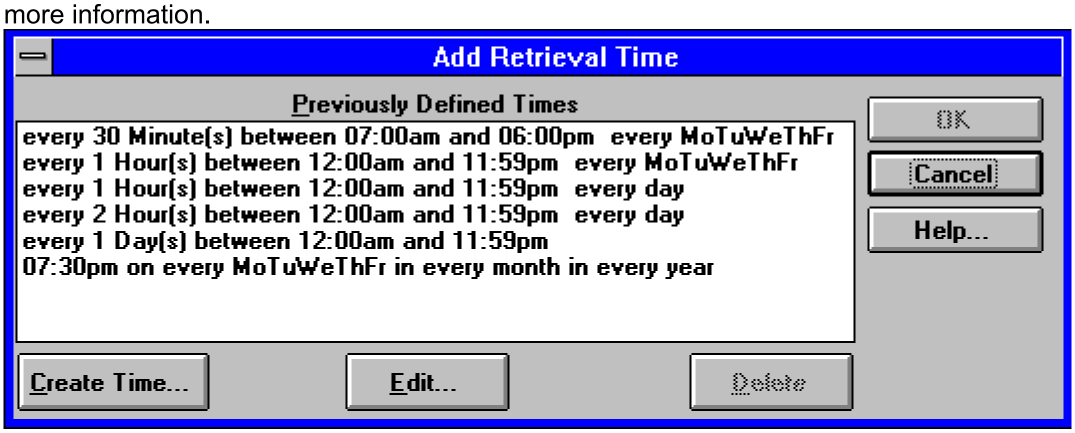
> NOTE: To just delete a retrieval time *from a specific reporter*, highlight the time on the list at the When tab and click Delete there.

How to create a new retrieval time

If the retrieval time you want to add doesn't exist, click the Create Time button to move to the Retrieval Time dialog box to add a totally different time interval.

Click to see some retrieval time tips.

Move your mouse pointer over the dialog box below; when the arrow changes to a pointing hand, click for more information.



News Sources To Search

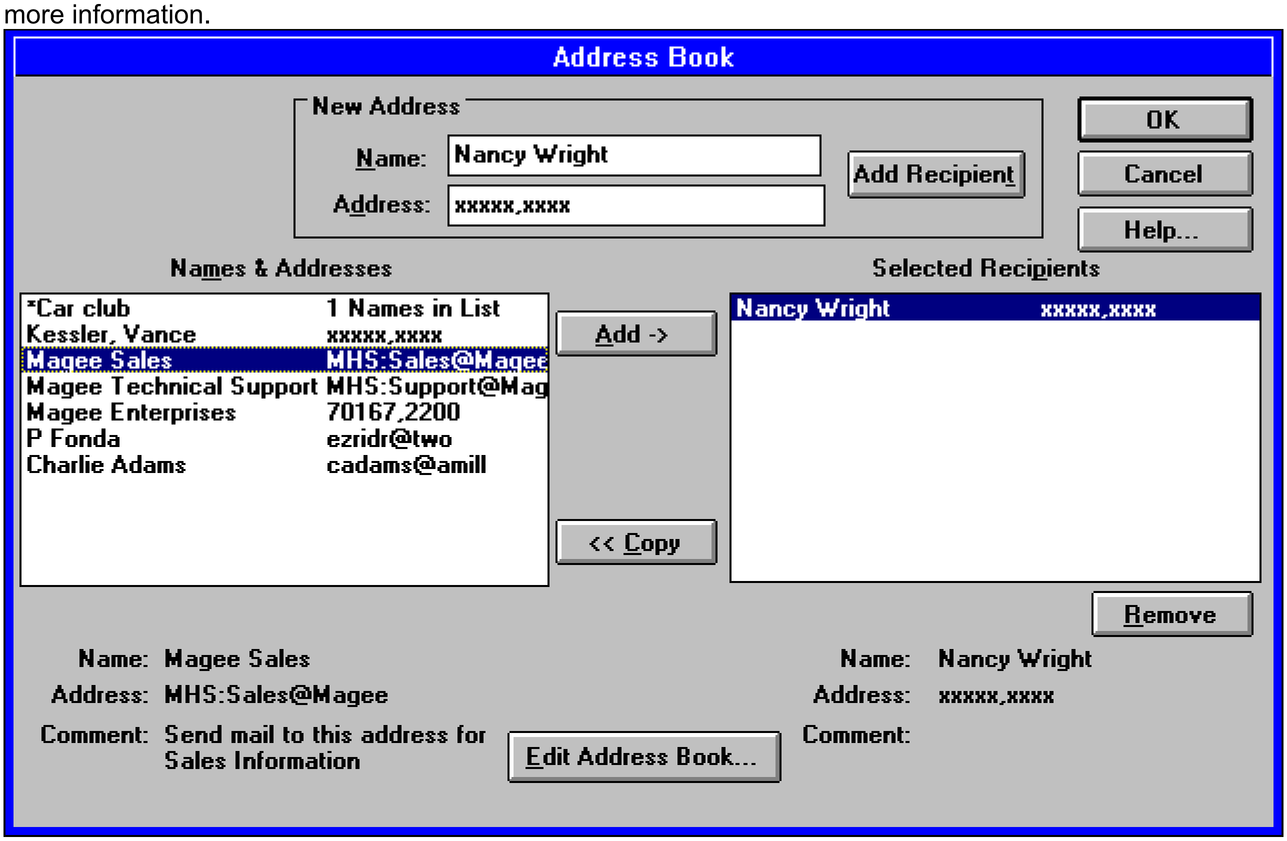
The right side of the Where tab of the News Reporter Setup dialog box lists the sources you've selected for your news reporter to search.   They were selected from the News Sources Available list on left side of the tab.

Address Book

The Address Book dialog box lets you select the people to whom you want to forward retrieved information, or to whom you want to address mail you create.   You can add entries to your Address Book, update them, or delete them at this dialog box.   Click the related terms below or the areas on the graphic for more information.

- New Address
- Add Recipient
- Names & Addresses
- Selected Recipients
- Add
- Copy
- Remove
- Edit Address Book

Move your mouse pointer over the dialog box below; when the arrow changes to a pointing hand, click for more information.

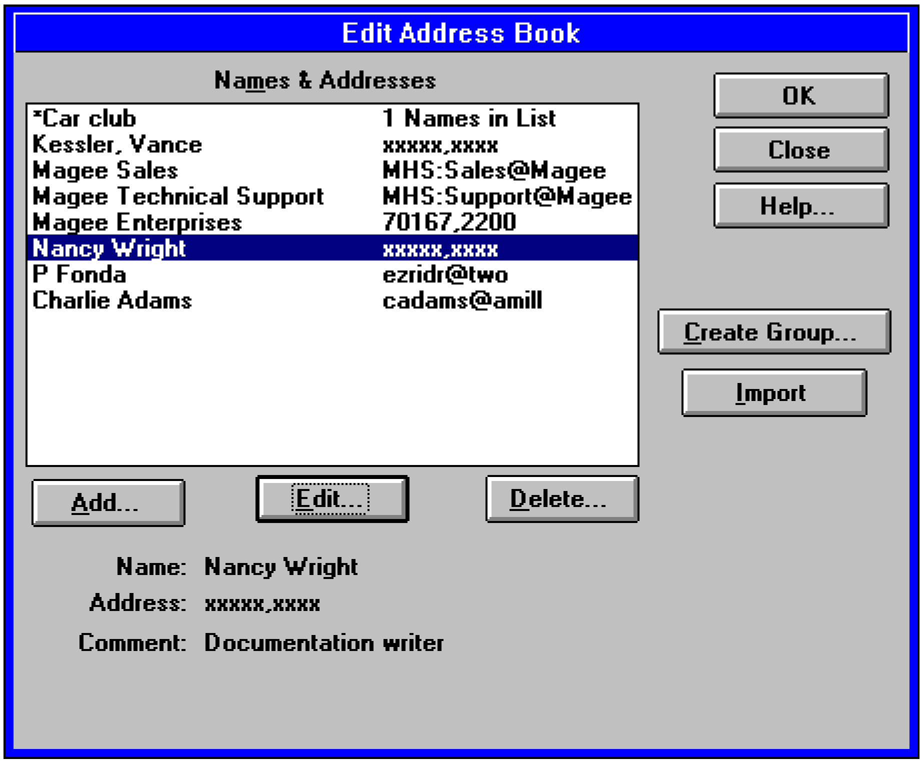


Edit Address Book

When you click Edit Address Book at the bottom of the Address Book (or Primary Recipients or CC Recipients) dialog box, the Edit Address Book dialog box appears.

The Edit Address Book dialog box lets you add, edit, or delete entries in your Address Book. You can also import an existing list of CompuServe Address Book names and address.

Move your mouse over the dialog box below; when the pointer changes to a pointing hand, click to learn more.



Rosebud Technical Support

If you need help with Rosebud:

- Voice (9:00 a.m. - 5:00 p.m. Eastern Time): **770-662-5387**
- Big Peach BBS (24 hours): **770-446-6650**
- CompuServe: **76004,1541** *or* **GO ROSEBUD**
- MHS: **Support@Magee**
- Internet: **support @magee.com**

Tech tips

Add Recipient

Once you've entered the new name in the New Address area, click the Add Recipient button just to the right of the new name.   The new name appears in the Selected Recipients list box on the right.

New Address

Use the New Address area of the Address Book to enter a new name and e-mail address. Once you've entered it, you can add it to the list of recipients for the current item you're sending, and to your Address Book as well.

To add the new address to the Selected Recipients list, click the Add Recipient button.

To then add the new name to your Address Book, click the Copy button between the list boxes. The new name appears in the Names & Addresses list box on the left.

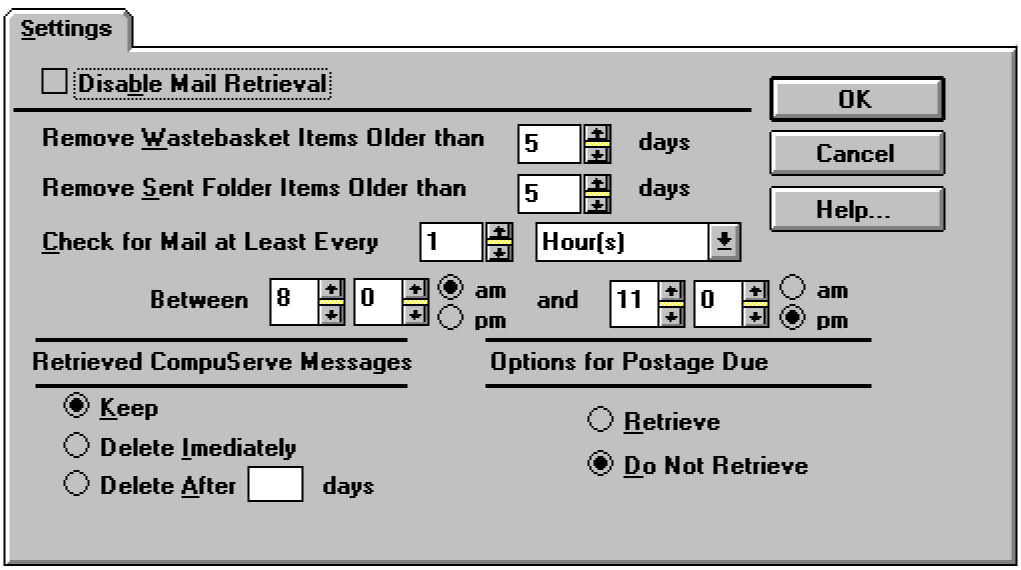
> TIP: You can also copy an address directly from an incoming message into your Address Book. At the main Viewer screen, double-click the message line in the upper portion of the Viewer. At the View Mail or Create Mail dialog box, click on the From: button. When the From Address dialog box appears, click the Copy button.

Mail Settings

Highlight Mail on the Assignment Desk and click Change.   The Mail Settings dialog box displays the Settings tab and the Forward tab.

The Settings tab shown below lets you specify various options for your mail.

- Disable Mail Retrieval
- Remove Wastebasket Items Older than
- Remove Sent Folder Items Older than
- Check for Mail at Least Every
- Retrieved CompuServe Messages
- Options for Postage Due



Topic: Mail

Mail is one of four CompuServe information topics that Rosebud currently supports. The mail topic requires much less setup than the financial, weather, and news topics, since you either have mail on CompuServe or you don't, and you want to retrieve it or you don't.

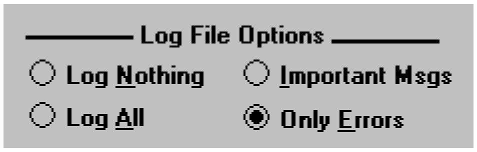
Note that Rosebud comes with mail retrieval disabled; that gives you the opportunity to decide whether you want to handle your e-mail within Rosebud, or the way you've been doing it.

When you highlight the Mail topic at the Assignment Desk and click Change, you get the Mail Settings dialog box containing two tabs.

- Settings
- Forward

Once the mail has been retrieved by the Collection Agent you view it, reply to it, delete it, and otherwise manage it using the Rosebud Viewer.

Log file options



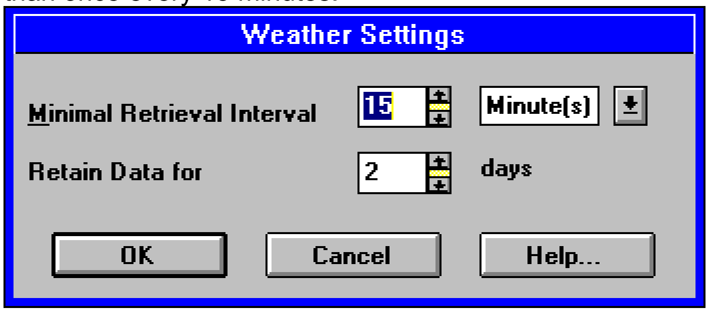
Rosebud can keep a log of its activity in a text file called RUN.LOG. The radio buttons on the General Settings dialog box let you specify what to log.

- **Log Nothing** - With the Log Nothing button checked, Rosebud doesn't keep a log at all.
- **Log All** - With the Log All button checked, Rosebud includes all activity in its log.
- **Important Messages** - With the Important Messages Button checked, Rosebud keeps track of only those messages it considers important (this includes errors and some other specific information).
- **Only Errors** - With the Only Errors button checked (the default), Rosebud keeps track only of error messages generated during operation.

Weather Settings

When you highlight Weather at the Assignment Desk, then click the Change button, you get the Weather Settings dialog box that lets you limit how often Rosebud collects weather information, and lets you specify how long to keep the information.

The time you set for the minimal retrieval interval limits how frequently Rosebud can check for weather. For example, if the minimal retrieval interval is 15 minutes, Rosebud can retrieve weather no more often than once every 15 minutes.



News Reporter Setup

How to set up a new news reporter

At the Assignment Desk, highlight News and click Add to get to the News Reporter Setup dialog box. Enter a name for the reporter you're setting up. The name can be up to 30 characters. Ideally, the name should give you some clue to what the reporter's assignment is.

How to change an existing reporter

At the Assignment Desk, highlight the news reporter you want to change and click Change to get to the News Reporter Setup dialog box.

The tabs on the News Reporter Setup dialog box let you tell the Collection Agent what to retrieve, when to retrieve it, how long to keep the retrieved information, and so on.

- What
- When
- Where
- Forward

Move your mouse over the graphic below; when the arrow changes to a pointing hand, click to learn more.

Store headlines for stories that don't match

When this box is checked, Rosebud retrieves and stores the *headlines* of articles that didn't match what you asked for.

See Store headlines for more.

Reporter - inactive

 A reporter icon marked with the international NO symbol means the reporter is currently inactive; that is, it will not retrieve its assigned information.
Some of the predefined reporters that come with Rosebud might be marked inactive; you can change their status at any time.

How to change a reporter's status
Highlight the reporter at the main Assignment Desk screen, click the Change button, click the When tab, then click the appropriate Active or Always inactive radio button at the bottom of the tab.

You can also toggle a reporter's status from active to inactive by highlighting the reporter name at the main Assignment Desk screen and clicking the right mouse button. Highlight Activate or Deactivate.

If you click a topic (rather than a reporter) and do the same thing, you can activate or deactivate all the reporters for that topic at the same time.

See Specified period for information about how to tell a reporter to collect only during a certain calendar period.

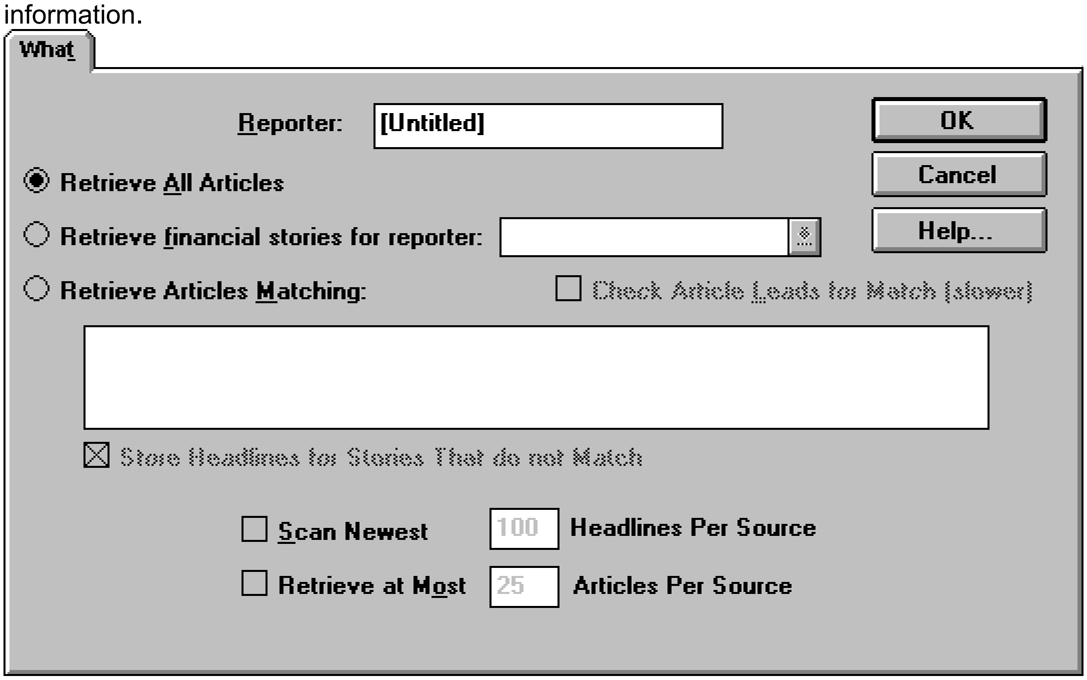
An inactive reporter will still show up on your Assignment Desk list, marked with the red bar-and-circle, unless you check the Show only active button at the bottom on the screen.

What (news)

The What tab on the News Reporter Setup dialog box lets you tell the reporter what news articles to retrieve from a source when the Collection Agent logs on to CompuServe. You specify the sources themselves on the Where tab.

- Retrieve All Articles
- Retrieve financial stories for reporter:
- Retrieve Articles Matching
    - Check Article Leads for Match
- Store Headlines for Stories That do not Match
- Scan Newest
- Retrieve at Most

Move your mouse pointer over the tab below; when the arrow changes to a pointing hand, click for more information.



Retrieve financial stories for reporter

When this radio button on the What tab on the News Reporter Setup dialog box is checked, you can tell the Collection Agent to look for news about specific stocks you already follow.

Let's say you've already got a financial reporter set up to track your Quantum stock.

1. At the News What tab, click the Retrieve financial stories radio button.
2. Click the arrow at the end of the text box to the right of the word reporter to see a list of the financial reporters you already have set up. Your Quantum reporter will be listed there.
3. Select the Quantum reporter.

   Notice the text that now displays in the large text box in the center of the tab. This text is the ticker symbol and stock description you entered *at the Ticker Symbols dialog box* when you set up the financial reporter. *If you also entered text in the Search string box at the Ticker Symbols dialog box* (for example, the company president's name, a common abbreviation for the stock, the city where the company is located), that text appears here instead of what appears in the Ticker and Description boxes. Rosebud will search headlines for the specified text.
4. Click OK.

Clone button

The Clone button on the Assignment Desk lets you make a copy of the highlighted reporter that already contains many of the settings (times of retrieval and the like) you might want for a new reporter.   Once you've clicked on Clone, you have an untitled copy of the original; name the new reporter and modify what elements need to be modified.

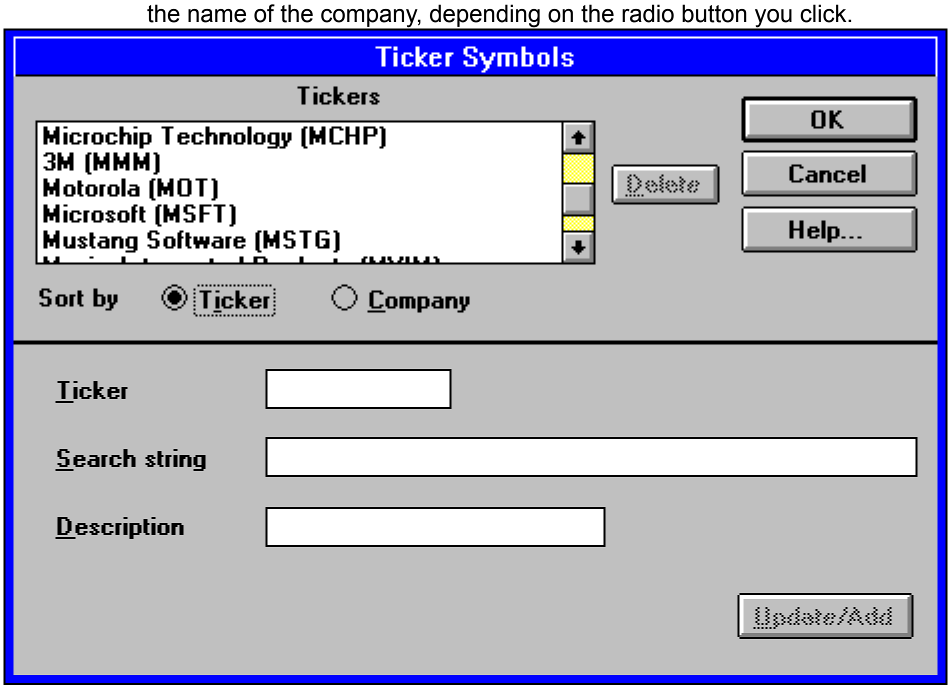
Ticker Symbols

How to add a new ticker symbol

A ticker symbol is an abbreviation for a stock, bond, or mutual fund.   The Edit Tickers button on the What tab on the Financial Reporter Setup dialog box takes you to the Ticker Symbols dialog box (below), where you can add a ticker symbol to the All Ticker Symbols list.

1. In the text box labeled Ticker, enter the symbol for the stock, bond, or mutual fund you want to add. Rosebud can track any ticker symbol that is available through CompuServe's QuickQuotes feature.
2. Optional: In the Search string box, enter the stock name and ticker symbol, *and any other text you would want Rosebud to search for when it looks for news about this stock*.   The additional text might be the name of the company president, or the kind of product, or the company location, or even the name of a competitor.
3. In the Description box, type the name of the stock.
4. Click on Update/Add.
5. Click OK to return to the What tab, where the newly added ticker symbol now appears on the All Ticker Symbols list.

NOTE: The ticker symbol list can display alphabetically by ticker symbol, or alphabetically by the name of the company, depending on the radio button you click.

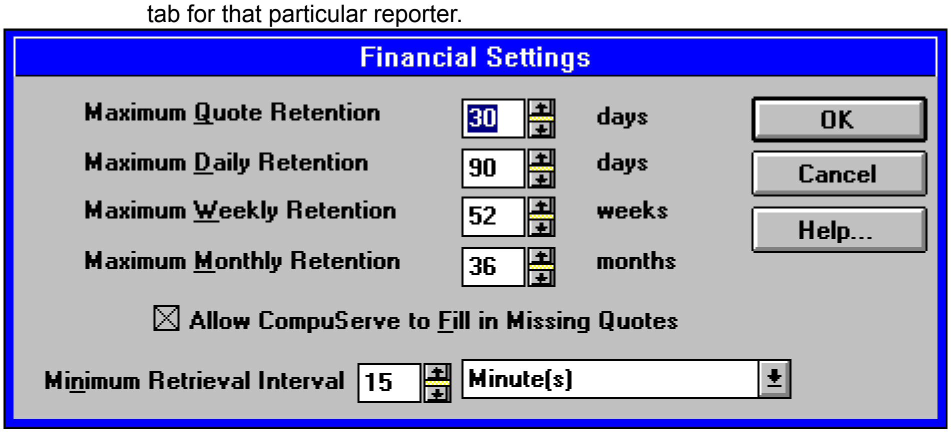


Financial Settings

When you highlight Financial on the Assignment Desk, then click the Change button, you get the Financial Settings dialog box that lets you tell Rosebud how long to keep financial information once it's been retrieved, and how often it can collect it.

The time you set for the minimum retrieval interval limits how frequently Rosebud can check for financial information. For example, if the minimum retrieval interval is 15 minutes, Rosebud can retrieve financial information no more often than once every 15 minutes.

> NOTE: The time limits you set here for keeping information apply to *all* your financial reporters. If you like, you can set shorter time limits for an *individual* reporter on the History tab for that particular reporter.



Retrieval Time

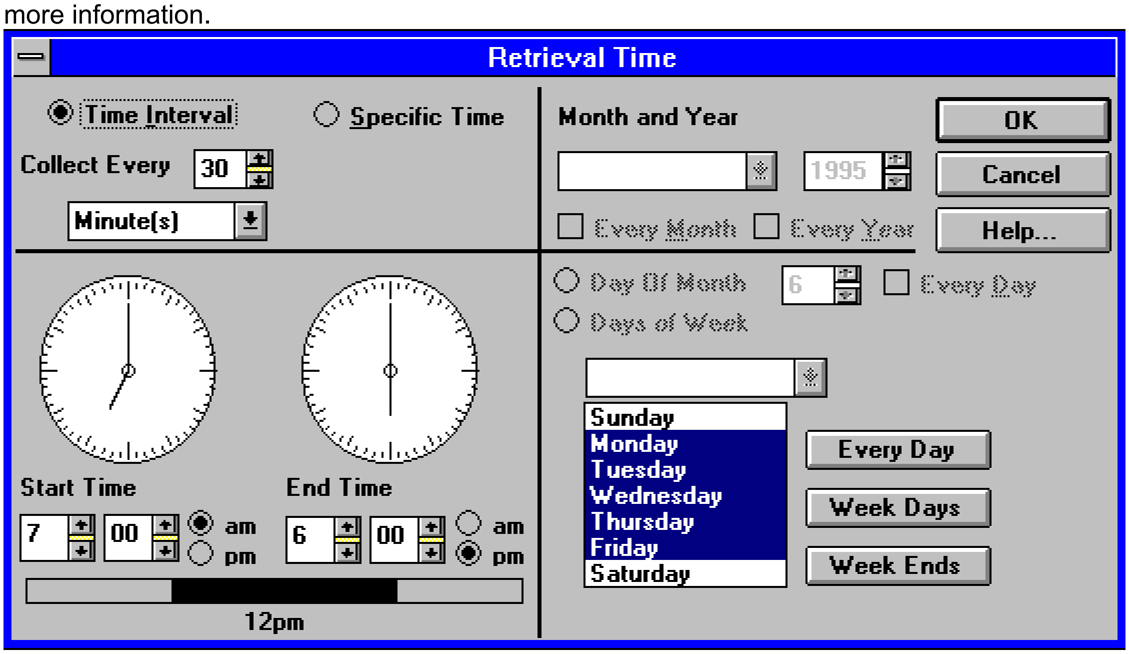
When you click on Create Time at the Add Retrieval Time dialog box (or Edit at the When tab or the Add Retrieval Time dialog box) you get the Retrieval Time dialog box shown below.   It lets you set up a retrieval time to add to the Previously Defined Times list on the Add Retrieval Time dialog box.   You specify here how frequently you want information collected, between what times of day, and on what days of the week.

Rosebud can collect information from CompuServe either at **specific** clock times, or periodically within certain time **intervals**.   The two radio buttons at the top of the Retrieval Time dialog box let you switch between the two versions of this dialog box.

> NOTE: If you only need to collect the information during a certain time window--just for the month of May, say, rather than for the foreseeable future--check the In Specified Period radio button at the bottom of the When tab.

Click to see some retrieval time tips.

Move your mouse pointer over the dialog box below; when the arrow changes to a pointing hand, click for more information.



Inform When

This area of the Alert Settings dialog box has two separate appearances depending upon which radio buttons are selected.

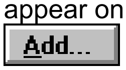
Reaches Given Value

Increase/Decreases at Least

When

The When tab shown below lets you specify when you want the reporter to collect information. It's the same for all four topics. You ***must*** specify a retrieval time for the reporter, or the retrieval won't take place.

Rosebud comes with a number of time intervals already set up for the predefined reporters, and they appear on the When tab for that reporter.



You can add other existing time intervals to this same reporter. Click on the Add button to move to the Add Retrieval Time dialog box. Highlight the time you want to add to this reporter and click OK.

You can edit an existing time interval for this reporter. Click on the Edit button to move to the Retrieval Time dialog box (the one with the clocks) to make changes.

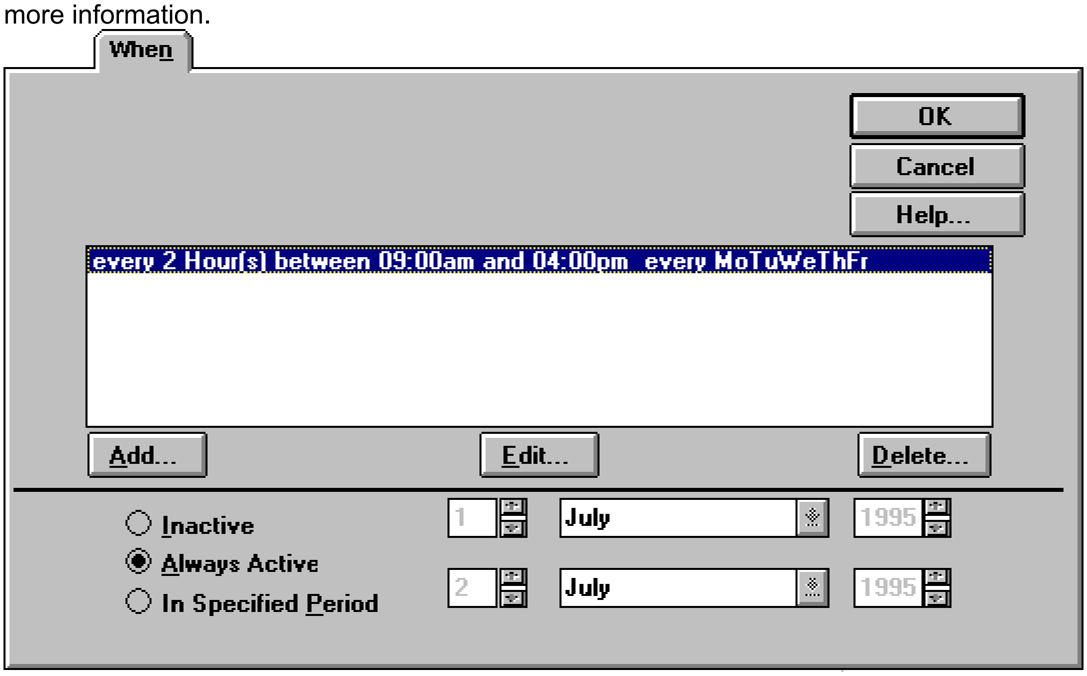
You can delete an existing time interval from a reporter. Highlight the time interval on the When tab and click Delete.

> NOTE: If you want to delete a defined time interval altogether, click Add at the When tab, highlight the time interval on the Add Retrieval Time dialog box, and click Delete there.

The radio buttons at the bottom of the When tab let you change the status of the reporter.

- Inactive
- Always Active
- In Specified Period

Move your mouse pointer over the dialog box below; when the arrow changes to a pointing hand, click for more information.



A closer look at retrieval times

Sometimes Rosebud's collection schedule can appear to be a bit capricious. The discussion below may clarify some scheduling issues for you.

There are two basic types of retrieval times:

- A specific time (for example, 5:30 pm on Mondays, Wednesdays, and Thursdays).
- An interval time (for example, every 2 hours between 8:00 am and 5:00 pm on weekdays).

The two retrieval time types behave a little differently; click the underlined terms to see more about each one.

> Note: One thing to keep in mind with both types of retrieval times when you select *days of the week* on which to collect an item: the item will only be collected on the days specified. This means that if you specify a retrieval on Mondays and Wednesdays and then run the Collection Agent on Tuesday, the item won't be collected. This is true even if the Collection Agent didn't run on Monday to do the scheduled collection. This feature allows you to specify certain weeks in the month that these days are valid (for example, Every Second Tuesday). If a specific week is specified, the item will only be collected during that week.

Click here to see some examples that illustrate when a item with a particular retrieval time will be collected and when it won

Specified period

In Specified Period

When this radio button at the bottom of the When tab is checked, the reporter will retrieve information only during the dates you specify; for example, only during the months of July and August.
When you select the In specified period button, the From and To text boxes become active; enter the beginning and ending calendar dates you want.

> NOTE: The time interval (for example, "between 9:00 am and midnight") and retrieval frequency (for example, "every two hours") set for this reporter remain the same; only the calendar dates within which the retrievals occur is affected.

Retrieval time tips

Retrieval time

Glossary

Address Book

Alert

Assignment Desk

Collection Agent

Forward

Inactive reporter

Log file

Reporter

Retrieval time

Specified time period

Ticker symbol

Viewer

Collection Agent

The **Collection Agent** is one of three principal components of Rosebud; it's the part that actually does the collecting of the information you want. It logs on to CompuServe and retrieves information many times faster than you can do it manually.

The other two parts of Rosebud are the Assignment Desk (where you tell Rosebud what information you want, and when) and the Viewer (a display that lets you look at the information that's been collected, and lets you create e-mail).

CompuServe

CompuServe is an on-line service from which you can collect many different kinds of information: stock quotes, weather information, news about specific topics, mail, and so on.

You must have an established CompuServe account before you can use Rosebud to automatically retrieve information for you. Just as when you log onto CompuServe yourself, normal basic and premium charges accrue to your account when Rosebud logs on to CompuServe.

You have to give Rosebud specific information about how to connect with CompuServe. Highlight CompuServe at the main Assignment Desk screen by clicking on it once, then click on Change to bring up the CompuServe settings dialog box.

Financial reporter

This is a Rosebud financial reporter. It automatically retrieves the financial information it's been assigned to retrieve, at the times it's been assigned to retrieve it. Rosebud comes with several predefined financial reporters; you can use them as is, or you can modify them. You can also create new ones.

See Reporters for more.

CompuServe settings

Rosebud has to know where on your system to find the file (CIS.INI) that's needed in order to connect to CompuServe. Typically it's in a directory called \CSERVE, and you supplied the location during installation. Click in the text entry area on the CompuServe Settings dialog box if you need to make changes.

Click on the Edit Settings button to get to the Setup Session Settings dialog box, where you supply the information necessary to connect to CompuServe.

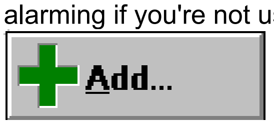
CIS.INI Directory

This text box should display the full path name to the file called CIS.INI on your computer. You provided this information during installation.

Reporters

 The individual sets of instructions you create to retrieve particular information are called **reporters**. For example, you might have a reporter assigned to retrieve quotes on certain stocks in the computer industry, or a reporter assigned to retrieve Atlanta weather maps, or one assigned to retrieve entertainment news. Reporters you create within each of the four main topics on the Assignment Desk are shown indented under the topic heading.
Rosebud comes with a number of reporters already defined, each marked with an appropriate icon. You can use these predefined reporters as is (in the unlikely event they're exactly what you want). You can also modify them, or you can use them as examples to see how to create new ones of your own.

Some of the predefined reporters are marked inactive (with the red bar-and-circle symbol); that means they won't start retrieving their assigned information until you change their status. Some of the predefined reporters, however, are active; that means that **as soon as the Collection Agent is loaded, it may start logging on to CompuServe** to retrieve its assigned information. This can be a little alarming if you're not used to hearing your modem dialing out all by itself.



To add a new reporter, highlight the topic (Financial, Weather, or News) or an existing reporter and click the Add button. The appropriate Reporter Setup dialog box appears.

To change an existing reporter, highlight the reporter and click the Change button. The appropriate Reporter Setup dialog box appears.

To clone an existing reporter, highlight the reporter and click the Clone button. The appropriate Reporter Setup dialog box appears. Then modify the clone as necessary, under a new reporter name.

To remove an existing reporter, highlight the reporter and click the Remove button.
Your reporters can retrieve any information you would normally have access to on CompuServe, in the basic or premium service areas, and the usual charges accrue to your CompuServe account.

> NOTE: If a reporter fails to connect, or fails to retrieve the assigned material, it will try again in 15 minutes (the default retry interval) from now on.

Setting up a reporter is slightly different in each of the topics (Financial, Weather, and News) because the topics themselves contain different elements and offer different kinds of options. But you will nevertheless notice some common elements in the procedures.

Retrieve financial stories

Click this radio button to retrieve news articles whose headlines contain text related to a stock you follow. You specify the text at the Ticker Symbol dialog box in the Financial Reporter Setup dialog box.

See Retrieve financial stories for more.

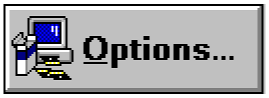
Out Box

The Out Box is one of the predefined folders in the mail part of the Rosebud Viewer. When you tell a reporter to forward material to a CompuServe mailbox (using the Forward tab on the Reporter Setup dialog box for that reporter), the reporter puts the material in the Out Box, marked with the appropriate e-mail address.

The next time the Collection Agent connects to CompuServe, it passes anything in the Out Box (forwarded material, or mail you've created) to the indicated address on CompuServe.

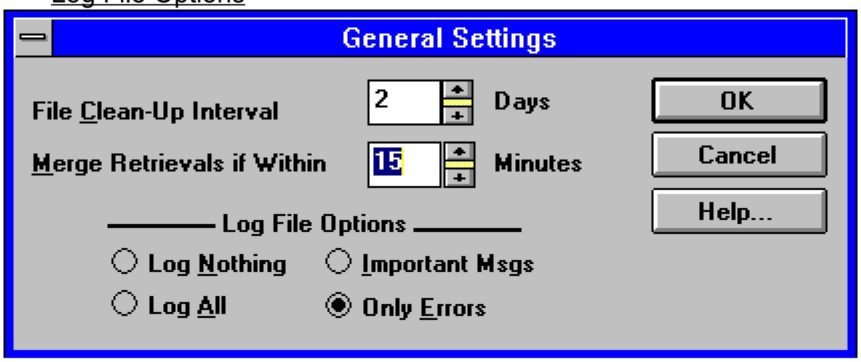
Once a mail message in the Out Box has been sent, it's automatically moved to the Sent Mail folder, where it will be deleted at the time you specify on the Settings tab of the Mail Settings dialog box.

Options



The Options button brings up the General Settings dialog box that lets you provide Rosebud with miscellaneous housekeeping information.

- File Clean-Up Interval
- Merge Retrievals
- Log File Options



Collect every

When the Time Interval button is selected, use this text box to specify how often during the time interval you want a retrieval to occur.

The default is "once every hour." That means the retrieval takes place at the first opportunity within the hour, between the specified start and end times. In theory this "first opportunity" would be on the hour (1:00, 2:00, 3:00, etc.); but if the Collection Agent is not loaded at 1:00, the retrieval can't take place. The retrieval takes place the first time the Collection Agent is loaded during that hour.

A setting of "once every day" means the retrieval takes place at the first opportunity within the day. In theory, this "first opportunity" would occur just past midnight; but if the Collection Agent is not loaded at midnight, the retrieval can't take place. The retrieval takes place the first time the Collection Agent is loaded during that day.

> NOTE: If a retrieval fails for some reason (could not connect, data not available, etc.) the Collection Agent will try again in 15 minutes.

See A closer look a retrieval times for more.

Viewer

The Rosebud Viewer lets you look at the information that's been collected, and create mail. It's one of three main components of the product; the others are the Assignment Desk and the Collection Agent.

Weather Reporter Setup

How to set up a new weather reporter

At the Assignment Desk, highlight Weather and click Add to get to the Weather Reporter Setup dialog box. Enter a name for the reporter you're setting up. The name can be up to 30 characters. Ideally, the name should give you some clue to what the reporter's assignment is.

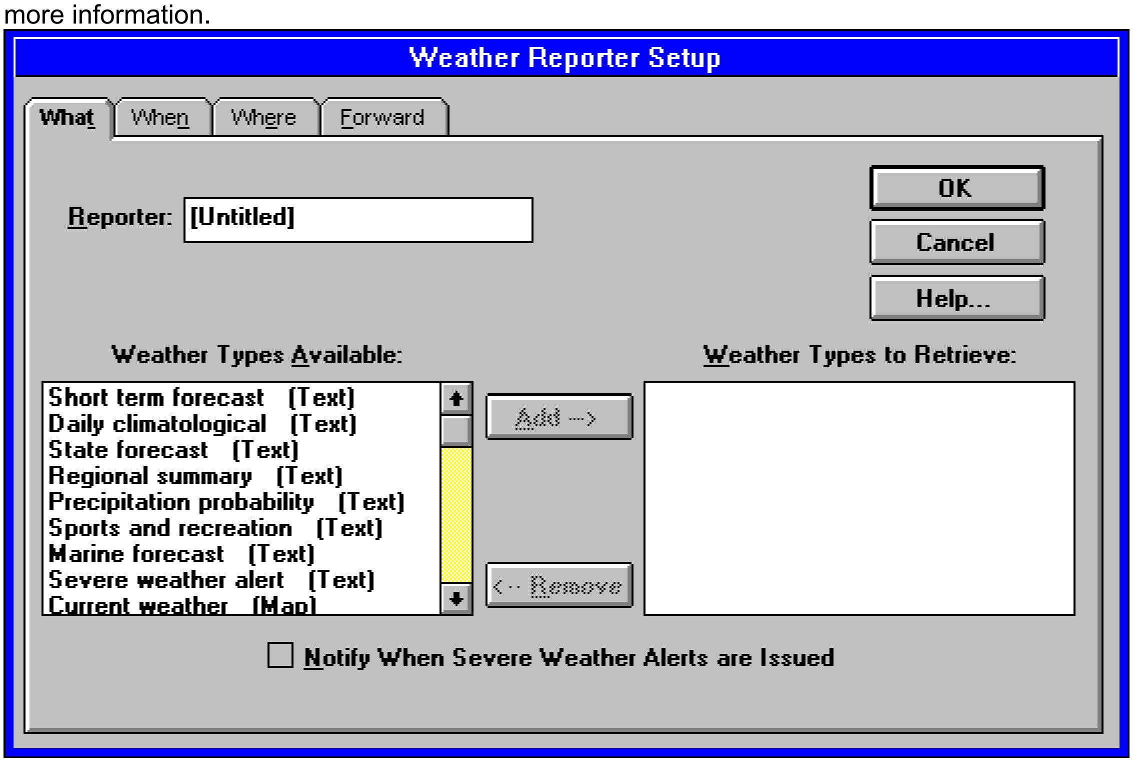
How to change an existing reporter

At the Assignment Desk, highlight the weather reporter you want to change and click Change to get to the Weather Reporter Setup dialog box.

The tabs on the Weather Reporter Setup dialog box let you tell the Collection Agent what to retrieve and when to retrieve it

- What
- When
- Where
- Forward

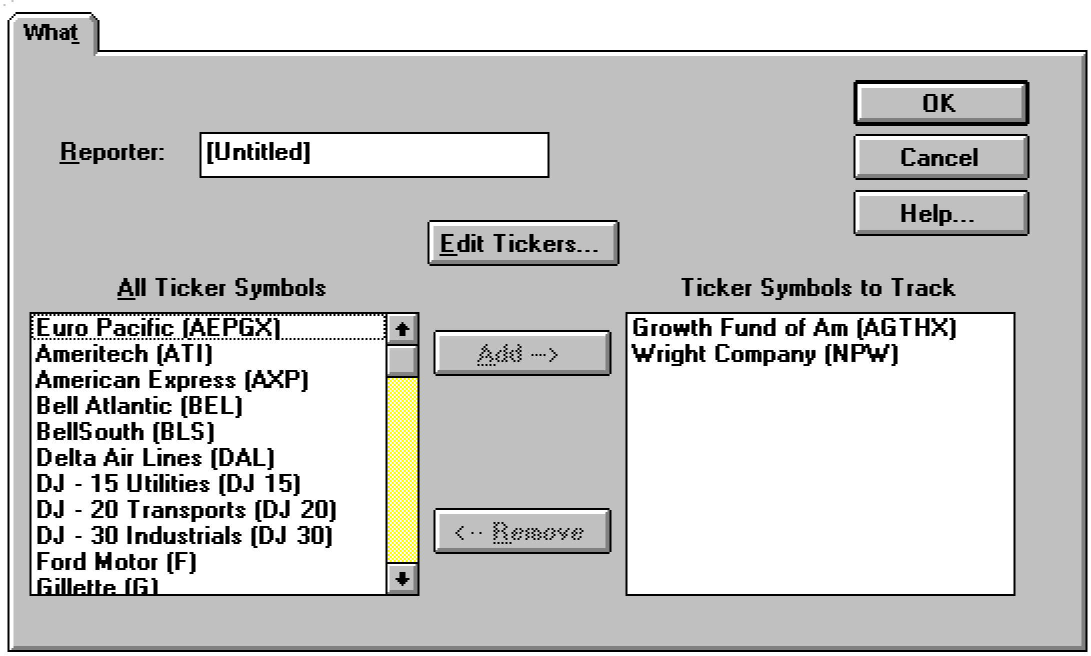
Move your mouse pointer over the dialog box below; when the arrow changes to a pointing hand, click for more information.



What (financial)

The What tab on the Financial Reporter Setup dialog box lets you name the reporter, and specify what stocks, bonds, or mutual funds you want the reporter to track. You can track any financial item that has a ticker symbol and that is available through CompuServe's QuickQuotes feature.

- All Ticker Symbols
- Ticker Symbols to Track
- How to add a new ticker symbol



Tech tips

Space saving suggestion

Certain Rosebud *.DLL files may duplicate files already on your system (used by other Windows applications). You only need one copy of each of these files. If you're an experienced Windows user, and would like to conserve space on your hard drive, you might want to check your WINDOWS\SYSTEM directory for the following files. If you have the same or newer copies of these files there, you can delete them from the Rosebud directory. If the Rosebud files are newer, move them to the WINDOWS/SYSTEM directory.

compobj	dll	108544	11-18-94
mfc250	dll	322384	4-26-95
mfco250	dll	125856	4-26-95
mfcoleui	dll	146976	4-26-95
ole2	dll	302592	11-18-94
ole2conv	dll	57328	11-18-94
ole2disp	dll	164832	11-18-94
ole2nls	dll	150976	11-18-94
ole2prox	dll	51712	11-18-94
olecli	dll	82944	6-09-94
olesvr	dll	24064	11-01-93
storage	dll	157696	11-18-94
typelib	dll	177216	11-18-94

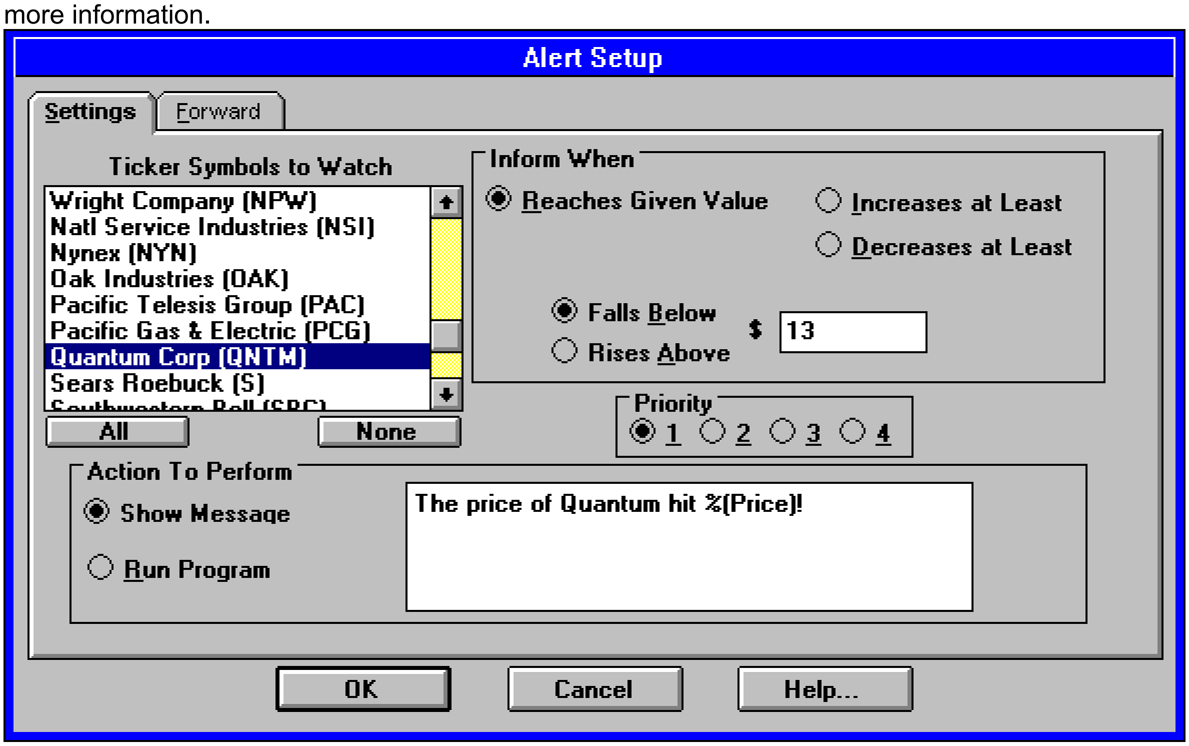
Alert Setup

When you click Add on the Alerts tab in the Financial Reporter Setup dialog box, you get the Alert Setup dialog box.

On the Settings tab of the Alert Setup dialog box, you tell Rosebud to alert you any time a particular stock reaches a certain value, or increases or decreases by a specified percent within a specified period of time. Rosebud can let you know either by a message (which you specify at this dialog box) or by running some other program.

You can use the Forward tab to send the alert to another folder or e-mail address.

Move your mouse pointer over the dialog box below; when the arrow changes to a pointing hand, click for more information.



Retrieval time

The time when a reporter retrieves assigned information from CompuServe. It can be a specific time (for example, 3:00 Thursday) or it can be every so often within a time interval (for example, every two hours between 6:00 am and midnight).

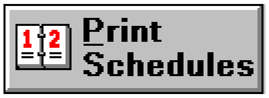
For more, see:

Retrieval time

Retrieval time tips

A closer look at retrieval times

Print Schedules

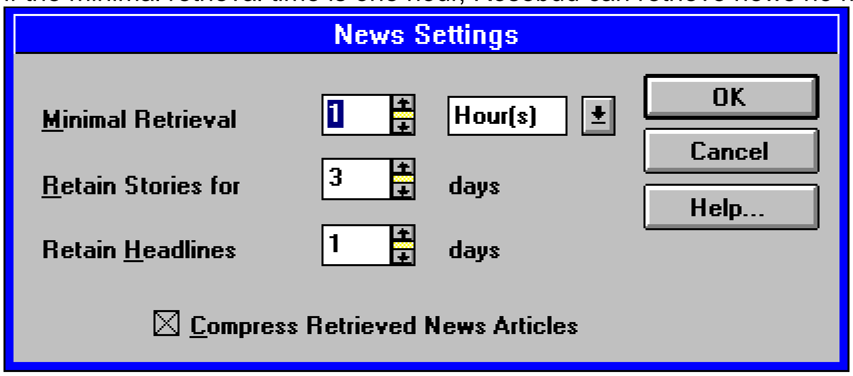


Click the Print Schedule button at the Assignment Desk main screen to print a copy of the highlighted reporter's assignments.   You'll be given the option of changing the printer and the font.
Print Reporter Schedule Report

News Settings

When you highlight News on the Assignment Desk, then click the Change button, you get the News Settings dialog box that lets you limit how often Rosebud collects news articles, and lets you specify how long to keep them.

The time you set for Minimal Retrieval limits how frequently Rosebud can check for news. For example, if the minimal retrieval time is one hour, Rosebud can retrieve news no more often than once an hour.



You also have the option here of compressing the retrieved news articles. If the Compress Retrieved News Articles box is checked, the articles you retrieve will take up less space on your hard drive. Typically you would want to check this box.

> NOTE: In the event that you use any third-party applications that access the information in your Rosebud databases of retrieved material, those third-party applications will most likely want the databases uncompressed. In that situation, leave this box unchecked.

Forward to Address

If you want to forward retrieved information to a CompuServe mailbox, click the Forward to Address button on the Forward tab to bring up your Address Book.   Select the address there and click OK.

Specified time period

The time period during which you want Rosebud to collect information. For example, you might want to collect certain stock information only during the months of June, July, and August.

See Specified Period for more.

Forward

Occasionally you may want to do something with retrieved information other than simply view it on your computer.

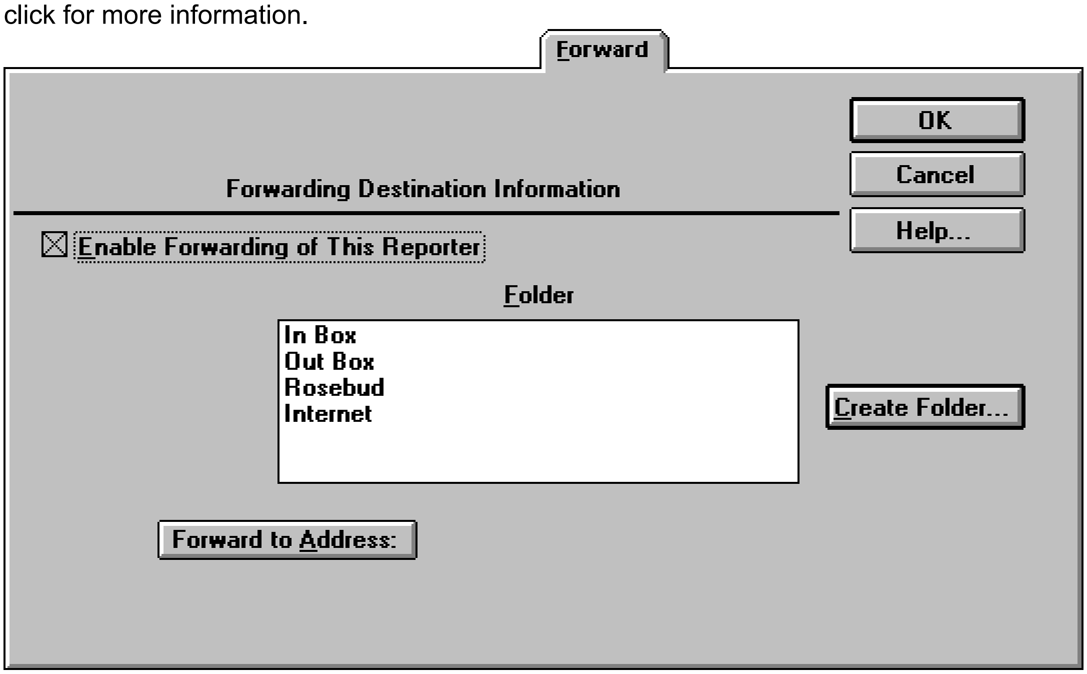
For example, you might be away from your office (and therefore from Rosebud) and would like for certain time-critical stock prices to be forwarded to your CompuServe e-mail address so that you can retrieve them from wherever you are. Rosebud's Forward capability lets you do this. There's a Forward tab like the one below on the Financial Reporter Setup dialog box, on the Alert Setup dialog box, on the Weather Reporter Setup dialog box, on the News Reporter Setup dialog box, and a related one on the Mail Settings dialog box.

You might also use the Forward capability to forward mail to another CompuServe mailbox.

A given reporter can only forward to one address.

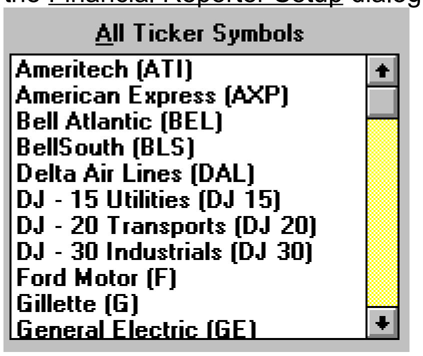
- How to forward something to e-mail
- How to forward something to a folder
- How to create a mail folder
- Forward to Address

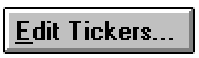
Move your mouse pointer over the tabbed dialog box below; when the arrow changes to a pointing hand, click for more information.



All Ticker Symbols

A ticker symbol is an abbreviation for a stock, bond, or mutual fund.   Rosebud comes with a few ticker symbols installed; you can add others.   They appear in the All Ticker Symbols list box on the What tab of the Financial Reporter Setup dialog box.





To add a ticker symbol to the list of available ticker symbols, click on the Edit Tickers button to get to the Ticker Symbols dialog box.   Rosebud can track any ticker symbol that's available through CompuServe's QuickQuotes feature.

To track a stock, bond, or mutual fund, highlight the ticker symbol in the All Ticker Symbols list box and click the Add button to add it to the list of Ticker Symbols To Track.

To remove a stock, bond, or mutual fund from the Ticker Symbols to Track list, highlight the ticker symbol in the Ticker Symbols To Track list box and click the Remove button.

Ticker Symbols To Track

The What tab in the Financial Reporter Setup dialog box lists available ticker symbols in the All Ticker Symbols box on the left.

To track a stock, bond, or mutual fund, highlight the ticker symbol in the All Ticker Symbols list box and click the Add button to add it to the list of Ticker Symbols To Track.   Rosebud can track any ticker symbol that's available through CompuServe's QuickQuotes feature.

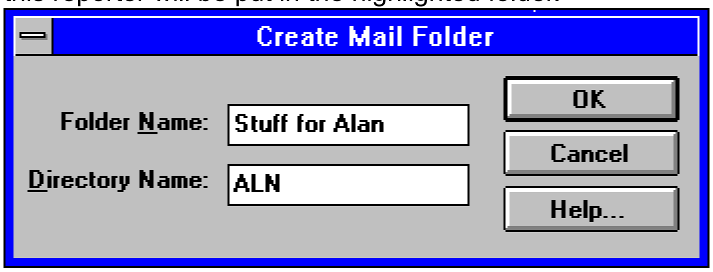
To remove a stock, bond, or mutual fund from the Ticker Symbols to Track list, highlight the ticker symbol in the Ticker Symbols To Track list box and click the Remove button.

Some ticker symbols come with Rosebud, and you can add others by clicking on the Edit Tickers button to move to the Ticker Symbols dialog box.

Creating a mail folder

When you click the Create Folder button on the Forward tab, you get the Create Mail Folder dialog box, in which you specify a folder name and a directory name.

The folder name can be a plain-English name. The directory you supply will become a subdirectory under the \ROSEBUD\MAIL directory created by Rosebud during installation. Information retrieved by this reporter will be put in the highlighted folder.



Use File Manager (or an equivalent file management utility) if you need to delete a mail folder.

If you want to forward the retrieved information to a CompuServe mailbox, click on the Forward to Address button to get to the Address Book.

Portfolio

The Portfolio tab on the Financial Reporter Setup dialog box lists the stocks you track in the upper list box, and a capsule history of the highlighted stock in the lower list box.

Highlight a stock in the upper list box and click on Add to see the Portfolio History Item dialog box, where you can enter the details of your stock purchase (number of shares, amount paid, date and time).

Clean-up interval

Use this text box to specify how often Rosebud purges your retrieved files

See File Clean-Up Interval for more.

History

The History tab on the Financial Reporter Setup dialog box (shown below) lets you specify how long to keep financial information that's been retrieved.

- Use the Keep Quotes for x Days area to specify how long to keep *detailed* quotes. (Detailed quotes are all the quotes that Rosebud retrieves for you in a given day. Detailed quotes can be retrieved as often as every 15 minutes).
- Use the Daily, Weekly, and Monthly areas to specify how long to keep *summary* information.

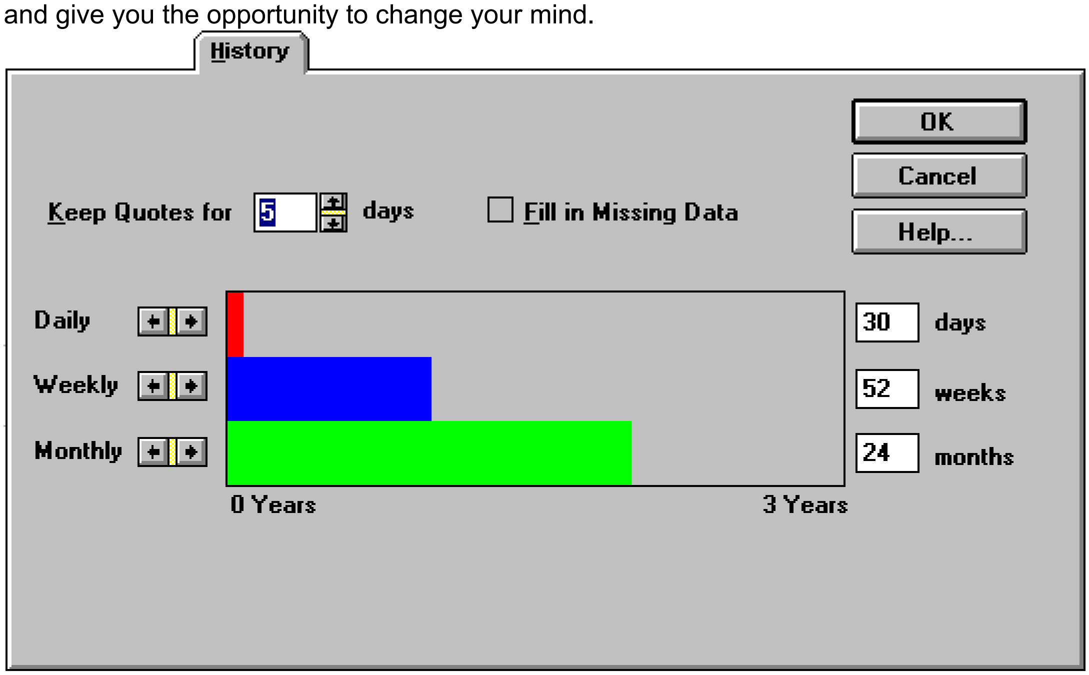
A *daily* summary is the summary of the detailed quotes for the day.

A *weekly* summary is the summary of the daily summaries for the week.

A *monthly* summary is a summary of the weekly summaries for the month.

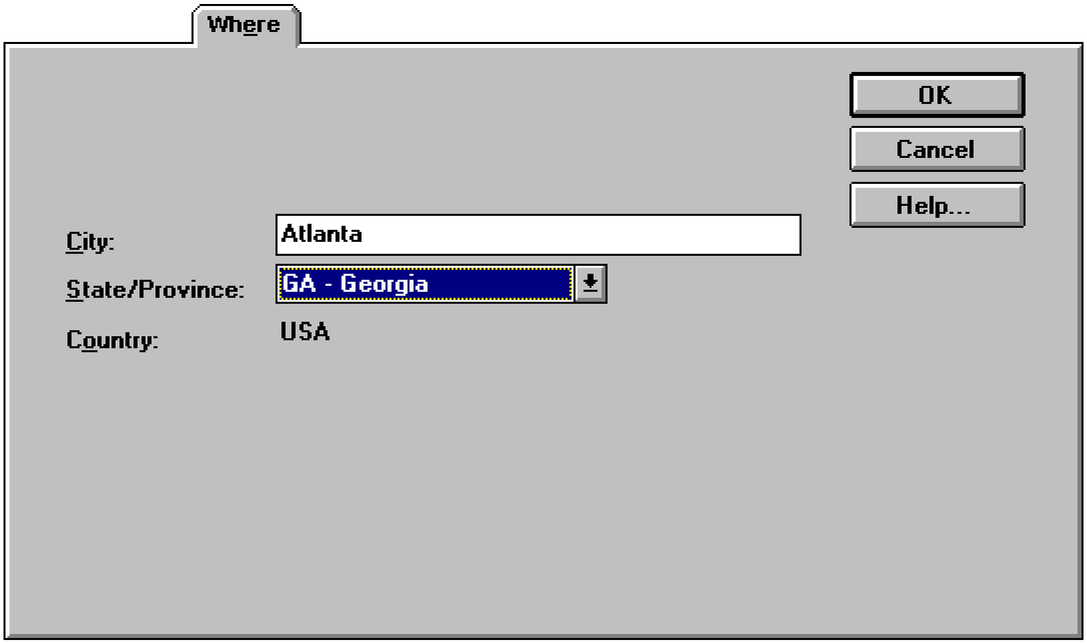
NOTE: What you set here on the History tab applies only to this reporter. Rosebud also lets you set *global* time limits on how long to keep financial information. At the Assignment Desk, highlight Financial, then click the Change button to get to the Financial Settings dialog box.

When Fill in missing data is checked, Rosebud automatically retrieves missing quotes. Keep in mind that retrieving this information is not a part of CompuServe's Basic Services and will be charged at a more costly rate. If you try to set up a reporter with this box checked, Rosebud will alert you to the extra cost and give you the opportunity to change your mind.



Where (weather)

The Where tab on the Weather Reporter Setup dialog box lets you specify the city, state (or province), and country you want to retrieve weather information for.   Type in the city name.   Click on the down arrow on the State/Province text box to see a list of states to choose from.



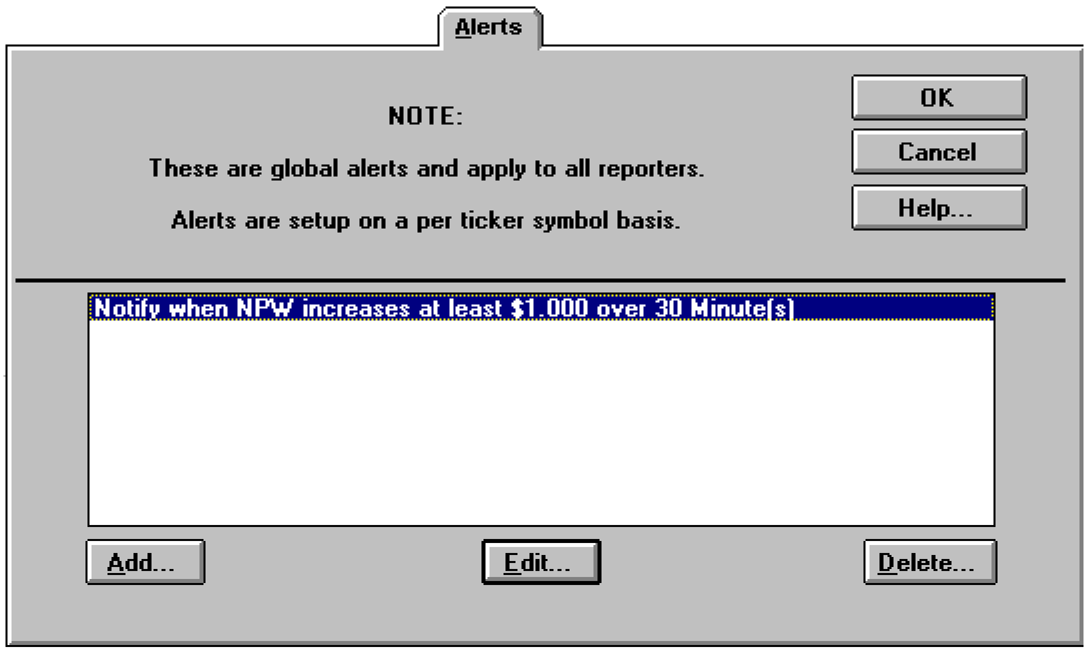
Alerts

The Alerts tab on the Financial Reporter Setup dialog box lists stock alerts you've specified.

To create a new alert, click on Add on the Alerts tab to go the Alert Setup dialog box.

To edit an existing alert, highlight the alert on the Alerts tab and click on Edit to go the Alert Setup dialog box..

To delete an alert, highlight it on the Alerts tab and click on Delete.



Assignment Desk

The part of Rosebud in which you specify what information you want retrieved, and when.

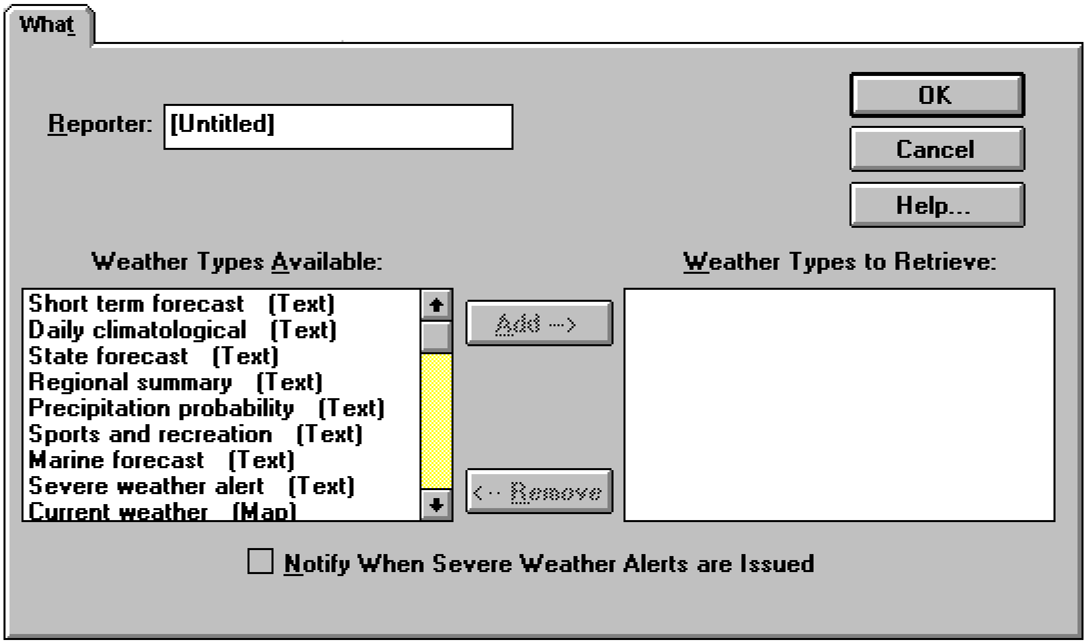
See Assignment Desk for more.

What (weather)

The What tab on the Weather Reporter Setup dialog box lets you name your weather reporter, and lists available weather information on the left, and what you've selected on the right.

- Weather Types Available
- Weather Types to Retrieve

Move your mouse pointer over the dialog box below; when the arrow changes to a pointing hand, click for more information.



Financial Reporter Setup

How to set up a new financial reporter

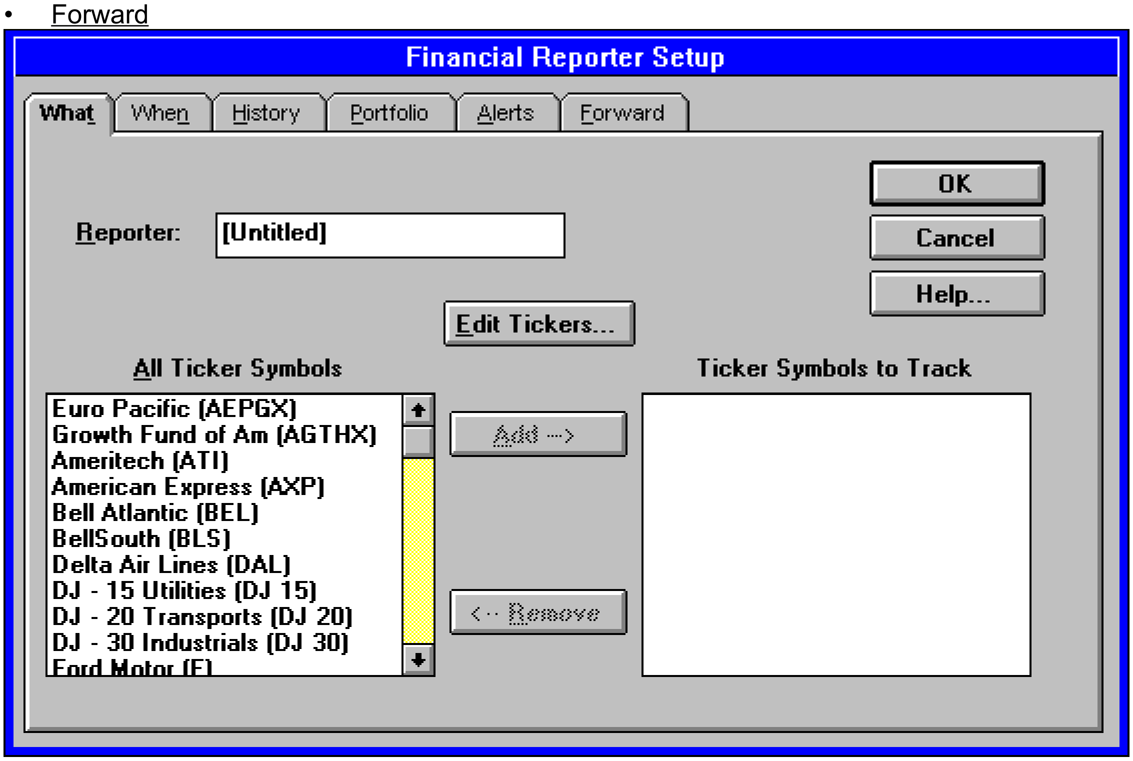
At the Assignment Desk, highlight Financial and click Add to get to the Financial Reporter Setup dialog box (see the graphic below).

How to change an existing reporter

At the Assignment Desk, highlight the financial reporter you want to change and click Change to get to the Financial Reporter Setup dialog box.

The tabs on the Financial Reporter Setup dialog box let you tell the Collection Agent what to retrieve, when to retrieve it, how long to keep the retrieved information, and so on.

- What
- When
- History
- Portfolio
- Alerts
- Forward



News Sources Available

Rosebud comes with a list of all the news sources available from CompuServe. The list is displayed on the Where tab of the News Reporter Setup dialog box.   Double-click on a source (or highlight it and click Add) to move it to the News Sources To Search list.   If you're selecting several sources, it's probably faster to **Ctrl-click** (hold down the Ctrl key while you click several sources) to select them, then click the Add button.

Any source you select disappears from the list on the left.

Since CompuServe is continually updating its offerings, the list of sources that Rosebud displays here on the Where tab is a dynamic one. Rosebud scans the source list on CompuServe on a regular basis (the default is once a week) to check for changes, and automatically updates the list. When this weekly scan occurs, you’ll notice your retrieve taking a bit longer, and you’ll see appropriate status line messages. Because the source list changes, it’s probably prudent to check here periodically to see if you need to update your reporters; the sources they were originally searching may no longer be available, or might even have been renamed.

> Note that if you select Executive News Service (ENS) as a source, Rosebud will display an agreement notice in the Collection Agent the first time it tries to retrieve an ENS item; you have to click Proceed before any ENS material can be collected. That agreement notice only appears once.

How to forward something to a folder

1. At the Forward tab for a particular reporter, check the Enable Forwarding box. The Create Folder and Forward to Address buttons become active. Two predefined folders display: the In Box and the Out Box.
2. If the folder you want to forward to (say, "Simpson trial stuff") already exists, highlight it on the Folder list. If it doesn't exist, click on the Create Folder button to create it. In the Assignment Desk, a folder is just a subdirectory on your computer.
3. Click OK to save the forwarding information.

The next time this reporter retrieves information (or mail), the information will go directly into the specified folder, where you or anybody or even a third-party application can look at it.

New button in Setup Session Settings

Click on the New button at the Setup Session Settings dialog box to bring up the New Session Name dialog box. This lets you name a new session and enter different settings.

To see CompuServe's own "Connection Settings Help", click on the Help button at the New Session Name dialog box.

Start time

The time you set with the start time clock hands (or in the hour and minute text boxes below the clock face) marks the beginning of the time interval. The default start time is midnight (referred to in Rosebud as 12:00 AM).

The graphic bar below the clock faces changes to represent the time interval you set. Midnight is at both ends; noon (referred to in Rosebud as 12:00 PM) is in the middle.

Delete button in Setup Session Settings

Click on the Delete button at the Setup Session Settings dialog box to delete the session settings.

In Box

The In Box is one of the predefined folders in the mail part of the Rosebud Viewer.   Incoming e-mail goes into the In Box.

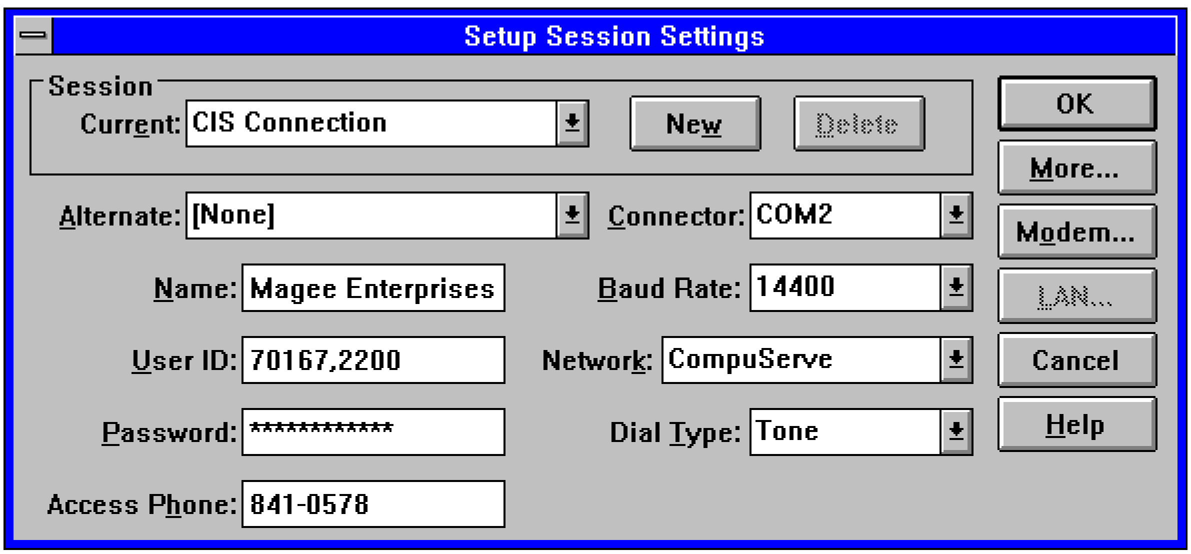
To see what's in the In Box, open the Viewer.   If the In Box isn't already displayed when the Viewer comes up, click Topic Mail on the menu bar (or click the Mail tool), then select the In Box.

Setup Session Settings

The Edit Settings button takes you to the Setup Session Settings dialog box. If you already have your CompuServe account set up and are using WinCIM, this dialog box will display the information you supplied when you set up WinCIM.

- New
- Delete
- More
- Modem
- LAN

To see CompuServe's own "Connection Settings Help", click on the Help button at the Setup Session Settings dialog box.



LAN button in Setup Session Settings

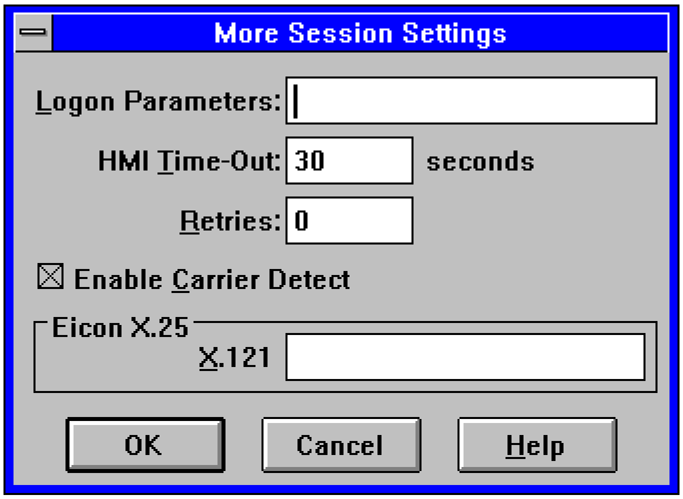
Click on the LAN button in the Setup Session Settings dialog box to enter the necessary LAN settings.

To see CompuServe's own "Connection Settings Help", click on the Help button at the LAN settings dialog boxes.

More button in Setup Session Settings

Click on the More button in the Setup Session Settings dialog box to see the More Session Settings dialog box.

To see CompuServe's own "Connection Settings Help", click on the Help button at the More Session Settings dialog box.

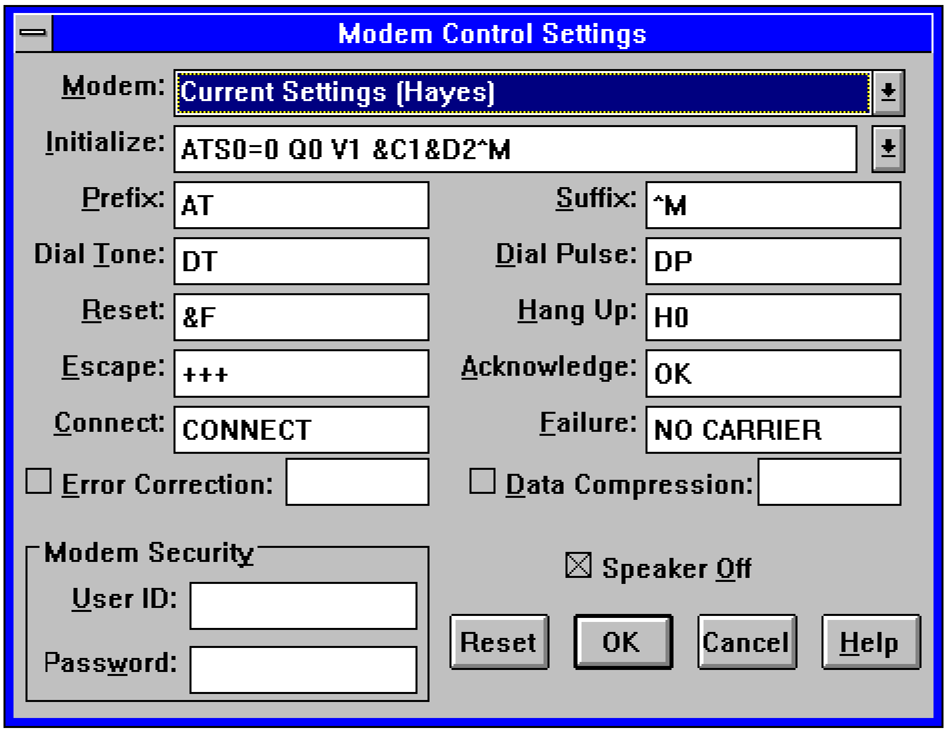


Modem button in Setup Session Settings

Click on the Modem button at the Setup Session Settings dialog box to see the Modem Control Settings dialog box.

Click here to learn how to turn your modem's speaker off.

To see CompuServe's own "Connection Settings Help", click on the Help button at the Modem Control Settings dialog box.



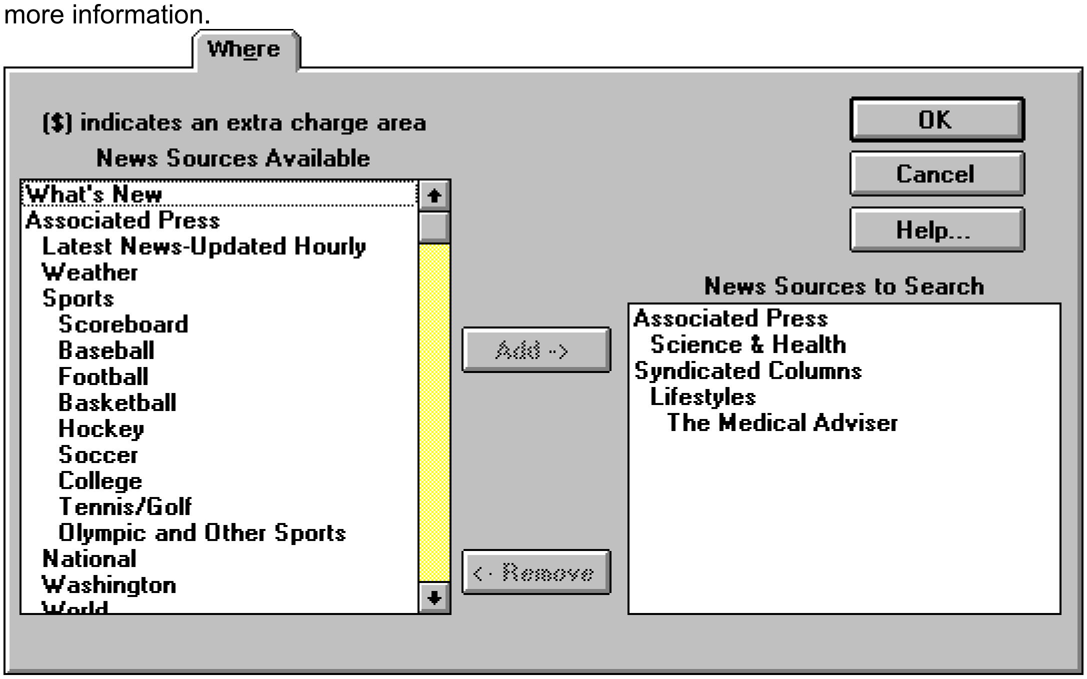
Where (news)

The Where tab on the News Reporter Setup dialog box lets you select the sources from which you want the news reporter to retrieve information.   The list titled News Sources Available is what's available on CompuServe.

> Since CompuServe is continually updating its offerings, the list of sources that Rosebud displays here on the Where tab is a dynamic one. Rosebud scans the source list on CompuServe on a regular basis (the default is once a week) to check for changes, and automatically updates the list. When this weekly scan occurs, you'll notice your retrieve taking a bit longer, and you'll see appropriate status line messages. Because the source list changes, it's probably prudent to check here periodically to see if you need to update your reporters; the sources they were originally searching may no longer be available, or might even have been renamed.

To select a source, double-click on it (or highlight it and click Add) to move it to the News Sources To Search list box. Notice that it disappears from the list on the left.

Move your mouse pointer over the dialog box below; when the arrow changes to a pointing hand, click for more information.

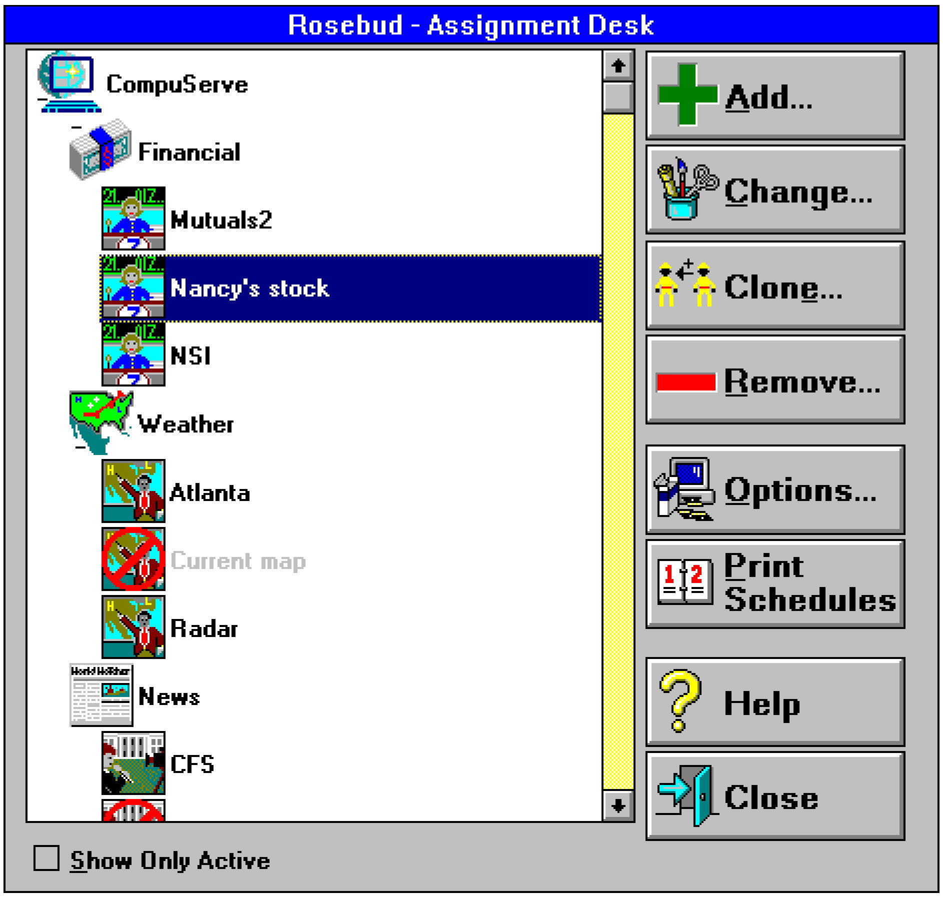


The Rosebud Assignment Desk

The **Assignment Desk** is one of three principal components of Rosebud. It's the part that lets you specify what information you want to retrieve and when you want to retrieve it. The Assignment Desk screen displays icons and headings for four main topics (Financial, Weather, News, and Mail) under a main CompuServe heading/icon.

Buttons on the Assignment Desk let you create and modify reporters, and provide additional general information that Rosebud requires.

Move your mouse pointer over the dialog box below; when the arrow changes to a pointing hand, click for more information.



Turning your modem's speaker off

After a day or two of listening to Rosebud dial out, the novelty may wear off and you may find the "whistles and roars" of your modem a bit distracting. It's easy enough to turn your modem's speaker off.

1. In the Rosebud Assignment Desk, click on CompuServe.
2. Click the Change button.
3. At the CompuServe Settings dialog box, click the Edit Settings button.
4. At the Setup Session Settings dialog box, click the Modem button.
5. At the Modem Control Settings dialog box, click the box next to the words Speaker Off (toward the lower right of the dialog box). An X in the box means the speaker is off.

If you're accustomed to monitoring your modem's activities by its dial-out sounds, you may find the silence more troubling than the noise. Speaker on or off is strictly a matter of personal taste.

Other Rosebud sound issues

News Reporter

This is a Rosebud news reporter. It automatically retrieves the news stories it's been assigned to retrieve, at the times it's been assigned to retrieve it. Rosebud comes with several predefined news reporters; you can use them as is, or you can modify them. You can also create new ones.

See Reporters for more.

Weather reporter

This is a Rosebud weather reporter. It automatically retrieves the weather information it's been assigned to retrieve, at the times it's been assigned to retrieve it. Rosebud comes with several predefined weather reporters; you can use them as is, or you can modify them. You can also create new ones.

A reporter marked with the red international bar-and-circle symbol is inactive.

See Reporters for more.

Topic: Financial

Financial is one of four CompuServe information topics that Rosebud currently supports. Use the Assignment Desk to set up financial reporters to retrieve stock quotes on a regular basis. You can instruct Rosebud keep the stock quotes, summarize them for you on a daily, weekly, or monthly basis (in either text form or graphic form), and even alert you if a stock reach a certain level.

How to set up or change a financial reporter

Once the financial information has been retrieved by the Collection Agent you can view the information using the Rosebud Viewer.

Inactive reporter

The red symbol indicates an inactive reporter; that is, the reporter will not retrieve its assigned information until its status has been changed to Always active or In specified period.

See Reporter - inactive for more.

Show only active

When this box at the bottom of the Assignment Desk screen is selected, the reporters marked as inactive will not show up on the Assignment Desk list.

See Reporter - inactive for how to change the status of a reporter.

Assignment Desk topic

This is one of the four topics that Rosebud retrieves information on.

See Financial, Weather, News, and Mail for more.

CompuServe

This is the on-line service from which Rosebud retrieves information.

See CompuServe for more.

Add button

When the Add button is active, you can click on it to create a new reporter.

See Add for more.

Change button

When the Change button is active:

- If a *reporter* is highlighted, click on Change to make changes to the highlighted reporter.
- If a *topic* is highlighted, click on Change to edit the highlighted topic's settings.

See Change for more.

Clone button

When the Clone button is active, you can click on it to create a copy of the highlighted reporter.

See Clone for more.

Remove button

When the Remove button is active, you can click on it to delete the highlighted reporter.

See Remove for more.

Options button

Click on the Options button to revise some general Rosebud settings.

See Options for more.

Print Schedules button

Click on the Print Schedules button to get a printed copy of the highlighted reporter's assignment.

See Print Schedules for more.

Help button

Click on the Help button to bring up the Assignment Desk help screen.

Close button

Click on the Close button to close the Rosebud Assignment Desk.

 You can also double-click on the control-menu box in the upper left corner, or press Alt-F4.

As soon as you close the Assignment Desk, the Collection Agent begins a retrieval.

Topic: Weather

Weather is one of four CompuServe information topics that Rosebud currently supports. Use the Assignment Desk to set up weather reporters to retrieve weather maps or text on a regular basis.

How to set up or change a weather reporter

Once the information has been retrieved by the Collection Agent you view the it using the Rosebud Viewer.

Topic: News

News is one of four CompuServe information topics that Rosebud currently supports.   Use the Assignment Desk to set up news reporters to retrieve news on specific topics on a regular basis.

How to set up or change a news reporter

Once the information has been retrieved by the Collection Agent you view it using the Rosebud Viewer.

Add button

The Add button is available when you highlight a topic or a reporter on the Assignment Desk.   Click on Add to move to the appropriate Reporter Setup dialog box to add a new reporter.

- Financial Reporter Setup
- Weather Reporter Setup
- News Reporter Setup

Change button

If you highlight a *topic* (Financial, Weather, News, or Mail) on the Assignment Desk and click the Change button, you get the appropriate Settings dialog box where you supply general information relative to the topic.

- Financial Settings
- Weather Settings
- News Settings
- Mail Settings

If, on the other hand, you highlight a *reporter* and click the Change button, you get the appropriate Reporter Setup dialog box where you edit the reporter. (You can also get to the same place by double-clicking on the reporter.)

- Financial Reporter Setup
- Weather Reporter Setup
- News Reporter Setup

Dates

When the In Specified Period button at the bottom of the When tab is checked, the reporter retrieves information only during the calendar period specified here.

See Specified Period for more.

Remove button


The Remove button on the Assignment Desk lets you delete the highlighted reporter.

Add

Click on the Add button at the bottom of the When tab to get to the dialog box that lets you select from other predefined times or time intervals for this reporter.

See Add Retrieval Time for more.

Edit retrieval time

Highlight an existing time or time interval and click on the Edit button to get to the Retrieval Time dialog box (the one with the clocks), where you can make changes to the selected time or time interval. For example, the highlighted time might show a 7:00 PM retrieval time, and you want to change it to 7:30 PM.

Delete

Highlight an existing time or time interval and click on the Delete button if you want to remove the retrieval time from this reporter.

Create Time

If the Add Retrieval Time dialog box doesn't list a time or time interval you want for this particular reporter, click on Create Time to move to the Retrieval Time dialog box.

Shares - how many

Enter the number of shares you bought initially here.

Shares - when

The current date and time display here when this dialog box first appears. Enter the date (and optionally, the time) you bought the stock.

Shares - how much

Enter here the per-share amount you paid for the stock. For example, if you bought 200 shares at 15.62, enter 15.62 here.

Shares - initial purchase

The first time you enter purchase information on a stock, the Initial button appears.

- If you need to subsequently revise this <u>initial</u> purchase information, highlight the stock name on the Portfolio tab and click Modify.
- If you subsequently buy or sell shares in this same stock, highlight the stock name on the Portfolio tab and and click Add.

Names & Addresses

This is the list of addresses already entered in your Address Book.

See Names & Addresses for more.

Create Group

Click on the Create Group button to create a group of recipients you can send mail to at the same time.

See Distribution List for more.

Deleting an entry from the Address Book

Highlight the entry at the Edit Address Book dialog box and click Delete.

See How to delete an Address Book entry for more.

Importing a list of names and addresses

Click the Import button on the Edit Address Book dialog box to bring in existing CompuServe Address Book names and addresses.

See Import for more.

Store unretrieved headlines

When you tell Rosebud to retrieve articles that have certain words in the headlines, Rosebud obviously *doesn't* retrieve articles that *don't* have those words in the headlines.

But when this box is checked, it *will* retrieve the *headlines* of those non-matching articles. Then you can set up a folder for them in the Viewer, look through the headlines, and tell Rosebud (in the Viewer) to retrieve articles that sounds interesting.

Adding a recipient from your Address Book

Click on the Add button to add the highlighted entry to the list of Selected Recipients.

See Add a selected recipient for more.

Removing a selected recipient

Click on the Remove button to remove the highlighted entry from the list of recipients.

See Remove for more.

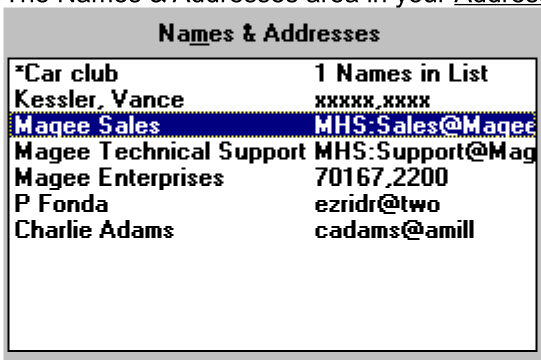
Adding an Address Book entry

Click the Add button to get to the Address Book Entry dialog box to add a new name.

See How to add or edit an Address Book entry for more.

Names & Addresses

The Names & Addresses area in your Address Book lists e-mail addresses previously entered.



How to add an Address Book entry to the Selected Recipients list

Highlight a name in the list on the left and click on the Add button, or double-click on a name.

How to remove an Address Book entry from the Selected Recipients list

Highlight a name in the Selected Recipients list on the right, and click the Remove button.

How to add a new Selected Recipient to the Address Book

Highlight the name in the list on the right and click the Copy button. If you want to add an optional comment to this entry, click Edit Address Book.

How to edit an Address Book entry

Click once on a name in the list on the left. It appears in the area in the bottom left of the Address Book dialog box. Click the Edit Address Book button to get to the Edit Address Book dialog box.

New address

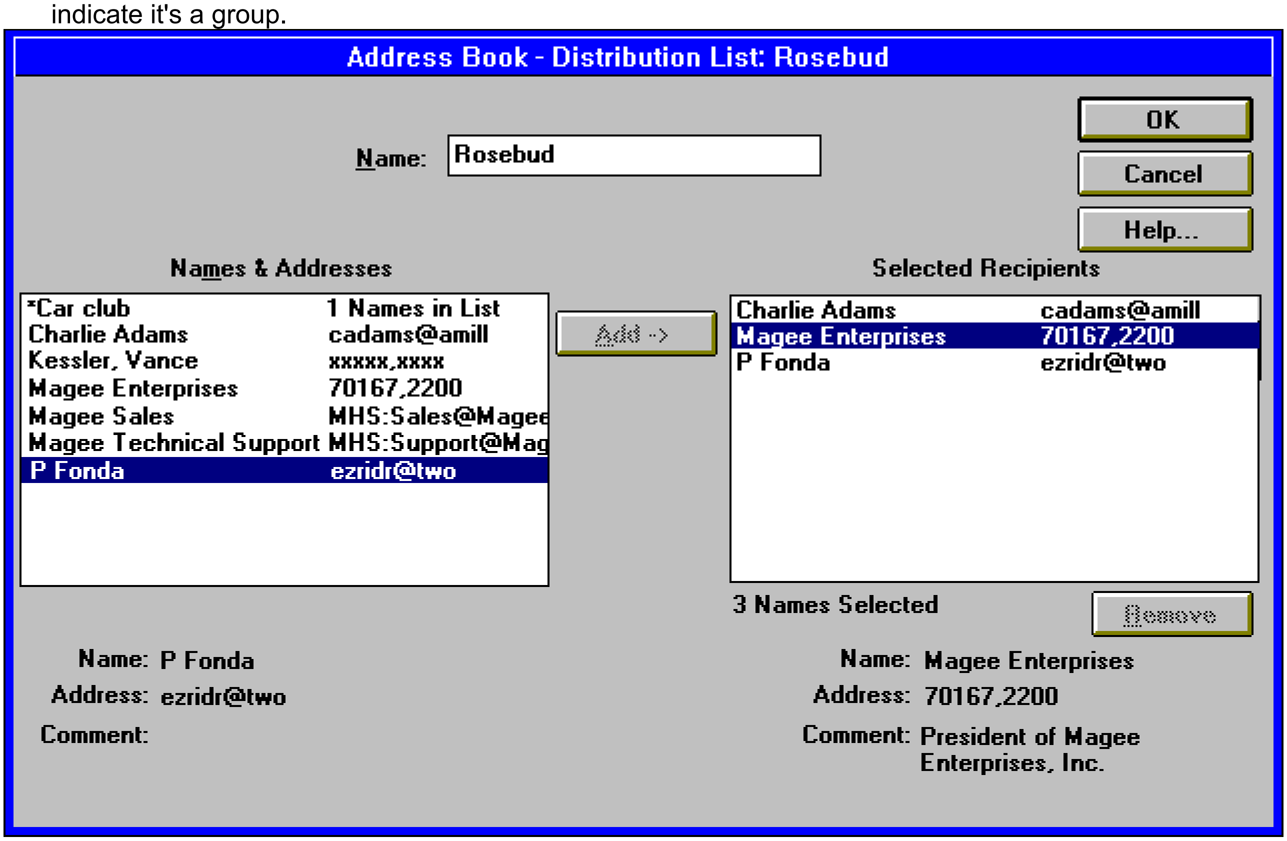
Use the New Address area to enter a new e-mail recipient.

See New Address for more.

Distribution List

How to create a group (distribution list)

1. At the Address Book dialog box, click Edit Address Book.
2. At the Edit Address Book dialog box, click Create Group. You'll get a dialog box that looks much like the main Address Book dialog box except for the title bar.
3. Enter a name for the group of names (the distribution list) you want to create; for example, Rosebud.
4. In the list on the left, double-click any names you want to include in the group, to move them to the list on the right.
5. Click OK. The group name appears on the Names & Addresses list, marked with an asterisk to indicate it's a group.



Add a selected recipient

Click on the Add button to copy the highlighted name in the Names & Addresses list to the Selected Recipients list on the Address Book dialog box.
To take a name off the Selected Recipients list, highlight it and click on Remove.

Remove a selected recipient

To remove a name from the list of Selected Recipients on the Address Book dialog box, highlight it and click Remove.

Adding the new name to the recipient list

Click the Add Recipient button to add the new name to the list of selected recipients.

See Add Recipient for more.

Selected Recipients

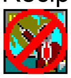
This is the list of addresses to whom mail or retrieved material will be sent.

See Selected Recipients for more.

Selected Recipients

The Selected Recipients area of the Address Book lists the addresses to whom mail or retrieved material will be sent.

Highlight a name in the Names & Addresses list and click Add to copy a highlighted name to the Selected Recipients list.   Or double-click on the name.



Highlight a name on the Selected Recipients list and click Remove to take the name off the list.   Or double-click on the name.

File Clean-Up Interval

The interval you specify in this area of the General Settings dialog box tells Rosebud when to delete old files in the financial, weather, and news databases.

Merge Retrievals

The Merge Retrievals if Within text box on the General Settings dialog box comes with a default setting of 15 minutes.

With the merge interval set to 15 minutes, if you have, say, a weather item set to retrieve at 9:00 AM, and a financial item set to retrieve at 9:10 AM, the Collection Agent will combine the two retrievals at 9:00. Use this text box to change that merge time interval if you like.

Merge interval

If two retrievals are scheduled within 15 minutes of each other, Rosebud will combine the retrieves.

See Merge Retrievals for more.

Log file

Rosebud can keep a record of its activities; what it records depends on the options you check here.

See Log File Options for more.

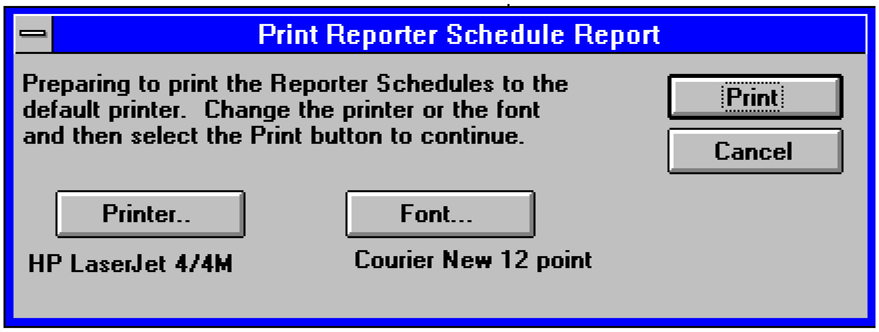
Print Reporter Schedule Report

When you click the Print Schedule button on the Assignment Desk, the Print Reporter Schedule Report dialog box appears. Click Print if the printer and font shown are correct.

If you need to change the printer and/or the font. click Printer or Font.

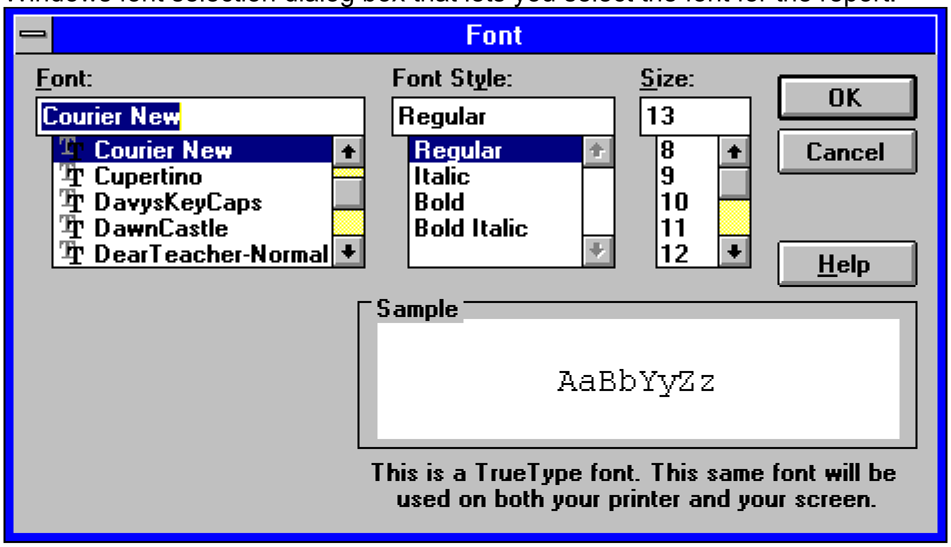
If the printer and font selections are what you want, click Print.

Move your mouse pointer over the dialog box below; when the arrow changes to a pointing hand, click for more information.



Font

Clicking the Font button on the Print Reporter Schedule Report dialog box brings up the standard Windows font selection dialog box that lets you select the font for the report.



Report font

Click the Font button to change the font your report prints in.

See Font for more.

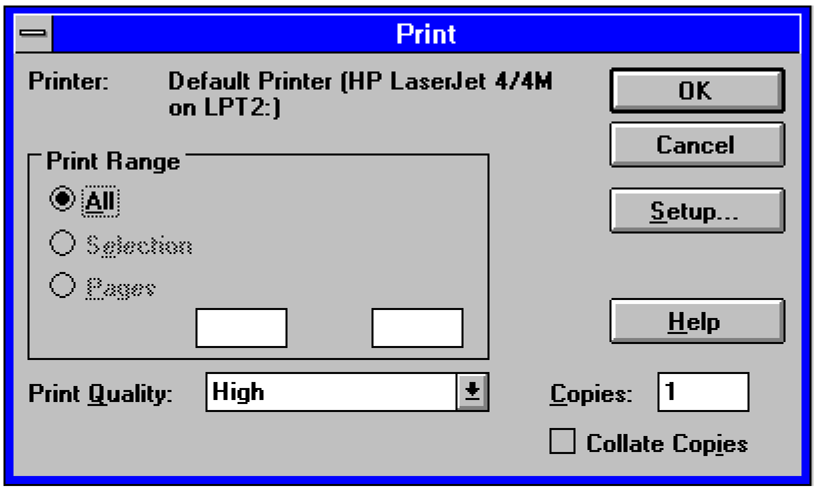
Report printer

Click the Printer button to change the printer your report is sent to.

See Printer for more.

Printer

Clicking the Printer button on the Print Reporter Schedule Report dialog box brings up the Print dialog box, which lets you provide specific printing information or change printers.   Click Setup to get to the standard Windows Print Setup dialog box.

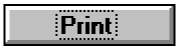


Report print

Click the Print button on the Print Reporter Schedule Report dialog box to send the report to the indicated printer.

If the indicated printer or font are not what you want, click the Printer or Font button to make changes.

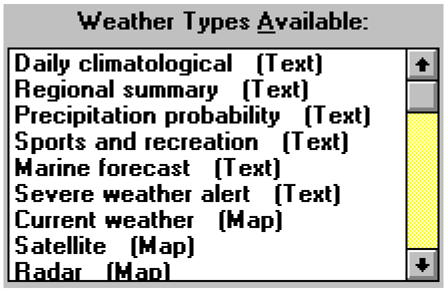
Print



Clicking the Print button on the Print Reporter Schedule Report dialog box sends the report to the indicated printer.

Weather Types Available

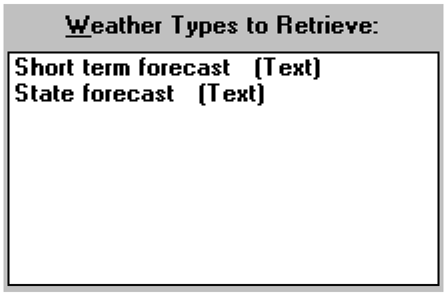
The left-hand list box on the What tab on the Weather Reporter Setup dialog box lists available weather information.



Highlight what you want and double-click to move it to the Weather Types to Retrieve list on the right.

Weather Types to Retrieve

The right-hand list on the What tab of the Weather Reporter Setup dialog box tells this weather reporter what to retrieve.



Weather available

These are the weather items available for retrieval.

See Weather Types Available for more.

Weather selected

These are the weather items selected for retrieval.

See Weather Types to Retrieve for more.

What

Use the What tab on the Weather Reporter Setup dialog box to indicate what weather information to retrieve.

See What for more.

When

Use the When tab on the Weather Reporter Setup dialog box to indicate when your weather reporter is to retrieve the assigned weather information.

See When for more.

Where

Use the Where tab on the Weather Reporter Setup dialog box to indicate what location you want weather information on.

See Where for more.

Forward

Use the Forward tab on the Weather Reporter Setup dialog box to pass retrieved information on.

See Forward for more.

Weather reporter name

Enter the name of the weather reporter here.

See Reporters for more.

News reporter name

Enter the name of your news reporter here.

See Reporters for more.

What

Use the What tab on the News Reporter Setup dialog box to indicate what news articles to retrieve.

See What (news) for more.

When

Use the When tab on the News Reporter Setup dialog box to indicate when your news reporter is to retrieve the assigned news information.

See When for more.

Where

Use the Where tab on the News Reporter Setup dialog box to indicate what news sources you want news retrieved from.

See Where (news) for more.

News forward

Use this tab when you retrieve news articles you want to pass on to another address or folder.

See Forward for more.

Specific time

When this radio button is selected, the End time clock disappears, and certain grayed-out parts of the dialog box become available.   You can now specify a certain clock time (say, 3:30 PM) for a retrieval to take place.

It can be 3:30 PM on one day, or it can be 3:30 PM on any number of different days of the week, month, or year.   Specify the month and year in the upper right area of the dialog box; the days in the lower right.

Examples:

3:30 PM on June 12, 1995

3:30 PM every Monday of 1996

3:30 PM every fourth Thursday of every month of every year

3:30 PM every day of every month of every year

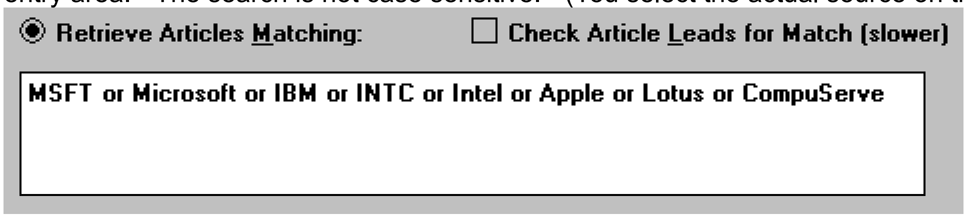
See Specific times for more.

Retrieve All Articles

When this radio button on the What tab on the News Reporter Setup dialog box is checked, the Collection Agent retrieves all articles that have been posted to the selected source since the last time the Collection Agent did a retrieve. (You select the actual source on the Where tab.)

Retrieve Articles Matching

When this radio button on the What tab on the News Reporter Setup dialog box is checked, the Collection Agent looks in the selected source on CompuServe for headlines containing the text you enter in the text entry area. The search is not case sensitive. (You select the actual source on the Where tab.)



You can use various "operators" when you enter things to search for.

Examples:

x AND y = contains the word x and the word y anywhere in the searched text

x OR y = contains the word x or the word y anywhere in the searched text

NOT x = does not contain the word x anywhere in the searched text

x SAME_P y = contains the word x and the word y in the same paragraph

x SAME_S y = contains the word x and the word y in the same sentence

abc* = contains any word beginning with abc (* = the standard wild card notation)

Additionally, you can use parentheses in a typical algebraic manner to establish precedence.

NOTE: With the Check Article Leads for Match box checked, the Collection Agent searches the first 500 characters of the text (as well as the headlines) for a match; this will obviously slow down the search.

Check Article Leads for Match

If the Check Article Leads box on the What tab on the News Reporter Setup dialog box is checked, the Collection Agent checks not only the headlines, but also the first 500 characters of an article, looking for matching text. This will slow down the scan, but will find an article when the matching text doesn't happen to appear in the headline.

Scan Newest

To limit the number of headlines the Collection Agent searches (and therefore the amount of time spent in the search) check the Scan Newest text box on the What tab on the News Reporter Setup dialog box and specify how many new articles you want the Collection Agent to scan in a given source, looking for a match.

If this box is unchecked, the Collection Agent will scan all the articles in the source.   Some sources can have hundreds of new articles posted to them each day, and a scan of all of them could take a while.

Retrieve at Most

To limit the number of articles the Collection Agent retrieves (and therefore the amount of time spent in the retrieval) check the Retrieve at Most check box on the What tab on the News Reporter Setup dialog box and specify how many articles you want the Collection Agent to retrieve from a given source (even if there are more matching articles than that).

> NOTE: If you want this reporter to collect *only* headlines, enter zero here. Then set up a folder in the Viewer to view the headlines, and tell Rosebud (also in the Viewer) to retrieve the full text of the ones you find interesting.

If this box is unchecked, the Collection Agent will retrieve all new articles (or if you've checked the matching or financial stories radio buttons, it will retrieve all articles with headlines that contain the specified word or words).

Retrieve all articles

Click this radio button to retrieve all news articles that have been posted to all your selected sources since the last time the Collection Agent did a retrieve.

See Retrieve All Articles for more.

Retrieve articles matching

Select this radio button if you want to specify certain headline text to search for.   Type the text in the box below the radio button.

See Retrieve Articles Matching for more.

Check article leads

When this box is checked, the first 500 characters of an article are checked for matching text, in addition to the headline.

See Check Article Leads for Match for more.

Scan newest

Use this text box to limit how many headlines the search looks at. Some sources can have hundreds of new articles posted to them each day; this check box lets you limit the number of headlines Rosebud will scan.

See Scan Newest for more.

Retrieve at most

Use this text box to limit the number of articles actually retrieved.

See Retrieve at Most for more.

Always Active

When this radio button at the bottom of the When tab is checked, the reporter is active; that is, it will retrieve the specified information at the specified time (or time interval).
You can also toggle a reporter's status from active to inactive by highlighting the reporter name at the main Assignment Desk screen and clicking the right mouse button.   Highlight Activate or Deactivate.
If you click a topic (rather than a reporter) and do the same thing, you can activate or deactivate all the reporters for that topic at the same time.

In Specified Period

When this button at the bottom of the When tab is checked, the reporter retrieves information only during the calendar period specified in the boxes to the right.

See Specified Period for more.

Inactive

When this button at the bottom of the When tab is checked, the reporter is on temporary hold and doesn't retrieve its assigned information.

See Reporter - inactive for how to change a reporter's status to active.

Always active

When this button at the bottom of the When tab is checked, the reporter is active at the assigned times, any time the Collection Agent is loaded.

See Reporters for more.

Times

The times shown on this list on the When tab are times or time intervals already defined, and assigned to this reporter. Click on Add if you want to add a time. Click on Edit if you need to change an existing one. Click on Delete if you want to remove one from this reporter.

See Add Retrieval Time and Retrieval Time for more.

News sources available

This is a list of the various news sources available to you on CompuServe. The sources marked with a dollar sign ($) are premium items that cost you extra.

See News Sources Available for more.

News sources selected

This is a list of the news sources that have been selected to search.

See News Sources To Search for more.

Disable Mail Retrieval

When this box is checked, the Collection Agent does not retrieve your e-mail. Note that Rosebud comes with mail retrieval disabled; that gives you the opportunity to decide whether you want to handle your e-mail within Rosebud, or the way you've been doing it.

> NOTE: While the Collection Agent does not *retrieve* mail when this box is checked, it will still *send* or forward mail.

Remove Wastebasket Items Older than

This text box on the Settings tab lets you specify how often Rosebud purges mail you've "deleted" (that is, put in the Wastebasket) in the Viewer.

Remove Sent Folder Items Older than

This text box on the Settings tab lets you specify how often Rosebud cleans items out of the Sent Mail folder in the Viewer.

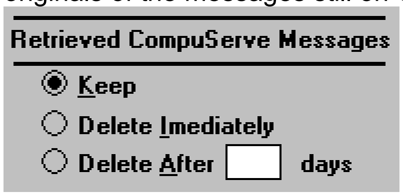
Items in the Sent Mail folder are mail messages you originally created in the Viewer Out Box. Rosebud found them there when it checked for outgoing mail; it then posted them on CompuServe and moved the originals to the Sent folder, where they're deleted after the number of days you specify here.

Check for Mail at Least Every

This text box on the Mail Settings tab lets you specify how often Rosebud checks CompuServe for your mail.

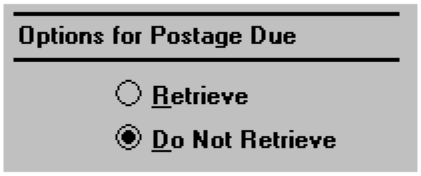
Retrieved CompuServe Messages

Once your mail messages have been retrieved from CompuServe, you can specify what happens to the originals of the messages still on CompuServe.



- **Keep** - If this radio button is checked, a mail message that's been retrieved stays on CompuServe until you delete it manually. Until you do delete it, every time Rosebud retrieves mail (the default is every hour), it retrieves this same message. You end up with multiple copies of it. However, if you frequently check your CompuServe mail from somewhere other than through Rosebud, you will want the message to still be on CompuServe, even though Rosebud has retrieved it already and has stored it on your computer.
- **Delete Immediately** - If this radio button is checked, your mail messages are deleted from CompuServe as soon as Rosebud retrieves them. If you normally check your CompuServe mail only through Rosebud, this is the option you will want to check.
- **Delete After x days** - If this radio button is checked, your mail messages are deleted from CompuServe after the specified number of days.

Options for Postage Due



Some CompuServe messages may incur a charge, and the sender can choose to send it to you "postage due" so that the message charge appears on your CompuServe bill. This section of the Settings tab lets you tell the Collection Agent what to do if it encounters a postage-due mail message.

Time interval

This radio button is the default selection. The retrieval will take place periodically during the time interval you specify.

Examples:

> "every hour between 9:00 AM and midnight every day"
>
> "every three hours between midnight and 11:59 PM on weekdays"

Previously defined retrieval times

The times on this list on the Add Retrieval Time dialog box are predefined times (or time intervals) that came with Rosebud, or times that you subsequently added. They can be assigned to any reporter. You can create a new time if the one you want doesn't appear on this list.

See Add Retrieval Time or Retrieval Time for more.

Delete retrieval time

Highlight a time on the Previously Defined Times list and click Delete to remove the time interval altogether.

Create new retrieval time

Click on the Create Time button to move to the Retrieval Time dialog box and create a new time or time interval that can be used for for any reporter.

See Create Time for more.

End time

The time you set with the end time clock hands (or in the hour and minute text boxes below the clock face) marks the end of the time interval. The default end time is 11:59 PM (one minute before midnight).

The end time clock doesn't display if the Specific time radio button is selected.

The graphic bar below the clock faces changes to represent the time interval you set. Midnight is at both ends; noon (referred to in Rosebud as 12:00 PM) is in the middle.

Month and year

If the Specific time radio button is selected, you can set the month and year in this area of the dialog box. Specify a particular month, or select Every month. Specify a particular year, or select Every year.

Ticker Symbols to Watch

This area lists the ticker symbols available for Rosebud to watch. Highlight the ones you want to watch. Click the All button to watch them all, or click None to clear all highlighted ticker symbols.

Rosebud comes with a predefined list of ticker symbols. This is just a sampling of ticker symbols; you can add other ticker symbols; see Ticker Symbols.

Month

If the Specific time radio button is selected, you can tell the Collection Agent to retrieve at the specified time during a *particular* month by using the drop-down list.   Retrieve at the specified time *every* month by clicking the Every Month box.

Year

If the Specific time radio button is selected, you can tell the Collection Agent to retrieve at the specified time during a *particular* year by entering the year in the text box.   Retrieve at the specified time *every* year by clicking the Every Year box.

Day of month

If the Specific time radio button is selected, you can set the day of the month you want the retrieval to take place on in this area of the dialog box. Specify a particular date (today's date is the default), or select Every day.

Every day

Select this check box if you want the retrieval to take place every day, rather than on a particular date of the month (the 12th, for example) or on a particular day of the week (Tuesday, for example).

Days of week

If the Specific time radio button is selected, you can set the days of the week you want a retrieval to take place on in this area of the dialog box. Specify a particular day of the week ("Thursday"), or every day, or all week days, or week ends. Preset buttons to the right simplify your selection.

Every day of week

Click this button to automatically select all the days of the week.

Week days only

Click this button to automatically select just week days (Monday through Friday).

Week ends only

Click this button to automatically select just Saturday and Sunday.

Day list

The day or days you select are highlighted in this list of the days of the week.

Select a day of the week by clicking once on it.

Select all days of the week at one time by clicking on the Every Day button.

Select all weekdays (Monday through Friday) at one time by clicking the Week Days button

Select Saturday and Sunday only by clicking the Week Ends button.

Day text box

If the Specific time radio button is selected, you can set which week of the month you want the retrieval to take place on in this area of the dialog box.

The default is Every (as in "Every Monday" or "Every weekday"). The drop-down list offers other options (such as "Every first").

Time bar

The graphic bar below the clock faces changes to represent the time interval you set.   Midnight is at both ends; noon (referred to in Rosebud as 12:00 PM) is in the middle.

Inform when

The Inform When section lets you tell Rosebud what specific changes in stock value to watch for. You can watch for changes in *absolute* dollar value, or for *percentage* increase or decrease. Each variant is a separate radio button, and determines what appears in the lower part of this section.

Reaches given value

When this radio button is selected, the area below it displays two more radio buttons:

Falls Below

Rises Above

Check one of these two buttons and enter the appropriate per-share cost in the text box. Rosebud will alert you when the stated condition occurs.

See Reaches Given Value for more.

Increases at least
Decreases at least

When one of these two radio buttons is selected, the area below it displays two boxes that let you specify the percentage (or absolute dollar amount) change and the time period over which the change must occur before an alert is issued.

See Increases/Decreases at Least for more.

Falls Below
Rises Above

This area has two different displays, depending upon which of the three radio buttons above it is selected.

If the Reaches given value radio button is selected, this area displays a radio button for Falls Below and one for Rises Above. Check one of these two buttons and enter the appropriate per-share cost in the text box. Rosebud will alert you when the stated condition occurs.

If either the Increases at Least or Decreases at Least radio button is selected, this area changes to display boxes that let you enter a percentage or dollar value increase and a particular time period over which the change must occur in order to constitute an alert.

See Reaches Given Value for more.

Priority

Check the desired priority level here.   Each priority setting displays a different colored alert box and plays a different sound.

See Alert priorities for more.

All

Click the All button to tell Rosebud to watch all the ticker symbols on your list.

None

Click the None button to clear all highlighted ticker symbols.

Action To Perform

This area lets you specify what you want Rosebud to do when an alert condition is met. It can display a message, or automatically run another program.

Show message

When this radio button is checked, the message you type in the adjacent text box displays when the alert condition is met.

See Alert codes for more.

Run Program

When this radio button is selected, Rosebud automatically runs the program you specify when an alert condition is met.

See Alert program for more.

Alert text

The text you type here is the message that Rosebud posts when an alert condition is met. Rosebud also comes with several preset message codes; see Alert codes for more.

Financial reporter name

Enter the name of the financial reporter here.

See Reporters for more.

What

Use the What tab on the Financial Reporter Setup dialog box to indicate what financial information to retrieve.

See What for more.

When

Use the When tab on the Financial Reporter Setup dialog box to indicate when your financial reporter is to retrieve the assigned financial information.

See When for more.

History

Use the History tab on the Financial Reporter Setup dialog box to tell Rosebud how long to keep the retrieved quotes.

See History for more.

Portfolio

Use the Portfolio tab on the Financial Reporter Setup dialog box to keep track of your stock purchases.

See Portfolio for more.

Alerts

Use the Alerts tab on the Financial Reporter Setup dialog box to tell Rosebud to let you know when certain conditions are met on stock prices.

See Alerts for more.

Forward

Use the Forward tab to pass retrieved information on to others.

See Forward for more.

All tickers

The All Ticker Symbols list displays ticker symbols available for you to choose from. You can add others. See Ticker Symbols.

See All Ticker Symbols and the What tab for more.

Tickers to track

The Ticker Symbols to Track list displays the stocks you want this particular reporter to retrieve.

See the What tab for more.

Add

Highlight a ticker symbol on the left and click Add to move it to the right.

See the <u>What</u> tab for more.

Remove

Highlight a ticker symbol on the right and click Remove to take it off the list.

See the What tab for more.

Edit tickers

Use the Edit Tickers button to add a ticker symbol to the list of those available.

See the What tab for more.

Notify

When the Notify box is checked, Rosebud lets you know when there are severe weather alerts.

Add

Highlight a weather type and click Add to add it to the list on the right.

Remove

Highlight a weather item on the right and click Remove to take it off the list.

What is Rosebud?

Rosebud is a Windows-based utility that automatically logs on to CompuServe at specified times and retrieves specified information, then lets you look at the retrieved information.

You can currently retrieve four categories ("topics") of information:

- Mail
- News
- Financial
- Weather

There are three principal components of Rosebud.

Rosebud Assignment Desk - the part of the program that lets you say when and what to retrieve.

Rosebud Collection Agent - the part of the program that does the retrieving, or collecting. Typically, you never deal directly with the Collection Agent once it's loaded.

Rosebud Viewer - the part of the program that lets you look at what's been retrieved, and create e-mail.

The retrieved information is stored in various databases on your computer; it's from these databases that the Viewer gets the information to display. Third-party applications can also access this information.

Folder list

This is a list of available folders to which material can be forwarded. The In Box and the Out Box come with Rosebud; you can create others. Unless the Enable Forwarding box is checked, this list will be grayed out.

See Creating a mail folder for more.

Forward to Address

Click on the Forward to Address button to bring up the Address Book and select an address from your list. This button will be grayed out if the Enable Forwarding box is not checked.

See Forward to Address for more.

Log file

The file (RUN.LOG) in which Rosebud keeps track of its activities. You can specify how much activity you want logged by using the General Settings dialog box; click Options at the Assignment Desk.

See Log file options for more.

Import

Rosebud allows you to import an existing CompuServe Address Book name and address database into the Address Book.

At the Edit Address Book dialog box, click the Import button to bring up a standard Windows File Open box titled CompuServe Address Book.   Select the appropriate drive and directory, then highlight the .DAT file you want to import.

Copy a recipient to the Address Book

When you've entered a new name and address in the New Address area of the Address Book, and clicked the Add Recipient button to add it to the Selected Recipients list, you can then add it to your Address Book. Highlight the name in the Selected Recipients list and click Copy.
This is a useful feature if the name you're sending to at the moment is one you feel sure you'll be sending to in the future. If you want to add a comment to this particular entry, click Edit Address Book.

> TIP: You can also copy an address directly from an incoming message into your Address Book. At the main Viewer screen, double-click the message line in the upper portion of the Viewer. At the View Mail or Create Mail dialog box, click on the From: button. When the From Address dialog box appears, click the Copy button.

Copying a selected recipient to the Address Book

Click on Copy to add the new recipient to your Address Book.

See Copy a recipient to the Address Book for more.

Retrieval time tips

Because there are so many possible combinations of retrieval times, it may take you a while to fine-tune the best schedule for your various reporters. Fortunately, Rosebud makes it easy for you to refine a schedule once you see that a retrieval time isn't working the way you thought it would. Just highlight the reporter at the Assignment Desk, click on Change, then click on the When tab.

A closer look at retrieval times

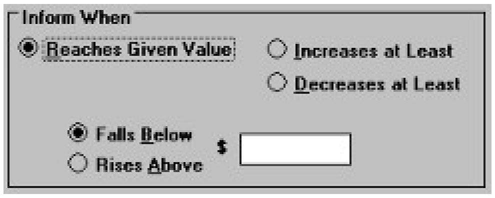
Specific times

Interval times

Here are tips (some obvious, some not so obvious) that you might find helpful as you set up retrieval times.

1. If you routinely turn off your computer each night, there's little point in having retrieval times set up that run 24 hours a day.
2. Since the stock market is only active (and thus generating new information) at certain hours and just on weekdays, there's little point in having a financial reporter retrieve stock quotes hourly around the clock, seven days a week.
3. A retrieval time of once a day means the reporter will retrieve the information at the first opportunity *within that day*. If your computer is on at midnight, the retrieval for that day will take place then. If you turn your computer on and load the Collection Agent at 8:07 AM, that day's once-a-day retrieval will take place then.
4. Don't be alarmed when Rosebud retrieves at what appear to be odd times (1:13, 7:48, etc.). The actual clock time of a retrieval is governed by many things in addition to the clock time you might have specified; things such as when the Collection Agent was loaded, how long Rosebud was on-line the last time, whether it actually connects (it it doesn't, it retries every 15 minutes), and many other factors.

Reaches Given Value



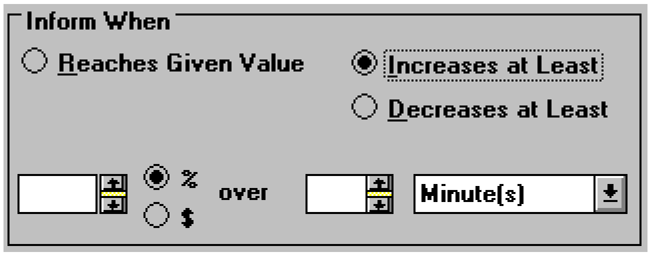
When the Reaches Given Value button is checked, the lower part of the Inform When area offers two more radio buttons:

Falls Below

Rises Above

Click the appropriate one and enter a dollar figure in the text box. Rosebud will alert you when the stated condition occurs.

Increases/Decreases at Least



If either of the Increases or Decreases at Least radio buttons is checked, the lower part of the Inform When area offers text boxes so you can enter an absolute dollar figure or a percentage increase or decrease. You also need to supply a time period within which the indicated change would constitute an alert condition.

Rosebud will alert you with an on-screen message when the stated condition occurs.

Alert codes

Rosebud comes with several alert codes that automatically insert certain information into the text of an alert message.

%**(Reason)** - When you enter this expression in the Show message box, the alert message that displays will include the reason for the alert. For example, if you enter *"Call your broker. %(Reason)"*, here's what the alert displays:*"Call your broker. QNTM increased more than 5% in 1 Days(s)."*

%**(Price)** - When you enter this expression in the Show message box, the alert message that displays will include the price. For example, if you enter *"The price of QNTM hit %(Price)"*, here's what the alert displays:*"The price of QNTM hit 43.888."*

%**(Volume)** - When you enter this expression in the Show message box, the alert message that displays will include the number of shares traded so far for the day. For example, if you enter *"QNTM traded %(Volume)"*, here's what the alert displays:*"QNTM traded 9393 shares."*

%**(Time)** - When you enter this expression in the Show message box, the alert message that displays will include the time of the quote retrieval that triggered the message. For example, if you enter *"QNTM went crazy at %(Time)"*, here's what the alert displays:*"QNTM went crazy at 2:45pm."*

%**(Date)** - When you enter this expression in the Show message box, the alert message that displays will include the date of the quote retrieval that triggered the message. For example, if you enter *"QNTM went crazy on %(Date)"*, here's what the alert displays:*"QNTM went crazy on 15May95"*

%**(Ticker)** - When you enter this expression in the Show message box, the alert message that displays will include the ticker symbol of the stock that triggered the message. For example, if you enter *"The bottom fell out of %(Ticker)"*, here's what the alert displays:*"The bottom fell out of QNTM."*

Alert priorities

Rosebud comes with four different colored alert screens. You can choose the one you want on the Settings tab at the Alert Setup dialog box when you set up an alert condition for your financial information. You can change the colors if you like, from the menu bar of the message screen itself.

You also get one of these alert screens when a Severe Weather alert is issued (if you've checked the Notify box on the What tab for any of your weather reporters), and any time you have mail waiting.

Alert - run program

On the Alert Setup tab you can tell Rosebud to take certain action when a particular stock's price changes to meet some preset combination of criteria that you set. Rosebud can display a message (you indicate what the message says) or it can run another program.

To run another program, click the Run Program radio button and enter the full path and file name of the program's executable file in the text box in the Action to Perform part of the Alert Settings dialog box. For example, entering C:\WINDOWS\CASHBOX\CBOX.EXE would automatically run the file CBOX.EXE found in the CASH subdirectory under Windows.

Inactive reporter

A reporter that's been temporarily turned off.

See Reporter - inactive for more.

Forward

To pass information along to a CompuServe mailbox or to a folder (subdirectory) on your computer.

See Forward for more.

Viewer

The part of Rosebud that lets you look at the information that's been retrieved, and create e-mail.

See Viewer for more.

Collection Agent

The part of Rosebud that actually logs on to CompuServe and collects the information you specify in the Assignment Desk.

See Collection Agent for more.

Address Book

The part of the Viewer that contains e-mail addresses you've entered.

See Address Book for more.

Alert

A message that displays on your screen when certain conditions are met on financial information (stock going up or down, and so on), or when you have new e-mail; also, a severe weather alert.

See Alert Settings for more.

Ticker symbol

The short version (usually three or four letters) of the name of a stock or mutual fund by which it's known on its stock exchange.

See Ticker Symbols for more.

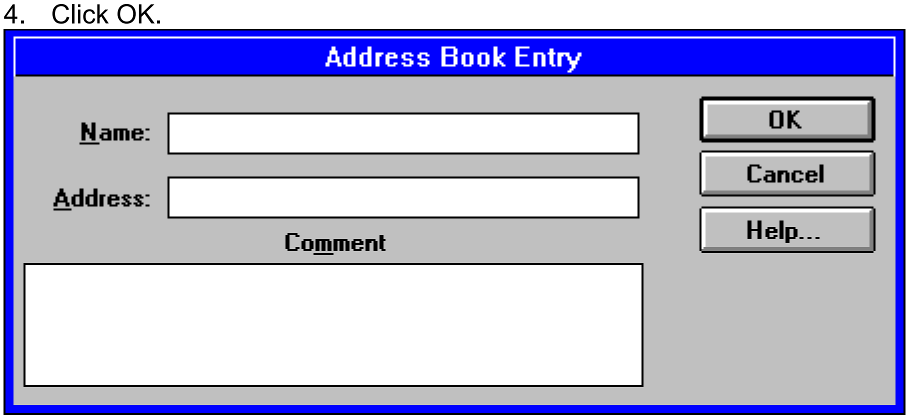
How to add or edit an Address Book entry

How to add an entry

1. Click the Add button at the Edit Address Book dialog box to bring up the Address Book Entry dialog box below.
2. Enter the new name and address
3. Enter an optional comment.
4. Click OK.

How to edit an entry

1. Highlight an existing entry at the Edit Address Book dialog box.
2. Click the Edit button to bring up the Address Book Entry dialog box.
3. Make changes to the name, address, or comment.
4. Click OK.



Editing an Address Book entry

Highlight the entry and click the Edit button to get to the Address Book Entry dialog box to make changes.

See How to add or edit an Address Book entry for more.

How to delete an Address Book entry

Highlight the entry at the Edit Address Book dialog box and click Delete; you'll be asked to confirm the deletion.

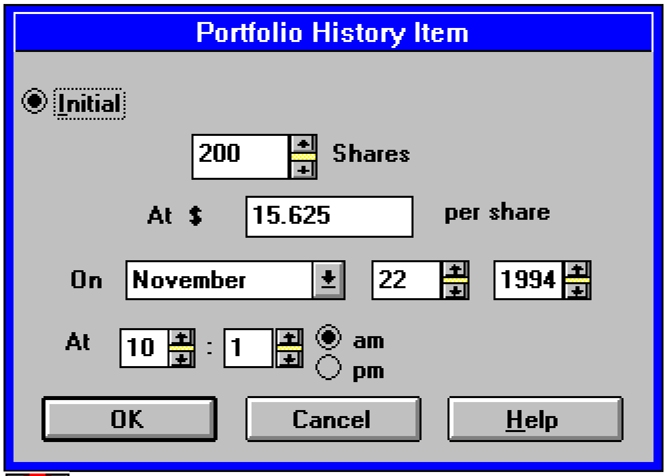
Edit Address Book

Click this button to move to the Edit Address Book dialog box, where you can add, edit, or delete entries.

See Edit Address Book for more.

Adding portfolio information

Highlight a stock in the upper list box on the Portfolio tab and click on Add to see the Portfolio History Item dialog box, where you can enter the details of your stock purchase (number of shares, amount paid, date and time). The first time you enter information on a stock here, the Initial button displays.
Move your mouse pointer over the dialog box below; when the arrow changes to a pointing hand, click for more information.



If you subsequently buy or sell shares of this stock and want to enter the information here, highlight the stock name and click on Add again. The Portfolio History Item dialog box that displays looks a bit different and will let you enter shares bought, sold, etc.
A portfolio you create here *in the Assignment Desk* will appear on the list when you click Portfolio on the Financial Display Selection dialog box *in the Viewer*.

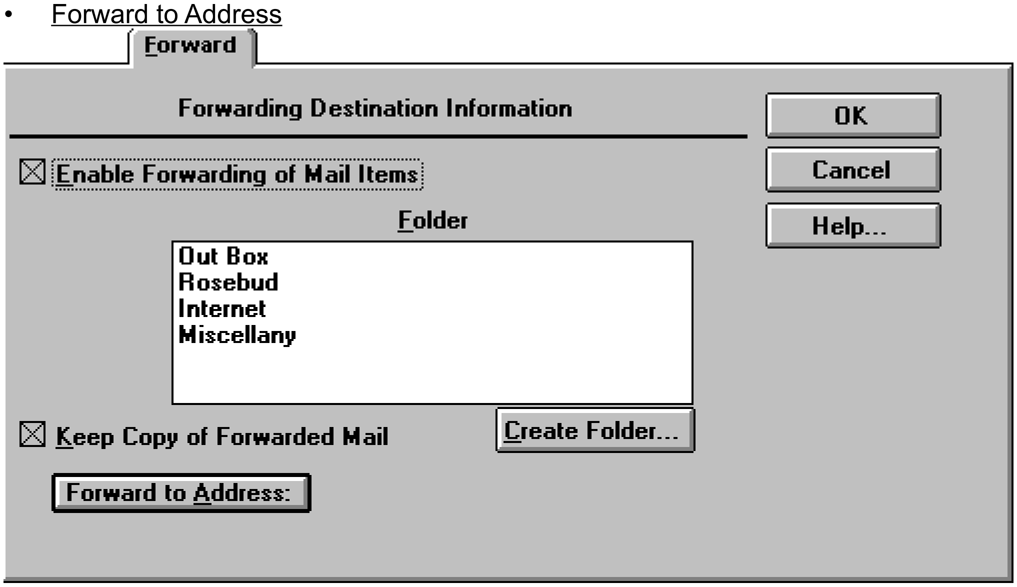
If you need to make changes to (not add to) the initial information, highlight the stock name on the portfolio tab and click Modify. The initial Portfolio History Item dialog box reappears.

Forward (mail)

Occasionally you may want to do something with mail other than simply view it on your computer.

For example, you might be away from your office (and therefore from Rosebud) and would like for your mail to be forwarded to your CompuServe mailbox so that you can retrieve it from wherever you are. Rosebud's Forward capability lets you do this.   The Forward tab below is on the Mail Settings dialog box.

- How to forward something to e-mail
- How to forward something to a folder
- Create folder
- Forward to Address



Keep copy of forwarded mail

When this box is checked, Rosebud keeps a copy of the mail that you've instructed it to forward.

Text entry area

Text in this area is what the Collection Agent searches for in the headlines (or first 500 characters) of news articles.

- If you check the Retrieve Articles Matching radio button, you manually enter the text here to search for.
- If you check the Retrieve financial stories for reporter radio button, the text you previously entered on the ticker symbol dialog box (in the Financial Reporter Setup) for the selected reporter appears here automatically.

Rosebud sound

Rosebud triggers the usual modem noises when it dials out. You can turn them off if you like (see Turning your modem's speaker off).

But if your computer has a sound card, you can attach sounds (in the form of .WAV files) to these Rosebud "events" as well:

Rosebud Connect
Rosebud Disconnect
Rosebud Mail Waiting
Rosebud Priority 1
Rosebud Priority 2
Rosebud Priority 3
Rosebud Priority 4

Future versions of Rosebud are scheduled to ship with custom .WAV files. In the meantime, you can attach any of your existing .WAV files to the Rosebud events. Here's how:

1. In Windows Program Manager, open Control Panel.
2. Double-click on the Sound icon (the ear-and-music-note) to bring up the Sound dialog box.
3. Make sure the Enable System Sounds check box has an X in it.
4. Scroll down the Events list on the left until you see the Rosebud events.
5. Highlight (for example) Rosebud Connect.
6. In the Files list on the right, scroll through the available .WAV files. (Several come with Windows, and others probably shipped with your sound card. You may have to change directories to find them.)
7. Highlight the .WAV file you want to associate with the highlighted Rosebud event.
8. [Optional] Click the Test button to hear the sound.
9. Click OK and close the Control Panel.

One Rosebud user keeps her modem speaker turned off, but has attached DING.WAV to both Rosebud Connect and Rosebud Disconnect. The ding unobtrusively alerts her that Rosebud is logging on and logging off. CHORD.WAV lets her know she has mail waiting.

Missing quotes

You can have Rosebud retrieve past stock quotes. How many quotes it collects (that is, how far back in time it goes) depends on what you have set in the Daily, Weekly, and Monthly areas.

Suppose you have the Daily for this reporter set to 30 days, and the Weekly and Monthly set to zero. If the Fill in missing data box is checked, on its next pass Rosebud will collect the last 30 days of daily summary information for the stocks this reporter collects. Thus, where your daily graph for this reporter's stock (or stocks) might have been showing only today's information before the retrieval, after the retrieval it will display the last 30 days of closing quotes on the graph.

Specific Times

You set up a **specific time** any time you need something performed on or after a certain time. For example, you might want to collect all your stock quotes at 6:00 pm to make sure you get the proper high/low/close values. Here are step-by-step instructions for setting up that particular once-a-day retrieval time:

1. At the Retrieval Time dialog box, click the Specific Time radio button in the upper left part of the screen. One of the clocks goes away, the Collect Every boxes go away, and the right side of the dialog box becomes active.
2. At the clock face, set the specific time: 6:00 pm, for example. You can type in the numbers, or drag the clock hands with the mouse.
3. On the right side of the dialog box, click the Days of Week radio button.
4. Leave the Every drop-down list set to Every.
5. Click the Week Days button.

> Note that for various programming reasons we won't go into here, you can't use the *time interval* of "every one day" to set up this kind of once-a-day-on-week-days-only retrieval schedule.

Your stock information will be collected on or after 6:00 p.m. every week day.

You can also specify a certain date and time on which to perform the collection; for example, 3:45 pm on June 5, 1995. If the Collection Agent is running when that time comes around, it will perform this item. However, if the Collection Agent isn't running at that time, it will perform that item the very next time the Collection Agent is started (which could be minutes from the scheduled time, or days from the scheduled time).

You can also specify that an item run at a specific time on specified days of the week (for example, 4:20 pm on Mondays and Thursdays). Thus whenever the Collection Agent is running on Mondays and Thursdays and it gets to be 4:20 pm, the Collection Agent will perform that item. Suppose the Collection Agent isn't running at 4:20 pm on Monday, and you start it up at 8:00 pm that Monday evening; the Collection Agent will collect the item. If, however, you don't start the Collection Agent until Tuesday, it won't collect the item, because Tuesday isn't one of the allowable days to collect on. If the Collection Agent missed the Monday time and wasn't run again until Wednesday at 10 am, it sees that it has a passed due time and that Wednesday is an allowable day to collect, so it will go ahead and collect the item.

Click here to see some examples that illustrate when a item with a particular retrieval time will be collected and when it won't.

Interval times

Interval Times

You can specify **intervals** at which items should be collected (for example, every 2 hours). This lets you collect multiple times during the day, week, or month without having to pick multiple times of the day at which to collect.

You also specify a time range during which this interval is valid. For example, you might schedule a collect every 2 hours between 8:00 am and 5:00 pm. If the Collection Agent is running during that time period, the item will be collected at 8:00 am, 10:00 am, 12:00 pm, 2:00 pm, and 4:00 pm. If you don't run the Collection Agent the next day until 9:00 am, the item will still be collected at startup, because the Collection Agent sees that a collection time has passed (8:00 am) and that it's still within the allowable time range. However, if you don't run the Collection Agent that day until 5:30 pm, it sees that the time is after 5:00 (the end of the allowable time range) and won't collect the item.

You can also specify days of the week on which the intervals are valid. This allows you to do things like collect stock information only on weekdays. Thus if the Collection Agent is running on Saturday but was not run on Friday, it won't collect the stock information it was supposed to have collected on Friday because Saturday is not an allowable day.

Click here to see some examples that illustrate when a item with a particular retrieval time will be collected and when it won't.

Specific times

Retrieval time examples

These are examples of both specific retrieval times and interval retrieval times. They may help clarify some retrieval time issues.

Example 1-- *Retrieval Time:* 6:00 pm every Monday

Next Scheduled Retrieval: 8:00 pm Monday the 15th

If the CA is started at	Will it collect at startup?
10:20 am Saturday the 13th	No
4:00 pm Monday the 15th	No
6:01 pm Monday the 15th	Yes
11:40 pm Monday the 15th	Yes
12:01 am Tuesday the 16th	No
10:00 am Monday the 22nd	Yes
	(this is before the normal Monday time, but after the next time it was scheduled to be collected)

Example 2-- *Retrieval Time:* Every 2 hours between 8:00 am and 6:00 pm every weekday

Next Scheduled Retrieval: 8:00 am Monday the 15th

If the CA is started at	Will it collect at startup?
10:20 am Saturday the 13th	No
7:00 am Monday the 15th	No
9:00 am Monday the 15th	Yes
7:00 pm Monday the 15th	No
	(outside of allowable time range)
9:00 am Tuesday the 16th	Yes
10:00 am Saturday the 20th	No
	(not an allowable day)

Example 3-- *Retrieval Time:* Every 2 days between 8:00 am and 6:00 pm

Next Scheduled Retrieval: 8:00 am Monday the 15th

If the CA is started at	Will it collect at startup?
10:20 am Saturday the 13th	No
9:00 am Monday the 15th	Yes
	(next collect will be on Wednesday the 17th)
3:00 am Tuesday the 16th	No
	(outside of time range)
9:00 am Tuesday the 16th	Yes
	(next collect will be on Thursday the 18th)
11:40 am Wednesday the 17th	Yes
	(next collect will be on Friday the 19th)