To create new entries you use the central input window. It can either be called with option "Input" out of the "View" menu or by double clicking a line in the daily overview.

Every entry consists of an entry title, additional comments and starting and ending times and dates. By clicking the starting or endig time of the entry an arrow tool allows to change the clicked part (hours or minutes). After hilghlighting a time you can also type in a new time directly.

Double clicking the starting date pops up a new window which allows to change the date of the new entry with a few clicks of your mouse.