

Getting Started

;Manual.rtf;intro;¬	Introduction
;Manual.rtf;installation;¬	Installation

Entering Client Descriptions

;Manual.rtf;add client;¬	Adding a New Client
;Manual.rtf;modify client;¬	Modifying an Existing Client
;Manual.rtf;delete client;¬	Deleting a Client
;Manual.rtf;undelete client;¬	Undeleting a Client

Sessions and Expenses

;Manual.rtf;using timer;¬	Using the timer
;Manual.rtf;examining sessions;¬	Examining sessions and expenses
;Manual.rtf;modifying sessions;¬	Editing sessions
;Manual.rtf;deleting sessions;¬	Deleting sessions
;Manual.rtf;compacting sessions;¬	Compacting sessions
;Manual.rtf;editing expenses;¬	Editing expenses
;Manual.rtf;editing expenses;¬	Deleting expenses

Invoicing

;Manual.rtf;creating templates;¬	Creating Templates
;Manual.rtf;editing Templates;¬	Editing Templates
;Manual.rtf;keywords;¬	Keywords

<code>;Manual.rtf</code>	<code>invoice generation;</code>	Invoice Generation
<code>;Manual.rtf</code>	<code>likely month;</code>	Determining the "Likely Month" for the invoice

Preferences

<code>;Manual.rtf</code>	<code>invoice number preference;</code>	Last Invoice Number
<code>;Manual.rtf</code>	<code>invoice directory preference;</code>	Invoice directory
<code>;Manual.rtf</code>	<code>dwrites;</code>	Defaults database values (dwrites)

Importing and Exporting Data

<code>;Manual.rtf</code>	<code>import format;</code>	File format
<code>;Manual.rtf</code>	<code>import data;</code>	Import data

<code>;Index.rtf</code>	<code>;</code>	Index
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