

Bond Tracker

**The Savings Bond Tracking Software
For Windows 3.1**

Version 2.0

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User's Manual

Thanks for using Bond Tracker. It has been designed to help you keep track of all your U.S. Savings Bonds. Many of us receive savings bonds from our paychecks or receive bonds periodically as gifts or investments. For security reasons, you should log each bond in a record in the event the bond is either lost or stolen. Bond Tracker will help you keep accurate records of all your bonds and it will help you to track how much it is worth today. Bond Tracker will help you accomplish this by easily letting you log each bond. It will let you know when each bond will reach maturity and give you an estimate on its present value. It will take advantage of the Windows 3.1 environment and allow to use point and click entry with full mouse support. And, with registration of only \$6.00, Bond Tracker will show you in graph form how well your bonds are doing.

New Features for Version 2.0

- Multiple data files. Bond Tracker now supports multiple data files allowing you to have one file for your bonds, one for your spouse's, one for each of your kids, or separate them anyway you wish. Bond Tracker also remembers the last file you had open and reopens it the next time you run the program. This is handy for those who will only use one data file.

- Now Bond Tracker will record each bond as it is cashed in and stores it separately. It will also prepare a report of your cashed bonds for any time period you specify.

- Bond Tracker now records the information about the owner of a bond. In the event the bond is ever lost or stolen, this information will be needed to get the bonds replaced.

- Bond Tracker is now customizable allowing you to select the font and fontsize for the list boxes, menus and for printing. It also allows you to resize several of the forms and list boxes and save their settings for the

next time you run Bond Tracker. You can also turn off or on the zooming window effect. Window's displays running in 256 colors may experience a slow motion zoom. You may now turn off the zoom and get faster display times.

- Bond Tracker now has a true Windows Help file for complete on-line documentation. Also included in the help file are several areas of general savings bond information provided by the Federal Reserve Bank.

- The entering of new bonds has been made easier for adding large numbers of bonds. An "Add Another" button has been added that keeps you ready to enter another bond instead of returning you to the main form after entering each bond.

- Bond Tracker now supports a true Windows INI file.

- Added column totals to reports

What you will need to run Bond Tracker.

You will need a computer running Microsoft Windows 3.x, a hard drive and VGA monitor. Bond Tracker was written with Microsoft's Visual Basic and therefore you will need to have at least one copy of the file VBRUN100.DLL in a directory that is in your path. If you do not have this file, it is easily located on most any bulletin board or I will send you a copy for \$4.00 to cover disk and P&H.

Bond Tracker as Shareware

When you run Bond Tracker, a brief message will appear notifying you that Bond Tracker is shareware and that you should consider registering the program with the author. The registration fee is only \$6.00. I can keep my price low because of several reasons... I do not have advertising cost. (Many shareware authors forget this and charge as much as commercial software. When you buy commercial software, much of your payment goes toward advertising.) Another reason the fee is small is because when you register, you'll receive only a letter with a number for you to enter. You really don't need a disk or manual. You already have the program and you're reading the manual here. Why pay for it again? This only makes your registration go up! What you do get for registering is my thanks, my support by mail (or phone with your dime), no more nag notices, access to the Graph portion of the program, notification of future upgrades, and the personal satisfaction that you are part of the American way! Something else you will get is the offer to register almost any other Full Sail Software

program for half price! Other programs available:

Lottery Manager for Windows - A fun way to play the Lottery. Picks your numbers, keeps track of numbers used and called, records expenses and profits and much more. Normal Registration Fee - \$5.00

WinMinder - A program for reminding you to do those important things like get your wife a birthday present. Runs at Windows start up and closes automatically if there are no reminders. Normal Registration Fee - \$4.00

PCExpert - An expert system to assist novices and experienced users in purchasing computer equipment. Ideal for computer businesses to have running as a demonstration program. Full registered version is completely configurable and customizable. Normal Registration Fee - \$9.95 for number only, \$19.95 for full version, disk, and manual.

Available soon: The Shareware Author's Assistant - a business management system for shareware authors. Provides a convenient method to keep records of registered users, vendors, expenses, income and more. Prints envelopes, mailing and disk labels, post cards, various list, and reports. Being developed with Sheridan Software's 3d Widgets for a great look and superior user interface. Windows 3.x and VBRUN200.DLL.

Installation

If you downloaded Bond Tracker from a bulletin board, unzip the file onto its own floppy disk or into a temporary directory. Run the program SETUP.EXE. It will ask you to confirm the source directory and destination directories. Once you have the required information entered, select OK. The program will copy and install the files into to the destination directory and create a new group in your Program Manager called Full Sail with Bond Tracker's icon in it. Double clicking on this icon will run the program. If you are using a Program Manager replacement, you may get an error during installation but Bond Tracker's files have been installed on your hard drive and all you need to do is to follow your shell's instructions on how to add a program to it. The main executable program for Bond Tracker is BONDS.EXE.

If you do not run the install, you must copy the file BONDS.INI into your Windows directory for the program to execute properly. The program will still run but the windows sizes may be incorrect for your system and the program may not be able to locate your data file the first time it is run. If you encounter strange results, make sure that Bonds.ini is located in your Windows directory.

Installing over previous versions

You may install Bond Tracker version 2.0 over any old version you have and your data files will remain intact. To make version 2.0 recognize your old file though, first follow the instructions above for a normal installation using the directory where version 1.x resides for the destination directory. Using the File Manager, find and run by double clicking on the file CONVERT.BAT which will now be located where you installed the new version. The bonds you have previously entered will be in the new file called BONDS.BND. When you run the program, select FILE then OPEN and click on BONDS.BND to load your previously entered bonds. When you open this file, you will be prompted to enter the information about the owner of the bonds. Enter this information and continue.

Using Bond Tracker

After a brief message letting you know the program is loading, the program will check for prior registration. If it is not found, then a Window will appear notifying you to please register. PLEASE DO. You may use Bond Tracker for as long as you like even without registration. But I have spent many hours to make Bond Tracker a simple and efficient program that you would want to use on a regular basis. I only ask \$6.00 for registration which is a very small price to pay to rid yourself of the nagging registration notices and as an added bonus... registering Bond Tracker will enable the GRAPH portion of the program.

After pressing Continue on the Registration Notice, the main Window appears. You may get an error message the first time you run Bond Tracker telling you there was an error opening your data file. This is most likely if you installed Bond Tracker on a drive other than C: and/or put the files into a directory not called \BONDS. In either case, the program will present you with the OPEN FILE dialog box. Select the file you wish to open (the program comes with a small sample file) or type in a new file name.

If you type in a new file name or are running a file converted the previous version, you will be prompted to enter the Bond Owner's identification information. Enter his name, address, city, state and zip and his social security number as shown on the bonds. This information is needed if the bonds are ever lost or stolen and you wish to get them replaced. This information will be printed on the reports Bond Tracker generates.

After starting the program and/or loading a file, you will be presented with the main form. Down the right side are several boxes labeled *Count*, *Purchase Amount*, *Current Value*, and *Face Value*. Count is the number of bonds currently entered into the data file. Purchase value is the total that these bonds cost you. Current Value is an ESTIMATE on what the bonds are worth today and Face Value is what is printed on the face of the bonds. On the left side of the Window, there is a list box that will list in order by issue date the bonds that are currently in the data file. Across the top of the main window are several buttons for the necessary program functions. If you click on a bond in the list box, the boxes to the right change to reflect the current values for your bonds. Count will then show you what is that bond's number, Purchase price reflects what that bond cost you. Current Value shows an estimate of that bonds current worth. Face Value shows the face value amount for

that bond. To reset the boxes to show total values, click the RESET button located just above the boxes.

Adding Bonds

The first step to be done is to add your bonds to the program's database. From the main Window, click on the "Add" button. A new Window appears with several list boxes. Using the scroll bars, first find and select the FACE value for the bond you wish to enter. This is the value printed on the bond. (Do not enter the purchase amount. This will be calculated. It's simply half the face amount.) Next, select the month by using either the list box with the month numbers or by using the list box with the months spelled out. I added the month number list box because that is the way months are shown on your bonds. Next, enter the year for the issue date printed on your bond. (You will find it on the right side of the bond.) **If the bond has been issued for a year not presented in the list box, you may simply type in the year that you need.** Next, place your cursor or tab to the space provided for the serial number. Most of the bonds I have run across have had twelve digits in their serial number starting with the letter C and end with EE. That has been for the EE series which is commonly issued today. As you enter the serial number, a small box to the left will show you how many characters you have entered. This helps to make sure you haven't entered too many or missed one. Key in the serial number and then click on SAVE or ADD ANOTHER if you have more bonds to enter. Clicking on SAVE will take you back to the main form. Selecting ADD ANOTHER will save the bond and leave you on the Add Bond form ready to enter another bond. This is very handy if you have a stack of bonds to enter such as when you set up your database. If at anytime, you decide not to enter a bond, click on ABORT and you will be returned to the main window.

Editing Bonds

If you find later that you have made a mistake, you may select a bond from the list box on the main window and click on EDIT. This will take you back to the Add form with the bond's information pre-filled into to appropriate locations. Edit where you need to make changes and again click on SAVE. If you have not selected a bond from the list box on the main window, the EDIT button is simply inactive and no function will be performed.

Cashing Bonds

After cashing in a bond, you will want to remove it from your file of

currently held bonds and place it into your file of cashed in bonds. To do this, select the bond you wish to move and select CASH IN. A brief message will ask you to confirm the move. Select YES and a form for entering the bonds redemption information will be presented. Make any adjustments you might need such as the date and enter the actual value the bank gave you for your bond then click OK. The bond will be removed from the list of currently held bonds and placed into the file of cashed bonds. Selecting CANCEL will abort the operation and take you back to the main menu.

Deleting Bonds

If you give away any of your bonds or want to remove them from your database for some reason, you may delete them from your data base. As in editing a bond, select a bond to be removed from the list box and select DELETE. A brief message will appear asking you to confirm it's deletion. Click on YES and the bonds will be removed from your records. Select NO to cancel the operation.

Viewing the File of Currently Held Bonds

If you would like to see or print a list of all the bonds you are holding, click on the VIEW FILE button. A new window will appear listing all the bonds in your file with all information presented for each one. If you would like a print out of the list, press PRINT from the menu bar and a copy will be sent to the printer. Clicking on EXIT from the menu bar will return you to the main form.

If the text goes beyond the right edge of the window, you may resize the form to make it any size you wish. If you are running Windows in 800 x 600 or 1024 x 768 modes, then you can make the form as large as will fit your display. The list box will automatically resize itself (and the form will re-center). You may save this setting by selecting from the main form file menu - FILE - CONFIGURE, then save the settings (described in more detail later.) Your list box will be this same size next time you run Bond Tracker.

Graphs

If you have registered the program, the Graph button will become enabled. (Sorry, but I need something to entice you to register.) Click on Graph and a new form will be displayed showing a graph of your bonds. Each vertical row of dots is ONE bond. The bottom line is a what you paid for the bonds. The top line is the Face Value and the middle line is the bonds current worth. This graph shows you how close the bonds are to maturity. If all you bonds have the same face value, then the top and bottom lines will be flat while the middle line will slope downward as the bonds become newer.

Under the OPTIONS menu, you will find a menu button labeled GRAPH TYPE, with submenu options STANDARD and ACCUMULATED TOTALS. Select the latter and the graph will change. This graph shows how much you have accumulated as you acquired them. For example, one buy you first bond worth \$100, then you buy your next \$100 bond. Your total face value now is \$200. This graph shows this increase in your worth. As before, the top line shows face value, the bottom shows the purchase price and the middle value shows current value. Select STANDARD to have the original graph displayed again.

The other menu operations on the Graph form are Explanation which basically gives the same info as above for each of the STANDARD and ACCUMULATED TOTALS graphs. Also available is LEGEND which will provides the graph's legend. Next is PRINT which will print the displayed graph. EXIT will take you back to the main form.

MENU OPERATIONS

On the main form's menu bar are several more options. Some are duplicates of the main buttons but other features are only available there.

FILE -

- **NEW, OPEN and SAVE AS** - opens a standard dialog box for opening and saving your data files. (One brief note here, as you enter bonds, they are automatically saved into a file and therefore you do not save your work when you are finished. They are already saved for you.)

- **CONFIGURE** - opens a dialog box for you to set your preferences. The first option is interest rate. The Current Value shown to you on the main form is only an ESTIMATE. Enter the new rate you wish to use. At the time of this writing, January 1993, the current rate is 6.0% with maturity in twelve years.

You may next turn off or on the zoom effect. This is the exploding effect the windows do when they are displayed. Some people like them, some don't. I found that on 256 color displays, the zoom appeared to be in slow motion. After awhile, the zoom became annoying so I made it an optional feature and allow it to be turned off.

Next, you may select your font preferences. Select the font you wish to use and your size choice. For several places throughout the program, the font style will change to your preference. This should clear up problems you may have had in earlier versions with improper displays.

Another option that you may select is **SAVE SIZES**. This option when checked (default) will remember the sizes that you set for the Main forms list box and both list boxes for file viewing (Cashed and Held Bonds). The main forms list box is sizable. First resize the form to the size desired. (It is self centering.) (I prefer a tall box on 1024 x 768 display.) Then resize the list box to take advantage of the new space. Then go to the configure form and save your settings.

Also on this form are the locations where you will enter your name and registration number after registering the program. Please consider registering!

- **PRINTER SETUP** - This option allows you to change several printer options. I did not write the routine for this but found it for use. It works

fairly well but will sometimes cause the program to abort randomly. I don't know why. I felt though that it was worth using and put it in anyway. If it crashes your program, no harm will be done, simply use the control panel to make the changes you need to your printer, then restart Bond Tracker, then print.

- PRINT - This is the same as selecting PRINT from the VIEW FILE Form. It will print a list of the currently held bonds.

- EXIT - Exits the program.

EDIT -

- (ADD - EDIT - CASH IN - DELETE) - same as the buttons on the main form.

VIEW FILE -

- HELD BONDS - Presents a form listing all of the bonds held. Includes totals at the bottom of the list. On this form are three menu options. PRINT sends the list to the printer. EXIT returns you back to the main form and HELP calls Bond Tracker Help.

- CASHED BONDS - First, you will receive a dialog box for you to enter the start date and ending date for the period you wish to view. Defaultly, the text boxes will contain the date for the first bond cashed in and the "through" date will contain today's date. Keep these dates or change them to the period you want and click on continue. A form listing all of the bonds cashed in during the period specified will be presented with totals at the bottom of the columns. As before, there are three menu items you can select, PRINT to print the list, EXIT to return back to the main form and HELP to call Bond Tracker help.

- OWNER INFORMATION - displays information about the owner of the bonds.

HELP -

- HELP - calls Bond Tracker help.

- ABOUT - Shows information about the program. Will also allow you to print a registration form.

General Program information

When a new file is created, three data files are created in the Bond Tracker directory and hold different types of information. For example, you start a new file called MYBONDS.BND. Two other files are created at the same time. MYBONDS.USR which holds the owners identification information and MYBONDS.CSH which will hold information about cashed in bonds. All three files are text files and can be edited with any true ASCII editor but be forewarned, the information is supposed to be in a certain format.

Deleting Bond Tracker from your system.

To remove Bond Tracker from your hard drive, delete all the files in the directory where you had Bond Tracker installed. Delete the file BONDS.INI from your Windows directory and remove the icon from the group in the program manager. Bond Tracker does not change any of your INI files or store files in out of the way places. After removing the files as directed above, you will have removed Bond Tracker completely unless you stored some data files someplace other than the original directory.

I wrote Bond Tracker for my own use originally and figured that others might want to use it also. Response in the form of registrations for versions 1.x really surprised me and my wife even though the program was somewhat "buggy". We formed a company and I started working on other projects. Bond Tracker still far exceeds them in registrations though. I have really tried to remove all the bugs from the first versions and incorporate some things that I thought the program needed after using it for a few months. I have really tried to make this version as bug free as possible but there is only so much beta testing I can do and there is a limited number of machines I have access to. If you incur a problem trying to run Bond Tracker, do not hesitate to call or write and I will respond.

Bond Information

In the Help File is quite a bit of general information about U.S. Savings Bonds. If you have any questions about your bonds, check there and it will probably be answered. For the current interest rate, check your local paper or you could probably get the current rate from places like

America OnLine or Prodigy. The best place to get it is to call 1-800-4US-BOND. Any questions can be answered by calling the FEDERAL RESERVE BANK OF DALLAS at 1-800-627-8266.

I had several people ask me about how the program handles different, particularly older bonds. Unfortunately, there is no difference. The program is mainly intended for you to keep a record of them and get an estimate on values using a standard interest rate formula. Also, the program does not take into account the fact that you cannot cash a bond for the first six months and some say it is worthless during this period. Untrue in my opinion. The bond still cost me money. I bought for investment purposes and will be holding it for long periods anyway. I want to know what I have paid and what it's worth regardless of the rules concerning cashing bonds. I'm not going to cash it right now anyway.

One more thing: if you find any "bugs", encounter any problems running Bond Tracker, would like to make a suggestion, or just want to tell me what you think, contact me through the address posted on the order form or drop me a note to CARLP12 on America-OnLine. If you have access to the INTERNET, you can leave me mail by addressing it to CARLP12@AOL.COM. Be sure to leave your Internet return address or a regular mailing address. All comments will be greatly appreciated. If you wish to call me about any of my software, please feel free to do so but I must tell you up front that at only \$6.00 per registration, I can not afford to return your long distance call. If you still wish to call, your best time to catch me is between 5:00 PM and 10:00 PM Central time. If my answering machine answers, leave a brief message and your address and I will respond by mail.

Carl R. Perry

CARLP12 - on America OnLine

CARLP12@AOL.COM - on Internet

Shareware Concepts

I encourage you to freely copy and distribute the shareware version of

Bond Tracker provided that:

1. No fee beyond normal media, duplication, and shipping costs may be charged.
2. Shareware vendors and computer user groups who charge less than \$7.00 per disk may distribute Bond Tracker.
3. Others may only distribute Bond Tracker with the written permission of Full Sail Software. In all cases, it must be clearly stated to the purchaser that he or she is receiving an unregistered copy of a shareware product.
4. The distribution files must be distributed in their original forms. The registered version may not be distributed.

If you received Bond Tracker as shareware (i.e. you downloaded from a bulletin board, you received it from a friend, it came with some hardware you purchased, or you bought a disk from a software library), you should register the program using the accompanying order form.

For ordering information please see the order form in the file orderfrm.txt.

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