

# **ToDoWin - version 1.05**

## **About ToDoWin:**

*ToDoWin* is a simple To-Do manager for Windows 3.x. It was specifically designed to be easy to use, and not overloaded with features that might not be required by most people.

The basic concept of *ToDoWin* is that, when you run the program, you're presented with an itemized list of things to do, or other memos, sorted by date and priority. The items at the top of the list are due today (or are overdue), while items towards the bottom of the list are due later.

Adding new items, or modifying items, becomes a very quick and easy process, with most functions available with simple keystrokes, rather than relying on a mouse like many other utilities. You can add a simple memo while talking on the phone, for example, without taking your hands off the keyboard, and without having to traverse through seemingly endless menus to accomplish the goal.

If you leave the program maximized on the screen (it takes about one sixth of the screen at standard VGA resolution), you can have an at-a-glance overview of your planned tasks. In addition, you can select some, or all, of your items to be printed in a checklist-like format, allowing you access to your To Do list while you're on the road, and the ability to check off items as they're completed.

*ToDoWin* allows you to use as many different database files as you wish. You can maintain separate work and personal lists, for example. Or, a department manager can maintain a list for each employee, adding items where required, and being able to provide each employee with a personalized, and itemized, list of things to be performed.

## **Installing ToDoWin:**

Copy TODOWIN.EXE and TODOWIN.HLP to any convenient directory. If you do not specify a full path for your Program Manager icon, then the files will have to be in a directory somewhere along your PATH.

You will require the COMMDLG.DLL and CTL3D.DLL files to be present in the SYSTEM directory of your Windows installation. If you're running version 3.1 (or later) of Windows, then you already have COMMDLG.DLL. CTL3D.DLL is a new file that you may not already have.

Any database files that *ToDoWin* creates will be in the same directory as TODOWIN.EXE by default, though you can easily specify a different location. *ToDoWin* will also create a TODOWIN.INI file, which will automatically go into your Windows directory. On occasion, *ToDoWin* may also create a temporary file called TODOWIN.\*\*\*. *ToDoWin* will automatically handle creation and deletion of this file.

## **Registration:**

*ToDoWin* is Copyright (c)1992-1993 by:  
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This program is being released as "Shareware". Try it out for a while. If you decide you want to use it on a regular basis, then you should pay for it. A "donation" of US\$25 is suggested (see below). Free duplication and sharing of this program is permitted and encouraged. There is to be no fee to be charged for distribution of the program, other than those specifically related to duplication costs, or BBS service fees.

When you register ***ToDoWin***, you encourage the author to continue to enhance the program, and to continue to work on new utilities. Registered users will be sent a floppy disk with the latest version, and automatic updates to each significant release (at least for the foreseeable future).

To register, mail a money order (preferably, though US or Canadian cheque will suffice) to the author at the above address. Don't forget to specify the disk size you'd like. Other distribution methods (E-mail, for example) may be available; contact the author for details. Corporate site licenses are available; contact the author for details, specifying the approximate number of workstations you want licensing for.

Regardless of whether you do pay for it or not, the author would like to hear your comments or suggestions about this program, and would especially like to hear any bug reports. Simply send your comments to the above address, or contact the author on BIX at 'B.P.Smith', or via Internet at 'B.P.Smith@BIX.com'.

### **Version 1.05 Changes (30 Oct '93):**

- At last! After some consultation with Microsoft, I found a way to work around those printer driver bugs that would cause them to GPFault when ***ToDoWin*** tried to print. This should make the Postscript and HPPCL5 printer owners happy indeed.

- I coded in the ability to convert .TDO files from earlier versions to the latest version on the fly. You can now read in any TDO file, and it'll be adjusted to the current date format. Naturally, this is a one-way process, so keep backups of your TDO files if you're thinking of reverting to an earlier version.

- I changed the way ***ToDoWin*** behaves when minimized to an icon, after some user requests. Instead of the entire icon flashing when there are overdue items, you'll get bands of flashing colors inside the icon. If you have items due today, the bands will be green. If you have overdue items, the bands will be red. If you have items due today and overdue items, you'll get bands of both green and red.

- In the "Add/Edit" dialog, I added an ability to "bump" the date using the '+' and '-' keys. When the "Date:" edit control has focus, and the entire contents are selected, pressing the '+' key will increment the date by one day, and pressing the '-' key will decrement the date by one day. In addition, pressing the '=' key will snap the date back to today's date. Note that these keys only work when the entire date string is selected, to avoid confusing the '-' character with a valid date separator.

As much as I would have liked to put a standard spin control in the dialog, the changes required were more than I wanted to undertake at this moment.

- The "Add/Edit" dialog now has a hot key (Alt-S) for "Save". While not exactly compliant with the Windows UI standards, it made sense in this particular case.
- I added a Version Information resource structure. At the moment there isn't much functionality attached to this, but it'll come in handy later.
- The help file has not been updated for this release.

### **Version 1.04a Changes (23 Aug '93):**

- No code changes from 1.04.
- The "readme" file was converted to Windows Write format.
- I discovered to my dismay that Microsoft changed the internal date format for its date functions again with the release of their newest compiler. An untimely disk crash on my system cost me my version 1.02 data file, so I failed to discover this change until just after I'd shipped out all of the 1.04 disks. By now you've probably noticed that, if you were updating from an earlier version, all of the dates in your ToDo lists were a little off. This was a very embarrassing lapse in my testing process, and all I can do is humbly apologize for the inconvenience and promise I'll be more careful next time. For what it's worth (not much if you ask me), Microsoft has promised that it won't be tampering with the date functions again.

### **Version 1.04 Changes (05 July '93):**

- Beginning with this release, the source code for *ToDoWin* will not be made available. This is mostly because I'll soon be incorporating coding and techniques from other sources that are not distributable. I will still quite gladly share sample source and coding techniques with any registered user attempting to understand or implement any of the *ToDoWin* features.
- A minor wording change to the "Delete" message box so that it now shows the text of the item as an additional confirmation.
- The printing code will now attempt to use the Truetype fonts "Arial" and "Times New Roman" by default, which should improve the quality of the printed page somewhat. A future version will allow user-selectable fonts.
- The help file has finally been updated to reflect the recent changes.

### **Version 1.03 Changes (15 Mar. '93):**

- A rather interesting bug in the date handling code would cause problems for some international users. It boiled down to the fact that some of the 'C' time/date functions handled timezones properly, and some did not. This has been fixed.

- ***ToDoWin*** now uses the Microsoft supplied CTL3D.DLL. It gives ***ToDoWin*** that neat 3D look in the dialog boxes. Since this functionality will be built into future versions of Windows, you might as well get used to it now.

- All dialogs now use the Windows standard 8-point MS Sans Serif font, instead of the former 10-point System. The result is that the windows and dialogs are all somewhat smaller, and a bit cleaner looking.

- The calendar display code was tidied a bit, and should look clean at all standard video resolutions.

- The major dialogs (Edit, View and Calendar) will now attempt to display themselves beside their parent windows, rather than centered on top of them. It will first attempt to come up to the left and, if that fails, will instead come up to the right. This change is the result of user requests to be able to see the underlying data without having to move the windows around.

- When adding multiple ToDo items, the Edit dialog will remember the date last used, and default to that date. This should make it a bit easier to enter multiple items on the same date.

- Two flags were added into TODOWIN.INI:

***fDisplayTime*** = 0 | 1      If 0, the time clock is not displayed.  
Default is 1.

***fDisplayButtons*** = 0 | 1      If 0, the buttons in the main window  
are not displayed. Default is 1.

For now, you'll have to manually edit TODOWIN.INI to add these settings if you want to turn one of the functions off (or back on).

- The help file has not been updated for this release, mostly because I intend on working on a significant upgrade very soon.

### **Version 1.02 Changes (19 Oct. '92):**

- Starting with version 1.02, ***ToDoWin*** will run on Windows version 3.1 or later only. It was becoming too difficult to maintain reliable operation under version 3.1 and 3.0, and the increased testing time was becoming a pain.

- A very silly bug crept in that caused any attempt at printing to fail. I managed to track the problem to a Windows 3.1 SDK problem with the EndPage() function. I'm still not clear as to whether this is a bug in the SDK, or a documentation error. No matter, I switched back to the 3.0 Escape() function, which works.

- Some very minor interface and printing changes were made, but nothing significant.

### **Version 1.01 Changes (31 July '92):**

- A pop-up calendar for quicker date selection/entry.

- During date entry in the Edit dialog, if you do not enter a year, the current year is assumed when the date is validated.
- Whenever you make a change to the database, it's automatically saved on exit from the Edit dialog. While the File/Save menu item remains, it's fairly redundant now.
- **NOTE:** This version was compiled using the new version 7.0 of the Microsoft C Compiler. One notable change is that they changed the functionality of the date functions. The end effect is that, when you read in a database saved with the previous version of *ToDoWin*, seventy years will be subtracted from all your dates. This is easily remedied by editing each ToDo item, and correcting the year. I apologize for this inconvenience.
- COMMDLG.DLL is no longer supplied in the ZIP. By now, most people should have this file, either by upgrading to Windows 3.1 or obtaining the file from another program (including *ToDoWin* version 1.0).

### **Planned Enhancements:**

Following are some of the planned enhancements for future versions of *ToDoWin*. If you have any suggested additions to the list, I'd like to hear about them.

- Customization of the various color settings and fonts.
- DDE and/or OLE linking to other packages, like Word for Windows, Excel, etc.
- A variety of printed report formats.
- Clipboard support for the Edit screen.
- Multiple date selection, allowing "fuzzy" dates to be used (ie. every Friday, the first of each month, etc).
- Filters for viewing only ToDo items in a specific date range or calendar month.
- Addition of the element of "time" to ToDo items, and the addition of fairly simple scheduling functions, possibly including a pop-up alarm of an impending timed item (such as a meeting).
- Ask about the 32-bit and NT version of *ToDoWin*, currently under development.

### **Credits:**

A lot of credit for the finished design of *ToDoWin* goes to the team of beta testers on BIX. Without the help of these folks, *ToDoWin* would not have nearly as many features, but probably a few (more) bugs. Tremendous thanks to the following BIXen:

pgm            mfsargent      amocksfield    joeskora      pwalker

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Many thanks also to those users of ***ToDoWin*** who made the many excellent suggestions for enhancements. Almost every idea submitted has, or will soon have, made it into the product.

And, of course, special thanks to those users who took the time and trouble to actually register ***ToDoWin***. While I'm never going to make enough to retire on, those registrations provide the encouragement and incentive to continue adding the most-requested features.