

EEBond for Windows Help

EEBond for Windows is a savings bond database and valuation program. EEBond will maintain a database of all your Series EE and Series E Savings bonds as well as Savings Notes. EEBond will then compute their exact value.

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Introduction

Congratulations on your purchase of EEBond for Windows. EEBond maintains a database and determines the value of Series EE and Series E Savings Bonds as well as US Savings Notes. EEBond utilizes the power of Borland International's Paradox(c) Database Engine which is one of the most powerful databases on the market. With EEBond, you will never have to purchase another savings bond program.

Installation

EEBond will attempt to load SHARE.EXE for you. If the installation of SHARE does not work, just add the following line to your AUTOEXEC.BAT file. That is,

```
c:\dos\share.exe \L:500 \F:5100
```

Installing EEBond is easy. Put Disk into your drive and run SETUP.EXE from the Windows File Run menu. EEBond will do the rest. The installation program will call up EEBond after it is installed.

Starting the Program

The installation program will set up an EEBond program group. Just click on the icon from within the program group, or go to the Windows File Run and select EEBOND.EXE.

Menu Definitions

These are the menu items from the main screen.

File

These are the menu options that apply the File popup menu item.

FileOpen

Use File Open to open an existing file. When you select File|Open file, the File Open dialog box appears. Use this dialog box to select the file you wish to open.

FileNew

Use File New to create a new bond file. When you select File|New, the Edit Screen will appear. Go ahead and enter in as many bonds as you wish. When you exit, you will be presented with a FileSaveAs dialog box where you can name the file.

Delete a File

This option will delete a file of savings bonds. The file must be closed before it can be deleted. Do not attempt to delete GOVTBL.DB, ANSWER.DB or REPORT.DB. These are system files and need to remain.

SaveAs

This function will allow you to rename whatever file is open to a different name. This is also a good way to backup your database files. Simply SaveAs your savings bond file to a floppy.

Exit

This menu selection exits the program, closes all open files, and returns control to Windows. If you do not go through Exit, you will leave some files open and Windows may not operate

properly.

Edit

EEBond comes to you completely updated with the most current tables from the government.

You will be presented with a data entry screen where you can enter and edit your savings bonds. If you have a mouse, you can click on all menu options and buttons, or you can use the Hotkeys. The Hotkeys are the highlighted letters on the menubar. You can access them by pressing the Alt key from your keyboard and pressing the letter, or you can press the function associated with the menu item. The "must enter" fields are Serial Number, Type (EE, E, S), Face Value and Issue Date. After entering a bond, either click on the Add button or hit the ENTER key. After updating an already existing bond, click on the update button. When you are finished with the edit screen, click on the Exit button. You can jump from field to field using the tab key if you don't have a mouse. If you want to move backwards, use the SHIFT TAB combination. The bonds will always be in Serial Number order in the database.

Ditto or Copy

If you want to ditto a bond, just bring up the bond you want to copy, make a change to the Serial Number and any other field you want and just hit the ENTER key. This will save you from having to re-enter Serial Numbers that are very similiar. Since the Serial Number field is the database key, you CANNOT have duplicate Serial Numbers.

Reports

Each of the reports is sorted differently. When you print a report, you are sorting the report, not the database. The database will always be in serial number format. You can print a report to a window or a printer. If you wish to print, you will see a printer button from the report screen. The buttons at the bottom of the report set up like a VCR. You can go forward and backward, either one page at a time, or to the first and last page.

Issue Date

The report will sort by the issue date of the savings bond and be subtotaled by year.

Serial Number

Report will sort by the serial number of the savings bond.

Type

Report will sort and subtotal by type of savings bond (i.e. Series EE, E or S).

Face Value

Report will sort and subtotal by savings bond face value.

Owner

Report will sort and subtotal by the savings bond owner.

Beneficiary

Report will sort and subtotal by savings bond beneficiary.

Cumulative Summary

Report will give a cumulative summary of all bonds.

Redemption Date

From this menu, you can enter in a new redemption date to see what your bonds will be worth in the future. You can only type in dates that would be valid during the interval that is covered for this redemption period. The program will scan the loaded Table of Redemption

Values (GOVTLB.DB) and check to see if the date that you specified falls within the range of the table. The date that you see when you bring up this item is the date from your system. Change this date and generate the new reports. When you come back into this field, you will see the system date again. Your changes to the redemption date will be valid until you select this option again, when once again the redemption date will revert back to the system date. You can change the fields by either clicking twice with your mouse or using the TAB key until the field is highlighted.

Registration

Thanks for purchasing EEBond. Its function is to maintain a database and determine the value of variable rate Savings Bonds and Savings Notes. The Tables of Redemption Values are issued every six months. As a result, I must issue EEBond every six months.

MMR Software will send you an upgrade notice every six months. You will have the opportunity to obtain the latest release for 1/2 the \$20 purchase price, or \$10! All we need from you is your mailing address. Please go to the Registration Menu Item from the Main Menu for more details.

If you have any suggestions to make the program more useful, or if you are interested in obtaining the latest copy, feel free to contact me by Compuserve 71001,762 or by mail:

Attn: Franklin Leibsly
MMR Software
P.O. Box 7116
Washington, D.C. 20044

Common Problems

EEBond Common Questions and Answers

1. Windows Question:
When I click on the EEBond icon, I get the following message and then the program quits:

Can't share Paradox net file - is SHARE.EXE loaded?

Answer:

You must load SHARE.EXE before running Windows. Exit Windows COMPLETELY and run SHARE.EXE from your DOS sub directory. Restart Windows and then reload EEBond. If you wish to automate this process, you can load SHARE.EXE from your AUTOEXEC.BAT file. The command would be: share /L:500 /F:5100

or, if you wish to automate the process, put the following line into your autoexec.bat file:

```
C:\dos\share.exe /L:500 /F:5100
```

2. Windows Question:
When I try to generate a report, I get the following messages:

- Table was not found
- Invalid Table Handle
- Invalid Record Handle

Answer:

Make sure that your data files are located in the EEBONDW sub directory. For example, if your bonds were in a file called "John", then you must:

```
copy john.* c:\eebondw\*.*
```

This will copy file "john" and all of the associated index files.

3. DOS and Windows Question:
Must I reenter my savings bonds when new versions are available?

Answer:

No. All versions are completely compatible.

4. DOS and Windows Question:
How long are the internal tables of redemption value valid for?

Answer:

6 months.

5. DOS and Windows Question:
How much do revisions cost and how will I be notified?

Answer:

Revisions are only \$10, which is 1/2 the \$20 retail price. Your address has been forwarded to MMR Software to automatically register you. A letter and an upgrade certificate will be mailed to you approximately 2 weeks before the tables expire.

6. DOS and Windows Question:
How can I contact MMR Software?

Answer:

The author can be contacted 2 ways:

1. CompuServe: 71001,762
2. Mail:

MMR Software
P.O. Box 7116
Washington, D.C. 20044

7. Question:
Can I use the data files created in the DOS version with the Windows version (and vice versa)?

Answer:

Yes. The DOS and Windows versions are completely compatible.

Limited Warranty

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The compression program was written by Yoshi.
LHA version 2.12. Copyright (c) Haruyasu Yoshizaki, 1988-91

Customer Service

I can be reached two ways:

Compuserve: PPN 71001,762

Mail:

Franklin Leibsly
MMR Software
P.O. Box 7116
Washington, D.C. 20044

Exporting to Other Formats

In order to export to other formats, you must first display the report on the screen. Export is available as the 6th button on the Button Bar. It looks like a little suitcase. Clicking the button takes you directly to the Export dialog box. Once there, follow the remaining steps described below. Export to an email mailbox is available as the 7th button on the Button Bar. When you Click this button, the program asks you to log on to your system. Log on and follow the procedure for exporting to a mailbox.

The Export command enables you to print your report to an electronic file in a format that can be read by another software application. For example, you could export your report in Microsoft Excel format and then open it in Excel as a normal spreadsheet file. The Export facility supports several popular word processing, database, and spreadsheet formats and a number of standard data interchange formats as well. Your format choices are:

Word processor specific formats

- Word for Windows
- Word for DOS
- Word Perfect
- Rich Text Format (RTF)

Spreadsheet specific formats

- Lotus 123 (WKS)
- Lotus 123 (WK1)
- Excel 2.1 (XLS)
- Excel 3.0 (XLS)
- Excel 4.0 (XLS)

Common data interchange formats

Comma separated values (CSV) - Encloses alphanumeric field data in quotes and separates fields with commas.

Tab separated values - Presents data in tabular form. Encloses alphanumeric field data in quotes and separates fields with tabs.

Character separated values - Encloses alphanumeric field data in quotes and separates fields with the character of your choice. When you make this selection, select your destination, and Click OK, the Character Separated Values dialog box appears. Enter your Separator and Quote selections in the respective edit boxes.

Separator - Specifies the character you want to use to separate the fields in the Character separated value format.

Quote - Specifies double or single quotation marks to enclose alphanumeric field data in the Character separated value format.

Text style - Saves the data in ASCII text format with all values separated by spaces. This style looks most like the printed page.

Tab separated text style - Saves the data in ASCII text format with all values separated by tabs.

DIF style - Saves the data in DIF (data interchange format) format. This format is often used for the transfer of data between different spreadsheet programs.

If EEBond does not export directly to your application's native format, it more than likely exports to a format your application can read nonetheless. For example, many applications can read data saved in an ASCII or text format. Even though your application isn't on the list of supported formats, you may be able to export to a text file and then have your application read in the data (import it) from that format. Check your application's documentation to see which formats it can import.

EEBond also allows you to attach an exported file to a message sent via an electronic mail system. The message displays an icon that indicates a report is attached. The person who receives the message Double Clicks the icon and the report appears on screen.

To use the Export command:

1. With the report active that you want to export, select the suitcase button on the bottom of the report The Export dialog box appears.
2. The dialog box is broken into two sections, a Format section and a Destination section.
3. In the Format dropdown list box, select the format in which you would like to export the report. For example, if you would like to convert the report to Microsoft Excel 4.0's native format, choose Excel 4.0 (XLS) from the list.
4. In the Destination dropdown list box select a destination for your file.

If you would like to save the report to a disk file, select Disk file. If you would like to attach the report to an electronic mail document, select the appropriate Mail application.

5. Click OK. The Number and Date Format Dialog box appears.
6. Select the appropriate checkbox if you want number or date fields to be exported in the same format that they appear in your report.
7. Click OK. EEBond exports the report according to your specifications.

Exporting to a disk file

When you export a report to a disk file:

1. The Choose Export File dialog box opens.
2. Use the Drives, Directories, and File List and File text boxes to select a path and filename for your file.

NOTE: While the program assigns the native extension to all files you export in a specific word processor, database, or spreadsheet format, it automatically assigns the extension .txt for all files you export in one of the common data interchange formats. The program you want to use the data in, however, may look for specific extensions other than .txt. Consult the manual for that program to determine the correct file extension, and change the extension accordingly in the File name edit box.

3. Click OK. The program exports the report to a disk file in the format you've selected.

Exporting to a mailbox

Since the Email systems supported by the Export facility each operate a little differently, the following instructions are generic in nature.

1. When you export to Email, the program asks you to log onto your system. Log on in the normal way.
2. Select the individual(s) to whom you are going to send the report.
3. When the message screen appears, the system displays an icon indicating that a report is attached. The icon will vary, depending on the format you used to export the report.

4. Type in any message that you want to include with the report.
5. Send the message. A Record Counter appears so you can monitor the progress of your export.

6. When the export is finished, the message you sent will appear in the addressee's mailbox. The recipient opens the message in the normal way and DoubleClicks the icon to call up the report.