



## **Welcome to Clock Manager!**

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### **JumpStarting Your Programs**

### **Setting the System Date & Time**

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### **Power Users' Secrets!**

### **How to Order ClockMan**

## Welcome to ClockMan!

**C**lockMan - The Intelligent Alarm Clock<sup>(tm)</sup> for Windows lets you set reminders for yourself. You can also schedule programs or process events even when you're not there!

To help you quickly see what alarms can do for you, we've included some sample alarms in the default alarm file on your ClockMan distribution diskette. Simply bring up the **Set Alarms** dialog box from the system menu, select an alarm from the **Alarms:** listbox, and then click on the **Test** button (or press **Alt+T**) to try one out!

### **Related Topics:**

[How to order ClockMan](#)

[About the authors](#)

## How to Order ClockMan

ClockMan is currently being marketed as shareware. If you register the program you'll receive these remarkable benefits:



**The latest version of ClockMan.**



**A typeset, illustrated manual.**



**An end to the nag screens and opening banner.**



**Unlimited free technical support by phone.**



**A special thank-you program called JumpStart.** This lets you launch a program and send it keystrokes, all from within a Program Manager icon!

Registration is **\$49.95** (US funds).

**VISA**

**MasterCard**

**EuroCard/Access**

**Money Order**

**Check**

**Purchase Order** (call our sales dept. beforehand)

Call us for quantity & LAN pricing.

## Order Form

**Yes! I want my OWN copy of ClockMan!**  
(Select **File|Print Topic** to print this order form.)

Company: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: (\_\_\_\_) \_\_\_\_\_ Country: \_\_\_\_\_

E-Mail: \_\_\_\_\_ (circle one:) **CIS Internet Fidonet Relaynet**

\_\_\_\_\_ ClockMan(s) at \$49.95 ea.: \_\_\_\_\_

Shipping & handling: US/Can/Mex **free**

Outside North America \$5.00 \_\_\_\_\_

Total: \_\_\_\_\_

Enclose a check or money order (payable to Graphical Dynamics, Inc.) or use Visa, Master Card, EuroCard, or Access.

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## **About the Authors**

**C**lockMan is brought to you by **Graphical Dynamics, Inc.**, home of **Charlie Cursor!** 

### **Design team:**

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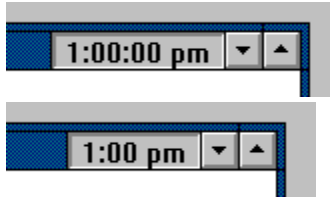
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**Special thanks to our beta testers!**

## Displaying the Time With TimeBar

You can have ClockMan display the current time on the caption bar of whichever window is active. Now the time is always visible even when you've maximized an application to full screen; yet it doesn't cover up any of your work! It won't even block the title if there isn't enough room on the caption bar.

The time can show up on the right or left side of the caption bar, next to either the minimize & maximize buttons or to the system menu. You can display **hours:minutes:seconds**, or just **hours:minutes**.



To change the TimeBar options, you first choose **Options...** from the System menu to bring up the Options dialog box. In the bottom half of the dialog is the **Other Options** section. Notice the **Use TimeBar** checkbox? It controls a "mini-section" of TimeBar options:

### To Turn TimeBar On/Off:

1. Click the **Use TimeBar** checkbox (or press **Alt+T**) to turn the checkmark on or off. The **Show seconds** and **Top-level windows only** checkboxes will be grayed out if Use TimeBar is off.
2. Click the **OK** button (or press **Enter**) to save the option, else click **Cancel** (or press **Esc**).

### To Turn Seconds Display On/Off:

1. Make sure that the **Use TimeBar** checkbox is checked. Otherwise the **Show seconds** checkbox will be grayed out.
2. Click the **Show seconds** checkbox (or press **Alt+H**) to toggle the seconds display on or off.
3. Click the **OK** button (or press **Enter**) to save the option, else click **Cancel** (or press **Esc**).

### To Show TimeBar on Top-Level Windows Only:

1. Make sure that the **Use TimeBar** checkbox is checked. Otherwise the **Top-level windows only** checkbox will be grayed out.
2. Click the **Top-level windows only** checkbox (or press **Alt+W**) to toggle the seconds display on or off.
3. Click the **OK** button (or press **Enter**) to save the option, else click **Cancel** (or press **Esc**).

### To Show TimeBar on the Other Side of the Caption Bar:

1. Make sure that the **Use TimeBar** checkbox is checked. Otherwise the **Left side** and **Right side** radiobuttons will be grayed out.
2. Click the **Left side** or **Right side** radiobutton (or press **Alt+L** or **Alt+R**) to select which side of the caption bar to display on.
3. Click the **OK** button (or press **Enter**) to save the option, else click **Cancel** (or press **Esc**).

### Related Topics:

Setting the system date & time  
Showing time in other formats

## Creating a New Alarm


There are two ways to create a new alarm -- "from scratch", or by copying an existing alarm.

Either way, you must first enter the Set Alarms dialog box by selecting **Set alarms...** from the system menu.

### To Create an Alarm From Scratch

1. Click on the **New** button.  
The **When...** dialog box will appear with the date and time initialized to the current date and time. Make your desired changes to when you want it to occur and click **OK** or **Cancel** to return to the Set Alarms dialog box.
2. Specify the type of message you want your alarm to display (if any), the text to display, and whether or not to sound a beep.
3. If you want your alarm to run a program, enter the command line to execute in the **Pgm line:** edit box.  
If you also want your alarm to send keystrokes to the program after it starts, you specify these keystrokes in the **Keystrokes:** edit box.
4. You can test the alarm before it occurs "for real" by clicking the **Test button (or pressing Alt+T)**.
5. Click on the **Add** button (or press **Alt+A**).
6. Click on the **OK** button to save your changes, or click on the **Cancel** button to exit without saving.

### To Create a New Alarm From an Existing One

1. Select the alarm you wish to copy from the **Alarms:** listbox.  
The alarm's details will appear on the left side of the dialog box.
2. Change any information that's different about this new alarm.  
  
You can change the date and time of the new alarm by clicking the  button (or pressing **Alt+W**).
3. Click on the **Add** button (or press **Alt+A**).  
The new alarm is added to the list of alarms.
4. Click **OK** to save your changes, or **Cancel** to exit without saving.

You're done! Go on to something else. When the proper time comes around, ClockMan will put your alarm into action.

### Related Topics:

- [When will an alarm occur?](#)
- [Kinds of messages](#)
- [Audible alarms](#)
- [Launching programs](#)
- [Sending keystrokes to a program](#)
- [Testing an alarm](#)
- [Changing an alarm](#)
- [Deleting an alarm](#)



## Making Changes to an Alarm

You can change the behavior of any alarm after it's been created.

### To Change an Alarm

1. Make sure you're in the [Set Alarms](#) dialog box.
2. Select the alarm you wish to change from the **Alarms:** listbox.  
The alarm's details will appear on the left side of the dialog box.
3. Make your desired changes to the alarm's information.
4. Click on the **Chg** button (or press **Alt+C**) to apply your changes to the list of alarms.
5. Click **OK** to save your changes, or **Cancel** to exit without saving.

### Related Topics:

[When will an alarm occur?](#)

[Kinds of messages](#)

[Audible alarms](#)

[Launching programs](#)

[Testing an alarm](#)

[Creating an alarm](#)

[Deleting an alarm](#)

## Deleting an Alarm

You can delete an alarm any time after it's been created. You delete alarms from within the [Set Alarms](#) dialog box.

### To Delete an Alarm

1. Select the alarm to delete from the **Alarms:** listbox.  
The alarm's details will appear on the left side of the dialog box.
2. Make sure this really *is* the alarm you want to delete!
3. Click on the **Del** button (or press **Alt+D**) to delete the alarm from the list.
4. Click **OK** to save your changes, or **Cancel** to exit without saving.

### To Delete Several Alarms At Once

1. Select the first alarm to delete from the **Alarms:** listbox.  
The alarm's details will appear on the left side of the dialog box.
2. Press the **Ctrl** key while selecting additional alarms.  
Notice they are being added to the selection in the listbox. All the detail fields are now grayed out, as are the **New**, **Add**, and **Chg** buttons. You can still **Test** the last alarm you selected before deleting it.
3. Click on the **Del** button (or press **Alt+D**) to delete the alarms from the list.
4. Click **OK** to save your changes, or **Cancel** to exit without saving.

### Related Topics:

[Confirming alarm deletes](#)

[Testing an alarm](#)

[Creating an alarm](#)

[Changing an alarm](#)

## Testing Your Alarm

**W**hile inside the Set Alarms dialog box, you can test any alarm to see exactly how it will behave when it later goes off "for real".

### To test an alarm you've defined

1. Make sure you're in the Set Alarms dialog box.
2. Select an alarm to test from the **Alarms:** listbox.
3. Press the **Test** pushbutton (or press **Alt+T**).  
The alarm executes exactly as it will when scheduled for.

## When Will an Alarm Occur?

**C**lockMan gives you great flexibility in specifying when an alarm will occur.

### **Related Topics:**

[Setting an alarm's time](#)


[Setting a one-time alarm's date](#)

[Recurring alarms](#)

[Daily alarms](#)

[Setting today's date and time](#)

## Setting an Alarm's Time of Day

Each alarm occurs at a specific time of the day. You change the time an alarm occurs in the **When** dialog box, which is invoked by clicking the  button (or pressing **Alt+W**) from the Set Alarms dialog.

If you have just created this alarm by selecting New from the Set Alarms dialog, the date and time will be set to the current date and time.

### To Set an Alarm's Time:

**1a.** The time is controlled by a spinfield in the Time section of the dialog. Edit the hours and minutes fields, or click on the up or down arrows to increment or decrement the time. The up & down arrows will change the minutes, unless you've already placed the cursor in the hours field.

**OR:**


**1b.** Click on the **Now** button (or press **Alt+N**) to snap the time back to the current time of day.

### Related Topics:

[Setting a one-time alarm's date](#)  
[Setting a recurring alarm's dates](#)  
[Setting a daily alarm](#)  
[Creating an alarm](#)  
[Changing an alarm](#)  
[Using spinfields](#)  
[Setting today's date & time](#)

## One-time Alarms

You can set an alarm that will occur only once. (This is the default when you create an alarm by selecting [New](#) from the [Set Alarms](#) dialog.)

You change the date that a one-time alarm occurs on in the [Date section](#) of the **When** dialog box, which is invoked by clicking the  button (or pressing **Alt+W**) from the Set Alarms dialog.

### To Set a One-Time Alarm's Date:

1. Click on the **Once** radiobutton (or press **Alt+O**).  
The [Date](#) spinfield will be enabled.
- 2a. Edit the month, day, and year fields (or click on the spinbutton's up or down arrows) to change the date this alarm will occur.  
As you change the date, the new **day of week** changes to the right of the spinbutton.


**OR:**

- 2b. Click on the **Today** button (or press **Alt+T**) to snap the date back to today's date.

### Related Topics:

[Setting a recurring alarm's dates](#)  
[Setting a daily alarm](#)  
[Creating an alarm](#)  
[Changing an alarm](#)  
[Using spinfields](#)  
[Setting an alarm's time](#)  
[Setting today's date & time](#)

## Recurring Alarms

You change the way a recurring alarm recurs in the **Date section of the When** dialog box, which is invoked by clicking the  button (or pressing **Alt+W**) from the Set Alarms dialog.

### To Set a Recurring Alarm's Dates:


1. Click on the **Recurs** radiobutton (or press **Alt+R**).  
The three dropdown listboxes to the right will be enabled.
2. You specify how the alarm recurs by building a phrase from each of three dropdown listboxes:

<b>Week of Month</b>	<b>Day of Week</b>	<b>in</b>	<b>Month of Year</b>
1st, ..., 5th	Monday, ..., Sunday		January, ..., December
every	every weekday		every month
last	every weekend		

### Related Topics:

[One-time alarms](#)  
[Daily alarms](#)  
[Creating an alarm](#)  
[Changing an alarm](#)  
[Setting an alarm's time](#)  
[Setting today's date & time](#)

## Alarms That Occur Every Day

Creating an alarm to occur every day is quite easy. You specify a daily alarm in the **Date** section of the **When** dialog box, which is invoked by clicking the  button (or pressing **Alt+W**) from the Set Alarms dialog.

### To Set a Daily Alarm:

Click on the **Daily** radiobutton (or press **Alt+D**).  
The alarm will now occur each day.

### Related Topics:

[One-time alarms](#)

[Recurring alarms](#)

[Creating an alarm](#)

[Changing an alarm](#)

[Setting an alarm's time](#)

[Setting today's date & time](#)



## Alarm Messages

**W**hen you create an alarm, you can have it display a message to the user in several ways. You specify which kind of message to display by selecting it from the **Type** dropdown listbox in the Set Alarms dialog.

Announcement alarm

Confirmation alarm

Countdown alarm

Invisible - no message at all

## Announcement Alarms

**A**n announcement alarm displays a message box to the user. The user can click the **OK** button (or press **Enter**) to remove the message box.

If you've also defined this alarm to beep or to run a program, those actions will start at the same time the announcement is displayed.

### To Define an Announcement Alarm:

1. Make sure you're in the [Set Alarms](#) dialog box.
2. Find the **Message** section, go to the **Type:** dropdown listbox, and select **Announce**.
3. Tab to the **Text:** field and type in the message you want to see when this alarm occurs.
4. Enter the rest of the information for this alarm and save it.

### Related Topics:

[Confirmation alarms](#)

[Countdown alarms](#)

[Invisible alarms](#)

[Audible alarms](#)

[Run or activate a program](#)

## Confirmation Alarms

**A** confirmation alarm displays a message box to the user. Unlike the announcement alarm, a confirmation alarm waits until the user presses **OK** or **Cancel** before running a program. If the user clicks on **Cancel** (or presses **Esc**) when this happens, the program won't be launched.

### To Define a Confirmation Alarm:

1. Make sure you're in the [Set Alarms](#) dialog box.
2. Find the **Message** section, go to the **Type:** dropdown listbox, and select **Confirm**.
3. Tab to the **Text:** field and type in the message you want to see when this alarm occurs.
4. Enter the rest of the information for this alarm and save it.

### Related Topics:

[Announcement alarms](#)

[Countdown alarms](#)

[Invisible alarms](#)

[Audible alarms](#)

[Run or activate a program](#)

## Countdown Alarms

**A** countdown alarm displays a message box while counting down the seconds. Normally it would be counting down the seconds until it launches a program or sounds an alarm.

Meanwhile, the user can click the **Cancel** button (or press **Esc**) to exit the alarm immediately without doing anything, or they can click the **Now** button (or press **Alt+N**) to execute the event immediately. If the user doesn't choose to cancel it, the program will be run or the alarm will sound, and the message box will disappear at the end of the countdown.

### To Define a Countdown Alarm:

1. Make sure you're in the [Set Alarms](#) dialog box.
2. Find the **Message** section, go to the **Type:** dropdown listbox, and select **Countdown**.
3. Tab to the **Text:** field and type in the message you want to see when this alarm occurs.
4. Enter the rest of the information for this alarm and save it.

### Related Topics:

[Setting the countdown period](#)

[Announcement alarms](#)

[Confirmation alarms](#)

[Invisible alarms](#)

[Audible alarms](#)

[Run or activate a program](#)

## Invisible Alarms

**A**n invisible alarm doesn't display anything to the user when it occurs. This would normally be used start an unattended operation, or to just sound an audible alarm.

### To Define an Invisible Alarm:

1. Make sure you're in the [Set Alarms](#) dialog box.
2. Find the **Message** section, go to the **Type:** dropdown listbox, and select **Invisible**.  
The **Text:** edit box will be disabled.
3. Enter the rest of the information for this alarm.

### To Turn Off an Invisible Alarm's Tune:

1. Choose **Turn beeper off** from the System menu.

### Related Topics:

[Announcement alarms](#)

[Confirmation alarms](#)

[Countdown alarms](#)

[Audible alarms](#)


[Run or activate a program](#)

## Audible Alarms


**W**hen an alarm occurs, it can alert you by playing a tune through your PC's speaker. These tunes range from the little "blip" that most Windows applications sound when an error message is displayed, to tunes lasting 15 seconds or more.

Each alarm can have its own tune attached to it, or you can just use the default tune that you specify in the **Options** dialog box.

### To Change an Individual Alarm's Tune:

1. Make sure you're in the Set Alarms dialog box and you've chosen an alarm to work with.
2. Notice the **Message** section. Inside is a checkbox labeled **Beep**. Make sure it's checked.  
If **Beep** isn't checked, then the dropdown listbox of tunes next to it and the play button will be disabled.
3. Scroll through the listbox and choose a tune for this alarm.
4. Click on the  (play) button (or press **Alt+Y**) to try it out.
5. Choose **Chg** (or press **Alt+C**) to save your changes to this alarm.

### To Change the Default Alarm Tune:

1. Choose Options... from the System menu. The Options dialog box will appear.
2. Notice the **Beeper** section. There's a dropdown listbox filled with tune names. Scroll through it and pick one out.
3. Next to the listbox is a  (play) button. Press this button (or press **Alt+Y**) to play the tune.
4. Click on **OK** (or press **Enter**) to make this tune the new default.

### Related Topics:

[Quieting alarms](#)

[Composing your own alarm tunes](#)

["My alarms all say "Cuckoo"!](#)

## Keeping Alarms Quiet!

**A**larms don't have to play a tune when they occur. You can turn off sounds for individual alarms, or prevent all alarms from sounding.

### To Shut Up an Alarm Tune While It's Playing:

1. Press the **Esc** key.

### To Quiet an Individual Alarm:

1. Make sure you're in the Set Alarms dialog box and you've chosen an alarm to quiet.
2. Click the **Beep** checkbox (or press **Alt+B**) so that it's unchecked.  
The listbox of tunes and the play button will be disabled.
3. Choose **Chg** to save the changes to the alarm, then choose **OK** to exit the dialog box.

### To Quiet All Alarms:

1. Choose Options... from the System menu. The Options dialog box will appear.
2. Notice the **Beeper** section. To the right of the "Beeper" heading is the **Enabled** checkbox. Turn off the checkmark.  
The tunes listbox, the play button, and the number of times to play the tunes will all be disabled.
3. Choose **OK** to save the options.

### To Quiet New Alarms by Default:

1. Choose Options... from the System menu. The Options dialog box will appear.
2. Notice the **Beeper** section. Within this section is the **"Beep" on by default** checkbox. Turn off the checkmark.  
When you create a new alarm from scratch, the "Beep" checkbox will be unchecked. You can turn it on for the few alarms you want to stay audible.
3. Choose **OK** to save the defaults.

## Composing Your Own Alarm Tunes

The tunes ClockMan can play are defined in the CLOCKMAN.INI file under the **[Tunes]** section.

The format of a tune definition is compatible with that used by hDC's Alarm Clock MicroApp(tm).

A tune definition begins with the tune's name, followed immediately by an equal sign, and then the notes themselves. Each note is defined by two numbers -- the pitch and the duration, separated by a slash. Each note is separated by a comma.

For example, here's the **Scales** tune definition from CLOCKMAN.INI:

**Scales=25/16,27/16,28/16,30/16,32/16,30/16,28/16,27/16,25/16**

### Defining the Pitch:

A note's pitch is denoted by a number that corresponds to a note on the chromatic scale:

	<b>Db</b>		<b>Eb</b>		<b>Gb</b>		<b>Ab</b>		<b>Bb</b>			
<b>Octave</b>	<b>C</b>	<b>C#</b>	<b>D</b>	<b>D#</b>	<b>E</b>	<b>F</b>	<b>F#</b>	<b>G</b>	<b>G#</b>	<b>A</b>	<b>A#</b>	<b>B</b>
	2	3	4	5	6	7	8	9	10	11	12	13
	13	14	15	16	17	18	19	20	21	22	23	24
<b>Middle C --&gt;</b>	25	26	27	28	29	30	31	32	33	34	35	36
	37	38	39	40	41	42	43	44	45	46	47	48
	49	50	51	52	53	54	55	56	57	58	59	60
	61	62	63	64	65	66	67	68	69	70	71	72
	73	74	75	76	77	78	79	80	81	82		

A **pause** is denoted by a pitch of zero.

### Defining the Duration:

A note's duration is represented by a number which tells ClockMan which fraction of a whole note it is. ClockMan will always play the tune with a tempo of 120 quarter notes per minute.

Here's some examples:

<b>Note:</b>	<b>Whole</b>	<b>Half</b>	<b>Quarter</b>	<b>Fifth</b>	<b>Sixteenth</b>	<b>Sixtyfourth</b>
<b>Duration #:</b>	<b>1</b>	<b>2</b>	<b>4</b>	<b>5</b>	<b>16</b>	<b>64</b>

You can take up to 384 characters to define a tune.



## Launching a Program

Your alarm can run a program, or it can activate the window of an application that's already running. Your alarm's specific behavior depends on what information you enter into the **Pgm line:** edit box in the Set Alarms dialog:

### To Only Launch a Program

Enter the name of the program and any command line parameters.

Example:

\_\_\_\_\_

### To Only Activate a Currently Running Program

Enter an existing program's main window title in quotes. You can use either an initial portion or the whole title.

Example:

\_\_\_\_\_

### To Activate a Running Program, or Start the Program if its Window Wasn't Found

Enter the main window title of an existing program in quotes, followed by the program name and any command line parameters desired. If the window with the specified title is already running when the alarm occurs, then it will be activated. If there is no window with that title running, then the specified program and command line will be launched instead.

Example:

\_\_\_\_\_

### Related Topics:

[Sending keystrokes to a program](#)

## **Sending Keystrokes to a Program**

**Y**ou can have ClockMan send keystrokes to a program your alarm launches, just as if you were there at the keyboard in person. You describe these keystrokes in the **Keystrokes:** edit box in the Set Alarms dialog. ClockMan's sendkey syntax is a superset of that used in the **Sendkey** statement in Microsoft Word for Windows' and Excel's macro languages.

### **To Stop ClockMan in the Middle of Sending Keystrokes**

Press the **Esc** key and ClockMan will stop sending the keystrokes.

[Displayable keys](#)

[Shift, Ctrl, & Alt keys](#)

[Special keys](#)

[Pausing the keystrokes](#)

[Un-named keys](#)

## Sending Displayable Keystrokes

You send "normal", displayable keystrokes to a program by simply typing in the characters into the **Keystrokes:** edit box as if you were typing them directly into the program's window.

### "Normal" Characters:

**A** thru **Z**

**a** thru **z**

**0** thru **9**

~ ` ! @ # \$ % & \* - = \ \_ | [ ] } ; : ' " , . < > / ?

However there are a few displayable characters (shown below) that are used to describe the special keys that ClockMan also lets you send. If you want to send one of these displayable keys to a program, you must put them inside curly braces to keep ClockMan from getting confused:

### To Send These Keys:      Use These Names:

+	{+}
^	{^}
%	{%}
(	{(}
)	{)}
{	{{}

### Related Topics:

[Shift, Ctrl, & Alt keys](#)

[Special keys](#)

[Pausing the keystrokes](#)

[Un-named keys](#)

## Sending Shift, Ctrl, & Alt Keystrokes

You can send Shift, Control, and Alt-key combinations to the program. You denote these key combinations by prefixing the affected characters with these symbols:

<b>KEY</b>	<b>DENOTED BY</b>
<b>Shift</b>	<b>+</b>
<b>Control</b>	<b>^</b>
<b>Alt</b>	<b>%</b>

### Example:

To send a program **Alt+FO** in order to have it open a file from the File menu, use the string **%FO**.

You can make a key combination affect more than one keystroke at a time by enclosing the affected keystrokes in parentheses ( ).

### Related Topics:

[Displayable keys](#)

[Special keys](#)

[Pausing the keystrokes](#)

[Un-named keys](#)

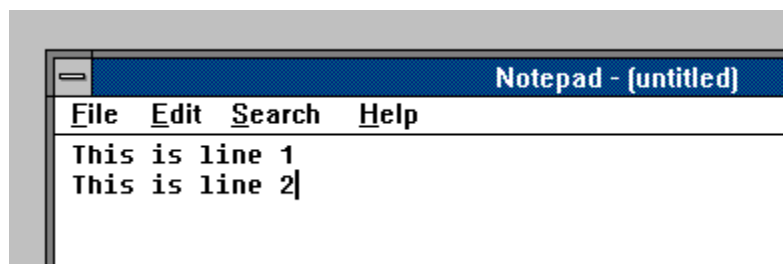
## Sending Non-Displayable Keystrokes

In addition to the "normal" displayable characters, your alarm can simulate pressing special keys. These special characters have names, which you place within curly braces { }:

To send this key:	Use this name:
* on the numeric keypad	{numpad*}
+ on the numeric keypad	{numpad+}
- on the numeric keypad	{numpad-}
. on the numeric keypad	{numpad.}
/ on the numeric keypad	{numpad/}
0 thru 9 on the numeric keypad	{numpad0} thru {numpad9}
Backspace	{backspace} or {bksp} or {bs}
Break	{break}
CapsLock	{capslock}
Clear	{clear}
Del or Delete	{del} or {delete}
down arrow	{down}
End	{end}
Enter	{enter}
Esc	{esc} or {escape}
function keys F1 thru F16	{f1} thru {f16}
Home	{home}
Ins or Insert	{ins} or {insert}
left arrow	{left}
NumLock	{numlock}
PageDn	{pgdn}
PageUp	{pgup}
Print Screen	{prtsc}
right arrow	{right}
Tab	{tab}
up arrow	{up}

### Example:

You create an alarm that starts Notepad and initializes it to read:



The **Keystrokes** field would look like this:



### Shortcut: Sending a Special Key More Than Once in a Row

Add a number after the keyname, but before the closing curly-bracket, such as **{tab 6}** in place of **{tab}{tab}{tab}{tab}{tab}{tab}**.

### Related Topics:

[Displayable keys](#)

[Shift, Ctrl, & Alt keys](#)

[Pausing the keystrokes](#)

[Un-named keys](#)



## Pausing the Keystrokes

You can make ClockMan pause while it sends keystrokes with the string **{#wait seconds}**, where *seconds* is a number from **1** to **32767** and represents the number of seconds ClockMan will pause before sending more keystrokes to the application.

### Related Topics:

[Displayable keys](#)

[Shift, Ctrl, & Alt keys](#)

[Special keys](#)

[Un-named keys](#)

## **Sending Unnamed Keystrokes**

**M**icrosoft hasn't defined a standard name in their macro language for all the keys on the keyboard. Some OEM keyboards also contain non-standard keys that don't have names.

If you need to send an application an unnamed keystroke, place the decimal number corresponding to its virtual key code within curly brackets. For example, when using a standard US English 101/102 keyboard, pressing the Scroll Lock key generates a virtual key code of 145. To send that keystroke, you would use **{145}**.

You can also repeat these keytrokes by adding a repeat count after the key code; for example using **{145 2}** to represent the Scroll Lock key being pressed twice in a row.

### **Related Topics:**

[Displayable keys](#)

[Shift, Ctrl, & Alt keys](#)

[Special keys](#)

[Pausing the keystrokes](#)



## Setting Program Options

The **Options** dialog box lets you customize the way ClockMan works. Within this dialog are two main areas -- one to control how audible alarms behave, and one for all other options.

You bring up the Options dialog box from the System menu.

### **Beeper Options:**

Enabling/disabling audible alarms

Changing the default alarm tune

How many times an alarm sounds

### **Other Options:**

Default message type

Confirming alarm deletions

Logging activity to a file


How long to countdown

TimeBar-related options

## How Many Times to Repeat Tune

**W**hen an audible alarm occurs, it will keep repeating the tune every 30 seconds, until you either acknowledge the alarm or select [Turn beeper off](#) from the System menu.

### To Set the Maximum Times an Alarm Will Repeat:

1. Select [Options...](#) from the System menu to bring up the Options dialog box.
2. Notice the **Stop after**   **times** spinfield in the [Beeper](#) section in the upper half of the dialog.
3. Change the number of repeats in the edit field or click the up or down arrow in the spinbutton.  
You can make alarms sound up to **999** times.

### Related Topics:

[Quieting alarms](#)

[Using spinfields](#)

## Default Message Type

This option sets the default alarm message type you get when you create a new alarm. This is useful if most of the alarms you set up are confirmation alarms, for instance, or invisible alarms.

### To Set a Default Message Type:

1. Choose **Options...** from the System menu to bring up the Options dialog box.
2. Notice the **Default message type** listbox in the Other Options section of the dialog. Select the message type you want for your default.
3. Click the **OK** button (or press **Enter**) to save the option, else click **Cancel** (or press **Esc**).

### Related Topics:

[Announcement](#) alarms

[Confirmation](#) alarms

[Countdown](#) alarms

[Invisible](#) alarms- no message at all

## Confirming Alarm Deletes

You can have ClockMan display a confirmation box whenever you delete an alarm from the Set Alarms dialog box.

### To Confirm All Alarm Deletes:

1. Choose **Options...** from the System menu to bring up the Options dialog box.
2. Notice the **Confirm alarm deletes** checkbox in the Other Options section of the dialog. Check the box to display the confirmation box; otherwise uncheck it.
3. Click the **OK** button (or press **Enter**) to save the option, else click **Cancel** (or press **Esc**).

### Related Topics:

[Deleting an alarm](#)

## Setting the Countdown Period

You can change how long countdown alarms will count down before they carry out their action. This is a global option that affects all countdown alarms.

### To Set the Countdown Period:

1. Choose **Options...** from the System menu to bring up the Options dialog box.
2. Notice the Countdown spinfield in the **Other Options** section in the lower half of the dialog.
3. Change the number of minutes and seconds in the edit field or click the up or down arrow in the spinbutton.

You can make alarms count down for up to **59** minutes and **59** seconds.

### Related Topics:

[Countdown alarms](#)

[Using spinfields](#)

## Setting the System Date and Time

You can easily set your system date and time using ClockMan instead of going through the Windows Control Panel.

### To Set the Date and Time:

1. Select **Set date & time** from the Main System menu.  
The System Date and Time dialog will appear.
2. Notice the **Time** section. It contains an hours/minutes spinfield attached to a spinbutton. To the right of the spinbutton are two radiobuttons for specifying AM & PM.
3. The **Date** section is below the Time. It contains three fields attached to a spinbutton -- Month, Day, and Year.  
As you change the date, the new **day of week** changes to the right of the spinbutton.
4. Click on **OK** (or press **Enter**) to change the system date and time, or click **Cancel** (or press **Esc**) to keep the date and time as is.

### Related Topics:

[Displaying the time with TimeBar](#)

[Displaying time in different formats](#)

[Using spinfields](#)

## JumpStarting Your Programs

As soon as you register ClockMan, you can take advantage of JumpStart, a handy little thank-you utility that gives your programs a head start by automatically sending keystrokes to them when they're launched from a Program Manager icon. JumpStart can send the program any keystrokes a ClockMan alarm would send it.

### To Run JumpStart:

Run the program JSTART.EXE from a Program Manager icon, Command Post menu, or any other shell program that lets you run a program with command line parameters. These parameters specify what program to launch or window to activate, how to show it, command line parameters to pass through to the program, and which keystrokes to send it.

### JumpStart Syntax:

**jstart.exe** *program* [-a"*windowname*"] [-s*showcmd*] [-c"*cmdline*"] [-k"*keystrokes*"]

(The square brackets [ ] denote optional items.)

*program* The pathname of the program to launch.

*windowname* The title of a program's window to activate. If the program is already running, JumpStart will activate this window instead of launching another copy of the program. *Windowname* need not be the whole title. For instance, "Note" will match "Notepad - mytext.txt".

**Note:** If you want to activate a window that contains a quote mark ( " ), you must use two quotes together (""), since the *windowname* here is already within quotes.

*showcmd* A one-letter code for how to show the program:

**-sf** Show the program fullscreen.

**-sn** Show it "normal" size. (Windows chooses the exact size and position.)

**-si** Show it as an icon.

**-sh** Show it "hidden". You can't Alt+Tab to a hidden window from the keyboard. Most task switching programs, including Windows Task Manager, Metz Task Manager, and Norton Desktop's Task List, won't even find it. (The Command Post, WinBatch, and Norton Batch Builder's WinTernize function is the only thing we've found that will recognize a hidden program.)

**Note:** Windows can't force a program to show itself in a particular way. Not all programs will obey the *showcmd* parameter.

*cmdline* Any command line parameters to pass through to the program you're launching.

**Note:** If you want to send a command line that contains a quote mark ( " ) to the program, you must use two quotes together (""), since the *cmdline* parameter here is already within quotes.

*keystrokes* Any keystrokes you want sent to the program as it starts up (or when

JumpStart activates its window). You use the same syntax for specifying these keystrokes as you would in setting up a ClockMan alarm.

**Note:** If you want to send a quote mark ( " ) to the program, you must use two quotes together (""), since the keystrokes here are already within quotes.

**Related Topics:**

[Running a program](#)

[Sending displayable keys](#)

[Sending Shift, Ctrl, & Alt keys](#)

[Sending special keys](#)

[Pausing the keystrokes](#)

[Sending un-named keys](#)

[How to order ClockMan](#)



## **Power Users' Secrets!**

[Using a different alarm file](#)

[Logging alarm activity](#)

[Creating your own alarm tunes](#)

[Features for LAN users](#)

## **Using a Different Alarm File**

**N**ormally when you run ClockMan, it will save the alarms in a file called CLOCKMAN.ALR, located in the same directory as your CLOCKMAN.EXE file. However, you can also run ClockMan with a different alarm file. You can even have multiple ClockMans running at the same time, all using different alarm files.

### **To Run ClockMan with a Different Alarm File:**

Run ClockMan with the new alarm file's pathname on the command line.

You'll get an error message if a copy of ClockMan is already running with the same alarm file.

## Logging Activity to a File

ClockMan can keep a log on disk of everything important that happens to your alarms:



ClockMan starting and stopping



How many alarms were read in from the file



Whether an alarm occurred successfully



Whether a program was launched and keystrokes were sent successfully

### To Enable Logging to Disk:

1. Invoke the **Options** dialog box from the system menu.
2. Check the **Log to File** checkbox in the Other Options section.

The log file has the same name as the alarm file, but with a .LOG extension.

## Features for LAN Users

You can use these command line options to enhance ClockMan's usefulness on a LAN:

- C** Client mode. Checks alarm file every 10 seconds to see if it's been updated. If it has, it reloads the alarms from the file. Useful when another user is broadcasting alarms by running ClockMan on the same alarm file in a common server directory.
- R** Read-only. The user can view the alarms, but can't change them himself.
- H** Runs ClockMan hidden. The user can't see the icon, nor can he change the alarms. You can't Alt+Tab to a hidden ClockMan from the keyboard. Most task switching programs won't even find it. The program will end when you close down Windows.
- B** Broadcast-only mode. The user can add, change, and delete alarms like normal, but isn't bothered by the alarms she sets. You do not have to run ClockMan in (-b)roadcast-only mode in order for other (-c)lients to be notified of the alarms you set.

You can automatically load ClockMan and send it command line parameters when Windows starts. To do this, you need **Superload**. This free utility we developed looks for a [SuperLoad] section in your WIN.INI file, where it gives you a full line for each program you want to launch. You can also change the working directory for programs that aren't in your DOS Path.

## Common Errors & Questions

Here's some common problems users can run into and their appropriate solutions:

I get this blank box and a tune and THAT'S IT!

A tune starts playing and I can't shut it up!

Every tune I select just plays "Cuckoo"!

The first keystroke I send is ignored!

High speed downloads get interfered by an alarm!

I need to display time in a different format!

"Date and time already occurred"?

"Program file not found"!

"Can't find a window to activate"?

How can I get technical support?

## **I get this blank box and a tune and that's it!**

### **Problem:**

An alarm must have occurred, because a blank box came up and a tune started playing. But there's no message in the box.

### **Solution:**

You probably didn't put any text in the **Msg:** text box when you defined the alarm. Or perhaps you wanted the alarm to be invisible but you didn't select a message type of "invisible". (The default alarm type is "announce".)

### **Related Topics:**

[Creating an alarm](#)

[Changing an alarm](#)

[Deleting an alarm](#)

[Alarm messages](#)

## **A tune starts playing and I can't shut it up!**

### **Problem:**

An alarm tune keeps playing, but there's no message box to click on to stop the music.

### **Solution:**

Choose **Turn beeper off** from the system menu. If you don't, the tune will eventually stop playing anyway after a certain number of times.

### **Related Topics:**

[Quieting alarms](#)

[How many times to repeat tune](#)

## **It says the date and time have already occurred!**

### **Problem:**

You've created an alarm, or changed the alarm's date and time in the When dialog. You click OK, only to see a message box that says, "That date and time has already occurred. Use it anyway?"

### **Solution:**

If you've defined a one-time alarm with a date & time that comes before the current system date & time, the alarm will never go off. Check the numbers in the spinfields. Or perhaps you should choose PM instead of AM.

### **Related Topics:**

[When will an alarm occur?](#)

[Using spinfields](#)

[Changing today's date & time](#)



## Program file not found

### **Problem:**

You've defined an alarm that will run another program. But when the alarm occurs, you get the error message "Program file not found".

### **Solution:**

Either the program you wanted the alarm to launch wasn't in the current directory, wasn't in the DOS Path, or else had a typing error in it. Double check the error and try it again. And don't forget to use the Test button when creating your alarm!

### **Related Topics:**

[Launching a program](#)

[Testing an alarm](#)

## My alarm can't find a window to activate!

### **Problem:**

You've defined an alarm that will activate a program's window. But when the alarm occurs, you get the message "Can't find a window whose title starts with *text* to activate".

### **Solution:**


Finding the correct Windows title can be a little tricky. Crosstalk for Windows is a perfect example. When iconized, it says "XTalk" - probably to save space. But when it's restored to its normal size, its title says "CROSSTALK for Windows"! You'll have to pay close attention to what you're entering in the Set Alarms dialog's **Pgm:** edit box.

### **Related Topics:**

[Launching a program](#)

## Every tune just plays "Cuckoo"!

### Problem:

You can't find any tunes in the dropdown listbox, either in the Options or the Set Alarms dialog boxes. If you press the  button, all you hear is "Cuckoo". When an audible alarm occurs, it sounds "Cuckoo" even if a different tune had been defined for it.

### Solution:

Alarm tune definitions are stored in the **CLOCKMAN.INI** file. This file must be located in either the same directory CLOCKMAN.EXE is in, or your Windows directory (usually C:\WINDOWS).

If ClockMan can't find an alarm's tune definition in CLOCKMAN.INI, it plays "Cuckoo" as a default.

### Related Topics:

[Audible alarms](#)

[Composing your own tunes](#)

## The first keystroke I send to a program is ignored!

### Problem:

Sometimes when you launch a program and send keystrokes to it, the first couple of keystrokes get lost as if they had never been sent.

### Solution:

Screen blanker programs look for keyboard activity as a sign that it should "wake up" the display. For instance, we've noticed that when After Dark is running with certain screen blanker modules, the first one or two keystrokes never get passed on to the program they were intended for. Try testing the alarm when the screen isn't being blanked. If all keystrokes get sent, then try using a different screen blanker module. Or try sending the program a few innocuous keystrokes, followed by a **{#wait 4}** command to give the screen blanker time to give up the keyboard.

If that's not the case, perhaps you're trying to send keystrokes that the program doesn't recognize. Recheck the text in the **Keystrokes:** edit box.

### Related Topics:

[Launching a program](#)

[Sending keystrokes](#)

[Pausing keystrokes](#)

## Alarms interfere with my high-speed downloads!

### **Problem:**

You're downloading files at high speeds (usually 9600bps or faster) in a DOS session run from Windows. An alarm occurs and sounds a tune. Your download loses characters.

### **Solution:**

Generating sound on a PC is a processor-intensive task. We have taken pains to make ClockMan work well in a multitasking environment, but sometimes a real-time process running in a DOS session can get interrupted long enough to lose information. Try using shorter tunes for your alarms, or turn audible alarms off from the Options dialog before running a high speed real-time process. You can also press **Esc** while the tune is playing to cut it off.

### **Related Topics:**

[Quieting alarms](#)

## You Americans use that funny 12-hour time format!

### Problem:

ClockMan displays the time in that strange 12-hour "12:34 am/pm" format preferred by its American authors, but you prefer the "1234h" 24-hour format that God intended.



### Solution:

ClockMan displays time in the format that is set up by Windows. You can change this format by running the Windows Control Panel and selecting the "International" icon. (You can also change the date and currency formats in this Control Panel section.) For more information, see the Microsoft Windows User's Guide, pp. 180-186 (English language version).

### Related Topics:

[Displaying the time with TimeBar](#)

[Setting the current date & time](#)

## Technical Support

Technical help with ClockMan can be answered many different ways:



If you call bulletin boards, a quick answer can be had by your **local computer guru**. She'll know!



If you call **CompuServe**, you can address a message in the Windows Advanced Users forum (GO WINADV). Technical support on CompuServe is handled by Koll Simonds (CIS 70144,1540).



We can be reached via **Internet** at [70144.1540@compuserve.com](mailto:70144.1540@compuserve.com).




There's always **The Graphical Dynamics Support BBS** - (206)938-2398 (Seattle) - 24 hrs, 9600 8N1.



If you've registered your copy of ClockMan, you can call **Graphical Dynamics Technical Support line**: (206) 935-6032 9:00am - 6:00pm PST (5:00pm - 2:00am UTC). (Be sure to have your license number handy.)

## How to Use Spinfields


**A** spinfield is a special type of dialog box control that makes it easier for you to cycle through numeric information, such as the time of day or how many times to repeat an alarm tune.


A spinfield consists of one or more edit fields with a  button immediately to their right:

Countdown:   seconds    AM  
 PM

You can enter data into these fields with either the mouse or the keyboard.

### To Change Data with the Mouse:

Simply click on either the up or down arrow in the  button. This will increment or decrement the associated field.

If a  button is associated with more than one edit field (such as in a date or time field), then clicking on the button affects whichever edit field had the input focus last.

### To Change Data with the Keyboard:

Change the data in a spinfield just as you would a normal edit box. However, you can also press the up or down arrow keys to increment or decrement the number.



An **alarm** is an event that occurs at a specific time, either once on a particular date, or many times on specific recurring days.

A **special key** is any key that doesn't correspond to a standard alphanumeric character:

\* + - . / and **0** thru **9** on the numeric keypad, **Backspace**, **Break**, **CapsLock**, **Clear**, **Delete**, down arrow, **End**, **Enter**, **Esc**, function keys **F1** thru **F16**, **Home**, **Insert**, left arrow, **NumLock**, **PageDn**, **PageUp**, **Print Screen**, right arrow, **Tab**, up arrow.



<b>M</b> ove	
<b>C</b> lose	Alt+F4
<b>S</b> witch To...	Ctrl+Esc
<b>S</b> et alarms...	Ctrl+S
<b>O</b> ptions...	Ctrl+O
<b>S</b> et <b>d</b> ate/time...	Ctrl+D
Turn <b>b</b> eeper off	Ctrl+B
<b>H</b> elp	
Enter <b>L</b> icense Info...	
<b>A</b> bout ClockMan...	



CM - ClockMan.ALR

<b>M</b> ove	
<b>C</b> lose	Alt+F4
<b>S</b> witch To...	Ctrl+Esc
<b>S</b> et alarms...	Ctrl+S
<b>O</b> ptions...	Ctrl+O
<b>S</b> et <b>d</b> ate/time...	Ctrl+D
Turn <b>b</b> eeper off	Ctrl+B
<b>H</b> elp	
Enter <b>L</b> icense Info...	
<b>A</b> bout ClockMan...	

2:52

CM - ClockMan.ALR

<u>M</u> ove	
<u>C</u> lose	Alt+F4
<u>S</u> witch To...	Ctrl+Esc
<u>S</u> et alarms...	Ctrl+S
<u>O</u> ptions...	Ctrl+O
<u>S</u> et <u>d</u> ate/ <u>t</u> ime...	Ctrl+D
Turn <u>b</u> eeper off	Ctrl+B
<u>H</u> elp	
Enter <u>L</u> icense Info...	
<u>A</u> bout ClockMan...	

2:53

CM - ClockMan,ALR

<b>M</b> ove	
<b>C</b> lose	Alt+F4
<b>S</b> witch To...	Ctrl+Esc
<b>S</b> et alarms...	Ctrl+S
<b>O</b> ptions...	Ctrl+O
<b>S</b> et <b>d</b> ate/time...	Ctrl+D
<b>T</b> urn <b>b</b> eeper off	Ctrl+B
<b>H</b> elp	
Enter <b>L</b> icense Info...	
<b>A</b> bout ClockMan...	

2:55

CM - ClockMan.ALR

Set alarms...

When:



9:14 PM May 9, 1991

Ala

Message

\* 1:0  
1:0  
\* 2:5  
\*\* 9:1

Tone:




3:14 PM May 3, 1991

## Message

Type: **Announce** ▾

Text: **This is where you type the messages that will pop up when the alarm goes off.**

**Beep** **Bach Toccata & Fugue** ▾ 

## Program

Pgm line:

## Alar

\* 1:00  
1:00  
\* 2:50  
\*\* 9:10

\* Alre

## Message

Type: **Announce** ▾

Text:

**Announce**  
**Confirm**  
**Countdown**  
**Invisible**

les figures ready  
fectual middle-  
at 3:00pm!

Beep

Neener

Beep

Bach

## Program

**Pgm line:**

**Show as:**  ▾

**Keystrokes:**

= Alt

\*\* W

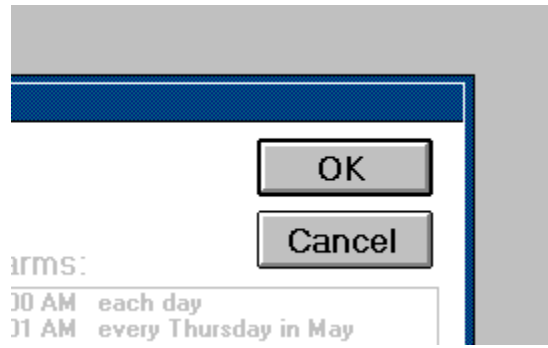
Alarms:

- \* 1:00 PM each day
- 1:01 PM every Thursday in May
- \* 2:56 PM each day
- \*\* 9:14 PM May 9, 1991

\* Already occurred today  
\*\* Will never occur again



\* Already occurred today  
\*\* Will never occur again



Items:

- 10 AM each day
- 11 AM every Thursday in May

When...

Time

09 :37

AM  PM

## Date

---

**Once**   **Wednesday**

**Rekurs**   **in**



**Daily**





Options...

Beeper:  Enabled

"Beep" checked by default

Default tune: WhoopWhoop  

Stop after    times

## Other Options:

---

Default message type

**Announce**  
Confirm  
Countdown  
Invisible

Confirm alarm deletes

Log to file

Countdown:  :    
 mins:secs

Use TimeBar

Show seconds

Top-level windows only

Left side   Right side

## Other Options:

---

Default message type

**Announce**  
Confirm  
Countdown  
Invisible

Confirm alarm deletes

Log to file

Countdown:  :    
 mins:secs

Use TimeBar

Show seconds

Top-level windows only

Left side   Right side

## Other Options:

---

Default message type

**Announce**

Confirm

Countdown

Invisible

Confirm alarm deletes

Log to file

Countdown:  :    mins:secs

Use TimeBar

Show seconds

Top-level windows only

Left side   Right side

## Other Options:

---

Default message type

**Announce**  
Confirm  
Countdown  
Invisible

Confirm alarm deletes

Log to file

Countdown:  :    
 mins:secs

Use TimeBar

Show seconds

Top-level windows only

Left side   Right side

## Other Options:

---

Default message type

**Announce**  
Confirm  
Countdown  
Invisible

Confirm alarm deletes

Log to file

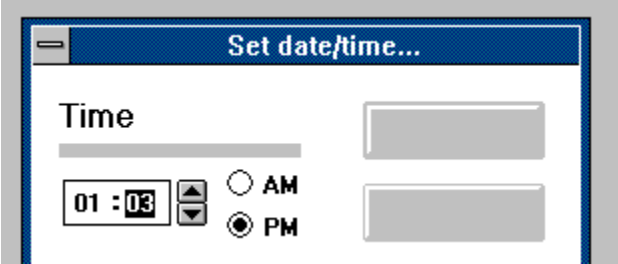
Countdown:  :    
 mins:secs

Use TimeBar

Show seconds

Top-level windows only

Left side   Right side



Date

06 / 11 / 91 Tuesday



