

Before starting there are a few terms which you should become familiar with.

Important!

There is currently No Undo Support in Times+! The Undo command is there simply for use by DA's under Mac OS 6. Please remember this! You can always "undo" an action by reverting to a previously saved version of the open file. Save often, as this is your only recourse should you perform an action you wish to undo!

Event

An Event is anything which you want to time using Times+. Events have a Title (arbitrary length, no character restrictions, duplicates allowed), an ID# (same, so it doesn't have to be a number), a Notes area (up to 32K of text), and time Entries for keeping track of the time on the Event.

Event List

This is the Times+ file which holds Events which you create and time. An Event List is like any other Macintosh file which you Open and Save through the File menu. However, only one Event List may be opened by Times+ at a time for viewing and/or editing.

Entry

Entries are what Times+ uses to time Events. Whenever you Start/Resume timing for an Event or Stop/Pause it, Times+ "stamps" an Entry with the date and time of the Start or Stop, and adds this Entry to a list of Entries for the Event. From this list of Entries, Times+ can tell you the total time on an Event regardless of whether or not the computer has been off, as long as the time in the computers clock (which is always running, regardless of whether or not the computer is on) is accurate and the Event List with the Event was saved after the last status change (the last time you Started or Stopped an Event).

Time Record

This simply refers to the list of Entries for a given Event. You may view an Event Time Record to see when the Event was timed and when it was paused, i.e. when Entries were made.