Future Planner Help Contents

The Contents lists Help topics available for IconWorks.   Use the scroll bar to see entries not currently visible in the Help window.

To learn how to use Help, press F1 or choose Using Help from the Help menu

Future Planner Help

   Disclaimer and Copyright

   Introduction

   Learning Future Planner

   Other Features and Tools

   Ordering Information

   Bug reports

   Acknowledgements

Introduction

Future Planner gives you a quick and easy method of daily planning and general record keeping. The program was written with the above purpose in mind. Using Future Planner, it is possible to store all types of information chronologically inluding names, places, tasks, costs, images and audio making it ideal for keeping accounts, inventories, reminder notices etc..

By selecting the "show weekly reminders" form the options menu and placing the program's icon in the startup directory of windows, automatic reminder notices are displayed for the coming week.

This program contains a number of tools and utilites. These inlude:
(a) a spreadsheet and graphical view of your monetary contents,
(b) a general loan simulator,
(c) a spreadsheet view of all phone records in the current planner file,
(d) a notepad,
(e) a dual display calculator and
(f) a view of the current, capital city world times.
These are contained in the menu item marked 'Tools'.

Learning Future Planner

Once the program is up and running, the planner files, which contain the list of records e.g., dates, times, places, comments, audio messages, etc., may be loaded or saved by clicking on the File menu item in the main program window and selecting the apropriate operation. The entire contents of the current list of records may be printed by choosing Print form the file menu item .Make sure the correct printer type is specified in the Windows print setup found in the control panel of the Main group icon.

Entering records is achieved by either selecting the Edit Records option from the menu bar on the main program screen or double clicking an item in the list window or double clicking the first line in the list window if no items are currently stored. From the Edit Records window, you may enter dates, times, text, graphics and voice simply by clicking in the appropriate gadget and typing in the text or speaking into a microphone if you have an appropriate sound card. To add a record to the main list, simple click on the add button to enter a record. You are required to always add the date for each record entry. The vertical scroll bar in this window allows you to scroll through all records in the current list.

The current list of records may be displayed by day, date, name or task/item in the main program window. The list, however, always remains in a chronological order.

The tools menu item gives you access to miscellaneous and various utilities related to the current record list - see the next topic in the contents list for a brief description.

The options menu allows a startup choice of the main prgram screen or a list of reminders for the comming 7 days and, by placing the Future Planner icon in the Windows startup directory, the weekly reminders will be displayed every time Windows is run. The date style is set via the Windows international icon found in the control panel of the main program icon. The font type, file backups and saving settings are controlled from this menu item also.

Other Features and Tools

Ledger:
Selecting the Ledger-show item from the main menu, displays
a list of all iomes and expenses iurred. The list can
be printed out and kept as a hard copy. Selecting the
Ledger-plot item from the main menu displays a plot of all
iomes and expenses on a graph as a fution of time.

Loan Simulator:
The loan simulator will calculate and display, in table form, all loan
repayment information relating to the input parameters specidied by the user. The inputs
ilude: the loan amount, the period of the loan, the interest rate and
the frequey of repayment. All calculated parameters may be printer out.

Phone Book:
The phone book menu item, when selected, displays a list of all names and phone numbers in the
current Planner record list.

Notes:
The Future Planner notepad is useful for writing, saving and printing out memos etc.. The
information can be saved as text format and may be cut and pasted into other applications or
loaded into other word processing software.

Calculator:
This contains most   features of a standard calculator with the added feature of a double digital
readout display. The display is switched by pressing on the right hand side buttons next to each
display with the mouse pointer.

World Times:
This fascility gives a listing of all capital city world times. By clicking on the appropriate country
flag, all other country capital city times are displayed in reference the currently activated capital
city flag.

Ordering Information

To obtain a fully working registered version of Future Planner, please send a cheque or money order for $25 Australian (US $18) together with your name and address to:

Future Computer Products,
P.O. Box 47,
Briar Hill, Victoria, 3088
AUSTRALIA

Bug Reports

Please send any bug reports to the following address:

Future Computer Products,
P.O. Box 47,
Briar Hill, Victoria, 3088
AUSTRALIA

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Glossary

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