

Micawber



version 1.00

This software is declared Shareware.
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A Moose Production.

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Shareware Notes

This means you may copy the main program and help documentation on to as many machines as you like, and distribute it to as many people as you like, free of charge. However if you like the software, and use it often, then you are encouraged to register with the author.

Overview

Micawber is aimed at making the job of accounting for expenses at home easy.

This is done by storing accounts of money transactions in the form of payments and receipts to produce an overall balance.

Once account entries have been entered into Micawber, the account can be examined in a large range of ways, including sorting and ordering of entries, formatting of entries, and graphs.

Related Topics

[Using Micawber](#)

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Using Micawber

To get started with Micawber, create yourself a directory in which you would like to store all your account details in.

In Micawber then set the [Base Directory](#) to this directory using the [Base Directory](#) option on the File menu.

Now create yourself some [categories](#) using the [Edit Categories](#) option on the File menu.

Once you have done this, you can create the initial [month](#) of your first [account](#) using the [New Account](#) option on the File menu.

You can then enter account entries into this month.

When you are ready to add following months you will need to load up at least one existing account month using the [Load Month](#) option on the File menu followed by using the [New Month](#) option on the File menu.

With your account information entered, you can display it in various ways with the [View Mode](#) and look at it in a number of different ways with the options on the [Account Menu](#).

Related Topics

[Overview](#)

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The Menus

Please select the menu you would like more information on:

File

Edit

Account

Display

Options

Window

Registering Micawber

Micawber is declared SHAREWARE software.

Cost of Registration

It only costs 12 pounds (UK Sterling) to register Micawber.

Benefits of Registration

Once registered, your personal unlock code is stored in a file in your Micawber working directory so that it can be automatically entered for you every time the program loads, bringing the following benefits:

- 1) No shareware reminder screens as the program loads and unloads.
- 2) The ability to load more than 3 account months for editing at a time. Registered users can have up to 20 loaded.

NOT Crippleware

Micawber is not crippleware, in that if you do not register Micawber immediately it will still work fully.

So Why Register then?

Well, there are several reasons:

- 1) Peace of mind. You will be pleased to know that you have encouraged a single programmer software development outfit (that's me!!) to continue producing innovative and fun software in the future.
- 2) Life Membership. Your Unlock code will work with ALL future versions of Micawber and that's guaranteed. This means that even if the registration fee is put up in the future, or I start disabling more options on future shareware versions to encourage registration, you will be already registered.
- 3) You will receive information on other Moose Productions.

Still Unsure?

Go out and look at the prices of other accounting packages!!

Let's Go Then!

You can either use the automatic Registration Form if you have a printer or put together a manual registration.

Once you have your unlock code, select Register NOW from the Help menu to register the program.

Contact the author for more information.

Contacting the Author

The author of Moose Productions software can be contacted by letter at:

**Quintin Willison
Moose Productions
The Old Rectory
Norfolk
NR16 1RW
UK**

or by Electronic Mail at:

Q.D.F.Willison@herts.ac.uk

or by telephone on:

UK: (0378) 011 839

(you do not need to insert the PhoneDay 1 before the 378 as this is a mobile number)

I will be pleased to hear from anybody who is using the software, not only in order to get an idea of how widely it is being used, but also to obtain suggestions and bug reports.

I am currently at university, so the E-mail address above should be valid until about mid 1997, and will only be likely to get a response within normal term times.

Revision History

Micawber uses a standard Version Numbering Scheme.

v.1.00 - 16 April 1996
Original Version.

Version 1.00 Release Notes

Original Version.

Version Numbering Scheme

Moose Productions uses a 3 digit version numbering scheme of the form:

<major> . <minor> <fix>

A change in the <fix> version number indicates that changes to this version from it's previous version were only involved with fixing bugs, performance tweaking and small adjustments.

A change in the <minor> version number indicates that something slightly more important has been added to the program, like some extra features. Bug fixes and the like may also have been implemented.

A change in the <major> version number indicates a change to the program fundamentally which adds a large bit of extra functionality which is not necessarily specific to any one feature. Additional methods and bug fixes may also have been implemented.

Transaction

A transaction is the receiving or handing over of money in a bank account.

If I withdraw 10 pounds from a cash machine, then I have had a transaction with the bank, whereby I have received 10 pounds into my hands and my bank account has made a payment of 10 pounds.

If my work salary for the month is payed into my account then my employer has had a transaction with my bank, whereby they have payed money to the bank and my bank account has received money.

Account

An account records money transactions, keeping a record of how much money is available in the form of a balance.

An account can be real, in the form of a bank current account, where that money is instantly accessible from my bank, or it can be in the form of a simple record. For example if a friend keeps borrowing money from me, then I might create a Micawber account which records how much money I owe the friend (account in the red) or they owe me (account in the black).

Account data is only editable on a monthly basis. This means that a separate window has to be opened to edit data for every account months.

Payment

A payment in an account means that money has been spent from the account to decrease its balance.

Receipt

A receipt in an account means that money has gone into the account to increase its balance.

Balance

The balance of an account is how much money the account has in it at any one time.

Opening and Closing Balances

The opening balance is how much the account has in it at the beginning of the month.

The closing balance is how much the account ends up with in it at the end of the accounting month.

Red

For an account to be in the red, it must have more than zero for its balance.

Black

For an account to be in the black it is overdrawn (balance is less than zero).

Overdrawn

For an account to be overdrawn, it has less than zero in it's balance.

File Menu

Please select the option you would like more information on:

New Account...
Delete Account

New Month...
Load Month...
Close Month
Export Entries...
Import Entries...

Edit Categories...
Base Directory...

Exit

Edit Menu

Please select the option you would like more information on:

Cut Entry

Copy Entry

Paste Entry

Insert Above Current Entry

Overwrite Current Entry

Insert Below Current Entry

Delete Entry

Insert New Entry Above

Insert New Entry Below

Account Menu

Please select the option you would like more information on:

Analysis

Category Distribution

Payments...

Receipts...

Report

Statement...

Change Opening Balance...

Information...

Display Menu

Please select the option you would like more information on:

Edit
View

View Options...

Options Menu

Please select the option you would like more information on:

[Automatic Categories](#)

[Load in View Display Mode](#)

[Save Now](#)

[Save on Exit](#)

Window Menu

Please select the option you would like more information on:

Cascade

Tile Vertical

Tile Horizontal

Arrange Icons

File: New Account...

Initialises a new account.

This is done by creating the first account month for the account:

Account Name

This is a freeform text area for you to give a name for your account. It is important to be descriptive here, as this will be the only way of you recognising which account it is later on. You can have names with a maximum of 40 characters.

For example you might enter:

Lloyds Current Account

Opening Balance

This is the amount of money that the account month you are going to enter first for this account has in it.

Account Info

This is a space for you to enter additional information about the account. Like the account name this is freeform text, but unlike the account name you can enter quite a lot more text here (100 characters).

For example you might enter additional account details like:

Sort Code: 02-01-03 Acc. No.: 5567722

This text get's printed underneath the account name on all reports generated by Micawber.

Opening Month

This is the first month you are going to enter for the account. Click on the Change button to select the month you want.

Creating New Accounts

To create a new account, you enter the earliest month for that account you have with New Account and then use New Month for following months in order. It is best to do it this way as you will then only need to enter one opening balance, for the first month, and then the following month opening balances will be automatically worked out for you from previous month closing balances when you create the new months.

File: Delete Account

This deletes all files related to the account in the current account month window. This means that not only the loaded account month is deleted, but all months - effectively eliminating the account!!

You will have to close down all other months for the account in Micawber before trying this option.

File: New Month...

Creates additional account months for the currently opened account.
Displays the Select Month window.

Use this to add extra statements worth of account entry data to an account. You will need to load up and select the edit window for one month of the account before using this method.

File: Load Month...

Loads an account month from disk for editing or viewing in a new window (Micawber is an MDI application).

To change the month, click on the Change button and you will be presented with the Select Month window.

File: Close Month

Select to finish editing the current account month window, saving all the data and then closing the window.

File: Edit Categories...

Allows you to change the Micawber Categories database.

Categories can only be changed when no accounts are open. For this reason, if you select this option without having closed all open account months down then you will receive an error.

Displays the Edit Categories window.

The Categories database is stored in the current base directory and is only relevant to accounts in that directory.

File: Base Directory...

Select in order to change the current base directory for storage and retrieval of accounts data.

File: Exit

Bye Bye!

Edit: Cut Entry

Copies the currently selected account entry to the clipboard and then deletes it from the account month.

Edit: Copy Entry

Copies the currently selected account entry to the clipboard.

Edit: Paste Entry: Insert Above Current Entry

Pastes the account entry in the clipboard above the currently selected account entry.

Edit: Paste Entry: Overwrite Current Entry

Pastes the account entry in the clipboard over the currently selected account entry, replacing it.

Edit: Paste Entry: Insert Below Current Entry

Pastes the account entry in the clipboard below the currently selected account entry.

Edit: Delete Entry

Deletes the currently selected account entry.

Edit: Insert New Entry Above

Inserts a blank account entry above the currently selected account entry.

Edit: Insert New Entry Below

Inserts a blank account entry below the currently selected account entry.

Account: Analysis: Category Distribution: Payments

Displays a pie chart showing distribution of payments for the current account month.

Account: Analysis: Category Distribution: Receipts

Displays a pie chart showing distribution of receipts for the current account month.

Account: Analysis: Monthly Payments/Receipts

Displays a bar chart of payments against receipts by account month for the 18 months preceeding the currently loaded account month.

Any months not existing will just not display on the bar chart. This means this graph is useful even when you do not have a full 18 months of data in Micawber.

Account: Report: Statement

Print a copy of the current account month.

Statement Options

Displays the View Settings window in order for you to select the columns to print, the order which to print them in and any filtering options.

Page Setup

Displays the Page Setup window in order for you to setup the margins for the printed statement.

Account: Change Opening Balance

Allows you to change the opening balance for this account month.

Display: Edit

Changes the account month into Edit Mode.

Display: View

Changes the account month into View Mode.

Display: View Options...

Change the way the account displays in view mode.

If no accounts are loaded then this changes global view settings (e.g. those for new accounts).

Displays the [View Settings](#) window.

Options: Automatic Categories

This option instructs Micawber to look at the Particulars for account entries as you enter them and to look for keywords from your category database in order to try and work out what category the entry belongs to.

Pressing the RETURN or ENTER key triggers this check to go off. It is therefore recommended to enter your account entries not using TAB.

Existing categories will not get replaced.

Options: Load in View Display Mode

This option instructs Micawber to load all accounts in View Mode automatically.

Options: Save Now

Saves all settings now. This option may be used if you do not want Micawber to save on exit but you want to save the current settings.

Options: Save on Exit

Selecting this option instructs Micawber to save all settings whenever a Micawber session is ended (e.g. you exit or close the program).

Window: Cascade

Cascades all Micawber account windows one on top of the other from the top left corner of the Micawber main window.

Window: Tile Vertical

Arranges all Micawber account windows neatly within the Micawber main window in order to maximise their viewing area vertically.

Window: Tile Horizontal

Arranges all Micawber account windows neatly within the Micawber main window in order to maximise their viewing area horizontally.

Window: Arrange Icons

Arranges all iconised Micawber account windows neatly within the Micawber main window.

Base Directory

Micawber allows you to set up areas for separating accounting activities in to. These are based around directories on your hard disk or storage network, known as base directories.

What the Base Directories store

Each base directory has it's own database of categories, and any one account must be totally stored in any one base directory.

When Micawber creates and saves account months it stores all the data in the current base directory. This includes configuration options for the accounts (like view options).

Example

If both my flatmates and I all use the computer for entering accounts information into, then I may create a number of directories on the hard disk like this:

c:\micawber\quintin

c:\micawber\tom

c:\micawber\matt

and then, for example, when Tom wants to do anything with his accounts his first operation, once he's loaded Micawber, is to simply change the base directory to c:\micawber\tom by using the Base Directory option on the file menu.

Account Month

Micawber stores data for each month of an account in a different file. These files are known as account months. This system means that Micawber is very fast to deal with data, as only one month of data is dealt with at a time. Also, summary data is saved with each month to make monthly analysis easier.

File: Export Entries...

Export account entries to a CSV file.

Select a filename to save under. The normal filename extension to use for these files is CSV.

File: Import Entries

Import account entries from a CSV file.

Select a file to import.

You will then be presented with the Import Entries window.

Category

A category is a way to assign your account entries into groups of type of transaction. For each Micawber base directory you have on your system, a category database file is stored. This means that all the accounts in that directory will use the same categories. Use the Edit Categories option on the File menu to edit categories.

View Settings

Click on any are of the window you would like more information on:

	Display Columns	Sort By	Filter		Matches	Exceptions
Day	<input checked="" type="checkbox"/>	<input checked="" type="radio"/>	<input type="checkbox"/> between	<input type="text"/> and <input type="text"/>	<input checked="" type="radio"/>	<input type="radio"/>
Particulars	<input checked="" type="checkbox"/>	<input type="radio"/>	<input type="checkbox"/> substring	<input type="text"/>	<input checked="" type="radio"/>	<input type="radio"/>
Amount	<input checked="" type="checkbox"/>	<input type="radio"/>	<input type="checkbox"/> between	<input type="text"/> and <input type="text"/>	<input checked="" type="radio"/>	<input type="radio"/>
Category	<input checked="" type="checkbox"/>	<input type="radio"/>	<input type="checkbox"/> any of	<input type="text"/>	<input checked="" type="radio"/>	<input type="radio"/>
Balance	<input checked="" type="checkbox"/>			<input type="text"/>		

Amount Display	Balance Display
<input type="radio"/> 1 column: -ve/+ve	<input type="radio"/> -ve/+ve
<input type="radio"/> 1 column: DR/CR	<input checked="" type="radio"/> DD
<input checked="" type="radio"/> 2 columns: Payments / Receipts	<input checked="" type="checkbox"/> End of Day Only

Display Columns

Check the boxes next to the columns you want to be displayed, and make sure that the columns you do not want displayed are not checked.

Sort By

Select the column by which you would like to sort the displayed account entries. For example, sorting by day would be asking the computer to display earliest entries first followed by later entries, whereas sorting by Particulars will display entries alphabetically by whatever text is in the particulars column.

Filter

Check the boxes next to columns you would like to filter with.

You will need to enter filter settings next to this box.

For example, if I want to only display account entries made between days 10 and 20 of this month, then I would check the filter box next to Day and type 10 into the first of the between boxes and 20 into the second.

Between (Day)

Enter the lowest day you would like to display in the first box and the highest day you would like to display in the second box.

For example, if I wanted to display account entries between days 10 and 20 of this month then I could enter 10 into the first box and 20 into the second.

Not entering anything in one of the boxes puts no limits on that end of the scale.

For example, if I wanted to display account entries below day 25 of the month then I could just enter 25 into the second box, whereas if I wanted to display account entries above day 11 of the month I could just enter 11 into the first box.

Substring (Particulars)

Enter a piece of text which must be contained within the particulars text of an account entry in order for the filter to succeed.

For example, if I only want to display entries with "ASDA" in them, then I could enter "ASDA" into this space. I would then get entries back like "ASDA SUPERSTORES", "THE ASDA CO." and "MASDA MOTORS", because all of these entries contain the text "ASDA".

Between (Amount)

Enter the lowest amount you would like to display in the first box and the highest amount you would like to display in the second box.

For example, if I wanted to display account entries for amounts over -20 and under 30 then I could enter -20 into the first box and 30 into the second.

Not entering anything in one of the boxes puts no limits on that end of the scale.

For example, if I wanted to display payments from my account then I could just enter 0 into the second box, whereas if I wanted to display account receipts over 10 then I could just enter 10 into the second box.

Category List

This displays the categories for which the filter will succeed.
Click on the button to the right of this box to change this.

Category List

Click on this button to change the categories for which the filter will succeed.

Matches

Select this option next to columns with filters for which you would like the filter to operate normally.

i.e. when the filter succeeds the entry gets displayed.

Exceptions

Select this option next to columns with filters for which you would like the filter to operate in an inverse manner.

i.e. entries only get displayed when the filter fails.

1 column: +ve/-ve

Select this option to display account entries with the standard amount format and a simple plus or minus sign depending on whether the entry is a payment or a receipt.

Amount Format

All amounts in Micawber are display with the standard format of comma seperated thousands and 2 decimal places.

e.g.

8899922.347

displays as:

8,899,922.35

1 column: DR/CR

Select this option to display amounts with the standard amount format but to display a CR for receipts instead of a plus symbol and a DR for payments instead of a minus symbol.

2 columns: Payments/Receipts

Select this option to display amounts in two columns formatted with the standard amount format.

No plus/minus or CR/DR symbols need be displayed with this option.

This is how a bank statement would tend to display your account transactions.

-ve/+ve

Select this option to display balance entries with the standard amount format and a plus sign to signify the account is in credit and a minus symbol to indicate overdrawn.

OD

Select this option to display balance entries with the standard amount format and no plus or minus signs. Instead OD is printed next to the balance if the account is overdrawn.

End of Day Only

This option only displays balances if they are next to the last entry of the day.

This is how your bank statement is most likely to display your account transactions.

Import Entries

Click on any are of the window you would like more information on:

Day	<input type="text" value="Day"/>	↓
Particulars	<input type="text" value="Particulars0"/>	↓
Category	<input type="text" value="Category"/>	↓
	<input checked="" type="checkbox"/> Add New Categories to Database	
Amount	<input type="text" value="Amount"/>	↓

Day

Select the column from the imported file which you would like to be the source for day information on imported entries.

Particulars

Select the column from the imported file which you would like to be the source for particulars information on imported entries.

Category

Select the column from the imported file which you would like to be the source for category information on imported entries.

Add New Categories to Database

Check this option if you would like Micawber to ensure that all categories in the imported file are imported.

Micawber does this by adding categories it cannot find in your category database to the database automatically as the import progresses.

Amount

Select the column from the imported file which you would like to be the source for amount information on imported entries.

CSV

Comma Seperated Values

File format used for transferring data between spreadsheet and database applications. Micawber will both export and import these files.

Edit Mode

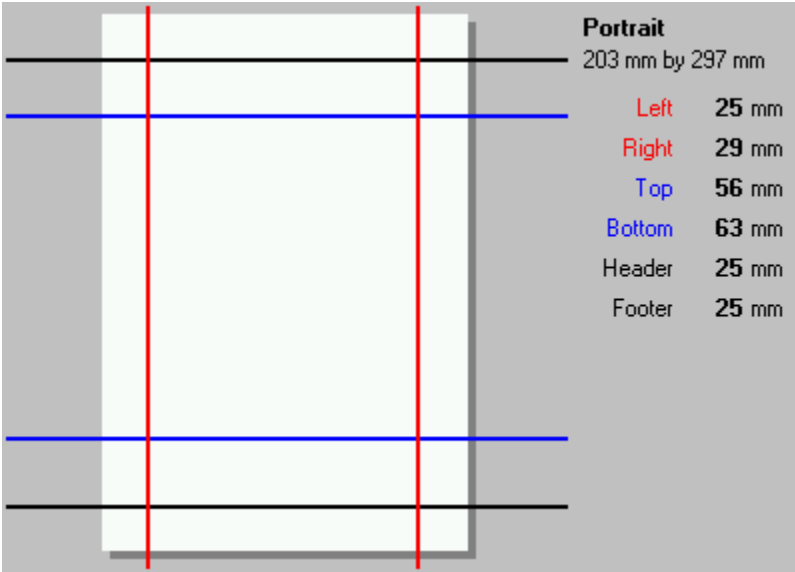
This mode for account windows allows you to edit the account entries.

View Mode

This mode for account windows allows you to view the account entries neatly according to your current view options for the account. You will not be able to edit any account entries in this mode.

Page Setup

Click on any are of the window you would like more information on:



Header

Drag line to change margin at which the Header prints.

Top

Drag line to change margin at which the Top of the printed data prints.

Bottom

Drag line to change margin at which the Bottom of the printed data prints.

Footer

Drag line to change margin at which the Footer prints.

Left

Drag line to change left margin for printed data, headers and footers.

Right

Drag line to change right margin for printed data, headers and footers.

Displays the current margins in millimetres.

Header Area

This is where the header will print.

Body Area

This is where all the printed data will print.

Footer Area

This where the footer will print.

Page Orientation

Displays the way up on the page that data will print.
This is governed by your default Printer Settings.

Page Size

Displays the size of the printer page.
This is governed by your current Printer Settings.

Edit Categories

Click on any are of the window you would like more information on:

Categories

Cash Withdraw	New Delete
Groceries	
Wages	
Mobile Bill	

Title

Keywords

Categories List

Categories in your database.
Click on the category to edit it.

Title

Edit the title for the currently selected category in this box.

Keywords

Edit the keywords for the currently selected category in this box.

Separate keywords or phrases by exclamation marks (!).

For example, if I wanted this category to respond to entries of ASDA, LITTLE SHOP and SAFEWAY then I could enter:

ASDA!LITTLE SHOP!SAFEWAY

New

Click here to add a new [category](#) to the database.

Delete

Click here to delete the currently selected [category](#).

MDI

Multiple Document Interface

Micawber allows a number of account months to be open at once. Each open month will be displayed in it's own window.

The Window Menu allows you to control these windows.

Clipboard

The windows clipboard provides a temporary space for storage of graphics and text. Many of the options on the Edit Menu allow you access to the clipboard.

For example, if you wanted to move an account entry up in the account month, you could click on it to select it and then use the Cut option from the Edit menu followed by clicking on the entry you would like to insert the entry above and selecting Paste Insert Above from the Edit menu.

Payment Method

You can pay for your Micawber registration by the following methods:

Cheque

payable to Quintin Willison.

Postal Order

payable to Quintin Willison.

Unfortunately, I cannot as yet accept credit cards.

please do not send cash by post.

Unlock Code

The personal unlock code contains your name encrypted as well as your serial number. Your unlock code is useless as to anyone else as it makes the Micawber program print your name around the program making it obvious that the other person is illegally using an uncock code.

Manual Registration

To register Micawber send a cheque or postal order made payable to

QUINTIN WILLISON

for 12 pounds at the following address:

Quintin Willison

Moose Productions

The Old Rectory

Norfolk

NR16 1RW

UK

with a cover letter specifying your full name (including any first or middle names), the version of Micawber you are currently using, and how you would like to receive your unlock code. Chose from the following:

- 1) First Class UK mainland address - including postcode.
- 2) UK Phone Number. NOT a mobile or premium rate service. Specify the STD area code and county.

Mailing Option

You can receive your Micawber unlock code by any of the following methods:

Land Mail

First class mail (UK and Ireland)

Telephone

To a land telephone number (NOT a mobile or premium rate number).

Registration Form

Reached by clicking on the Registration Form option on the Help menu.

Enter your details in the boxes on the form.

Chose your preferred payment method and method of recieving the unlock code.

Once you are ready, click on the Print... button and Lottery will print a letter addressed to Moose Productions for you with all the information in it. This letter will be printed to your default Windows printer.

If you have any problems, or you do not have a printer, then write a manual registration.

Register Micawber

Enter the unlock code which you have been sent. It is grouped into sets of four digits to make it easier to enter.

If you do not yet have an unlock code then you will need to write to Moose Productions to register.

MICAWBER.COD

For registered users, this holds your personal unlock code so that it is automatically entered for you every time the program loads.

Working Directory

This is the directory that Micawber loads up with.
Initialisation details and your unlock code file (MICAWBER.COD) are found here.

Select Categories

Click on any are of the window you would like more information on:

Selected Categories		Available Categories
Groceries Cash Withdraw	<<<<	Wages Mobile Bill
	>>>>	

Selected Categories

Displays the categories which will be used by the filter.

To remove a category from this list, select it and then click on the following button:



Available Categories

Displays the categories which will not used by the filter.

To add a category to those used by the filter, select it and click on the following:



Add Category

Select a category from the Available Categories list and then click on this button to add it to the categories used by the Filter.

Remove Category

Select a category from the Selected Categories list and then click on this button to remove it from the categories used by the Filter.

Coming Soon

Expect the following from future versions of Micawber:

- More account analysis options.
- Printing of analysis graphs.
- Linking of account entries between accounts.
- User maintainable formatting of amounts.
- Possibly the ability to store more account entries per account month.
- Password encoding for accounts data local to each base directory.

Other Moose Productions

Lottery

15 methods to select your Lottery numbers, including random numbers, hot/cold numbers, prose analysis, drawing pictures, join the dots, make your own pizza and much much more. Also stores a database of past draws, with lots of analysis options.

Syndicate options for use in an office.

Received a review score of 8 out of 10 in a PC home magazine article (December 1995) which is the same score as the official Camelot endorsed software.

HelpMake

Fast and quick help file creation tool.

Use with the Microsoft Help Compiler for DOS.

Creates the RTF and HPJ files required by the Help Compiler and runs the compiler for you.

MDI application allowing editing of many help topics at a time.

Postit

Windows postit notes with multimedia events.

Allows you to set up reminder notes to trigger when you run an application.

Sound FX

Windows multimedia sound files manager - librarian, push player and sequencer.

Fontlist

Prints quick lists of available fonts to printer.

For information on any of the above mentioned software contact the [author](#).

Invalid Unlock Code

Error-070001

Problem:

You entered an in-correct unlock into the Lottery program.

Solution:

Try checking through all the digits in the number you typed in to see whether any of them have been typed in in-correctly (you can scroll through it with the arrow keys).

If you are positive that you have typed the number in correctly, and the number you have typed in was sent to you by Moose Productions then contact the author. Please have your serial number at hand if you phone, or include it in your mailing if sending an E-mail or letter.

Account Information

The following information is displayed in this information window:

Account Name

The name of the account as you entered it when you created it.

This is the name you see in the lists when you load accounts and whenever the account is referred to by Micawber.

Information

This is additional information as you entered it when you created the account.

Current Month

This is the currently loaded account month.

Total Entries

This is the number of accounting entries in the currently loaded account month.

Opening Balance

This is the opening balance of the currently loaded account month.

Closing balance

This the closing balance of the currently loaded account month.

Total Payments

This is the total amount of money that has gone out of the account in payments in the currently loaded account month.

Total Receipts

This is the total amount of money that has come into the account in receipts in the currently loaded account month.

Account: Information...

Displays the Account Information window.

Select Month

Click on any are of the window you would like more information on:

Year	←		→	1996
January	February	March		
April	May	June		
July	August	September		
October	November	December		

Greyed out Month

This month is greyed out because you cannot select it.

For example, if you are loading an account month, this could be either because the month is already loaded or because it does not exist.

Month

Click on this button to select the month.

Year Scroll

Use this to change the year from which you would like to select a month.

Shows the year from which you are currently selected a month.
Use the Scroll bar to change.

