



ROCHACARDOSO
Projects

Reminder

User's Manual

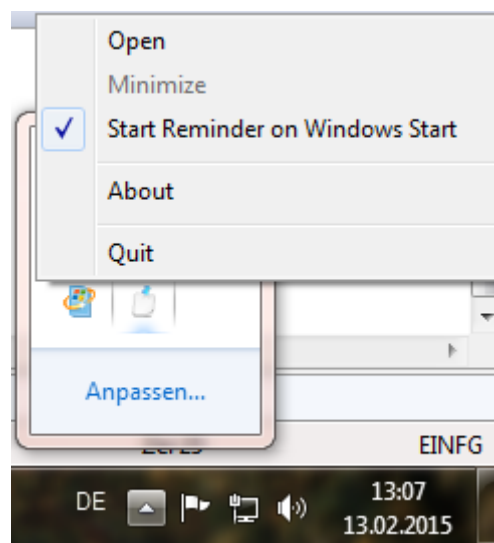
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Table of Contents

1	Overview	3
2	Create Task.....	4
3	Interface Description / Edit Task	5
4	Enable/Disable Alarm	6
5	More Information	8

1 Overview

The Reminder is a simple tool to quickly create reminders based on date and time. The user can create new reminders with name and a description, set the date and time and the tool will ring an alarm when the time comes. It works in background and when the user wants to create new reminders he can click with right mouse button on the system tray menu and open the software. The system tray icon has five options:



The user can press:

- *Open* to start the software interface;
- *Minimize* to bring back the interface to background;
- *Start Reminder on Windows Start* to make the software start automatically when Windows starts. As default the software starts with Windows, but the user can disable if it is necessary;
- *About* to show a small dialog with software information;
- *Quit* to close the software completely.

2 Create Task

The user needs to open the interface to create, modify or delete a task. For the task creation the user needs to type a *Task Name*, choose *Date* and *Time* and write a *Task Description*. When all settings are done the user can press *Save Task*.

The first screenshot shows the 'Reminder' window with empty input fields for 'Task Name', 'Task Date/Time', and 'Task Description'. A 'Save Task' button is at the bottom. Below is a 'Tasks List' table with headers: Status, Task Name, Task Date, Task Time.

The second screenshot shows the 'Task Date/Time' field with a calendar and time picker open. The calendar is for February 2015, and the time is set to 12:58:00. The 'Task Name' field now contains 'Test1'.

The 'Reminder' window now shows the task 'Test1' saved. The 'Task Date/Time' field is set to 13.02.2015 12:58:00. The 'Task Description' field contains 'Task 1 test'. The 'Save Task' button is still present. The 'Tasks List' table now contains one entry:

Status:	Task Name:	Task Date:	Task Time:
✓	Test1	13/02/2015	12:58:00

3 Interface Description / Edit Task

The *Tasks List* informs the *Status*, *Task Name*, *Task Date* and *Task Time*. There are three different possible statuses:



Deadline not happened yet.



Deadline happened and the user did not disable the alarm.



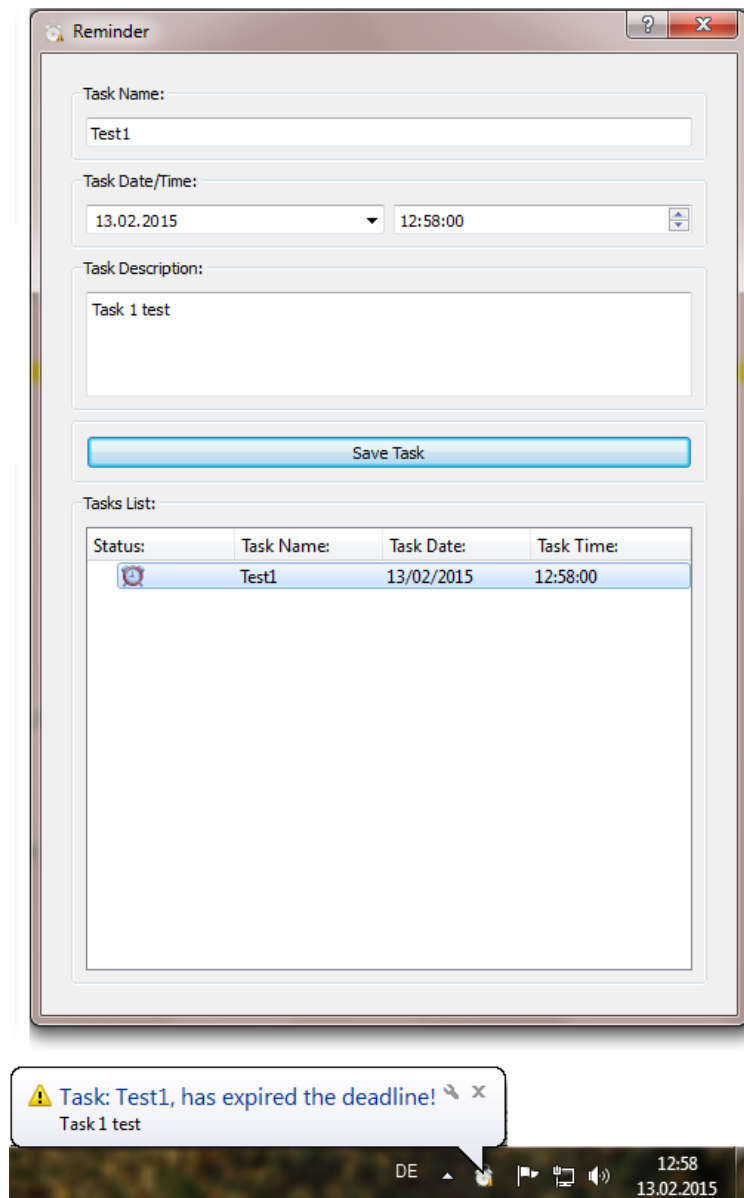
Deadline happened and the user has disabled the alarm.

The task description is not shown on the *Tasks List*. In case the user wants to see the description or he needs to modify the task he can double click the task and an edit dialog will open:

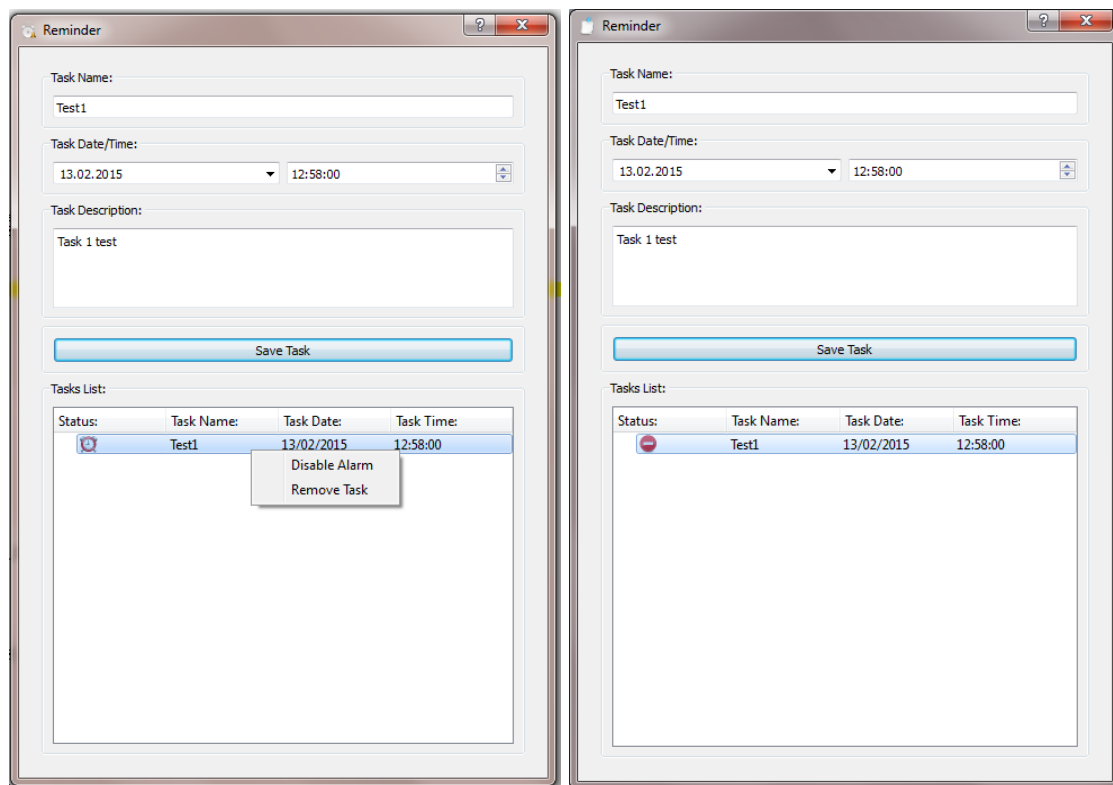
The user can press *Close without save* to discard the modifications or press on *Save Modification and Close* to save.

4 Enable/Disable Alarm

When a deadline happens the software shows a message on the system tray menu and rings an alarm. The alarm and the message will happen every 30 seconds until the user disables the alarm. The message content is the task name and the description.



If the user wants to be remembered again later, he can edit the task, change the time and leave the same task running, when the new time happens the software will ring the alarm again. But if the user already realized the task and he does not need the alarm anymore, he can delete the task or disable the alarm. He needs to click with right mouse button click on the task and a context menu will be shown:



The example above shows the *Disable Alarm* option. The status was changed (status description on 3rd Section): on the first image the status is deadline happened and alarm running, after disable the alarm the status was changed to deadline happened and alarm disabled.

5 More Information

For more information you can visit our website <http://www.rochacardoso.de> or contact us:

cesar@rochacardoso.de

jacqueline@rochacardoso.de