

Welcome to the Countdown Clock

Getting Started – Configuring the clock

Creating new events

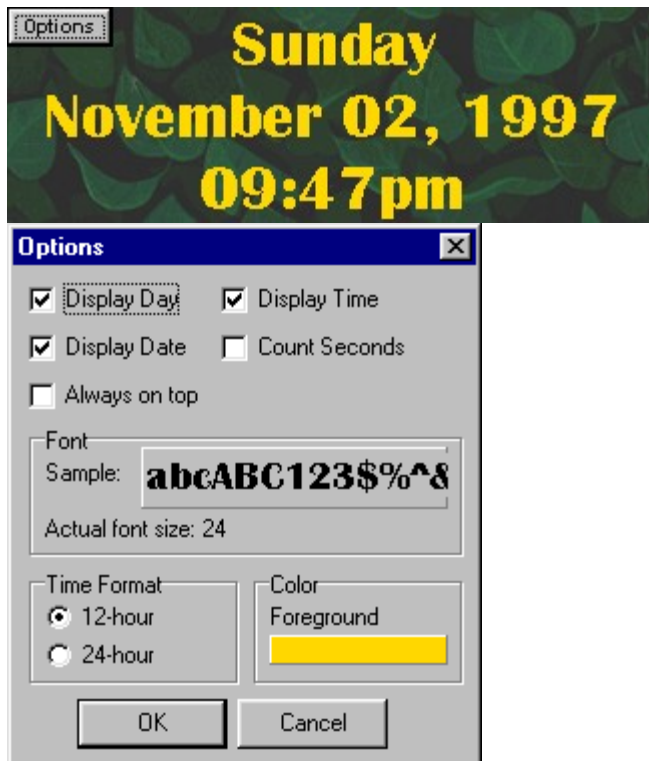
Starting and stopping events

Configuring events

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Copyright Information

Getting Started – Configuring the clock



When you first start the clock, it will open with a default position, default size, and default font. Extensive customization is relatively easy, however.

To move the clock to a different location:

Click and hold anywhere on the clock face and drag it to the desired location.

To change the width of the clock:

Right-click anywhere on the clock face, or click on the “Options” button. Next, select “Expand” or “Shrink” as appropriate.

To change the font, colors, or display parameters:

Either right-click on the clock face, or click on the “Options” button in the upper-left hand corner. Click “Display Settings”. You will be presented with the customization dialog box. Here, you can change multiple options:

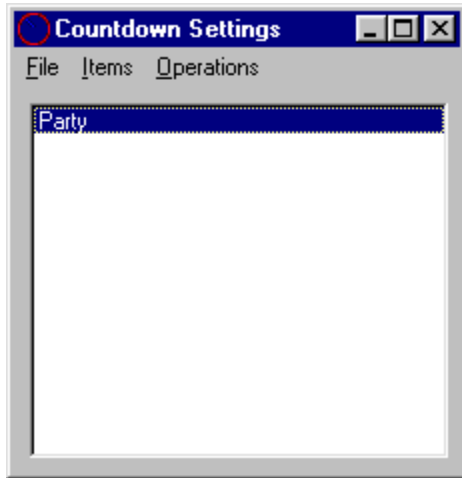
- **Display day:** When checked, the current day will be displayed on the clock face (e.g. “Monday”)
- **Display date:** When checked, the current date will be displayed on the clock face.
- **Display time:** When checked, the current time will be displayed on the clock face.
- **Count seconds:** When “Display Time” is checked, this values controls

whether the clock displays the time down to the exact second, rather than to the minute.

- **Always on top:** When checked, the clock will always be on top of other active windows. For instance, if you working in the PENCILPad, the clock will be the topmost displayed object and will cover portions of the PENCILPad if the two windows intersect.
- **Font:** To change the font, simply click in the “Font” region. A font selection window will open and you can specify the font.
- **Time format:** When in “12-hour” mode, the time will be displayed followed by a trailing AM or PM. When in “24-hour” mode, the time will be displayed using hours 0-23.
- **Foreground color:** To change the color in which the text is displayed, click here and choose a color.

Next: [Creating new events](#)

Creating new events

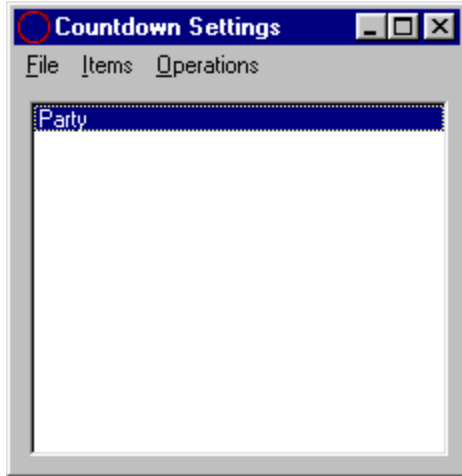


If you would like to countdown to a new event, simply do the following:

- 1) Right click on the clock, or click on the "Options" button.
- 2) Select "Countdown"
- 3) From the "Items" menu of the Countdown Settings window, select "Add"
- 4) Enter a name for the new countdown item.
- 5) Select the newly created item in the region below.
- 6) From the "Operations" menu, choose "Configure".
- 7) Select the various options you would like, and click "OK".

Next: Starting and stopping events

Starting and stopping events

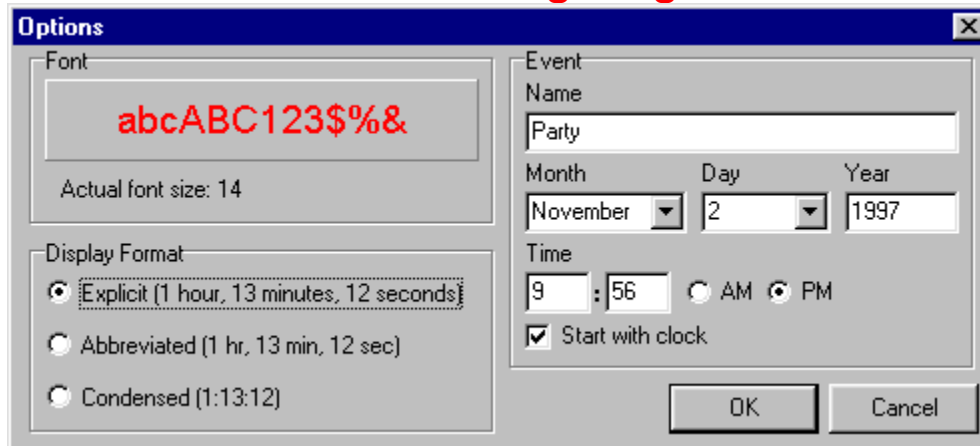


If you would like to start or stop an event, simply do the following:

- 1) Right click on the clock, or click on the "Options" button.
- 2) Select "Countdown"
- 3) Select the item in the region below.
- 4) From the "Operations" menu, choose "Start" or "Stop", depending on the operation you would like to perform.

Next: [Configuring events](#)

Configuring events



From the Countdown Settings menu, you can configure individual parts of your countdown events:

Font:

Click on the current font to change the font the countdown event is displayed in.

Display Format:

You can choose to have the countdown time displayed in one of three formats:

Explicit: Explicit format displays numbers along with the complete units. (For instance: “hours”, “minutes”, and “seconds”).

Abbreviated: Abbreviated format displays numbers along with abbreviated units. (For instance: “hr”, “min”, and “sec”).

Condensed: Condensed format displays numbers separated only by colons.

Event name:

You can change the displayed name of the event.

Month, Day, Year:

Select the month, day, and year of the event you wish to count down to.

Time:

Enter the hours and minutes of the time you are counting down to. Finally, select whether this time is AM or PM.

When you are completed making selections, choose “OK”.

Next: [Removing events](#)

Removing events

If you would like to start or stop an event, simply do the following:

- 1) Right click on the clock, or click on the “Options” button.
- 2) Select “Countdown”
- 3) Select the item in the region below.
- 4) From the “Items” menu, choose “Remove”.

Note: If you wish to remove all events, select “Clear All” from the Items menu.

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Peattitudes Clock:

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