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Introduction to U-Convert-It

Welcome to U-Convert-It...

The conversion and calculator windows available with this program will easily help you to solve many popular metric and customary conversions . These conversions may be metric to customary, customary to metric, metric to metric or even customary to customary.

U-Convert-It can be set to save the settings you normally work with. This saves you from having to make selections based on your type of work each time you load the program. U-Convert-It will be ready at startup!
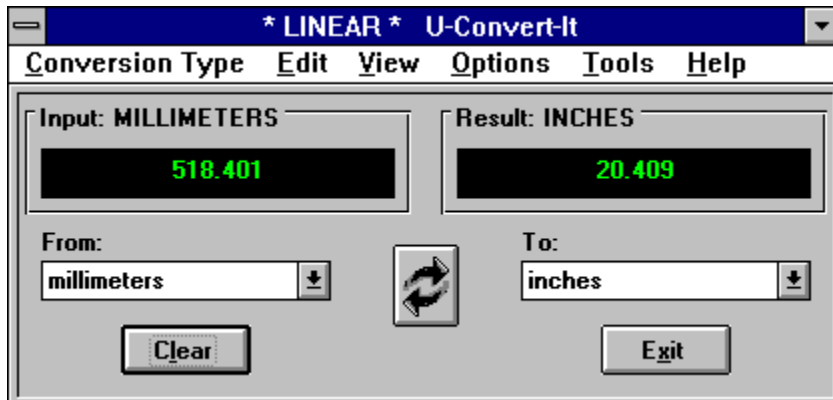
The Converter -

The selection process for the conversions is as simple as selecting a "From" and "To" unit type (i.e. Millimeters, Inches) from drop down lists that are always in view. If you need to switch the "conversion type" (i.e. Linear, Temperature), just click on the pull-down menu for your choices. Results can be formatted and displayed with your choice of two to six decimal places, floating decimal or displayed in scientific notation. Another feature is the ability to keep the U-Convert-It window on top of all other open windows so it's ready when you are!

The Calculator -

The calculator will perform most simple calculations including addition, subtraction, multiplication, division, square roots and more. The results displayed in the U-Calculate-It window can be transfered to the converter and converted with one click of the mouse!

The Conversion Window

How to use U-Convert-It...

- All you need to do is select a Conversion Type from the pull down menu...
- Select the unit types to convert "from" and "to" from the list boxes...
- Enter your input and press the enter key...that's it!
- If help is needed while using U-Convert-It, just press the F1 key.

Title Bar

Please note that for *QUICK REFERENCE*, the current "Conversion Type" as selected from the Conversion Type pull-down menu will be displayed in the title bar and enclosed in asteriks. (See *Linear* in example above.) This will change each time a different conversion type is selected.

Menu Commands

See the topic...Menu Commands

Input Box

As you enter a value to be converted, the input box will display it. There are three ways to input a value into this box. One would be the standard or the numeric keypad area (with Num Lock on) numbers of your keyboard. The other methods available are the use of another feature of U-Convert-It, the U-Calculate-It calculator, or the Paste to Input command from the Edit pull down menu. After entering the input using one of these methods, press the enter key to get the result.

Result Box

After the program performs the desired conversion, the result will be displayed in this box. Results can be formatted and displayed with your choice of two to six decimal places, floating decimal or displayed in scientific notation. The formatting choices are controlled using keyboard shortcuts or selecting the View menu item and clicking on a format option. The result may also be copied to the Windows Clipboard by using the Edit, Copy from Result menu commands.

From - Drop-Down List

Use this drop down list to select a "unit type" to convert from. This list will correspond to the conversion type selection made from the Conversion Type menu item. If the converter is already displaying an input value, changing this selection will initiate an immediate re-calculation and display the new result.

To - Drop-Down List

Use this drop down list to select a "unit type" to convert to. This list will correspond to the conversion type

selection made from the <u>Conversion Type</u> menu item. If the converter is already displaying an input value, changing this selection will initiate an immediate re-calculation and display the new result.
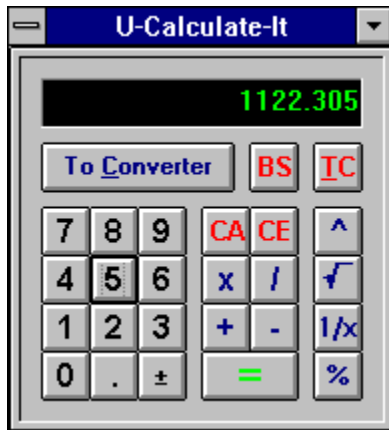
Clear Button
Click on this button to clear both the "Input" and "Result" boxes.

Swap Button
Click on this button to swap the "From" and "To" unit types.

The Calculator Window

How to use U-Calculate-It...

- Use your mouse or keypad to input calculations...
- Press the enter key to see results...
- Click on the "To Converter" button and the result will be sent
  to and converted with U-Convert-It...that's it!
- If help is needed while using U-Calculate-It, just press F1.

To Converter

Click this to send the calculators result directly to the converter. U-Convert-It will automatically perform the conversion!

Backspace

Click this to backspace over a displayed enrtry.

Clear All

Click this to completely clear the calculator.

Clear Entry

Click this to clear only the last entry. Previous input and functions will be retained.

Total Clear

Click this to completely clear both the calculator *and* the converter.

Numbers   "0 - 9"

Use to enter the numbers...of course!

+ **-**

Function keys   " + , - , / , x , ± , ^ , % , = , etc."
Use these function keys to perform your calculations.

Note: To speed things up, use <u>keyboard shortcuts</u> while you're using the calculator.

Keyboard Shortcuts

(For fast reference, print this form by selecting "Print Topic" from the File menu.)

For the <u>Conversion Window</u>...

Key	Action
Alt	Activates the menu bar.
Alt + underlined letter	Activates menu or command.
Tab	Moves to the "From" box, "To" box, clear button or the input box.
Backspace	Allow you to backspace and delete last item(s) entered in the "Input" box.
Ctrl+C	Copies the value displayed in the result box onto the Clipboard.
Ctrl+V	Pastes the contents from the Clipboard into the Input box.
Del	Clears the Input and Result boxes.
F1	Displays context-sensitive help.
F2	Displays results with 2 decimal places.
F3	Displays results with 3 decimal places.
F4	Displays results with 4 decimal places.
F5	Displays results with 5 decimal places.
F6	Displays results with 6 decimal places.
F7	Displays results with floating decimal place.
F8	Displays results in scientific notation.
F11	Swaps the "From" box and "To" box unit types.

For the <u>Calculator Window</u>...

Key	Action
Alt+C	Send the result from he calculator to the conversion input and perform the calculation.
Alt+T	Total Clear - this clears both the calculator *and* the converter.
Backspace	Allow you to backspace and delete last item(s) entered in the "Input" box.
0 - 9	Numeric input
Period	Decimal point
Enter	Same as the "=" key on the keypad.
Esc	Clear All. Completely clears the calculator.
Del	Clear Entry. Clears the currently displayed entry only.
+	Add
-	Subtract
*	Multiply
/	Divide
^	Raise to a power
%	Percent
F2	Reverse sign "+ / -"
F3	Square root
F4	Reciprocal

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You are encouraged to pass a copy of U-Convert-It along to your friends for evaluation. Please encourage them to register their copy if they find it useful and continue to use it...Thanks!

<u>Order Form</u>
<u>Copyright / License / Warranty</u>

Order Form

U-Convert-It Registration / Order Form
(To print this form, select "Print Topic" from the File menu.)

Please print this page and fill in the infomation below...

Name: _____

Company: _____

Address 1: _____

Address 2: _____

City: _____ State : _____ Zip Code: __

Phone: _____ Fax: _____

CompuServe ID #   (if applicable) _____

Where did you hear about U-Convert-It? _____

Downloaded from: _____ Version No.: _____

*To order send a **check** or **money order** along with this form to:*

Fred Block
P.O. Box 1533
McAfee, NJ 07428

Please check disk size required: [   ] 3.5" Disk   [   ] 5.25" Disk

Single-User Registration
 1 - 3   [   ]   Copies @ $15.00 each = _____

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 4 - 10   [   ]   Copies @ $12.50 each = _____
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                              Total enclosed = $ _____

*All prices include one (1) original disk with each registration. Additional copies may be purchased for $2.00 each. For orders outside the continental U.S. or Canada, please add $4.00 shipping and handling. Payments must be in US dollars drawn on a US bank.

Thank you for supporting "U-Convert-It" and the concept of shareware!

Comments / Suggestions / Wishes *are both encouraged and appreciated*...

Product Support

If you are a registered user of U-Convert-It, technical support is available at no charge by any of the following methods:

Reach me by writting to:

    Fred Block
    P.O. Box   1533
    McAfee, NJ 07428

Or if you are a CompuServe member:

    CompuServe ID # 73410,3726

Or if you know me personally:

    Stop By !!!

Menu Commands

Conversion Types
Linear
Use for linear conversions of inches, feet, yards, millimeters, kilometers and more...

Area
Use for area conversions of sq. inches, sq. feet, acres, sq. millimeters, hectares and more...

Volume (Dry & Liquid)
Use for volume conversions of cu. inches, cu. feet, cu. yards, cu. meters, cu. kilometers and more...

Weight
Use for weight conversions of grains, ounces, pounds, milligrams, centigrams, metric tons and more...

Temperature
Use for temperature conversions of fahrenheit, celcius, degrees Kelvin and degrees Rankine.

Edit
Copy from Result
Copies the calculated value from the Result box and places it onto the Windows Clipboard, replacing any contents previously on the Clipboard.

Paste to Input
Pastes the contents of the Clipboard into the input box.

Delete
Clears the contents of the "To" and "From" boxes of the Converter and deletes the contents of the Clipboard.

View
Fixed decimal place (2 through 6) selectable
Select the appropriate number of decimal places to be displayed in the Result box. The results are rounded off as necessary when using any of these settings.

Floating decimal
Select this to display the result with a floating decimal point.

Scientific
Select this to display the result in scientific notation. The result will be displayed, by default, with four decimal places.

See also: Keyboard Shortcuts

Options
Save Settings Now
Immediately saves the current state of the U-Convert-It settings and Options. The Options and settings that are saved and restored are the Readout Font Color, Conversion Type, the "To" and "From" selections, Save Settings On Exit status and Always On Top status.

Save Settings On Exit
Determines if the Settings and Options are automatically saved when U-Convert-It is closed.

Readout Font Color

Sets the font color displayed in the Input and Result boxes.

Always On Top
Select this feature to keep U-Convert-It on top of any open Windows. Once selected, U-Convert-It will remain on top until you click on this menu item again.

Tools
Calculator
Choosing this menu item will open the "U-Calculate-It" <u>calculator</u>. You can do calculations and then send the results directly to the <u>converter</u> with just one click of the mouse.

Help
Contents
Opens this help file and displays the <u>Contents</u> topic.

Search For Help On...
Opens a dialog listing all the words you can use to search for a topic in the help file. Select or type a word and then select a specific topic from the choices given.

How to Use Help
This opens a Help file with instructions on using and navigating the Windows help system.

About U-Convert-It
Displays a Window containing system status such as Operating system, CPU type, free memory, and free user resources.

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Shareware Version

Evaluation and Registration

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