

# My Calendar™

By David A. Bailey

This is v1.2a of the shareware Desk Accessory (DA) [My Calendar](#). It is a compact desk accessory calendar that allows you to view a single month or an entire year at a time. You can also enter a note for each day, print the notes for the month or year and print a full page calendar that includes the notes. Calendars can be customized by selecting fonts and sizes for the individual items of the calendars and orientation of the calendar.

## Installation:

To use [My Calendar](#) you must be using a Macintosh with System 6.04 or later.

System 6 - You will need to install [My Calendar](#) using the Font DA Mover that came with your system disks. Hold down the Option key while starting Font DA Mover and then while continuing to hold down the Option key click on the Open button and select [My Calendar](#). Click on the Copy button to copy it into your system. Quit Font DA Mover and [My Calendar](#) is available for use. In non color systems the option to show weekends in red will have no effect.

System 7 and later - Simply drag [My Calendar](#) onto the System Folder. Your Mac will remind you that desk accessories must be put in the Apple Menu folder. You may also drag the [My Calendar](#) directly into the Apple Menu folder. [My Calendar](#) is ready for immediate use.

## Use:

2 3 4 5 6 7 8 9 10

## Buttons

There are 10 buttons that control [My Calendar](#). They are:

1-Previous                      - Move to the previous month or year depending on the current view.

## 2-Next

- Move to the next month or year depending on the current view.
- 3-View - Change the current view month or year.
- 4-Erase - Erase all of the current notes.
- 5-Month - Print the notes for the current month you are viewing in the month view.
- 6-Year - Print the notes for the current year. (Or view)
- 7-Calendar - Print a monthly calendar for the current month you are viewing in the month view.
- 8-Preferences - Open the preferences dialog.
- 9-Fonts - Open the Fonts selecting dialog.
- 10 - About - Open the About dialog.

The default window that is opened is the year view (or month view depending on the preferences settings), showing a full year (or month) at time. The desk accessory defaults to showing weekends in red and showing dates that have notes in bold. These settings and others can be changed in the preferences dialog.

All notes are stored internally. Clicking on a day while viewing the year will present you with a dialog box showing any existing note for that day and allowing you to clear the existing note, enter a new note or cancel the operation. Notes are limited to 255 characters for each day. Long notes may not print on the calendars if they will not fit within the daily rectangle. You can clear all of the notes by selecting the Erase button from the tools. This is not un-doable.

Clicking on a day while viewing the month, will display the note (if one exists) in the box below the calendar. You must use the year view to enter notes.

To quit the desk accessory, click in the window close box. The window will be rebuilt in the location it was closed during your last access the next time you start [My Calendar](#).

When you open the Preferences dialog, you will be able to select features that affect the display and printing. The features that are selectable are:

- 1 - Red Weekends Display Saturdays and Sundays in red.
- 2 - Highlight Notes Show the days with notes in bold.
- 3 - Month View Open the DA using the month view.

- 4 - Outline Days Draw a grid around each day
- 5 - Separate Months Space and line between months when printing.

These preferences are saved and remain in effect for each access to the DA until they are changed.

When you open the Fonts Selection dialog you can select the font and size for each of the items indicated. Clicking on the box that displays the text will display a pop up menu that allows you to change the font. Clicking on the box that displays the point size of the font will display a pop up menu allowing you to select the size of font to use. After each selection, the display will be redrawn showing you the results. The final option is to invert the month title. This will print white on black. The fonts selected for the notes on the calendar will also be the fonts when printing the notes as a list.

The options available in the Fonts dialong and the Preferences dialog take place immediately and remain in effect until changed

When printing the calendar you can select the orientation of the calendar when presented with the Page Setup dialog. The current page size is used for formatting and printing the calendar, so any size paper your printer can use can be printed.

You can view the notes for the year by selecting View when the dialog box is displayed or by holding down the command key when clicking on the Year button. Only the length of note that will fit in the dialog window will be displayed.

Holding down the command key when clicking on the previous or next year buttons will move 10 years instead of one.

Future releases of My Calendar will add features such as: Color printing, more calendar formatting options (including custom sizes), importing and exporting notes, multiple year notes, repeating notes and more, so be sure to send in your shareware registration fee to the address below to be notified of the updates.

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**My Calendar** is one of several programs available from Dabs software. Also available are:

**My Personal Calendar:** A full featured calendar creator with 24hr notes, alarms, color graphics, custom calendar setups, sizes, patterns and colors. Format calendars and add graphics from PICT, TIFF, or Paint files. Save setups to recreate your formats at any time. This is a terrific calendar/PIM program at a fantastic introductory price of only \$20 + 3\$ shipping and handling until January 1995.

**My Icon Editor:** Edit, move, copy, save, and import icons into and out of any file or program that has a resource fork. Change the icons in applications to suit your needs. Convert color icons to black and white. \$10 Shareware from most online services or \$13 from the author.

**Biorhythm Pro:** Professional biorhythm cycle generator. Create calendars with critical days, compare your cycles to hundreds of famous people. Add your friends, include plots on calendars, customize plots, sizes. Create reports for status of cycles or compatibility of any or all people in your lists. Very neat and interesting. \$49.95 + \$3 shipping in the pro version or...

**Biorhythm 2:** Many of the features of Biorhythm Pro without the calendar making features. Create color plots, store lists of names, view critical days. All for only \$24.95 + \$3 shipping.

All features, prices and availability are subject to change at any time.

Make all checks payable to David A. Bailey

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