

# Introduction

TimeLogger is a powerful, yet simple to use time tracking tool. It has been designed with a lot of features so that it can be the perfect tool for almost everyone. The number of options may seem daunting at first, but the depth of configuration choices is what makes the day-to-day use of TimeLogger so simple. This document will begin with a Quick Start Guide -- just the basics to get you going. Then we will dive into the various options of TimeLogger so that you can get it working to perfectly suit your needs.

## Quick Start

To get started, tap on the TimeLogger icon.<sup>1</sup>

You will see the TimeLogger home screen.<sup>2</sup>

To start a timer, simply tap "Start Timer." You will then see a screen that allows you to set the starting day and time.<sup>3</sup> The new timer will default to the current day and time. That is likely to be what you want most of the time, so tap the "Start Timer" button.

The next screen enables you to set the properties of your newly started timer.<sup>4</sup> If you do not wish to set those options at this time, tap the "Set Timer" button in the upper left and you will be returned to the TimeLogger home screen.<sup>2</sup>

When you are done with the task you are recording, tap the "Running Timers" button.<sup>2</sup> If this was the only timer that was running, you will be taken to the "Details" screen.<sup>4</sup> To stop the timer, tap the "Not Specified" button under "Timer Stopped."

You will see a screen that allows you to set the end date and time.<sup>5</sup> Again, the current day and time are automatically set, so tap "Stop Timer."

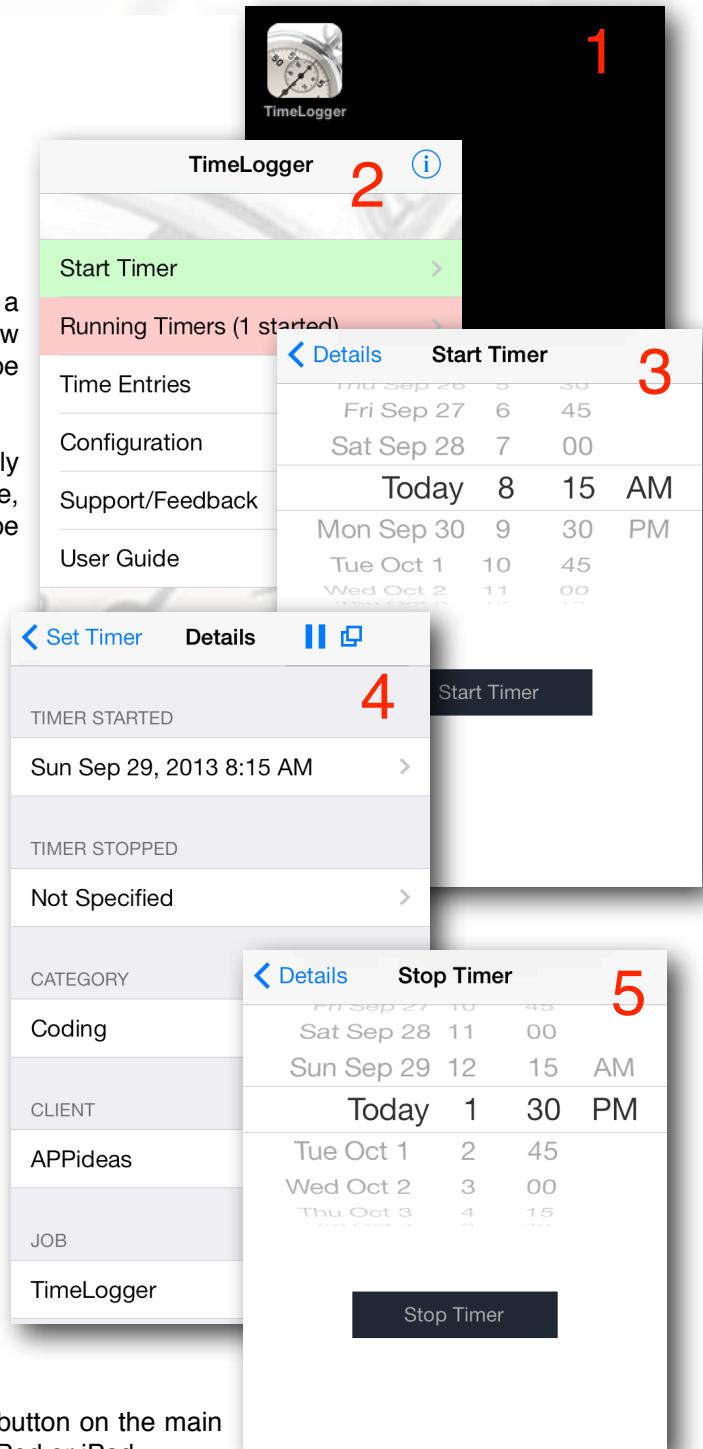
Tap the back button in the upper left corner of the "Details" screen and you will return to the TimeLogger home screen. Timers that have been stopped will appear when you tap "Time Entries" on the main screen.

That's it! To summarize: 1. When you start working, tap "Start Timer." 2. Select a starting time. 3. When you have finished working on that task, stop the timer.

If you want to know all of the glory that is TimeLogger (OK, we're being a little melodramatic), keep reading. As we mentioned previously, TimeLogger has a ridiculous number of options to make the tedious task of recording time as easy as possible, while being as detailed as you need for it to be. The rest of this guide explains all of the options.

If you ever want to see this User Guide, tap the "User Guide" button on the main screen.<sup>2</sup> You can also print this User Guide from your iPhone, iPod or iPad.

"Ooo, ooo, ooo, ooo, ooo. What does that button do?" -- Dee Dee



# The Details (or: How I Stopped Worrying About Time Tracking and Love TimeLogger)

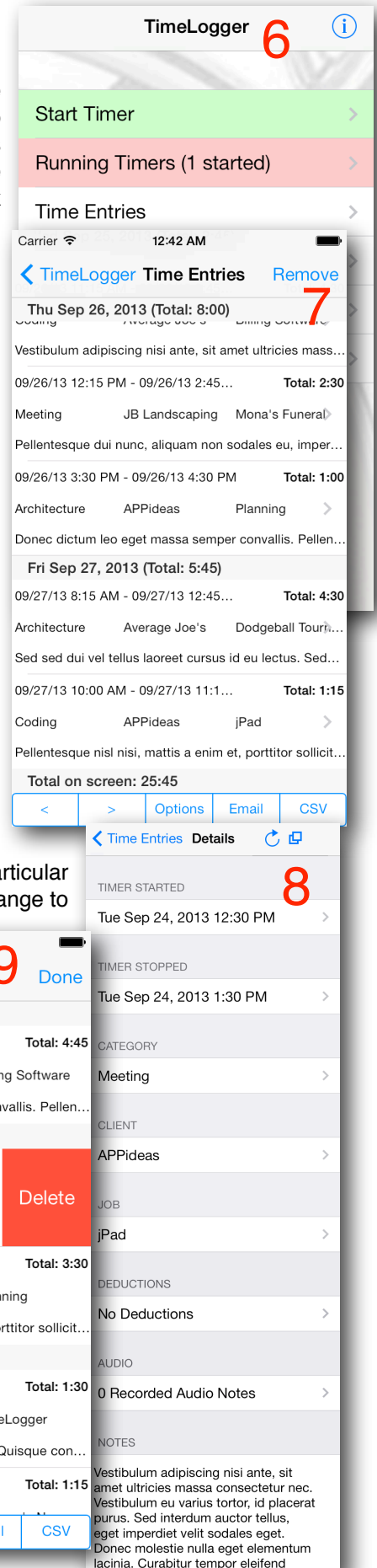
## Time Entries

We will begin this section by examining the features that you are likely to be interacting with the most on a day-to-day basis after starting and stopping timers -- your time entries. Begin by tapping the "Time Entries" button on the home screen.<sup>6</sup> If you want to change information that is related to any of your time records, all that you need to do is tap the desired entry.<sup>7</sup> You will then see a screen that looks like <sup>8</sup> and you will be able to change any information related to the time record from that screen. We will talk more about that in a little bit. If the amount of information that this screen is requesting seems a little overwhelming, don't worry, you can configure it to suit your specific needs. More on that as we progress.

By default, this screen<sup>7</sup> will contain all of your recorded entries from the current week, beginning on Sunday, sorted in the order of earliest entry first. You can change the default view duration to "Day" or "Month" (instead of the default of "Week") in the Configuration. You can also change the default sort order to newest items first. Those options are discussed later in this guide.

There are two ways to remove entries. The first, quickest for removing single entries, is to swipe your finger from left to right across any record. After doing so, you will see a "Delete" button. Tap that button and the record will disappear. The second method, best for removing multiple records, is to tap the "Remove" button in the upper right.<sup>7</sup> After doing so, each of your records will have a red delete circle on the left.<sup>9</sup> Tap the circle for each entry you wish to delete, and then tap "Delete." When you are done removing entries, tap the "Done" button in the upper right.

The bottom of the Time Entries screen<sup>7</sup> contains some important and useful features. First, when you scroll to the bottom, you will see a total of all recorded times on that screen. Next, you will see a row of buttons, which are always visible on this screen. The left and right arrows are to browse to the previous and next time periods. A "time period" is the default view duration that you have set. In other words, if your default view is "Week," tapping the left arrow will go back one week. Tapping the "Options" button allows you to narrow the entries that you see on the current screen to particular categories, clients or jobs. Within those options, you may also select a different date range to view. The "Email" and "CSV" buttons provide methods of getting your data off of your device and into the real world. Keep in mind that the data you will receive when either of these buttons is tapped will be for the same entries that you see on the screen. If you need to export more or fewer entries, use the "Options" screen to set what will be delivered. The "Email" feature will prepare and deliver a simplistic, human-readable version of your time records. (This feature is, unfortunately, in need of an update. We're working on it.) The CSV feature is more useful to most people. When you tap that button, a ZIP file containing a CSV file that can be opened on any computer will be sent to the specified email address. Once the ZIP file is opened, you will see a standard CSV file that can be opened in any Spreadsheet program, such as Excel. From there, you can do anything you like with the information. The fields that are in the CSV file, as well as the order in which they appear, can be set in the Configuration options, which we will explain a little bit later. One last thing about the ZIP and CSV files... if you are using an iPad or running iOS 4.0 or later, a copy of those files will be available to transfer to your computer through iTunes. That is also covered in greater detail later.



## Timer Details

When you want to set (or reset) the details of a timer, you have quite a few options.<sup>10</sup> The configuration choices (that we will get to in a bit) enable you to set default values for sections on this screen. Those options allow you to set a default Category, Client and Job. You can also setup rules for automatically deducting regular breaks, such as lunch. Finally, you can either type notes about your time entry, or you can record audio notes (speak into the microphone). Whether or not you set defaults for all of these fields, you can set and reset them all here for each time entry. Note that you only have to set a start and a stop time on this screen. All other input is optional. And as we will discuss later, most of these fields can be turned off so you can simplify this screen if you don't need to provide that much detail.

The different sections of the main time entry details screen<sup>10</sup> are mostly self-explanatory. The "Timer Started" and "Timer Stopped" sections show you (and allow you to set) the times when the timer was started or stopped. Tapping the buttons in those sections allows you to set the day and time to record as starting or stopping. You can set the start and stop times to any point in the past, present or future. They will default to the current day and time when you first go into the screen to set them. After they have been set, they will default to the day and time for which they were previously set, but they can still be set to other values. You can't, however, set a stop time that is before the start time. Sorry. As soon as my car's odometer loses mileage when I drive in reverse, we will allow people to record negative time. Just kidding. We probably won't ever allow that.

The Category, Client and Job selections allow you to set Categories, Clients and Jobs for the current record. If you have not added the desired information into the Configuration before now (for example, if you want to specify a Category that has not yet been added to TimeLogger), you can use the appropriate screen's "Add" button to add that information. It is important to note that Jobs are tied to specific clients. In other words, a Job "belongs" to a client, so you must select the desired client before you can select Jobs for that client.

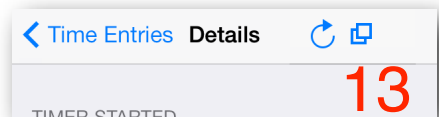
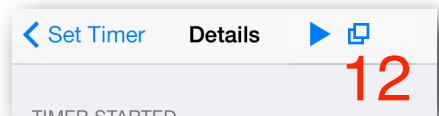
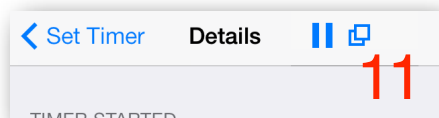
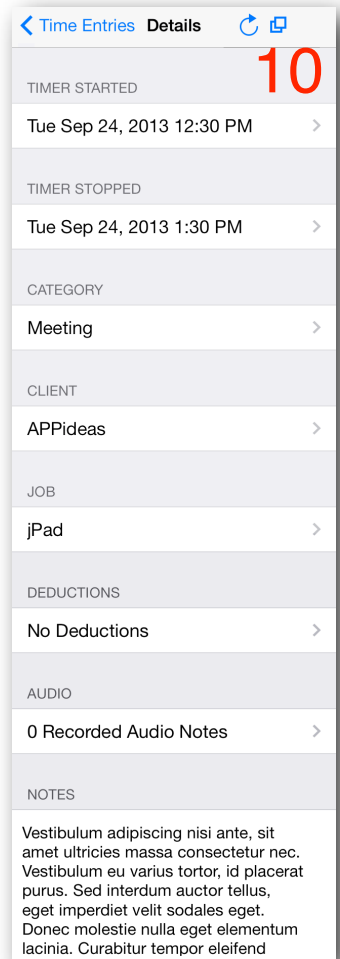
Tap inside of the Notes box to bring up the on-screen keyboard and record notes related to this entry.

The three sections that aren't as straight-forward are Deductions, Audio and the buttons at the top of the screen. We'll cover the buttons first because they require less description.

The right-most button on the top<sup>11</sup> always does one thing -- duplicate the information you are currently viewing as a new time entry starting at the current day and time. This is handy in case you are repeating the same or similar tasks. Simply open a time entry that has already been set and tap the duplicate button to start a new timer with all of the information other than the start and end times and audio recordings copied to the new timer. The left-most button on the top right can serve one of three functions, depending on certain factors. The first, as pictured in <sup>11</sup>, is a Pause button. You will see this if your timer is currently running (if it has not been stopped). Tap this button to pause the timer. This is useful for things like taking a phone call or a break. When you have paused a timer, the Pause button will turn into a Play button, as pictured in <sup>12</sup>. Press this button to resume a paused timer. Note that you will not be able to stop a timer that is paused. The third possible state of this button, as pictured in <sup>13</sup>, enables you to restart a stopped timer. You will only see this button on a timer that has been stopped. This can come in handy for situations such as stopping a timer only to realize a few minutes later that you need to resume that task.

Finally, the button in the top left is used to get back to the previous screen. This button may say one of several things, depending on the exact steps you took to get to where you are. Whatever it says, tapping it takes you back to where you were previously.

Deductions and Audio have their own set of properties and variations, so we will cover them in the next sections.



## Deductions

The concept of a deduction is simple. If you start a timer at 11 AM and stop it at 3 PM, you know that there were 4 hours between the beginning time and the ending time. But what about lunch? What about the phone call from your kids? What about any other interruptions that you cannot include in your time records? To make the task of recording those deductions to your time records as simple as possible, we have introduced three types of deductions: Automatic, Manual and Pauses.

Since we just finished the discussion of the timer details, we will talk first about Pauses and Manual Deductions. As detailed on the previous page, you can Pause and Resume a running timer using the appropriate buttons. To see the pauses and other deductions, or to add a manual deduction, tap the button in the “Deductions” section. You will see a screen similar to <sup>14</sup>. If you do not have any deductions applied to the current entry, you will only see the “Add New” button. Note that what you see on this screen depends on the type of deduction and the information that you have provided about that deduction.

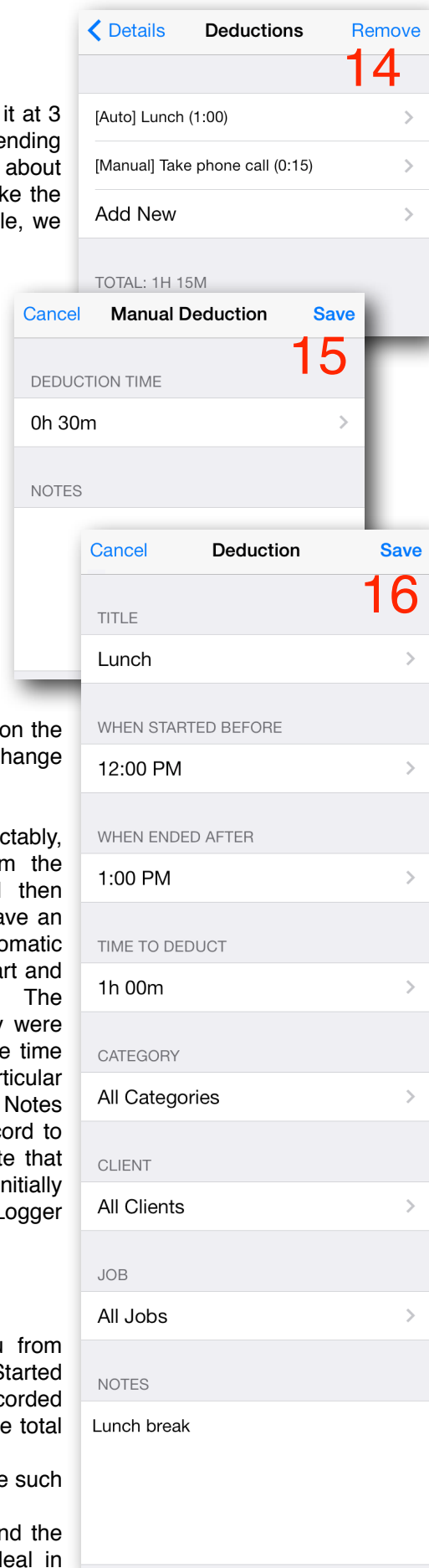
Tapping the “Add New” button is how you add a new Manual Deduction. You only need to specify the amount of time to deduct -- all other fields are optional.<sup>15</sup> Tap “Save” when you are done, and the time will be deducted from the total for that timer if it has been stopped or when it does stop if it has not been stopped yet.

To change information about a Pause or an Automatic Deduction, tap its line on the Deductions screen<sup>14</sup>. Note that all deductions become “Manual” if you change anything about them.

An automatic deduction is for recording things that happen regularly and predictably, such as a lunch break. To configure your Automatic deductions, from the TimeLogger home screen, tap “Configuration” and then “Defaults” and then “Deductions.” If you do not have any automatic deductions, you will only have an “Add New” button. Tapping that button or selecting an already added Automatic deduction will bring you to a screen like seen in <sup>16</sup>. Supply a title, set the start and end times, the time to deduct, and any optional details, then tap “Save.” The automatic deduction will be applied to any entries that you stop when they were started prior to the time in “When Started Before” and that you end after the time under “When Ended After.” You can choose to only apply the deduction to particular Categories, Clients and Jobs if you so desire. Anything that you specify in the Notes field will appear in the Notes field of the deduction details<sup>15</sup> of any time record to which the deduction was applied, as well as in exported data reports. Note that automatic deductions are only applied to time records when they are initially stopped. If a recorded time is reset or a new deduction rule is added, TimeLogger will not apply automatic deductions again.

Here are a few additional notes about deductions:

- When you setup an auto-deduction, TimeLogger does not prevent you from specifying a time to deduct that exceeds the time that elapsed between the Started and Ended times. In other words, it is possible to deduct more time for a recorded entry than has elapsed. In such cases, the time entry will show 0:00 as the total time.
- You will receive a warning for the above condition, but will be allowed to have such an entry if you desire.
- If a Pause is resumed in less than 1 minute, you are shown a warning and the pause is removed as though it never took place. TimeLogger doesn't deal in increments of less than 1 minute. Sorry.



## Audio

We understand that many people find that taking notes about the tasks performed can become a task in and of itself. Especially on a tiny keyboard! You can alternatively (or additionally) record audio notes. Simply tap the button under “Audio” on the time entry Details screen.<sup>17</sup>

The main Audio Notes screen<sup>18</sup> displays any previously recorded audio notes, as well as a button that gets you to where you can record new audio notes. Tap the button that contains the details for a note that you already recorded, and you will get to a screen that shows you more detail and allows you to play back the recorded note.<sup>19</sup>

To play your audio note, tap the play button, which will turn into a pause button (as shown) while the note is playing (be sure that you have sound turned on or you won't hear anything!). For easy transposition of your notes, you can use the fast scrubber tool to quickly fast forward or rewind to any spot in your recording. Just put your finger down on the grabber control, and slide it to anywhere on the timeline. Progress of the audio note's playback is also depicted on the scrubber timeline. If that doesn't make sense now, play back an audio recording, and you'll see what we mean.

To record a new audio note, tap the “Add New” button.<sup>18</sup>

To start recording, tap the “Tap to record” button.<sup>20</sup> End your recording by tapping the “Recording... Tap to stop” button.<sup>21</sup>

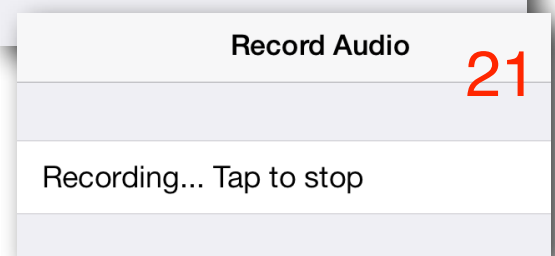
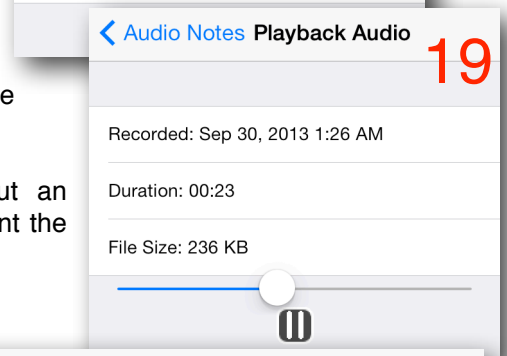
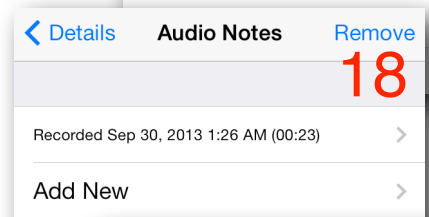
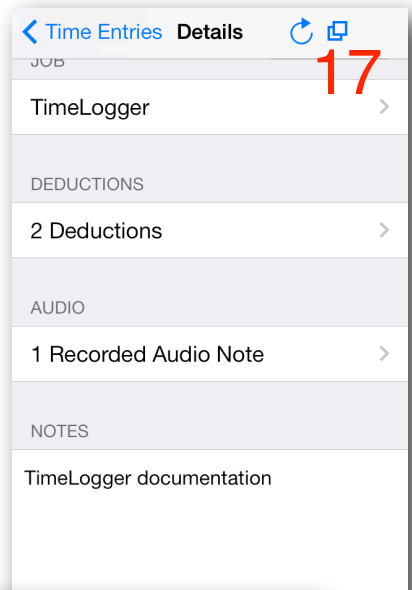
Like many other screens within TimeLogger, you can delete individual audio notes by swiping a finger across its row on the screen, or you can delete multiple audio notes by tapping the “Remove” button in the upper-right.<sup>18</sup>

We're guessing that you could have figured out those last bits without an explanation, but we really have a lot of extra space on this page and we want the next section to begin on a new page.

Now would probably be a good time to let you know that recorded audio files consume about 1 MB of your device's available space for every 2 minutes of audio. Those numbers vary depending on what you are recording, but that should give you a good estimate.

Well, we have been rambling and there's still all that space at the bottom. If we weren't terribly Obsessive-Compulsive, it probably wouldn't be such a big deal.

Moving on...



## Configuration (finally!): Basic

TimeLogger has quite a few options to make the task of recording your time easier. For most people, the configuration options rarely have to be revisited once they are set. This section will discuss what each of those options does. Start by tapping the “Configuration” button on the TimeLogger home screen. You will see a screen that looks similar to <sup>22</sup>.

The first three sections behave nearly identically. They allow you to manage your Categories, Clients and Jobs. For most people, Categories are types of work, such as “Consulting” or “Meetings,” Clients are the customers for whom work is being done, and Jobs are usually the different projects for the client. One thing to note (and it was previously mentioned) is that Jobs “belong to” or are “grouped by” Clients. That means that each Job exists under a Client. In TimeLogger, you cannot have a Job entry that is not tied to a Client. Before you start feeling constrained by these titles, we should point out that you can change the words “Categories,” “Clients,” “Jobs,” “Deductions,” and “Notes” to something that makes more sense for the way you need the information to be displayed. We will come back around to the details about how to do that a little bit below.

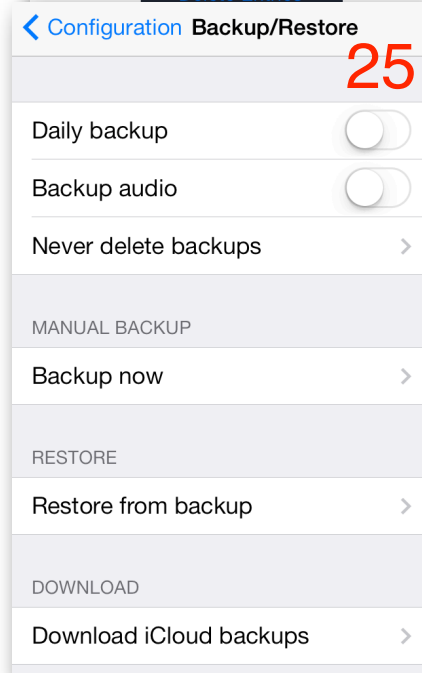
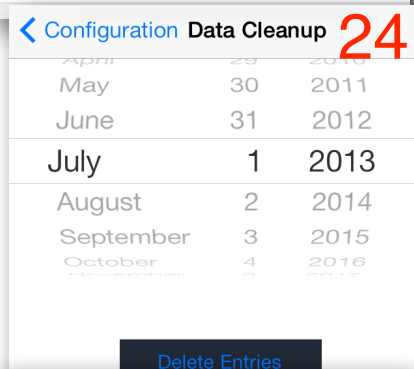
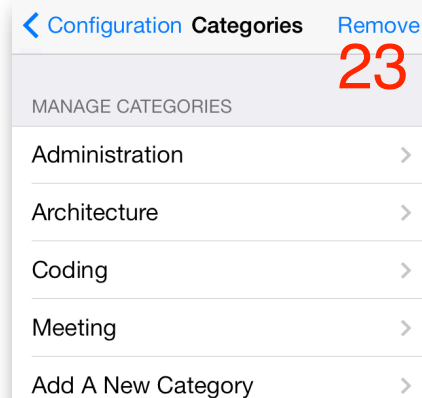
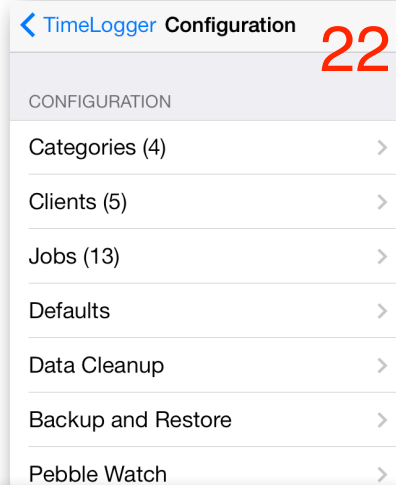
To add, modify or remove a Category, Client or Job, tap the appropriate button. You will see a screen similar to <sup>23</sup>. To modify an existing entry, tap its button and type the new value and then tap “Save.” To add a new entry, tap the “Add New” button at the bottom and follow the same steps as modifying. To delete an entry, either swipe its button to the right, or tap the “Remove” button. Deleting information from these screens works exactly the same way as removing items from your Time Entries list, as described on page 2.

It is important to know that your time entries associated to a Category, Client or Job that you delete will also be deleted. You will be warned about that fact prior to deleting anything, but be sure to delete with care!

One additional thing to note is that you can also add new Categories, Clients and Jobs from most of the screens from which you need to select them. For example, if you are recording a new time entry and realize that the client you need has not been added yet, you do not have to return to the configuration to add that client -- there will be an “Add New” button on the client selection screen of the time record. We hate it when people make us back out of our data entry because we haven’t yet added some related bit, so we decided that we wouldn’t do that to you. We’re so nice. Please remember our kindness this holiday season (or by leaving us a present in the form of a good review in iTunes -- makes a great gift any time of year!).

We are going to skip over a couple of the more detailed configuration options until a little bit later (the next page, actually) and cover the “Data Cleanup” option now.<sup>24</sup> This allows you to delete all of your entries that are recorded before a given day and time. Tap the “Data Cleanup” button, select a day, and all entries started on or before that day will be deleted. Doing this may improve performance if you have a lot of data and TimeLogger is behaving sluggishly. That should be rare, but it happens.

We’ll take a little time to give a short introduction to the Backup and Restore feature. Daily backups can be created automatically when you use the app. Those backups become available through iTunes when you sync to a computer. You can also automatically sync backups to your iCloud account. All devices that are connected to the same iCloud account will share a backup location, and those backups are available for recovery by any other device. This isn’t a true synchronization, but it will allow you to easily switch between devices when you need to do so. More importantly, it means that you don’t have to think about backups any more. They will just happen. We will go into full detail about the Backup and Restore features toward the end of this guide.



## Configuration: Default Options

TimeLogger contains a number of ways to configure its default behavior throughout the program (all of them are designed to save effort and time). You can get to these options by tapping “Configuration” and then “Defaults” from the main screen. This will bring you to something that looks like <sup>26</sup>.

The selection of Category, Client and Job determine the default values of those selections when you start new timers. If you are starting timers mostly for the same Category, Job and/or Client over a period of time, you should set the defaults for those values so that you do not have to do so with every new timer.

Next is the “Time Interval.” This sets the increments that you will see on the pickers that allow you to select times. For example, if you set this to 15 minutes, your time pickers will only show 00, 15, 30 and 45 minutes. This is very useful if you bill or account for your time in particular increments. The possible values are 1, 5, 6, 10, 15 and 30 minutes. The default is 1 minute. Note that newly started timers will default to the previous time increment (roll back) and ending timers will default to the next time increment (roll forward). In other words, if you set the interval to 15 minutes and begin a timer at 10:22, it will default to 10:15. If you then go to stop that timer at 3:26, it will default to 3:30.

The next setting is your default email address. This is the address that is set by default when you send email messages (such as the CSV export) from within TimeLogger.

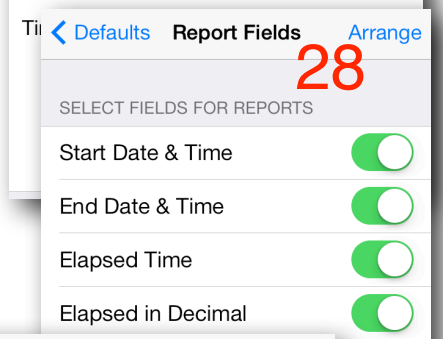
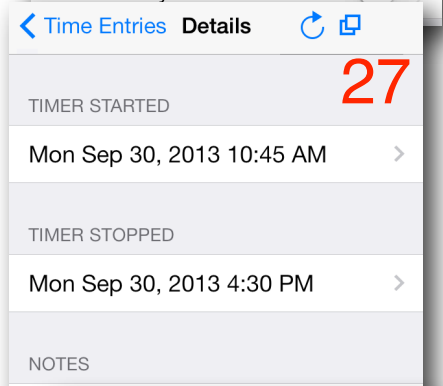
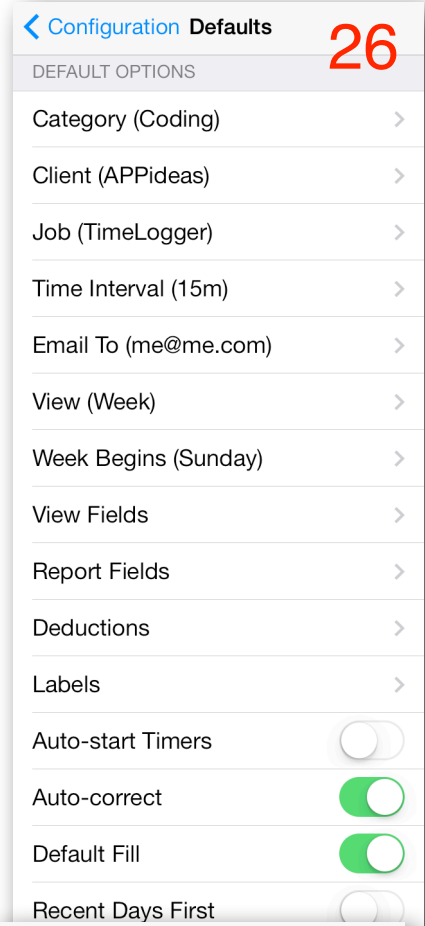
The default View is the “mode” in which the Time Entries screen starts -- or “how many days of information do you want to see on the Time Entries screen?” You can set this to “Day,” “Week” or “Month.” The default is “Week.” The “Week Begins” setting determines what TimeLogger considers to be the first day of the week when you are in Week mode. The default is Sunday (or whatever the equivalent of Sunday is called in your language).

If you don’t need to keep as much information with your time records, or if you only ever work for the same company or on the same job, you can simplify the input of new entries by turning off fields that you do not need. Tap the “View Fields” button and turn off fields you do not wish to see on record entry. The screen in <sup>27</sup> has everything except for the Notes field disabled (you cannot disable the start and stop times -- that would just be silly). We recommend setting default values for hidden fields so that printed reports are more easily understood.

To change the fields that appear and the order in which they appear in your CSV export, tap “Report Fields.” On this screen,<sup>28</sup> you can turn on and off several fields, including some that are not turned on by default. To change the order of the fields, tap the “Arrange” button at the top.<sup>29</sup> To move the fields around, hold your finger on the gray bars that are on the right of the button (these are called “reorder controls” in Apple-speak) and drag the field up or down into the desired position. When you are finished, tap “Done.”

We covered default Deductions on page 4, so we’re not going to do that again. And we’re running out of space, so “Labels” will be on the next page.

The final Default Configuration options <sup>26</sup> are simple On/Off choices. The first, when turned On will enable a prompt whenever you stop a timer asking if you would like to start a new timer at the current time. The next is whether or not you wish to have Auto-correct enabled throughout TimeLogger’s input. The third sets whether or not you wish for the default Category, Client and Job to be applied to all new time records automatically. Finally, you can set the Time Entries screen to display information in “newest-items-first” order.



## Configuration: Default Options (continued)

We skipped one item from the Defaults configuration screen -- Labels.

When TimeLogger was initially developed, we made an assumption about the way that a majority of users organize their time records. It turns out that our assumptions were correct, but we are now including options that enable the other 20% of you to keep your data organized the way that you want. To that end, TimeLogger gives you the ability to change the labels for “Categories,” “Clients,” “Jobs,” “Notes,” and “Deductions.” Again, we think that was very kind of us, and we hope that you remember us in your next iTunes good comments extravaganza.

From the Defaults configuration screen, tap “Labels” and you will see something that looks like <sup>30</sup>. You will be able to specify both the singular and the plural form of each of these words so that the wording isn’t awkward where each needs to appear. In this example, we are pretending that our TimeLogger user work at one company that has multiple projects, and this person is tracking time for multiple people. In order to do that, we have changed “Clients” to “Projects” and “Jobs” to “People.” Now, when this information is displayed, it matches exactly the categorization of time records that our pretend company requires<sup>31</sup>. That should help us keep the data better organized. We can also see that other labels throughout TimeLogger suit our needs<sup>32</sup>.

## Configuration: Pebble Watch

If you own a Pebble smartwatch, TimeLogger is (in our opinion) the most useful companion phone app that you can have. What better use is there for a smartwatch than to track time? The TimeLogger watch app is a full remote control for the TimeLogger phone app right on your wrist!

To install the TimeLogger watch app, you must have the Pebble app installed on your iPhone, iPod or iPad. From TimeLogger’s home screen, tap “Configuration” and then “Pebble Watch.”<sup>32</sup> Tap “Get the Watch App.”<sup>33</sup> The watch app installation file will open in Safari. Tap “Open in Pebble” to install the watch app.

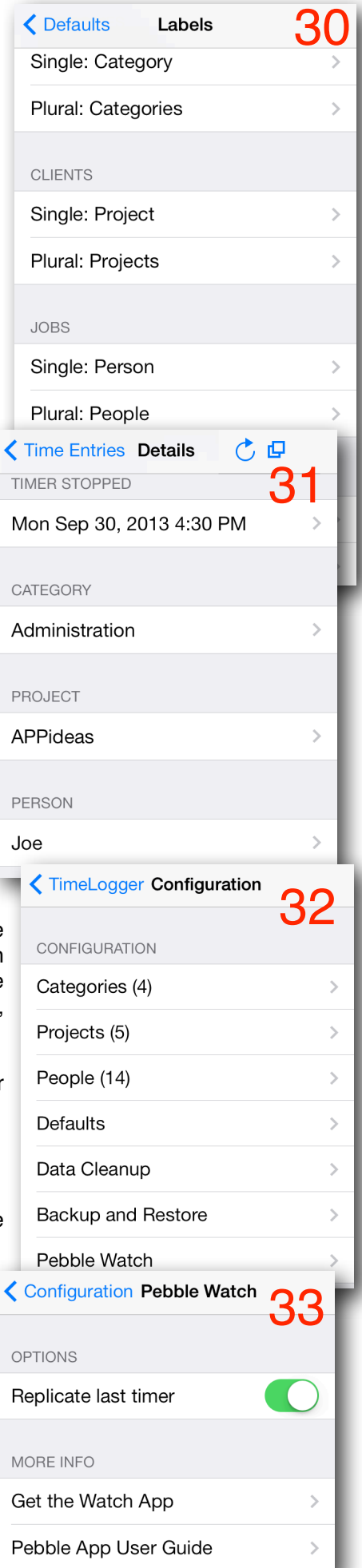
There is one configuration option in TimeLogger for the watch app. From the Pebble Watch Configuration screen,<sup>33</sup> you can toggle the “Replicate last timer” option. With this option on, newly started timers from your Pebble watch will default to the Category, Client and Job of your most recently stopped timer. With this option off, newly started timers will default to TimeLogger’s default settings.<sup>22</sup>

Tap “Pebble App User Guide” for complete details about using the TimeLogger Pebble watch app.<sup>33</sup>

## More About Backup and Recovery (iTunes first)

Every TimeLogger user will be able to use iTunes for backup and recovery, so we will put this section first. Those of you who use iOS 5 or newer have a much easier way to perform backup and recovery, so feel free to skip ahead to the next section.

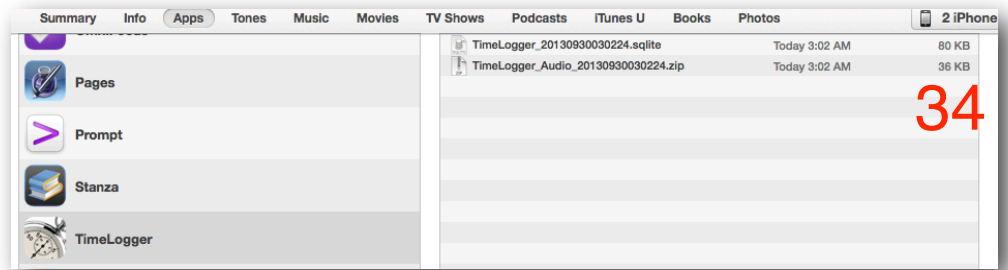
To create a backup of your TimeLogger data, browse to the “Backup and Restore” Configuration screen<sup>25</sup> and tap “Backup now.” Once you have done that, connect your iDevice to your computer and open iTunes. Select your device, and then select the “Apps” button at the top. Finally, scroll down below your list of apps, and select “TimeLogger” from the Apps list under “File Sharing.” This will display all of TimeLogger’s shared documents in the “Documents” list on the right.<sup>34</sup>





## More About Backup and Recovery in iTunes (continued)

After you have generated a backup, you will see a file called “TimeLogger\_X.sqlite” and you may also have another called “TimeLogger\_Audio\_X.zip” in this list. The “X” in the file names above will be a date and timestamp. You can drag those files onto your computer for safe-keeping. Only the sqlite file is required for recovery of your time data, but including the ZIP file while recovering will restore your recorded Audio notes as well.



Added bonus: Those audio files also play perfectly well in iTunes. Unfortunately, the file names are a little difficult to decipher (if you're human -- and we are assuming that you are), but having them does give you a way to keep usable copies of your audio for safe-keeping without requiring consumption of space on your device for an indefinite period of time.

To recover your data from those files, connect your iDevice to your computer and open iTunes. Again, select your device, the “Apps” button at the top, and then TimeLogger in the Apps list at the bottom. Drag a TimeLogger sqlite file that was created in a previous backup into the “TimeLogger Documents” screen. Do the same with the TimeLogger\_Audio.zip file that was created at the same time. Open TimeLogger, tap “Configuration” and then “Backup and Restore” and “Restore from backup.”<sup>25</sup> Because TimeLogger needs access to your data at all times, it will prompt you to shut down the app. You can choose to not do so, but then recovery won't take place. After shutting down TimeLogger from the prompt, re-open TimeLogger and your files and data will be recovered. This may take a long time -- don't interrupt the process.

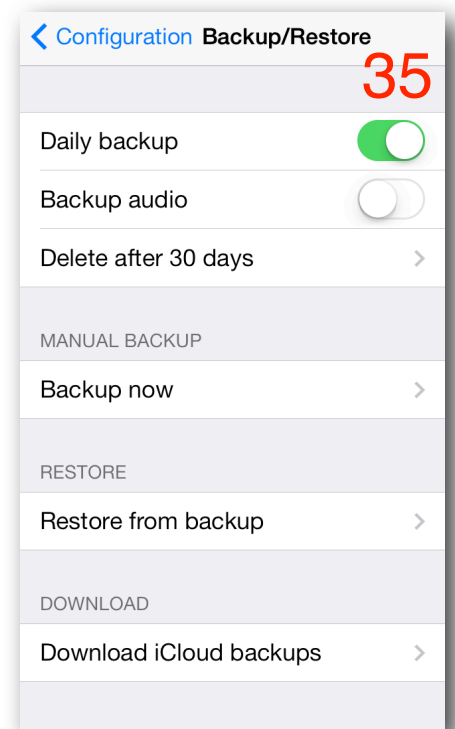
You may like to know (but then again, maybe not) that you can recover the data without recovering the audio recordings by only copying the TimeLogger.sqlite file into iTunes in the step above. You cannot recover only audio files without the other data.

## More About Backup and Recovery in iCloud

Once you have this setup, you won't have to worry about whether or not your data is being backed up ever again.

You've already been there, but here it is again... From TimeLogger's main screen, tap “Configuration” and then “Backup and Restore.” You'll get to the screen that has all of the appropriate controls and options.<sup>35</sup> Once you have your device connected to an iCloud account (some tips later), daily backups will automatically copy into your iCloud account. You can choose to backup your audio notes and set the length of time you would like for iCloud backups to stay in your iCloud account. You can also manually create backups or restore from a backup. Selecting several of these options will offer warnings or more information. For example, tapping the “Backup now” button informs you that copying to your iCloud account has begun.

If you want to restore from a backup, tap “Restore from backup.”<sup>35</sup> You will be shown a list of available backups from which you can recover.<sup>36</sup> If you do not see a backup that you are expecting, tap the “Download iCloud backups” button on the previous screen.<sup>35</sup> Select the backup from which you wish to recover. If you are certain that you want to recover after reading the warning, tap the “OK” button following the warning. TimeLogger will close and your data will be restored the next time it is opened.



## Backup and Recovery in iCloud (continued)

iCloud requires a little bit of setup on your device the first time you use it. If you open your Settings app and scroll down to iCloud,<sup>37</sup> we think that you will be able to figure it out from there. If you do not already have an iCloud account, you can get one for free. Once you're setup, you shouldn't have to think about it again -- all of the apps on your device that use iCloud will work without any other configuration.

The iCloud Settings section is also where you can see what resources are being used by TimeLogger (and other apps). We're not going to go through all of the options that are available through your iCloud account. That's yours to discover.

## The User Guide

You may have noticed the "User Guide" button on the main screen.<sup>2</sup> That will give you this document. If you don't want to read this document on your iDevice, tap the Printer button in the upper right-hand corner.<sup>38</sup> If you have an AirPlay compatible printer, you can get a hard copy of this guide.

## Contacting APPideas

On TimeLogger's main screen in the paid version, tap "Support/Feedback." An email message will open, ready for you to tell us what you think or to request technical support. We love to hear from our customers, and we love adding features to make our customers happy. We think that TimeLogger is pretty awesome, but we encourage you to take an active role in making it even better. Here are some ways to do that:

- Come to our web site and send us a message: <http://APPideas.com/>
- Stay up to date and know what we're doing with less effort: Go to <https://twitter.com/journalDotAPP> and click "Follow" to follow us on Twitter.

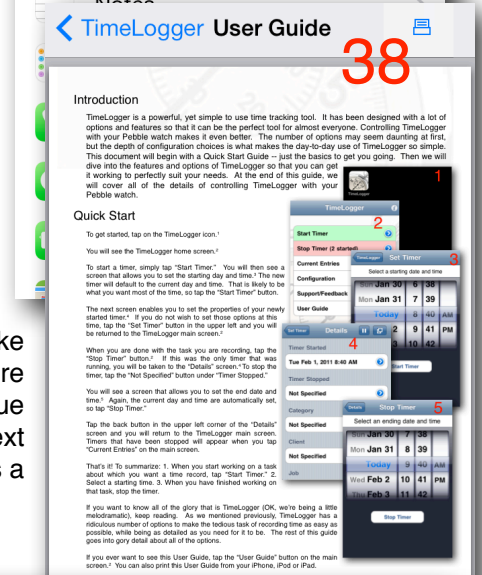
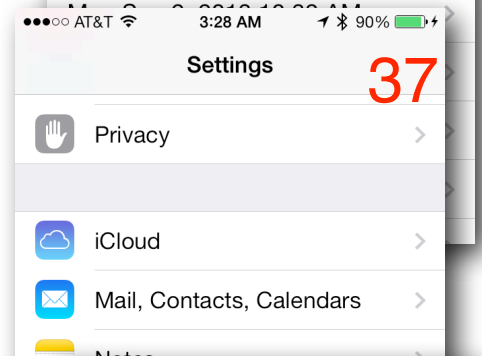
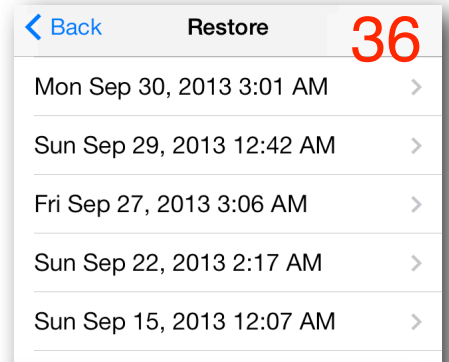
APPideas is a tiny, family-owned and operated company. Our passion is to make great software and to make happy customers. Positive App Store reviews are what make TimeLogger sell, and sales are what make it possible for us to continue improving the software that you use every day. Please take a few minutes the next time you login to iTunes and leave a review. We'll make it easy for you... Here is a direct link:

<https://itunes.apple.com/us/app/timelogger/id288769270?mt=5>

If you're using the free version of TimeLogger, you may want to check out the next page...

## Here's a Picture I Took

This is Jonathan Ive's house.<sup>39</sup> I walked to it from Pier 39. That's a long walk. I included it to see if anyone is still paying attention.



## Some Final Details

For those of you who don't have that "Support/Feedback" button...

Why don't you? Seriously, though. We have finally done something that has been requested of us since the App Store first opened and TimeLogger became available -- make a free version!

Our problem has been that we don't like people getting their impression of our applications based on a crippled version, and at least as troubling as that, we don't want to have to maintain two separate applications and all of the associated code. Call us lazy. Actually, please don't. Our feelings get hurt very easily.

We figured out a way to give people a useful free version of TimeLogger while not annoying the paid users. And we think that you'll like TimeLogger so much that the cost to upgrade will be a no-brainer once you have used it. And if the free version suits your needs, then great -- enjoy!

Introducing TimeLogger Free! The free version is functionally the same as the paid version. There are 4 distinctions:

1. There are advertisements within the free version.
2. TimeLogger Free deletes all entries that are more than 60 days old, so you cannot keep a long-term history in the application. We realize that 60 days is probably enough for most people, and we're OK with that.
3. You will not be able to send us feedback or request technical support from within TimeLogger Free. Instead, you will have an "Upgrade" button. (You can still use our web site to contact us).
4. Recording of audio notes is limited to 30 seconds.

You can update TimeLogger Free to remove the advertisements, lift the 60 day entry restriction, enable support and feedback requests from within the app, and remove the audio note time limit. Just tap the "Upgrade" button and then the "Purchase Upgrade for..." button (the price may change over time, and depends on your country). The upgrade takes place through the iTunes store using your iTunes account. When you upgrade, the data that you have saved will remain. This upgrade will give you all of the capabilities of the paid app and will remove the restrictions of the free version.

That's about all we've got for now.