HOME UTILITY SYSTEM
HIGHLIGHTS

WELCOME

Welcome to the system. We trust that this system will add value to the day to day running of your household! The system is protected by copyright. Please read the copyright notice under the Help section of the Main window.

The system was programmed for the Windows operating system and will run on any version of Windows. The required screen resolution is 1024 x 800.

The functionality of the system will now be discussed as we work through the system.

DEMO

You can download a demo which is valid for 30 days and thereafter you can decide if you want to buy or not.
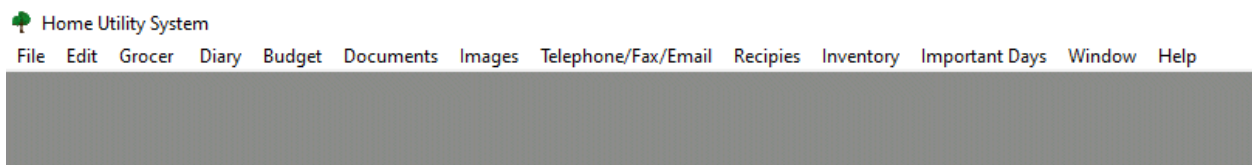
HELP

Each window of this system is provided with cryptic help on the window. Click on the question mark to obtain help ❓

To open the main helpfile click on Help and then select "View Help File" right at the top menu of the window. It is vital to read this help file -all your answers are there!

THE MAIN WINDOW

When you load the system, the following window is displayed:

🌳 Home Utility System

File   Edit   Grocer   Diary   Budget   Documents   Images   Telephone/Fax/Email   Recipies   Inventory   Important Days   Window   Help

The menu items appear from left to right. They are Grocer; Diary; Budget; Documents; Images; Telephone/Fax/Email; Recipes; Inventory; Important Days & Help.
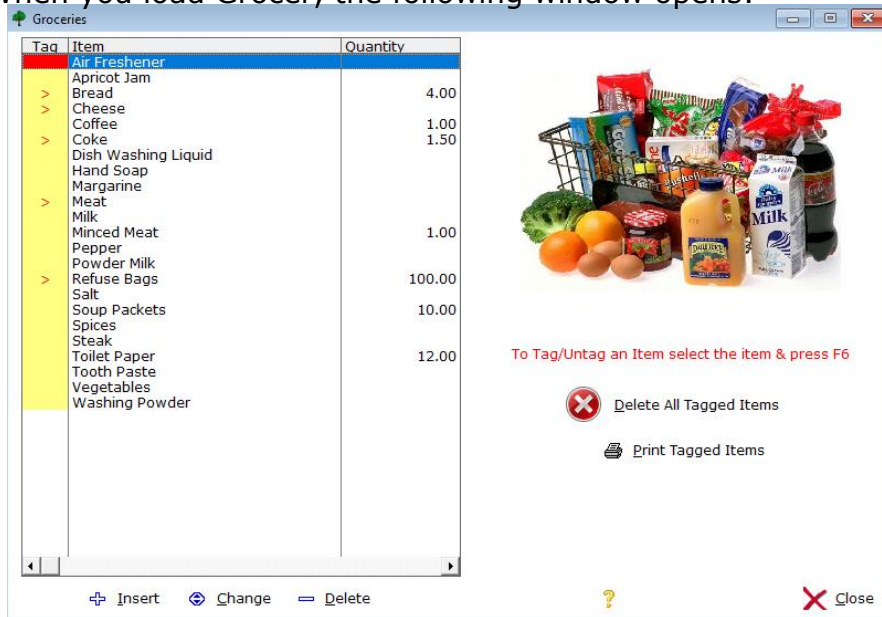
This is the main window of the system, and all functionality is derived from this window.

We will now deal with the functions this system offers (from left to right on the menu) Some highlights on the system:
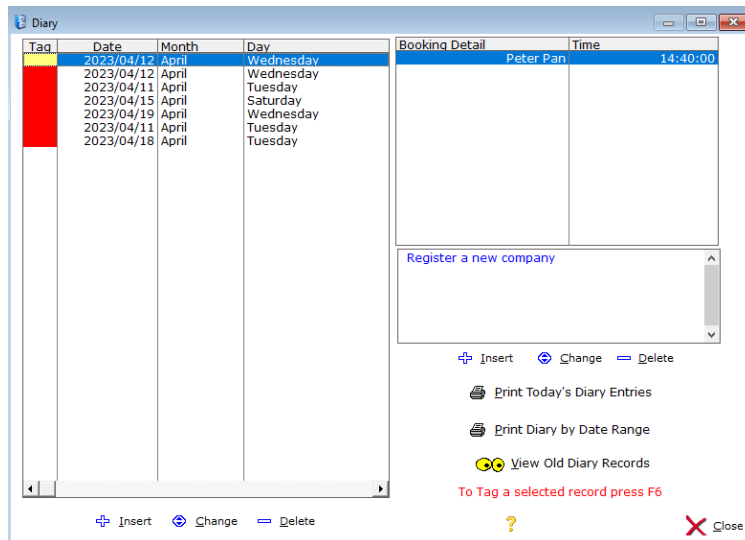
1. Grocer

The Grocer is a function which allows you to keep track of all groceries you normally use in your household. You capture ALL of them and then as you see an item should be purchases you tag the item in the system. Then on purchase day you print out all the tagged items and you have your shopping list.

When you load Grocer, the following window opens:
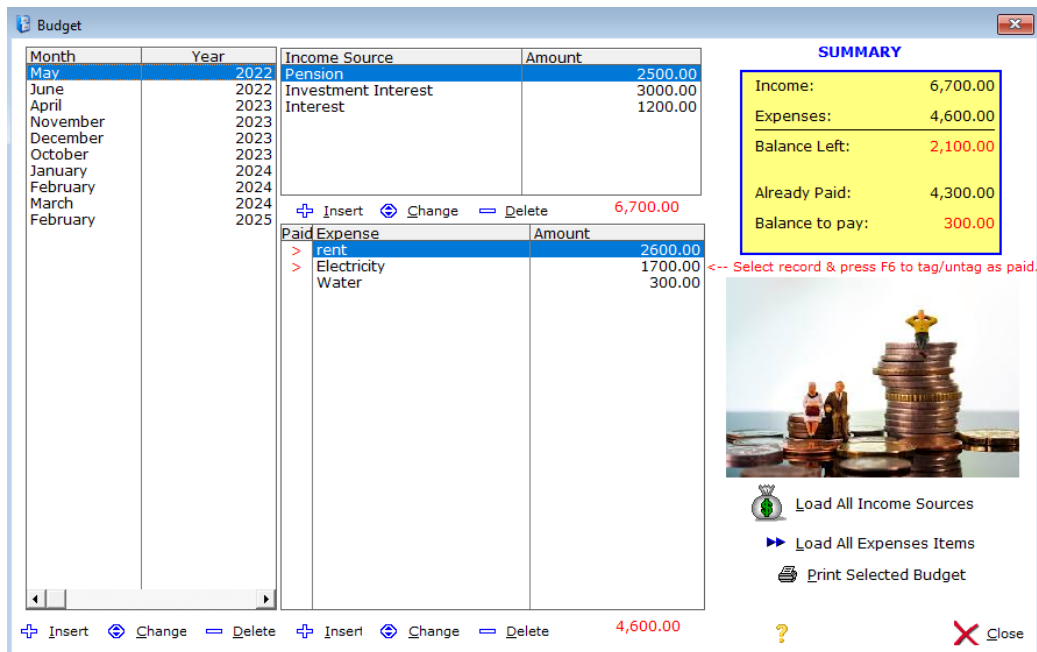

2. Diary

This window allows you to keep track of tasks that you need to remember – day by day. The left side contains the date and the righthand side what to do or who to see and the time. You can print todays bookings; Bookings by a date range and you may view old diary records. When an event is past you select the diary entry in the left window and press the F6 key. The Diary entry will be moved to the old diary records window.

3. Budget

We believe that if you work according to a budget your financial affairs will run far more smoothly. That is why we added this functionality to this system!

The Budget window allows you to keep track of monthly income and expenses and to have all data at your disposal in one window.
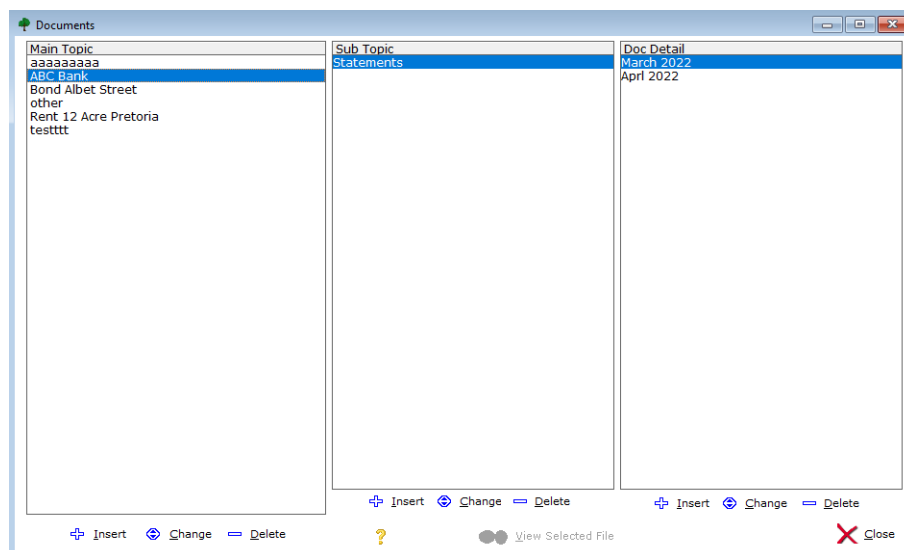

There are three browse boxes in this window. To the left is the Month and year for a budget and then top next to this window are your sources of income. Below the sources of income is the expenses window (what need to be paid) this month.

To the far right is a summary of your income and expenses and what still needs to be paid and what do you have left.

4. Documents

We all need to keep documents but to keep it in files take up space and to search for a document is time consuming. Therefore, this electronic way of keeping documents make so much sense! Electronic documents cannot fade!

The documents window consists of 3 browse boxes and they are related to one another. In above example we have an entry "ABC Bank" in the first browse box (Main Topic). Then next to it we have "Statements" in the Sub-Topic window (Sub-Topic). Statements refer to ABC Bank. The third browse box displays March 2022 (Doc Detail), and this refers to the Sub-Topic "Statements".

Therefore, if you need to call up a bank statement from ABC Bank you first click on ABC Bank then you click on Statements and then you click on the statement to view, maybe March 2022!

If you selected/scanned in a document, the "View Selected File" option button will be displayed. If not, the button will be disabled.

To insert a Main Topic (left hand side window) click on the Insert button below the Main Topic window. The following window opens:
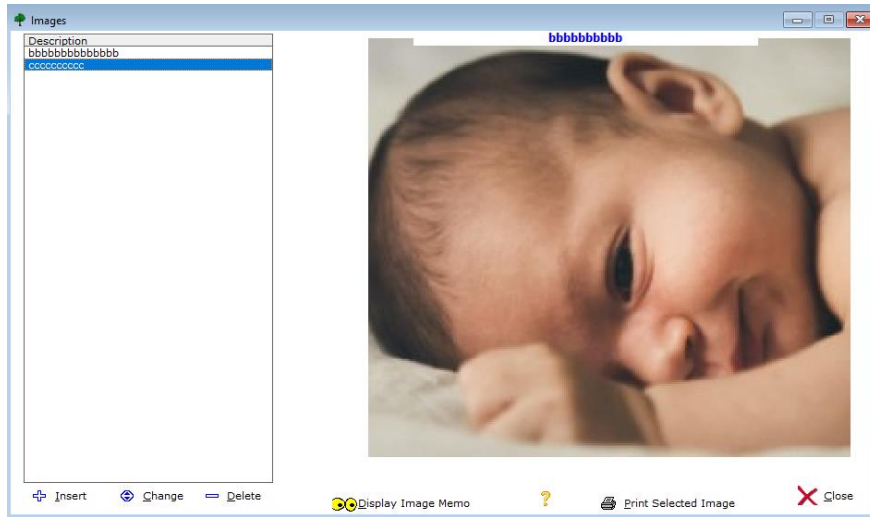
5. Images

We accumulate a lot of photos and images during our life. The problem is always where and how to store them to be easily available if you are looking for a specific image! Also, an electronic image does not fade or deteriorate in quality.

We created the Images facility in this system whereby you have a main topic, like e.g. "Our 2020 Overseas Holiday" and then a sub topic where you bundle all images related to this main topic in. Then it is easy to locate a specific image as all images are then categorized.

When you click on the Images option on the Main Menu the following window pops up:
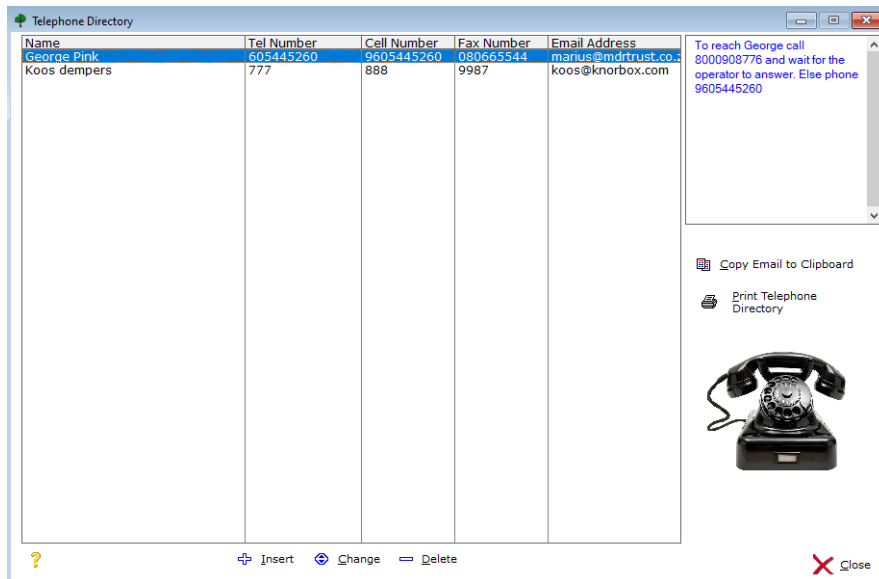
In this Main Image Topics you capture the event that you wish images to be linked to. Like the example in the window "Sports Day 2023"

The images cryptic descriptions appear to the left in this window. As you click on a description (left window) the corresponding image is displayed to the right.

6. Telephone/Fax/Email

It is handy to have a list of our contacts and we thought it a good idea to include it in this system. The following window opens when you select this Main Menu Item:
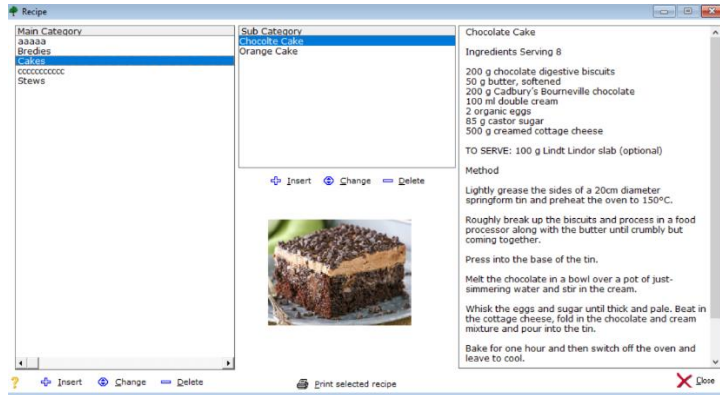

This window displays the Name, Tel Number, Fax Number & Email Address as well as a memo.

If you need to send a contact an email, select the contact and click on "Copy Email to Clipboard" and then in your email program you can paste the email address in the recipient field.

To print the entire telephone directory, click on the "Print Telephone Directory" button.

7. Recipes

The guys who are into cooking and baking will certainly like this section of this system. It allows you to capture those important recipes that you wish to have on record and easily reachable when you need it. And you can even add an image of the end-product to the record to see what it would look like! When you click on the Recipe option on the main menu the following window opens:
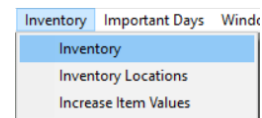

The left side window list the Main Recipe categories. Like Cakes; Bredies, Puddings etc. The Sub-Category window list the recipes for the selected Main Category. In the window above the Main Category selection is Cakes and then the Sub-Category is Chocolate Cake. To the right the recipe is displayed. The image of this cake is then also displayed if you captured it. You can print out any recipe in the database by clicking on "Print Selected Recipe".

8. Inventory

For various reasons it is important to have on record whatever is in your household. Especially when you have to claim from your insurance! Can you imagine that your entire house burns down and you have to specify to the insurers what you are claiming for! It is impossible to know all the items that were in your household. Therefore we have included this section to make it possible for you to capture all the items in your household. For many items insurers also need an image of expensive items claimed (for instance a bar of gold or jewellery). You can insert any image in this system and have record of it. The system also allows you to increase the replacement values of items in your household to keep track of inflation.

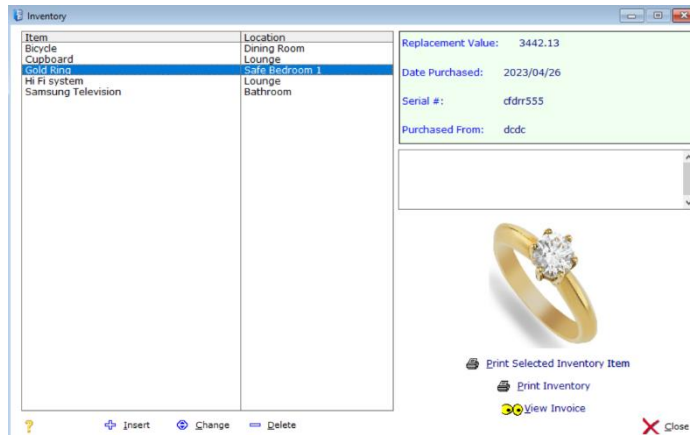The Inventory Menu Item on the Main Menu has 3 options:

The Inventory option load the Main Inventory window.

Inventory locations is where you FIRST capture all the rooms in your house as we use them as lookups in the system.
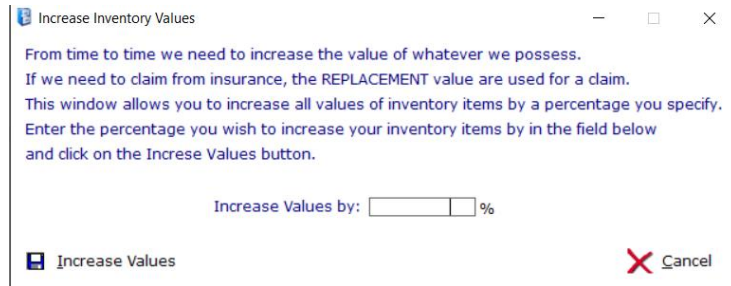
The Increase Item Values is the option to increase all Inventory captured Items replacement values from time to time to keep track of inflation.

The Main Inventory Window:

In the left side of this window we display the item and where it is kept. As you click on an item then to the right side the Replacement Value; Date Purchased; Serial Number (if any) & Purchased from are displayed. If you captured a memo on this item it will be displayed below the summary window. The image (if any) is displayed below the memo window. It is vital to first capture all the locations in your house (rooms) before you enter Inventory Items as we use the rooms as a lookup in the capturing process.

To increase the replacement values of your belongings, click on the Increase Item Values on the main menu under inventory and the following window opens:

Enter the value you wish to increase the values of Inventory Items by a percentage (12% or 4.5% etc.) and click on the Increase Values button. All values will be increased accordingly.

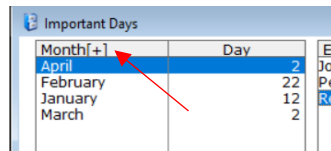Enter the Locations (rooms in your house)

9. Important Days

We all have a lot of family or friends who's events we would like to remember that we can wish them. There are birthdays; anniversaries, when to renew the vehicle licenses or whatever. This facility allows you to enter any month and day to be remembered and then call it up as the year progress. The data in this window is driven by months and you can easily see by month who is next to remember.
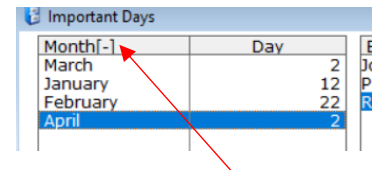
Also remember that you can sort the database by clicking on the header as follows:

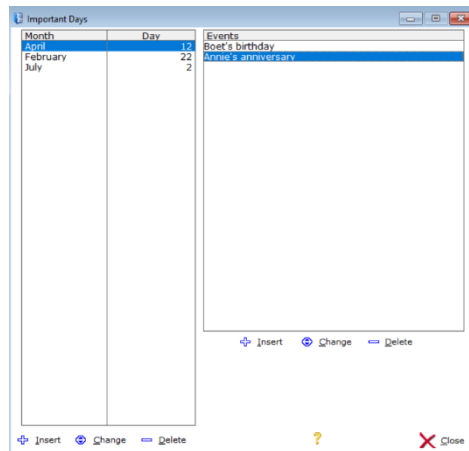If you click on Month a + sign will appear next To month – an A-Z sort

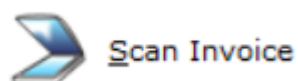If you click again on Month a – sign will appear next to Month a Z-A sort

In the Important Days window we have the month and day to the left and next to it the Event to capture. As you click on a month in the left window to the right the events will be displayed. In the example above April 12 is selected and to the right I have 2 events for that day of April.

SETUP THE SCAN FACILITY

The scan facility is used in the Doc Detail and Inventory part of this system. To scan an image in this system, the scan function has to be setup according to the scanner/printer you are using.
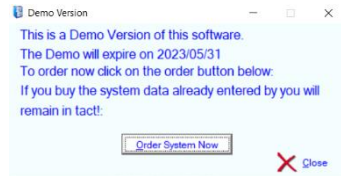
The setup of the scanner is done only once and thereafter the scan facility will be functional throughout the system.

A typical scan button is found in the update window where you capture a new Inventory Item:

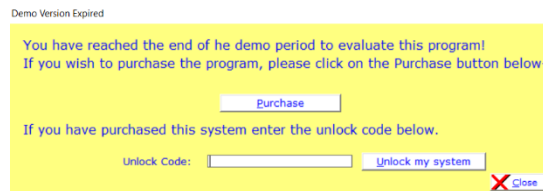Scan Invoice

BUY THIS SYSTEM (Demo not yet expired)

If you are running a Demo version of this program a window will be displayed every time you load this system:

If you decide to buy the system, click on the Order System Now button.

BUY THIS SYSTEM (Demo expired)

If you prefer to run the demo for the full 30 days then the following window will appear after the demo period has expired:

You now print and fill in the order form, make your payment and email it to us.

We will send you an unlock code which you have to enter in the Unlock Code field in the above window. Your system will restart and you will have a valid registered system!

COPYRIGHT

This computer system is protected by copyright and may not be sold, copied, supplied, dismantled or dealt with in any way without the written permission of the developer. Breach of this copyright could lead to criminal and civil liability.

GENERAL

We strongly recommend that you install this system in the cloud to protect your data.

We trust that you will enjoy this system and that it will add value to your record keeping of the events in the life of your child.

Please send feedback to us info@mdrtrust.co.za if you need to tell us what you would like to see added to this system. We will certainly have a look at it and consider each suggestion. Remember a portion of the price you pay go towards charity!

The Development Team 2023