Calendar

The following document is provided as a help file for Calendar for Kindle by 7 Dragons.

Calendar is a Kindle application that allows you to organize your days, weeks, months and years by adding Events and Daily ToDo Lists on your Kindle. With the added functionality of repeating items, reminders, search functionality and the ability to view your events on a daily, weekly, and monthly basis, you will never forget items you have added to your schedule.

Calendar adds productivity to your Kindle in addition to the standard e-Reader functions. Basic uses for Calendar include:

- Schedule and track appointments
- Create and use Daily ToDo Lists
- See reminders of upcoming events
- Plan work projects
- Grocery/Shopping ists
- Planning for trips
- Organizing family and friend birthdays
- Much more….

Using Calendar

The first time you open Calendar, you will see a one-time pop-up message with a brief explanation of how to move around the application and reminding you to utilize the Help pages. We have provided a copy of this message below for your reference.

Once you close this message and each time you open Calendar after this, you will be taken to the main Calendar screen.

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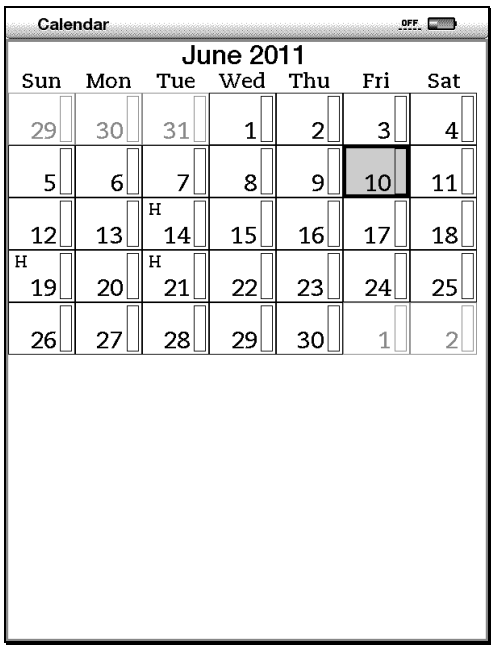

Calendar will always open to the current month and year with the current date (today) indicated in gray. Kindle 3 and Kindle 3 WiFi will display numeric shortcut keys at the bottom of the screen. To turn these off, please refer to the section on 'Typing Numbers'.

At first glance you will see that holidays are designated with an H on their date. For further details on holidays, please refer to the 'Holiday' section below.

You can easily move from month to month by using the Next Page and Previous Page buttons on your Kindle e-Reader. You can also move around to different days and week on the main Calendar page using the 5-way.

In addition, the Menu offers the option moving directly to a date by using the 'Go to Today' option or the 'Go to Date' option. 'Go to Date' allows you to select any date you would like to move to instantly. Calendar goes on indefinitely – so feel free to fill in days in other years.

A Quick Guide to Calendar Display

As you add Events and Daily ToDo Lists to a day, several of these items may appear in a grid below the Calendar (the number of slots that will appear depend on the amount of events added, size of font selected, and number of weeks in the current Calendar page).

- Marks to the right of a date indicate Events throughout the date.
- Today is indicated in gray
- H indicates a holiday
- Balloons indicate Birthdays

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- Stars indicate Favorite Events
- Checkmarks indicate Daily ToDo Lists

Help Pages

The Help section (available in the Menu) provides quick notes on using different features in Calendar. With 17 pages of information – we hope that you can find answers to your questions quickly. To navigate through the various Help pages, use the Next Page and Previous Page buttons on your Kindle e-Reader.

In addition – we have several other Help documents that we have created to provide you with details on the full functionality of Calendar. These documents are available at www.kappreview.com.

Adding a New Event or Daily ToDo List

Click on a date in the Calendar to go to that day. Click on 'Add Event' to create a new Event on that day. Click on 'Add ToDo' to create a new Daily ToDo list on that day.

Type in your Event or Daily ToDo List and press the Save button to save it. Enter as many details as you wish.

For additional details on Events, please refer to the Calendar Events document.

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For additional details on Daily ToDo Lists, please refer to the Calendar Daily ToDo Lists document.

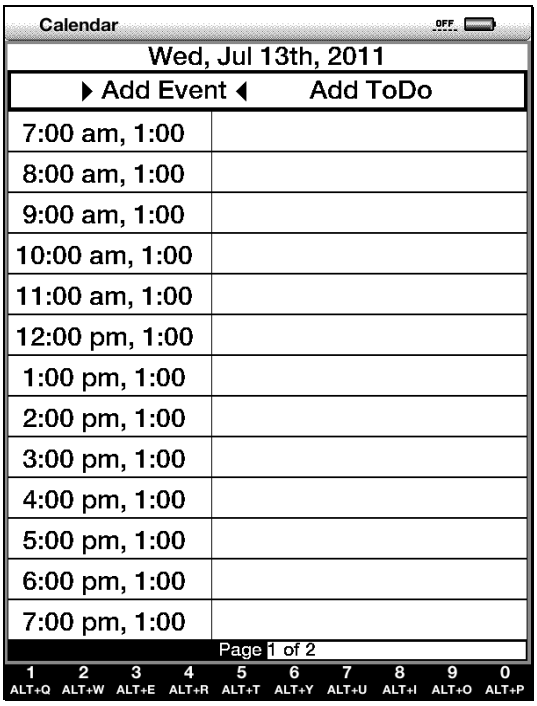
Day View

All items for a particular day can be viewed by one of three methods:

- Navigate to the desired day on the main Calendar page and press on the 5-way to open the day view.
- Use the Go to Date option in the Menu to select a specific month, day and year to open.
- Use the shortcut key of Alt+D on the main Calendar page to open the Go to Date pop-up.

The ‘Add Event’ and ‘Add ToDo’ options at the top of the screen allow you to enter a default Event or Daily ToDo List to the day.

We have provided hour long slots for Events throughout the day to make it easier to visualize your schedule. You can add an Event to a specific time slot by scrolling to a slot and pressing on the 5-way. As you add items, the display will adjust to show overlapping Events include the starting time and duration of each Event.



If you would prefer to hide the empty slots on the Day view, click on the ‘Aa’ key and select Off next to the Empty Slots option.

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Week/Month View

Use the ‘All Events This Week’ option in the Menu to view all Holidays, Events and Daily ToDo Lists in the week (Sunday through Saturday) that has cursor focus on the main Calendar page.

All items for the week will display in order by day of the week (starting with Sunday) and by starting time of each event during the day.

Scroll to any desired items and press on the 5-way to view or edit the details of the item. Use the Next Page and Previous Page buttons on your Kindle to move between pages.

Use the ‘All Events This Month’ option in the Menu to view all Holidays, Events and Daily ToDo Lists in the month that is currently displayed on the main Calendar page.

All items for the month will display in order starting with the first day of the month and by starting time of each event during the day.

Scroll to any desired items and press on the 5-way to view or edit the details of the item. Use the Next Page and Previous Page buttons on your Kindle to move between pages.

Current Reminders

Reminders for Events and Lists that are within the designated reminder period can be viewed via the pop-up alert that opens when you start Calendar each time or via the Current Reminders option in the Menu.

For additional details on how to use or view reminders, please refer to the Reminders post.

Search Events & Lists

Event and Daily ToDo List titles and details can be searched by selecting the Search Events & Lists screen option from the Menu.

The Search Events & Lists screen allows you to search by Event/List title and/or by text in the details of either item. A combination of searching in both fields allows you to search even deeper. This can be very useful when you have many Events and Lists in the application. The results of the search will come up automatically in date order as you type search strings. The results will display in a format similar to the following example:

Fri, Jun 3
ToDo Daily ToDo List title

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Fri, Jun 3
3:30 pm, 1:00 Event title

The default search period is ‘Jan 2011 – Dec 2011.’ The search range can be modified by navigating to that field and pressing on the 5-way. Enter the desired search range in the pop-up and set the range.

The search string can be cleared using either the Clear button or by deleting entries in the search fields using the DEL key.

Background & Heading

Calendar, by default, displays in full-screen view without a background. However, we provide you with nine optional backgrounds that you can select from.

To choose a different background, use the Menu to go to Background & Heading. Use the 5-way to select the desired background and press to save.

In addition, you can add your own calendar heading that will display on the Calendar pages. Type your desired heading in the ‘Calendar Heading’ box. Your entry is automatically saved. (Note: headings are limited to 25 characters).

In the images below, the Background & Heading page is shown on the left. The image on the right shows the Pure Black background with a custom heading.

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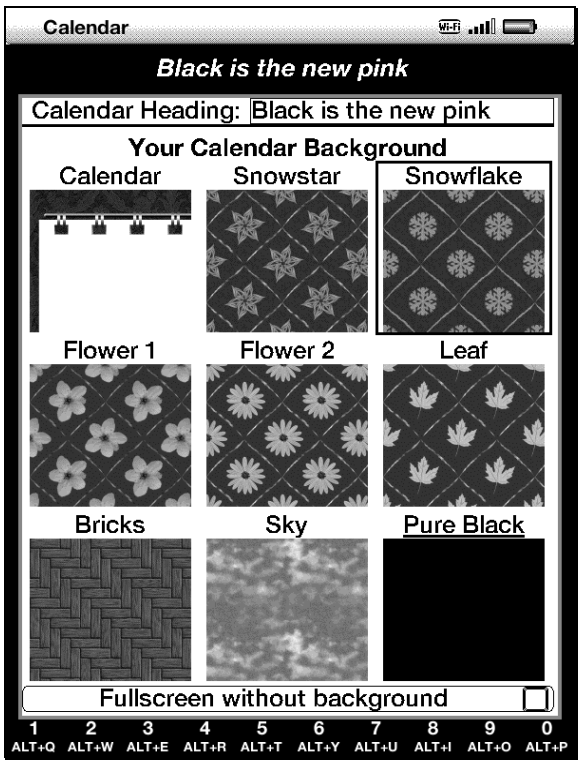

Holidays

We have added several common U.S. holidays to Calendar. These holidays will go on indefinitely (dates have been verified for changing holidays through 2015). In addition, we have also indicated several days such as the first day of each season and the start and end of Daylight Savings Time as holidays.

Holidays are indicated on the main Calendar page with an H on the date. They will also be displayed in the grid below the Calendar when you have focus on a holiday. With some of the larger fonts, the full holiday name is not visible in the grid. The shortcut key of ‘H’ will pop-up and display the full name of the holiday for reference. (See the images below.)

Holidays will also display on the Day, Week and Month views. Holidays are default settings and cannot be edited by the user.

If you would like to turn off the holiday display in Calendar, the ‘Aa’ key allows you to toggle holidays on or off.

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Holiday in grid display

Holiday pop-up display

Typing Numbers (Kindle 3 versions)

Typing numbers in Events and Daily ToDo Lists can be done using shortcut keys in the Kindle 3. These shortcuts are Alt+[Key] where Key is the 'Qwerty' keyboard letter from the top row of the Kindle alphabet that corresponds to the number. Q = 1, W = 2, etc.

The 'Aa' key allows you to toggle the number bar on or off.

Numbers can also be typed by using the SYM key method.

Changing Fonts

Calendar has options that will allow you to adjust the font size to a size that is easiest for you to read and write with. In order to switch between font families and sizes, press the 'Aa' key. Toggle to the desired font size/family and all items in Calendar will adjust to your change. The desired size will be retained between Calendar uses.

Font families available are: SansSerif (default) and Serif (larger fonts)

Six font sizes are available for your choice.

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Anti-aliasing

New Kindle versions have the option of turning Anti-aliasing on or off via the 'Aa' key. Anti-aliasing smooths out the fonts, but can also slow Calendar down.

Back up Events

Using Backup and Restore on both the Kindle and your computer will guarantee that you will have your Calendar entries when needed. You never know when you might drop your Kindle or get it wet or have to restore your information. For more details on how to backup and restore your files, please refer to the post on Backup and Restore Calendar.

Transferring Backups

Transferring backups between your Kindle and a computer is a very quick and easy process. For details, please refer to the post on Transferring Backups.

Closing Calendar

Calendar can be closed by pressing the Home key. If you were in the middle of adding or editing an Event or Daily ToDo List, we provide the security of an auto save of your last item upon closing Calendar.

Calendar Events

The following Kindle Events document is provided as a help file for Calendar.

Calendar has two primary methods of storing and displaying your data. The first method is a Calendar Event. Calendar Events can be used for a wide variety of purposes including (but not limited to): doctor's appointments, meetings, birthdays, tracking different family member appointments, vacation planning, etc.

Adding an Event

There are various ways to add an event:

1) From the main Calendar screen you can press the shortcut key of 'N' to open a new Event. This will open up the Add Event screen with the default setting of the Date that was highlighted on the main Calendar screen at the time you pressed

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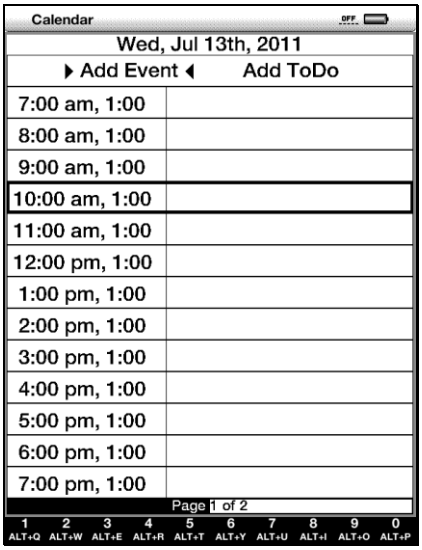
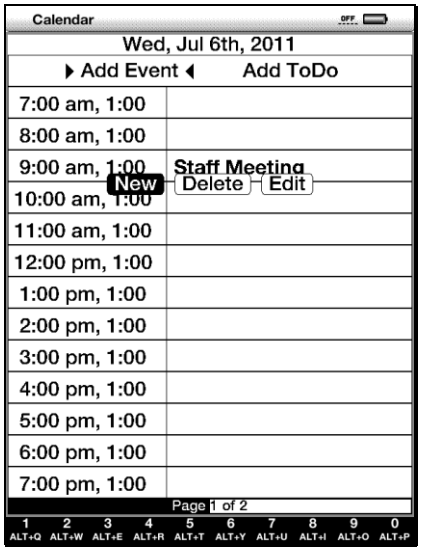
N and a default time of 12:00 p.m. (The shortcut key also works from the Day view, Week view, and Month view pages)

2) Navigate to the Day view screen by selecting a date on the Calendar and pressing on the 5-way. With focus on 'Add Event' at the top of the screen, press on the 5-way top open up a default Event.

3) Navigate to the Day view screen by selecting a date on the Calendar and pressing on the 5-way. Scroll down to a desired time period and press on the 5-way. The new Event will be created with the start time selected.



4) Select an Event on the Day, Week or Month view pages and left click on the 5-way. You will be provided three options of New/Delete/Edit. Select New.



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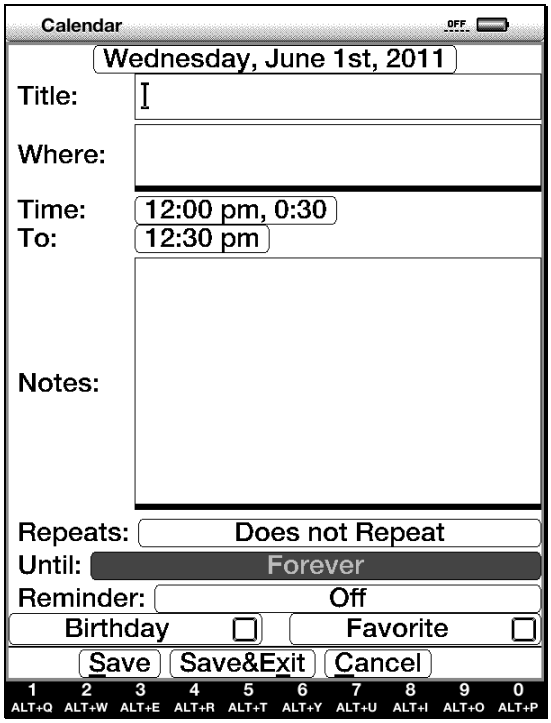
Event Details

The Event screen has a lot of flexibility for storing as much or as little information about an Event as you choose.



A Default Event

Each Event can have the following information assigned to it:

1) Date (including Day of Week, Month, Day, Year)
2) Title
3) Where
4) Start Time
5) Duration of Event (can be All Day)
6) End Time
7) Notes
8) Repeats – how often and when the Event recurs
9) Repeat period
10) Reminders
11) Birthday designation
12) Favorite designation

All Event information is easily displayed and can be edited at any time.

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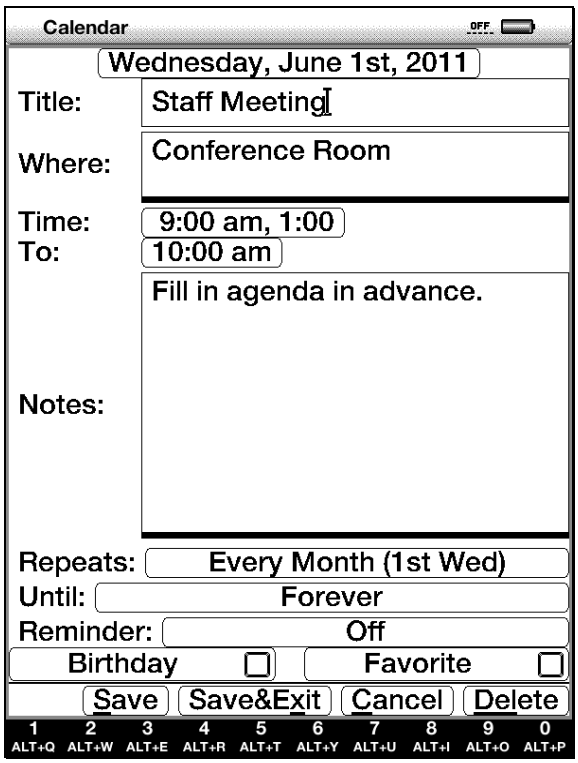

Sample Event with details added

Date

The Event date is initially set based upon the date selected on the main Calendar screen or on the Day, Week or Month view pages. However, appointments and meetings often change, so you can easily change the date by highlighting the date and pressing on the 5-way. The Change Event Date box will pop-up to allow you to change the Month, Day, or Year or Set as Today. Simply navigate to the desired field and use the 5-way to adjust the field data up or down to set the desired date.

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Change Event Date pop-up

Title
Enter the desired Event title with the Kindle keyboard. This will be displayed on the main Calendar, Day, Week and Month view pages.

Where
If desired, enter a location for the Event with the Kindle keyboard.

Start/Duration/End Time
A Start and End period can be designated for each Event along with the duration. The default duration for each event is 30 minutes.

Clicking on the Time field allows you to specify the starting Hour, Minute, AM/PM and Duration of an Event. Various increments are available for your convenience in the Duration field. To designate an Event as lasting 'All Day' select 'Day' in this field.

Clicking on the To field allows you to specify the ending Hour, Minute, and AM/PM of an Event. (Note: Using duration in the Time field will automatically set an ending time).

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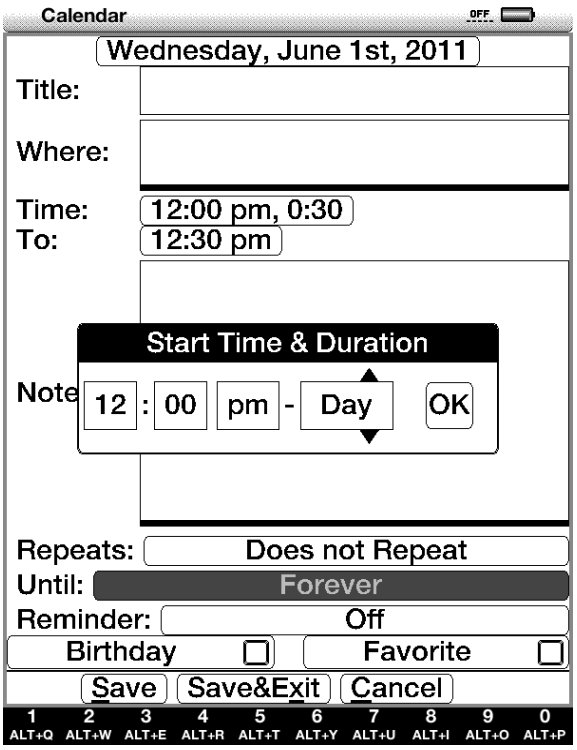

Notes
If desired, enter any Event details in the form of a Note.

Repeats and Repeat Period
Events can be designated as a Repeating or Recurring Event with the Repeats and Until sections of the Events screen. Repeat periods include: Every Day, Every Workday, Every Week, Every Month (on a designated day), Every Month (on a designated week and day) and Every Year.

For further information please see the Recurring Events and Lists help file.

Reminders
Reminders can be set on Events and will then display when the Reminder period has been reached upon start up of Calendar and from the Current Reminders selection on the menu of the main Calendar screen. Reminder periods include: Day of Event, 1-7 Days before the Event or 14, 30 or 90 Days before the Event.

For additional information refer to the Reminders help file.

Birthday and Favorite designations
Designate an Event as a Birthday or a Favorite Event (or both) by moving to the Birthday or Favorite field(s) and pressing on the 5-way. This designation can be

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removed in the same way. Birthdays are visually indicated on the Calendar screens with a balloon and Favorite Events are displayed on the Calendar screens with a star.

Designated Birthday: set for All Day and repeating yearly.

Saving your Event

Make sure to save your Event using the Save (shortcut of Alt+S) or Save&Exit (shortcut of Alt+X) buttons. If you do not want to save your changes, use the Cancel button (shortcut of Alt+C). Once an Event has been saved, it can also be deleted using the Delete button or the shortcut of Alt+DEL. For your convenience, we have built in an auto-save feature in case you forget to save an Event and leave Calendar.

Calendar Daily ToDo Lists

The following Kindle Daily ToDo Lists document is provided as a help file for Calendar.

Calendar has two primary methods of storing and displaying your data. The second method is a Daily ToDo List. (Note – these are sometimes referred to as ToDo Lists or simply Lists). Calendar Daily ToDo Lists can be used for a wide variety of purposes

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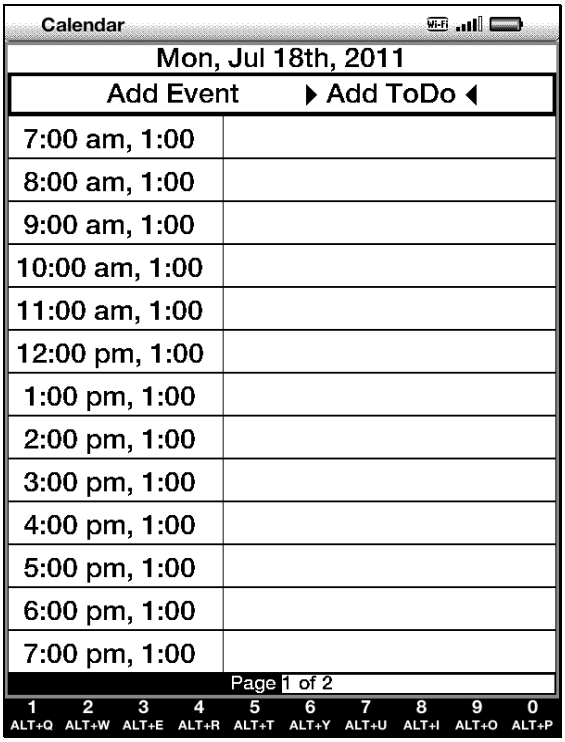
including (but not limited to): task lists, packing lists, grocery lists, work projects, workout plans, etc.

Adding a Daily ToDo List

There are various ways to add a ToDo List:

5) From the main Calendar screen you can press the shortcut key of 'M' to open a new Daily ToDo List. This will open up the Add Daily ToDo screen with the default setting of the Date that was highlighted on the main Calendar screen at the time you pressed M. (The shortcut key also works from the Day view, Week view, and Month view pages)

6) Navigate to the Day view screen by selecting a date on the Calendar and pressing on the 5-way. With focus on 'Add ToDo' at the top of the screen, press on the 5-way top open up a default Daily ToDo List.



7) Select a ToDo List on the Day, Week or Month view pages and left click on the 5-way. You will be provided three options of New/Delete/Edit. Select New.

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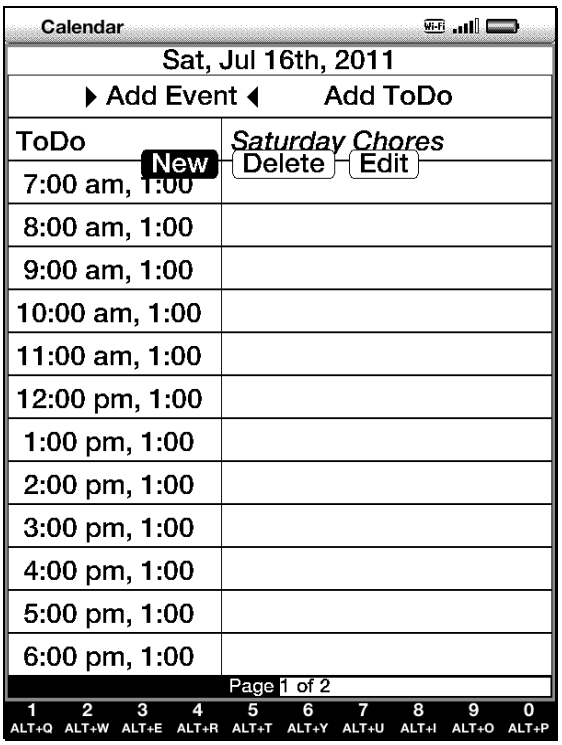
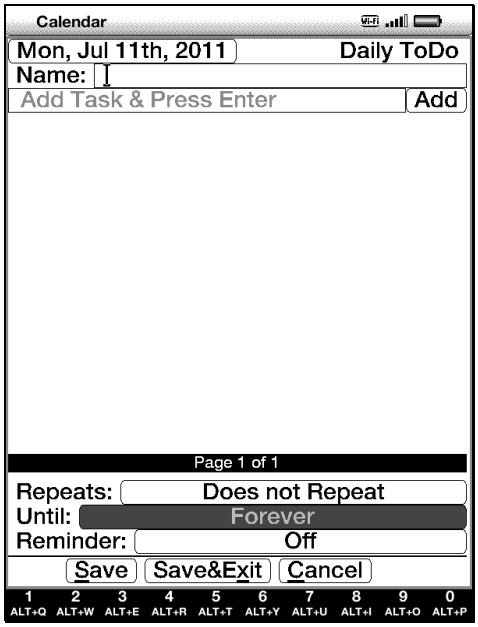


Daily ToDo List Details

The Daily ToDo screen allows you to enter as many ToDo items as you would like per List. When one page is full, the list will automatically expand to additional pages as needed.



A Default Daily ToDo List

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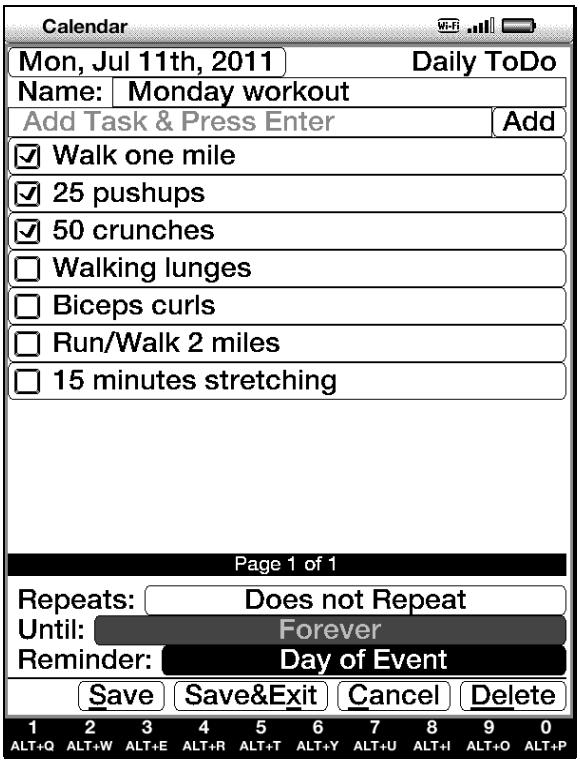
Each Daily ToDo List can have the following information assigned to it:

13) Date (including Day of Week, Month, Day, Year)
14) Name
15) ToDo List Items (with checkbox)
16) Repeats – how often and when the Event recurs
17) Until (Repeat period)
18) Reminders

All Daily ToDo List information is easily displayed and can be edited at any time.



Sample Daily ToDo List with details added

Date

The Daily ToDo List date is initially set based upon the date selected on the main Calendar screen or on the Day, Week or Month view pages. However, plans and schedules often change, so you can easily change the date by highlighting the date and pressing on the 5-way. The Change Event Date box will pop-up to allow you to change the Month, Date, or Year or Set as Today. Simply navigate to the desired field and use the 5-way to adjust the field data up or down to set the desired date.

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Change Event Date pop-up

Name

Enter the desired Daily ToDo List name with the Kindle keyboard. This will be displayed on the main Calendar, Day, Week and Month view pages.

Tasks/Items

Daily ToDo List tasks are added by entering the task in the line entitled “Add Task & Press Enter.” (In the image below – the task of “Type task here” has been entered as a task).

To enter the task in the list, click on the Enter button on the keyboard or the Add button in the Daily ToDo List.

Items can be checked off as completed by using the 5-way to select the item and pressing on the 5-way. Items can be unchecked for future use via the same method.

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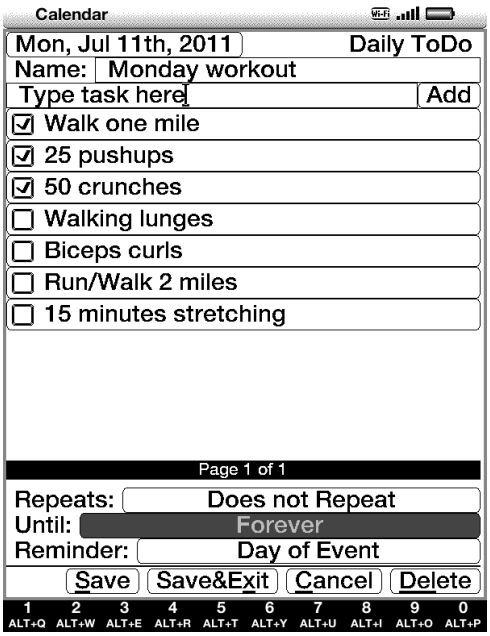

Entering a task

Task/Item Sorting

Tasks and Items in each Daily ToDo List can be sorted in several ways. To access the sort, click on the Menu button and select “Daily ToDo Sort Options.”

Six sort options are available to you:

- Title (A to Z) – sorts items alphabetically in ascending order. Task items starting with symbols will appear first, followed by numbers, then letters.
- Title (Z to A) – sorts items in descending order. Task items starting with letter will appear first (in reverse order), followed by numbers, then symbols.
- Left Tasks First – unchecked items will appear at the start of the list, followed by checked items.
- Done Tasks First – checked items will appear at the start of the list, followed by unchecked items.
- Last Entered First – items will display with the most recently entered items first down to the initial item at the end of the Daily ToDo List.
- First Entered First – items will display in the order entered, with the initial item at the start of the list down to the most recently entered item at the end of the Daily ToDo List.

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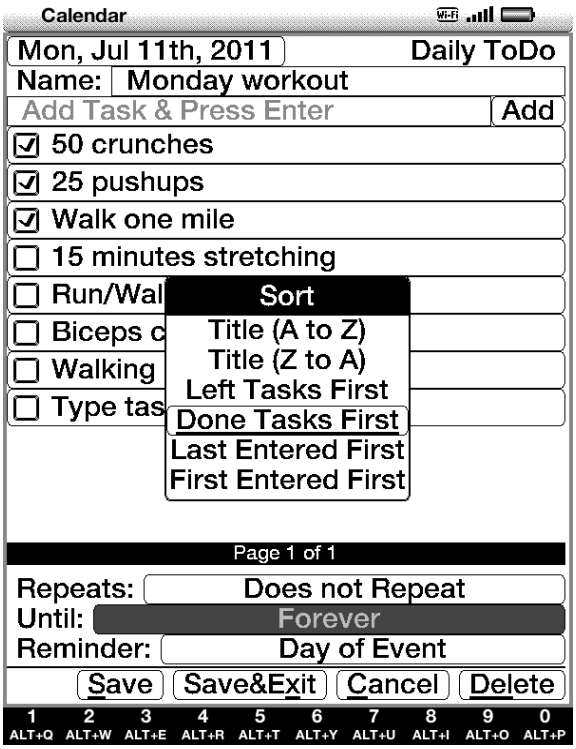

Repeats and Repeat Period

Daily ToDo Lists can be designated as a Repeating or Recurring Daily ToDo List with the Repeats and Until sections of the Daily ToDo screen. Repeat periods include: Every Day, Every Workday, Every Week, Every Month (on a designated day), Every Month (on a designated week and day) and Every Year.

For further information please see the Recurring Events and Lists help file.

Reminders

Reminders can be set on Daily ToDo Lists and will then display when the Reminder period has been reached upon start up of Calendar and from the Current Reminders selection on the menu of the main Calendar screen. Reminder periods include: Day of Event, 1-7 Days before the Event or 14, 30 or 90 Days before the Daily ToDo List is due.

For additional information refer to the Reminders help file.

Create a Copy

To create a copy of your Daily ToDo List select Create a Copy from the Daily ToDo List Menu. This will add a duplicate copy of your Daily ToDo List that is auto-named “Copy of <name>”, where <name> is the name of the original Daily ToDo List. This can be handy for grocery and shopping lists.

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Saving your ToDo List

Make sure to save your Daily ToDo List using the Save (shortcut of Alt+S) or Save&Exit (shortcut of Alt+X) buttons. If you do not want to save your changes, use the Cancel button (shortcut of Alt+C). Once the Daily ToDo List has been saved, it can also be deleted using the Delete button or the shortcut of Alt+DEL. For your convenience, we have built in an auto-save feature in case you forget to save a Daily ToDo List and leave Calendar.

Recurring Events and Lists

The following Recurring Events and Lists document is provided as a help file for Calendar for Kindle.

Events and Daily ToDo Lists are able to be set to repeat on a regularly scheduled basis. This can be useful for:

- Birthdays (they seem to happen every year)
- Weekly and monthly meetings
- Scheduling out vacations
- Workouts
- Any other regularly occurring action.

Setting the repeat period on Events and Daily ToDo Lists is easy to do on the Add/Edit Event or Daily ToDo List screens.

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Setting Repeats on Event Screen

Setting Repeats on Daily ToDo List Screen

Setting Repeats

Step 1: On the desired Event or Daily ToDo List screen, use the 5-way to navigate down to the Repeats line. Press on the 5-way to open the Repeats intervals.

Step 2: Select the desired repeat period. Choices are:

- Does not Repeat (default setting)
- Every Day
- Every Workday (Mon-Fri) – item will repeat only on weekdays
- Every Month (on date) – item will repeat monthly on a specific date
- Every Month (on day/week) – item will repeat monthly on a specific day of week and specific week
- Every Year (on date) – item will repeat yearly (great for birthdays)

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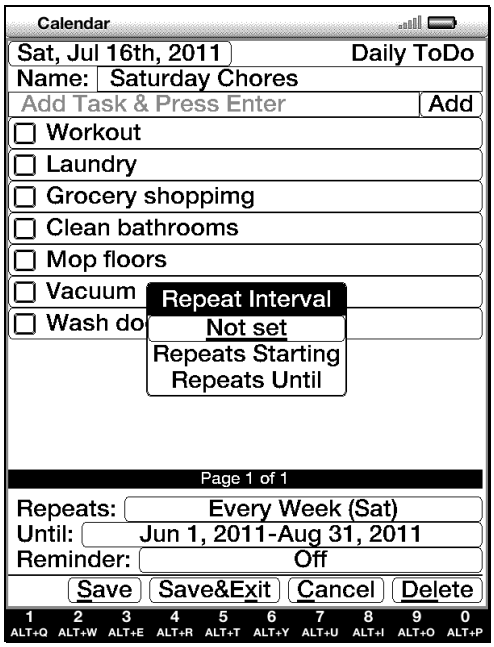
Step 3: Set the Repeat Interval. Navigate down to the Until line and press on the 5-way. (Note – if you choose to skip this step the item will repeat forever on the Calendar based upon your repeat selection).

Step 4: Set date repeat from (if desired). Select Repeats Starting on the Repeat Interval pop-up and press on the 5-way.



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In the “Set date repeat from” pop-up, set the desired start date for your repeats. Press OK or use the Enter button to close pop-up. (The ‘Go to Today’ button allows you to set the current date for repeat start date).

Step 5: Set date repeat until (if desired). Select Repeats Until on the Repeat Interval pop and press on the 5-way.

In the “Set date repeat to” pop-up, set the desired end date for your repeats. Press OK or use the Enter button to close pop-up. (The ‘Go to Today’ button allows you to set the current date for Repeat end date).

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Once you have set your desired repeats, the screen may look like the image below:

Make sure that you save your desired settings. At any time you can go into any of the repeat Events and/or Daily ToDo Lists and make changes to your settings.

Your events will now appear on the main Calendar screen as well as in the Day, Week and Month views based upon your repeat period.

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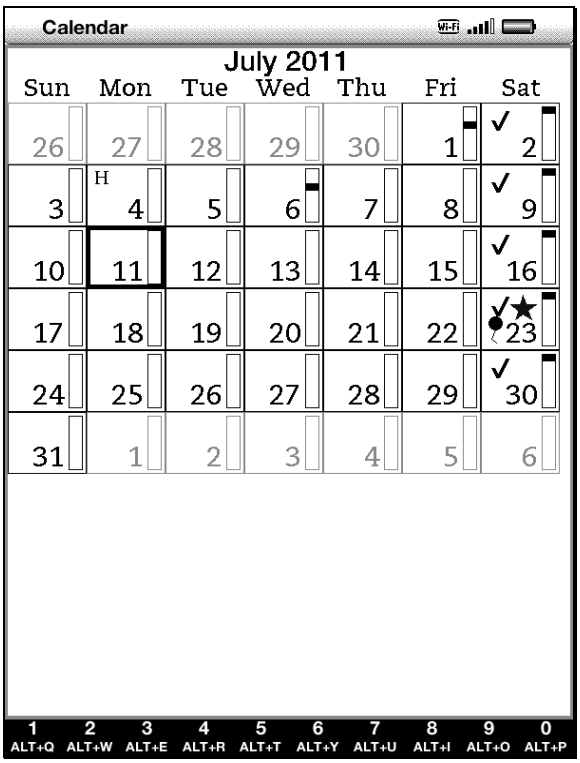

Weekly repeating Daily ToDo Lists on Calendar view

Deleting a Repeating Event or Daily ToDo List

If you need to delete one or all occurrences of a repeating Event or Daily ToDo List you have the ability to select a specific repeat item or the entire series of repeats for the item.

To delete a single Event or Daily ToDo List, open the specific item you want to delete and use the Delete button or Alt+DEL to bring up the Delete prompt. In addition to asking if you are sure you want to delete the Event/List, you will be given the option to choose between the “Series”, “This Event” or “Cancel.” Choose “This Event” to delete a single item. Choose “Series” to delete all occurrences of the event. (See below)

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Delete Prompt for Repeat Items

Reminders

The following Reminders document is provided as a help file for Calendar for Kindle by 7 Dragons Inc.

Reminders allow you to set periods to alert you to Events and Daily ToDo Lists so that you don't forget important items in your busy schedule. Reminders can easily be added to any Event or Daily ToDo List.

Setting Reminder

To set a reminder for an Event or Daily ToDo List, open the item (or set the reminder when you add the item) and scroll down to the Reminder section. Press on the 5-way and the Remind Me pop-up box will open. Select the desired number of days before the item occurs that you want to be reminded using the 5-way and then press on the 5-way to make your selection.

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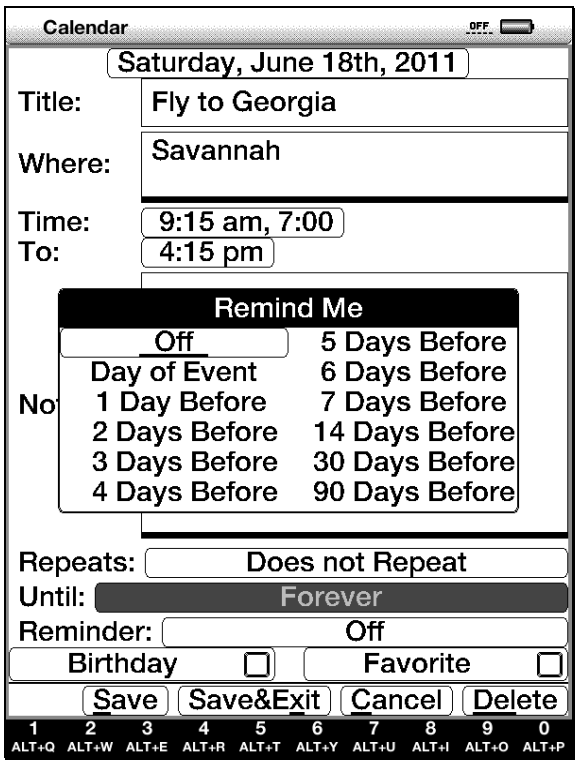
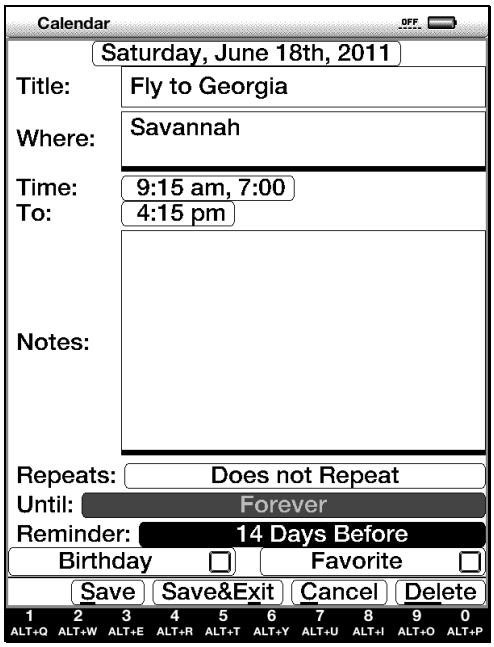


Setting Event Reminder

Setting Daily ToDo List Reminder

Once you have made your selection, the reminder period will display in the Reminder box as shown in the image below:



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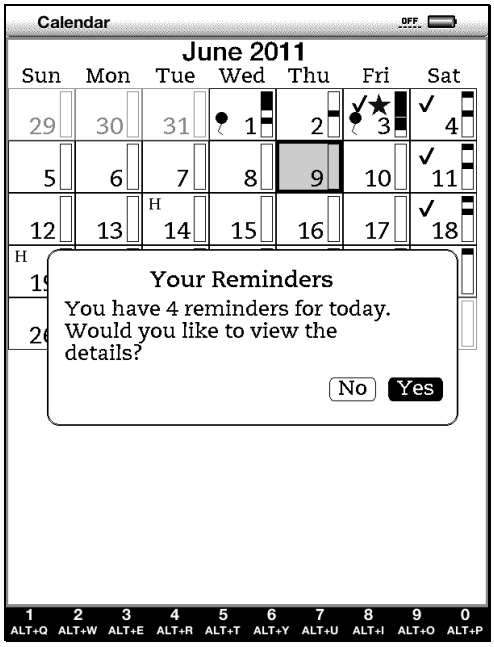
Viewing your Reminders

Each time you open Calendar you will see a pop-up with an option to view any Current Reminders. Select “Yes” to view reminders. Select “No” to skip reminders.



When you open the Reminders page you will see a list of any Current Reminders that are within the period you have selected. Use the 5-way to select and item and open that item for review by pressing on the 5-way.

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You will be reminded of an item from the time period selected onwards unless you use the Show Reminder option to change the reminder options. You can select from: Today Onwards, Never, From Tomorrow, After a Week (this option will not show if the item date is within a week of current day).

Back up and Restore Calendar

The following document is provided as a help file for Calendar for Kindle by 7 Dragons.

The Backup/Restore page provides you the ability to both back up your Calendar Events and Daily ToDo Lists, and restore a set from among the backed up sets. This is a good habit to get into because you never know when you might modify or delete an important item that you will need later or need to restore your initial settings on your Kindle.

In order to get to the Backup/Restore page from any screen in Calendar, press the Menu key. Navigate through the Menu using the 5-way Controller until you see ‘Back up Events’ is underlined in bold. Press on the 5-way to enter the Backup/Restore page.

Prior to making your first Backup, the page will show six empty Backup slots. In addition there is an ‘auto save’ slot for automatic weekly Backups.

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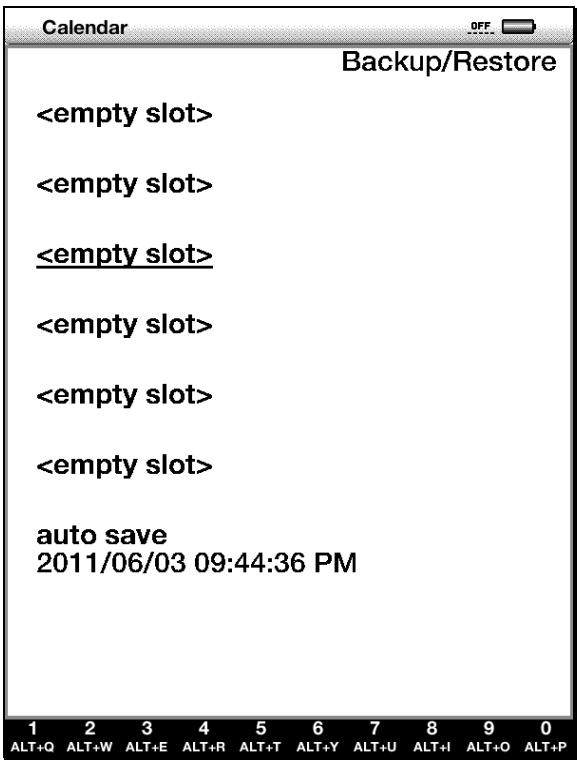

Creating a Backup:

1. Use the 5-way Controller to select the backup slot you would like to use (order does not matter).
2. Press on the 5-way Controller and you will see three available options:
   Backup Delete Restore
3. Select 'Backup'
4. A pop-up box will open allowing you to enter a description/title for your backup. Enter the desired name and then select the Backup button. *We recommend naming the backup with some useful tag such as 'First Weekly' or 'Before Cleanup'.*

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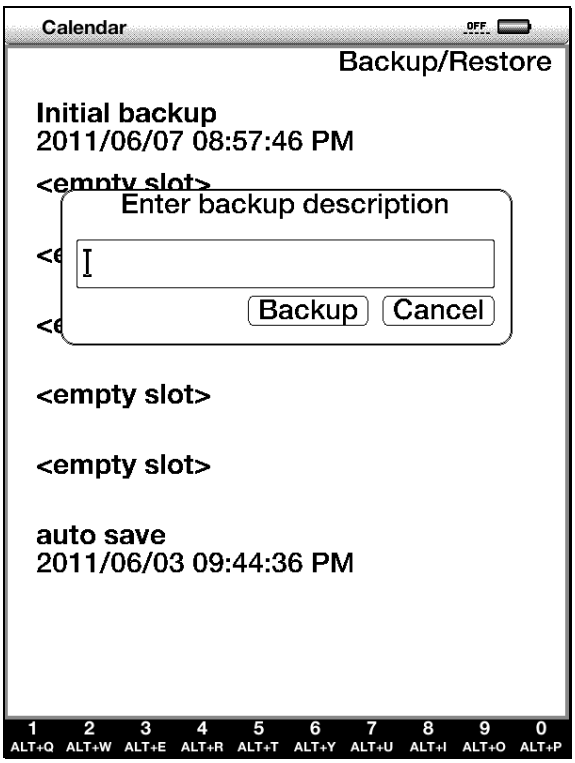

5. (If you decide to not make a backup at this time, select Cancel.)
6. The backup description/title will now appear in the chosen slot. The date and timestamp for your backup will appear on the line below.

If you run out of slots and need to make additional backups, you can either overwrite a previous backup that is no longer needed, or copy backups to your computer and free up a slot. (See Help file on Transferring Backups to a Computer).

Deleting a Backup:

If you have run out of slots and want to make additional backups or no longer need a backup you created for a special purpose, it is very simple to delete a backup. Please make sure that you no longer need this backup because this action is permanent.

From the Backup/Restore page:

1. Use the 5-way Controller to select the backup slot you would like to delete.
2. Press on the 5-way Controller and you will see three available options:
   Backup Delete Restore
3. Select 'Delete'
4. You will be prompted to confirm that you want to delete this backup. If you are sure you want to delete the backup, select 'OK'. If you are not certain you want the delete the backup, select 'Cancel'.

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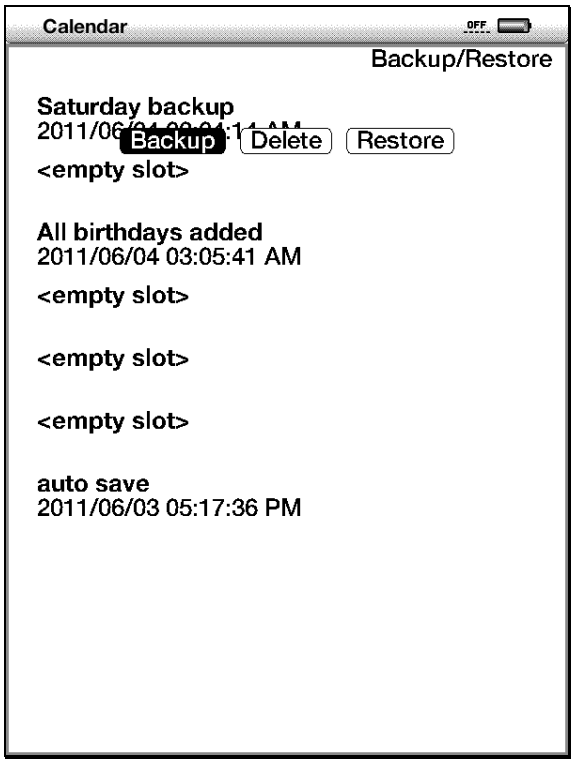

Restoring a Backup:

If you have deleted/modified one or more Events or Daily ToDo Lists that you need to be able to access, the Restore feature on the Backup/Restore page allows you to restore an entire set of Calendar settings.

Note: This feature will restore a previous set of Calendar Events and Daily ToDo Lists over your current set of Events and Daily ToDo Lists. Any changes or additions to your Events and Daily ToDo Lists that have been made after the date and timestamp of the backup you choose to restore will be lost. We recommend making a new backup of your current data prior to therRestore.

In order to restore a set of Events and ToDo Lists, from the Backup/Restore page:

1. Use the 5-way Controller to select the backup slot you would like to restore.
2. Press on the 5-way Controller and you will see three available options:
   Backup Delete Restore
3. Select 'Restore'

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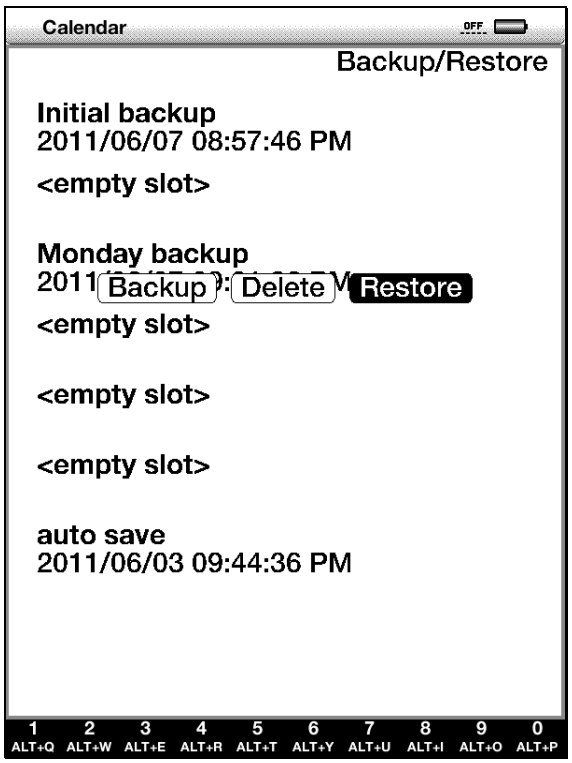

4. Your previous Events and Daily ToDo Lists will automatically be restored to their condition at the time the backup was made.

Transferring Backups

The following document is provided as a help file for Calendar for Kindle by 7 Dragons.

We recommend backing up your Calendar Events and Daily ToDo Lists on a regular basis (in fact – we do it for you in case you forget) and transferring a copy of your backups to your computer every month or so in case of any issues with your Kindle. For more details on how to back up your Calendar items, please refer to the Back up and Restore help file or the Help pages within Calendar.

Transferring backups between the Kindle and a computer is very easy to do. In order to transfer backups, you will need to have the USB cable that was provided when you received your Kindle.

Transferring backups from your Kindle to a computer

1. Plug the USB cable into both your Kindle and the computer.
2. The Kindle should shift into USB Drive Mode.
3. Your computer should open a prompt asking you which action you would like to take. Select 'Open folder to view files using Windows Explorer'. Click OK.

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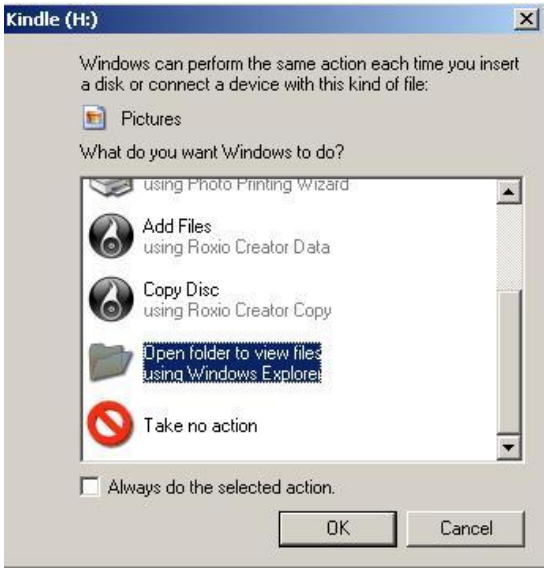
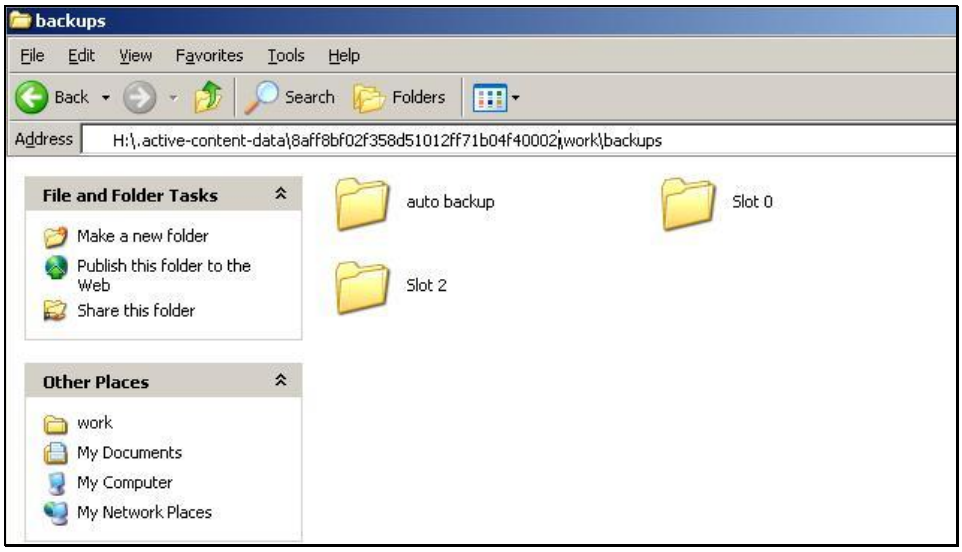


4. Your computer should open Windows Explorer to the root of the drive assigned to your Kindle (this may be different depending upon your computer setup).
5. Double click on the '.active-content-data' folder.
6. Look for the subfolder named '8aff8bf02f358d5 1012ff71b04f40002' and open this folder. (It is easiest to just look for the folder name ending in f40002).
7. Choose the 'work' subfolder.
8. Your backups are stored in the 'backups' subfolder.
9. If your Kindle is the D: drive on your computer, the path/folder will be - D:\.active-content-data\8aff8bf02f358d51012ff71b04f40002\work\backups. *See image below:



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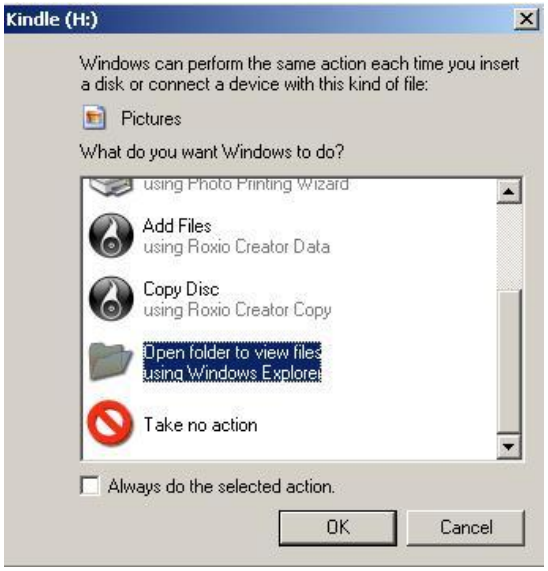
10. Select all desired backup files/folders that you want to transfer. You may select more than one backup by holding down the CTRL key and selecting the backup folders or select a contiguous group of backups by holding down the Shift key and selecting the first and last backup folders in the desired group. **Note: You must keep your backups in their folder and not transfer just the files within a backup folder.**
11. Right click and select Copy (or Cut if you want to permanently move them off your Kindle).
12. Navigate to the desired folder on your computer where you want to transfer the backups.
13. Right click and select Paste.
14. When done transferring backup files/folders, eject the Kindle from your computer and disconnect the USB cable.

Transferring backups from a computer to your Kindle

1. Plug the USB cable into both your Kindle and the computer.
2. The Kindle should shift into USB Drive Mode.
3. Your computer should open a prompt asking you which action you would like to take. Select 'Open folder to view files using Windows Explorer'. Click OK.



4. Your computer should open Windows Explorer to the root of the drive assigned to your Kindle (this may be different depending upon your computer setup).
5. Navigate to the desired files/folders on your computer that you want to transfer to your Kindle.
6. Select the desired backup folders you want to transfer. You may select more than one folder by holding down the CTRL key and selecting the backup folders or select a contiguous group of backups by holding down the Shift key and

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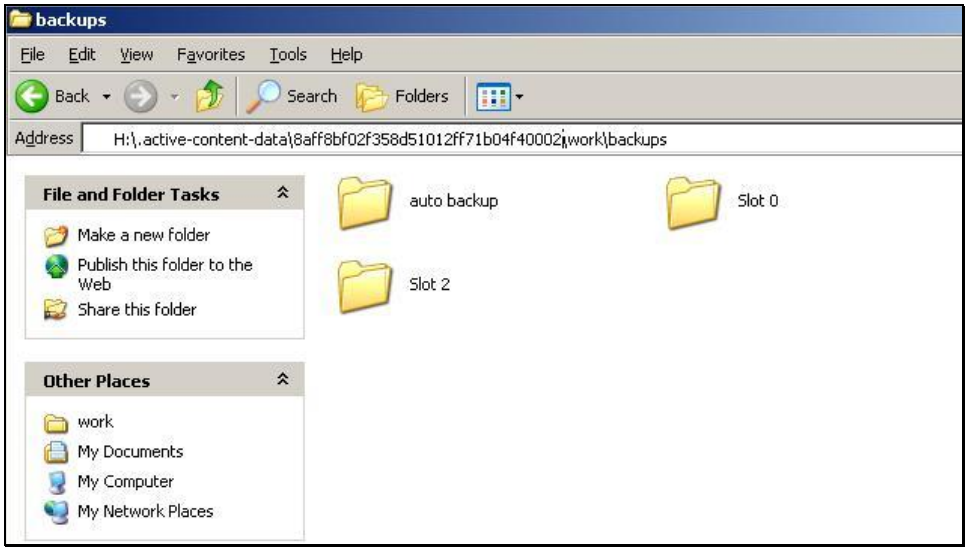
selecting the first and last backup folders in the desired group. **Note: You must keep your backups in their folder and not transfer just the files within a backup folder.**

7. Right click and select Copy (or Cut if you want to permanently move them off your computer).
8. Navigate to the drive assigned to your Kindle.
9. Double click on the '.active-content-data' folder.
10. Look for the subfolder named '8aff8bf02f358d5 1012ff71b04f40002' and open this folder. (It is easiest to just look for the folder name ending in f40002).
11. Choose the 'work' subfolder.
12. Your backups are stored in the 'backups' subfolder.
13. If your Kindle is the D: drive on your computer, the path/folder will be - D:\.active-content-data\8aff8bf02f358d51012ff71b04f40002\work\backups. *See image below



14. Right click and select Paste.
15. When done transferring files/folders, eject the Kindle from your computer and disconnect the USB cable.

The backups are stored in folders called Slot 0, Slot 1, Slot 2, Slot 3, etc. The backup page can only handle one folder each called Slot 0-Slot 5 in addition to the auto backup folder automatically created by Calendar. Once you have restored a backup folder with a correct name, it should appear in its correct slot on the Backup & Restore page with Slot 0 being the uppermost backup down to Slot 5 being the last backup before the auto backup slot.

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For assistance on restoring your backup, please refer to the Backup and Restore help file or the Help pages within Calendar.

Calendar Kindle App Questions & Answers

The following FAQ document is provided as a help file for Calendar for Kindle by 7 Dragons.

Q: What views are available in Calendar?

A: In addition to the Monthly Calendar view that is the main Calendar screen, there are Day, Week and Month views of Events and Daily ToDo Lists.

Q: Can I customize the look of my Calendar?

A: Yes. In the Menu, select "Background & Heading." In addition to the default Fullscreen without background view, we offer the choice of 9 backgrounds and you can also add a Custom Calendar Heading.

Q: Is there more to Calendar in addition to adding items I want to remember?

A: Calendar includes both Events and Daily ToDo Lists to make this application useful in almost all aspects of your daily life. Please let us know at booksummit@ymail.com of all the uses you find for Calendar.

Q: I can't remember when I last went to my dentist. How can I find this Event in Calendar?

A: The Search Events & Lists option in the Menu provides an easy way to search Events and Daily ToDo Lists for items in the title/name or body of each item.

Q: I don't want to put on glasses to work in Calendar. How can I make the font easier to read?

A: Press the 'Aa' key to see the different font options. You can easily switch between two font families (Serif and SansSerif) and six font sizes.

Q: I accidentally deleted an Event or Daily ToDo List that I really need! Is it possible to get it back?

A: That depends. If you have used the Back up Events feature since you created that Event/ToDo List, you can restore a previous set of Events and ToDo Lists (after backing up your current settings in case you want to revert to the current status). For further directions, please refer to the Help file on Backup and Restore Calendar.

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Q: I don't really want to see any Holidays. Is there a way to hide them?

A: Press the 'Aa' key from the main Calendar screen or Day, Week and Month views and turn the Holidays setting to off.

Q: Can I save my Calendar entries?

A: Certainly. Please use the Back up Events Menu option to back up your Calendar on a regular basis. In addition, Calendar will do a weekly automatic backup when regularly used.

Q: Why is Calendar only $1?

A: To make it available to as many Kindle owners as possible. We feel we have offered and incredible application for a very reasonable fee and hope that you will agree.

Q: Why is Calendar not free?

A: Because it wasn't free to make it.

Q: What is anti-aliasing?

A: Anti-aliasing is an option available on newer Kindle models that makes the fonts and images smoother.

Q: Do you have any videos on using Calendar?

A: Yes. Please go to www.kappreview.com to view several free videos on using Calendar features.

Q: I have a Kindle 3. Is there any easy way to type in numbers without using the SYM key?

A: In Kindle 3 and Kindle 3 WiFi, the Shortcuts for numbers (Alt+[Key]) are visible at the bottom of the Main Calendar screen, Events screens and ToDo List screens and all other screens where you might need to enter numbers. This option can be turned on or off with the 'Aa' key.

For more Kindle Apps from 7 Dragons please visit Amazon's 7 Dragons Page.

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