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In the initial installation of TIME IT, should a problem arise Sper Scientific Ltd. will assist you for the first period of up to 1/2 hour by phone consultation. We will charge $20.00 for each half hour for on line help thereafter. Please call Sper Scientific Ltd. 602-948-4448 and ask for TIME IT assistance. We will require your registration number.
Installation

Requirements:
386DX40 with a 387 math coprocessor recommended or 486DX2 66MHz
3.5" floppy drive
4Mb RAM
1 Mb hard disk space
VGA 640x480x16 colors
256K video ram
Windows® 3.11 or Windows 95®

To install TIME IT on your hard drive run the set up program from the Windows® Program Manager.

Select Run from the Menu.
Type A:\setup
Click on the OK button.

The setup program will begin and you'll be prompted for the name of the directory you wish to install TIME IT into. We recommend the default name but if you prefer another name just type it in. You will also be prompted to install icons and a program group for TIME IT and related applications. Here too we recommend you choose the default.

Windows and Windows 95 are registered trademarks of the Microsoft Corporation.
Introduction

TIME IT is a program designed for scientific and experimental timing applications. You will find that much of the program is intuitive. This manual is provided as a reference in case you wish to clarify use of a particular function.

TIME IT has four count-down timers, four stopwatches, and one alarm clock. You may display and run these in any combination with up to eight on screen at the same time. As you add and subtract timers the screen automatically splits to accommodate them always maximizing their size. For example: if you need just one stopwatch, it will be displayed full screen. If you choose one timer and one stopwatch, each will take up half the screen. Four timers and four stopwatches will each use one eighth of the screen.

![Image of TIME IT user interface]

**FIG. 1**

Getting Started

To begin choose any combination of up to four stopwatches, four timers, or one clock by clicking on the appropriate buttons on the tool bar **FIG. 1**. Each click will bring up another stopwatch, timer, or clock. In the upper left hand corner of all the windows, including these timers, you will find a button. Clicking on this button closes that window.
Stopwatch

A stopwatch is a timer which counts up.

1. Starts and stops the stopwatch. Click on the Start button and the stopwatch begins to count up. At the same time the button changes to read Stop. Clicking on Stop freezes the stopwatch display and logs the first lap in 6. 5 shows your total cumulative time. The button has now changed back to Start. Click on it again and the stopwatch will resume counting up from the point at which it stopped. You may use this feature for adding timing.

2. Clicking on the Lap button records the lap time in 6 and the cumulative total in 5. This is similar to the way the Start/Stop button functions except that the lap button does not freeze the stopwatch display which continues to run.

3. Use this space to name the test you are timing by clicking on this text box and typing into it. The name you assign here will also show up in the Sync Tool Box, the log file, the analyze display, and on printouts.

4. Resets the entire stopwatch except for the name 3. You must stop the stopwatch before resetting it.

5. Displays the cumulative total to thousandths of a second. This will be the same as the time on the stopwatch display except that the stopwatch display rounds to the nearest second.

6. The five most recent laps are displayed here. These scroll up as new laps are recorded. To review previous lap times use the arrow buttons on the right.
Storing and Analyzing Lap Times

Click on File from the menu.

Save Log saves your lap times to the log. You must save them before you can view them. The lap times of all stopwatches on screen will be saved with a single click on Save Log.

View Log allows you to view all the lap times of all the stopwatches which have been saved. You can then edit or modify them in any way you like.

Analyze gives you a pop-up display of maximum, minimum, and average lap times for all stopwatches on screen.

Print creates a hard copy of your log using your printer.

Exit ends your TIME IT session while saving any changes you have made from the options menu such as sounds and colors.
7 This button is used to close a window, timer, or dialog box. Please note that you must stop a stopwatch before you can close it.

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Print creates a hard copy of your log using your printer.

Exit ends your TIME IT session while saving any changes you have made from the options menu such as sounds and colors.
Timer

A timer counts down from a preset time and then alarms.

1 Start begins the count down sequence once the timer has been set. At the same time the button changes to read Stop. Clicking on Stop freezes the timer's display. Click on Start again to resume the count down. Upon reaching 00:00 the timer will alarm, and begin counting up. This keeps you informed of the time which has elapsed since 00:00 was reached. Press Clear to stop the alarm. When the timer has been stopped and cleared this button will read Mem for memory. Pressing Mem recalls the previous timer setting for reuse. This function is useful for saving and recalling a particular timer setting which you use frequently.

2 Click on Set and type in your timer setting using your keyboard. The maximum setting is fifty hours. This button will change to read Clear once the timer has been started and stopped. Clicking on Clear resets your timer to 00:00.

3 Use this space to name the test you are timing by clicking on this text box and typing into it. The name you assign here will also show up in the Sync Tool Box.

4 When the Repeat button is depressed it lights red. In this mode the timer alarms once when it reaches 00:00, then immediately resets to your original setting, and begins counting down again. The timer will continue to cycle in this manner until you stop and clear it. The total number of cycles are recorded in 5. The repeat mode is
useful as a pacer function which emits a beep at regular intervals set by you.

5 is the repeat cycle counter mentioned above.

6 provides a visual display indicating what percentage of your original timer setting has elapsed (green), and what percentage remains (red). This gives you an approximate indication of the time remaining in your test at a glance.

7 This button is used to close a timer. Please note that you must stop a timer before you can close it.

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Clock

The clock displays real time in military (24 hour format) time.

1 To set your clock’s alarm click on Set and type in your alarm setting using your keyboard.

2 The setting you type in will appear here. Click on Set again to clear it.

3 On/Off button enables and disables the alarm. Press this same button to shut off the alarm after it sounds.

4 Closes the clock window.

5 To set the real time clock see Options, then Time on 13.
The Menu

File: see under Stopwatch section.

View:

Tool Bar allows you to hide or show the tool bar.

Align Bottom moves the tool bar to the top or bottom of your screen. These functions can be very useful in Windows 95 depending on your “Task Bar” settings.

Stopwatch Timer Clock functions just like the Stopwatch, Timer, and Clock buttons on the tool bar.

Clear closes all timers and clears the screen.
Options:

Colors
allows you to choose the color of the screen background and the borders of the timers.

Control Panel
>Sound
enables you to choose a variety of alarm sounds depending on the sound card in your computer.

>Screen Saver
allows you to disable any screen savers you setup on your computer so that they will not interrupt your work with TIME IT.

>Time
allows you to set your computer system’s real time clock on which TIME IT’s clock is based.

Sound
>Speaker
turns alarm sounds on using your PC’s built-in speaker.

>Sound Card
turns alarm sounds on using the full capabilities of any sound cards you have installed in your computer.

None
turns alarm sound off. Only a silent visual alarm will appear on screen. This option can be useful in observational research.
Sync
allows you to synchronize and start more than one timer.

Set up / Run
brings a pop-up display containing check boxes for each timer and stopwatch. Click in the boxes next to the names of those timers you wish to start or stop simultaneously. The names of those timers and stopwatches currently open appear in bold, only these can be selected for synchronized start/stop. Next press the Start/Stop buttons below each group to begin a synchronized start. Timers and stopwatches are controlled with separate Start/Stop buttons. Only those timers or stopwatches who’s buttons have been checked will begin timing. Press the Start/Stop button again for a synchronized stop.

Start / Stop All
Simultaneously controls both timers and stopwatches who’s boxes have been checked.

Clock Alarm
is not actually a menu item. Rather it will blink on and off when the clock’s alarm goes off. This makes you aware of the clock alarm even if the clock is not on screen when it goes off.
is provided in hyper text form which allows you to click on the same buttons and graphics as you will find in the actual program and have an explanation of its function pop-up.

Using TIME IT In The Background

You may run clocks, timers, and stopwatches in the background while using other programs on your computer. To do this simply start your timers then minimize TIME IT using the down arrow in the upper right corner of your screen. Please be sure to use the down arrow rather than the minus sign in the upper left corner of your screen. The minus sign will close TIME IT along with all timers, stopwatches and clocks.

When running TIME IT in the background you will hear timer and clock alarms even though you are working in another program. Click on the TIME IT icon to bring the Timers back on to your screen.