

SYS-REMINDER SOFTWARE

User Manual



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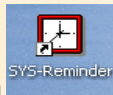
INTRODUCTION

Sys Reminder Software assists in keeping track of your Day to Day activities and constantly reminds you of your Day's Agenda / Task.

The Following options which reflects:

- **One Time:** This option will Remind you only Once
- **Recurrence:** This option will keep reminding you on a fixed Time Slot
- **Sort By:** This Option helps you to Sort your reminder on Priority Basis
- **New:** This option helps you to add a reminder
- **Edit:** To update the existing reminder
- **Delete:** To delete the existing reminder
- **Enabling SMS Feature**
- **Setting (Click to add Mobile Number and Snooze)**

GETTING STARTED

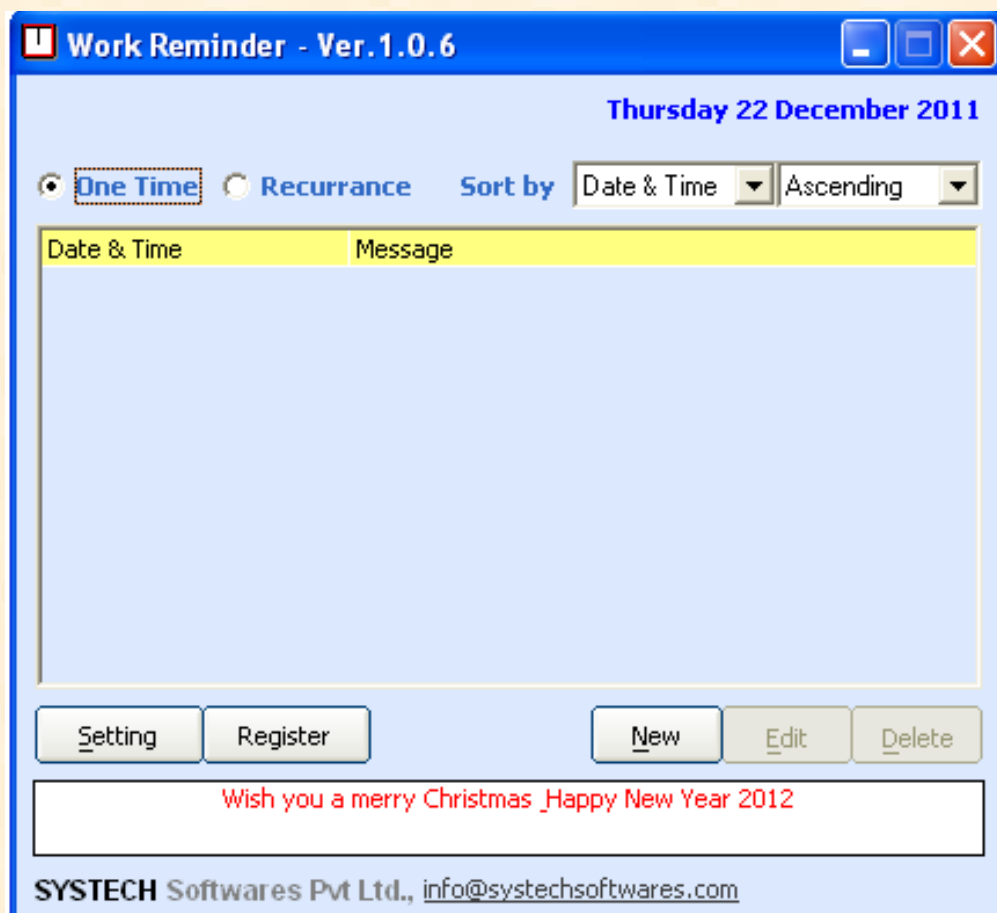


On installation, Double Click the Icon , you get this icon on your Task Bar.



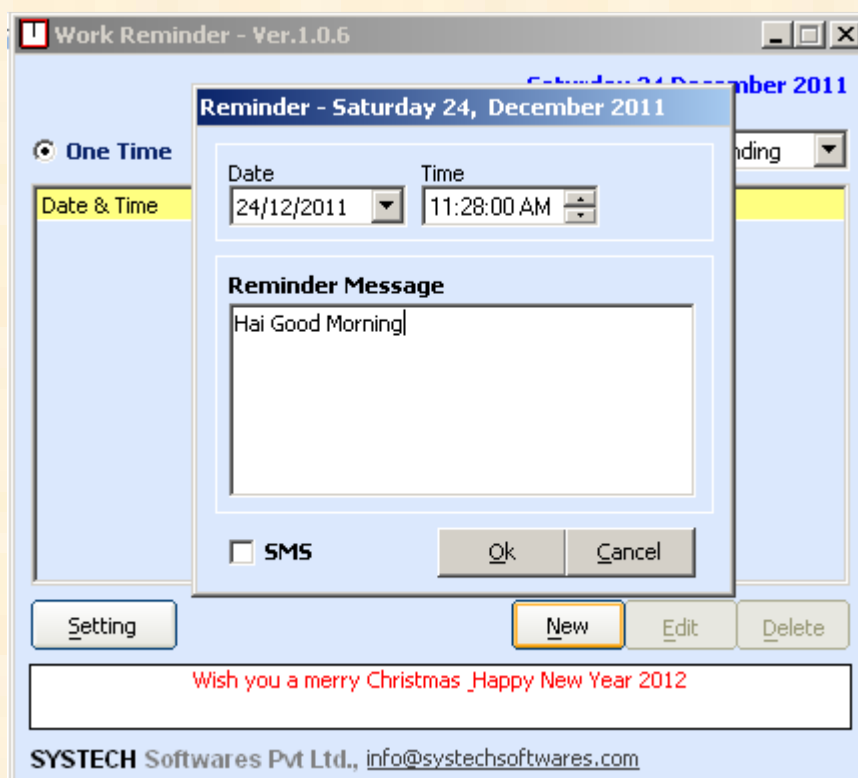
Click the icon to open the software.

You can view a screen as shown below: **Work Reminder**



ADD REMINDER

Click on “New” for set Reminder.



Select One time Reminder, enter Date / Time / Message and Click ok.

Your reminder will be displayed on your Desktop

Work Reminder

Date : 24-12-2011

Reminder of Saturday 24 Dec 2011 11:55 AM

Good Morning.

Thought for the Day

The first Christmas was the day God sent us the gift of His love
and salvation, wrapped in the Infant Jesus, His Son.

Wish you a merry Christmas _Happy New Year 2012

Date

24/12/2011

Time

11:26:00 AM

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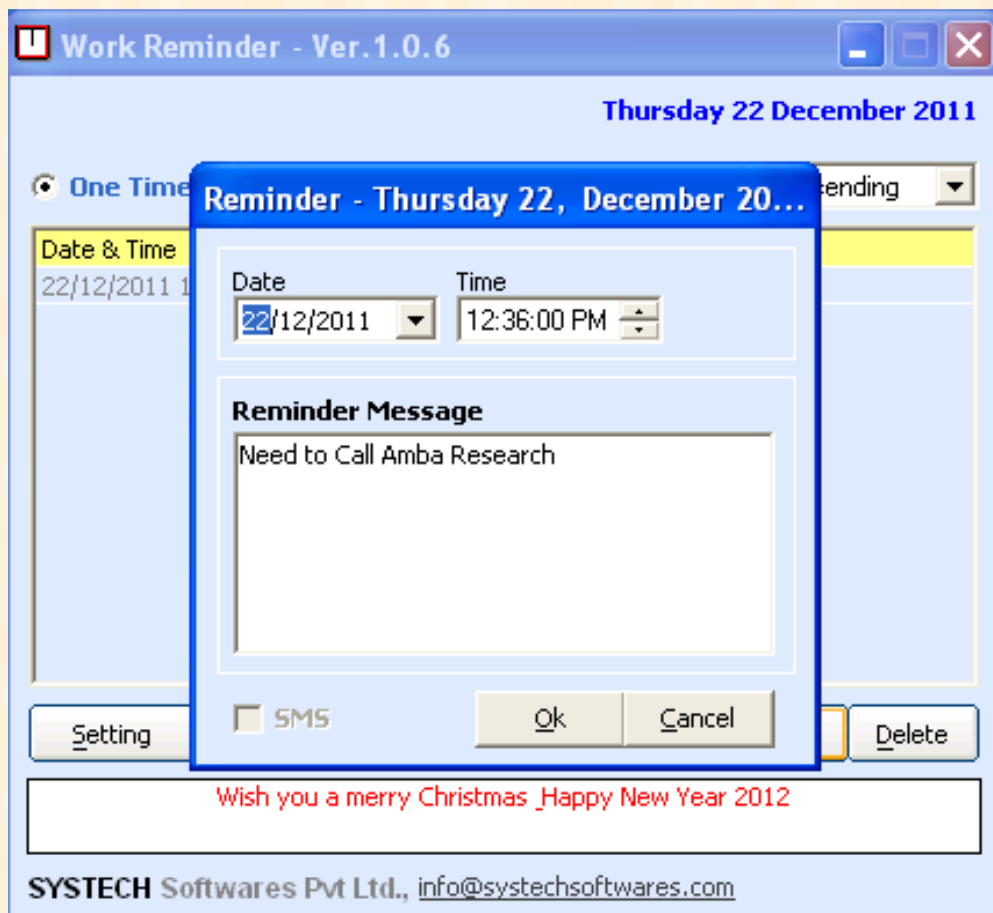
Snooze

Modify

Delete

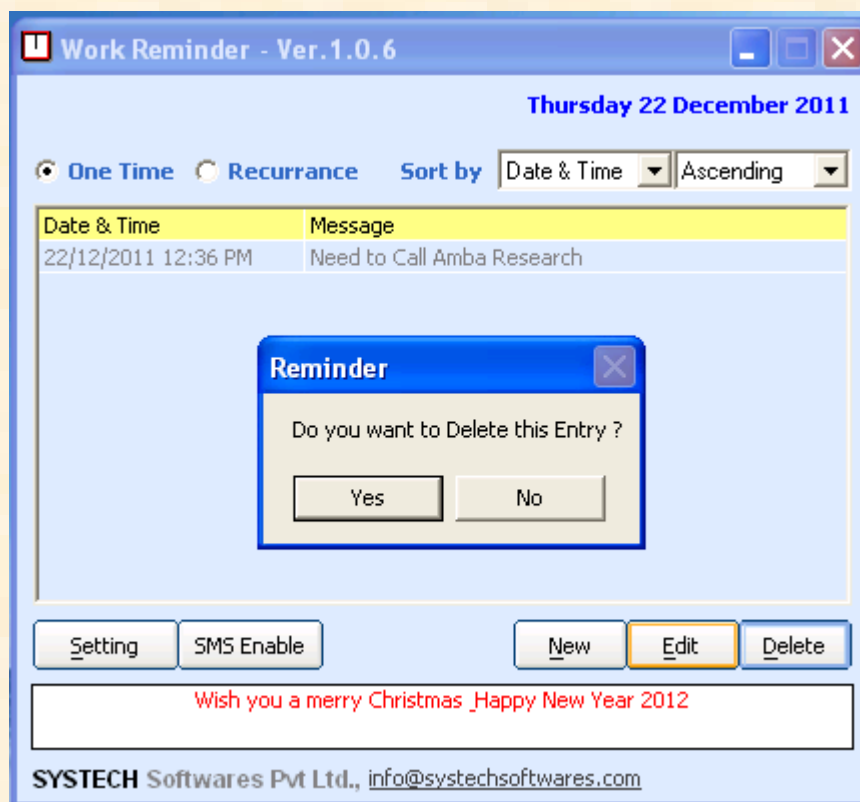
EDIT REMINDER

Select the particular reminder that you want to change and click on "modify" and edit the Date & Time as required and click on OK.



DELETE REMINDER

Select the Particular reminder that you want to Delete and click on the “ Delete” option and click on Yes button for the entry to delete.



Recurrence Reminder

Select “Recurrence” Option, to be reminded daily, weekly, monthly, Quarterly, Half Yearly, yearly etc, as required by changing the date, month & year and the time.

Range of recurrence : Number of times to be reminded accordingly.

Work Reminder - Ver.1.0.6

Reminder - Saturday 24, December 2011

Date: 24/12/2011 Time: 11:46:00 AM

☐ One Time ☒ Recurrence

Date & Time Message

Reminder Message

Daily Weekly Monthly Quarterly Half Yearly Yearly

Range of recurrence

End After [] times

OR

End by 24/12/2011

☐ SMS

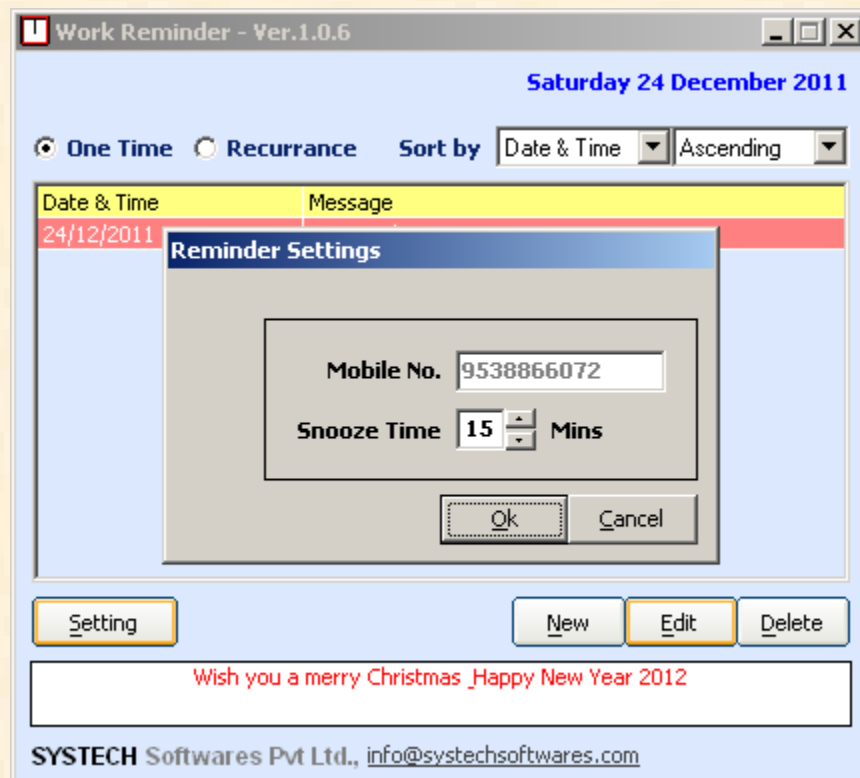
Ok Cancel

SYSTECH Softwares Pvt Ltd., in

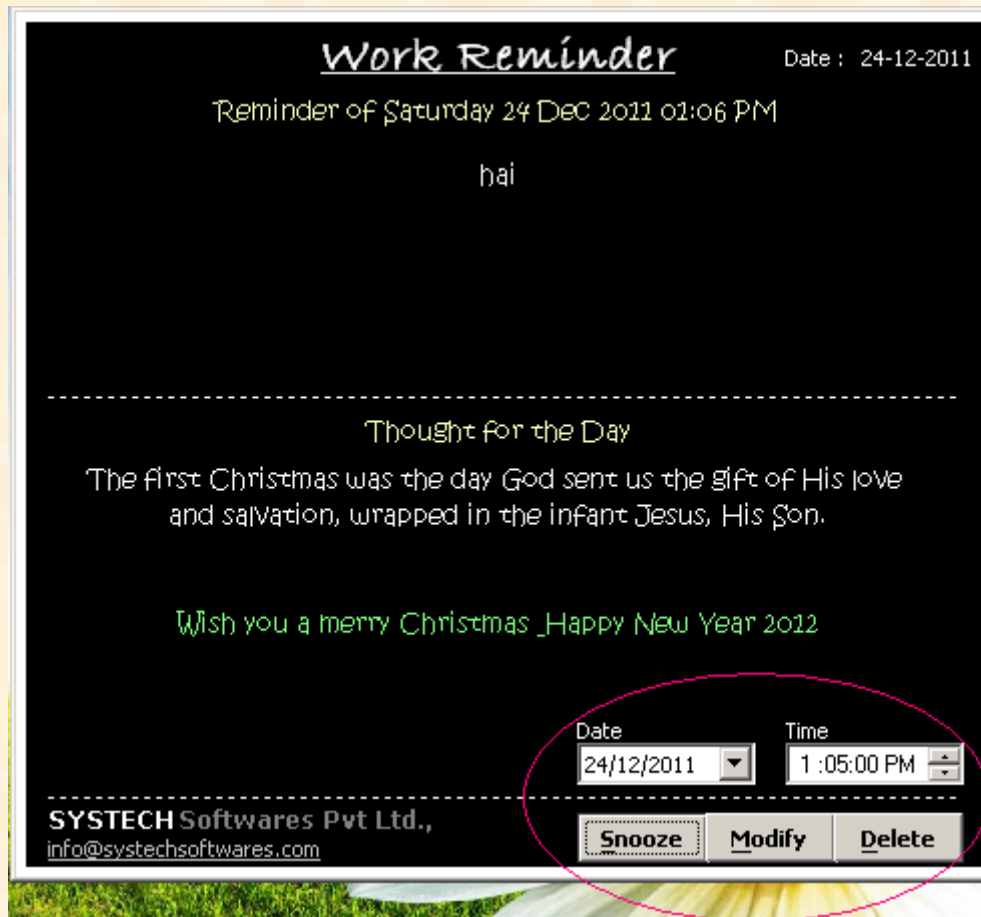
Click ok and Exit.

Snooze Reminder

If you click on Snooze, the window will close and appear on the snooze time, 15 minutes is the default time, though can be set upto 1 hour.



If you want to be reminded the same work later. Then, first change the date & time of the same Reminder and click on “Modify” option.



Once the reminder comes & you want to delete it. Click on delete option.