QuickTables V1.21

Introduction

Welcome to QuickTables, a fast, simple, easy to use database for home or office use. With QuickTables, you can keep track of things like your DVD or CD Collection, mailing lists, shopping lists or any other list that you can think of.

You can search and sort your tables to find what you need. And, when the need arises, you can easily print them as well. If your tables contain private data that you do not wish anyone else to see, you can even protect them with a password.

Version History

V1.21

* <FIX> Exporting a table sometimes caused a "Syntax Error"

V1.2

- * <NEW> Added "Edit Row" to the Database menu
- * <NEW> Pressing the <enter> key in the records table will display the record editor if a record is highlighted.
- * <FIX> Exporting a table that has a value in the search box caused a "Syntax Error" message.
- * <FIX> All dialog boxes can now be closed using the <esc> key or <command><period> sequence.

Getting Started

When you first start QuickTables, it creates a data file in your documents directory called QData.db. This is where all your tables will be stored. After creating the data file, the main window will be displayed. QuickTables was designed to look and feel like a standard Mac OSX application so its general layout should look familiar to you. On the left, your tables will be displayed. The right side will display your table's data in a spreadsheet type format. A sample table called Contacts is provided to allow you explore the program right away.

Tables contain one or more rows of data. Each row has one or more columns. Each column has a format that you specify. The formats are Text, Number, Date, URL, Link, and List. These will be explained in the next section. You cannot vary the number of columns for each row.

Creating and Deleting Tables and Columns

To create your first table, simply select "Add Table" from the File menu or click on the toolbar item labeled the same. You will be presented with a prompt for your new table name. Enter the name and click on create. Click on the table name after it is displayed on the left side. You will notice that the name of the table will be displayed in a header on the right side along with a standard OSX search box. Since you have not added any columns yet, the spreadsheet view is blank.

Creating columns is extremely easy. Just click on the corresponding toolbar item or select "Add Column" from the Database menu. A drop down window will ask you for the name of your column and the format. The format describes what kind of data that column will accept. Here is a list of the types of formats you can choose from and a description:

Text	Any type of data, text or numbers.
Number	Any type of of number, including decimals
Date	Calendar dates
URL	Web addresses, if you click in a column with this type of format, it will attempt to open it as a web page.
Link	Link to a file on your computer's hard drive. Like web addresses, if you click on a column with this format, it will attempt to open it as a file. If the file is associated with an application, it will open that and give the file as a parameter.
List	When you add or edit a row of data, a list of choices will be presented for this column. You can edit this list. This is useful for limiting the data to certain items, for example, states. More about this in the next section.

Once you have created a column or table, you cannot change it. You can change width of the column by clicking and dragging on the column borders. You are limited to 64 columns in a table.

To delete a table, select "Delete Table" from the File menu or toolbar. Be careful, once you have removed a table, you cannot recover it. Remove a column by selecting "Delete Column" from the Database menu or toolbar. As with tables, once you remove a column you cannot recover it.

Adding, Editing and Deleting Rows

You can add, edit and delete rows by selecting the corresponding items from the Database menu or toolbar. You can also edit a row by double clicking on it or by pressing the Enter key with the row highlighted. However, if you double click on a column that has a format of either URL or Link, you will either open the specified web address or file instead of editing the record. Because of this, you should not have tables consisting of just URLs or Links.

When you add or edit a row, a record editor window is displayed. This window restricts the data you can enter in each column according to its format. If a column has the list format, a popup menu is displayed instead of a text field. Clicking on this will show what options you have for that field. One of the options is "Edit List". By selecting this option, you can edit the list of available options.

If you click on the popup arrow next to a text column, a larger window will be displayed allowing to view or edit larger amounts of text.

Again, once you delete a row, you cannot recover it.

Sorting and Searching

You can sort the table by clicking on the title of the column you wish to sort by. Clicking on it again will reverse the order.

To search the table, simply type in the value you wish to search for in the search box. You may select a specific column to search by clicking on the magnifying glass icon in the search box. Clear the search by deleting the text or by clicking on the 'X' in the box.

Printing

When you print your table, the program will print it exactly how it looks on the screen. That is, it will print it using the same column widths. Use the preview option to make sure its what you want. If your printout exceeds the width of your page, try adjusting the scale using the "Page Setup" option in the File menu or changing the page orientation to landscape.

Before printing, you will be given the option of selecting which columns to include in your printout. You can select the columns you want by clicking in the checkboxes and click on "Print Selected" or click on "Print All" to print all the columns.

Importing and Exporting

You can import CSV or comma delimited files into the current table by selecting "Import CSV" from the File Menu. You will be prompted for the file and then asked for how columns are separated in the file. For example, in a typical CSV file, columns are usually separated by a comma. You can only import data into an existing table. If the number of columns in the file are less than the target table, you will be warned and asked if you would like to continue. Also, the import process does not check if data is in the proper format, that is your import file could contain text in a column that is defined as a date in the table. This will not cause any errors, the program will put whatever is in the file into the table. It will be up to you go in and correct it after the import. The advantage of this approach is that you will be able to import anything without having to worry about the column formats.

You may export your tables either as HTML or comma delimited (CSV). Select "Export" from the File Menu. Select the export type that you want and the character to separate the columns with if you have chosen a delimited format. To specify the tab character as a delimiter, enter "/t" in the delimiter text box. If you select "Delimited with Column Names", the first line in the file will contain the column names.

You may also choose to save the exported to the clipboard if you are planning on importing the data into another program immediately. This saves you the extra steps of saving to a file then loading that file into the other program.

Protecting your data

If your tables contain data that you wish to keep private, select "Add Password" from the File menu. You will be prompted for a password. Select a password and then retype it in the confirm box. DO NOT

FORGET THIS PASSWORD! If you forget your password, you will not be able to access your data and we will not be able to help you.

You can remove the password by selecting "Remove Password" in the File menu.

Registration, Updates and Support

QuickTables is shareware and costs just \$14.95. Until you register, you will be limited to three tables with 50 rows of data in each one. Bug fixes and minor updates are free. Major upgrades will be available for a nominal fee. We will try to keep bug fixes and upgrades separate whenever possible. We don't think you should have to pay for bug fixes, which are our mistakes, not yours.

Registration entitles you to install QuickTables on any computer you have in your household. Businesses and other commercial organizations must buy one license for every machine it will be installed on. You may purchase a site license for \$149.95. Please contact us for site licensing at sales@pdtsoftware.com.

After registration, you will receive an email containing your registration key. To enter this key, select "Enter License Key" under the QuickTables menu.

Although in most cases you should receive your registration key within an hour, please allow 24-48 hours, especially during holidays and weekends. If you have not received your key within 48 hours, please contact us at support@pdtsoftware.com.

Support is free via email. You may request support by sending an email to support@pdtsoftware.com. Before contacting us, please make sure that you have most recent version of QuickTables.

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