

record, for example, each date I do pull-ups. Thus, you can use

the date stamp instead of new

specific action every time you

action and a day record, so that when you click find 23, a list of

that day's specific actions shows up both those to be done, in

18 61:25 7:30

progress, and completed.

Create help for action log timer

Explore method for consolidating

help as an app and adding 20a

15 Name of specific actions timer.

18 Total time logged for all a

group's specific actions.

19 Total time logged for a group's specific actions with a particular

20 Description of specific action.

22 Creation date. Click on it to edit.

23 Total time logged performing a

Click on it to edit 20a.

remember daily 16

HGT: Help 17

windows. 20

21 318 7/23 22

16 Status 45 header.

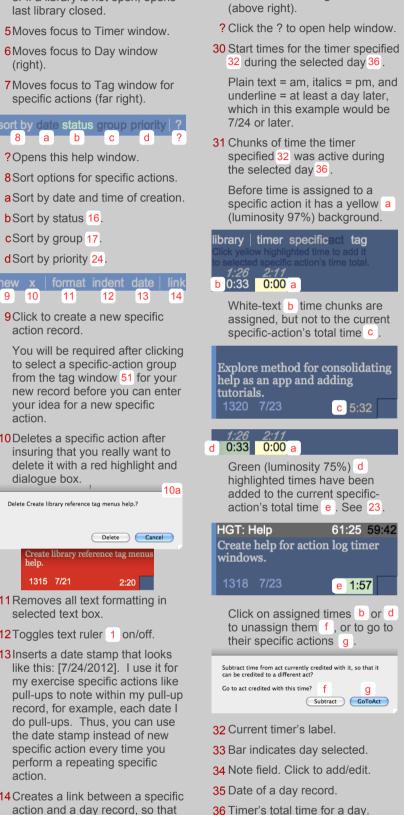
17 Group 52 header.

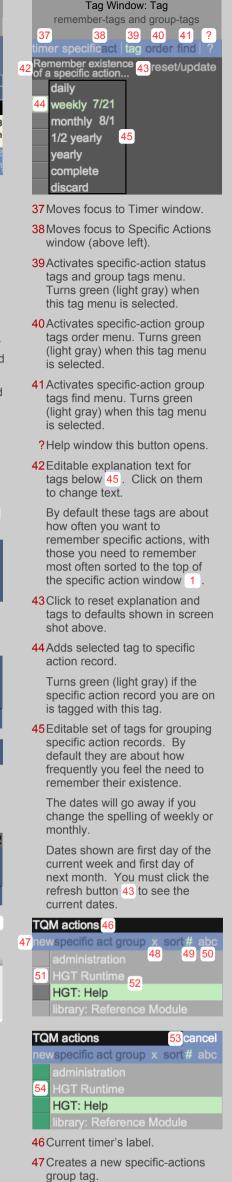
status 4

21 Record number

perform a repeating specific

action.





See 10a far right.

deleted.

Groups in use cannot be

number, are ordered

record to selected group.

52 Names of groups. Click to edit.

Background goes dark and text

turns white to indicate that the

specific action record that you are on is tagged with this group.

creating a new specific-action.

This button is visible only when

(above far right) to create a new

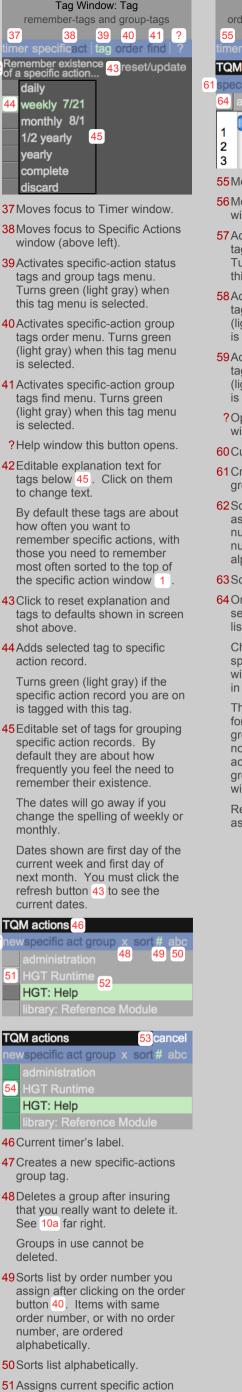
specific actions, which requires assignment to one of these

groups.

you click the new button 9 on in the specific action window

53 Click to cancel the process of

alphabetically. 50 Sorts list alphabetically.



```
Tag Window: Order
                                                    Tag Window: Find
                                              find groups of specific actions
 order specific actions & group-tags
                 57 58
                                                           67 68
                                                     ficact tag order
TQM actions 60
                                         TQM actions 70
specific action groups
                                       71 specific action groups
     GT: Help
                                         65 Moves focus to Timer window.
55 Moves focus to Timer window.
                                         66 Moves focus to Specific Actions
56 Moves focus to Specific Actions
                                             window (above left).
  window (above left).
                                         67 Activates specific-action status
57 Activates specific-action status
                                            tags and group tags menu.
  tags and group tags menu.
                                            Turns green (light gray) when
  Turns green (light gray) when
                                            this tag menu is selected.
  this tag menu is selected.
                                         68 Activates specific-action group
58 Activates specific-action group
                                            tags order menu. Turns green
  tags order menu. Turns green
                                            (light gray) when this tag menu
  (light gray) when this tag menu
                                            is selected.
  is selected.
                                         69 Activates specific-action group
59 Activates specific-action group
                                            tags find menu. Turns green
  tags find menu. Turns green
                                            (light gray) when this tag menu
  (light gray) when this tag menu
                                            is selected.
  is selected
                                           ?This button you clicked to open
 ?Opens and activates this help
                                            this help window.
  window
                                         70 Current timer's label.
60 Current timer's label.
                                         71 Click these buttons to find all
61 Creates a new specific-actions
                                            specific actions tagged with a
  group tag.
                                            group tag.
62 Sorts list by order number you
                                            You can click more than one
  assign. Items with same order
                                            group button at a time.
  number, or with no order
                                            This feature is useful for
  number, are ordered
                                            clustering all a group's specific
  alphabetically.
                                            actions no matter which status
63 Sorts list alphabetically
                                            tag you've applied to them.
64 Order number field. Click to
                                            For example, you could cluster
  select numbers from a pulldown
                                            daily actions followed complete
                                            actions to get a sense of how a
                                            particular group of actions are
  Changing the order of these
                                            proceeding.
  specific-action group tags in this
  window also changes their order
                                         72 Sorts list by order number you
  in the specific-actions window
                                            assign. Items with same order
                                            number, or with no order
  This reordering feature is useful
  for bringing the specific-action
                                            number, are ordered
                                            alphabetically.
  groups that you need to work on
  now to the top of the specific-
                                         73 Sorts list alphabetically.
  action window and retiring some
  groups to the bottom of this
  window.
  Rearrange the order of groups
  as often as needed.
```