

# Financial Balance

User's Manual

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## Introduction

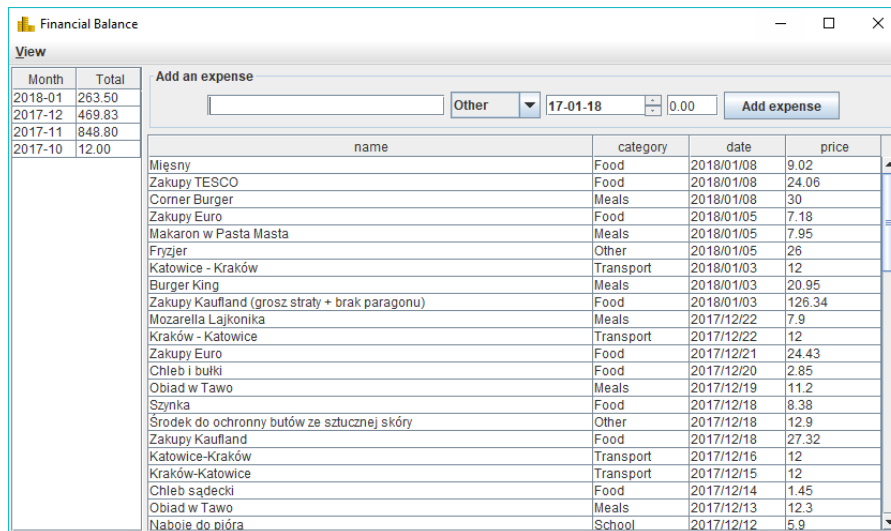
Thank You for purchasing Financial Balance app! It is a simple and intuitive application for tracking your expenses day by day, week by week and month by month. No need to write all of them down and suming up manually - the program does it all for You! It creates useful statistics as well as monthly reports allowing You to track how much You spend on particular categories of expenses. Just enter the data and watch how it helps creating You a reasonable and well balanced spending strategy - it is as simple as that!

## Installation

To launch the program just run 'Financial Balance.exe' by double clicking on the .exe file.

The program needs Java Runtime Environment 1.8 for launching (source: <https://java.com/pl/download/>).

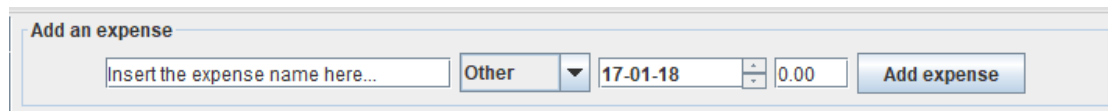
## Feature guide



*Main application window*

### 1. Adding expenses

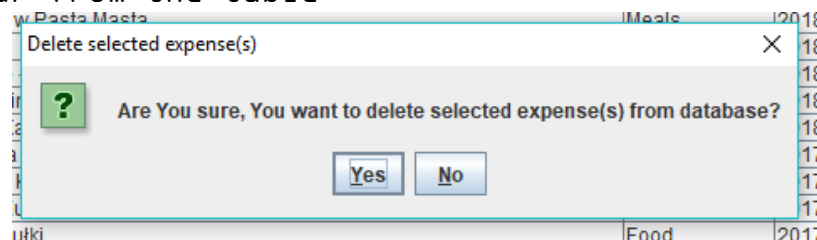
To add an expense, enter its name (may be empty) in the text field displayed at the center of the application window.



Then pick its category (Food, Meals, School, Medicine, Transport or Other) from the dropdown list, choose the date the expense was made on and enter its price in decimal format. To confirm addition press Enter or click 'Add expense' button on the right of the application window. The added expense should appear in the table below, which is sorted by date starting with the latest expense.

### 2. Deleting expenses

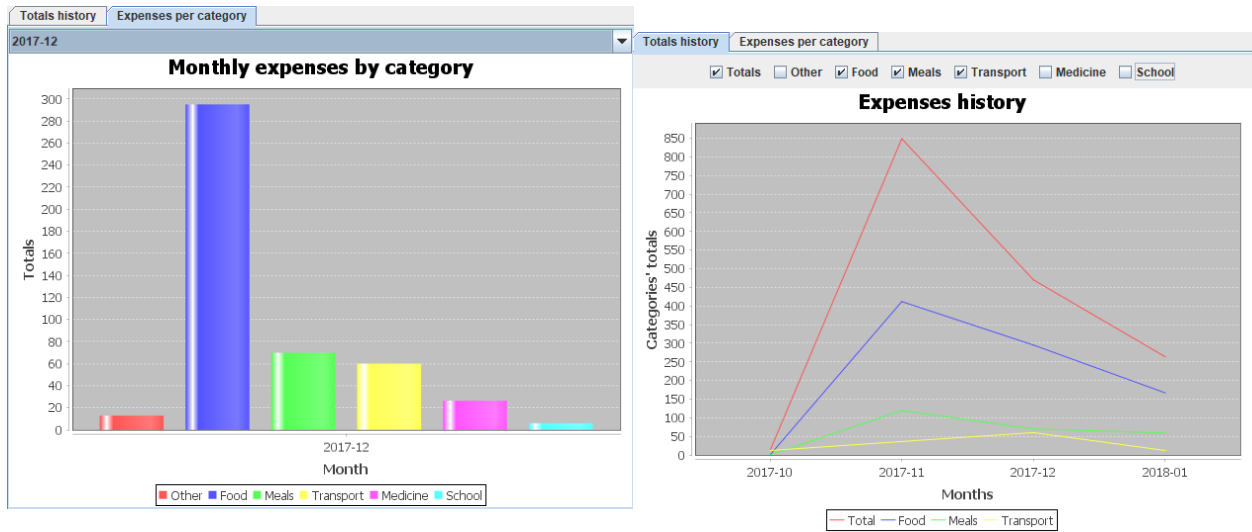
To delete an expense select the expense to delete and press 'Del' on Your keyboard. Confirm that You want to delete particular expense - the corresponding row should disappear from the table.



If You want to delete multiple expenses just select multiple rows of the table and follow the steps above.

### 3. Displaying statistics

If You want to see Your expenses history click on 'View -> Statistics'. In the 'Expenses history' tab you can see all of the expenses's categories' totals through all of the months. You can enable and disable particular categories by checking or unchecking specific boxes at the top of the window. The 'Totals' plot displays sums spent in the whole month.



*The statistics window*

The 'Expenses per category' tab displays all categories' totals in a particular month. You can pick the month of interest from the dropdown list on the top of the window.

### End notes

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