User Manual for Time Management Application

Overview

This manual provides instructions on how to use the various commands of the Time Management Application. The application allows you to record, query, report, and analyze time spent on different tasks.

Commands

1. `record`

- **Purpose**: Adds a new record to the database.
- **Format**: `record DATE START_TIME END_TIME TASK TAG`
- **Parameters**:
  - `DATE`: The date of the task (format YYYY-MM-DD).
  - `START_TIME` and `END_TIME`: Start and end times of the task. Can be in 12-hour (e.g., 2:00 PM) or 24-hour (e.g., 14:00) format, depending on the current time format setting.
  - `TASK`: A brief description of the task.
  - `TAG`: An optional tag for categorizing the task.
- **Example**: `record 2023-03-15 09:00 11:00 'Project Meeting' Work`

2. `query`

- **Purpose**: Searches the database for records.
- **Format**: `query QUERY`
- **Parameters**:
  - `QUERY`: A search term that can be a date, part of a task, or a tag.
- **Example**: `query 2023-03-15` or `query Project`

3. `report`

- **Purpose**: Generates a report for a specified date range and exports it to a CSV file.
- **Format**: `report START_DATE END_DATE`
- **Parameters**:
  - `START_DATE` and `END_DATE`: The date range for the report (format YYYY-MM-DD).
- **Example**: `report 2023-03-01 2023-03-15`
- **Note**: A CSV file will be generated with the name `report_START_DATE_END_DATE.csv`.

4. `priority`

- **Purpose**: Shows tasks sorted by the total time spent on them.
- **Format**: `priority`
- **Example**: `priority`

5. `summary`

- **Purpose**: Displays a summary of time usage for a specific date.
- **Format**: `summary [DATE]`
- **Parameters**:
    - `DATE`: Optional. If not provided, the summary for the current date will be shown.
- **Example**: `summary` or `summary 2023-03-15`

6. `help`

- **Purpose**: Shows a help message with available commands.
- **Format**: `help`
- **Example**: `help`

7. `format`

- **Purpose**: Toggles between 12-hour and 24-hour time formats.
- **Format**: `format`
- **Example**: `format`

8. `exit`

- **Purpose**: Exits the application.
- **Format**: `exit`
- **Example**: `exit`

Additional Information

- The application supports dynamic time format toggling. Ensure you use the correct time format as per the current setting.
- For any queries or support, refer to the application's documentation or contact the support team.