United States Air Force
Military Affiliate Radio System
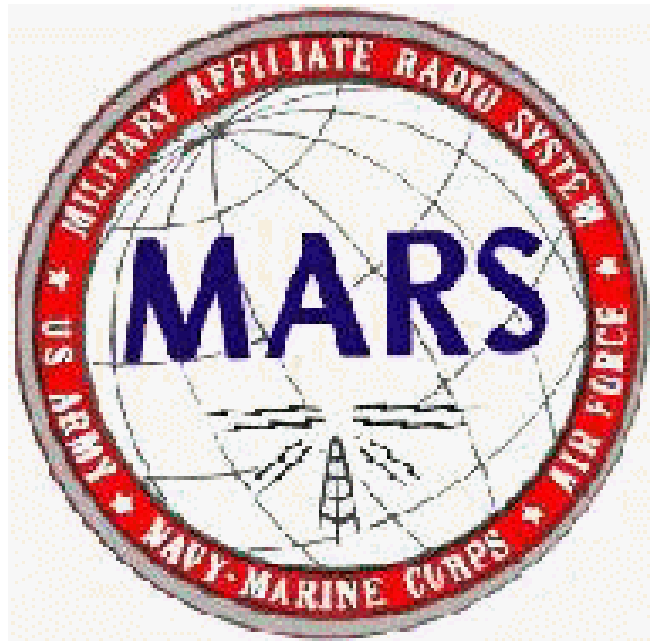
Marstime User Manual

AFF4I – November 2006
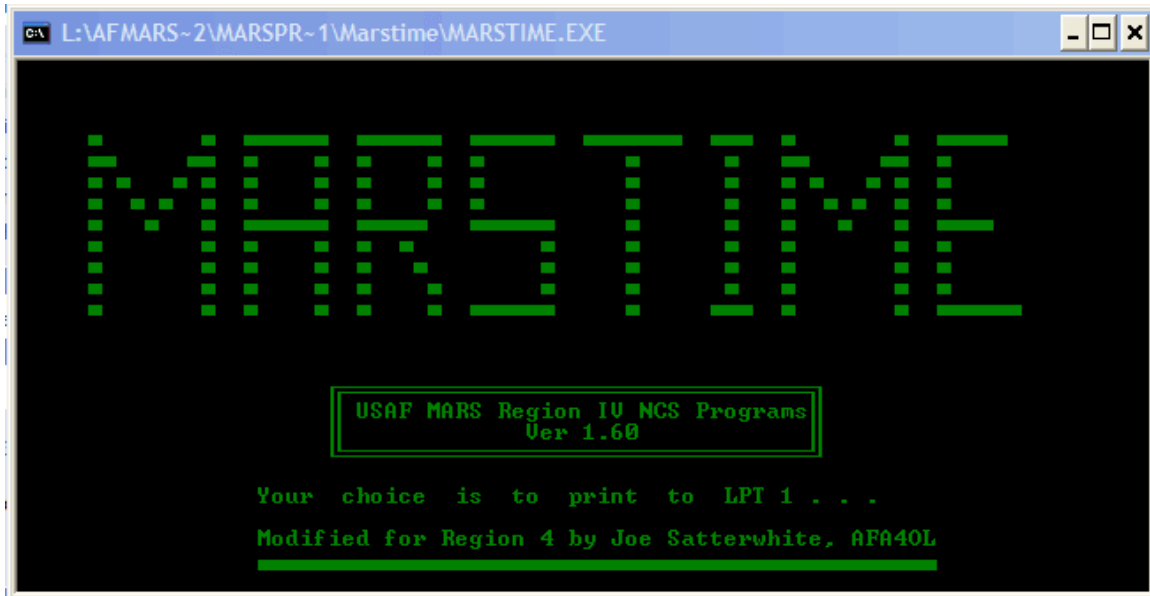
CONTENTS

The Marstime program is an outdated DOS program but it is still sufficient to still perform as it was originally intended. Some of the functions do not work well in the new Windows OS.
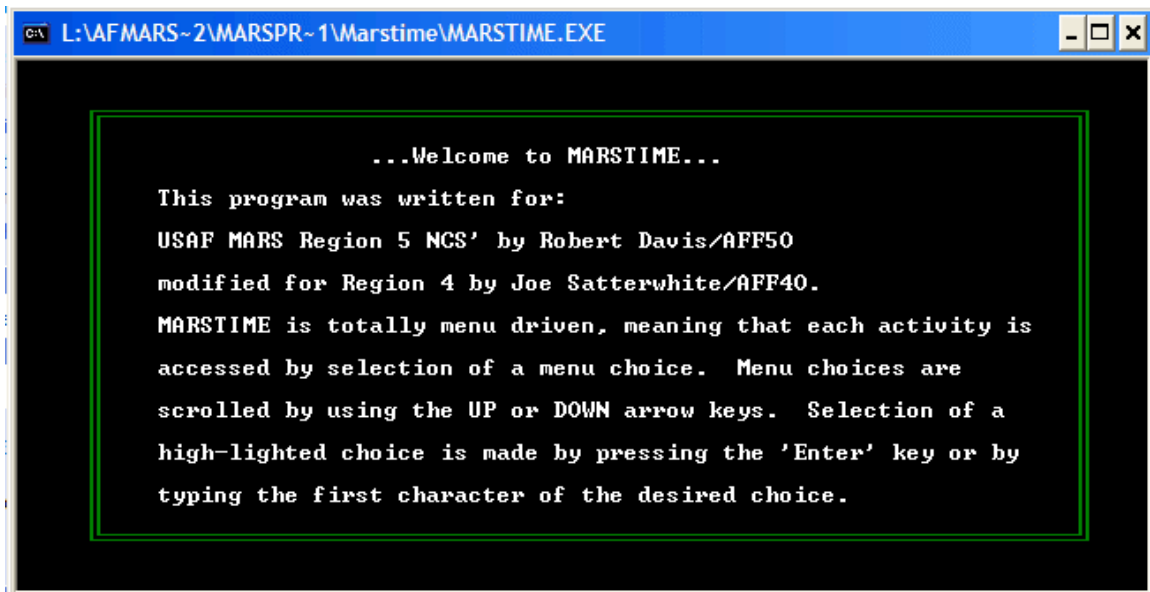
OPENING

Double click on the MARSTIME.exe icon to open the program. You will see the following graphic.
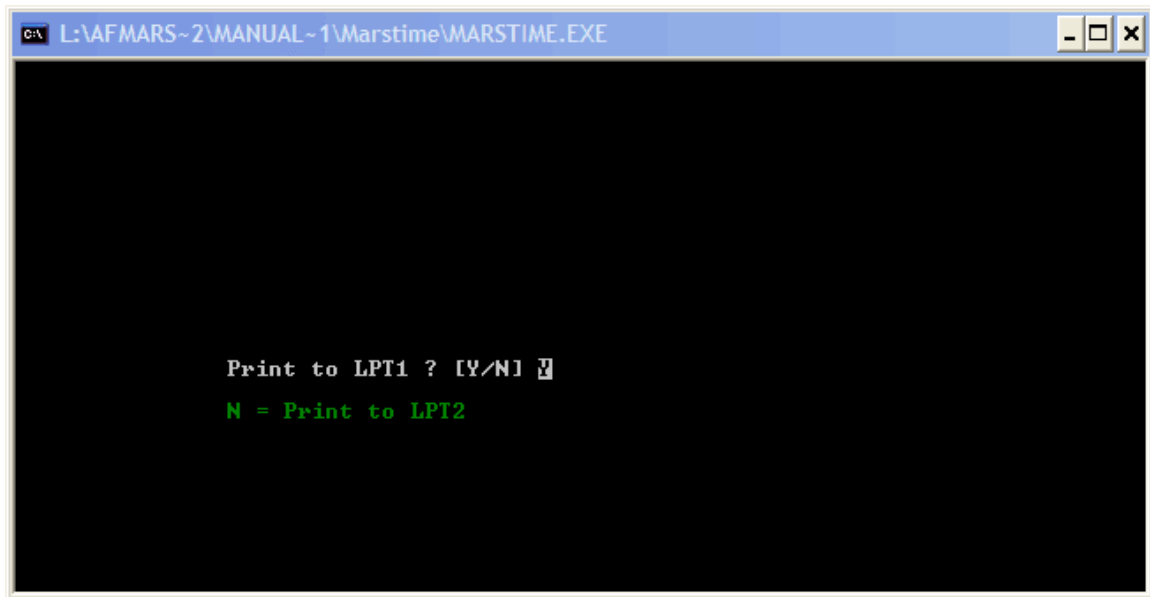

Press "ENTER" to continue.

INTRODUCTION

Follow instructions below. Press "ENTER".

Print Selection


```
Print to LPT1 ? [Y/N] Y
N = Print to LPT2
```

Press "ENTER".

MAIN MENU


```
USAF MARS Region IV NCS Programs
         M A I N   M E N U

                    Times
                    Copy
                    Delete
                    Print
                    Reset
                    Quit




        Add Times to Affiliate Records
```
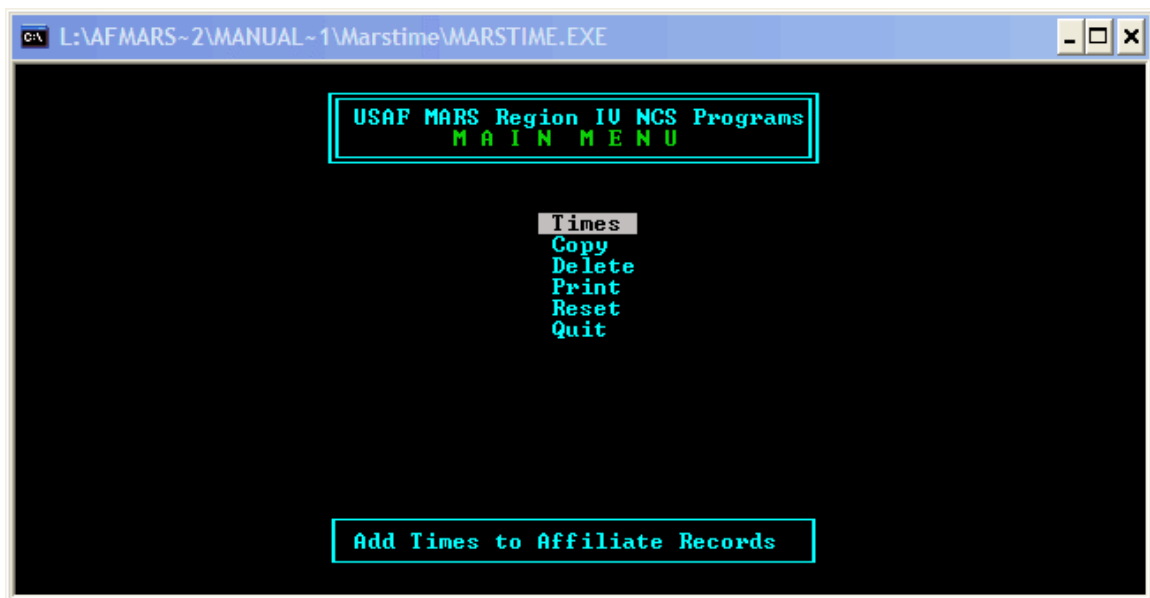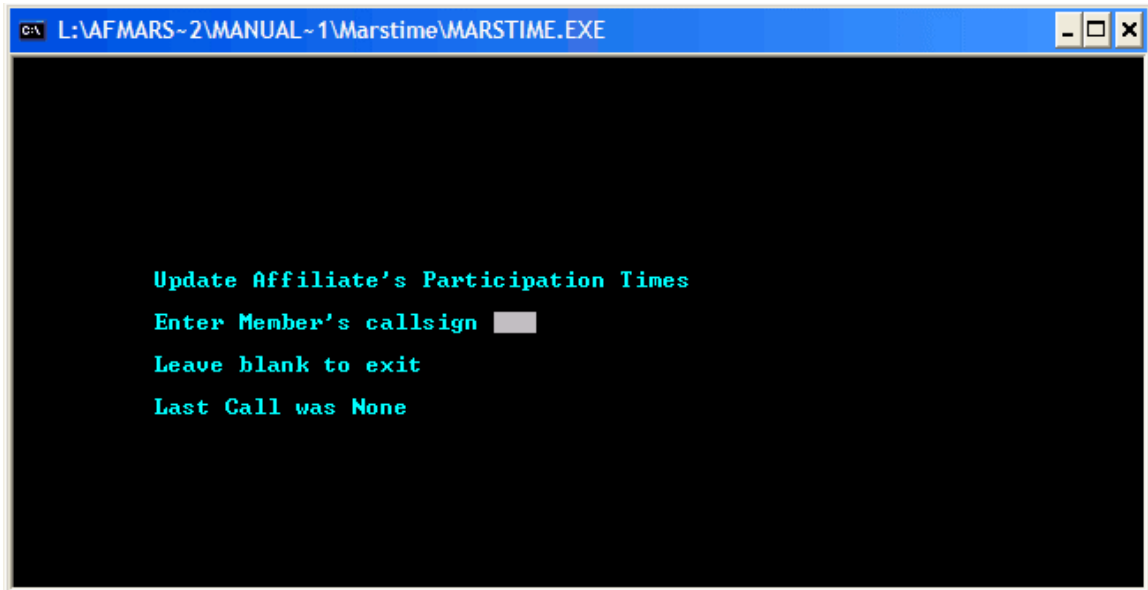
To enter participant time(s), highlight "Times" and press "ENTER".

CALL SIGN ENTRY

Enter call sign of member to be given net time.
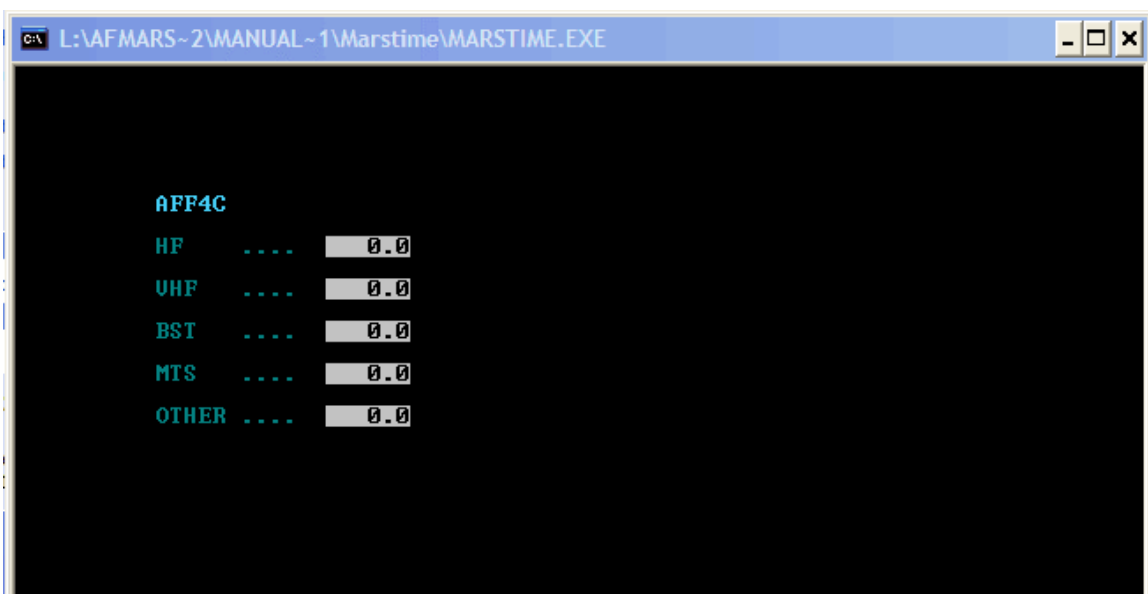   Example: <u>FOR ENTER</u>
               Officials Enter 3rd letter and last letter of call (AF**F**4**C**)
               Affiliate Enter 3rd letter and last two letters of call (AF**A**4**WM**)

To enter Out of Region 4 participants, see the "EDIT INSTRUCTIONS" below.

TIME ENTER

Enter the number of hours (and minutes if necessary) for any net listed when required.

HOUR ENTER

Press 'ENTER" or down arrow to go to required field. When completed, continue to press 'ENTER' until next page appears.

TIMES TOTAL

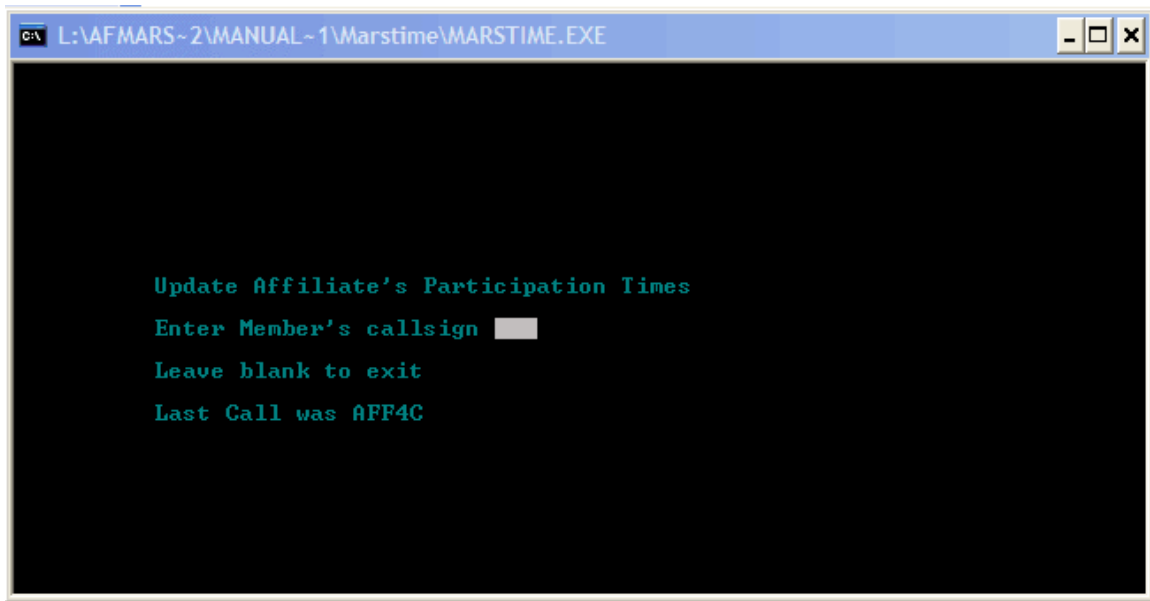Times entered are totaled with prior entries and the total is displayed.

NEXT ENTRY

```
Update Affiliate's Participation Times

Enter Member's callsign  ▮

Leave blank to exit

Last Call was AFF4C
```

Enter the next call sign and complete the entire process; continue until "ALL"
participants have been entered and totaled.

COPY

```
┌─────────────────────────────────┐
│ USAF MARS Region IV NCS Programs│
│        M A I N   M E N U        │
└─────────────────────────────────┘


                    Times
                    Copy
                    Delete
                    Print
                    Reset
                    Quit




        ┌─────────────────────────────┐
        │ Copy marstime.dbf to Floppy │
        └─────────────────────────────┘
```
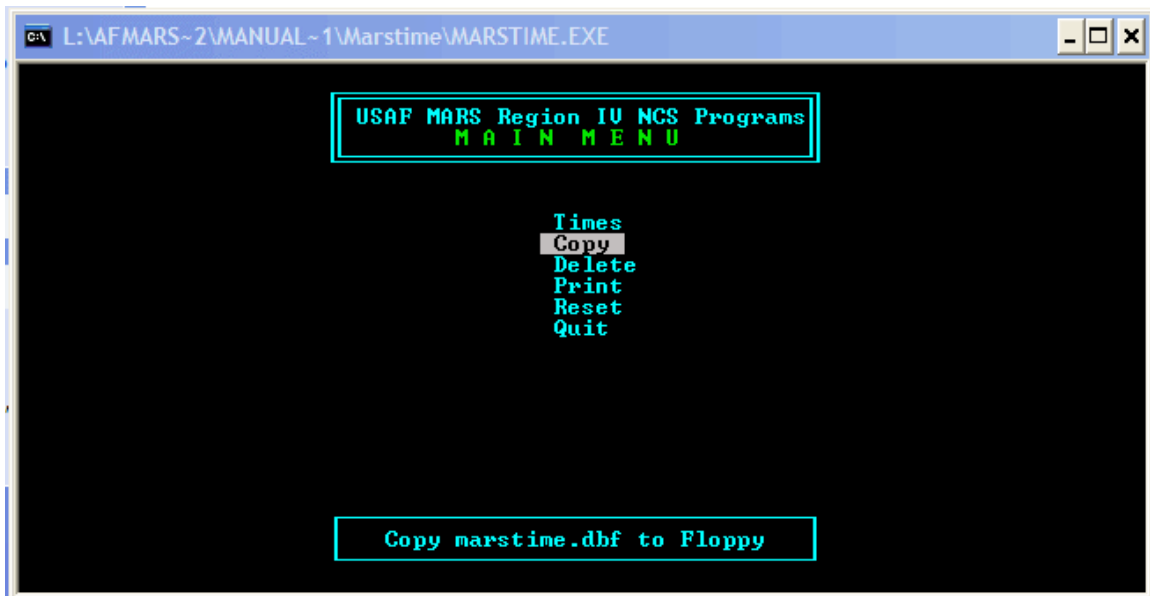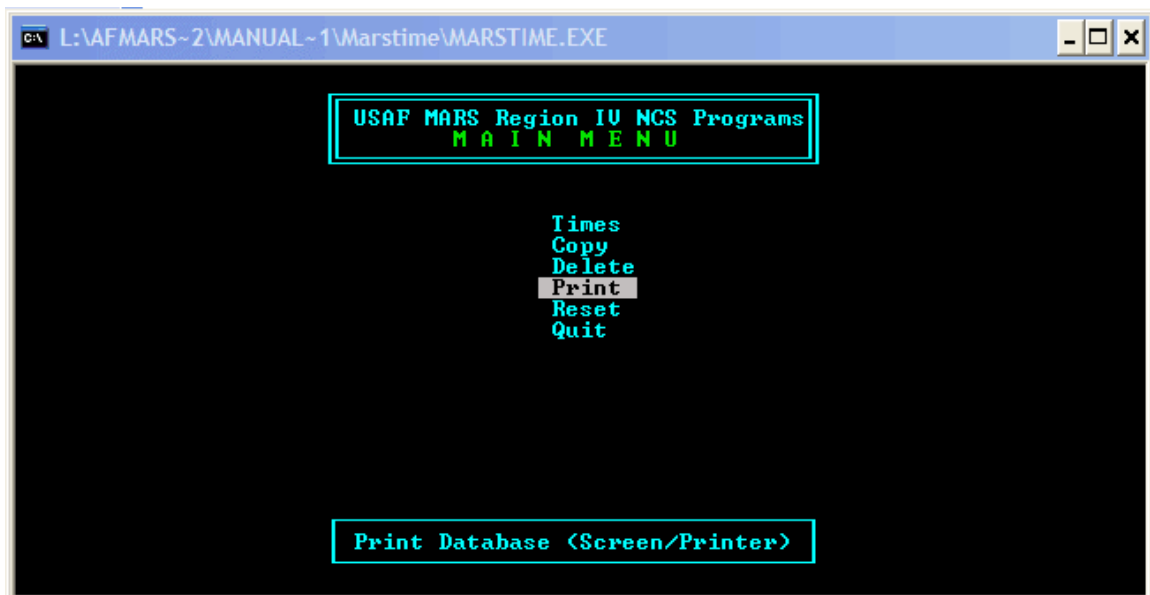
This entry copies the database to a floppy disk. Most modern computers do not have
floppy disks installed.

DELETE

This selection will ask for a call sign to be deleted. This selection will delete "ALL" entries made for that call sign. It should not be used.

PRINT

This entry will print the database to Screen or to a Printer. When you press enter for this selection, you must enter "S" (for screen) or "P" (for printer). This selection could be used if you are sending a 'hard copy' to AFF4N.

RESET
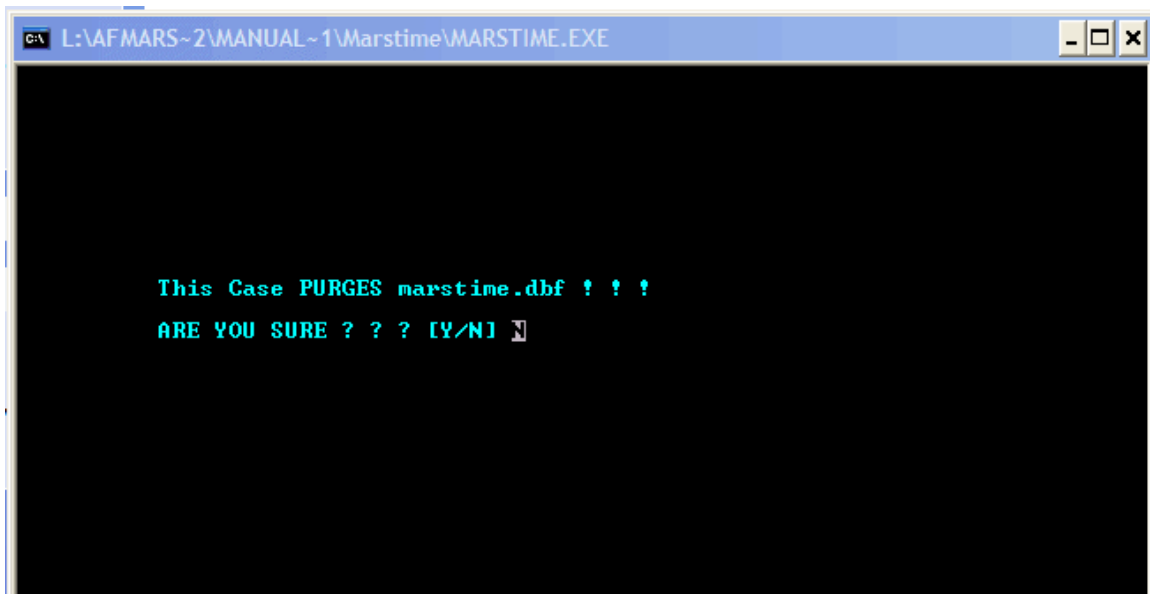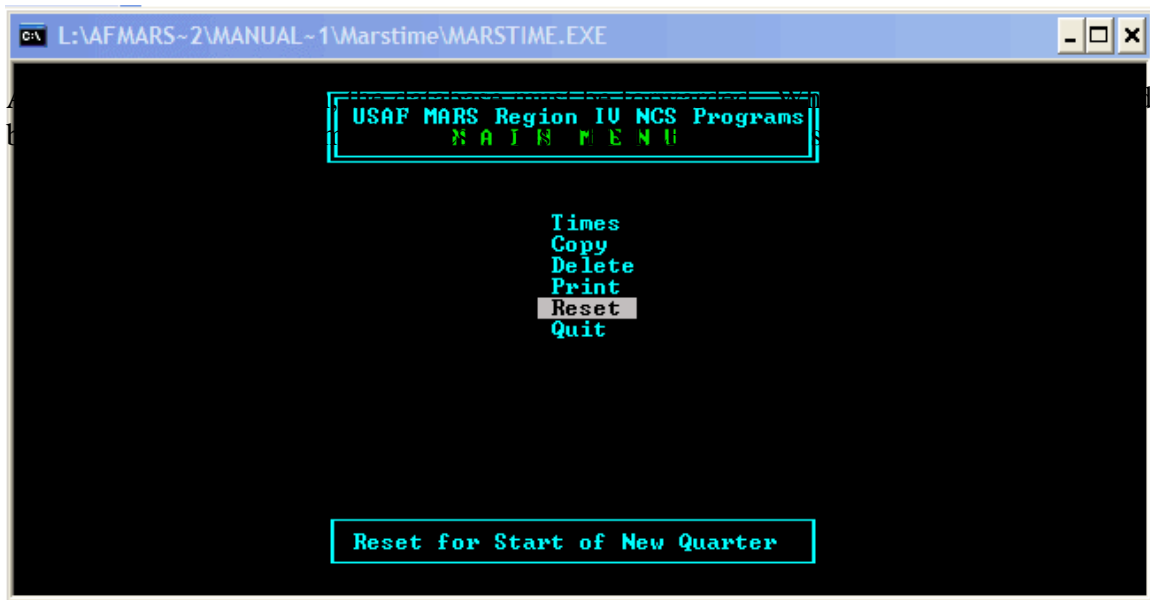
If you want to clear the database for the next reporting period, press "Y" for yes then press 'ENTER'.

QUIT

When all participating members call signs have been entered, press 'Q' or highlight "QUIT" and press 'ENTER".

EDIT INSTRUCTIONS

If you know you have made errors in the database, you can use Microsoft Excel to make corrections.
1. Open Microsoft Office Excel.
2. Use the open function of Excel, select 'all files', then select 'Marstime", then .dbf.
3. Make any changes that is required.
4. Save the changes to 'Marstime', marstime.dbf.
5. Enter any participating member that could not be entered through the MARSTIME program.

FORWARDING INSTRUCTIONS

The .dbf times must be at AFF4N's location no later then the 10th day after the reporting period ends.
1. Email the MARSTIME .dbf to AFF4N as an email attachment.
2. There may be times that you cannot email the .dbf to AFF4N; if this is the case, you may print the report out and mail it to AFF4N through the U.S. Postal Service. – or –
3. You may copy the .dbf to floppy disk and mail it to AFF4N through the U.S. Postal Service.

This document was compiled by AFF4I. If there are errors or suggestions that will improve this manual, contact AFF4I by email.

November 22, 2006