

Ma Tirelire 2



Daniel Pontreau

Claire Nurcombe

Maxime Soulé

➔ Ma Tirelire

➔ General presentation

➔ Accounts databases

- [Database list](#)
- [Database properties](#)

➔ Accounts

- [Accounts list](#)
- [Account properties](#)

➔ Transactions

- [Account transactions list](#)
- [Transaction line states](#)
- [Transaction properties](#)

➔ Functions

- [Sum type](#)
- [Flagging](#)
- [Auto-flagging](#)
- [Clearing](#)
- [Pre-clearing](#)
- [Repeats list](#)
- [Short statistics](#)
- [Statistics](#)
- [Descriptions / macros](#)
- [Payment modes](#)
- [Transaction types](#)
- [Currencies](#)
- [Currencies use](#)
- [Changing the list view](#)
- [Wildcard characters](#)
- [Number repeats](#)
- [Manage statement numbers](#)
- [Dynamic description](#)
- [Search for a transaction](#)
- [Keys use](#)

➔ Menus

- [Account](#)
- [Flag](#)
- [Go to](#)
- [Misc](#)
- [Preferences](#)

➔ FAQ

➔ History

➔ General presentation

Ma Tirelire is software for managing your accounts and fully able to meet your needs. (if you are the lucky owner of a PalmOS PDA or PocketPC owner in this case have a look to [the FAQ.](#))

Version 2 of the software is a notable and major evolution.

It includes all those functions which were so successfully integrated in the first version of the software (more than 85.000 downloads!!!):

- Multi accounts management
- Inter-account transfers
- Value date management based on the payment mode
- Transaction repeats
- Simple utilisation due to a user friendly interface
- Classification of transactions by category or type
- Cheque number management
- Transaction clearing
- Automation of transaction entry using macro commands
- Account statistics
- ...

and allows things such as:

- Management of multiple accounts databases (allowing personal, professional or archived accounts to be managed in parallel)
- Simple macro command programming
- Management of 4 cheque books per account
- Personalisation of the interface (fonts and colours)
- Sub-category creation
- Definition of alert limits for each account
- Currency management with exchange rate updates
- Transactions breaking-down
- ...

This documentation will allow you to discover in detail all of the elements, both old and new that make up **Ma Tirelire v2**. It will also answer all your questions, and more... 😊

Happy reading...

➔ Accounts databases

With **Ma Tirelire v2** it is possible to manage several account databases.

But why would you want to do that I hear you cry. Well, maybe you would want to separate your personal accounts from your business accounts, with a third database for your archives...

Or a demonstration database for **Ma Tirelire v2** so you can do some advertising... 😊

The only limit is your imagination... 😊

💡 So, when you first start the programme you have to create at least one database.

➔ Database list

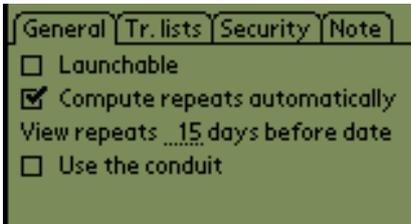


- **New** allows the user to create a database. 😊
- **Open** allows the user to open the selected account database, which takes you directly to the [Accounts list for that database](#).
- **Properties** allows the user to access the database parameters, see below.
- **Clone** allows the user to clone a complete database to archive it or to make some tests.

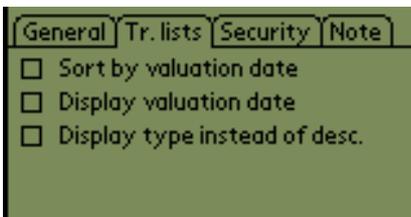
➔ Database properties



- **Name**, well, that's obvious... 😊



- **Launchable** allows to make the accounts database visible in the Palm Launcher. This way, one can launch **Ma Tirelire** and then open this database directly. The accounts databases have always "MaTi=" prepended to their name. This allow to find them quickly. When a database is launchable, this prefix is missing. It allows to have a beautiful name in the launcher. 😊
- **Compute repeats automatically** allows the repeating operations to be automatically updated on **Ma Tirelire**.
 - 💡 *For repeat parameters please see [Transaction Properties](#) under "Repeats" tab.*
 - 💡 *It is possible to manually start the repeat update. (See ["Misc" Menu](#))*
- **View repeats ?? days before date** defines the time at which the transaction repeat will be calculated. For example: 15 days => the next occurrence of the transaction will only be visible in [the transaction list](#) 15 days before it's due date. The prevents an overload of the transaction list.
- **Use the conduit** tick this option if you wish to retrieve your data on your computer via the conduit (additional programme created by **Jean-Noël Casassus**).
 - 💡 *For more information on the conduit please visit matirelire.conduite.free.fr)*
 - 💡 *This option has an effect on the deletion of transactions; if it is active then the transactions will not be really deleted until the next synchronisation.*

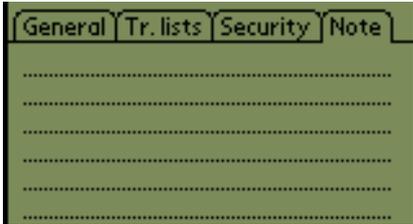


These options refer all screens that list transactions. Transactions, flagged, statistics results, repeats and clearing list screens.

- **Sort by valuation date** allows the user to sort [the transaction list](#) by the valuation dates instead of the transaction date.
- **Display valuation date** allows the valuation date to be shown instead of the transaction date in [the transaction list](#).
- **Display type instead of desc.** allows to display the [transaction type](#) instead of the usual description.



- **DBase access code** allows the user to limit access to the database with a password, but be careful of memory failures... 😊
- **Refuse global find** allows the database to be excluded from the PalmOS find function except when **Ma Tirelire 2** is currently running for the database currently opened.



Nothing to say, just get writing... 😊



• **Delete** allows the user to delete both the database AND the associated accounts.

💡 *The **Delete** button will only appear if you access this window through the Database List window.*

⚠️ *When deleting the database you will also delete all the associated accounts and all the transactions contained within them...*

→ The accounts

In an Accounts Database it is possible to manage X accounts. The accounts are independent from each other but it is possible to define money transfers between them (see [transaction properties](#))



when you first start the programme you have to create at least one account.

→ Accounts list

Personal	Tout
Current	1745.48
Savings	1260.00
New All 3005.48 €	

The menu name (in inversed colours) is the name of the open account database.

- **The drop down list at top right** ("All" in the image ("tout" in the beta)) allows the user to define which accounts should be taken into account for the [sum type](#) (at bottom right).
- The drop down list allows the way in which the different account totals are added up:
 - **All (Tout in beta)** adds all the account totals (**default mode**);
 - **Selected** only adds up the selected accounts totals (shown in reversed colour);
 - **Not select.** only adds up the totals of the UNselected accounts.
- *To change the sum (at bottom right) select and deselect the lines with a simple tap on the displayed totals.*
- **New** allows the user to create a new account in the database. 😊
- **The list at bottom middle** ("All" in the image) allows the user to access to various views of the sum (at bottom right) (see the [sum type](#)) chapter.



A short tap on the account name allows the user to access [the transaction list](#)



*A tap and hold on the account name allows the user to obtain a contextual menu of the account properties with the **delete button***



Tap on the triangle (in inversed colours) at the start of the line to open a menu from which the user can:

- change account within the database.
 - 💡 *The arrows at the end of each database line allow to access to a sub-menu to directly select an account of the database.*
- open the current [database properties](#), thanks to the next to last menu line.
- go up a level into [the database list](#) thanks to **Manage accounts DBases...** line.

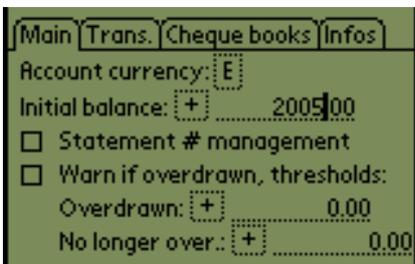


This small menu is only available in the accounts list screen. It allows to open the [database properties](#) and to go to the [databases list screen](#).

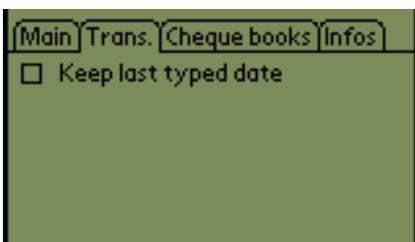
➔ Account properties



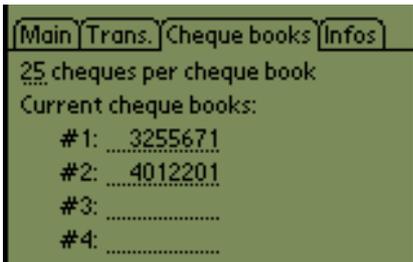
- **Name**, that's pretty obvious... 😊
 - 💡 *The checkbox allow to flag or unflag (see [flagging](#)) the first line of the [transactions list screen](#).*



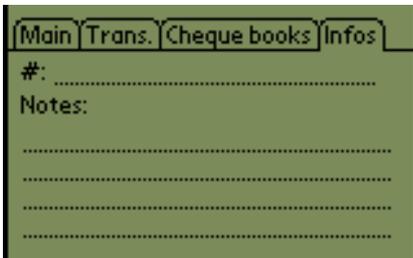
- **Account currency**
- **Initial balance** allows a value (positive or negative) to be fixed for the account before any transactions are entered.
 - 💡 *This value appears at the top of the [transactions list](#).*
- **Statement # management** allows to associate a statement number to each transaction. To learn more about that, see [Mannage statement numbers](#).
- **Warn if overdrawn, thresholds:** of this option is ticked then an alert message will be produced if the account balance is below the "Overdrawn" value.
 - **Overdrawn** allows the user to define a value (positive or negative) at which the account is considered overdrawn. If the account balance falls below this value an alert message will be produced at each start or account change.
 - **No longer over.** allows the user to define a value (positive or negative) at which the account is no longer considered overdrawn (alert messages are stopped).



- **Keep last typed date** permits to set the new transaction date to the last typed one instead of the day one.
 - 💡 *Useful when you create several transactions at a time, at the end of each month for example.*



- **?? cheques per cheque book**, what more needs to be said? 😊
- **Current cheque books: n°1, 2, 3 and 4** the four fields allow the user to define 4 cheque books for each account and are inserted into the "#" 'field of the [transaction properties](#). 💡 When you [edit/create a transaction](#), if you type an unknown cheque number (which is not part of any referenced cheque book), **Ma Tirelire** will propose you to add a new cheque book with this number as the first cheque number. This cheque book is added at the end of the list.
 - ⚠ When 4 cheque books are defined, the new cheque book is added to the #4 position, the old cheque books #4, #3 and #2 become respectively #3, #2, #1 and the old #1 is deleted.



- **#:** allows the account number to be noted
💡 This field may also be used for notes if you want.
- **Notes :** a field where your imagination can run wild... 😊



- **Delete** allows the user to completely destroy the account and all the associated transactions.
 - 💡 The **Delete** button only appears if you enter the menu via the [account list](#) window.
 - ⚠ In deleting an account you will delete all of the transactions associated with it...

➔ Transactions

In this section we are going to look in detail at everything surrounding transactions. As you will see, it's a vast subject... 😊

You are going to finally understand why **Ma Tirelire** is THE software for your everyday needs...

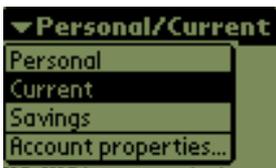
➔ Account transactions list



The start of the line (in inversed colours) gives the name of the database and the name of the account, abridged due to lack of space. 😊

The 3 icons in the top right let you rapidly access:

- **The %** allows to launch the [mini-stats](#).
- **The padlock** controls the locking/unlocking of the [flagging](#) and [clearing](#) functions.
If the background is clear it is possible to flag and clear transactions, if it is black then these 2 functions are locked.
- **The arrows with a 1 and +** let you rapidly access those actions that you defined in the [preferences](#) menu. 💡 A long tap on the 1 ou le + allows to choose their meaning without opening the [préférences](#) box.



Tapping on the triangle (inverse colours) at the beginning of the line opens this menu from which you may:

- go up a level to [the accounts list](#). (first menu item)
💡 Tapping the black arrow at the end of the line allows to list databases.
- change account in the database.
- access the current selected [account properties](#). (next to last menu item)
- access the current [database properties](#). (last menu item)

Current	2005.00
01/28 Chemists	-5.98
01/28 Red Cross	-200.00
01/30 Insurance	-30.11
01/31 Supermarket	-23.43

• The first line always shows the account name and balance (in inverse colours) above the transactions.

• Each line corresponds to one transaction and it breakdown into the following elements:

💡 *For the visual aspect of the lines please refer to [transaction line states](#).*

- The date on which the transaction will be accounted for.

💡 *It will be the validity date if the option "show the validation date" is selected in [database properties](#).*

Otherwise it will be the date when the transaction was entered.

- Transaction description (the name).

- Transaction value.

On Jun 5, 2008 at 10:44 pm
Gift
-23.57€

• A long tap on a line allows to display the transaction properties:

- The transaction date.

- The transaction description (the name).

- The transaction amount and the currency.

💡 *When a transaction use a foreign currency, the amount and the foreign currency are displayed too.*

- [The payment mode](#), if it is not "Unknown".

- The cheque number if presnet.

- The statement number if presnet.

- The transaction type, if it is not "Unfilled".

- The splits and their amount. See the Splits tab in the [transaction properties](#).

On Jun 5, 2008 at 10:45 pm
Train
-150.00€, by Cheque
Cheque #3255671

[-] [+] All	1745.48 ▶
-------------	-----------

The bottom line consists of:

• **2 buttons** for added a transaction, the + for a credit, the - for a debit.

💡 *The transaction sign can be changed in the [transaction properties](#).*

• A **list at bottom middle** ("All" in the image) which allows you to change the sum on the righthand side. (See the function [sum type](#).)

• An **amount on the right** which indicates the balance at the date desired. (For more info, see the function [sum type](#).)

• An **black arrow on the right** is used to mask or reveal this line.

➔ Transaction line states

In **Ma Tirelire** the transaction lines can take several aspects, depending on the assigned parameters, and as a picture says a thousand words, here are some simple examples. 😊

 You can modify the aspect (colour, font,...) of the lines to differentiate between debits and credits, for example. For more information take a look at [the preferences](#) on the "Lists" tab.

01/31 Supermarket -23.43 Let's start with a basic transaction with no special symbols.


02/01 Supermarket -23.43 The date in inversed colours indicates that the transaction is dated **today**

01/31 Supermarket -23.43 The small arrow at bottom left of the date indicates that a **validity date** has been set for this transaction (see below in [transaction properties](#) in the "Main" tab)

01/31 Supermarket -23.43 The double square before the name indicates that this transaction has associated **repeat rules** (see below in [transaction properties](#) in the "Repeat" tab)

01/31 Supermarket -23.43 The alarm clock before the name indicates that this operation has an associated **alarm** (see below in [transaction properties](#))

01/31 Supermarket -23.43 The small triangle at the bottom right of the amount indicates that the transaction has been **flagged** (see below in [transaction properties](#) in the "Main" tab)

 To (un)flag a transaction you only have to tap on the cents/pennies of the amount.

 The [padlock](#) must have a clear background.

01/31 Supermarket -23.43 The amount shown in inversed colours indicates that this transaction has been **cleared**.

 To (un)clear you only have to tap on the non-cents/pennies part of the amount.

 The [padlock](#) must have a clear background.

01/31 Supermarket -23.43

An example of a transaction that has been both flagged and cleared.

01/31 Supermarket -123423
01/31 Supermarket -12.34M

Examples of transactions where the amount is too long to be shown in full in the list view.

💡 To better recognise them in the list their amounts are shown in bold.

Firstly the decimals are removed from the list view, or a unit is given before the Millions. 😊

⚠️ The amount used for calculations is visible in the transaction properties.

01/31 Supermarket -12.34M

And this line defies description... 😊

➔ Transaction properties

Debit...	Current
Date: Jan 31, 2005	8:44 pm
Desc: Supermarket	
Debit: -	23.43 €

- 🔔 **The alarm** lets you set an alarm for a transaction. If the background is clear then there is no alarm set, if it is black then a message provides you with the set date.
- 🔔 **Date** : This is the date and time of the transaction, which by default is the date of entry.
 💡 The two small arrows let you change the date without opening the calendar.
- 🔔 **Desc** : lets you define a name for the transaction which will be displayed in the transaction list.
 💡 Tapping on the arrow to the left of 'Desc' opens the descriptions list (see the function Description / Macro)
- 🔔 **Credit / Debit** tap on the text (or +/-) changes the transaction sign.
- 🔔 **The amount** do I have to say more? 😊
- 🔔 **The currency** allows you to define which currency you wish to make this transaction (see the chapter on Currencies.)



- **Mode** allows you to change the payment mode used for the transaction.

 - 💡 To create a payment methods list go to the chapter on [payment modes](#).
 - 💡 This field can be filled in automatically with the aid of the [Macro](#) function.
- **#** is useful if you need to use a cheque.

 - 💡 Tapping on **"#"** launches an automatic cheque number function from the information stored in the "chequebook" tab in [account properties](#).
 - 💡 When the typed cheque number is unknown, **Ma Tirelire** ask you to add a new cheque book beginning by this number (see [account properties](#).)
 - 💡 This field can be filled in automatically with the aid of the [Macro](#) function.
- **On same day** lets you define a validity date (=date on which the payment is accounted for) for the transaction.

 - 💡 This field can be filled in automatically with the aid of the [Macro](#) function.
- **The tick box** allows you to [flag](#) a transaction.
- **Type** lets you set the category.

 - 💡 To create your category type list, see the chapter on [operation types](#).
 - 💡 This field can be filled in automatically with the aid of the [Macro](#) function.
- **Statement** lets you enter the number of the relevant bank statement on which this transaction appears.
- **Cleared** lets you mark this transaction as cleared on a statement.

 - 💡 For more information on this subject go to [clearing](#).
- **Transfer**, as its name suggests, lets you transfer money from one account to another.

If you click on "None" the list of accounts in the database appears and then you only have to chose the correct target account for the transfer.

 - 💡 A corresponding transaction will be automatically created in the destination account.
 - 💡 This field can be filled in automatically with the aid of the [Macro](#) function.

The **Repeat** function lets you set up an automatic repetition of this transaction at a regular interval. For example, if you pay rent every month, or a loan, or a mobile phone sub, etc. you will already have grasped the importance of this function. 😊



- **Repeat** is set to "Never" as a default.



If you tap on "Never", the list of possible intervals appears and then you only have to choose your desired repetition frequency.

Once a frequency is defined you can tap on **End at** to define a rule for your repeats, such as:

- end at a predefined date.
- unlimited end point.
- a defined number of occurrences:
Ma Tirelire will calculate the end date as a function of the specified number of occurrences.
 *Tapping directly on "occurrence(s) to be" gives you the same effect.*

➔ How to calculate a repeat (creation of the next occurrences of a repeating transaction):

1. Automatically when starting **Ma Tirelire**; you only need to activate the option in [database properties](#).
2. Manually; using a menu entry [Misc](#) or the shortcut **/ R**.

Ma Tirelire creates the occurrences of a transaction which are included between the current date and the numbers of days indicated in the "View repeats" parameter (see [database properties](#)).

➔ Lets use an example for clarification:

On the 8th September you create a transaction called "Salary", set for that date and with a repeat set for **Every 2 weeks**.

The next occurrences of this transaction will therefore be the 22nd September, the 6th October, the 20th October, the 3rd November, etc. (if you haven't set an end date).

To complete our example, you also defined "View repeats **XX** days before".

If you execute your repeats manually the you will see the following appear in the transaction list:

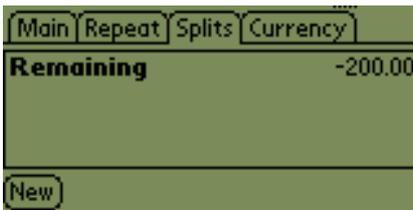
- if **XX** = 10 : **1** "Salary" transaction, that of 8th September.
- if **XX** = 20 : **2** "Salary" transactions, those of 8th and 22nd September.
- if **XX** = 50 : **4** "Salary" transactions, those of 8/09, 22/09, 6/10 and 20th October.

 *Only the last occurrence of the transaction will carry the repeat parameter.*

💡 Great!!! It is possible to automatically number or date repeats.

The **Splits** feature allows to split a transactions into several ones.

To better understand, take an easy example, you withdrew 200 euros from the ATM. This transaction will allow you to make several purchases each with its description and its type. And of course, you want to see these expenses in the statistics.



Here you can see the tab contents after you enter your 200 euros withdrawal.

Tap on the **New** button and the following screen appears.



You are ready to enter a split, type in:

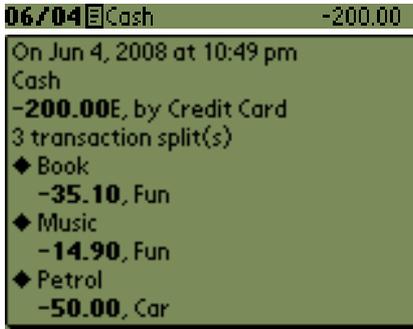
- **Desc**, the split description.
 - 💡 It is possible to use the descriptions / macros.
- **Amount**, search to see... 😊
 - 💡 The sign before the amount allow to set the sign of the split. In some cases, you can want this sign to be different from the main transaction one.
- **Type**, the split type, see the transaction types chapter.
 - 💡 It is automatically set if you associated a type to a description. (see the descriptions / macros)
 - 💡 The top arrows allow to easily navigate through all splits already created.



Here is the result once you entered several splits.

The bottom ligne is composed of (from left to right):

- Skip the **New** button. 😊
- The second button allows to edit the selected split.
- The first field ("desc." in the example) allows to modify the list display:
 - desc.: displays the splits descriptions.
 - type: displays the splits types.
- The second field **by xxx** ("desc." in the example) allows to sort the list:
 - desc.: by descriptions (alphabetic order).
 - type: by types (alphabetic order).
 - amount: by amount (from lesser to greater, in absolute value).



The transaction which is splitted is displayed with a little symbol in front of it in the [transactions list screen](#).

A long tap on this transaction and you can see its contents.

 *When there are to many splits, only the first ones are displayed.*

It's a cool feature, isn't it???!!!... 



By default, only the "No currency..." sentence appears.

 *For a working example, see the [Currencies use](#) chapter.*



The 3 buttons speak for themselves... 

→ Functions

A large number of functions are accessible via the various **Ma Tirelire** screens, so to simplify the documentation we have decided to pull them all together in one big chapter rather than repeat ourselves.

→ Sum type

The principle of this function is to allow the user to obtain an account balance based on a date or a specific parameter...



This bar is at the bottom of the screen and is composed of two elements:

- **The menu** which gives a list of dates or parameters which alter the way in which the sum on the right is displayed.
 - 💡 *When a date is displayed the two small arrows can be used to change the date without having to open the calendar.*
- **The sum** is displayed based on the mode chosen from the list.



The list has the following elements:

- **All** shows the sum of all the transactions.
- **At worst** shows the smallest balance possible in the account 😞.
- **Today** (*the text is replaced by the date*) shows the balance on that date (inclusive).
- **Cleared** shows the sum of the cleared transactions.
- **Flagged** shows the sum of the user-flagged transactions.
 - 💡 *this functions lets the user rapidly calculate without needing to get a calculator!*
- **Clr./Flag.** shows the sum of the cleared and/or flagged transactions.
- **Balance on** (*the text is replaced by the date calculated as a function of the parameter given in the submenu "Sum dates..."*) shows the balance on the date indicated (inclusive).
- **Balance on date +** (*the text is replaced by the date calculated as a function of the parameter given in the submenu "Sum dates..."*) shows the balance on the date indicated (inclusive).
- **Dates...** allows the user access the parameter set up "Balance on" et "Balance on date +" (see below).
- **This date...** allows the user to choose a date directly from the calendar and to see the balance on this date (including the transactions on that date).



Tapping on "Dates..." in the above mentioned list gives you the following window.

The labels are self explanatory.



When a date is displayed, the two small arrows allow to change the date without open the calendar box.

In this case, a star appears on the right of the date to indicate that it has been modified. (see the example on left)

→ Flagging

Flagging one or more transactions not only allows the user to highlight them, but it also take advantage of the [sum type](#) function.

To (un)flag an operation the user should tap on the pennies/cents part of the amount of the transaction to be (un)flagged. A small, black, triangle will appear if the transaction is flagged (see [transaction states](#)).

The menu [Flag](#) gives access to actions associated to this flagging function.



The first line of the [transactions list](#) match the initial balance of the account. This "transaction" is always cleared and can not be un-cleared. In this particular case, a tap everywhere on the amount will flag or unflag this "transaction".

You can use the checkbox on the right of the account name in the [account properties](#) box too.

→ Auto-clearing

You want to find and/or flag a special transaction? **Ma Tirelire** will help you thanks to this function. 😊

→ How you can access this function:

1. Par [The menu Flag](#) / Search & flag...
2. Using the shortcut **/ H**

This screen allows to define your search criteria:

- define the time interval on which the search operates. If the right checkbox is checked, valuable dates (when present) are used instead of the transaction date.
 - 💡 *When the box between the two dates is selected, the two dates are bound. In this case, when you modify a date, the other is modified too to keep the time interval the same.*
- the [transaction type](#), choose in the list.
 - 💡 *When the checkbox at the end of the line is checked and the selected type contains one or several sub-types, then all these "children" will be included in the search criteria.*
- the [payment mode](#), choose in the list.
- a [description \(Desc.\)](#) or a part by using the characters * and ? to replace a part.
- an **amount (Amt)** included between two values or equal, lesser or greater than a value.
 - 💡 *Tap on the arrow after **Amt** to choose the rule wanted.*
- a cheque number or a number slot,
- a statement number, or those before or after this number.

💡 *The check boxes allow to take into account the corresponding search criterion.*

The line **Criteria linked by** allow to parameter more precisely your multi-criteria searches.

3 values are allowed:

- **AND** to be flagged, the transactions have to match ALL the search criteria.
- **OR** to be flagged, the transactions have to match at least one criterion.
- **Not OR** to be flagged, the transactions have to match NO (0) search criterion.

💡 *All these informations are present in each transaction. (see the [transaction properties](#)).*

- **Action** allows to choose the action(s) to perform ("Flag" - "Unflag all then flag" - "Unflag") on the transactions found.
- Search...



Yes!!!! 😊

Ma Tirelire found several transactions that match your search and flagged them.

Tap on **See flagged...** to obtain the following list.



In this list you can see all the transaction flagged by your search but the manually flagged ones too.

💡 *In this screen, if the amount of a transaction is selected, it is because the transaction is flagged. It is the case of all the transactions when entering this screen. The small triangle at the amount bottom left tells that the transaction is cleared.*



Bad luck 😞, try again with new search criteria.

Note that you can export the results into the memopad. 😊



To do so, use the menu **Misc/Export** (this ligne is visible only from this screen or the statistics one) or the shortcut **/ 9**



Choose the name of the coming memo, (here "My Stats") and it's OK.

💡 *Palm memos are limited to 4 KB during the synchro. To avoid this problem, **Ma Tirelire** export its data in several memos. But you can choose to not split, to do so check the box **Don't split large export**.*

➔ Clearing

This function lets the user precisely compare the transactions in **Ma Tirelire** to those present on the bank statement.

Setting one or more transactions to cleared allows the user to take advantage of the sum type function.

 *The account balance before transactions are entered (the first line in the list) is always marked as cleared.*

After the user has cleared the **Ma Tirelire** transactions based on their bank statement, the balance of your favourite programme should be the same as that on your statement. If not then start looking for the error... 😊

 *The pre-clearing function will be a big help in solving your money related puzzles.*

To (un)clear a transaction you just need to tap on the transaction sum (outside the penny/cent zone). The sum then appears in reverse colours (see [transaction states](#)).

➔ Aid to clearing and automatic clearing

To help you to evaluate the situation on your bank statement, **Ma Tirelire** provides you an aid to clearing screen which embed an automatic clearing feature 😊.

This function allows you to determine, based on the balance shown on the bank statement, the total sum of transactions required to achieve it. It's an inverted search!!!...

It is a very useful function if you know the account balance but not the detail of the associated transactions. For instance, that could be case if you get the account balance from an ATM.

➔ How to get to this function:

1. Via [the account menu](#) / Clearing...
2. Using the shortcut / L



This first screen ask you the target balance. The amount you know and you have to reach by clearing the transactions.

 *The initial amount is the already cleared transactions sum.*



After tap on Next, in the previous screen **Ma Tirelire** lists the non cleared transactions.

On the top line, we find:

- on left the target balance,
- on the middle the (C) button that allows to launch the automatic clearing,
- on right, a list that allow to choose the transations display mode.

 *The first line of the transactions list, brings together all the*

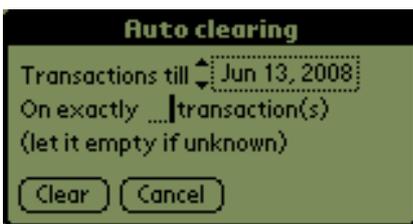
already cleared transactions.

The bottom line contains:

- on left an arrow that allow to valid or cancel the clearing,
- on the middle a (+/-) button to add a transaction to the list and a button (Cleared or Left) which affect the sum on the right,
- 💡 "Cleared" allows to display the sum of all transactions cleared in this screen, whereas "Left" allows to display the difference between the sum of all transactions cleared in this screen and the target balance.
- on the right the sum of all transactions corrected by the choice done with the Cleared/Left button.

In this screen, you can manually clear the transactions to obtain the target balance by tapping on the amounts of each line.

To gain time efficiently, tap on the (C) button at the top of the screen and see the result below.



This intermediate screen allows to:

- choose the date until which the search must be done.
 - 💡 By default, it is the date of the day.
- define the transactions number on which the search must be done.
 - 💡 The largest transactions number is 48.

Tap on **Clear** to go to the screen below.



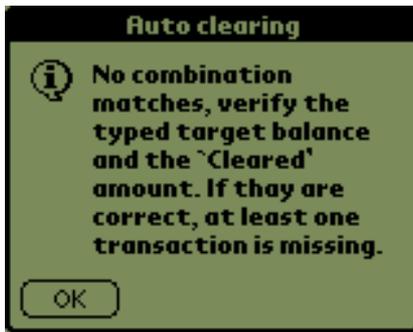
Ma Tirelire computed and cleared the transactions who permit to reach the target balance. 😊

You can of course correct an error by manually unclearing and clearing again some transactions.

💡 When two transactions have the same amount, **Ma Tirelire** will clear the oldest one first.

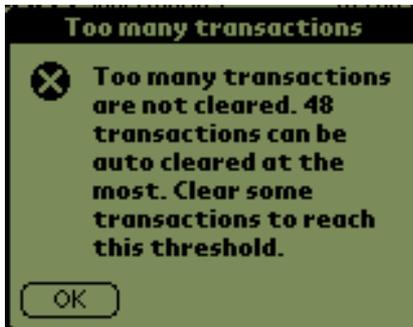
The (C) button changed in (+) to tell that the automatic clearing just found a solution. If this solution does not match your mind, you can tap on (+) to continue the search.

After automatic clearing, if you obtain:



this screen, it's clear there is a problem with the listed transactions: 😞

- some are missing,
- at least one amount is not correct.



this screen, you have to help **Ma Tirelire** a little by manually clearing some transactions.

Because if the number of non cleared transactions is greater than 48, the computation will be too long and too complex for a little pig. 🐷



To quit this clearing screen, you have to tap the arrow at the bottom left of the screen.

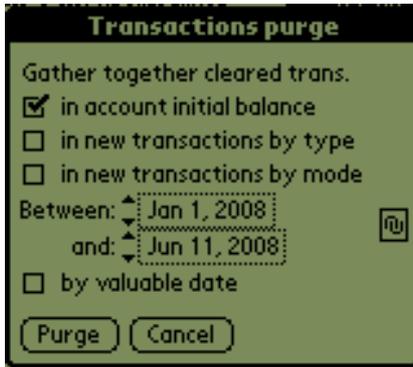
When some transactions were cleared on this screen, **Ma Tirelire** ask you what to do with them.

- **Yes** allows to confirm the transactions clearing and to go back to the [transactions list](#).
- **No, back** allows to come back to the clearing screen, it's a kind of cancellation. 😞
- **Cancel all** allows to come back to the first clearing screen, without taking into account the clearing done in this screen.

💡 *When the statement number management is enabled for this account, (see [Account properties](#)), a different screen ask for the statement number.*

➔ Purge cleared

The item **Purge cleared...** in the [Account](#) menu give you access to the following screen:



From this screen you will be able to delete in the account, the cleared transactions included between two dates to merge them:

- in the account initial balance,
- by payment mode (one transaction for each different payment mode),
- by transaction type (one transaction for each different transaction type).

💡 When the box between the two dates is selected, the two dates are bound. In this case, when you modify a date, the other is modified too to keep the time interval the same.

💡 The repeated transactions and the ones that contain an alarm (see [Transaction properties](#)) can not be purged.

➔ Repeats list

To manage your repeated transactions in a trice, **Ma Tirelire** provides you a specific screen to do it. 😊

This feature displays only the transactions for which you defined a repeat (see [Transaction properties](#)).

➔ How you can access this function:

1. Using the [Account menu](#) / View repeats...
2. Using the shortcut **/ R**

Repeats	Current
Non repeats sum	185.23
04/01 Insurance	-175.00
05/30 Salary	2123.00
06/08 Mobile	-41.00
2092.23	

From this screen you can access to the transactions details and know the sum of your recurrent expenses.

The first line brings together all non repeated transactions.

💡 By default, the amount at the bottom right is the sum of all listed transactions, included the future ones.

➔ Short statistics

If you want to evaluate the situation on your account, **Ma Tirelire** allows you to have a quick

situation: the "short statistics".

→ How you can access this function:

1. Using the [Misc menu](#) / Short statistics...
2. Using the shortcut / **8**



This screen allows you to choose the selection criteria.

You have to choose:

- the time interval on which you want to analyze your account,
 - 💡 *When the box between the two dates is selected, the two dates are bound. In this case, when you modify a date, the other is modified too to keep the time interval the same.*
- whether you want to take into account the valuable dates.

And you see in realtime, your account status. 😊

If you tap on the "Statistics" button, you will open the [Statistics](#) screen, of course... 😊

💡 *When you switch from short statistics to statistics screen, all criteria are kept and when you will quit statistics, you will come back to this screen.*

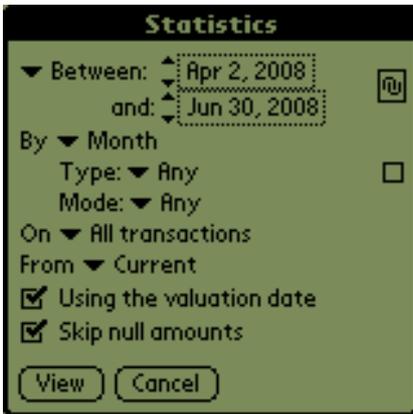
→ Statistics

If you want to follow and analyze your expenses, **Ma Tirelire** will help you thanks to its statistics module.

To better appreciate statistics, you have to fill some transactions and to use some [payment](#) modes and [transaction types](#).

→ How you can access this function:

1. Using the [Misc menu](#) / Statistics...
2. Using the shortcut / **S**



This screen allows you to choose the selection criteria.

You have to choose:

- the time interval (1) on which you want to analyze your accounts,
 - 💡 When the box between the two dates is selected, the two dates are bound. In this case, when you modify a date, the other is modified too to keep the time interval the same.
- the slicing (2),
- the slicing options (3) (when you choose a time period),
 - 💡 When the checkbox at the right of the "Type" line is checked and the selected type contains one or several sub-types, then all these "children" will be included in the search criteria.
- the transactions (4) that have to be taken into account,
- account(s) (5) to be searched,
- and to finish two little options (6).

⚠ These 6 points are detailed below.



(1) To choose the time interval on which the search will be done, you can:

- manually define the beginning and the ending dates,
- use the menu opposite by tapping the word "Between".

This last option is probably the quickest for standard periods, as they are already defined 😊

💡 The last line (Previous stats...) allows to access to the list of your 14 last searches and appears only after a first search is made in this accounts database.

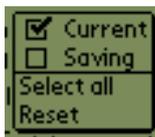


(2) By tapping on the field following **By** (see the picture opposite), you can choose the slicing (see above).

This slicing can be done:

- by transaction type
- by payment mode
- by time period (week, fortnight, month, and so on.)

(3) If you chose a time period (see point 2) for slicing, you can refine the analysis by selecting:



the **transaction types** that you usually use. Tap on the area following **Type:** to list all your types (see picture opposite).
💡 *The first line "Any" allows to not use this option.*

the used **payment modes**. As for transaction types (above), tap on the area following **Mode:** to list all your modes.
💡 *The first line "Any" allows to not use this option.*

(4) By taping on the area following **Sur**, you access to a list that allow you to filter the transactions to be taken into account.

(5) The popup menu **On** allow to list the database accounts. Check in the list the accounts you want to analyse.

(6) This two options can be used to refine even more your search. Their functions are explicit. 😊

Then you only have to tap on "View" to display the statistics following the criteria you just defined.

As the number of possible settings is large, we choose to present only one results example. (one of the most frequent ones, of course 😊)

So here is, above, the results for a time period of analysis (1) of one year (2005), with a slicing (2) by month, with any types and modes (3), on (4) all transactions of "Current" account (5), using the valuation date and skipping null amounts (6).

By month	1/1/08 - 6/30/08
January 2008	421.00
February 2008	163.00
March 2008	373.00
April 2008	470.00
May 2008	-279.00
June 2008	225.23
1373.23	

On this screen, you find at the top right the chosen slicing (2) and on left the search time interval (1).

Each list line is a time period (2) (so a month in our example) with its total amount.

On the bottom line

- the left arrow allows to come back to the home statistics screen.
- the middle part (**All** on the picture) allow to change the amount on its right (see the picture below.)
- the amount on right is the sum of all listed time periods (as usual... 😊)
- the arrow on right allows to mask this line.



On the picture opposite, the list of choice which allow to change the sum at the bottom of the screen (see above.)



A long tap on a line allow to obtain the number of matched transactions and their account(s) name(s).



A short tap on a line open a contextual menu opposite. It allows to display the informations for the selected time period sorted by **Type** or by **Mode** or even all the matched transactions (**View all**).

See below the 3 results that you can obtain.

 In all screens below, you will find at the top the slicing and the search time interval, and at the bottom the arrow button to go to the previous screen, the small menu that acts on the sum, the sum of all lines and the arrow to mask this last line.

1 - If you chose **Refine by transaction type**

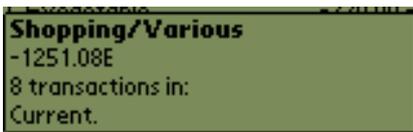


Ma Tirelire brings together the transactions by their **transaction type** (and their sub-types) used during the time period.

At end of line, the sum of all transactions for this type or sub-type.

 Tap on the little crosses in front of transaction types to display sub-types. No cross, no sub-types! 😊

 When a type is folded, its amount is the sum of all its sub-types amounts plus itself.



A long tap on a type or sub-type allow to see the number of matched transactions and on which account(s).

Shop	1/1/08 - 12/31/08
01/01 Supermarket	-165.00
02/05 Supermarket	-205.00
02/19 Supermarket	-198.36
03/04 Supermarket	-314.27
04/17 Supermarket	-32.50
05/27 Supermarket	-79.95
06/03 Supermarket	-211.00
06/10 Supermarket	-45.00
-1251.08	

A short tap on a type or sub-type allow to display the list of matched transactions.

 *When displaying a type contents, you will not see the sub-types transactions.*

Then, you can view the transaction details by doing a long tap on it or by [editing its properties](#) via a short tap.

2 - If you chose **Refine by payment mode**

By mode	1/1/08 - 12/31/08
Credit Card	-2123.20
Cheque	-314.00
Transfer	-1854.00
Cash	-4089.08
Unknown	-578.57
-8958.85	

Ma Tirelire brings together the transactions by their [payment mode](#) used during the time period.

At end of line, the sum of all transactions for this payment mode.

Transfer
2 transactions in:
Current.

A long tap on a payment mode allow to see the number of matched transactions and on which account(s).

Transfer	1/1/08 - 12/31/08
05/08 Electricity	-304.00
05/29 To my daughter	-1550.00
-1854.00	

A short tap on a payment mode allow to display the list of matched transactions.

Then, you can view the transaction details by doing a long tap on it or by [editing its properties](#) via a short tap.

3 - If you chose **View all**

By year	1/1/08 - 12/31/08
05/27	Supermarket -79.95
05/29	Salary 923.00
05/29	To my daughter -1550.00
05/30	Train -150.00
06/01	Mobile -41.00
06/01	Gift -23.57
06/02	Mobile -41.00
06/03	Supermarket -211.00
06/04	Cash -200.00
06/08	Mobile -41.00
06/10	Supermarket -45.00
06/11	Gasoil -54.20
-8958.85	

In this last case, you will see the complete list of matched transactions for this time period.

As usual, you can view the transaction details by doing a long tap on it or by [editing its properties](#) via a short tap.

It's great to have statistics, but it's better to be able to exploit them.

To do so, **Ma Tirelire** provide you a memopad export feature...



Use the **Misc/Export** menu (this entry is visible only from this screen and from the flagged list one) or the shortcut **/ 9**



Choose the name of the coming memo, (here "My Stats") et le tour est joué.

*Les mémos du Palm sont limités à 4 Ko durant la synchronisation. Pour parer à ce problème, **Ma Tirelire** exporte ses données dans plusieurs mémos. Cependant, vous pouvez choisir de ne pas faire usage de ce découpage, pour ce faire, cochez la case **Ne pas couper si trop grand**.*



Le nom du fichier dans le mémo sera "MT2 - Mes Stats - 1/1".

Ci-contre un exemple d'exportation réalisée à partir de la vue (1) **Affiner par type d'opération**.

➔ Descriptions and Macros

In **Ma Tirelire** it is possible to gain time by predefining descriptions of transactions that you frequently come across (pay, supermarkets, taxes...).

A recurring transaction often has similar characteristics each time you want to record it (same mode of payment, same type, same account).

To facilitate and speed up your inputs you can associate a "Description" to a "Macro" which will automatically enter those recurring transaction parameters.

➔ **How it works:**

1. You create a "Description" with your recurring parameters (the "Macro").
2. When you make a transaction you tap on "Desc :" and you list of descriptions will appear.
3. You select whichever description you need.
4. It's a miracle!!! Your default parameters are automatically entered in the transaction.



➔ **How to find the function:**

1. Via [the "Misc" menu](#) / Descriptions...
2. Tap on "Desc" from the transaction entry screen and choose "Edit..." at the bottom of the pop-up menu.
3. Using the **/D** shortcut.



The arrows on the right let you move the description entry up and down the list.

The button with the list icon lets to access the selected entry's properties. (see below)

💡 *On the right hand side of the list information about the associated macro command is given.*

Guess what the **New** button does... 😊

➔ **Description / Macro properties**



• The two first lines let you enter a name (or the description) for the transaction.

⚠️ *In the case of long descriptions only the beginning will appear in the list.*

💡 *If the description finishes with a space, when the macro is executed the cursor will be positioned at the end of the description field, rather than in the amount field*

• **Only in** allows you to confine the use of this macro/ description to one or several accounts.

💡 *It is possible to use*

- the account full name,
- some [wildcard characters](#).

- / _ lets you associate a shortcut (letter) to launch the macro.

💡 *It is therefore possible to execute transaction properties from [the transaction properties](#).*

💡 *Two macros may be assigned the same shortcut, in which case, when the shortcut is used, a menu will allow you to choose from the list of macros associated with that shortcut (up to a maximum of 12).*
- **Go to account** permits to launch the macro into a specific account.

💡 *It is possible to use*

 - the beginning of an account name, ignoring case,
 - some [wildcard characters](#).

In all cases, it is the first matching account that will be selected.
- **Amount + sign** allows you to define the sign that the transaction should take (= means don't automatically set the sign) and/or to enter a defined amount.

💡 *If the amount in the macro begins with a "0", on macro execution the cursor will be positioned in the amount field but on the left.*
- **Mode** allows you to choose from the payment mode list (which you must predefine) (see [Payment mode function](#)).
- **Type** allows you to add a category from the payment mode list (which you must predefine) (see [Transaction type function](#)).
- **Transfer to** lets you set the parameters of a transfer between two accounts.

💡 *It is possible to use*

 - the beginning of an account name, ignoring case,
 - some [wildcard characters](#).
- Activating **Auto. cheque #** will automatically fill the "#" field in [the transaction properties](#).

For that **Ma Tirelire** uses the information saved under the "Cheque books" tab of [the account properties](#) to calculate the correct cheque number to be displayed. And yes, **Ma Tirelire** does increase the cheque numbers one by one... 😊
- Tick **Auto valid** to create a macro that will automatically validate the transaction properties (basically saving you a tap on the "OK" button 😊).
- **The buttons** are sufficiently self-explanatory. 😊

➔ Payment Modes

Since your payment modes remain the same (Debit/Credit card, Cheque, direct debit, credit transfer, ...), to gain time you can predefine a list (the "Modes").

You can even define some parameters of your payment methods, such as the valuable date.

➔ **How you can access this function:**

1. Via the "Misc" menu / Modes...
2. By clicking on the "Mode" field in a transaction and choosing "Edit" from the drop down menu.
3. Using the shortcut **/ M**.



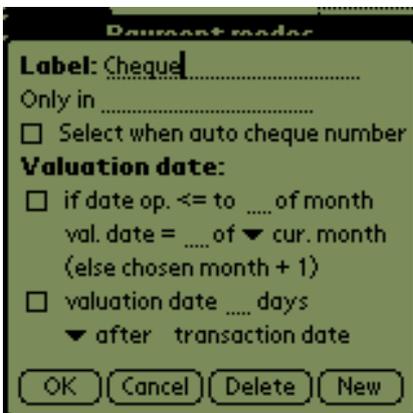
The arrows on the right of the screen allow you to move an entry up and down the list.

The button with the list icon allows you to access the properties of an entry (see below).

💡 *On the right hand part of the list information about the mode properties is shown.*

New button... no commentary... 😊

➔ **Payment mode properties**



- **Label** nothing else to say about that! 😊
- **Only in** allows to confine to one or several precise accounts.

💡 *It is possible to use:*

- the account full name,
- or some wildcard characters.

- **Select when auto cheque number.**

val. date:

- **if date op. <= au ?? of month** allows you to define the day of the month
- **val. date = ?? of current month (else chosen month +1)**
 - 💡 *If this value is not assigned **Ma Tirelire** will use the defined day of the month + 1 day.*
- **valuation date ?? days** allows you to set the number of days that must be added to or subtracted from the effective transaction date. This is the valuable date that will be used for the transaction.
 - 💡 *The value 0 allows to reset the valuable date.*
- a list allows you to define if the validity date should be applied **before** or **after** the effective transaction date.

I'm going to pass again on the button description... 😊

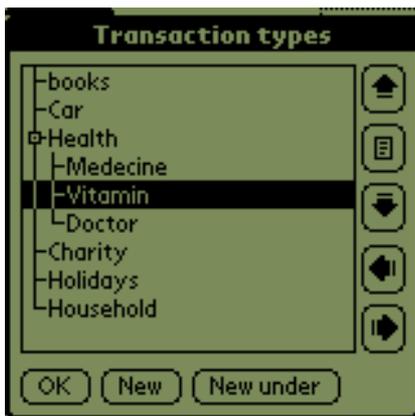
➔ Operation Type

If you want to know how your budget is repartitioned (Car, food, ...) then the "Types" are for you.

You can create a list of purchase categories ("type") to allow you to divide up and record your purchasing habits.

➔ How to find this function:

1. Via [the "Misc" menu](#) / Types...
2. By tapping on the "Type" field from a transaction and choosing "Edit" from the drop down menu.
3. Using the shortcut **/ T**.



The arrows on the right of the screen allow you to move an entry up and down the list.

The button with the list icon allows you to access the properties of an entry (see below).

Hey, look! Something new on the buttons!!!!

- **New under** creates a sub-category



➔ Transaction type properties



- **For all transactions** lets you limit the transaction type to **debit only** or **credit only**.

- **Label** oh, what more can I say... 😊

- **Only in** lets you limit the transaction type to a particular account.

💡 You can use:

- the account full name,
- or some [wildcard characters](#).

➔ Currencies

You might need to do you shopping with another currency, for various reasons (travel, Internet shopping, ...).

To let you keep up to date with your accounts under all conditions, it is possible to define various currency exchange rates and associate them with your accounts or transactions.

To determine the account balances these currencies will be converted at the exchange rate entered.



For an example of use, go to the [Currencies use](#) chapter.

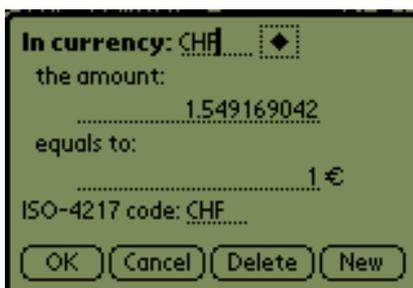
→ How to find the function:

1. Via [the "Misc" menu](#) / Currencies...
2. By tapping on the currency name (behind the amount) on a transaction and selecting "Edit..." from the drop down menu.
3. By using the shortcut/ **Y**

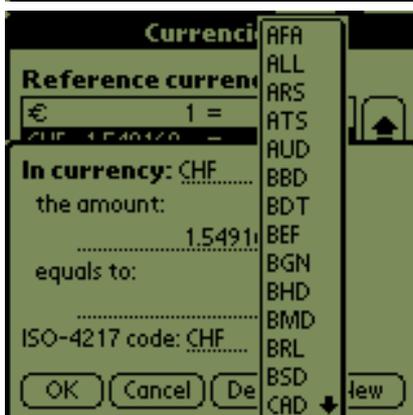


- **Reference currency:** lets you define the default currency. The other currencies will be converted to the reference currency to calculate the account balances (for more than one currency), and to do that the exchange rate define in the currency's properties will be used.
- The arrows on the right of the screen allow you to move an entry up and down the list.
- The button with the list icon allows you to access the properties of an entry (see below).
- The **New** button... ideas anybody??? 😊 Have a look below for a clue.

There are three currency creation methods:



- You have time to kill: create your currencies one by one with the exchange rate corresponding to your reference currency.



- You are lazy (like me 😊):
 - Go to : ma-tirelire.net/currencies.
 - Download the file **MaTi-ExternalCurrencies.pdb**.
 - Install this database file on your PDA (via hotsync).
 - Once you return to the currency screen you tap on the small black symbol at top right.
 - You then only have to choose which currency you want in the list and it will be automatically entered.
- You should check the exchange rate yourself though, because it could vary. 😊 On the <http://ma-tirelire.net/currencies> page, the date of the database creation is indicated.

A last solution is to use the english freeware [Currency4](#)

Indeed **Ma Tirelire** is fully compatible with the currencies database of [Currency4](#).

In addition, this software provides you a conduit to update the currencies database during each hotsync.

As you can see, **Ma Tirelire** can use two sources to update the change rates of its own currencies:

- the **Ma Tirelire** external currencies database
- the **Currency4** currencies database.

💡 Note that **Currency4** provides 146 currencies and **Ma Tirelire** only 97.

You can install only one of these databases or both. In the latter case, if a currency exists in the both databases, **Ma Tirelire** will choose the most recent.

Great, isn't it? 😊

➔ Utilisation des devises

You are in London for a week-end, and you have to buy your return ticket in pounds.

Problem, the currency of your account is the euro one!

Ma Tirelire will help you to easily solve this problem...



Create a new transaction "Cash"



Enter an amount and choose the currency, here 150 pounds (GBP)

To define currencies, go to the previous chapter [Currencies](#)

It is the most important step!!!...

Tap on the ? surrounded with a dashed line and see the result on the picture below.



Ma Tirelire did a conversion (GBP => Euros) thanks to the change rate present in [Currencies](#).

- The line "In account:" shows the amount in euros that will be displayed for the transaction (see below.)
- The last line shows the change rate in use for the conversion.

When you will receive your bank statement, you will only modify the amount in euros (here 218,87) to make this transaction in phase with your bank. One tap on the dashed square will show you the final change rates including taxes. Note that **Ma Tirelire** only stores pounds and euros amounts in its database. The change rates are only computed when displayed.



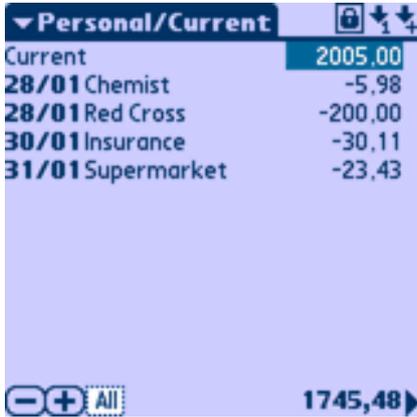
Here is the result in the transactions list, the amount is displayed in euros.

It is compatible with the other transactions amounts.

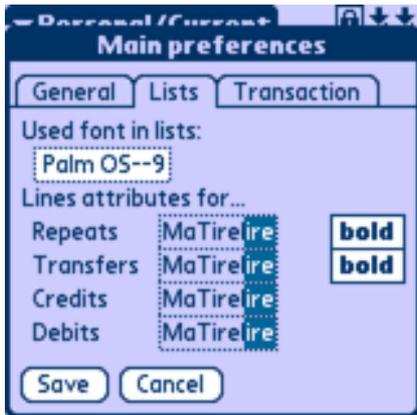
No problem at all...

➔ Changing the list view

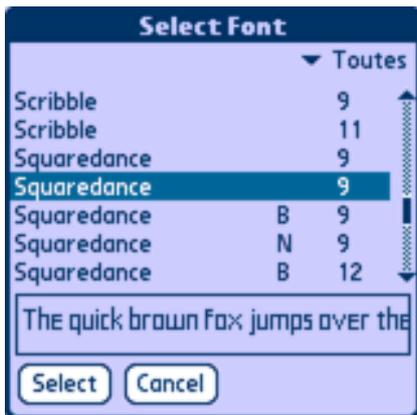
Maybe you would like to personalise the list view in **Ma Tirelire**, so here is an example in colour.



Here is the standard transaction list (before its transformation).



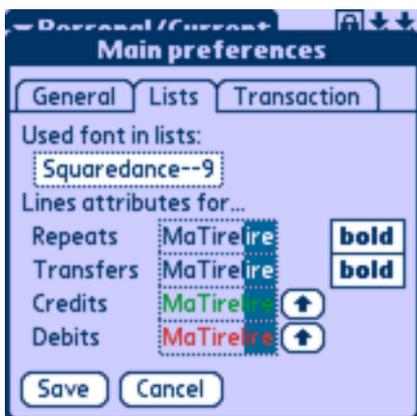
Go to the **Preferences** menu (via the menu Misc or the shortcut **"/ P"**).



When you tap on the field **Used font in lists:** (here it is **Palm OS -- 9**), the list shown opposite will appear and then all you have to do is make your choice.

To help you choose the font appearance is shown in a frame at the bottom of the screen.

This example has been made with the freeware [FontBucket](#).



Select your colours for:

- Repeats (The use of bold gives you an additional option)
- Transfers (The use of bold gives you an additional option)
- Credits
- Debits

The two small arrows let you reinitialise the field to its original colour (black).



Tap on **Save**, sit back and admire the result.

Surprise !!!!...

The account list is also modified. 😊

💡 *Your new preferences are valid for all the accounts in that database.*

➔ Wildcard characters

To provide more possibilities, **Ma Tirelire** handle the following special characters: *** ? ! |**

These special characters are only handled in fields **Only in**, **Transfer to** et **In account** (see [Description / Macro properties](#), [Payment mode properties](#) et [Transaction type properties](#) chapters).

What character and why:

- ***** allows to match 0 or more characters
- **?** allows to match one and only one character
- **|** allows to associate several different sets
- **!** allows to exclude the parameters that follow it (always at the beginning of the line)

Below, you can see some examples to better understand the use of these characters.

For these examples, we have defined the 6 following accounts in a database:

1. **ACC.007**
2. **ACCOUNT**
3. **account biz**
4. **Account private**
5. **Bankbook A**
6. **Bankbook B**

 For **In account** and **Transfer to** fields, only one account can be defined. If your text can match several accounts, **Ma Tirelire** will use the first match (alphabetic order).

Your text in the field	The result according to the field content	
	Only in (several accounts possible)	In account ou Transfer to (only one possible account)
ACC.007	ACC.007	ACC.007
acc.007	- no match -	ACC.007*
AC	- no match -	ACC.007*
ac	- no match -	ACC.007*
acco	- no match -	ACCOUNT*
Acco	- no match -	ACCOUNT*
acc*	account biz	account biz
Acco*	Account private	Account private
?cco*	Account private account biz	account biz
Bankbook ?	Bankbook A Bankbook B	Bankbook A
Bankbook *	Bankbook A Bankbook B	Bankbook A
book	Bankbook A Bankbook B	Bankbook A
A*	ACC.007 ACCOUNT Account private	ACC.007
ACC* B*	ACC.007 ACCOUNT Bankbook A Bankbook B	ACC.007
!A*	account biz Bankbook A Bankbook B	account biz
!A* a*	Bankbook A Bankbook B	Bankbook A
!?c* ?C*	Bankbook A Bankbook B	Bankbook A
!A* a* B*	- no match -	- no match -

* **Ma Tirelire 1** compatibility mode. In this mode, without wildcard, the match ignore case and is anchored to the beginning of each account name

These examples are not thorough, so now try yourself... 

➔ Number repeats

To keep the control over all your repeated transactions, you can set **a number** in the transaction description that will be raised by one for each repeat, or even set **the month**.

➔ How to easily and automatically number the repeated transactions:

1. In the transaction description, you type a number between parenthesis. (4) for example
2. You enable the repeat feature in the [transaction properties](#)
3. In the description of next automatically created transactions, the number will be raised by one. In our example, we will have (5), then (6), and so on... 😊

💡 *For convenience, if you want to repeat a transaction 6 times, you can set (1/6) in the first one instead of (1). **Ma Tirelire** will change the second into (2/6), and so on until the end of the repeat. Note that **Ma Tirelire** take no account of the characters following '/*

➔ How to indicate the month for monthly repeated transactions:

1. In the transaction description, you type a month (or only the first three letters of it) between parenthesis. (January) for example.
2. You enable the repeat feature in the [transaction properties](#)
3. In the description of next automatically created transactions, the month will be changed to the next one. In our example, we will have (February), then (March), and so on...

💡 *This feature is case sensitive, if you insert (JULY), the next will be (AUGUST). Same for (july) and (august).*

💡 *It is possible to use the three first letter of the month (Jan), (Feb), (Mar), etc. But after (May) we will always have (June), as **Ma Tirelire** can not know if it has to abbreviate June to Jun or not.*

Great isn't it????!!!!... 😊

➔ Manage statement numbers

When you **clear** you bank statements, you can associate each transaction to the statement number on which it appears.

To begin, you have to enable **Statement # management** line in [the account properties](#).

The bank statement clearing is well handled in the [clearing screen](#), but if you want you can clear directly from the transactions list screen.



The first time you **clear** a transaction, a contextual menu ask you the statement number.

In our example the typed statement number is 12300.

 *The chosen number appears in the field **Statemnt** in the transaction properties.*



If you **clear** a second transaction, **Ma Tirelire** will propose you the last (and here just) typed statement number (first line), the next one (current + 1) and the possibility to add a different one.



For the next bank statement, select the second line (next statement number) and **Ma Tirelire** will keep it as current one.



If you want to unclear the transaction, **Ma Tirelire** will propose you to cancel its statement number. 😊

 *You can manually erase the statement number in the transaction properties.*

➔ Dynamic description

To provide you always more features, **Ma Tirelire** allows to make descriptions / macros dynamic.

To use the dynamic descriptions / macros, to have to add the following table values in the two first lines of the Description / Macro properties, they will be automatically replaced by a date, an hour, or other...

 *In the following table, the examples are based on a macro launch on **January 5, 2005 16:30**, in an account named **Main account**, in a database named **My accounts**.*

*The field "Transfer to" of the macro is set to **Bankbook** account.*

Value in the macro	Result in the transaction description	Result in our example
%D	Date, short format	05/1/5*
%T	Hour	16:30
%d	Day	5

%m	Month number	1
%M	Month full name	Janvier
%Y	Year	2005
%A	Name of currently opened account	Main account
%B	Name of currently opened database	My accounts
%x	Name of macro transfer account	Bankbook
%X	Name of currently opened account -> Name of macro transfer account	Main account -> Bankbook
%V	Clipboard content	My text
%%	Insert a % 🤪	%

* Date format is the same as the one you choose in the system preferences.

💡 You can mix all these values together to make a magical description, see below: 😊

Macro description example:

Transfer on %d %M %Y from account %A to account %x

After macro launch:

Transfer on 5 Janvier 2005 from account Main account to account Bankbook.

To go far, you can use advanced functions like these:

Value in the macro	Result in the transaction description	Result in our example
%M	Current month name	January
%-2M	Month name -2 months	November
%+2M	Month name +2 months	March
%-M %-1M	Month name -1 month	December
%+M %+1M	Month name +1 month	February
%-2D	Day date -2 days	05/1/15*
%+6T	Current time +6 hours	22:30
%Y	Current year	2005

* Date format is the same as the one you choose in the system preferences.

Here are some other examples of use:

Transfer from a Bankbook account to the currently opened one:

Bankbook -> %A (with Transfer to: "bank")

Account interests on bankbook. They are given in january for the previous year:

%-Y interests

Month salary paid at the end of the month:

Salary %M

Month salary paid on 30th or 31th, so transaction always entered the next month:

Salary %-M

To close this topic, here is the round feature that can be used with the ~ character.

In fact, the ~ allows to shift the change value threshold:

- **%~Y** (year): threshold = 30th june / 1st july (instead of end of year for %Y)
- **%~m** and **%~M** (month): threshold = 15 / 16 (instead of end of month for %m ou %M)
- **%~d** and **%~D** (day) : threshold = 12 / 13 heures (instead of midnight for %d ou %D)
- **%~T** (hour) : threshold = 30 / 31 minutes (instead of new hour for %T)

Some examples are better than a thousand words.

September 16, 2008 16:45		June 14, 2008 10:10		July 18, 2008 13:40	
Value in the macro	Result in our example	Value in the macro	Result in our example	Value in the macro	Result in our example
%Y	2008	%~Y	2008	%~Y	2009
%M	September	%~M	June	%~M	August
%d	16	%~d	14	%~d	19
%T	16:45	%~T	10:10	%~T	14:40
%+Y	2009	%+~Y	2009	%+~Y	2010
%+M	October	%+~M	July	%+~M	September
%+d	17	%+~d	15	%+~d	20
%+T	17:45	%+~T	11:10	%+~T	15:40
%-Y	2007	%-~Y	2007	%-~Y	2008
%-M	August	%-~M	May	%-~M	July
%-d	15	%-~d	13	%-~d	18
%-T	15:45	%-~T	9:10	%-~T	13:40
%+2Y	2010	%+2~Y	2010	%+2~Y	2011
...

A mix of all these elements opens many possibilities, so it's up to you 😊

➔ Search for a transaction

To find a specific transaction, you can (must) use the search module included in PalmOS.

💡 The search works on **description**, **amount**, **cheque number** and **statement number**, but also on **initial sold** (strict equality), **the number** or **note** of an account.

To fully understand the search possibility, the table below shows you many results for a statement:

Search string	Transactions found are the ones...
-100	<ul style="list-style-type: none"> • having their amount equals to -100.00 (debit) • having a description including "-100"
+100	<ul style="list-style-type: none"> • having a description including "+100" • having their amount equals to 100.00 (credit)
100	<ul style="list-style-type: none"> • having their amount equals to -100.00 (debit) or 100.00 (credit) • having their cheque number (if present) equals to 100 • having their statement number (if present) equals to 100 • having a description including "100"
>100	<ul style="list-style-type: none"> • having their amount strictly greater than 100.00 (if credit) or lesser than -100.00 (if debit) • having their cheque number (if present) is strictly greater than 100 • having their statement number (if present) is strictly greater than 100 • having a description including ">100"
<100	<ul style="list-style-type: none"> • having their amount strictly lesser than 100.00 (if credit) or greater than -100.00 (if debit) • having their cheque number (if present) is strictly lesser than 100 • having their statement number (if present) is strictly lesser than 100 • having a description including "<100"
>+100	<ul style="list-style-type: none"> • having their amount strictly greater than 100.00 (credit) • having a description including ">+100"
>-100	<ul style="list-style-type: none"> • having a debit amount (< 0) strictly greater than -100.00 (so up to 0) • having a description including ">-100"
<-100	<ul style="list-style-type: none"> • having their amount strictly lesser than -100.00 (debit) • having a description including "<-100"
<+100	<ul style="list-style-type: none"> • having a credit amount (> 0) strictly lesser than 100.00 (so from 0 to 99.99) • having a description including "<+100"

➔ Keys use

If your PALM has a **Navigator** keypad (PDA with PalmOS 5), it is possible to use it to do some interesting things.

In list screens:

- ☐ if a line is selected:
 - the **central button** equals to a short tap on this line
 - **UP/DOWN** move the selection up/down
 - **LEFT** unselect the line
 - **RIGHT** select the amount in the clearing, flagged, statistics results and accounts list screens, equals to a short tap on this line in the repeats screen and pop up a contextual menu in the transactions list screen
 - on Treo **option+UP/DOWN** move the selection page-up/page-down
 - the **Space** key equals to a long tap on this line.
- ☐ no line is selected:
 - the **central button** select the first line
 - **UP/DOWN** move page-up/page-down
 - **LEFT** switch fullscreen mode on/off
 - **RIGHT** pop up a main menu in transactions and accounts list screens
 - on Treo **option+UP/DOWN** go to the begin/end of the list
- ☐ the **Backspace** key (useful on Treo) equals to a tap on the quit button (at the bottom left).

In all screens including some numeric editable fields (transaction amount for example, the **Space** key select all field content (useful on Treo). It allow to quickly delete or copy its content.

➔ The menus

➔ "Account" menu

This menu is only accessible from [the transaction list](#) and pulls together all the most useful functions

Account	Flag	Go to	Divers
Pre-clearing...	✓L		2005.00
Purge cleared...			-5.98
Delete all...			-200.00
Export...	✓X		-30.11
Accounts list...	✓O		-23.48

- **Pre-clearing... /L** for more details on this function please look at chapter [Pre-clearing](#).
- **Purge cleared...** for more details on this function please look at chapter [Cleared](#).
- **View repeats... /R** allows to view on one screen all the repeated transactions of the account. So it is a filter on [repeats](#). 😊
- **Delete all...** ⚠ Danger!!!! This is the point of no return!
- **Properties...** allows to access to the [Account properties](#).
- **DBase properties...** allows to access to the [Database properties](#).
- **Accounts list... /O** allows to display the [Accounts list](#). 😊
- **Manage DBases... /B** allows to display the [Databases list](#).

➔ "Flag" menu

The flag menu is only accessible from [the transactions list](#) and pulls together the actions related to flags.

Account	Flag	Go to	Divers
Current	Flag the page	✓G	
01/28 Cl	Un-flag the page		
01/28 R	Un-flag all	✓U	
01/30 In	Flagged -> cleared	✓E	
01/31 S	View flagged...	✓V	
	Delete flagged...		

Only two of the menu items maybe require an explanation:

- **Flagged -> cleared /E** allows the user to change all flagged transactions to a cleared status.
- **View flagged... /V** allows the user to view a list of only flagged transactions.

➔ "Go to" menu

This menu is only accessible from [the transaction list](#) and pulls together the actions related to navigating and searching the transactions list.

Account	Flag	Go to	Divers
Current	First flagged	✓F	
01/28 Chemis	Next flagged	✓N	
01/28 Red Crc	First not cleared		
01/30 Insuran	Next not cleared		
01/31 Superr	Premier		
	Dernier		

I think that in this case all of the menu items are self explanatory, except perhaps:

- **Date... /A** which allow to choose a precise date to go to. 😊

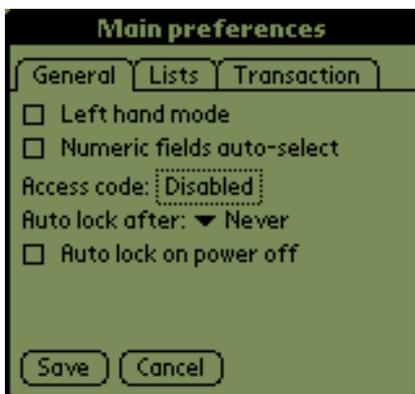
→ "Misc" menu

The Misc menu is accessible from [the transactions list](#) and [the accounts list](#) (in a reduced form). Various miscellaneous options are collected here, as the name might suggest. 😊



- **Copy sum /C** no comment...
- **Descriptions... /D** gives access to the [Macro Descriptions](#) list.
- **Types... /T** gives access to the [Operation Type](#) list.
- **Modes... /M** gives access to the [Payment Modes](#) list.
- **Currencies... /Y** gives access to the [Currency](#)list.
- **Statistics... /S** provides a method of viewing account activity, see the [Statistics](#) chapter.
- **Short statistics... /8** allows to display some basic informations about your account, see the [Short statistics](#) chapter.
- **Preferences... /P** gives access to **Ma Tirelire** parameters. (See [preferences](#))
- **Compute repeats /R** for more information see [operation properties](#) under "Repeats".
- **About Ma Tirelire** Go on, guess... 😊

→ Preferences



- The **Left hand mode** inverts certain functions.
- **Numeric fields auto-select** allows the whole of the numeric field to be selected with one click.
 - 💡 *This is very useful for replacing a sum without having to delete it first.*
- **Access Code** allows a password to be set blocking the launch of **Ma Tirelire** to strangers.
 - 💡 *It is also possible to add an auto lock.*
 - ⚠️ *This function is both different AND complementary to the database protection by password. (See [database properties](#) under "Security".)*
- **Auto lock after** allow to define the inactivity timeout (between **Never** and **5 min**) after which the use of **Ma Tirelire** is automatically locked.
- **Auto lock on power off** allows to lock **Ma Tirelire** access when the Palm is switched off.

More precisions about lock, for memory you can define an access code for **Ma Tirelire** and an access code for each database (DB code).

If the access code for **Ma Tirelire** is defined AND the default database one is defined too, the both codes will be asked when **Ma Tirelire** will start.

First the access code for **Ma Tirelire**, then the database one when it is opened (DB code).

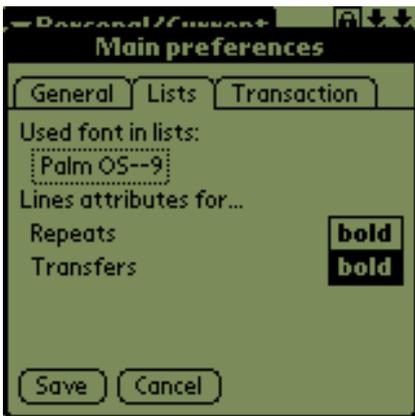
In this case (2 codes), it is the database access code that is used when **Ma Tirelire** is automatically locked after an inactivity timeout. The other (M2 code) is only used when the application starts.

If only the default database has an access code, its code (DB code) will be asked when the database will be opened.

Below is a table that summarizes that:

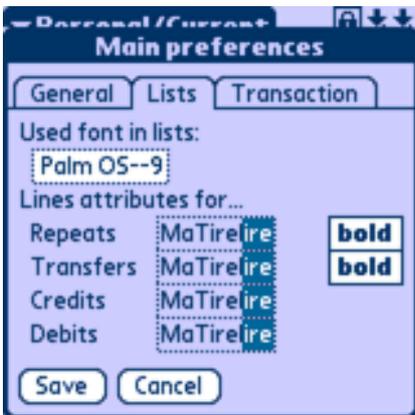
Access code defined	When Ma Tirelire starts	Database opening	After inactivity timeout
only on Ma Tirelire	M2 code	No code	M2 code
only on database	[DB code]	DB code	DB code
on Ma Tirelire and database	M2 code	DB code	DB code

[DB code]: When the database is opened by default, otherwise no code is required.



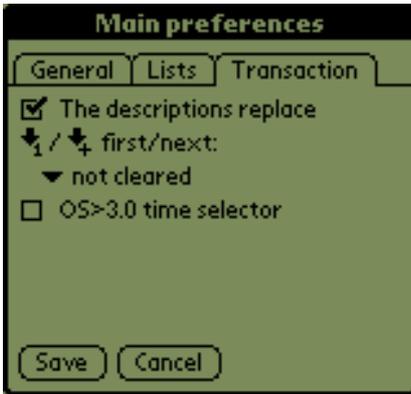
- **Used font in lists** allows the display font to be changed.  to increase the number of available fonts you can install the free [FontBucket](#) program.
- **Line attributes for...** allows the list display properties (such as colour) to be changed to better identify a transaction type (debit, credit, etc.) in [the transaction list](#).

The black and white display on the left...

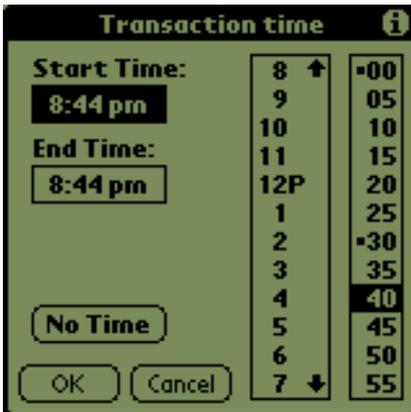


When PalmOS handle colour, the List tab allows to change the colour of "Repeats", "Transfers", "Credits" and "Debits" lines.

For an example, go to the chapter on how to [Change the list display properties](#).



- **The descriptions replace** will ensure that the description provided in the macros replaces any user entered description for a given transaction.
- **first/next** allows the user to define the role of the two arrow icons in [the transactions list](#).
- **OS>3.0 time selector** allows the user to change the displayed time selector (see below).



Old time selector format.



New time selector format for OS version 3.0 and above.

➔ Frequently Asked Questions

So, you have a question... Perhaps someone has already asked it, so have a look through this chapter and you will find the questions that have already been asked.

- ☐ [How do I delete an account?](#)
- ☐ [With which devices and OS does Ma Tirelire work?](#)
- ☐ [Are my data saved?](#)
- ☐ [Is it possible to convert my accounts from Ma Tirelire v1 to Ma Tirelire v2?](#)
- ☐ [Is it possible to exchange data between Ma Tirelire and a PC?](#)
- ☐ [Is it possible to import or export data in CSV format?](#)
- ☐ [Is it possible to handle several currencies and how to update their rates?](#)
- ☐ [Is it possible to use Ma Tirelire on a Pocket PC/Windows Mobile Handled?](#)

➔ How do I delete an account?

You must go to the account properties via the [accounts list](#) screen. Select and hold the account name, then select "Properties..." from the pop-up menu. From the subsequent screen select "Delete".

➔ With which devices and OS does Ma Tirelire work?

Ma Tirelire works with all PDA with a PalmOS v2.0 at least.

 *It's not possible to change the list font under OS 2.x.*

Ma Tirelire works on Pocket PC and Windows Mobile thanks to [StyleTap](#)

➔ Is my data saved?

Of course, during each Hotsync (synchronisation with PC) all the **Ma Tirelire** databases are saved.

➔ Is it possible to convert my accounts from Ma Tirelire v1 to Ma Tirelire v2?

Yes, you can convert your **Ma Tirelire 1** data thanks to the online convert tool.

You can find it at: ma-tirelire.net/m1tom2.html.

The "user guide" is included...

 *It's a secure auto-certified link.*

 *The version 1 data are still valid after the conversion.*

➔ **Is it possible to exchange data between Ma Tirelire and a PC?**

Yes, you can download your data to a computer to use them in another software.

You have two choices:

- Use the conduit created by Jean-Noël Casassus.
To do it, go to matirelire.conduite.free.fr all is clearly described.
But don't forget to check **Use conduit** in [the database properties](#).



- Use the online import/export, created by Maxime Soulé.
See the question below.

➔ **Is it possible to import or export data in CSV format?**

Yes, if you want to retrieve your **Ma Tirelire** data in Excel, OpenOffice, and so on, or the opposite, load your computer data in **Ma Tirelire**.

Here are the links to:

- [Export](#) from **Ma Tirelire 2** to the CSV format
- [Import](#) from the CSV format to **Ma Tirelire 2**

 *These two links are secure, you just have to accept the proposed certificate.*

You only have to follow the instructions listed on the web pages.

➔ **Is it possible to handle several currencies and how to update their rates?**

Yes, see [the currencies](#) chapter to create or manually update and use them.

You can freely retrieve 97 currencies up to date rates on a daily basis on the page [Devises/Currencies](#).

 *Download and Hotsync the file [MaTi-ExternalCurrencies.pdb](#).*

Note that you can install the freeware [Currency4](#), **Ma Tirelire 2** will then use its 147 currencies rates.

➔ Is it possible to use Ma Tirelire on a Pocket PC/Windows Mobile Handled?

Yes, thanks to [StyleTap](#) emulator.

💡 *Symbian will be handled by **StyleTap** soon. So you will be able to use **Ma Tirelire** on phones using this OS too...*

➔ Documentation history

This documentation document Ma Tirelire 2.1.

➔ June 18th 2006

2.1 english documentation released.

Copyright © 2001-2008 [Maxime Soulé](#) & [Daniel Pontreau](#) · Design by [Gofre](#) · [Donate](#)