



PocketMoney

version 3.1.4 for iPhone

About PocketMoney®

Simple, elegant, and powerful – PocketMoney tracks your finances quickly and accurately.

PocketMoney has been an leader and innovator in the mobile computing industry. Starting with the Apple Newton OS over 17 years ago, on through the Palm OS and Pocket PC.

PocketMoney brings all that experience to the iPhone, and builds on the elegance and power of the iPhone platform to give our users the best user experience ever.

- Track an unlimited number of accounts.
- Repeating and split transactions.
- Generate expense reports & pie charts.
- Auto-complete transaction based on Payee.
- Turn on multiple currency support if you are frequent traveler.
- Built in backup and restore over local Wi-Fi network. (Requires SyncDocs)
- Import and export QIF files over local Wi-Fi network. (Requires SyncDocs)
- Several languages supported.

Support User Forums:

<http://www.catamount.com/forums/>

Support E-mail:

support@catamount.com

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0. Getting Started

If you are just starting out trying to get your finances under control it can be a daunting task so I'm adding this Getting Started chapter for you. If you have used desktop financial packages or other handheld packages before then you can skip again to the chapters that interest you.

Where to start? Let's start with What, Who & Why, then When, and end with How.

What, Who & Why

Once you leave your parent's house you can't avoid dealing with money from buying the necessities of life food, shelter, clothing, or your having fun money.

People track their finances for various reasons. A family might need to get their spending under control, a self-employed business owner might track spending to maximize their deductions at the end of the year for tax purposes, or a you might want to tighten your spending in some areas so you can budget to save money for buying big ticket items like a car or house. Everyone is different, but money works the same.

Using an application like PocketMoney allows you to track both your account activity so you don't bounce your checks or exceed your credit limit both of which can lead to additional fees. When strapped for cash, additional fees and charges is the first thing you want to avoid. The second thing to avoid is spending money on unnecessary expenses which creating a budget and sticking to it. A budget is like Weight Watchers Diet it gives you guidelines for your spending to help you control your costs, but also lets you still have a little fun in your life so you can budget to go out to the movies occasionally, just as long as you don't overdue it.

When

Some users save all their receipts and enter them once a week, others enter them in the checkout line as soon as the transaction happens, and others use a desktop application like Quicken and download their data to PocketMoney so they can have their data with them on the go. You'll figure out what best works for you.

I suggest entering the transaction as soon as you can. This gives you the most up-to-date view of your financial state. If you wait until the end of the week, you are more likely to bounce a check or overdraw your account.

How

There are over 200 features in PocketMoney, but don't let the customizability or power scare you. For basic financial management you only need to use three screens.

1. *Accounts Balances* screen lists your accounts (checking, cash, savings, visa card).
2. *Transaction Register* screen list all of your transactions in the account. This is like your bank statement or checkbook register.
3. *Edit Transaction* screen shows the details for a single transaction.

When you want to enter a transaction you will select the account to open the account register, and then tap on + to create a new transaction. Saving the transaction updates your balances for the account and the budgets if you are using budgets.

Earlier I said, “Everyone is different, but money works the same”.

When you start tracking your finances you need to understand the 3 basic types of money flow.

- Deposits (credits) increase your net worth. Receiving your paycheck.
- Withdrawals (debits) decrease your net worth. Buying food.
- Transfers shift money between between accounts and therefore have no affect on your net worth. Transferring money from your checking account to your Visa account to make your money credit card payment.

The rest of the user manual covers the various features of PocketMoney, and how to configure them to help you track your money.

1. Account List Screen

The first time you launch PocketMoney it will open to a blank Account List Screen.

Tap the Edit button, and then the + button to create a new account to track.



Edit Button: Switches the screen to the standard iPhone Editing screen. Tap the Plus sign in the upper right corner of the screen to create a new account. Tap the red circle to delete an account. Tap on an account name will open the Account Info Screen. Grab-

bing the mover will let you rearrange the order of the accounts. Show Accounts in the Account View Options must be set to All for the rearrangement grabbers to appear.

Preferences button (Prefs): Opens the PocketMoney Preference screen. This is also PocketMoney In App Purchase Add-ons can be purchased to activate more features in PocketMoney such as Net Worth Chart or Photo Receipts.

Account name: Tapping on the Account name will open the Transaction Register screen for that account.

Total Worth Button: Toggling the binder ring (or checkbox) ON or OFF affects which accounts are included in the total balance in the balance bar. This can also affect the data used for Budgets and Report if sShow Accounts is set to Total Worth in the Account View Options screen.

Add new transaction button: Tapping on this button will create a new transaction and open the Edit Transaction screen to allow you to edit it...use this shortcut to save a couple steps to quickly create a new transaction for a specific account.

Balance bar: Displays one or two options for the balance. Show one or two balances in the balance bar by turning ON the "Second Balance Line" in the Prefs > Display Options

Tap on Current Balance, Cleared Balance, Available Credit, Available Funds, or Future Balance to cycle through the balance types.

Future Balance - The balance including all future transactions entered. If you post date a transaction, it is grayed out in the transaction register, but Future Balance will include it in its Balance. You could also call this the Absolute Balance or Overall Balance.

Cleared Balance - The balance of the cleared transactions. Check the cleared checkbox of a transaction in the Transaction Register to change this balance.

Current Balance - This is the balance as of Today. This balance does not include future transactions.

Available Funds - The balance available for you to withdrawal from your bank account or spend on your credit card before you are overdrawn or exceed your credit limit. Available Balance is the difference between the Current Balance and the Limit entered in the Account Info for the current account.

Available Credit - The balance available for you to spend on your credit card or credit line account before you exceed your credit limit.

Action button: Opens the Wi-Fi File Transfers action sheet.

For more display options see the section on Display Options > Accounts.

2. Account Info Screen

Account Info Screen is where you set general settings for a particular Account. Only the account name is required. The rest of the fields are optional.

Back (PocketMoney) button: Returns you to the previous screen.

Account name field: This must be filled in when you create a new Account. This name is what is displayed on the Account List and Account Transaction screens.

Type: The type of the account. The options are Asset, Cash, Checking, Credit Card, Credit Line, Liability, Money Market, Online, Savings.

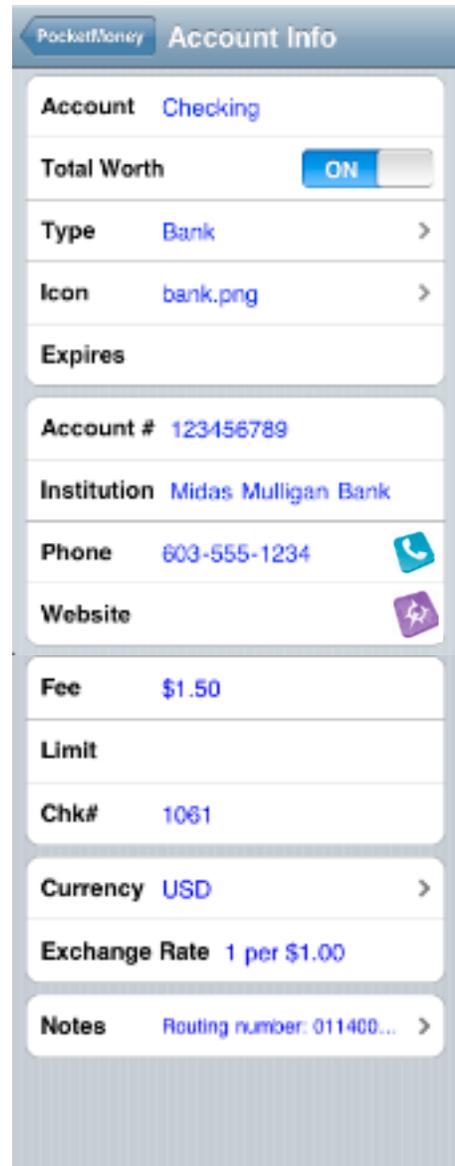
These types are based on the types specified in the Open Financial Exchange standard. If you are using QIF files to import/export data then Bank includes Checking, Credit Line, Money Market, and Savings. By default Bank = Checking..

The Online type doesn't display a balance in the Account List screen, but will instead open to the website entered on the website line. So, I might have a PayPal account setup to launch the <http://www.PayPal.com> so I can access my online account from within PocketMoney, keeping all my accounts in one place. [*Please note: this is NOT online banking where you can download your statements or electronic banking from PocketMoney. You are actually logging into your account through a web browser just as if you were using Safari.]

Icon: Tapping anywhere in the Icon cell will open the Icon Picker. Pick one of the icons that come with PocketMoney, or a custom icon if you installed any. (*See Installing Custom Icons in the Miscellaneous Chapter.)

Expires, Account #, Institution, Phone, Notes: Optional fields for specific information on your accounts. The Notes field is a free form field that allows you to enter longer amounts of data about the account. You could put the bank address or the wire transfer information in Notes.

Phone and Website info button: Tap the blue arrow to open to dial the phone number or open the website.



Website: If you set the type to Online, then this needs to be set to the url that you use to connect to the online banking at your institution.

Fee: The Fee field is used on the Edit Transaction screen if you tap the +Fee button. You might want to set the fee if the account has a service fee for withdrawing money from ATMs. This saves you data entry since you can enter the ATM withdrawal, then tap +Fee to quickly add a new transaction with the foreign ATM fee amount. If you receive a lot of wire transfers, then you could set this for the wire transfer fee.

Limit: This holds the minimum balance if the Type of the account is Bank, Cash, or Asset, and holds the credit limit if it is a Credit Card or Liability account. Leave Limit blank if you do not want PocketMoney to highlight your account balances red if you exceed or fall below the limit for the account. Limit is also used to calculate the Available Balance.

Chk#: The next check number to use when +123 button is tapped on the Edit Transaction screen.

Currency: If Multiple Currencies is ON in the PocketMoney Preferences, then you can set a currency for individual accounts. Picking a currency from the Currency Picker will also update the Exchange Rate with the current exchange rate from the web.

New currencies have been added called “Non-currency currencies” for user who use the program to track frequent flyer miles, award points, billable hours.... These custom currencies will display as:

Hours - “hr 32.4”

Days - “d 6.2”

Miles - “mi 20593”

Kilometers - “km 12303”

None - “1234”



Exchange Rate: The exchange rate per one unit of your home currency.

3. Transaction Register Screen

Tapping on an account in the Account List screen opens the Account register screen.



Back button: Returns you to the previous screen.

Search button: Displays the search entry field and the Pending, Cleared, All quick filter buttons. Enter a value to show transactions that match the entered criteria. Pick Pending, Cleared, or All to display that set of transactions.



Searching on amounts...

<#: matches transactions less than value. (Enter <-300 to show all withdrawals over 300)

>#: matches transactions greater than value. (Enter >300 to show all deposits over 300)

#...#: matches all transactions between the two values. (Enter -300...-500 to show all withdrawals between 300 and 500)

New button: Creates a new Transaction.

Cleared Checkbox: Marks the transaction as cleared.

Balance as of Transaction Date: The balance at the transaction date. Also known as, the running balance or the future balance at a particular date. If you post future transactions, then this will show you the balance for your account as of the date of that future transaction. This can be toggled on or off in the Prefs > Display Options > Transactions > Current Balance ON/OFF.

Swipe to delete row: Drag your finger from left to right on a row to display the red Delete button so you can delete the transaction.

Reports button: Opens the Reports Selection Screen to access the Account, Category, Class, and Payee reports.

Tools button: Opens the Tools Screen which includes file transfers, go to date, account adjustment, mark all items cleared, and rollup options. (See Transaction Register Tools for more info.)

Filters button: Opens the Filters screen to create custom filters. (See Filters section for more information.)

Go To Date button: Displays a date picker so you can quickly jump to that date. If you have a lot of transactions this is quicker than flipping the screen back to 2002.

HINT: To quickly get to the first transaction flip the year to something really early like 1978...to quickly get back to the newest transaction flip the year to something in the future like 2020.

Action button: Opens the Wi-Fi File Transfers action sheet. This also includes the E-mail option so you can email the currently viewing register. (See Wi-Fi Backup, Restore, Import, Export for more info.)

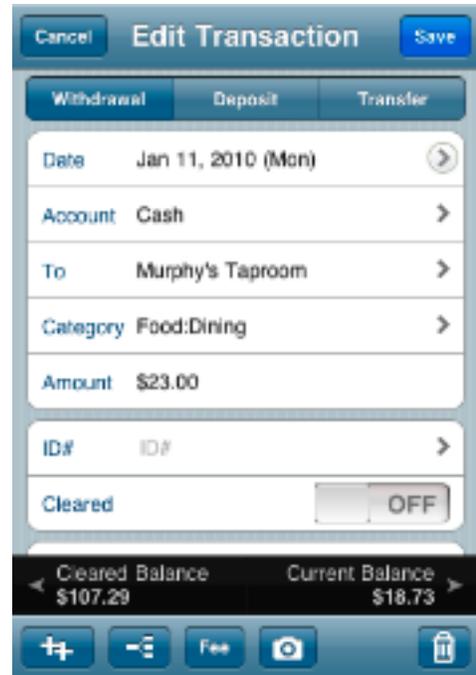
View button: Opens the Transaction Register View Options Screen. Pick what fields to show in the transaction's row. Change the ordering of the transactions (ascending/descending).

4. Edit Transaction Screen

Tapping the New button on the Account List screen will create a new transaction and opens the Edit Transaction screen.

PocketMoney provides three types of transactions using the Data Entry Slip:

- **Deposit** - from sources outside PocketMoney. Deposits are any transactions that increase your net worth, such as depositing your paycheck into checking, or depositing an inheritance from Aunt Gertrude into your savings account.
- **Withdrawal** - to payees outside PocketMoney. Withdrawals are any transactions that decrease your net worth, such as writing a check for your electric bill, spending \$10 at the movies, or using your credit card to purchase a new snowboard.
- **Transfer** - from one PocketMoney account to another. Transfers do not change your net worth because money is just being moved between accounts. Examples include withdrawing cash with your ATM card (into Petty Cash), or writing a check to pay your credit card.



Save: Saves the transaction and returns you to the previous screen.

Cancel: Cancels any edits you've done and returns you to the previous screen.

Withdrawal/Deposit/Transfer: The transaction type selector sets the type of the transaction. If you press Transfer when the Transfer To account is empty, then it will prompt you for the account to transfer money to.

Withdrawal - to payees outside PocketMoney. Withdrawals are any transactions that decrease your net worth, such as writing a check for your electric bill, spending \$10 at the movies, or using your credit card to purchase a new snowboard.

Deposit - from sources outside PocketMoney. Deposits are any transactions that increase your net worth, such as depositing your paycheck into checking, or depositing an inheritance from Aunt Gertrude into your savings account.

Transfer - from one PocketMoney account to another. Transfers do not change your net worth because money is just being moved between accounts. Examples include withdrawing cash with your ATM card (into Petty Cash), or writing a check to pay your credit card.

Note: Transfer transactions are saved as two separate entries; one transaction for the transfer from account and one transaction for the transfer to account. Any modifications made to one half of the transfer are made intelligently to the second half.

Date: Date of transaction. Tapping the Date label or date will open the Date Picker. Tapping on the Blue Disclosure Button will open the Repeating Transaction Editor. If the transaction is a repeating transaction then the date will be orange in color.

Payee (To/From/Transfer To/Transfer From): Tapping the Payee label or > will open the Payee Picker. With a new transaction PocketMoney tries to auto-complete the transaction for you.

Auto-Complete - Looks backwards through your transactions trying to match the Payee field you are currently entering. If it finds a match then it intelligently fills in the other fields. (It won't replace date or amount if you already changed them.) If you tap delete then it will erase any auto complete that it entered. Tap Next to finalize the auto complete.

If a Category is entered, and you open the Payee Picker, then the Payee Picker will show only Payees for that Category by default. At the bottom of the Payee picker is a selector. Pressing All will show All Payees.

Amount: The amount you spent or received. Tapping on the Amount label or > will open the Exchange Rate Worksheet if Multiple Currencies is on in the PocketMoney Preferences. (See Exchange Rate Worksheet for more information.)

ID#, Cleared, Memo & Class: Optional fields. You can turn their display off in the View Options.

Category: Turn on "Category above Payee" if you want Category positioned like PocketMoney for Newton, Palm OS, and PocketPC positions Category.

If a Payee is entered, and you open the Category Picker, then the Category Picker will show only Categories for that Payee by default. At the bottom of the Category picker is a selector. Pressing All will show All Categories.



++ Duplicate button: Duplicates the current transaction.



Splits button: Opens the Edit Splits screen. If the transaction is already has splits transactions, then the category will be displayed as <--splits--> and you can tap on <--splits--> to access the Edit Splits screen, too.



+Fee: Creates a new transaction with the Fee specified in the Account Info for this account.

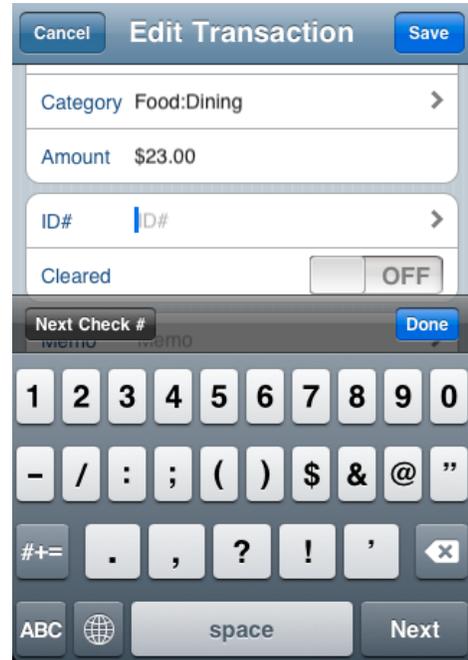
Camera button: If you have purchased the Photo Receipts add-on then the camera button will appear, and you can attach up to 3 photos to a transaction. This is useful if you want to keep electronic records of your receipts or warranty papers.

Trash Can: Deletes the current entry.

Next Check #: Inserts the next check number into the ID# field. This option shows in the keyboard toolbar only when the keyboard is displayed for the ID# field.

Contacts: Opens Contacts to allow you to pick a payee out of your Contacts application. This option shows in the keyboard toolbar only when the keyboard is displayed for the To/From field.

View Options: Prefs > Display Options > Edit Transaction is where you can toggle the display of the Payment, Notes, Class, and Cost/Gal fields on or off. (See Edit Transaction View Options for more info.)



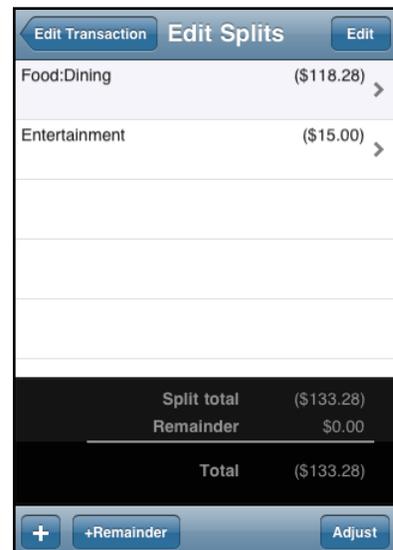
5. Split Transactions

Splits allow you to breakout a single transaction into several categories and amounts. If you shop at Super Walmart and buy groceries, a new book shelf, and get \$40 cash back then you can enter each sub transaction for your Food:Groceries, Home, and Transfer to Cash.

The split transactions are in the top section of the window. Tap on an item to edit it.

Splits total: the sum of the split items entered.

Remainder: the difference between the splits total and



the total.

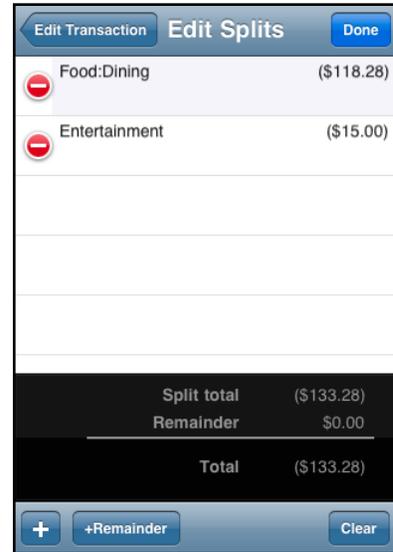
Total: the overall amount for the transaction. This is the amount shown on the Edit Transaction screen and in the transaction register.

+: creates a new split item

+Remainder: creates a new split item with the amount of the remainder.

Adjust: sets the Total to the Splits Total. If you add new split items it doesn't update the Total automatically so you can see how much remainder you have left. After you add the new split items, then tap Adjust to update the Total.

Clear: removes all of the splits items. Tapping Edit will change the Adjusts button to Clear. Tap Edit and Clear is a quick way to clear out the splits items if the auto-complete feature fills in a splits transaction when you only want a single category transaction.



6. Repeating Transactions

For transactions that occur at regular intervals you must let PocketMoney know they are repeating transactions and when they repeat.

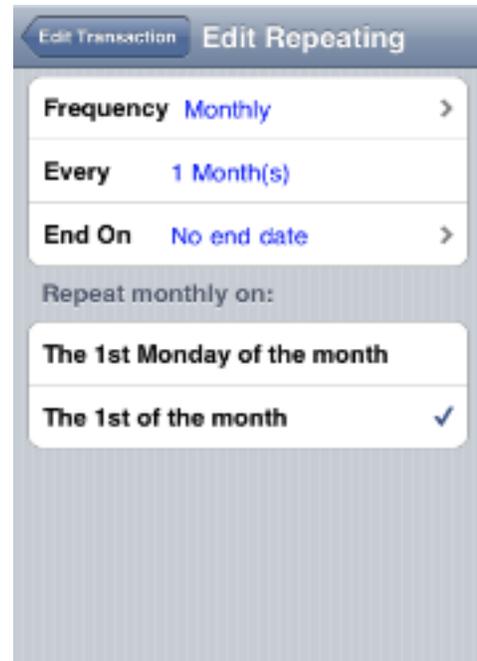
Examples of common repeating transactions are mortgage, salary, phone bill, and car payments.

Frequency: None, Daily, Weekly, Monthly, Yearly. To stop a repeating transaction set the Frequency to None.

Every: Repeat transaction every x days, weeks, months or years.

NOTE: Bi-weekly, Bi-monthly, Quarterly and other types of repeating events are easily created by picking setting the Frequency first and then setting Every to Every 2 weeks for bi-weekly, Every 2 months for bi-monthly, or Every 3 months for quarterly repeating events.

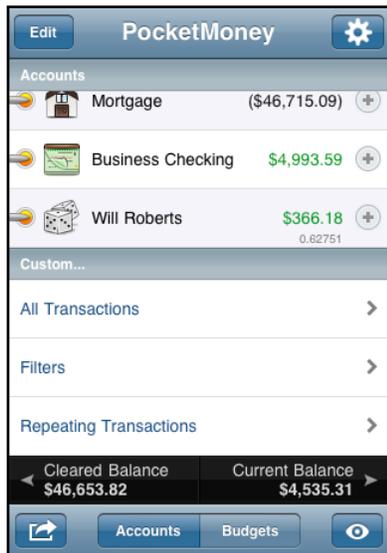
End On: End date for repeating transaction. Set to the end date of your car payments so it stops repeating when your car is paid off.



Repeat weekly on: Set the day of the week that Weekly repeating transactions repeat on. If you buy coffee each morning before work, then check Monday - Friday to have a transaction for \$7 for the super quad grande white mocha with hazelnut from Starbucks each morning.

Repeat monthly on: Monthly repeating transactions can repeat on the same date each month (15th of each month), or repeat on a day in the month (3rd Friday).

NOTE: PocketMoney will add repeating transactions each time the application is launched if there are new repeating transactions ready to be added.



Tapping on Repeating Transactions on the main Accounts screen will show all of the repeating transactions across all of your accounts. In the sample above the account is listed below the amount of the transaction, and the type of the repeating event is listed under the date.

Tapping the + will create a new repeating transaction, but since no account is selected you need to make sure you select an account.

Process to Date: Will post any repeating transactions up until the date you pick in the calendar picker. Use this if you want to post all of your repeating transactions up until your next pay date.

Note: Once a repeating transaction is posted the date will change to the next time it will be posted. Deleting the posted repeating transaction from your account transaction register will not move the next post on date back again.

7. Samples

Initially, all account balances in PocketMoney are zero. The first step in PocketMoney is creating Opening/Starting balances for all your accounts. Let's set up balances for checking and Visa accounts. These accounts are the defaults built into PocketMoney, but you can change the name of the accounts and add as many other accounts as you need.

Starting Balance for Checking

Let's create a checking account starting balance of \$354.88:

1. Open PocketMoney.
2. Create a Checking Account.
 - a. Tap New button.
 - b. Enter "Checking" in the Account field.
 - c. Tap Back button.
3. Select "Checking" from the Account listing.
4. Tap New button.
5. Set the transaction type to Deposit.
6. Enter "Miscellaneous" into the Category field.
7. Enter "Opening Balance" into the From field.
8. Enter the check number of the last check that you wrote into the Id # field. This enables PocketMoney to assign the next available check number.
9. Enter 354.88 into the Amount field.
10. Tap Save. This will save the transaction.
11. Observe that the calculated balance is \$354.88.

Starting Balance for Visa

Let's create an unpaid balance in your Visa account of \$1,224.69:

1. Tap Back button to return to the Account List screen if you are not there.
2. Create a Visa Account.
 - a. Tap New.
 - b. Enter "Visa" in the Account field.

- c. Set the Type to “Credit Card”
- d. Tap Back button.

3. Select “Visa” from the Account listing.
4. Tap New.
5. Set the transaction type to Withdrawal. (This is money you owe.)
6. Enter “Miscellaneous” into the Category field.
7. Enter “Opening Balance” into the To field.
8. Enter 1224.69 into the Amount field.
9. Tap Save. This will save the transaction. Tap Back button to return to Account List.
10. Observe that the calculated balance is (\$1224.69). Parenthesis represent negative numbers for currencies if your Region in the System Settings is set to United States.

Transfer Transaction

Let’s enter data for a check to pay your credit card bill:

1. Tap Checking to open the Checking Register.
2. Tap New.
3. Set the transaction type to Transfer.
4. PocketMoney will open the Account picker for which account to transfer money to. Select Visa.
5. Press the +123 (New Check Number button). The next available number will be entered into the ID# field. Alternatively, you can Enter in a check number.
6. Enter the amount of the check into the Amount field.
7. Tap Save and Back button. Observe that the calculated balance of the Checking and Visa accounts has been updated to reflect the new check.

Withdrawal Transaction

Let’s enter data for a credit card purchase:

1. Open the Visa register and tap New.

2. The transaction type is already Withdrawal.
3. Tap on the Category label or > and select the appropriate category (e.g., Recreation).
4. Enter the name of the store (e.g., Smuggler's Notch Ski Shop) into the To field.
5. Enter the amount of the purchase into the Amount field.
6. Tap Save. Observe that the calculated balance has been updated to reflect the new purchase.
7. Optional: Tap the Memo label and enter information in the Notes field (e.g., Snowboard).

Deposit Transaction

Let's enter data for a paycheck deposit:

1. Open the Checking register and tap New.
2. Set the transaction type to Deposit. Your paycheck increases your net worth.
3. Enter the name of your employer (e.g., E. Scrooge) into the From field. The next time you enter a paycheck you can select the name out of the pop-up list because "Auto-add to popups" is turned on in the Prefs, or you can enter "E" and PocketMoney will auto complete the rest of the transaction for you entering the category and amount of the last paycheck you received.
4. Tap on the Category label and select Salary.
5. Enter the amount of the paycheck into the Amount field.
7. Tap OK and observe that the calculated balance has been updated to reflect the new deposit.

Transaction in Foreign Currency

Let's enter data for a credit card purchase in a foreign country:

1. Turn on Multiple Currencies in the Prefs screen.
2. Open the Visa register and tap New.
3. Tap on the Category label and select Food.
4. Enter the name of the restaurant into the To field.

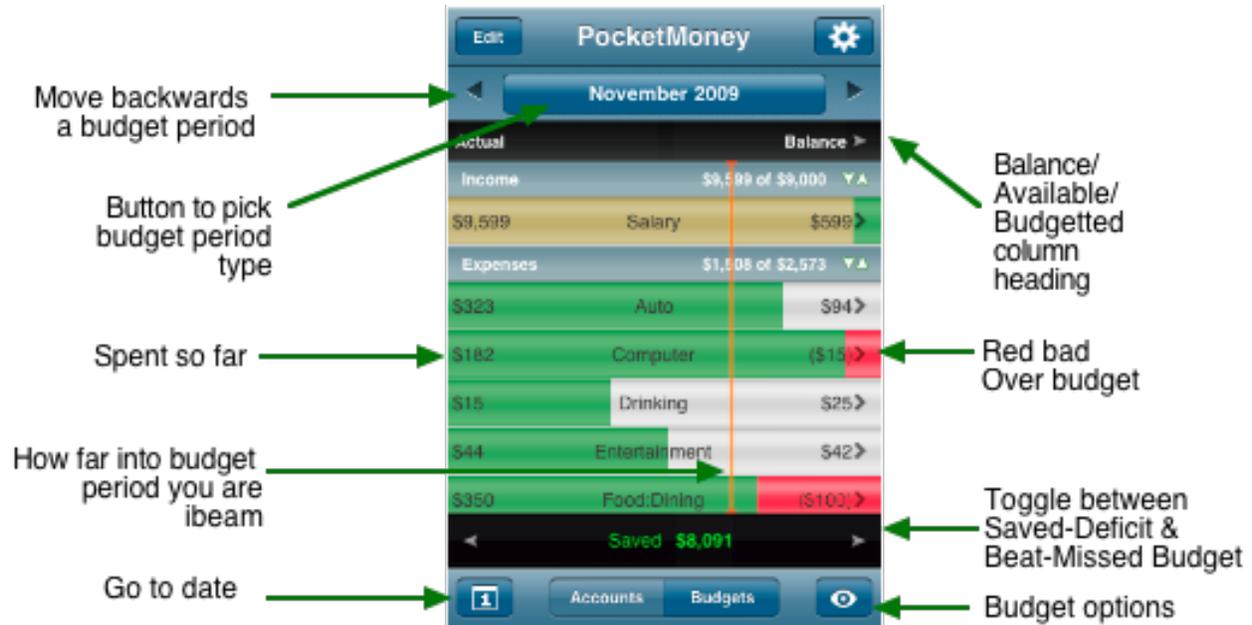
5. Enter the amount (in foreign currency) of the purchase into the Amount field.
6. Tap on the Amount label or > to open the Exchange Worksheet. Enter the current exchange rate in the Rate field. For example, if 1.33 is the current exchange rate between Canada and the US then 1.33 Canadian dollars (foreign currency) equals 1 US dollar (base currency for account), or pick the foreign currency symbol by tapping the > on the foreign currency line and pick the currency that you want to use. If you have an internet connection available, then PocketMoney will lookup the current exchange rate for that currency code.
7. Tap Save and observe that the calculated balance has been updated to reflect the new purchase.

8. Budgets

Creating a budget and sticking to it can really help you get your finances under control. You will want to figure out what your budget is for each category you track. You can budget on a daily, weekly, monthly, quarterly, or yearly basis – PocketMoney lets budget your computer expenses on a yearly basis, entertainment weekly, auto monthly, and coffee on a daily.

Main Budget Screen

The main budget screen has a lot of information on it, and a lot of options.



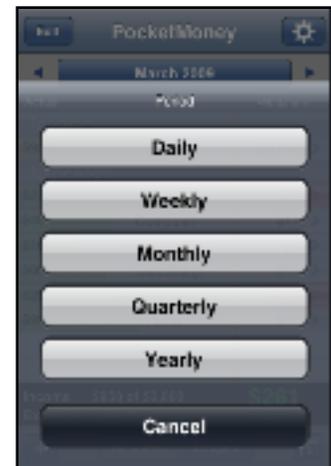
<>: Arrow buttons move you to the next or previous time period.

^v: The section headers can be collapsed if you only want to see the summary amounts.

Budget Period Picker: Displays a picker to choose what time period to analyze your budget over: Daily, Weekly, Bi-Weekly Monthly, Bi-Monthly, Quarterly, Half-Year, or Yearly.

Green is good: The green spending bar grows from left to right as you spend money in the various categories.

Red is bad: If you exceed the budget for the period, then the bar will continue to grow, but it will grow in red showing how much over budget you have gone.



Balance, Available, Budget column heading: Tapping this column heading will toggle the data displayed in the left column. Balance is how much you have left to spend in that category or how much over you are. Available is how you have left to spend, but shows \$0 if you are over budget. Budget is the amount you budgeted for the category.

Saved/Deficit, Beat Budget/Missed Budget: Tapping this button toggles between the Saved/Deficit and Beat Budget/Missed Budget display for the total.

Saved/Deficit - is a simple calculation of expenses for the period minus income for the period.

Beat Budget/Missed Budget - is how much you beat or missed your budget by. If you didn't meet your budgeted income, then the amount you missed by is counted against you.

iBeam: Whenever you are viewing the current budget period the yellow iBeam is displayed to show how far into the budget period you are.

Budget Options:

Budget Start Date: set a custom budget start date if you budget based on something other than the first of the month.

Sort on: list your budget line items by category, actual, budgets, or percentage spent.

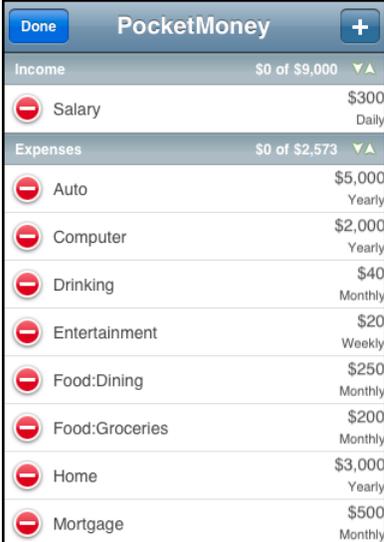
Edit Budget Screen

Tapping the Edit button will switch to the Edit screen for budget categories.

Delete: tap the red circle to delete a budget category. You will be prompted to delete the category from the budget only or from the budget and the popup category list.

+ : tap the add budget category button to create a new budget category.

Tap on any budget category row to edit the budget category information. Any category that doesn't have a budget associated with it is listed under Unbudgeted.



PocketMoney	
Income	\$0 of \$9,000
Salary	\$300 Daily
Expenses	\$0 of \$2,573
Auto	\$5,000 Yearly
Computer	\$2,000 Yearly
Drinking	\$40 Monthly
Entertainment	\$20 Weekly
Food:Dining	\$250 Monthly
Food:Groceries	\$200 Monthly
Home	\$3,000 Yearly
Mortgage	\$500 Monthly

Budget Type: Expenses or Income

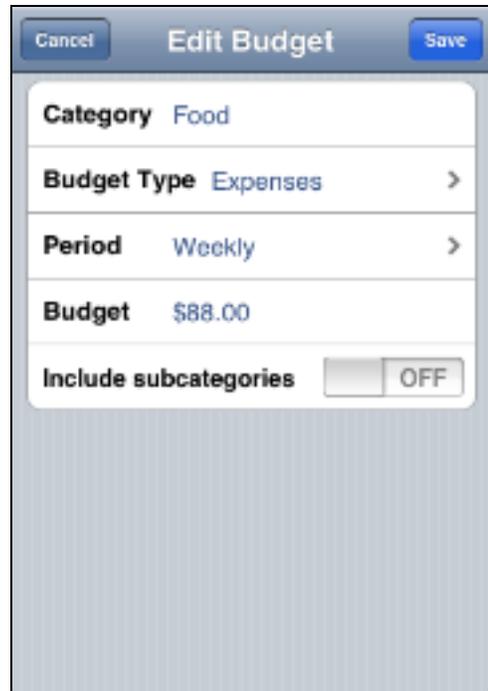
Period: Daily, Weekly, Monthly, Quarterly, or Yearly

Budget Amount: The amount for the period you specify.

Include subcategories: If the category has subcategories, then this option will appear. Subcategories are defined as <parent category>colon<sub category name>. For example, “Food” is the parent category to “Food:Dining” and “Food:Groceries”.

If Include Subcategories is ON, then the budget item will include all spending by the subcategories. If you turn this on for a parent category, then you should not budget for the subcategories individually.

If Include Subcategories is OFF, then the parent category will only total expenses that are specifically spent in the parent category.



9. Reports

Reports help you analyze your data.

Report View Options button:

Options to sort the report data by item name, amount, or count. Also let's you change the type of report displayed to a bar chart if you have purchased the Charts add-on.

List Report:

Turn off the checkbox to remove the item from the Expense total.

Tap on “Charity” in the list to open a Transaction Register to see what is included in “Charity”. This lets you drill down into your data so you can run a Category Report, then drill down into Charity, and run a Payee Report to get a Report summarizing where you spent your money on Charity.



Reports summarize any categories that have subcategories associated with them so by drilling into “Food” you will see all “Food:Dining” and

“Food:Groceries” categories and then you can run another category report to see how they breakdown.

Pie Chart:

Either one or two pie charts will be displayed. If you have both expenses and incomes in a single report then two pie charts will be shown to show the breakdown of all expenses and another for all incomes.

Tap on a wedge in the pie chart to move the report to the details for that wedge piece.

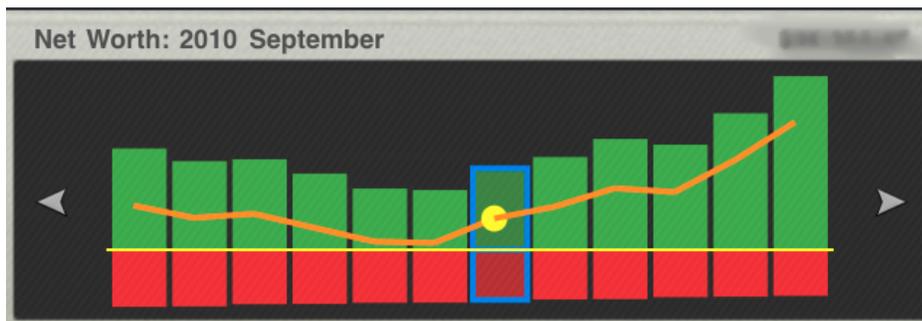
Period Picker: The period picker and arrows allow you to display the report over different units of time from month, bi-month, quarter, half-year, yearly, and all.

Chart Add-Ons:

Chart add-ons are an additional cost and bought through the in-app-purchase mechanism found in PocketMoney’s Preferences > PocketMoney Add-Ons screen. The additional chart features are Net Worth, Cash Flow, and Month-By-Month.

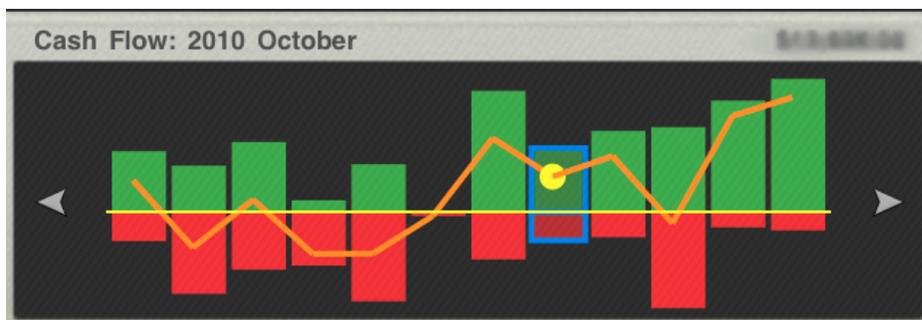
Net Worth:

The net worth at the end of each month. This includes all accounts that have the Total Worth switch set to ON (checked on the account list screen)



Cash Flow:

Inflows and outflows of money in all accounts currently being viewed.



Month-By-Month:

This option under Reports in your Transaction Register summarizes the data by month.

10. Filters

Filters allow you to restrict the data displayed in the transaction register by several criteria. Setting the filter lets you customize the data used in your reports or exporting transactions to your desktop computer.

Filters Screen

There are two locations to access the saved filters. On the main Accounts Screen under Custom... is a Filters option, and at the bottom of the Transactions Register Screen is a Filters button.

PocketMoney saves the last filter you used when you leave the Transaction Register so you can continue from where you left off.

If you want to view all the transactions in the register, then you need to tap Filters button and select Reset filter.

Selecting a row will activate that filter. Current filter is the currently active filter.

Tapping on the  opens the Edit Filter Screen so you can modify the filter criteria.

Tapping the + will create a new filter.

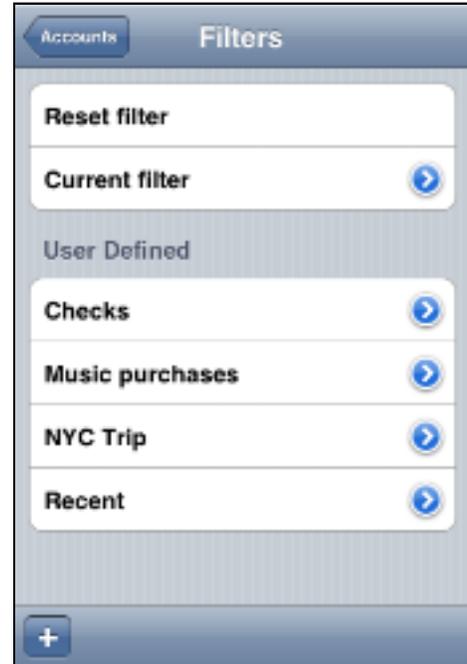
NOTE: PocketMoney intelligently displays User Define Filters. If you open the Filters screen from the transaction register of an account, then it will only show you the filters available for that account – this includes filters for “Current Account” . If you open Filters from the Accounts screen then all saved filters will be displayed.

Edit Custom Filter Screen

Set the options to create a custom views of data for reports or for exporting. There is an All option for each item, including Accounts which is how you can create reports that span accounts.

Accounts Options: Accounts has a couple special options.

All Accounts option is limited by what the Account View Options has set for the Non-Zero or Total Worth Accounts. If you really want All Accounts, then make sure Account View Options is also set to All Accounts.



Current Account option allows a filter to be created and applied to whatever the current account is. If you are in your business checking account register and active the filter shown in the figure to the right, then all transactions that have been changed since the last import/export will be displayed. If you switch to your personal checking account and active this filter, then all transactions that have been changed since the last import/export will be displayed for your personal checking account.



Dates Options: Dates has two new options in version 2.0.

Custom... lets you pick a specific range of dates to show. Selecting *Custom...* opens the screen to the right. Tap on the left white button to set the Date From. Tap on the right white button to set the Date To. You can press the None button remove the beginning or end date limit.

Recent Changes date option shows only the transactions that have been created or modified since the last import or export. This option is especially useful for users exporting data to desktop applications such as Quicken or MS Money who want to avoid importing a lot of duplicate transactions every time.



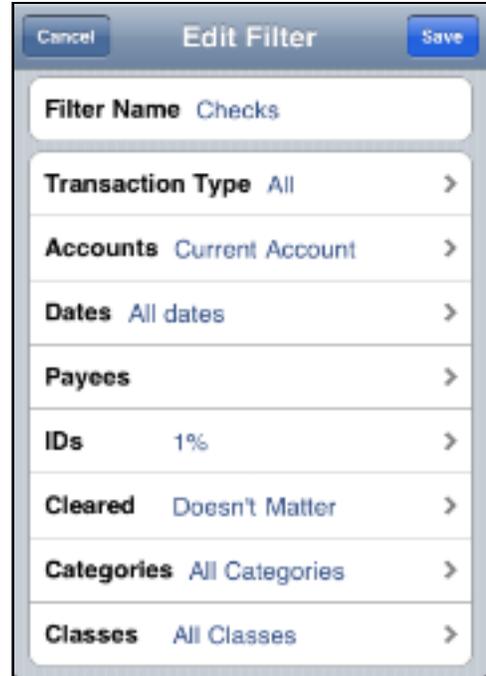
Wildcard searches: % and _ can be used to match many characters or a single character for the IDS, Payees, Categories, and Classes fields.

Entering Auto% in the Category field will match “Auto”, “Auto:Fuel”, “Auto:Taxes” categories

Entering Sm_th in the Payee field will match “Smith”, “Smyth”, “Smeth” payees.

Entering 104_ in the IDs field would return all checks between 1040 and 1049.

The filter shown at the right displays all checks starting with 1 in the current account.



10. PocketMoney Sync

A video tutorial on how to use PocketMoney Sync from iOS to iOS and iOS to PocketMoney Desktop (PMD) is available here:

[PocketMoney Sync Tutorial](#)

PocketMoney Sync iOS device to Desktop

Assuming that you are just getting started and you have data on your iPhone/iPad that you want to sync to PMD for the first time.

In PMD:

1. Create a new database in PMD - File > New
2. Start PM Sync - File > Start Sync Server. (PMD will always be the server since it doesn't have the code to be a client.)

In PM on iOS device:

1. Tap file transfer icon (arrow icon on the account balances screen)
2. Choose PM Sync
3. Set it to Client. (There is no need to buy the Server as an In-App-Purchase since PMD is acting as the server.)
4. Enter the IP Address of your desktop computer. (In PMD go to Preferences/Options, then the Synchronization tab, and the IP address is there)
5. Tap Sync.

That is all there is to it for your initial sync. When you Quit PM and launch it the next time it will reopen the last PM database file you were using.

Subsequent Syncs

In the Preferences/Options of PMD, I recommend you set the Sync Server to start up when you launch PMD, then all you need to do is run PMD and on your iOS device Choose PM Sync and tap Sync.

Restoring your data from PMD to iOS device

In the case that you lose your iOS device, or upgrade to a new device, or your spouse starts using PocketMoney on their phone. You should restore from PMD server.

1. Launch PMD. Start the server if it's not running.
2. On iOS Device tap file transfer icon (arrow icon on the account balances screen)
3. Choose PM Sync
4. Set it to the Client.

5. Enter the IP Address of your desktop computer. (In PMD go to Preferences/Options, then the Synchronization tab, and the IP address is there)

6. Turn ON "Restore from Server" - this will delete all your data from PM on your iOS device before downloading a clean copy from PMD.

7. Tap Sync.

PocketMoney Sync iOS to iOS device

This is much the same as iOS device to PMD. You will be picking one iOS device to be the server instead of PMD. Decide which device you want to be the server -- it really doesn't matter all that much, PM Sync is designed so you can sync any number of devices any which way, but the very first time you sync two devices together the server device should be the device with the most current PM data in it.

In PM on iOS device to be the server:

1. Tap file transfer icon (arrow icon on the account balances screen)
2. Choose PM Sync
3. Set it to Server. (You will need to buy the Sync Server as an In-App-Purchase since PMD is not acting as the server.)

In PM on iOS device to be the client:

1. Tap file transfer icon (arrow icon on the account balances screen)
2. Choose PM Sync
3. Set it to the Client.
4. Enter the IP Address of the iOS device acting as the server. (The IP address is displayed on the iOS device acting as server.)
- 5. Turn ON "Restore from Server"** - this will delete all your data from PM on your iOS device before downloading a clean copy from the server device.
6. Tap Sync.

Subsequent Syncs

You can enter data on all of your devices. The only rule is that if you change the same transaction or account information on both devices, then the last device that was changed is going to be the data that wins out and will be synced.

1. On your iOS device to be the server tap file transfer icon (arrow icon on the account balances screen)
2. Choose PM Sync
3. Set it to Server. (You will need to buy the Sync Server as an In-App-Purchase since PMD is not acting as the server.)
4. On your iOS device to be the client tap file transfer icon (arrow icon on the account balances screen)
5. Choose PM Sync
6. Set it to Client.
7. Tap Sync.

Syncing over your cellular data network

[Syncing over your cellular data network](#)

11. Wi-Fi Backup, Restore, Import, Export

To access the Wi-Fi File Transfers sheet, tap on the Action Button on the Account List Screen.

There are two options for uploading and downloading data in PocketMoney. SyncDocs is small desktop server application, or you can use a web browser. I prefer SyncDocs, but some users find the web browser is better for them. Go to Prefs > Data Transfers > Transfer Type to switch between SyncDocs and Web Browser.

SyncDocs

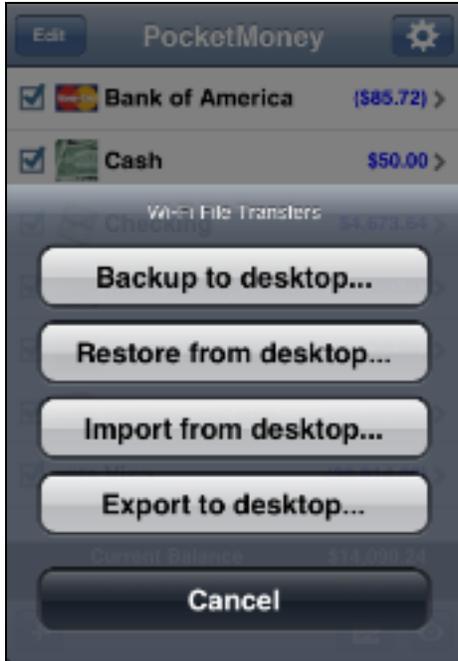
The SyncDocs server is required to be running on your desktop computer (OS X, Windows, or Linux) so PocketMoney can send and receive files. For directions on downloading SyncDocs visit: <http://www.catamount.com/SyncDocs.html>.

Web Browser Transfer

Many Windows users find the web browser option works better for them because there are less firewall hassles to deal with using a web browser (Explorer, Safari, Chrome, Firefox....) than using SyncDocs.

For directions on using the Web Browser, there is a video tutorial here:

[WebBrowserTransfers.mov](#)



Backup to desktop...

Sends the PocketMoneyDB.sql database, the com.catamount.PocketMoney.plist preferences file, and any Account Type images to the desktop.

Restore from desktop...

Deletes the current PocketMoney database file and replaces it with what is received from the SyncDocs server. The files backed up above can be restored. You can also use Restore on PocketMoney for Palm *.pdb files or Quicken Interchange Format (QIF) files if you want to replace your current data with what you are importing.

Import from desktop...

Import PocketMoney for Palm *.pdb files, Quicken Interchange Format (QIF) files, Open Financial Exchange (OFX/QFX) files, CSV and TDF files. Import doesn't delete the current data so you can merge pre-existing data. Imported records are matched on the

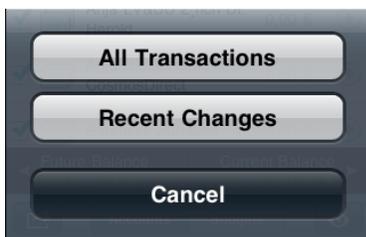
Account name so the Account name must match exactly.

NOTE: If your desktop software cannot import the file, then it could be a file encoding issue. Try setting QIF Encoding in PocketMoney Preferences (Under QIF Options) to Windows or Mac encoding.

Export to desktop...

Sends a Quicken Interchange Format (QIF) file, Comma Separated (CSV) file, Tab Delimited Format (TDF) file to the SyncDocs Server. The QIF file can be imported into many financial applications. The TDF file can be imported into databases or spreadsheets.

See Filters for details on how to set the Filter to export only Recently Changed transactions.



Exporting QIF files from the main account screen will present you with an additional option sheet for All Transactions or Recent Changes. Choosing Recent Changes will only export transactions that have been changed or added since the last time you exported.

NOTE: Quicken 2005+ dropped support for import certain types of accounts with QIF files. See this wiki page for the

work around to import the QIF files:

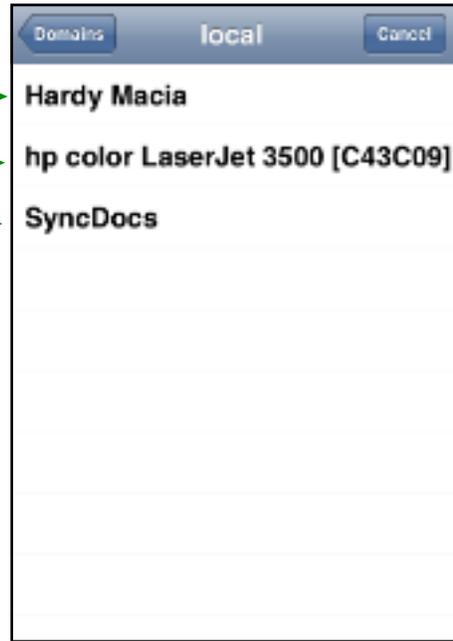
http://en.wikipedia.org/wiki/QIF#Import_Hacks_for_Quicken_2005.2B:_importing_from_QIF

Migrating your old PocketMoney for Palm databases

(or the jailbreak version of PocketMoney databases from iPhone 1.x) HotSync your Palm to so the most recent PocketMoney data is backed up. Then drag and drop the PocketMoney PDB files to the SyncDocs server window. The PocketMoney PDB files are located in the /Palm/username/backups/ folder, or you can search for “PocketMoney-Accounts.pdb”, “PocketMoney-Transactions.pdb”, “PocketMoney-Lookups.pdb”. (**The file extension must must lowercase “.pdb” or the files will be sent to the iPhone, but PocketMoney won’t be able to import them.**)

Picking the SyncDocs Server

After you choose Backup/Restore/Import/Export, then a browser window will open for you to pick the SyncDocs Server. In the SyncDocs Server settings you can name the server whatever you want. I used the default of “SyncDocs”. Since SyncDocs uses Bonjour to find the server you might see other items listed. If you pick a non SyncDocs server or if you try to connect to an old version of SyncDocs server then you will get an “invalid server” error message.



If no SyncDocs server appears, then the most common culprit is there is a firewall turned on somewhere blocking SyncDocs. Try disabling all your firewalls.

Once you pick the server, then you’ll get a confirmation that the files were uploaded or downloaded.

*Email Register

In the Transaction Register screen tapping the Action button allows you to email the transactions currently being displayed.

You have the choice of creating an email with the transactions in QIF, CSV, or TDF format.

12. Preferences

Adjust your settings, buy add-ons, or modify the popup lists.

12a. About PocketMoney

This is where you can find the PocketMoney version number.

12b. Help & Video Tutorials

Sends you to the FAQ on the catamount.com site. The FAQ contains some of the most frequently asked questions. It also has a link to this documentation and over 90 minutes of video tutorials.

12c. PocketMoney Add-ons

Buy in-app add-ons for PocketMoney. Charts or PocketMoney Sync.

12d. Security

Set your password and password delay options.

Password: Enter a password if you want PocketMoney to prompt you to enter a password each time you launch it. Your password can be of any length.

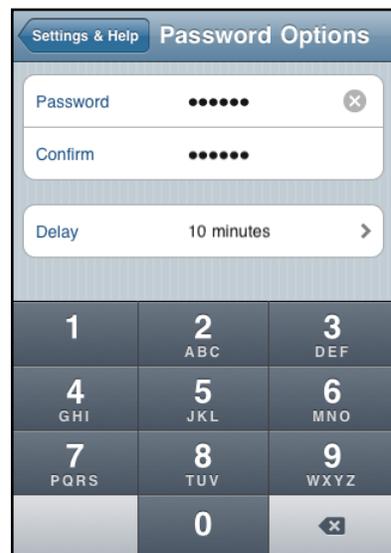
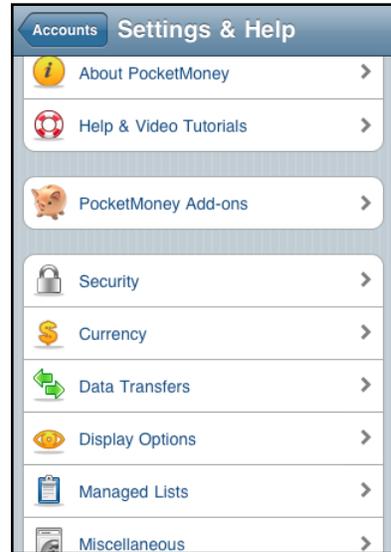
Tap in the Confirm field and confirm the password you entered in the Password field by reentering it.

If both match then you then the next time you launch PocketMoney it will ask for your PIN.

To erase the PIN you must delete the PIN in the Password and Confirm fields.

NOTE: If you forget your password, then you will have to delete PocketMoney and reinstall it to remove the password.

Delay: Pick a length-of-time to delay the asking of the password. This allows you to quit the application and relaunch it within a set amount of time. Set Delay to None if you always want it to prompt you for your password.



12e. Currency

Set your currency and multiple currency options

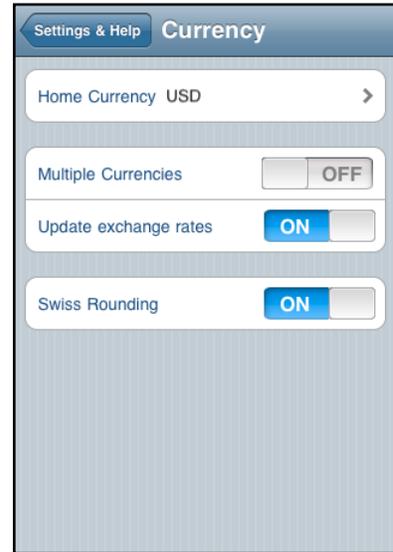
Home Currency: This defaults to the iPhone's home currency, but you can change it by tapping on the Home Currency label or > to open the list of currencies.

Multiple Currencies: Turn ON if you are traveling and want to enter purchases made abroad, or if you need to track accounts with different currencies

[Extra: I turn multiple currencies on and use it to track my frequent flier mileage and use it to track billable hours. The exchange rate for the billable hours is my hourly rate \$50, \$150, \$250.]

Update exchange rates: Turn ON to have PocketMoney download the current exchange rates from online whenever PocketMoney is opened. Turn OFF and user will have to manually update the exchange rate for each account.

Swiss Rounding: Turn ON to use the rounding defaults for the currencies your specify. Turn OFF to turn off rounding and round to the nearest cent (0.01). This option is designed for users who use CHF - Swiss Franc currency, although it might apply to other currencies, also. The iPhone default handling of CHF is to round it to the nearest five cent (0.05, 0.10...) by turning Default Rounding OFF PocketMoney will round to the nearest cent (0.01, 0.02...).



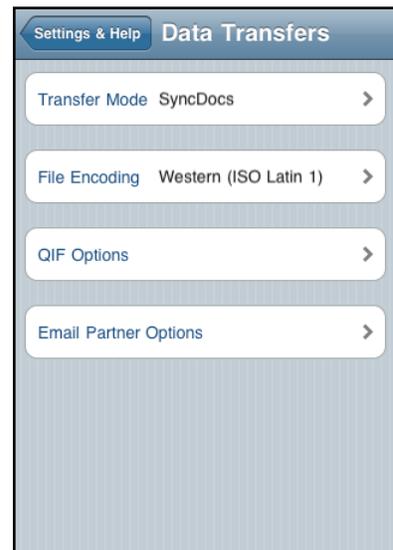
12f. Data Transfers

Set transfer mode, file encoding, QIF options, and e-mail partner options.

Transfer Mode: How data is sent back and forth between PocketMoney and desktop. The options are SyncDocs or Web Browser.

SyncDocs can run on your desktop at all times which makes doing quick backups easier, and lets you drag and drop files into the SyncDocs window to download them to the iPhone.

Web Browser lets you use any web browser so you don't have to setup additional software. It doesn't require any firewall setting changes. But it is a web browser so you will have to enter the IP address of



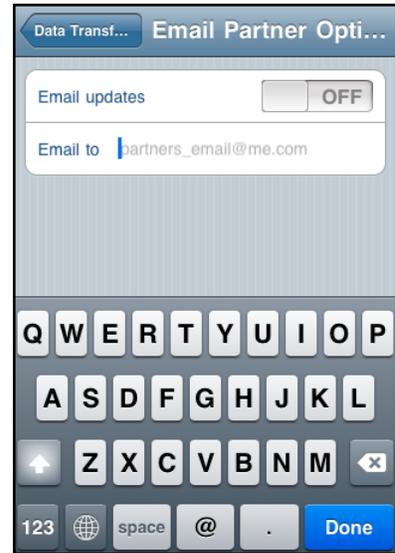
the iPhone into the browser each time you want to transfer files.

File Encoding: Some common file encoding types used when PocketMoney creates files to export or tries to read files on import. ISO Latin 1 is the typical Windows encoding. Mac OS Roman the typical OS X encoding. UTF-8 and UTF-16 are required for character based languages like Japanese. Greek and Russian encodings are also supported.

Note: If you export a CSV file with UTF-16, and try to open it with Excel, then due to bugs in Excel's file handling in some versions you might need to use the File > Import to import the CSV file instead of double clicking on it to open it.

QIF Options: Set the date and number formats used in QIF files, set import options, and export options. See the QIF Options section for details.

Email Partner Options: If you have a wife, husband or significant other that you want to keep updated with your current transactions, then turn on Email Updates and enter their email address. When you Save a Transaction an email will be generated which you can send to your partner. When they receive the email, they click the link in the e-mail and the transaction will be saved to PocketMoney on their iPhone.



12g. Display Options

Set UI/Theme options, and other options related to what is displayed on the screen.

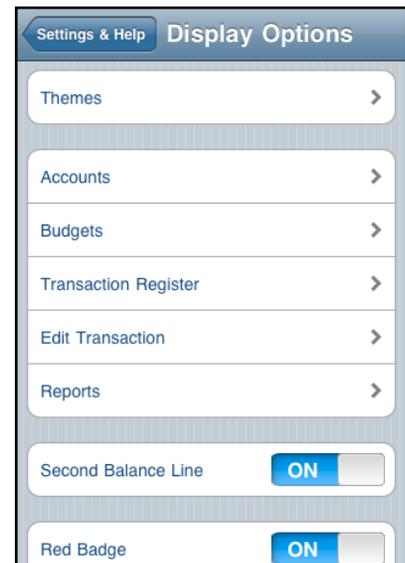
Themes/UI

Themes let you adjust various aspects of the UI from the color of the UI objects to font size of data.

Row size: Normal rows shows a lot of white-space giving PocketMoney the look of many iPhone apps. Short rows allows more data to fit on the screen at one time.

Binder ring or checkbox: it's a personal preference. Pick what you like better.

Color: Options for Blue, Green, Purple, Gray, and



Coffee so you can pick a color to suite your financial mood.

Data and Label Font: choices from 14 to 24 point size and option for normal or bold font.

Red Withdrawals: Turn ON and withdrawals in the transaction register will be colored in red. Turn OFF and withdrawals will be colored black. Black withdrawals make it easier to see when the running balance in your transaction register drops below the account's limit when the running balance is colored red.

Black Deposits: Some users have a harder time seeing the default green color for deposits. Turn ON to color deposits black.



Accounts

Options that affect the Account Balances screen.

Summary charts: Display the Net Worth, Cash Flow, or More Charts view at the top of the Accounts screen. (Part of the optionally purchased in-app purchase for Charts.)

Shake to show charts: Turn ON and you can shake your iPhone to display and hide the summary charts or the chart on the Reports page. (Part of the optionally purchased in-app purchase for Charts.)

Group by Account Type: Displays a section header for Bank, Cash, Credit Card, Assets, and Liability account types. The section header subtotals the balance for all of the accounts of that type.

All Transactions: Turn ON to show the All Transactions Custom Row on the Accounts screen.

Filters: Turn ON to show the Filters Custom Row on the Accounts screen.

Repeating Transactions: Turn ON to show the Repeating Transactions Custom Row on the Accounts screen.



Budgets

Options that affect the Budgets screen.

Hide Actual Expenses if 0: Turn ON to hide any budget expense line item that has a value of zero for the actual expense.

Show Unbudgeted: Turn ON to show all expenses that currently do not have a budget amount assigned to them.

Include Unbudgeted in total: Turn ON to include unbudgeted expense in the over all budget summary total.

Show cents: Turn ON to show cents.

All Accounts: By default Budgets only use the accounts currently displayed on the account balances screen (honoring the Show Accounts - Non-zero or Total Worth setting). Turn ON to include all accounts in the budget calculations even if they are not being shown on the accounts screen.



Transaction Register

Options that affect the Transaction Register screen.

ID#: Turn ON to show the ID# in the register row.

Category: Turn ON to show the Category in the register row.

Memo: Turn ON to show the Memo in the register row.

Class: Turn ON to show the Class in the register row.

Current Balance (Running Balance): Turn ON to show the running balance under the transaction amount. The running balance is the current balance in your account as of the time the transaction in your register. *(Note: for several thousand transactions in a single register turning this option OFF will load the the screen faster.)*

Foreign Amount: Turn ON to show the amount in the foreign currency as it was entered. Turn OFF to show in the current of the account.



Edit Transaction

Options that affect the Edit Transaction screen.

On new transactions start editing: Pick which field will be the active field for new transactions. This will place the turn in the payee, category, or amount field saving you the step of tapping in the field yourself.

Calendar Picker: Turn ON to display a 28-31 day calendar. Turn OFF to use Apple's date picker. Apple's date picker is better suited if you need to jump back many months or years at a time. It is also better for visually impaired users.

Show Time: Turn ON to display the time along with the date .

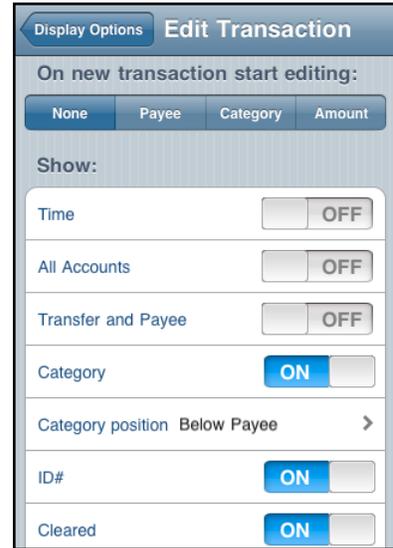
Show All Accounts: By default the account list only uses the accounts currently displayed on the account balances screen (honoring the Show Accounts - Non-zero or Total Worth setting). Turn ON to include all accounts in the account popup even if they are not being shown on the accounts screen.

Show Transfer and Payee: Turn ON to show the Transfer field along with the Payee field. By default the Payee field is hidden on Transfers, but some desktop applications use both fields.

Category position: Select where you want the category field positioned on the Edit Transaction screen.

Show ID, Cleared, Memo, Class: Turn ON to show these fields on the Edit Transaction screen.

Link ID field in transfers: Turn ON to have the ID field copied to the other half of transfer. This is OFF by default since check numbers are typically associated with only one half of a transfer.



Reports

Options that affect the Account Balances screen.

Summary charts: Display the Net Worth, Cash Flow, or More Charts view at the top of the Accounts screen. (Part of the optionally purchased in-app purchase for Charts.)

Shake to show charts: Turn ON and you can shake your iPhone to display and hide the summary charts or the chart on the Reports page. (Part of the optionally pur-



chased in-app purchase for Charts.)

Group Subcategories: Includes the amounts of the subcategories in the parent category and hides the subcategories from the reports. Drill down into the category and rerun the report to see the breakdown of the subcategories.

Second Balance Line

Turn ON to display two balance amounts in the Balance Bar. You might show the Cleared Balance and the Current Balance, or the Future Balance and Current Balance.

Red Badge

Displays the red badge on the PocketMoney icon on the Home screen whenever an account exceeds or drops below the Limit defined for an account.

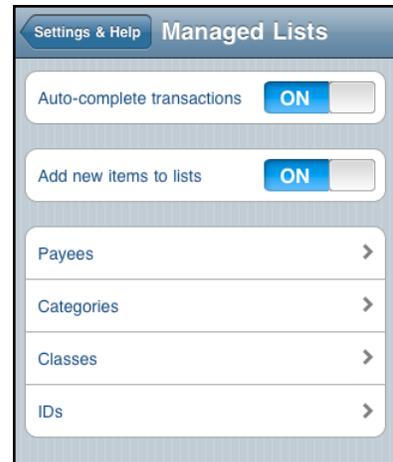
12h. Managed Lists

Edit the Category, Payee, ID, and Class popup lists, and set options for auto-complete.

Auto-complete transactions: On the Edit Transaction screen when you start typing in the payee field PocketMoney searches through your old transaction to try to find a match. Turn this option OFF if you do not want PocketMoney auto-completing transactions for you. Japanese, Chinese, Russian, and Korean users might want this option OFF since this feature doesn't work very well with these languages.

Add new items to lists: Adds Category, Payee, Classes to the popup lists automatically each time you save a transaction.

Payees, Categories, Classes, IDs: Delete, rename, and add items to these lists. (See the section on Lookup Lists for more information.)



12i. Repeating Transactions

Things related to repeating/schedule transactions.

Post Schedule Transactions: Turn ON to have PocketMoney automatically post repeating transactions to the account registers on launch. Turn OFF to disable this feature. You will want to turn this OFF if you are syncing multiple iOS devices and you only want one device post-



ing the repeating transactions to the account register – otherwise you'll have two iPhone posting transactions and it will cause confusion for you.

Post ___ days in advance: Enter the number of days in advance to add repeating transactions to the transaction registers.

12j. Miscellaneous

If it didn't fit somewhere else it's here.

Last saved date for new transactions: Turn ON and new transactions will use the same date as the last transaction you saved. This can be a time saver if you are entering a lot of old transactions and need to keep opening the date picker to set the date.

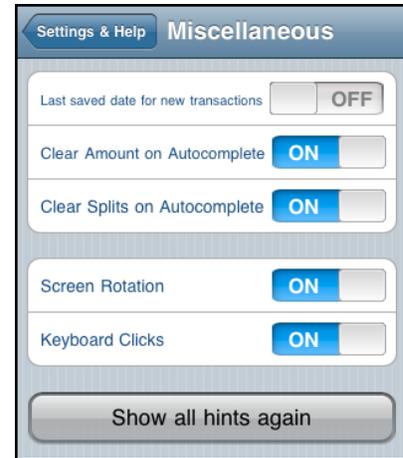
Clear Amount on Autocomplete: When filling in new transactions using the transaction autocomplete the amount will be left empty if this option is turned ON.

Clear Splits on Autocomplete: When filling in new transactions using the transaction autocomplete splits will be empty if this option is turned ON.

Screen Rotation: Do you want PocketMoney to rotate the screen? Or do you prefer to keep it portrait mode at all times?

Keyboard Clicks: Turn ON to have the calculator keypad make click sounds when you press the keys. Turn OFF to disable the click sounds.

Show Tips: PocketMoney shows help dialogs the first time you enter a screen. If you want to see the help dialogs again then turn this ON.



13. QIF Options

QIF files can be opened with any text editor to examine the data. Most of the issues with importing and exporting are related to the Date or Number formatting being different than the format for your Region of the world. The Defaults should work for most users, but if you have issues importing or exporting then you'll need to examine the QIF file and set the Date and Number formats to match.

File Format

Date Format: mm is months, dd is days, yy or yyyy is two or four digit years. The one extra special case worth mentioning is mm/dd'yy – this was the Y2K date format and Quicken's default format.

Date Separator: The forward slash separator shown in the Date Format can be replaced with a forward slash, period, or dash.

Number Format: The number format that is in the QIF file or that your desktop financial application is expecting. If you import data and all your amounts are 0, then your number format might be wrong. Open the QIF file and look at the amount lines, then match up the number format to match what is in the QIF file.

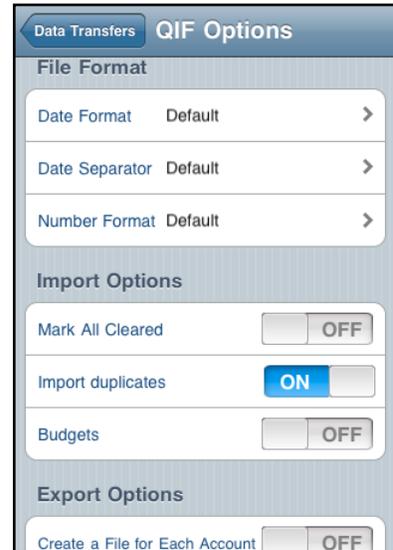
Import Options

Mark All Cleared: If ON then any transaction imported will set Cleared to ON. The rational is if you are importing a QIF from your bank, then your bank already knows about them and should be cleared. Leave this option OFF if you want to honor the cleared setting in the QIF file.

Import duplicates: If ON, then PocketMoney will import all the transactions in the QIF file. If you import the same QIF file twice, then you'll get duplicates. If OFF, then PocketMoney check to see if the transaction being import already exists and it won't import it twice. Turning this OFF is useful if you download QIF statements from your bank a couple times a month to update the transactions in PocketMoney. Not foolproof since if you have two transactions on the same day for the same amount, payee, and category PocketMoney will assume the second one is a duplicate and not import it.

Wipe only transactions on restore: Turn ON if you want to only replace the transactions when you "Restore from Desktop...". This saves any changes you made to Account Info like setting the icons, the budget info, and other preferences. Turn OFF if you want Restore to delete everything.

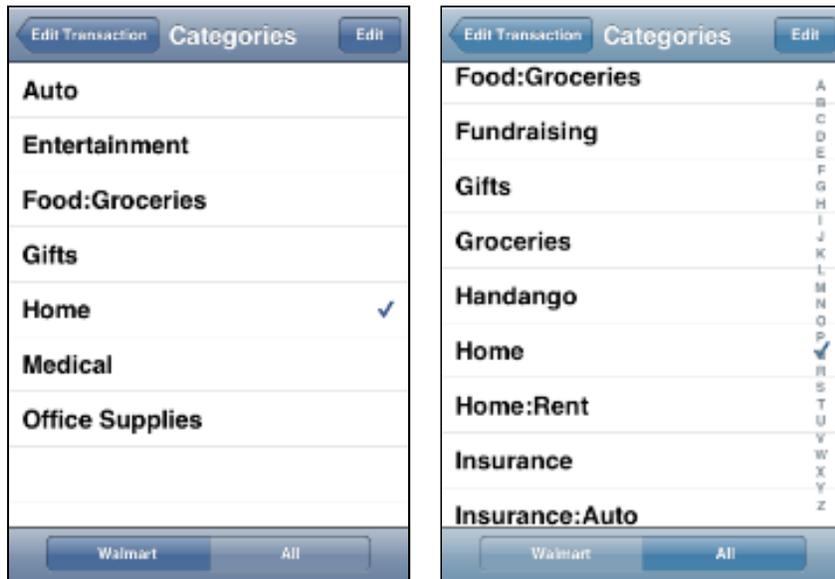
Budgets: Turn ON to import the budget information if it is included in the QIF file.



Create a File for Each Account: Turn ON if you want a single QIF file created for each account that is being exported. This is a useful option for users who use MS Money for their desktop financial application since it only supports QIF files with a single account in them. Most desktop financial applications can import QIF files that include multiple accounts.

14. Lookup Lists

Lookup Lists are used for Accounts, Categories, Payees, Classes, and IDs. The Lookup List is accessed by tapping on the field label or the >.



The Category and Payee popups have one additional feature at the bottom of the screen. Categories and Payees are linked and PocketMoney will show you the Categories that have been entered for the current Payee, or the Payees that have been entered for the current Category by default. If you want to see all the Payees or Categories then tap the “All” button at the bottom of the screen.

Editing Lookup Lists

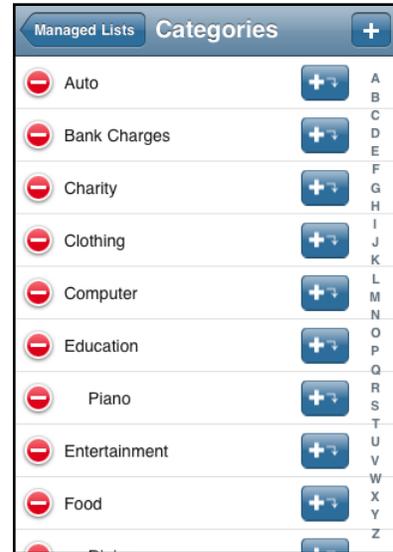
Tapping Edit on the Services List Screen will switch to the editing screen.

Tap the red delete button to delete items (or swipe to delete).

[NOTE: if you are deleting a category, and the category is linked to a budget, then an alert window will be displayed prompting you to delete the category only from the budget or from both the category list and the budget.]

Tap '+' to add a new list item.

Tap on a list item to rename it. An alert window will give you the option to rename it only in the popup list or everywhere. Everywhere will change it in the popup list and in all of the transaction records that it occurs in.



15. Miscellaneous

Account List View Options

View Options allows the user to customize the some of the most frequently used options.

Show Accounts: This acts as a global filter on which accounts to use in the Account popup list in the Edit Transaction Screen, and which accounts to show if All Accounts is chosen in the Custom Filter screen.

All - Displays all the accounts.

Non Zero - Displays only accounts with a non-zero balance.

Total Worth - Displays only accounts that have the Total Worth checkbox checked. [If you want to run a report for three specific accounts, then you could set the total worth flag on for those three accounts, and in the Transaction Register View options for Custom pick All Accounts and it will only use the three total worth accounts you selected.]

Future Balance:

Set the date in the future (or past) used to calculate the value for the Future Balance.

Transaction Register Reports

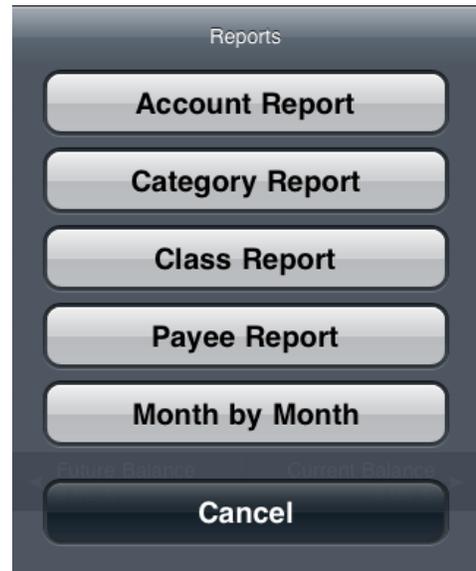
Account, Category, Class, Payee Report buttons:

Opens the Report Screen and summarizes the data based on account, category, class, or payee.

Use Show Custom in the Transactions Register View Options to customize the data for the reports. Limit the date range, pick All Accounts to run a report across multiple accounts...

Month by Month is included as part of the Charts add-ons that is purchased as an in-app-purchase.

(See Reports Screen for more information.)



Transaction Register Tools

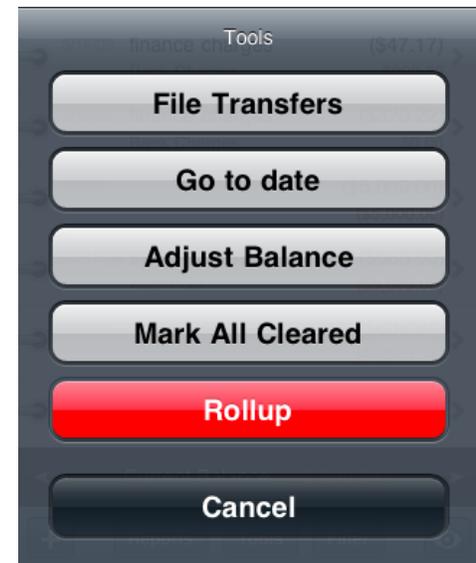
File Transfers: Displays another action sheet with options for transferring your data via email or wi-fi. (See File Transfers for more information.)

Go to date: Opens a date picker so you can jump to a specific date. If you pick a date far in the past (1970), then it will move to the first record. Picking a date far in the future will move to the last record (2020).

Adjust Balance: Opens the Adjust Balance Screen. Enter the correct balance for your account. Pick whether you want the balance adjusted for just Cleared Items (if you want your cleared balance to match a bank statement), or pick All Items if you want to adjust the overall balance of the account.

Mark transactions cleared: Marks all transactions in the current transaction register as Cleared. You can set the filter or use Search to limit what data is displayed in the transaction register before using Mark All Cleared.

Rollup: Rollup deletes all of the transactions currently shown in the transaction register and replaces them with one transaction. It keeps the sum of the amounts and the categories of deleted transactions so the balance of the account stays correct and keeps the categories so you can run reports while maintaining some historical category informa-



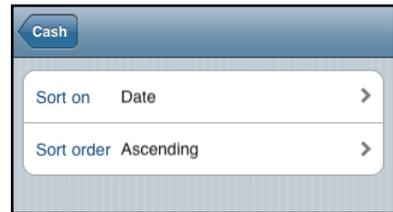
tion. Rollup will create two transactions if cleared transactions get rolled up so it has one cleared and one uncleared rolled up transaction.

Use rollups to delete old data that you no longer want around. You might rollup data for the previous year after you do your taxes. PocketMoney can handle large amounts of data so I never rollup my data because I like to keep all my data with me.

[Video Tutorial: "Rollups"](#)

Transaction Register View Options

View Options lets you adjust how the data is sorted. (Less frequently used view options can be found in the Prefs > Display Options > Transactions.)



Sort on: Which field to sort the transaction register by. The choices available are Amount, Category, Class, Cleared, Date, ID#, Memo, and Payee.

Sort order: *Ascending Date* - If you like the newest transaction at the bottom of the screen like a traditional checkbook.

Descending Date - If you like the newest transaction at the top of the screen.

Date Picker

Tapping on the Date field will use the date picker shown. Tap on a day on the calendar to pick a date and close the date picker.

Tapping on the time lets you set the time.

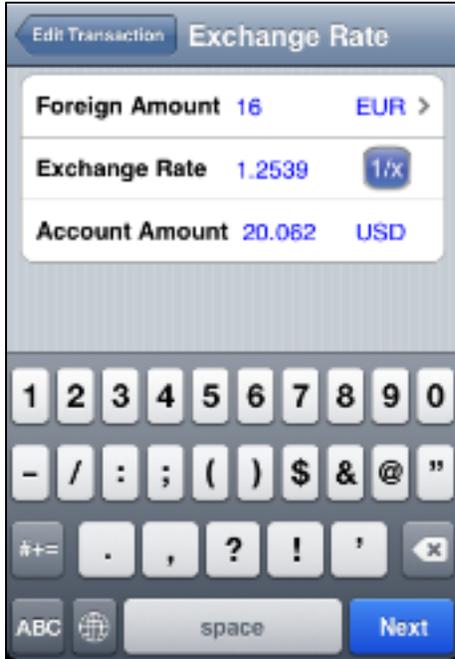
Tapping the Today button will select the current date and time and close the picker

Tapping the < > left and right arrows will move you to the next or previous month.



Set Show Time ON/OFF in Prefs > Display Options > Edit Transaction if you need the ability to set a specific time with your transactions – for instance if you are tracking billable hours.

Exchange Rate Worksheet



The Exchange Rate Worksheet is accessed from tapping on the Amount label or > on the Edit Transaction Screen. Multiple Currencies must be ON in PocketMoney Preferences.

Tapping on the Foreign Amount label or > will open up the Currency Picker. If there is an internet connection available, then PocketMoney will lookup the current exchange rate for the currency you select and enter it into the Exchange Rate field.

1/x will invert the Exchange Rate amount.

Depending on the order in which you edit the Foreign Amount, Exchange Rate, and Account Amount field PocketMoney will calculate the appropriate value for the other fields.

Installing Custom Icons

PocketMoney installs dozens of Account Type icons for you by default, but you can create and install your own, also.

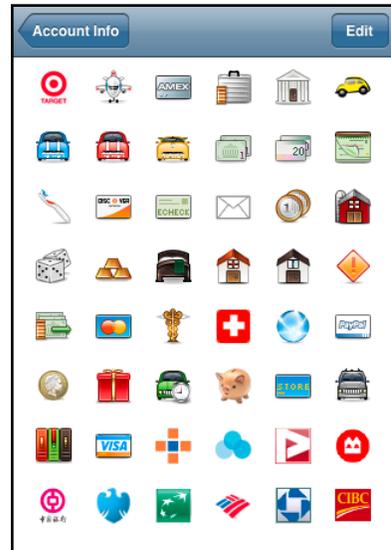


The icon should be 30x30 pixels.

The type of the icon needs to be either png, jpg, or gif.

Once you create the icon, then you can use the “Import from desktop...” option in the Action Button to send the icons from the SyncDocs Server over Wi-Fi to install into PocketMoney on the iPhone.

The icons you download into PocketMoney will be listed first in the icon picker.



16. Video Tutorials

I've put together several video tutorials on using different aspects of PocketMoney. Some users like written directions and others like videos.

[PocketMoney Video Tutorials](#)

Acknowledgements

Translations: The About Box lists who helped translated each language in PocketMoney.

Beta Testers: Beta testing is difficult and boring to do it correctly. I appreciate all the testers who have taken the time to put PocketMoney through its paces.

Graphic Design: Quapps Interactive <http://www.quapps.co.uk>

Calendar Picker

The calendar picker is based on code from Tree House Ideas.

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