OPEN SOURCE APPLICATIONS FOUNDATION

# Chandler End User Documentation[1]

## About Chandler

Chandler is intended to be an open source personal information manager for email, calendars, contacts, tasks, and general information management, as well as a platform for developing information management applications. It is currently under development and will run on Windows, Mac, and Linux-based PC's. For additional user-oriented information, see what's compelling about Chandler.

*This documentation is for the 0.1 release. The 0.1 release is not intended for end-use, but for developers to play with. This page is here because even developers need to know what features are available.*

*Please note that essentially all pieces of Chandler are undergoing massive development. The design and implementation of all parcels is likely to change* ***significantly****, and many more parcels and features will appear before the 1.0 release.*

## Getting and Running Chandler

To get the latest Chandler release, go to our downloads page and follow the directions for the end-user distribution. Instructions for running Chandler are included in on the download instructions page.

## About Chandler

### About Chandler Parcels

- About Calendar
- About Contacts
- About Repository
- About Roster
- About Timeclock
- About ZaoBao

### About Sharing

- About Sharing

[1] The text has been consolidated into a single document. Images from the Virtual Tour have been added to the text following each section.

# If something goes wrong

If something in Chandler doesn't behave the way you expect, you have several options.

Since this a peek into the early stages of the software development, many of the problems you will encounter when running 0.1 are known, expected, and not suitable material for filing a bug. If you are able to launch the application an play briefly with the installed packages, then you are seeing most of what we had planned for 0.1.

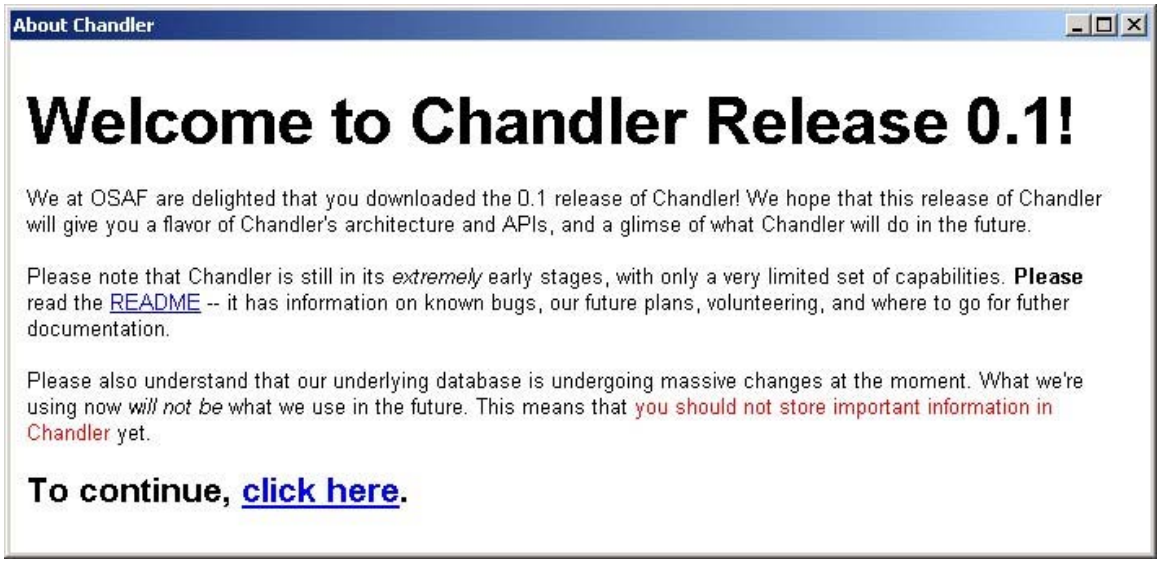
See if we already have a solution at our TroubleShooting page.

If you are having a problem which you believe is worth filing a bug on, for example you can't get to the Calendar or other top level parcels, or if data you enter is immediately corrupted or lost, Bugzilla is our bug database and you can file a bug.

If it looks like a user interface or implementation design issue, please bring it up on one of the mailing lists.

If it is a feature request, please put it on our wiki.

KaitlinDuckSherwood - 15 Apr 2003



# About the Calendar Parcel

The calendar parcel is one of the core, fundamental parcels of Chandler. Here is a brief descriptions of the Calendar parcel as it exists in the 0.1 release. Note, however, that the Calendar parcel is under very active development and is likely to change rapidly and significantly.

## Views

The Calendar parcel's screen real estate has two main sections, with the Event View filling about two-thirds of the screen on the left and a Mini-Month View in the upper right. (The lower right, marked `This space intentionally left blank` is room for future expansion.)

You can switch between two different Event views -- Month view and Columnar Week View -- using the pull-down menu at the upper right of the Event view.

You can change which days are visible in several ways:

- with the left/right arrow buttons at the top of the Event View (to move to the previous/next week or month)
- with the `Today` button below the Month/Columnar View selector (to switch to the week or month containing today's date)
- with the Mini-Month calendar at the upper right (to switch to an arbitrary date)

## Adding Events

To add an event to the calendar, simply drag (i.e. click and hold) from the start time to the end time. To add a description to an event, first click in the center of the event, then type the description. To change the duration of an event, drag the bottom of the event to the new end time.

## Moving and Copying Events

You can also move and copy events to a new location. In Chandler for Windows, drag and drop the event to move it and Control-drag to copy it.

On the Mac, currently you can drag and drop to copy, but there is a known bug that there isn't a way to move an event. We plan on changing this to a simple drag and drop for moves; we haven't decided what we will do (if anything) for copies.

In Chandler for Linux, drag and drop the event to copy it and shift-drag it to move it. (This is behavior that we inherited from our UI toolkit; we're currently evaluating whether or not to change this behavior.)

There is also a known bug that on event copies, the new event is not stored persistently. If you copy an event, switch to Contacts, then switch back to Calendar, you will only see the original event.

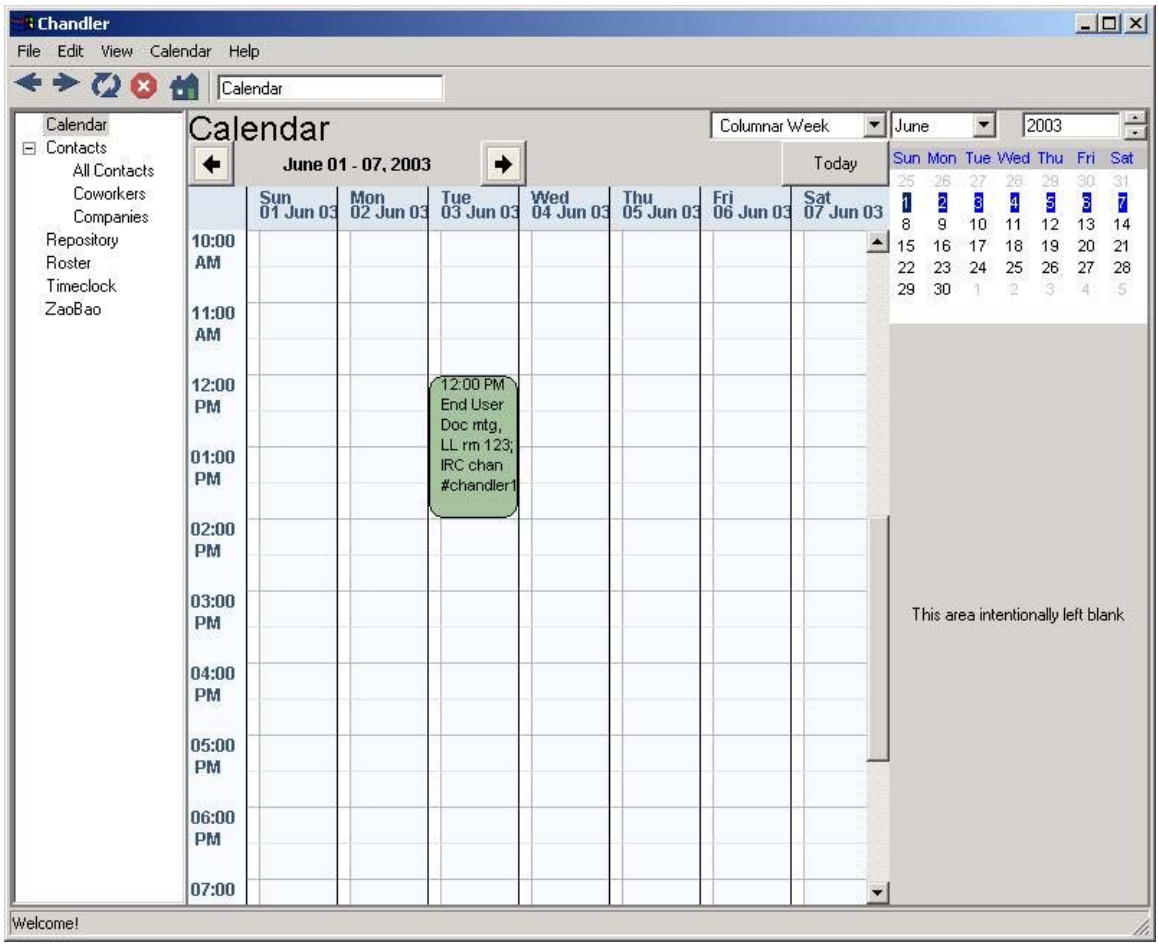
# Sharing

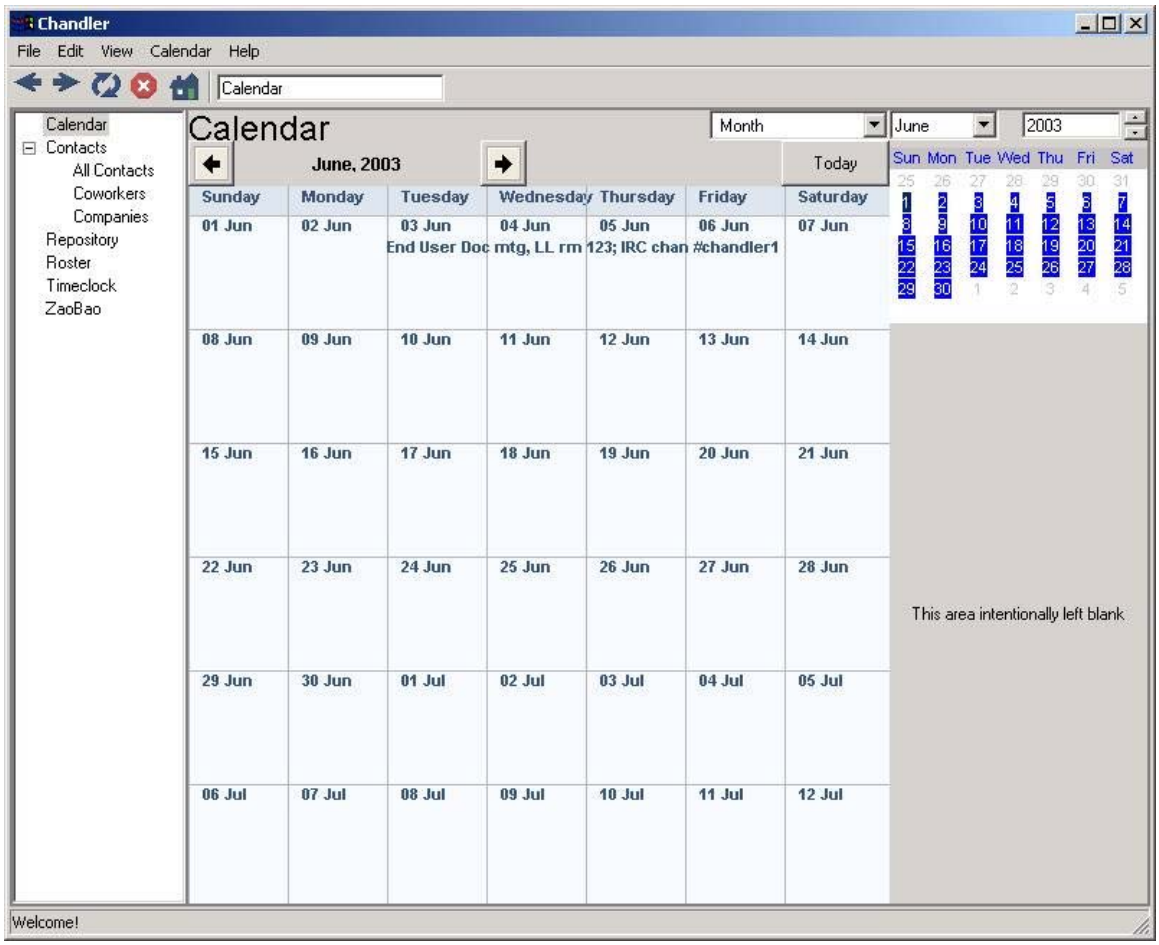
To enable sharing your calendar, you need to first enter your Jabber information. Once you do that, you can share your information by selecting `Accessible to Public` from the `Calendar` menu.

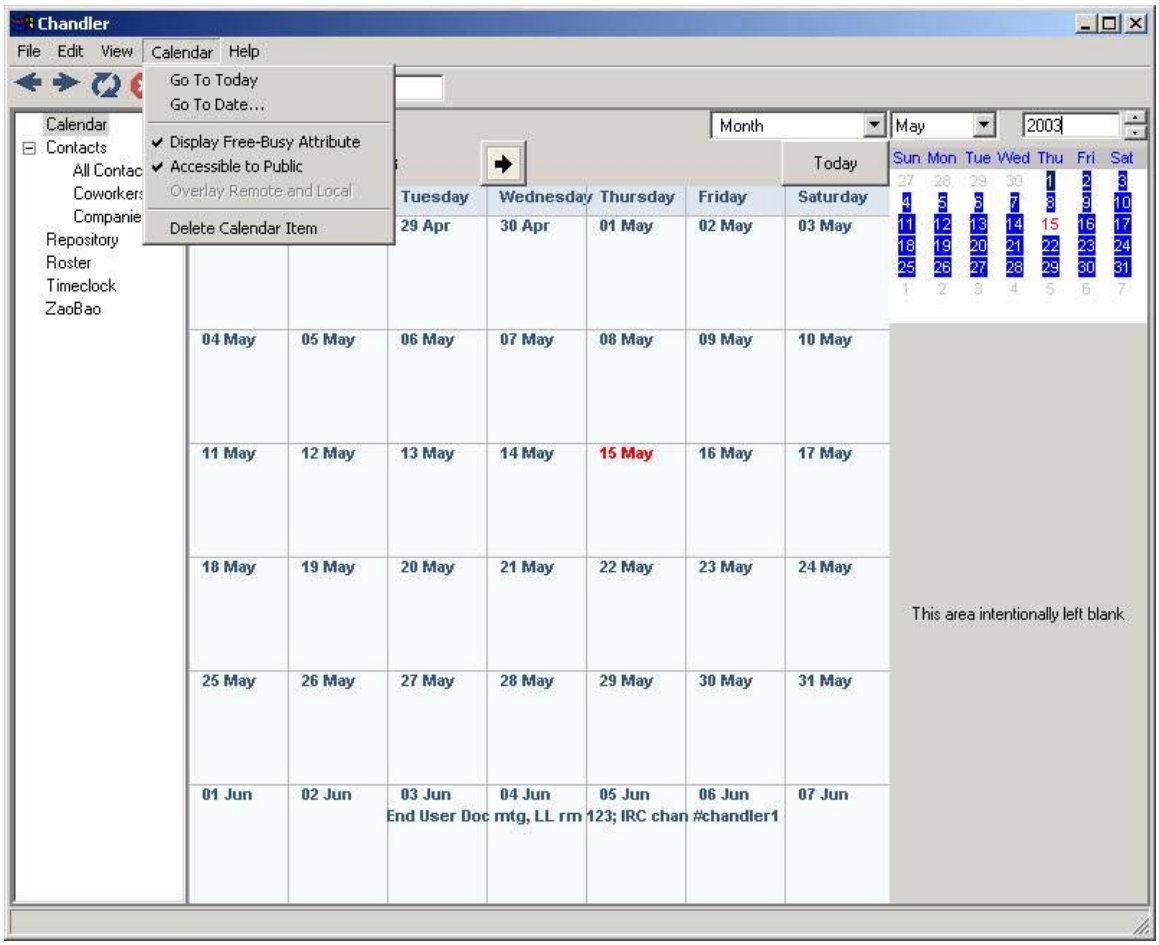
(Note that right now our access controls are very primitive: you can either make your calendar visible to the entire world or to nobody. We will implement much more sophisticated access control in the future.)

If someone else has made their calendar available to you, you will see it underneath their Jabber ID underneath Roster on the sidebar. If you select their calendar, you will see their calendar events in beige. If you then select `Overlay Remote and Local`, you will see your own events in green and their events in beige.

KaitlinDuckSherwood - 20 Apr 2003




Chandler
File Edit View Calendar Help
Calendar
Calendar
Contacts
All Contacts
Coworkers
Companies
Repository
Roster
Timeclock
ZaoBao
Calendar
Month
June
2003
June, 2003
Today
Sunday Monday Tuesday Wednesday Thursday Friday Saturday
01 Jun 02 Jun 03 Jun 04 Jun 05 Jun 06 Jun 07 Jun
End User Doc mtg, LL rm 123; IRC chan #chandler1
08 Jun 09 Jun 10 Jun 11 Jun 12 Jun 13 Jun 14 Jun
15 Jun 16 Jun 17 Jun 18 Jun 19 Jun 20 Jun 21 Jun
22 Jun 23 Jun 24 Jun 25 Jun 26 Jun 27 Jun 28 Jun
29 Jun 30 Jun 01 Jul 02 Jul 03 Jul 04 Jul 05 Jul
06 Jul 07 Jul 08 Jul 09 Jul 10 Jul 11 Jul 12 Jul
Sun Mon Tue Wed Thu Fri Sat
This area intentionally left blank
Welcome!


Chandler
File Edit View Calendar Help
Go To Today
Go To Date...
Display Free-Busy Attribute
Accessible to Public
Overlay Remote and Local
Delete Calendar Item
Calendar
Contacts
All Contac
Coworkers
Companie
Repository
Roster
Timeclock
ZaoBao
Month
May
2003
Today
Sun Mon Tue Wed Thu Fri Sat
Tuesday Wednesday Thursday Friday Saturday
29 Apr 30 Apr 01 May 02 May 03 May
04 May 05 May 06 May 07 May 08 May 09 May 10 May
11 May 12 May 13 May 14 May 15 May 16 May 17 May
18 May 19 May 20 May 21 May 22 May 23 May 24 May
25 May 26 May 27 May 28 May 29 May 30 May 31 May
01 Jun 02 Jun 03 Jun 04 Jun 05 Jun 06 Jun 07 Jun
End User Doc mtg, LL rm 123; IRC chan #chandler1
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# About Contacts

The Contacts parcel is one of the core, fundamental parcels of Chandler. Here is a very brief discussion of the Contacts parcel as it exists in the current release. Note, however, that the Contacts parcel is under very active development and is likely to change rapidly and significantly.

## Table vs. minicards

The Contacts parcel has two main panes: the list of Contacts in the upper pane and the Contact Detail in the lower pane.
You can switch between viewing the list of Contacts as a table or as a set of small "minicards" by selecting the appropriate view from the pull-down menu at the upper right.

## Adding and removing Contacts

In order to exercise Chandler's Contacts parcel, you might want to generate some test Contacts. Select `Contacts->Generate 25 Contacts` to generate twenty-five random Contacts.

To add a single Contact, select `Contacts->Add New Contact`. You will be prompted for a Contacts template to use. Each Contact template has its own set of suggested fields for you to fill in.
To remove a contact, select `Contacts->Delete Selected Contact`.

## Modifying a Contact

You can modify any visible contact method by clicking on the item. For example, to change a phone number, click on the phone number.
You can also add ways of contacting the person by selecting `Contacts->Add Contact Method to Current Contact`. For example, you might want to add a cell phone number to someone's contact info. Once you've selected what type of contact method to add, click on that contact method in the Detail View.

## Groups

In the sidebar, there is a boxed "+" (Linux and Windows) or right-pointing triangle (Mac) next to Contacts. Clicking on that shows different Views.

## Views

The Contacts parcel ships with three Views in it: All, Coworkers, and Companies. Not surprisingly, these will show you

- all the Contacts,
- all the Contacts in the Coworkers Group, and
- all the Contacts in the Companies Group.

You can select a different View either from the Contacts menu or by clicking on the disclosure triangle (Mac OS) or boxed "+" (Windows) next to `Contacts` in the sidebar.

You can also define your own Views. Select the menu item `Contacts->Add a New View` and fill in the appropriate boxes. For example, you could make a View called "Family" which shows all the Contacts that are in the group named "Family".

# Groups

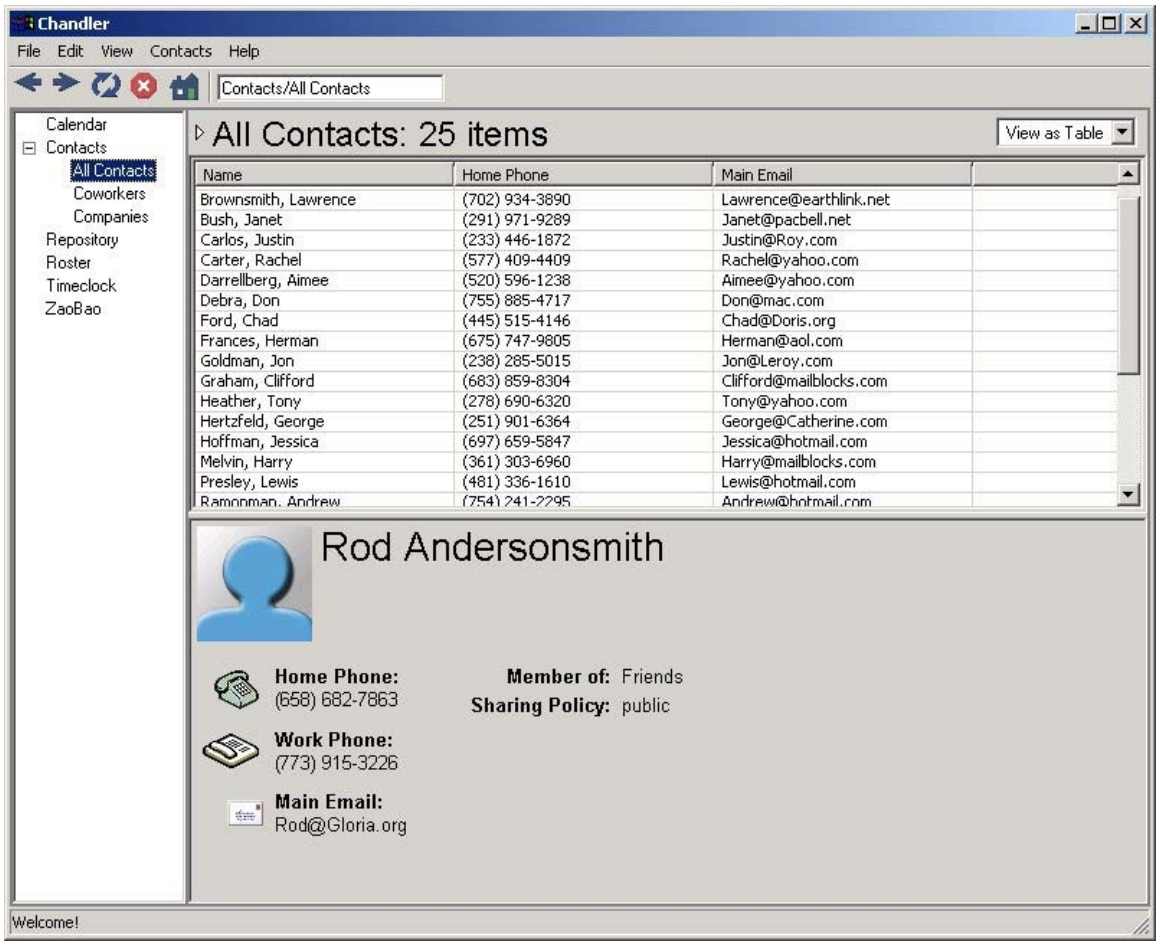
The Views described above show different Groups of Contacts. To change a Contact's group membership, click on the groups that they are belong to (or `None`). The groups are next to the label **Member of** in the Detail View.

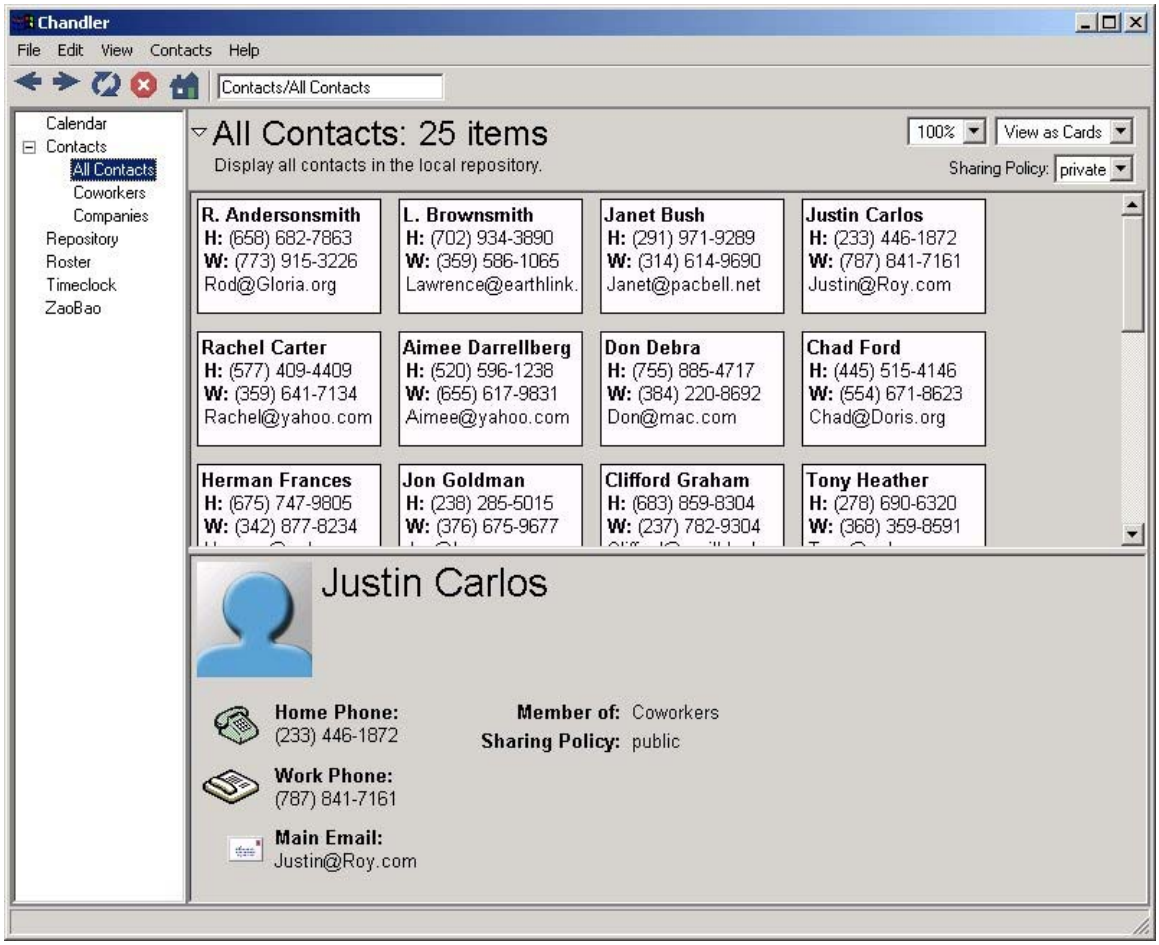
# Sharing

If you have configured Jabber, then you can share your Contacts information with others. To the left of the headline (e.g. **All Contacts 25 items**) is a small triangle. Clicking on the triangle exposes another pull-down menu. If you select `public` from that menu and have sharing enabled, other Chandler users will be able to view any Contacts that you have marked `public.` (Note that both the overall Contacts sharing policy and the policy for an individual Contact must be `public` for it to be shared. Note also that we plan to have much richer access control levels in the future.)

To view someone else's Contacts information, look for their name under `Roster` in the sidebar. Click on the little triangle next to their name, and Contacts should appear. (If it doesn't, then they haven't made their Contacts information `public`.)

Note that if you try to change a Contact in someone else's public Contacts, you will get a warning that you are not allowed to change other people's Contacts. You will then have the option of copying that contact record into your own Contacts list.


Chandler
File Edit View Contacts Help
Contacts/All Contacts
Calendar
Contacts
All Contacts
Coworkers
Companies
Repository
Roster
Timeclock
ZaoBao
All Contacts: 25 items
View as Table
Name
Home Phone
Main Email
Brownsmith, Lawrence (702) 934-3890 Lawrence@earthlink.net
Bush, Janet (291) 971-9289 Janet@pacbell.net
Carlos, Justin (233) 446-1872 Justin@Roy.com
Carter, Rachel (577) 409-4409 Rachel@yahoo.com
Darrellberg, Aimee (520) 596-1238 Aimee@yahoo.com
Debra, Don (755) 885-4717 Don@mac.com
Ford, Chad (445) 515-4146 Chad@Doris.org
Frances, Herman (675) 747-9805 Herman@aol.com
Goldman, Jon (238) 285-5015 Jon@Leroy.com
Graham, Clifford (683) 859-8304 Clifford@mailblocks.com
Heather, Tony (278) 690-6320 Tony@yahoo.com
Hertzfeld, George (251) 901-6364 George@Catherine.com
Hoffman, Jessica (697) 659-5847 Jessica@hotmail.com
Melvin, Harry (361) 303-6960 Harry@mailblocks.com
Presley, Lewis (481) 336-1610 Lewis@hotmail.com
Rod Andersonsmith
Home Phone:
(658) 682-7863
Member of: Friends
Sharing Policy: public
Work Phone:
(773) 915-3226
Main Email:
Rod@Gloria.org
Welcome!


Chandler
File Edit View Contacts Help
Contacts/All Contacts
Calendar
Contacts
All Contacts
Coworkers
Companies
Repository
Roster
Timeclock
ZaoBao
All Contacts: 25 items
Display all contacts in the local repository.
100%
View as Cards
Sharing Policy: private
R. Andersonsmith
H: (658) 682-7863
W: (773) 915-3226
Rod@Gloria.org
L. Brownsmith
H: (702) 934-3890
W: (359) 586-1065
Lawrence@earthlink.
Janet Bush
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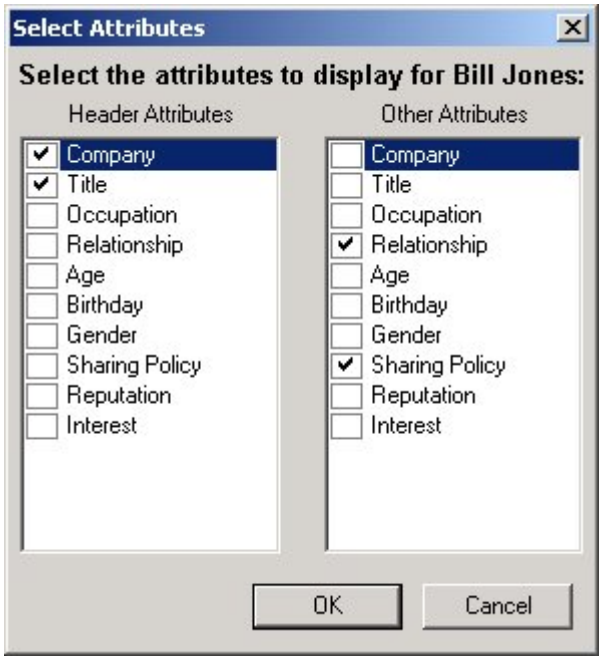
W: (314) 614-9690
Janet@pacbell.net
Justin Carlos
H: (233) 446-1872
W: (787) 841-7161
Justin@Roy.com
Rachel Carter
H: (577) 409-4409
W: (359) 641-7134
Rachel@yahoo.com
Aimee Darrellberg
H: (520) 596-1238
W: (655) 617-9831
Aimee@yahoo.com
Don Debra
H: (755) 885-4717
W: (384) 220-8692
Don@mac.com
Chad Ford
H: (445) 515-4146
W: (554) 671-8623
Chad@Doris.org
Herman Frances
H: (675) 747-9805
W: (342) 877-8234
Jon Goldman
H: (238) 285-5015
W: (376) 675-9677
Clifford Graham
H: (683) 859-8304
W: (237) 782-9304
Tony Heather
H: (278) 690-6320
W: (368) 359-8591
Justin Carlos
Home Phone:
(233) 446-1872
Work Phone:
(787) 841-7161
Main Email:
Justin@Roy.com
Member of: Coworkers
Sharing Policy: public

Chandler
File Edit View Contacts Help
Contacts/Coworkers
Calendar
Contacts
All Contacts
Coworkers
Companies
Repository
Roster
Timeclock
ZaoBao
Coworkers: 8 items
View as Table
Name
Home Phone
Main Email
Carlos, Justin (233) 446-1872 Justin@Roy.com
Goldman, Jon (238) 285-5015 Jon@Leroy.com
Heather, Tony (278) 690-6320 Tony@yahoo.com
Presley, Lewis (481) 336-1610 Lewis@hotmail.com
Ramonman, Andrew (754) 241-2295 Andrew@hotmail.com
Robertson, Bruce (355) 975-8999 Bruce@yahoo.com
Robertson, David (542) 663-7235 David@mailblocks.com
Walkerberg, Thomas (222) 622-7697 Thomas@hotmail.com
Justin Carlos
Home Phone:
(233) 446-1872
Work Phone:
(787) 841-7161
Main Email:
Justin@Roy.com
Member of: Coworkers
Sharing Policy: public


Select Attributes
Select the attributes to display for Bill Jones:
Header Attributes
Company
Title
Occupation
Relationship
Age
Birthday
Gender
Sharing Policy
Reputation
Interest
Other Attributes
Company
Title
Occupation
Relationship
Age
Birthday
Gender
Sharing Policy
Reputation
Interest
OK
Cancel

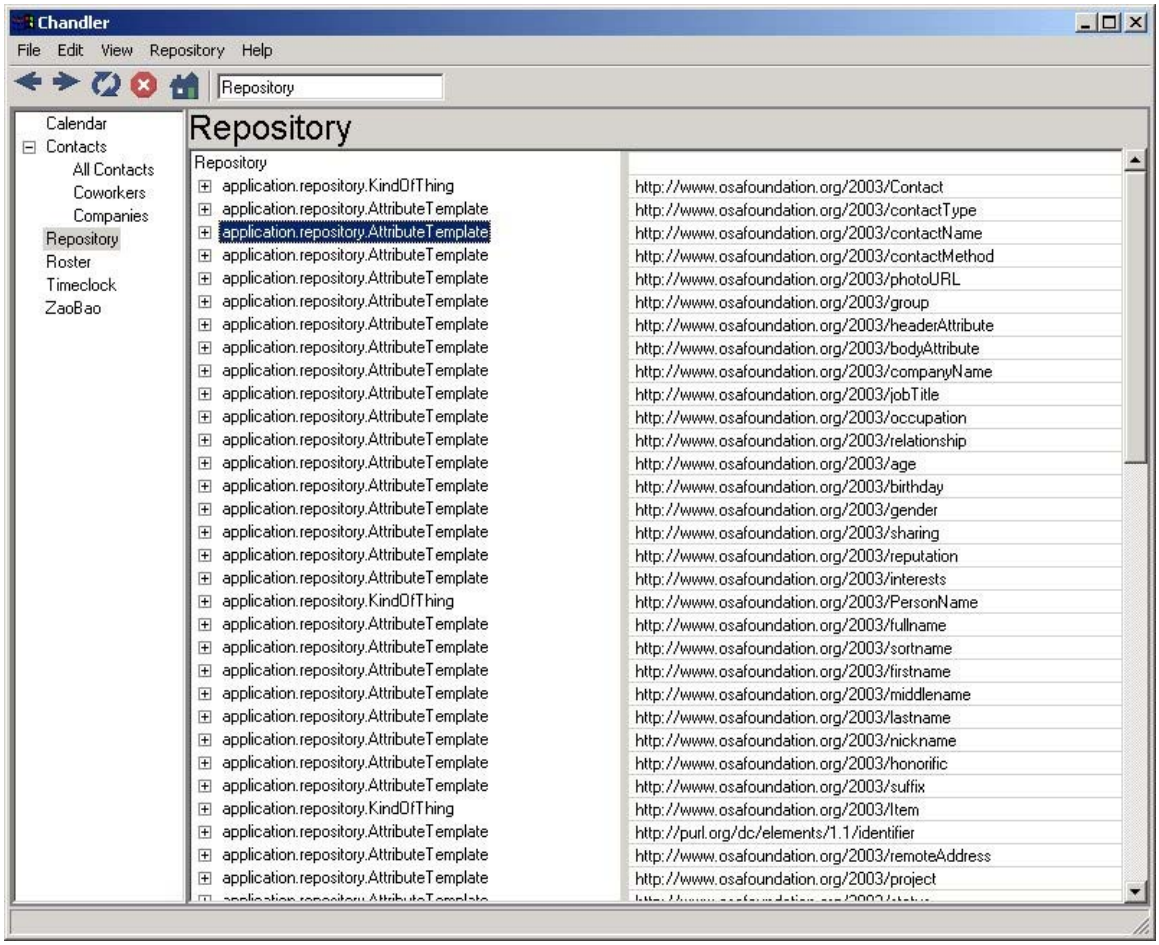
# About the Repository Viewer

The repository parcel is a low-level view which browses content in Chandler's database holding a repository of data used by Chandler parcels. Inspection of this low-level detail can potentially inform developers, but typical users might find little practical information in this view of the repository.

This display of repository content exposes internal details of the representation, including schema and physical location information. Such alternative views of persistent content permits developers to confirm expectations about what should appear in the repository. Future versions of the parcel might expand browsing features; it is also likely that future releases of Chandler will not include this parcel by default.

## Contributors to text

- RysMcCusker OSAF
- KaitlinDuckSherwood OSAF



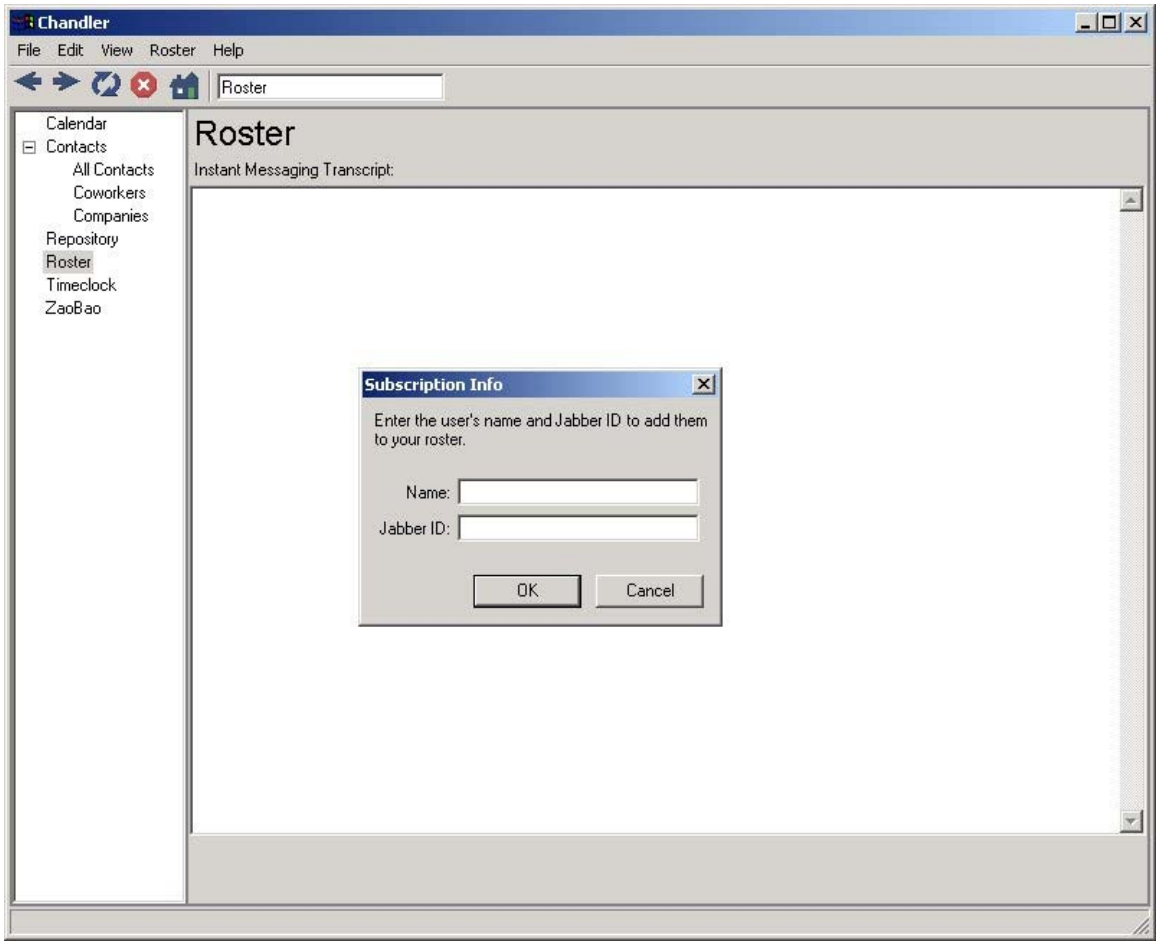
# About Roster

The roster parcel is one of the core, fundamental parcels of Chandler. Here is a brief descriptions of the Roster parcel as it exists in the 0.1 release. Note, however, that the Roster parcel is under very active development and is likely to change rapidly and significantly.

After you have configured your Jabber preferences, you can use Roster to send instant messages to anyone that Chandler can communicate with over Jabber. To subscribe to someone, select `Roster->Add to Roster` and add the person's name and Jabber ID.

You can send and receive instant messages from other Chandler users, or Jabber users in general, and Chandler will maintain a transcript of your conversation on a per-user basis. You can add or remove people from the roster using the menu commands, and When you receive a message from someone, their link in the sidebar will turn green until you've read the message

-- KaitlinDuckSherwood - 21 Apr 2003



# About Timeclock

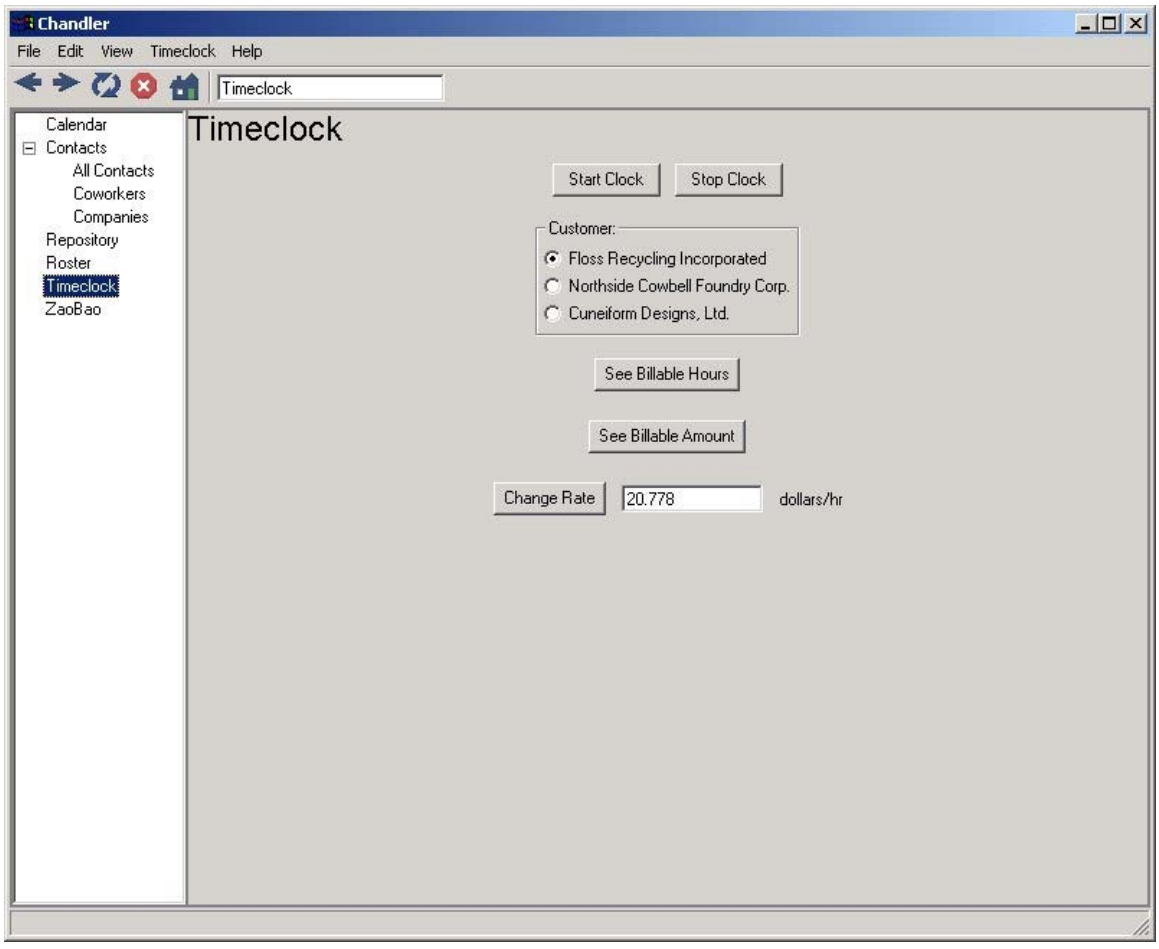
Timeclock's primary purpose is to provide an example of a simple parcel. As such, it is not intended to be the Perfect Industrial-Grade Timeclock. It might also disappear completely in the future.

It does, however, show user interface elements of buttons, text, text entry boxes, radio buttons, and hierarchical menus. It also shows the basics of the ParcelViewer framework and how those pieces tie together.

For more information on how to write your own parcel, see the "How to write a Viewer Parcel" tutorial.

The Chandler/wxPython/python framework makes developing parcels very easy and very fast. The entire Timeclock parcel was developed in two days by Kaitlin Duck Sherwood -- who hadn't used Python since 1994, had never developed in wxWindows or wxPython, and who hadn't yet written the "How to write a parcel" tutorial.

-- KaitlinDuckSherwood - 21 Apr 2003



# About ZaoBao

ZaoBao is an example parcel, not one of Chandler's core areas. As such, OSAF has not and probably will not invest much effort in making ZaoBao robust and full of features. It's likely that ZaoBao will eventually be dropped from the official OSAF releases in the future.

ZaoBao is an news aggregator which takes advantage of RSS-syndicated documents. ("ZaoBao" is a romanization of the Mandarin Chinese for "morning newspaper".) RSS is particularly popular for Web logs ("blogs").

If no RSS feeds are present, ZaoBao will load some defaults. (This is currently a slow process, since it has to go out to the network.)

## Views

ZaoBao's display area is split into two main areas: the list of RSS feeds (in the upper pane) and the contents of each feed (in the lower pane).

Above the two panes is a box where you can enter the URL of a feed. To the right is a sharing pull-down menu.

## Adding and removing feeds

You can remove a feed by selecting the feed in the list of feeds, then selecting the `Delete Item` from the ZaoBao menu. You can add a feed by entering its URL in the text entry box between the magenta stripe and the list of feeds.

You can find URLs for many RSS feeds at sites like Syndic8, DayPOP, and Userland. If you see a tiny graphic with "XML" in white on an orange background, that should take you to an RSS URL, which you can then insert into the Add box.

## Sharing

Once you configure your Jabber preferences, you can share your list of RSS feeds with others by selecting `public` from the pull-down menu in the upper-right-hand corner.

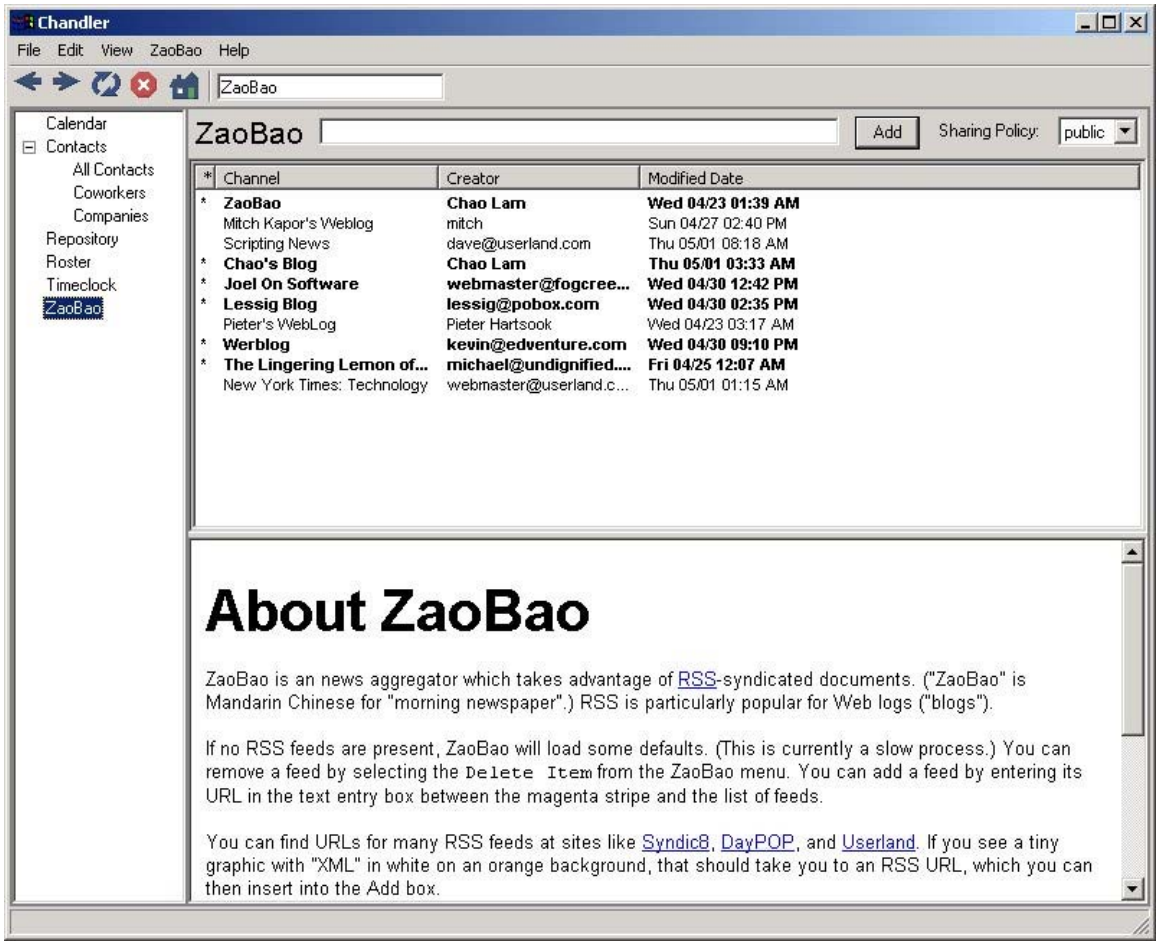
## Developers

Perhaps ZaoBao?'s most interesting feature is that it was developed by Chao Lam, OSAF's Product Manager, on his nights and weekends. Chao was not familiar with RSS, python, wxWindows, wxPython, or Chandler source when he started this project.

## Contributors

Chao used Mark Pilgrim's fine Ultra-liberal RSS Parser as a base, and someone less modest than he wrote this text, but Chao got minimal support otherwise. While ZaoBao started as a hobby project, it turned into a compelling proof that users would be able to develop Chandler parcels easily.

-- KaitlinDuckSherwood - 21 Apr 2003



# About Sharing in Chandler

Chandler's peer-to-peer sharing is one of its key features. It uses Jabber as its underlying protocol, so you will need a Jabber account somewhere in order to use the sharing features. Note, however, that the sharing features are under very active development and are likely to change rapidly and significantly.

(Note: Jabber servers have a parameter called "karma" that restricts the amount of information that users can send in a given time interval. They typically come with a low karma setting by default, since people can't really send instant messages very quickly. We suggest you set the karma settings on your Jabber server higher if you can.)

## Configuring Jabber

Once you get a Jabber ID, select `Preferences` from the Chandler `Edit` menu and fill in your `Identity` information. For sharing to work, you need to fill in your Jabber ID and your Jabber password.

A number of Chandler parcels can take advantage of the sharing infrastructure:

- Calendar Sharing
- Contacts Sharing
- ZaoBao Sharing
- Roster (Instant messaging)

-- KaitlinDuckSherwood - 21 Apr 200