# **Sweep Version 1.8**

Thank you for using Sweep Version 1.8! Anxious to start? Read the Quick Startup Guide!

Questions? Comments? Suggestions? Please email us at sweep@wavget.com or visit the <u>Sweep Web Site</u>

Sweep has been designed to help you manage a large number of sweepstakes and remind you when you should enter them. You can sort your entries into **groups**, and even use the **Type** function to automatically fill out the forms on the web page.

SweepStake Entries Organizing Entries in Groups Using the Type Function and Variables Sweep Options Sharing Sweep Data Files Downloading Sweep Data Files Comments and suggestions

What's New in this Version?

# **Adding a Group**

**Right** click on the Groups list to add a new Group. Name the Group and click Ok to create it.

Adding an Entry to a Group Removing an Entry from a Group

# **Adding an Entry**

To add an entry to the list, click the **New** button and name the entry. Sweep will add the name to the list and you can then fill out the rest of the fields. You can also **drag** a URL from your browser onto Sweep to automatically add the URL and Name to the new entry.

The Web Site box The Last Completed Box The Ends On Box Setting a Repeat Rate The Number of Entries counter The Rules & Comments Box The Type Button

Note: You can even drag and drop links directly from a web page or an email into Sweep. Just hold the left mouse button down over the link and drag it over Sweep, then drop it to create a new item.

# Adding an Entry to a Group

In the All Items group, select the Entry you want to add to a group and **right** click on it. Then Select a group from the Groups option in the popup menu. The entry will be added to the selected group. It will **ALWAYS** remain in the All Items group too.

Hint: You can select multiple items in the Items list and then Right click to move all of them at once.

Note: To move an entry from one group to another, select the item in the group you want to remove it from and right click on it. Then select the group you want to move it to from the Groups pop up menu. Sweep will remove the item from the current job, and then add to the group you selected.

# Adding TypeItIn information to an Entry

**Right** click on the Type button to open up the TypeItIn window. Type in the information you would normally type into the web form. For example if a site asks for your name and your email address and then you have to press an Enter button, the string in the TypeItIn window would look like:

Paul Beuger{tab}sweep@wavget.com{tab}{enter}

The {tab} and {enter} symbols will automatically show when you press the Tab or Enter key. The keyboard on the Type button will turn Green if TypeItIn information is available for the selected Entry.

# **Always On Top**

Check the **Always on Top** box in the Options section of Sweep to keep the Sweep windows always on top of all other applications. This feature makes it easier to access Sweep when you have a lot of windows open.

# Automatically check for uncompleted items every 15 minutes

Sweep checks to see what items need to be entered every time you start the program. If you have Hourly entries however, it is a good idea to enable this option so they will show as 'undone' automatically.

# **Automatically save data every 15 minutes**

When this option is checked, Sweep will automatically save all the entries every 15 minutes to prevent data loss in case of a

computer crash. Sweep's data is saved as a sweep.dat file and a sweep.bak file. It's probably a good idea to make a **backup** of these files to a USB drive every now and then just in case.

### **Comments and suggestions**

Sweep has been developed with the help of a team of very dedicated beta testers. They use sweep every day to enter thousands of sweepstakes. Their invaluable input was used to determine most of the functions found in Sweep today. If you have any comments on Sweep or suggestions for additional features, please email us at sweep@wavget.com or visit the <u>Wavget.com Web Site</u>. New Sweep features will be added based on user (that's you!) feedback.

# **Copying an Entry**

Right click on the entry and select Copy Item from the pop up menu. You will be asked for the name of the new Entry. Sweep will create an identical copy of the entry under the new name.

Hint: You can use this feature if you want to enter the same sweepstake for different people. Just make a copy of the entry and change the Type String to the new personal information.

# **The Number of Entries counter**

Every time you enter the contest Sweep will increase this counter so you can keep track of how many times you have entered it.

Note: An item that is marked **Once** with the repeat rate, will show undone when the entries counter is zero. It will show done when it shows a number greater than zero.

# **Deleting a Group**

Select the group in the drop down list that you want to delete and **right** click on it. Select Delete from the popup menu. You'll be asked to confirm the deletion.

# The Ends On Box

This is the date when the sweepstake will end. Click on the down arrow to drop down a calendar where you can select the

ending date. Sweep will flag you on the last day with a **light bulb** in front of the item in the list. After the sweepstake has ended the icon will change to a **red X**.

# **Finding an Entry**

You can search the list for a specific Entry. **Right** click on the list and select Find Item or press the **F3** key. Enter the keyword you want to search for and press Ok. To find the next Entry that needs to be completed, simply press the **Next** button.

### Going to a web site

Select the Entry you want to go to from the list and then click the **Goto** button. Sweep will start your <u>default</u> browser and direct it to the URL specified in the Web Site box.

If nothing happens when you click this button, or if the wrong browser starts, go to the **Options** tab and manually specify a browser. See <u>Manually Specifying a Browser</u> for more information.

If you manually specify a browser you can also **Right** click on this button to open the site in a new browser window. You can also double click on an entry to go to the site.

#### Groups

You can use groups to organize your sweepstakes. For example, you can have a daily, a weekly, a trivia, and a Winnings group. The basic group is the All Items group which as the name states, contains All Items that you have entered.

Adding a Group Renaming a Group Deleting a Group Sharing Groups with other people

# **The Last Completed Box**

This is the date and time you last entered this contest. In combination with the Repeat Rate selection, Sweep uses this field to tell you when it's time to enter the contest again. A green check mark in front of the item means it's completed, an **alarm clock** means it's time to enter it again. Sweep automatically updates this field when you click the **Done** button.

### Loading a Sweep Data File

To load a Sweep Data File, **right** click on the Group list and select **Save Group from File** from the popup menu. Select the file and click the **Open button** to load the file. Name the Group you want to add the items to and click **Ok**.

Note: If Sweep detects duplicate Item names, you will be asked to rename the Item. If you do not want the item, click cancel to ignore it.

Hint: After you load a Sweep Data File, you can Reset the Entry Counters

### **Manual browser selection**

You can manually select what browser you want Sweep to use by finding it on your hard drive with the Find button.

The default Netscape directory is: C:\Program Files\Netscape\Communicator\Program\netscape.exe

The default for IE is: C:\Program Files\Internet Explorer\lexplore.exe

If you specify a browser here you can **right** click on the Goto button to open the site in a **new** browser window.

# Marking an Entry as completed

After you visit a site and complete the web form, click the **Done** button to update the Last Completed date. That way Sweep can keep track of when to flag you to do the Entry again. If you mark the entry as done by accident, use the <u>Mark Entry as Uncompleted</u> function.

# **Options**

Click on the Options tab in Sweep to modify these settings.

<u>Automatically save data every 15 minutes</u> <u>Automatically check for uncompleted items every 15 minutes</u> <u>Slow Down Type Function</u> <u>Always On Top Feature</u>

Manual browser selection

### **Quick Startup Guide**

Select an item from the list and click the <u>Goto</u> button. If nothing happens when you click the Goto button, you need to <u>Manually select a browser</u>

After the page has loaded in your browser, enter the contest and submit your entry. Then click the <u>Done</u> button. You will see the <u>alarm clock</u> next to the item change to a green check mark. This means the item is completed. The next time the item needs to be done again, the icon will change to an alarm clock again. For example, if the item is a daily sweepstake, the green check mark will change to an alarm clock at midnight.

Then click the **Next** button to select the next item in the list that needs to be done. Click the **Goto** button, fill it out, hit **Done**, Click **Next**, etc.

To simplify filling out the contest form, you can use the <u>Type Function</u>! With the Type function you can type all the information you want to enter once, and the next time you want to fill out the same form you just click the Type button, and Sweep will fill out the form for you!

You can also organize your sweepstakes, contests, and freebies in Groups.

If you plan to <u>Share Sweep Data Files</u> it is a good idea to first define all your <u>Type Variables</u>! Even if you do not plan to share files, the variables can make the Type function a lot easier to use.

Questions? Comments? Suggestions? Please email us at sweep@wavget.com or visit the <u>Wavget.com Web Site</u> at http://www.wavget.com/

# **Removing an Entry from a Group**

In the group, select the item and **right** click on it. Select **Remove** from the Groups menu option.

Note: Do *not* use the **Delete** function to remove an item from a group, it will delete the item completely!

# **Renaming a Group**

Select the group in the drop down list that you want to rename and **right** click on it. Select **Rename** from the popup menu, then change the group's name and click Ok.

# **Renaming an Entry**

Select the Entry you want to rename from the list and **right** click your mouse button. Then select the **Rename** Item option from the popup menu. Type the new name and click Ok to rename the Entry.

# **Setting a Repeat Rate**

Select how often you are allowed to enter the sweepstake. In combination with the Last Completed info sweep will determine when it's time to enter the sweepstake again.

Note: The difference between **Weekly** and **Every 7 Days** is that a weekly item becomes undone on sunday, the first day of the week, regardless of what day you last entered it. An every 7 days item becomes undone 7 days after you last entered it. For example, if you entered the sweepstake on thursday, it will become undone the following thursday.

# **Reset Entry Counters**

You can reset all the number of times entered counters in a group to zero by **right** clicking on the group list and selecting Reset Entry Counters from the pop up menu.

This feature can be useful after you <u>load a Sweep Data File</u> from somebody else that has already entered some of the sweepstakes.

# **The Rules & Comments Box**

You can copy and paste important rules from the contest site into this box, save answers to trivia questions, or keep any other information you want.

# **Saving a Sweep Data File**

To save all the items in a Group to a Sweep Data File, **right** click on the Group list and select **Save Group to File** from the popup menu. Name the file and click the **Save button** to save the Group's items.

The data file is saved in the User Application Data Folder. By default this is C:\Users\ <UserName>\AppData\Local\Sweep\ where <UserName> is your windows login name, for example C:\Users\Paul\AppData\Local\Sweep

# **Sharing Sweep Data Files**

You can share Sweep Data Files with your friends! Simply add all the items you want to share to a Group (see <u>Adding an Entry to a Group</u>) switch to the group and then **right** click on the Group Menu. Use the <u>Save Group to File</u> menu option to create a Sweep Data File. You can then email the file to a friend, or post it on a news group. If you receive a Sweep Data File from somebody, use the <u>Load Group from File</u> menu option to import the items.

# **Slow Down Type Function**

With this option, you can reduce the speed that the <u>Type Function</u> uses to feed key presses into your computer. This is helpful with a program that has trouble accepting key strokes at the extremely fast rate that the Type Function normally uses.

If you are having trouble with the Type function sometimes not working, or typing in only part of the information, check this option and try it again.

# SweepStake Entries

Sweep can hold thousands of sweepstake entries only limited by the amount of memory your computer has.

Adding an Entry Deleting an Entry Renaming an Entry Copying an Entry Going to a web site Marking an Entry as completed Finding an Entry

# Moving an Entry to the Trash

To move an item to the trash, **right** click on it and select Move to Trash from the Groups pop up menu.

This will remove the entry from the All Items group and all other groups and add it to the Trash group.

The Trash group is useful for sweepstakes that have expired, but that you want to keep track of to see if you have won something. If the sweepstake is restarted, you can use the Groups feature in the pop up menu to move it back to a group and use it again. This feature is similar to the Recycle Bin in windows.

# **The Type Button**

The Type function can "automagically" fill out a sweepstake's web form for you. Please read the  $\underline{Type}$  section to find out more about it!

# **The Type Function**

You can use the **Type** function to fill out a web form for you. For example, if you enter a sweepstake every hour, you only have to type the information once. The next time you just click the **Type** button and Sweep will fill out the form for you.

Adding TypeItIn information to an Entry Using the TypeItIn function in a web form Using Type Variables Slow Down Type Function Option

# **Type Variables**

You can use variables in the <u>Type Function</u> to make it easier to create the Type string. Click on the **Variable Tab** in Sweep to manage variables. Click on a variable in the list to display it's value and edit it. For example, click on {email} to change the default 'undefined' setting to your email address. The next time you want use your email address in the Type function, just use the {email} variable.

Click the New Button to create a new variable, or select a variable and click the Delete Button to delete it.

Note: An added benefit of variables is that you can share Sweep Data Files with other people without disclosing any personal information in the Type strings. As long as you use variables, the Type string will work for anybody!

# Marking an Entry as Uncompleted

If you mark an entry as <u>completed</u> by accident, **right** click the Done Button to mark the Item as Undone.

### Using the TypeItIn function in a web form

Using the "Paul Beuger{tab}sweep@wavget.com{tab}{enter}" example, click on the Name box on the web page. Then click on the **Type** button in Sweep. Sweep will type Paul Beuger into the Name box, tab to the email box on the web page, type sweep@wavget.com into the email box, tab to the Enter button and press the Enter key to send the information.

**Note**: It's important that you first click on the box where you want to type in, and then <u>directly</u> on the **Type** button. You can not first activate Sweep and then Click the **Type** Button. For this reason, the **Type** button has to be visible at all times.

The best way to do this is to place Sweep on the far right side of your screen and resize your browser so that the Type button is always visible.

If you need some more information on how to best use the Type Function, visit the  $\underline{Sweep}$ Type Page

### The Web Site box

This is the URL for the sweepstake page.

**Example**: http://www.wavget.com/typeitin.html for a web page. **Example**: mailto:sweep@wavget.com?subject=Test?body=This is just an example on how to send email entries from Sweep.

# What's New in this Version?

#### Version 1.8

- \* Removed tip of the day.
- \* Removed download tab.
- \* Removed donation button.
- \* Data files are now stored in user application data folder
- \* Improved user interface.
- \* Fixed issue with drag and drop from browser.

#### Version 1.7

- \* Removed Banners.
- \* Added Status Bar, displays group information for selected item.
- \* Fixed a problem where you could rename an item to a name that already existed.
- \* Done count now updates as items are done, not only during Group change.
- \* Added donationware button.
- \* Cleaned up minor cosmetic issues.

#### Version 1.6

\* The banners are now at the top of the Sweep window and are no longer provided by Radiate or Aureate because of the issues surrounding them. The banners now come directly from the wavget server. Sweep no longer installs any dll files to retrieve banners.

#### Version 1.5

\* Sweep now only checks for default browser if browser not specified manually.

- \* Improved saving of data file in case of a computer crash.
- \* Group names in Move-To-Group menu are now alphabetized.
- \* Netscape no longer gives timeout error message during long drag-n-drop.

\* Sweep now checks for duplicate URLs during a drag-n-drop.

\* Adding an item to another group while in a group other than All Items now MOVES the item to the new group.

\* Fixed a problem with going to a URL with a comma in it if a browser was specified in options.

- \* Creating a New Item now repeatably asks for new name if name already exists.
- \* Added Copy Item feature in pop up menu for Entry list.
- \* Added the Trash group. Items in Trash do not show up in any other group.
- \* Fixed a problem with 255 character limit for comments in sdf file transfers.
- \* Added Reset Entry Counters to group menu to reset counter of imported groups.
- \* Improved downloading of sweep data files from wavget server.

#### Version 1.4

\* Improved drag and drop from IE and Netscape, now uses web page title as name suggestion.

- \* Improved loading and saving of sweep.dat file.
- \* Improved downloading of Sweep Data Files from wavget.com server.
- \* Improved international date, time, and character support.
- \* Added the Always On Top feature.
- \* Made minor improvements to user interface.

#### Version 1.3

- \* Added download function.
- \* Added loading and saving of Sweep Data Files (sdf).
- \* Fixed problem with saving type strings over 255 characters.
- \* Added Variables in Type function.
- \* Improved error checking while loading sweep.dat file.
- \* New Item is now UnDone by default, Last date is one year before current date.
- \* Added UnDone option, menu option and right click on Done button.

#### Version 1.2.1

- \* Added arrow key support to the Type function.
- \* Added paste support to Type input window.
- \* The Type function now really supports unlimited type string length.
- \* Date conversions now use ShortDateFormat as defined in Control Panel.

# **Deleting an Entry**

Select the Entry you want to delete from the list and **right** click your mouse button. Then select the Delete Item option from the popup menu. You'll be asked to confirm the deletion. Do not use this option to remove an item from a group! See <u>Removing an Entry from a</u> <u>Group</u> for information on how to do that.

Hint: You can also <u>Move an Entry to the Trash</u> group. This will remove the entry from the All Items group and all other groups, but it will be stored in the Trash group.