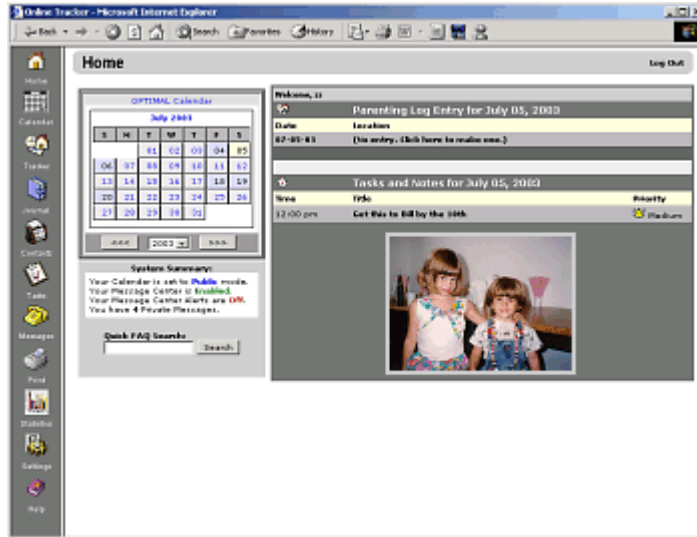


The OPTIMAL Home Page

The Home page is where you start each time you log into OPTIMAL. The Mini-Calendar shows you at a glance what the month looks like, with 'event' days



shaded in blue. Non-event days are gray, and the current day (today) is always shaded yellow. Clicking on an 'event' day displays details for that day, along with any notes and/or icon flags that have been set.

You can use the "<<" and ">>" buttons and the Year drop down list at the bottom of the Mini-Cal to view different dates.

Below the Mini-Calendar is your system status panel, which gives you a quick summary of how OPTIMAL is configured. The status panel also displays the number of

messages (if any) in your Private Message System. Just below the status panel is a Quick Search box for the FAQ and Help System. Use the Quick Search to get familiar with OPTIMAL and to find answers to any questions you may have.

On the right side of the screen, the Home page display shows you a link to today's Tracker entry, and shows links to any tasks or notes associated with today's date. Click on either the Tracker or Task & Notes links to go directly to each entry.

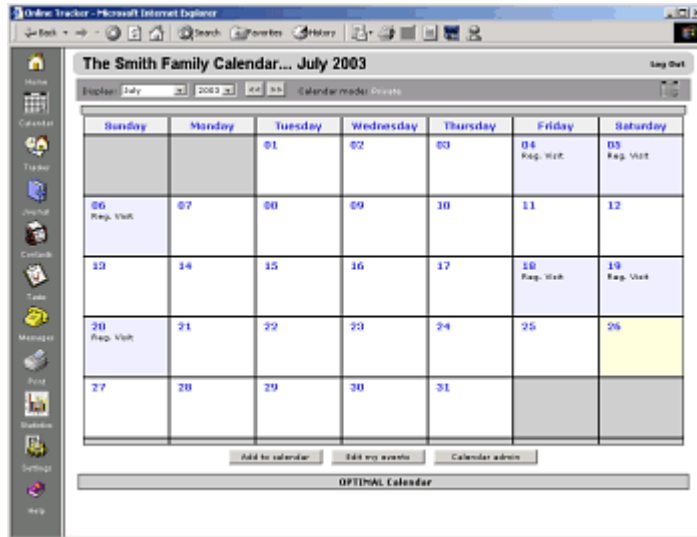
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The OPTIMAL Calendar

The Scheduling Calendar is where you can 'map out' your parenting time for the year. The Calendar highlights days which have events posted, and each entry is a link which can display notes and icons you set.



Your Calendar also shows you whether your **Guest Calendar** is set to **Public** or **Private** access.

You have complete control over access to your Guest Calendar- you can allow it to be viewed by anyone, allow it to be viewed only with a password, or lock it, which prevents it from being viewed at all. You can also change the password to your Guest Calendar at any time, as often as you need.

The Calendar allows you to post a schedule that you and the child's

other parent can share and use to make arrangements, arrange pick-up and drop-offs, and work from the same information wherever the children's time is involved.

Your Calendar is also an ideal tool for recording other events, such as doctor's appointments, meetings, and other activities. You can schedule as many events as you need, and events can overlap and occur as often as required. Setting **recurring events** (such as those shown in the picture above) is quick and easy.

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The OPTIMAL Time Tracker

The Tracker, one of the central parts of OPTIMAL, is used to record the details of your parenting time so that you have a permanent, cumulative record. Tracker records can be created for dates as far back as 1995.

The Tracker captures the "who, what, when, where, and why" for every instance of parenting time, whether it is time spent together or a telephone call.

The information gathered by the Tracker is used by the **Statistics** module to create the graphical views of your parenting time and of the other parent's compliance with the custody agreement.

Update Parenting Log entry: Thursday, July 3rd, 2003

Date: 07-03-03 Parent Name: JJ Visit Type: Regular Location: Home

Scheduled Time				Actual Time			
Start	Stop	Hours	Type	Start	Stop	Hours	Non-Parental Time
9:30	06:30	6		9:30	06:30	6	

Mood (Arrival): Peace Mood (Depart): Normal Other people: Grandma

Expense amount: 22.35 Expense Date: Paid, gift Expense Type: Message: #2 Add Flags: (nothing)

Select children present: [None] [Mia] [Alex] [Liam] [Mason] [Sophia] [Liam] [Mason] [Sophia] [Liam] [Mason] [Sophia]

Event flags to display (select up to 8 items to show): Drive, Maternity, Abuse, Rape, Health, Photo, Home, Money, On, Trouble, Other, Parent, Missing, BirthDay

Special Remarks (Health, Abuse, etc): [Empty]

Actual During parenting time: [Empty]

Checked with: 2003 SpellCheck

Save this entry Cancel Clear Notes Undo

Events such as overnight stays and 'denied time' are automatically detected and displayed with special icons. You can also select icon flags to be used to mark your own set of specific kinds of events.

The Tracker contains a wealth of intelligent features to make entering time quick and easy; creating a basic visitation record in the Tracker usually takes less than a minute. The integrated spell checker helps you produce more consistent and readable notes.

Parenting Time Log for June 2003

Details	Date	Scheduled Time			Actual Time			Expense	Flags	
		Start	Stop	Hours	Type	NP Time	Start			Stop
[Parent]	01 Sun							0.00		
[Parent]	02 Mon							0.00		
[Parent]	03 Tue							0.00		
[Parent]	04 Wed							0.00		
[Parent]	05 Thu							0.00		
[Parent]	06 Fri	4:00pm	4:00pm	2	Regular	6	4:00pm	4:00pm	2	\$91.00
[Parent]	07 Sat							0.00		
[Parent]	08 Sun	3:30pm		6.5	Regular	3:4	3pm	6.2		\$0.00
[Parent]	09 Mon	3:30pm		24	Regular	3:4	3pm	24		\$0.00
[Parent]	10 Tue			24	Regular			24		\$0.00
[Parent]	11 Wed			24	Regular			24		\$0.00
[Parent]	12 Thu	5:00pm		17	Regular		5:00pm	17		\$0.00
[Parent]	13 Fri									\$0.00
[Parent]	14 Sat									\$0.00
[Parent]	15 Sun	4:00pm	9:00pm	3	Regular	4:00pm	9:00pm	3		\$0.00
[Parent]	16 Mon	3:00pm	9:00pm	6	Regular	3:00pm	9:00pm	6		\$0.00
[Parent]	17 Tue									\$0.00
[Parent]	18 Wed									\$0.00
[Parent]	19 Thu									\$0.00
[Parent]	20 Fri	3:00pm		9	Regular	3:00pm		9		\$0.00
[Parent]	21 Sat			24	Regular			24		\$0.00
[Parent]	22 Sun	5:00pm		17	Regular		5:00pm	17		\$0.00
[Parent]	23 Mon									\$0.00
[Parent]	24 Tue				Regular					\$40.00

The OPTIMAL Private Journal

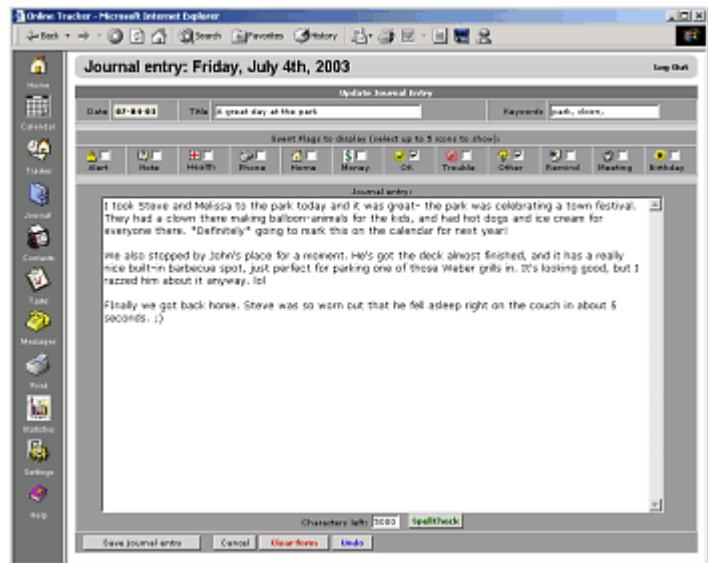
Your Private Journal is a secure place for you to record your thoughts, leave notes, or write whatever you want.

You can select icons to display in your Journal, and it has a built-in spell check feature, too.

A "key words" field lets you tag any Journal entry with an easily searchable word or phrase.

Whatever you put in your Private Journal, you can rest assured that it's protected by our multi-layered security, making it next to impossible for anyone but you to view its contents.

You can export the entire contents of your Journal to an Excel spreadsheet (or as text) whenever you want, making it easy for you to keep your own copies.



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The OPTIMAL Child Support Tracker

The OPTIMAL Child Support module helps you keep track of support payments and other child-related expenses. Payments can be referenced by paycheck date or by a CS payment date, as well as by optional Income Source and Tracking Number fields.

The color-coded payment form is 'live'- as you make changes, the year -to-date totals and percentages are recalculated immediately onscreen for you to see.

Once a support payment is entered, the payment record is locked to prevent accidental editing. (Payment records may be unlocked and updated by you at any time to make changes or correct payment details.)

The current year-to-date values of *Total Percentage of Income Paid*, *Total Amount of Support Paid*, *Personal Funds Left Over*, and the *Current Support Balance* are displayed.

A bar graph of the support paid helps you see the payment history. The graph's size, color, and details can be adjusted for printing or importing into word processor.

For recording specific details about payments or expenses, a notes field with built-in spellcheck is available at the bottom of the form.

Dates are set through an easy to use pop-up calendar, and as a convenience feature a small calculator is also supplied for your use.

Item Description	Payment Amount	Amount Year to Date
Gross Pay	\$1,916.83	
Federal	\$38.08	
State	\$84.08	
Medicare	\$4.80	
FICA	\$5.80	
Other (E)	\$0.00	
Other (O)	\$0.00	
Employer Fee	\$0.00	
Net Pay	\$1,711.90	
Support Due	\$22.00	
Amount Over	\$0.00	
Support Paid	\$180.00	

Year-to-Date Support Statistics

Total Percentage of Income Paid	126.1%
Total Amount of Support Paid	\$ 780.00
Personal Funds Left Over	\$ 2731.00
Current Child Support Balance	\$ -42.00

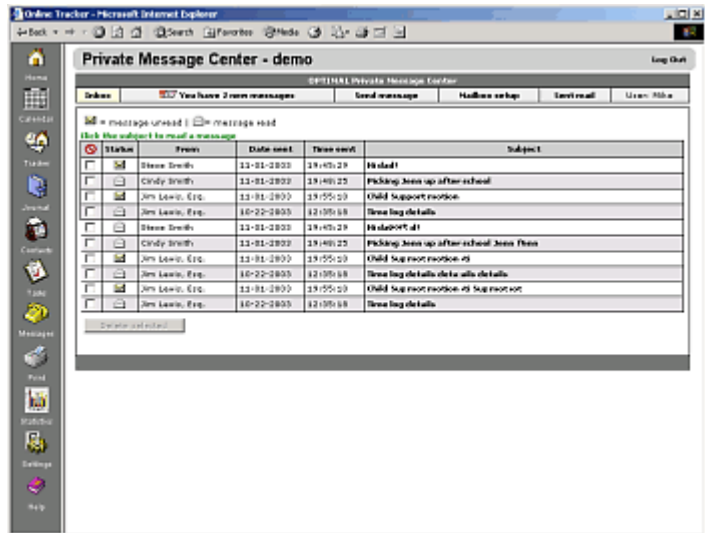
2004 - Child Support by Month

Month	Support Paid
J	0
F	0
M	0
A	0
M	0
J	0
J	0
A	0
S	0
O	0
N	0
D	0

The OPTIMAL Private Message Center

You can use the Private Message Center to securely communicate with the people to whom you've given your **Guest Calendar** link. The Private Message Center works like a miniature email system. Your messages stay confidential because they never leave the security of our site.

You can elect to have a **new message notification** sent to you whenever a message is left for you. You can have message alerts sent to your email or text-enabled phone. The message itself is held securely on our server and is only accessible from the Private Message Center.



This is an ideal method to foster communication between you and the child's other parent, as it allows communication without personal overtones. This reduces the stress and anxiety often felt when dealing with the other parent, especially in cases where parents don't get along.

The Private Message Center is also a great means of communication between you and your attorney- secure, reliable, and available 24 hours a day.

Although the Private Message Center works along with the **Guest Calendar**, it is separate from the Guest Calendar and can be turned on or off independently.

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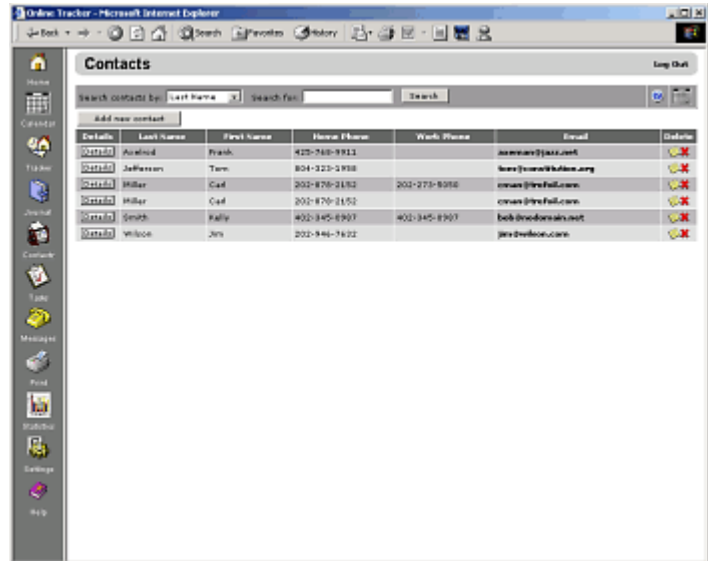
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The OPTIMAL Contacts & Address Book

Your Contacts & Address Book holds all those names and numbers that every parent needs to keep track of. It's the ideal place to keep contact information for doctors, teachers, the children's friends, and anyone else whom you may need to contact.

Your Contacts & Address Book is available anytime of night or day. You'll never accidentally leave a much-needed number at home again- you'll always be able to retrieve the information you need, when you need it.



Clicking the **Details** button for a contact displays the person's name, their home, work, FAX, pager, and cell phone numbers, their complete address, two email addresses, and a text-space for personal notes or memos. Clicking on their email address takes you to the OPTIMAL Mail screen, where you can send them a quick email.

A full search function is provided to help you quickly locate contacts. You can search for their first or last name, their email address, or by their home, work, and cell phone numbers.

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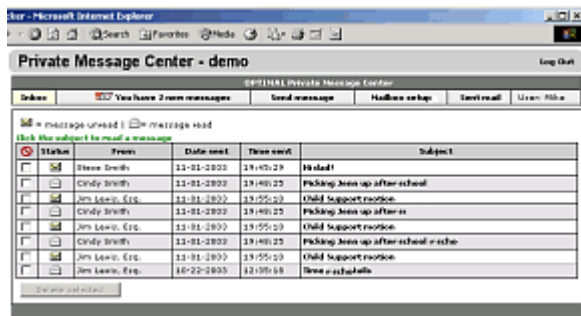
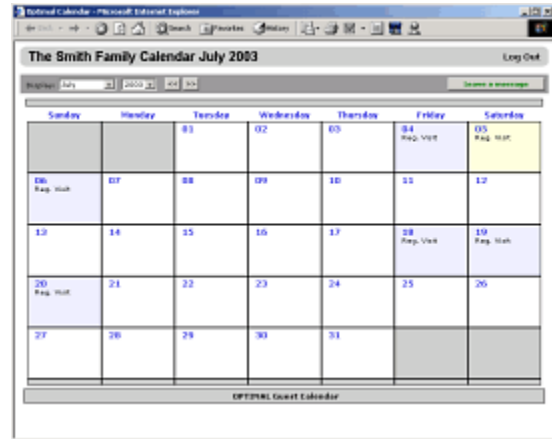
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OPTIMAL Guest Features

The OPTIMAL system has several features created with your guests in mind, including a Guest Calendar and access to the Guest-version of the **Private Message Center**.

The Guest Calendar allows people to view your parenting plan and other events for the year. You can also leave notes for each event, both before and after it occurs.

Your Guest Calendar can be set to different levels of security for viewing. You can allow anyone with the correct URL to view it, or you may require guests to enter a password you select, or you may disable viewing of the Guest Calendar altogether so that no one can see it.



Guests can leave you a note via the Private Message Center, which works like a miniature email system. The Private Message Center lets you communicate, notify the other parent of last minute changes, etc. Messages are presented in a clear, legible format, and are marked with the time and date they were left.

Guest access to the Private Message Center is at your discretion; you may turn Guest access off without affecting the Guest Calendar.

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OPTIMAL Graphs and Statistics

OPTIMAL graphs are powerful tools that can be used in court or settlement negotiations. They can also be entered into evidence by your attorney, or given to custody evaluators or other professionals involved in your case.

From the information you collect in the [Tracker](#), OPTIMAL produces a wide variety of charts and graphs for your use. A print control panel allows you to change the size and shape of the graphs, as well as the colors, shadowing, labels, and other items.



Graph images can easily be saved, printed, or imported into other applications (such as your favorite word processor or paint program).

OPTIMAL graph data is always current, when you add or edit a record, your graphs immediately show the changes.

Sample Yearly Statistics

This table is an example of the yearly statistics table OPTIMAL produces. The "Scheduled" and "Actual" columns represent the scheduled and actual hours of parenting time, and the "Difference" column shows the parenting time in hours that should have been received but weren't. (Positive values will also be shown.)

The columns for Regular, Denied, Late, Missed, Phone, and Nights are *event counts*. The remaining columns, Miles and Expense, are used to track mileage and funds spent that are related to your parenting time.

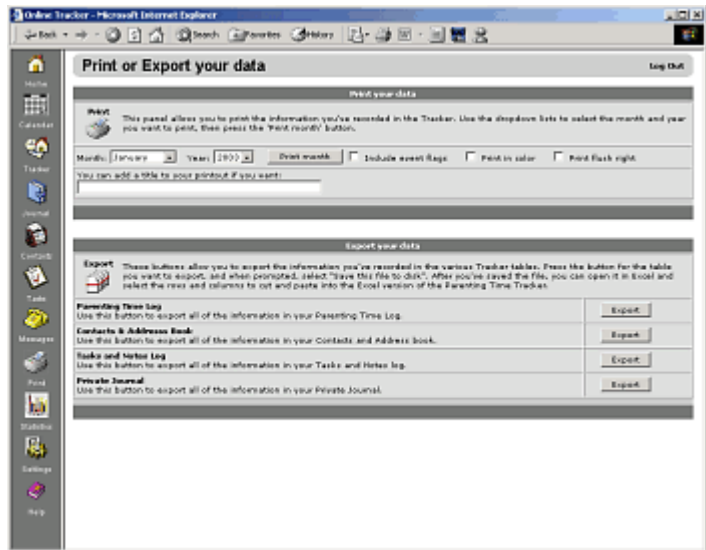
Event Statistics for 2006											
Month	Scheduled	Actual	Difference	Regular	Denied	Late	Missed	Phone	Nights	Miles	Expense
January	175.5	172	-3.5	7	0	0	0	0	7		
February	181	98	-83	11	4	0	0	0	4		
March	98.5	91.5	-7	7	0	0	0	0	4		
April			0	0	0	0	0	0	0		
May			0	0	0	0	0	0	0		
June	167.5	156.2	-11.3	10	1	0	0	0	6		131.00
July	22.3	22.3	0	4	0	0	0	0	0	42	22.35
August	16.2		-16.2	1	1	0	0	0	0		
September			0	0	0	0	0	0	0		
October	48	17	-31	2	2	0	0	0	0		
November			0	0	0	0	0	0	0		
December			0	0	0	0	0	0	0		
Yearly Totals:	709	557	-152	42	8	0	0	0	21	42	153.35

Printing & Exporting from OPTIMAL

Using the Print & Export module you can print your OPTIMAL records or export them to your favorite spreadsheet program.

You can print in color for maximum impact, or produce printer-friendly pages with the black-and-white mode.

Print options allow you to include or exclude the event icons, and to print your pages 'flush right' to better fit standard size paper. You can also add an optional title to your printouts to personalize and identify them.



When exporting records, OPTIMAL uses the standard Microsoft Excel spreadsheet format by default, but you can also save your records as plain text or in a 'tab-delimited' format, making it easy to import your information into another application.

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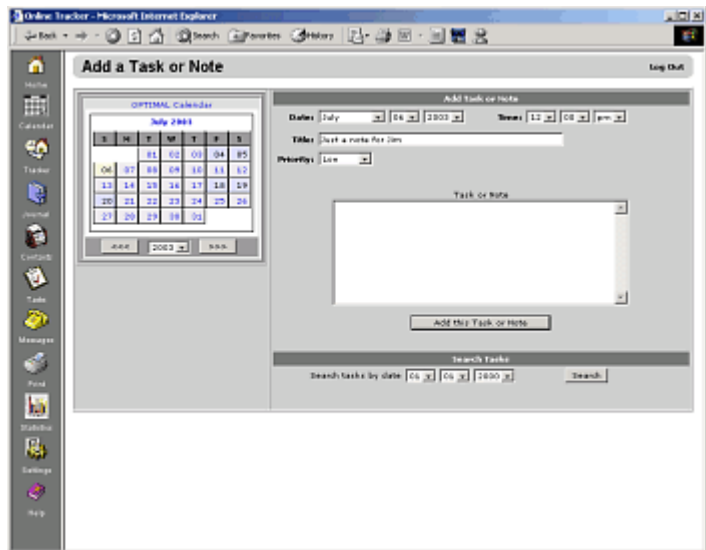
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The OPTIMAL Tasks and Notes screen

The Tasks and Notes screen lets you set dated alerts to remind you of appointments, payments, meetings, and anything else you want advance notice of.

Multiple reminders can be scheduled for the same day, and a configurable Priority level helps you see which ones are the 'hottest' or most urgent.

The Mini-Calendar lets you jump to a specific date quickly so you can easily plan ahead, and the Search function lets you locate reminders for any day or date.



Tasks and Notes for July 06, 2003		
Time	Title	Priority
12:00 pm	Get this to Bill by the 10th	Medium
1:30 pm	Last check before summer break- Call Aaron	Low
2:00 pm	Lunch with David & Sarah- 2:00, Pizza Del Rio	Low
3:00 pm	Final report due tomorrow, 3:00	High

When the reminders appear in the **Home page** as shown here, the red, yellow, or green Priority icon tells you at a glance which ones need attention.

Clicking on the link in the Home page display takes you directly to the details for the reminder.

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OPTIMAL Personal Settings

The Personal Settings section gives you control over the way OPTIMAL works for you, as well as what your guests will see.

Using the Preferences screen you can set your personal information, such as your address and contact numbers, and the names of the child or children to be tracked.

You also use the Preferences screen to set whether or not your **Guest Calendar** is visible, and whether or not it requires a password to view.

Similarly, the **Private Message Center** (PMC) options are set here as well. You control whether or not the PMC is available to guests, and whether or not the PMC will notify you by email when a new message has been left for you.

The **custom labels** feature is also configured from the Preferences screen. Custom labels allow you to put your own choices in the drop-down lists in the Tracker screen.

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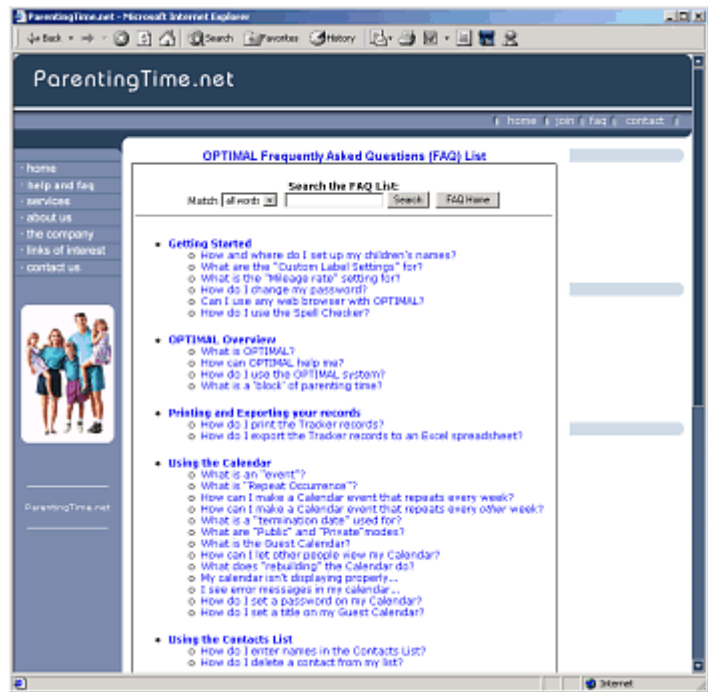
The OPTIMAL Help & FAQ System

Your OPTIMAL account comes with an extensive User Guide and Frequently Asked Questions (FAQ) section.

The FAQ covers nearly any question you may have about OPTIMAL, and contains step-by-step directions for using each of the tools within OPTIMAL.

A full search function allows you to quickly find answers in the FAQ. The answers have clear, easy to understand examples, and include detailed "How To" guides for common tasks.

If you can't find the answer you need, you can use the FAQ Send-A-Question form to send us your question.



We'll usually be able to get you an answer to your question within 24 hours (often much less). If your question hasn't been asked before, we'll add it to the FAQ section so that others can find it.

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