

Pipe Smoker's Assistant

User Manual

Salim El Khoury
Program Developer



The Pipe Club of Lebanon

www.pipecluboflebanon.org
info@pipecluboflebanon.org

License Agreement and Disclaimer of Warranties

Copyright

Copyright ©2019. Salim El Khoury. All Rights Reserved.

This database and data/images included within are distributed by The Pipe Club of Lebanon and Salim El Khoury. Salim El Khoury claims copyright and database rights in this work.

Permission

Permission to use, copy, and distribute the Pipe Smoker's Assistant database and its documentation and files ("The Program") for not-for-profit purposes, without fee and without a signed licensing agreement, is hereby granted, provided that the above copyright notice, this paragraph and the following paragraphs appear in all copies and distributions.

Warranty and Liability

The Program is provided "AS IS," without warranty of any kind, express or implied, including, but not limited to, the warranties of merchantability, fitness for a particular purpose and non-infringement. In no event shall The Pipe Club of Lebanon or the author Salim El Khoury ("The Providers") be liable for any claim, damages or other liability, whether in an action of contract, tort or otherwise, arising from, out of or in connection with The Program or the use or other dealings in The Program.

The Providers accept no responsibility for loss which may arise from reliance on files or data contained in The Program.

The Providers have no obligation to provide maintenance, support, updates, enhancements, or modifications in relation to The Program.

Neither the name of The Pipe Club of Lebanon nor the name of the copyright holder may be used to endorse or promote products derived from The Program without specific prior written permission.

Conditions

Obligations

By accessing, using or distributing The Program:

- You agree not to use The Program (or any part thereof) for any illegal purpose and agree to use it in accordance with all relevant laws.
- You agree not to upload or transmit through The Program any computer viruses, macro viruses, Trojan horses, worms or anything else designed to interfere with, interrupt or disrupt the normal operating procedures of a computer or device.
- You will not use The Program in any way that violates or infringes the rights of any person, firm or company (including, but not limited to, rights of intellectual property, rights of confidentiality or rights of privacy).
- You agree that in the event that you have any right, claim or action against any third party arising out of that party's use of The Program, then you will pursue such right, claim or action independently of and without recourse to The Providers.

Indemnity

You agree to be fully responsible for (and fully indemnify The Providers against) all claims, liability, damages, losses, costs and expenses, including legal fees, suffered by The Providers and arising out of any breach of the Conditions by you or any other liabilities arising out of your use of The Program, or the use by any other person accessing The Program using your PC/device or Internet access account.

Miscellaneous

The Providers reserve the right to modify or withdraw, temporarily or permanently, The Program (or any part thereof) from their distribution channels with or without notice to you and you confirm that they shall not be liable to you or any third party for any modification to or withdrawal of The Program.

The Providers reserve the right to change these Conditions from time to time, and your continued use of The Program (or any part thereof) following such change shall be deemed your acceptance of such change. It is your responsibility to check regularly to determine whether the Conditions have been changed. If you do not agree to any change to the Conditions then you must immediately stop using The Program.

About the Author

Salim El Khoury, this program's developer, is one of the co-founders of the Pipe Club of Lebanon.

Salim was introduced to pipe smoking by his cousin Paul Jahshan, founder of the Pipe Club of Lebanon, back in 1999.

Since then, enjoying pipe smoking and considering it his top hobby, Salim started collecting pipes and tobaccos, and throughout the years felt the need to have one program that could help keep track of information and details related to his pipes, tobaccos, tobacco cellaring, accessories, smoking sessions, club memberships and competitions.

During one of the Pipe Club of Lebanon's meetings, Salim had a discussion with Paul about the need for such a program and the possibility of creating one for the use of club members as well as for the worldwide pipe club community.

Although not a program/database developer by profession, Salim has an intermediate knowledge of database applications which, combined with the smoking and collecting experience of the Pipe Club of Lebanon's founders (Paul, Fares Irani, and himself), made the creation of this work a fun and fulfilling endeavor.

This program is offered free of charge to pipe smokers around the world and aims to provide a combined platform in which they can save, access and create reports as well as record special moments of their pipe smoking journey.

Acknowledgments

This work would not have been possible without the support and guidance of Paul Jahshan and Fares Irani, founder and co-founder of the Pipe Club of Lebanon, to whom I would like to extend my sincere thanks.

Paul provided the data included in the lists of this program, reviewed the documents included and, together with Fares, provided me with guidance throughout the development phase of the program and helped with the testing phase.

I would also like to thank Garo Basmadjian for helping with some programming ideas, and my wife Christine Abi-Najem for bearing with me throughout the long hours of creating this work and for providing me with support in legal matters.

Contents

License Agreement and Disclaimer of Warranties	2
Copyright	2
Permission	2
Warranty and Liability	2
Conditions	3
Obligations	3
Indemnity	3
Miscellaneous	3
About the Author	5
Acknowledgments	6
Program Description	10
Description and benefits	10
Platform requirements	10
Program package and launch	11
Starting the program	12
Fitting program to screen	12
Fonts	12
Program's main page	13
My Profile	14
My Photo	14
My details	14
Pipe club memberships	14
Competitions	14
Print report	14
My Collection	15
Pipes	15
Tobaccos	15
Accessories	15
Journal	15

My Pipes	16
Main section	16
Tobacco assigned	16
Reports section	16
Main reports	16
Selective reports	16
My Tobaccos	18
Main section	18
Cellaring	18
Reports section	19
Main reports	19
Selective reports	19
My Accessories	20
Main section	20
Reports section	20
Main reports	20
Selective reports	20
My Smoking Journal	21
Report section	21
Guide to Using the Different Sections	22
Navigation and record-related buttons	22
Photo	22
Drop-down lists	23
Reports sort, save and print	23
Options	24
Resize/font	24
Theme	24
Currency	25
Program photos	25
Edit program lists	25
Dashboards	26
Ranking	26
License agreement	26

Program Description

The Pipe Smoker's Assistant program is designed to provide pipe smokers with database tracking and reporting tools to assist them throughout their pipe smoking journey.

Description and benefits

The Pipe Smoker's Assistant program comes with the following features that allow users to:

- keep track of pipes, tobaccos and accessories information, details and photos
- record tobacco cellaring information
- record tobacco tasting notes
- create logs of pipe smoking sessions
- create a detailed smoker profile section
- keep track of pipe club memberships and smoking competition participations
- create several reports options for each section

This program is provided free of charge.

Platform requirements

This program is developed using Microsoft Access, and will only run on computers having a full version of Microsoft Access or Microsoft Access Runtime installed.

If you do not have the full version of Microsoft Access or have an old version that is not able to open this program, you can download and install the Runtime version, free of charge, from Microsoft [here](#):

www.microsoft.com/en-us/download/details.aspx?id=50040

This program does not include, and is not distributed with, any version of Microsoft Access installation files, whether the full or runtime versions.

Program package and launch

This program does not need installation; download it from: www.pipecluboflebanon.org and save it on your computer, in a location which you will not consider changing in the future. Moving the folder to a different location in the future will cause errors, especially with the photos uploaded to the program.

The program folder includes the following:

- **The “Pipe Smoker’s Assistant” file:** This is the main program file which includes all the forms, reports and programming material. If you lose or damage this file, you can replace it with a fresh copy from the download folder in the Pipe Club of Lebanon website without jeopardizing your data.
- **The “Tables” file:** This file includes all the tables that will contain the data entered when using the program. This file is critical; if you lose or damage it, you will not be able to recover any data already entered in the program.
- **The “Images” folder:** This folder includes the default photos provided with the program (copyrighted to Salim El Khoury) and will include resized versions of photos uploaded to the program by the user.

The sub-folders also include files for resizing the photos (PhotoResize) uploaded to the program by the users and intended to speed up the program and save disk space. You may need to allow/add an exception to the use of these files on your computer depending on your security settings.

- **This “User manual – Pipe Smoker’s Assistant” file**
- **The “License agreement – Pipe Smoker’s Assistant” file:** Make sure to read this document; if you do not agree to the terms included, please do not use or distribute this program.

Starting the program

Fitting program to screen

When you open the program for the first time and accept the license agreement terms, you will be redirected to a test window to see how the program would show on your screen with your current screen resolution settings.

You can enlarge or shrink the program display to best fit your screen. There are five levels of display size; the program default is set on the second level. The recommended level is the default one or just one level of enlargement further to the default one. Make sure that all items and texts showing on the screen are fully fitting within your screen borders before you save and close this window.

This window will pop up by itself when you open the program in one of these two situations:

- The first time you open the program
- If you change your screen settings after running the program for the first time

You can also access the resize window from the options section any time you want.

Fonts

You can change the font used in the program (except for the reports font) while you have the resize window open.

Program's main page

The program's main page directs you to three sections:

1. **My Profile**, where you can fill details about your personal pipe smoking journey
2. **My Collection**, where you can go to the pipes, tobaccos, accessories and journal sections
3. **Options**

You will need to enter your name under "Username" before going to the profile and collection sections.

You can change the photo displayed on this page from the program options. Please refer to the options section of this manual for more details about program photos.

My Profile

This section will include your personal details to help you keep track of your smoking journey.

My Photo

You can upload your photo by clicking on “Add” under the “My Photo” section and choosing the desired photo from your computer.

After adding a photo, if you wish to change it, first click on “Delete” to remove the current one, then click on “Add” to choose another photo from your computer.

You can double-click on the photo to enlarge it.

My details

Click on “Edit” next to “My details” to enter your smoking details in the relevant fields. Once done, click on “Exit Edit” to save your data.

Pipe club memberships

Click on “Edit” next to “Pipe club memberships” to enter any memberships details you may have. Once done, click on “Exit Edit” to save your data.

Competitions

Click on “Edit” next to “Competitions” to enter any pipe-smoking-related competitions details you may have. Once done, click on “Exit Edit” to save your data.

Print report

You can print a report of your profile information by clicking on “Print report.”

You can change the photos displayed on this page from the program options. Please refer to the options section of this manual to get more details about program photos.

My Collection

This section is divided into four parts:

Pipes

To enter your pipe collection details, click on “Pipes.”

The “Reports” button under this section takes you to another window where you have several reports which you can view, print and/or save on your computer as a PDF file.

Tobaccos

To enter your pipe tobacco and cellaring details, click on “Tobaccos.”

The “Reports” button under this section takes you to another window where you have several reports which you can view, print and/or save on your computer as a PDF file.

Accessories

To enter your pipe smoking accessories details, click on “Accessories.”

The “Reports” button under this section takes you to another window where you have several reports which you can view, print and/or save on your computer as a PDF file.

Journal

To enter your pipe smoking journal details, click on “Journal.”

The “Print report” button under this section opens a report with all your journal entries for you to view, print and/or save on your computer as a PDF file.

My Pipes

Main section

In this section, you can enter as many details as you want about your pipes. The pipe “Maker” is a mandatory field; other fields are optional.

Tobacco assigned

If you assigned a specific tobacco for your pipe, you can use this section to link your pipe to its preferred tobacco.

The list under “Tobacco assigned” will show you the tobaccos already added to the “Tobaccos” section of the program.

If you have not yet added the tobacco related to the pipe record that you are filling, save your pipe record and then click on “Add tobacco” next to “Tobacco assigned” to be taken to the “Tobaccos” section window where you can add the new tobacco to the program.

Reports section

Main reports

The main reports in this section cover your pipes details in the first two reports: a report for the pipes to which you already assigned a tobacco in the “My Pipes” section, and one for pipes that do not have a tobacco assigned.

Selective reports

This selection helps you issue reports grouping your pipes by their main details such as maker, country, rating and acquisition details.

You can also get a list of pipes by price range and a report of pipes grouped by the tobacco assigned.

To access these reports, you need to click on one of the options in the bottom left list and then click on one of the items in the white list box next to it. The list

boxes will only show data already entered into the “My Pipes” section, so these lists will be empty until you start updating your pipe details.

My Tobaccos

Main section

In this section, you can enter as many details as you want about your tobaccos. The tobacco “Manufacturer” is a mandatory field; other fields are optional.

Cellaring

To enter your cellaring details for a specific tobacco, save your record then click on “Edit” next to the “Cellaring” section. Once done, click on “Exit Edit.”

It is advisable to add different cellaring entries to each tobacco you have based on the date of the tobacco and then by the weight of each item.

The “Date” field can be the date on which you acquired the tobacco or the date you may find on some tobacco tins/packages.

Once you divide the series of tins/packages of a specific tobacco you have by date and weight of each item, you can create one cellaring entry for each one of these series.

For example, if you have the following:

- 5 bags of Tobacco A dated 5 January 2018 with each bag weighing 50 grams
- 1 bag of the same Tobacco A with the same date (ex. 5 January 2018) with each bag weighing 100 grams, and
- 8 bags of the same Tobacco A dated 12 January 2018 with each bag weighing 50 grams

You need to create the following entries:

Ref.	Number of items	Date	Age	Weight (one item)
1	5	5 January 2018	Automatically generated	50
2	1	5 January 2018	Automatically generated	100
3	8	12 January 2018	Automatically generated	50

Reference number

This field helps you locate a specific tobacco if you have indicated, on the tobacco tin/package, a reference number and entered the same number in the “Ref.” part of the corresponding cellaring record in this program.

You can use any reference number system you like or leave it blank.

Reports section

Main reports

The main reports in this section cover your tobaccos details in the first report, a list of opened tobacco packages, and your tobacco cellaring report.

Selective reports

This selection helps you issue reports grouping your tobaccos by their main details such as manufacturer, country, rating and other details.

My Accessories

Main section

In this section, you can enter as many details as you want about your pipe smoking accessories. The accessory “Maker” is a mandatory field; other fields are optional.

Reports section

Main reports

This section has one main report to cover your accessories details.

Selective reports

This selection helps you issue reports grouping your accessories by their main details such as type, material maker, country, and acquisition details.

You can also get a list of accessories by price range.

My Smoking Journal

In this section, you can enter as many details and experience notes as you want about your pipe smoking sessions. The session “Date” is a mandatory field; other fields are optional.

Report section

The “Print report” button under this section opens a report with all your journal entries for you to view, print and/or save on your computer as a PDF file.

Guide to Using the Different Sections

Navigation and record-related buttons

In each of these sections, fill the details/photo you want and then click on save.

To create a new record, just click on “New” after changes to the current record have been saved.

The “Clear” button clears any data entered but not saved.

You can navigate between records you created using the navigation buttons on the sides of the “New” button, and you can delete any record by clicking on “Delete.”

The “Find” button lets you search for any word or sentence within the records of the section.

The “Print report” button under this section opens a report with the details of the current record for you to view, print and/or save on your computer as a PDF file.

Photo

You can upload a photo by clicking on the “Add” button under the “Photo” section and choosing the desired photo from your computer.

After adding a photo, if you wish to change it, first click on “Delete” to remove the current photo, then click on “Add” to choose another photo from your computer.

You can double-click on the photo to enlarge it.

If you change the name of the program folder on your computer, the program will not be able to display any of your uploaded photos. You will have to upload these again.

Drop-down lists

The drop-down lists in this program include several entries provided by the program. These entries are included to help you in your choices; they are diverse but not exhaustive. You can choose from them or add any new entry you deem fit.

To add a new entry of your own to a drop-down list, simply write the text you want in the related field and click on any other field. A small window will then pop-up asking you if you wish to save the new entry to the list. This confirmation is necessary to avoid typos or changes you make by mistake.

You can edit all the program entries to change or delete a specific entry in the program options. Refer to the options section of this manual to get more details about editing drop-down list entries.

Reports sort, save and print

Once you open a report, you can click on “Sort” on the top left. A window will then pop up with two levels of sorting and an option to sort descending instead of the default ascending sorting type.

If you want to print your report, you can click on “Print” and choose your printer. Alternatively, you can print the report to a PDF file and save it on your computer.

Options

Resize/font

If you wish to adjust how the program fits your screen, or change the font used in the program windows, the Resize/font option provides you with the needed tools.

Please refer to the “Starting the program” section for more details on how to use this option.

Theme

The “Theme” option lets you change certain colors in the program windows except for the “Options” section and reports.

In addition to the default theme used by the program, there are two pre-defined themes. You can choose one of these by clicking on “Theme list” and then on “Apply” in the “Choose theme” section.

If you wish to create your own theme, you need to do the following in the “Create a new theme” part of the “Theme” window:

1. Click on “Click to start”
2. Click on “Label back color” and then on the color of your choice from those shown in the middle square
3. Click on “Label text color” and then on the color of your choice from those shown in the middle square
4. Click on “Heading color” and then on the color of your choice from those shown in the middle square
5. Click on “Background color” and then on the color of your choice from those shown in the middle square
6. You can preview the changes in the “Preview” square while you are making them and, once you are satisfied with your choices, click on “Save new theme” to name and save your theme

7. Choose the theme that you saved from the “Theme list” on top
8. Click on “Apply” to change the program theme

Currency

The program’s default currency is USD. You can change this in the Currency option.

It is recommended that you set the currency you want to be shown in the program before you start updating your pipes and accessories details.

This is not a currency converter, and only one currency can be used. If you start with a certain currency and change it at a later stage, you will need to change all the existing amounts manually.

Program photos

This option allows you to change the default photos that come with the program. If you change a certain photo, you can revert to the default one at any time by clicking on “Default.”

If you change the name of the program folder on your computer, the program will not be able to display program photos that you changed, and will revert to the default ones.

Edit program lists

This option allows you to edit or delete entries that you previously added to the program’s drop-down lists. You cannot edit or delete the entries that are pre-defined by the program (except for the “Country” list).

You need to first choose a section from the four sections in the top middle of this page and then choose the related list from the left column. Once selected, you can view the items that you added to that list (“Your additions list”) where you can choose the one that you need to edit or delete and then proceed to click on “Edit” or “Delete.”

The program pre-defined list will also be shown, but it cannot be edited or deleted (except for the “Country” list) as mentioned above.

Dashboards

Three dashboards are included in this program with statistics and information about your pipes, tobaccos and accessories.

Ranking

Ranking is shown in the “My Pipes” section, and gives you a rank based on the number of pipes you have entered into the program; this option is just for fun. If you do not wish to show the ranking, you can choose to turn it off from the “Ranking” option.

As you add more pipes to your collection and update them in the program, your rank will automatically advance through seven levels:

- 1 to 9 pipes: Enthusiast
- 10 to 24 pipes: Hobbyist
- 25 to 49 pipes: Collector
- 50 to 99 pipes: Advisor
- 100 to 149 pipes: Ambassador
- 150 to 199 pipes: Lord
- 200 and up: Legend

License agreement

You can review the program license agreement by clicking on “License agreement” in “Options.”