

Meeting Cost Calculator & Clock

User Manual

Dear Fellow Company Meeting Survivor,

First and foremost, thank you for purchasing Bring TIM!®. TIM! is designed to keep your meetings on track in a simple, professional yet light-hearted way.

Nothing would make me happier than to hear how TIM! has helped you. If you want to share your story, feel free to send me an email or by visiting the Bring TIM! Fan Page on facebook.com.

Again, thank you for purchasing Bring TIM!®

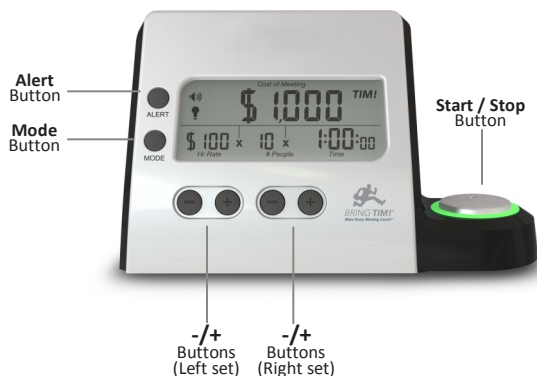
Sincerely,

Brad Johnson

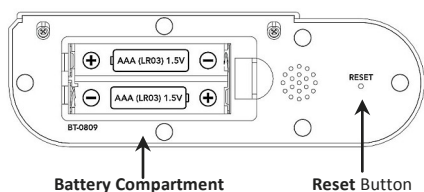
President & Founder

Bjohnson@BringTim.com

Front of Bring TIM!®



Bottom of Bring TIM!®



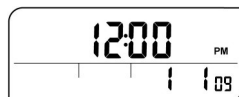
MODES

Bring TIM! is two handy devices in one. You can switch between **Meeting Cost Calculator Mode** and **Clock Mode** by simply pressing the **MODE** button.

Meeting Cost Calculator Mode will appear as follows. Note the **TIM!** (Time Is Money) symbol in the upper right side of the display.



In **Clock** mode, the current time of day is displayed in the top area and the current month, day and year are displayed in the lower-right area.



USING Meeting Cost Calculator Mode (i.e. - TIM! Mode)

Use the left set of **-/+ buttons** to enter the average **hourly rate of those attending the meeting** ("Hr Rate" on the display). The available values are \$5 - \$995 by \$5 increments. Press and hold these buttons to scroll values rapidly.

Use the right set of **-/+ buttons** to enter the **number of people attending the meeting** ("# People" on the display). The available values are 1-99. Press and hold these buttons to scroll values rapidly.

Press the large **Start Button** to start the timer. In the lower-right area of the display the "Time" begins running. Hours, minutes and seconds are displayed.

Every second, the main display is updated with the total "Cost of Meeting". This calculation is simply (Hr Rate) x (# People) x (Time). Resulting values are rounded to the nearest dollar.

The user may **pause** the timer by pressing the **Start /Stop Button**. This is useful when people want to take a break from the meeting or if you want to make adjustments to the calculation going forward. Once everyone returns to the meeting, simply press the **Start /Stop Button** again to resume.

The user may **reset** the "Time" and "Cost of Meeting" to zero (but not the "Hr Rate" or "# People") by pressing and holding the **Start /Stop Button** for two (2) seconds. Bring TIM! beeps once and flashes the lighted button once to indicate that the timer has been reset.

Note: The last entered values for "Hr Rate" and "# People" are retained even if the user toggles to CLOCK mode.

ALERT FEATURE

The **Alert** feature provides a subtle reminder to attendees every fifteen (15) minutes that the timer is running. The alert type is toggled by pressing the **ALERT** button. If no **ALERT** icons are visible on the display, TIM! will run silently. Otherwise, select the following alert type you prefer:

- **Speaker icon only:** TIM! makes a short, audible tone every 15 minutes.
- **Light bulb icon only:** TIM! flashes the lighted button every 15 minutes.
- **Both speaker and light bulb icons visible:** TIM! does both every 15 minutes.

SET CLOCK & DATE (UNITED STATES STANDARD)

Enter **SETUP** by pressing and holding the **MODE** button for two (2) seconds. Hours (including AM/PM), minutes, month, day, and year are set sequentially.

The **left set of -/+ buttons** adjusts the active (flashing) value. Press and hold to scroll values rapidly.

The **right set of -/+ buttons** moves the active value to the next step (+) or back to the previous step (-). Pressing the **MODE** button will also move to the next step (equivalent to pressing +). After the last value is set, you can exit **SETUP** mode by pressing **either the plus (+) or MODE buttons** one last time. **CLOCK** mode is resumed. *Note: Default time and date values are 12:00 PM, 01-01-09.*

SET CLOCK & DATE (EUROPEAN STANDARD)

TIM! also allows for a 24-hour clock / EU-date format depending on your preference. To begin, hold the **MODE** button for two (2) seconds. Then, press and hold the **ALERT** button for five (5) seconds. You will see the AM/PM icons disappear and the clock changes to 24-hour mode. The date format also changes to DD-MM-YY. Hours, minutes, month (represented by middle set of digits), day, and year can then be set using **-/+ buttons** as described previously. After the last value is set, **SETUP** mode is exited when the user presses **either the plus (+) or MODE buttons** one last time. **CLOCK** mode is resumed.

Important Note: If you enter an invalid date (i.e. - February 30th), the "cursor" automatically jumps to the month field to prompt you to make a correction. Attempts to exit **SETUP** mode will have no effect and you will have to press the minus (-) button to go back and correct the value to a valid date.

(If you enter the EU mode by accident, press and hold the **ALERT** button again to switch back to 12-hour / US-date format)

RESET BUTTON

If you would like to reset Bring TIM! back to the factory default setting, press the **RESET** button. Be aware that this will erase all custom settings you have entered. The reset button is located on the bottom of the device. *Note:* you will need to use the end of a paperclip or other small object and insert it in the reset hole to reach the **RESET** button.

OUCH - \$99,999 MEETING!

In Meeting Cost Calculator Mode, the maximum Cost of Meeting that TIM! can display is \$99,999. In you are unfortunate enough to be stuck in a meeting that long or costly, we added some humor for you. TIM! will flash the word "OUCH" once it has reached this dollar limit. To reset the device, simply press and hold the **START** Button.

I AM IMPRESSED

I have been told that hardly anyone will read this instruction manual that I took so long to write. If you were so kind to read it this far, I thank you!

Common Questions & Answers

What does TIM! Stand For?

TIM! is an acronym for “Time is Money!” Since TIM! is designed to save you from painfully long meetings, we wanted to give him a fun name!

What hourly rate should I use?

My advice is **keep it simple!** Most users will simply estimate an average based on those attending the meeting. This method is the fastest way to utilize the device while still getting the point across that “Time is Money”. This occurs regardless if your estimate is off by a few dollars.

If you want to be more precise, here are some other suggestions:

- If your company has published “Billable Rates” by employee, take the average of those in the room. Example: If Brady’s Billable Rate is \$100/hr and Dana’s Rate is \$200/hr, then the average to use for their meeting would be \$150/hr with 2 people attending. Note - for impromptu meetings, it might take too much time to do this. Also, if the rates aren’t already published, please don’t ask attendees how much money they make! You will get a lot of funny looks!
- Calculate an overall average for your company by taking annual sales ÷ the number of full time equivalent employees ÷ 2,080 (i.e. the typical full time average paid hours in a year).

Example: Annual Sales of your company is \$10,000,000. You have 100 Full Time employees. Your average hourly rate to use would be \$10,000,000 ÷ 100 employees ÷ 2,080 hours = \$48 / hr. (Note - you might want to inflate this figure 2x - 3x for the cost of benefits, overhead, profit, etc!)
- If you want more ideas, simply search the internet for “How Do I Calculate My Hourly Rate?” There are thousands of good articles on the topic!

Note - Once you set the hourly rate you would like to use, Bring TIM! will remember the last value that you input. This saves you the time of entering the same value for each meeting.

Bring TIM! LLC Limited Warranty

Coverage

Bring TIM! LLC warrants this product against defects in original material and workmanship for a period of one (1) year, under normal use and conditions.

Non-Coverage

This warranty does not cover customer instruction, installation, or set up problems. This warranty does not cover cosmetic damage or damage resulting from acts of God, accident, misuse, abuse, negligence, commercial application (or rental), or modification. This warranty does not cover damage due to improper operation or maintenance, connection to an improper voltage supply, or attempted repair by anyone other than Bring TIM! LLC or Bring TIM! LLC authorized service facilities. This warranty does not cover products sold “as is” or “with all faults”.

This warranty is valid only in the United States and is invalid if the product serial number has been altered or removed.

Making a Warranty Claim Service@BringTim.com

To obtain warranty service, contact Bring TIM! customer service via electronic mail. At the company’s discretion, Bring TIM! will repair or replace the defective unit. Proof of purchase in the form of a bill of sale or receipted invoice which is evidence that the unit is within the warranty period must be presented to obtain warranty service.

Other Information

REPAIR OR REPLACEMENT AS PROVIDED UNDER THIS WARRANTY IS THE EXCLUSIVE REMEDY OF THE CONSUMER. ANY APPLICABLE IMPLIED WARRANTIES, INCLUDING THE WARRANTY OF MERCHANTABILITY, ARE LIMITED IN DURATION TO A PERIOD OF THE EXPRESSED WARRANTY AS PROVIDED ABOVE, BEGINNING WITH THE ORIGINAL DATE OF PURCHASE.

NO WARRANTIES, WHETHER EXPRESSED OR IMPLIED, SHALL APPLY TO THE PRODUCT THEREAFTER. WE MAKE NO WARRANTY AS TO THE FITNESS OF THE PRODUCT FOR ANY PARTICULAR PURPOSE OR USE.

THE EXTENT OF OUR LIABILITY UNDER THIS LIMITED WARRANTY IS THE REPAIR OR REPLACEMENT PROVIDED ABOVE AND IN NO EVENT WILL OUR LIABILITY EXCEED THE PURCHASE PRICE PAID BY THE PURCHASER. UNDER NO CIRCUMSTANCES WILL WE BE LIABLE FOR ANY LOSS, DIRECT, INDIRECT, INCIDENTAL, SPECIAL, OR CONSEQUENTIAL DAMAGE ARISING OUT OF OR IN CONNECTION WITH THE USE OF THIS PRODUCT.


Applicability of State Law

THIS WARRANTY GIVES YOU SPECIFIC LEGAL RIGHTS, BUT YOU MAY ALSO HAVE OTHER RIGHTS WHICH VARY FROM STATE TO STATE. SOME STATES DO NOT ALLOW LIMITATIONS ON IMPLIED WARRANTIES OR EXCLUSION OR LIMITATION OF INCIDENTAL OR CONSEQUENTIAL DAMAGE, SO THESE RESTRICTIONS MAY NOT APPLY TO YOU.

Printed in China.

Safety Information & Troubleshooting

Important Safety Information

 This product is CE certified. Keep the product a safe distance from open flame sources. **Do not submerge, splash or drip liquids on the product.** In addition, the product is not designed to withstand forceful inputs (such as **pounding on the device with one’s fist**) as the device is made of plastic and could break. **Doing any of these actions will void the warranty.**

Batteries

Your product comes with two AAA batteries. Insert the batteries by opening the battery door and placing the batteries in the direction noted on the device. Dispose of depleted batteries properly.

Troubleshooting

1. Problem: No Display

Remedy: Check battery compartment. Verify batteries are inserted properly and are in good condition.

2. Problem: I just see the clock mode

Remedy: Press the Mode Button to Toggle back to TIM! Mode

3. Problem: Display, Lights, or Sounds are not functioning like they used to.

Remedy: Replace with new batteries.

4. Problem: I am still having troubles with my device

Remedy: Press the RESET button on the bottom of the device.

If you are still having troubles, email customer service at: Service@BringTim.com



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