

On-Core Software, LLC.
Tinton Falls, NJ 07724
United States of America

Website: https://www.oncoresoftware.com
Technical Support: support@oncoresoftware.com
Information: info@oncoresoftware.com
Phone: (732) 842-1973
Fax: (732) 842-3234

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Introduction

Thank you for purchasing On-Core SnoozeMaster. Here at On-Core, we strive to build quality products and would love to have feedback from you on our applications. The following gives you instructions for the program, along with contact information in the event you require technical support.

SnoozeMaster allows you to snooze a Calendar or Reminders alert with user definable actions or on-the-fly.

You can snooze:
- from now
- before event start
- before event end
- after event start
- after event end
- until start time

The duration can be:
- Minutes
- Hours
- Days

Feedback

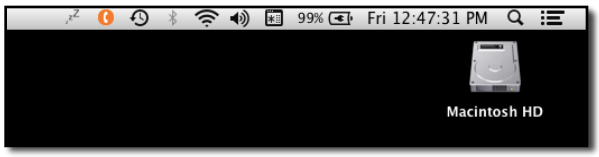
We encourage all users to provide us with comments, ideas, or improvements you would like to see in our software. Please do not hesitate to write to: info@oncoresoftware.com with any comments, requests, or simply to encourage us to build more great software.

Technical Support

Please email us at: support@oncoresoftware.com with any issues. We will contact you as soon as possible to help you resolve any problems. Our technical support line is available Monday through Friday, from 10 AM to 6 PM Eastern Standard Time.

Setting the Preferences

SnoozeMaster is a Menu Bar utility. You will access the Preferences from SnoozeMaster. It will appear as “Zzz” on the menu bar.



Preferences

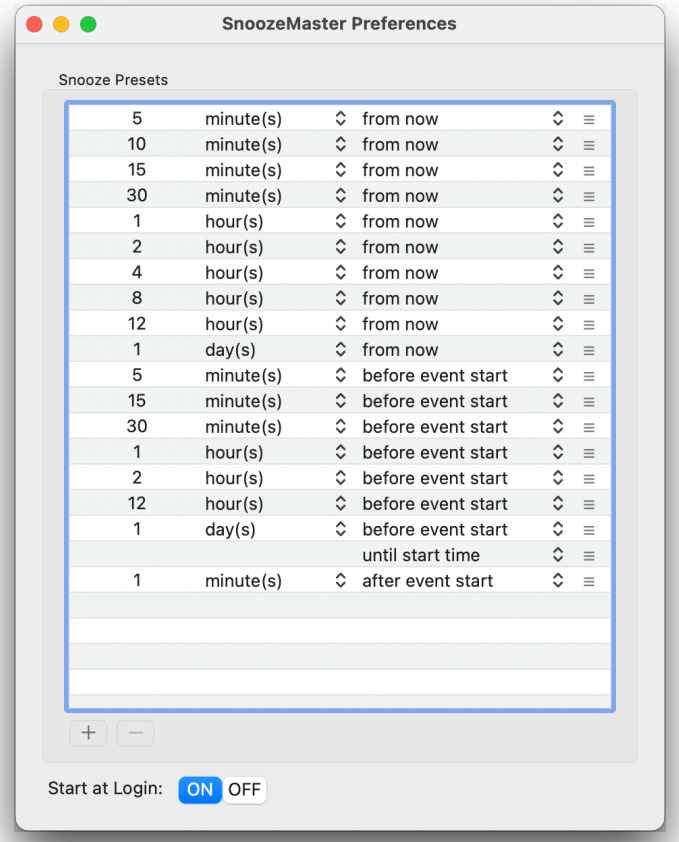
We recommend that you create a list of the most common durations for which you want to snooze alerts.

To add a new entry, click on the + (plus) button.

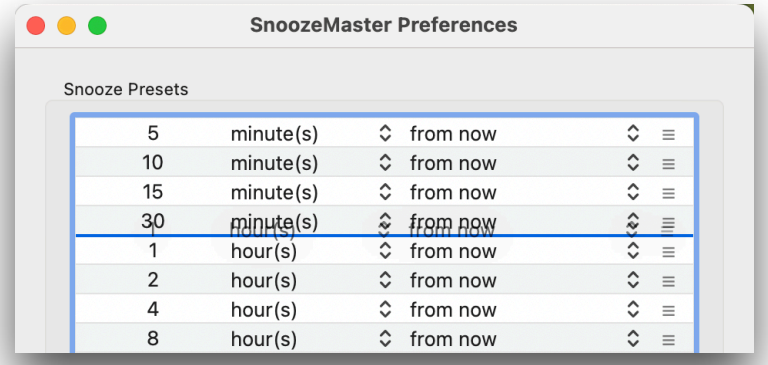
First set your Duration by clicking on the number and setting it.

Next select the: Minute(s), Hour(s) or Day(s).

Last choose the snooze type: From Now, Before Event Start, Before Event End, After Event Start, After Event End and Until Start Time.



You can change the order of items in the list by clicking on the Right side of a row, on the Grab Handles (3 horizontal bars). Drag the row to the desired position and release.



Start at Login

In order for SnoozeMaster to automatically start when you reboot your system, click the ON button. That will add it to the system startup routines so that you do not have to manually launch it each time.

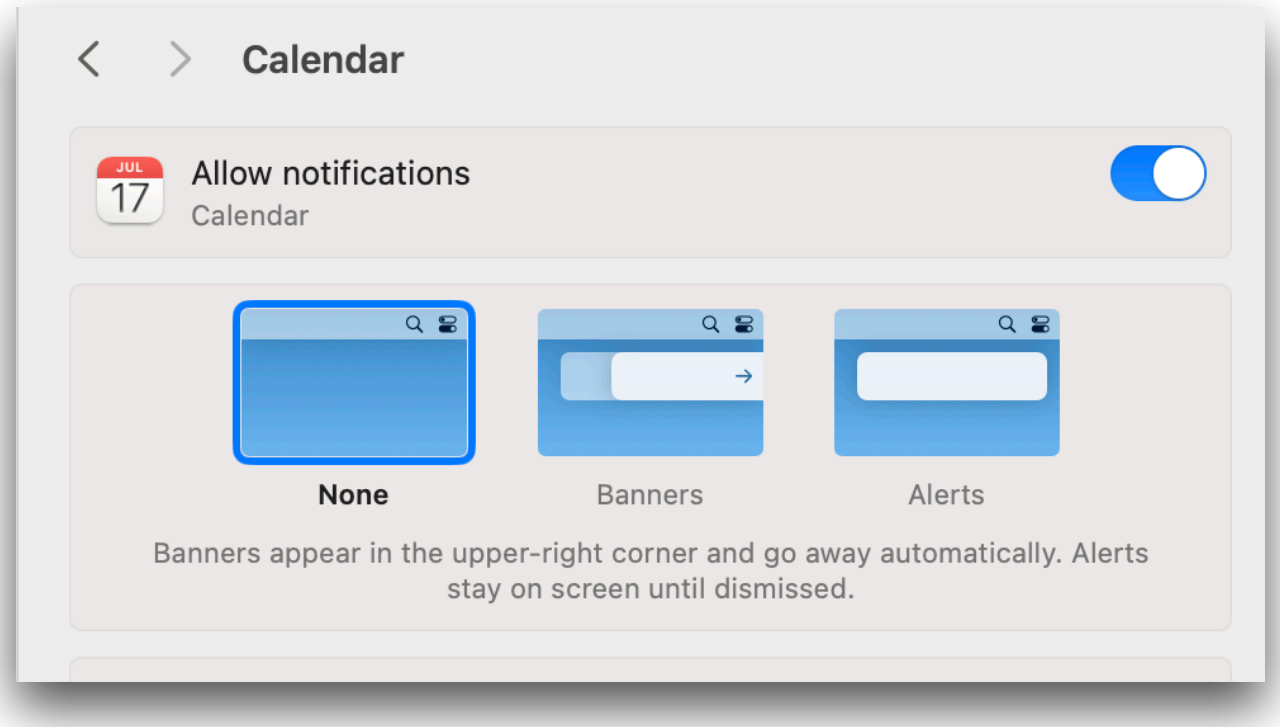
Apple System Preferences

Since you will not want the built-in alerts to pop up along with the SnoozeMaster alerts, you will want to disable them in the Notification manager.

- Open your **System Preferences**,
- Choose *Notifications*.

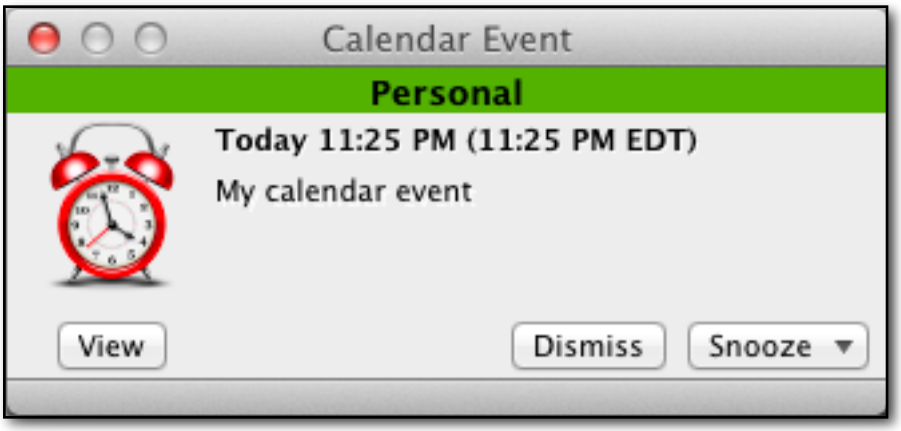
For Calendar
- Locate the *Calendar* notifications.
- In the *Calendar alert style* choose “None”.

For Reminders
- Locate the *Reminders* notifications.
- In the *Reminders alert style* choose “None”.



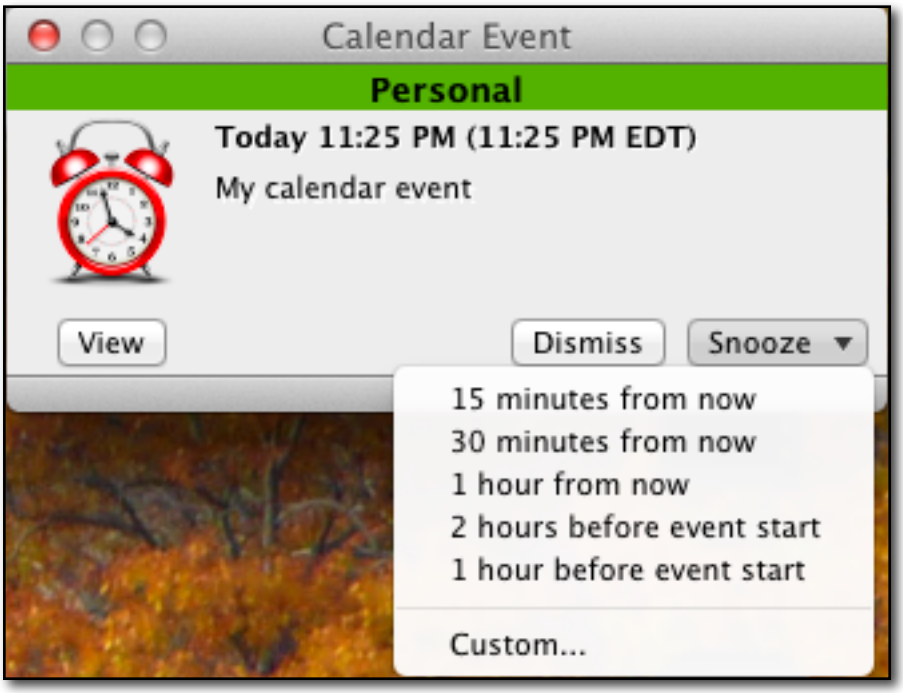
Alerts

Once an alert shows up, move it to where you want it to display on future events. For example, the initial alert will pop up on the center of your screen. If you move it to the upper right hand corner, it will appear in that location from then on.



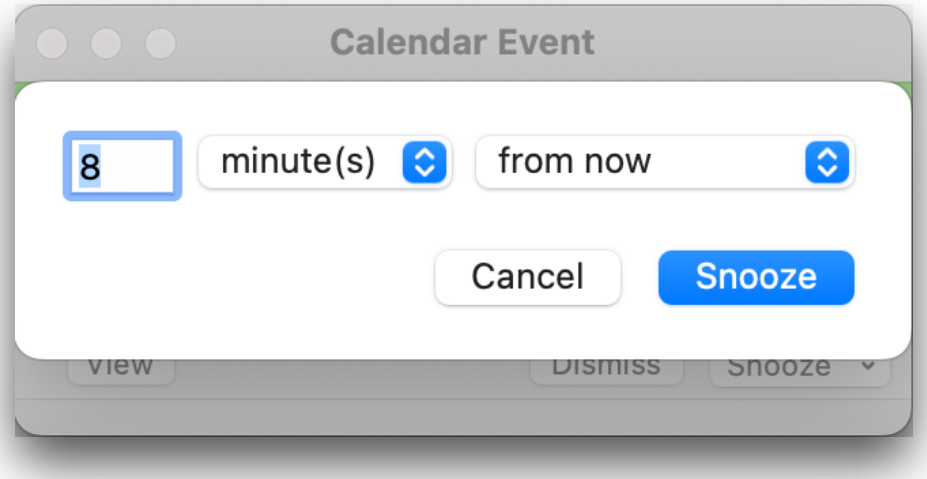
To open up the event in the Calendar (clock icon) or Reminders (todo icon), click on the *View* button.

You can now either *View*, *Dismiss* or *Snooze* the alert. Click on the Snooze button to display the Snooze Option Menu.



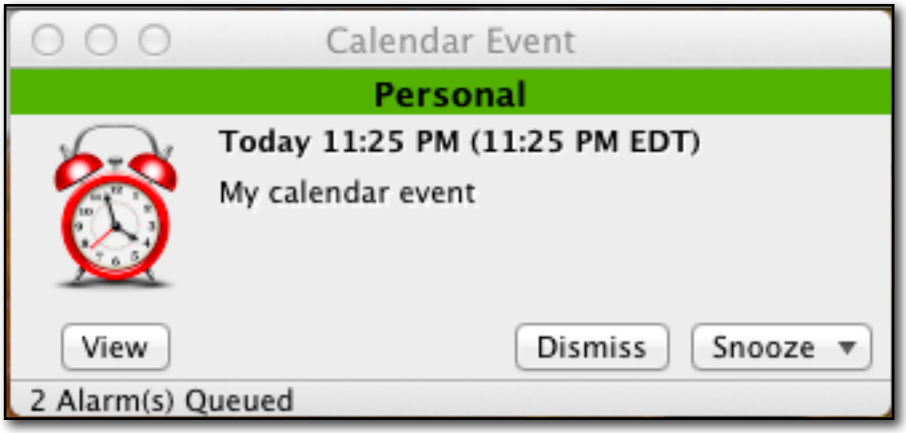
Click on a snooze time from the list or *Custom*...

If you choose *Custom* you will be presented with a screen to set the snooze time.



Once this is set, it will be saved for the next time you choose the *Custom*... setting. You can change this as needed.

Queued Events and/or Reminders

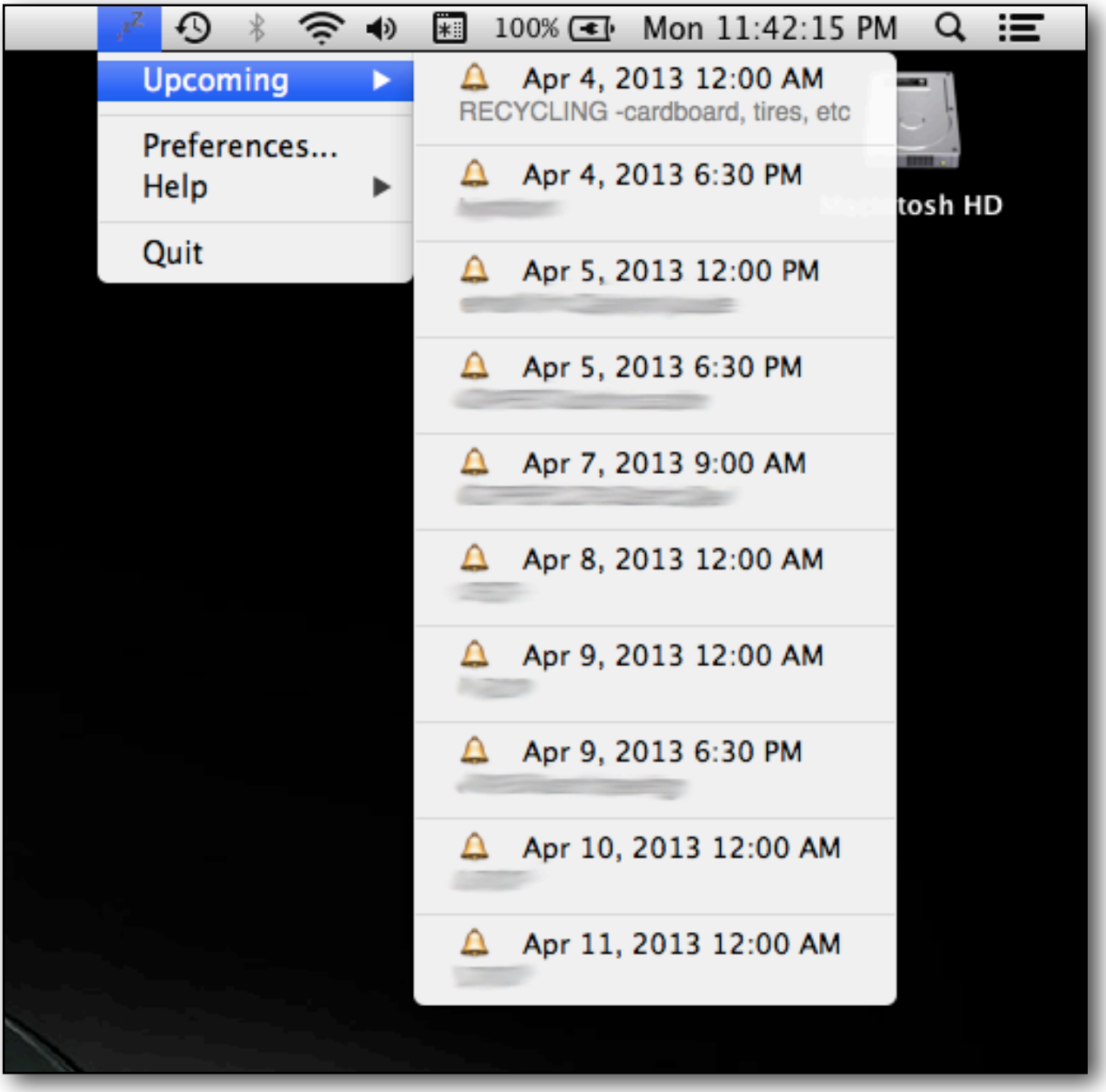


If there is more than one event to be displayed, the bottom **status line** will show how many other events are queued after the first one.

If, for example, your laptop computer was off for a week and you have 20 events and/or reminders that you have already dealt with on your desktop computer, you may want to "**Dismiss All**" of the events. With the SnoozeMaster window active (note you may have to click on the Title bar to bring it to the front), press and hold the Option key. The "**Dismiss**" will change to "**Dismiss All**". Clicking on *Dismiss All* will dismiss all the queued events and/or reminders.

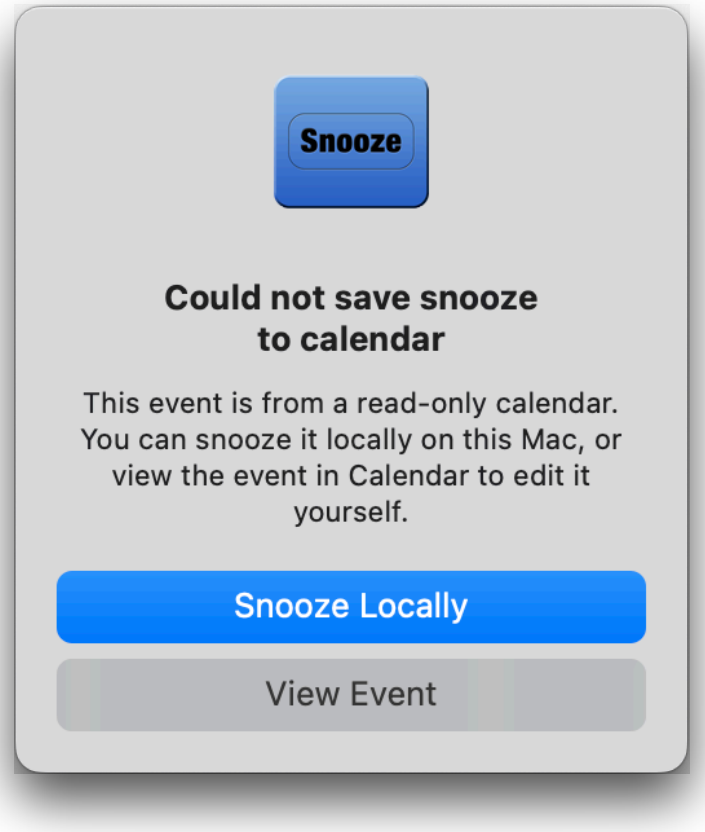
Upcoming

Using the “Zzz” menu bar, you can also show the next 10 “Upcoming” events. Select the menu and hover over the Upcoming row to reveal the events. Note that the events are shown in Alert order, not Event order. You may see some events that appear out of order by day or time, but that is because they are sorted by when the alert will pop-up.



Errors

In certain circumstances SnoozeMaster, like Read-Only calendars (a shared calendar), you will be unable to set a new Snooze reminder. You may see a message such as this:



Due to Apple's system implementation, there are some types of alerts that we do not have "permission" to edit. When you try to snooze a non-editable entry, a warning will tell you that it is unable to modify that event. You have two options.

Snooze Locally: which will only remind you again on this computer. It will not snooze reminders on other devices, such as an iPhone.

View Event, which will launch the Calendar app and allow you to manually set it in the Calendar app to be reminded again.

These read-only events may include appointments such as ones sent to you as an ".ics" file from an email. You are not the "owner" of this type of appointment, so you may not be able to use SnoozeMaster to edit it.

SnoozeMaster cannot snooze calendars that are "Delegates", as the Apple system programming interface does not allow us to work with Delegate calendars. We recommend that if you are using Delegate calendars, that you change them to regular calendars instead.