User Manual

ASE 456

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# Project: Note Taking Project

## Steps:

Launch the application

There are two buttons in the bottom right.

## Create a new item

The first button, with a + Icon, allows you to add a new item to the database.

When you click on it, 5 fields pop up.

Type anything into the task field, it will be the header of your object.

Type anything into the tag field.

Click on the Date Picker button, and a popup will allow you to click on a date. If you want to manually input the date, you can click the pencil button in the bottom left to manually type in the date.

Then, hit Ok to lock in the date.

Next, you can hit the From picker button to choose the time for the from field. You can do the same with the to field.

These buttons allow you to select a time on the clock as well as type it in by clicking on the bottom left keyboard button. You can also choose between AM and PM.

Then, hit Ok to lock in the time.

Now, hit the Create New button to finish adding your item to the database.

You can see all current items in the database in the middle of the screen.

## Find an item

The second button, with a magnifying glass icon, allows you to search for an item in the database

When you click on it, 3 field pop up.

To search for an object by task, you can input the task into the top bar, and click the search button.

It will print out all objects that contain that task.

It is the same process for the tag and the date.

## Edit an item

If you click the edit button on the side of a database object, it will bring up the 5 fields from adding a new item. You can fill these out the same way, and it will change the information in the object.

## Delete an item

If you click the trashcan button on the side of a database object, it will remove it from the screen and the database.