

## 1. Introduction

DDMS is a command-line based application designed to help you manage records, reminders, and your user profile. It allows you to organize your information efficiently.

### System Requirements:

OS: Windows, linux and MacOS (Limited)  
Processor: Processor: AMD Ryzen 3 1200 / Intel Core i5 (4th gen)  
Memory: 1GB RAM

## 2. Getting Started

### Installation:

- To install DDMS simply extract and place the DDMS folder in your system.

### Execution:

- To run the program, run 'DDMS.exe'.
- You will be prompted to log in with your username and password.
- If you forget your password, you can reset it by following the instructions.

### Logging In:

- Enter your username and password to log in.
- After successful login, you will access the main menu.

### Resetting Password:

- If you forget your password, you can reset it by entering your registered email address.
- Follow the on-screen instructions to reset your password.

## 3. Main Menu

The main menu is the central hub of DDMS, where you can access various features and functionalities.

### Available Options:

- Add a new record: Create a new record and save information.
- Open a record: View the contents of an existing record.
- Edit a record: Modify the contents of an existing record.
- Delete a record: Remove a record from your collection.
- Edit User Data: Change your username, password, or email address.
- Reminders: Manage reminders, including adding, removing, and clearing.
- Help/About: Access program-related information.
- Exit: Quit the program.

### Navigating the Menu:

- Use the numeric keys to select the option you want.
- Follow on-screen prompts to complete actions.
- **- Enter '.' to Exit any input window.**

## 4. Managing Records

### Adding a New Record:

- Select "Add a new record" from the main menu.
- Enter a unique record name.
- Input the record's content.
- Save the record.

### Opening a Record:

- Select "Open a record" from the main menu.
- Enter the name of the record you want to view.
- View the contents of the selected record.

### Editing a Record:

- Select "Edit a record" from the main menu.
- Enter the name of the record you want to edit.
- Make changes to the content.
- Save the updated record.

### Deleting a Record:

- Select "Delete a record" from the main menu.
- Enter the name of the record you want to delete.
- Confirm the deletion.

## 5. Managing User Data

### Editing Username:

- Select "Edit Username" from the User Data submenu.
- Enter your new username.
- Save the changes.

### Editing Password:

- Select "Edit Password" from the User Data submenu.
- Enter your new password.
- Save the changes.

### Editing Email Address:

- Select "Edit Email Address" from the User Data submenu.
- Enter your new email address.
- Save the changes.

## 6. Managing Reminders

### Adding a Reminder:

- Select "Add Reminder" from the Reminders submenu.
- Enter the reminder details, including title and due date/time.
- Save the reminder.

### Removing a Reminder:

- Select "Remove Reminder" from the Reminders submenu.
- Choose the reminder to remove by its line number.
- Confirm the removal.

### Clearing All Reminders:

- Select "Clear Reminders" from the Reminders submenu.
- Confirm if you want to clear all reminders.

## 7. Help/About

Select "Help/About" from the main menu to view program-related information and guidance.

## 8. Exiting the Program

To exit the program, select "Exit" from the main menu.