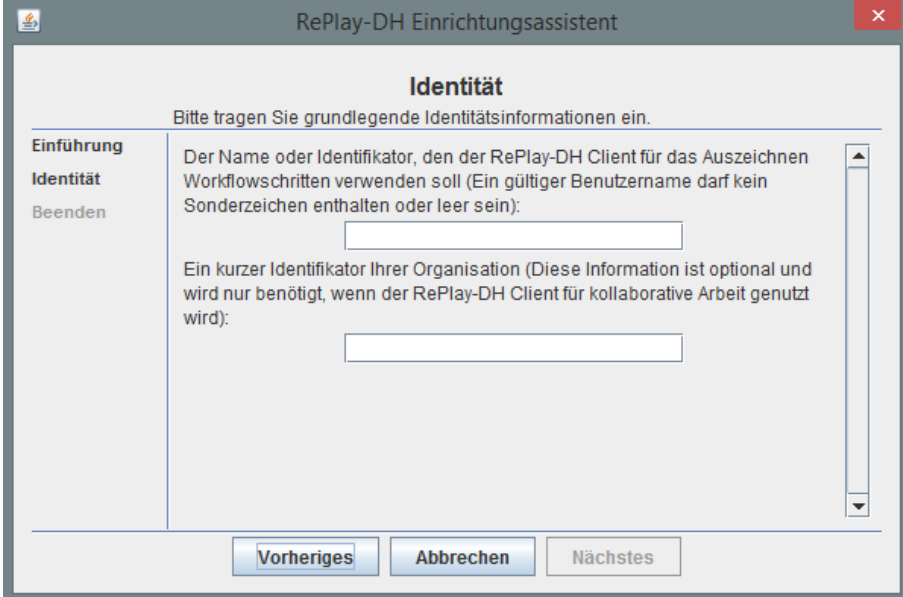


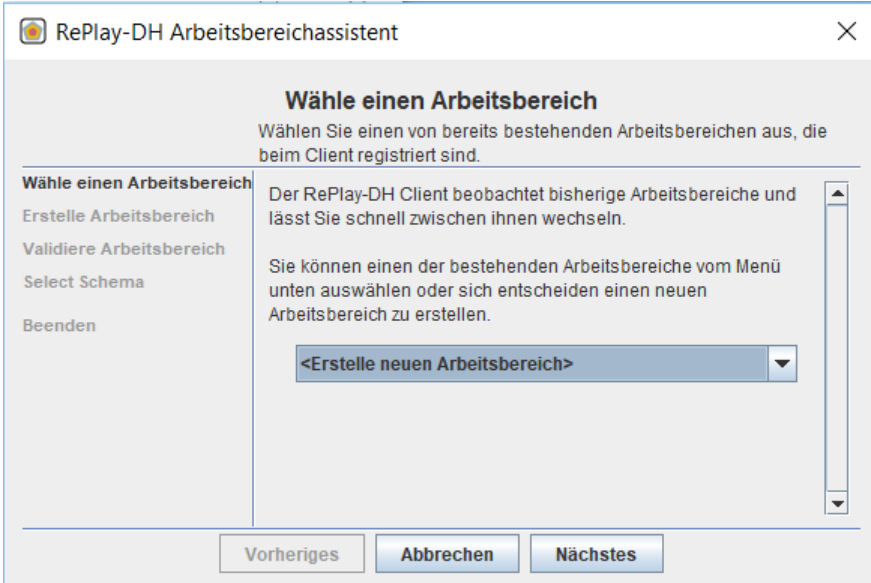
Tutorial 1: Creation

- For the beginning unzip the zip file and copy the contents into your target directory. You can run the program with the .jar file.
- When you start the program for the first time, you will find a window for personalization. Enter your name and the name of your institution here and confirm them.



The screenshot shows the 'RePlay-DH Einrichtungsassistent' window with the 'Identität' tab selected. The window title is 'RePlay-DH Einrichtungsassistent'. The tab is titled 'Identität'. Below the title, it says 'Bitte tragen Sie grundlegende Identitätsinformationen ein.' The left sidebar has three items: 'Einführung', 'Identität' (selected), and 'Beenden'. The main area contains two text input fields. The first field is for the name or identifier, with the text 'Der Name oder Identifikator, den der RePlay-DH Client für das Auszeichnen Workflowschritten verwenden soll (Ein gültiger Benutzername darf kein Sonderzeichen enthalten oder leer sein):'. The second field is for the organization identifier, with the text 'Ein kurzer Identifikator Ihrer Organisation (Diese Information ist optional und wird nur benötigt, wenn der RePlay-DH Client für kollaborative Arbeit genutzt wird):'. At the bottom, there are three buttons: 'Vorheriges', 'Abbrechen', and 'Nächstes'.

- The workspace assistant opens now: here you are asked to select a workspace. In this case select <create new workspace> and go to the next window.

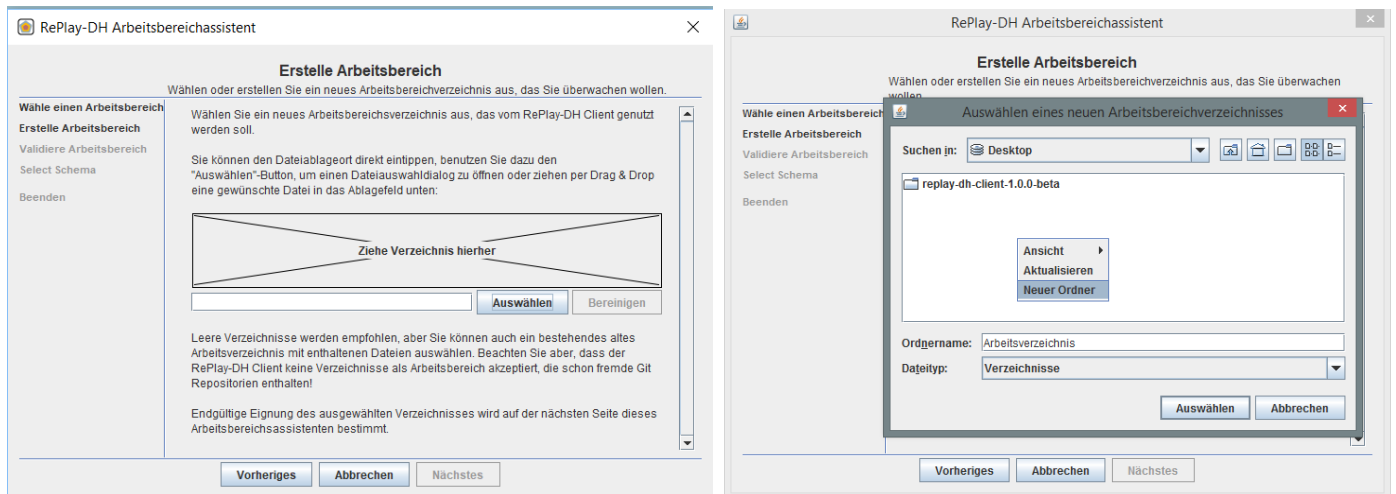


The screenshot shows the 'RePlay-DH Arbeitsbereichsassistent' window with the 'Wähle einen Arbeitsbereich' tab selected. The window title is 'RePlay-DH Arbeitsbereichsassistent'. The tab is titled 'Wähle einen Arbeitsbereich'. Below the title, it says 'Wählen Sie einen von bereits bestehenden Arbeitsbereichen aus, die beim Client registriert sind.' The left sidebar has five items: 'Wähle einen Arbeitsbereich' (selected), 'Erstelle Arbeitsbereich', 'Validiere Arbeitsbereich', 'Select Schema', and 'Beenden'. The main area contains two text blocks. The first block says 'Der RePlay-DH Client beobachtet bisherige Arbeitsbereiche und lässt Sie schnell zwischen ihnen wechseln.' The second block says 'Sie können einen der bestehenden Arbeitsbereiche vom Menü unten auswählen oder sich entscheiden einen neuen Arbeitsbereich zu erstellen.' Below the text is a dropdown menu with the option '<Erstelle neuen Arbeitsbereich>'. At the bottom, there are three buttons: 'Vorheriges', 'Abbrechen', and 'Nächstes'.

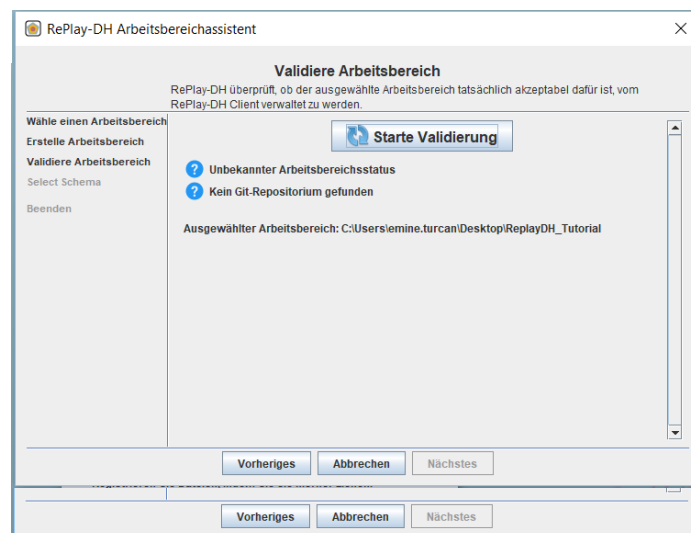
- You must first create the workspace for this tutorial and then you can select it here. You can either do this outside of the client and drag it with Drag&Drop into the provided space. Or you can do this via the <select> button. For this navigate to a directory in which you want to have the workspace and create a new folder with a right-click. Name the new folder and

Tutorial 1: Creation

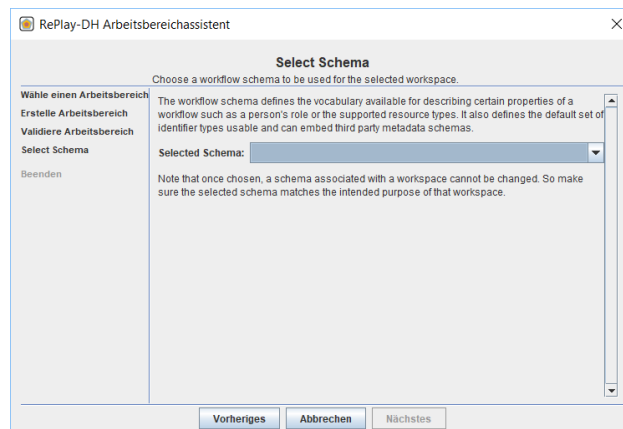
confirm with <select>. If you have selected your desired directory, you can now go to the next window .



- Now start the validation of the workspace directory. This guarantees that the RePlay DH client can function properly. If the message "Found foreign git repository" appears, go back and select a new workspace. For the tutorial, the workspace directory should be empty. For general use, an existing directory with already existing files can be used.

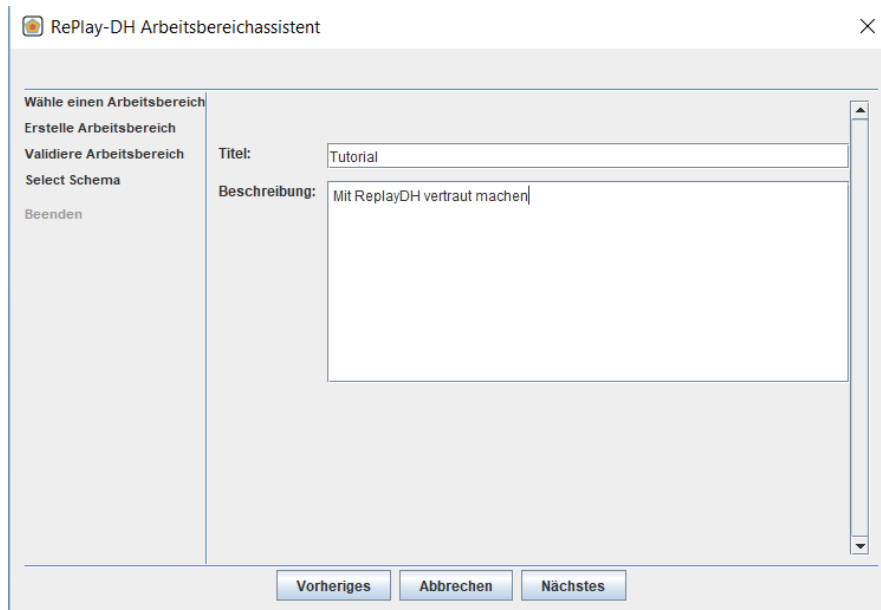


- In this window you select a scheme.



Tutorial 1: Creation

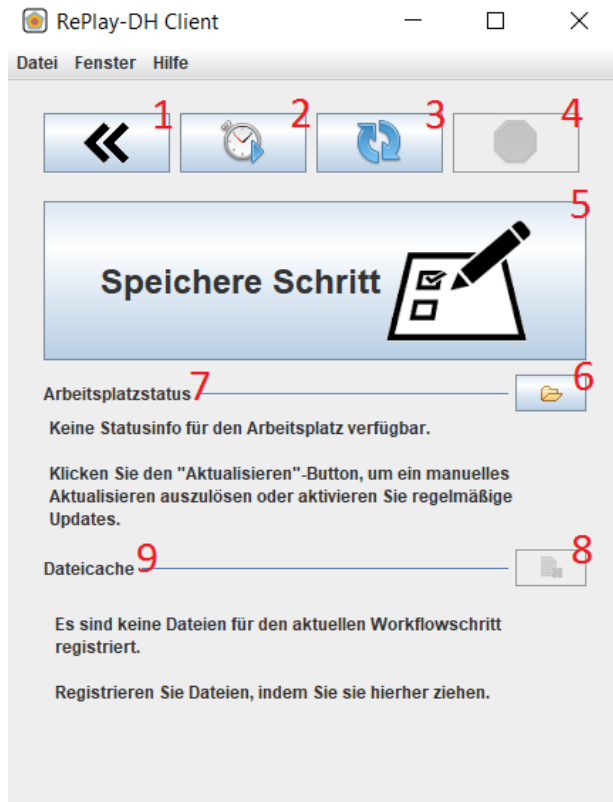
- Enter a title and description for the project here.



The screenshot shows a window titled "RePlay-DH Arbeitsbereichsassistent" with a close button (X) in the top right corner. The window is divided into two main sections. On the left is a sidebar with a list of steps: "Wähle einen Arbeitsbereich", "Erstelle Arbeitsbereich", "Validiere Arbeitsbereich", "Select Schema", and "Beenden". The "Erstelle Arbeitsbereich" step is currently selected. The main area on the right contains two input fields: "Titel:" with the text "Tutorial" and "Beschreibung:" with the text "Mit ReplayDH vertraut machen". At the bottom of the window, there are three buttons: "Vorheriges", "Abbrechen", and "Nächstes".

Tutorial 1: Creation

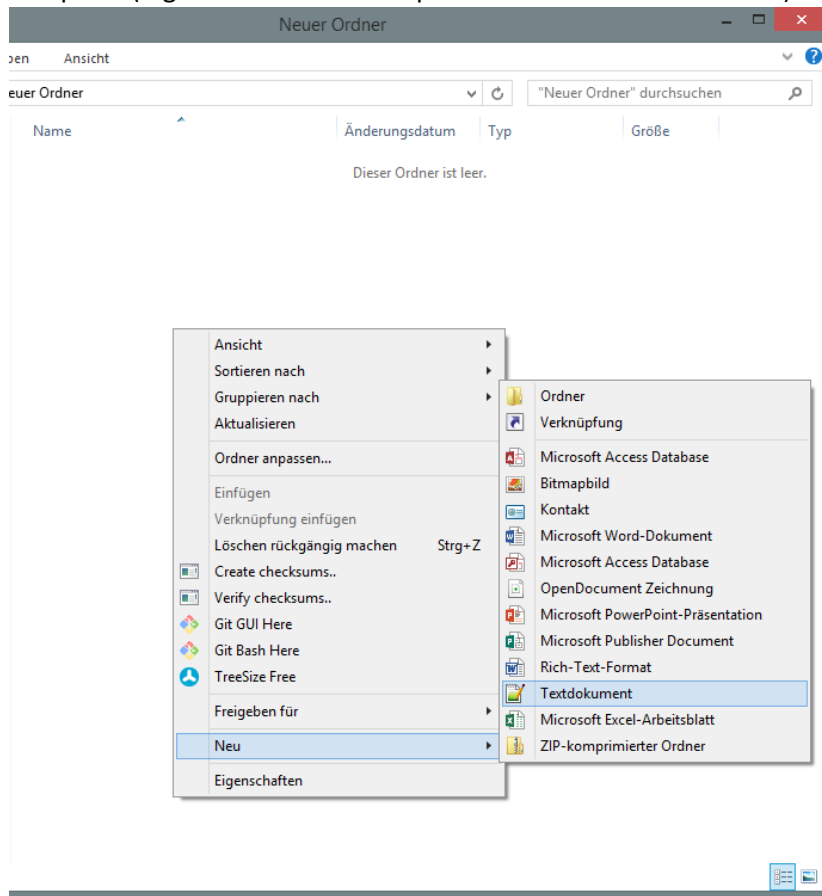
- You are now in the main window of the RePlay-DH client. In the picture below you can see short descriptions about each button; these will be explained further in the course of the tutorial.




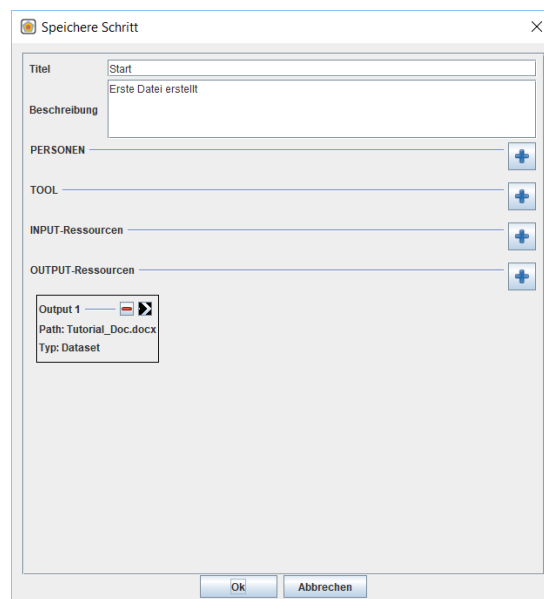
1. Folds the expanded view out or in
2. Loading automatically the detected changes in the workspace
3. Loading manually detected changes in the workspace
4. Stops loading of synchronization
5. Opens the dialog box to save a new step in the workflow
6. Opens the workspace in your explorer
7. Gives a numeric overview of detected changes
8. Deletes the previous files from the file cache (more in tutorial 3)
9. Drag files from the file system here. to provide them with metadata, and add the next storage step.

Tutorial 1: Creation

- Now the workspace has been set up You can start to create a text document in the workspace. (Right-click in the workspace -> New -> Text Document)



- Now you can click on the  -button in the RePlay DH Client to retrieve the current change manually and display it under Workplace-status.
- Now select <Save Step> to save this change in the program. Enter a title and a description of the change in the dialog box and confirm with <OK>. The other functions of the dialog box will be discussed in tutorial 3.



Tutorial 1: Creation

- Note: Close the RePlay-DH Client window. Be aware that in this case the program will continue by default in the background and doesn't have to be restarted separately.