Hat Wearing Observation App Users Guide

* In your device, just click on the .apk file attached – this should initiate the app installer on your device, allow it to install.
* The first time you use the app, there may be a prompt alerting you to the fact that this app is from an ‘unknown source’ (i.e. not downloaded from Google Play) and thus can not be installed, unless you check the box in your settings (Settings 🡪 Security) to allow apps from unknown sources.
  + VERY IMPORTANT: You should **never** install apps unless you know where they are from. Make sure you check the box again after you install the app.
* On most devices, you’ll be asked if you allow permission for the app to access the SD card or external storage - this needs to be allowed for the app to work.
  + In newer devices, this will come up as a popup during the use of the program.
* Some devices may prompt you to install the app – do so!
* The app will most likely open up to the front page – with a self explanatory button. Press it.
* Make sure you fill in all spaces and selected all relevant information from the dropdown menus before you start the timer.
* Start the time by pressing the “Start Observations” – at any time you can pause and restart the timing.
  + Note that the data entry is disabled while the timer is non-functional (not started and paused).
* Once you have completed your observations, press the save button (this will automatically stop the timer).
* It is recommended that you review the data that you have taken, you can do this by clicking on the date and location listed (scroll through if necessary).
  + All the data is viewable, but not editable, you have 2 possible selections:
    - Delete Record – this will replace the school name with the words “DELETED RECORD” and is still kept as a backup – you do not need to do any more with this. Use this if you want to complete a new record in the place of the one saved.
    - Return to previous screen – does as it says without any changes.
* On return to the main page – you can re-review any record.
* Once you save “Complete Observations”
  + Newer model phones will prompt for permission to save – click ‘yes’ to allow the program to proceed.
  + At this stage, it is safe to shut down the app.
  + A .csv file will be saved in the Internal Memory of the phone (accessible by ‘File Manager’). The app will make a new folder called ‘Obs’ for convenience.
    - Once in that folder, long press on the file and attach it to an email to be sent to [simone.harrison@jcu.edu.au](mailto:simone.harrison@jcu.edu.au) for processing.