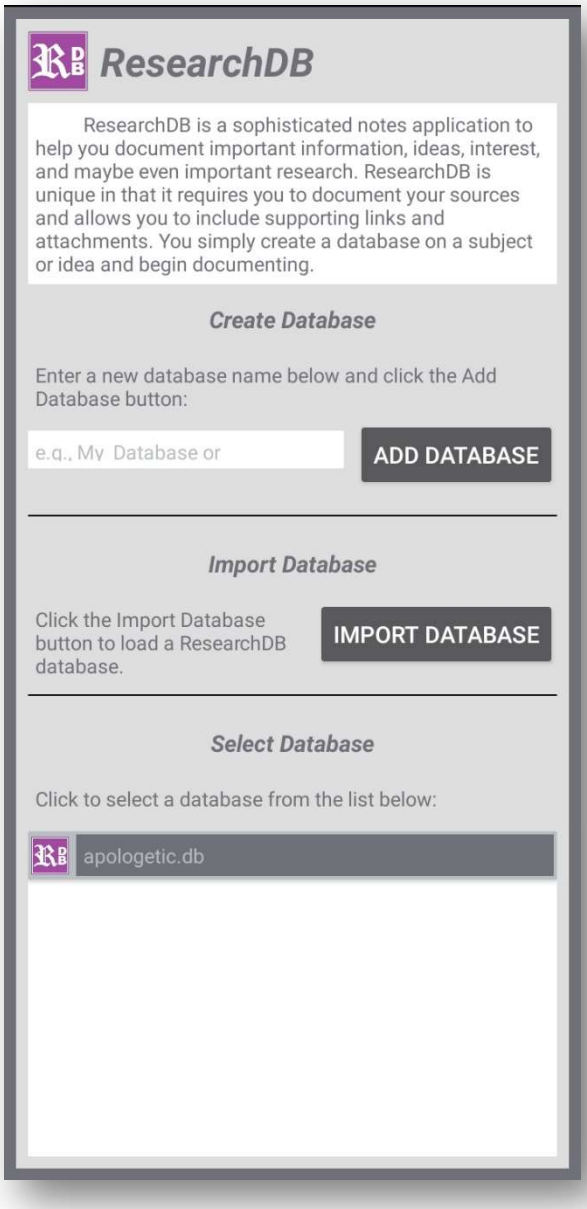
ResearchDB Database Homepage



How To Use:

Create a Database for Notes

The homepage is where you begin to create a database based upon your ideas, interest, or anything you want to remember and organize. For example, you are a theology student, you could create a database called apologetics.db and begin adding everything about related to apologetics.

1. Under **Create Database**, enter the name "apologetics" and click **ADD DATABASE**.
2. Under **Select Database**, your new database name will appear. Simply tap it to select it and it will open.

Import Database

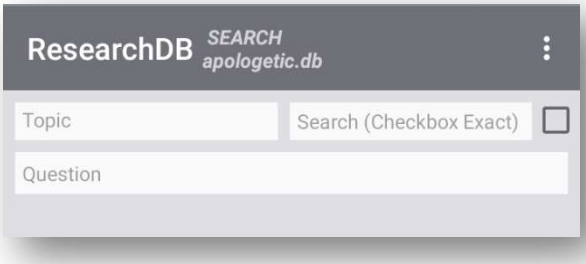
If you and a friend both have the app, you can create and share your notes. Let's say a friend already has a database on cars. Your friend can send their database (.db) to you and you can import it into your app.

1. Under **Import Database**, click **IMPORT DATABASE** and browse and select it.
2. The database will be uploaded to a specific database folder and the name will appear under Select **Database**.
3. Tap the name to open it.

Delete Database

Databases cannot be deleted on this page. This is on purpose to avoid a database being accidentally deleted. To delete a database requires the database to be opened and can be done through the menu on the **Search** page of the app. The Search Page is the first page to open after you select a database to open.

ResearchDB Search Page

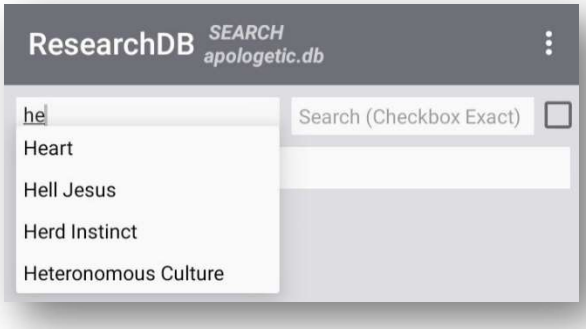


How To Use:

Searching Your Notes

Once you begin to add notes, you can look them up by a list of **Topics** or **Questions** you designate, or you search on keywords to help you find them.

Topics and **Questions** are dropdown lists which allow you to choose a topic or question that also allow you to type and search on keywords.

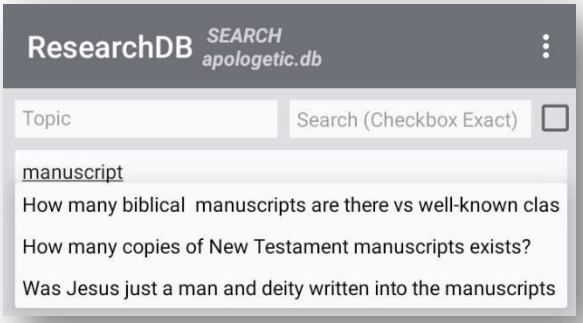


Resulting Notes

Once notes are added and you select a search option, then the results populate

Selecting a Note

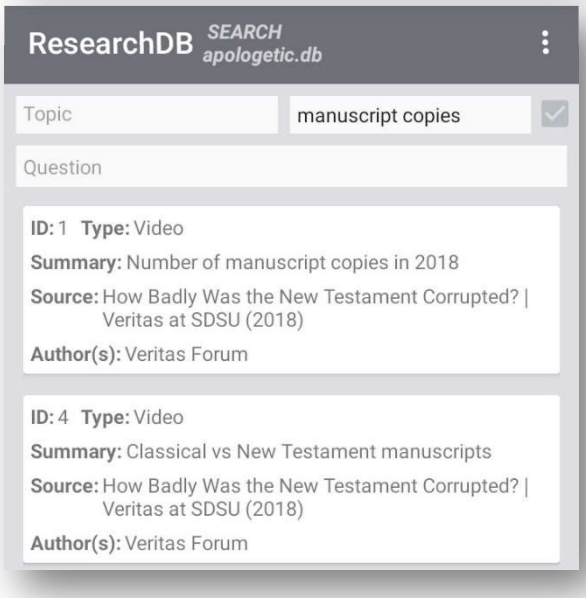
Once one or more notes populate, you select a note by tapping on it. Each note will have a **Summary** about the note, the **Type** of source, and the note source and author because each note entered has required fields at the time of entry.



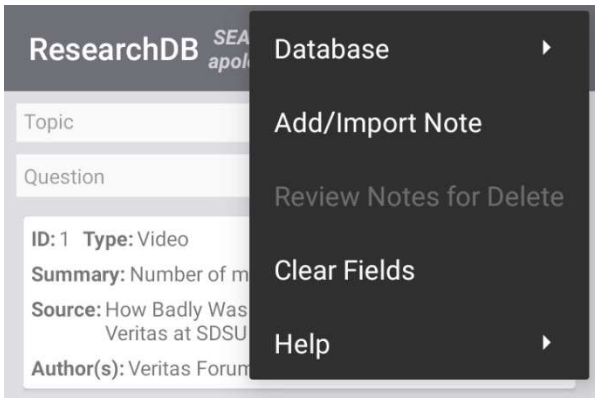
Search Menu

The Search Menu allows:

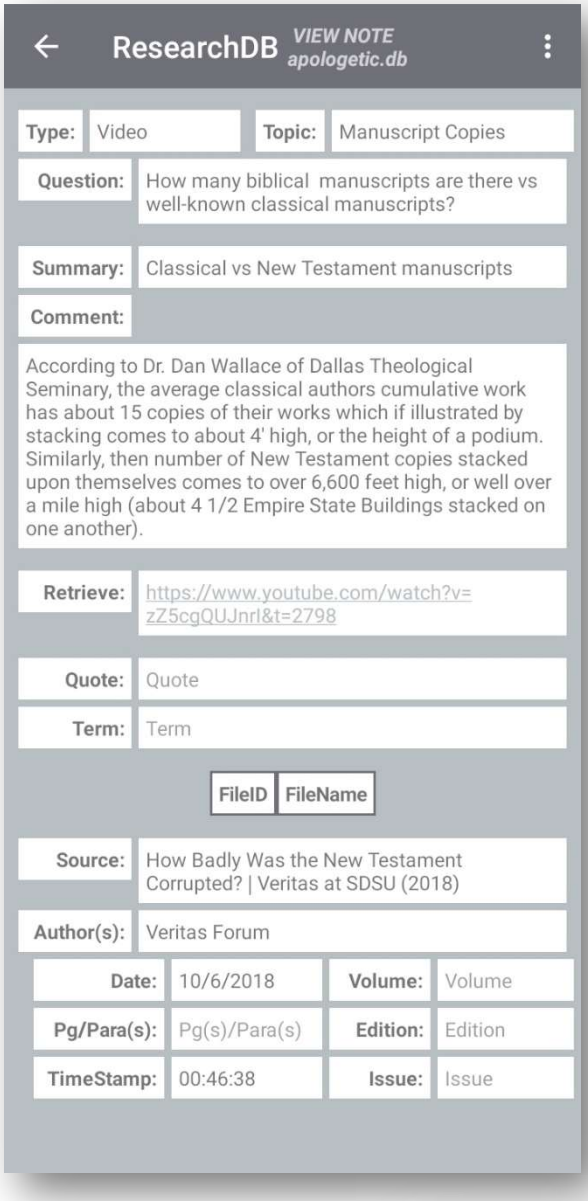
1. Create, Open, or Delete a database
2. Adding and Importing Notes
3. Reviewing note you mark to delete
4. Clearing to start a new search
5. Help



** **Review Notes for Delete** will be active when a note has been marked for delete on the View Note page. These notes will not show up in regular searches while they are marked for deleting. Selecting them will allow you to delete them on the **View Note** page.



ResearchDB View Note Page



How To Use:

Viewing Notes

After tapping on a note on the Search page will open the select note in the **View Note** page. The View Note page displays all the details about the note you created, the attachments, links and other details.

View Note Menu

The View Note Menu allows:

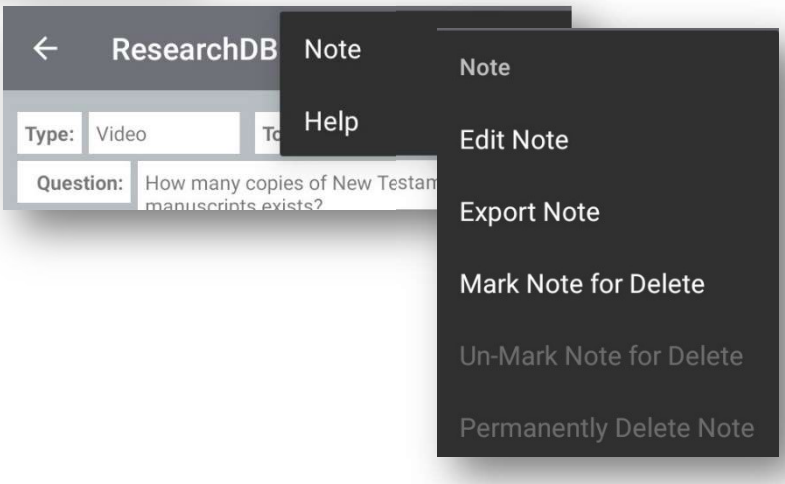
1. Editing the note
2. Exporting the note to share
3. Marking the note for delete
4. Un-Mark the note for delete
5. Permanently delete a the note
6. Help

Editing Notes

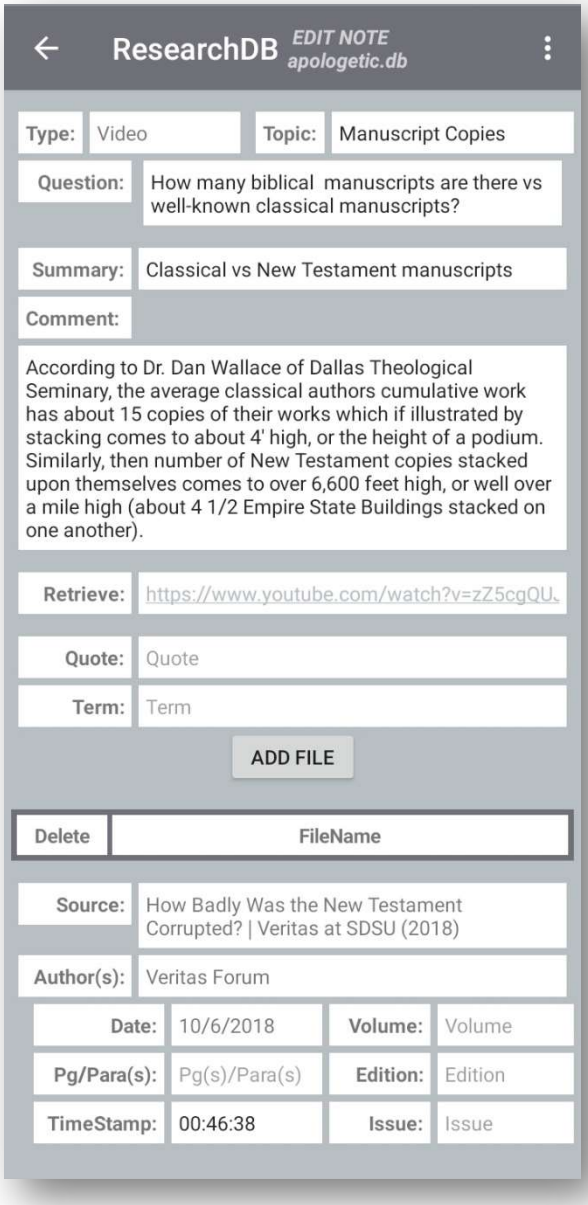
Editing allow you to update the note if you decide something needs changed.

Deleting Notes

Deleting a note requires multiple steps so it is not easy to accidentally delete a , or in case you have a second thought of deleting a note. The note has to be marked for delete before it can be deleted. Notes marked for delete can be reviewed on the Search page by selecting **Review Notes for Delete** and won't show up on a search unless you un-mark it for delete.



ResearchDB Edit Note Page



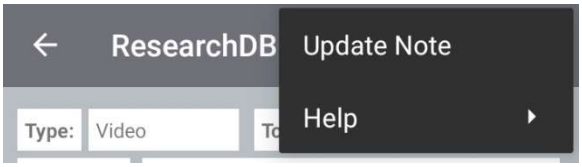
How To Use:

Editing Notes

If you believe any note needs updated the **Edit Note** page allows you to make any change, add or delete files, links, anything you believe needs updated. However, you cannot edit anything permanent about the Source, such as the **Author**, **Type**, **Date**, **Volume**, **Edition** or **Issue**. The only editable fields of the source are pages, paragraphs or time stamps. Some required fields such as **Topic**, **Summary** and **Comments** can be updated but must have something. These are what make a note unique and specific.

Edit Note Menu

The **Edit Note** menu only has one function which is to update. Once the update is made you are taken back to the **View Note** page to confirm the updates.



ResearchDB Add Note Page

How To Use:

Adding Notes

The **Add Note** page is where notes are added. Every note has required fields that must be filled in or the note will not be added. The fields are:

- Type
- Topic
- Summary
- Comment
- Source
- Author

It is also recommended you fill in a **Question** as most notes are in support of or an answer to a question. The menu **Add Note** option will remain unavailable until these fields are completed

Special note about the following:

The **Topic**, **Summary**, **Question**, and **Source** fields are also searchable dropdown list fields so you can re-choose existing opitons so like notes have similar links.

Author Table

When entering a new **Source**, existing or new authors you will never be able to enter an author in the Author field. Existing and new authors will need to be added to the table using the plus (+) and the app will identify those as existing or new. You will be prompted to do so by the message “For new sources add new/existing author(s) below.”

Add Note Menu

The **Add Note** menu allows the adding or importing of notes. The **Add Note** option will only be available when you have filled in all the required fields. The Import Note option will allow you to import notes but still require you to click **Add Note** after you reviewed.