This is a How-To Guide of the Categories feature for Remember Thee. This guide will show you how to:

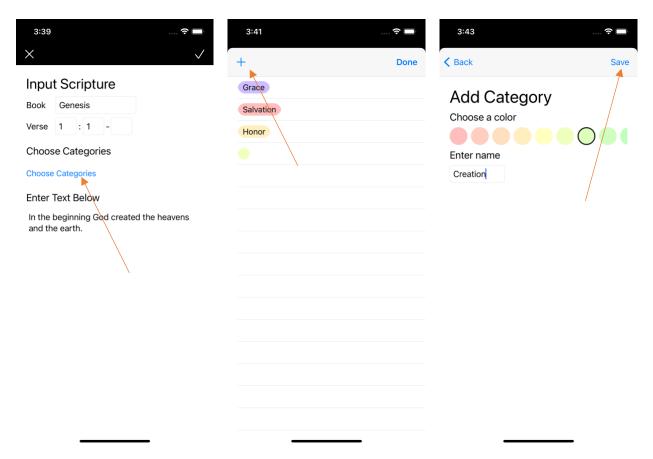
- 1. Create Categories
- 2. Add Categories To A Verse
- 3. Filter Verses By Categories
- 4. Manage Categories

### 1. Create Categories

To use categories, you first have to create them. Follow these steps to create categories.

- 1. While adding or editing a verse, select "Choose Categories"
- 2. Press the "+" button
- 3. Choose a color, enter a name for the category, and the press save.

The category will be added to the verse when you press the " $\checkmark$ " to save the verse. If you press the "X" to discard your changes to the verse, the category will not be saved.

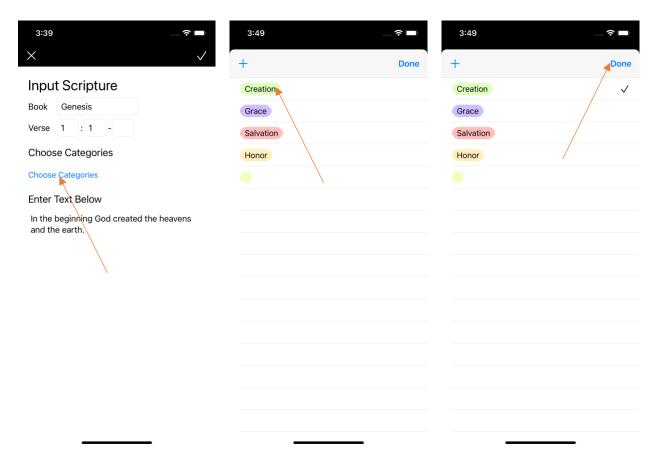


#### 2. Add Categories To A Verse

Once you have created the categories you want to categorize a verse with, you then have to add the categories to that verse. Follow these steps to add categories to a verse.

- 1. While adding or editing a verse, select "Choose Categories" (if you have just created a category, you can skip this step).
- 2. Select the categories you want to add to this verse.
- 3. Press "Done"

The category will be added to the verse when you press the " $\checkmark$ " to save the verse. If you press the "X" to discard your changes to the verse, the category will not be added.

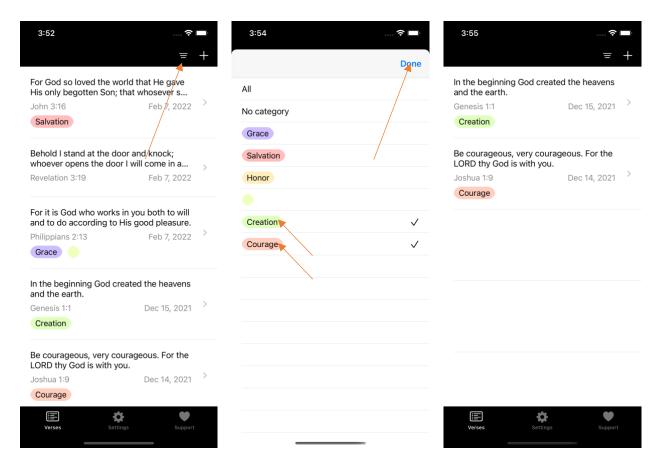


#### 3. Filter Verses By Categories

Once you have categories added to verses, you can then filter your verses by those categories. Follow these steps to filter verses by categories.

- 2. Choose the categories you want to filter by
- 3. Press "Done"

The "All" option will remove any filters and present all verses you have in Remember Thee. The "No category" option will present only verses without a category added to it.

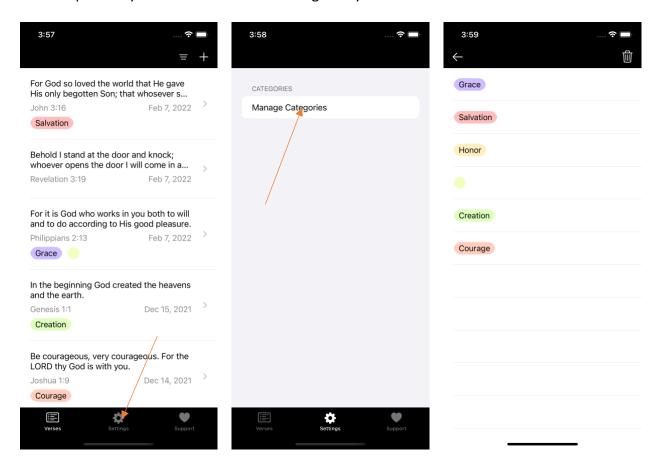


### 4. Manage Categories

If you need to update or delete your categories, please follow these steps.

- 1. Press the "♥ Settings" icon
- 2. Select "Manage Categories"

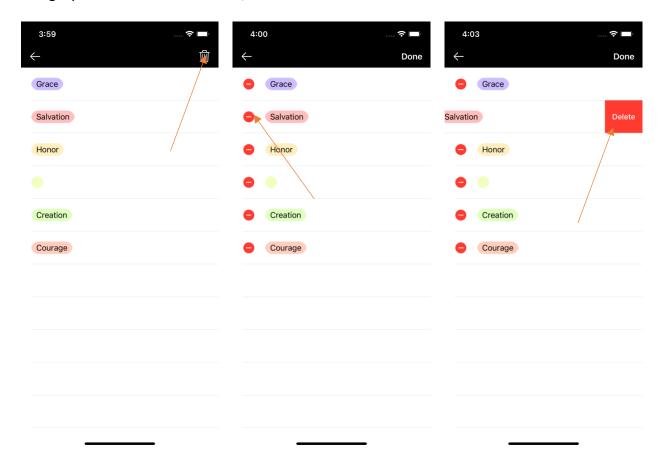
This will present you with a list of all the categories you've created.



## **Delete Category**

- 1. Press the Trash Can icon
- 2. Press the "-" icon for the category you'd like to delete
- 3. Press "Delete"

You will be presented with a confirmation window confirming that you want to delete the category. Press "Delete" to delete, or "Don't Delete" to not delete.



# **Edit Category**

- 1. Select the category you would like to edit
- 2. Choose a new color and/or edit the name
- 3. Press "Save"

