PRO-STUDY ASSIST APP - QUICK START TRAINING GUIDE
VERSION 1

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INTRODUCTION

Pro-Study Assist App is an extension of the Computer Version enabling you to also use your Smart Phone and/or Tablet to quickly collect, organise and access your research in more places. You can use Pro-Study Assist to easily collect important information from multiple sources and store it all in the colour coded categories within your Pro-Study projects. All your Pro-Study projects will be synced with the cloud and can therefore be accessed across multiple devices and your computer. Pro-Study Assist allows you to capture research on the go, whilst keeping your research safe and organised.

GETTING STARTED

REGISTRATION – MAKING A PRO-STUDY ACCOUNT

If you haven't already done so you will need to make a Pro-Study account to allow Pro-Study on the computer to sync all your projects with the Pro-Study Assist App.

- Please go to the 'Register' section of the Pro-Study website (wwww.pro-study.co.uk) and fill out the form. **You will need your licence key for this.**

COMPUTER DOWNLOAD

Once you have made an account you will be able to download the latest Version onto your computer (Version 5 onwards). Sign into the computer version using your account details.
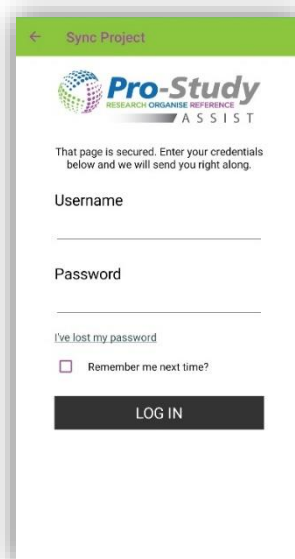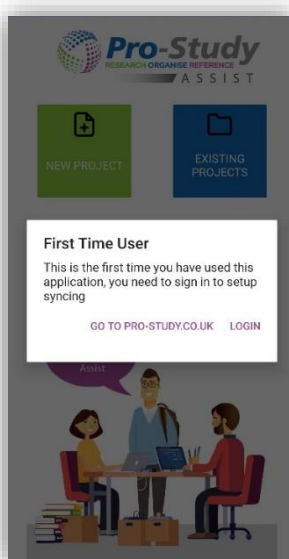
DOWNLOADING THE PRO-STUDY ASSIST APP

Pro-Study Assist is available on both Apple and Android. Please go to the App Store or Play Store:

Links for the apps can be found here - https://www.pro-study.co.uk/apps/
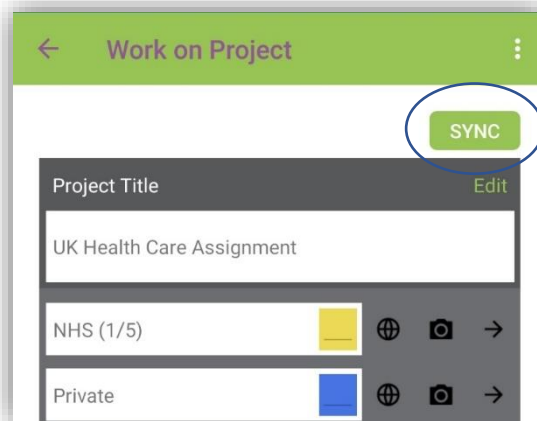
LOGIN

Once you have downloaded the Pro-Study Assist App on your phone or tablet (or both) you can sync your Pro-Study computer projects to Pro-Study Assist and vice-versa. You will need to log in using the username and password you have previously registered with. Once you have entered your details your device will remain logged in.
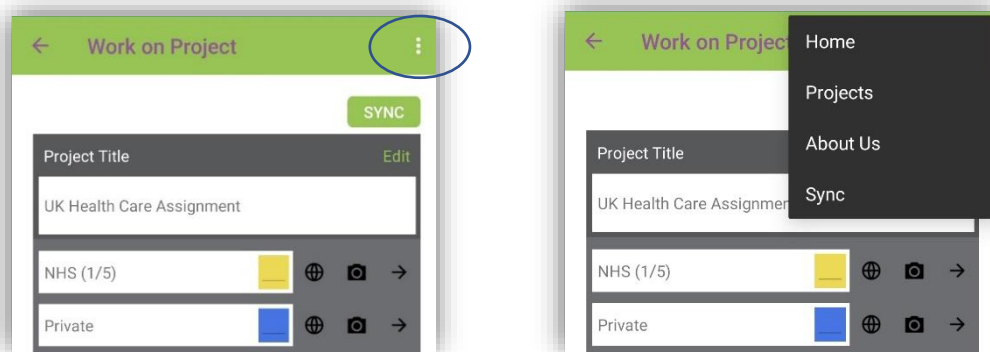
This will then allow you to sync your devices.

Automatic syncing will happen every minute and you can also manually sync by selecting the Sync button.

Alternatively, you can get to the manual sync menu by selecting the three dots in the top right-hand corner to open the drop-down menu and selecting the sync option.
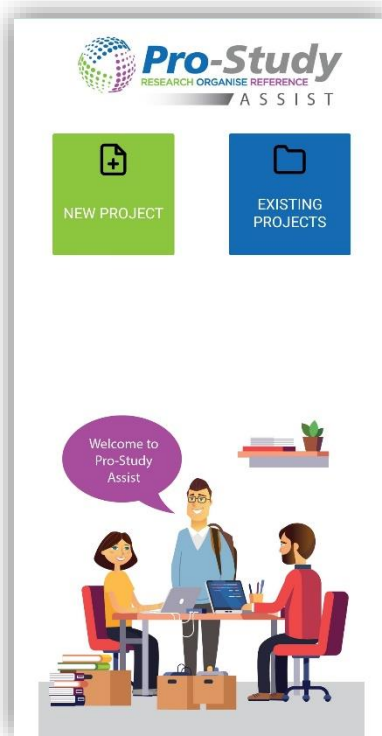
Once you have opened the sync window select the 'Sync' option and the sync process will begin.
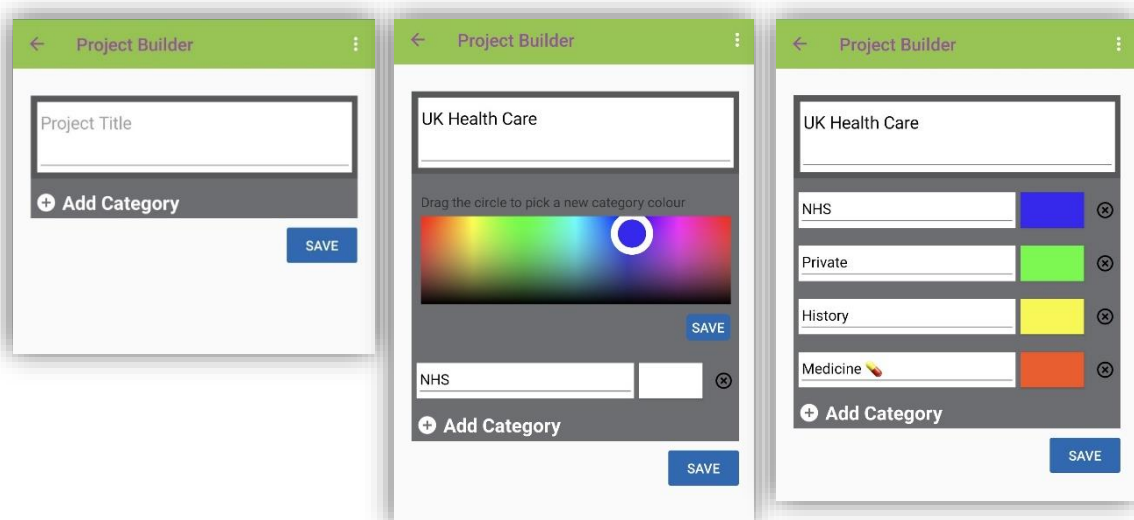
> Once the sync process is complete your Pro-Study projects will be available on your computer and App devices.

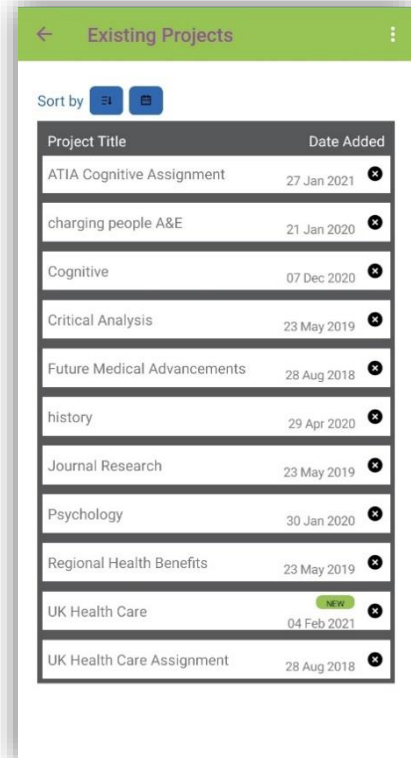From the Home Screen select the 'NEW PROJECT' button.

From here you can make a project title and add the categories you need for your project. Next assign a colour to the category using the colour picker. Once you have finished, select save and you will see your new project on the Existing Projects screen. Please note – you can always edit your projects later.
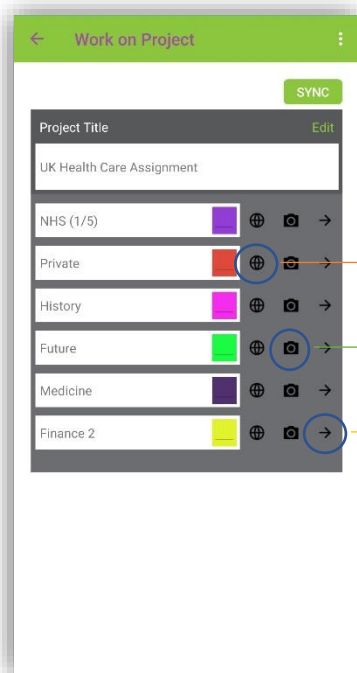
EXISTING PROJECTS

Select the 'EXISTING PROJECTS' button to view all your Pro-Study projects.

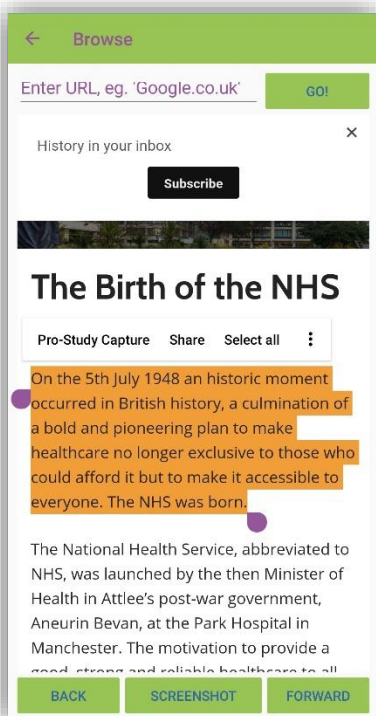## CAPTURING RESEARCH (NEW PROJECT OR EXISTING PROJECT)

Select one of your projects from the Existing Projects screen.

Within the 'Work on Project' screen you will see all of the categories you have made for that project and three options next to each category.
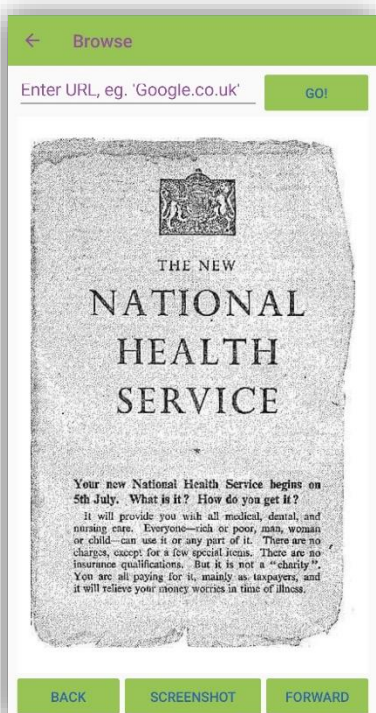
Web Browser

Camera

View Category

Choose the Web Browser icon next to the category you are working on. Use the Web Browser as normal until you find some information you want to save. Highlight the text and click 'Pro-Study Capture'.
This will save the text and hyperlink into your category.

If you want to save an image from a website click the screenshot button at the bottom of the screen.
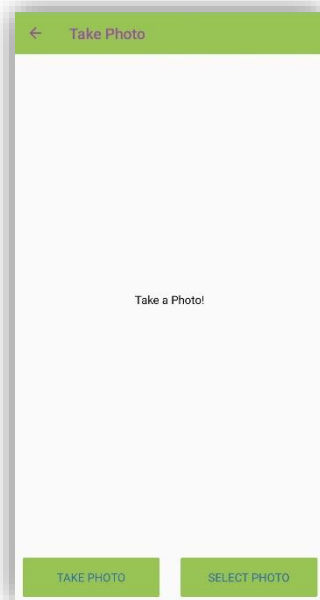
Once you have taken the screenshot you can save the image to your category or you can convert any text into editable text using the OCR feature.

CAMERA

You can use the camera to either take new photos or upload existing photos from an album on your device. Click the 'Camera' icon next to the category you want to save the picture to.

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Choose TAKE PHOTO to take a new photo.
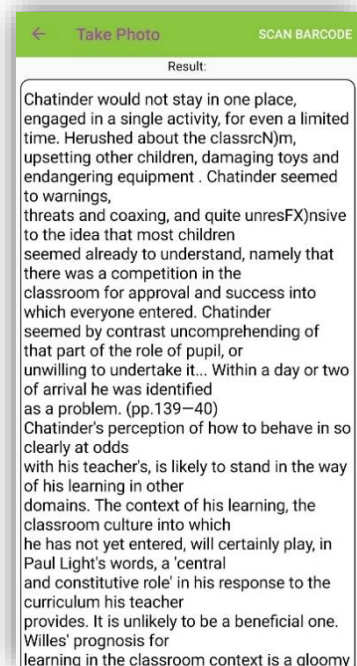
Choose SELECT PHOTO to upload a photo.

TAKE PHOTO

Using this feature, you can take a picture and save it to a category. In the Example below, a picture of some text from a course text book has been taken.
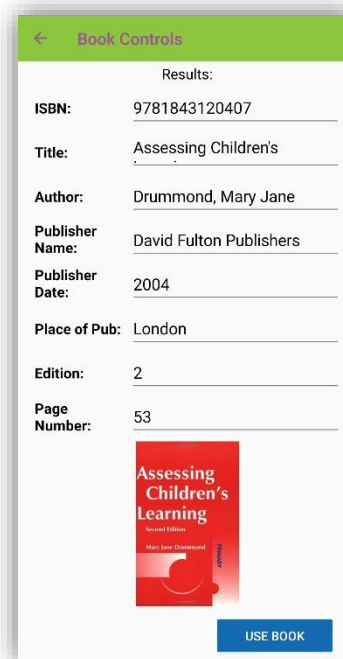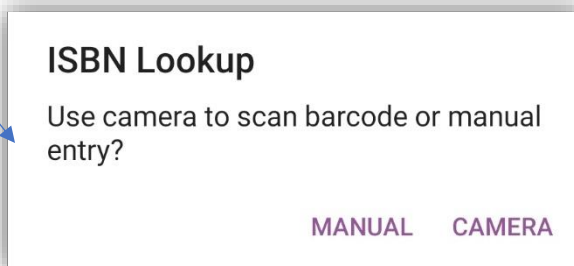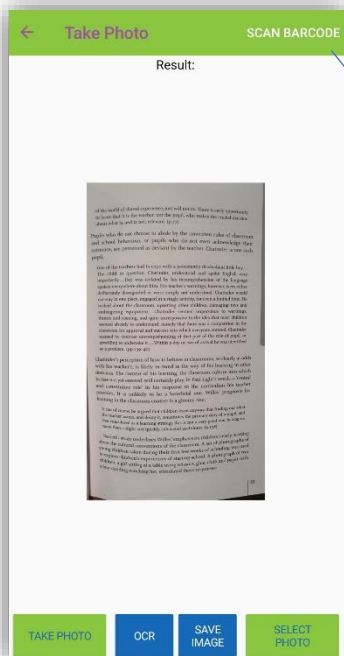

OCR

You can use the OCR feature to turn the text into editable text.
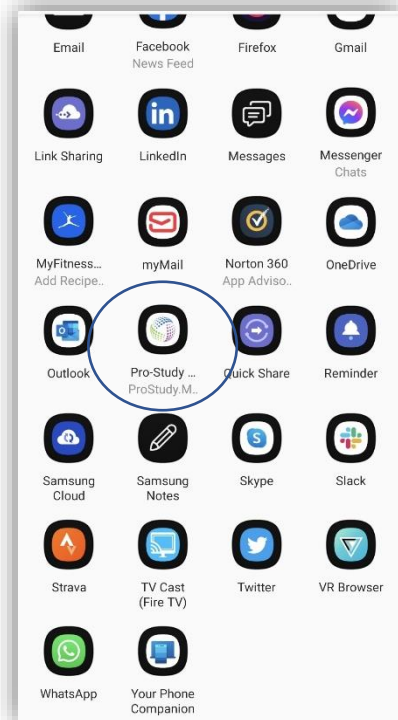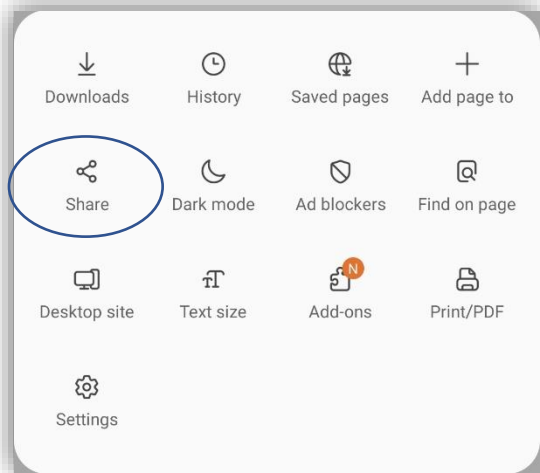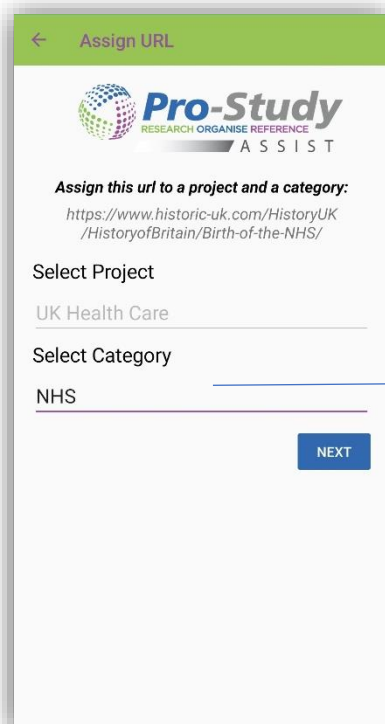
BOOK BARCODE SCAN

Use the Barcode scan option to save the reference information from a book.

Select SCAN BARCODE to start the process. Then choose if you want to manually enter the barcode number (ISBN) or use your devices camera to scan the barcode automatically. Finally, select USE BOOK.

If your device has the option to 'Share' then you can share a webpage to the Pro-Study Assist App.

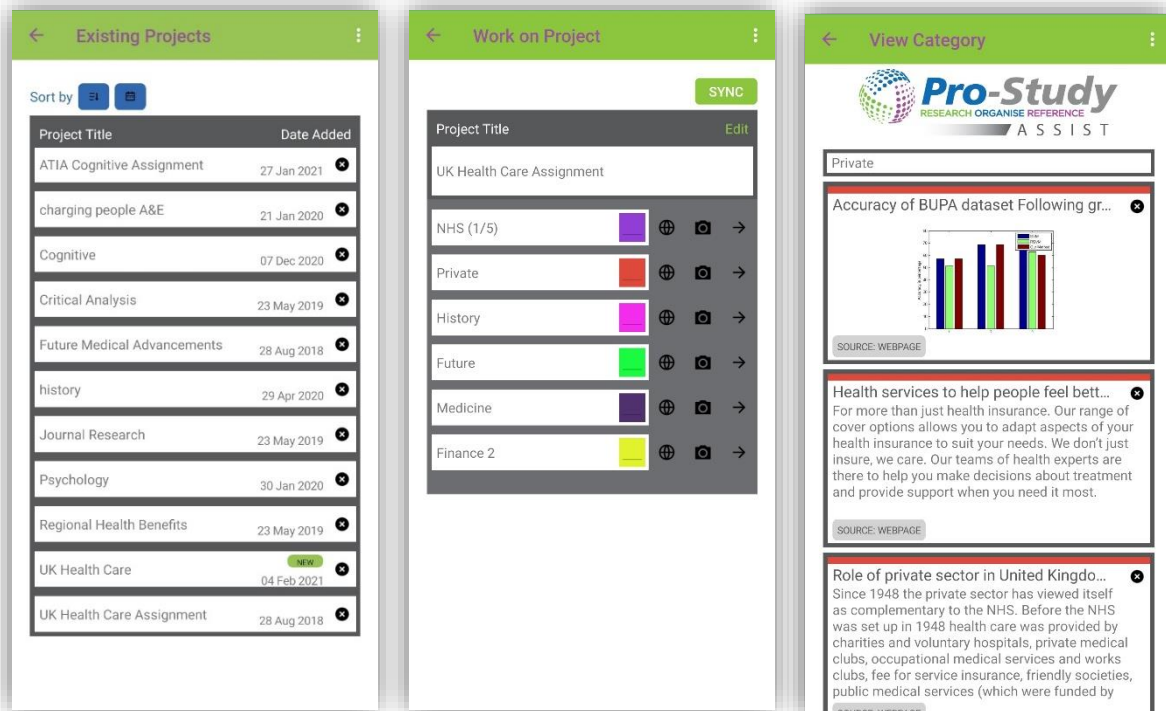Select the project and category you want the webpage sharing to and the Pro-Study Assist Web Browser will load up so you can save the required information using the standard capture method.

VIEWING A CATEGORY

Choose a project from your existing projects screen. Select a category or use the arrow next to the category to open it. Within your category you will see all the information you have captured so far with a hyperlink back to the original source.

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You can also delete Projects and Captures from within these two screens by selecting ✖ beside the project or captured piece of information.

MANAGING YOUR PROJECTS

First open the project you want to edit and select Edit

Once you are on the Edit Project screen you can change the title of your project, change the name of your categories, change the colours of your categories and add or remove categories. Click SAVE to save your changes.