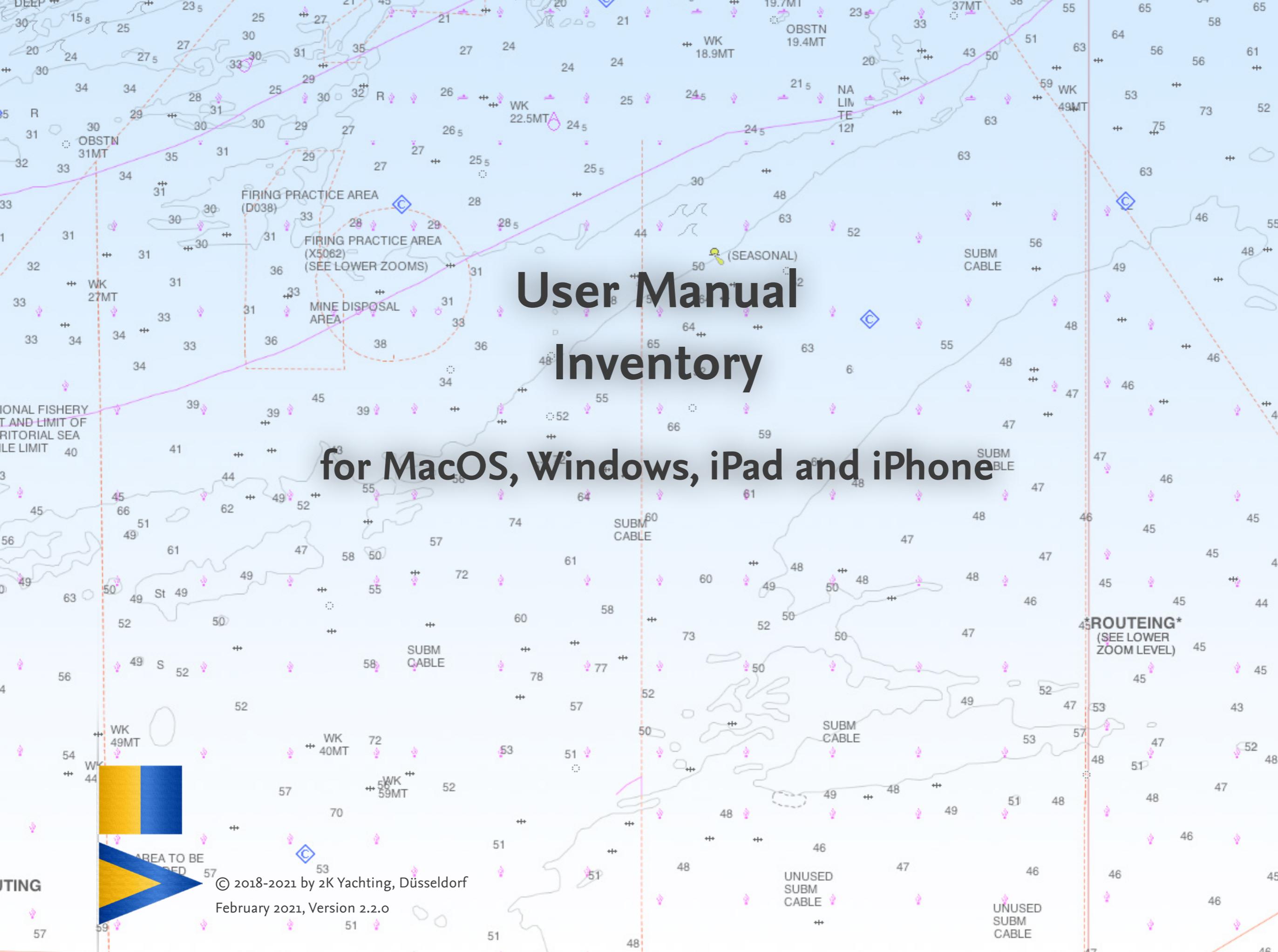


User Manual Inventory

for MacOS, Windows, iPad and iPhone



Contents

Preface 3

Get to Know: The User Interface 4

The Buttons 4

The Views 5

Zoom Levels 6

Zoom 6

The Fields 7

Customize the Inventory file:

Settings and Lists 8

The Dialog Settings 8

The List Popover 9

INVENTORY in Practice 10

Table of Fields 10

The Storage Location 12

Entry for a New Item 12

 Create a New, Empty Entry and Enter Data 12

 New Item on the same Storage Location 13

 New Entry by Duplicating 13

 Deleting an Entry 13

Sorting your Entries 14

The Search Function of INVENTORY 14

 Searching in Your Entries 15

 Searching by Stock State 15

Importing Items 16

 Importing Entries on PC 16

 Importing Entries on iPad 17

Printing the Inventory or saving in PDF 18

 Page Setup and Printing using MacOS 18

 Print Setup and Printing using Windows 19

 Print Setup and Printing on iPad 20

 Creating a PDF on Mac 20

 Creating a PDF using Windows 21

 Creating a PDF on iPad 21

Data Export 23

Troubleshooting 24

 Restore a Damaged File 24

 Updates 24

 Error Report 24

Preface

With the LOGBOOK ADD-ON INVENTORY 2K Yachting expands the popular logbook software with a handy tool that can save you a lot of seeking in the ship. In INVENTORY you can store the precise location for each item in the ship, how of this item is in place and whether a soon replenishment is needed.

INVENTORY is an Add-on to LOGBOOK SUITE and runs in LOGBOOK SUITE on the PC and iPad and in LOGBOOK SUITE PHONETOOLS on the iPhone.

This user manual explains the functions of the file **Inventory.fmp12**. General functions of LOGBOOK SUITE, such as installation, handling of data files and updating an old logbook file are described in the *User manual Logbook Suite Basics*.

We thank Magnus Olausson for his tireless work on the translation into Swedish and Alex Voermans for his translation into Dutch.

If you have any questions, please send an email to **support@2k-yachting.de**.

We hope that you like INVENTORY and may there always be enough water beneath your keel...

Almute Kraus

2K Yachting, in February, 2021

Get to Know: The User Interface

The user interface of INVENTORY is almost identical on PC and on iPad. All the functions you need during data entry or for printing, etc., can be found in this popover that are opened directly via the buttons at the top right of the window.

If you already use LOGBOOK, you will recognize many controls.

The Buttons

In the area at the top right of the window of INVENTORY you find buttons that give access to all functions of INVENTORY.

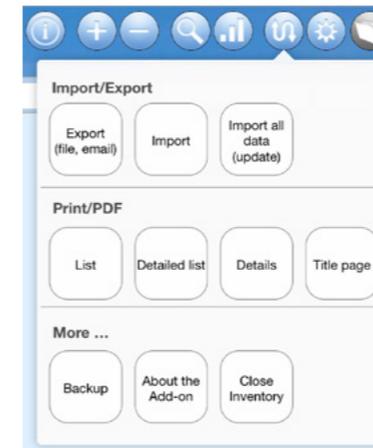
The table gives a description of the buttons. The functions will be described in the corresponding chapters of this manual.

In addition there are invisible buttons in the view:

- In the **title view** tap/click on the image to open the **List view**.
- In **List view** or **details view** tap/click in the upper left corner to get back to the **title view**.

The buttons ,  and  open a popover with a kind of menu. Clicking on a text button opens either another popover with settings or executes the specified function.

To close a popover just click or tap on an empty space in the window of INVENTORY or use the closing button () , which is located on many popovers in the upper right corner.



The popover **Communication** (button ) shows a menu with text buttons

Button	Function
	Show Detail view for selected entry*
	Show List view **
	Popover New (new entry, new entry in same location, duplicate entry)
	Popover Delete (this entry, all found entries)
	Sketch of the storage places in the ship
	Popover Find (search by term or stock state)
	Popover Sorting (setting up the sorting of the list by category, item, stowage space etc.)
	Popover Communication (export, import, print, Backup, about Inventory, quit)
	Popover Settings
	Popover Edit list (edit the list for the field at the left)**

The buttons (* only in List view, ** only in Detail view)

The Views

For each item you want to manage in inventory, a separate entry is created. Inventory provides two different views for displaying your entries.

The **List view**, which is displayed by click/tap on the start screen, displays a list-like overview of all entries. The list shows for each item in addition to name only a few additional details. If you have more entries than can be displayed in the window, you can scroll the list. Always, one of the entries in the list is selected. You can identify the selected entry on the slightly darker blue backing and the fact that the fields are white. Alternatively, you can use the **Detailed list** option in the **Sort** popover to display a multiline list that also displays the complete Storage location and much more.

Category	Item	Room	Stock	Expired
Navigation	Minox Mono MD 7x42 C mit Kompass		1	
Pantry	Teiltells	Salon Backbord	1	
Provisions	Bombay Gin 1l	Hinteres Staufach unter	3	●
Provisions	Campari	Pantry Backbord	1	
Spare Parts	Dieselfilter	Salon Backbord	1	●
Spare Parts	Ecken für Oceanair Rollo in Achterkabine	Salon Backbord	2	
Spare Parts	Impeller für Yanmar-Motor	Salon Backbord	1	● ●
Spare Parts	Keilriemen für Yanmar	Motorraum Mittschiffs	1	●
Spare Parts	Kugelventil	Salon Backbord	1	
Spare Parts	Lewmar Serviceset für Winschen	Salon Backbord	1	
Spare Parts	Mahagoniwachs	Salon Backbord	1	●
Spare Parts	Ölfilter		0	●
Spare Parts	Reparaturset für Beiboot	Salon Backbord	1	
Spare Parts	Spinnaker repair tape	Salon Backbord	1	
Spare Parts	Stoff für Hülle Sprayhood	Salon Backbord	1	
Spare Parts	Yanmar Saildrive Anode		1	●

Items: total | found | position in list - 38 | 38 | 16

The List view

With the button **i** (either on the left in the row of the desired entry or on top of the window) you switch to the **Detail view** of the entry. Here all fields offered by INVENTORY are displayed. If there are additional entries the list before or after the selected entry, a small triangle will appear on the left or right edge (< or >). Tapping or clicking on the left or right margin of the **Detail view** shows the previous or next entry. The button **≡** switches back to the **List view**.

The Detail view

In both views you can see at the bottom of the screen the number of entries in the file, the number of entries displayed (important if you have made a selection) and the position of the activated entry within the list.



In LOGBOOK SUITE PHONETOOLS, the structure of the views is adapted to the smaller size of the screen. Basically, however, the same information and fields are displayed as in LOGBOOK SUITE. In the list view, however, the ⓘ button on the left edge of each row has been omitted. Instead, tapping on the middle area of each row leads to the detail view of the respective entry. Tapping on the left or right edge of a row makes it the active entry. In LOGBOOK SUITE PHONETOOLS, entries can only be edited in the detail view, the list view is only used for display.



Zoom Levels

On PC INVENTORY offers several zoom levels. According to the size of your screen the zoom level **100%**, **130%** or **150%** will work best for you. In addition, the zoom can be increased to 200% as well as reduced to 75%. Usually these zoom levels will not be suitable for the standard use of LOGBOOK.

To change the zoom level open the popover **Settings** (button ⚙) and choose the button **Zoom**. In the following popover select the desired zoom level. After closing the popover with the button **Activate** the new zoom level is set and the size of the program window is adapted to the content or to the size of the screen automatically. The zoom level is saved and automatically set when you open the logbook file the next time.



Zoom

On the iPad and the iPhone, you have the option to zoom with the two-finger gesture to enlarge the data you want so see. The zoom function can be switched on and off. This way you can prevent it from accidentally zooming during data entry under bad conditions.

To enable or disable the zoom function open the popover **Settings** (button ⚙) and choose the button **Zoom**. In the following popover turn the zoom function option on or off.



If you rotate the iPhone with the LOGBOOK SUITE PHONETOOLS, the screen content automatically adapts to the width and height of the screen.

In LOGBOOK SUITE on iPad – like LOGBOOK SUITE as a whole – the screens of BUDGET are optimized for landscape format



Tip

Unfortunately on iPhone, when viewing in landscape mode the popover is moved upwards on the screen when the keyboard fades in. This may make it difficult to enter data. If you have problems, you should do your inputs while holding the iPhone in portrait mode.

The Fields

The data entry and display of your entries in the BUDGET file is done in fields. A detailed description of the different field types and how to enter data into the fields can be found in the *User Manual Logbook Suite Basics*.

Attention

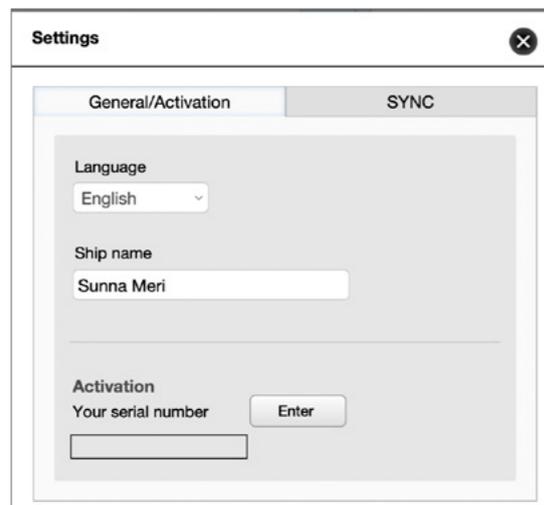
Note, however, your entry is only completed and permanently stored in the file after you moved the cursor out of the entry fields. To do this click or tap on an empty area in the window.

Customize the Inventory file: Settings and Lists

Before you use INVENTORY the first time you should make a few settings and customize the default lists for your boat.

The Dialog Settings

First use the button  in the right of the window to open the dialog **Settings**. On the first tab of the dialog, general settings are made, on the second tab the settings for synchronization with the **SYNC** service are made. More about this in the *User manual Logbook Suite Basics*.



The dialog Settings

Language

Choose the language for the user interface of INVENTORY. At this moment we support German, English and Swedish.

Ship name

Enter the name of your ship. The name is displayed on the title page and on the top left of the **List view** and **Detail view**.

Time period doe expiration date warning

Use these field to specify how early you want to be informed prior to the expiration date.

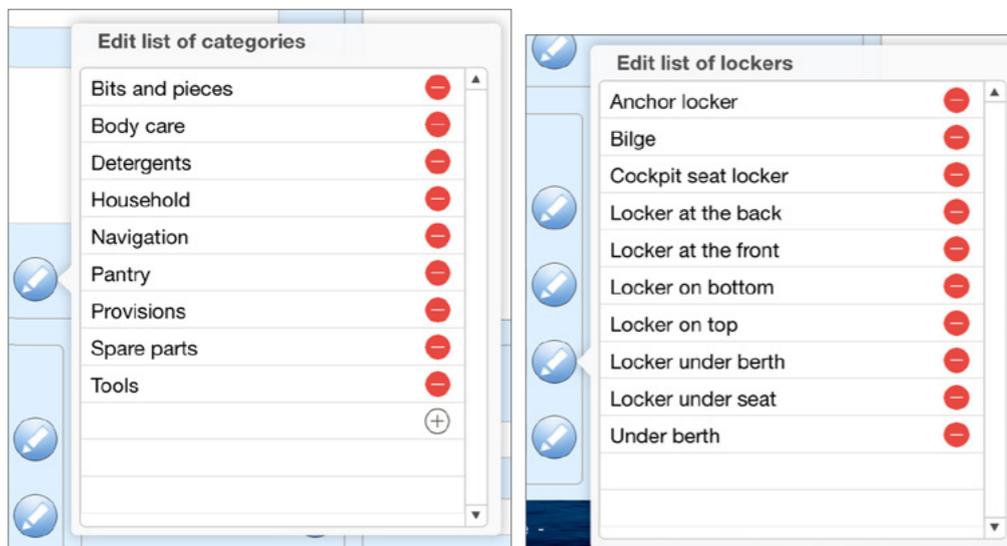
Activation – Your serial number

This field shows your actual serial number. If you didn't enter a serial number yet, choose the button **Enter**. The field itself is not editable.

The List Popover

In the **Detail view** (to enable this view from **List view** select the button ⓘ) you see next to some fields a button ✎. This button opens a popover, in which the entries in the drop-down list for the field left to the button can be edited.

The entries already shown in the lists are only intended as suggestions. You can edit or delete all existing entries that you don't need. Open the lists, and adjust the lists for your ship. Of course you can add entries to the list later at any time during the work with INVENTORY.



*Popover for editing the list for field **Category** and Popover for editing the list for field **Locker***

- To add a new entry click/tab on the plus sign at the bottom of the list and type the text in the field.
- To delete an entry click/tab on the minus sign at the end of the line. After a warning message the entry will be deleted from the list.

Attention

Deleting an entry from the list has no effect on existing entries. The entries remain untouched, even if you remove the entry from the list.

INVENTORY in Practice

After you have prepared your INVENTORY file as described on the previous pages, you can start with the entries in the inventory list. The following table provides an overview of all available fields. All fields marked with a * are also displayed in the **List view**.

Table of Fields

New in
Version 2.2

Changed in
version 2.2

Field	Description	How to enter
Item*	Unique name for the item	• Manual input
Description	Space for a detailed description of the item	• Manual input
Category*	The category arranges the items on the type or purpose	• Choose from list of categories • Manual input
Expiration date*	Expiration date, a colored circle at the right of the field indicates the state of the shelf life	• Manual input
Insert Photo here	Here you can insert up to 4 photos. The image size is reduced to 800 pixel.	• Selection of numbered tab, then selection of image using button, by tapping on the image area or by dragging the image into the field (depending on operating system)
Area Storage location		
Room*	Storage location level 1: a room of the ship	• Choose from list of rooms • Manual input
Side	Storage location level 2: side in room	• Choose from list of sides • Manual input
Locker	Storage location level 3: locker, cabinet etc.	• Choose from list of lockers • Manual input
Shelf/Box	Storage location level 4: shelf, storage container	• Choose from list of shelves and boxes • Manual input

Field	Description	How to enter
Area Stock		
Amount*	Available quantity or number of the item— if also a minimum amount is entered, a colored circle at the right of the field indicates the state of the stock	<ul style="list-style-type: none"> • Manual input and automatic calculation of the state
Unit of quantity	Unit used when specifying the amount	<ul style="list-style-type: none"> • Choose from list of quantity units • Manual input
Minimum quantity	Minimum required amount/numbers of the item	<ul style="list-style-type: none"> • Manual input
Time stamp of last edit	Date and time of last of the entry	<ul style="list-style-type: none"> • Automatic calculation
Area Purchase		
Manufacturer	Information on manufacturer of the item	<ul style="list-style-type: none"> • Choose from list of already entered manufactures • Manual input
Item number	Item number	<ul style="list-style-type: none"> • Manual input
Serial number	Serial number	<ul style="list-style-type: none"> • Manual input
Source of supply	Supplier for replacement of the item	<ul style="list-style-type: none"> • Choose from list of already entered sources • Manual input

Please note

The time stamps will only be refreshed if contents of fields are changed. If you, for instance, only click or tap in a field make no changes to the field's contents, the time stamp doesn't change.

The Storage Location

In INVENTORY you can specify for each managed item exactly where it is stored inside the ship. INVENTORY provides a clear system, wherein the indication of the storage area is hierarchically structured in four levels.

- The top level of the storage area is the **room** inside the ship. This can be, for example, the saloon or the cockpit.
- In the next level you define the side inside of the room, where the item is stored (for example on the starboard side).
- On this side of the room there may be multiple lockers or cabinets. This is specified with the third hierarchical level (eg. locker under seat).
- And to get a most precise storage location you then can specify in the fourth level a shelf or a storage container (**Shelf/Box**) inside the locker.

The lists for the storage location fields are already filled with some suggestions. These should be adjusted according to the available storage locations in the ship (see “The List Popover” on page 9).

It can also be helpful to use the button  to insert a sketch of the storage locations in the ship into INVENTORY.

INVENTORY is not only suitable as inventory management tool for the ship, but just as well for the hobby room, the workshop, the maintenance of stocks and much more. Here the hierarchical classification system is useful, too, however, the lists need to be adjusted.

Entry for a New Item

Entering the information for the items in the INVENTORY file is quite simple.

Create a New, Empty Entry and Enter Data

For each item there is a separate entry (record). If you want to enter data for a new item, you first need to create a new entry. In LOGBOOK SUITE you can do this in the list view as well as in the detail view. In LOGBOOK SUITE PHONETOOLS on the iPhone, entries are only possible in the detail view, which is automatically activated when a new entry is created.

1. Choose on top of the window of INVENTORY the button +.
2. This opens the popover **New** that provides three text buttons for creating a new entry to choose from. To create a new, empty entry, select **New item**.
3. Now in **List view**, a new row is created and the cursor is placed in this row into the first field (**Category**). In the **Detail view** a new, blank page is created and the cursor is placed into the first field (**Item**).
4. Now enter into the fields all the information about your item. You can set the cursor from one field to the next using the tab key or by tapping **Next**.

It is recommended that you choose a **category** for each item. This makes it easier to sort and search.

If the item has a limited shelf life, the corresponding date can be entered under **Expiration date**.

Under **Storage location** you specify in a four-level hierarchy , where the item is stored.

**New in
Version 2.2**

If you want to receive stock alerts, you need to specify in the field **Minimum quantity**, what amount should be at least in stock.

For details about the fields, see the “Table of Fields” on page 10.

5. The field **Time stamp of last edit** will be filled in automatically.
6. Though, remember that the entries are not saved in the inventory file before you have moved the cursor out of the fields of this record.

Attention: The special case empty INVENTORY file

If you start to work with a new, empty INVENTORY file, the first entry is already created. So you don't need to create a new entry and can start your inventory by entering data in this entry.

New Item on the same Storage Location

If you want to enter several items that are stored in the same place, you can use **New item in same location** from the popover **New**.

1. Activate an entry already created for an item at the desired storage location.
2. Choose on top of the window of INVENTORY the button +.
3. Then in popover **New** select the text button **New item in same location**. The function creates a new entry in which the fields for the storage location are already filled with the data from previously selected item.

New Entry by Duplicating

If you want to create an entry for an item, which is much similar to another item for which you have already created an entry, you can use the option **Duplicate item** from the popover **New**.

1. Select the entry that you want to duplicate.
2. Choose on top of the window of INVENTORY the button +.
3. Then in popover **New** select the text button **Duplicate item**. The function creates duplicate of the previously selected item.
4. Now edit the fields according to the new item.

Deleting an Entry

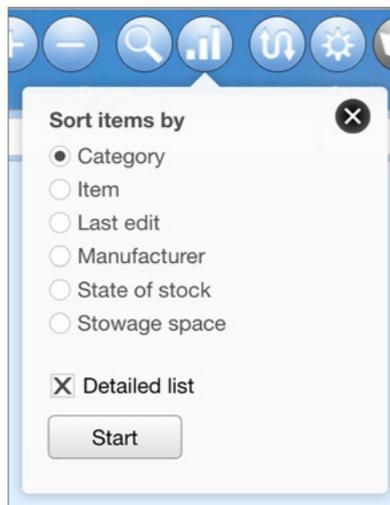
1. If you want to delete an entry completely, click or tap the minus button in top of the window.
2. Now you can choose in popover **Delete** if you only want to delete the selected entry (**This entry**) or all entries that are currently displayed in the **List view (All shown items)**.
3. After a confirmation message, the entry is deleted.

Sorting your Entries

Using the options in the popover **Sorting** (📊) you can sort your entries.

In **List view** the entries also can be sorted easily by clicking or tapping on the column title **category**, **item** or **room**.

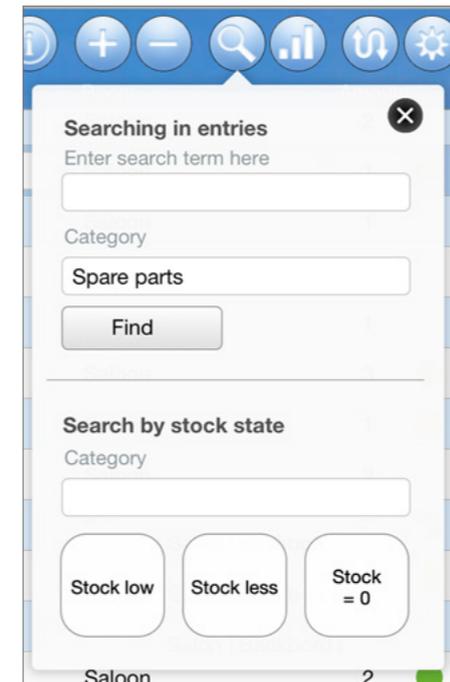
When sorting by **room**, the items within a room are sorted even according the additional storage location fields for the next levels. This means for example, that all objects, that are in the saloon on the port side in the locker under the seat in the red box, are listed in alphabetical order.



*The popover **Sorting***

The Search Function of INVENTORY

Using the options in popover **Search** (button 🔍) you can search in your inventory list under different viewpoints for items and so restrict the items displayed in the list.



*The popover **Search***

1. Click or tap on the **Search** button 🔍 to open the popover **Search**.
2. The popover **Search** offers two different and independent search types. Enter your search criteria as described in the following two sections, and then click or tap the button **Find**.
3. INVENTORY will now search for all entries that match your search criteria and only display the entries that were found. If you searched for a specific term, this term will not be highlighted on the pages. But all items displayed contain this term. To indicate that not all entries are shown the symbol 🔍 in **Search** button gets red.

4. Tap the **Search** button  again to bring all items in sight again. The symbol  in **Search** button gets white.

Searching in Your Entries

Using the fields at the top of the popover **Search** you can search for a term or a string.

- If you type a search term in the field **Enter search term here** and then click or tap on the button **Find**, all entries will be listed in which this string occurs. The string can be in any field of this entries.
- If you choose, in addition to a search term, a category from the list in the field **Category**, only items will be listed, in which the search term occurs and which also belong to the specified category.
- If you do not specify a search term, but only a **category**, all entries will be listed that belong to this category.

Searching by Stock State

Using the fields at the lower part of the popover **Search** you can search for entries whose stock is low or too low.

- If you click or tap on one of the buttons **Stock low** or **Stock less** all items are listed, for which the stock state is low (orange and red dot) or too low (red dot).
- When you first choose a category from the list in the field **Category** (the one shown beneath the headline **Search by stock state**) and then select one of the two buttons **Stock low** or **Stock less**, only items with low or too low stock are show that also belong to the specified category.

Tip: Creating a shopping list for spare parts

With INVENTORY you can easily create a shopping list for example for spare parts that should always be in sufficient quantity on board:

1. Be sure when creating the entries for your the spare parts to always set up the appropriate category.
2. For your shopping list create a list of all spare parts with low stock. To do this open the popover **Search** (button ) , select from list in the field **Category** beneath the headline **Search by stock state** the category used for this kind of spare parts and then choose the button **Stock low**.
3. Now you can print this list, or create a PDF file and send this by email (see “Printing the Inventory or saving in PDF” on page 18).

Importing Items

Due to the different operating systems INVENTORY provides on PC and iPad a slightly different import function.



Importing Entries on PC

If you have already started a list of your ship's inventory ship with a standard application such as Excel, you can import that data into INVENTORY. Or import items from another inventory file.

1. In **communication** popover (button ) select the button **Import**.
2. This opens a dialog where you can choose if you want to import from an INVENTORY file or from a file created with another program.
3. If you select **Inventory** a dialog is opened where you need to select the INVENTORY file, from which you want to import. After you have selected the file, the import runs automatically. When it is finished a message shows how many new entries have been imported. Entries for items that are in both files are updated with the data from the imported file.
4. If you choose **Other**, INVENTORY opens a dialog for selecting the file from which you want to import data. For a list of supported file formats refer to table "Supported file formats for data import on PC" on page 16.
5. In the next step, you need to match the columns in your import file to the fields of INVENTORY. To do this, use the **Import Field Mapping** dialog which is now opened and move the target fields to the appropriate source field. It is important that for each field that you want to import, an arrow points from source field to target field.

In the dialog the fields are listed with the program internal names. An assignment of these names to the field titles of INVENTORY is provided in the table "Program internal field names" on page 17.

Activate the option **Update existing records in found set** if you want to avoid identical records .

6. After you have matched all fields, click on **Import**. This opens the dialog **Import Options**. Enable the option **Perform auto-enter options while importing** and click on **Import**. This starts the import process. When it is finished a message shows how many new entries have been imported.

File formats for data import in INVENTORY
Tab-separated text file
Comma-separated text file
Merge file
Excel 95-2004 workbooks (.xls)
Excel workbooks (.xlsx)
dBase file
XML data source
ODBC data source
Bento data source

Supported file formats for data import on PC

Internal field name	Field title in INVENTORY
item	Item
description	Description
category	Category
storage location 1	Room
storage location 2	Side
storage location 3	Locker
storage location 4	Shelf/Box
amount	Amount
unit	Unit of quantity
minimum quantity	Minimum quantity
expire_date	Expiration date
time stamp	Time stamp
manufacturer	Manufacturer
item number	Item number
serial number	Serial number
source of supply	Source of supply

Program internal field names



Importing Entries on iPad

On the iPad you can only import entries from another INVENTORY file which is stored in the documents folder of LOGBOOK SUITE.

1. In communication popover (button ) select the button **Import**.
2. It opens an information dialog. Select **OK** to continue.
3. A popover opens, in which a selection list lists all files stored in the app for selection. If necessary you should reload the list with the button **Reload file list**.
4. Start the import process by clicking **Choose**.
5. The import will run automatically. When it is finished a message shows how many new entries have been imported. Entries for items that are in both files are updated with the data from the imported file.

Printing the Inventory or saving in PDF

If you would like to print your Inventory or save it in a PDF, you can use the printing function of INVENTORY.

With a PDF, you will receive a digital version of your Inventory file, which can not be modified. You can view the Inventory PDF at any time later without the need that our software LOGBOOK SUITE is installed. And since the PDF files are small, they are also very suitable for emailing.

The popover **communication** (button ) offers under the headline **Print** text buttons for printing four different the print-optimized layouts. All print layouts are designed for printing in portrait format on A4 or U.S. Letter.

The following table shows what content will be printed with the individual print layouts.

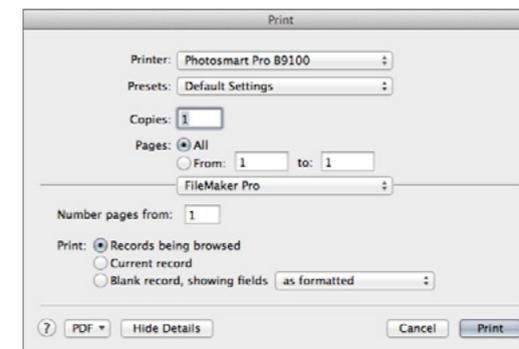
Print layout	Contents	Number of pages
List	List with all entries shown in List view	min. 1
Detailed Liste	List with all entries shown in Detailed List view	mind. 1
Details	Detail view of all shown entries, one page per entry	min. 1
Title page	A decorative title page for the cash box with ship name and dates	1



Page Setup and Printing using MacOS

The default printer page is setup in a way that the views can be printed in portrait format on a DIN A4 or US letter sheet. If the setting is not proper for your printer, you can setup the page in the dialog box **Page Setup** from the **File** menu. This opens the standard dialog box **Page Setup** of MacOS.

1. In communication popover (button ) choose the button for the desired print layout.
2. This opens the standard dialog box **Print** of MacOS. Activate the dialog's page with the settings for **FileMaker Pro**. For the option **Print** select **Records being browsed** (which means all records). Also make sure that for the option **Pages** the setting **All** is selected. Just so all pages of the selected layout will be printed.
3. After you have checked all settings, start the print job with the button **Print**.

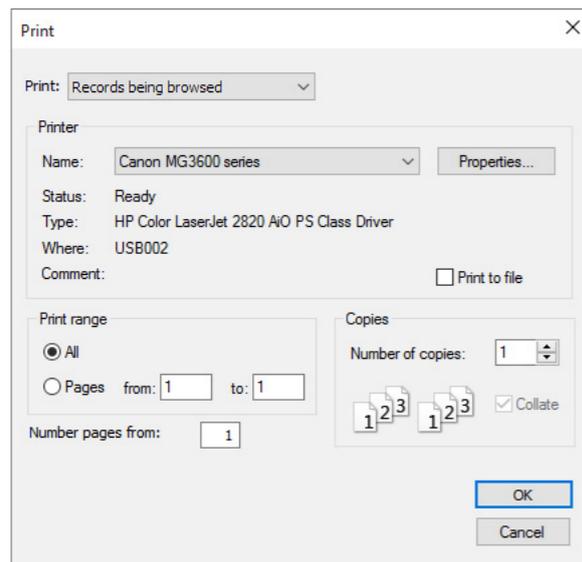


The **Print** dialog box under MacOS



Print Setup and Printing using Windows

1. In communication popover (button **u**) choose the button for the desired print layout.
1. This opens the standard dialog box **Print** of MacOS. For the option **Print** select **Records being browsed** (which means all records). Also make sure that for the option **Pages** the setting **All** is selected. Just so all entries of the selected layout will be printed.

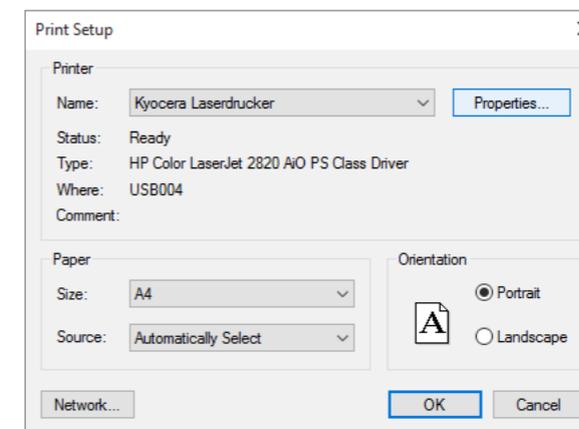


The **Print** dialog box under Windows

2. Then, next to the name of your printer, click on the **Properties** button. This opens the dialog **Print Setup**.
3. Select here under **Paper - Size** the size paper **A4** or **US letter** and under Orientation the option **Portrait**. Then close the **Print Setup** dialog with **OK**. (How exactly your dialog **Print**

Setup looks like depends on your printer. Please read, if necessary, in the operating instructions of your printer.)

4. Again check all other settings in the print dialog. If you want to print all pages, the setting **All** needs to be selected for **Pages**.
5. After you have checked all settings, start the print job with the button **OK**.

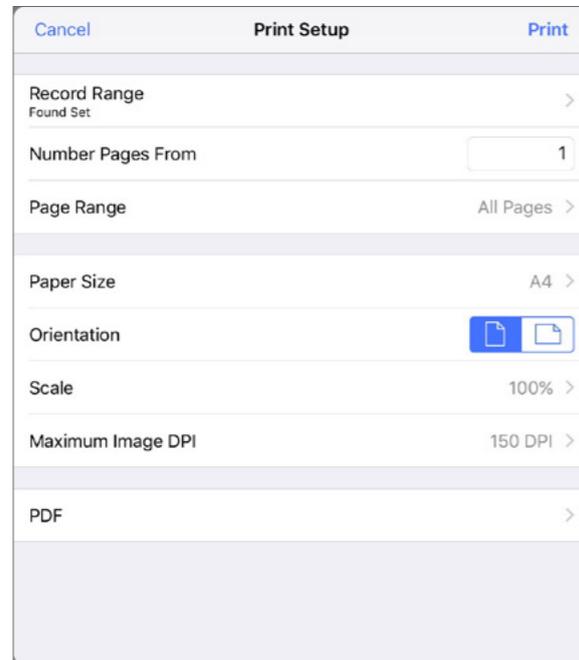


The dialog box **Printer Setup**



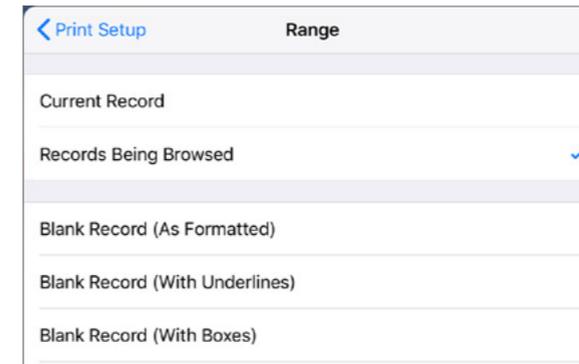
Print Setup and Printing on iPad

On iPad you need a printer which is capable for AirPrint (for details of setting up the printer refer to the manual of your printer or the iPad manual).



The dialog box **Print Setup**

1. In communication popover (button ) choose the button for the desired print layout.
2. This opens the standard dialog box **Print Setup**. For the option **Record Range** select **Records Being Browsed** (which means all records). Also make sure that for the option **Page range** the setting **All Pages** is selected. Just so all pages of the selected layout will be printed.
3. Choose the paper size (A4 or US Letter) and make sure that you have set up **Portrait** for **Orientation** and **100%** for **Scale**.
4. After you have checked all settings, start the print job with the button **Print**.



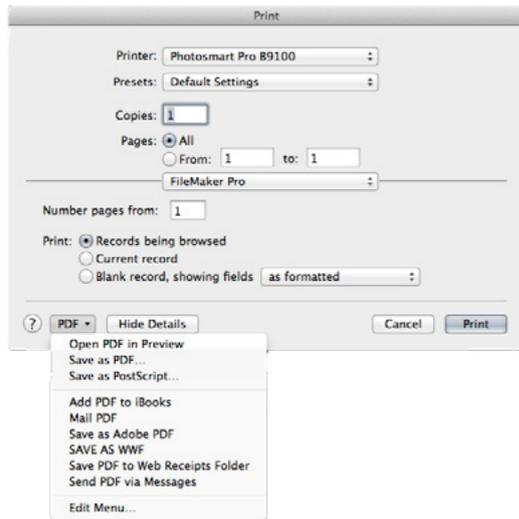
Standard setting in dialog **Print Setup, Range**



Creating a PDF on Mac

When you are using LOGBOOK on a Mac you can also store your Inventory file in a PDF file instead of printing on paper. For this you have to follow the same steps described for printing (see in the chapter “Page Setup and Printing using MacOS” on page 18).

But after you set up the appropriate settings in the print dialog box, don't click on the button **Print**, instead you have to choose the option **Save as PDF...** from the list, which is opened with the button **PDF**.



Saving a print layout in a PDF file



Creating a PDF using Windows

If you are using Windows and would like to store your Inventory file in a PDF file instead of printing on paper, it is necessary to have installed a PDF printer. Windows 10 includes a PDF printer. For older versions of Windows you can download PDF printers freeware software in the Internet.

Printing with a PDF printer is similar to printing with a normal printer, the only difference is that you print in a file instead of on paper. So follow the same steps described for printing (see in the chapters “Print Setup and Printing using Windows” on page 19).

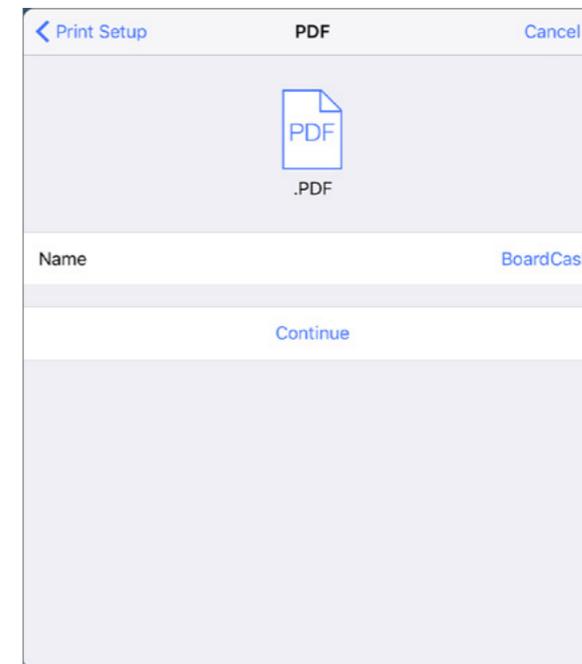


Creating a PDF on iPad

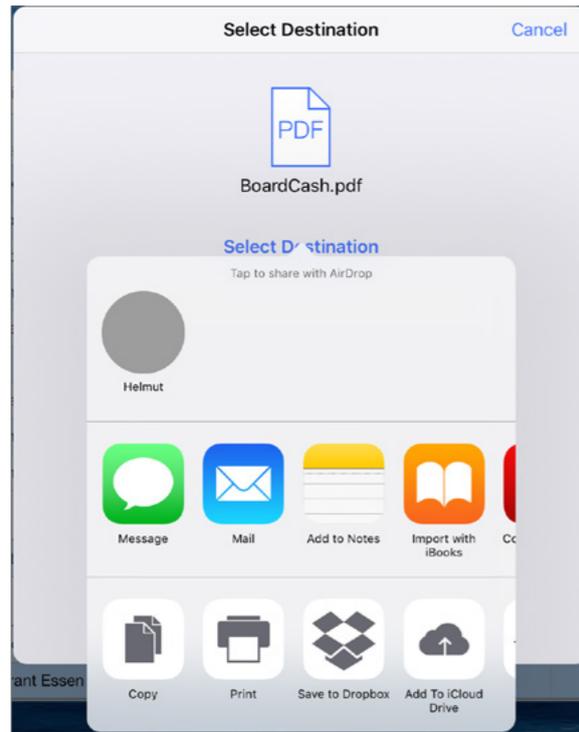
On iPad it is very easy to export your INVENTORY file into a PDF. There are two different ways to create a PDF.

Create PDF with selection of destination

1. To do so first follow the same steps described for printing (see in the chapter “Print Setup and Printing on iPad” on page 20).
2. After you have completed your settings in dialog box **Print Setup** tap on **PDF** at the bottom of the dialog box.
3. In the following dialog box you can setup the name for your PDF.
4. Tap on **Continue** and choose in the following dialog where or in which app you want to save the PDF. If you like you can send the PDF with email or upload the file to a cloud service.



The dialog PDF



*The dialog **Select Destination***

Automatically save PDF to document folder

1. In communication popover (button **↗**) choose the button for the desired print layout.
2. In the following dialog choose **PDF**.
3. The PDF file now is saved in the documents folder of LOGBOOK SUITE on your iPad.

You can find the PDF by clicking in Logbook Manager the button **Open another file**, then in the popover tapping **🔍**, and then tapping at the bottom of the list on **Device**.

PDFs are listed at the bottom of the list under the heading **PDF**.

If you tap on the entry the PDF is displayed in LOGBOOK SUITE.

Data Export

With the button under **Export (file, email)** in the menu in communication popover (button ) INVENTORY provides a simple export feature, which allows you to export your Inventory data for further processing in some common file formats. The file formats, which are shown in gray in the table are less suitable for export from INVENTORY.

File format	PC	iPad	Field titles
dBase (.dbf)	x	x	x
Excel Workbook (.xlsx)	x	x	x
HTML (.htm)	x	x	—
Comma-separated (.csv)	x	x	—
Merge (.mer)	x	x	x
Tab-separated (.tab)	x	x	—
XML	x		
FileMaker Pro	x		

1. To export your Inventory file open the communication popover (button ) and choose the button **Export (file, email)**.
2. This opens a dialog box in which you specify the file format, name and location for your file. Other settings are not possible.
3. On iPad the button **Save** saves the exported file in the documents folder of LOGBOOK SUITE on your iPad.

You can find the file by clicking in Logbook Manager the button **Open another file**, then in the popover tapping , and then tapping at the bottom of the list on **Device**. Export files are listed at the bottom of the list under the

heading with the name of the selected file format or under **Other Documents**.

Alternatively, you can send the file directly by email.

Note:

In some export formats the file contains only the data and no titles of the fields. And when exporting in one of the data formats which include field titles, these come from the internal processing of INVENTORY and are not identical to the field titles in the views. So, for the order of the fields please refer to the following table. The order of the fields corresponds to order when entering data in the **Detail view**. Images can not be exported.

Exported fields
Item
Description
Category
Room
Side
Locker
Shelf/Box
Amount

Exported fields
Unit of quantity
Minimum quantity
Expiration date
Time stamp
Manufacturer
Item number
Serial number
Source of supply



Troubleshooting



Restore a Damaged File

If you have a crash of the computer's operating system (on PC) or a hard disk access error while you are working with LOGBOOK SUITE, it may happen—in quite rare cases—that the Inventory file gets damaged. In this case you will receive an error message when you try to open the logbook file next time. Normally this can be repaired quite simple.

1. For MacOS press the keys ⌘ and ⇧, for Windows press the keys Ctrl and ⇧ and double-click on the icon of the program LOGBOOK SUITE. Hold the keys pressed until the dialog box **Open damaged file** is displayed.
2. Select the damaged file and let LOGBOOK do the recovering. LOGBOOK SUITE creates a new file with the original file name and adds at the end of the name of the damaged file "OLD". A dialog box informs you about the steps LOGBOOK SUITE is performing.
3. Open the restored logbook file and choose in menu of the communication popover (button ⌘) the button **Backup**. Save a copy of the restored file with the same name and use the option **Type: compacted copy (smaller)**.
4. Replace the restored file with the copy you just created.

If you should notice an unusual behavior with this new file, we recommend to go back to a backup copy which you already created before the damage.

Updates

2K Yachting will develop LOGBOOK SUITE and INVENTORY further and add new functions. From time to time 2K Yachting will provide a software update. Find out more on our website at <https://logbooksuite.com>.

Error Report

Although LOGBOOK SUITE has been proved in practice, there may occur an error while using the software.

In this case we would be grateful if you inform us about the error, thus we can patch it with the next software release.

Please send an email with a precise description of the error to support@2k-yachting.de.

2K Yachting
Hohenzollernallee 37
40235 Düsseldorf
Germany
Tel. +49.211.9666 7651
E-Mail: support@2k-yachting.de
Web: <https://logbooksuite.com>