

HanDBase for BlackBerry

Quick Start Guide



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Introduction

What is HanDBase?

HanDBase is a mobile relational database application for handheld PDAs and Smartphones. The functionality of the application differs depending on the platform, but on all platforms it enables you to view and edit databases on your mobile device while you are on the go. You can also use the desktop components to convert data from another format into HanDBase so you can bring your existing data with you.

HanDBase databases are often called applets, as they are more than just simple documents. In combination with the HanDBase application, many database designs create or replace fully functional programs.

How Do I Contact DDH Software?

If you need to contact DDH Software, here's how:

Web Page:

<http://www.ddhsoftware.com/>

Email:

Sales: sales@ddhsoftware.com

Support: support@ddhsoftware.com

Mailing Address:

DDH Software, Inc
13833 Wellington Tr Suite E4-425
Wellington, FL 33414

System Requirements

Mobile Phone

Blackberry Smartphone
210 KB of available memory for the HanDBase application

Desktop Windows Machine

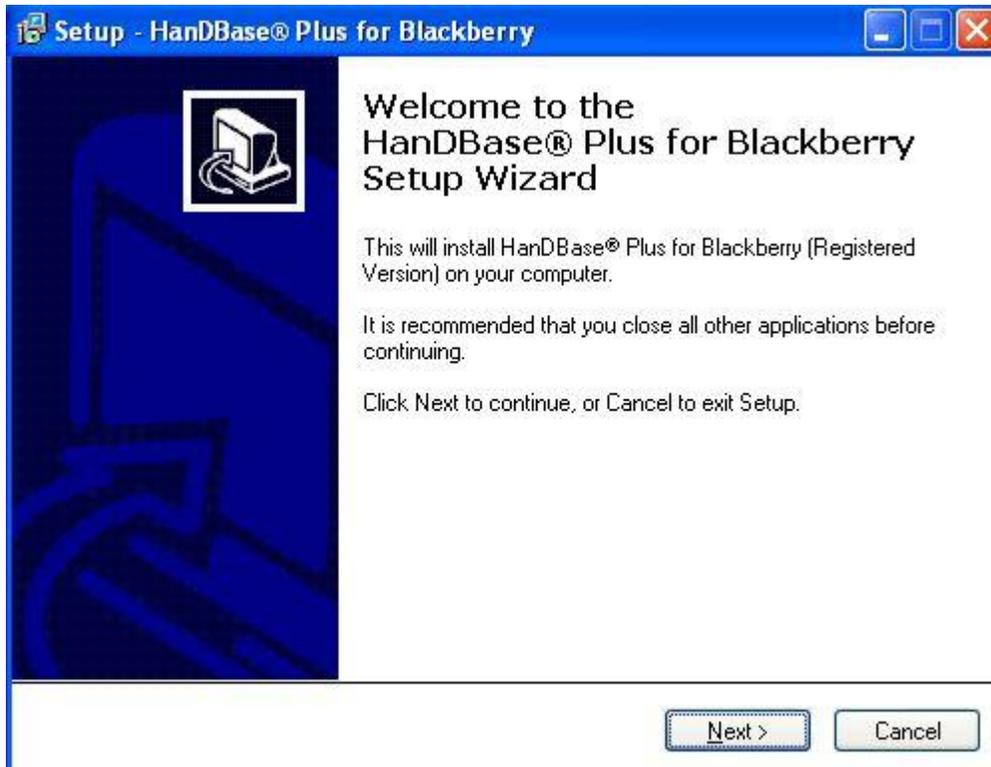
Windows 2000, XP or Vista Machine
5 MB free hard drive space
BlackBerry Desktop Manager application

Getting Started

This Quick Start Guide for HanDBase for Blackberry will help you discover the basics of using HanDBase on your Blackberry. It discusses the basic installation and functionality of HanDBase as well as more detailed on creating your own databases.

Installation

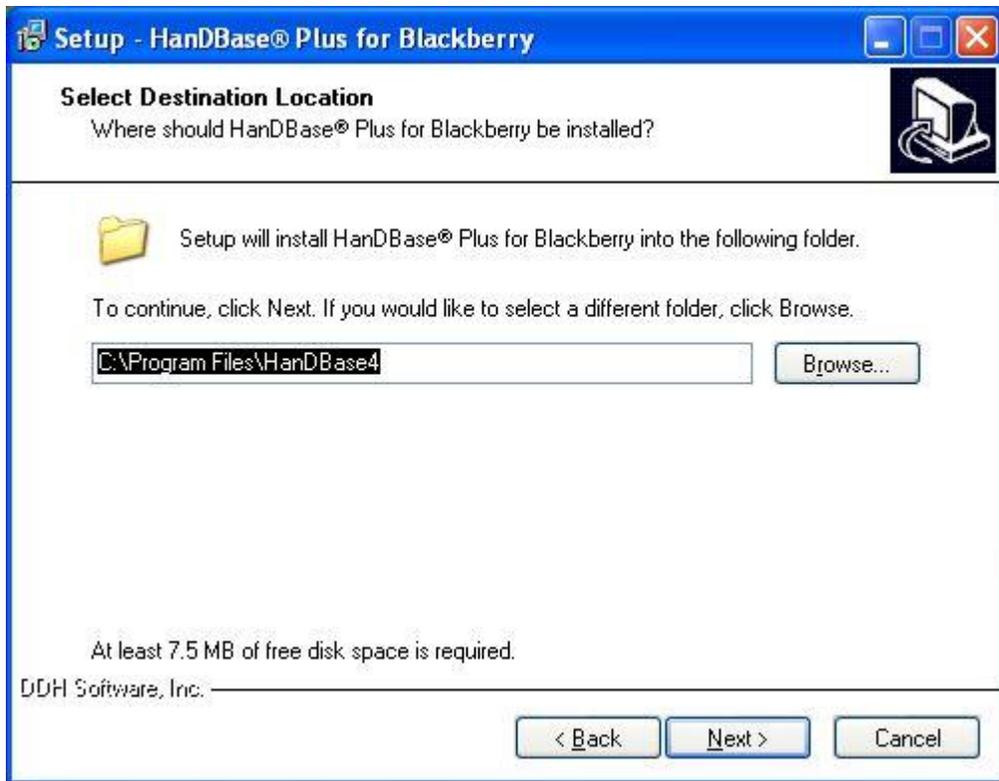
1. After double clicking the setup EXE file you will be prompted with a welcome screen:



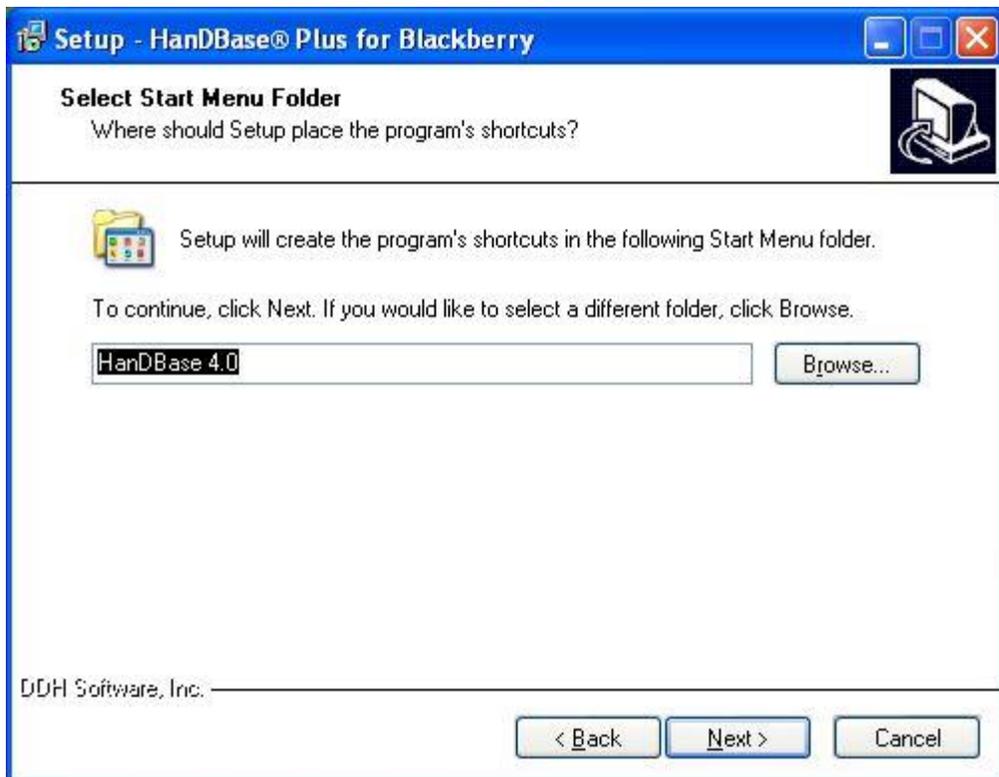
2. After pressing next, you will have the option to read through the license agreement. Please make sure to read through this and if you accept, check the radio button labeled "I accept the agreement".



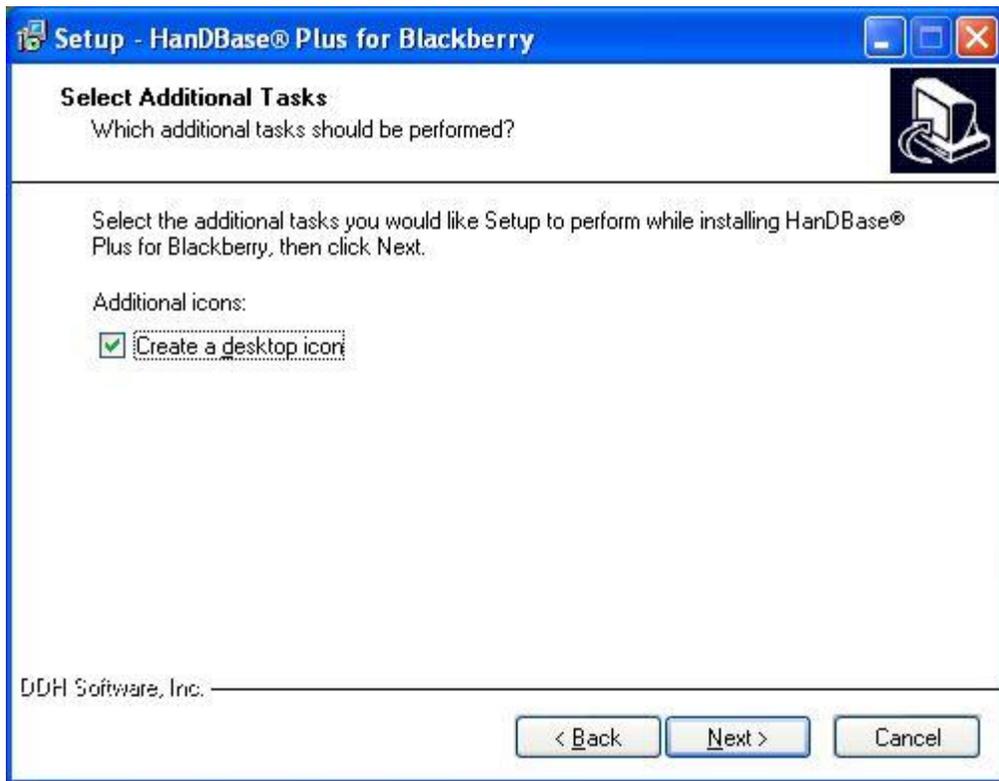
3. After accepting and pressing next, you will have the option to choose the path where to install to. If at all possible, please keep the default location and press next.



4. Here you can choose the name of the Folder that will show under the Start Menu, All Programs screen:



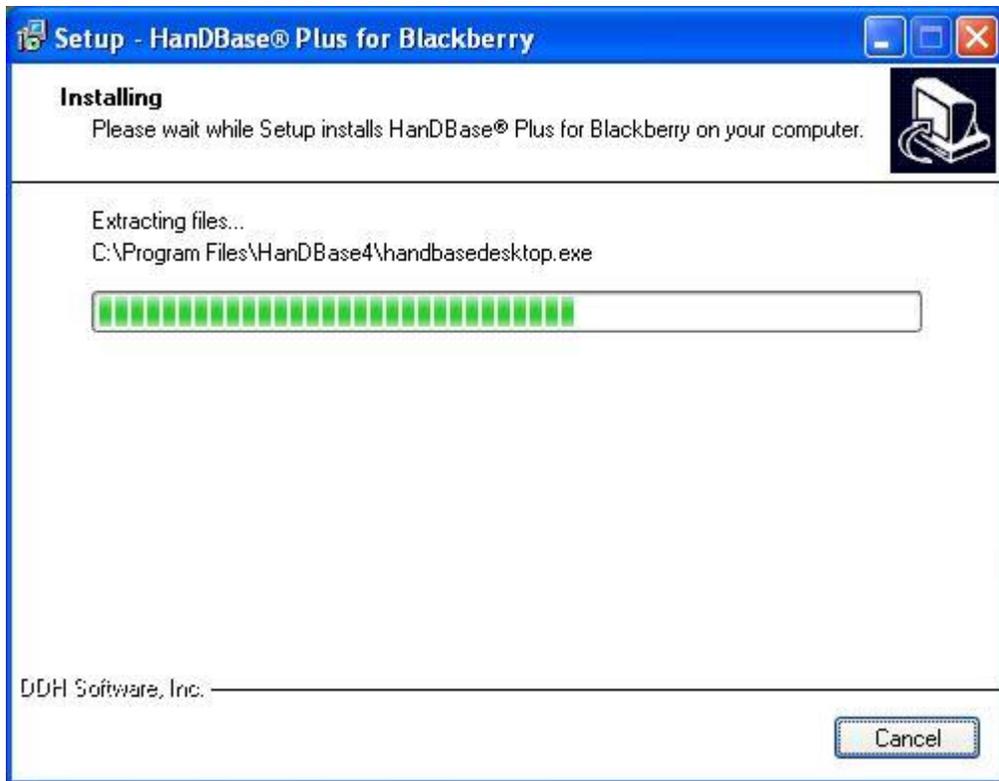
5. After selecting next, you can choose whether to create an icon on your desktop for the HandBase Desktop program. Check if you desire and press next.



6. The following screen is a confirmation of the settings you have chosen. If all looks OK, press next/



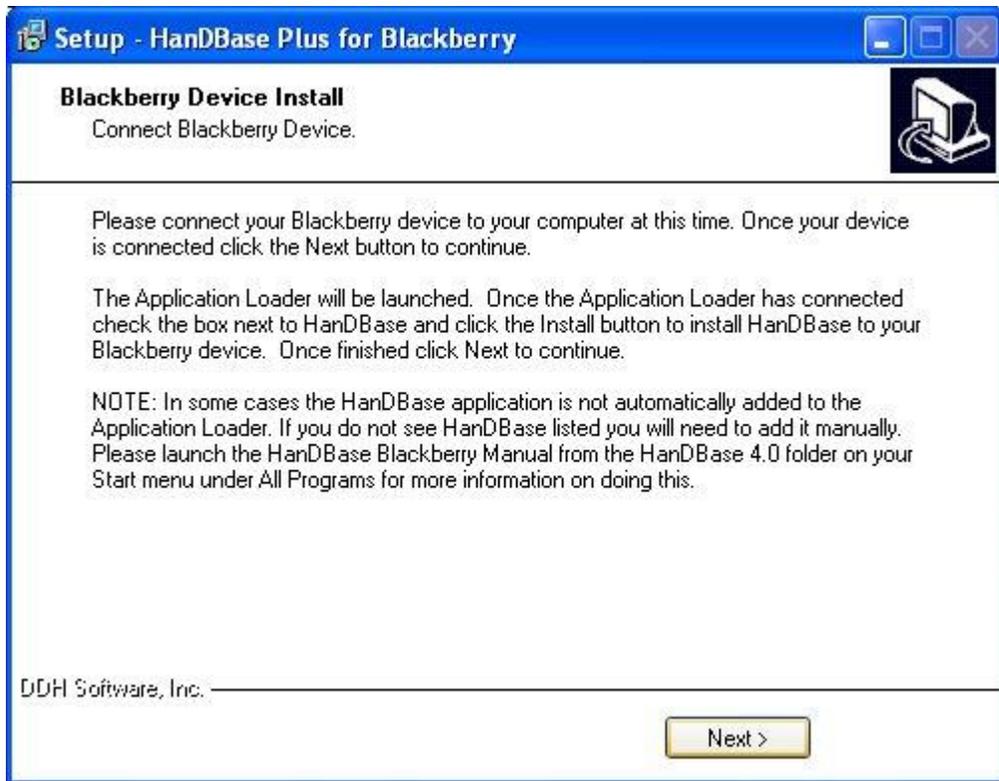
7. Now the files will be installed to the location you specified:



8. This is a very important step as now the HandBase Desktop Components have been installed, but you still need to do several things to install the application to your BlackBerry and prepare it for syncing with your desktop. Please read through these next screens for the instructions there. It involves launching the BlackBerry Application Loader and installing the application to your BlackBerry and then creating a partnership between your BlackBerry and HandBase Desktop.

Installing HandBase to your BlackBerry

The first part of this process is loading the application to your BlackBerry. The installer will attempt to locate and start the BlackBerry Application Loader on your PC:



After pressing Next on the above screen, you should see the Application loader start right up:



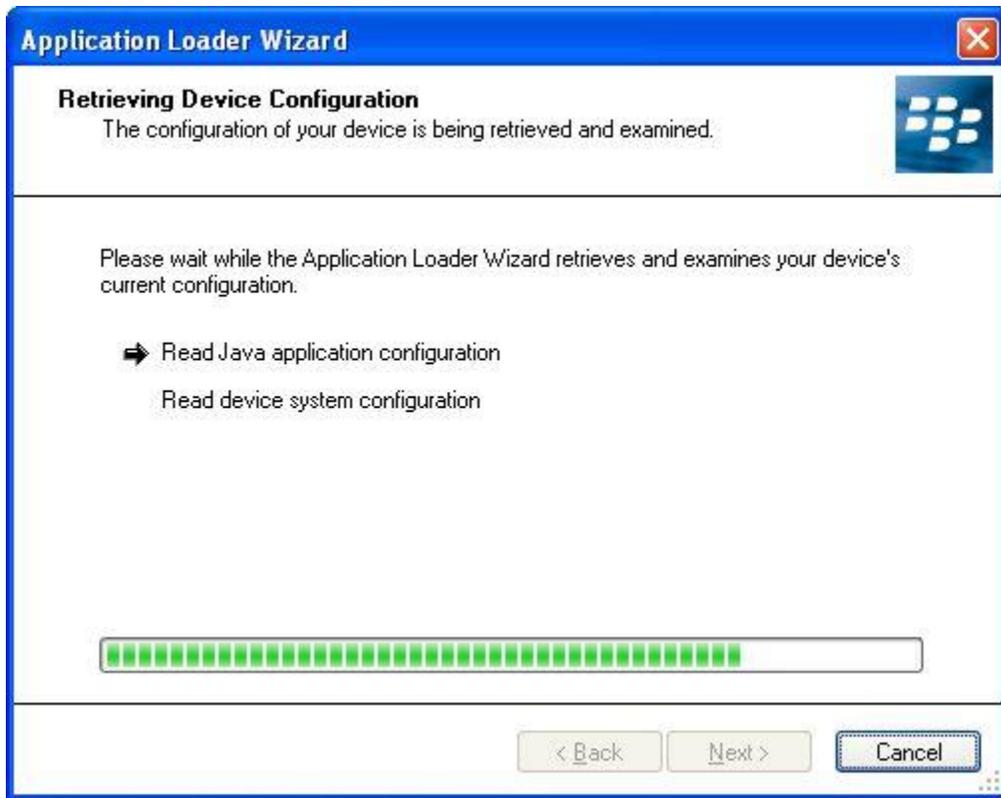
If you don't see this screen, or are manually installing the files, you will need to launch the BlackBerry Desktop Manager program. This is typically located under: Start Menu, All Programs, BlackBerry, BlackBerry Desktop Manager. Once started you will see this:



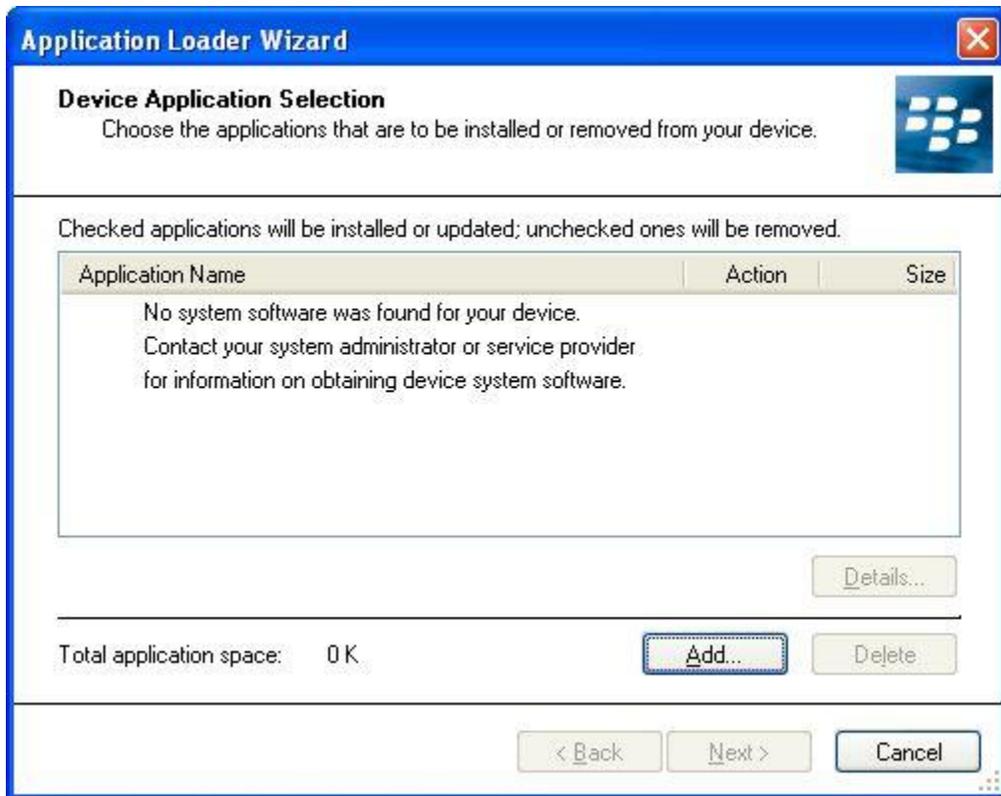
Double click the Application Loader icon:



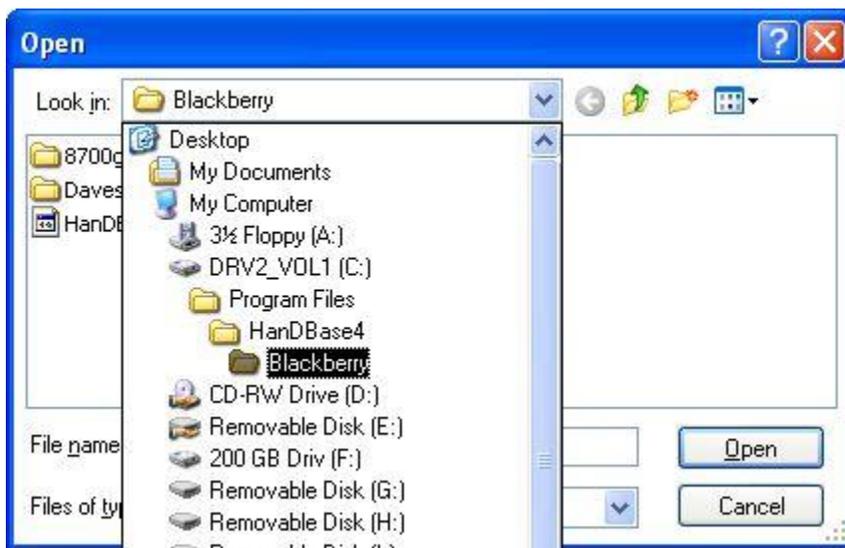
And click Next to begin the wizard:



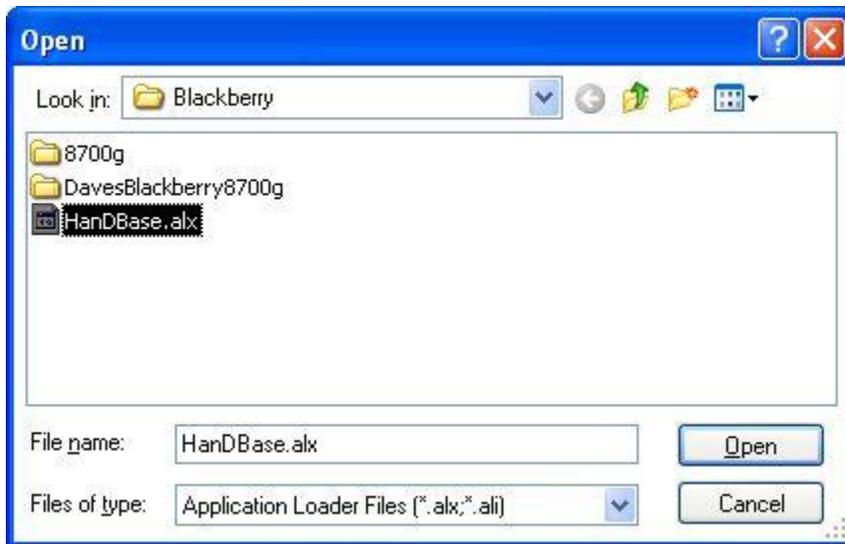
From the following screen, you can add an application to sync to your device. Click the Add button to select an application.



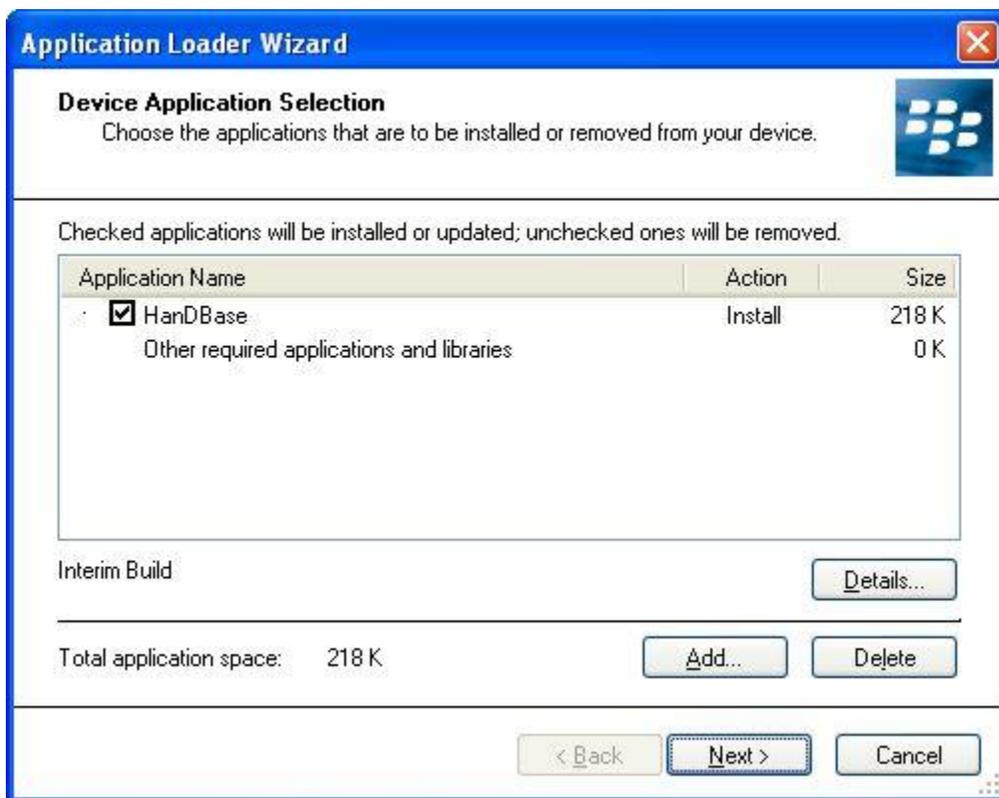
Now browse to the folder you installed HandBase for BlackBerry to. By default this is c:\program files\handbase4. Then choose the BlackBerry folder under that installation path:



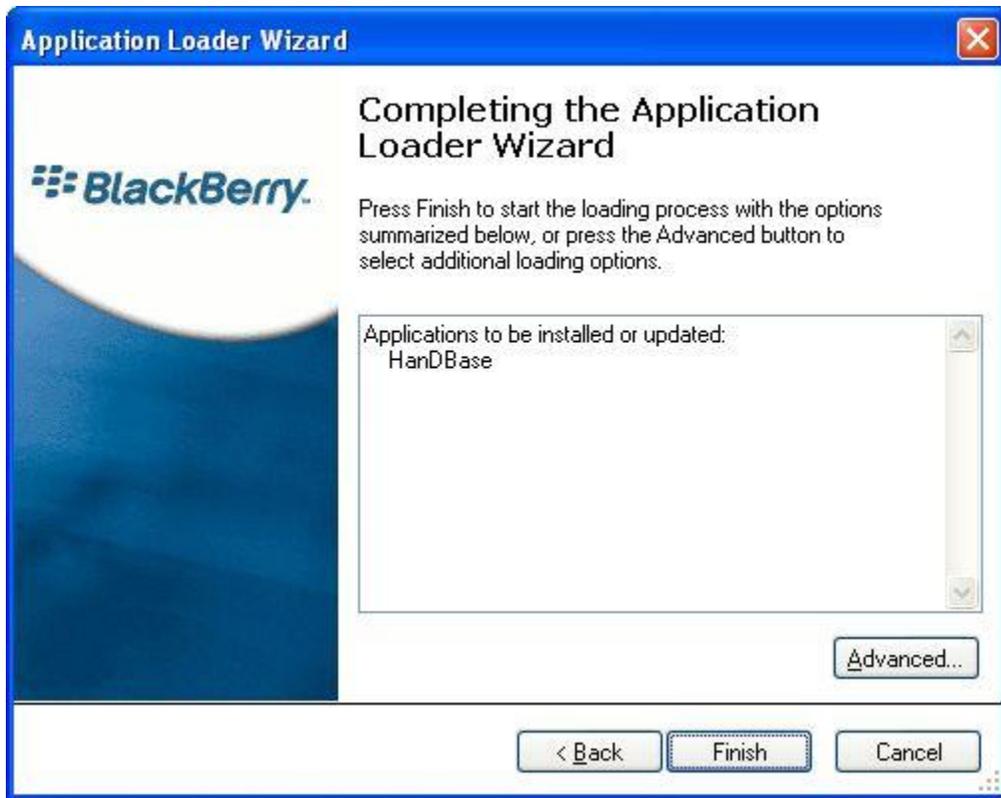
Now select the file HandBase.alx and press Open:



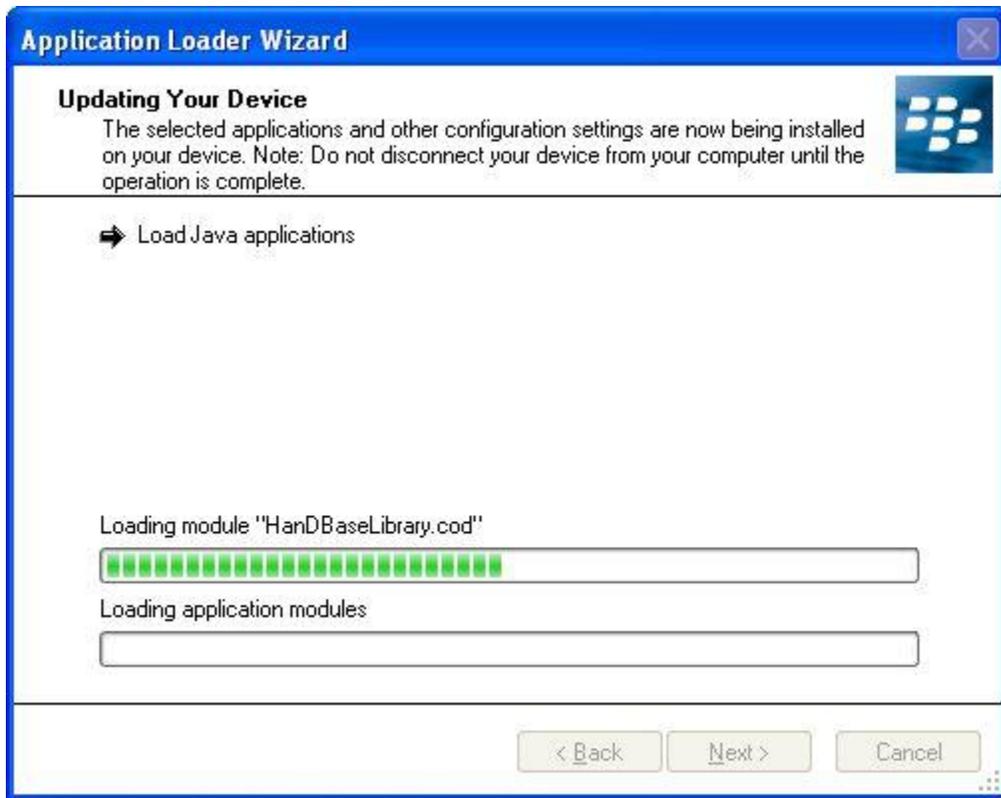
You should see HanDBase listed and checked in the box:



Hit the Next button and you're given the final confirmation below:



At this point, the HanDBase application will be installed to your BlackBerry smartphone:



You should then receive the following confirmation dialog to verify it was successful:

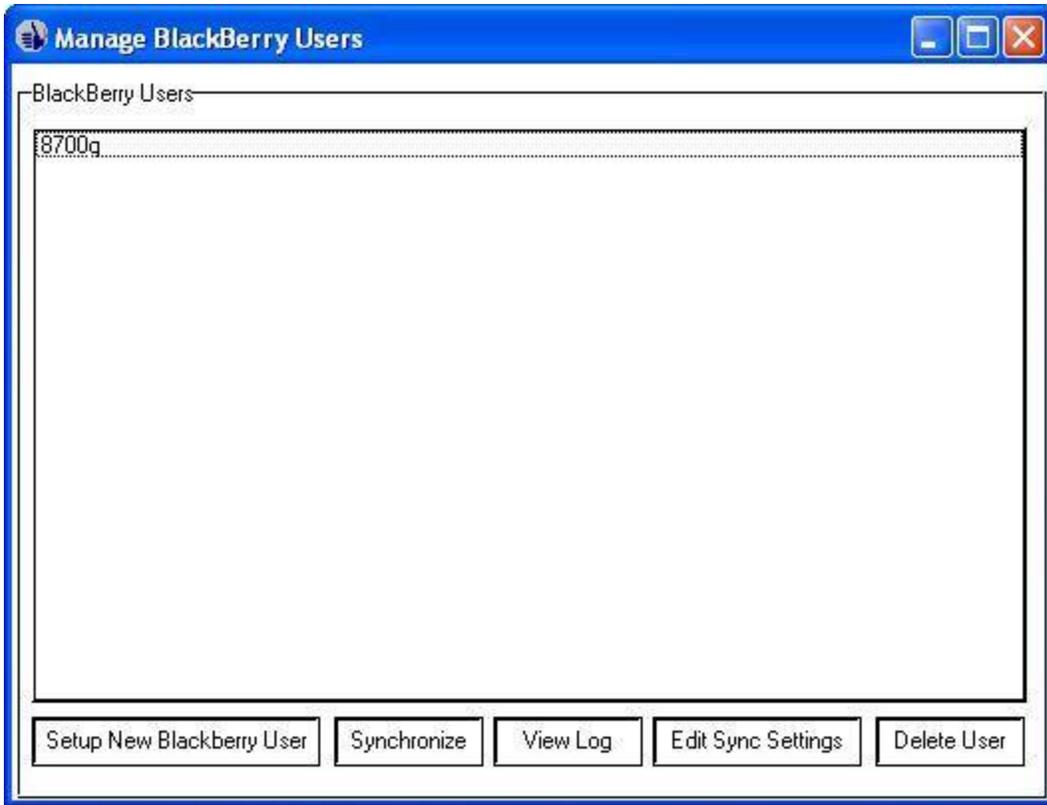


The final step of the installation is creating a partnership between the HandBase Desktop and the BlackBerry

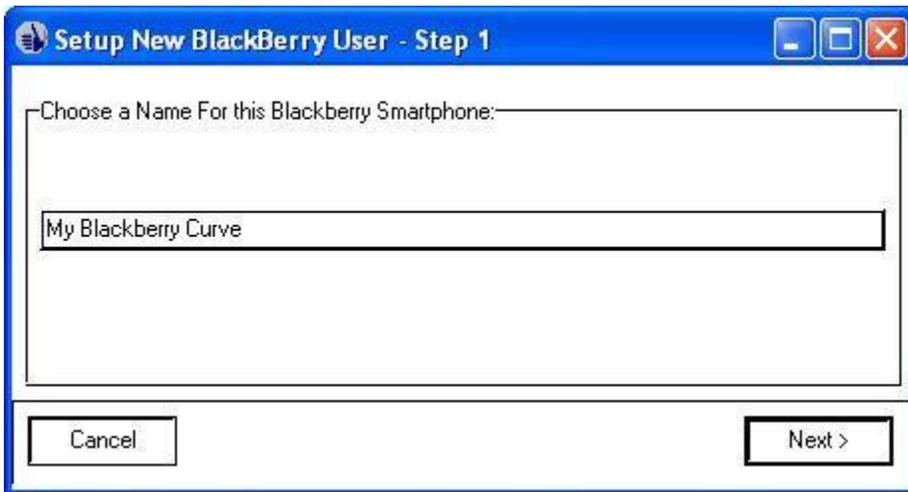
Creating a Partnership between HandBase Desktop and your BlackBerry

To create a partnership, the installer will launch the HandBase BlackBerry Conduit.

Here you will see a list of BlackBerry User partnerships currently created on your desktop. This list may be blank the first time you run it. To create a partnership, select Setup New BlackBerry User:



You will be asked to follow a series of simple steps. The first is giving a name to the device partnership. Type out whatever name you desire and then hit Next:



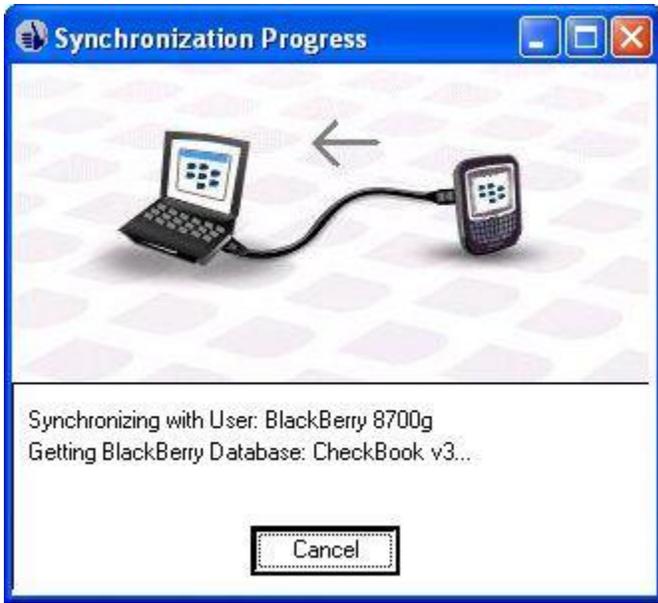
The next step prompts you to run the BlackBerry Desktop Manager software and to connect your device to your desktop:



If the program is successful in communicating with your device, you will receive the following confirmation. Make sure to click next.



Now the initial synchronization will begin. This may take a few minutes as it copies the sample databases from your BlackBerry to the desktop:

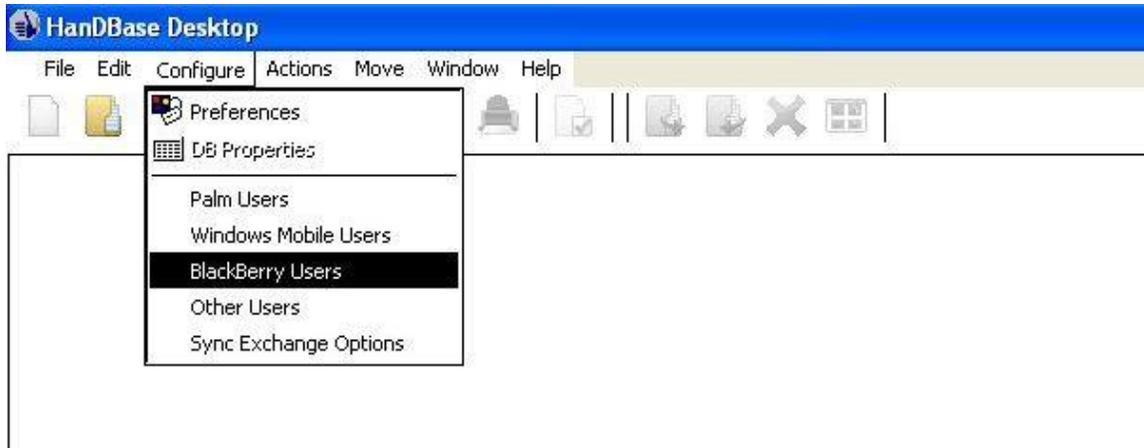


Assuming all is successful, you'll receive the following prompt. You can select Finish or you can first check the box to make adjustments to the Sync Settings if you wish to override the sync settings for any particular databases.



At this point, your configuration is complete and you're now able to begin using HanDBase on your BlackBerry.

Please note: in the future, you can manage your BlackBerry syncing and your user partnerships via the HanDBase Desktop:



Simply click Configure and then BlackBerry Users from the menu.

Using HanDBase on your BlackBerry

To use HanDBase on your Blackberry device scroll to the Application icon and select it to open the program.



If this is the commercial/registered version of the program, and it's the first time you're running it, you'll be prompted to enter your registration code. You can get your registration code/license key from your purchase receipt or from the DDH Software web site:

<http://www.ddhsoftware.com/download>

If it's the trial, you can select Trial to continue.



When the program first opens you will be in the first sample database, Checkbook v3. Use of the

sample databases is described later in this Quick Start Guide



From here if you wish to open one of the other sample databases, EZShop, TaskTime Tracking, or Movie Jukebox, use your scroll wheel to move up to the database name, Checkbook v3, and then press the scroll wheel. Select the Change Option menu. You can also select Manage Database to see a list of the databases installed. If you choose that option and then press the scroll wheel you'll see options to Load the selected database or to Delete the selected database.



The view you are currently in is called the List View. This is the view that will show all of the records in the currently loaded database in a row/column type format. Since we just started a checkbook application, there are no entries yet. Let's add one now. Choose the menu button and select 'Add Record'.



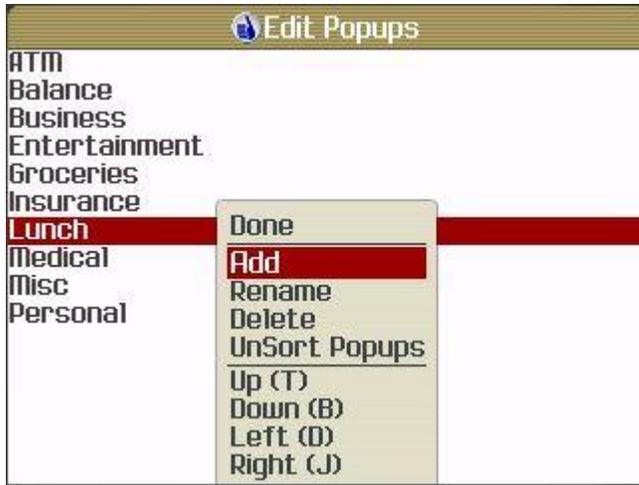
The screen you see now is called the Edit Record screen. This is the screen that lets you edit or create a new record. You can scroll through the fields and make changes by typing or selecting the menu button.

Add Record	
Date	: Wed, 20 Jun 2007
Description	: Groceries
Amount	: 134.33
Adjustment	: Debit
Check #	: 0
Category	: No Value
Check\ATM	: ATM
Cleared	: <input type="checkbox"/>
Notes	: <input type="text"/>
Balance	: 0.00

Fields with the small arrow to the right (see above) have popup lists associated with them. To choose from the popup list, select the menu and then Select Popup. You will be given a list of the Popup choices:

Category
ATM
Balance
Business
Entertainment
Groceries
Insurance
Lunch
Medical
Misc
Personal

If you wish to edit the popup list, you can select the menu button and choose Edit Popup list. From here you can add, rename and delete popup lists. HandBase also supports hierarchal popup lists. So you can move items to the right or left to demote or promote them. You can additionally manually sort the items by using the Up and Down menu choices as well.



When you are finished editing a record, you can select the menu and choose Done. If you don't wish to save your changes, you can choose Cancel:



Other options include:

- Change Option (If this field has a Popup list or a list of default settings you can select this to change this option.)
 - Done (Exits the record Saving changes.)
 - Cancel (Exits the record NOT saving changes.)
 - Add New (Saves changes to the current record and creates a new record.)
 - Edit Popup List (If the currently highlighted field supports a Popup List you can use this option to edit the list.
 - Popup List (If you have already added items to the Popup list you will see them listed under the Edit Popup List option and can select from them to select that value for the field.)
 - Select (Select the field for editing.)
 - Clear Field (Erases the value currently in the selected field.)
 - Show Symbols (If you need to add symbols not on the keyboard to this field you can use this option to easily access them.)

Now you can see the newly added record in the List View:



HanDBase supports a concept of Views. Views are a named set of Filter and sort settings and custom fields order. These views can be designed on the desktop and selected in the List View by scrolling to the View line and choosing the menu button. In this example, we are selecting the view 'Balancing Mode' which for a CheckBook application is used to show only the items that have not cleared, and hide them as you check off transactions.



The line reading Search is for the QuickSearch functionality. In HanDBase, when designing a database, you can define or select a Quick Search field that is searched when you type values in this box. As you type, the list is automatically filtered to show only the records that match this search phrase:



HandBase®

Database: EZShop
View: Default View
Search: So

Buy	Item	Price	Qty
<input type="checkbox"/>	Soap	0.0000	1
<input type="checkbox"/>	Soda	0.0000	1
<input type="checkbox"/>	Soup	0.0000	1
<input type="checkbox"/>	Sour Cream	0.0000	1

To Sort a database, select the Sort menu option from the list in the List View. You will be given a screen where you can choose up to three sort fields- primary, secondary, and tertiary. You can also select the direction of the sort (Ascending or Descending) based on the values.



Sorting

Primary Sort : **Item**
Sort Order : Ascending

Secondary Sort :
Sort Order : Ascending

Tertiary Sort :
Sort Order : Ascending

A more formal search function is also built into the program. This lets you search all or any specific field for a value and provides some options like:

- Case Sensitive – means that the search will only match if the value matches with capitalization as specified in the search term.
- Field Begins With- means that the field must begin with the search term, not just have it anywhere within the field value.

Search Database

Search :
Soup

Search All

Select Field : **Item**

Options :
 Case Sensitive
 Field Begins With...

The Preferences screen lets you choose a few settings that define the List View and provides a live example based on the settings you choose:

Preferences

Font Size : Small

Header Color : 

Row Color : 

No Of Visible Columns : **4**

List Preview

Field1	Field2	Field3	Field4
Row1_1	Row1_2	Row1_3	Row1_4
Row2_1	Row2_2	Row2_3	Row2_4
Row3_1	Row3_2	Row3_3	Row3_4

The DB Properties screen does not allow (at this time) the ability to change field types and such (this is all done on the desktop), but you can look at the structure of the database here:

EZShop (Unfiled)

Quick Search : Item

Field Name	Field Type
Buy	Check Box
Item	Text
Price	Float
Qty	Pop-Up
Coupon	Heading
Cpn	Check Box
Exp	Date
Other	Heading
Store	Pop-Up
Aisle	Pop-Up

HandBase BlackBerry Synchronization Settings

Back on the desktop, the option to configure BlackBerry users also gives a button to edit the sync settings for that user. To do this, select a user and then choose Edit Sync Settings. You will be shown a screen like this:

BlackBerry Sync Settings

Select User: BlackBerry 8700g

Databases:

- CheckBook v3
- EZShop
- Movie JukeBox
- TaskTime Tracking
- [DEFAULT]

Shared Databases:

--- Current User Not Yet Subscribed to Items Below ---

Create New Shared Database

Sync Settings for User: BlackBerry 8700g Database: C

Use Default Settings for this Database

Number of Backups to keep of this Database: 10

Select Sync Mode:

- Synchronize this database
- Desktop Data Overwrites BlackBerry
- BlackBerry Data Overwrites Desktop
- Do Nothing (Skip this database)
- One Way Sync: Desktop records to BlackBerry
- One Way Sync: BlackBerry records to Desktop

Delete Records from Desktop after Sync

Delete Records from BlackBerry after Sync

Sharing:

Share This Database with other BlackBerry u

All BlackBerry User: Some Black:

On this screen you will be able to select a User, see all the databases set to sync, and have the ability to change sync settings for any particular databases. The entry labeled [DEFAULT] is where you determine the default settings for synchronization. This is how any new database that is being synced will behave as well as any that have the 'Use Default Settings for this Database' option checked. Each database synced will be given the option to override the default settings. When doing so, the options are:

Number of Backups to keep of this Database- Each time you sync, a backup of the current files are stored in the Backup folder under the installation path for the BlackBerry conduit. The default path for this is c:\program files\handbase4\BlackBerry and in this folder are one or more folders with the user names of the partnerships created. Within each partnership folder there is a sub-folder called Backup. By default HandBase will keep the last 10 syncs worth of backups for each

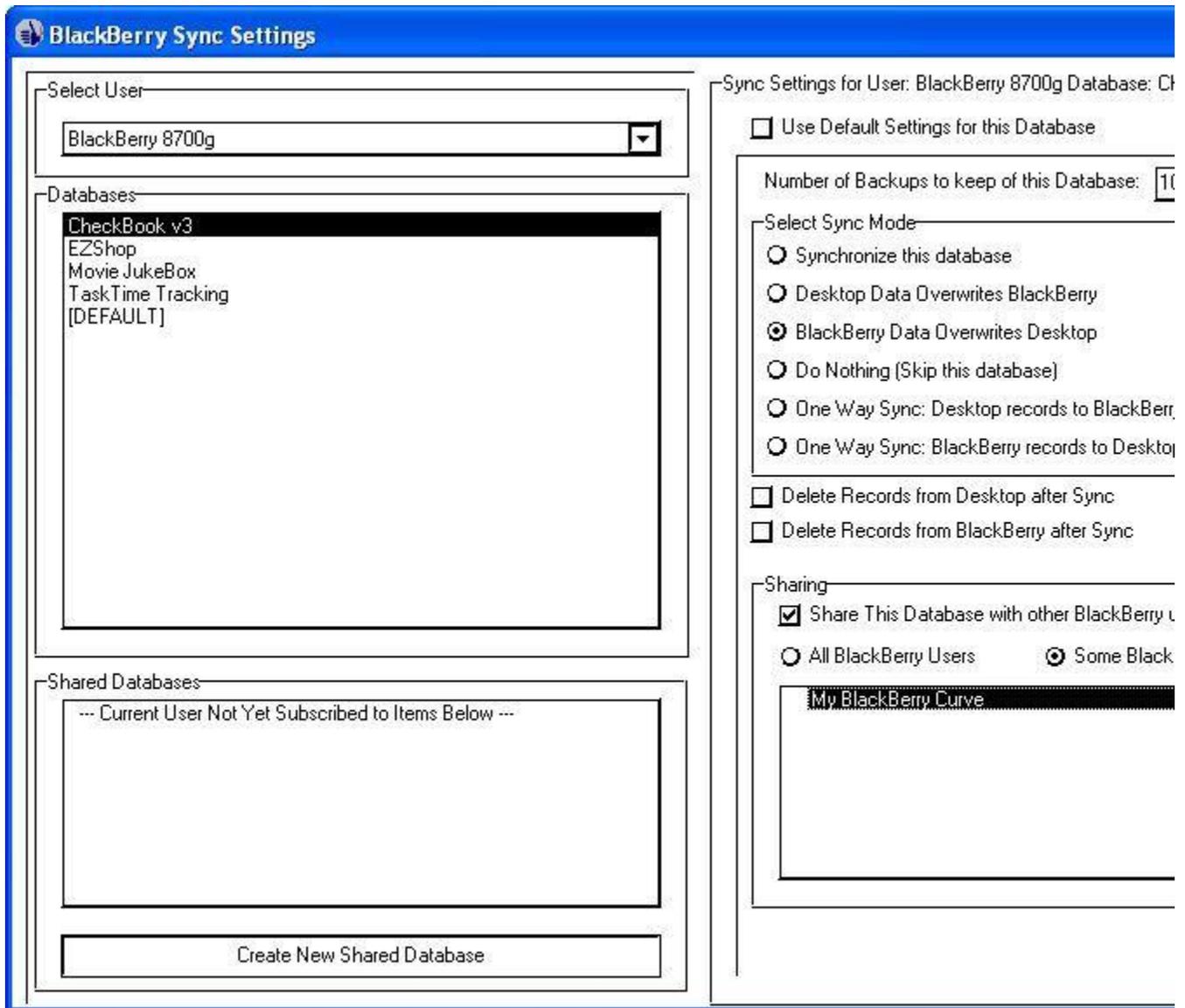
database, but you can override that with this setting.

Select Sync Mode – this selection chooses how the database will be synced. The default mode is 'Synchronize this database'. This means that changes made on the desktop and the BlackBerry both will be synced together with new and updated records reflected on both desktop and smartphone. Other options include 'Desktop Data overwrites BlackBerry' which means that the database on the desktop will always overwrite the one on the BlackBerry (useful for published lists, etc), 'BlackBerry Data Overwrites Desktop'. There is also an option to 'Do Nothing' or skip a database. This is useful if the database you have doesn't need to be backed up on the sync each time. The option 'One Way Sync: Desktop records to BlackBerry only' will do a true synchronization but only the BlackBerry will contain the results of this, and the option 'One Way Sync: BlackBerry records to Desktop only' behaves just the opposite.

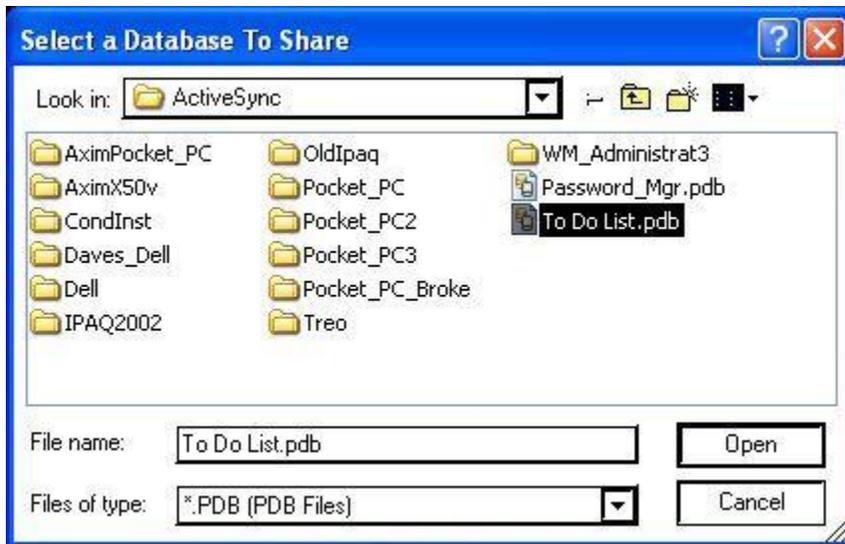
Delete Records from Desktop after Sync – After syncing the data, Delete the records from the desktop.

Delete Records from BlackBerry after Sync – after syncing the data, Delete the records from the smartphone.

Last but not least, a database can be shared with other BlackBerry users set up on this desktop PC. To do so, check the option, 'Share this database with other BlackBerry Users'. You can choose to share with all users or just some blackberry users and check the boxes of those you wish to share with:



From the settings screen, you can also select a database that isn't already on the BlackBerry to be shared. To do so, select the option 'Create New Shared Database'. You will be asked for the path of a HandBase database that you wish to share. Browse to the database and click Open:



From here, you can configure the sync settings for this shared database just like any other.

HandBase Professional and HandBase Enterprise additional settings

The HandBase Professional version includes a special conduit to sync to Microsoft Access databases. The HandBase Enterprise version includes a special conduit to sync to other ODBC sources. When using either of these two versions, you will be shown an extra choice in your conduit settings:



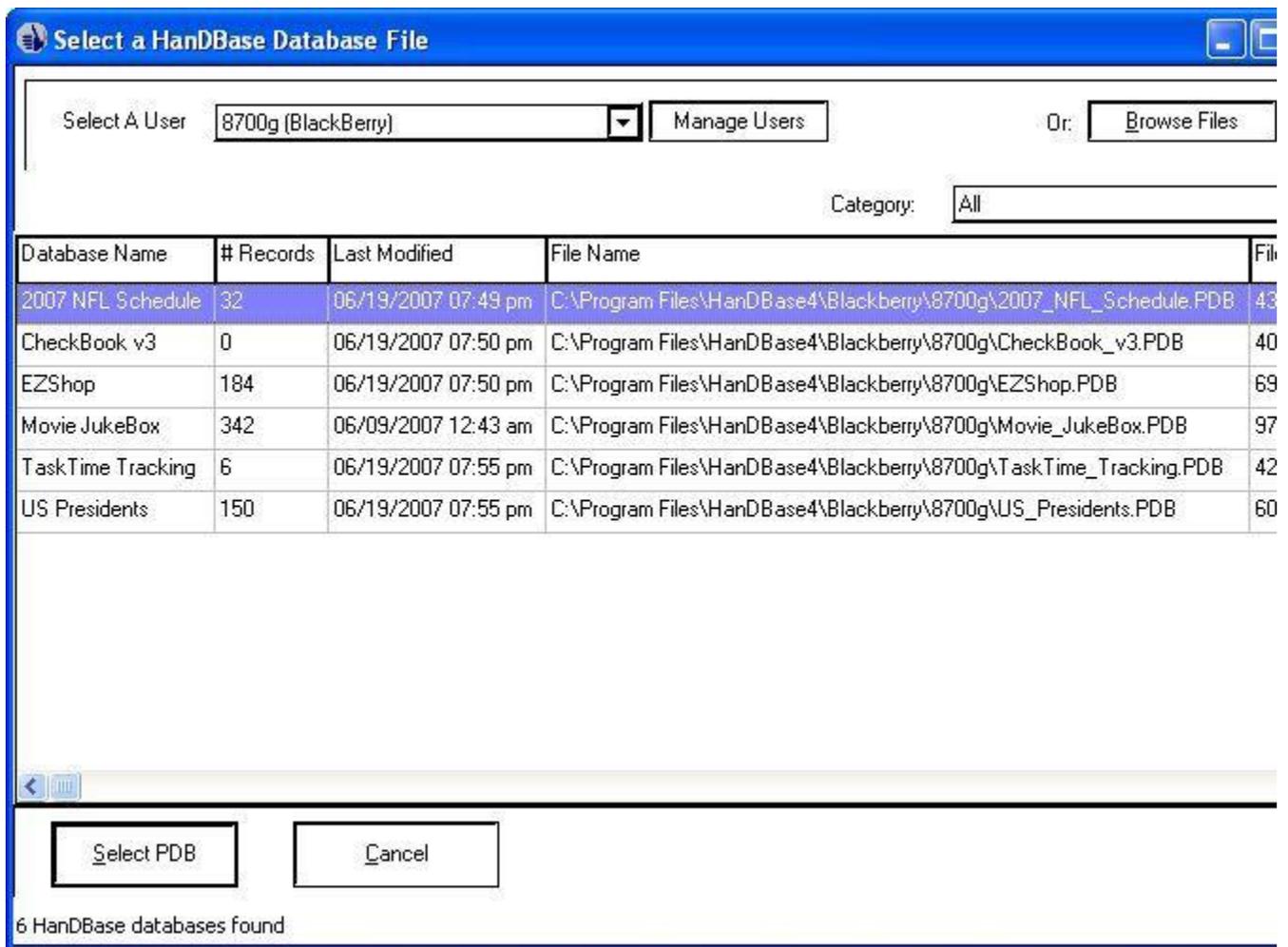
Checking this box will enable the Settings button to the right. These settings are identical to the settings used by other platforms in Sync Exchange. Please see the Sync Exchange documentation for more details on setting up a database to sync with Access or ODBC data sources.

Using the HandBase Desktop

Using the HandBase desktop, you can create, view, and edit your databases. The scope of this is not covered in this quick start guide but is detailed in the HandBase manual. Here are a few quick pointers for using with your BlackBerry device.

Opening a Database File

To open a database file, choose File Open. You can select by User (showing not just BlackBerry HandBase users, but those on other HandBase handheld platforms as well, such as Palm OS, Pocket PC, and Windows Mobile Smartphone) and see all the files synced for that user. Or you can select Browse and search anywhere on your computer for files.



Using the HandBase Desktop to install a database to your BlackBerry

To install a database to your BlackBerry, simply open it up in the HandBase Desktop and choose File, Install to Handheld/Smartphone:

HandBase Desktop

File Edit Configure Actions Move Window Help

New... Ctrl+N
 Open... Ctrl+O
 Reopen
 Save Ctrl+S
 Save As...
 Close Ctrl+L

Install to Handheld/Smartphone

Import... Ctrl+I
 Export... Ctrl+E
 Merge Database... Ctrl+M

Export to Access
 Import from Access to Current Database
 Import from Access to New Database
 ...

Print... Ctrl+P
 Print Report Ctrl+R

DB Properties... Ctrl+D

Exit

			Location	Purpose	Author	For
			Old Testament	To record God's creation of the world and His desire to have a people set apart to worship Him.	Moses	The pe
			Old Testament	To record the events of Israel's deliverance from Egypt and development as a nation.	Moses	
			Old Testament	A handbook for the Levites outlining their priestly duties in worship, and a guidebook of holy living for the Hebrews.	Moses	
			Old Testament	To tell the story of how Israel prepared to enter the Promised Land, how they sinned and were punished, and how they prepared to try again.	Moses	The pe
Deuteronomy	Dt		Old Testament	To remind the people of what God has done and encourage them to rededicate their lives to Him.	Moses (except for the final summary which was probably written after his death by Joshua)	Israel (I genera Promisi
Joshua	Jos		Old Testament	To give the history of Israel's conquest of the Promised Land	Joshua, except the ending, which may have been written hu	

Home New Filter Sorting Find Again

OK | | | 66/66 | C:\Palm\TreoD\HandBase3\Books_of_the_Bible.PDB

Edit Views...

You will be prompted with a list of users available to install to. Select the user and press OK to queue this file to install to your BlackBerry. The next time you synchronize, this file will be installed to your BlackBerry.



Sample Databases

HandBase for Blackberry Sample Applets

This Preview Release version of HandBase for Blackberry Mobile Phones includes some sample applets to get you started using HandBase. Below you will find some basic instructions for using these sample Applets.

Task-Time Tracking

This is an applet to track task, time and simple billing data. The database categories may be customized, to meet the user's needs. This database is useful for tracking jobs around

the home, home-business, work tasks, entertainment, school, church or other projects you want to track over a short period of time (i.e. over five day period). The status of a job or task may be shown in the status section.

A billing section has been added for those that charge for work they have performed for a client/customer. This is a simple billing program that include some items such as: Client Name, Invoice Number, Invoice Date, Total Time Spent on job, Hourly Rate and Bill Amount. A checkbox for those paid is shown.

EZShop

Opening the EZShop database takes you to the "List View." Here you will see several common grocery items already listed in alphabetical order. You can easily add a new item that isn't on the list by pressing the scroll wheel and selecting Add Record, and completing the fields in the record view. When the data has been entered for the new item, simply press the scroll wheel and select done to save the record. This will add the new item to your shopping list, and sort it alphabetically.

Views

EZShop uses a default "List View" titled *Choose Items*. You'll see this View displayed at the top of the screen, under the Database Name on the line labeled View. The *Choose Items* View shows all items without an (x) in the first column *Buy*. The concept is when before you go to the store, you'll go over the *Choose Items* list and check-off each item you need using the Buy check box. These items are then stored in the *Buy* View.

Once you are finished selecting which items you need to purchase on this visit to the store, you then toggle to the *Buy* View. Do this by scrolling up to the View option and pressing the scroll wheel selecting Change Option, then select the *Buy* View from the list.

The *Buy* View will only show / display the items that you chose to purchase on this visit to the store. Now as you get the items as you shop, simply uncheck the items, and the list will automatically remove the item from the *Buy* View.

The Idea is as you shop and put the items you need in your cart, you uncheck the item, and the list will down to eventually show zero items left.

There are Four other Views, Store, Dept., Aisle, and Coupon that you can use to help you stay organized. Store, Dept. and Aisle are set to also show only the items you need to Buy. Play around with these, too, by scrolling to the View option and pressing the Scroll Wheel, select Change Option and select the View you wish to display. Happy Shopping!

Movie JukeBox

This database will allow you to record your movie viewing history. This includes genre, rating, critic, starring, and director, along with cross-referencing. In developing this I found that I was able to look for movies that have been directed by the same directors of

movies I had previously rated high and so on. This has saved me time and money in my movie experience by recalling my memory on the past experience of a said film.

To use the software simply scroll to the View option and press the scroll wheel and select Change Option to choose from the list of Views. To add your own history from the List View simply press the scroll wheel and select Add Record. Once you have added a movie and it's information simply press the scroll wheel and select Done and the movie will be added to your database. To edit a movie's information simply select that movie name in the database and press the scroll wheel and select Edit Record, make the necessary changes, then press the scroll wheel and select Done.

Checkbook V3

This applet is a simple replacement for your paper checkbook. You can enter the same information you would in your checkbook and the applet will calculate your balance for you automatically.

Start by pressing the scroll wheel and selecting Add Record. The date will automatically default to the Current Date. You can select that field and press the scroll wheel and select Change Option or just type the individual values for the date if you need to change the date. From there enter the *Description* for the transaction. Once you select that field you can also press the scroll wheel and to select from some pre-defined popups. You can select Edit Popups if you want to add your own as well.

From there enter the transaction *Amount*. The Amount field will default to Number Mode and is set up for decimal values using two decimals. To enter the Decimal, when entering an amount, press the period key on your device.

The *Adjustment* field is probably the most important. Here you select whether this transaction is a Debit from your account or a Credit to your account by pressing the scroll wheel and then selecting Debit or Credit from the menu. This field is used to determine how to calculate the balance.

If this is a check you can enter the *Check #* in the next field. Then you can enter an optional *Category*, in case you wish to be able to Filter or Sort the data later. There are already two predefined views that Filter based on the Category, Business and Entertainment. You can access those by navigating to the View option and pressing the scroll wheel and selecting the View you wish to display.

The *Check/ATM* field let's you specify whether the transaction was one or the other. You can also edit the popup list by pressing the scroll menu while this field is selected and then selecting and enter your own transaction types, ie Debit Card.

The *Cleared* field is used when you reconcile your account. From the List View select Options/Views and choose Balancing Mode. The Cleared field will be the first when you

open the record, making it easy to check off the ones that have cleared.

The only other editable field is *Notes* where you can enter any type of note about the transaction. The *Balance* field will be filled in automatically.

Where Do I Find Out More?

The HanDBase Comprehensive Manual is available online at:

<http://www.ddhsoftware.com/knowledgebase.html?read=95>

This manual is in PDF (Adobe Reader) format and contains instructions for many of the components available in the HanDBase product catalog. This includes the desktop application, which is not a part of the Preview Release, and the other handheld (Palm OS and Pocket PC) applications. By consulting this, it's easy to learn the in's and out's of the various field types, as well as see the information in this user guide discussed in more detail.

In addition, the DDH Software support site contains different tutorials: step-by-step instructions guiding you to create some simple, yet useful databases. You will also find tips and tricks and answers to frequently asked questions (FAQs) on the web site:

<http://www.ddhsoftware.com/support>