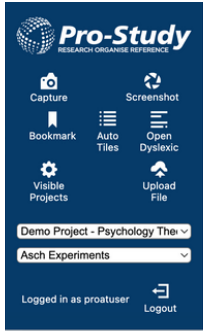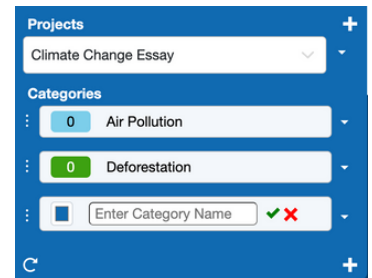# PRO-STUDY ONLINE - QUICK START GUIDE

Pro-Study takes the stress out of collecting, organising, and referencing research for your assignments. Quickly capture key information and reference details from multiple sources, including Websites, Textbooks, Files and Documents and store it all in the programme's dedicated colour coded centralised database

1. Firstly, log in and Install the Pro-Study Browser extension
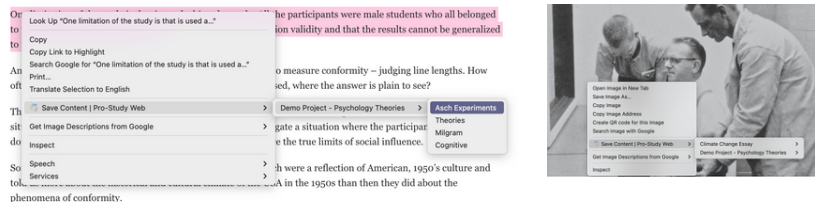
2. Create a Project and add Categories

Click the + icon to add new categories to your project. These colour-coded categories allow you to break down your work into smaller topics, helping you stay organised. Additional categories can be added as you go along.

3. Capture Content

Save research by highlighting the key information you want to save, right-click and choose a project/category within the 'Save content - Pro-Study Web' option. Images can also be saved by right clicking on them and choosing the same option.

4. Your Research

Go to the Files tab to **Upload files** such as PDFs or slides under the Files Tab. These can then be highlighted and key information saved as tiles

Research Tiles will appear in within their designated category and project

Switch between projects or click on categories to view

Use the **Project Notepad** or **Comments** option on each tile to add further information about your research.

Clicking the **web icon** will take you directly back to the original source

Click **Info** to view and edit all of the bibliographic information about the tile.

5. Further organise your research

Use *emojis* and *pins* to further organise your Research Tiles. *Tags* can also be in the 'info' section to help further break up topics.

6. Exporting your Project

Once you have collected all of your research, you can now export this into a fully formatted document. Go to the Export tab, select your project and click Export. This will include a reference list in your specified referencing style (over 9500+ available!).

Export

Project Assist App

Download the free Project Assist app to quickly collect, organise and access your research in more places.