



# RMRData

# Secure Database Manager

(for Sony P800/P910 smartphones)

## User Guide



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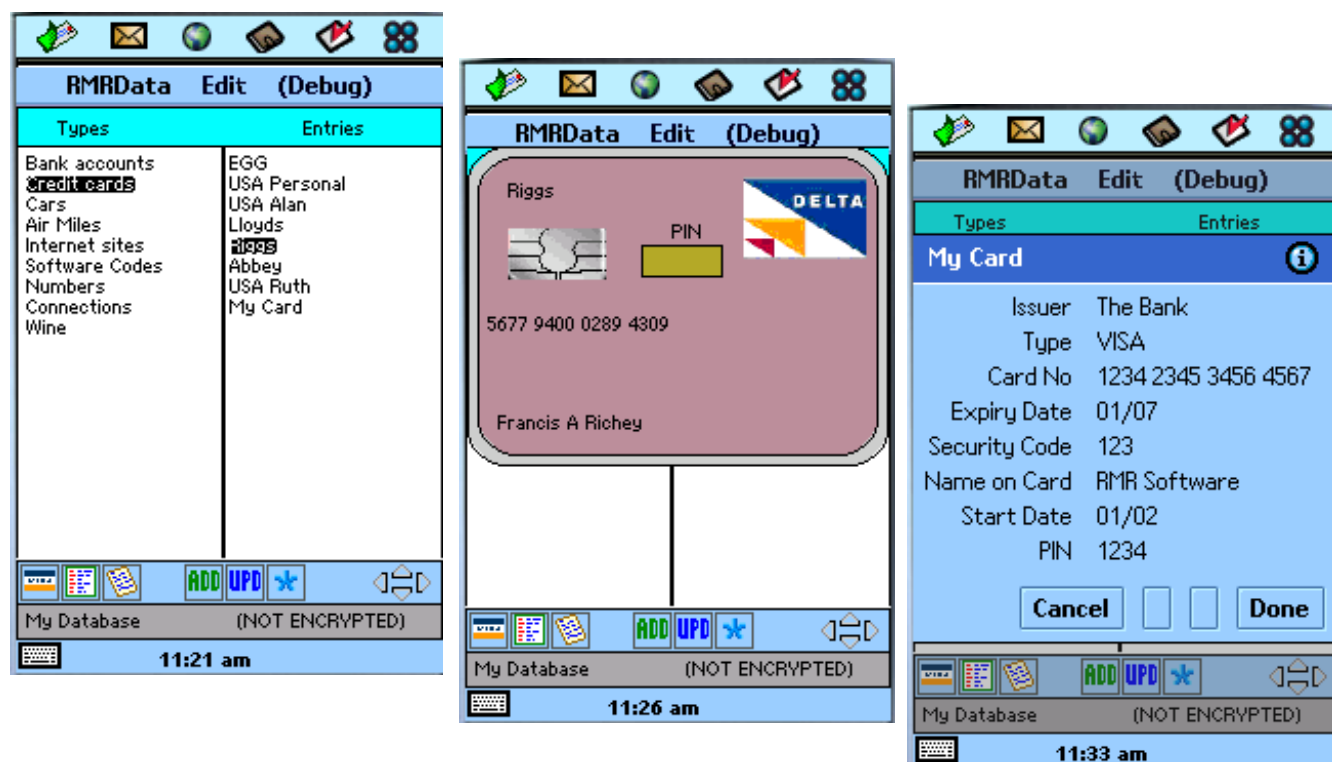
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## RMRData: Quickstart

**RMRDATA** is a database program designed to hold records of all your financial accounts, pin numbers, logins, passwords, and other personal information in a secure fashion. The basic idea is that you create **Entries** and group them together under various **Types** (Bank Accounts, Credit Cards, Passport Details etc). The Details of each entry can then be displayed in 2 different ways.



The first method is with the Card view where selected details are shown as though on a credit or membership card (centre screen view above). You access this view through the **RMRData > View** menu, or by tapping on the **Card** icon on the bottom bar. For security purposes the PIN is initially blanked out, but you can expose the PIN number of the card by tapping on the gold area. Exit this view by tapping anywhere else on the screen. See the Using Cards section for more details on how to design and name different card formats and how to link them to each Type.

The second method of viewing the details is through the **Details** option in the **RMRData > View** menu. The right hand screenshot above shows how the details are presented on a scrolling screen.

At the bottom of the screen a button bar has a series of buttons for quick actions (from left to right):

- view Card for entry
- view Details for entry
- view Memo for entry
- **Add** new entry
- **Update** entry
- \* user defined action (set in General Preferences)
- 4-way scroll arrows.




You can have multiple databases, each of which can be renamed or deleted, and you can apply three levels of security: **None**, **Password controlled**, or fully **Encrypted**.

A full set of **Import/Export** options are provided, and an automatic or manual **Backup/Restore** facility is also implemented. Finally a **Find** function allows you to quickly access an entry. All these functions are described later in this Manual.

## ***Moving around entries and files***

There are various shortcut methods for moving around the screen.

- Tap on a Type or Entry to select it.
- Tap on the Up/Down arrows on the 4-way scroll button to move a screenful at a time.
- Tap on the Left/Right arrows on the 4-way scroll button to cycle round your Data files. 
- Jog-dial up/down scrolls the highlight.
- Push in jog-dial acts as 'select'.



## Using Databases

The **RMRData** menu gives the options for maintaining a number of different databases:

- Use **Create database** to build a new database with a number of pre-defined types and a couple of example entries that can be amended or deleted. The given name for the database will be shown in the bottom window.
- **Open database** switches between databases (this option will be greyed out if you have only one database).
- Use **Database > Delete** to delete a database if no longer required. (Note that you cannot delete the current database so if you wish to do that you must switch to another database).
- Use **Database > Rename** to change the name of the current database.
- Use **Database > Encrypt** occasionally if you have made a large number of changes to remove unused space and reduce the memory requirements.

There are also options to **Import** and **Export** databases and to **Backup** and **Restore** databases. These are covered in specific sections later in the manual.

## Security

For each of your databases you can apply three different levels of security:

1. **Insecure** (the default when you started). No security is applied, and the program can be freely opened.
2. **Password controlled only**. This stops casual viewing of the data, although it is still stored on the Communicator disc in a format that could be viewed with a text editor.

Use the **RMRData > Password** option to protect individual databases as required.

- Turn the **Password set** to On.
- Enter the character string in the **New password** field and repeat it in the **Confirm password** field.

**Note:** Passwords are case sensitive.

You can decide how frequently the **Password** dialog is shown and you are asked to enter the code, with the appropriate options in **General preferences > Password** button. These can be turned on/off when Starting the program, Switching databases, Switching to the program, and Opening the phone.

To remove a password use the **Password** option again:

- Enter the current **Password** to gain access.
  - Leave **Password set** to Off.
  - Leave the **New password** field and **Confirm** fields blank.
3. **Encrypted**. This is the most secure level. The data is scrambled as it is stored on disc, using an encryption algorithm based on the Password. This makes it impossible to read the data. Use **RMRData > Database > Encrypt** to set or clear the encryption. Because the password is used to encrypt the data you will not be allowed to encrypt any database without a password being set first.



**Note:** If you forget the password for an unencrypted database we can probably recover the data. However, if you forget the password on an encrypted database you will NEVER be able to recover the data, so make sure you use something memorable or keep a record elsewhere!

## ***Backup/Restore***

Under the **RMRData > Database >** menu there are **Backup** and **Restore** options.

**Backup database** allows you to manually keep a copy of your data elsewhere on the system for security. The set of backed up data files is stored in the:  
C:\Documents\Media Files\Document\RMRBackups\ folder so that you can access them through a PC.



Use the **Backup** options from the button in **General preferences** to enable regular automatic backups of your data.

If necessary use **Restore** to restore all datafiles in the case of data loss.

**Note:** All current data in the program will be overwritten by restoring the backed up data.



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## Using Types

**Types** are the top level categorization in a database for information of the same type (Bank Accounts, Credit Cards, Passport Details etc), and are listed in the first screen column. The default database gives you several pre-set entries as an example, but you can delete or amend these, or create different ones to suit your needs.

The options in the **Edit > Types** menu allow you to modify the types:

- Use **Add** to create a new Type. In the first dialog enter a **Name** and specify which, if any, **Card display format** you wish to use. Then use the **Fields** button to define the titles to be used for the individual details fields.
- Use **Update** to modify an existing Type. This is similar to Add, allowing you to change the **Name**, the associated **Card format** and the **Field** titles.
- Use **Delete** to remove any unwanted types. Note that you can only do this if there are no associated entries.
- Use **Move** to rearrange the order of the types listed in the display.
- There are also options to **Import** and **Export Types**. These are covered under specific sections later in the manual.

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## Entries

**Entries** are your individual records with your details filed under the Type categories. The default database gives you a few example entries to show the principle, listed in the second screen column as you scroll down the Types.

The options in the **RMRData** menu allow you to modify the entries:

- Use **Add entry**, or the **Add** button at the bottom to create a new Entry. In the first dialog enter a **Name** and specify which **Type** it belongs to. Then use the **Details** button to enter the information for each of the specified fields.  
While in this dialog, the button marked **Colour** allows you to specify the Background of the Card display. Tap on the appropriate slider bar to adjust the 'hue'. The button marked **Memo** allows you to add a note for the entry.



The fields accept free-format text so you can enter dates or numbers as text for complete flexibility.

- Use **Update entry** or the **Upd** button to change an existing Entry. This is basically the same as Add above, allowing you to change the name, the type, the background colour of the card and the information.
- Use **Delete entry** to remove any unwanted entries.

Additional functions are in the **Edit > Entries** menu.

- Use **Duplicate** to create a copy of an existing entry when you have similar details to be entered.
- Use **Move** to rearrange the order of the entry listing in the display.
- Use **Sort** to rearrange the entry listing into alphabetical order.



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## Using Cards

The Card format view shows the details for an Entry in a 'real world' way as though on a credit or business type card (see screenshot in the Overview). View the card with **RMRData > View > Card** menu option, or the **Card** button at the bottom, or by tapping on a selected entry (configurable in **General preferences**). All Types of Entries can have a card view chosen from a small library of card display formats, or you can design your own card with the options in the **Edit > Cards** menu:

- Use **Add** to create a new card. In the first dialog specify the **Name** of the card and the **Number of lines** of text you wish to display on it. Use the **Lines** button to define which field should be shown on each line of the card, allowing you to rearrange the order of the information if necessary. Use the **Icon** button to insert a specific icon on the Card display. (Remember the background colour is specific to an entry so is set in the **Add/Update Entry** dialogs).

**Note:** These are the icons available at the moment. If any user wants to add to the selection simply send us the icon for inclusion in the MBM file. The icons need to be 40 x 40 pixels x 256 colours please.

- Use **Update** to change an existing card. This is similar to Add above, allowing you to change the name, the width, the lines and the icon.

**Note:** that because of its complexity, the Credit Card design is fixed and cannot be changed.

- Use **Delete** to remove any unwanted cards.

Once a card format has been designed, you can allocate it to a **Type** using the **Edit > Types > Update** menu option.



## Other Functions

### Find

The **Edit > Find** menu option allows you to jump quickly to an entry. Simply enter the text required and the first entry that contains that text will be displayed.

Then use **Edit > Find > Find next** to continue searching through the entries.

### Import & Export

There are various **Import** and **Export** options, all of which work in *TAB-delimited* or *Comma Separated Variable (CSV)* format text files.

1. **Import** in the **Edit > Types** menu. Use this to import **Types** to the database if you want to design the Types off-line. To see the import format required, simply perform an export on the default types and use that as a template to build your own.
2. **Export** in the **Edit > Types** menu. Use this to export the **Types** so that they can be viewed and/or edited in a text editor/word processor (*TAB delimited* format) and spreadsheet program (CSV format).
3. **Import** database in the **RMRData > Data** menu. Use this to import **Entries** into the database. Again, to see the import format required, simply export the default types and use that as a template.
4. **Export** database in the **RMRData > Data** menu. Use this to export **Entries** from the database to be viewed and/or edited in a text editor/word processor (*TAB delimited* format) and spreadsheet program (CSV format). You can choose to export **All** entries or just those from the **Selected type**.

At the request of Steve Litchfield (3-lib) the Database import and export also has an additional mode called **Text** which outputs each field on a separate line. This is based on the export format used by Handy Safe, so it should be possible to import databases previously exported from this program. Obviously it will not be 100% perfect, as we disagree with some of the field titles used by Handy Safe, and also we had to assume the default values and icons in Handy Safe as well. So if you have changed any of the defaults then the Entries may be imported under a different Type name, but any differences can be very quickly fixed after the entries have been imported by using **Edit > Types > Update** and **RMRData > Update entry** to change the type and/or fields.

**Note:** you cannot Import to an encrypted database, so you will have to unencrypt the database, then carry out the Import, then Encrypt again.

**Note:** Export will produce an unencrypted text copy of the database, so due care should be taken.

The exported files will be stored in the C:\Documents\Media Files\Document\RMRExport\ folder.

### Memopad

The memopad feature allows you to record any notes about an entry that is not covered by the **Type** headings.





This memo can be created or viewed by using the **RMRData > View > Memo** menu option, or by using the **Memo** button at the bottom, or by tapping a previously selected entry (depending on the selection made in the **General Prefs**).

An entry that has a Memo attached will be shown by an additional (‡) symbol after the **Entry** name.

## ***Miscellaneous***

**Zoom in/out** – change the font size of the display. (Not implemented because of a problem with the Symbian OPL Runtime code).

**About**– an information screen with details of the program.



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## Configuring RMRDATA

The program is extremely configurable so you can change many settings to suit your way of operating.

### *View Preferences*

The **View preferences** options allow you to configure:

- **Font type** allows Arial or Times Roman.
- Change the **Header window** colour,
- **Type column %** allows you to adjust the widths of the columns to suit the text.

The button marked **Card** accesses the colour picker to set the default card colour.

### *General Preferences*

The **General preferences** options allow you to specify:

- the action you want the **User Button** on the bottom screen to carry out - either Find, Backup or Compact the database.
- the action you want the carried out if you **Tap on selected entry** - either display the Card, Details, or Memo for the selected entry or Update it.

The button marked **Password** allows you to specify when the Password dialog should be used to prevent the database from being opened directly for viewing, and can be set when starting the program, switching database, switching program, and opening the phone.

The button marked **Backup** allows you to specify the automatic backup options:

- **Auto** turns on the automatic backup, and sets the frequency to Daily, Weekly or Monthly.
- **Start date** when you want the first backup to run.
- Whether a **Prompt** is required.