

Firearms Collection Keeper



Version 1.0.1.x

Introduction:

Firearms Collection Keeper is a simple, easy to use application for Windows that allows the user and members of their family, to keep detailed information about the firearms they own. It uses built-in databases that can be backed up, exported and/or restored to maintain records of purchases (weapons and accessories), sales and maintenance. It allows for 10 stored photos per weapon.

Firearms Collection Keeper is an excellent tool for business owners. Whether it is applied to inventory record keeping or assignment of weapons issued to personnel, Firearms Collection Keeper manages it all!

System Requirements:

- Microsoft Windows XP or Vista
- Microsoft .NET Framework 2.0
- Minimum of 5MB free space
- An internet connection when updating the software

Installation:

You must be logged in as the administrator to run the installation file.

If the installation does not start automatically:

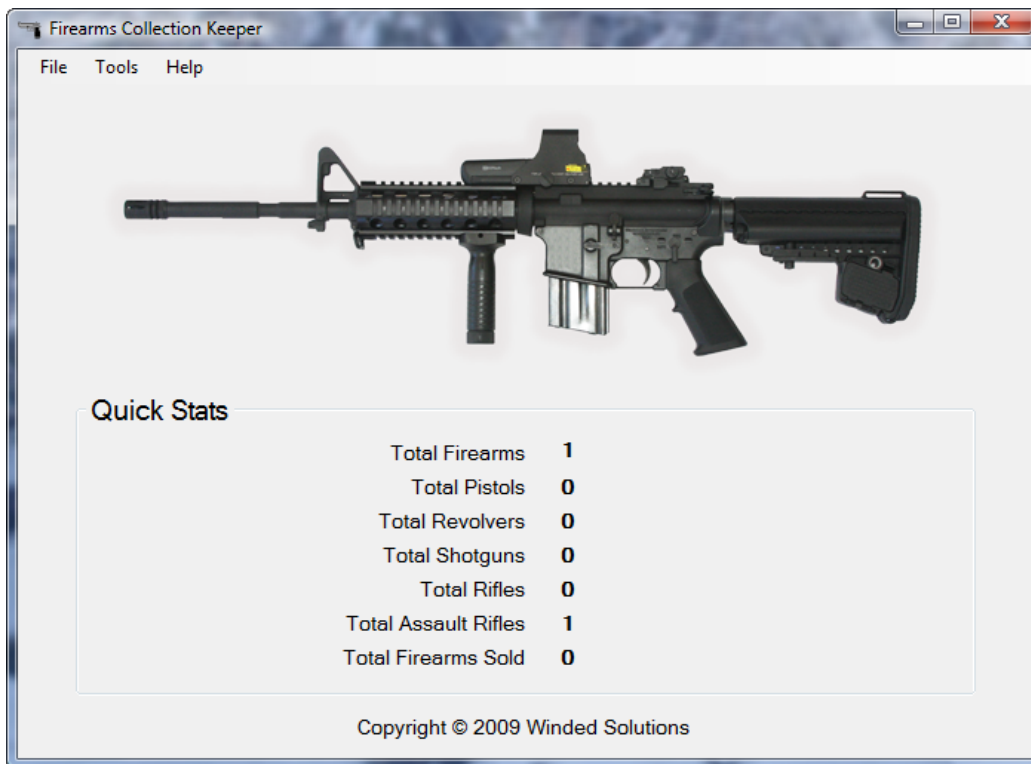
Run the installation file by double clicking on it. The setup file will be named "Setup_(V" followed by the version number then ").exe" for example "Setup_(V1.0.1.10).exe"

Follow the installation instructions. Enter the Serial Number when prompted. The Serial Number must be entered using all capital letters. We recommend that you do not change any of the default directories.

After the installation is complete, the product is ready to use.

Using Firearms Collection Keeper:

When first starting the application, the "Quick Stats" will display. This is also referred to as the main screen. The quick stats will display a count of how many firearms are stored in the database (Figure 1).



[Figure 1 – Main Screen]

Entering a New Firearm:

1. Click "File", then "New".
2. A blank firearm form with three (3) tabs will appear. Enter all the information you would like to store about this firearm (Figure 2).
3. The **RED** labeled fields signify that they are required. These fields must be filled in before inserting the firearm into the database.
4. On the "Purchased Information" tab there are two (2) types of sale;
 - a. "Dealer Sale", which means the firearm was purchased from a Federal Firearms (FFL) Dealer.
 - b. "Private Party", which means the firearm was purchased from an individual. Even though private party transfers must legally be done *through* a FFL Dealer, the firearm is not being purchased *from* a dealer.Mark the appropriate box labeled "Dealer Sale" or "Private Party" at the top of the form.
5. To attach a picture to this record, we recommend that you first organize your pictures by copying them into the "GunImages" folder of this application. This folder is located under the "Firearm Collections Keeper" directory which is installed by default here → C:\Program Files\Winded Solutions\Firearms Collection Keeper. This way all your pictures are stored with the application and can be backed up using the applications backup tool. This also reduces the risk of them being accidentally deleted.
6. After moving/copying your pictures to this folder, click on the "Images" tab then click the "B" button next to the field under the "Firearm Pictures" section. Choose the picture that you want to attach and click OK. A thumbnail will now display below the field. Repeat this step up for each image field (Figure 3).
7. To display the image in full screen mode, double click on the thumbnail image (Figure 4).
8. Once all the information is filled in, click on "File" then "Insert" from the menu at the top of this form to insert and save this firearm record to the database.
9. If entered properly the information will save the firearm record to the database, and you will be prompted to enter another firearm. If you choose "Yes" this form and all the previous information will remain on the screen to save some time when entering multiple firearms.
10. When you complete entering your firearms you will be returned to the main screen.
11. You have to insert a new firearm into the database before you can add any accessories or maintenance records. Entering this data will be discussed later.

Firearms Collection Keeper

The screenshot shows a software window titled "Insert a New Firearm" with a menu bar containing "File" and "Options". Below the menu bar are three tabs: "Firearm Information", "Purchased Information", and "Images". The "Firearm Information" tab is active and contains the following fields:

- Make :
- Model :
- Type : Select One (dropdown menu)
- Caliber :
- Serial # :
- Barrel Length :
- Country :
- Finish :
- Bought Condition : Select One (dropdown menu)
- Action Type :
- Sights :
- Magazines :
- Capacity :
- Stored Place :
- Registered Owner :
- Replacement Value :

On the right side of the form, there are two large text areas: "Special Features :

 and "Notes/Comments :

[Figure 2 – Blank Firearm Form]

The screenshot shows the same "Insert a New Firearm" window, but with the "Images" tab selected. The "Firearm Information" and "Purchased Information" tabs are now inactive. The "Images" tab contains ten numbered image input fields, each consisting of a text box and a "B" button:

- Image 1 : B
- Image 2 : B
- Image 3 : B
- Image 4 : B
- Image 5 : B
- Image 6 : B
- Image 7 : B
- Image 8 : B
- Image 9 : B
- Image 10 : B

[Figure 3 – Firearms Pictures Tab]



[Figure 4 – Image Full Screen]

Adding, Updating and Deleting Accessories to a Firearm:

Adding accessories to an existing firearm can be very useful in keeping track of items already purchased or the total cost of items.

Adding a New Accessory:

1. Highlight the firearm you wish to add the accessory to from the search form described above.
2. Either click the "Display" button at the bottom of the screen or double click the highlighted firearm.
3. Select the "Accessories" tab and then click on "Options", then "Add Accessory" from the menu at the top of the window.
4. Enter any or all of the information you choose to in this window. The description field is required.
5. You can use the calculate button to calculate either the total price or the price per. Just leave one of those fields empty and click "Calculate".
6. When finished, click "Save" at the top of the window.
7. At any time you can click "Cancel" to exit this action without adding the accessory.

Updating or Deleting an Accessory:

1. Highlight the firearm you wish to add the accessory to from the search form described above.
2. Either click the "Display" button at the bottom of the screen or double click the highlighted firearm.
3. Select the "Accessories" tab and then right click on the accessory you wish to update or delete.
4. Select either "Update Accessory" or "Delete Accessory" from the menu.
5. If you select "Update Accessory" the same window will appear as if you were entering a new accessory. Make the changes needed and click "Save" at the top of the window.
6. If you select "Delete Accessory" you will be prompted to confirm the deletion. Once confirmed the accessory will be deleted. This cannot be undone.
7. At any time you can click "Cancel" to exit this action without updating or deleting the accessory.

Adding, Updating and Deleting Maintenance Records to a Firearm:

Adding maintenance records to an existing firearm can be very useful in keeping accurate track of maintenance work done to each of your firearms.

Adding a Maintenance Record:

1. Highlight the firearm you wish to add the maintenance record to from the search form described above.
2. Either click the "Display" button at the bottom of the screen or double click the highlighted firearm.
3. Select the "Maintenance" tab and then click on "Options", then "Add Maintenance" from the menu at the top of the window.
4. Select the date and type of maintenance, then enter a description if you choose.
5. When finished, click "Save" at the top of the window.
6. At any time you can click "Cancel" to exit this action without adding the maintenance record.

Updating or Deleting Maintenance Records:

1. Highlight the firearm you wish to add the maintenance record to from the search form described above.
2. Either click the "Display" button at the bottom of the screen or double click the highlighted firearm.
3. Select the "Maintenance" tab and then right click on the maintenance record you wish to update or delete.
4. Select either "Update Maintenance" or "Delete Maintenance" from the menu.
5. If you select "Update Maintenance" the same window will appear as if you were entering a new maintenance record. Make the changes needed and click "Save" at the top of the window.
6. If you select "Delete Maintenance" you will be prompted to confirm the deletion. Once confirmed the maintenance will be deleted. This cannot be undone.
7. At any time you can click "Cancel" to exit this action without updating or deleting the maintenance record.

Copy an Existing Firearm:

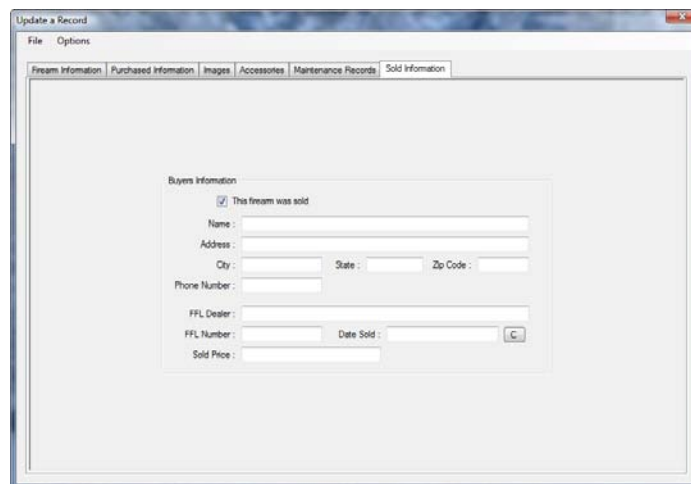
Copying a firearm from the database into a new record can save time when most of the information is the same. This allows you to change only the fields that may be different from the copied firearm.

1. Highlight the firearm you wish to copy from the search form described above.
2. Click the "Copy" button at the bottom of the window.
3. Change the information as needed and click "File" and then "Insert" to save the new firearm record.

Marking a Firearm as Sold:

When you sell a firearm, it is recommended that you maintain accurate records, including buyer's information and dates of the transactions, permanently. You never know where a gun goes after you sell it!

1. Highlight the firearm you wish to mark as sold from the search form described above.
2. Click the "Update" button at the bottom of the form. Then click the "Sold Information" tab to enter the sold to information (Figure 6).
3. Mark it sold by clicking the checkbox at the top of the window. This will enable the fields below to be used.
4. Fill in any or all the information into the fields and click "File" then "Update Firearm" from the menu at the top of this window.
5. If at any time you want to cancel this action, click "File" then "Cancel" from the menu at the top of this window.
6. If the wrong firearm was accidentally marked as sold, go back into the "Sold" form and uncheck the "This firearm was sold" box. All fields will be erased and the firearm will no longer be shown as sold in the database.

The image shows a screenshot of a software window titled "Update a Record". At the top, there are two menu items: "File" and "Options". Below the menu is a tabbed interface with five tabs: "Firearm Information", "Purchased Information", "Images", "Accessories", "Maintenance Records", and "Sold Information". The "Sold Information" tab is currently selected. Inside this tab, there is a section titled "Buyers Information". At the top of this section is a checkbox labeled "This firearm was sold", which is checked. Below the checkbox are several input fields: "Name", "Address", "City", "State", "Zip Code", "Phone Number", "FFL Dealer", "FFL Number", "Date Sold" (with a small "C" button next to it), and "Sold Price".

[Figure 6 – Sold Form]

Deleting a Firearm from the Database:

1. Highlight the firearm you wish to copy from the search form previously shown.
2. Click the "Delete" button located at the bottom of the form.
3. You must confirm the deletion of this record. Once it is deleted the only way to get the information back is to re-input it under "New".

Backing Up the Database:

Backing up the database should be done on a regular basis to ensure your information is never lost. The backup function will also backup the "GunImages" directory. If your pictures are NOT stored in this directory they will not be backed up. That is why we recommend you place your pictures in this folder. We also recommend that you store this backup on a separate computer/hard drive or burn it onto a CD.

1. To back up the database click "Tools", "Backup Database".
2. Use the browse button to find a location where you wish to store the backup.
3. Click the "Backup" button.
4. If the selected backup location already contains a backup, you will be prompted to replace the files.

Restoring the Database:

Restoring the database will NOT restore the "GunImages" directory. If the need arises to restore the pictures, you will need to do that manually by copying the backed up folder "GunImages" to the application directory using Windows Explorer.

1. To restore the database click "Tools", "Restore Database".
2. Use the browse button to find your backup up copy of the database you wish to restore.
3. Using the restore function will COMPLETELY overwrite your database with the backup copy. Make certain you are 100% sure you need to restore the database before doing so. We recommend that you make another backup, before restoring any other databases.
4. Click the "Restore" button to complete the restore process.

Exporting the Data:

The "Export Database" function is used to export the entire database into an XML dataset. This sounds hi-tech, but it really isn't. We have included instructions on how to export the data for use with Microsoft Excel.

1. Click "Tools", "Export Database".
2. Use the browse button to find a location where you wish to store the XML Data.
3. Click the "Export" button.

Using the Exported XML Data in Excel:

1. Open Excel and click "File", "Open".
2. Browse to where the exported file was saved. The name will be "FirearmsData_(year)_(day)_(month).xml, for example "FirearmsData_2009_05_14.xml"
3. Highlight the file and click "Open"
4. Choose "As an XML table" in the message that comes up.
5. Click "OK" when prompted about the missing schema.
6. Now the data will display in the sheet. At this point it can be changed, formatted and saved as an Excel Document.

Checking for Updates/Reporting Bugs:

Periodically we will release updates when bugs are found or when new features are available. We do not however, announce build updates. To check for updates click "Help", "Check for Updates". A message will display if there is an update or not. Follow the on screen instructions to update if one is available. If there isn't an update available and you have found a possible bug, please submit a bug report available at www.windedolutions.com under Support and we will look into the possible problem. Please include the complete product name and version number. The version number can be found by clicking "Help", "About".

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