

## File Management Tool

The File Management Tool provides a list and detail statistical data of all the files imported into the current project. It is also used to delete imported files from a project.



To view the statistical data for a file, tap on the file's name in the list view. The statistical information can not be modified, but you can create a note with additional information about the file. If you add or modify a note, be sure to tap the SAVE button on the file's detail page.

The screenshot shows a mobile application interface for importing files. The top bar is green with 'DNA Match' on the left, 'Import Files' in the center, and 'Cancel' and 'Save' buttons on the right. Below the bar, the left pane is titled 'Import Files' and contains a list of files: 'IBDDData-2.csv' and 'Jim.csv'. The right pane is titled 'Import Files Detail' and contains the following fields: 'File Name' (text input with 'IBDDData-2.csv'), 'Import Date' (text input with 'Mon, May 6, 2013, 14:02:11'), 'File Source' (text input with 'T'), and 'Number of Lines' (text input with '2'). Below these fields is a 'Notes' label and a large grey rectangular area for text entry. At the bottom of the right pane is a green button with a white envelope icon and the text 'Email'.

If you desire to share the imported file, you can do so by tapping on the email button. The email viewer will be launched and the imported file will be attached to a blank message. Provide appropriate email addresses and message content and then send the email directly from your iPad.

## ***Deleting An Imported File***

You can delete an imported file from your project by

tapping on the EDIT button that is located on the top right hand corner of the Import Files Navigation bar.



The EDIT button will change to a DONE button and a circular delete button will be shown for each row in the list of files. Tap on the circular delete button for a row that you want to delete and a rectangular delete button will appear. Tap the delete button and the file will be removed from the project. Repeat the process for any other import files you wish to remove. When done, tap the DONE button.

Deleting an imported file, removes the file and all the associated **match rows** that were added when the file

was imported and for large files this could take some time.

Deleting an import file **does not remove** any persons that were created during the import process, but their associations with the imported match data is removed. If you wish to remove the persons, you can do that in the Persons Tool.