



# PRO-STUDY ONLINE - QUICK START GUIDE

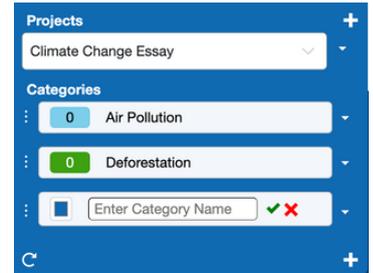
Pro-Study takes the stress out of collecting, organising, and referencing research for your assignments. Quickly capture key information and full reference details from multiple sources, including Websites, Textbooks, Files and Documents and store it all in Pro-Study's dedicated colour-coded centralised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



## 1. Log in and Install the Pro-Study Browser extension

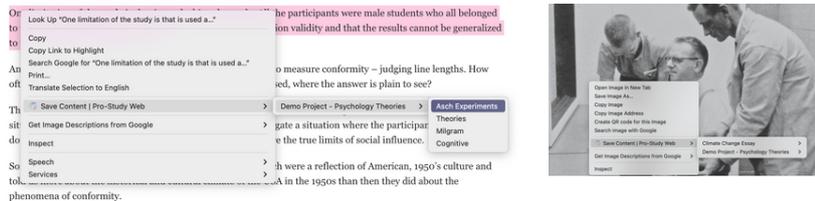
## 2. Create a Project and add Categories

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 annotated 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.

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

In the References Tab, view all of your References and choose from over 9500+ referencing styles. Additional detailed reference information can be added using the ISBN/DOI look-up in the Tile Info or Browser Extension.

## 6. Export your Project



Once you have collected all of your research, go to the Export tab, select your project, and click Export to instantly turn your organised research into a polished, fully formatted Word document that you can continue working on.



## 5. View your References

### Project Assist App

Download the free Project Assist app to quickly collect, organise and access your research on the go..

