

GetCollectAll Quick Start Guide

Here is a quick start guide that you can print out:

There are 3 core components to the folder/item structure of GetCollectAll:

1. **Main Folders** – GetCollectAll has over 40 predesigned.
2. **Sub-Folders** – you can create a sub-folder.
3. **Items** – Items are the things you put into a sub-folder to catalog your collectibles.

Follow these sets to build your collection catalogue:

1. Click on the **Select a Folder** button.
2. Click on **OK** in the **Folders** pop-up.
3. Click on any template in the **Master Folder** that represents the collectible you want to catalog.
4. Change the name of the **Master Folder** to anything you want then click on **OK**.
5. You have now created a custom **Sub-Folder** for your collectible.
6. Your custom created Sub-Folder now appears in the main folders screen.
7. Double click on it or click the **Open Folders** tool.
8. Now you can start adding information and saving individual **Item** screens for every collectible in your collection.

With GetCollectAll you can collect anything and everything you collect the way you want to!