

my inventory

user manual 1.8



Application on Google Play: [My personal Inventory](#)
Website: www.miinventariopersonal.com

(c) Thomas Koslowsky
Web: www.thomaskoslowsky.com
Mail: thomas@thomaskoslowsky.com

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2 Why create a personal inventory?

There are many reasons why you should keep a personal inventory. Here are a few of them as an idea:

- I would like easy access to information about my belongings, including key information such as date of purchase, value, a copy of the warranty certificate, user manuals, link to the store, etc.
This would allow you, for example, to adjust the insurance price based on the value of your belongings or if you have any have to file a complaint, have the relevant information quickly and easily.
- I would like to have relevant data about my hobby, e.g. B.:
 - The components of my computer, with technical data, photos, links, manuals, etc.
 - my aquarium, with all em accessories
 - etc.
- I want relevant data on all my clothes, shoes, etc.
 - Do you remember the moment when you were in a shop and asked yourself: "What was the number of my dress, shirt, trousers again"? Where did I buy it? How much had it cost?
- I want to have the list of things I keep in the basement, closet, etc
- I would like to have the list of things that I have borrowed or have been loaned to me...
- I want to have the list of things I have in the workshop....



With My Inventory, you have all of this in one place, with easy access whenever you need it.

You can even easily sync your holdings between different devices via Google Drive™ or Microsoft OneDrive™.



3 Requirements / Specifications

Below are the specifications/requirements of the application.

Supported Android versions:

- Tests have been carried out to verify correct operation with the following Android versions: 9, 10, 11, 12, 13

Permissions required by the application:

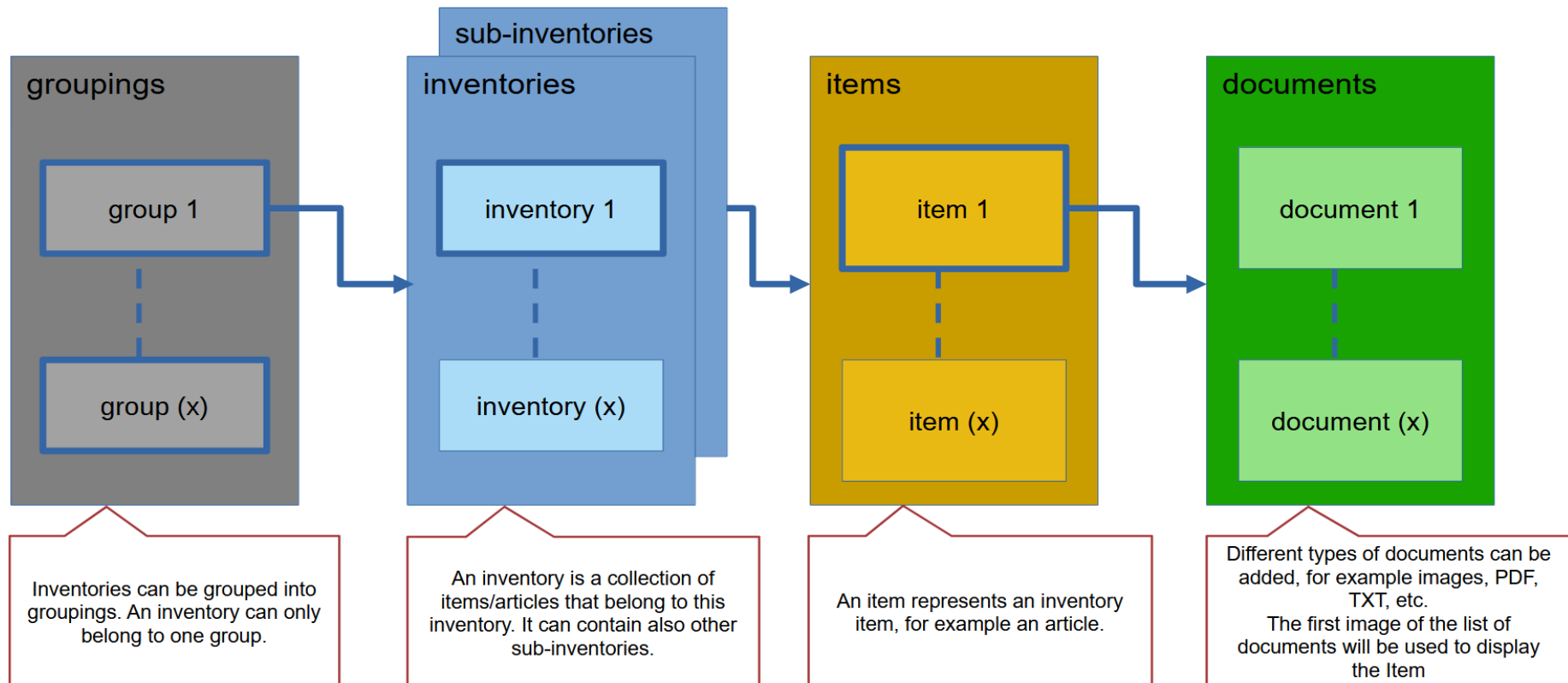
- Access to the camera and gallery (to be able to take photos of the items / elements of the inventories and to read barcodes)
- Access to internal storage (to save application data)
- Internet access (for creating and restoring backups)
- Access to network status (only if you use Google Drive™, OneDrive™ or WebDAV for backup or restore)
- Optional: access to the microphone in case you want to store audio notes with articles

Further technical data:

- Supported languages: English, Spanish, German
- Android dark mode: is supported
- Images used: Images/icons are from the Android standard library, from www.openclipart.org and Microsoft Copilot-Image-Generation.

4 The logic of the application

The application can manage multiple inventories and inventory groupings. A group can contain multiple inventories, but an inventory can only be linked to a single group. Several items/articles can be added to each inventory and several documents can be added to each item/article.

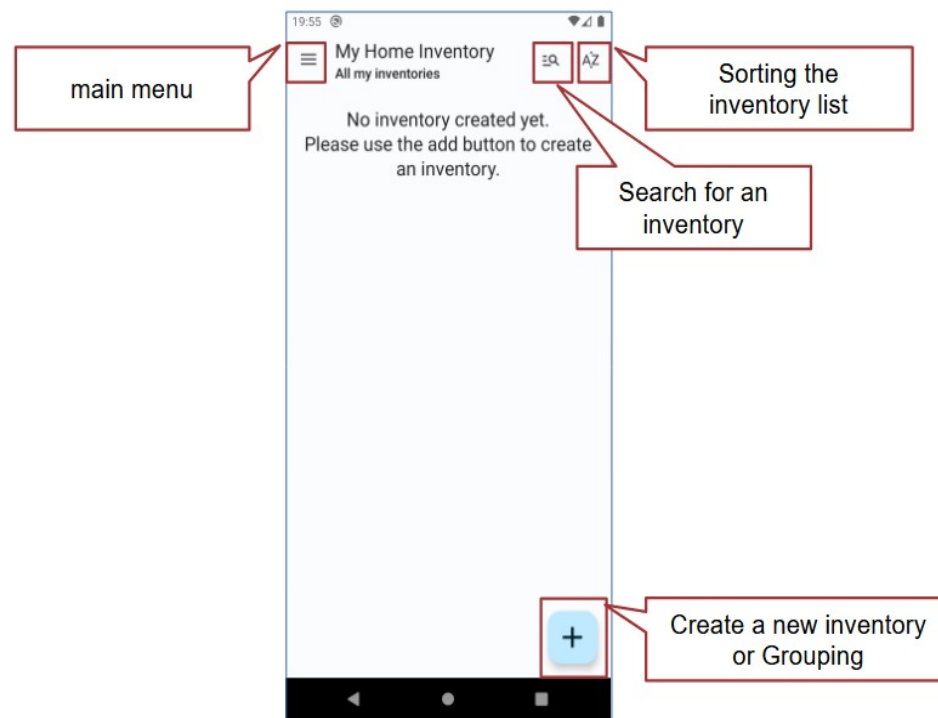


5 The functions in detail

The following chapters describe the various program functions offered by the application.

5.1 The main window

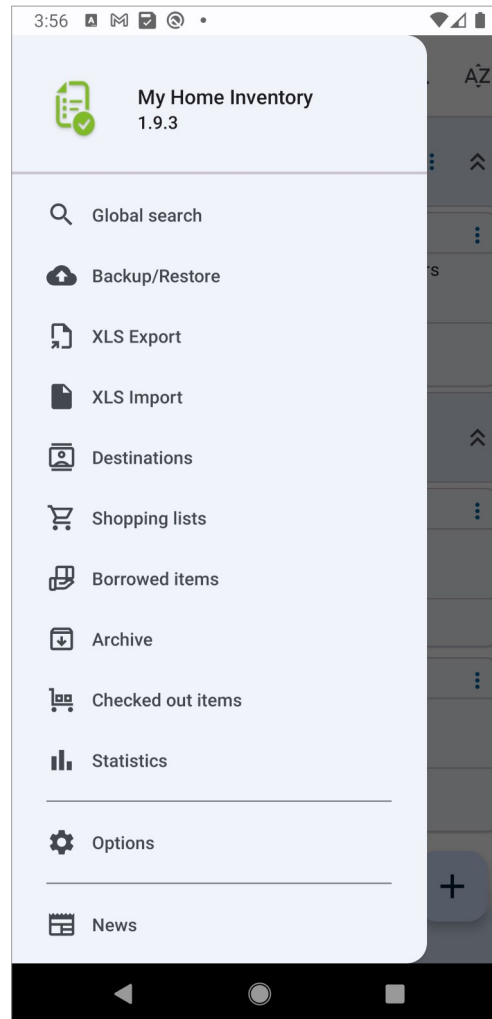
When starting the application, the main window is displayed, which gives access to the main menu and displays the list of inventories created.



This example shows the application when used for the first time. An inventory has not yet been created.

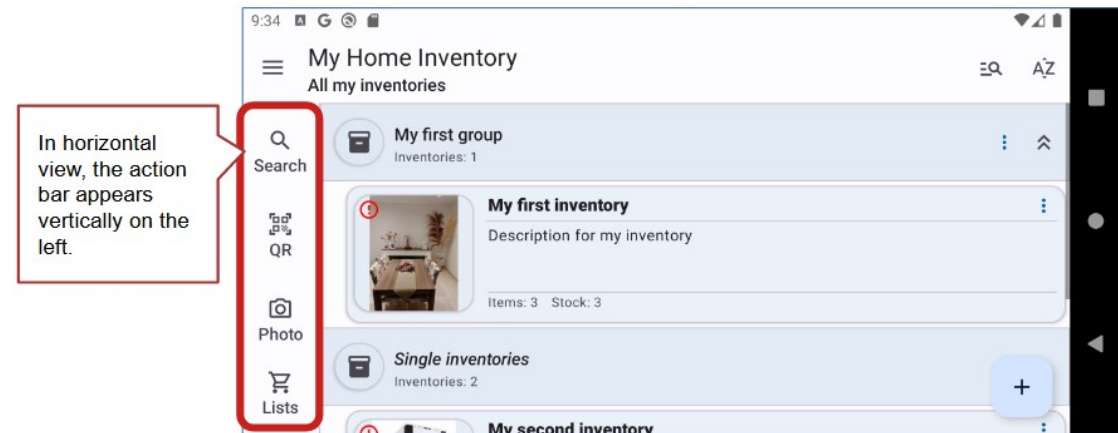
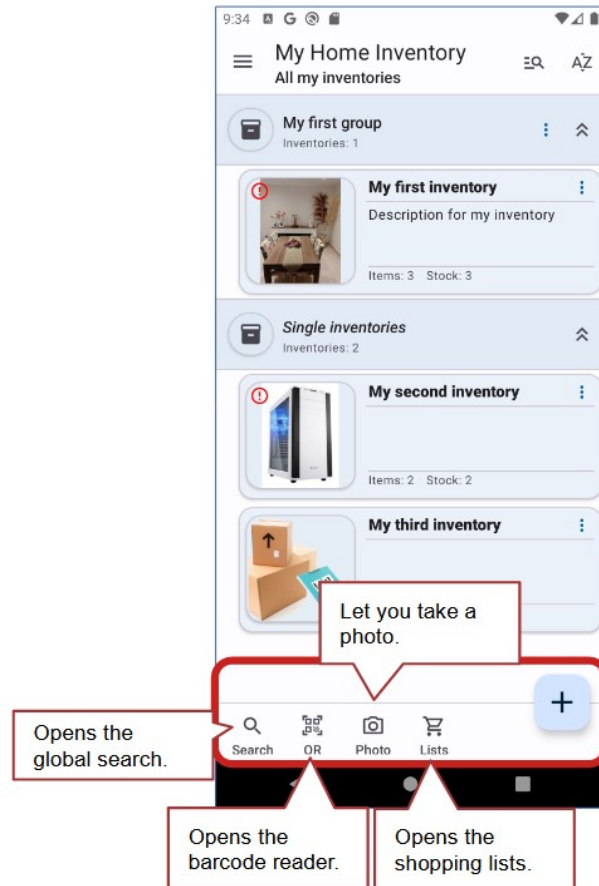
5.1.1 The main menu

The main menu gives access to the main functions of the application:

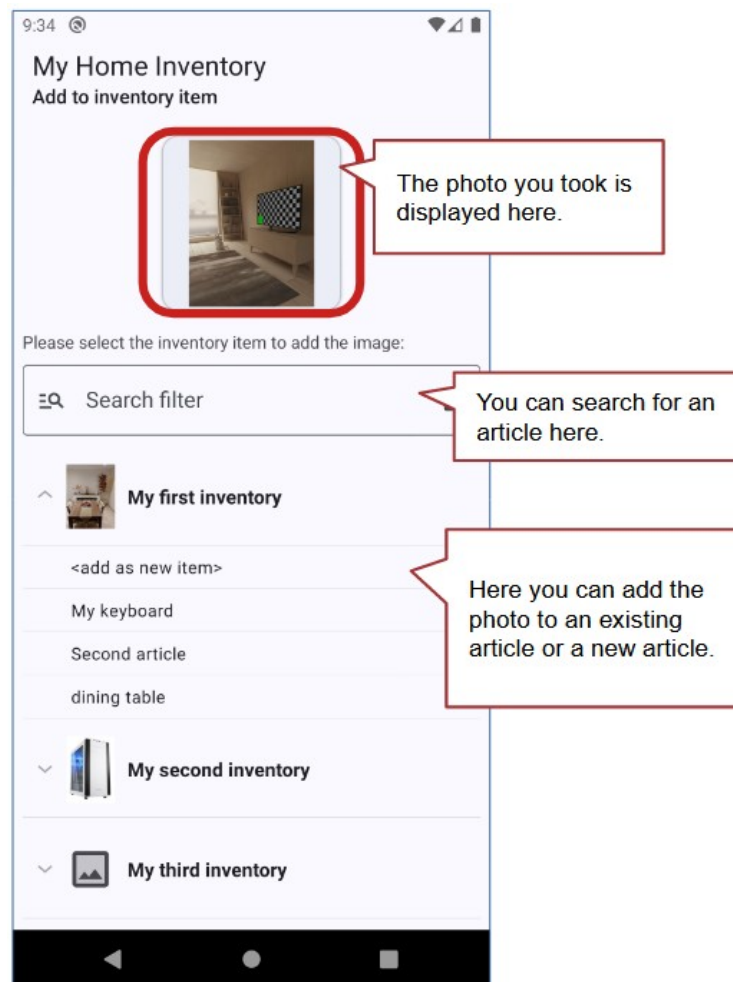


5.1.2 The action bar in the main view

The application gives you an action bar in the main view, with direct access to some essential functions. The global search, the barcode reader, photo taking and shopping lists. The barcode that is then read and the photo taken can be added afterwards directly to an existing or new item.

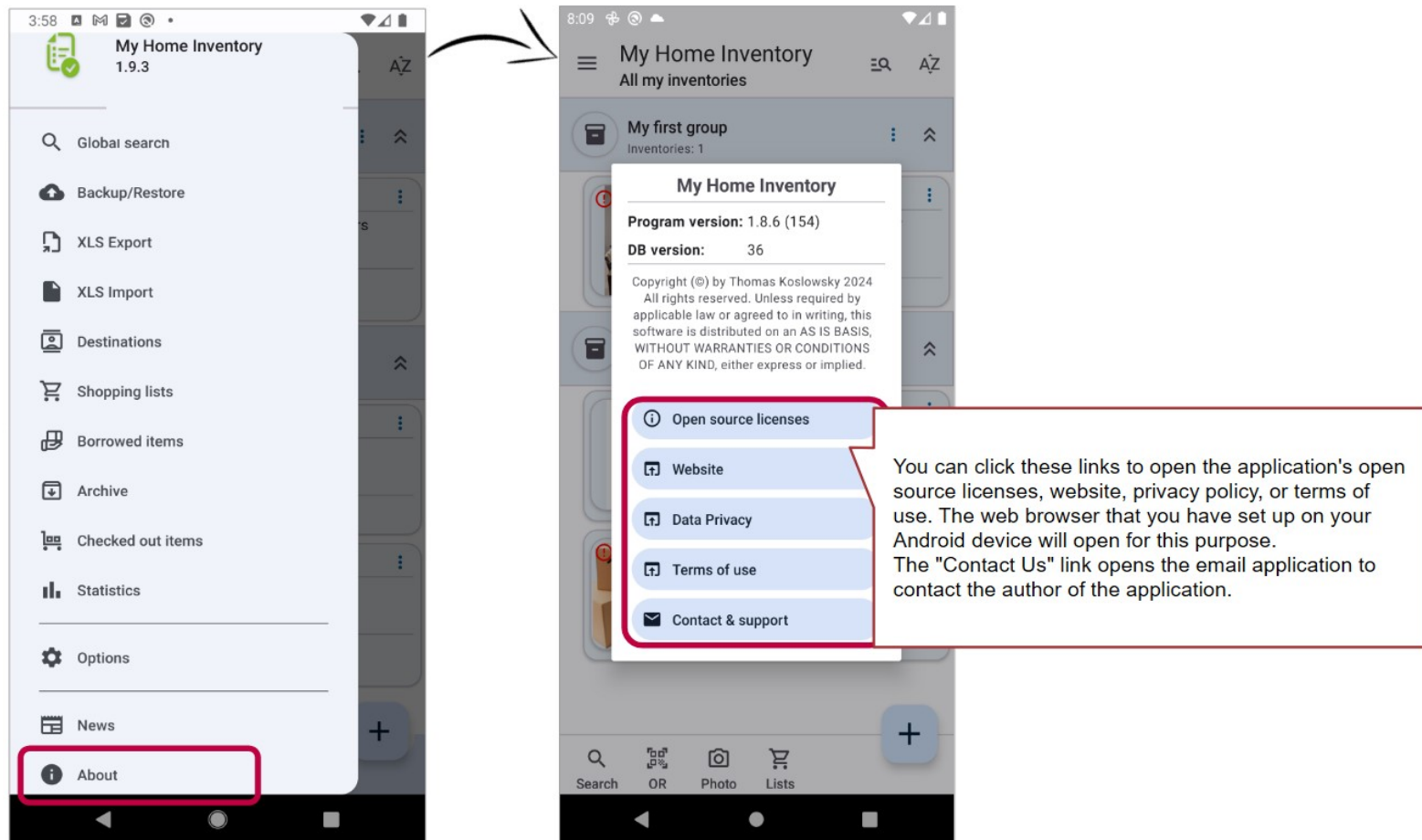


After taking the photo, a selection window opens which allows you to search for an article and add the photo to it or create a new article with the photo.



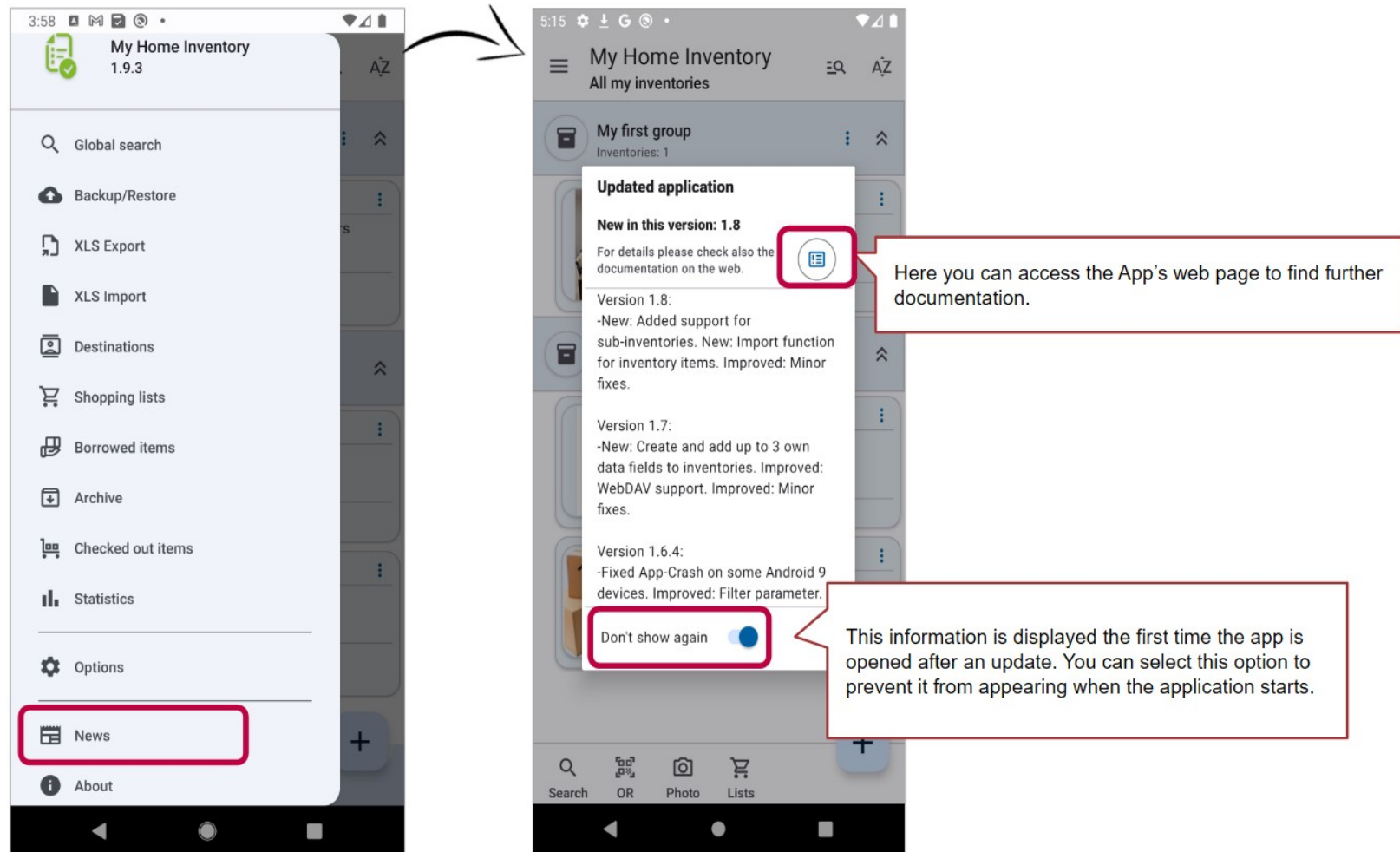
5.1.3 The "About..." window

In this window you can view information about the version and access further information directly, for example: viewing the open source licenses, accessing the website, the privacy policy or the terms of use of the application.



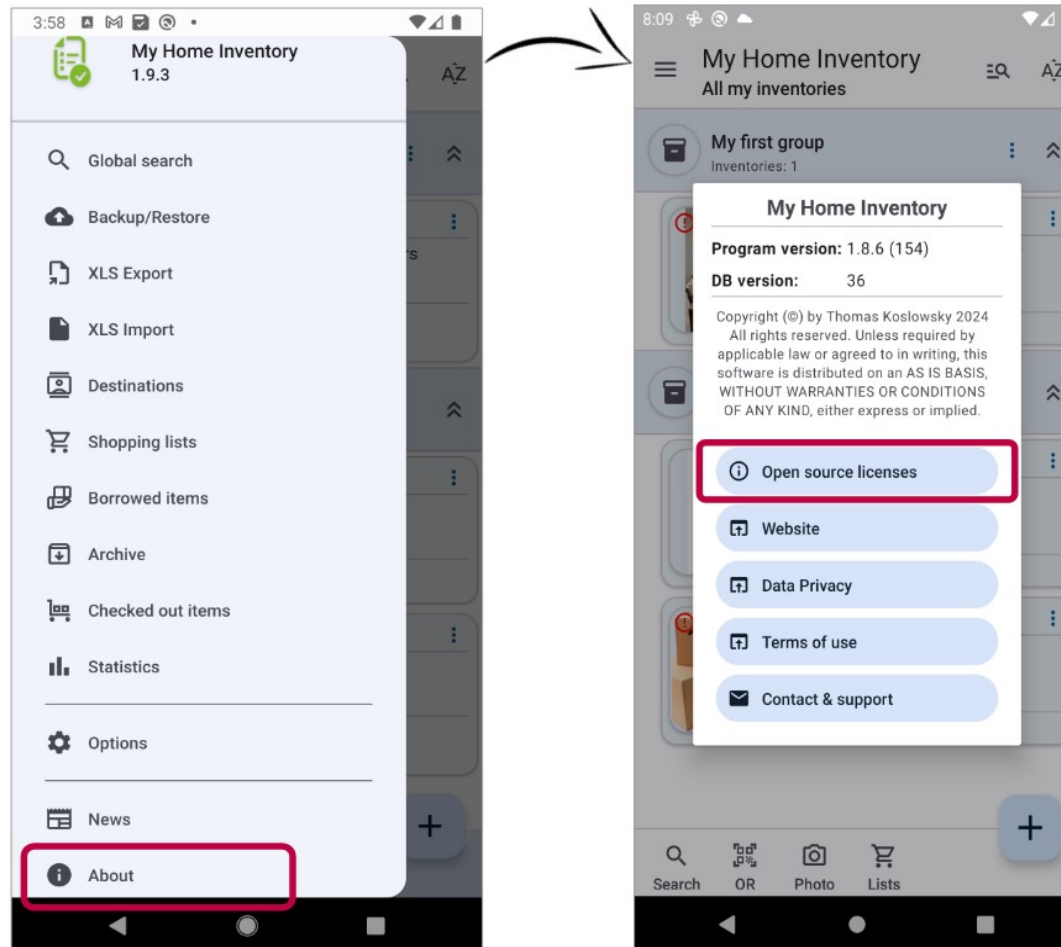
5.1.4 The “News...” window

Information about the latest "What's New..." of the application is accessed from the main menu.



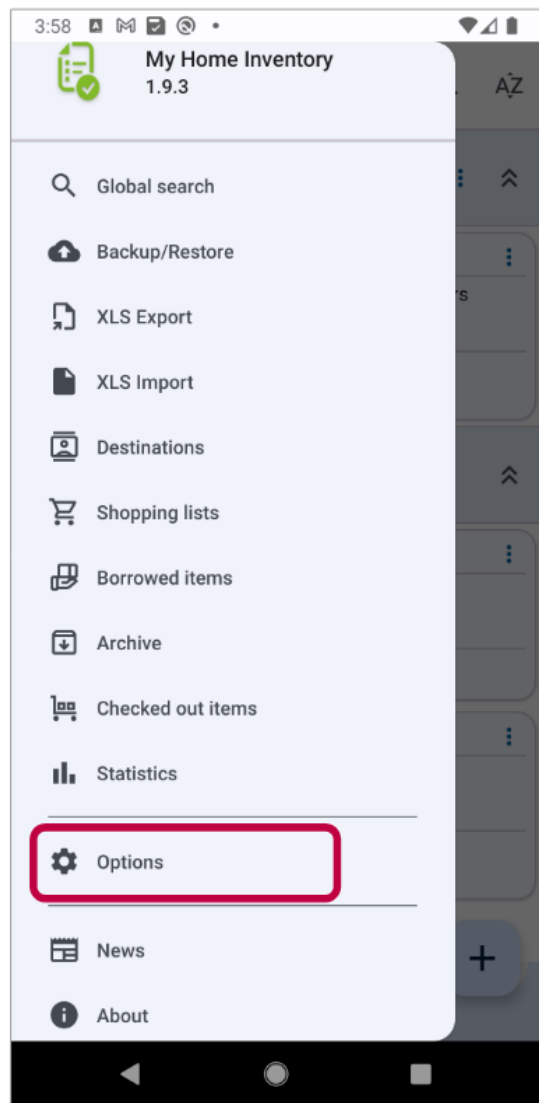
5.1.5 Information about the licenses of libraries included in the application

To view information about the libraries included in the application and their licenses, open the "About..." window from the main menu and then click on "Open Source Licenses".

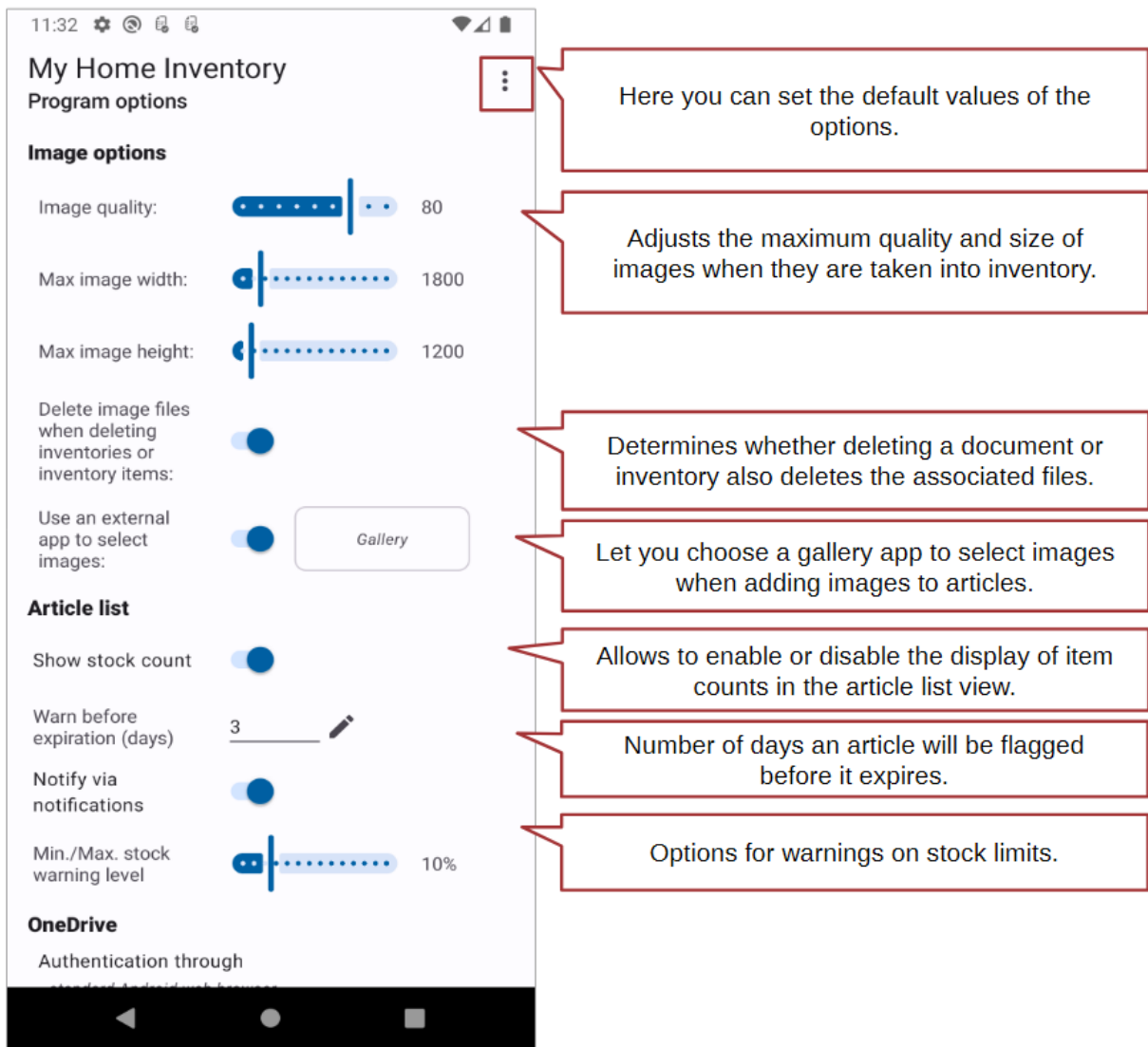


5.1.6 The program options

Options are accessed from the main menu. Here you can change some global settings.



The screenshot shows the main menu of the 'My Home Inventory' app. The 'Options' button, represented by a gear icon, is highlighted with a red rectangle. Other menu items include Global search, Backup/Restore, XLS Export, XLS Import, Destinations, Shopping lists, Borrowed items, Archive, Checked out items, Statistics, News, and About.



The screenshot shows the 'Program options' screen of the 'My Home Inventory' app. The screen is divided into several sections: Image options, Article list, and OneDrive. Callouts provide detailed explanations for various settings.

Image options

- Image quality:** A slider set to 80. Callout: "Here you can set the default values of the options."
- Max image width:** A slider set to 1800. Callout: "Adjusts the maximum quality and size of images when they are taken into inventory."
- Max image height:** A slider set to 1200.
- Delete image files when deleting inventories or inventory items:** A toggle switch is turned on. Callout: "Determines whether deleting a document or inventory also deletes the associated files."
- Use an external app to select images:** A toggle switch is turned on, with a button labeled 'Gallery'. Callout: "Let you choose a gallery app to select images when adding images to articles."

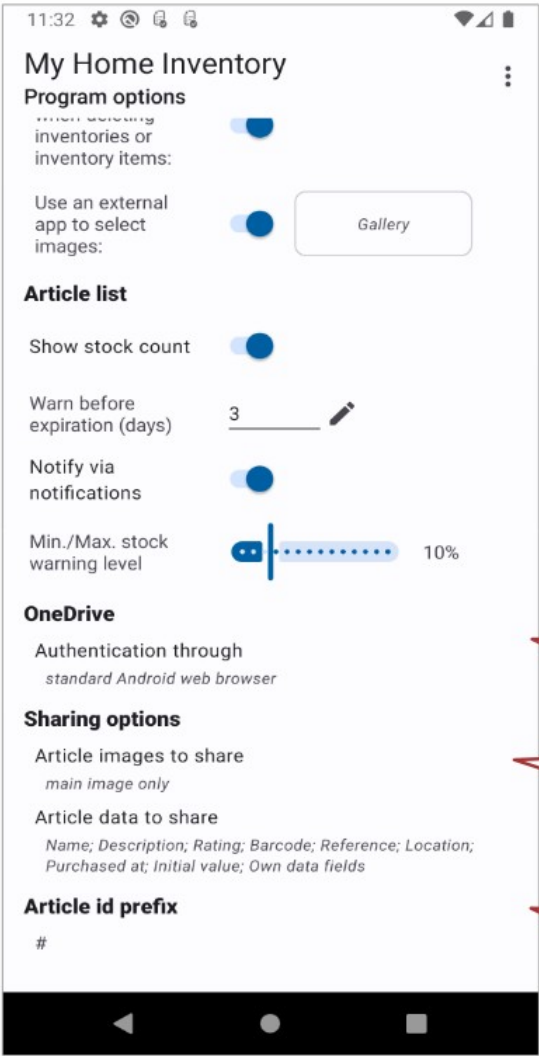
Article list

- Show stock count:** A toggle switch is turned on. Callout: "Allows to enable or disable the display of item counts in the article list view."
- Warn before expiration (days):** A numeric input field set to 3. Callout: "Number of days an article will be flagged before it expires."
- Notify via notifications:** A toggle switch is turned on.
- Min./Max. stock warning level:** A slider set to 10%. Callout: "Options for warnings on stock limits."

OneDrive

- Authentication through:** A section for OneDrive settings.

Additional options:



- Option to select the OneDrive authentication client*.
- Options for the sharing of article data.
- Option to define an article ID prefix

*for devices experiencing "incompatible web browser" issue during OneDrive sign-in.

5.2 Create and manage inventories

In the main window, a click opens a  window for creating a new inventory, where you can enter various information. Among others you can determine the default currency for new items.

To cancel and close the window , click here or use the Android back navigation.

To save the data or changes and return to the main list of inventories, click here.

Click to select an image or take a photo representing the inventory.

Select the currency type you want inventory to use by default. By clicking on the first button "EUR" you can change the currency. A currency selection opens where you can enter/select a currency.

main window

19:55 My Home Inventory All my inventories

No inventory created yet. Please use the add button to create an inventory.



8:21 My Home Inventory Edit inventory



Name of the inventory*

Description

Default currency \$ USD

Configure data fields

Barcode/QR-code

Part of the following group(s)

☐ My first group

Created: - Modified: -

Enter/select currency

Currency (ISO 4217)

€ EUR

☆ EUR €

AED AED

ALL ALL

ARS ARS

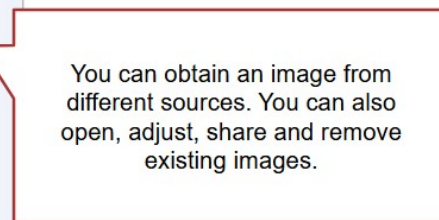
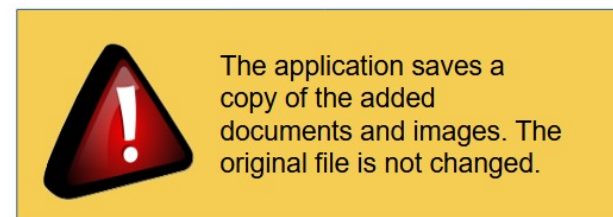
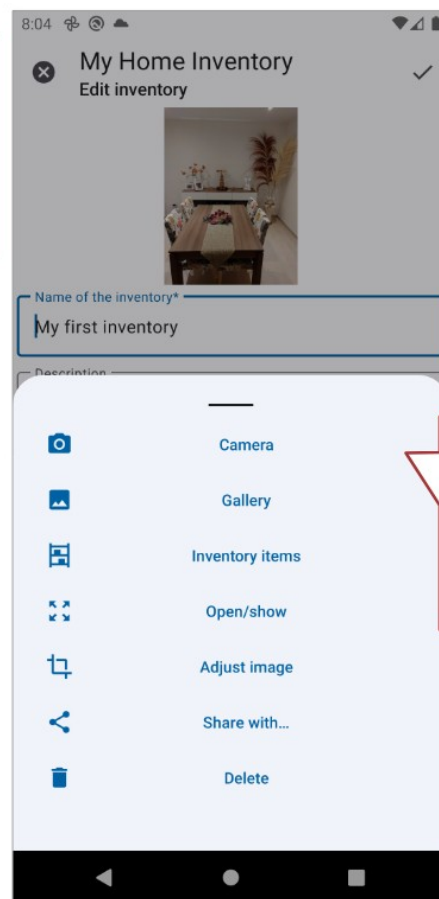
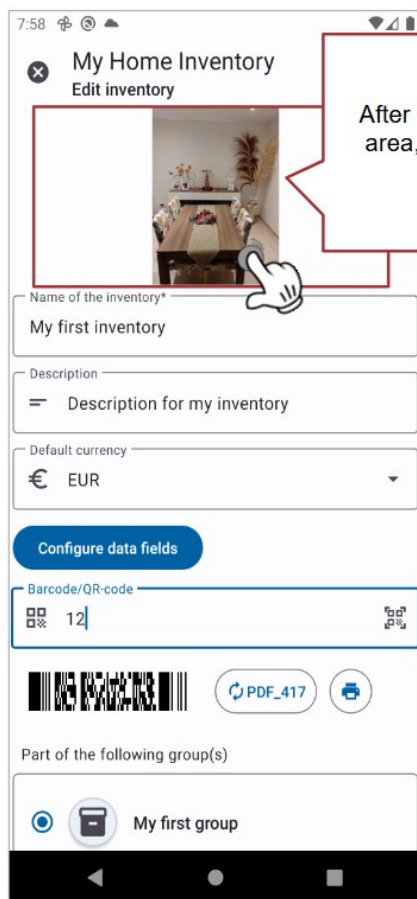
OK

You can enter the code manually.

You can also choose the currency from the list of available currencies. The currency(ies) used in the inventory are displayed at the top of the list, marked with a star.

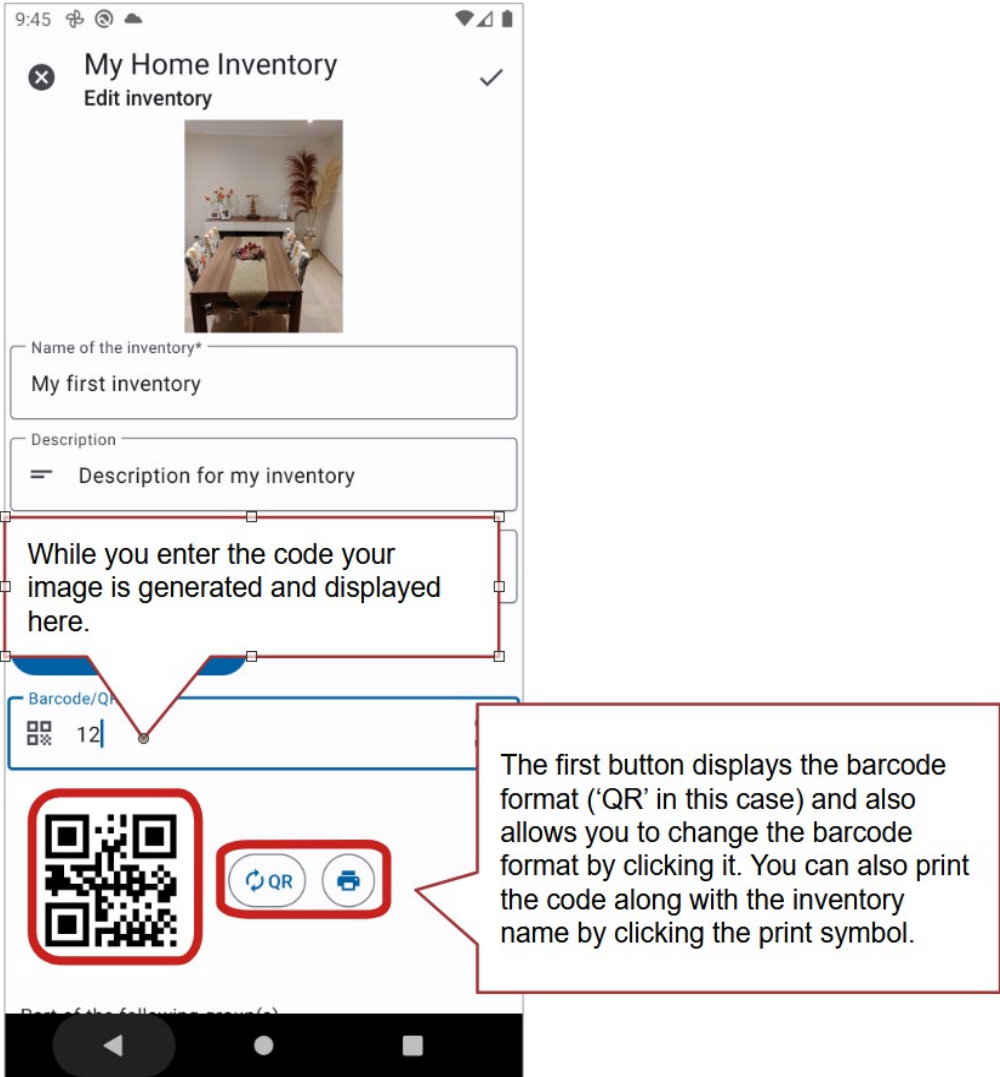
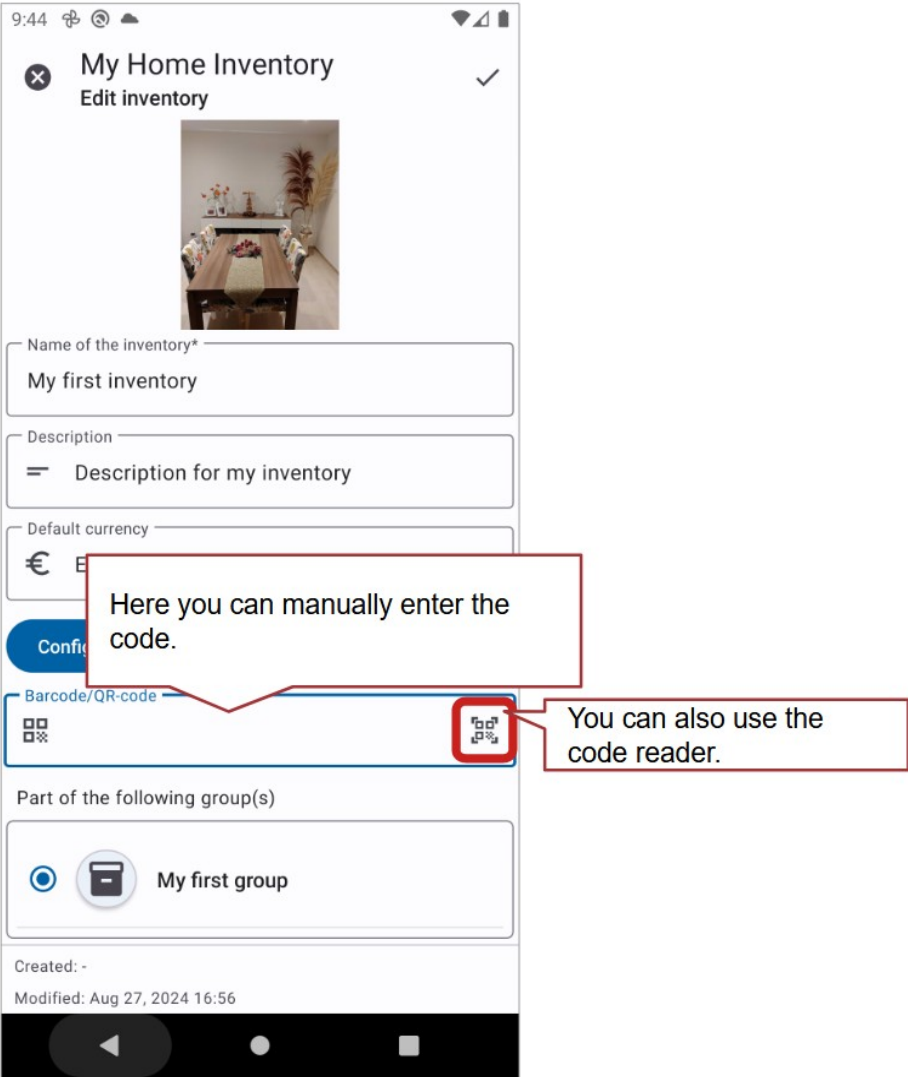
5.2.1 Assign an image to an inventory

In order for the inventory to be displayed with a picture in the main list, a photo can be added when creating it or afterwards.

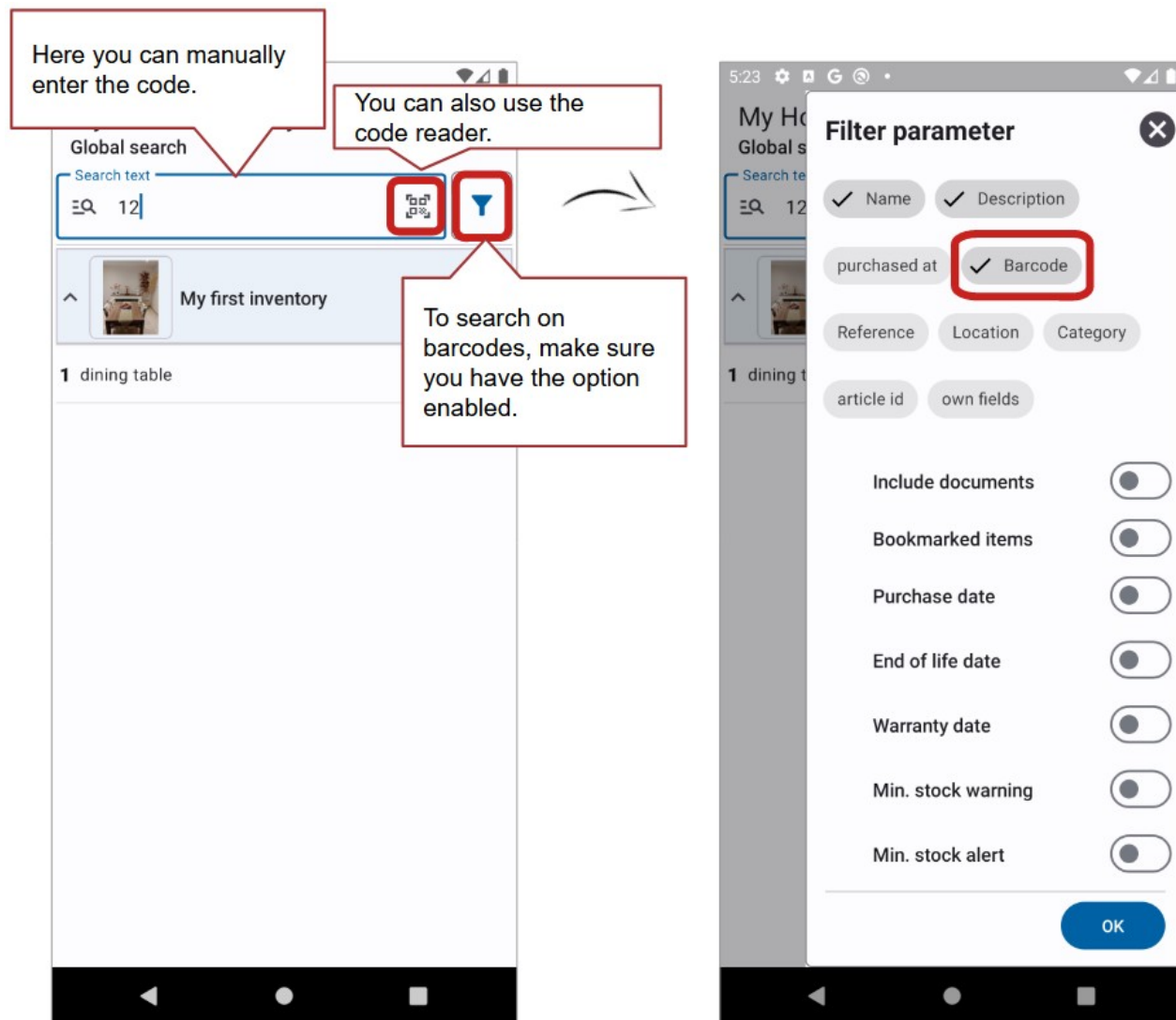


5.2.2 The barcode field for inventories

You can also save a barcode as a property of an inventory, to use it later in the global search.

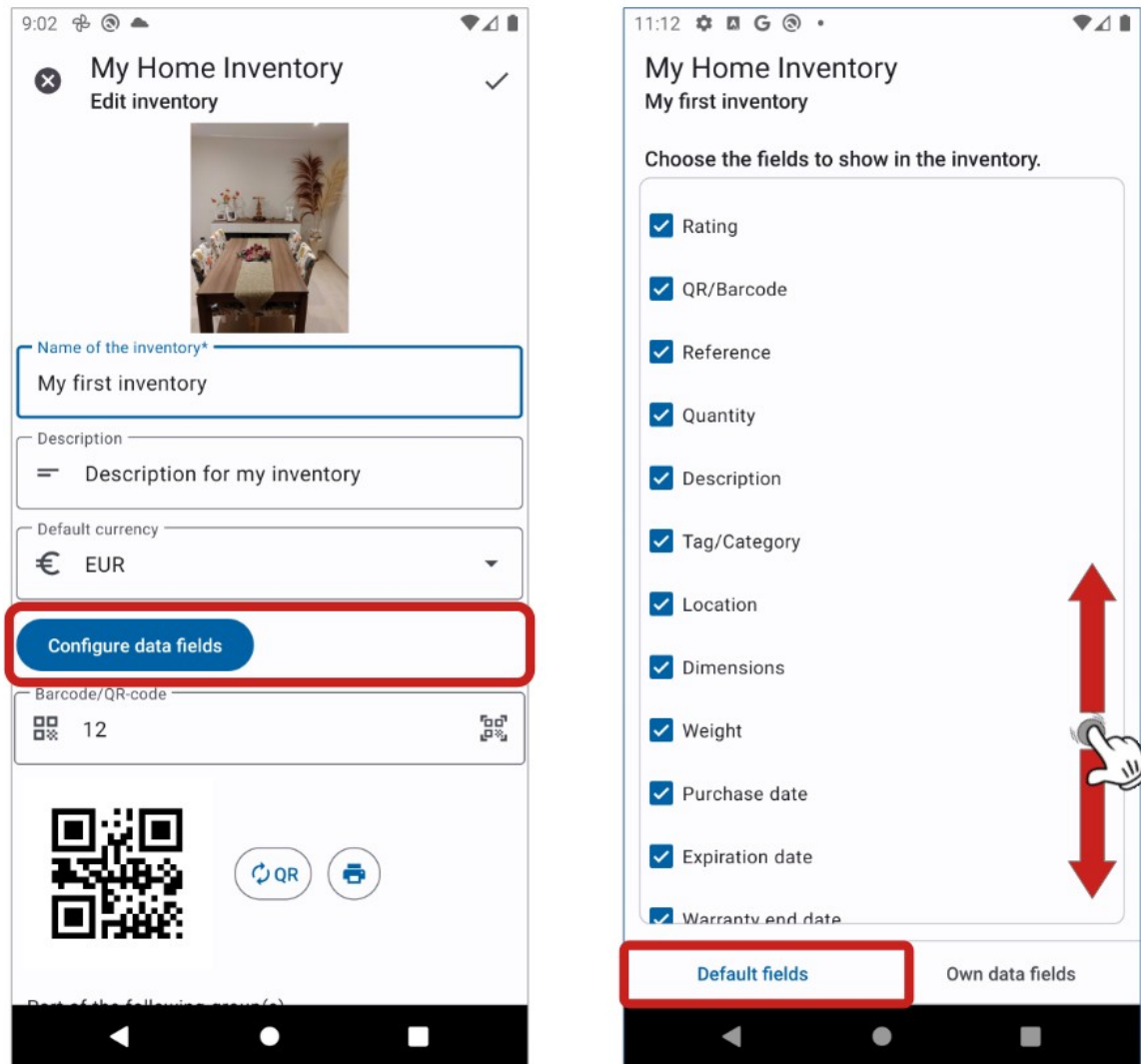


In the global search you can search for this code, activating the related option in the filter parameters.



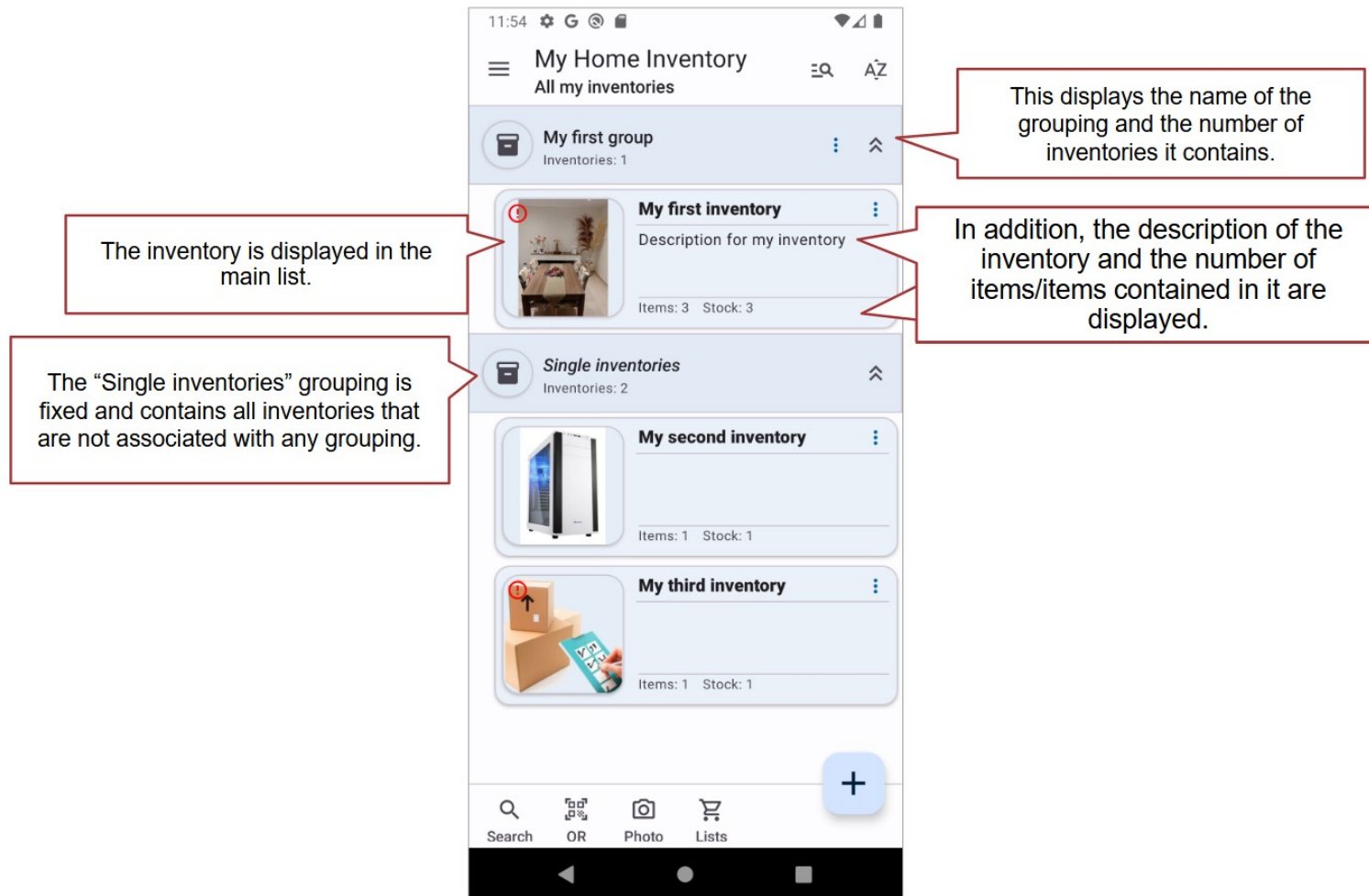
5.2.3 The inventory data fields

In the edit view of an inventory you can specify which data fields are displayed for items in edit mode, by clicking on the “configure data fields” button. You can then select the fields you want to display or hide. Be aware that this does not change any data those fields may contain.

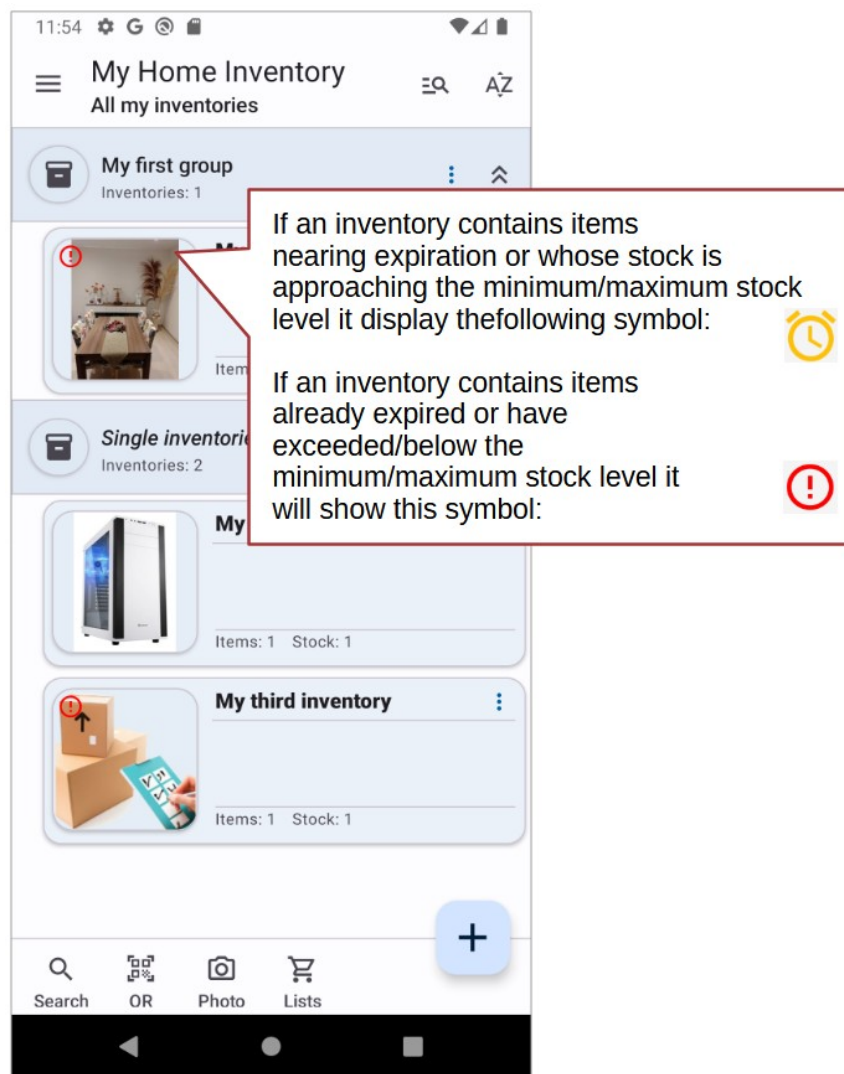


5.2.4 The main window - all inventories

After you create an inventory, it will appear in the main window. The name, description and image are displayed.

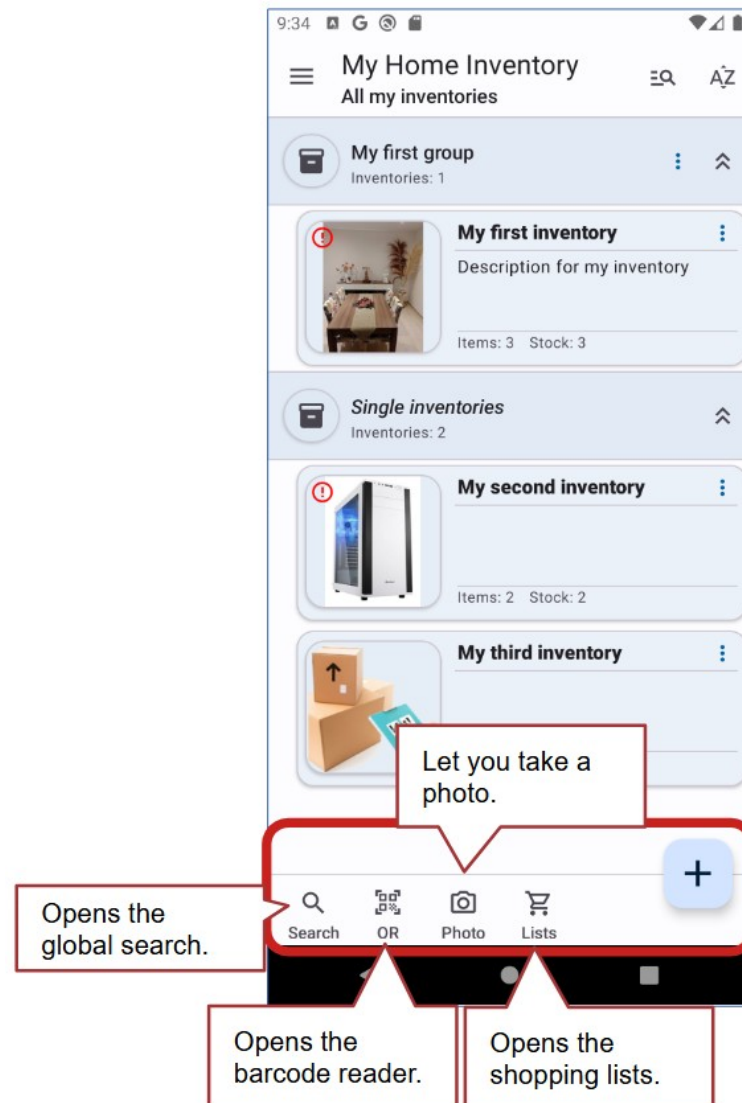


If an inventory contains items that are about to expire or have already expired, it will be marked with a corresponding icon. In the general options (see page 16) you can configure from how many days before expiry an article is marked, or you can deactivate the marking function (by setting the option to 0 days).



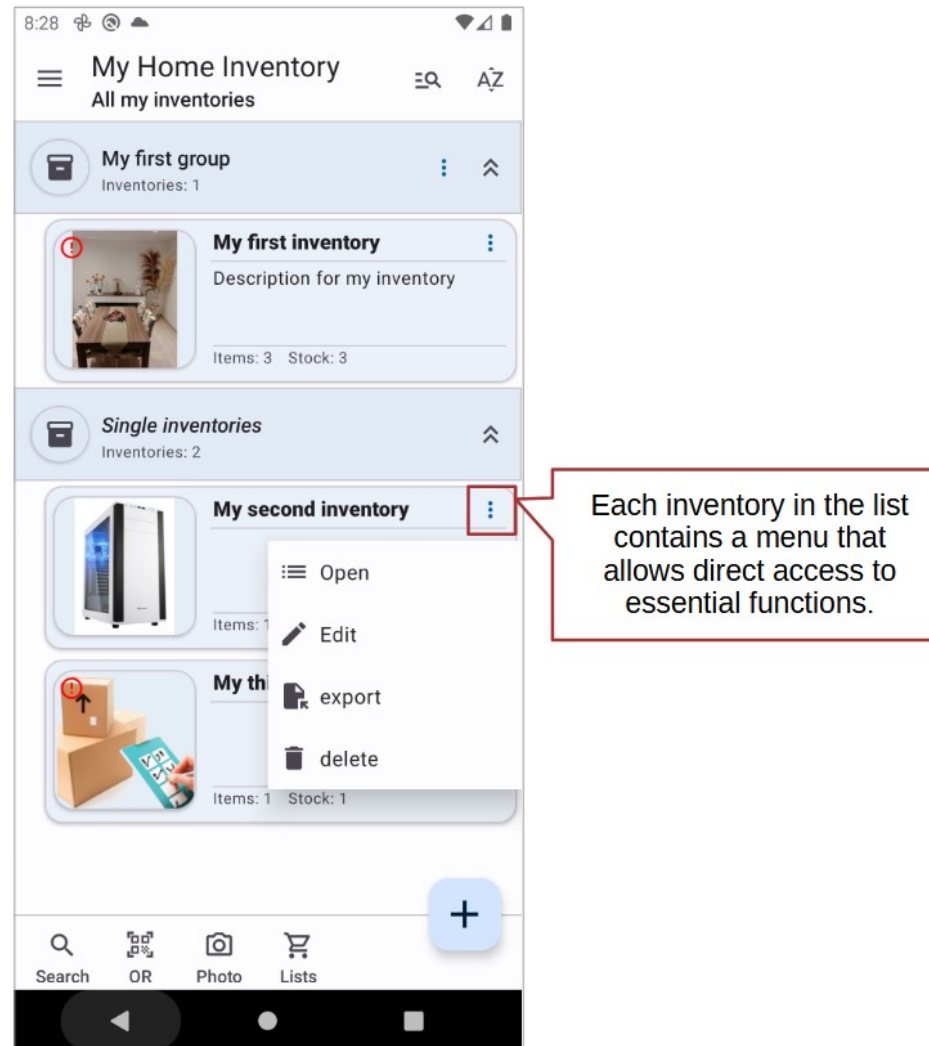
5.2.5 Navigation bar of the inventory list

The action bar in the main view of an inventory gives you quick access to some essential functions. Here you can directly access the search, change the sorting, switch to the gallery view and change the list format.

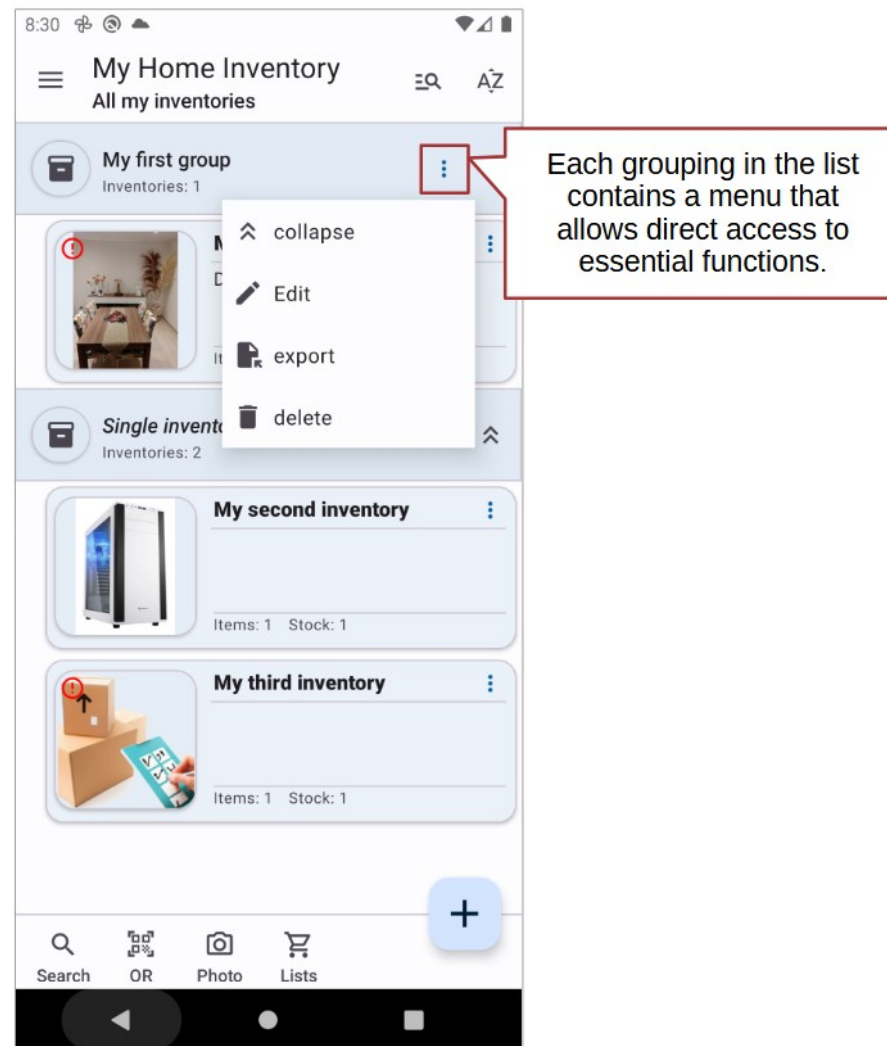


5.2.6 The item menu in the inventory list

To facilitate direct access from the main inventory list to main functions related to an inventory, each item of the list offers a menu. The gestures of “swipe right” to delete, “swipe left” to edit and the click to open the inventory are also available.

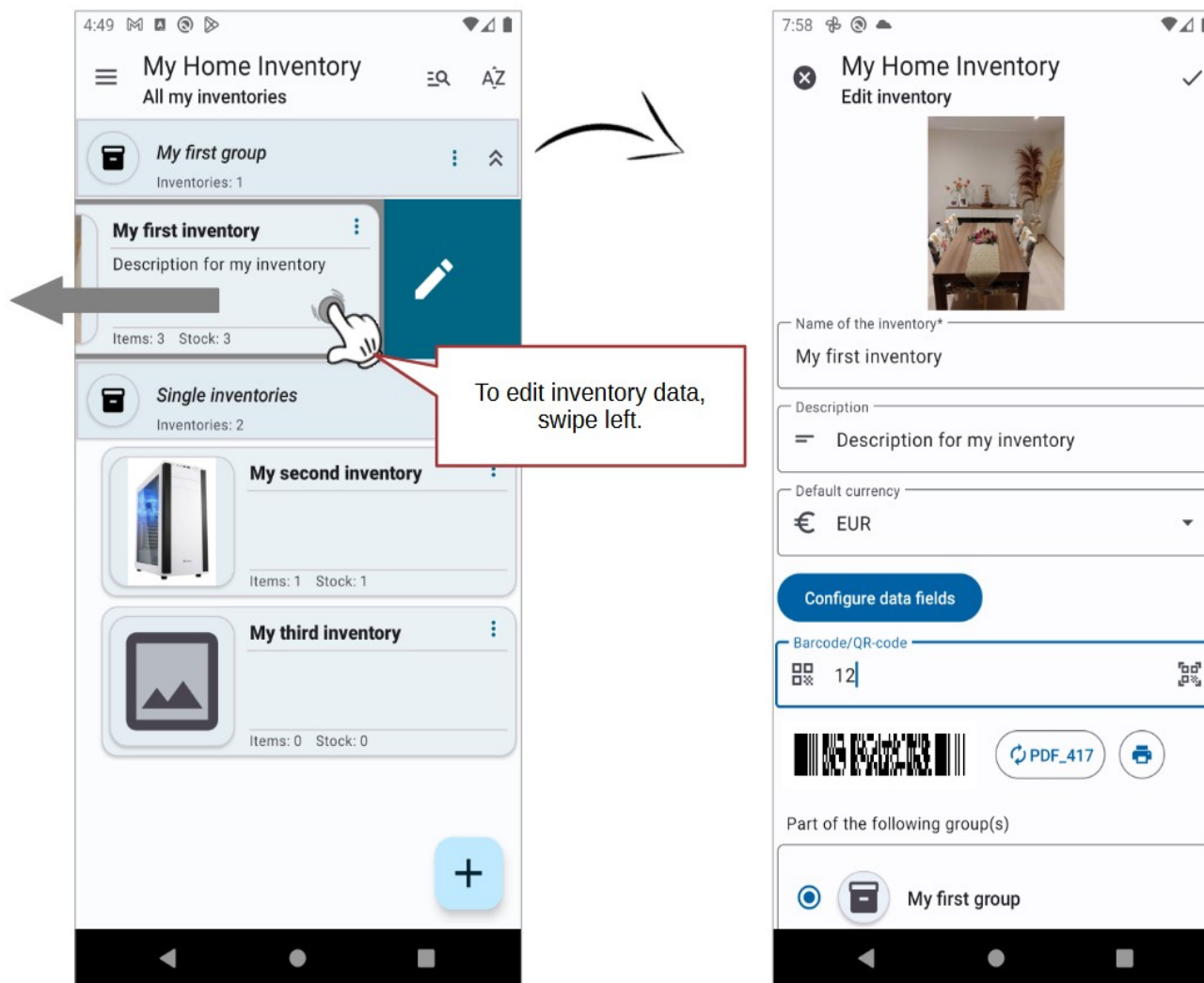


Likewise, to facilitate direct access to the main functions of a group, each group offers a menu. Gestures of “swipe right” to delete, “swipe left” to edit are also available.



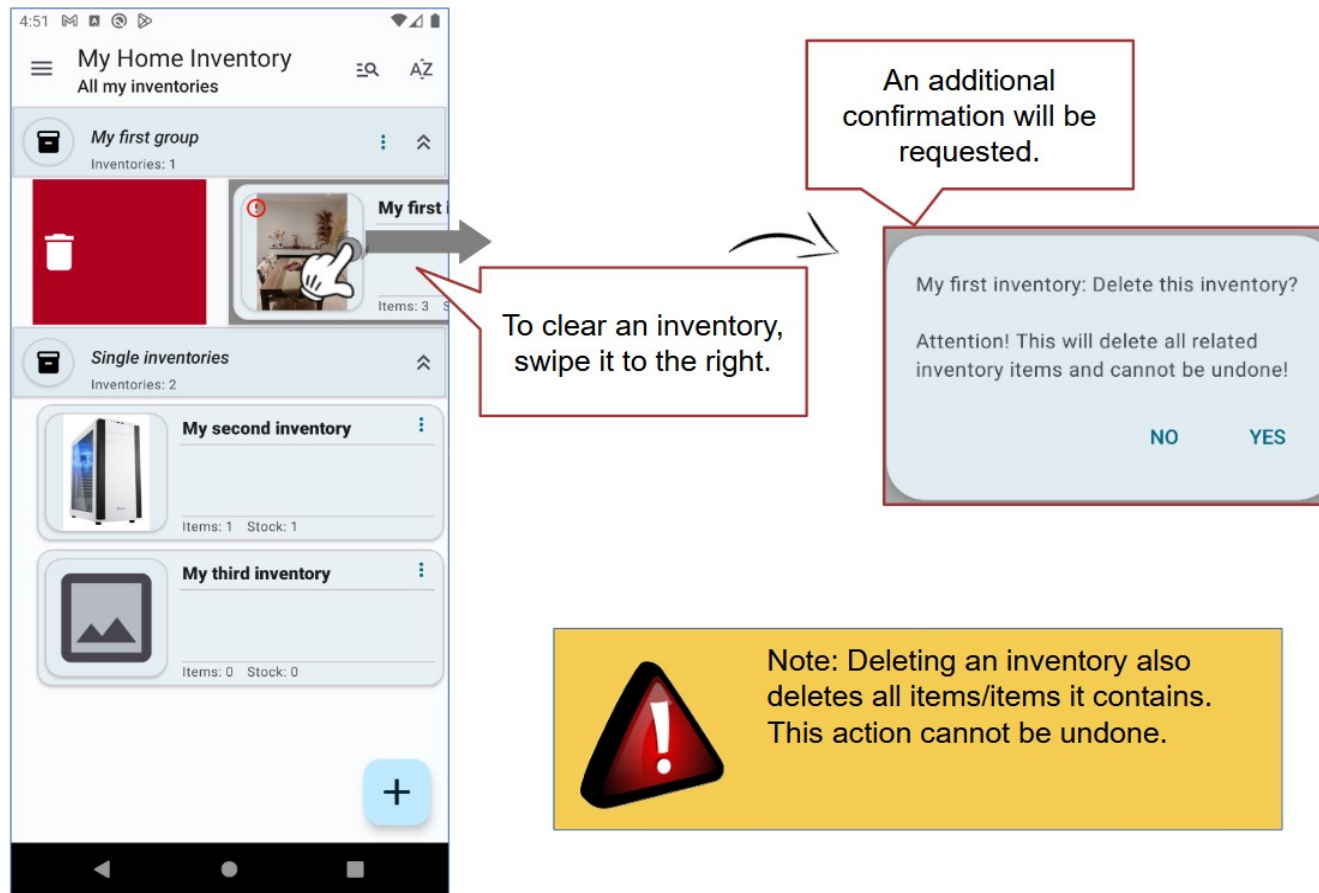
5.2.7 Editing an inventory

To edit the main inventory data, you can access the Edit function of the Inventory menu (see page 26), or you can swipe the inventory you want to edit to the left in the inventory list. The inventory editing window will then open.



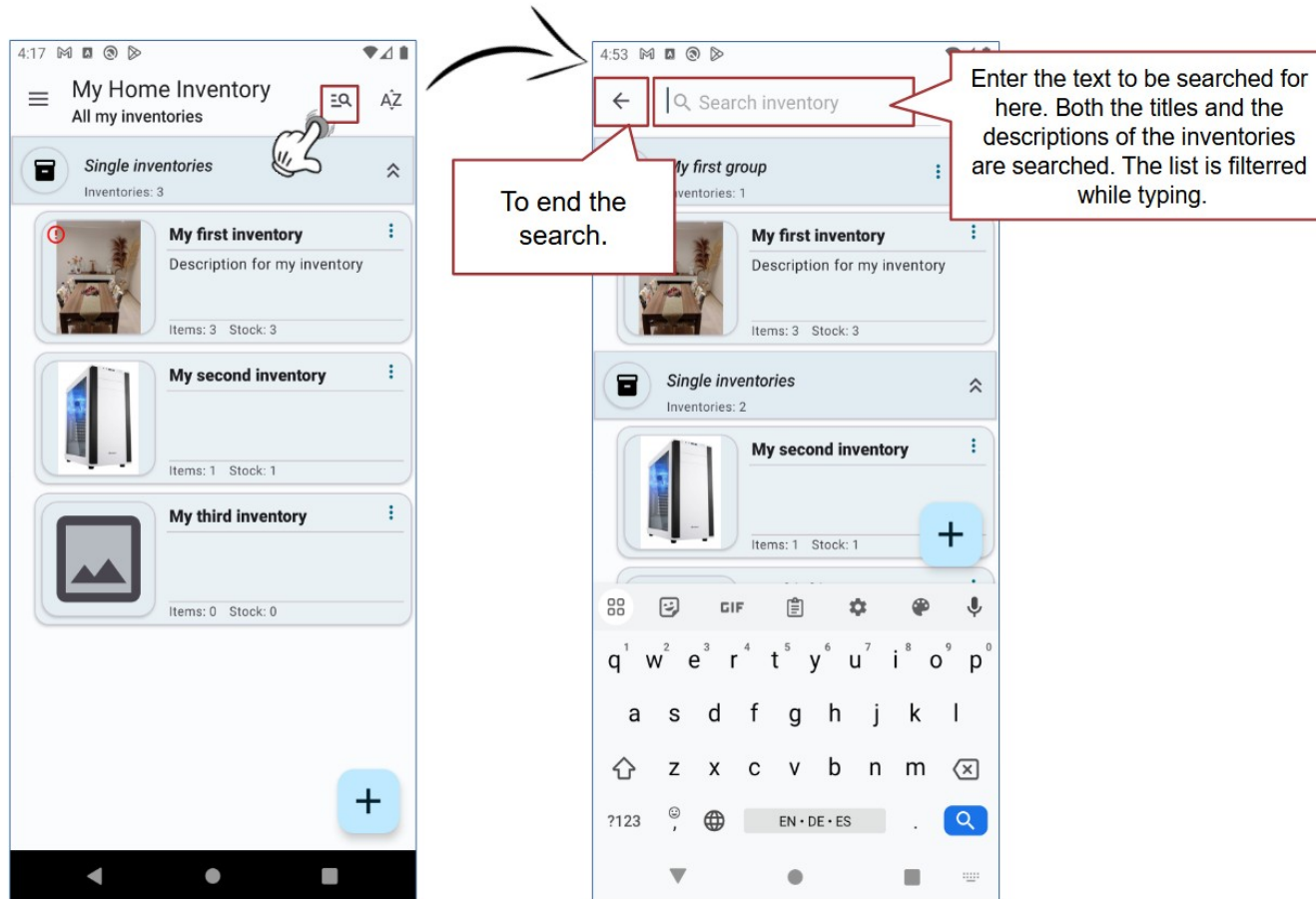
5.2.8 Deleting an inventory

To delete an inventory, you can access the Delete function of the Inventory menu (see page 26), or you can swipe the inventory you want to edit to the right in the inventory list. A confirmation dialog will then open. After confirmation, the inventory and all items in it will be deleted. Note that deleting cannot be undone.



5.2.9 Search for an inventory

You can search for an inventory both in the main view and via the global search (see page 183). To do this in the main view, click the search icon in the list of inventories and then type the portion of text you want to search for.

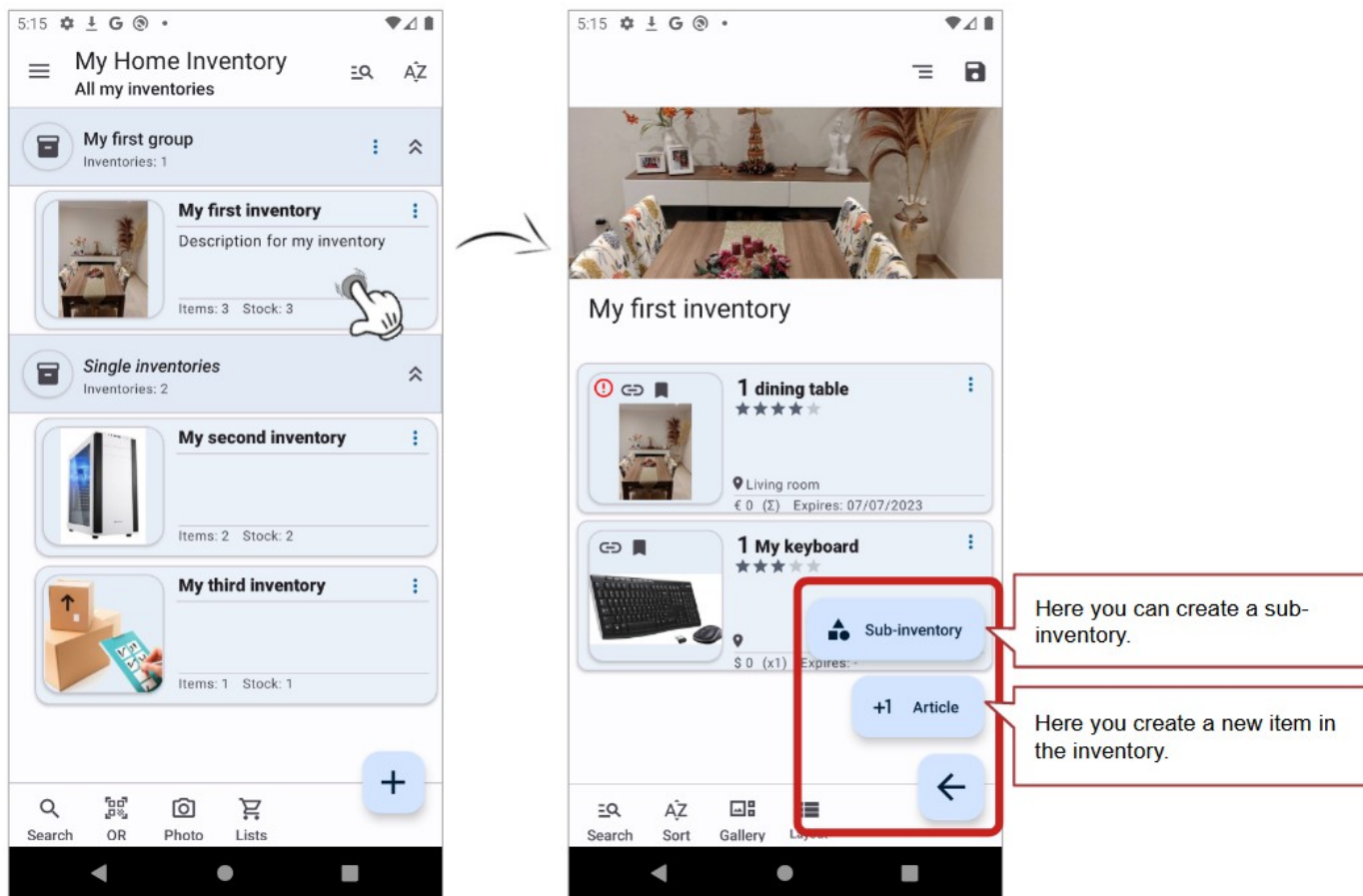


5.2.10 Sub-Inventories

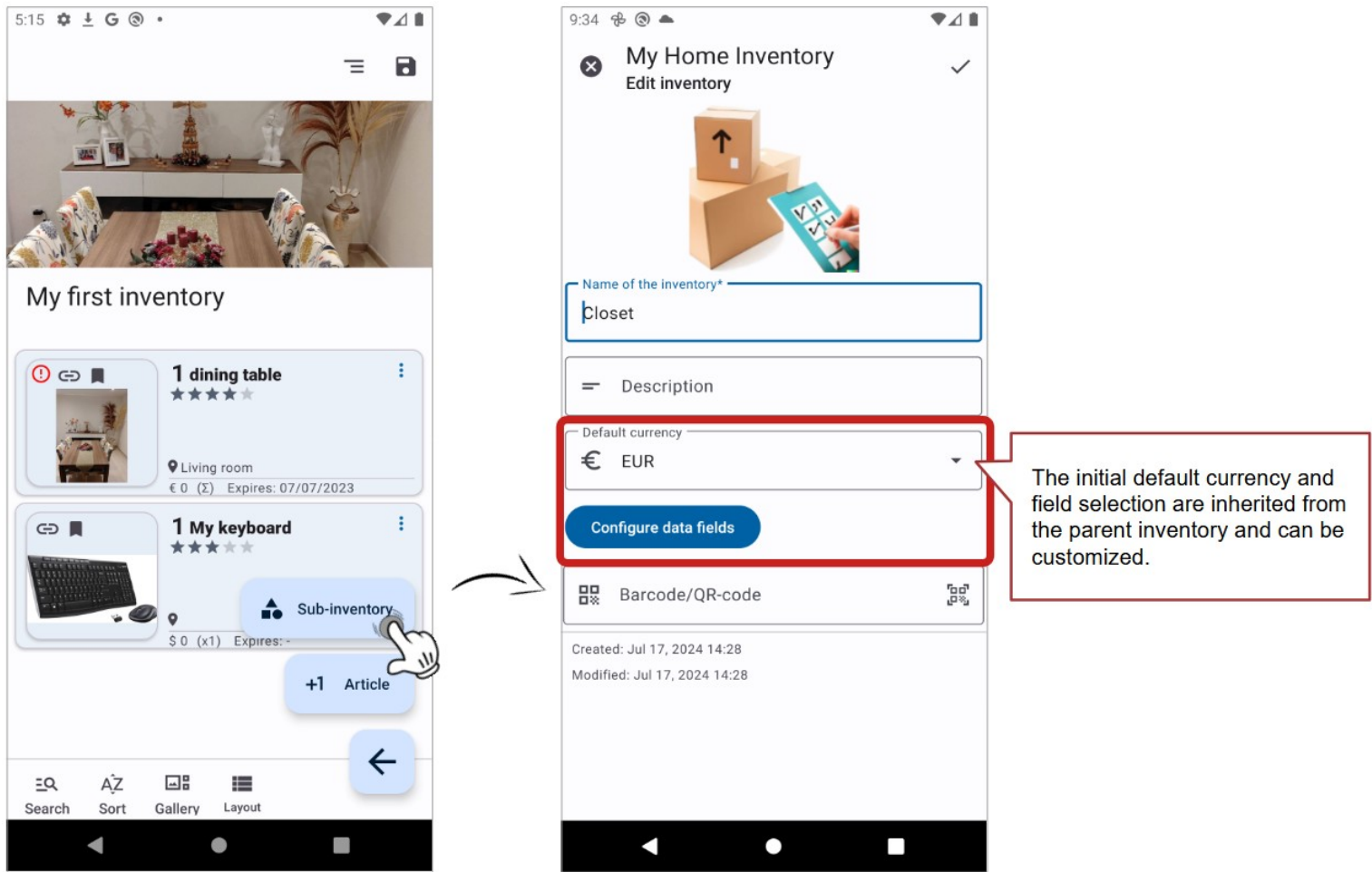
You now have the option of creating sub-inventories in inventories. This allows you to structure your inventory better. For example, you can create an inventory for your garden shed and then a sub-inventory for the kitchen, living room and bedroom. You can also structure it even more deeply, e.g. "large cupboard in the bedroom" as a sub-inventory in the "bedroom".

5.2.10.1 Creating a sub-inventory

To add a sub-inventory to an inventory, click the "Add" button and then click "Sub-inventory". You can then specify additional data.

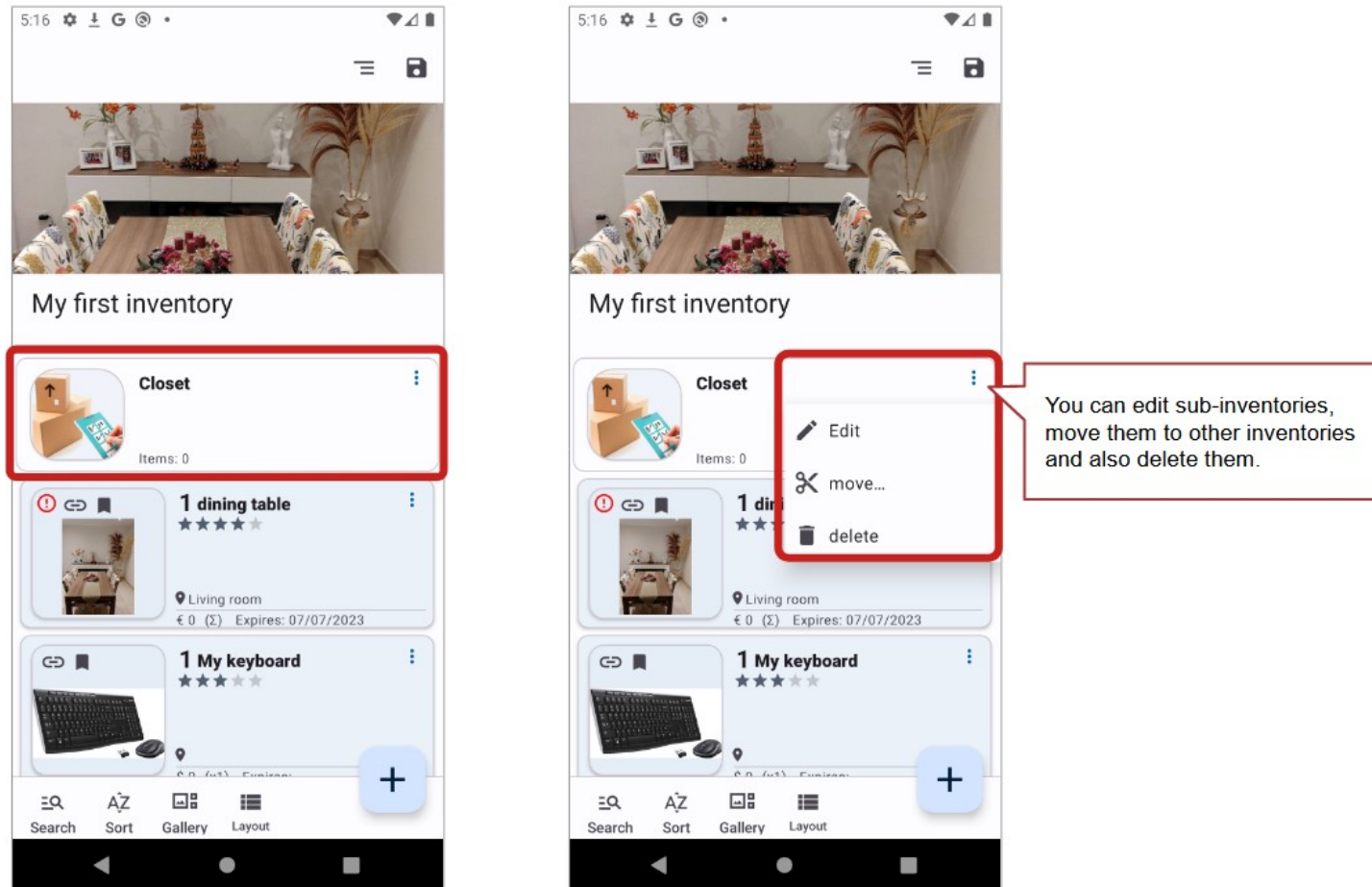


The inventory type, field selection and default currency are inherited from the parent inventory and can then be customized.



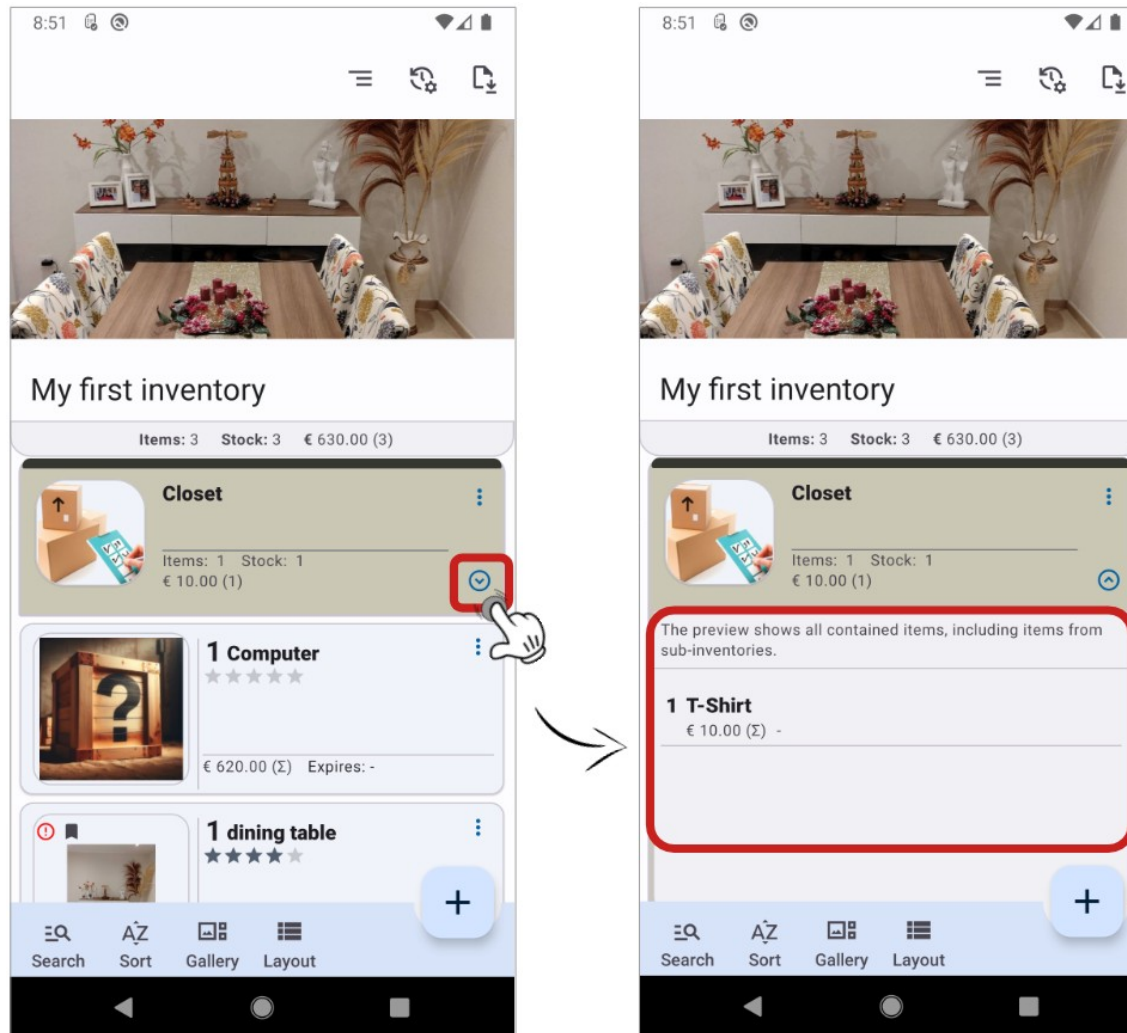
5.2.10.2 Editing, moving and deleting of sub-inventories

You can later adjust the properties of a sub-inventory (swipe it left or edit menu), move it to another parent inventory and also delete it (swipe it right or delete menu).



5.2.10.3 Sub-inventory quick view of the included items

Sub-inventories displayed in the item view have a quick view function that allows you to view the items contained within the sub-inventory. This displays all items contained in the sub-inventory and its sub-inventories.

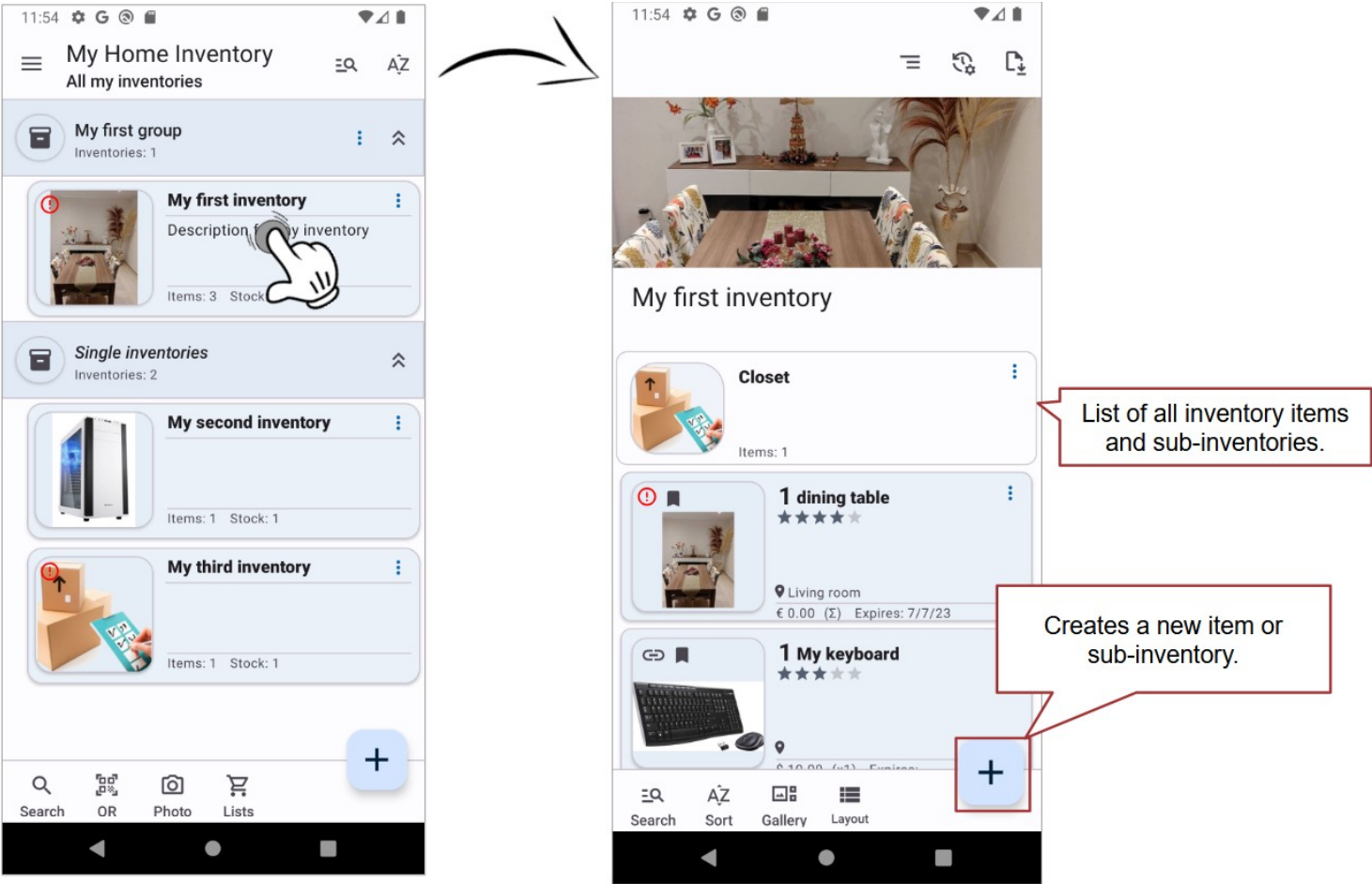


5.2.10.4 *Important information*

- When deleting a sub-inventory, all items contained in it are also deleted. This cannot be undone.

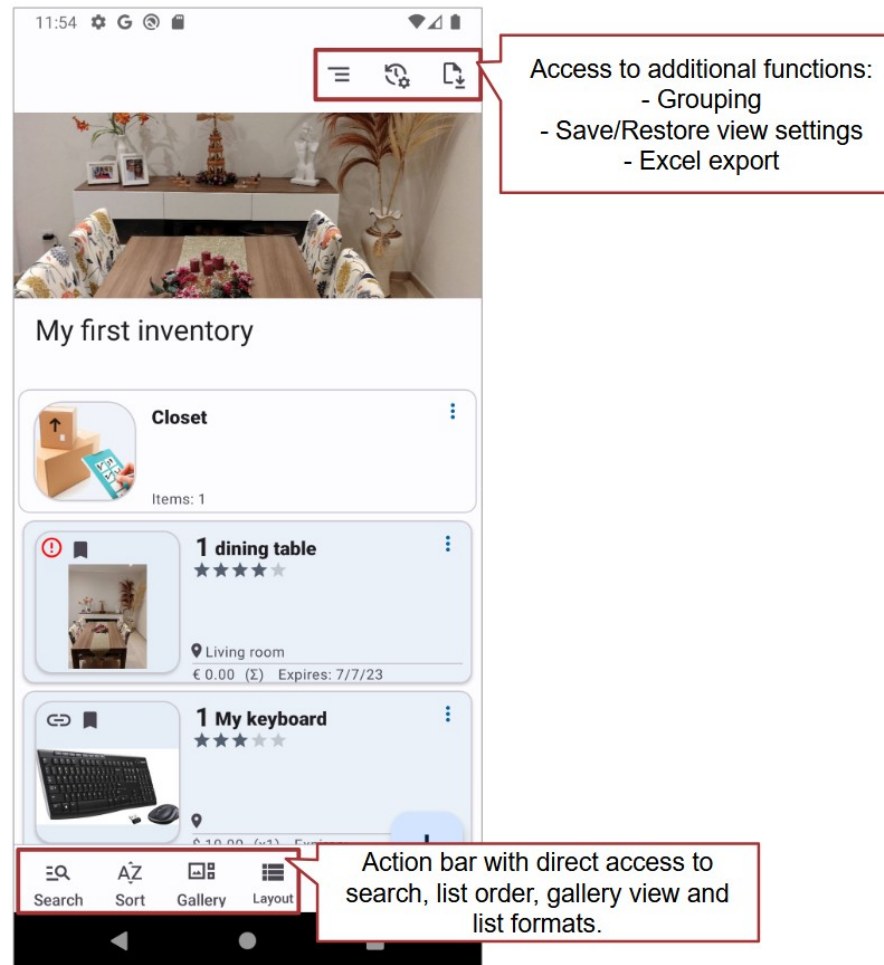
5.3 The items of an inventory

To view the items in an inventory, click on the inventory you want to open in the main inventory list. After that, a window will open showing all inventory items.



5.3.1 Main view of all items in an inventory

After you have opened an inventory, a list of all items contained in it is displayed. In addition, the picture belonging to the inventory is shown at the beginning of the list. This view also offers a menu and an action bar from which you can access different options.



5.3.2 Change the article list format

The list of articles can be viewed in different ways. You can change the view through the “Change View” menu.

1:34



My first inventory



1 dining table
★★★★★

Living room
€ 0 (Σ) Expires: 07/07/2023



1 Milk
★★★★★

Expires: -



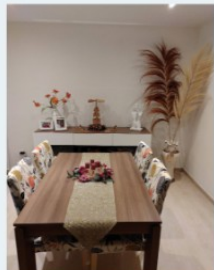
1 My keyboard
★★★★★

Expires: -



There are different formats available:

**dining table**
Age: 556d Expires: 07/07/2023

**dining table**
Living room
€ 0 (x1)

**dining table**

**dining table**
Living room
€ 0 (x1) Expires: 07/07/2023

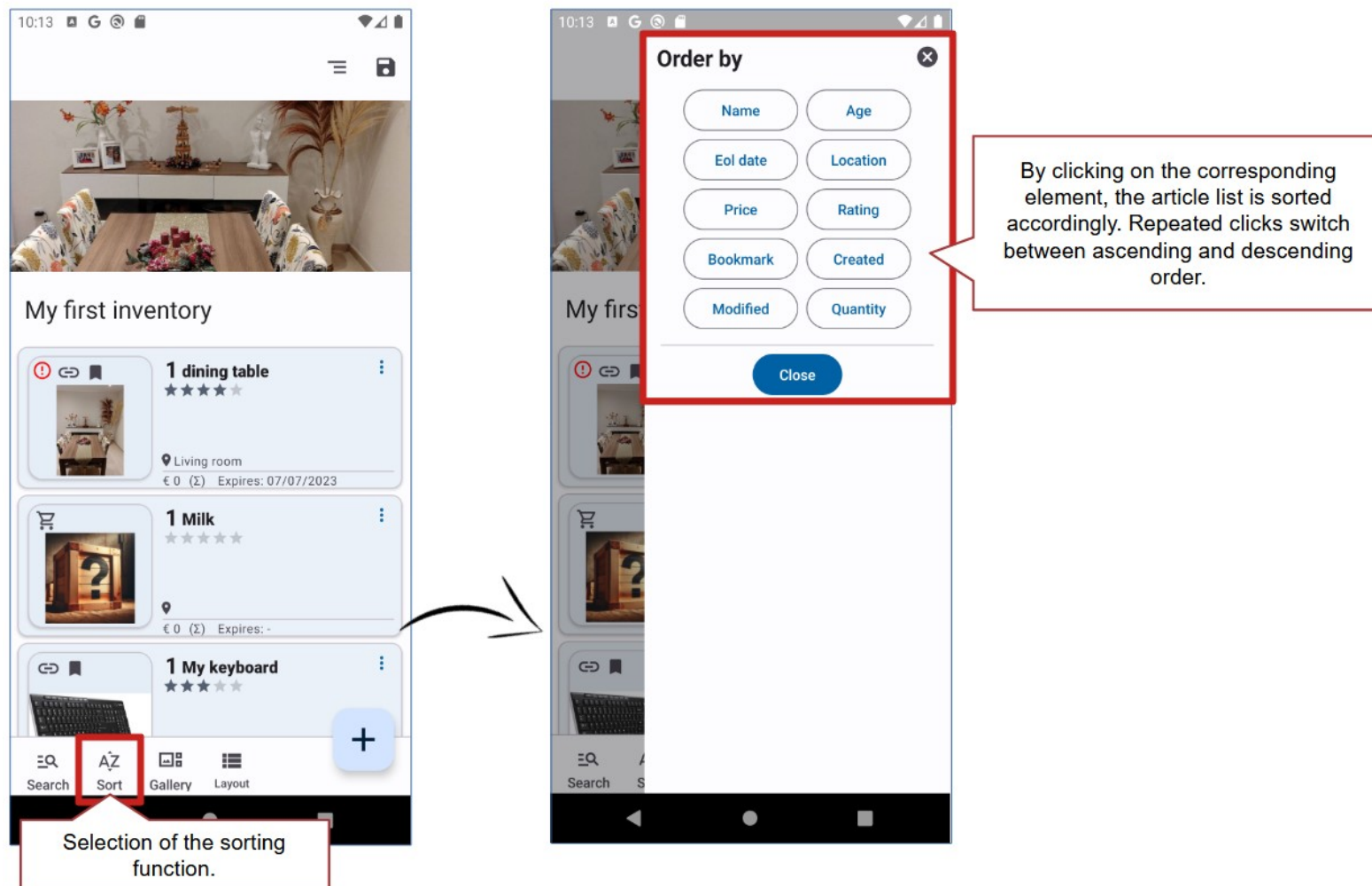
**dining table**
- 1 +
Min. stock: -

Switches the display of the inventory list between different formats.

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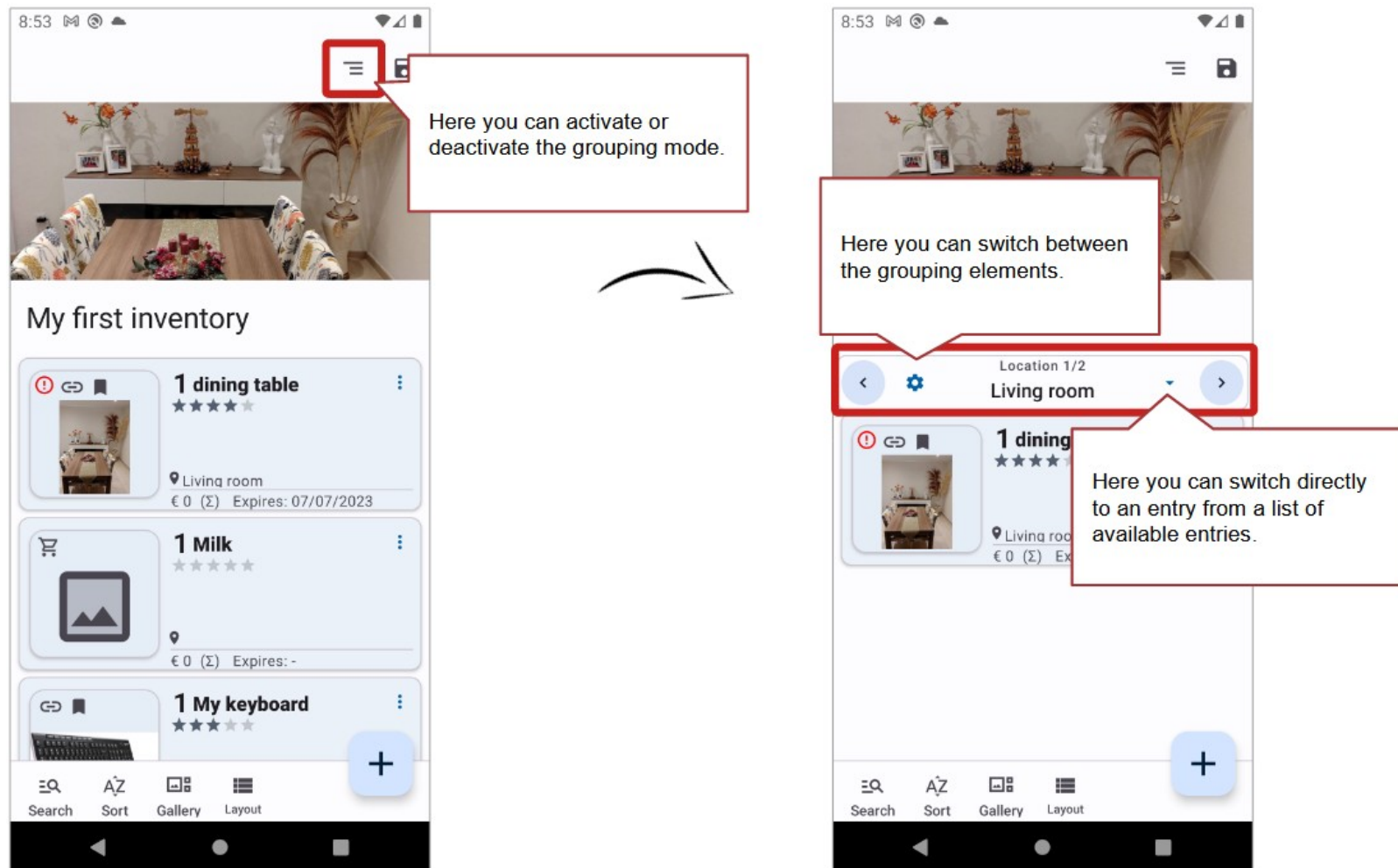
5.3.3 Sorting the article list

You can sort the list of items in ascending or descending order by different attributes of the items.



5.3.4 Grouping the article list

You can activate a grouping in the article list. This is possible for the location, category, source and rating of the article.



5.3.5 Adding an item/item to inventory

To add an item to inventory, click in the main list of inventory items on

The diagram illustrates the process of adding a new item to an inventory application. It consists of two main screens and several callouts.

Main Inventory List (Left Screen): Shows a list of items. The first item is "1 dining table" with a small image. A hand icon is shown clicking the "+" button at the bottom right to create a new item.

Item Entry Form (Right Screen): Titled "My Home Inventory Edit inventory item". It contains the following fields:

- Name of the item*:** "dining table"
- Barcode/QR-code:** (Empty field with icons for adding a barcode or QR code)
- Quantity:** "# 1"
- Description:** (Empty text area)
- Location:** "Living room"
- Date of purchase:** (Calendar icon)
- Expiration date:** (Calendar icon)
- Purchased at:** (Shopping cart icon)

Callouts and Instructions:

- Top Left:** "To cancel and close the window, click here or use the Android back navigation." (Points to the top left corner).
- Top Right:** "To save the data/changes and return to the main inventory, click here." (Points to the top right corner).
- Image Field:** "Here you can add images and documents. The first image is used to display the item in the listings." (Points to the image field).
- Description Field:** "Detailed information is entered here. Each element must have at least one name. The inventory type determines the available fields for storing information." (Points to the description field).
- Bottom Right:** "The application saves a copy of the added documents and images. The original version is not modified." (Points to a warning icon).

Flow: An arrow points from the main inventory list to the item entry form, indicating the transition from the list to the detailed entry screen.

Depending on the data field configuration (see page 22), different information can be managed for each item. Here is an overview of the available fields.

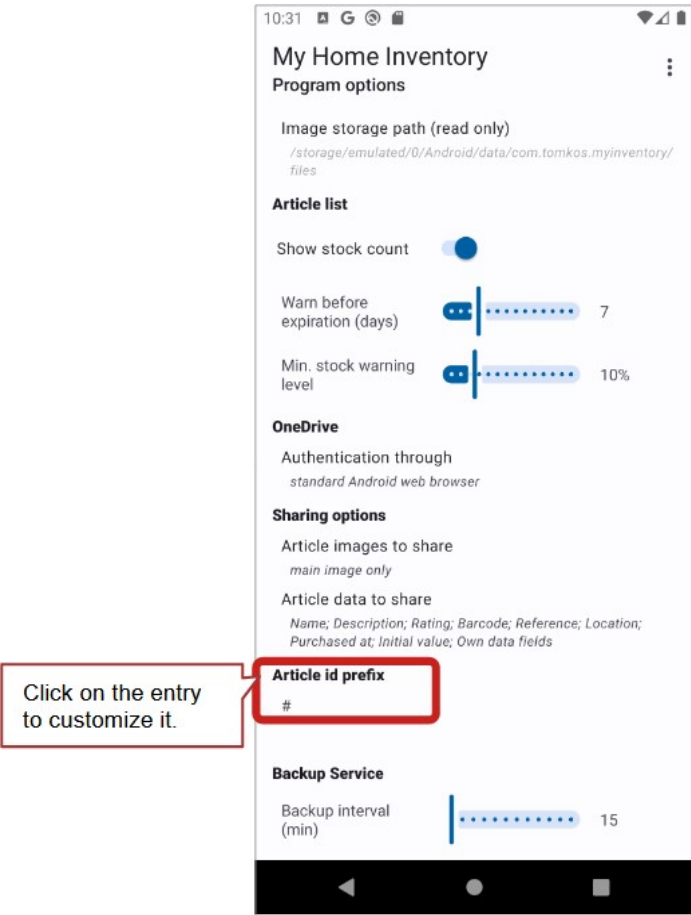
Name of the item*	Denomination/name of the article. Accepts alphanumeric values.	Expiration date	Item expiration date. A date picker opens to enter/change the date. You can delete an entered date by clicking on the symbol 
 Barcode/QR-code 	Barcode. Accepts alphanumeric values.	Warranty end	Warranty end date. A date picker opens to enter/change the date. You can delete an entered date by clicking on the symbol 
 Reference	A reference of the article.. Accepts alphanumeric values.	 Purchased at	Vendor/Source of the item. Accepts alphanumeric values.
Quantity # 1	Quantity of this item in stock. Accepts integer numeric values.	 Weblink 1 	You can indicate up to 3 relevant web addresses. By indicating the first one the second is enabled and with the second the third. By clicking on the symbol  the web browser with the indicated address is opened.
= Description	Description of the article. Accepts alphanumeric values.	Initial value € 0.0  	Initial and final value (after expiration) of the item in numerical value. With the first button "EUR" you can change the currency. The button of Σ switches between the interpretation of the value (Σ=value of all items / X1= value of a single item)
 Size	Item dimensions. Accepts alphanumeric values.	End of life value € 0.0  	
Weight  0.0 Unit 	The weight of the item in numeric value and the unit of measure in alpha-numeric value. The button of Σ switches between the interpretation of the weight (Σ=weight of all items / X1= weight of a single item)		
 Location	Item location. Accepts alphanumeric values.		
 Date of purchase	Date of purchase/receipt of the item. A date picker opens to enter/change the date. You can delete an entered date by clicking on the symbol 		

5.3.6 Article ID

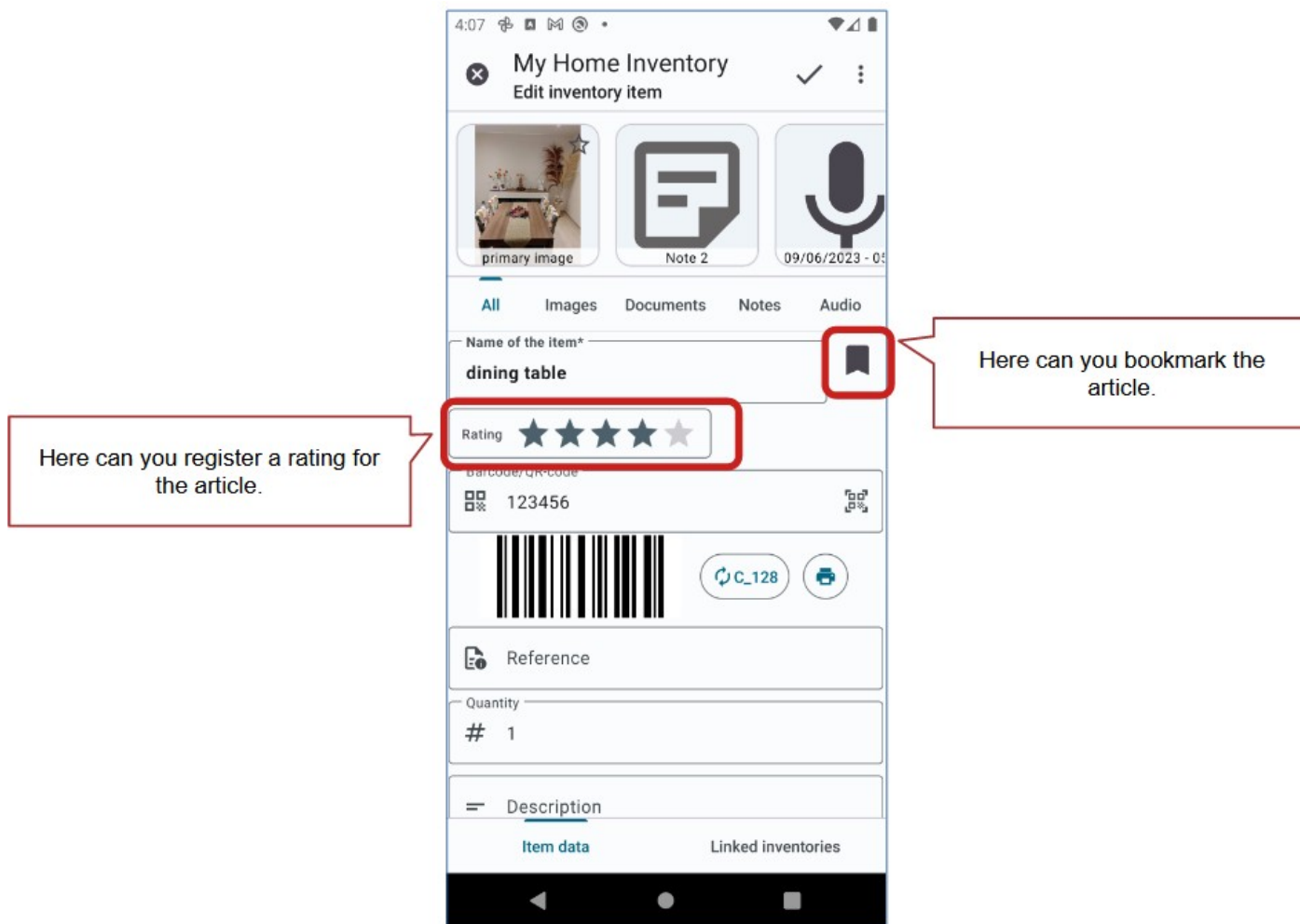
The item ID is assigned by the system when the item is created and cannot be changed. It is displayed on both the article view page and the editing window. Also used in Excel export and search.



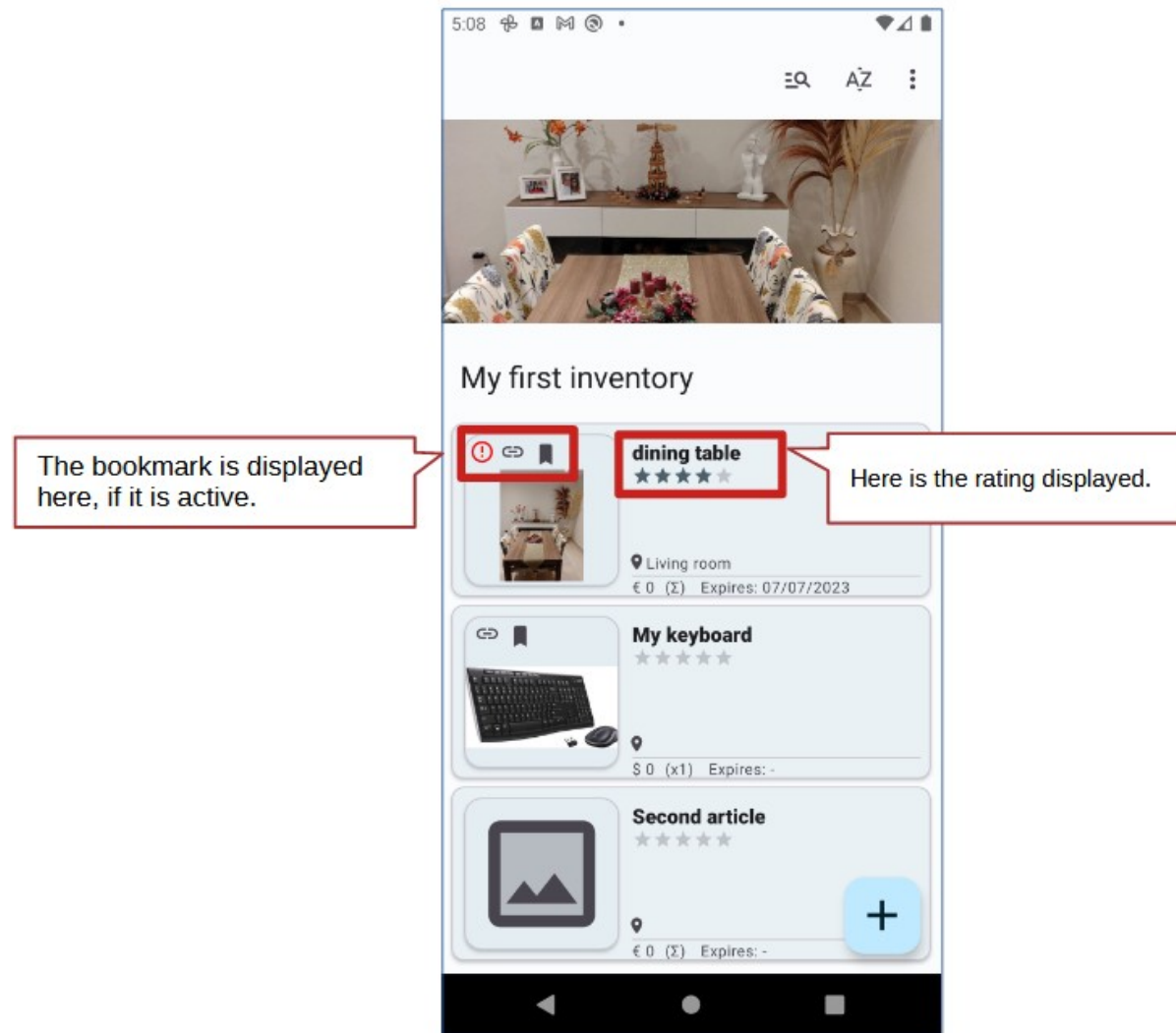
You can specify a prefix in the program options, which will then be placed in front of the ID.



5.3.7 The article fields – rating and bookmark



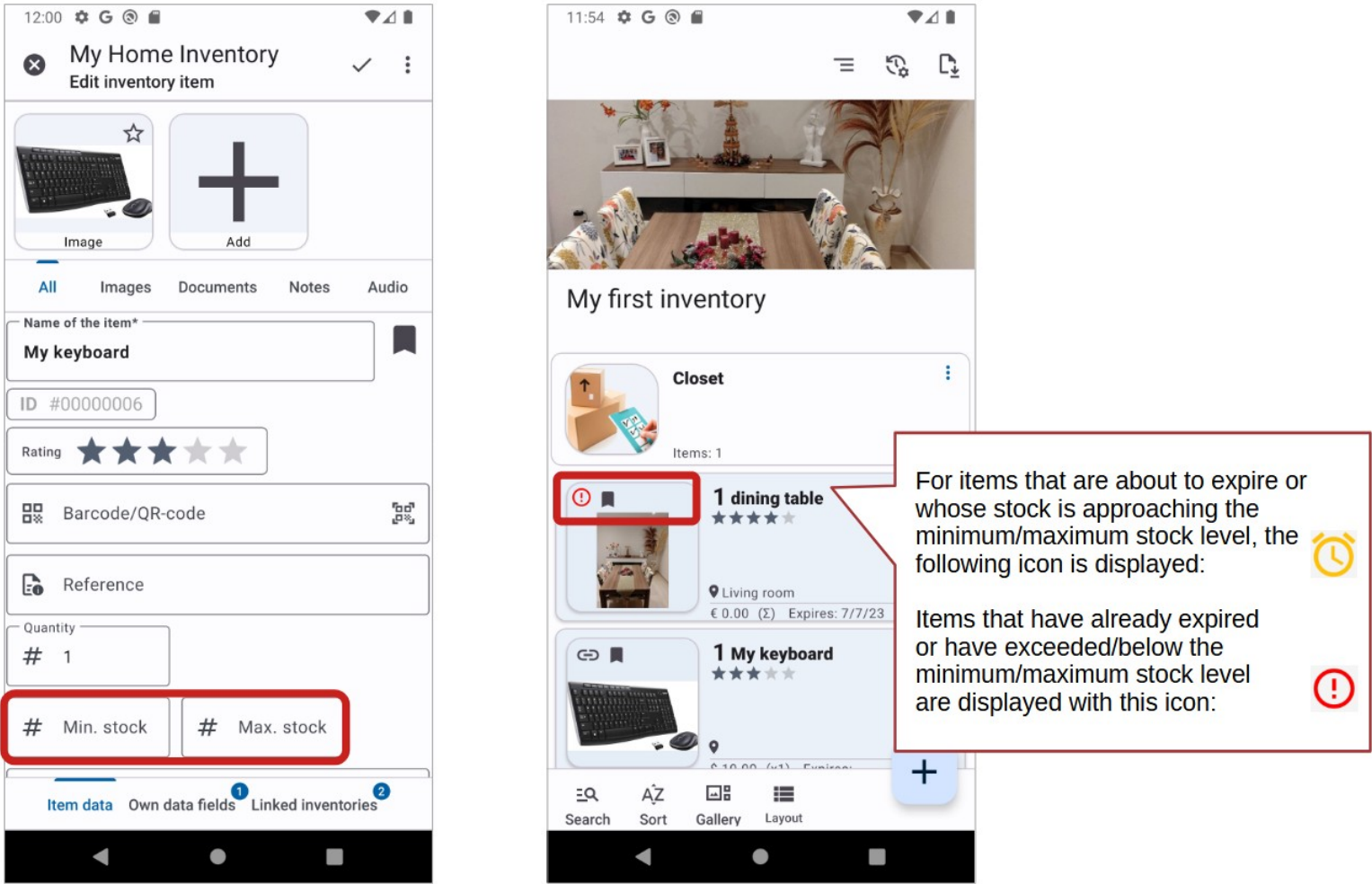
The rating is displayed in the item list. The bookmark will only appear in the article list if it is set.



The rating is also displayed in the Excel export as well as in the article sheet.

5.3.8 Data fields “Minimum stock” / “Maximum stock”

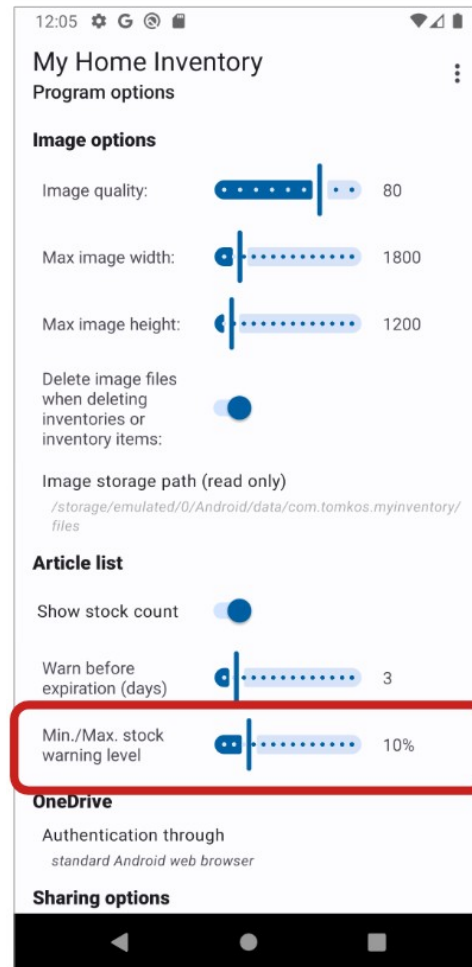
You can specify a minimum/maximum stock for items. If the minimum/maximum stock is reached, the article is marked in the article list view (red). If the stock approaches the minimum/maximum stock, if the difference is about 10%, the article is marked in the article view with a yellow warning sign.



5.3.8.1 Setting the minimum/maximum article stock warning level

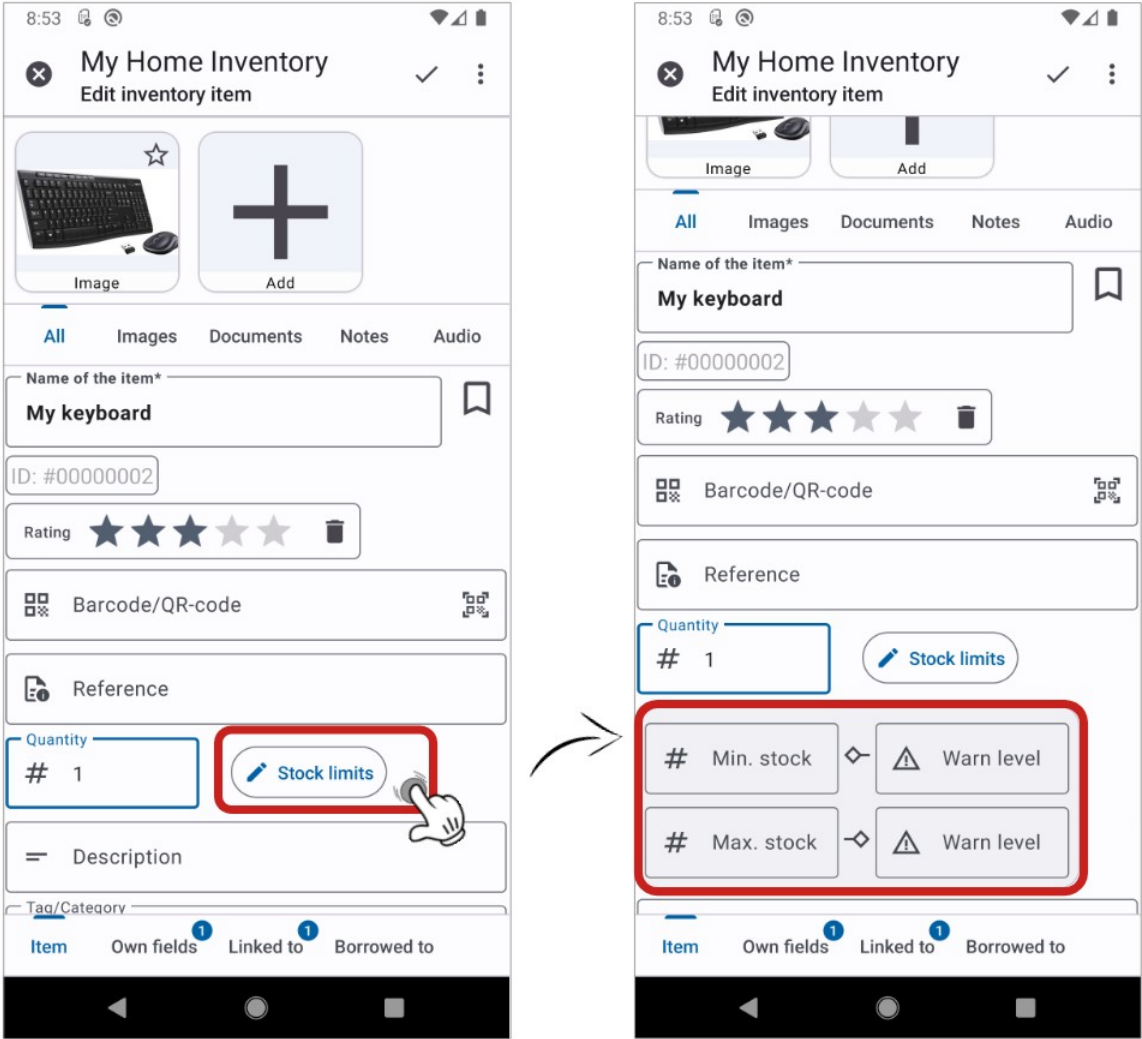
You can set the stock warning threshold between 0 and 51% in the options. If the value is 0, the inventory warning is deactivated. All other values mean that as soon as the current inventory reaches the minimum/maximum inventory level plus the set % value, a warning symbol is displayed on the item. Example: With a “Minimum Stock” of 10 and a set “Min. Inventory warning” of 20%, a warning symbol will be displayed as soon as the current inventory reaches 12: $(20\% \times 10 = 2) + 10$.

If the stock falls below minimum or comes over the maximum stock, an “alert sign” is displayed on the item.



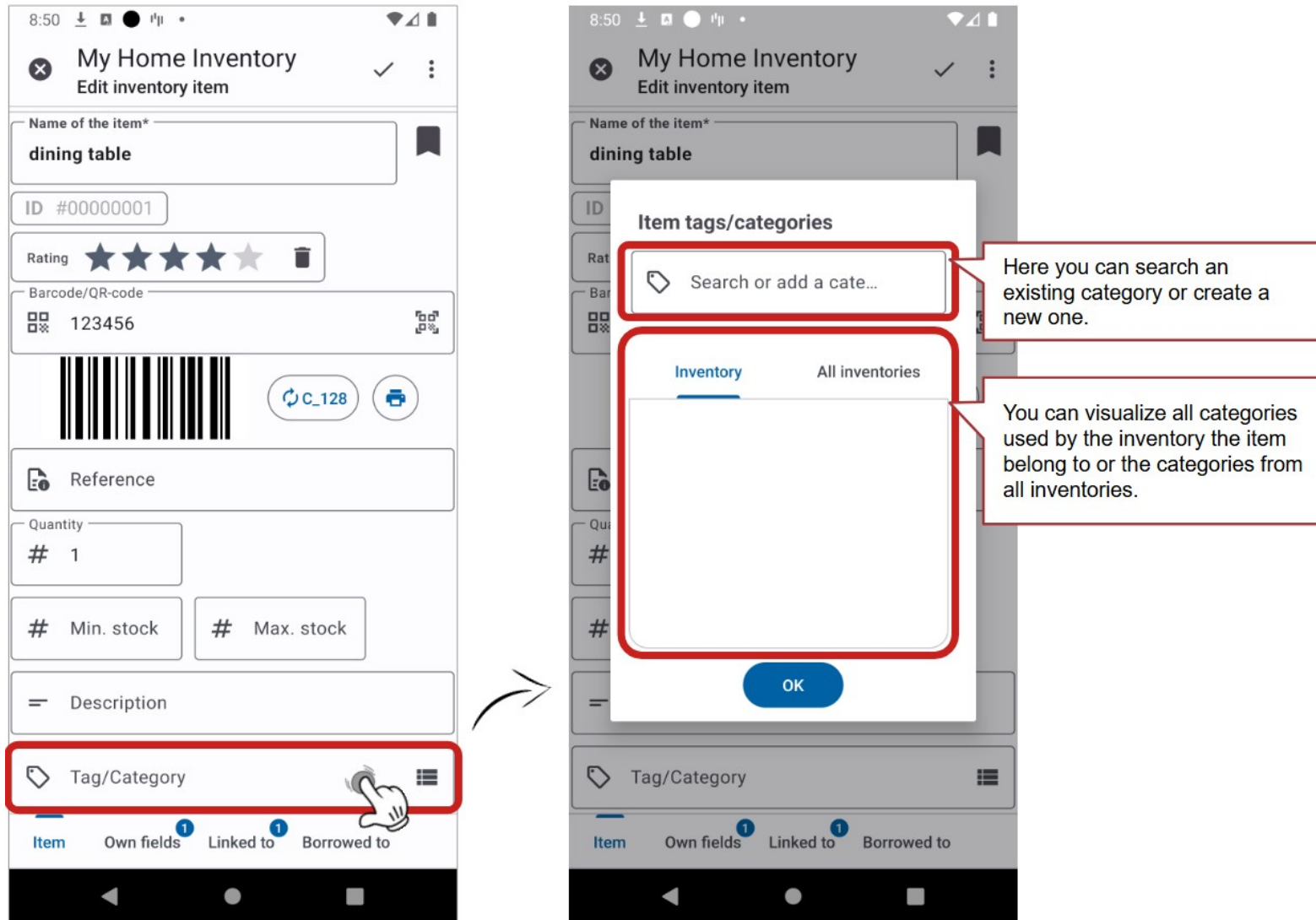
5.3.8.2 Minimum and maximum stock alerts per item

Inventory limits can be set for each item. To do this, edit the relevant item and enter the desired limits.

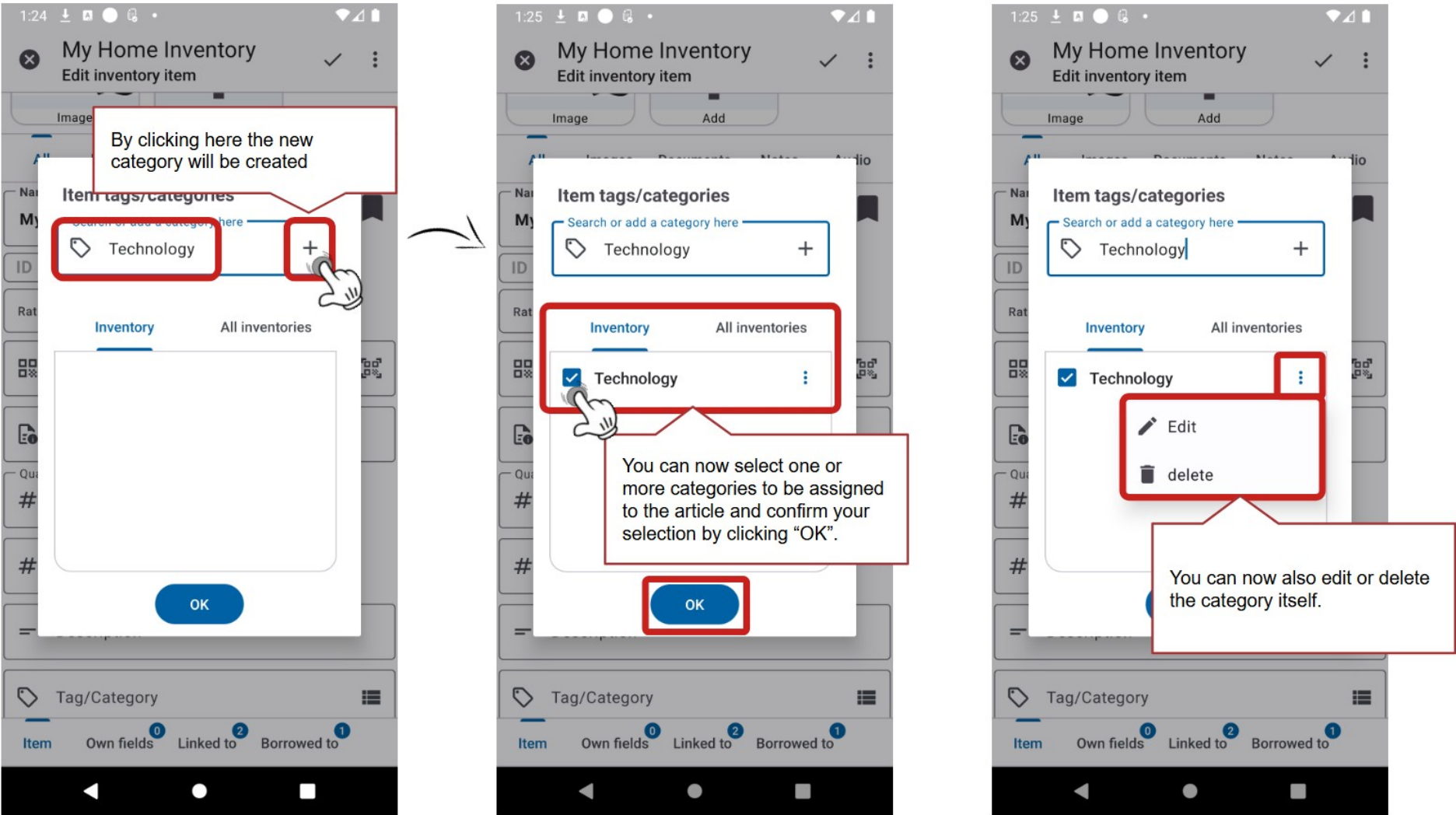


5.3.9 Data field “Tag/Category”

You can assign multiple categories to articles. To do so just click in the category field in the article edit view, to open the category selector. Global search and item list search includes this field.

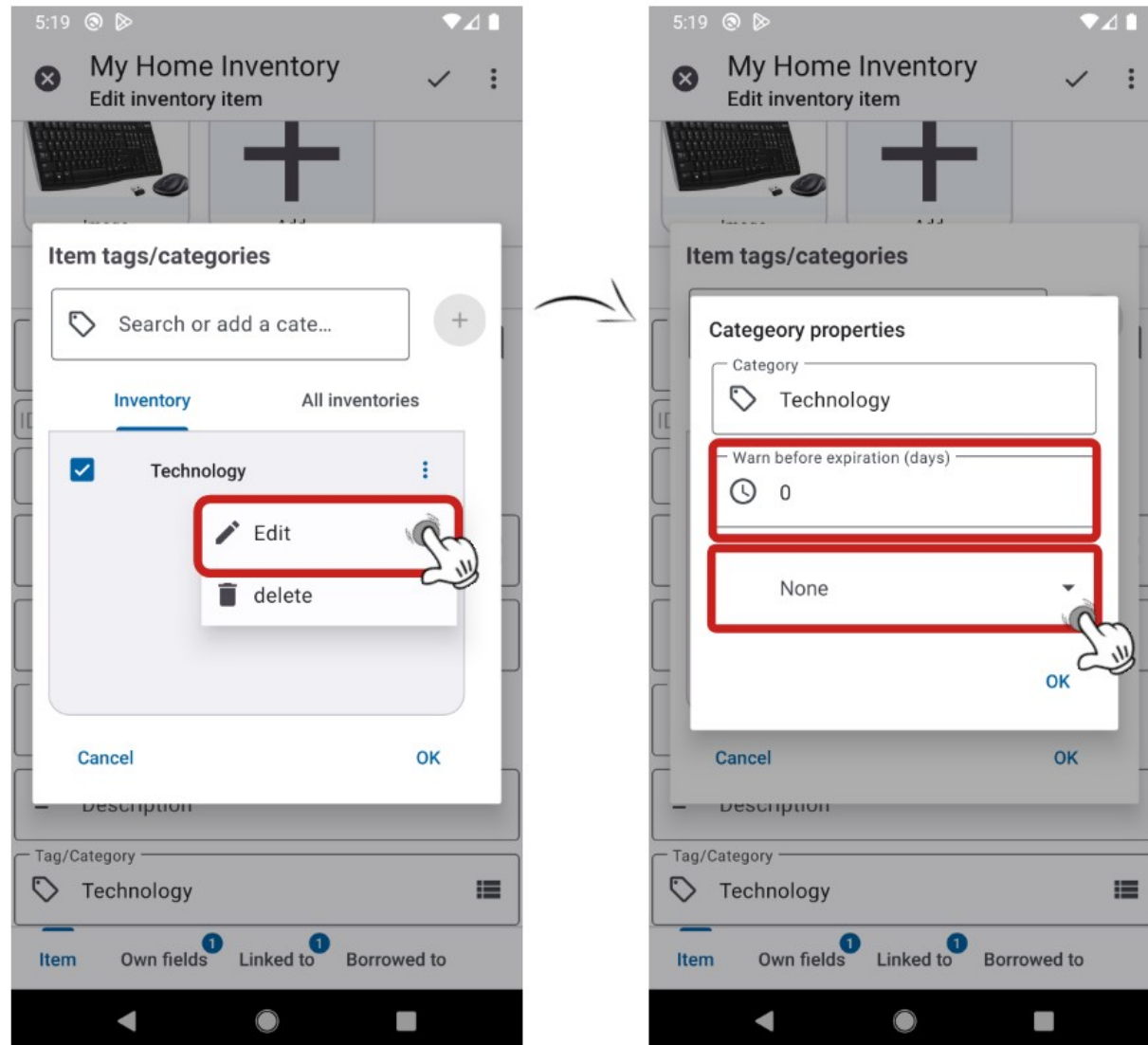


In this view you can also create new categories or edit and delete existing categories.

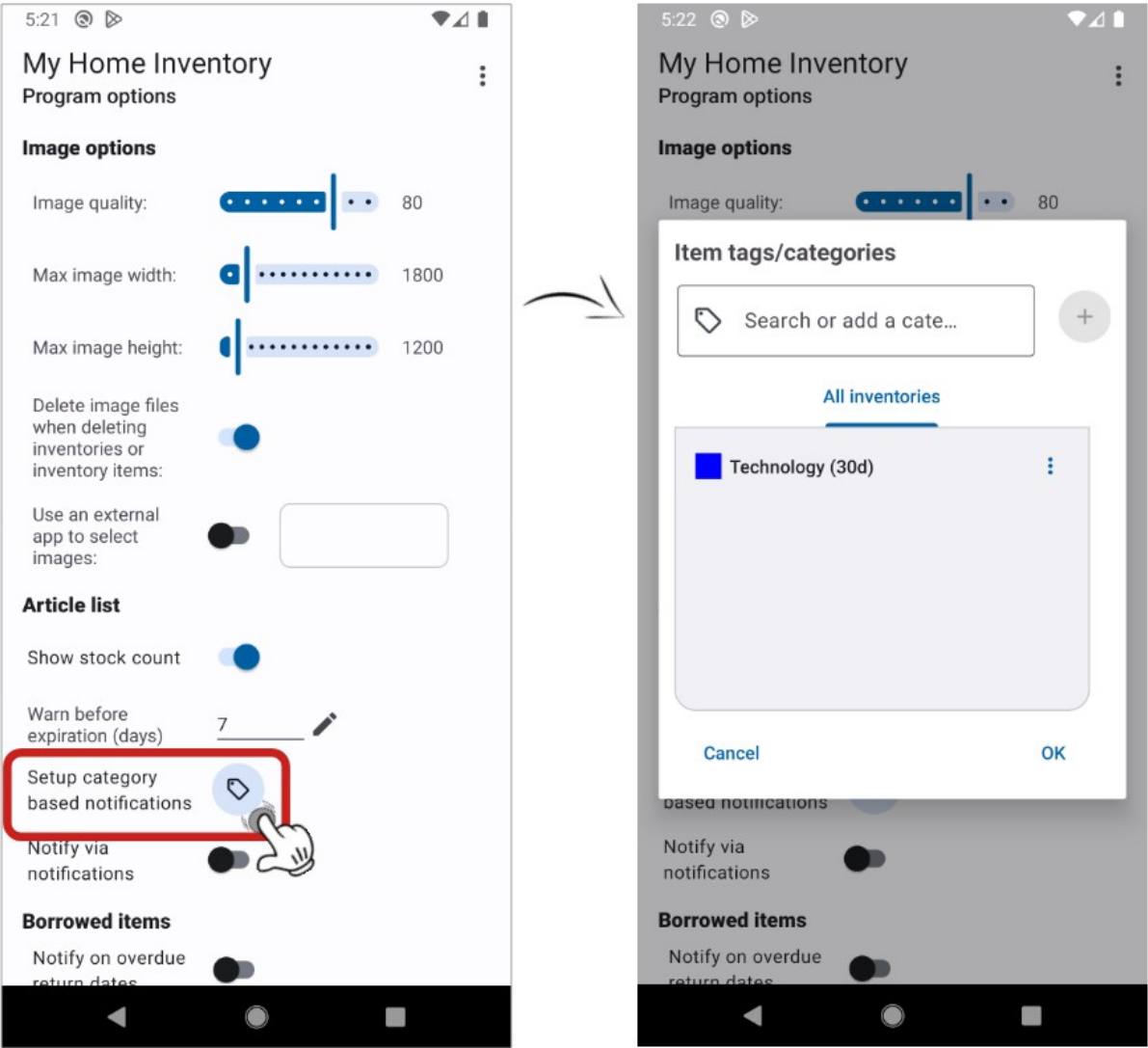


5.3.9.1 Expiration notices based on categories

You can assign each category a pre-expiration warning period in days, so the app will notify you when an item is approaching its expiration date. You can adjust this directly when selecting a category. If an item has multiple categories, the notification will be based on the highest number of days from all assigned categories. For items without a category or with categories that don't specify a pre-expiration period, the general settings will still be used.

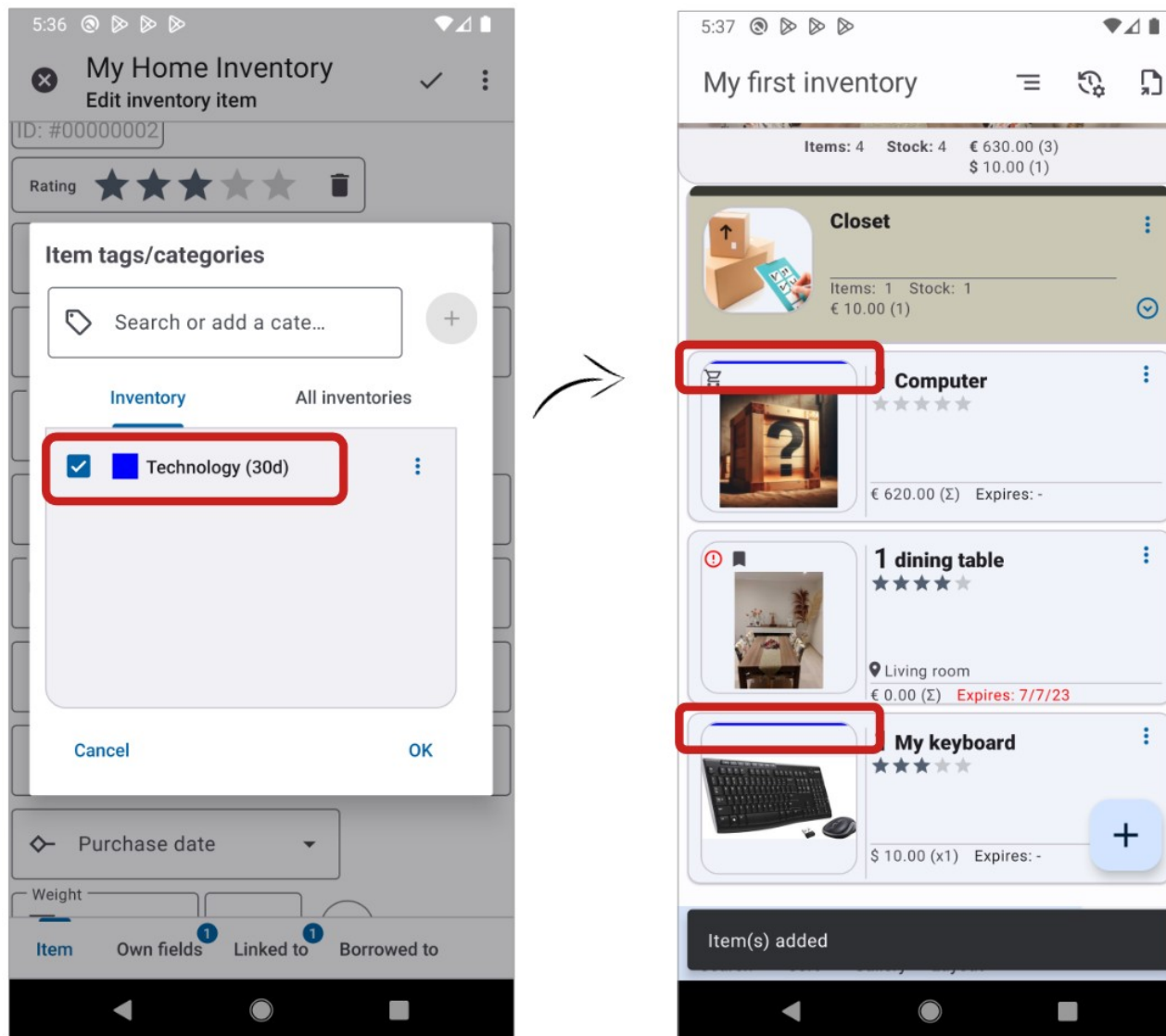


You can also adjust the categories from the program options:



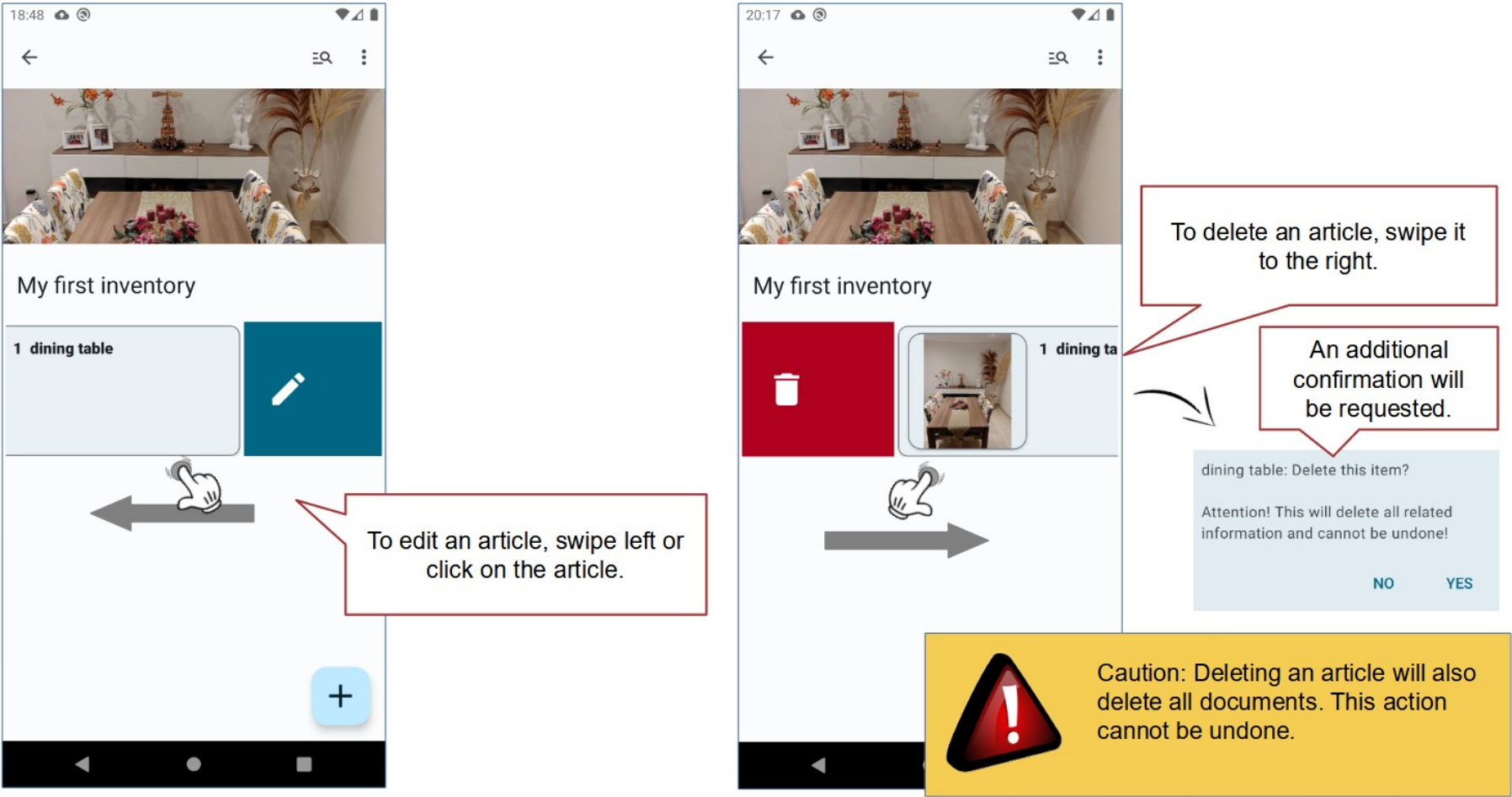
5.3.9.2 category colors in the article list

If you assign a category with a color code to an item, this color will be displayed in the item list.



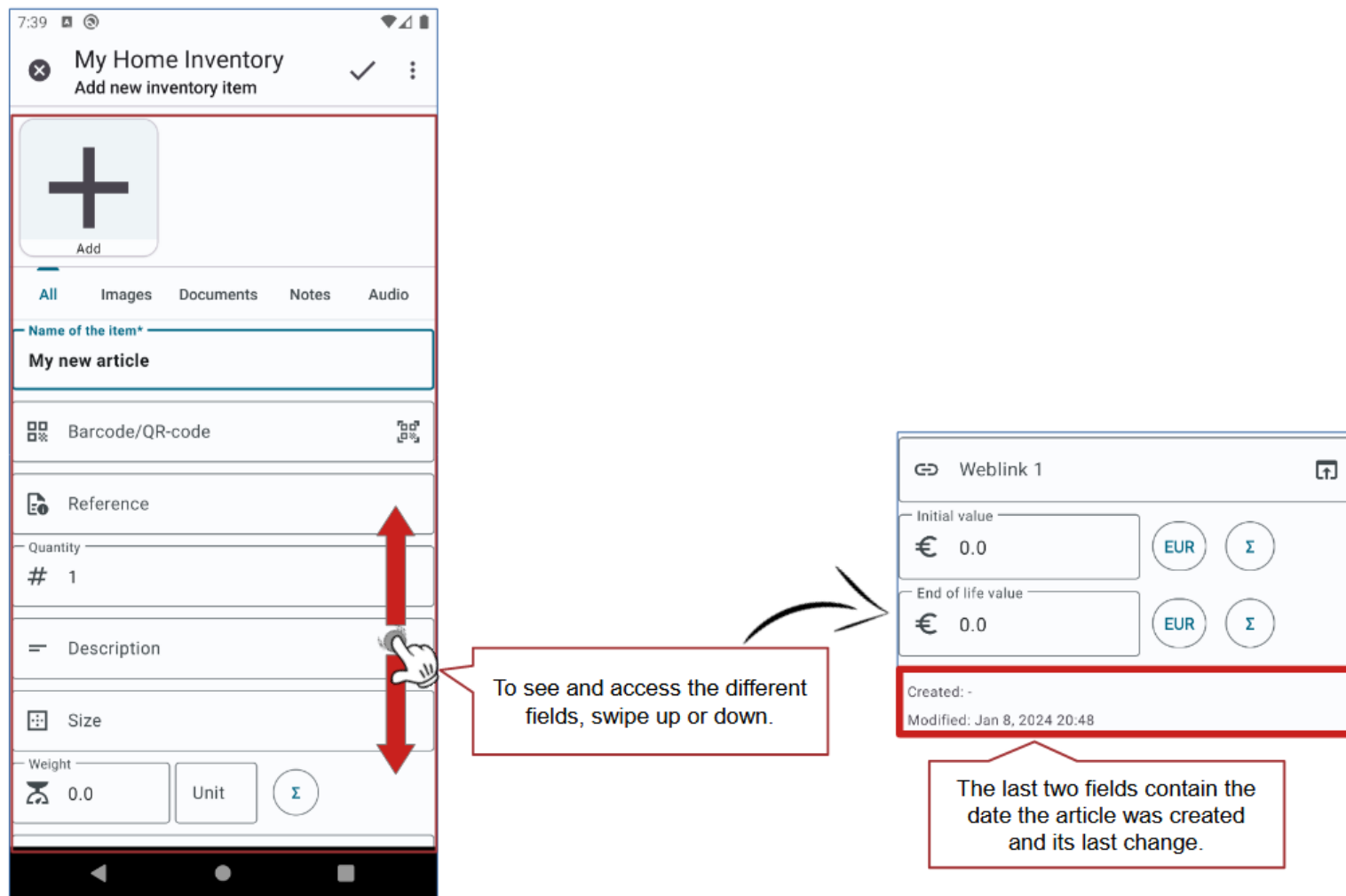
5.3.10 Edit or delete an item

To delete or edit the article, swipe it to the right (delete) or left (edit/view details).



5.3.11 Creation date and last modified date for items and inventories

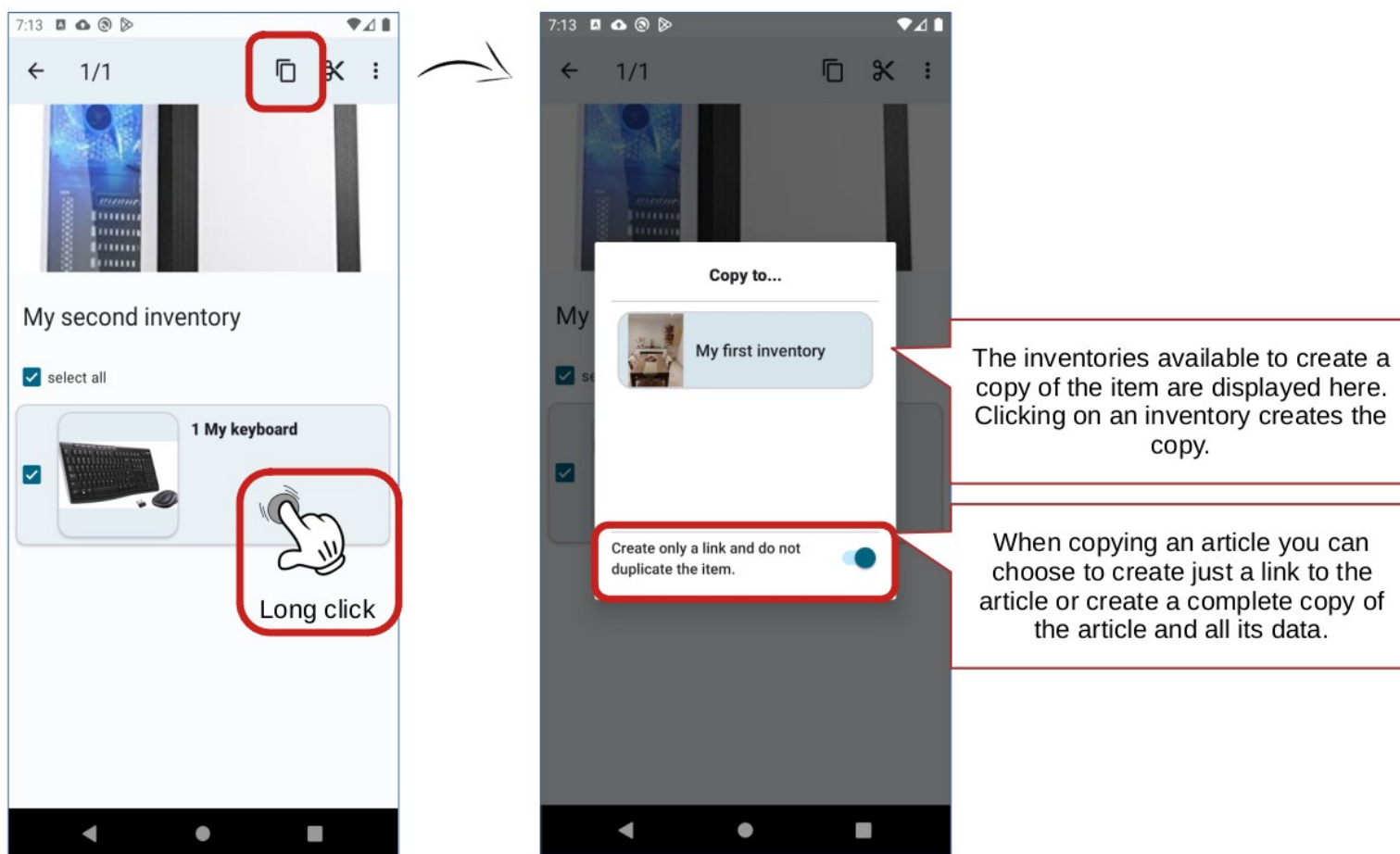
From this version onward, the creation date and the date of the last change are saved for items and inventories. This information is displayed in the respective editing window:



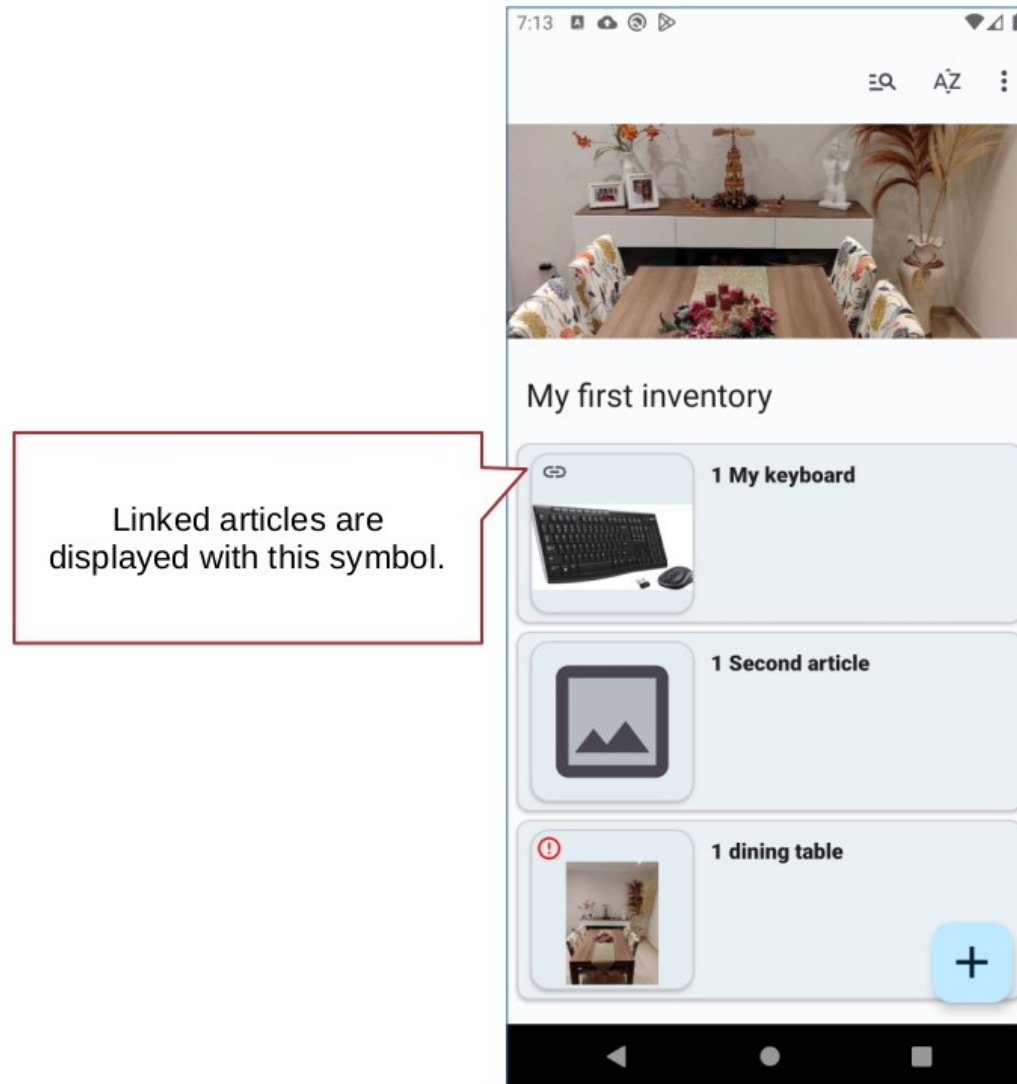
5.3.12 Items linked to multiple inventories

Items can be linked to several inventories. Creating a link means that the item with all its data and documents only exists once, but is visible and accessible from all inventories to which it has been linked. Likewise, each change made to this item will be visible in the related inventories. You have also the option to create a complete copy of an item, including all of its data.

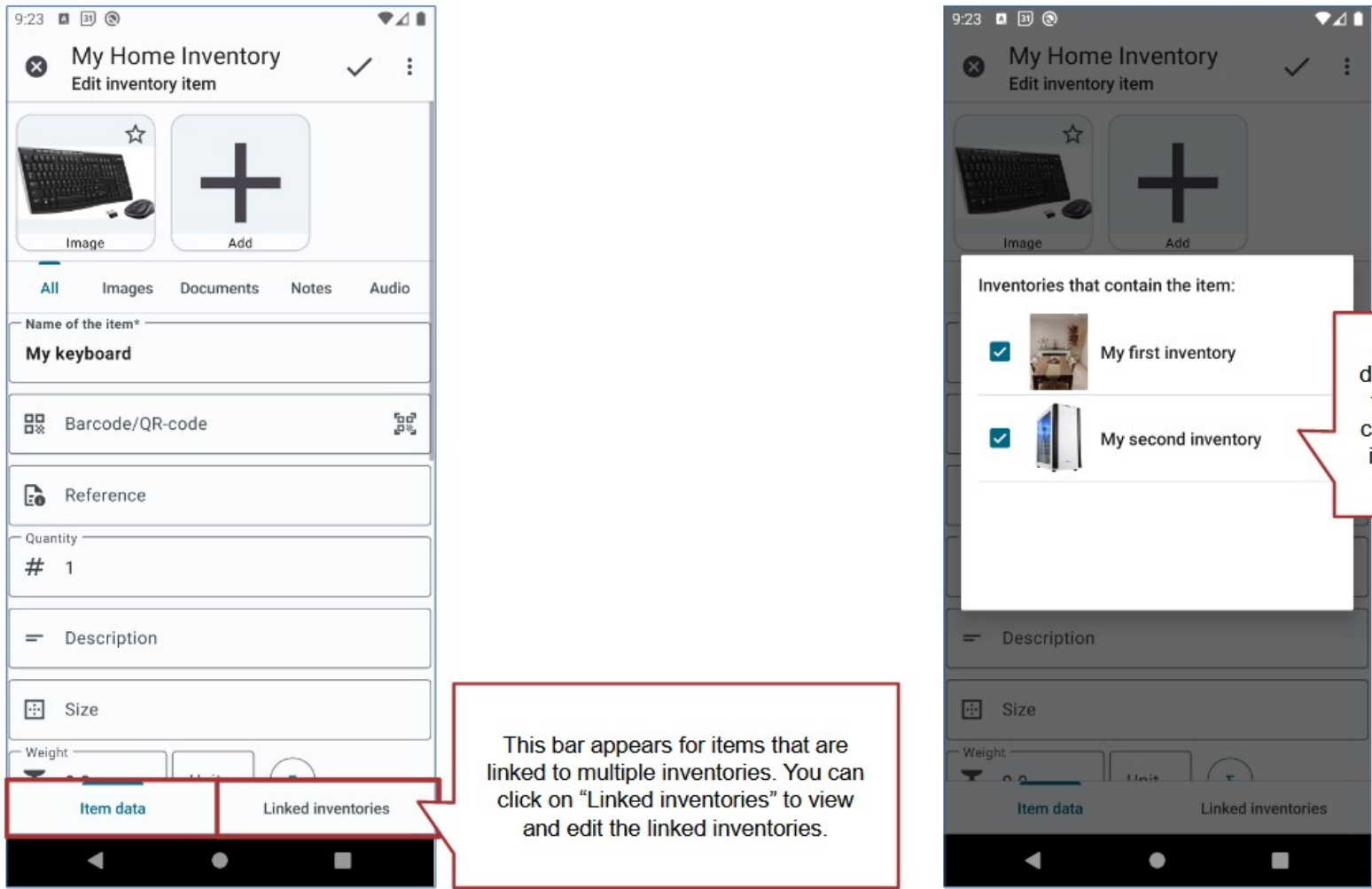
The copy/link creation option is accessed through the list of articles, activating the action mode by long clicking on the element in question. By choosing the copy function you can choose between creating a link or a complete copy and the recipient inventory.



Linked articles are distinguished in the article list with a link symbol. Clicking on a linked article will always open the base article:

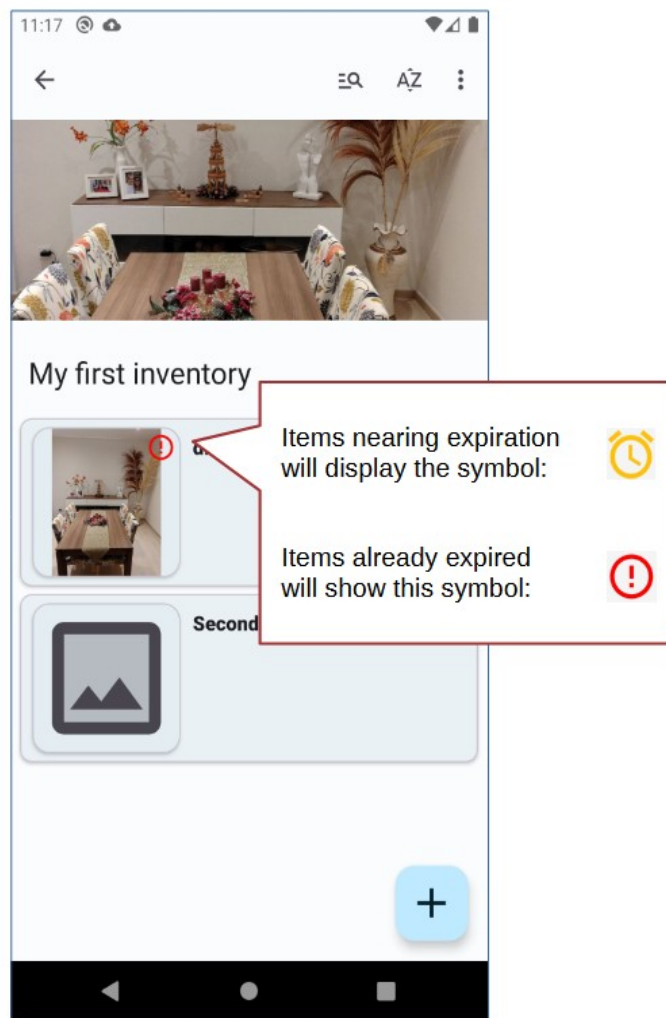


Items linked to multiple inventories display a bar in the item editing window that provides access to the list of inventories to which the item is linked. You can assign or un-assign the item to all desired inventories. An item must be linked to at least one inventory.



5.3.13 Expired or nearly expired items

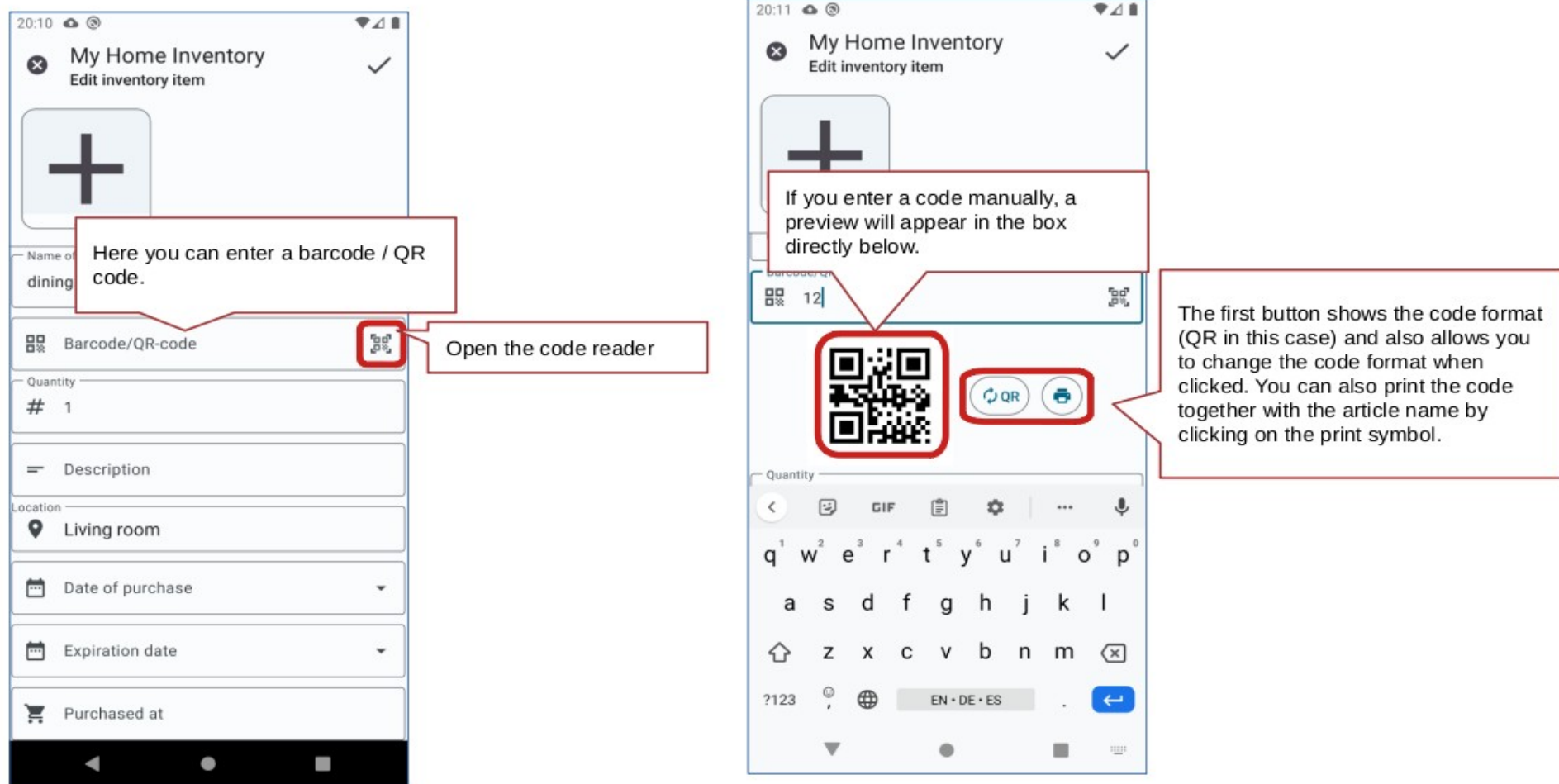
The item list indicates items that are expired or about to expire. In the general options (see page 16) you can configure from how many days before expiry an article is marked, or you can deactivate the marking function (setting the option to 0 days).



5.3.14 Using barcodes / QR codes with items

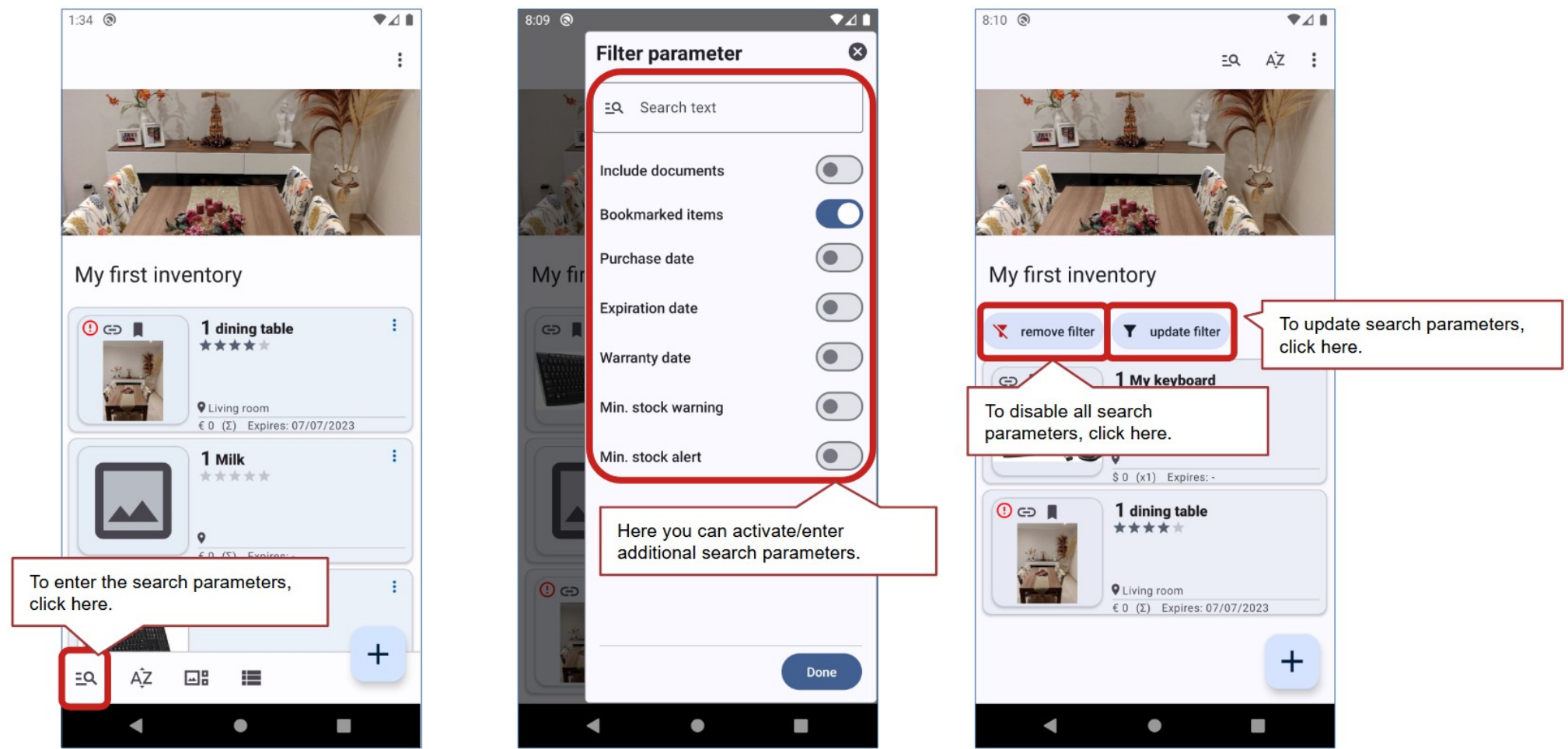
Barcodes / QR codes can be read and saved on inventory items when the barcode field is active (see page 22).

You can also change the type of code and print it out.



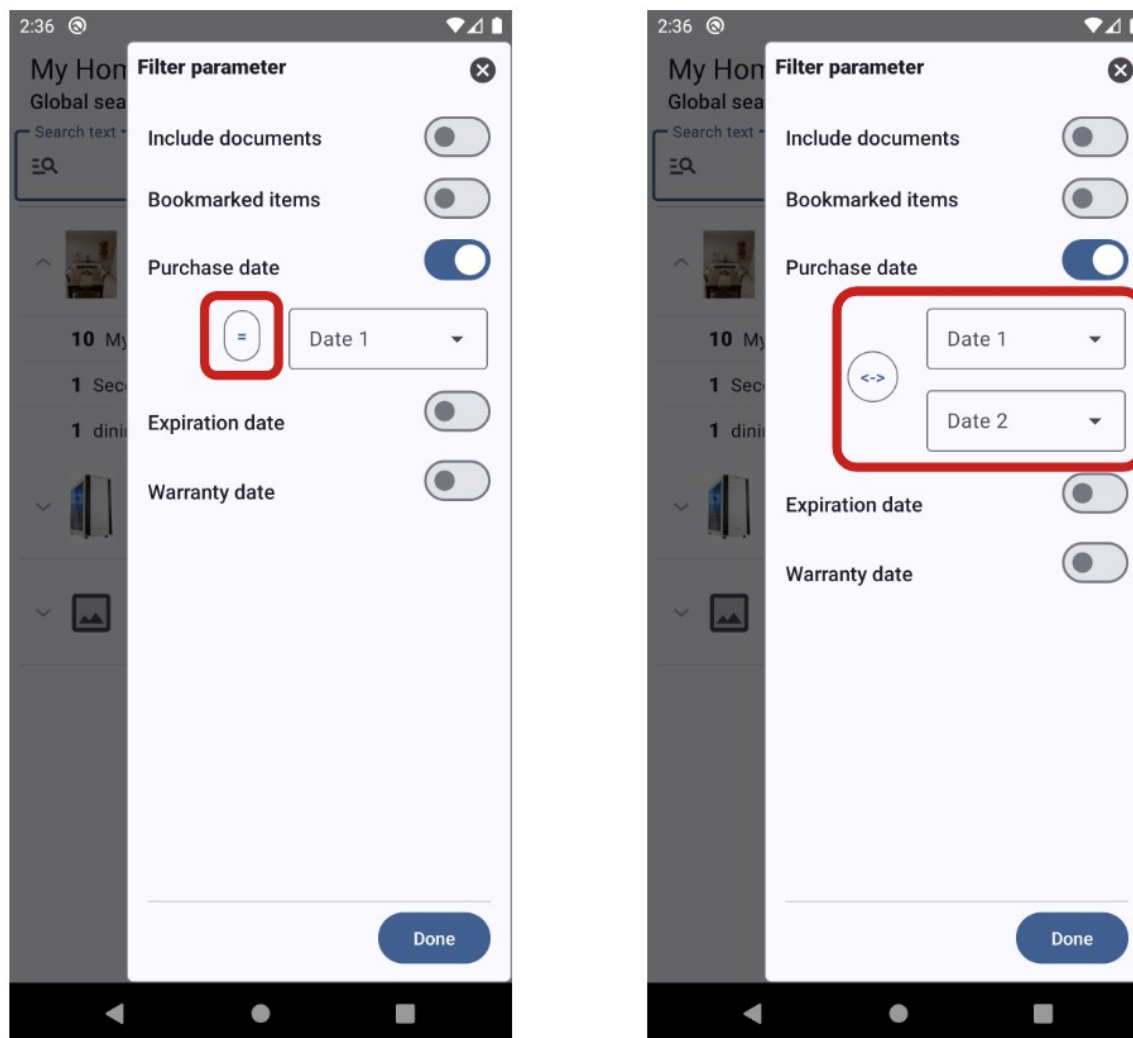
5.3.15 Search for items/items in an inventory

Search criteria can be specified in the article list. To do this, click on the filter icon. A filter window will then open in which you can activate and configure the criteria.



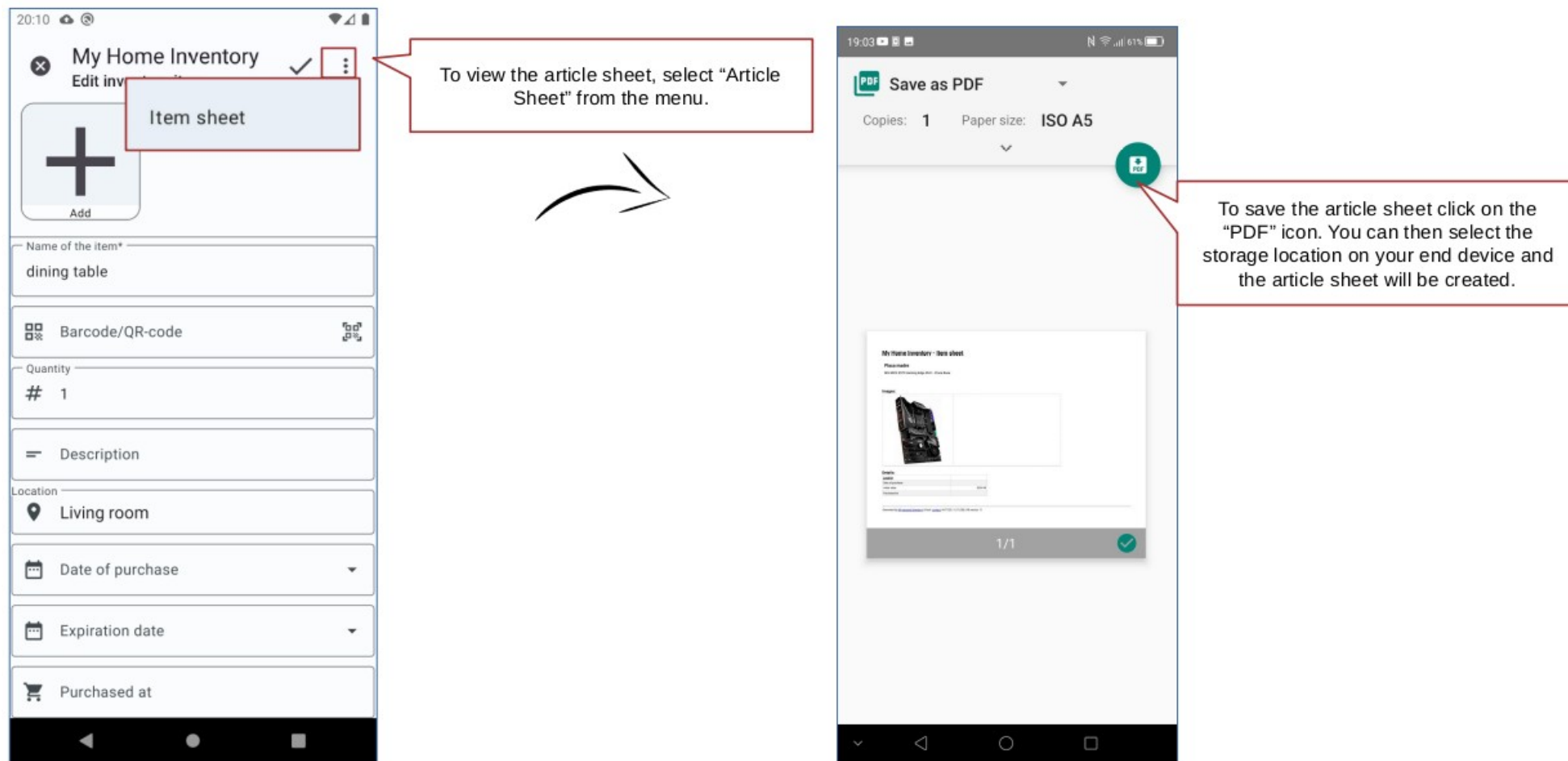
When the filter is active, two action buttons are displayed above the article list for resetting and changing the filter criteria.

For dates, first select the comparison operator. This can be changed by clicking. Then you can specify the date or start and end date.



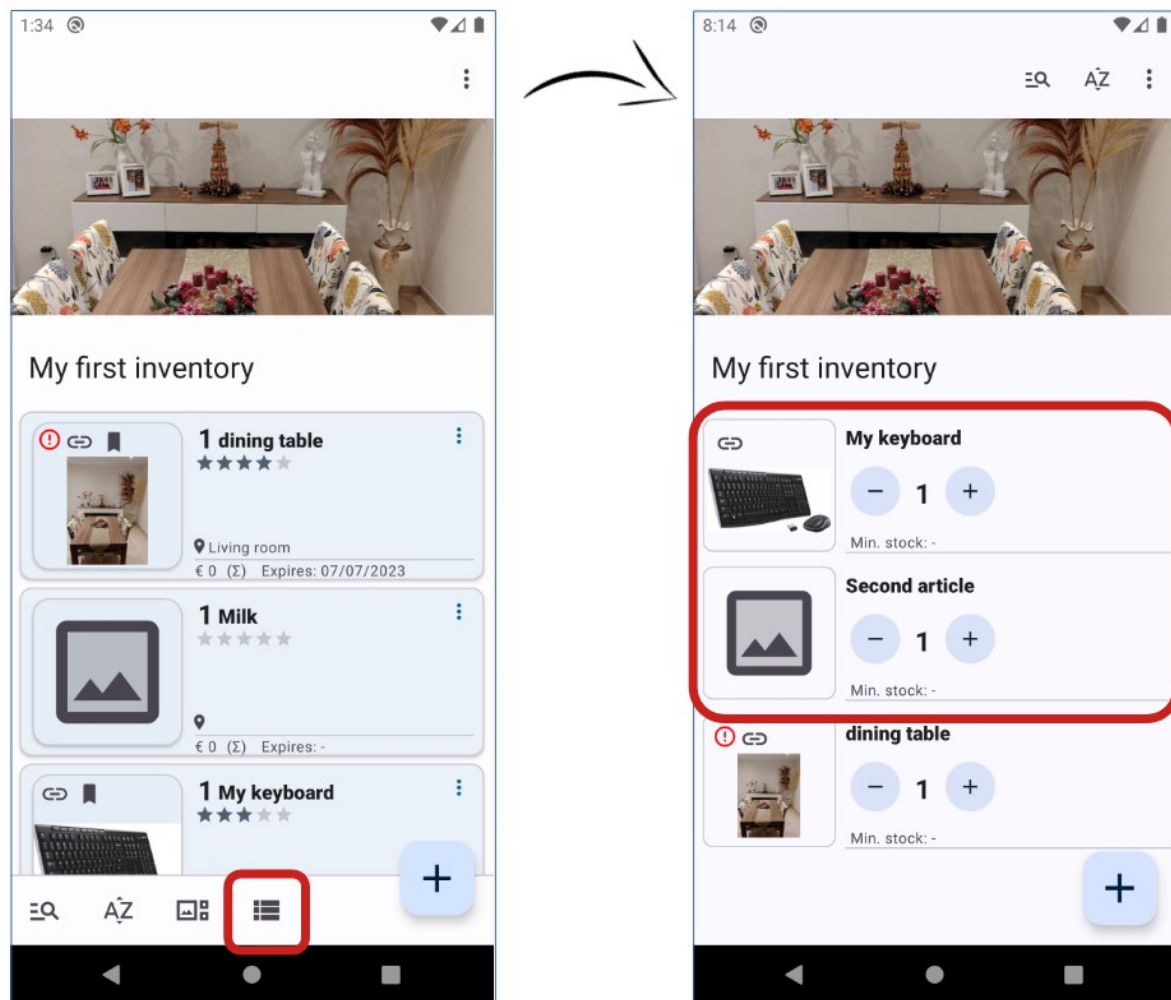
5.3.16 Creating an item sheet

You can export the essential data of an article in an easy overview form, as an article sheet. The standard Android™ print function is used for this, which allows the article sheet to be exported in PDF format.

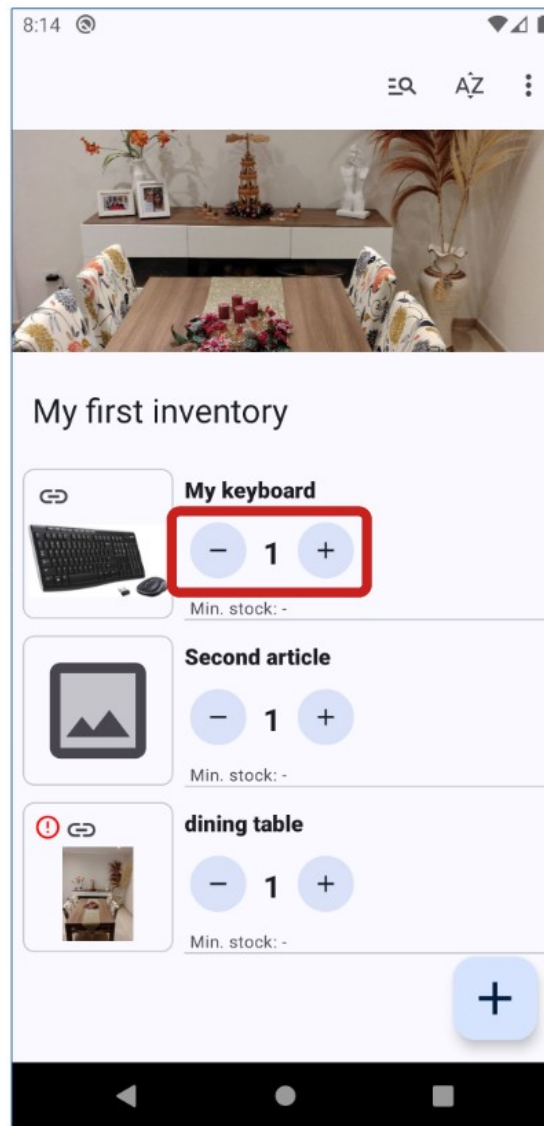


5.3.17 Additional view in the article list +/- switch

Remember, to switch between the different view modes of the article list, use the “Switch view” menu option. This switches to the next available view.

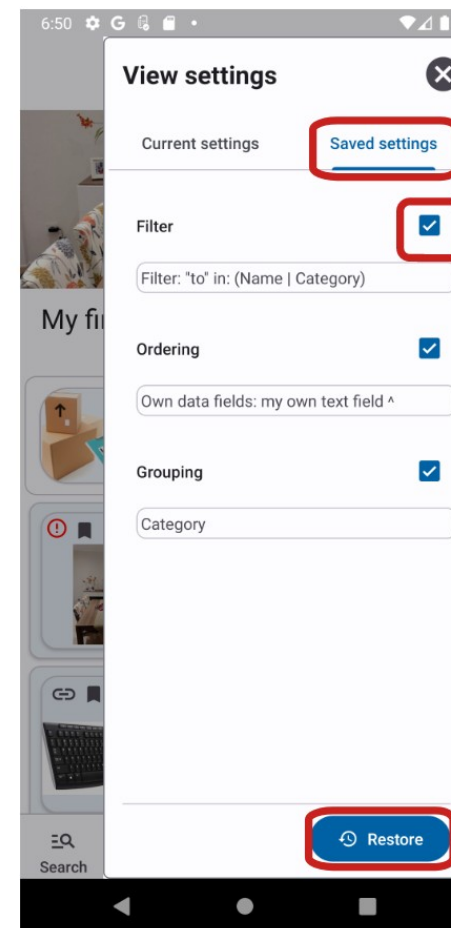
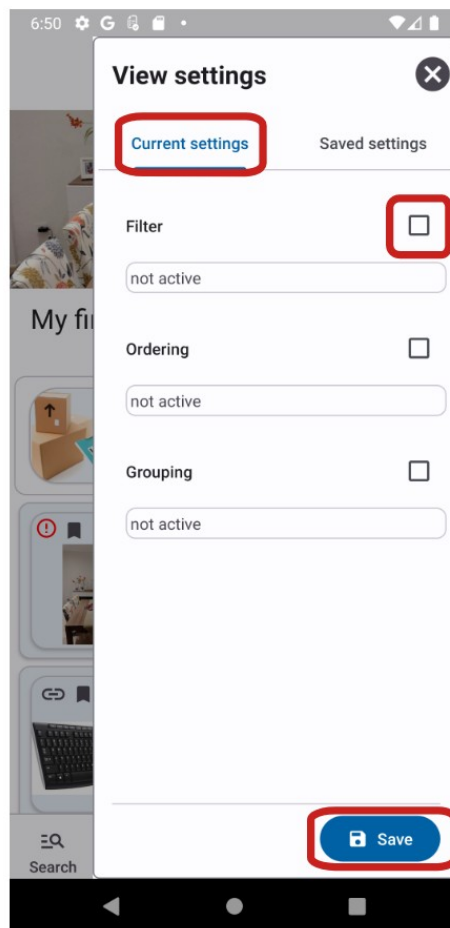
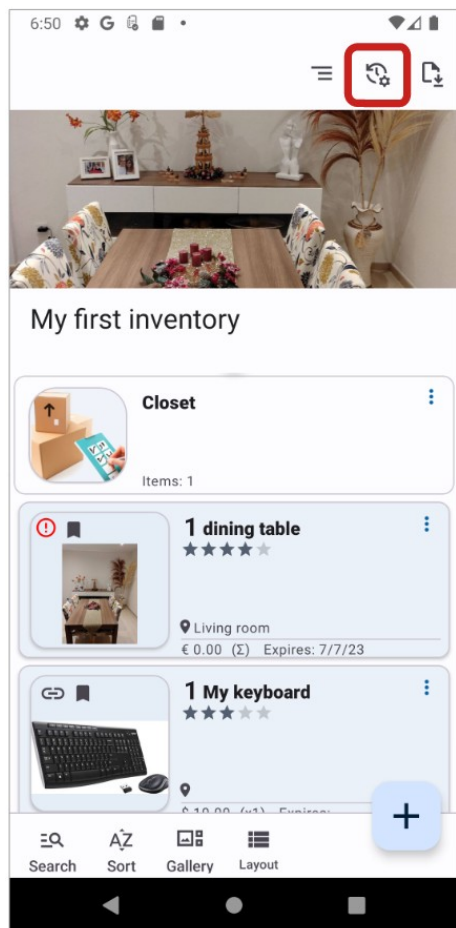


The +/- buttons allow you to easily adjust the inventory without having to open the item. The stock cannot fall below the value 0.



5.3.18 Save and restore your filter-, grouping- and sorting-settings in the item view

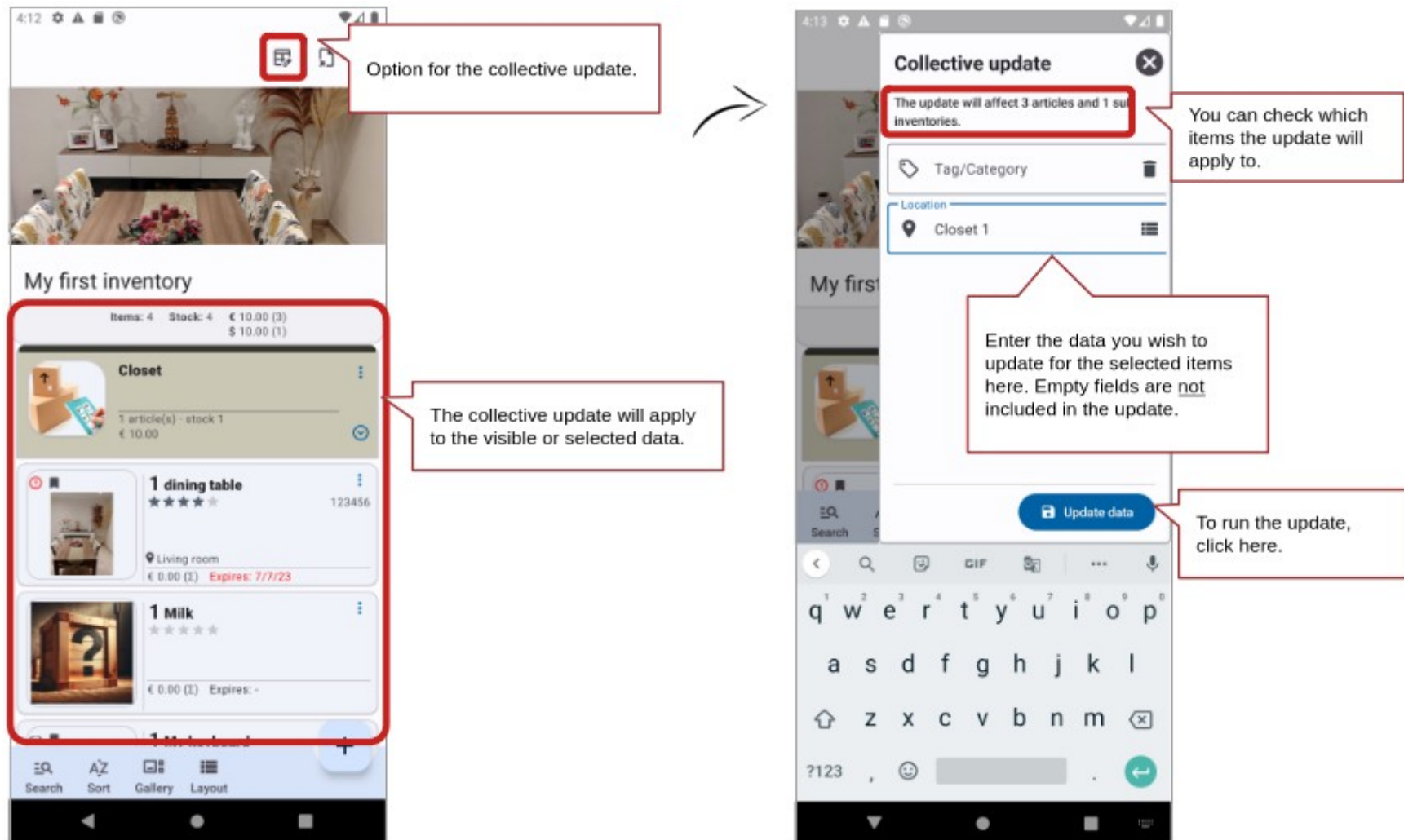
The filter- grouping- and sorting-settings of the item list can be saved and restored. You can choose which settings to save or to restore.



5.3.19 Bulk data update

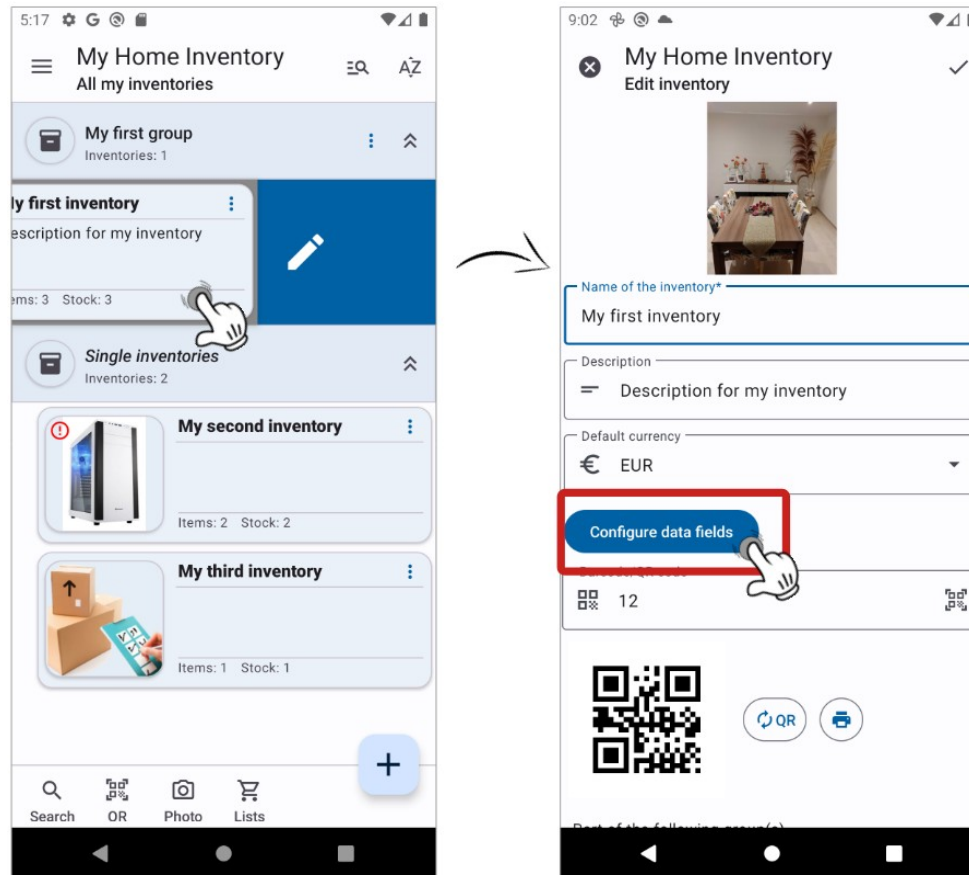
While viewing inventory content, you can update certain item data in bulk. The update applies to the items currently displayed, taking into account any applied filters or groupings, or selections made in action mode.

When sub-inventories are included, the update affects all items within those sub-inventories, as well as any further sub-inventories they may contain.

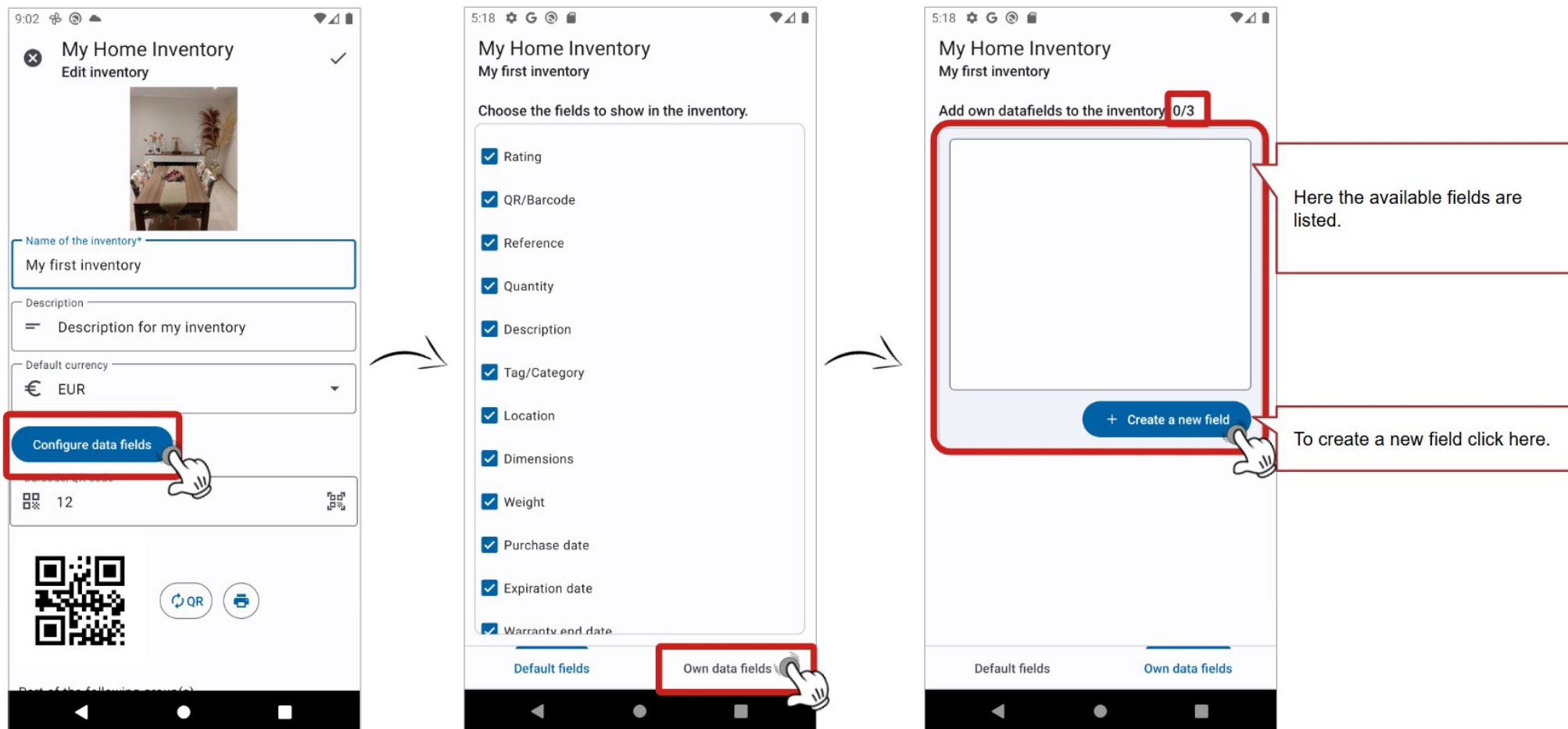


5.4 Create and add your own fields to inventories

You can create own data fields and add up to 3 of them to each inventory/item. This option also allows you to adjust which standard fields are displayed in the inventory. Edit the inventory properties and click on the “Inventory Type”. Edit the inventory properties and click on the “Inventory Type”.

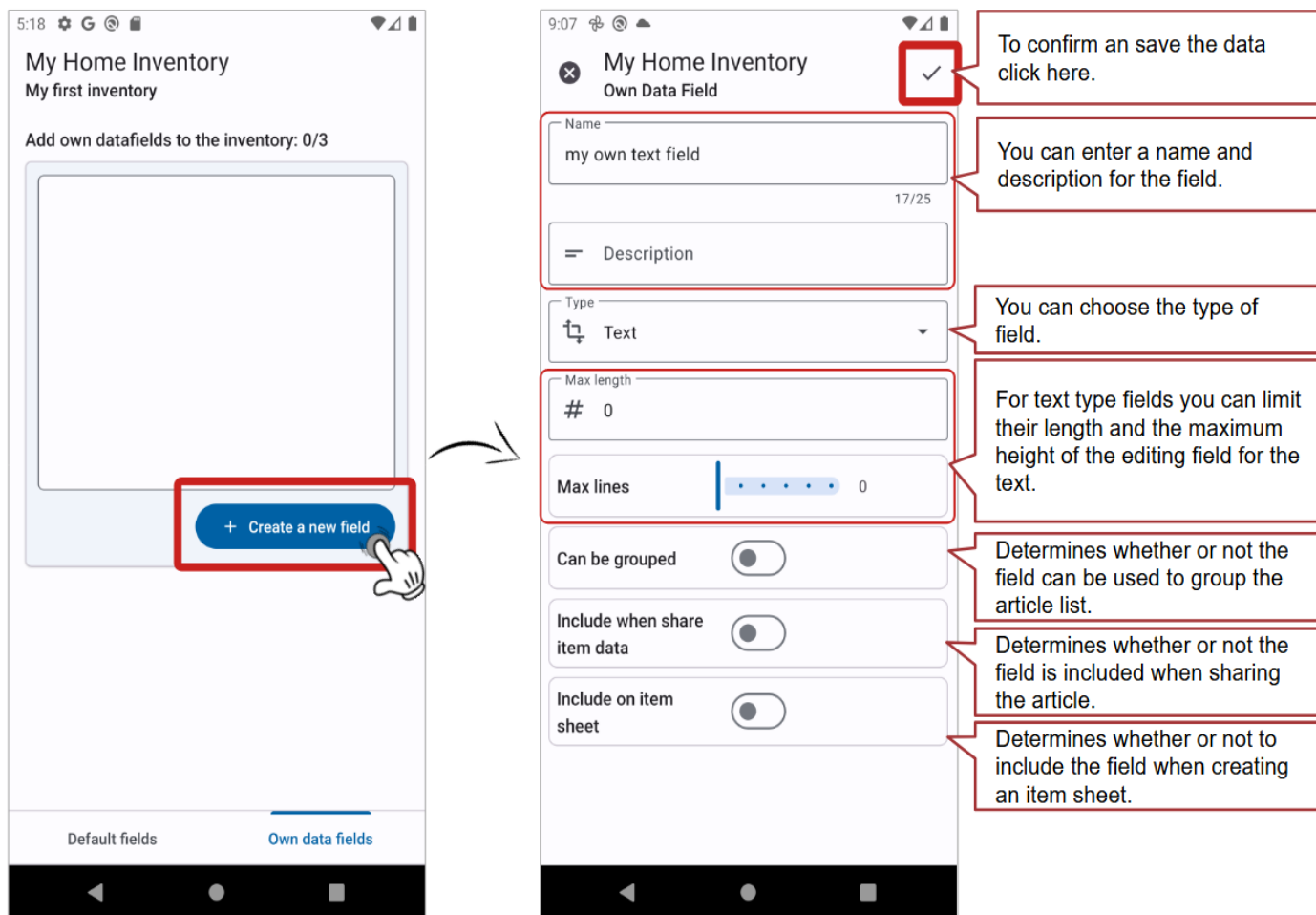


Next click on the “Choose fields” button, and then click on the “Own fields” tab. The next view will display a list of all available own fields. To add a new field, click “Add a field”.

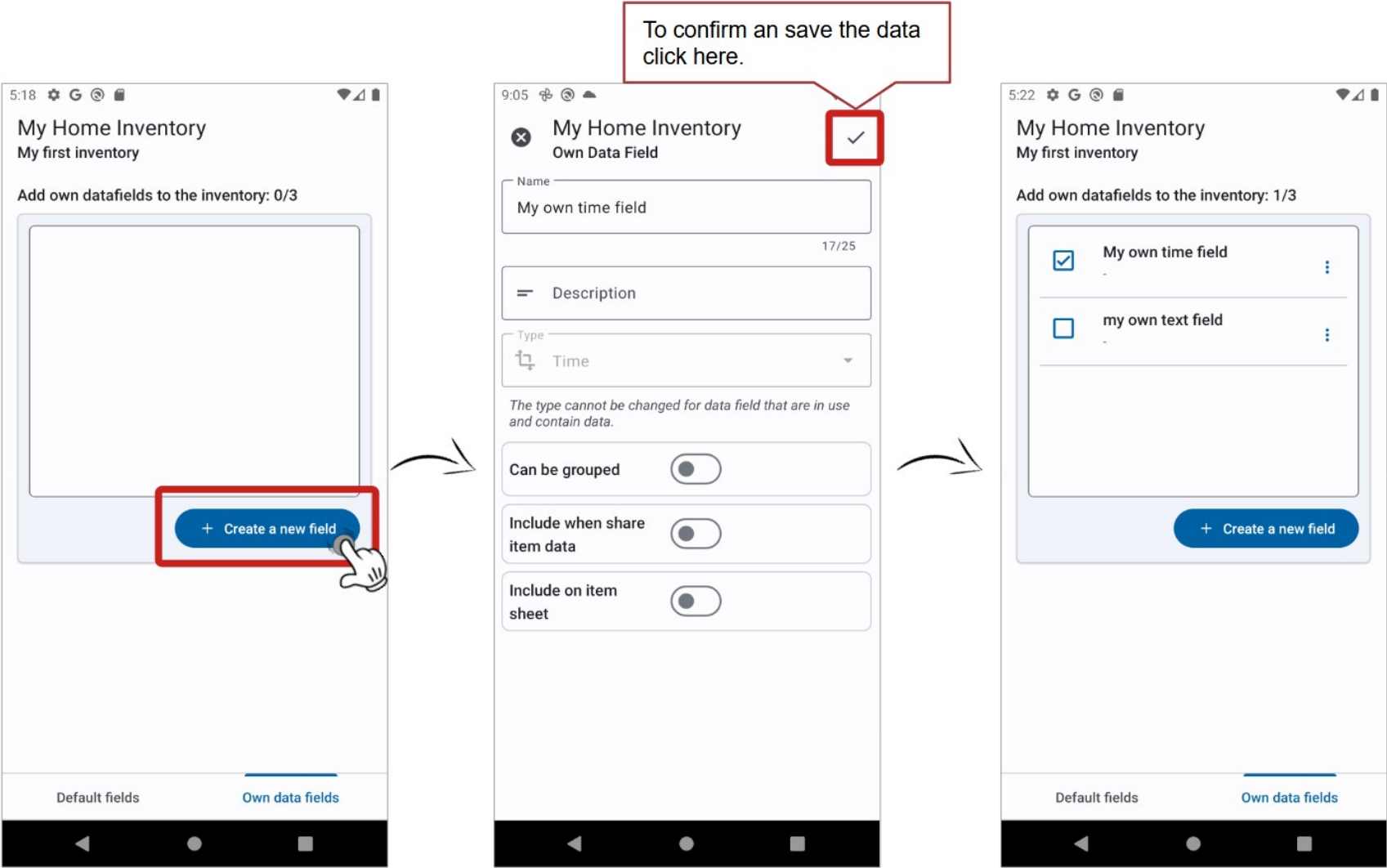


In the view of creating/editing your own field you can indicate a name that will be used to display the field in the article. You can also choose between different field types, which will make entering data easier.

Please note that you can't change the type of a data field, when it contains data in any article.

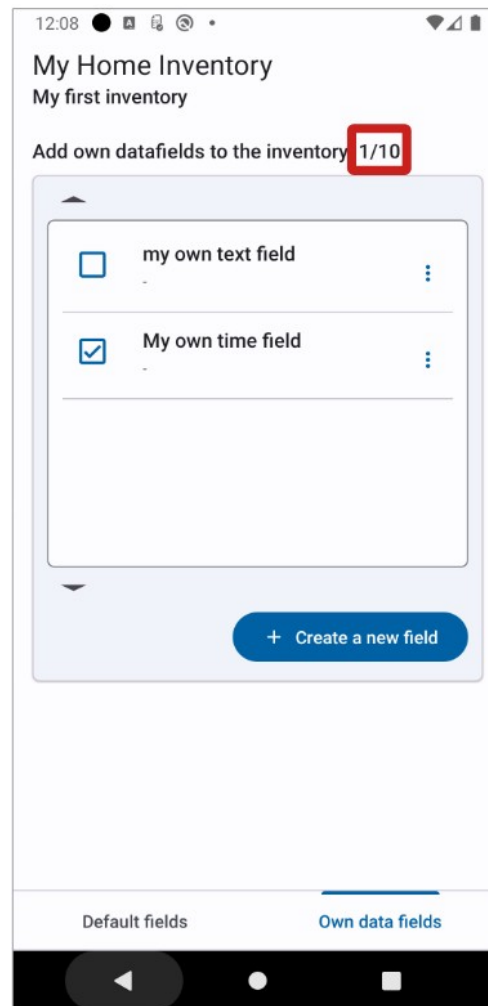


The fields you create will be added to the list of your own fields.



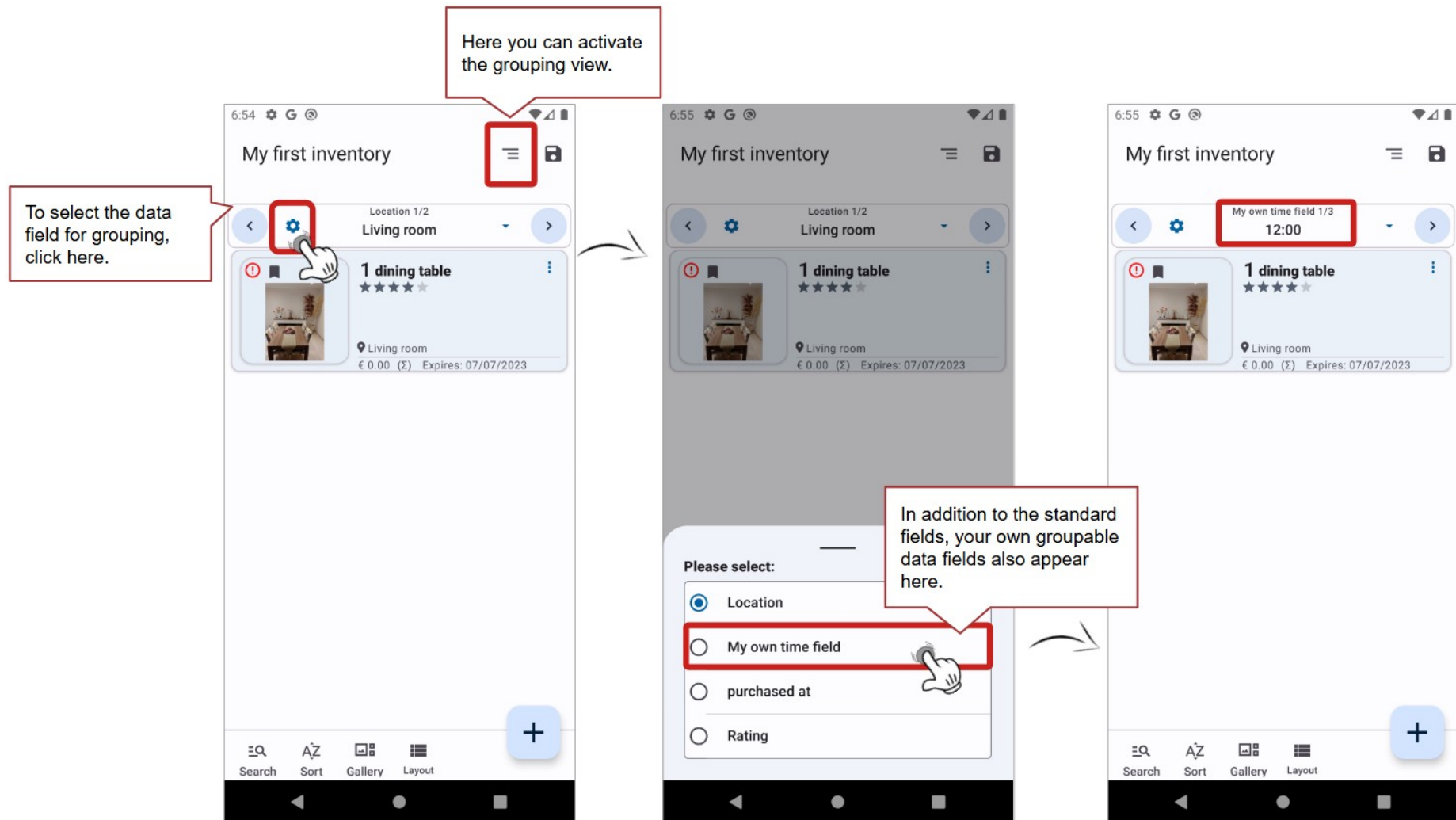
5.4.1 Maximum number of assignable custom data fields

You can assign up to 10 custom data fields to an inventory.

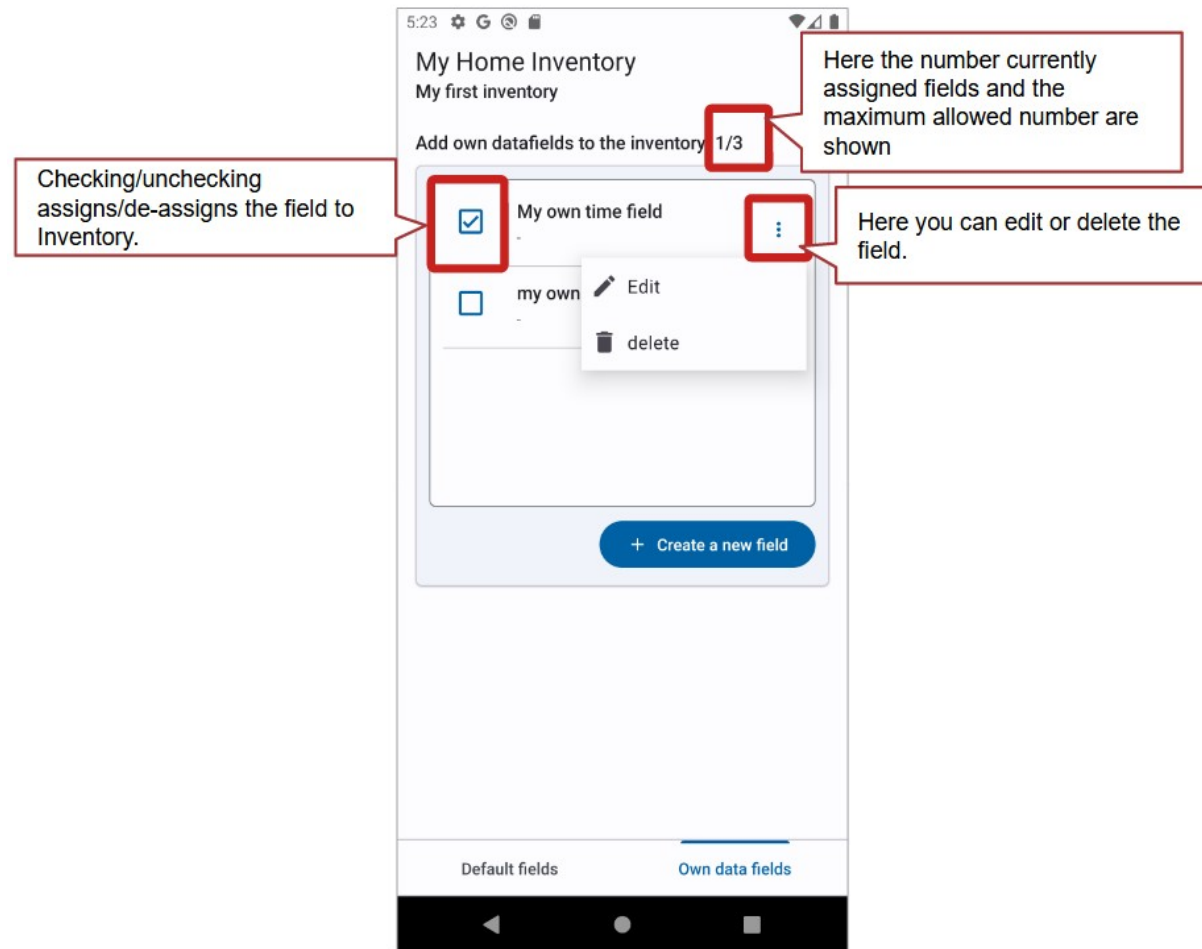


5.4.2 Selection of own data fields for grouping

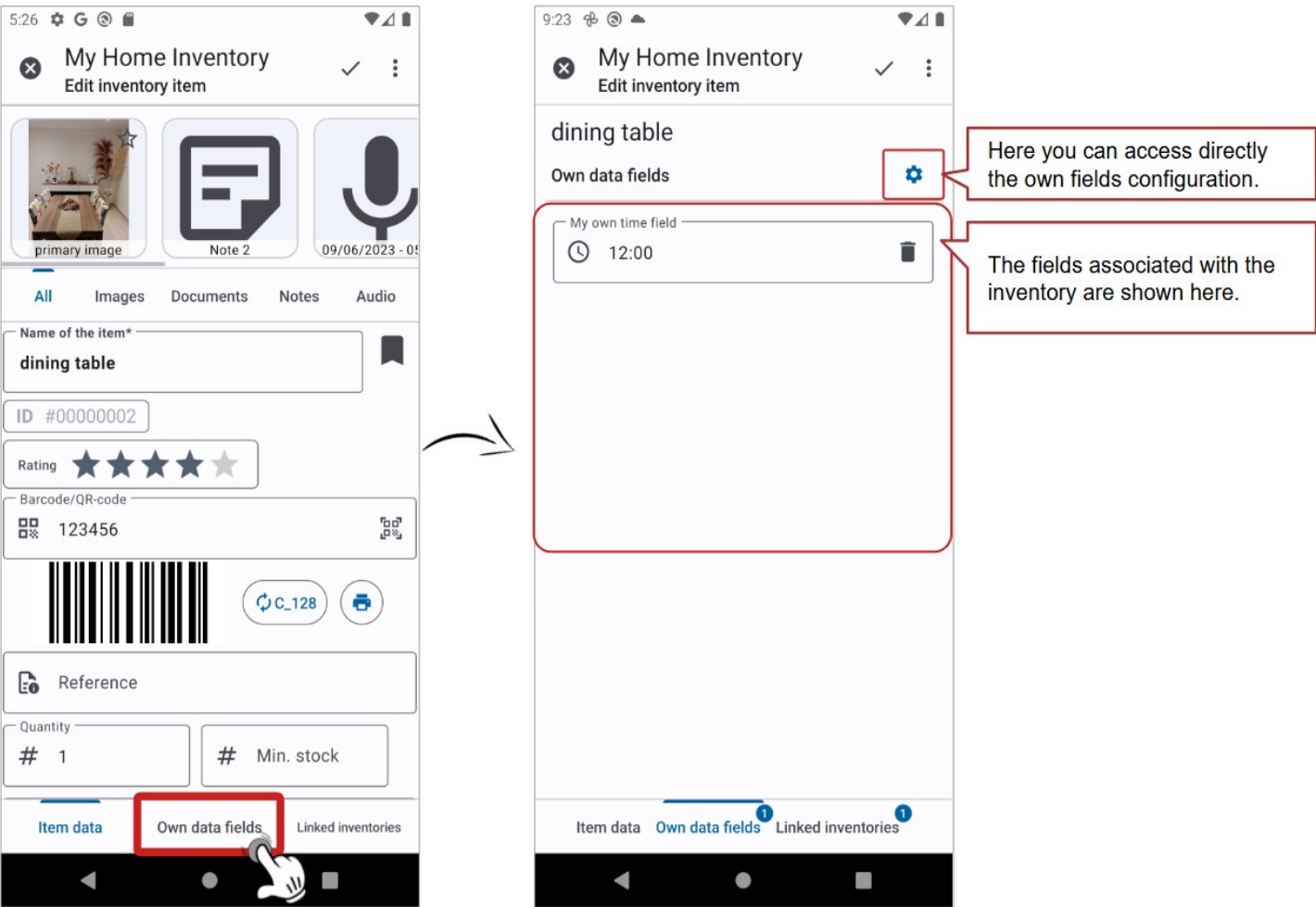
To use your own data field for grouping in the article list, first activate the grouping function and then click on the grouping configuration to select the field. In the list of available fields you will then find the data fields you have activated for this purpose.



You can mark up to 10 fields to add them to an inventory. You can only uncheck a field if it does not contain data in the inventory. When you delete a field, the data it contains will also be deleted. The app will show you a warning about this and you can decide to proceed or not.



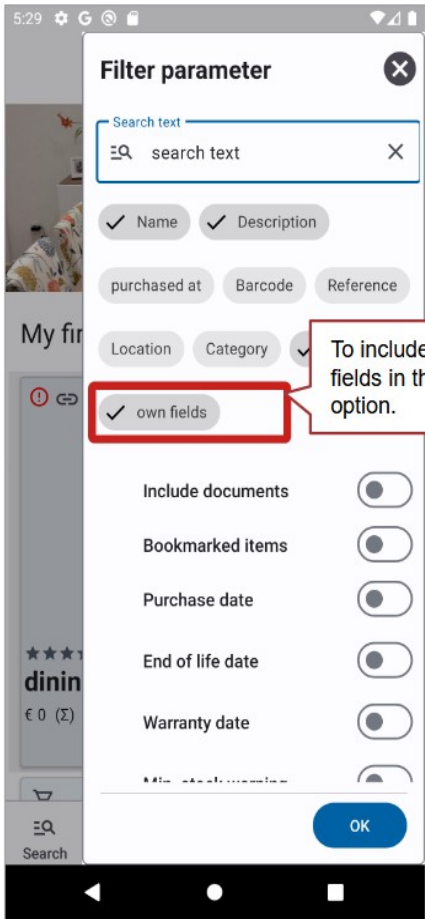
When you edit an inventory item with own fields, these will be displayed in the “Own Fields” tab and you can enter/modify the data there.



Own data fields will be displayed in the article display, at the end of the view. You can also indicate in the search to include own data fields.

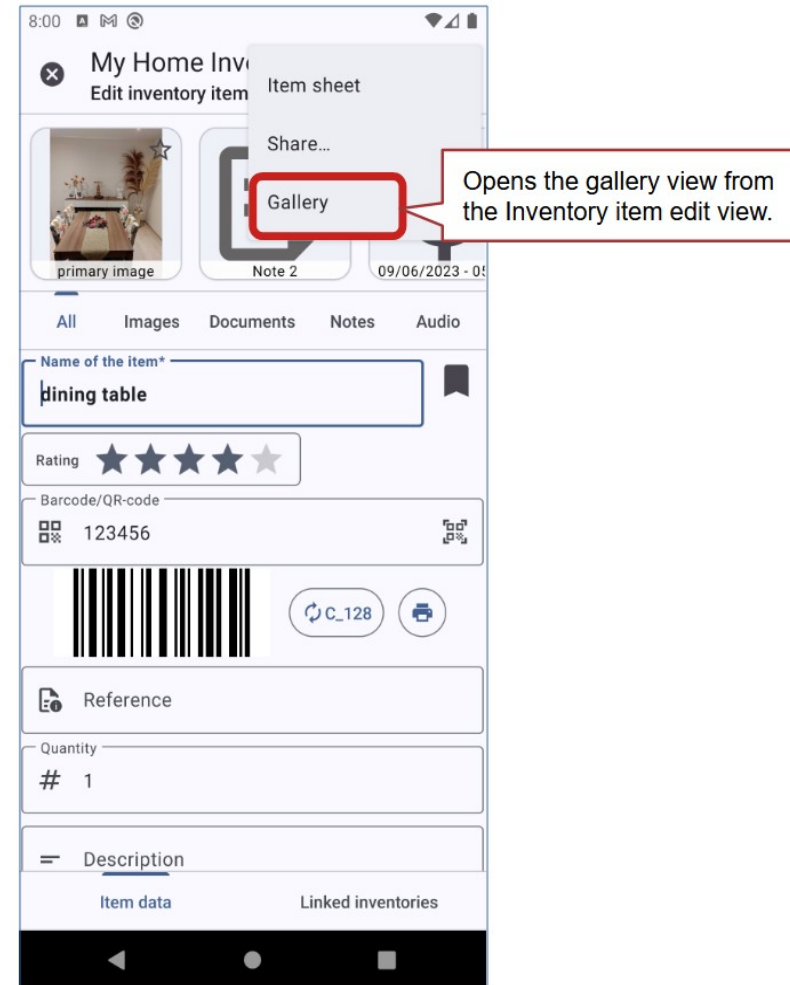
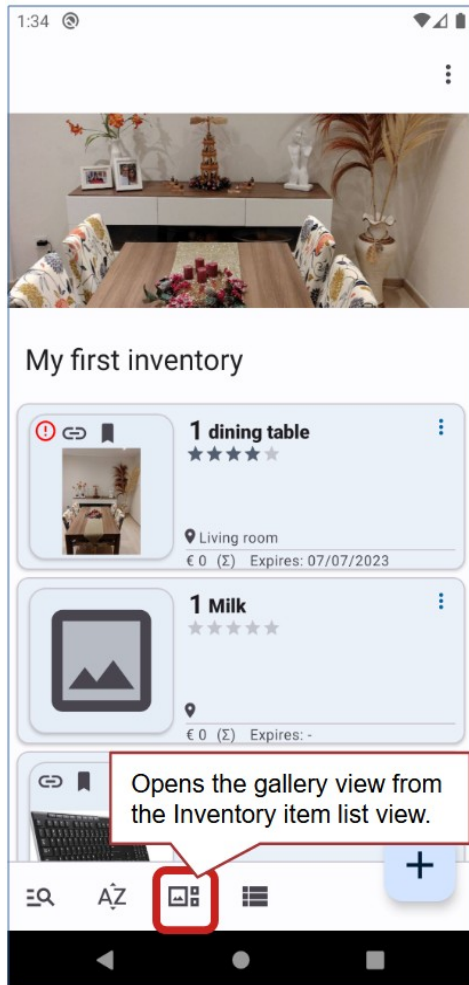


Data from your own fields is displayed at the end of the view. They are only shown when they contain data.

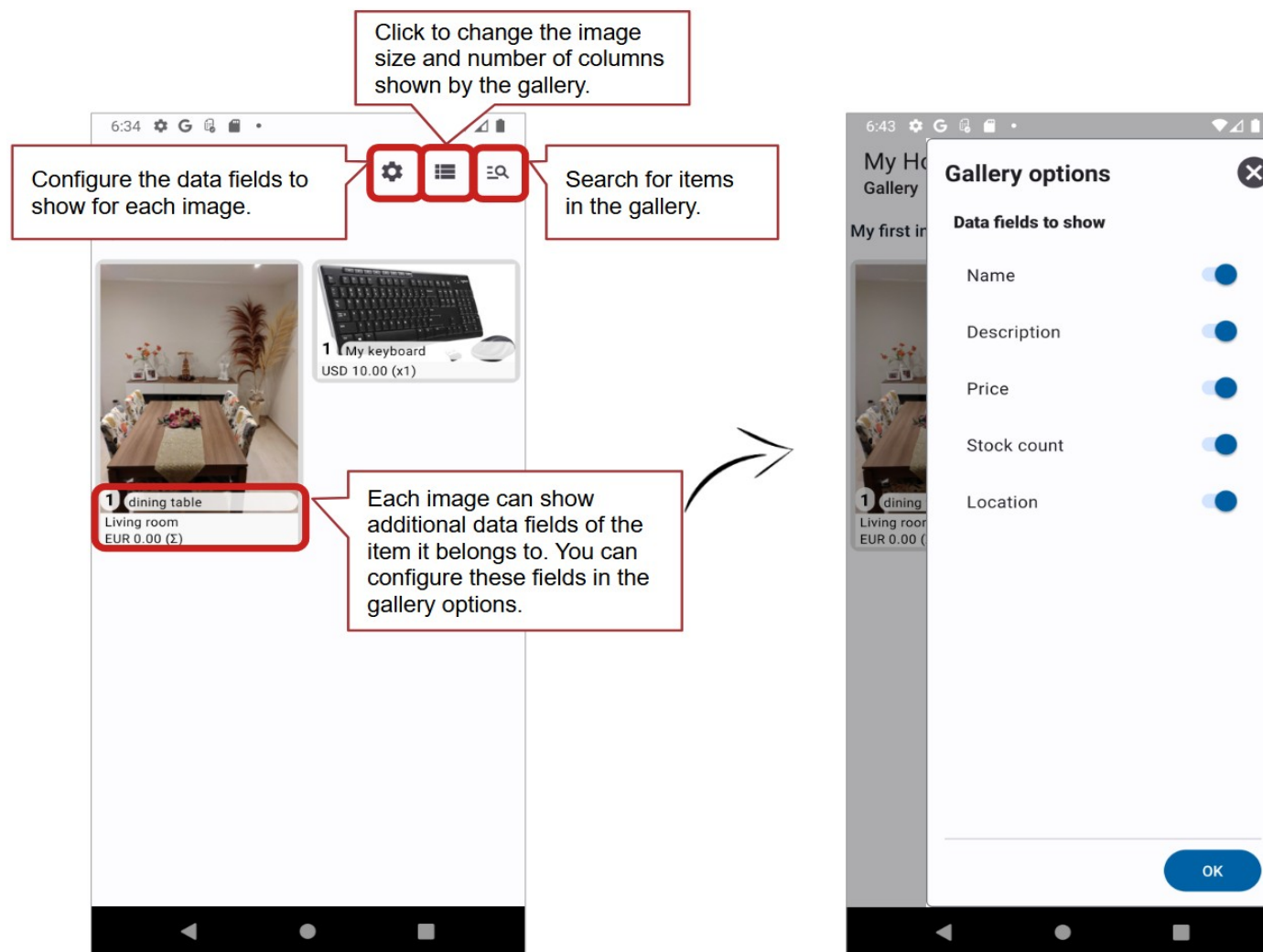


5.5 Gallery view for inventories and items

The application provides a gallery view for inventories and items. All images of the corresponding item or all items in an inventory are displayed in the gallery. You can access the gallery via the corresponding menu.



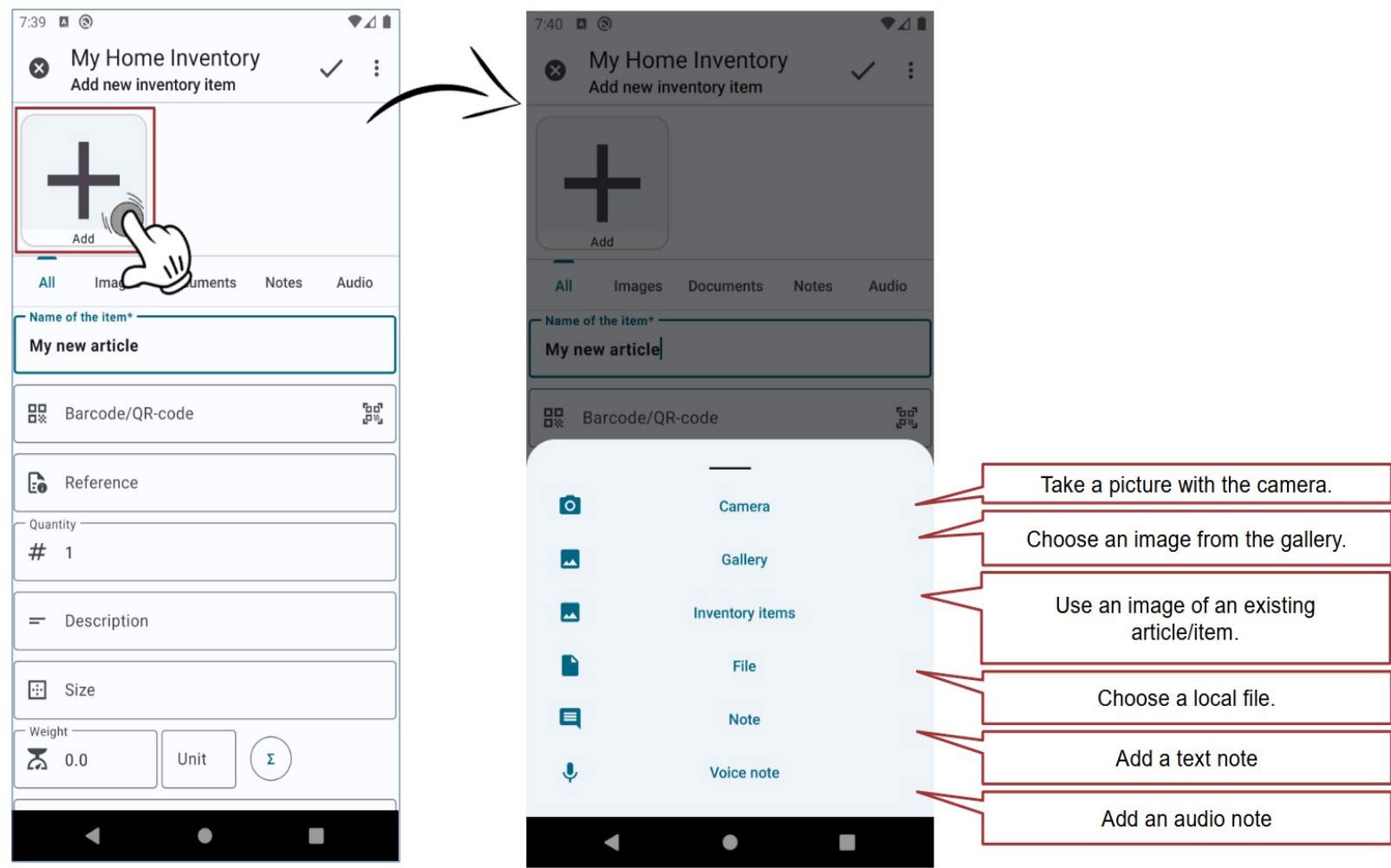
The gallery view allows you to search for items, to change the gallery layout and to configure the data fields each image will show.



5.6 The documents of an article

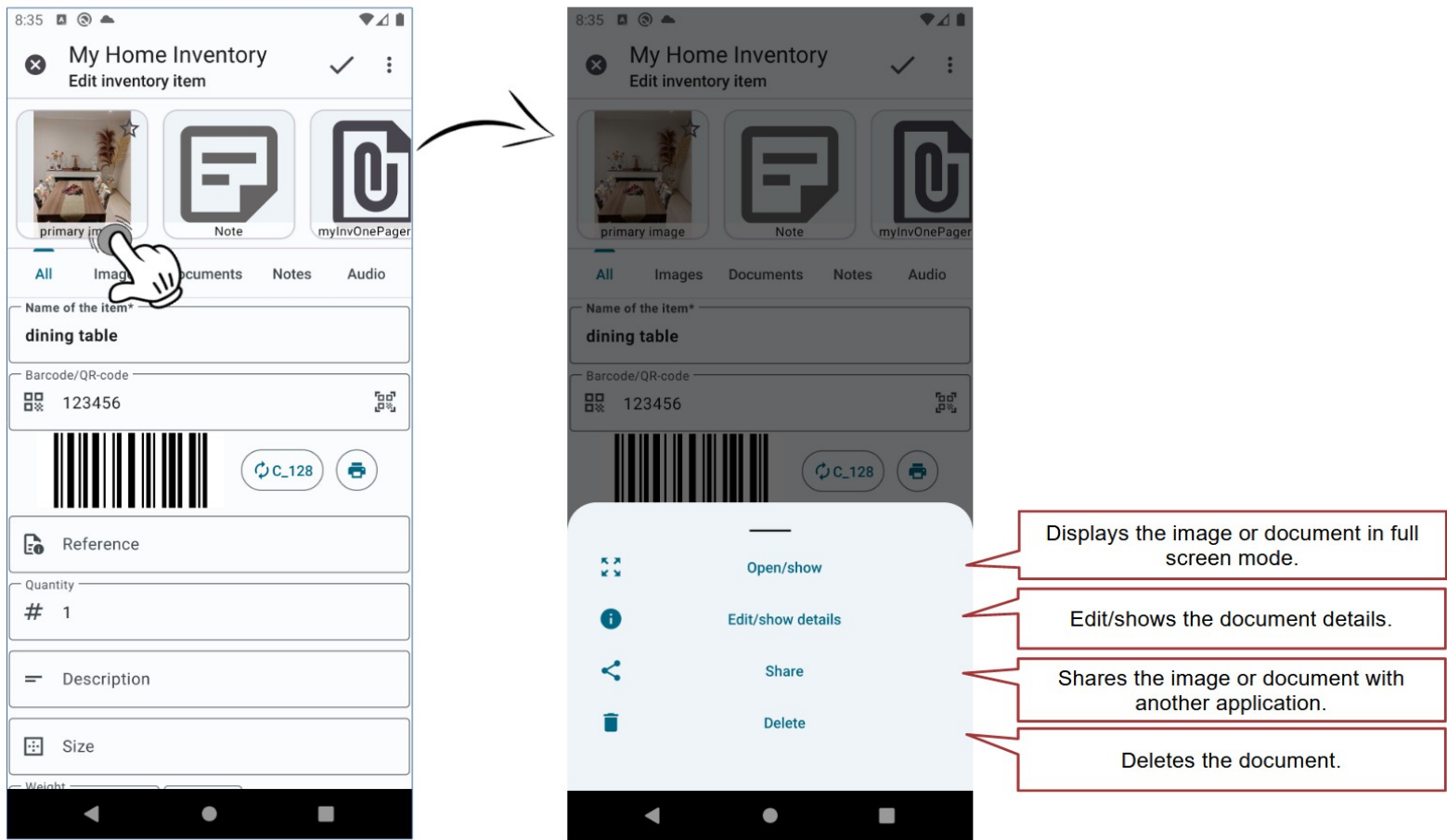
5.6.1 Adding images/documents to an article

You can add different types of documents to an Article, such as images, files, text notes, and audio notes. To do this, from the editing window of an article, click on the “+”/”Add” symbol. A menu will then open at the bottom, to choose the type of document.



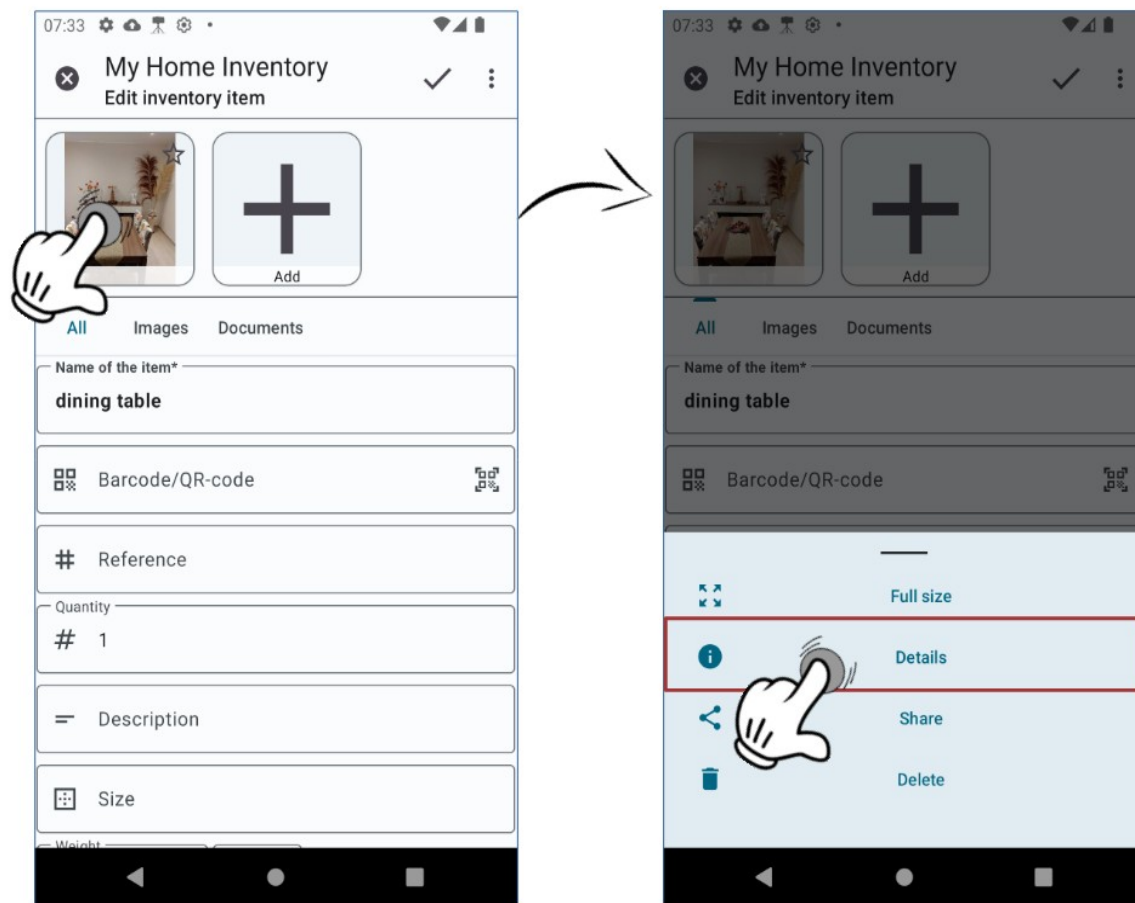
5.6.2 View/change/delete/share documents

To change/delete/share an image or document of an article, click on it. After that, a menu opens at the bottom of the screen, with various options:

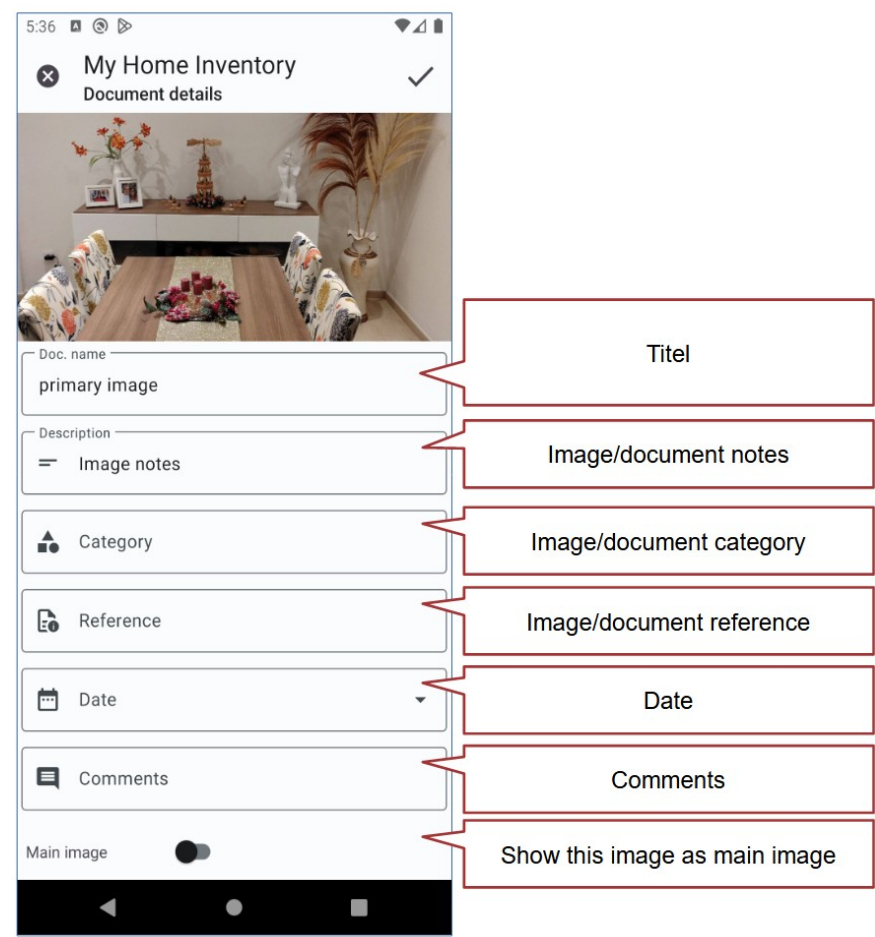


5.6.3 Documents of type "Image" or "File"

Documents of the "Image" or "File" type have attributes that can be edited. To do this, click on the corresponding document and then on "Edit details".



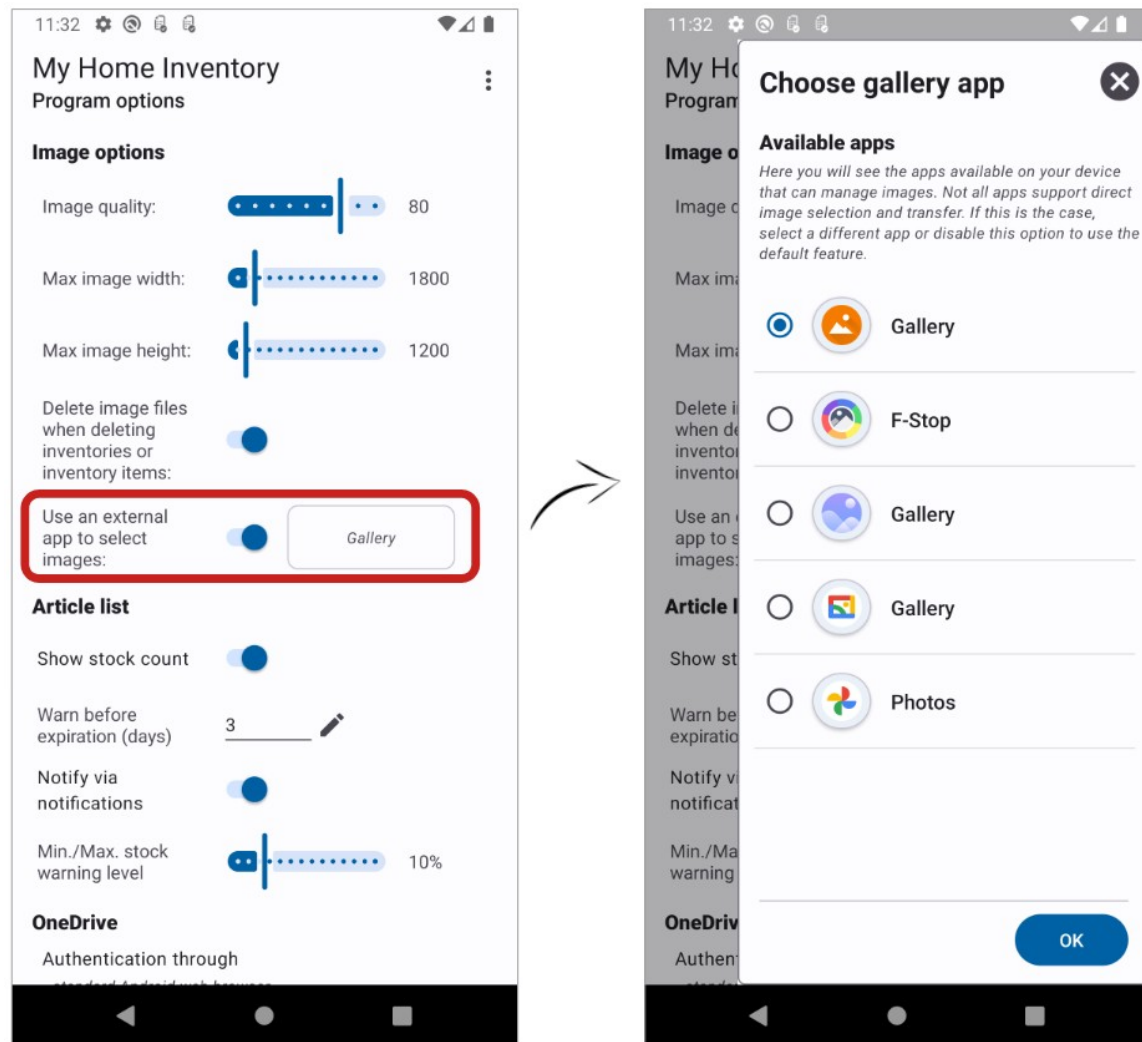
For images and files you can edit the following information:



The “Main image” option is only available for images.

5.6.3.1 Use of an external gallery/photo app to select images

In the program options, you can specify whether you want to use an external gallery/photo app for image selection when adding image files to your inventory or to items. This will display the apps available on your device that can be used to manage images. However, not all apps support direct image selection and import. In this case, select a different app or deactivate this option to continue using the default function.



5.6.4 Documents of type "Note"

These documents allow you to add text notes to an article. The following information fields are available for notes. The title and the note itself can also be included in the global search (see page 183).

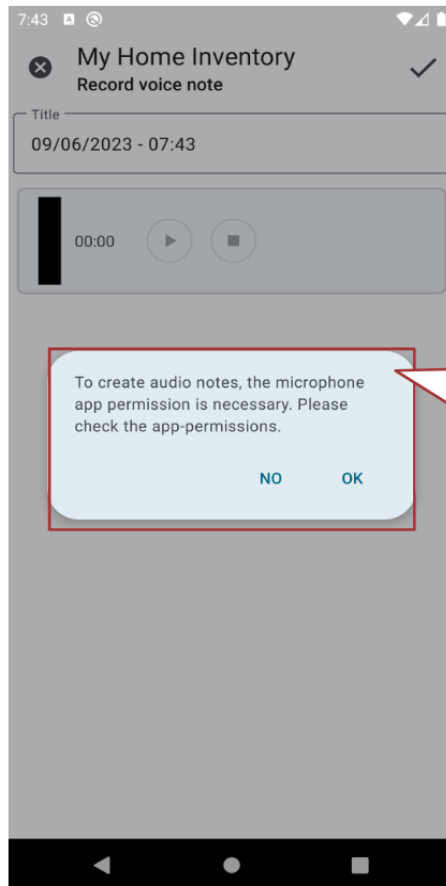
The image shows a mobile application interface for creating a 'Document note'. The form is titled 'My Home Inventory' and 'Document note'. It contains four main input fields, each with an external label box pointing to it:

- Title:** A text input field containing the word 'Note'.
- Note content:** A text input field containing the text 'my notes....'.
- Note category:** A dropdown menu with a triangle icon, currently showing 'Category'.
- Date of the note:** A date picker showing '26/05/2023'.

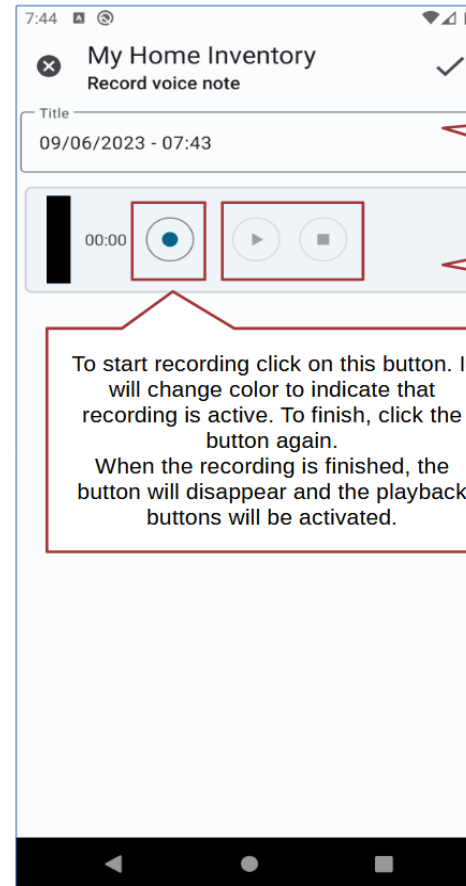
Each field is enclosed in a light gray border. The 'Notes' field has a blue border. The 'Date' field has a trash icon on the right. The form is set against a light blue background with a white header bar.

5.6.5 Documents of type "Audio note"

The following functions/information fields are available for audio notes. The title can also be included in the global search.



Accessing this function checks the rights of the application. In case you do not have rights to use the microphone, you are asked to cede these rights.



You can specify a title for the audio note. By default, the date and time of the note is indicated.

The playback buttons are activated once the note is recorded.

To start recording click on this button. It will change color to indicate that recording is active. To finish, click the button again.
When the recording is finished, the button will disappear and the playback buttons will be activated.

You can open existing audio notes from the document view in the article editing window. Of the existing audio notes only the title can be edited afterwards. The recorded audio itself cannot be edited.

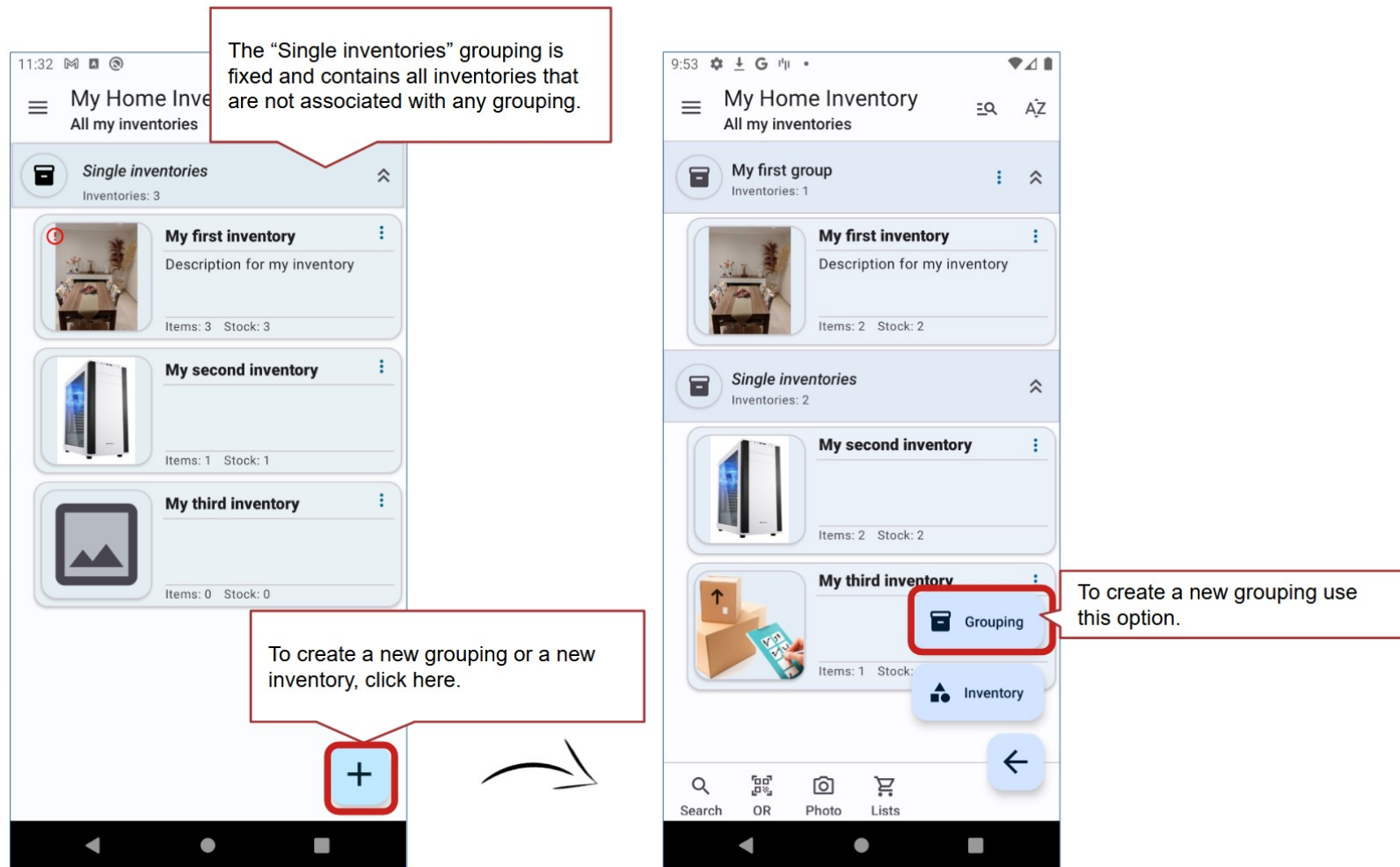


5.7 Inventory groupings

Inventories can be grouped. To do this, you can create a Grouping and then assign the inventories you want to this group.

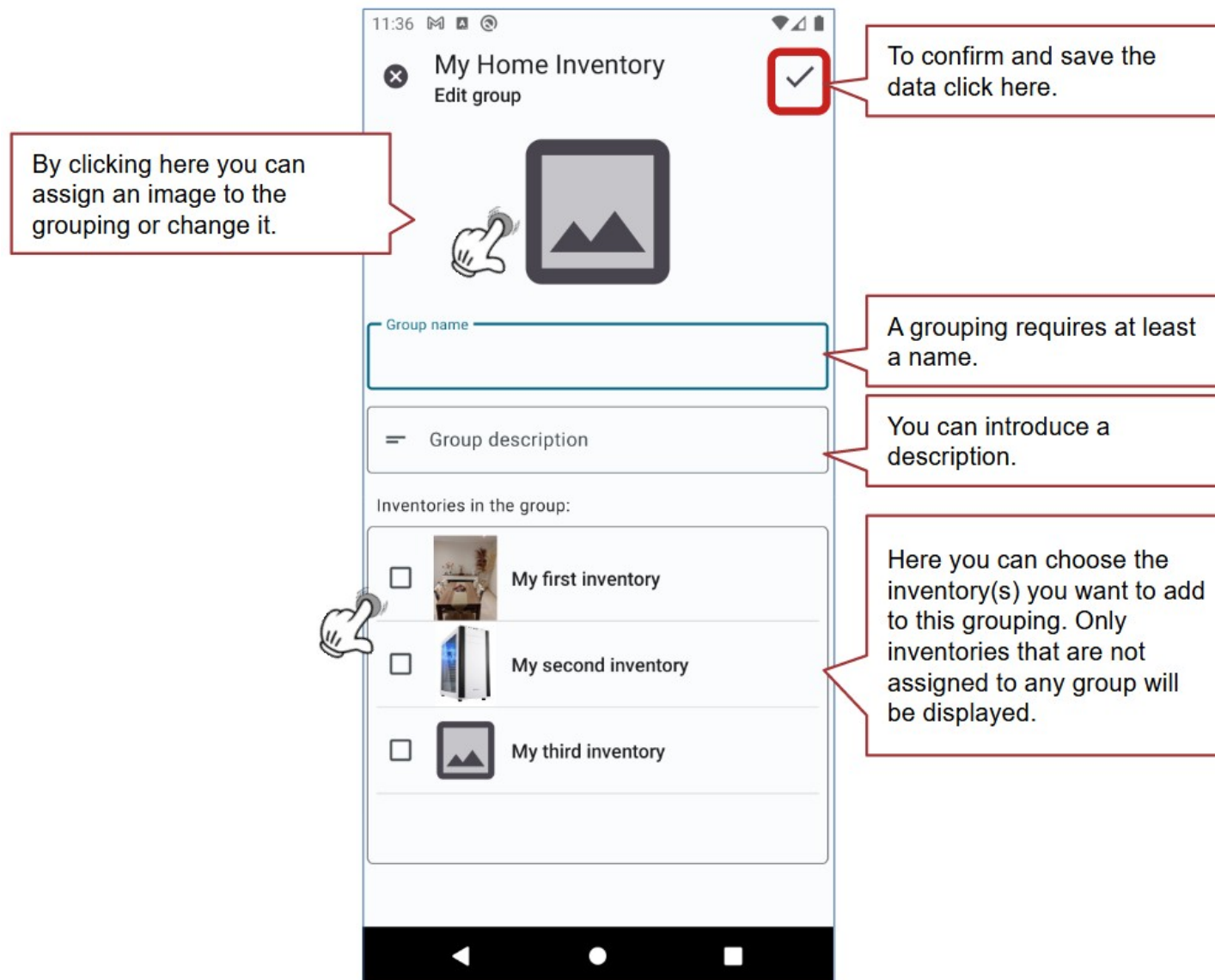
5.7.1 Create a Grouping

To create a grouping, from the main window, click on “+” and select the “Group” option:



Then the group creation/editing window will open.

A grouping requires at least one name. You can also enter a description and assign an image. In the same window you can choose the inventories you want to add to this grouping. Only inventories that are not assigned to any pool will be displayed.



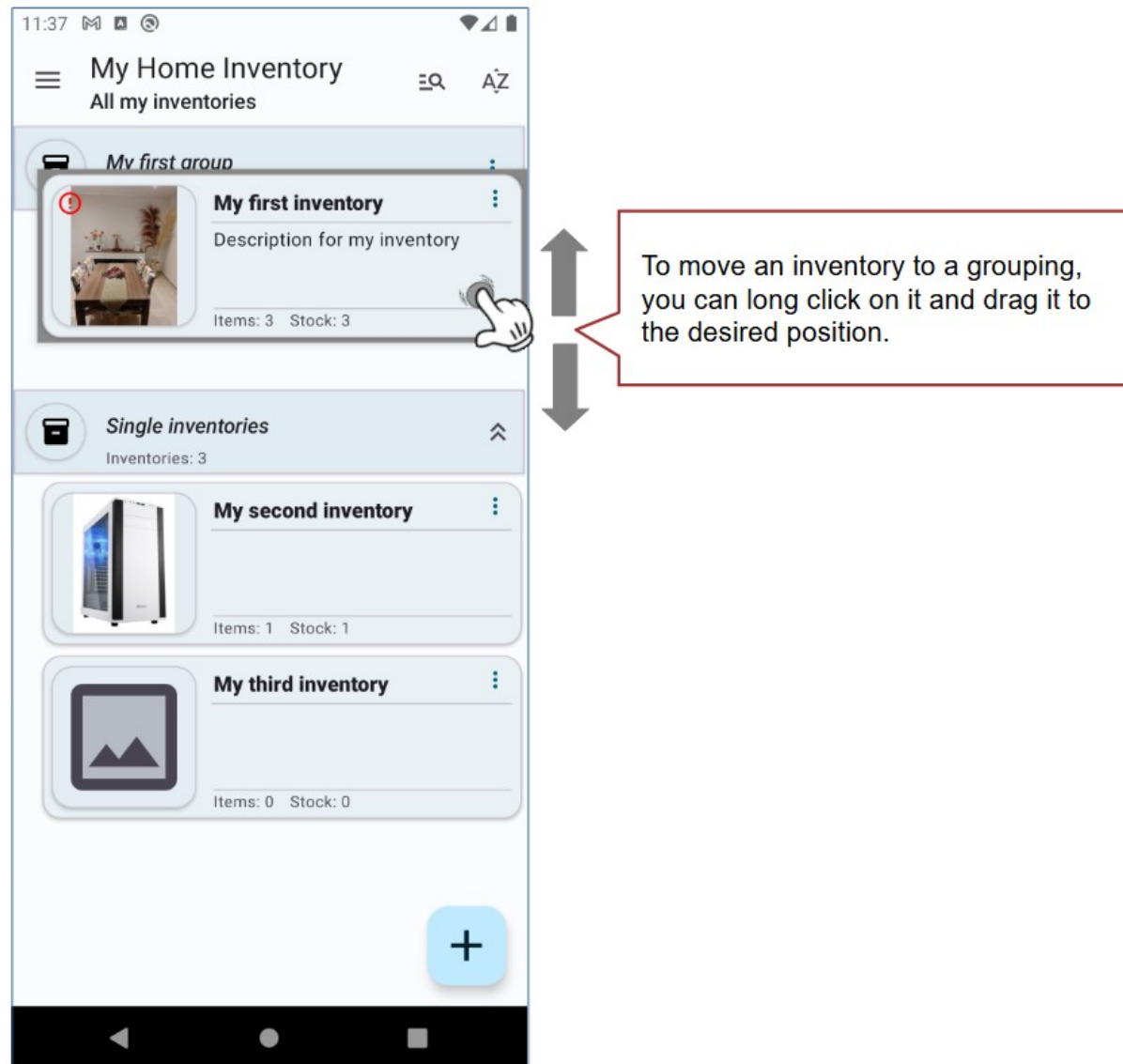
5.7.2 Add or remove an inventory from a group

To add/remove inventories to/from a pool you have 3 options:

- a) In the main view, you can drag the inventory into the grouping you want
- b) in the Group edit view you can add or remove inventories
- c) in the Inventory edit view you can assign a grouping to the inventory

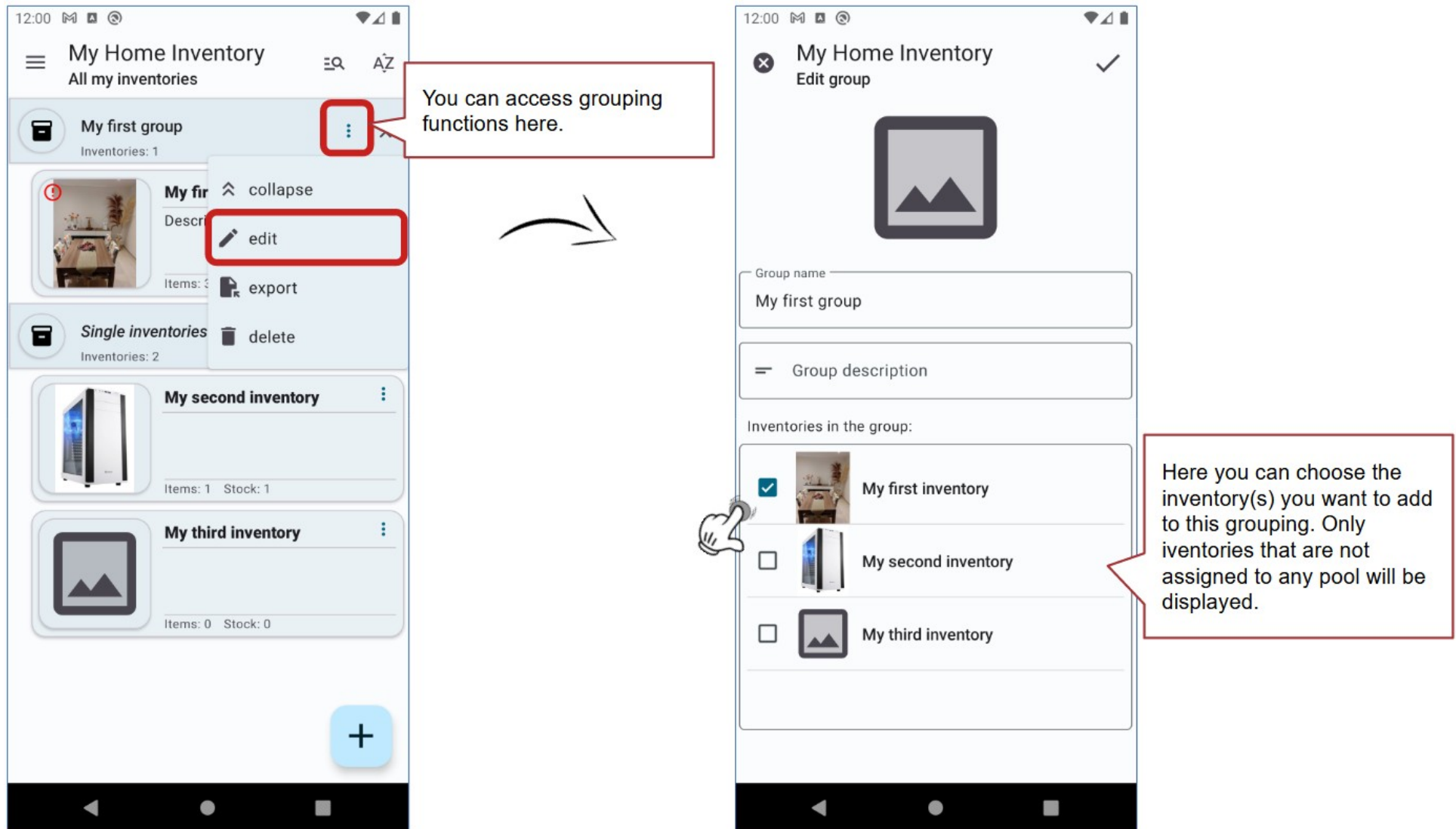
5.7.2.1 Add or remove inventories from the main list

To move an inventory from one pool to another, you can long click on it and drag it to the desired position. If you move an inventory to the “Unique Inventories” pool, this inventory will not belong to any pool.



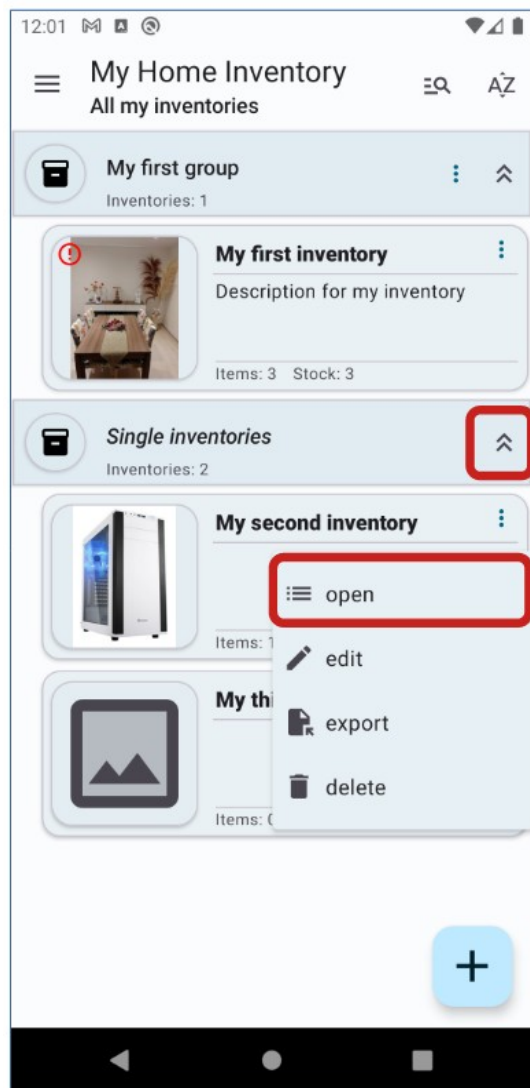
5.7.2.2 Add or remove inventories from the group edit view

You can access group editing through its function menu. The editing window is then displayed in which you can select/de-select the inventory(s) you want to add or remove from the grouping.

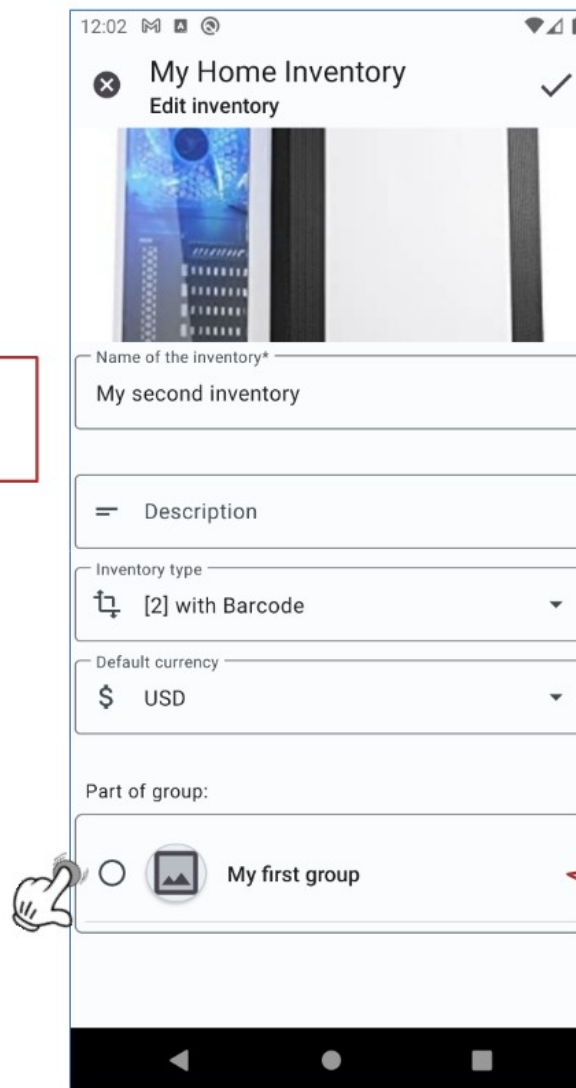


5.7.2.3 Choose a Grouping in the inventory edit view

You can access inventory editing through its functions menu. The editing window is then displayed in which you can select/de-select the grouping to which you want to add or remove the inventory.



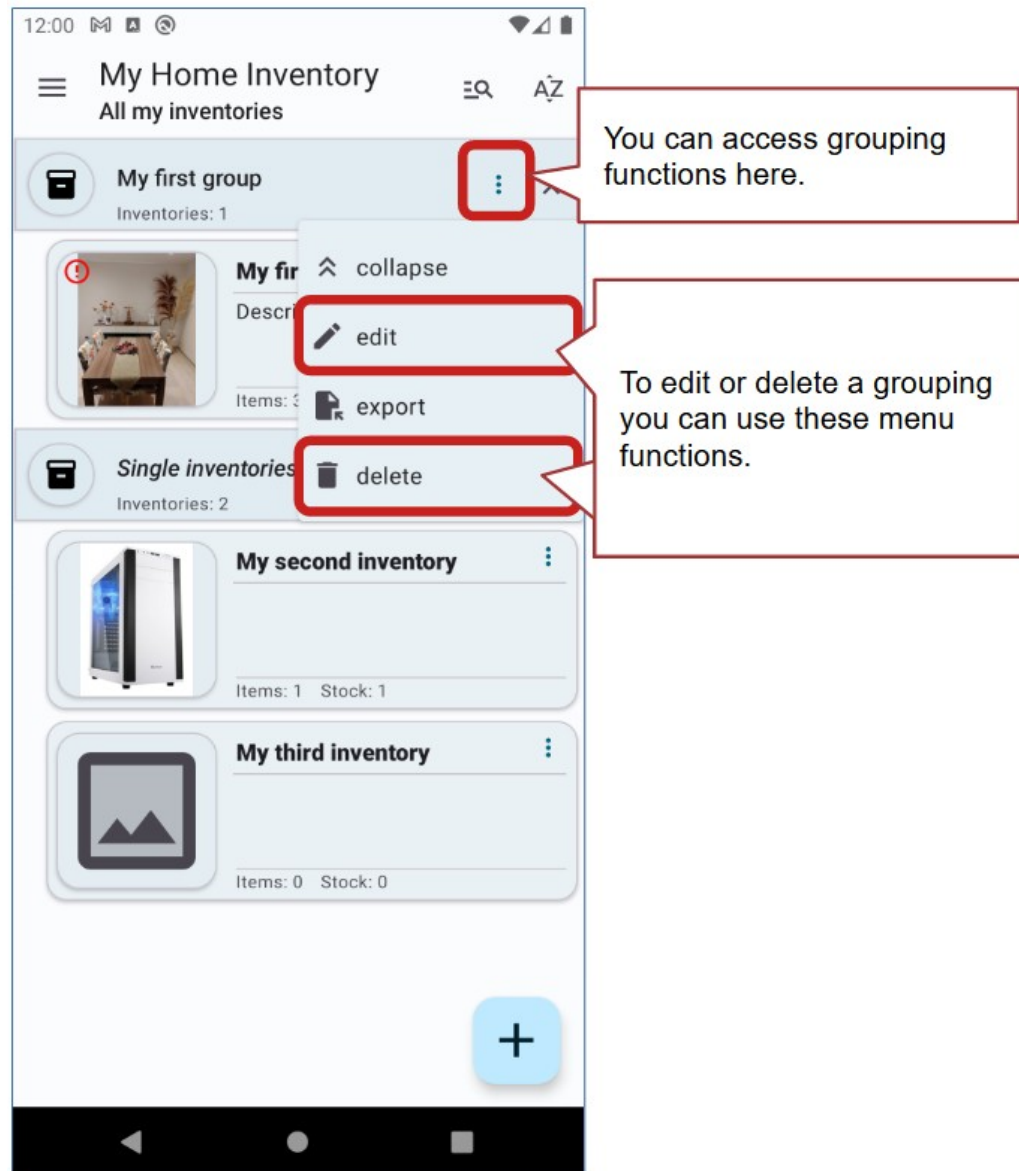
You can access inventory features here.



Here you can choose the grouping to which you want to add this inventory.

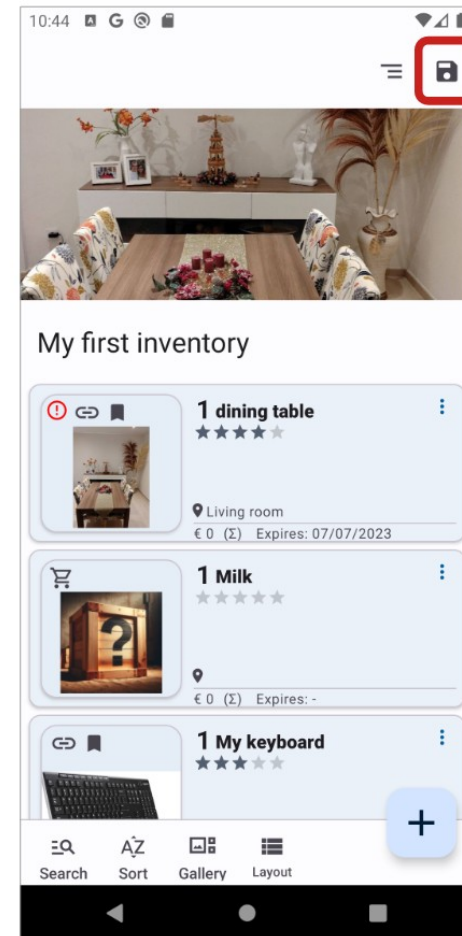
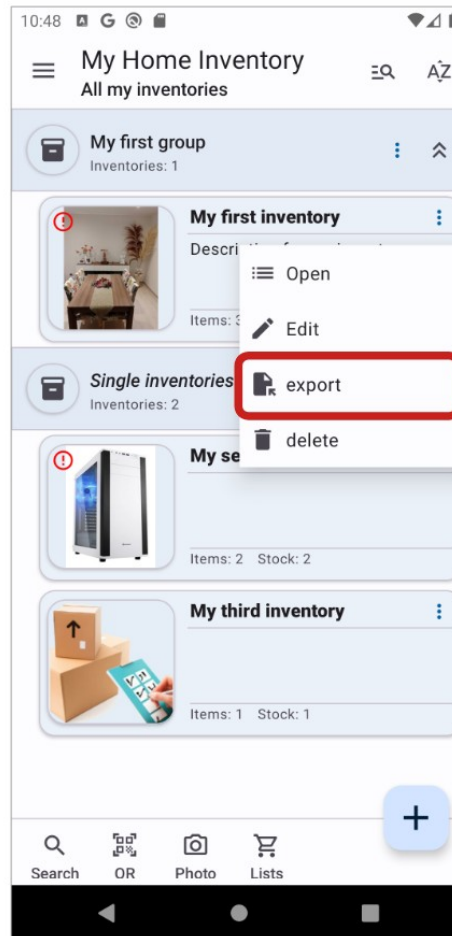
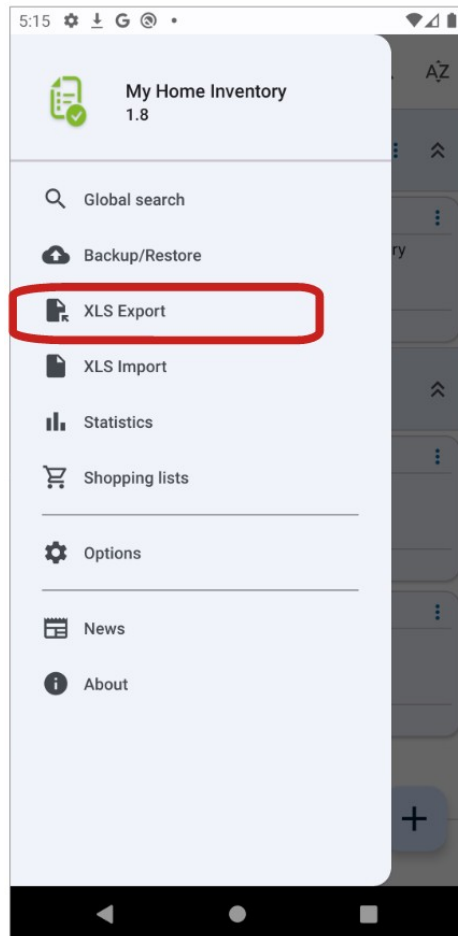
5.7.3 Modify or delete a Grouping

You can edit or delete a grouping using its function menu.



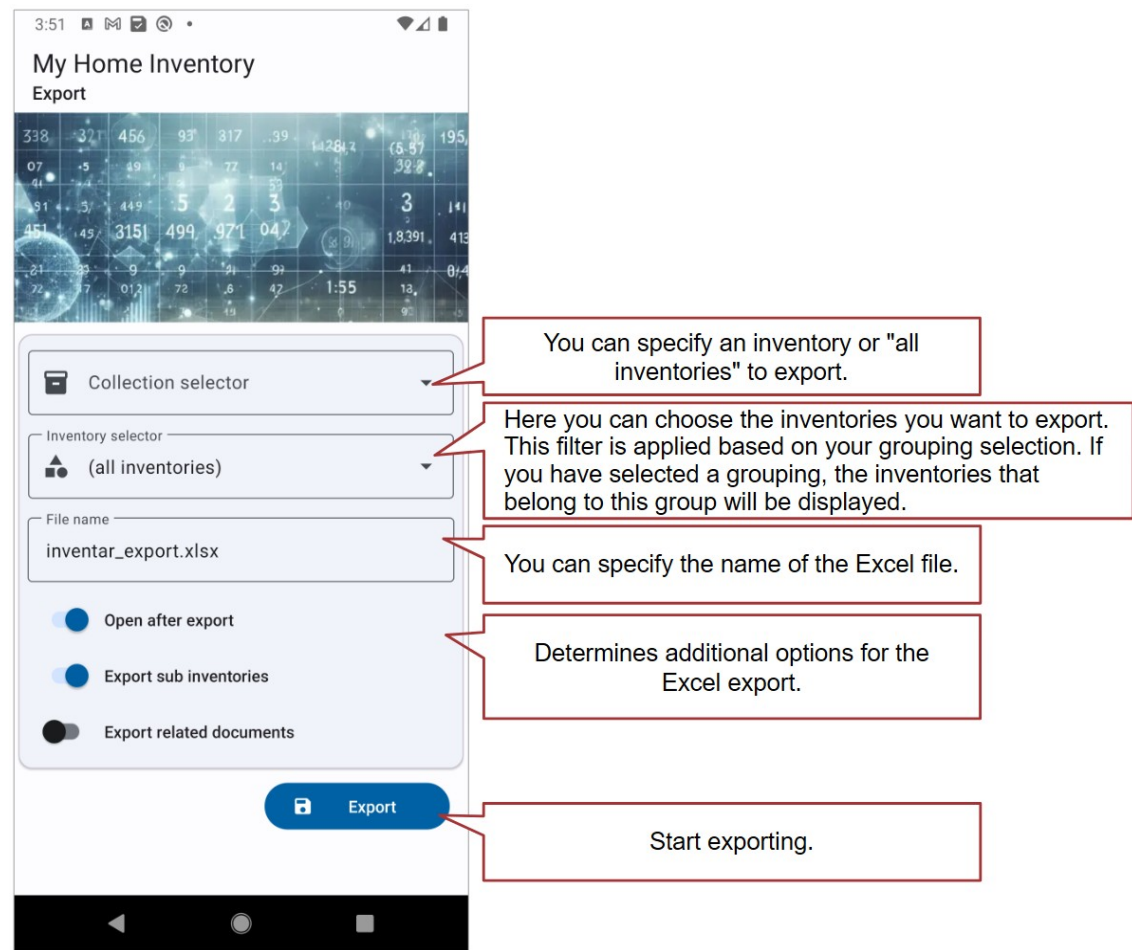
5.8 How to export application data to Excel

The Excel export allows you to export the data from one or all inventories to an Excel file. The function can be accessed via the main menu of the application, the main inventory list and via the item view of an inventory.

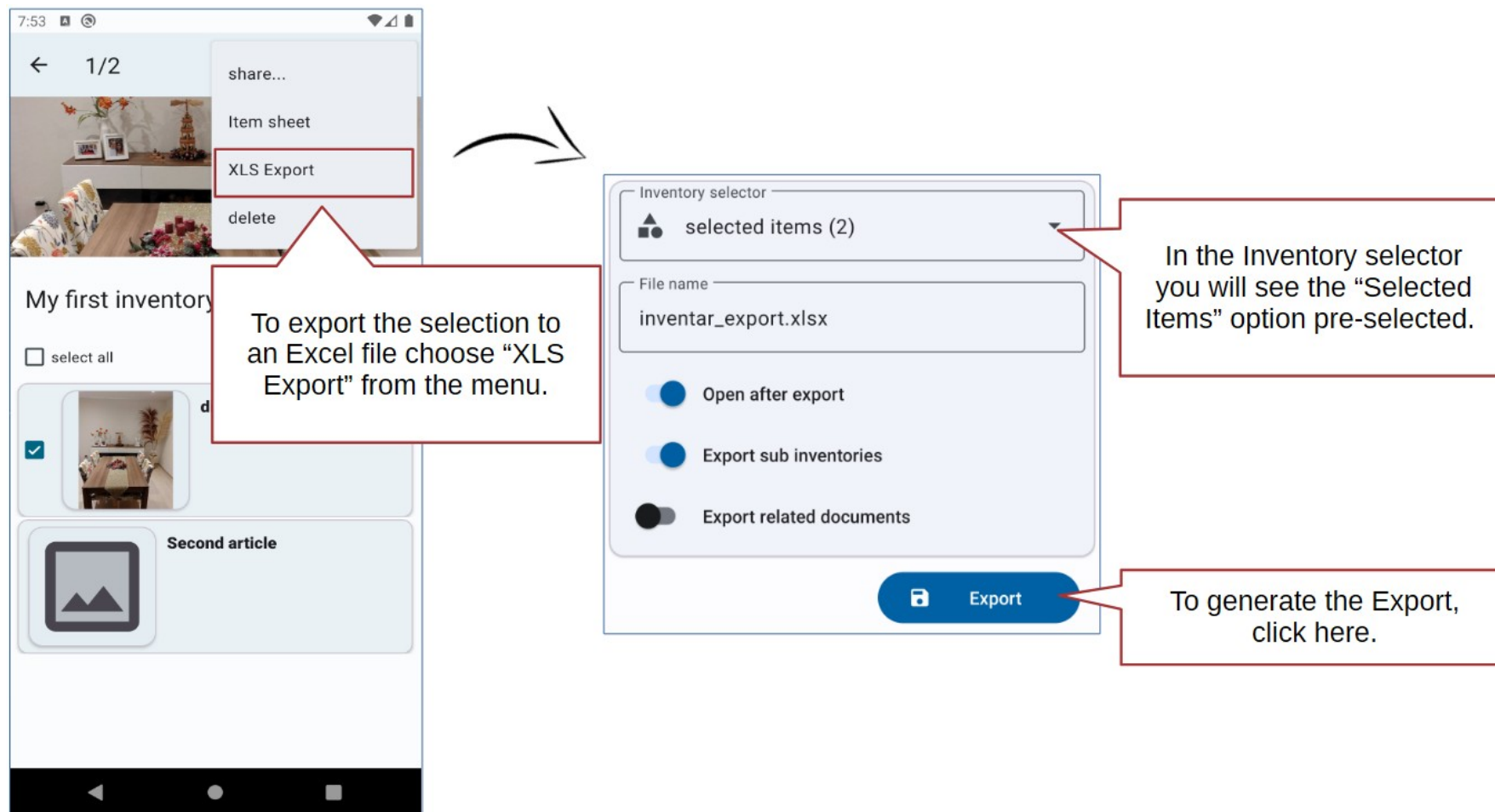


After selecting "XLS export", a window opens in which the options for Excel creation can be adjusted.

When exporting to Excel, you can now also export the documents related to the items you export. Please note that these are exported to the same directory as the Excel file. We recommend selecting or creating a special directory for this.



You can also start an export from a selection of articles in the article list. To do this, select the items you want to export and then select the "XLS Export" option from the menu.



5.8.1 Export format

An Excel file in ".xlsx" format is always generated for the export, regardless of the extension specified in the file name. The Excel file contains as many sheets as there are inventories to be exported. Each sheet first contains general information about the specific inventory (name, description and type), the number of items, the date of the export and information about the version of the export generator.

	A	B	C
1	Name of the inventory:	usb	
2	Description:		
3	N° of items:	1	
4	Inventory type:	Custom	
5	Own data fields:		
6	Date of export:	8/28/26, 3:11 AM	
7	Version info:	3 1.9.3 (224) DB version: 62	
8	Article id prefix:	#	

From line 13 onwards, the data of the inventory items are then exported (one item per line)

5.9 Importing data

You can import data from an Excel file into the application.

The **application's export format** is supported. For example, you can first export the items of an inventory to Excel, edit the data in Excel, and then import the modified file back into the application.

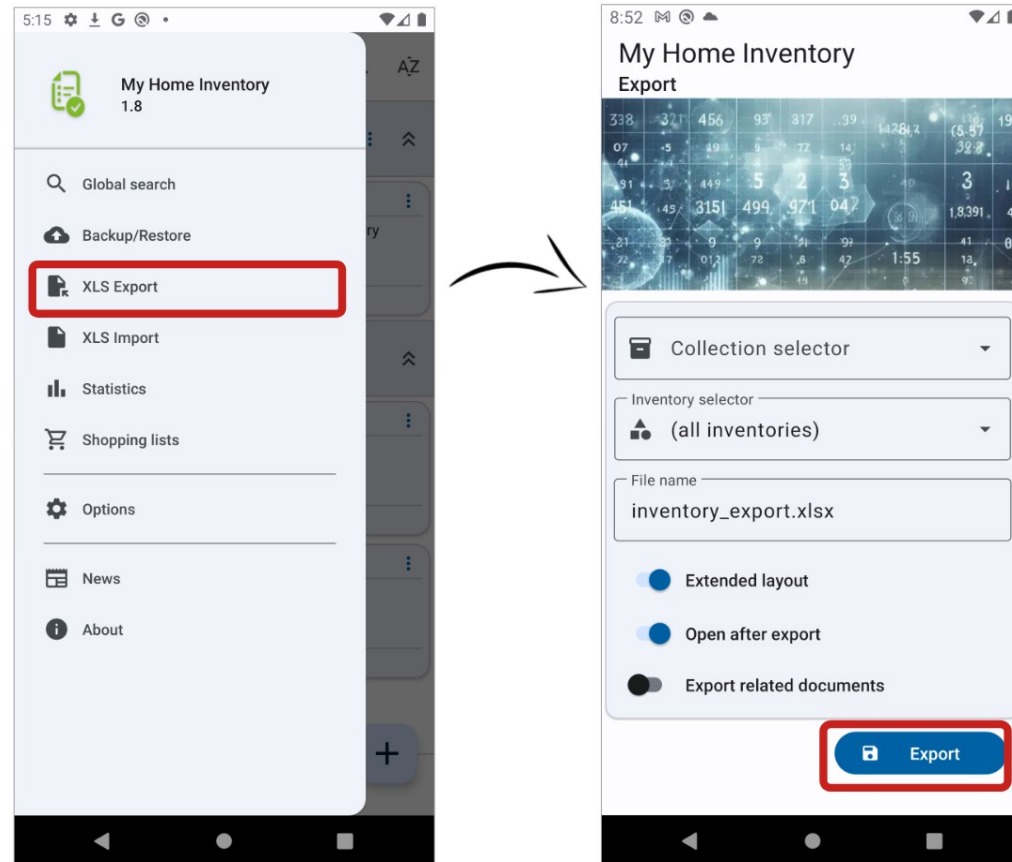
You can also create an **empty Excel import template** for an inventory and then fill it with your data.

Please note:

- Create a backup of your current data before every import.
- Up to 500 items can be processed per import. If the import file contains more items, only the first 500 are imported, and the rest are ignored.
- In the import file, the fields calculated totals and the path to the sub-inventory are ignored during import.
- If you only want to update the data of previously exported items via through an import, do not select any inventory during the import process! The import will update each item using its item ID and ignore for existing items the selected target inventory.
- If you specify a target inventory during import, all new items from the import file (without ID) will be assigned to this inventory.
- Any **“Custom Data Fields”** contained in the Excel file must already exist in the application. New “Custom Data Fields” cannot be created during the import.
- If a “Custom Data Field” already exists but is not yet assigned to the target inventory, it will automatically be assigned to the target inventory during the import.
- The import processes only the **first sheet** of the Excel import file. If you have created an export containing multiple inventories and want to import it again, only the items from the first sheet will be processed.

5.9.1 Export and re-import data

To export inventory items, go to the "Export" screen and select the inventory you wish to export. Then click "Export" and select the destination directory for the export.



You can then modify the data for the exported items in the Excel file and import them back into the application. Do not change the item ID when doing so; if you delete the item ID, the item will be created as a new entry. Please also note that the import process only handles items from the first exported inventory.

5.9.2 Creating an import template for an inventory

To create an import template for an inventory, open the import screen, select the inventory for which you want to create a template, and click "Create template".

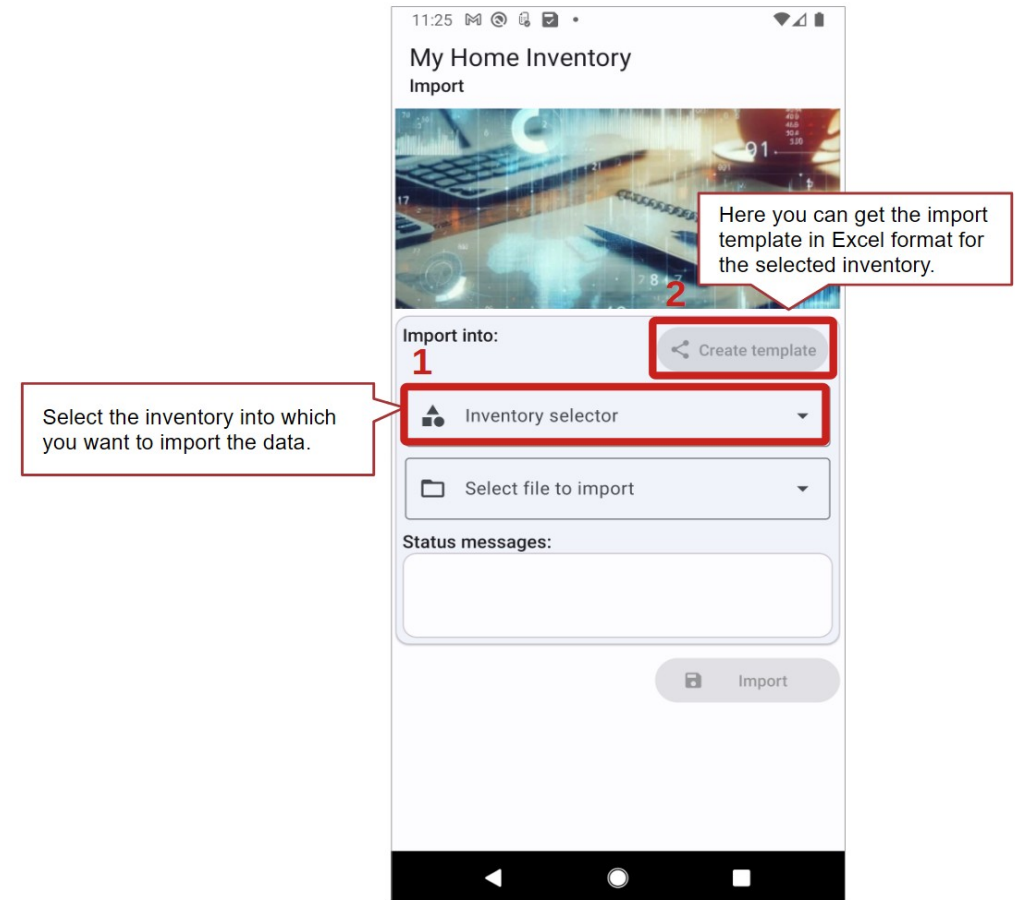
Then, select a destination for the generated template.

Please note that the first row of the import template contains an example item to illustrate the expected data formats. This is particularly helpful for date fields and "custom data fields."

Delete this row before importing your data.

You can then populate the template with your data and import it into the application.

Do not specify an Item ID for new items! The Item ID is assigned internally by the application during the import process. If you specify an Item ID that does not exist, the import process will fail with an error.



5.9.3 Import data

To import data into the application, first open the **import screen**.

Next, select the **target inventory** into which new articles will be imported. Articles with existing Id's will just be updated. If you only import already existing articles with Id's, you don't need to select a target inventory.

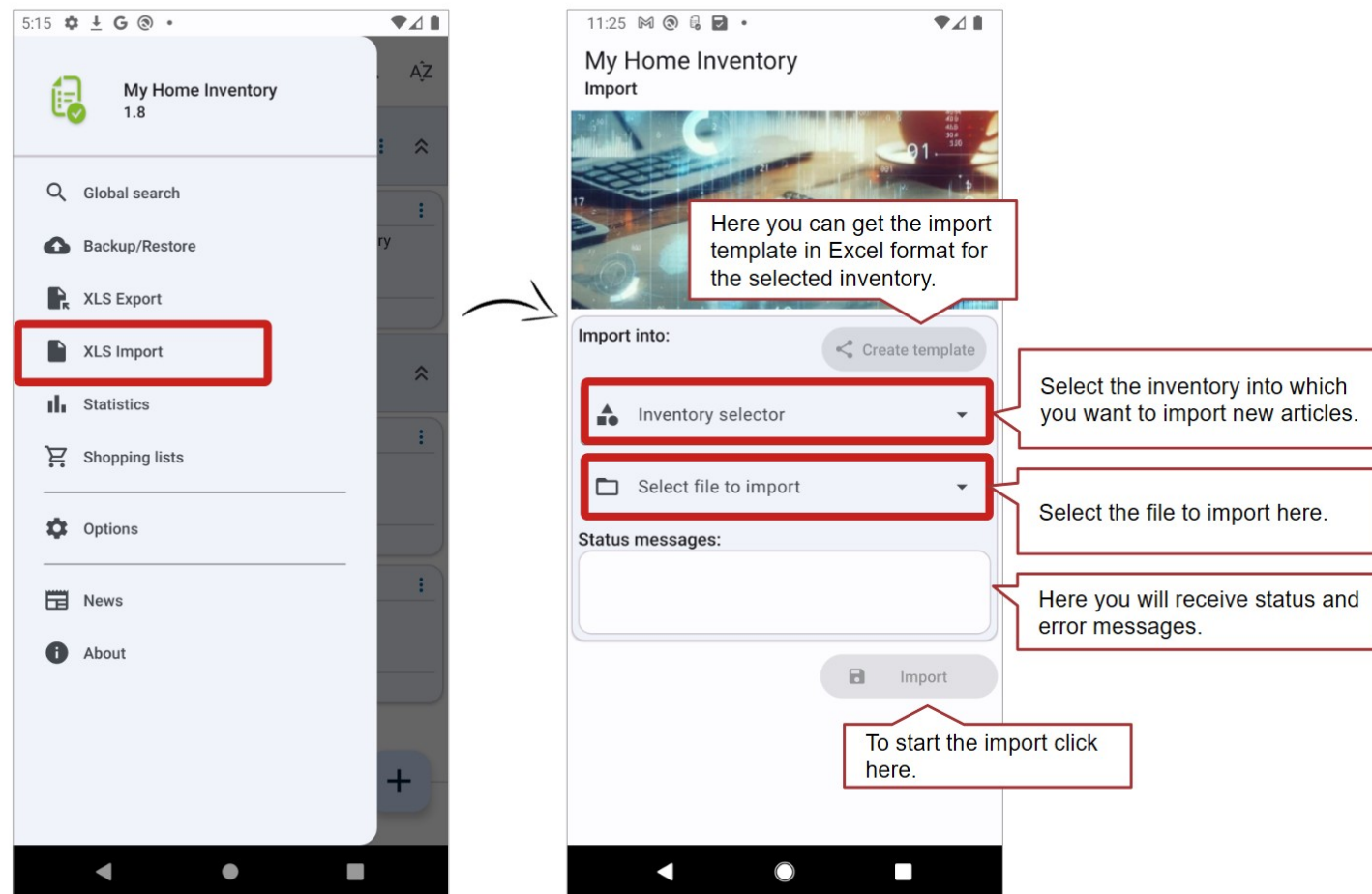
Then, select the **Excel file** containing the data to be imported.

The file and its data are then checked for potential errors. The result of the check is displayed in the **status area**, where cells with errors are indicated as [row:column].

To start the import process, click **"Start import"**.

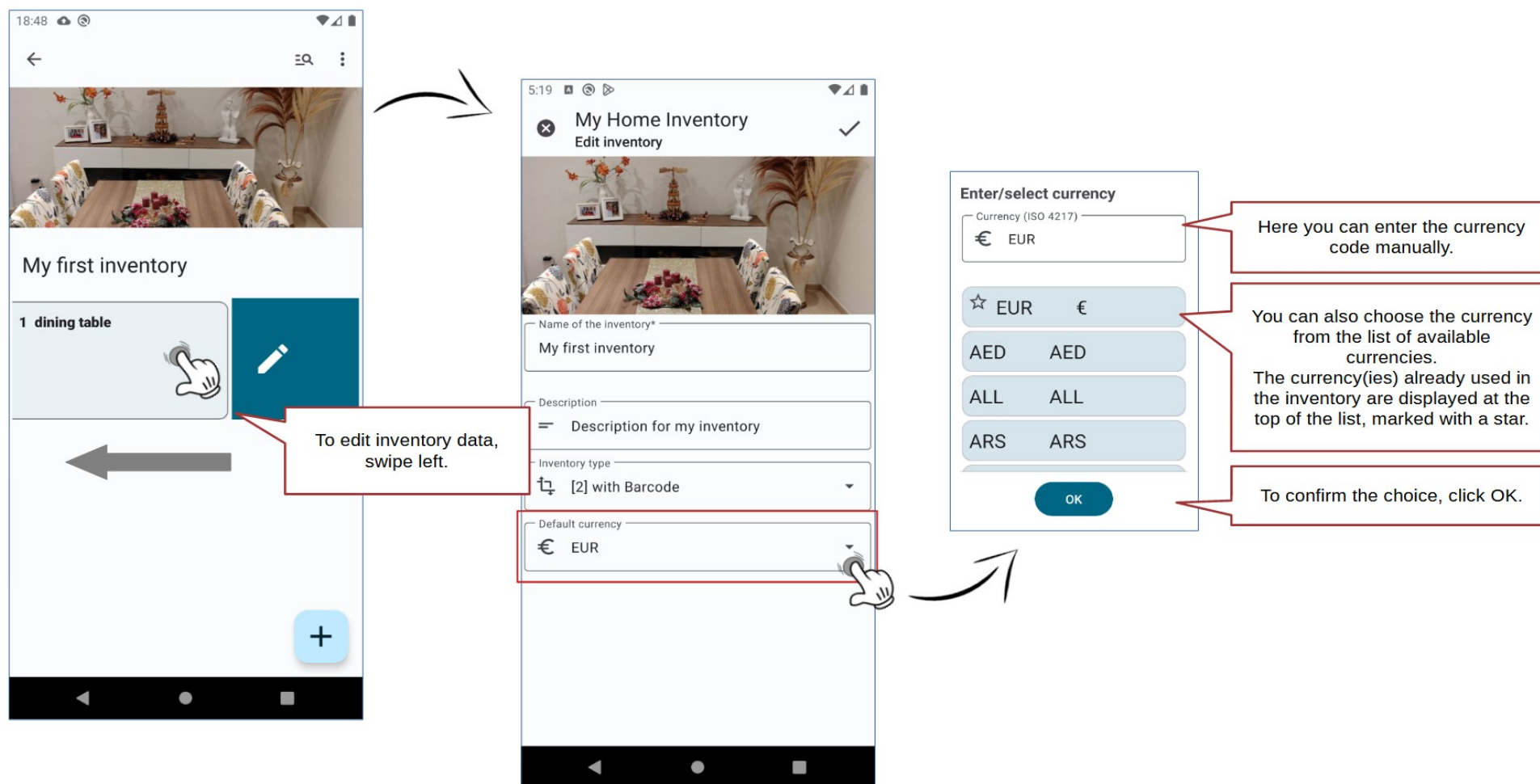
The result of the import process is subsequently displayed in the status area as well.

Data is imported only if no errors are detected during the check. If an error occurs, the import process is aborted.



5.10 Currency support

The specification of currencies in the articles is also supported. The currency can be specified or changed directly in the article editing mode. You can set the default currency for adding items to inventory. The currency codes are based on the 3-digit ISO-4217 code., in general “EUR” for the Euro, “USD” for the US dollar, etc. You can find further information on the ISO codes under the following [link](#). The currency is taken into account in the article sheet, in the statistics and also in the Excel export.



You can specify the currency of the article directly in the article:

My Home Inventory
Add new inventory item

Size

Weight
0.0 Unit Σ

Location

Date of purchase

Expiration date

Warranty end

Purchased at

Weblink 1

Initial value
€ 0.0 EUR Σ

End of life value
€ 0.0 EUR Σ

By clicking on the first button "EUR" you can change the currency. A currency selector will open allowing you to enter/choose a currency.

Enter/select currency

Currency (ISO 4217)
€ EUR

☆ EUR €

AED AED

ALL ALL

ARS ARS

OK

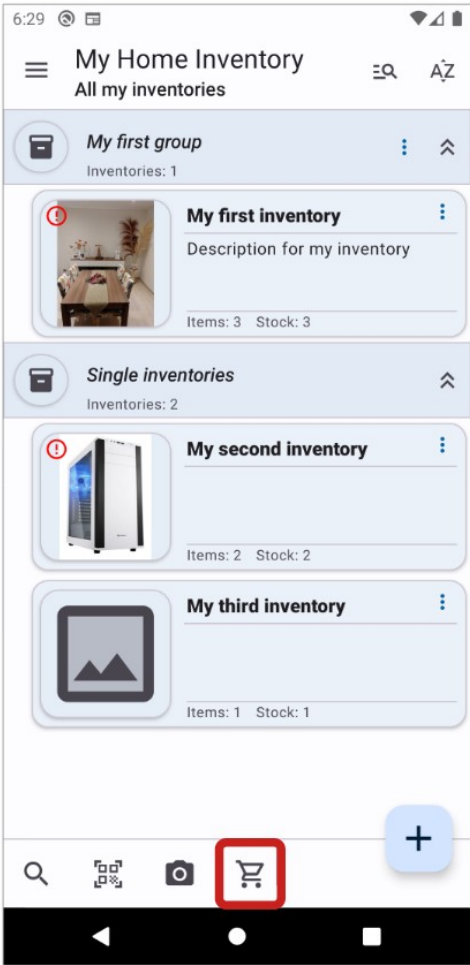
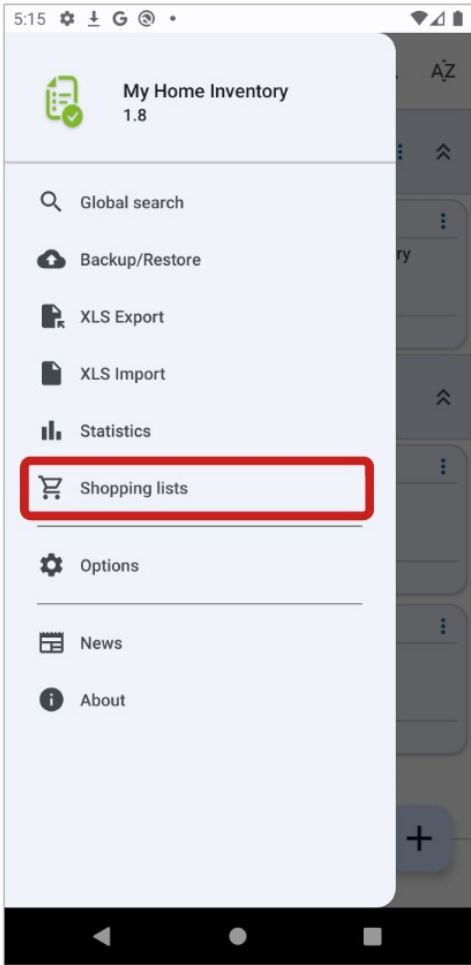
You can enter the code manually.

You can also choose the currency from the list of available currencies. The currency(ies) used in the inventory are displayed at the top of the list, marked with a star.

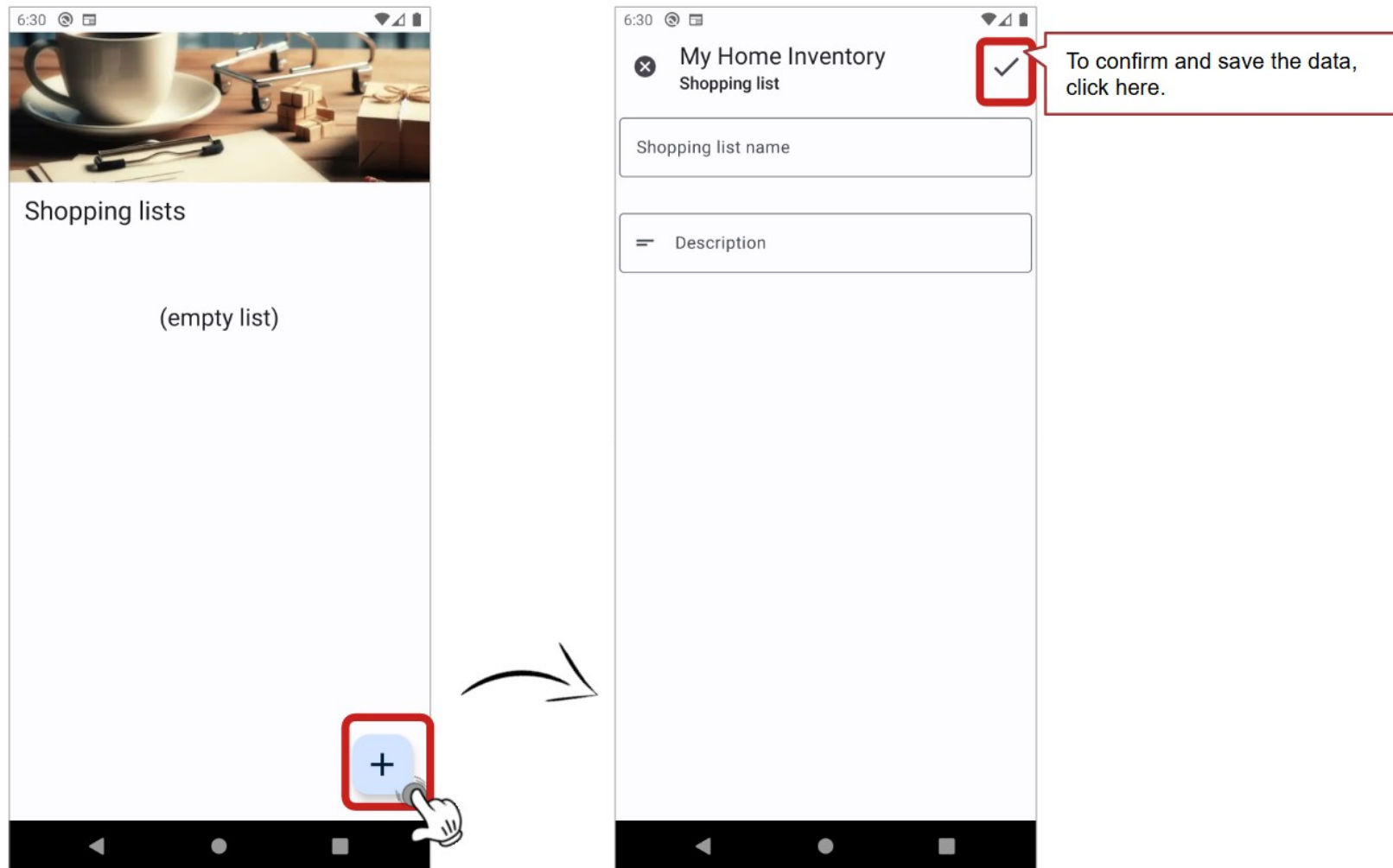
To confirm the choice, click OK.

5.11 Shopping lists

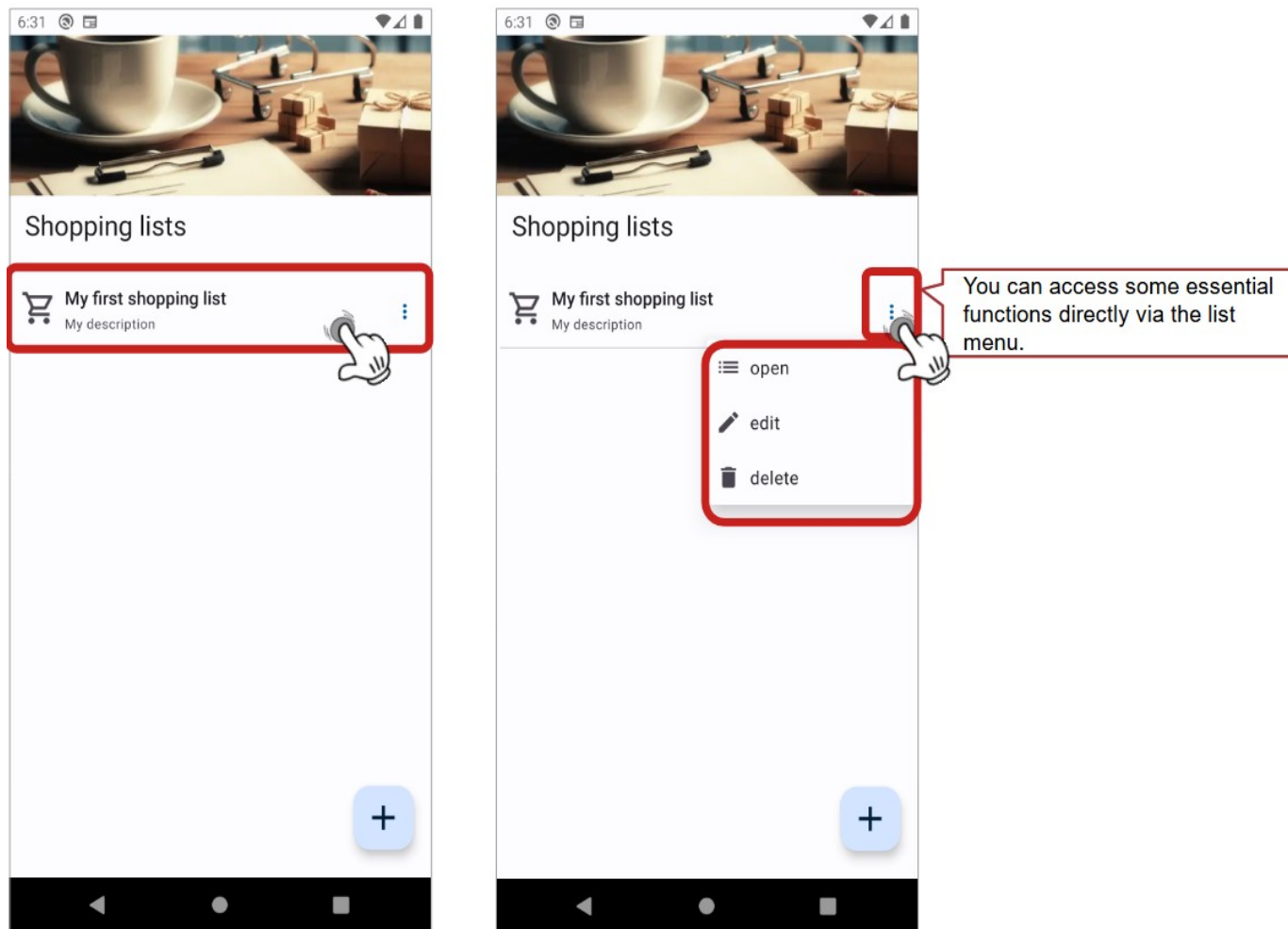
The shopping lists can be accessed from the main menu and the action bar in the main view.



Multiple shopping lists can be created. A name and a description can be specified for each shopping list.



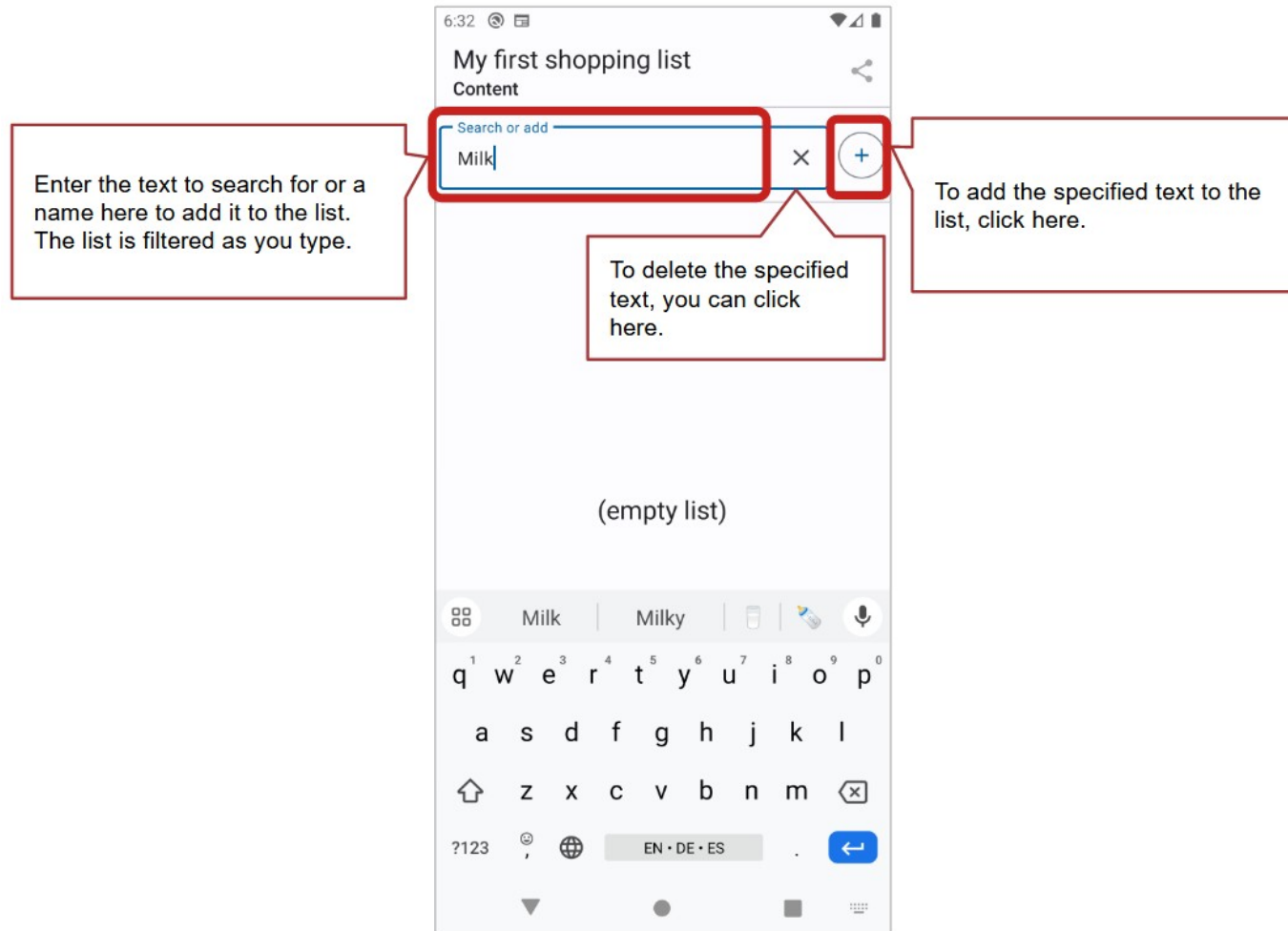
To open a shopping list, click on it or use the list menu. You can also change the name and description of an existing list or delete the entire list. To do this, use the list menu or swipe the shopping list to the right (delete) or left (change).



In the main view of the shopping list you can access various functions. You can share the list with other applications, add an existing inventory item to the list, switch the list view between a simple view and grouping by category, and switch between editing/viewing modes.

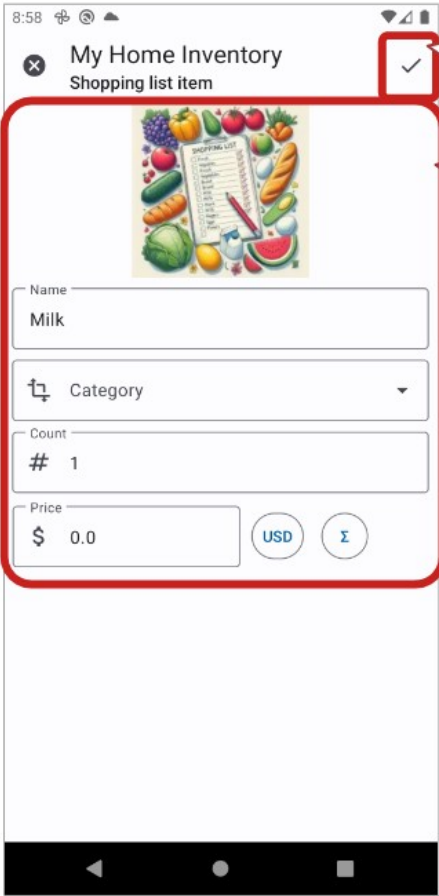
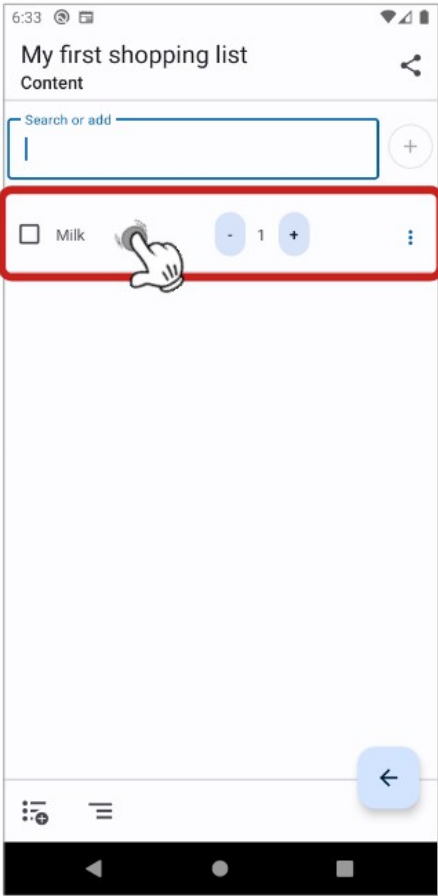


To add an entry, first activate the editing mode. An input field will then be displayed in which you can enter the title of the entry to be searched for or added. As you type, the list is filtered accordingly. To add, click the plus symbol next to the text field. To delete the filter, click on the cross symbol in the text field.



To subsequently change the data of an entry, click on the relevant element.

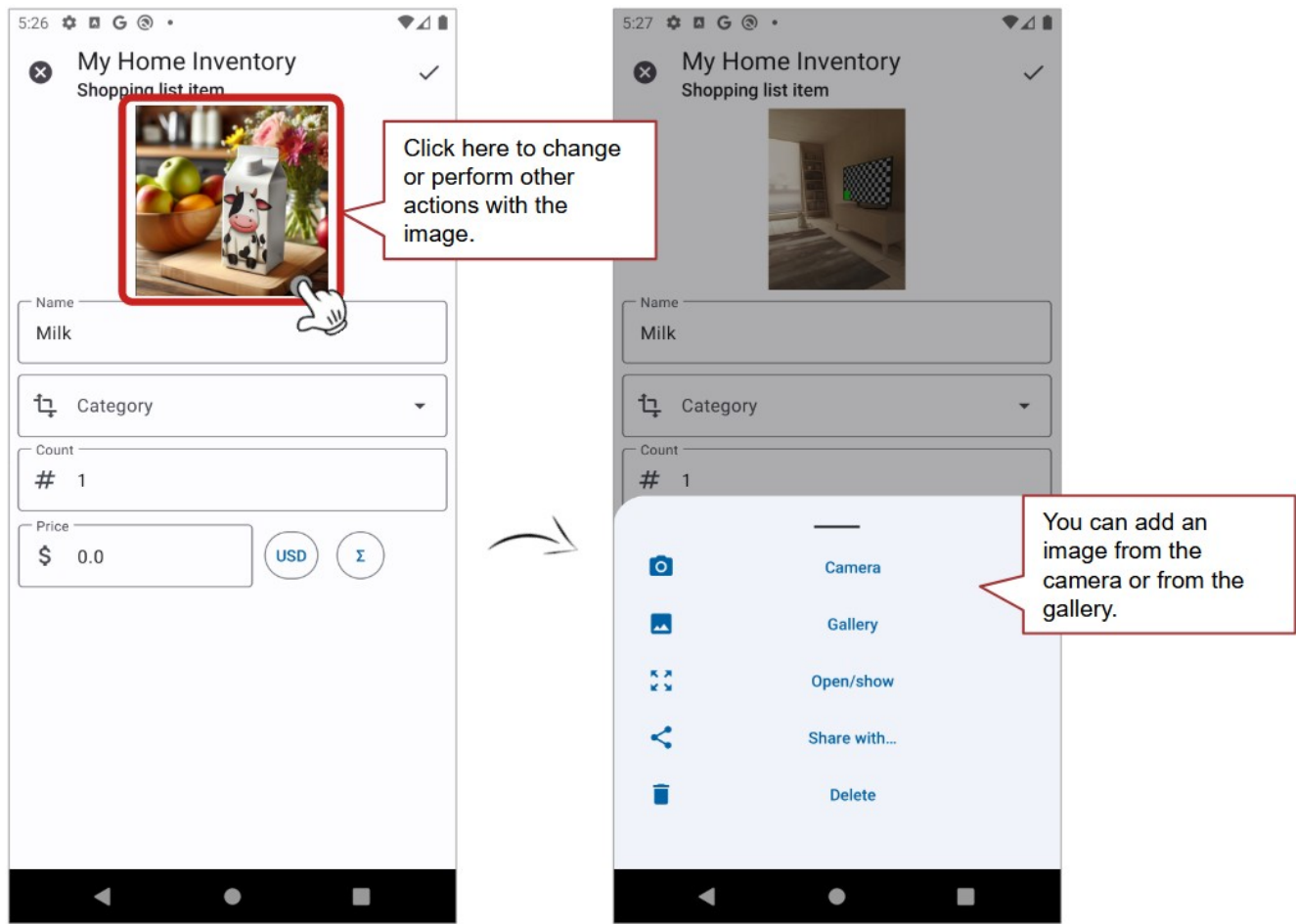
To change the name of an entry or assign it to a category, click on it.



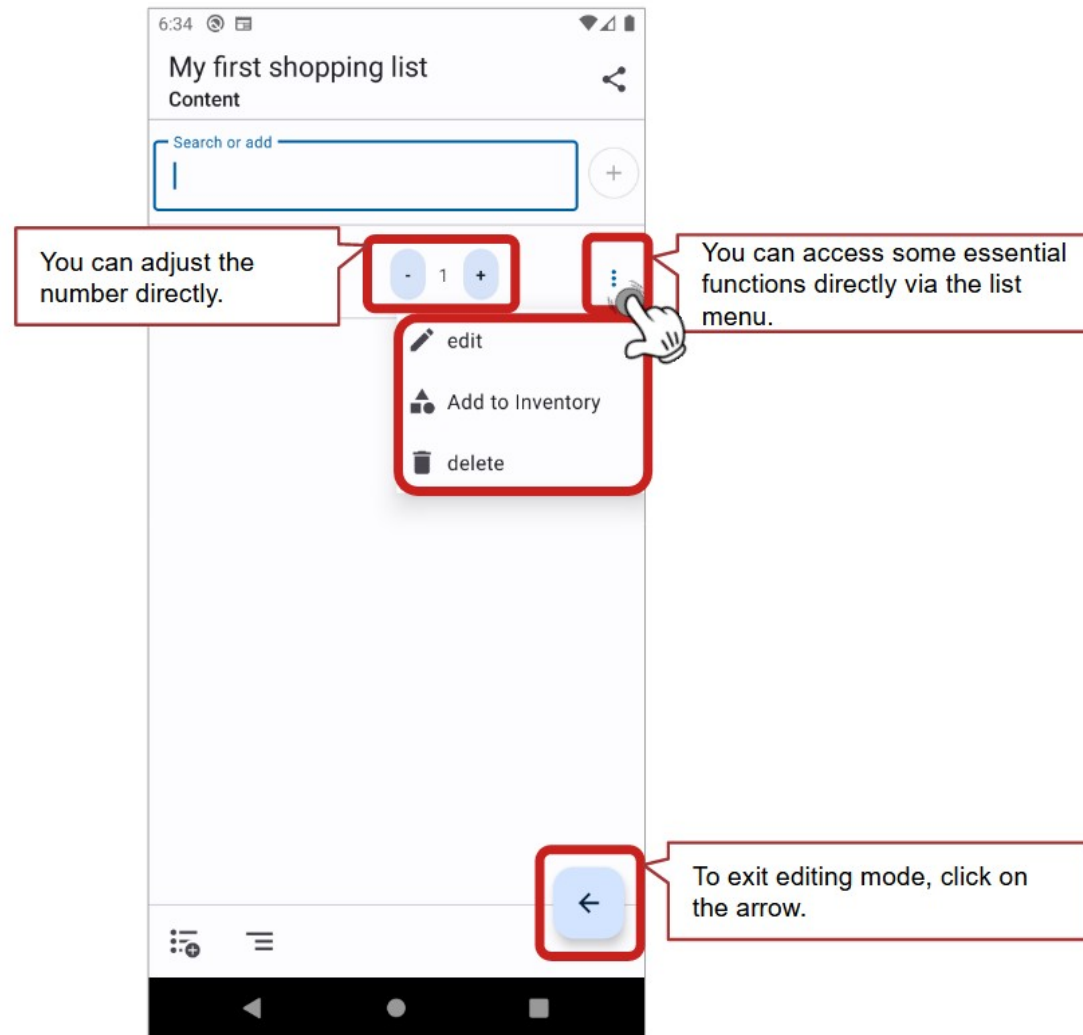
To confirm and save the data, click here.

You can change the data here.

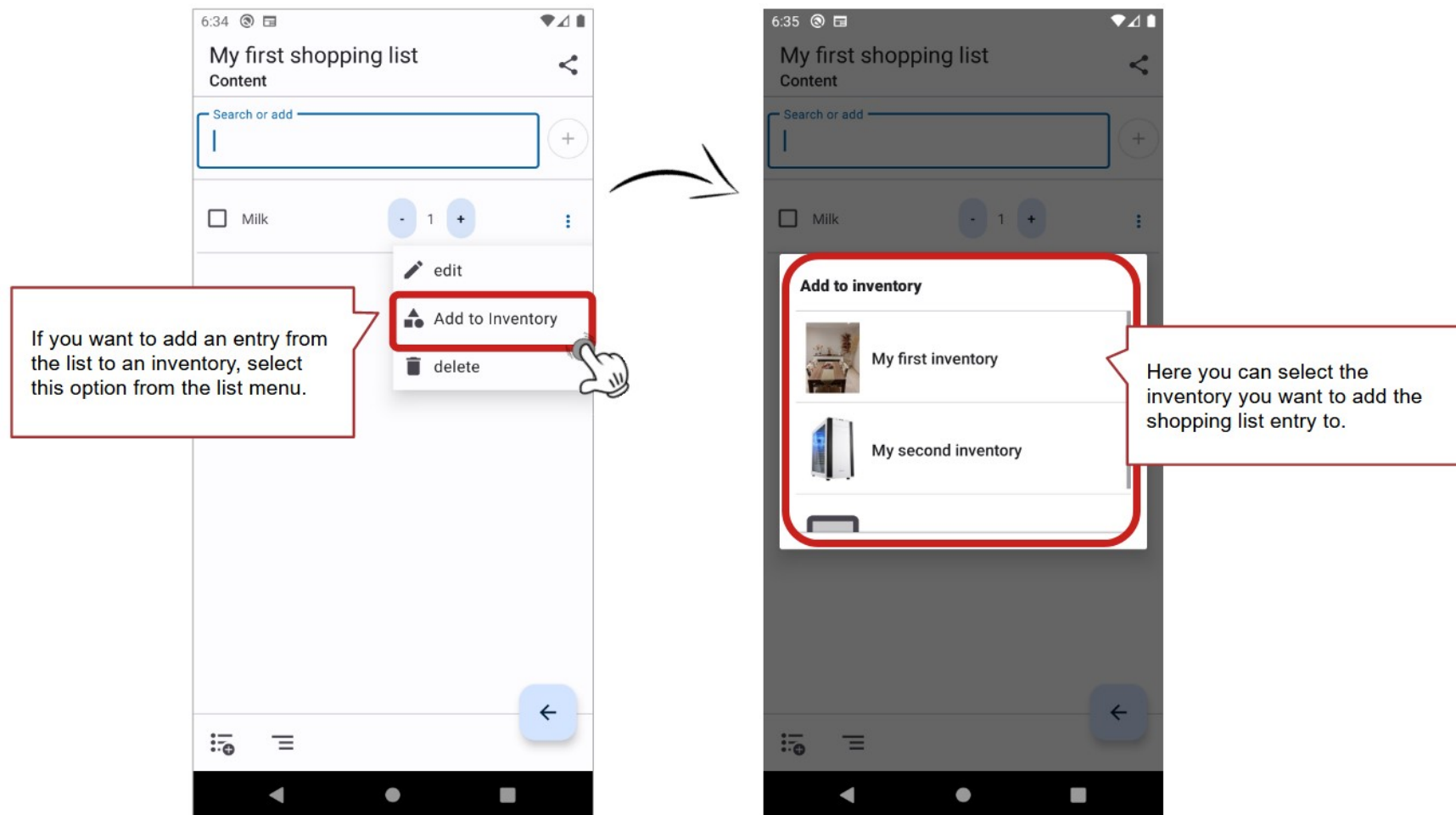
To assign an image just click on the default image.



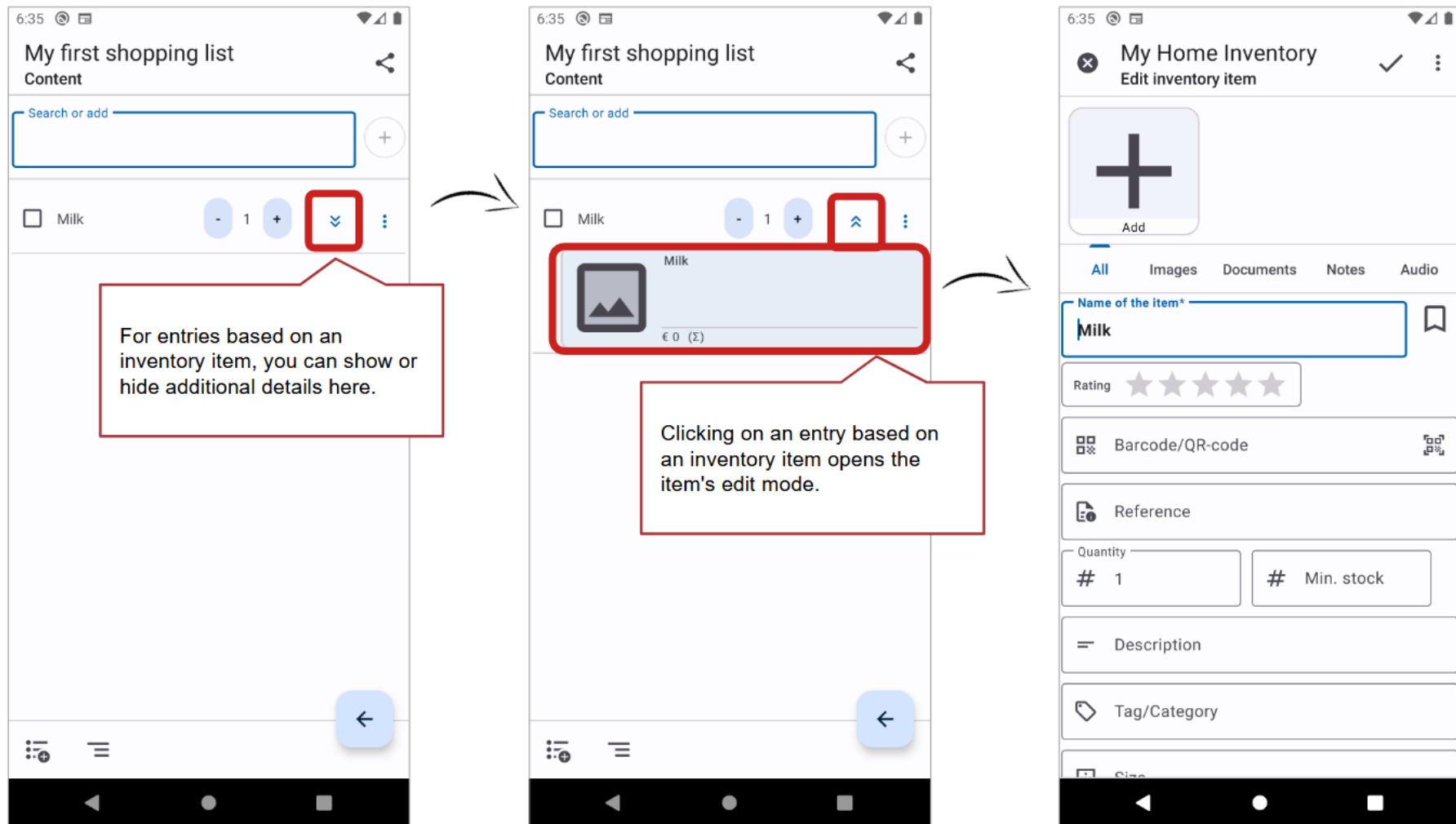
In editing mode you can also change the count directly. You can also change or delete the data of an existing item. To do this, use the list menu or swipe the element to the right (delete) or left (modify).



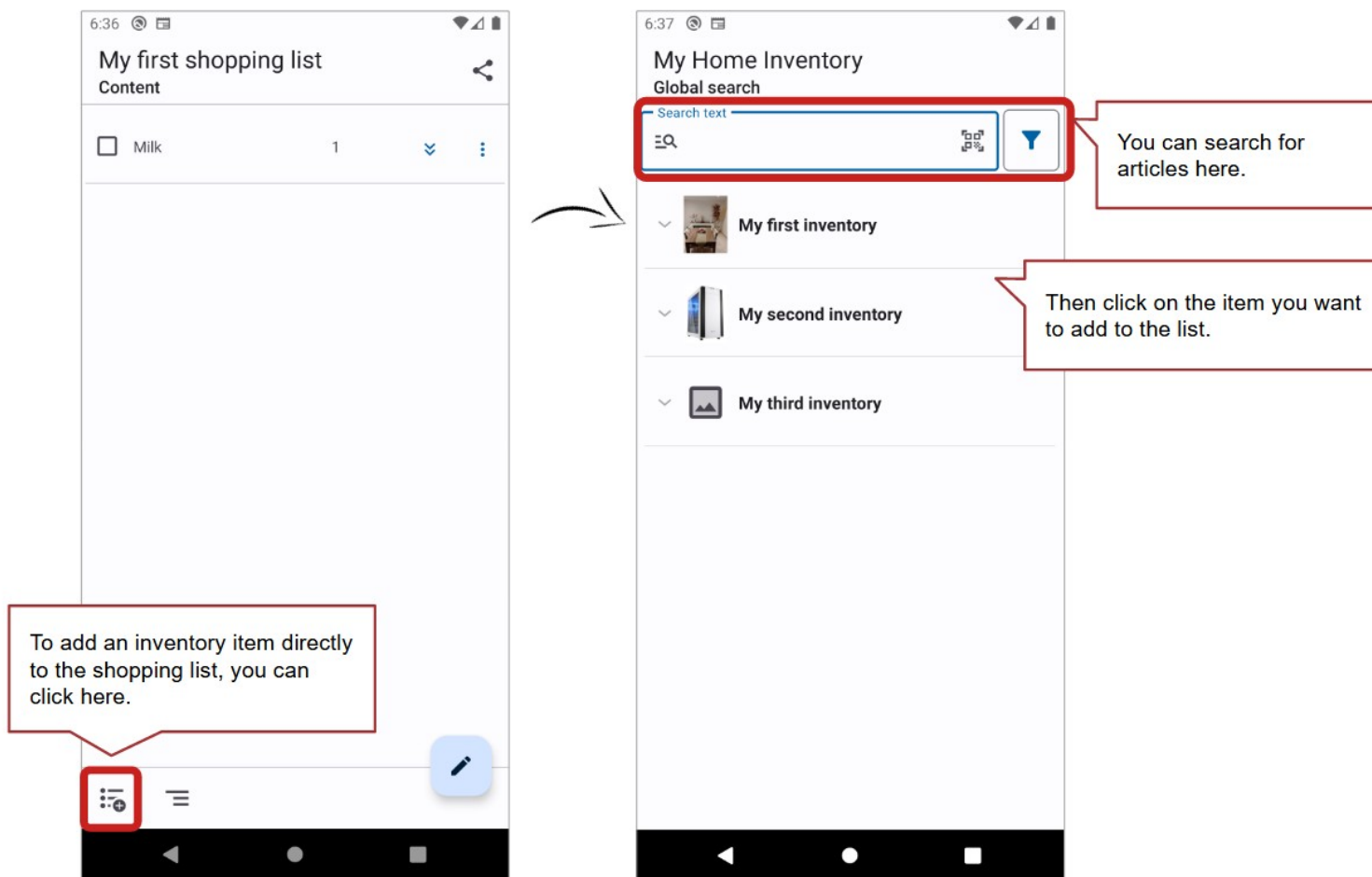
If you want to add a shopping list item to an existing inventory, use the list menu of the shopping list entry.



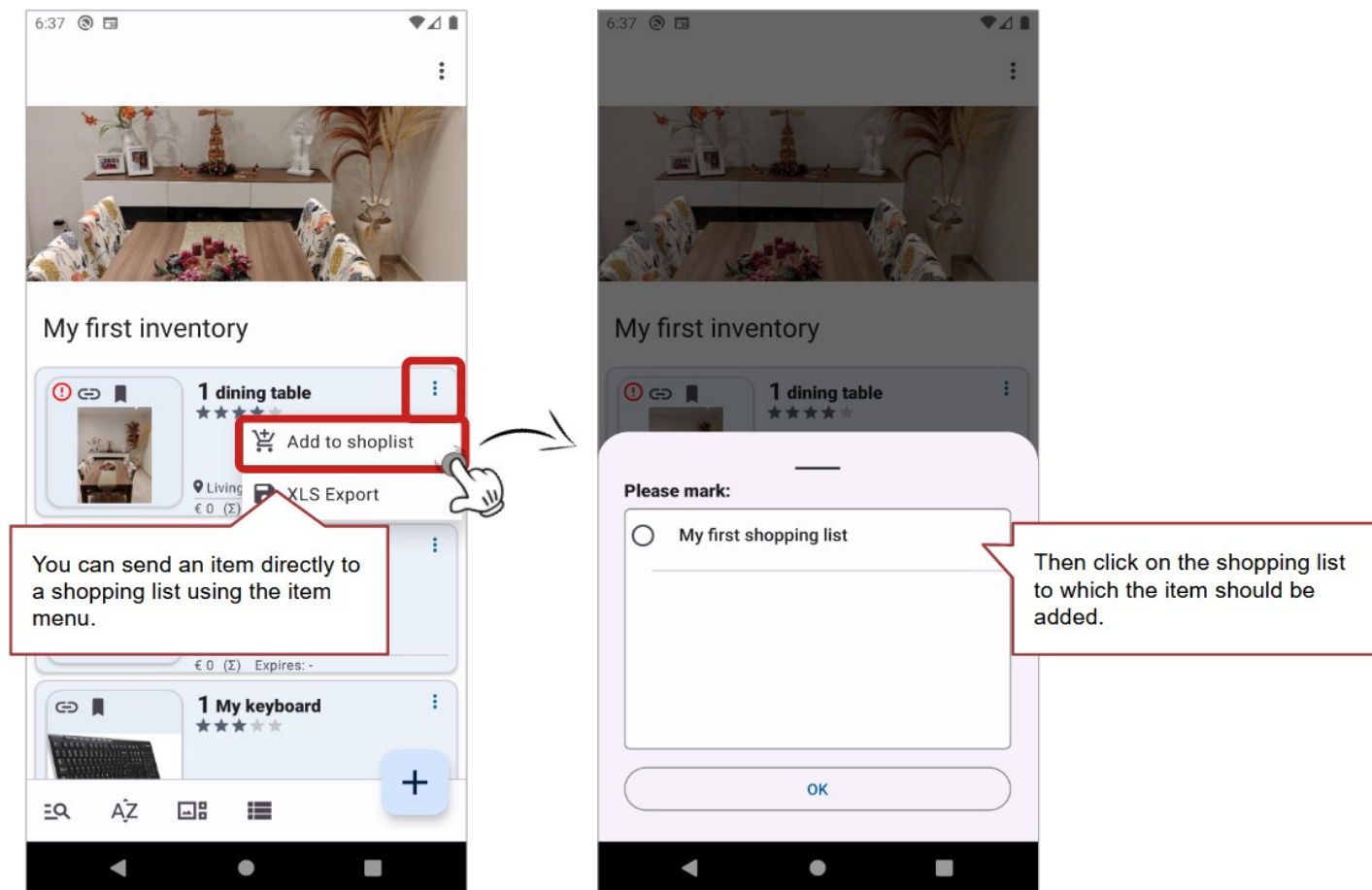
Shopping list items that are based on an inventory item will display a corresponding icon. Click on it to view detailed information. By clicking on the entry, the inventory item is displayed and can therefore be edited directly.



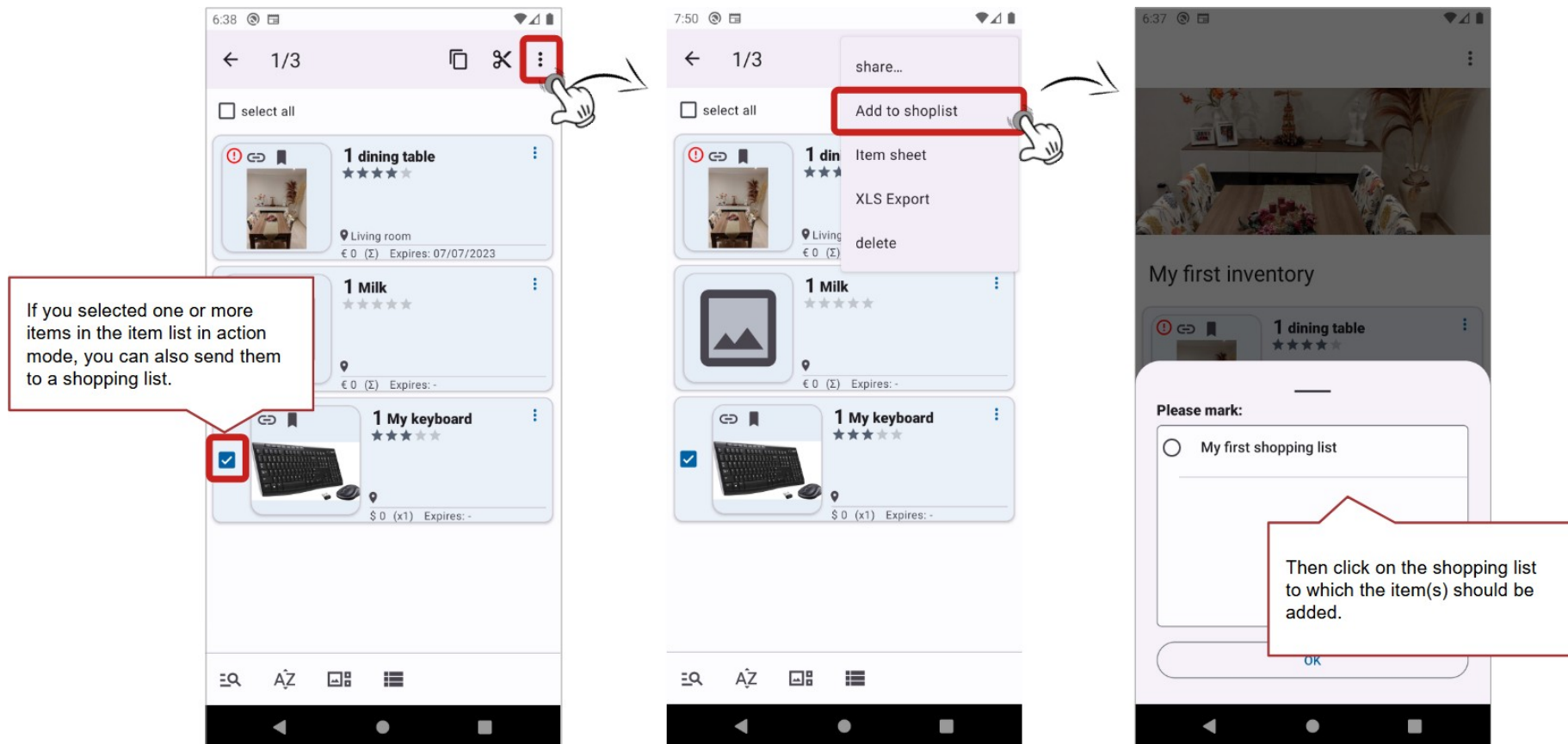
To add an existing inventory item to a shopping list, click on the corresponding icon in the action bar. You can then search for the article and add it to the list by clicking on the article.



You can also add individual items to a shopping list from the inventory items view. To do this, use the item menu.



This also works in action mode via the action menu.



5.12 How to create and restore backups

5.12.1 Introduction

The My Inventory application stores all data on the device itself, including the documents and images associated with the various items in the inventories. Please note that all data will be erased if you factory reset the device or uninstall the application.

In order to keep the data safe and to be able to recover in the above cases or if the device is lost, it is very important to make regular backups.

My Inventory offers three options for backing up your data:

1) **Save the data in a device folder**

This option allows you to select a location on your device where the application will create a folder with a copy of all data. You can then move or copy this folder to other locations, such as your computer or your preferred cloud account. The advantage is that you do not share your data with anyone. Everything stays on your device. The downside is that after creating the backup, you need to additionally copy this folder to a location outside of your device to avoid data loss in case of losing the device itself.

2) **Saving the data on the Google Drive™ of your Google™ account**

With this option you can authenticate yourself in your Google account and then the application creates a folder in your Google Drive™ with the copy of all data.

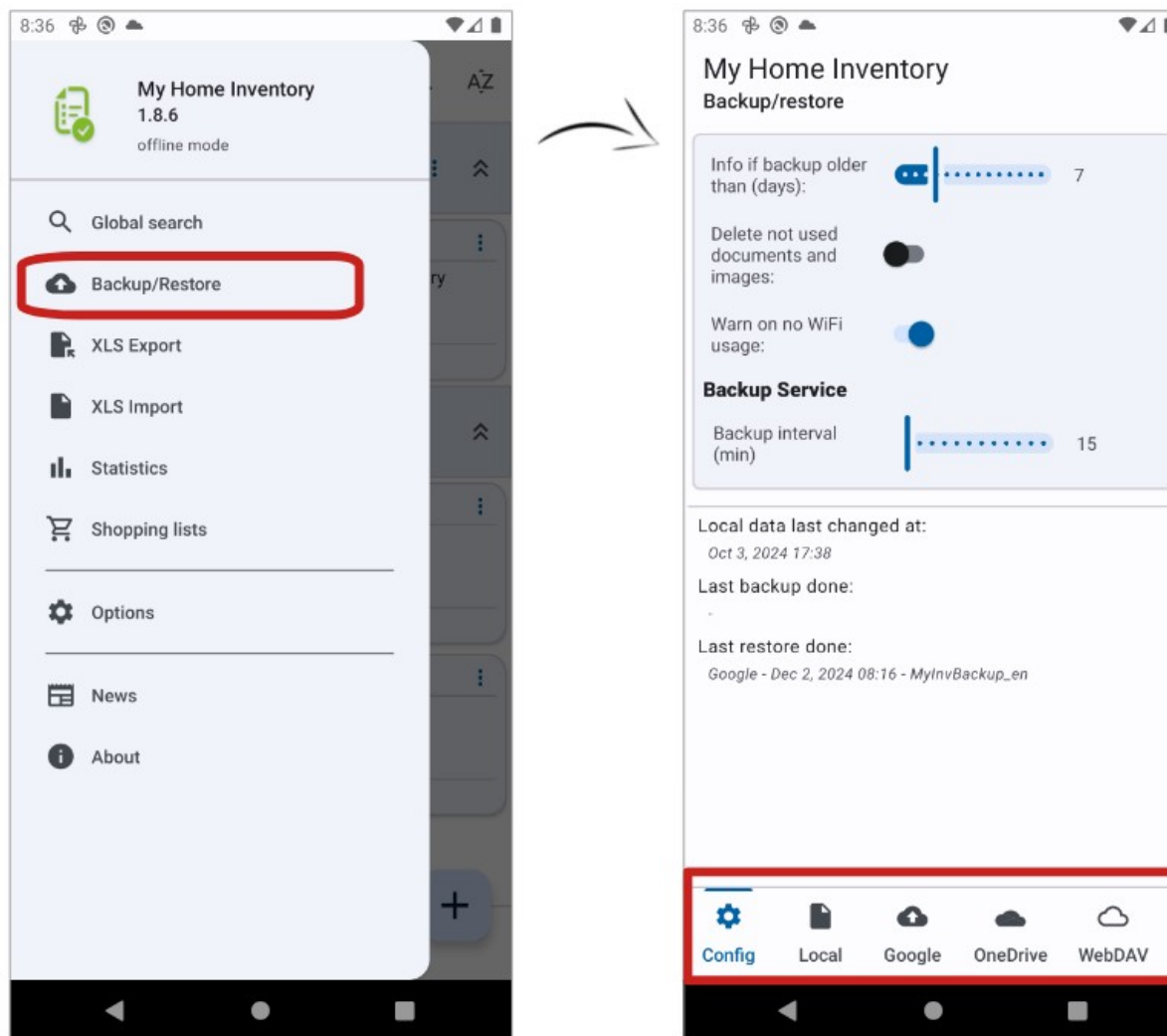
3) **Save the data on the OneDrive™ of your Microsoft™ account**

With this option you can authenticate yourself in your Microsoft account and the application will then create a folder in your OneDrive™ with a copy of all data.

The great advantage of options 2 and 3 is that your data is secured in this way even if the device is lost. Another advantage is that you can easily exchange data between different devices, for example between your mobile phone and your tablet and vice versa.

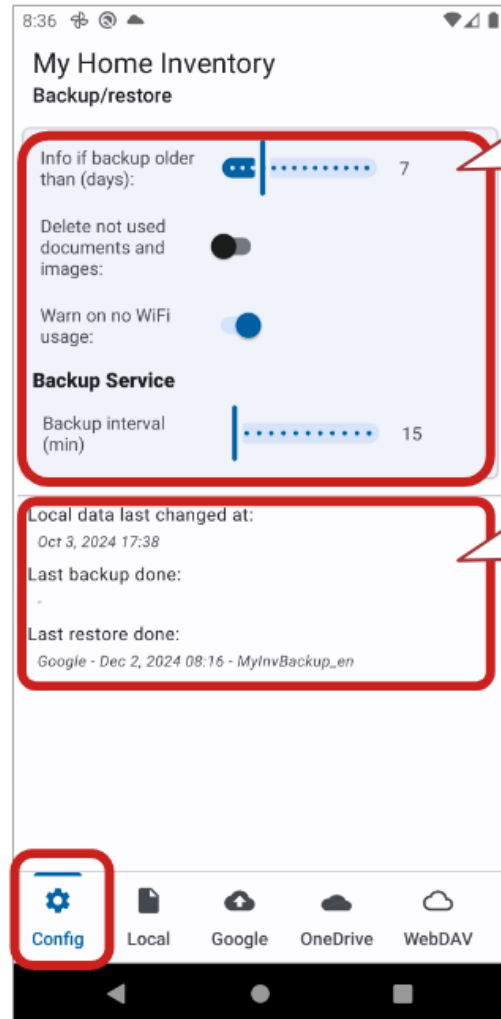
5.12.2 Access the backup/restore function

The backup/restore function is accessed through the main menu of the application. You can navigate between the different views using the lower navigation bar.



5.12.3 General settings

The first view contains the general settings, that allow you to adjust general backup and restore parameters. It also offers information about the last data change and the last backup/restore performed.



The screenshot shows the 'My Home Inventory' app's 'Backup/restore' settings. The interface includes a status bar at the top with the time 8:36 and various icons. The main content area is titled 'My Home Inventory' and 'Backup/restore'. It features several settings: 'Info if backup older than (days):' set to 7, 'Delete not used documents and images:' with a toggle switch, 'Warn on no WiFi usage:' with a toggle switch, and 'Backup Service' with a 'Backup interval (min)' set to 15. Below these are sections for 'Local data last changed at:' (Oct 3, 2024 17:38), 'Last backup done:', and 'Last restore done:' (Google - Dec 2, 2024 08:16 - MyInvBackup_en). At the bottom is a navigation bar with icons for 'Config', 'Local', 'Google', 'OneDrive', and 'WebDAV'. Three red callout boxes provide additional information: the first points to the top settings section, the second points to the status information section, and the third points to the 'Config' button.

Here you can adjust the general backup/restore configuration.

Here you find information about:

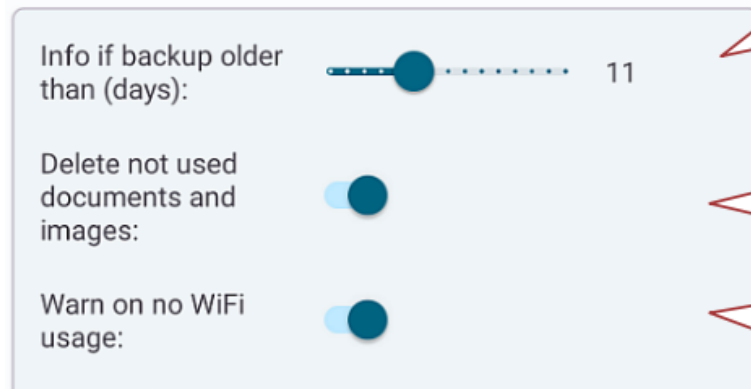
- the last local data change on the device
- the last backup made*
- the last restore carried out*

*Shows:

- the destination/source of the backup/restore (local/Google/OneDrive/WebDav)
- the date and time of execution
- the backup prefix used

Please note that after a restore the information about the last backup will not be available until you create a fresh backup again.

The general settings include the following parameters:



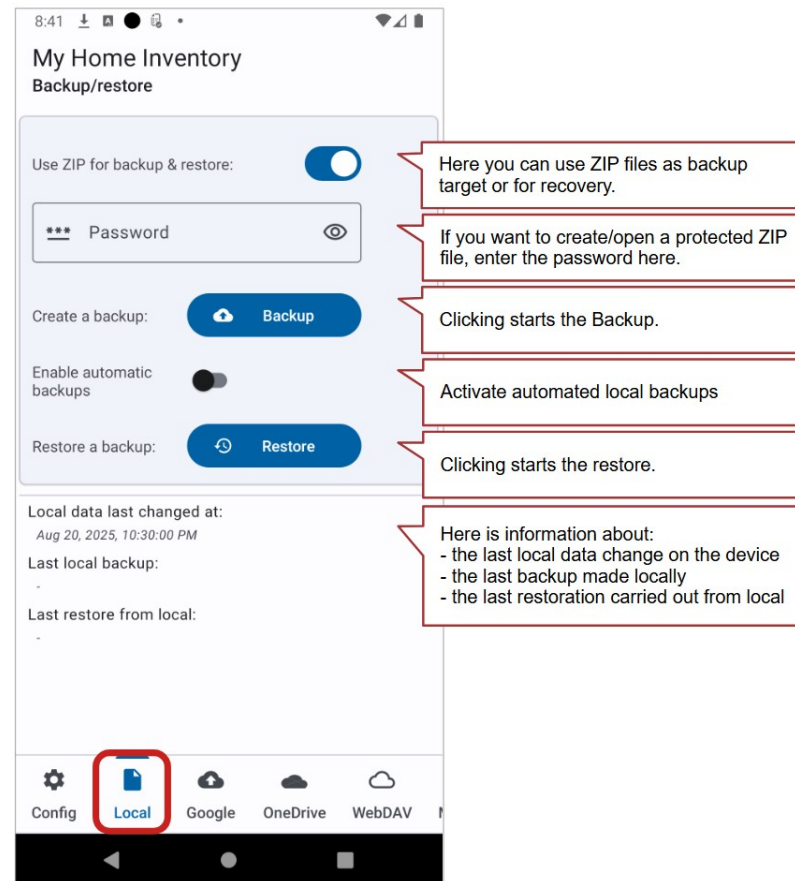
You can set My Inventory to remind you to create a backup if more than x days have passed since the last data change in the app. You can choose a value between 0 and 31 days. A value of 0 disables reminders. Reminders appear in Android notifications.

To save storage space on your device, when restoring My Inventory data, you can delete any documents that are no longer used by the restored inventories. Please note that you must not delete these documents if you wish to use them again.

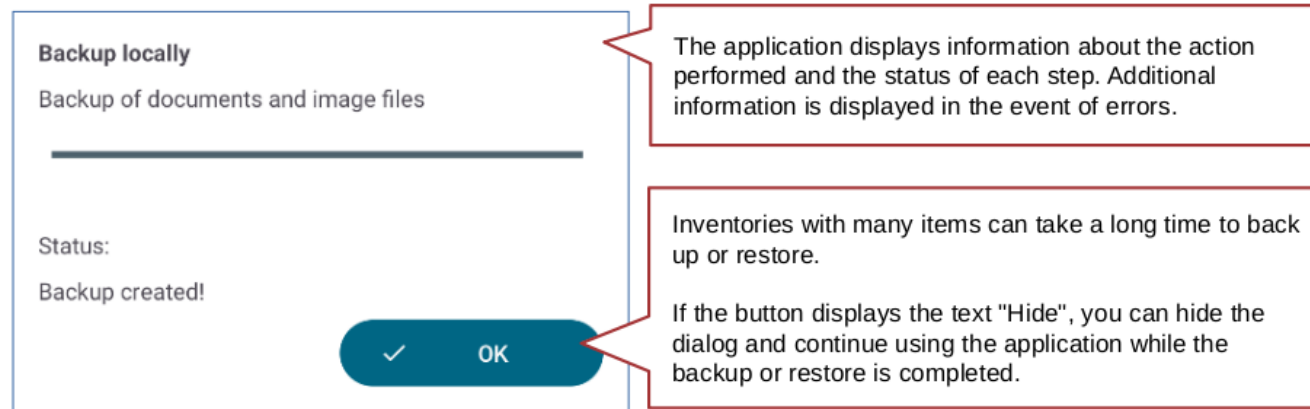
If this option is enabled, My Inventory will check if you are using a WiFi connection before performing the backup or data restore. You can then decide whether to continue or not. Depending on the tariff you have with your mobile phone provider, you can save data/costs.

5.12.4 Local backup/restore

This option allows you to select a location on your device where "My Inventory" will back up all data. The backup can be created either to a ZIP file or a folder. You can then move or copy the ZIP file or folder to other locations, such as your computer or a preferred cloud account. The advantage of a local backup is that you don't share your data with anyone. Everything stays on your device. The disadvantage is that, to prevent data loss in the event of a device loss, you must also copy the ZIP file or folder to a location outside of your device after creating the backup. Please note that if the folder you selected contains a folder with the specified name, or if the selected folder already has the same name, an incremental backup will be created. The file name will be automatically assigned according to the following pattern: "MyInvBackup_YYYYMMDD_HHmm". Where YYYY stands for the current year, MM for the month, DD for the day, HH for the hour in 24-hour format and mm for the minutes.



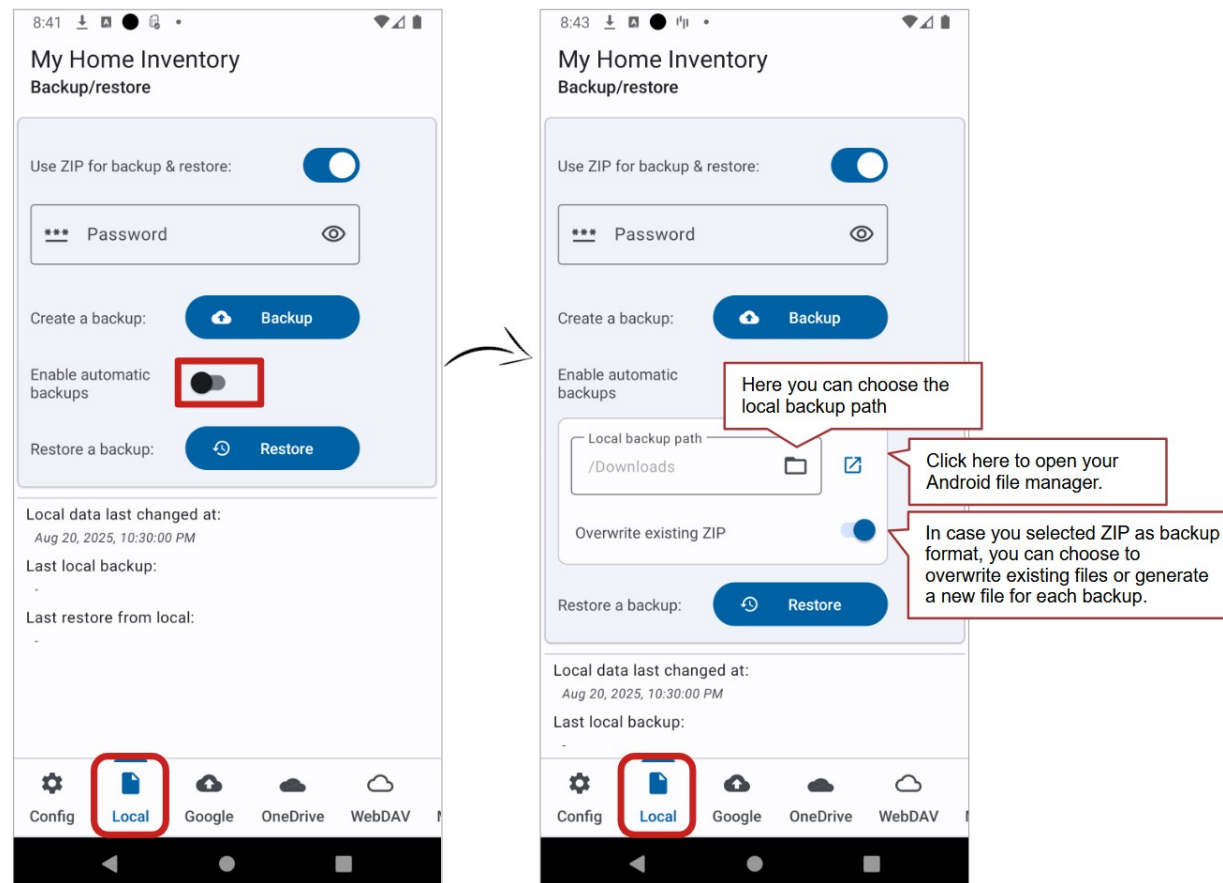
Once the backup or restoration is started, the application will show an information window about the progress and status.



5.12.5 Automatable local backups

You can automate local backups by enabling the option on the *Local Backup* page. After activation, you must select a folder where the app will store the backups. If the **ZIP option** is enabled, the backup will be saved as a ZIP file named `MyInvBackup.zip`. Each new backup will overwrite the previous one, while the older file is renamed to `MyInvBackup.zip.old`. If you prefer to keep all backups, disable the **Overwrite existing ZIP** option. In that case, each backup will be stored in a separate file named `MyInvBackup_YYYYMMDD_HHMMI.zip`, where YYYY is the year, MM the month, DD the day, HH the hour, and MI the minutes of creation. If you choose not to use ZIP backups, you must select a folder where the app will copy all current data and files. During each backup, new files will be added and modified files updated in that folder. Please note: the app cannot write directly to Android system folders such as **Documents**. If you select a system folder, the app will automatically create a sub folder named **MyInvBackup** inside it.

Finally, a backup will only be created if changes have been made in your app data since the last backup.



5.12.6 Backup/restore on Google Drive™

With this feature you can backup or restore your inventory data to your Google Drive™ account. The main advantage is that the data is also safeguarded in case the device is lost. Another advantage is that you can easily exchange data between your devices, for example between your mobile phone and your tablet and vice versa.

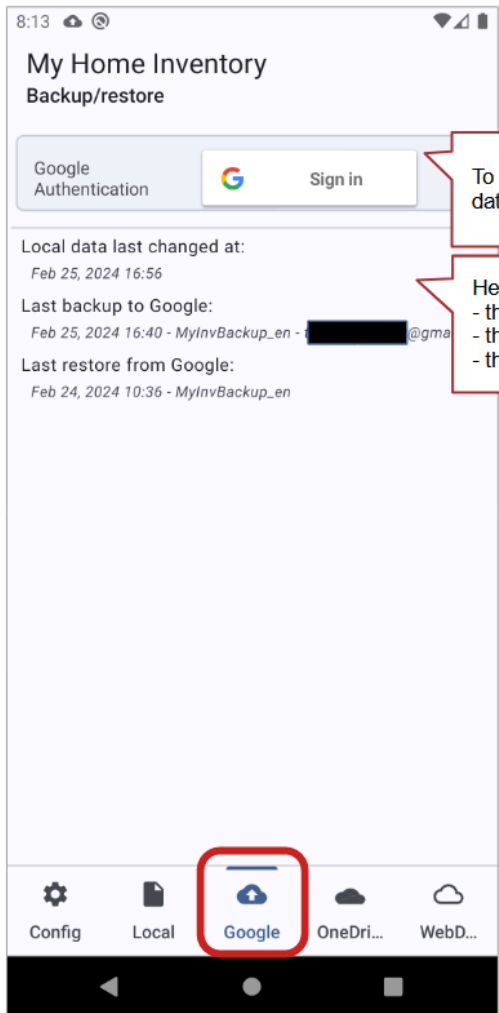
If you use the app's Google Drive™ integration to back up inventory data to your Google Drive™ drive, you must sign in to your Google Account. By doing so, you agree to the terms of use and data protection regulations of Google and Google-Drive™. You can find them at <https://www.google.com/policies/privacy/> y <https://www.google.com/drive/terms-of-service/>

After you signed in to Google, the application reads the name and email address stored in the Google account to display them as information in the Backup window. This information is only stored and displayed locally in the application and is not sent to third parties or the author of the application. This information is used to let the user know which account was used to perform the last backup or restore. When backing up, the app transfers data created locally on the device by the user in the app (inventories, inventory items, and item documents) to the Google Drive™ drive associated with the Google account, to the directory that you have indicated in the configuration (see page 133). My Inventory does not access to other Google Drive™ files or directories. The same applies to restoring a backup from Google Drive™. Only files in the directory created by the application are accessed and then copied to the end device.

Once the Backup/Restore has started, a progress window is displayed (see page. 123). You can also activate the automatic backup service (see page 135).

Attention, to take into account:

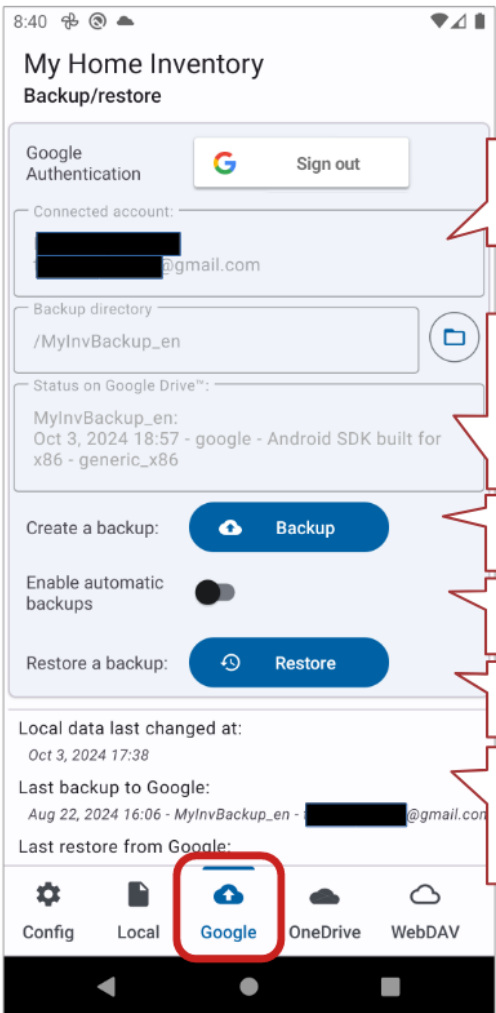
- When copying files, the application compares the name and size of each file to be copied from the source with the files existing in the destination. If the name and size match, the file in the destination will not be overwritten. This applies both when backing up and restoring data.



To use Google Drive to back up/restore your data, you must log in to your account.

Here is information about:

- the last local data change on the device
- the last backup made to Google Drive
- the last restore made from Google Drive



Authenticated account information is displayed here:

- The first and last name
- The email

Information about the Backup found in Google Drive is shown here. It shows:

- Date and time of this Backup
- Information about the device from which the Backup was created

When clicked, the backup starts.

You can activate the automatic backup service.

When clicked, the restore starts.

Here is information about:

- the last local data change on the device
- the last backup made to Google Drive
- the last restore made from Google Drive

5.12.7 Backup/restore on OneDrive™

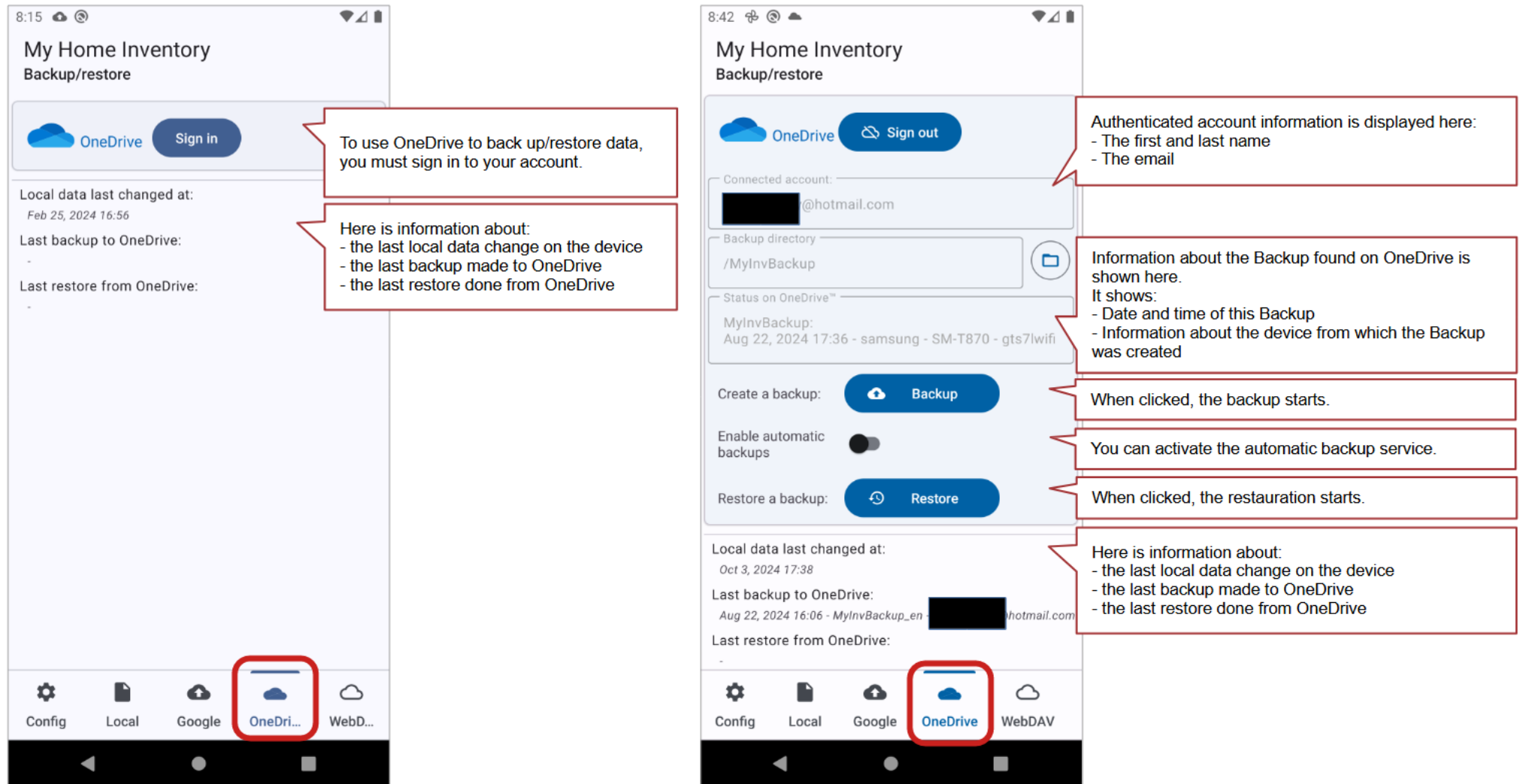
With this feature you can backup or restore your inventory data to your Microsoft account. The main advantage is that the data is also safeguarded in case the device is lost. Another advantage is that you can easily exchange data between your devices, for example between your mobile phone and your tablet and vice versa.

If you use the app's OneDrive™ integration to safeguard inventory on your OneDrive™ drive, you must agree to the Microsoft and OneDrive™ terms of use and data protection policies. You can find them at <https://www.microsoft.com/es-mx/servicesagreement/>

After authenticating to your Microsoft account, the application reads the name associated with the account to display it as information in the Backup window. This information is only stored and displayed locally in the application and is not sent to third parties nor the author of the application.

When you perform a backup, the application transfers data created locally by the user in the application (inventories, inventory items, and item documents) to the OneDrive™ drive associated with the Microsoft account, to a directory created by the application with the name of the backup that you have indicated in the configuration (see page 133). No other OneDrive™ files or directories are accessed. The same applies to restoring a backup from OneDrive™. Only files in the directory indicated in the settings are accessed and the data is then copied to the device.

Once authenticated to your Microsoft account, the following information is displayed:



Once the Backup/Restore has started, a progress window is displayed (see page 123).

You can also activate the automatic backup service (see page 135).

Attention, to take into account:

- In case you have problems during login, try changing the OneDrive™ authentication client in the general settings of the application.
- Depending on your device and the quality of your Internet connection, the app may not be able to retrieve information about the data that is on OneDrive™. In this case, it is indicated in the “Data available in OneDrive™” field. In this case, you can click on the OneDrive icon to try reading the available information again.
- The functionality has been implemented to support OneDrive™ Personal. OneDrive™ Business is not supported in this version.
- When copying files, the application compares the name and size of each file from the source with the files existing in the destination. If the name and size match, the file in the destination will not be overwritten. This applies both when backing up and restoring data.

5.12.8 Backup/restore on WebDAV

With this feature you can backup or restore your inventory data to a WebDAV server. The main advantage is that the data is also safeguarded in case the device is lost. Another advantage is that you can easily exchange data between your devices, for example between your mobile phone and your tablet and vice versa.

Please check the data security and data privacy conditions of the WebDAV server provider before using the backup function.

To connect to the WebDAV server you must provide the connection parameter:

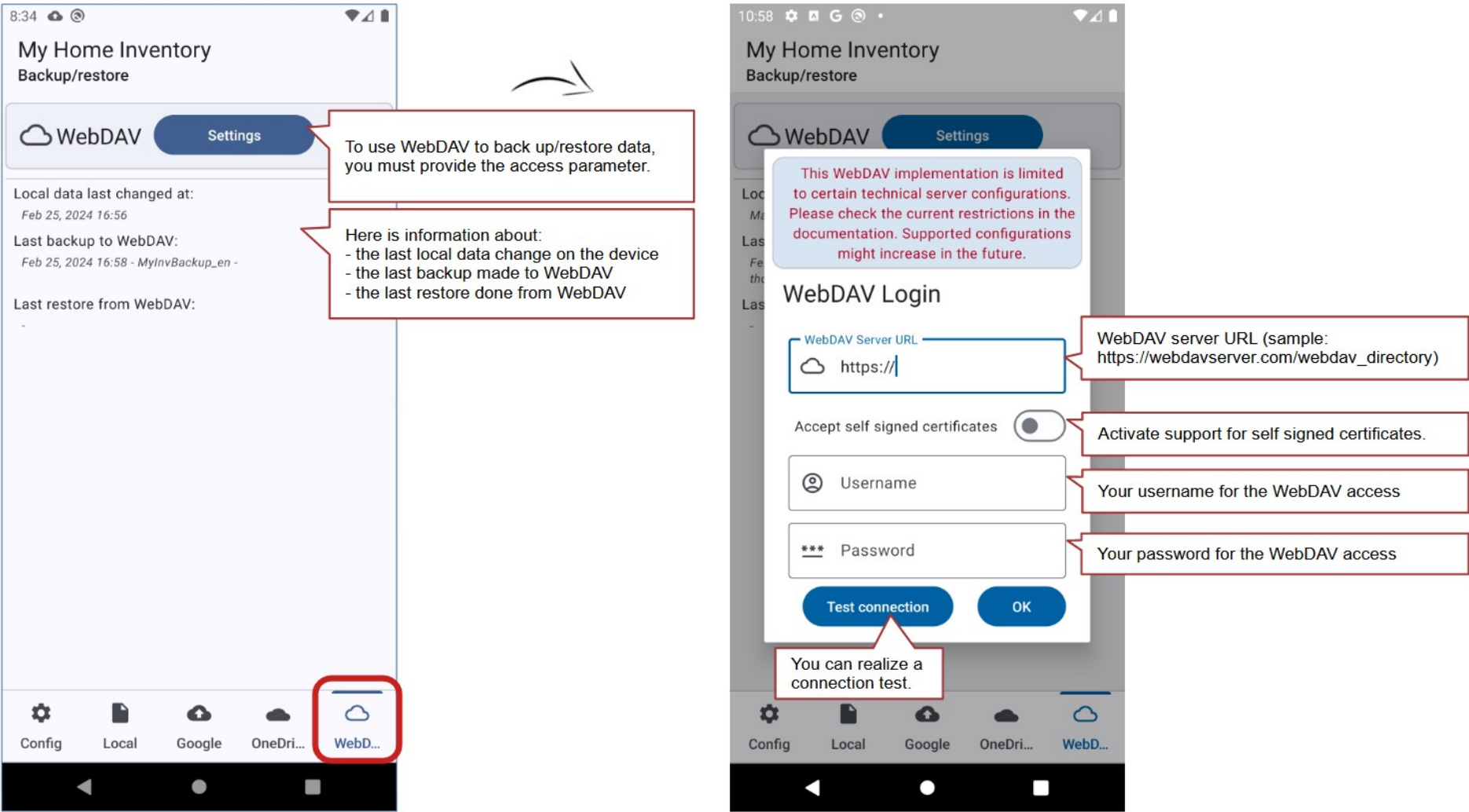
- WebDAV server URL (sample: https://webdavserver.com/webdav_directory)
- Your username for the WebDAV access
- Your password for the WebDAV access

The connection parameter will be stored encrypted on your device. This information is only stored and displayed locally in the application and is not sent to third parties nor the author of the application. You can delete the stored information by leaving all fields blank and then clicking the OK button.

When you perform a backup, the application transfers data created locally by the user in the application (inventories, inventory items, and item documents) to the WebDAV server, to a directory created by the application with the name of the backup that you have indicated in the configuration (see page 133). No other WebDAV files or directories are accessed. The same applies to restoring a backup from WebDAV. Only files in the directory indicated in the settings are accessed and the data is then copied to the device.

Attention, to take into account:

- Only connections with authentication (username / password) are supported
- The supported WebDAV authentication methods are “basic” and “digest” (AuthType Digest / AuthType Basic)
- Please use always encrypted connections “https://” to ensure data encryption during the data transfer.
- Only WebDAV directories with the disabled “MultiViews” option are supported (“Options -MultiViews”)
- During the backup, the application creates temporary files on the WebDAV folder with the “.part” and “.tmp” extensions. In case of unexpected interruptions (network errors, application interruptions, etc.), those files may remain on the folder. Although those files will be overwritten automatically during the next backup, you should check the remote folder from time to time to delete manually those temporary files to free up space.



With setting the parameters you can check the existing information on the WebDAV server and backup/restore the data.

9:54

My Home Inventory

Backup/restore

WebDAV

Settings

Connected account:
[redacted]dav
https://[redacted].com/webdav/

Backup directory
/MyInvBackup

Status on WebDAV folder
/MyInvBackup:
Aug 22, 2024 17:38 - samsung - SM-T870 - gts7lwifi

Create a backup:
Backup

Enable automatic backups
☐

Restore a backup:
Restore

Local data last changed at:
Dec 2, 2024 07:39

Last backup to WebDAV:
Aug 22, 2024 16:06 - MyInvBackup_en/[redacted]@https://[redacted].com/webdav/

Last restore from WebDAV:

Config

Local

Google

OneDrive

WebDAV

Account information is displayed here:

- The username
- The WebDAV server URL

Information about the Backup found on WebDAV is shown here.
It shows:

- Folder/name of the backup that has been found
- Date and time of this Backup
- Information about the device from which the Backup was created

When clicked, the backup starts.

You can activate the automatic backup service.

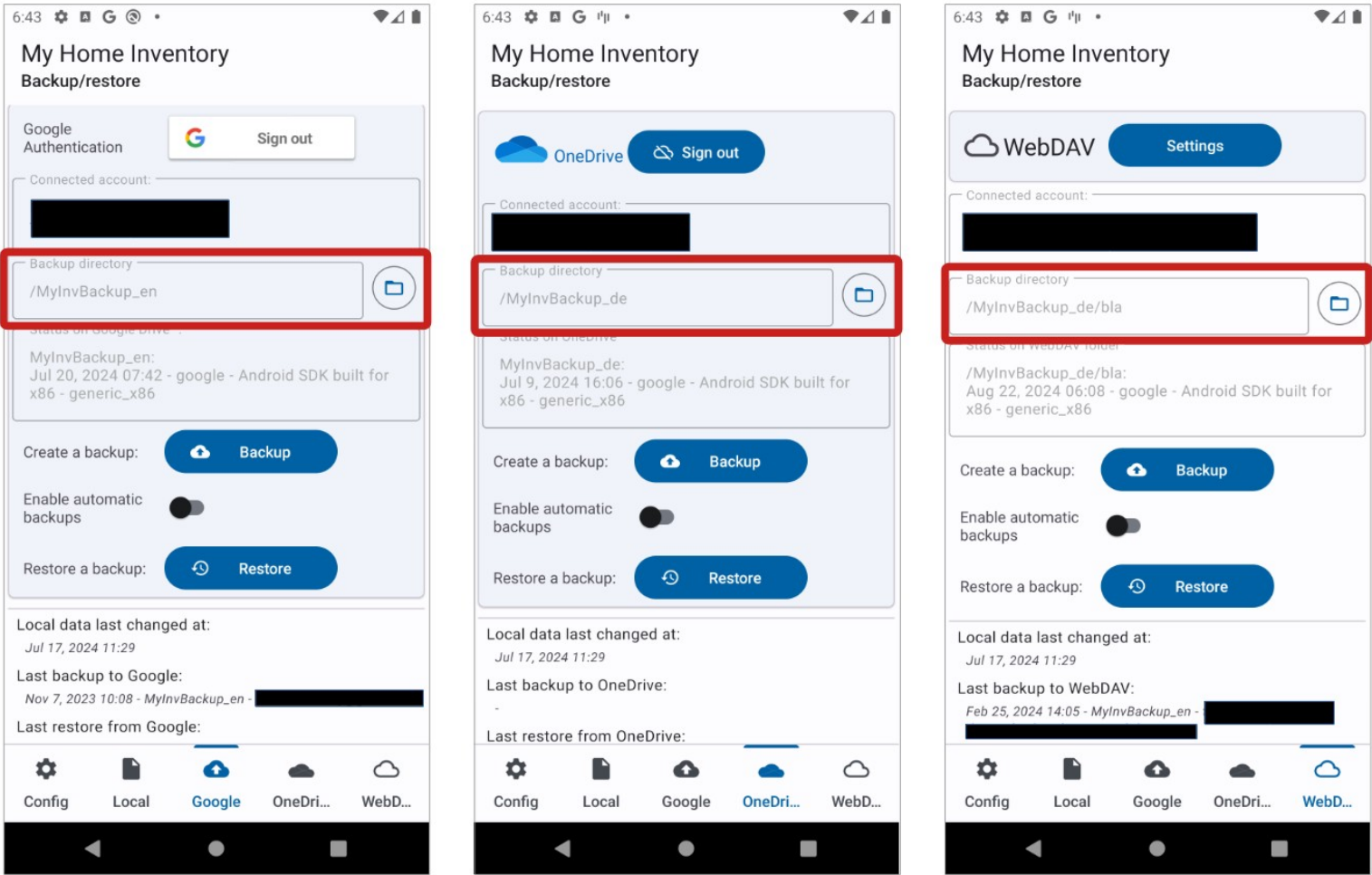
When clicked, the restauration starts.

Here is information about:

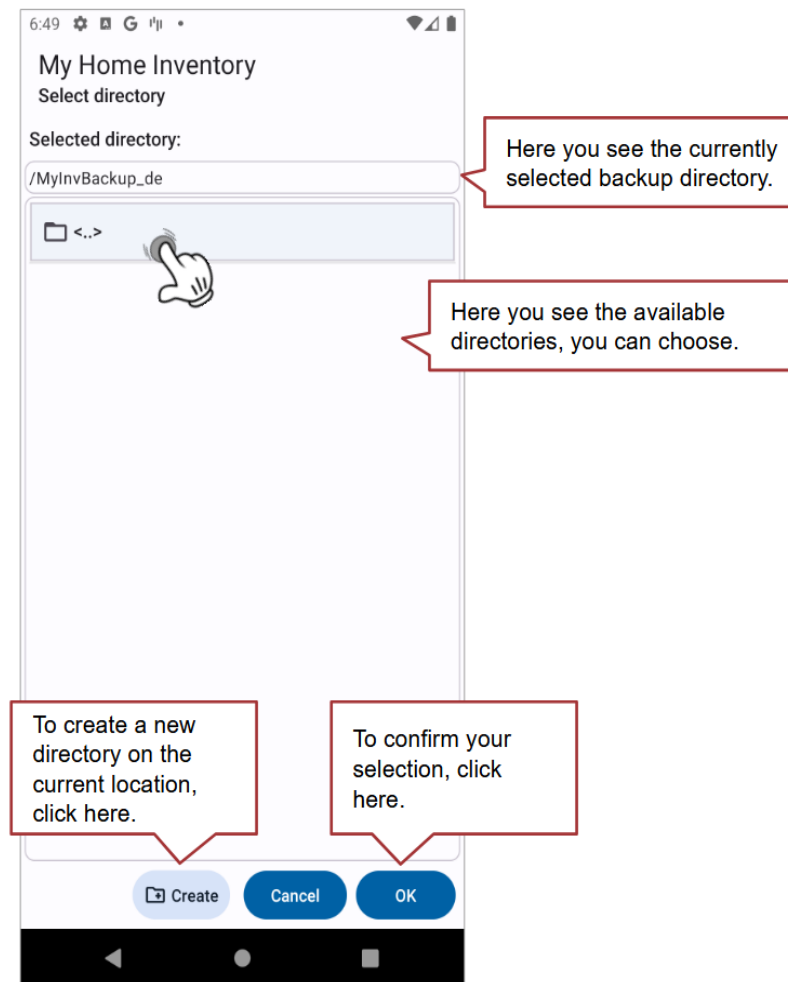
- the last local data change on the device
- the last backup made to WebDAV
- the last restore done from WebDAV

5.12.9 Electable backup directory for online backups

By clicking on the folder symbol, you can now change the default folder and select another directory on your online account.



After opening the directory selector you can navigate through the existing directory structure, create a new directory and choose a directory as backup target/restore source.



- **Attention: Google Drive™**

Due to the application security configuration, the app does only see folders you created on your Google Drive using the inventory app. Other data is not visible to the app.

5.12.10 The automatic backup service

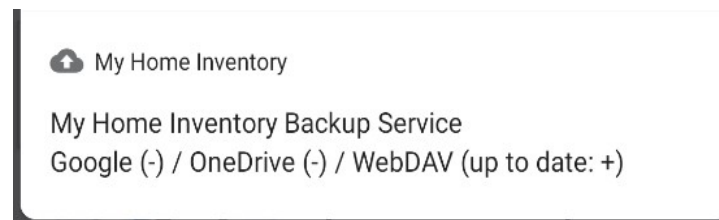
The automatic backup service is available for Google Drive™, OneDrive™ and WebDAV and can be activated on the respective screen.

The app automatically disables the option when:

- the user performs a Login/Logout in their account, or
- modify the backup folder

In case you have activated the backup service, the service starts along with the application.

When the service starts, a notification is displayed in the Android™ notification area. The service updates this notification to inform about the current status and, if a backup is performed, about its progress. It also reports any errors that have occurred.



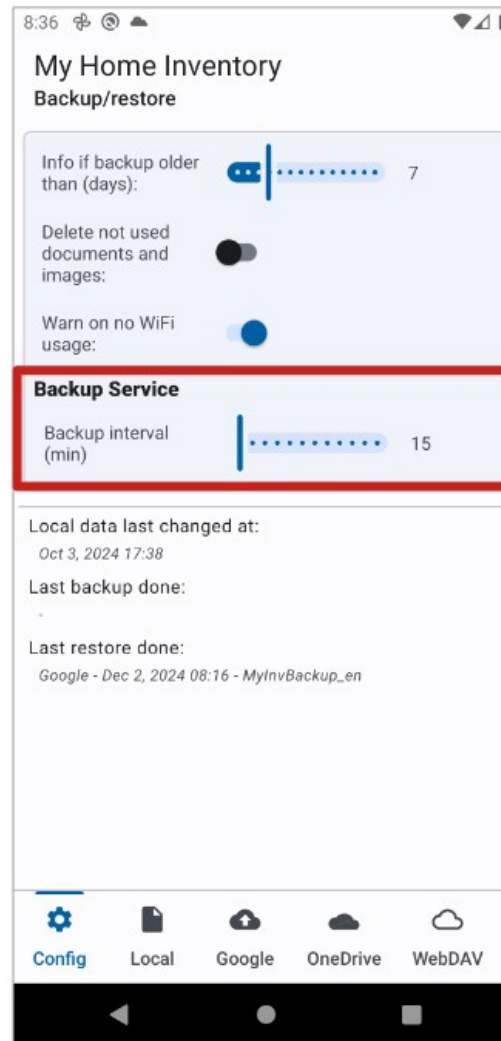
You can click on the notification area to directly access the backup/restore settings.

Attention, to take into account:

- The backup service periodically compares the date/time of the last modification of your inventory data, with the last backup found in the indicated folder. If it does not find the folder with the indicated name, it will create it and then create the data copy.
- The backup service does not overwrite backups made from other devices. If a backup already exists in the remote folder, but the backup was created from another device, a warning is displayed. If you want to overwrite this remote copy, you must first perform a manual backup. You can then use automatic backups.
- While you are in the backup configuration in the application (see page 119), the service will be suspended (paused) until you exit the configuration.

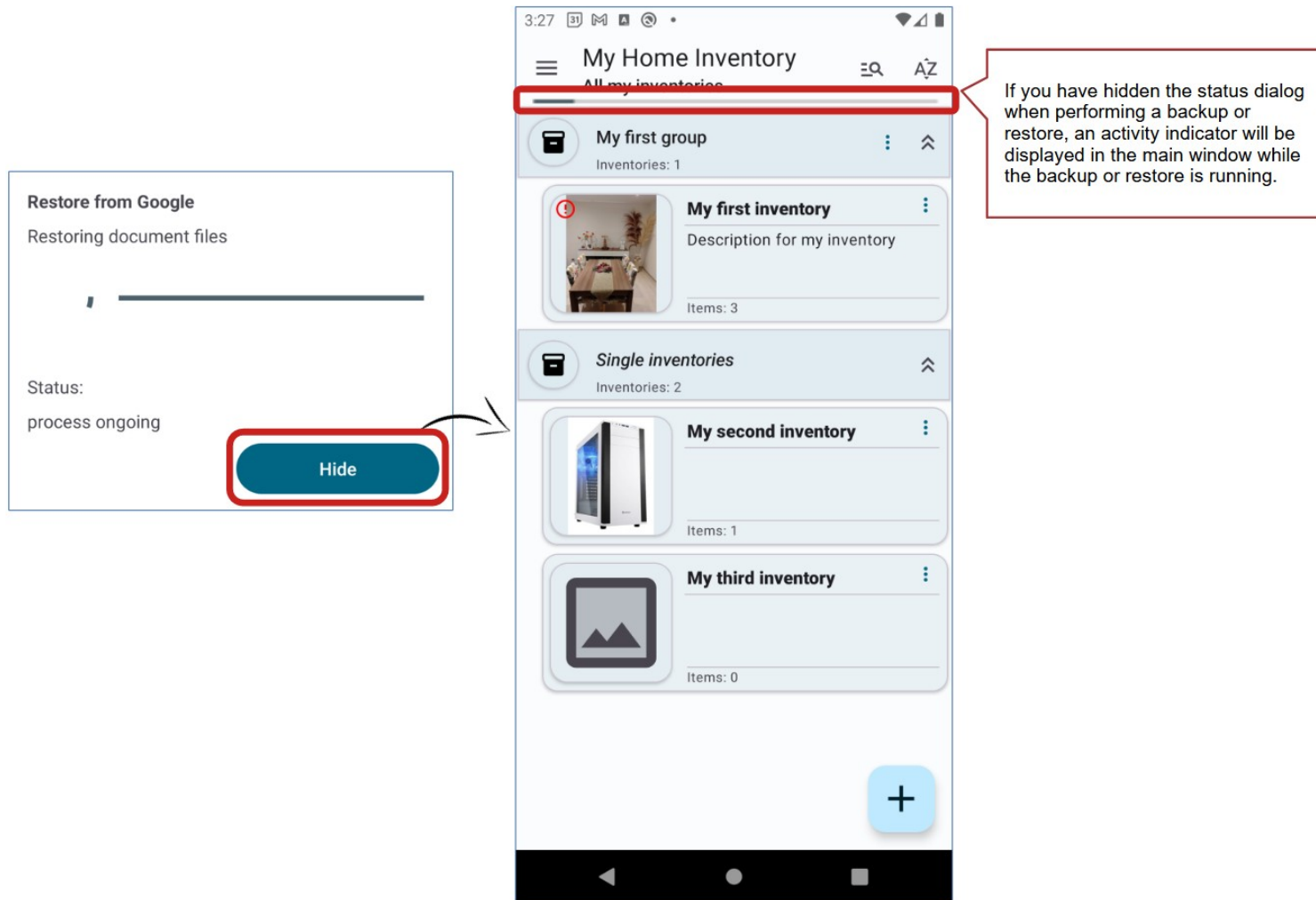
5.12.11 Setting the Backup interval (backup service)

In the backup options you can set the interval at which the backup service checks whether there are changes that need to be backed up. The interval can be set here between 15 minutes and 3 hours in 15 minute increments.



5.12.12 Activity indicator in the main window

If you have hidden the status dialog when performing a backup or restore, return to the main window. An activity indicator will appear here during backup or restore. The activity of the automatic backup service is also shown here.



5.13 Synchronize data between devices (WebDAV, OneDrive, and Google Drive)

This feature allows you to synchronize your data across multiple devices using a remote directory such as WebDAV, OneDrive, or Google Drive. Please note that this synchronization is neither online nor real-time; changes are not transferred automatically, and the process must be initiated manually by the user.

During synchronization, the database is first downloaded from remote storage to the device. Next, local data is merged with the downloaded data. Once synchronized, the updated database is saved back to the remote storage. For technical reasons, only one device can synchronize at a time; simultaneous synchronization from multiple devices should be avoided to prevent conflicts.

An advantage of this synchronization method is that it requires neither a special server-side synchronization account nor any additional services. You can use the remote storage solution that best suits your needs.

A potential disadvantage is the increased data volume, as the entire database is transferred with each synchronization. This should be taken into account—especially when using mobile data connections—to avoid unexpected data usage.

Data synchronization occurs at the record level rather than the field level. This means that if, for example, an item's description is changed on Device A and the same item's name is subsequently changed on Device B, the synchronization process will not recognize these as independent modifications. Instead, the "last change wins" principle applies: the most recently synchronized version overwrites the entire record on the other devices. In this example, the change made on Device B would completely replace the record from Device A, potentially resulting in the loss of the description previously modified on Device A.

Therefore, it is recommended to synchronize periodically and, whenever possible, avoid making changes on multiple devices simultaneously.

5.13.1 Initial configuration

To synchronize a database between multiple devices, please proceed as follows:

1. **Set up the Backup**

On all devices to be synchronized, configure the backup settings to access the same remote server and the same remote folder.

2. **Create a backup from the master device**

Next, create a backup on the main device (master device) in the previously configured remote folder. This backup serves as the starting point for all other devices.

3. **Restore the backup on other devices**

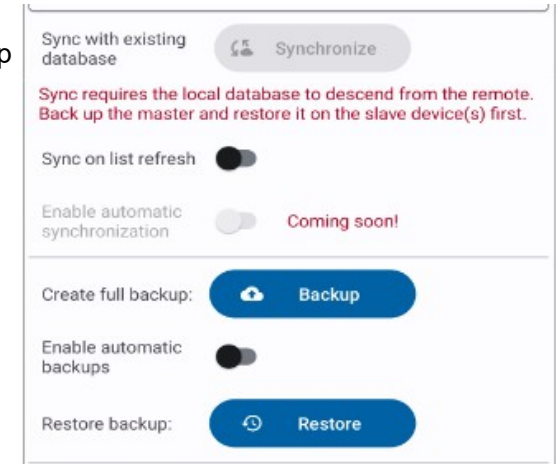
On each additional device that is to be synchronized with this database, restore this backup from the remote folder.

Note: This will overwrite existing data on these devices.

4. **Use synchronization**

Once all devices are set up with the same source database, you can use the synchronization function on these devices.

It is recommended to perform an initial synchronization after setup to ensure that all devices are correctly connected.



5.13.2 Realize a synchronizations

Once all devices are configured, you can start synchronization from any device at any time. This can be done in two ways:

1. Via the backup settings

Open the backup settings and tap the "Synchronize" button.

The synchronization will then start, and the progress will be displayed.

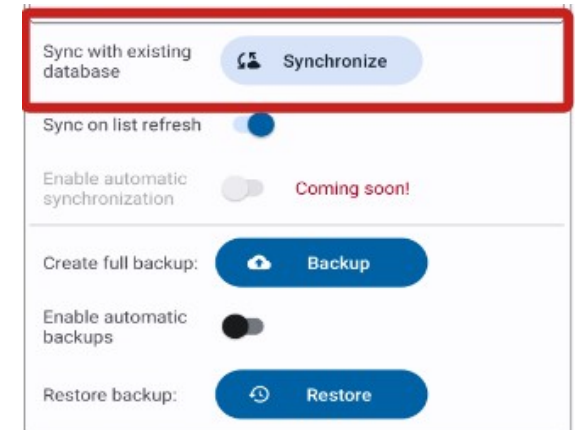
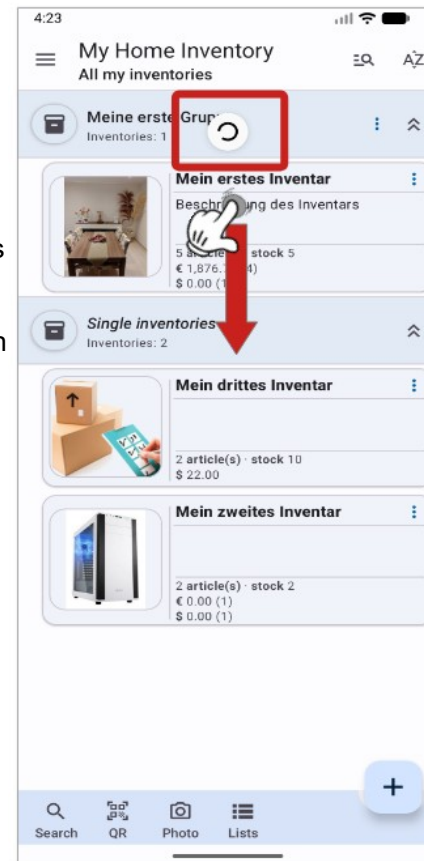
2. Via the inventory main view or item list view

If a backup account is configured and the option "Sync on list refresh" is activated, you can also start synchronization directly from the inventory main view or the item list view.

To do this, pull down the respective list until the refresh icon appears ("pull-to-refresh").

As soon as you release the button, the synchronization will start. The progress will then be displayed directly in the respective view.

This method allows you to quickly synchronize the data without having to open the settings.



5.13.3 Limitations

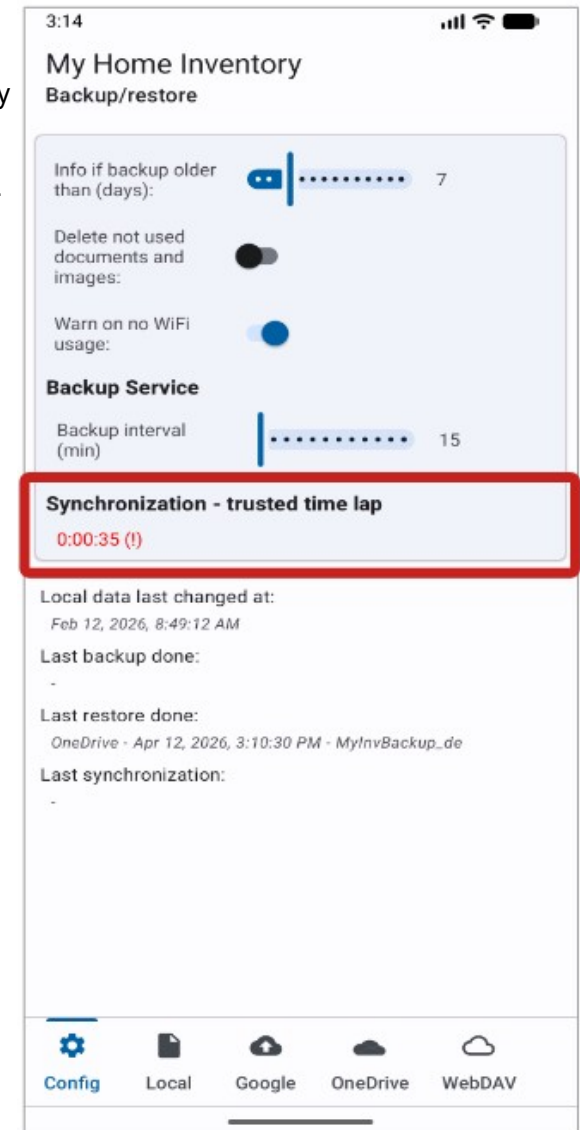
This non-server-based synchronization is designed for use cases where only a few devices need to be synchronized and simultaneous changes to the same data set should be avoided as much as possible.

Since no central server controls the synchronization, the timestamps of all registered data changes are based on the respective device's time. To improve accuracy, a Trusted Time service is also used, and the timestamps are normalized to UTC. Nevertheless, discrepancies can occur in certain situations, for example, if the time provided by the Trusted Time service does not exactly match the device's time or is temporarily unavailable.

The backup overview page displays the current difference between the device's time and the Trusted Time service. This information helps you identify potential time discrepancies that could affect synchronization.

Please also note the resulting data volume and the duration of the synchronization, especially with very large datasets. Depending on the size of the data, the synchronization process may take longer.

Only one device can synchronize at a time. If another synchronization process is started while a current one is running, you will receive a corresponding error message. In this case, please wait until the current process is complete and then restart the synchronization.

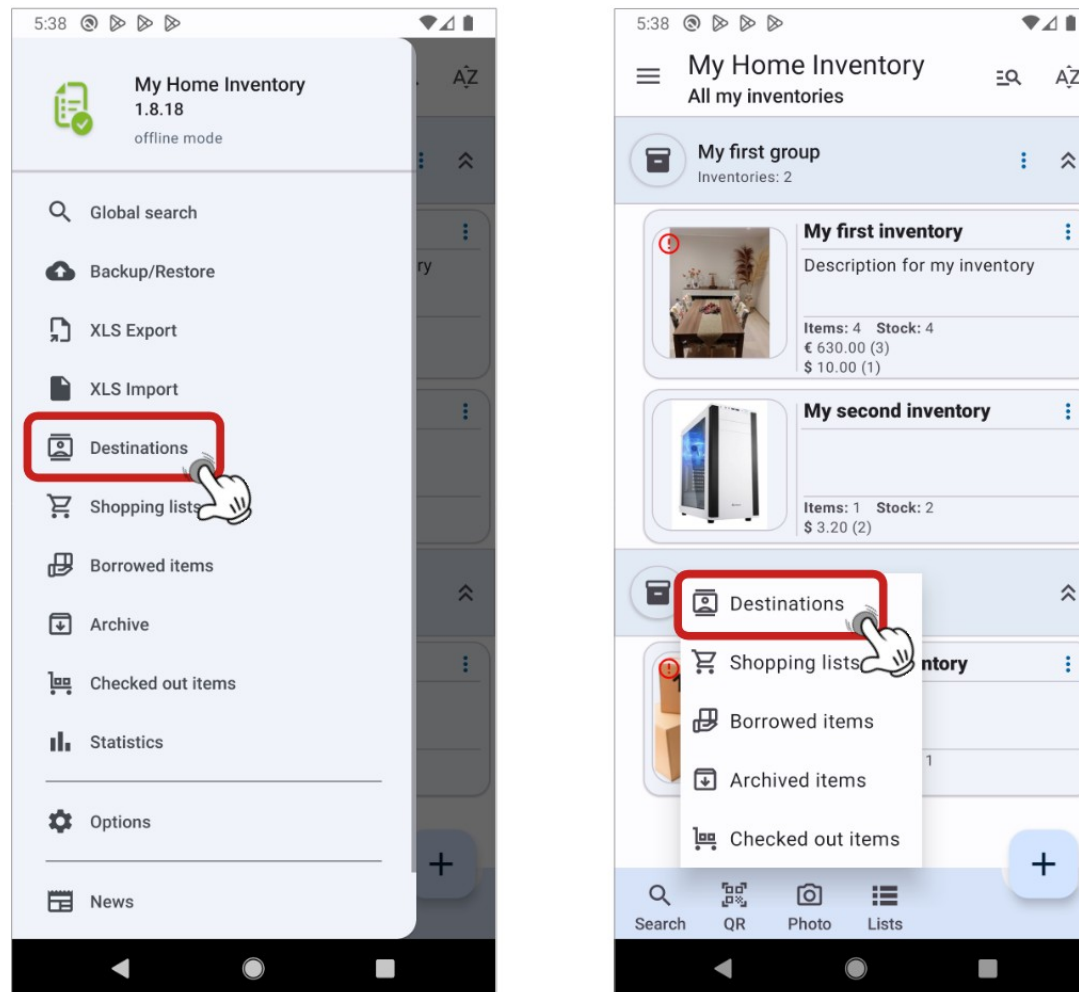


5.14 Destinations for articles / Article recipients

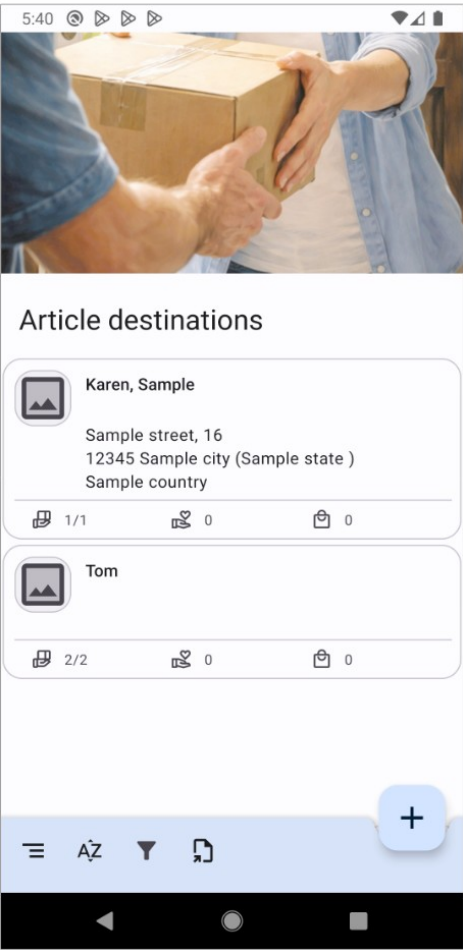
Recipients of items are individuals, companies, or institutions that receive items from your inventory. When lending, giving away, or selling items, you select the appropriate recipient in each case.

5.14.1 Recipients list

You can view the recipient list via the main menu.



The list displays all existing recipients. Each entry also shows the number of loans, donations, and sales associated with that recipient.

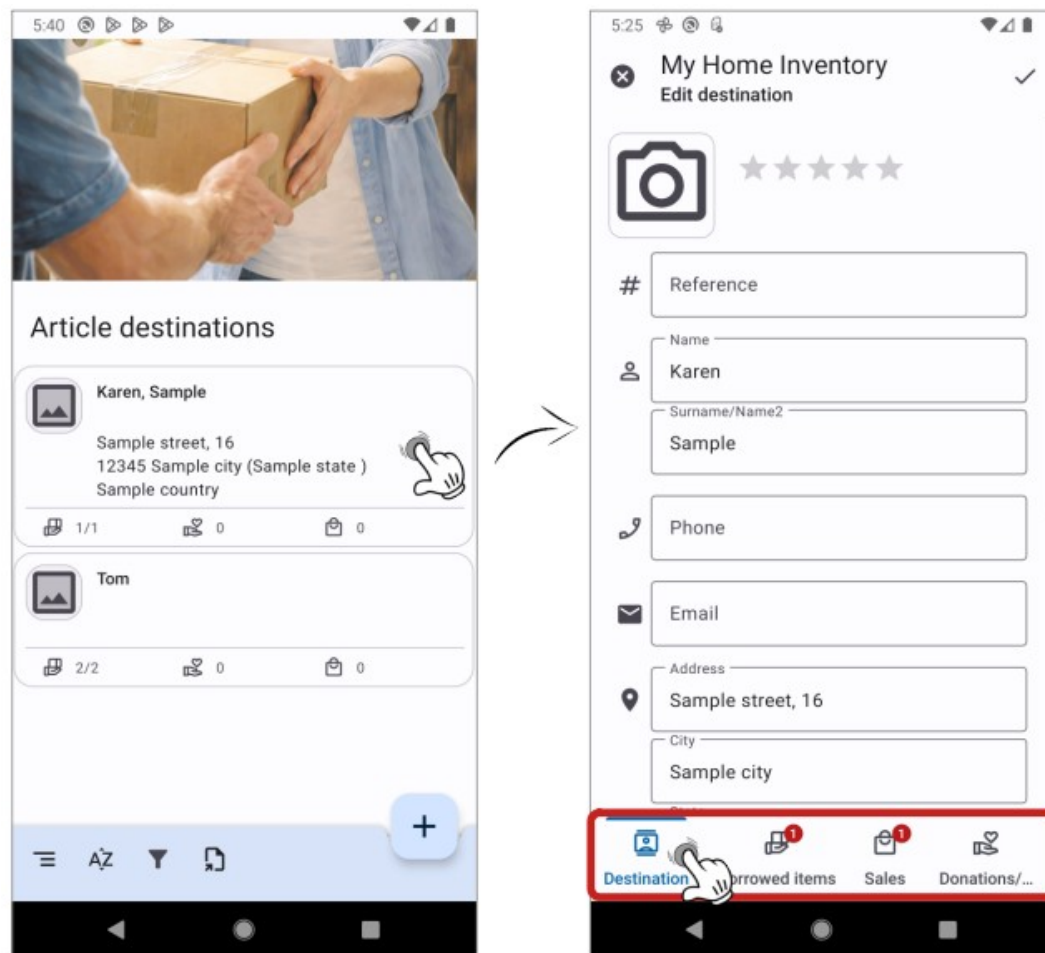


You can sort the list alphabetically by recipient name, group by the first letter of the name, search for entries, and export the list to Excel. Use the action bar at the bottom of the screen for this.

5.14.2 Create, change, or delete recipient data

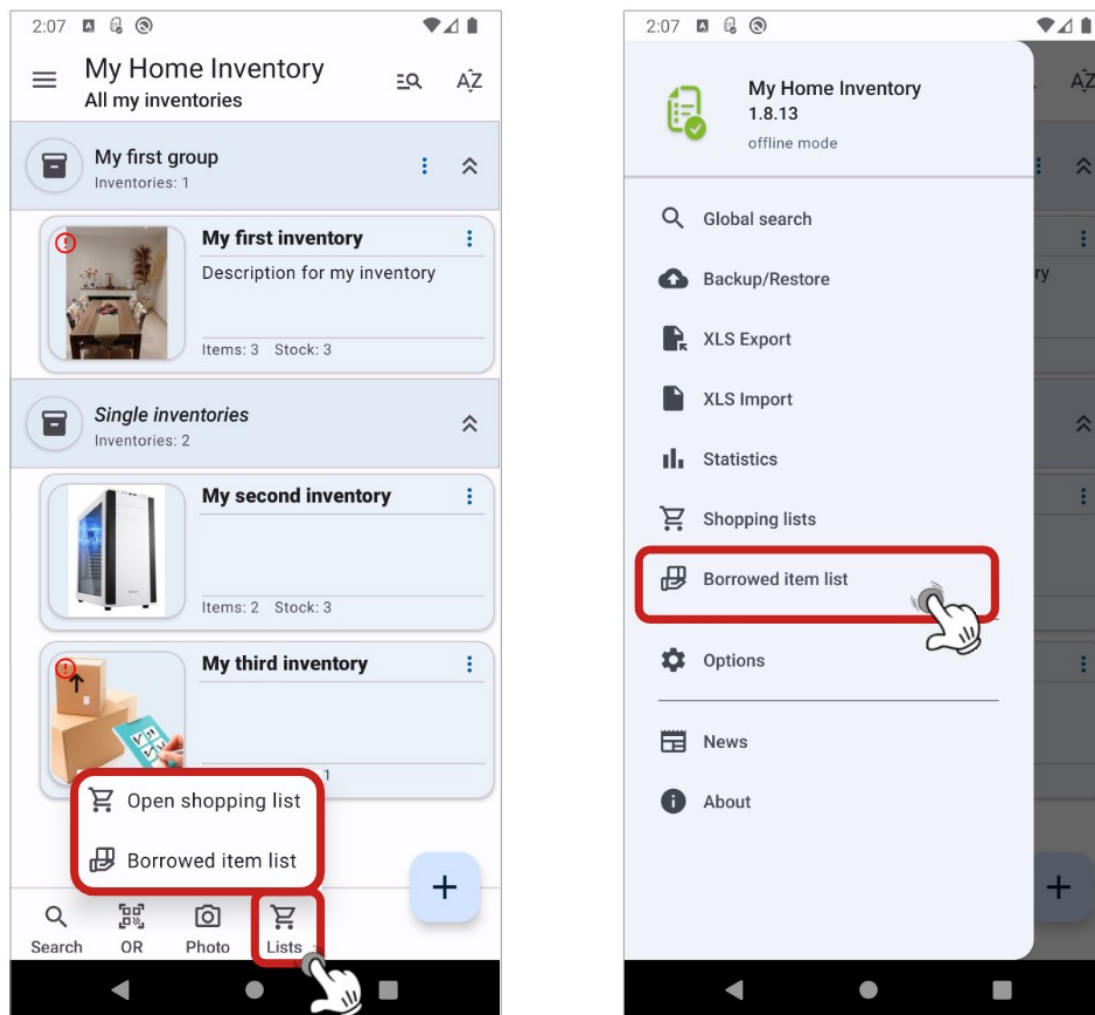
For each recipient, some essential data can be saved. To add a new recipient, click the plus symbol in the recipient list. To edit a recipient, click the corresponding list entry or swipe the entry to the left. To delete a recipient, swipe the entry to the right. Please note that if the recipient is still associated with loans, sales, etc., this data will also be deleted. The app will display a warning in this case.

If borrowings, sales, or gifts are registered for the destination, you can view this data directly by using the navigation area at the bottom of the screen.



5.15 Borrowed items

You can manage a list of borrowed items. This allows you, for example, to receive a notification when a loan expires. This feature is accessed through the menu or the "Lists" quick access button.



To register a loan, click the “+” button, then select the item and enter the relevant information.

2:11

Borrowed item list

(empty list)

☰

A-Z

▼

+

2:12

✕

My Home Inventory

Borrowed item

✓

Please select an item

Borrowed to

▼

Note

Count

1

From

7/17/25

☒

Until

▼

Returned on

▼

Created:

Modified:

Click here to choose an item to borrow.

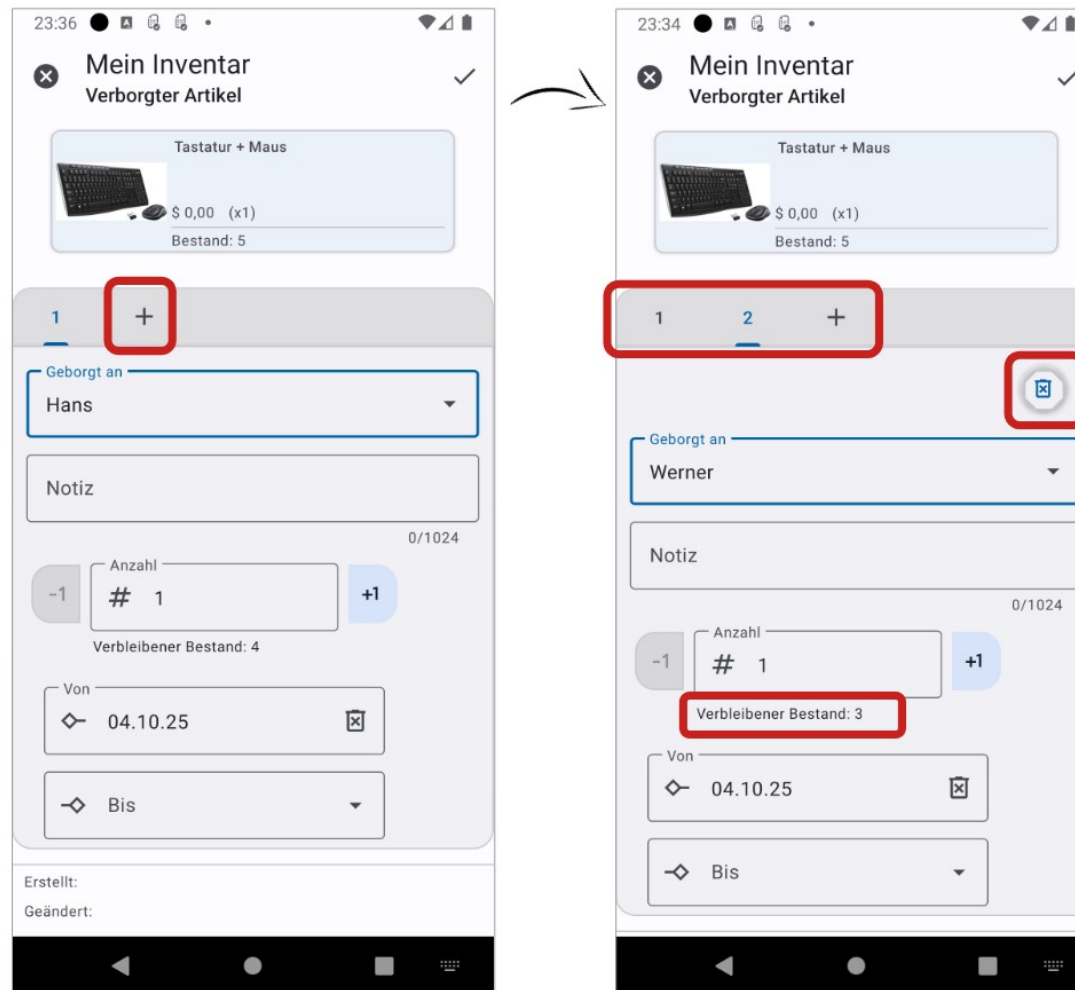
Recipient of the borrowed item. Using the arrow, you can choose from the recipients you created previously.

You can provide more information. The "Until" date indicates the expected return date. The "Returned on" date indicates the date the item was actually returned.

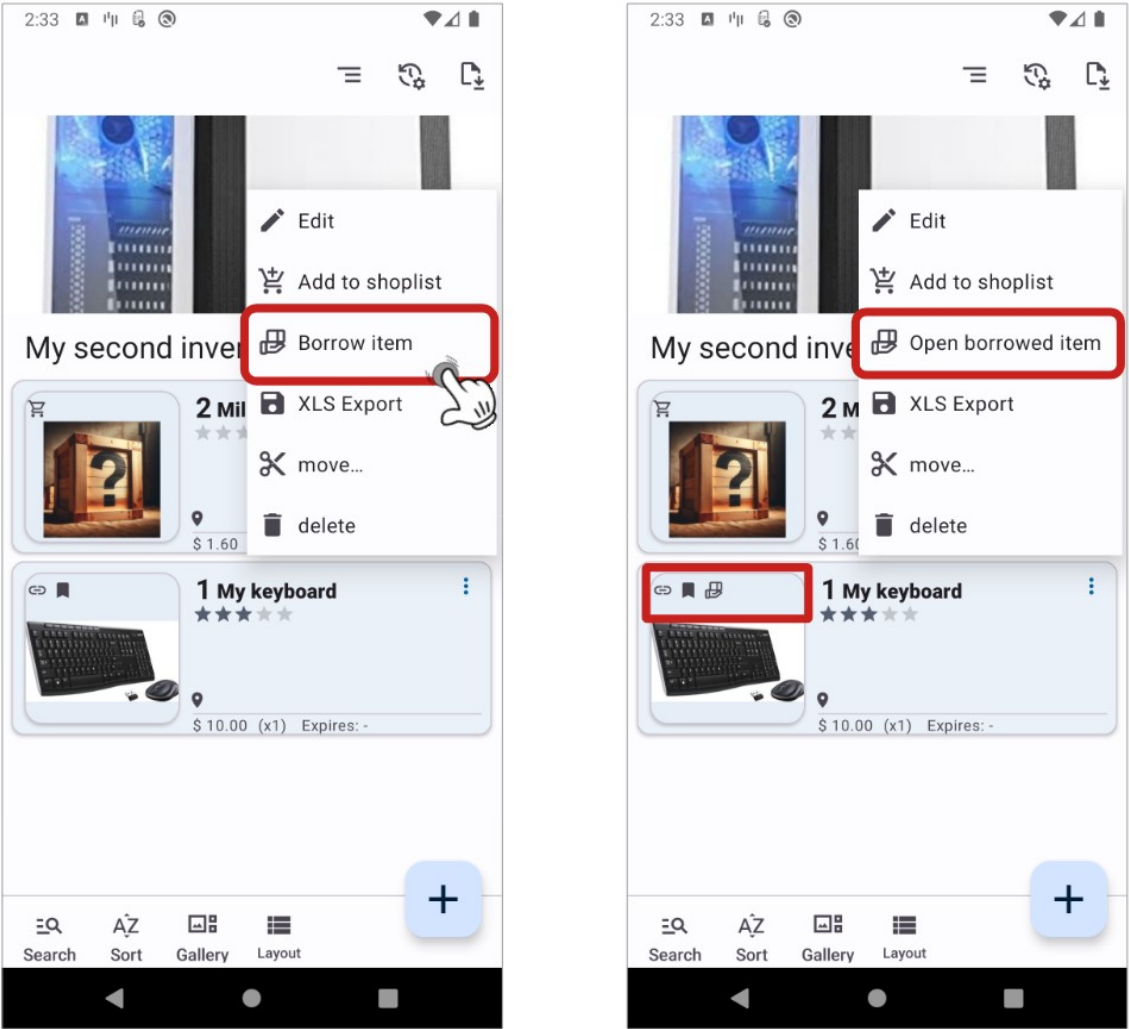
5.15.1 Borrowing the same item to multiple recipients

When creating a new 'borrowed to', and if sufficient stock is available, you can register a 'borrowed to' of the item to multiple recipients. To do so, add every recipient using the plus sign. The remaining stock is calculated including all recipients.

After confirming the data, a loan register will be created for each recipient. You can also delete an individual tabs (except the first one). To do so, click the "Delete" button.



You can also create a 'borrowed to' register directly from the item list. Items that are currently on loan and not yet returned are displayed with a specific icon.



5.15.2 Updating the register

To update the loan information, click on the corresponding record. You can also group the list by recipient or item, sort, and filter the list.

Borrowed item list

My keyboard
Mr. Peters
7/17/25 -> 7/31/25

The list can also:

- be grouped by recipient or item
- be sorted
- filtered

My Home Inventory
Borrowed item

My keyboard
\$ 10.00 (x1)
Stock: 1

Borrowed to
Mr. Peters

Note

Count
1

From
7/17/25

Until
7/31/25

Returned on

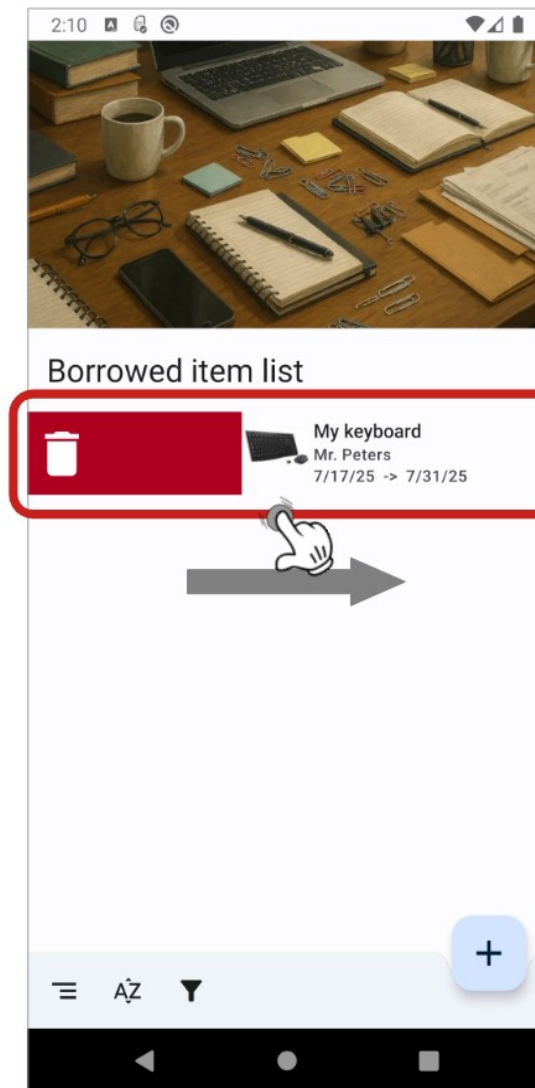
Created:
Modified:

Click here to choose an item to borrow.

Recipient of the borrowed item. Using the arrow, you can choose from the recipients you created previously.

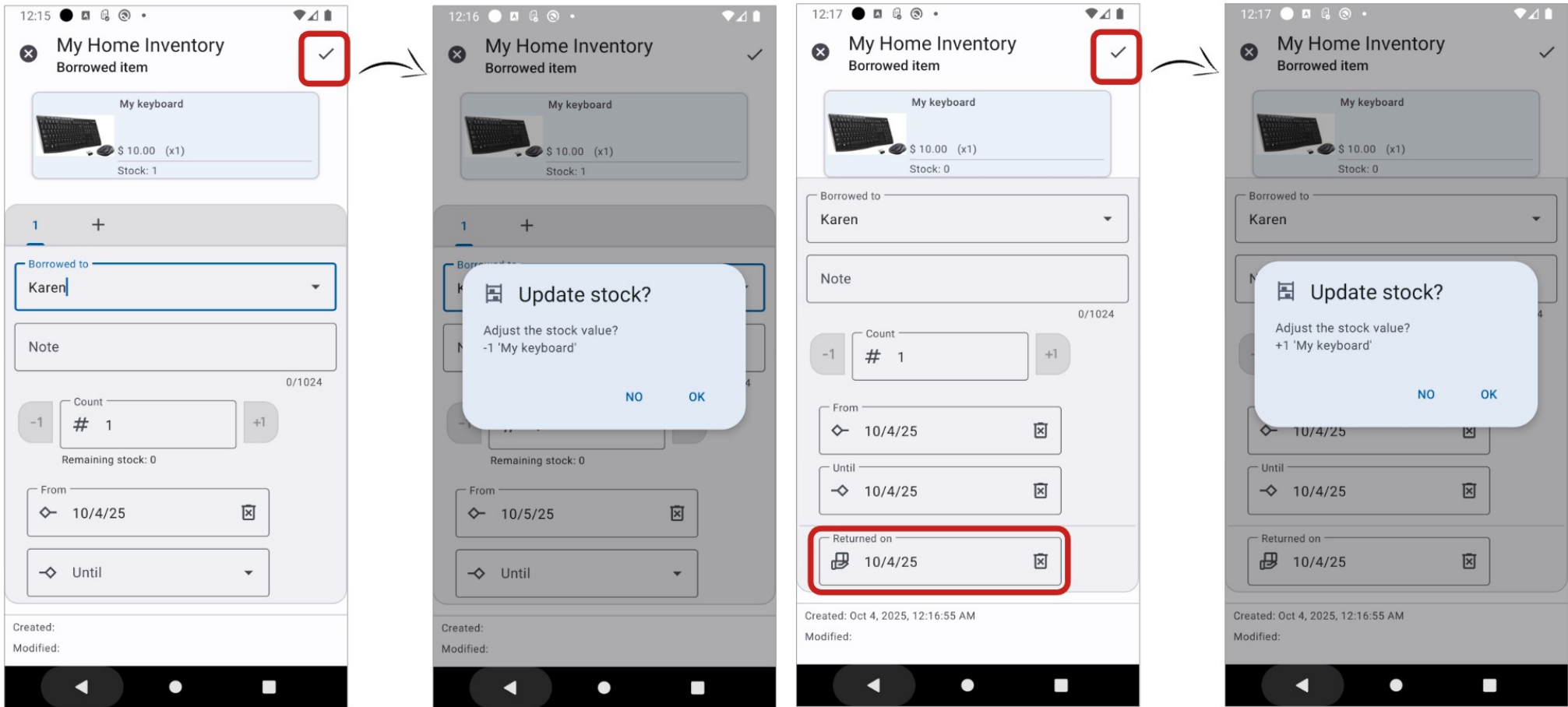
You can provide more information. The "Until" date indicates the expected return date. The "Returned on" date indicates the date the item was actually returned.

To delete an item, drag it to the right.

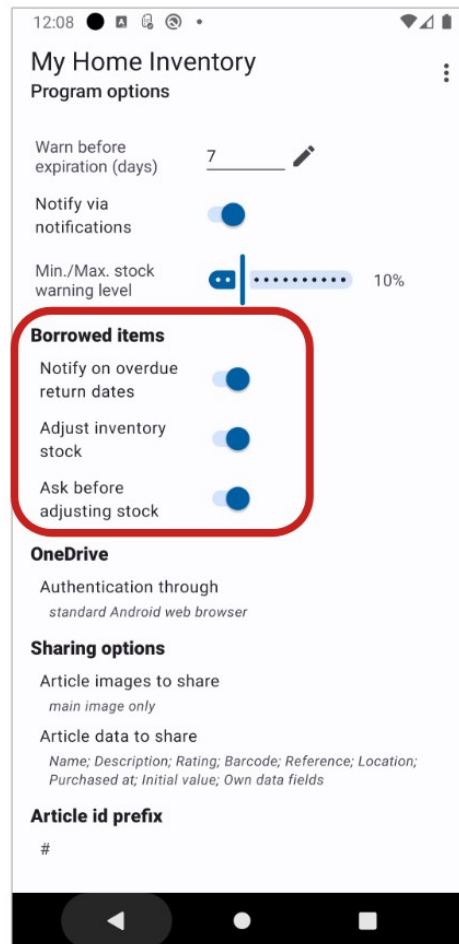


5.15.3 Inventory stock update of borrowed items

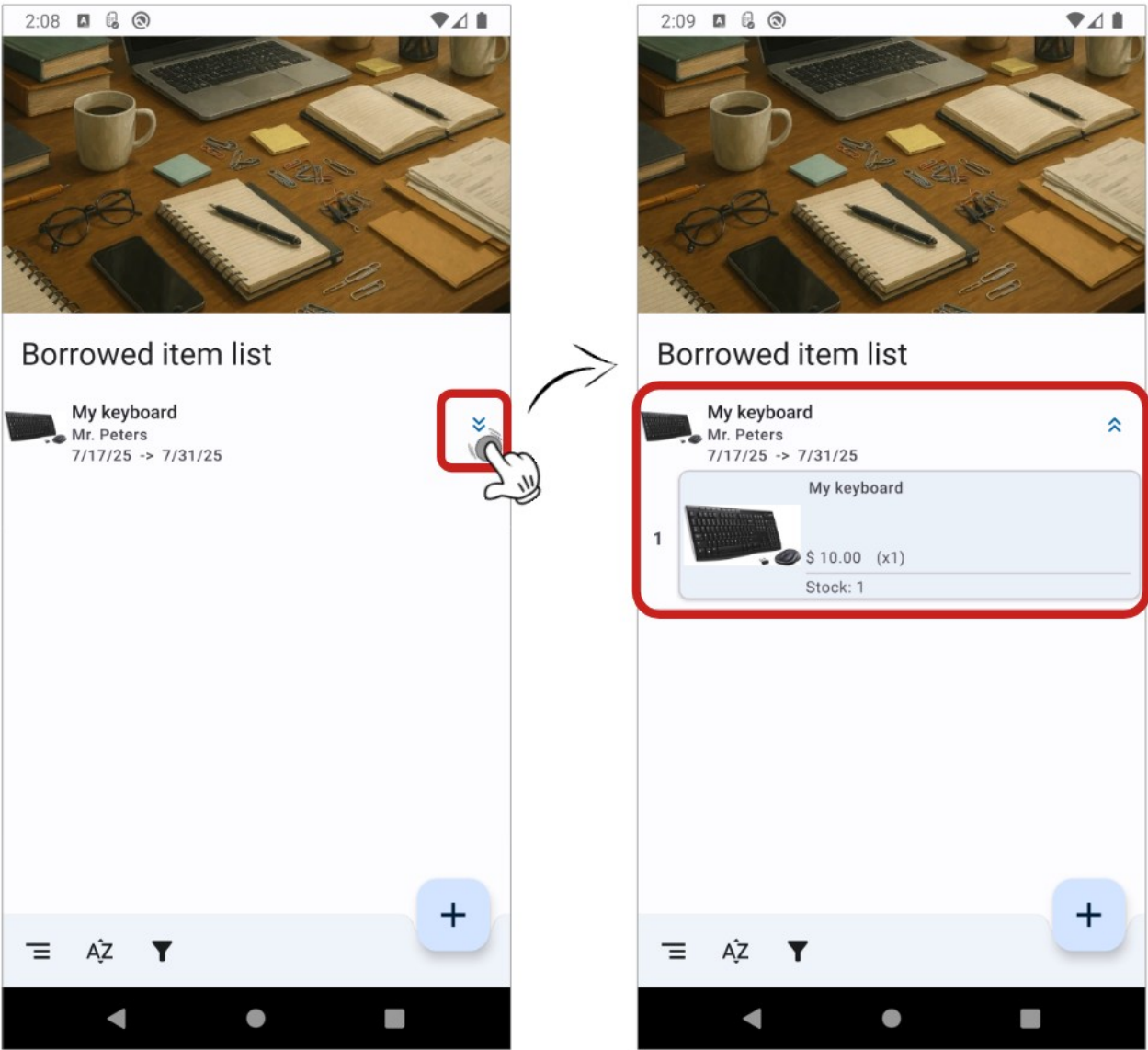
Borrowed items can also be deducted from the inventory and added back upon return.



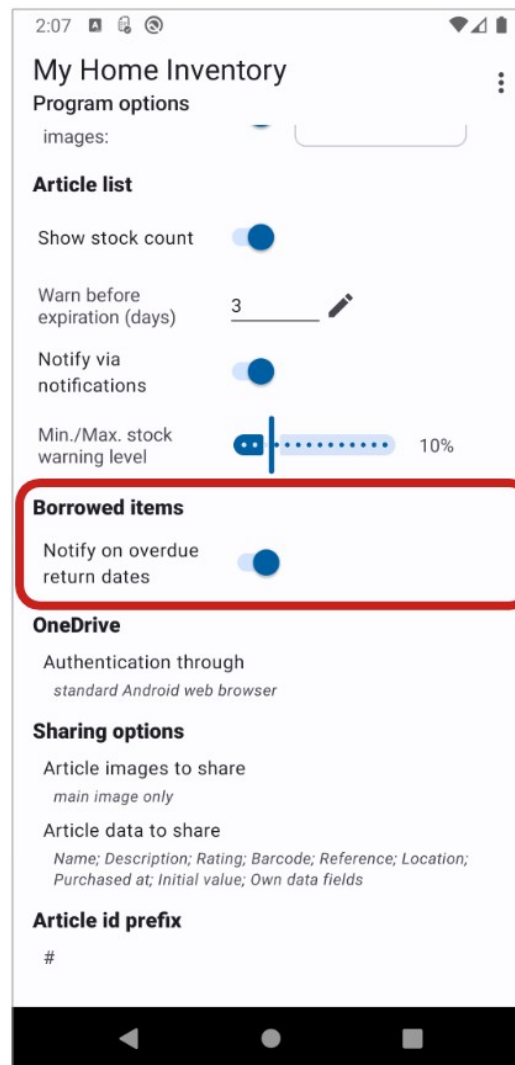
You can also deactivate this in the program options.



To view more detail on the item, you can click on the double arrows in the record.

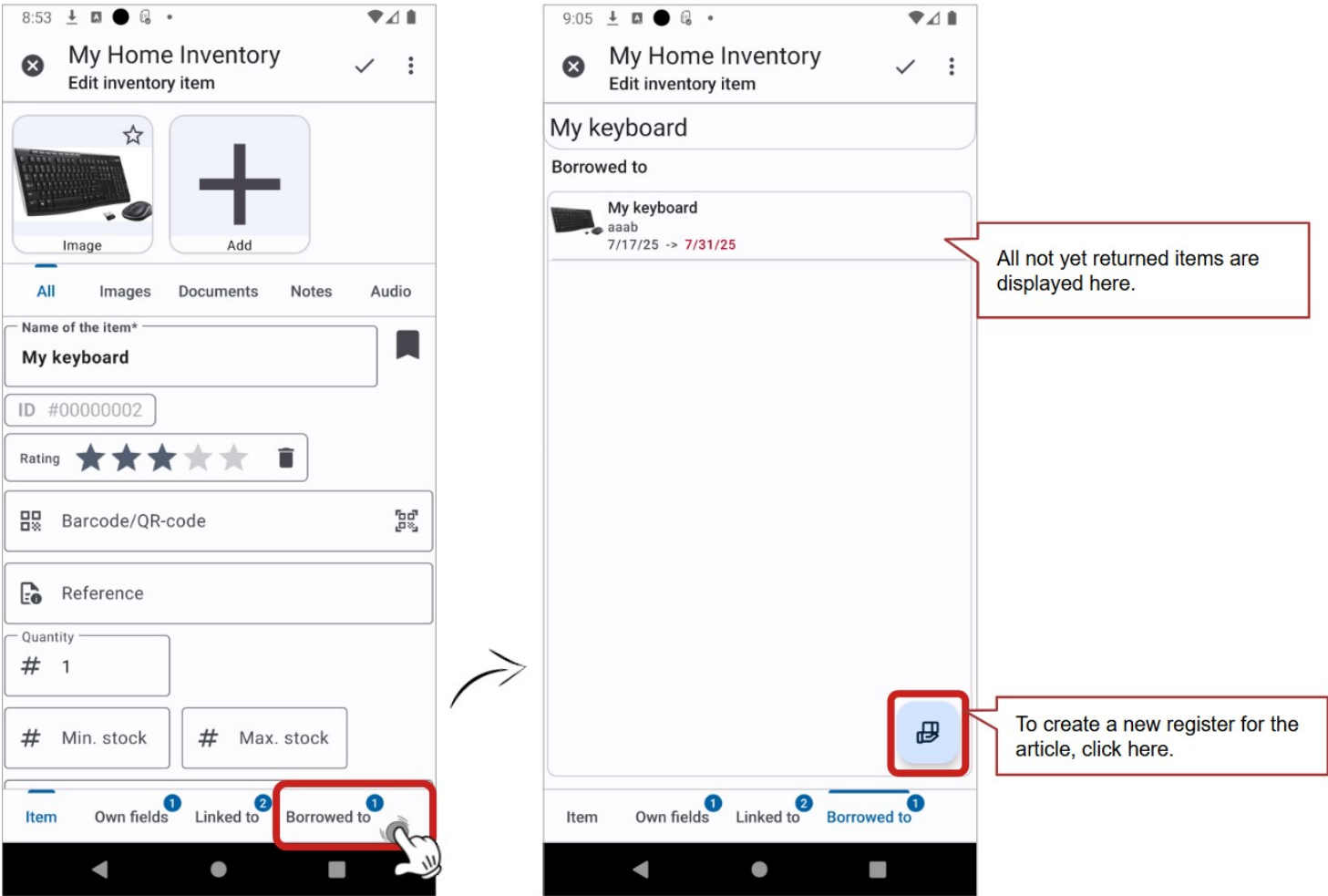


To receive a notification when a loan has expired, activate the corresponding option in the app settings.

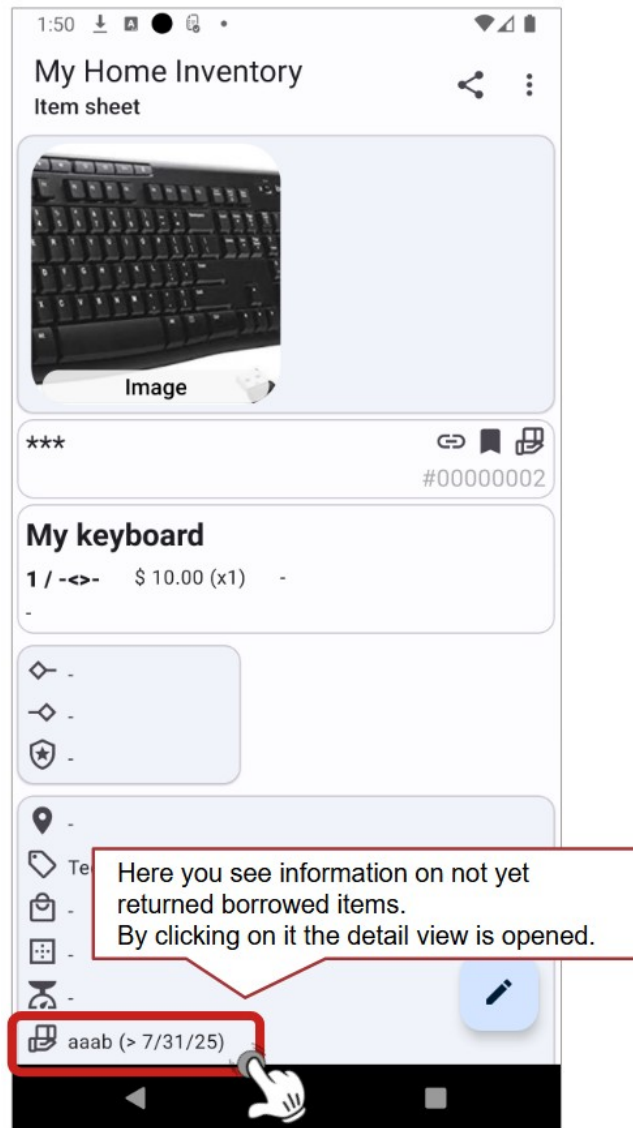


5.15.4 “Borrowed to” page in the article edit view

In the article edit view you find a “Borrowed to” tab which shows information in case the article has been borrowed and not yet returned.

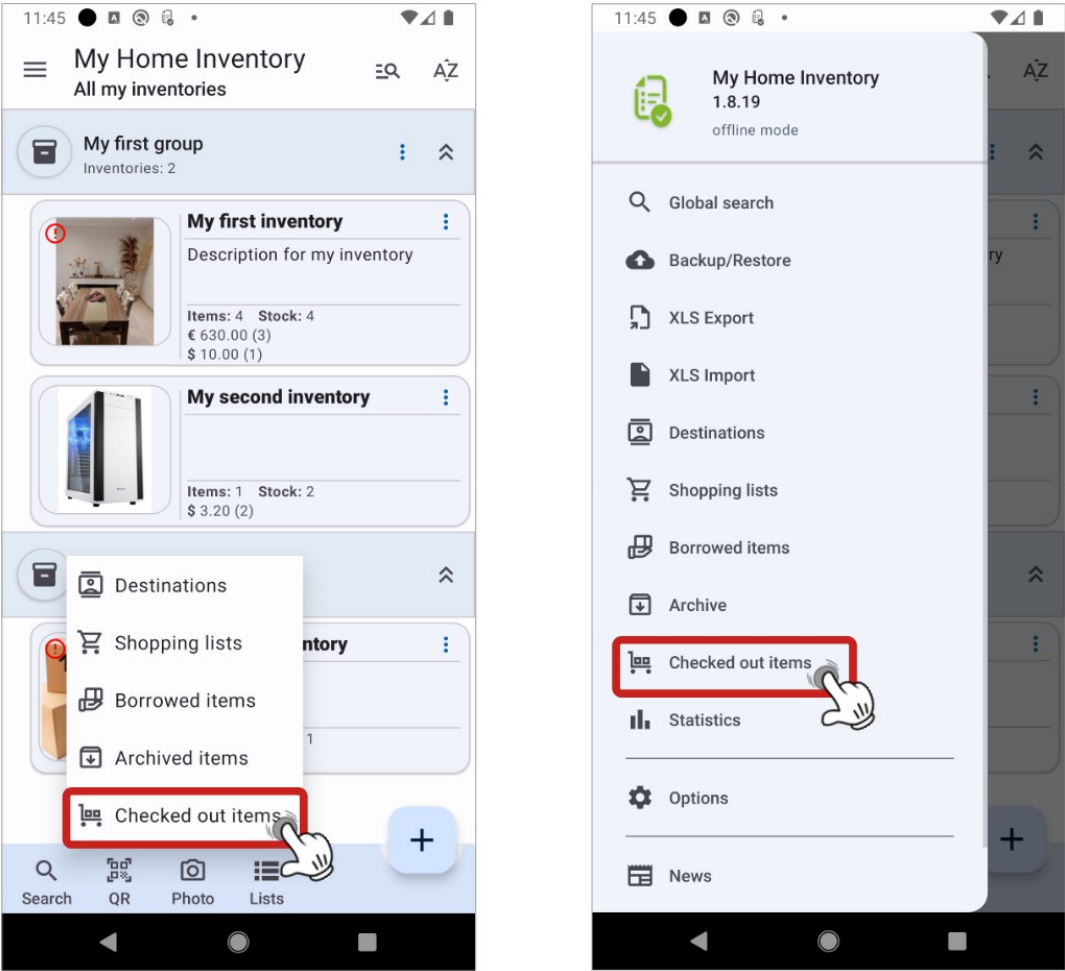


For borrowed and not yet returned items you find also information on the item sheet. You can click on it to open the detail view.

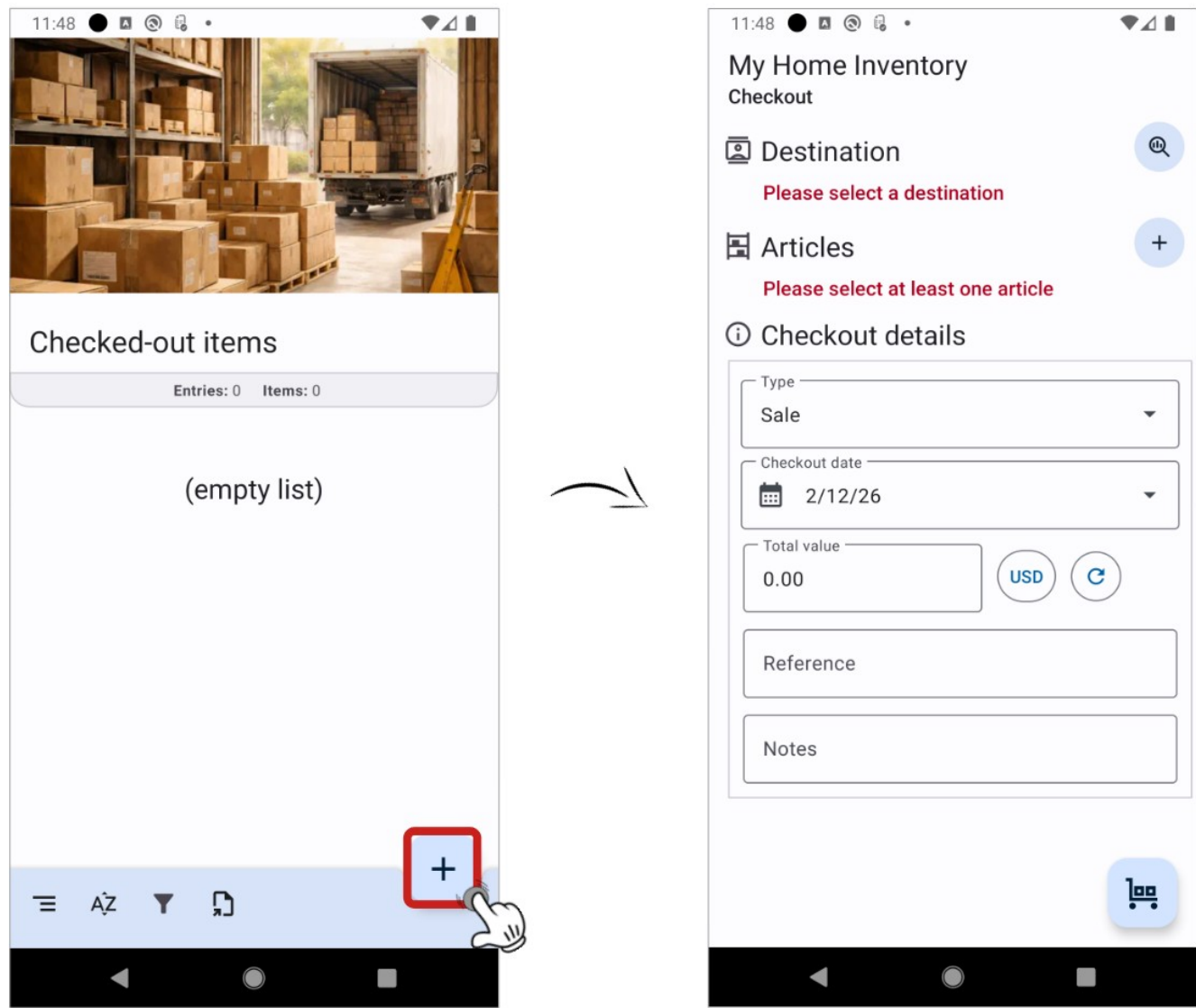


5.16 Checking out articles

You can access the checked-out items via the main menu or the list menu.



To check out one or more items, click the "Add" button:



To create a checkout, a recipient and at least one item must be selected. Additional details can also be specified.

11:48

My Home Inventory

Checkout

Destination

Please select a destination

Articles

Please select at least one article

Checkout details

Type

Sale

Checkout date

2/12/26

Total value

0.00

USD

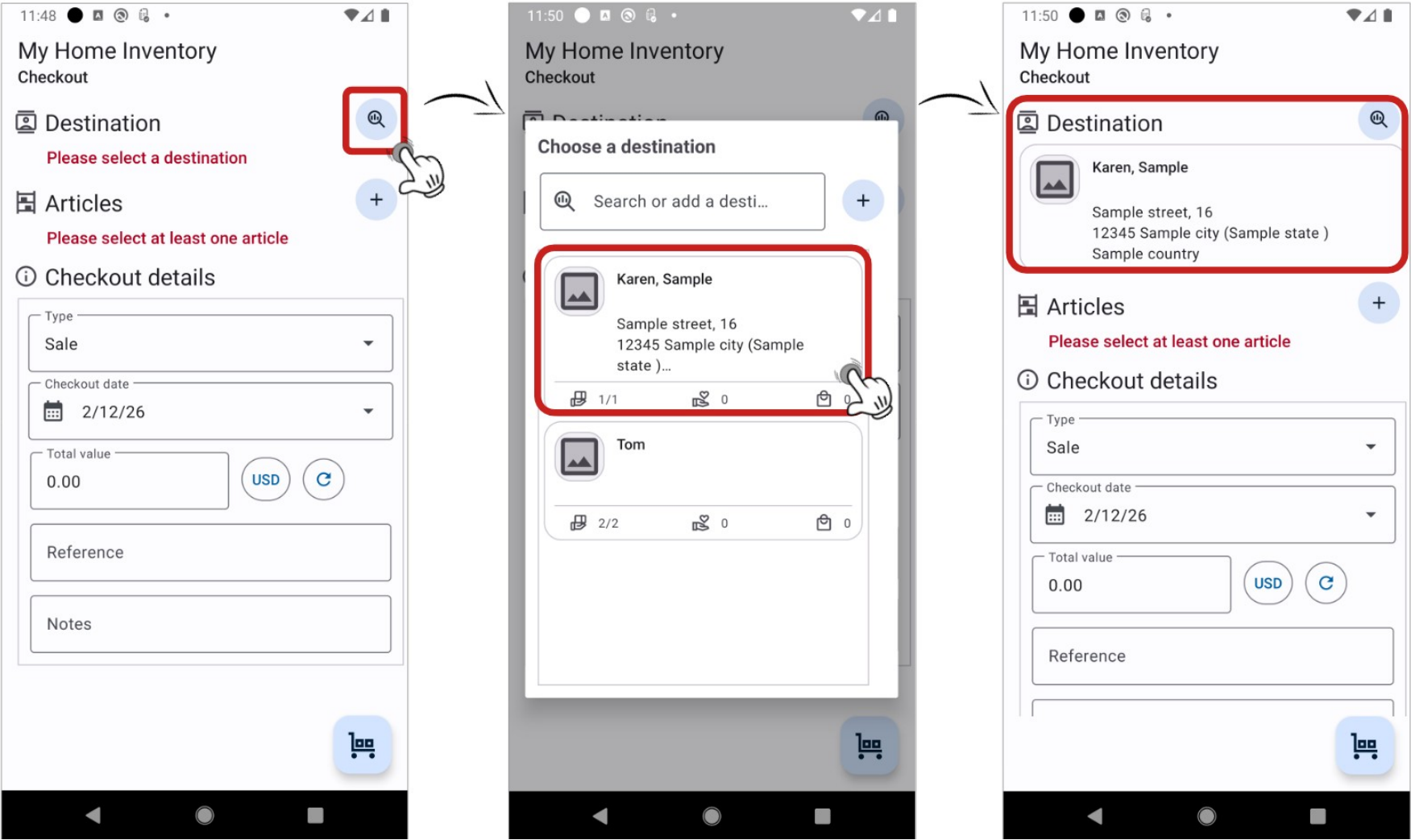
Reference

Notes

My Personal Inventory - V.1.8- last update Aug 28, 2026 - Page 159 of 195

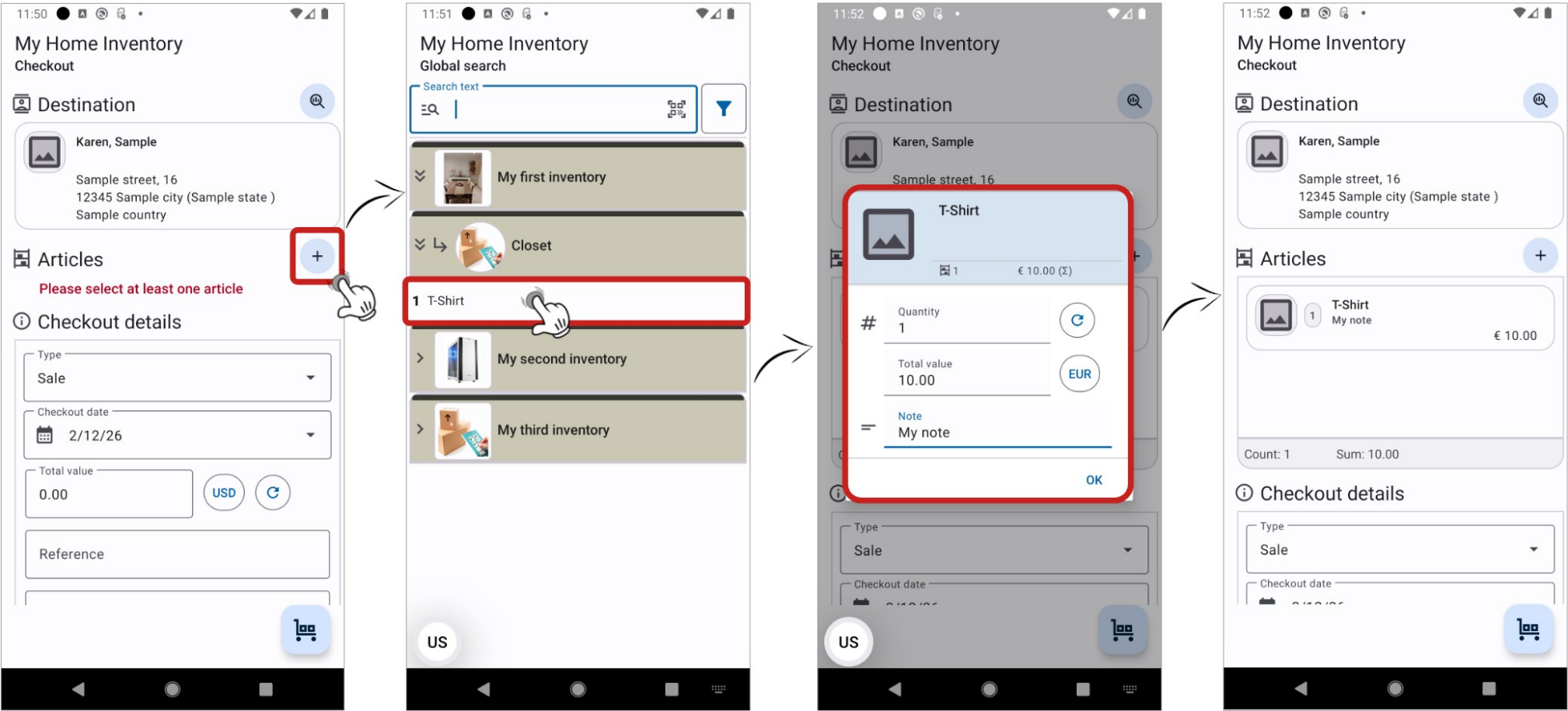
5.16.1 Choosing a destination

Each checkout requires a destination. Select one destination from the destination list.



5.16.2 Choosing one or more articles

To add an article to the checkout, select it using the "+" symbol. Then enter the quantity, the price, and optionally a note. Multiple items can be added to a single checkout. To edit an article, swipe left or click on it. To delete it, swipe right.



5.16.3 Additional checkout information

Additional information can be added to the checkout. The total value can also be overwritten or calculated here.

11:53

My Home Inventory

Checkout

 1 T-Shirt
My note € 10.00

Count: 1 Sum: 10.00

Checkout details

Type
Sale

Checkout date
2/12/26

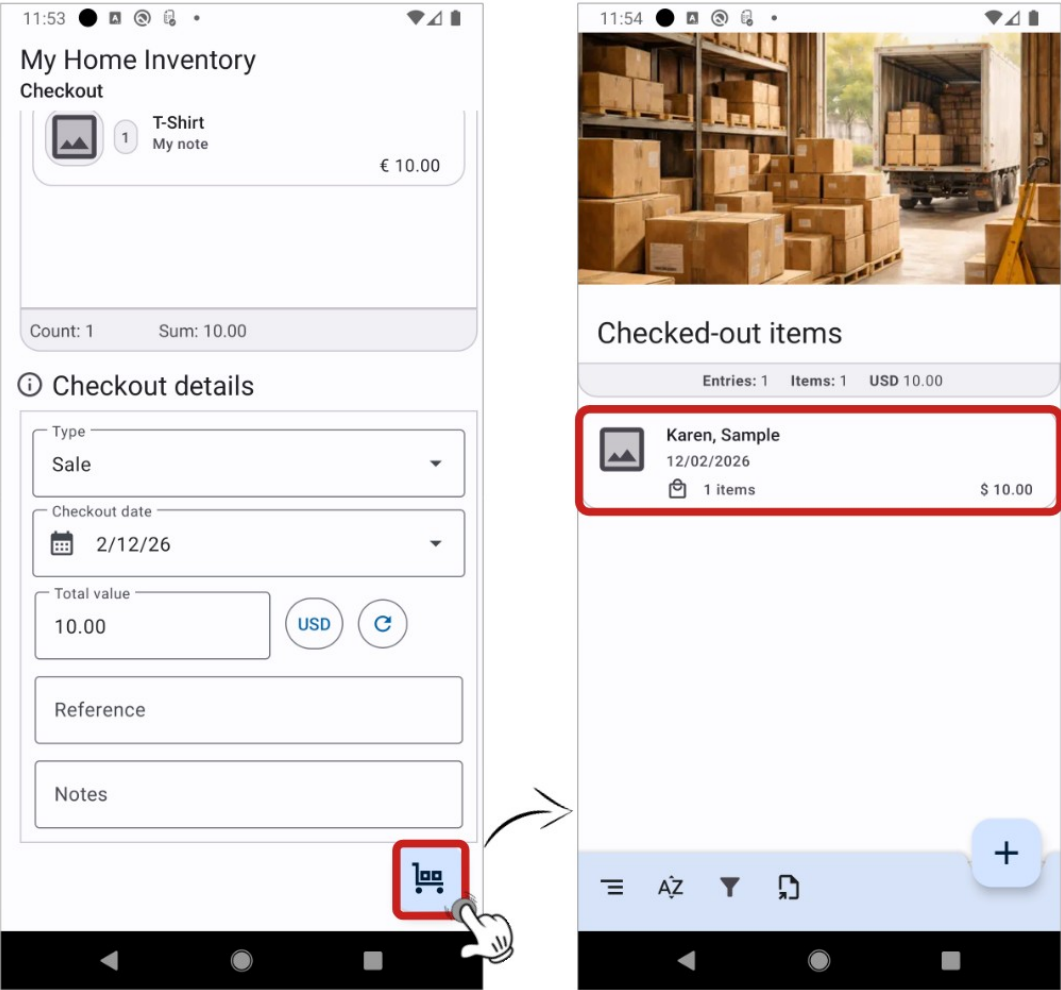
Total value
10.00 USD

Reference

Notes

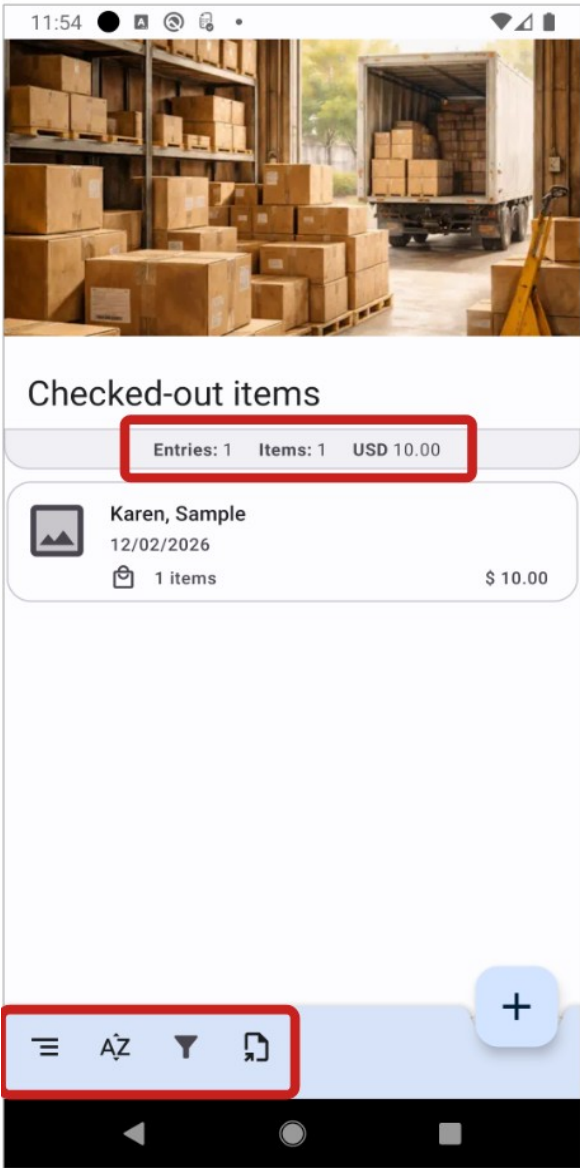


To save your checkout, click on the "Trolley" button.



5.16.4 List of all checkouts

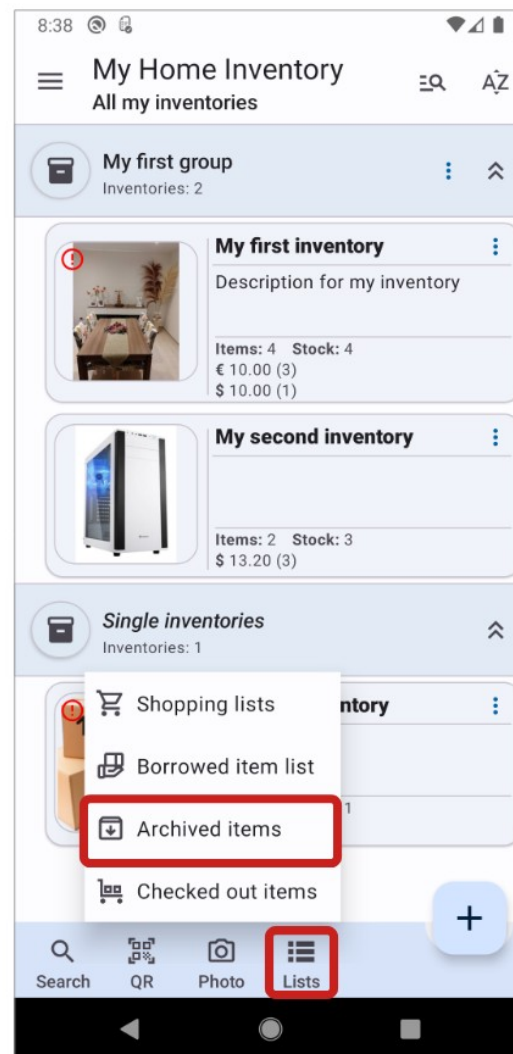
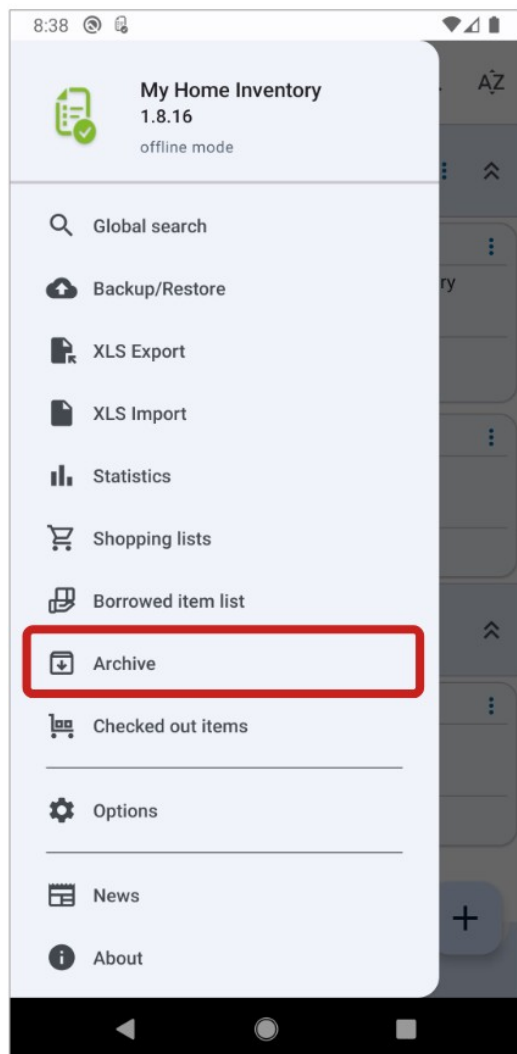
The overview displays all existing checkouts. The list can be grouped or sorted by recipient, filtered, and exported as an Excel list.



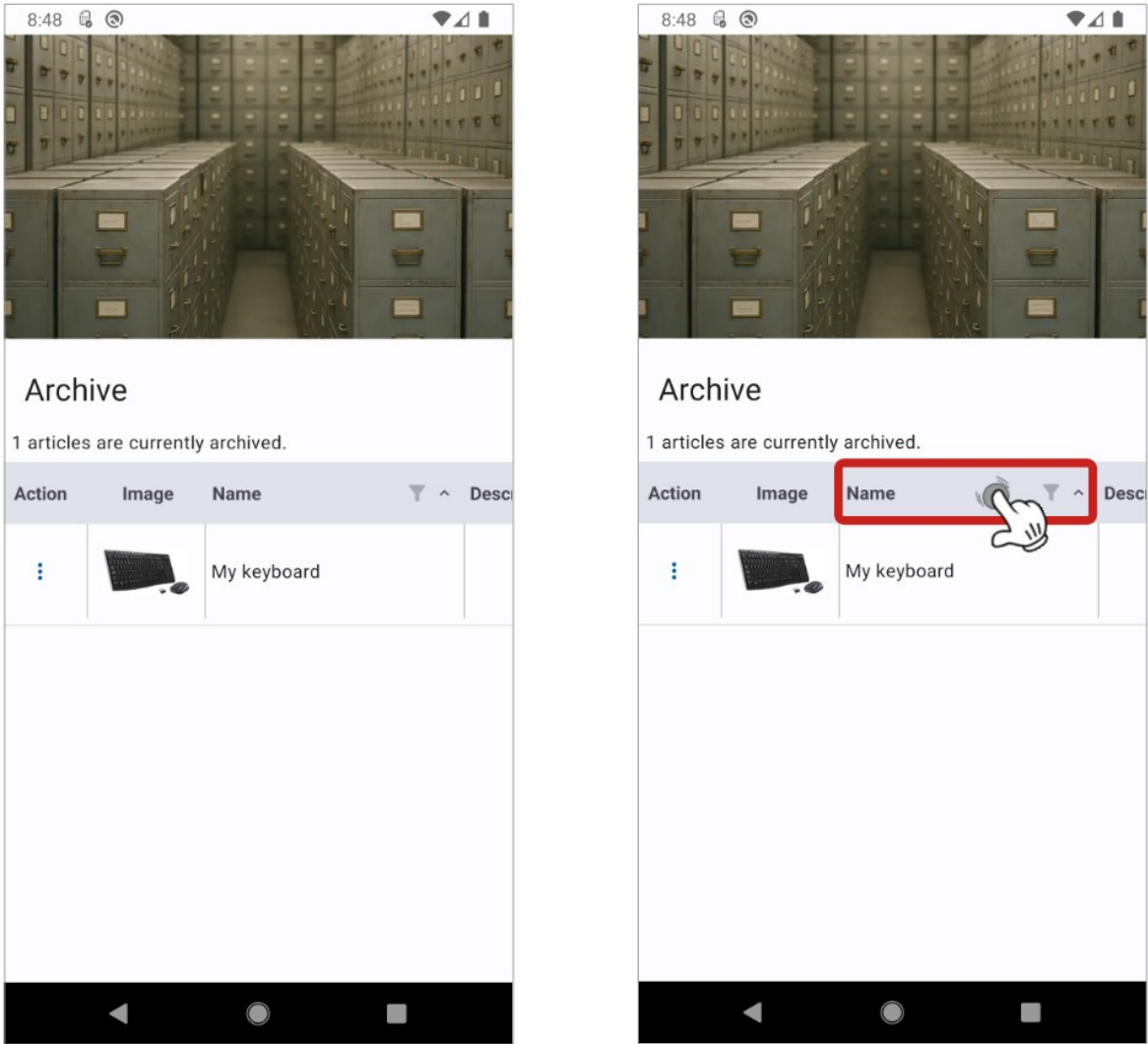
5.17 Article Archive

Articles can be archived. This removes them from active inventories and excludes them from statistics. Unlike deleting an article, archiving allows you to restore archived articles later. When archiving, essential article data is retained.

You can access the archive via the main menu or the list menu.

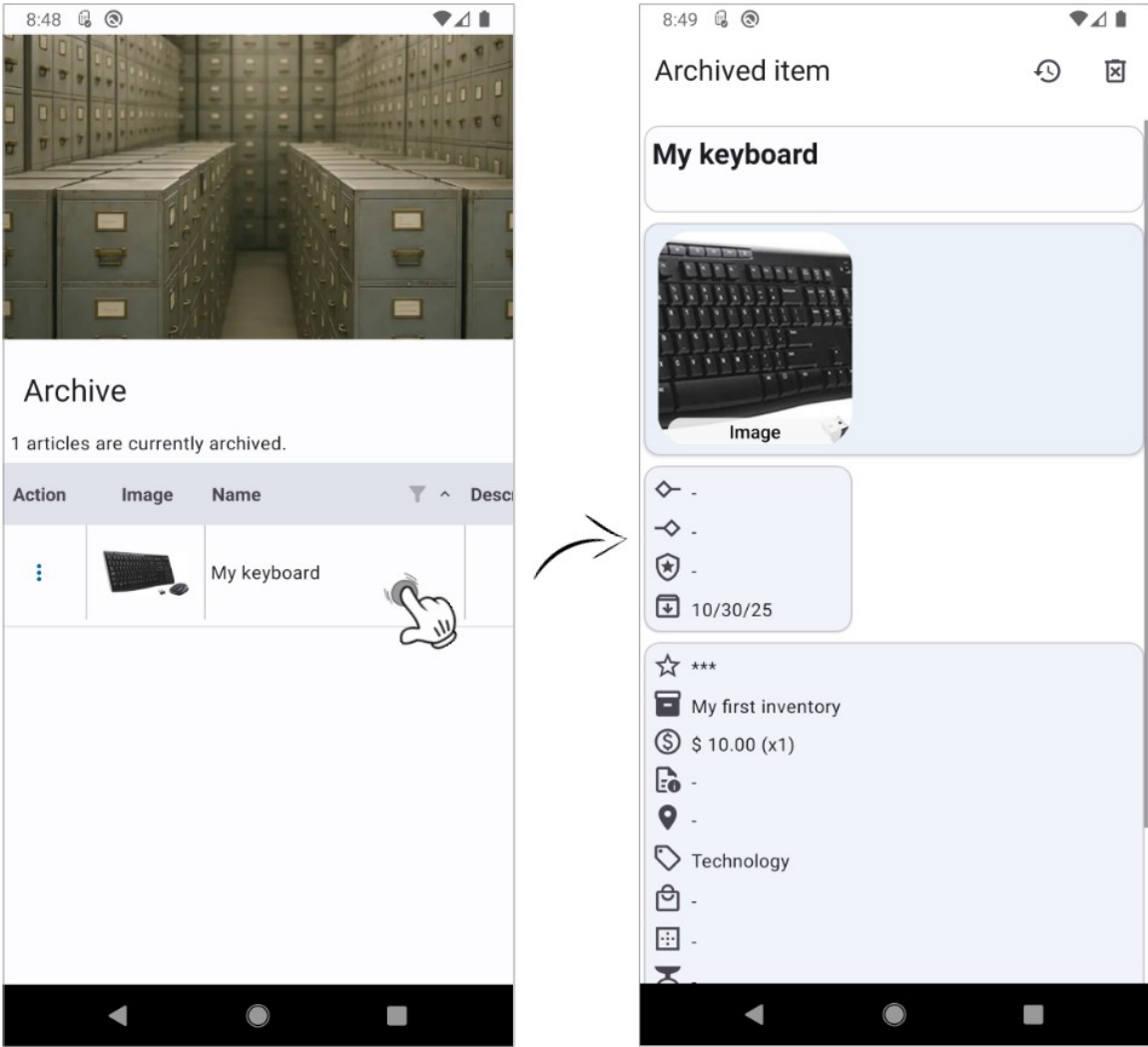


The archive list displays all archived articles. You can sort the list by clicking on the corresponding column header. To filter, click on the appropriate filter icon or long-press on the column title. A filter input dialog will then open. The filter icon is highlighted for active filters.



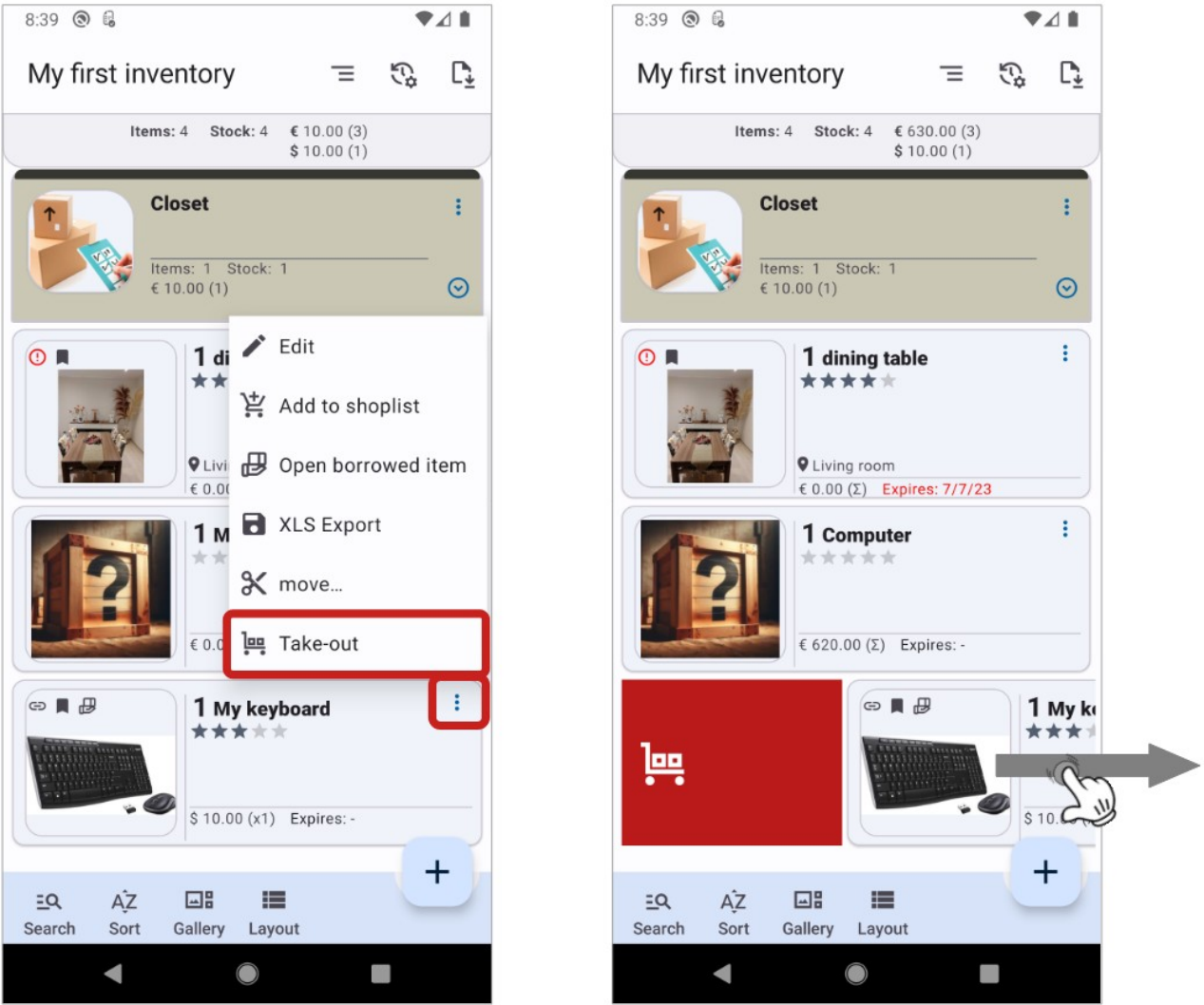
5.17.1 View archived article details

To view details of an archived article, click on the corresponding archive entry.

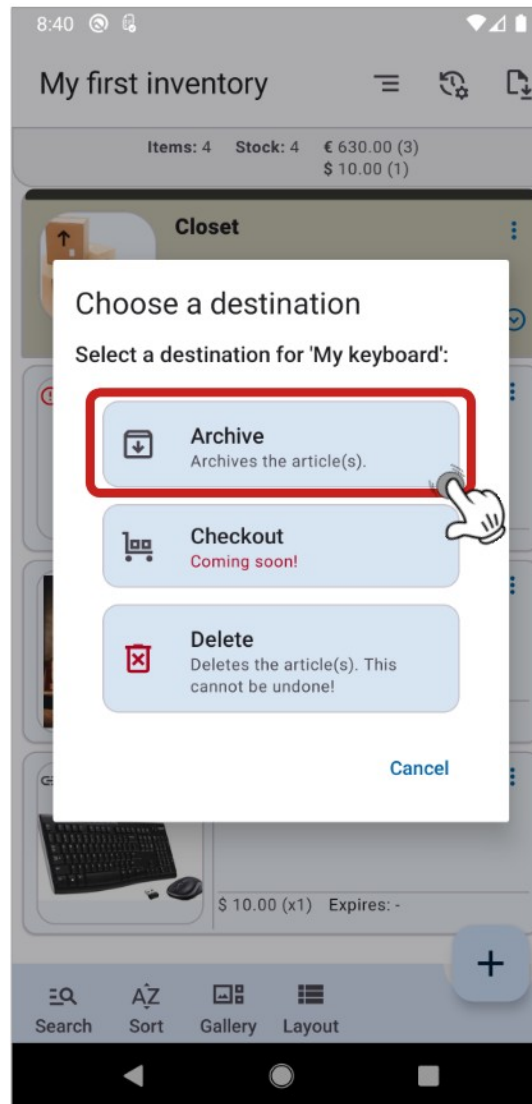


5.17.2 Archive an article

To archive an article, select the appropriate option from the article menu in the article list or swipe the article to the right.

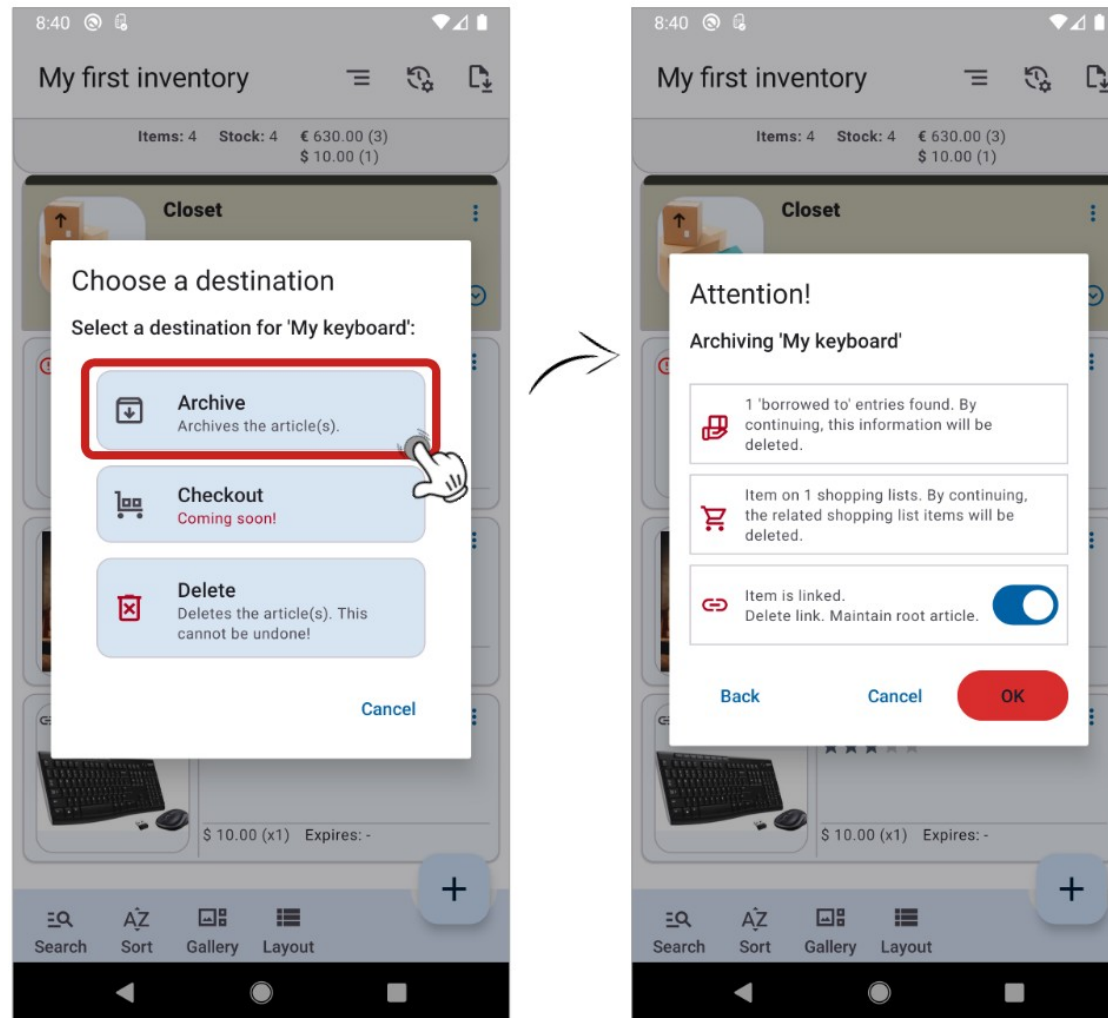


In the selection dialog that then appears, select "Archive".



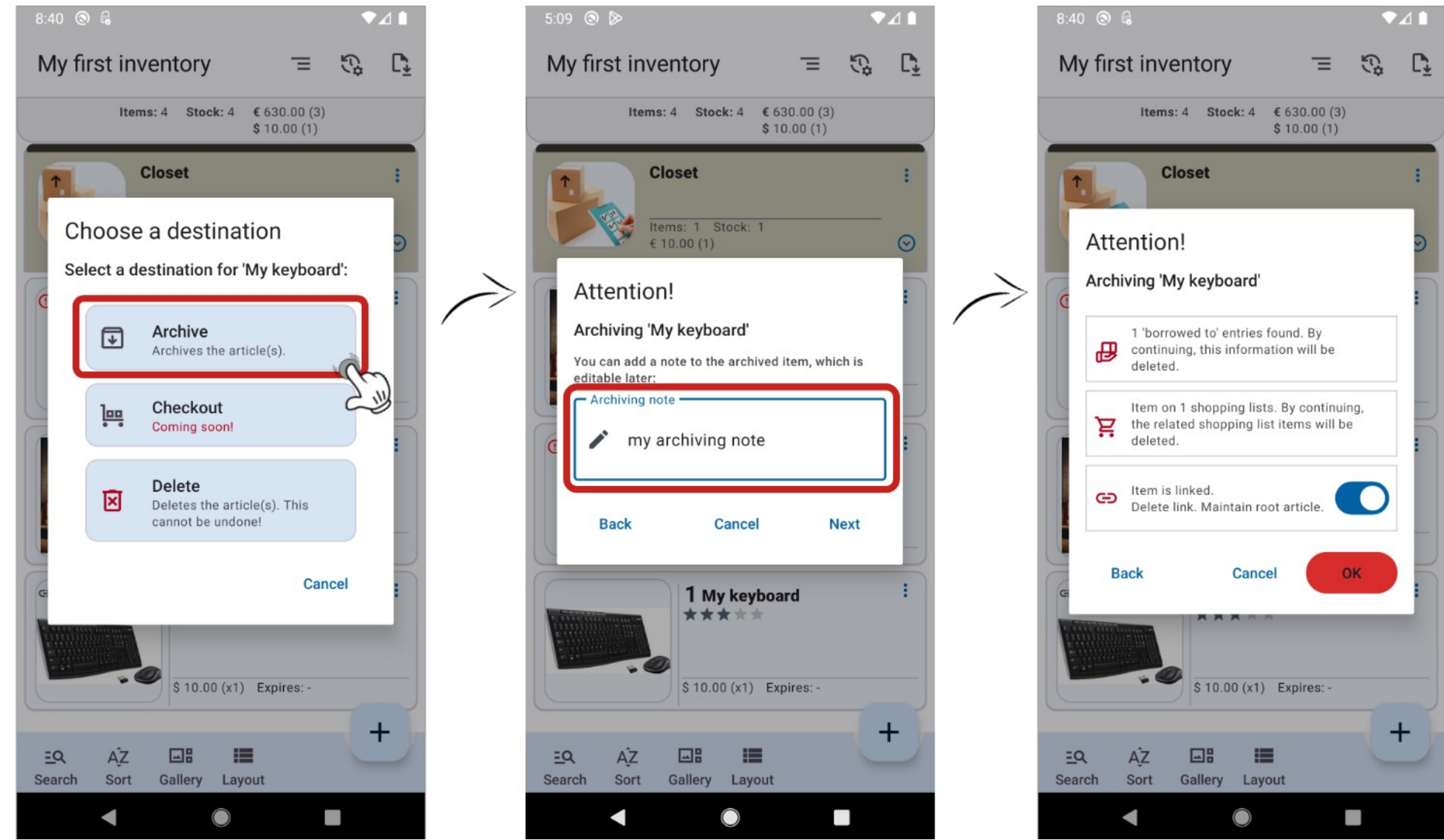
Please note that archiving an item will delete any existing entries on shopping lists and in 'borrowed to' records. You will receive a notification in these cases and can then still cancel the archiving process.

Please note that only complete items can be archived. If the selected item is a linked item, meaning it appears in multiple inventories, you will receive a notification and can choose whether to archive the entire item or delete only the selected link. Archiving a linked item will remove all its links, meaning it will be removed from all inventories to which it was linked.

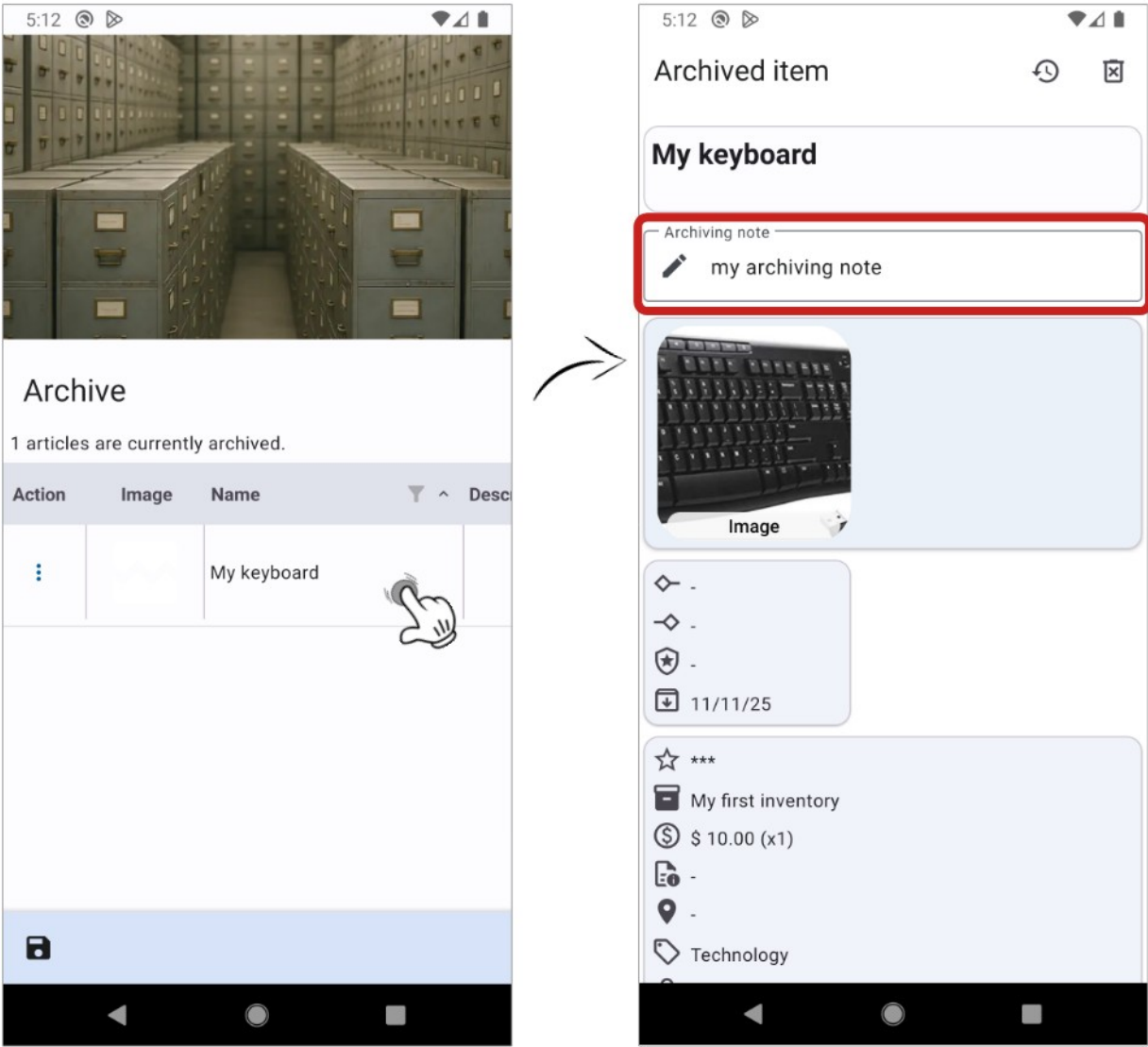


5.17.3 Adding a note to an archived article

When you archive an article, you can add a note.

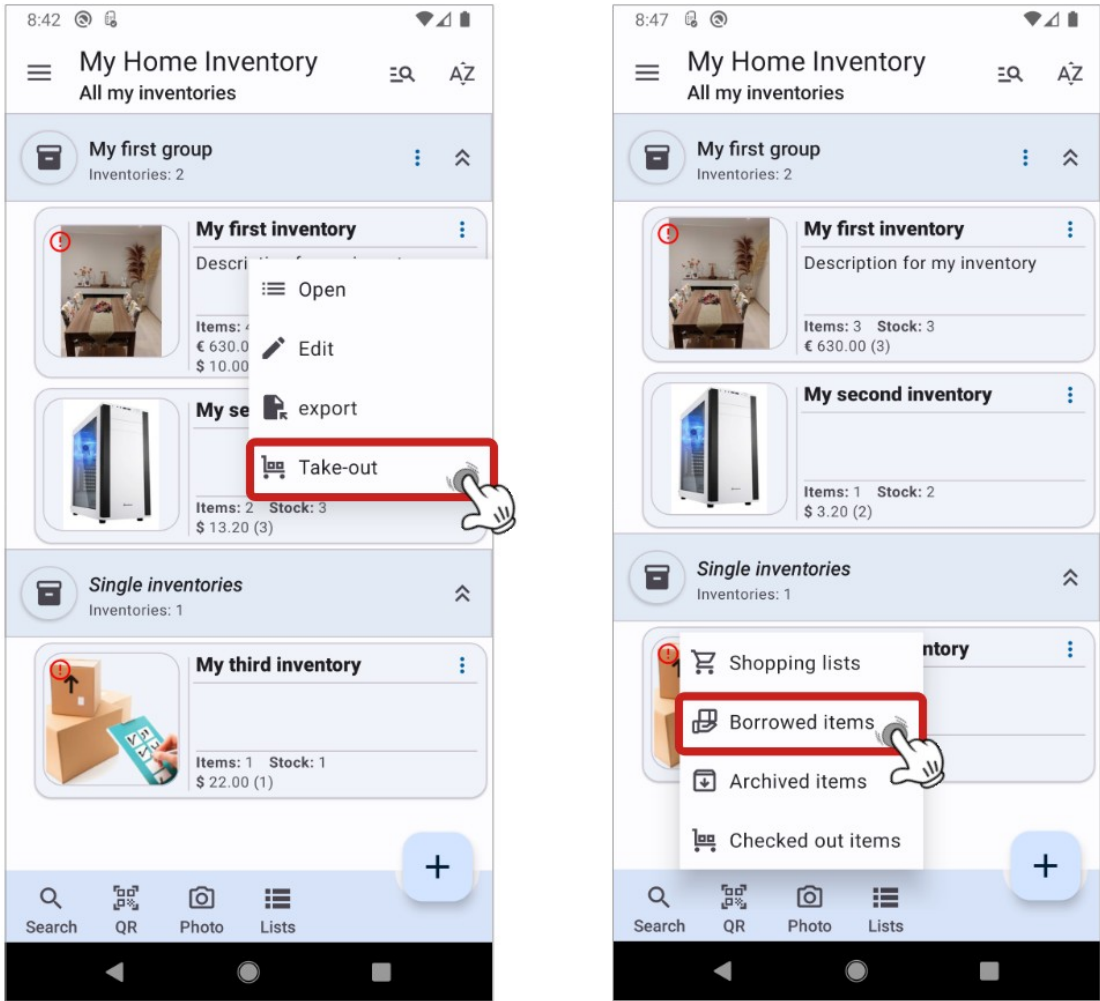


This note can be edited later when viewing the archived article.



5.17.4 Archive an Inventory

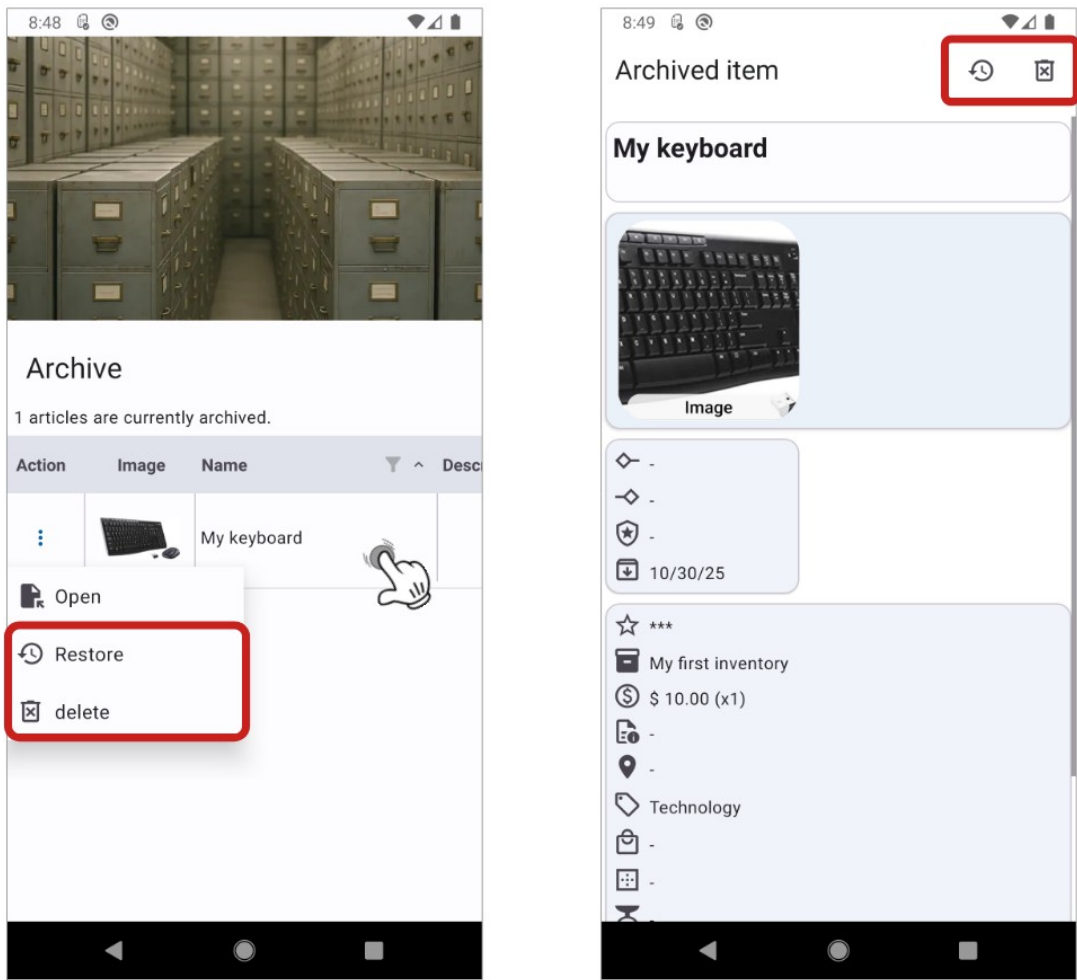
You can also archive entire inventories. To do this, select the corresponding option in the inventory or sub-inventory menu, or swipe the inventory to the right. In the selection dialog that then appears, select "Archive".



If the inventory contains items that are on shopping lists, have entries in the 'borrowed to' records, or are linked to multiple inventories, you will receive corresponding notifications. The same options are available as when archiving an item.

5.17.5 Restoring or deleting an archived article

To restore or delete an article, select the corresponding option in the archive list action menu or in the detail view's title bar. The option menu also appears after a long click on the corresponding archive entry.



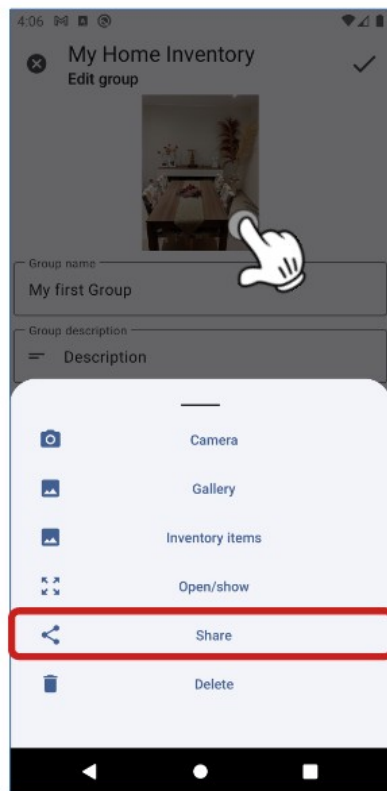
After successful restoration, the article will open in edit mode. You can then update the stock level or other data.

5.18 Share application data with other applications (share)

The application allows you to share data from several views.

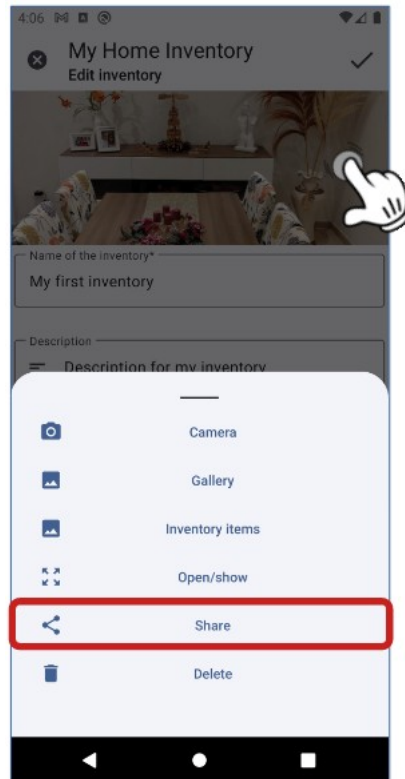
5.18.1 Inventory group edit view

By clicking on the image assigned to an inventory group, you can select the share option. The group image, name and description will be shared.



5.18.2 Inventory edit view

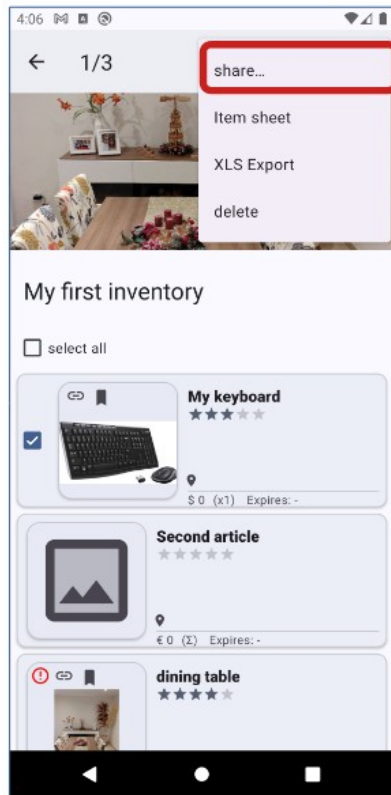
By clicking on the image assigned to an inventory, you can select the share option. The inventory image, name and description will be shared.



5.18.3 Inventory item list view

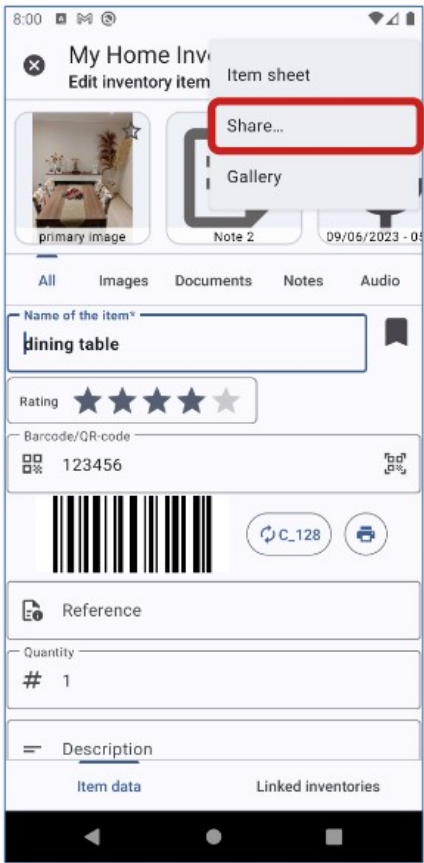
In the inventory items list view, you can use a long click to enter the action mode and then select one or more items. In case only one item has been selected, the information shared depend on the settings of the sharing options (see 5.18.6).

In case you select more then one item, the images will be shared depending on the settings of the sharing options (see 5.18.6) and in addition, independently from your sharing settings, only the name of each item will be shared, separated by “;”.



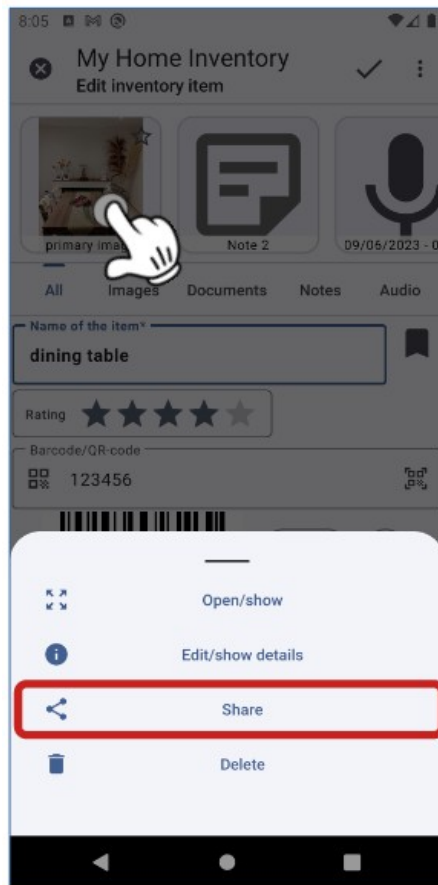
5.18.4 Inventory item edit view

In the inventory item edit view, you can choose the share option in the menu. The information shared depend on the settings of the sharing options (see 5.18.6).



5.18.5 Inventory item document list view

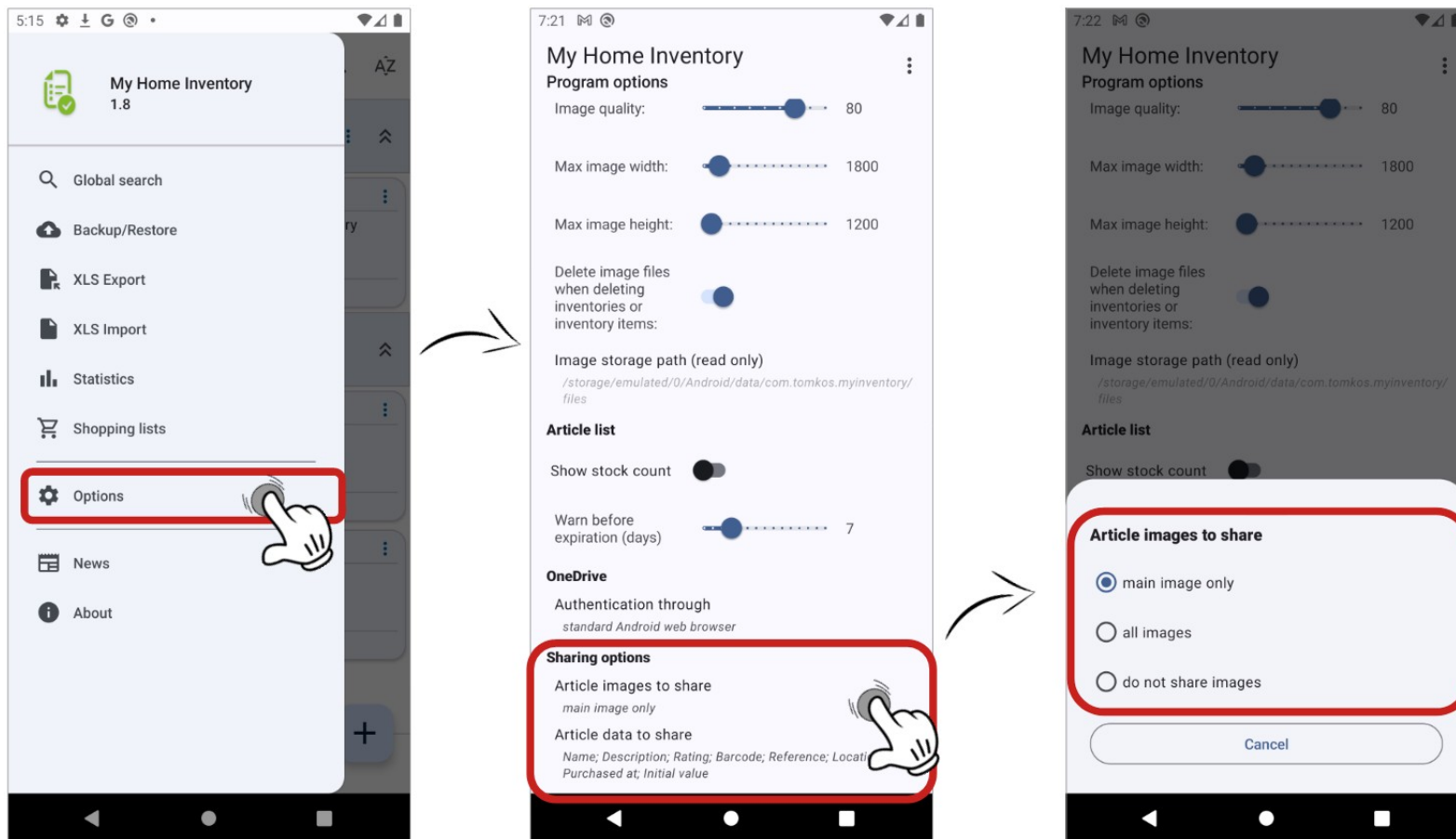
In the inventory item edit view, by clicking on an image, a voice note or a document, you can select the share option. The document itself, the name and the description will be shared.



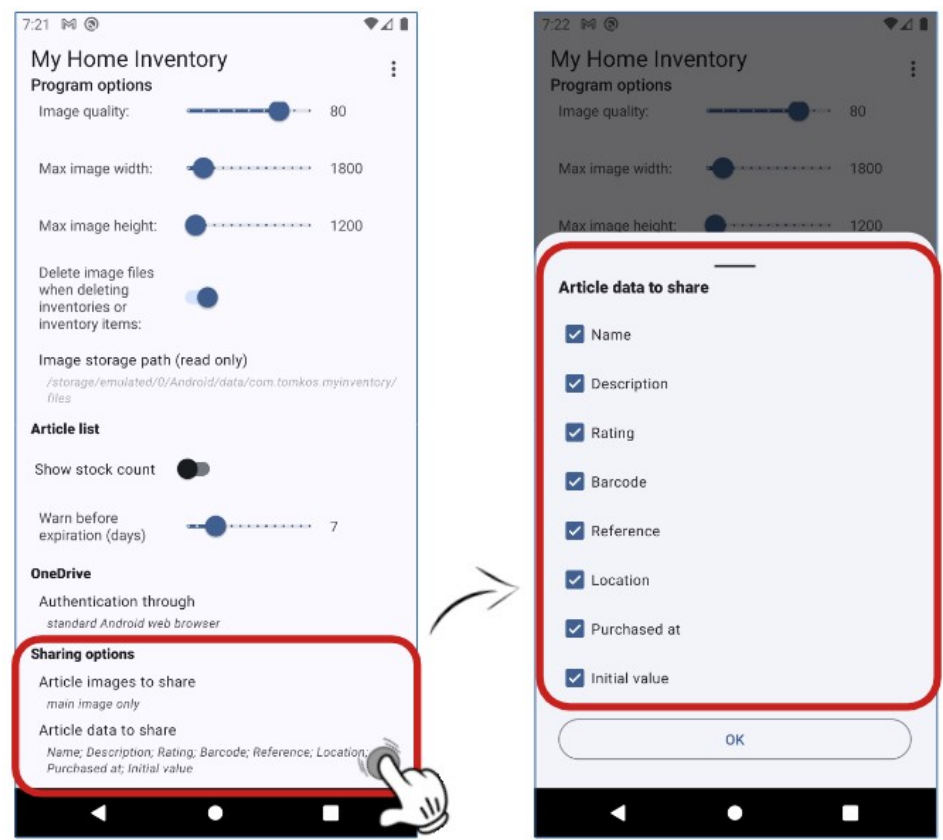
5.18.6 The sharing option settings

The sharing option settings allow you to configure which images and with data will be shared for inventory items.

The settings for the image sharing allow you to choose between sharing only the main image, all images or no image at all.

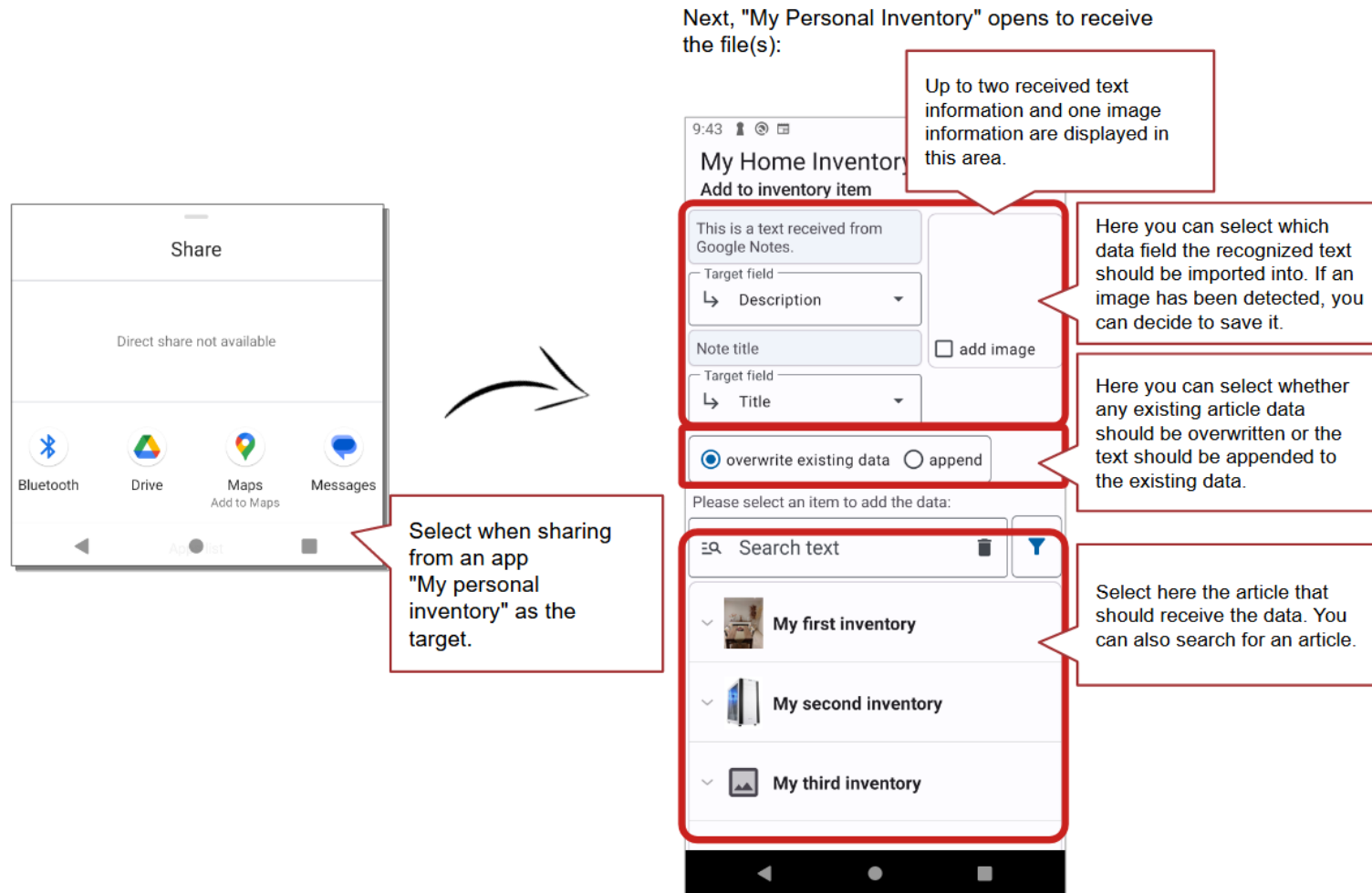


The settings for the data sharing allow you to choose which item data will be shared.



5.19 Receiving data from other applications ("Share")

The application can receive data from other applications using the standard Android™ "Share" function. This version supports images, PDF files and text. After data from an other app has been shared and sent to My personal Inventory, a window will open allowing the user to select/browse an item from an inventory and then add the received files to that item. You can also create a new item based on the received files. In case of received text data you can also chose the target fields.

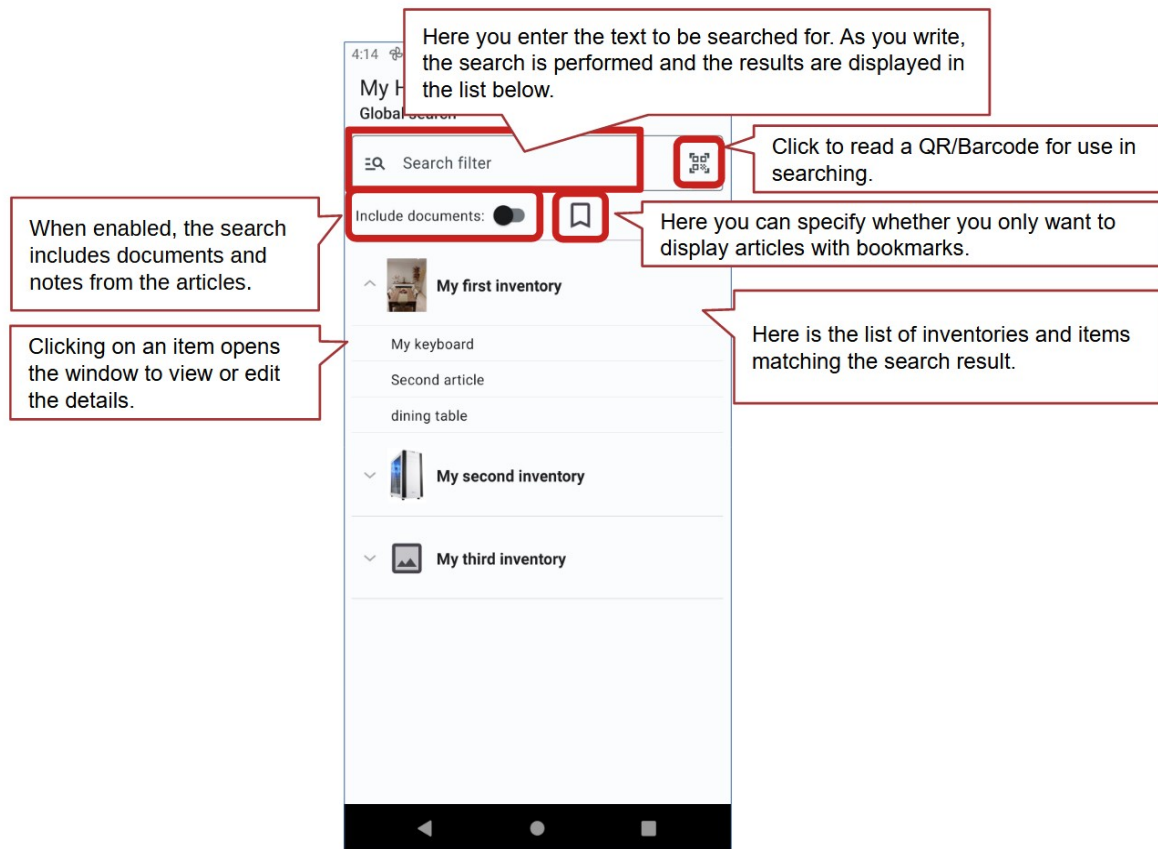
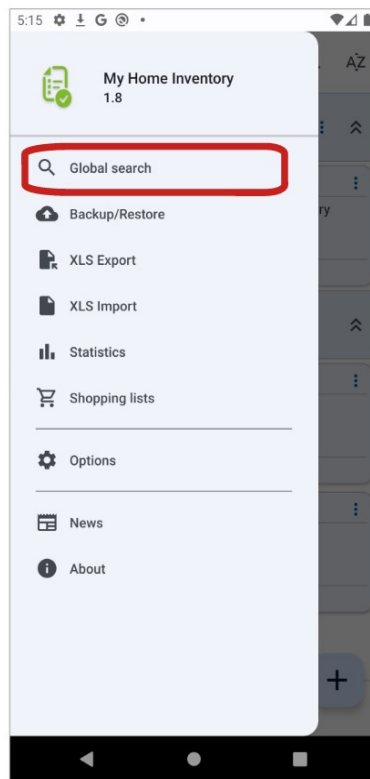


5.20 The “Global Search”

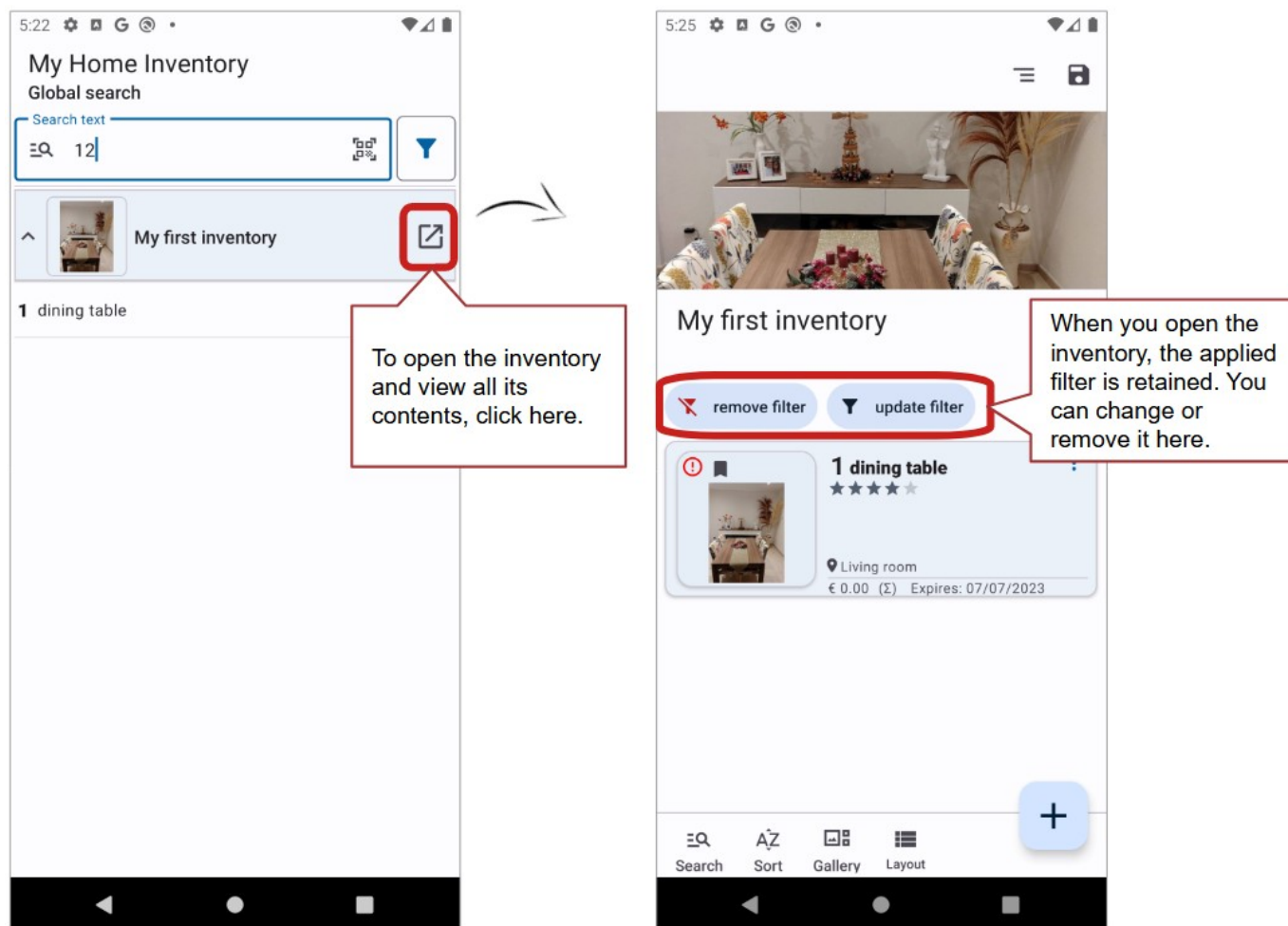
With this function you can carry out a global search in all inventories, articles and documents.

The application performs the search in the following fields:

- name of inventory, items and documents
- the descriptions of the inventories, items and documents
- the barcodes of the items



You can directly open an inventory from the global search results. The filter conditions will hereby maintained.



5.20.1 Selecting existing data as filter

In the filter dialog, you can open a selection window by long-clicking on the highlighted filter buttons to use an existing element from your data as a filter.

Filter parameter

Search text

You can long press on highlighted chips to select from existing elements.

✓ Name

✓ Description

purchased at

Barcode

Reference

Location

Category

article id

own fields

Bookmarked items

Purchase date

End of life date

Warranty date

Min. stock warning

OK

5.21 "Statistics" on inventories and items

With this function you can create a report with statistics for all or for one inventory. The function is accessible via the main menu.

You can create a statistics report for an individual inventory or for all inventories. Once the report is generated, it can be printed or shared with other applications. When printing, the standard functionality of your device is used. Usually you can save the report in PDF format. If you share the report, it will be shared in TEXT format. Please note that TEXT format does not contain images.

My Home Inventory 1.8.1

- Global search
- Backup/Restore
- XLS Export
- XLS Import
- Statistics**
- Shopping lists
- Options
- News
- About

My Home Inventory Statistics

Show: **Location** **Category**

My first inventory

n° items:	3 (4)
n° stock:	3 (4)
n° expired:	1 (1)
n° no stock:	0 (0)
\$ stock Σ:	EUR: 0.00 USD: 0.00
\$ unexpired:	EUR: 0.00 USD: 0.00
\$ expired:	EUR: 0.00
\$ aggr. stock Σ	EUR: 10.00 USD: 0.00
aggr. unexpired:	EUR: 10.00 USD: 0.00
aggr. expired:	EUR: 0.00

Closet

n° items:	1 (1)
n° stock:	1 (1)
n° expired:	0 (0)
n° no stock:	0 (0)
\$ stock Σ:	EUR: 10.00
\$ unexpired:	EUR: 10.00
\$ expired:	-
\$ aggr. stock Σ	EUR: 10.00
\$ aggr. unexpired:	EUR: 10.00

Here you can add additional information.

The quantities are shown here. In parentheses () the accumulated values, including the respective sub-inventories.

Here the accumulated monetary values are shown, including sub-inventories.

An overall summary is also displayed at the beginning of the statistics.

Summary	
n° inventories:	3
n° items:	4
n° stock:	6
n° expired:	0
n° no stock:	0
\$ stock Σ :	EUR: 61.60 USD: 20.00
\$ unexpired:	EUR: 61.60 USD: 20.00
\$ expired:	-

5.22 Barcodes / QR codes

Barcodes / QR codes can be read and saved on inventory items when the barcode field is active (see page 22).

20:28

My Home Inventory

Global search

Search filter

table

My first inventory

dining table

table tablet Tablet

q w e r t y u i o p

a s d f g h j k l

z x c v b n m

?123 , . EN • DE • ES

Click to read a QR/Barcode for use in searching.

20:30

My Home Inventory

Edit inventory item

Image

Add

Name of the item*

dining table

Barcode/QR-code

Quantity

1

Description

Location

Living room

Date of purchase

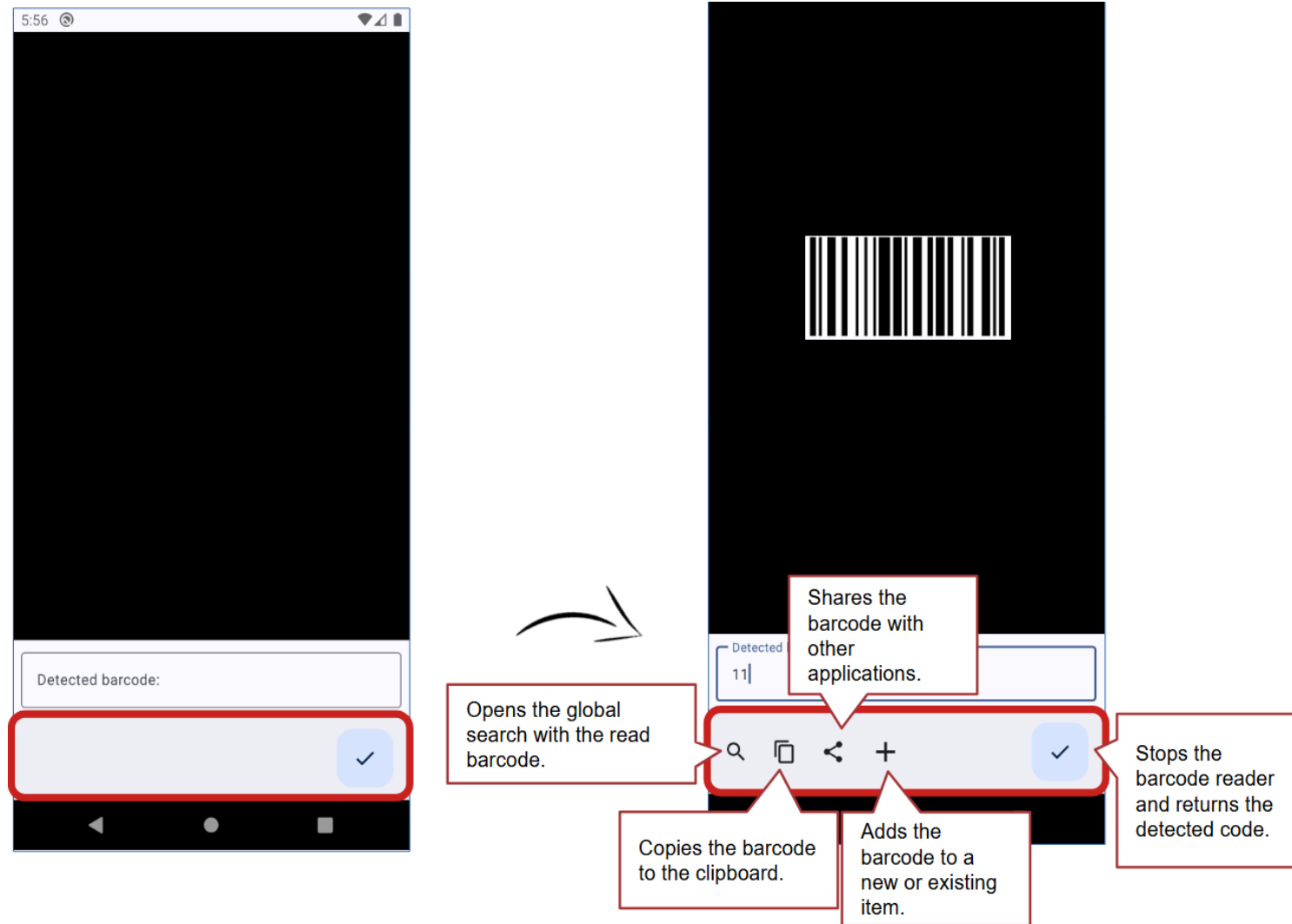
Expiration date

Purchased at

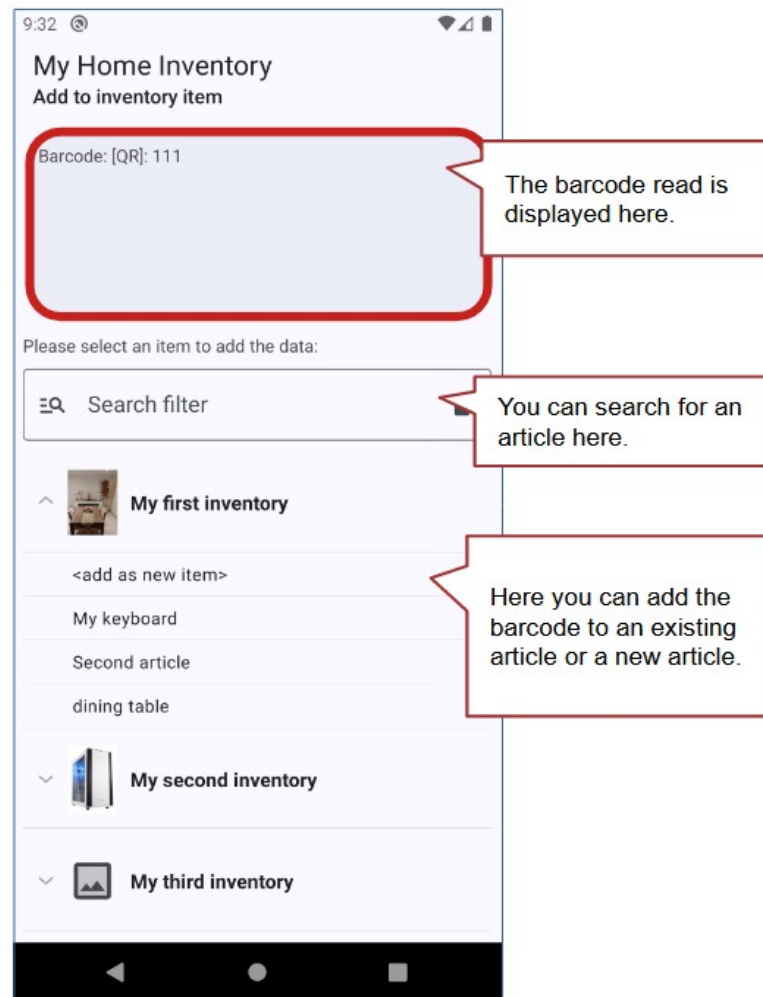
With a click you can scan a barcode/QR code and store it in the article.

5.22.1 The QR/Barcode Reader

The barcode reader has been expanded to include interesting functions. Read data can be transferred directly to the global search, copied to the clipboard, shared with other applications, or added directly to an existing or new article.

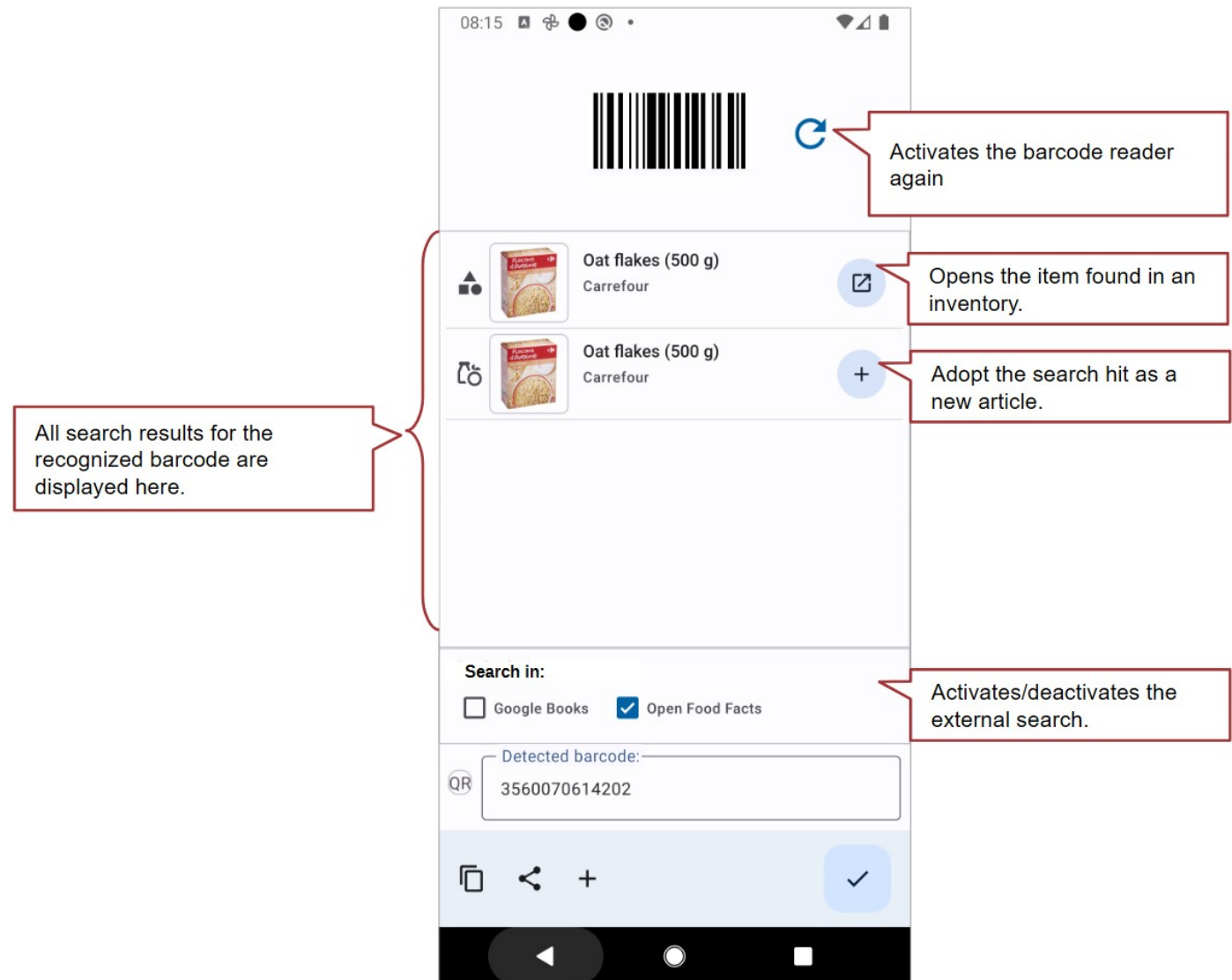


The “Add” function opens a selection window that allows you to search for an item or create a new item with the barcode.



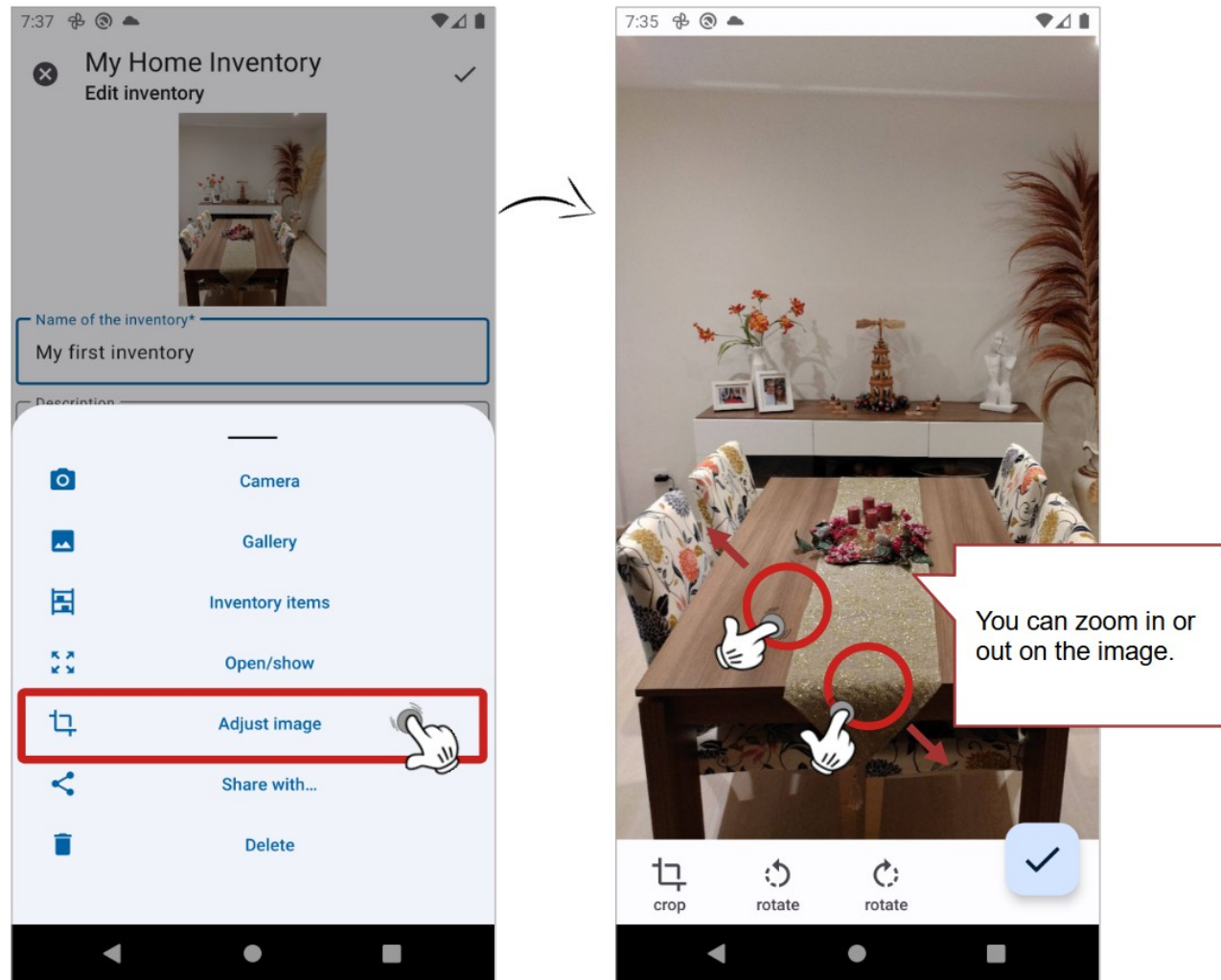
5.22.2 Barcode reader – retrieve information from Google Books™ or Open Food Facts

The barcode reader can retrieve information from Google Books™ and/or Open Food Facts for a detected barcode. To do this, activate the corresponding option in the barcode reader. After a successful search, the found information will be displayed in the results list.

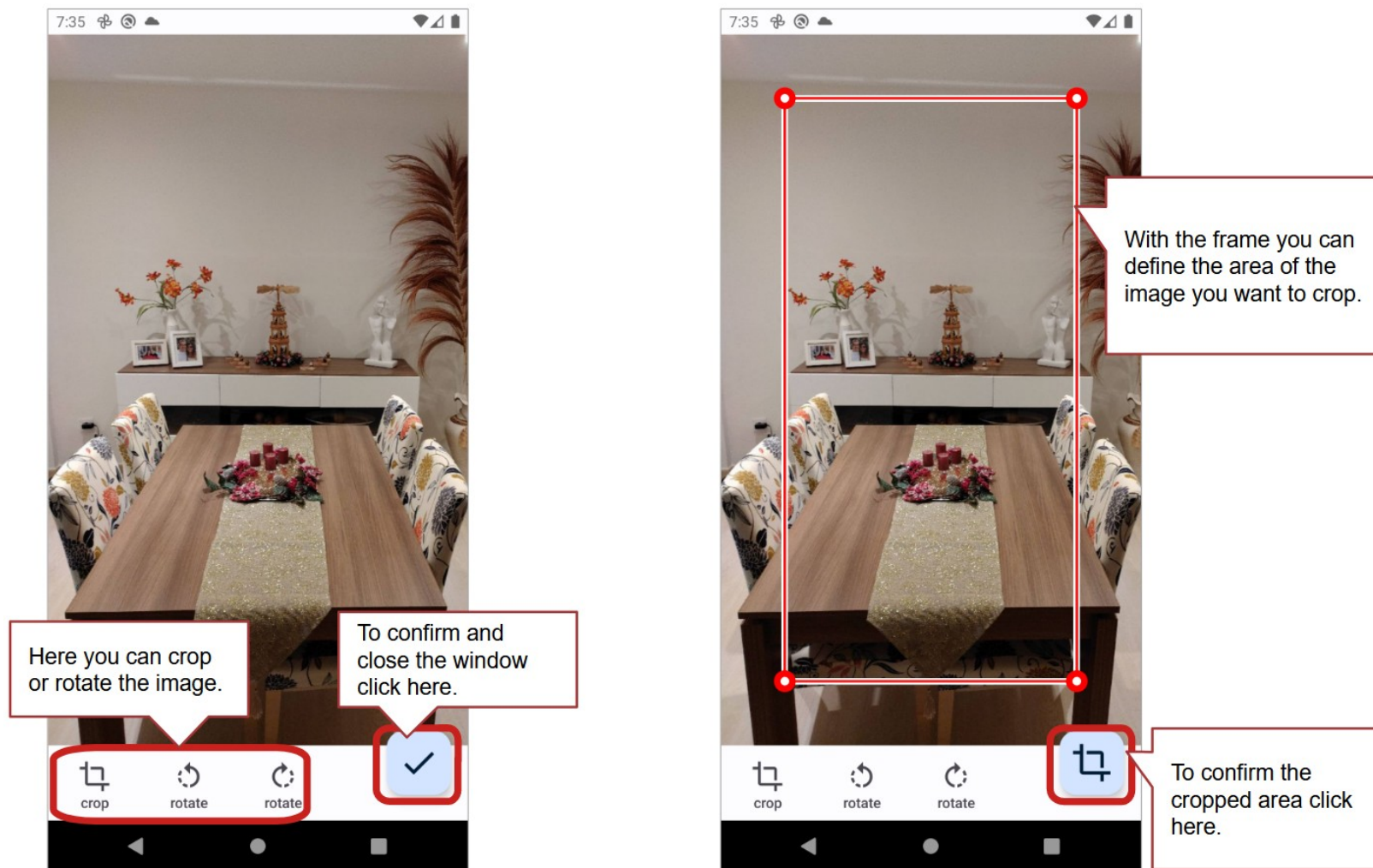


5.23 Customizing the images loaded into the application

The images you use in your inventories can be cropped or rotated. To do this, you can click on the image you want to adjust and use the "Adjust Image" option. In the adjustment window, you can move the image using one-finger gestures and zoom in or out using two-finger gestures. Moving, zooming in or out of the image only affects what is displayed in this window and is not saved.



To crop an area, first activate the feature and then select the area you want to keep. When you confirm the selection, the image will be cropped to the selected area. You can also rotate the image left or right. Changes are saved as soon as you confirm them and close the window.



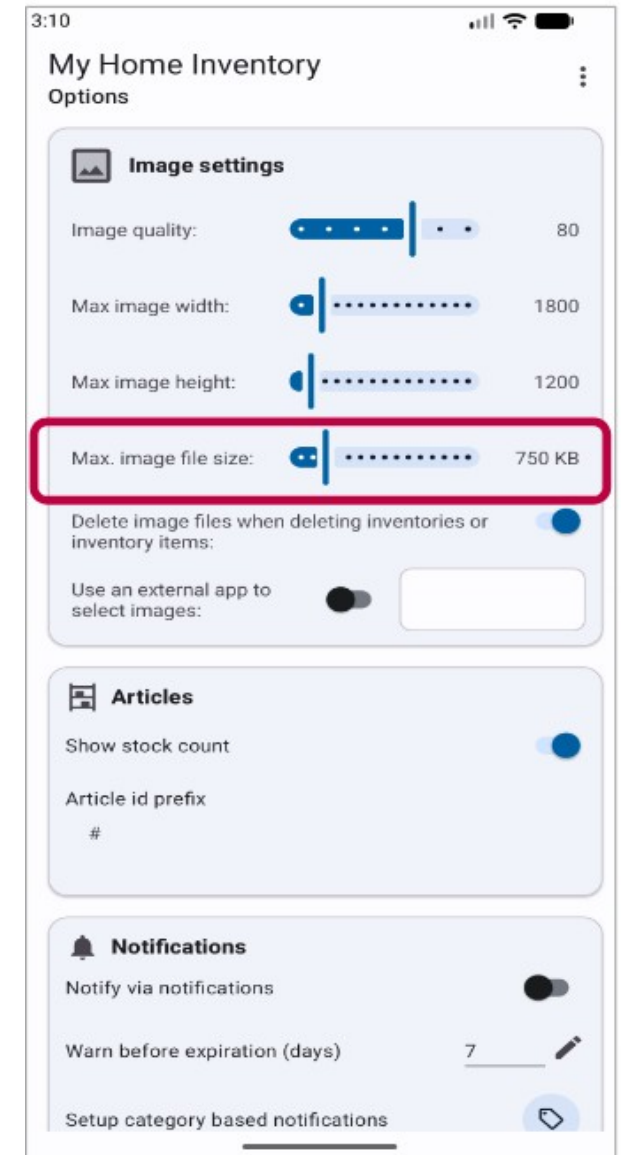
5.24 Limiting image file size

You can limit the maximum file size for added image files. This is especially useful with high-resolution cameras to save storage space and reduce data volume during backup, restoration, and synchronization.

To activate this feature, use the slider in the app options to set the maximum file size allowed for an image file.

When saving an image, the app will then automatically and gradually reduce both the image resolution and quality until the set maximum file size is reached.

Please note that this adjustment may reduce the image quality accordingly.



5.25 Images used by the application

By default, the application uses some images to indicate special situations:



Shown when the image file is damaged or missing from the device.
It can happen for example when the restoration is running and the application has started to be used. In this case, as the restoration progresses, the images will be displayed little by little.



Shown in inventory or items by default, when no image has been chosen.