AÇANA MY COINS

Help Book

Release 4.1.0

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WHAT IS «AÇANA MY COINS» ?

"Açana My Coins" manages your coins, precious ingots, medals and collections.

- A cover picture can be assigned to each entry
- Any number of additional pictures can be added to each entry
- Any number of attachments can be added to each entry
- Import pictures, sketches or PDF documents from your iOS device (iPhone or iPad) in the following formats:
  - PDF
  - PNG
- Any number of additional pictures can be added to each entry Any number of attachments can be added to each entry Import pictures, sketches or PDF documents from the iOS device (iPhone or iPad) in the following formats:
  - PDF
  - PNG
  - JPEG
- The import via the iOS device can be used for the following areas:
  - As a cover picture
  - As an additional picture
  - As an attachment
- Easy data exchange of all tables via the clipboard to all Office applications (Excel®, LibreOffice®, Numbers® etc.)
- List of all entries with all details
- Graphical evaluation
- Price per coin, ingot, medal, mixed lot
  - Turnover per supplier
  - Turnover per mint
  - Export of the evaluation in the following formats
    - BMP, GIF, JPG, JPEG2000, PNG, TGA, TIFF, WebP
    - PDF, SVG
    - Excel® XLSX
- Statistics
  - All entries, coins, ingots, medals and bundles
    - Number of all entries
    - Purchase value of all entries
    - Current value of all entries

    - Number of sold entries
    - Total of sold entries
    - Weight of all entries
    - Weight, gold content of all entries
    - Weight, silver content of all entries
    - Weight, platinum content of all entries
    - Weight, palladium content of all entries
    - Material value, gold
    - Material value, silver
    - Material value, platinum
    - Material value, palladium
    - Profit of all entries
    - Value increase of all entries
    - Value increase of all entries in percent
- The statistics can be saved in the following formats:
    - TXT -> Text file
    - CSV -> Comma-separated text file
    - PDF -> Adobe® PDF file
    - XLSX -> Excel® XLSX file
    - DOCX -> Word® DOCX file
- Overview of all nominal units used
    - Number of different entries
    - Number of all entries
    - Total per unit
- The overview of nominal units can be saved in the following formats:
    - TXT -> Text file
    - CSV -> Comma-separated text file
    - PDF -> Adobe® PDF file
    - XLSX -> Excel® XLSX file
    - DOCX -> Word® DOCX file
- Overview of current precious metal prices in EUR/USD (provided by GOLD.de)
    - Gold
    - Silver
    - Platinum
    - Palladium

- Current exchange rate EURO > USD (provided by GOLD.de)
- Data export as CSV file
- Data export as Excel® XLSX file
- Data import from CSV file
- Data import from Excel® XLSX file
- Save details in the following formats
  - Adobe® PDF
  - Word® DOCX
  - Excel® XLSX
  - TXT
- Print a freely configurable list
- Print details with up to four pictures
- Easy backup and restore of all data (even without TimeMachine®)
- Share across all sharing services available in the system (email, messages, etc.)
- Support for macOS Dark Mode
- Support for Retina display

- Features:
- Selection categories
- All entries, coins, ingots, medals, bundles
- Current entries, coins, ingots, medals, convolutes
- Sold entries, coins, ingots, medals, convolutes
- New
- Resale
- Favorites
- Owner
- Supplier
- Mint
- Material
- Year of issue
- Tags
- Colors
- Storage location
- Country
- Trash

- Enter all data
- General
- Designation
- Description

- Details
  - Material
  - Purity
  - Condition
  - Quality
  - Minted from
  - Minted until
  - Year of issue
  - Mintage
  - Diameter
  - Thickness
  - Length
  - Width
  - Collection
  - Weight
  - Net weight
  - Gold weight
  - Silver weight
  - Platinum weight
  - Palladium weight
  - Ounces
  - Article number
  - Catalog
  - Catalog number
  - TAGs
  - Packaging
  - Packaging size
  - Contents
  - Storage location
  - Color

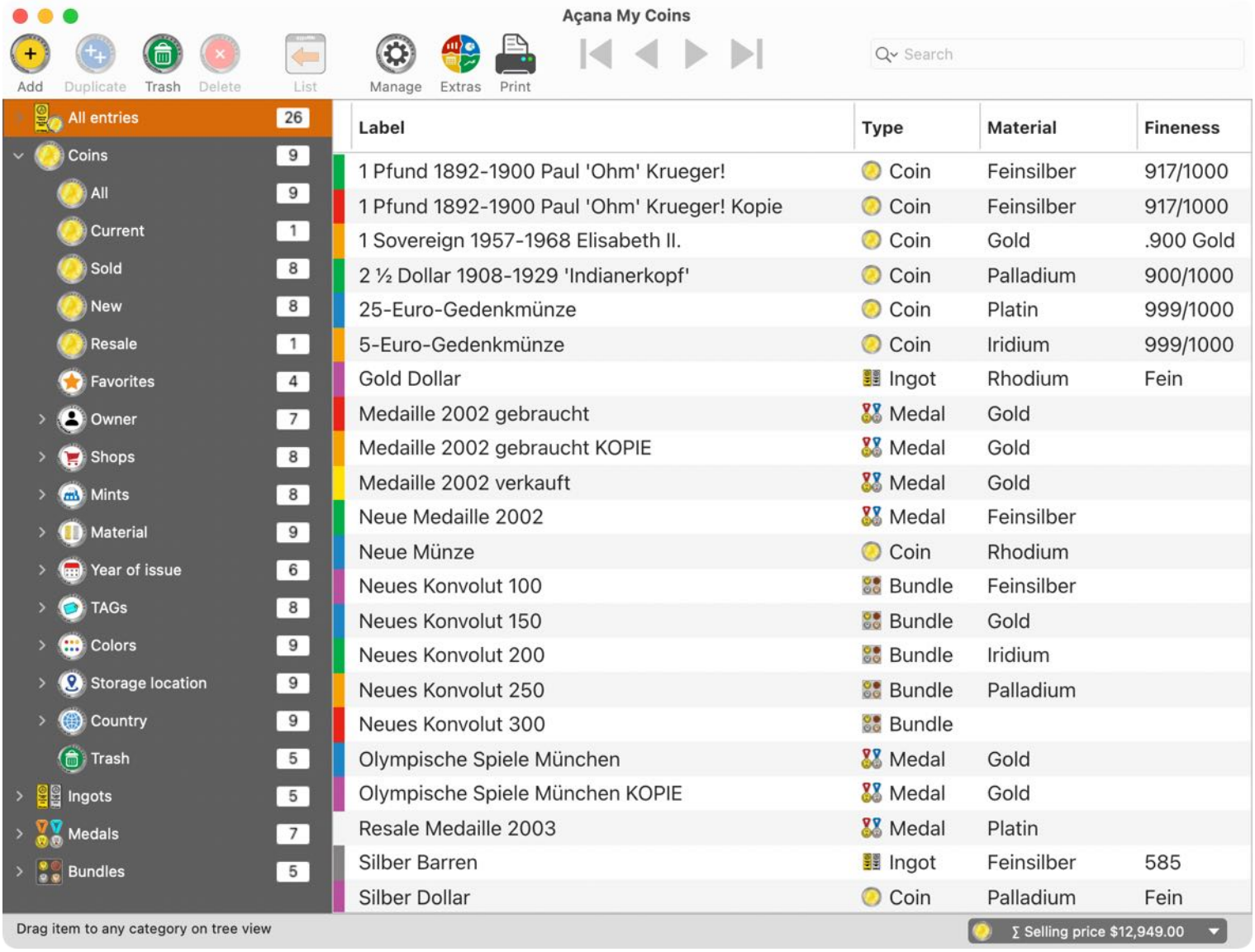
  - URL
  - Favorites (Yes/No)
  - Mint
  - Mintmark
  - Mintmaster
  - Mintmaster mark
  - Submark
  - Country
  - Front image
  - Back image
  - Border

- Purchase
  - Quantity
  - Purchase price
  - Total purchase price
  - Current value
  - Total current value
  - Date current value
  - Purchased on
  - Face Value
  - Face Value Unit
  - Material Value (with automatic calculation based on the current prices for precious metals)
  - Condition (New, Resale)
  - Owner
  - Supplier

- Sale
  - Sold (Yes/No)
  - Sold on
  - Quantity
  - Selling Price
  - Total Selling Price
  - Sold to

START APPLICATION

After the start of «Açana My Coins» can start immediately with the collection of your coins, ingots medals and bundles.



OPERATION OF «AÇANA MY COINS»

In the main window of «Açana My Coins», the categories are displayed on the left-hand side. The list of coins, ingots, medals and bundles is on the right-hand side. Messages from the program are displayed in the information line at the bottom left. The sums of the coins, ingots, medals and bundles are shown at the bottom right.

1. Toolbar menu

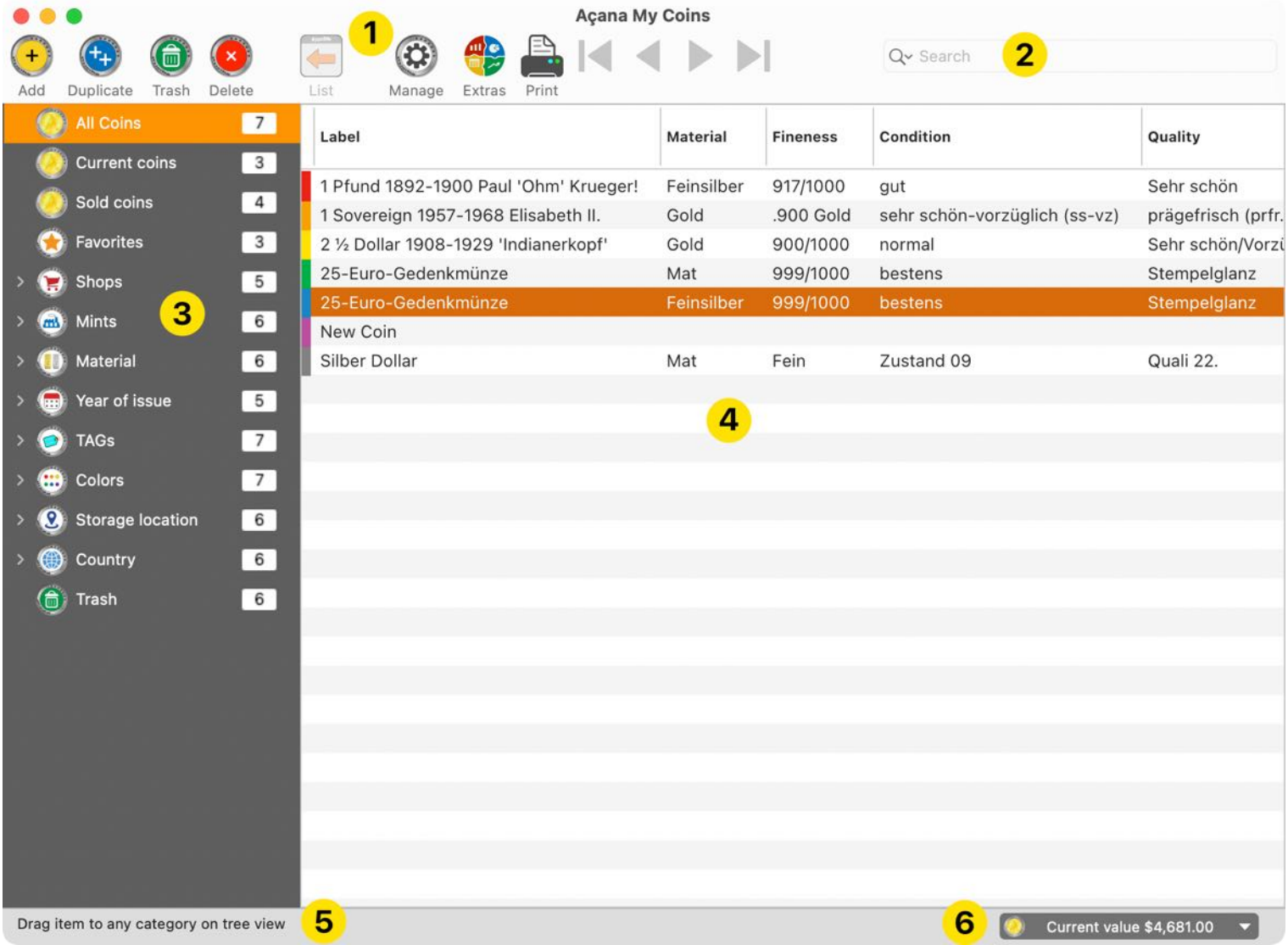
2. Search entries

3. Tree view with categories

4. List of entries

5. Information line for messages

6. Total of entries currently displayed



TOOLBAR MENU

The following features are available in the toolbar menu.

- Add coin/ingot
- Duplicate coin/ingot
- Move to trash
- Delete coin/ingot
- Show list of coins/ingots
- Manage
  - Shops
  - Mints
- Extras
  - All entries
  - Charts
  - Statistics
  - Nominal units
  - Precious metal prices
- Print
  - Print list
  - Print all entries with details
  - Print current entry with details
- Scroll through the details view (first entry, back, forward, last entry)
- Search coins and ingots

SELECTION MENU

The following categories are available in the selection menu:

- Main categories
  - All entries
  - Coins
  - Ingots
  - Medals
  - Bundles
- Subcategories for each main category
  - All
  - Current entries (excluding those sold)
  - Sold
  - New
  - Resale
  - Favorites
  - Owner
  - Shops
  - Mints
  - Material
  - Year of issue
  - TAGs
  - Colors
  - Location
  - Country
  - Trash
  - Colors
  - Location
  - Country
  - Trash

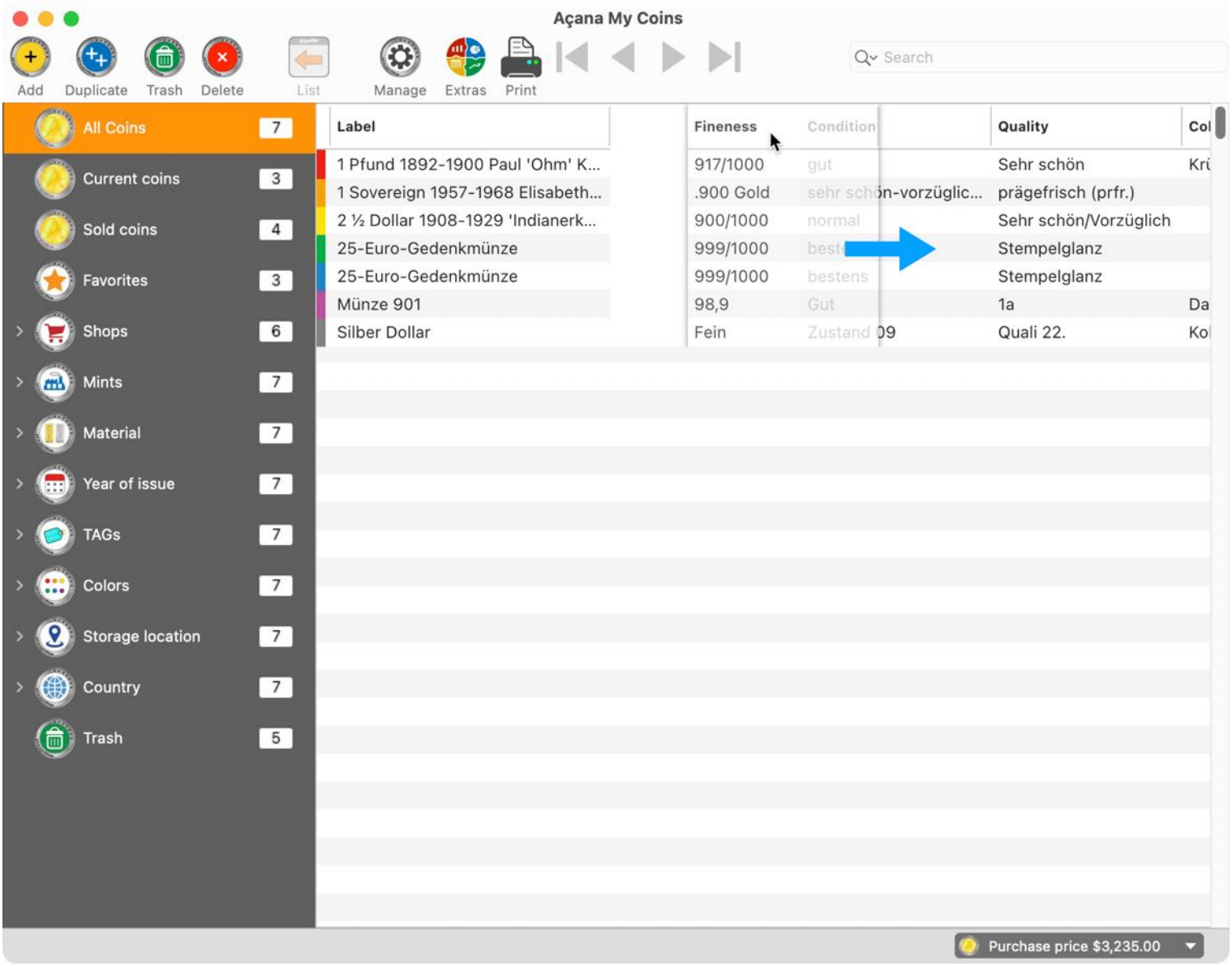
CUSTOMIZE LISTS

The coin and ingots lists can be freely configured. All settings are saved and are reassigned to the lists when the program is restarted.

- Calculate column widths automatically (see settings: Lists)
- Set column widths manually (see settings: Lists)
- Arrange columns
- Show or hide columns
- Reset lists to default values

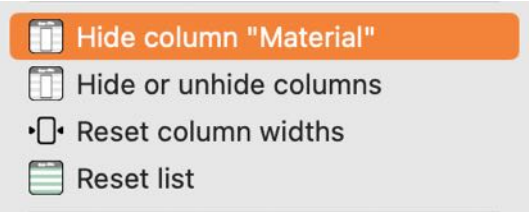
Arrange columns

Simply move the desired column to the new position.

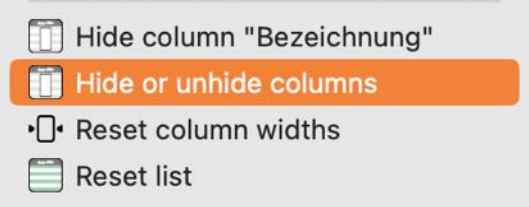


Hide or unhide columns

The current column can be hidden via the context menu.

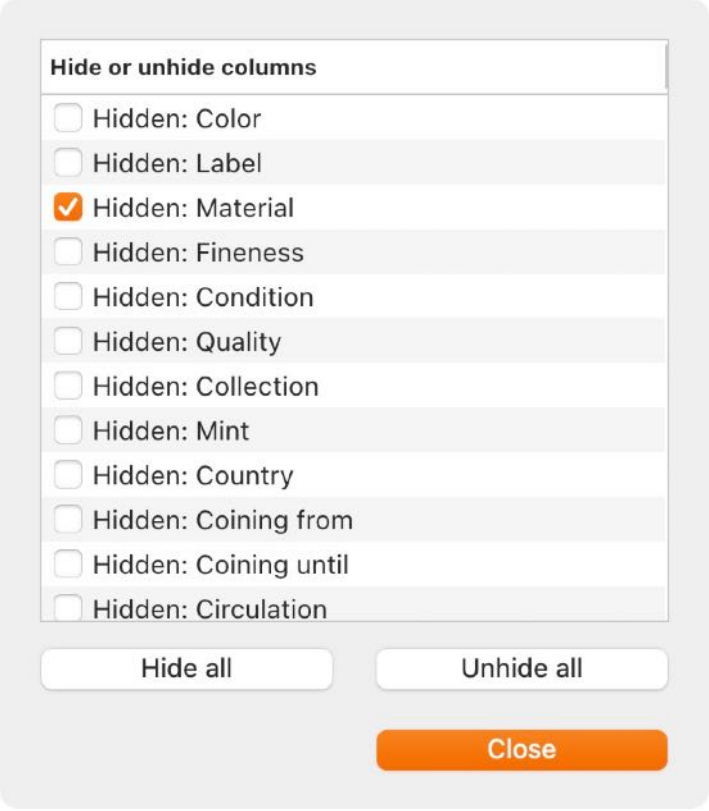


Several columns can easily be shown or hidden via an options window. To do this, use "Show or hide columns" from the context menu.



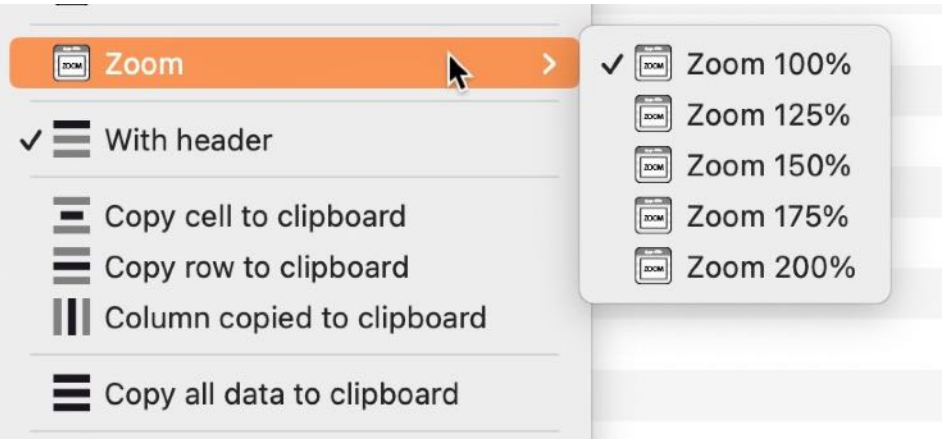
You can also open the options window via the toolbar menu. To do this, select "Extras -> Columns".

The columns shown and hidden are listed in the original order in the Options window.



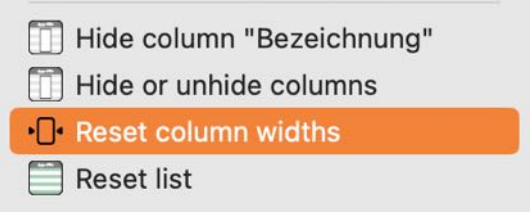
Adjusting the size of the lists

The lists can be quickly enlarged via the context menu. The zoom factor for the lists can be set from 50% to 400% in the settings.



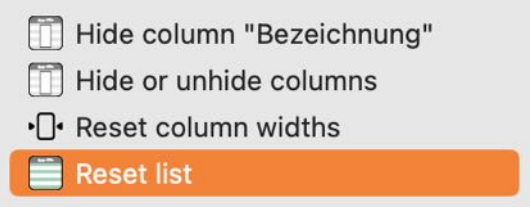
Reset column widths

The column width of all columns can be set to the default values. To do this, use the context menu.



Reset list

The list can also be reset to the default values. To do this, use the context menu.



TOTALS

In the main window, the totals of the currently visible coins are listed in the list view.

The following sums are available:

- ∑ Current value (total value of field “current value” * purchase count)
- ∑ Purchase price (total value of field “price” * purchase count)
- ∑ Stock (total value of field “price” * purchase count-sold count)
- ∑ Selling price (total value of field “price sold” * sold count)

If a total is not available in a list view, the first sum from the list is automatically displayed. If no totals are available, the totals selection is not available.

ASSIGN PROPERTIES VIA DRAG AND DROP

Properties can be assigned to the coins in the list by dragging and dropping them onto the categories in the tree structure without having to call up the details. Drag a coin from the "Description" column to any category.

The following allocations are possible:

Coins, ingots, medals and bundles of all categories

Target: Favorites

- The selected entry is added to the favorites

Target: Shops

- The assigned shop is removed from the selected entry

Target: A shop from the shops category

- The shop is assigned to the selected entry

Target: Mints

- The assigned mint is removed from the selected entry

Target: A mint from the category Mints

- The mint is assigned to the selected entry

Target: Material

- The assigned material is removed from the selected entry

Target: A material from the Material category

- The material is assigned to the selected entry

Target: Year of issue

- The assigned year of issue is removed from the selected entry

Target: An issue year from the Issue year category

- The year of issue is assigned to the selected entry

Target: TAGs

- All assigned TAGs are removed from the selected entry

Target: A TAG from the TAGs category

- The TAG is assigned to the selected entry

Target: Colors

- The assigned color is removed from the selected entry

Target: A color from the colors category

- The color is assigned to the selected entry

Target: Storage location

- The assigned storage location is removed from the selected entry

Target: A storage location from the storage location category

- The deposit location is assigned to the selected entry

Target: Country

- The assigned country is removed from the selected entry

Target: A country from the Country category

- The country is assigned to the selected entry

Target: Trash

- The selected entry is moved to the trash

Entries from the favorites

Target: All coins

- The selected entry is removed from the favorites

Entries from the trash

Target: All coins

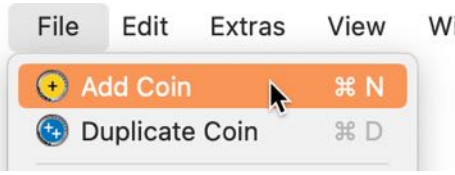
- The selected coin is restored from the trash

The categories “All entries”, “Coins”, “Ingots”, “Medals”, “Bundles”, “Current” and “Sold” cannot be assigned using “drag and drop”.

ADD ENTRY

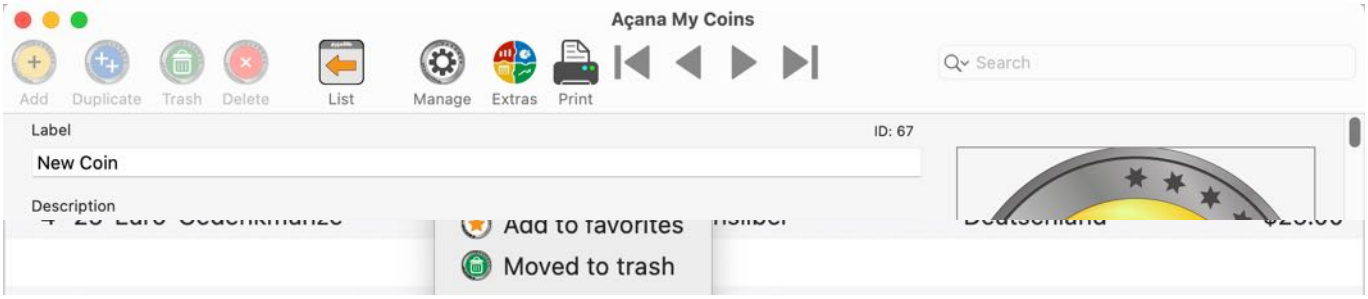
A new coin/ingot is added in the toolbar menu via the "Add" icon.

Or select "Menu -> File -> Add coin".

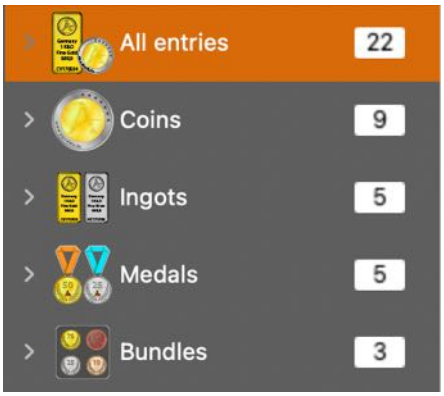


You can also use the context menu for this.

A new entry with the title "New entry" is created and the details are displayed. Now fill in the required fields.



- When creating new entries, the following default values are set
  - The default type (coin, ingot, medal, bundle) is automatically set according to the selected entry in the selection menu (including all sub-groups).
  - These are the titles for a new entry
    - New entry
    - New coin
    - New ingot
    - New medal
    - New bundle

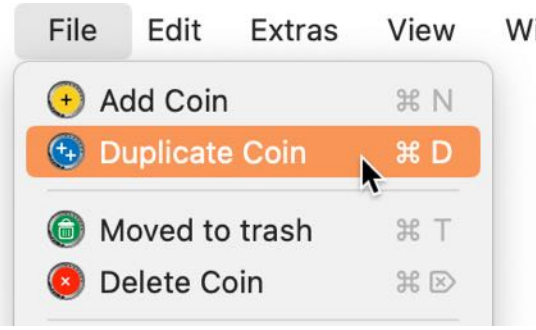


DUPLICATE ENTRY

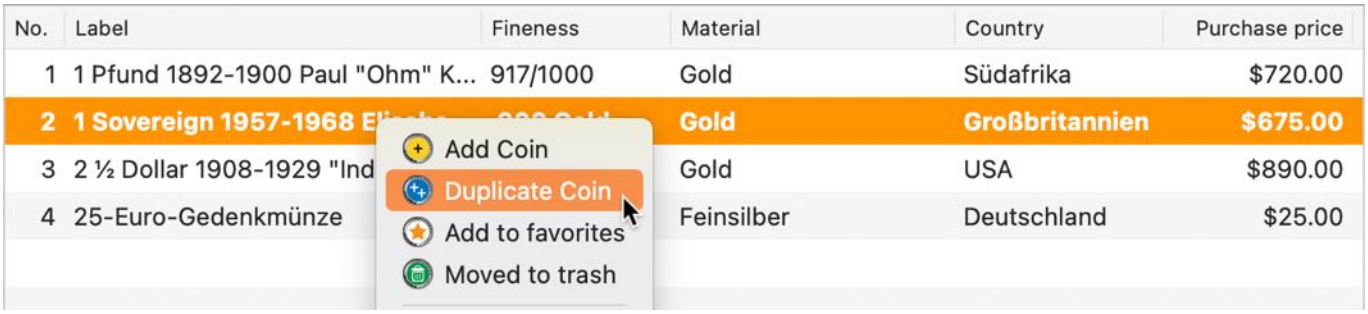
A coin/ingot is duplicated in the toolbar menu via the "Duplicate" icon.

Or select "Menu -> File -> Duplicate coin".

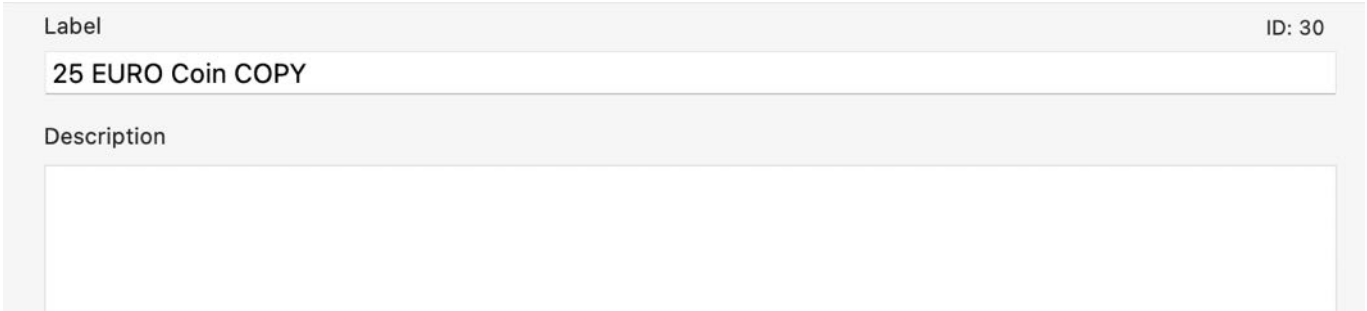
You can also use the context menu for this.



The name of the copied coin is given the extension "COPY". Attachments and additional images are

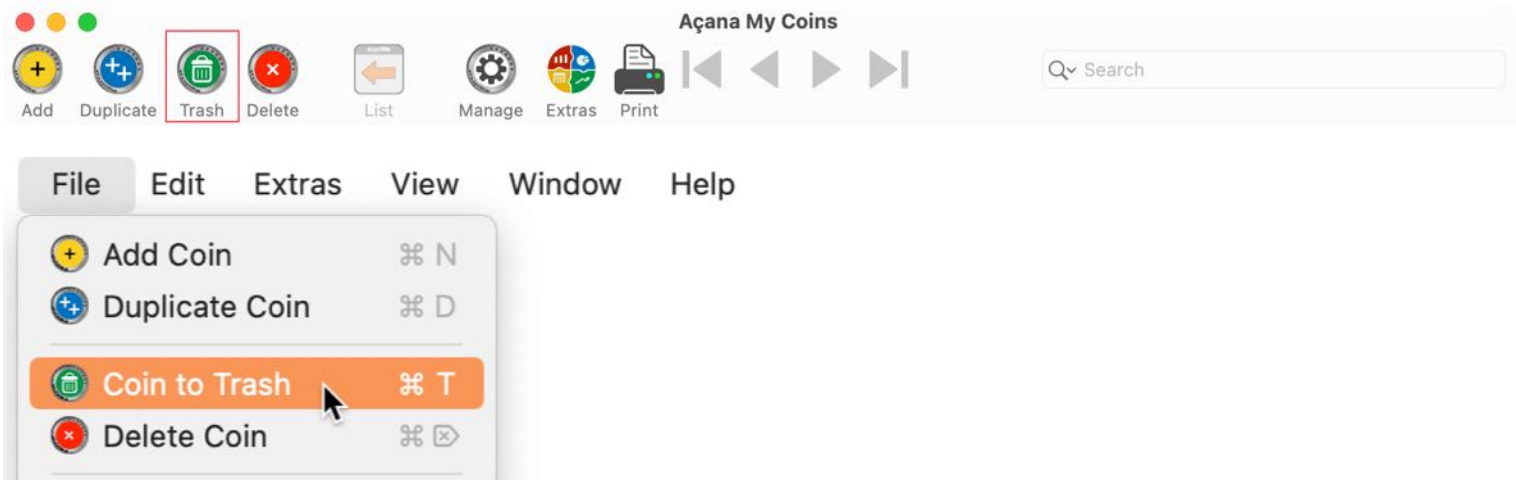


not duplicated.



MOVE ENTRY TO TRASH

Select one or more coins/ingots from the list and click on the "Trash" icon in the toolbar menu.

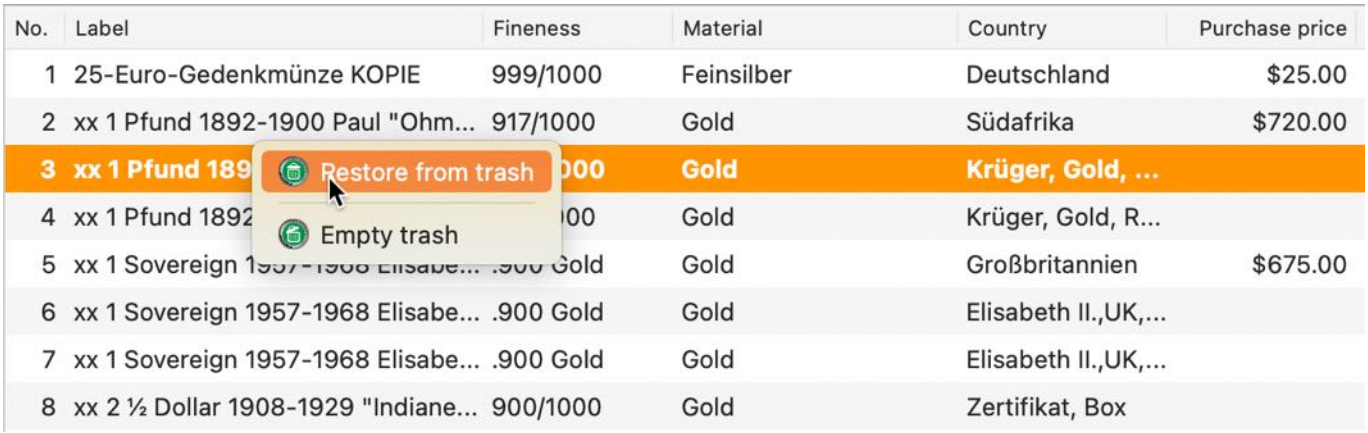


Or select "Menu -> File -> Move to trash".

You can also use the context menu "Move to trash".

RESTORE ENTRY FROM TRASH

First select "Trash" in the category structure on the left. Now select one or more coins/ingots in the list and select "Restore from trash" in the context menu.



EMPTY TRASH

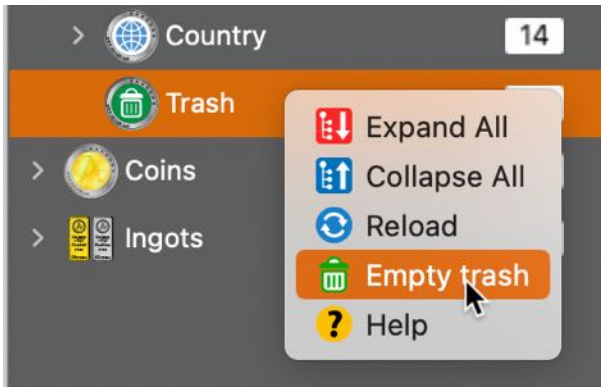
First select "Trash" in the category structure on the left. The recycle bin can be emptied via the "Empty trash" context menu.

This will delete all entries that are in the trash. The following items assigned to the entries will also be deleted:

- Cover picture
- additional pictures
- all attachments

This command cannot be undone!

You can also empty the trash can via the display menu in the “All entries”, “Coins” and “Bars” sections. To do this, select the trash can in the corresponding section and select “Empty trash can” from the context menu.

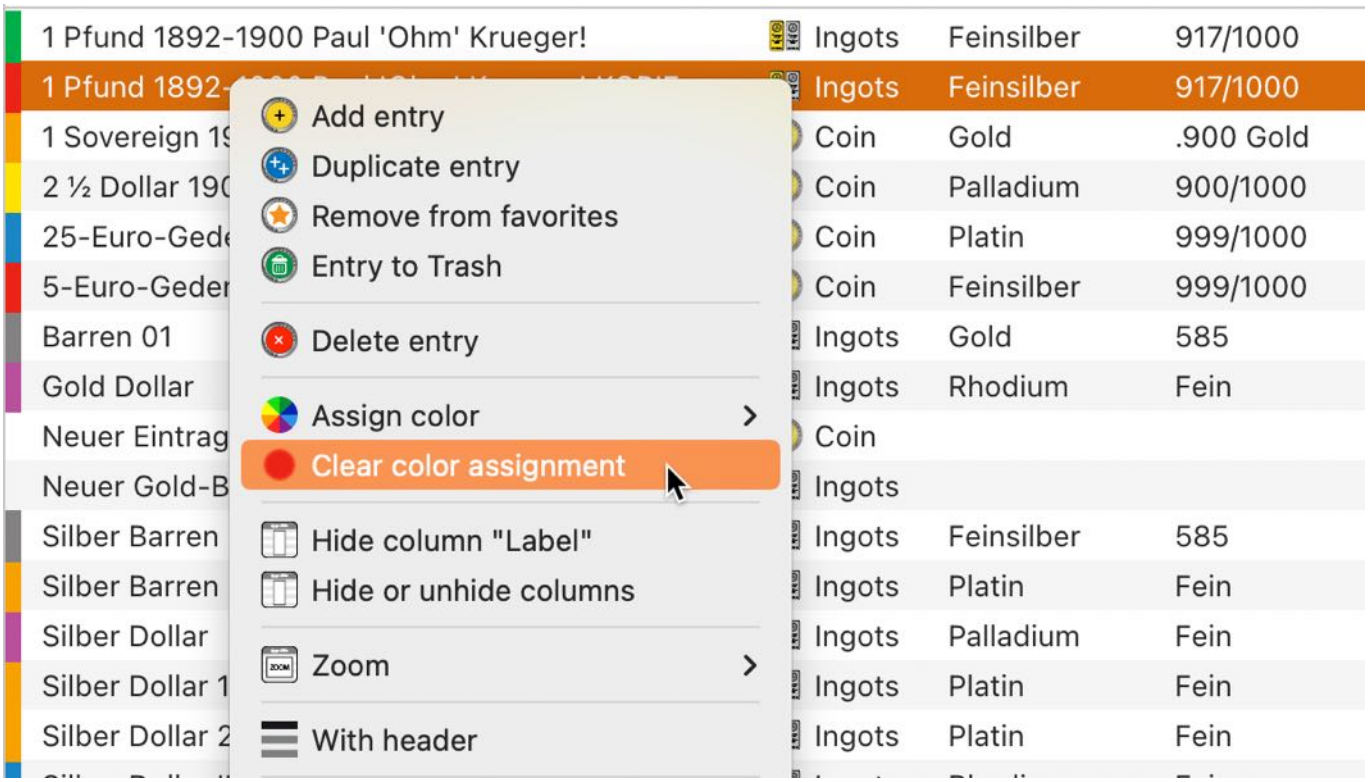


MARK ENTRY WITH COLORS

For easier identification, the coins and ingots in the list (in the main window) can be marked with a color. The assigned colors are also visible in the "List of all coins" window. The following colors are available:

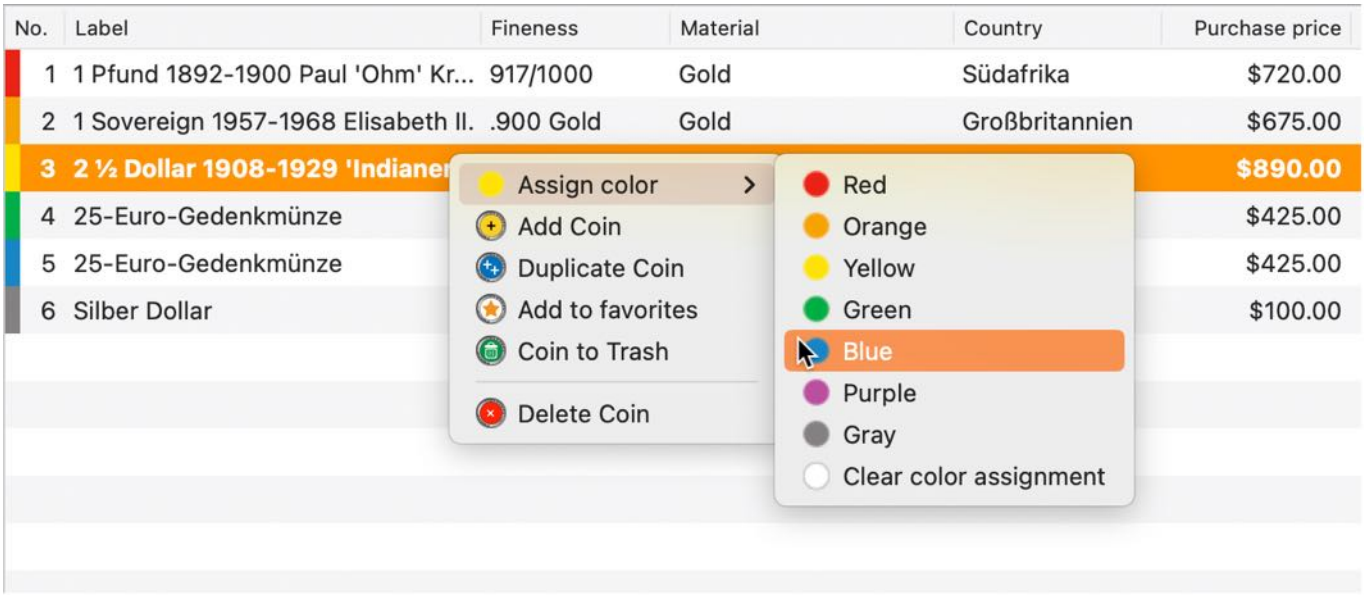
- Red
- Orange
- Yellow
- Green
- Blue
- Purple
- Gray

The color can be assigned and removed via the context menu. Several entries can also be assigned a color at once.



The color can also be assigned in the details.

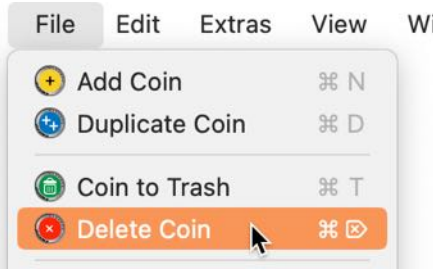
The assignment of a color can also be deleted via the context menu.



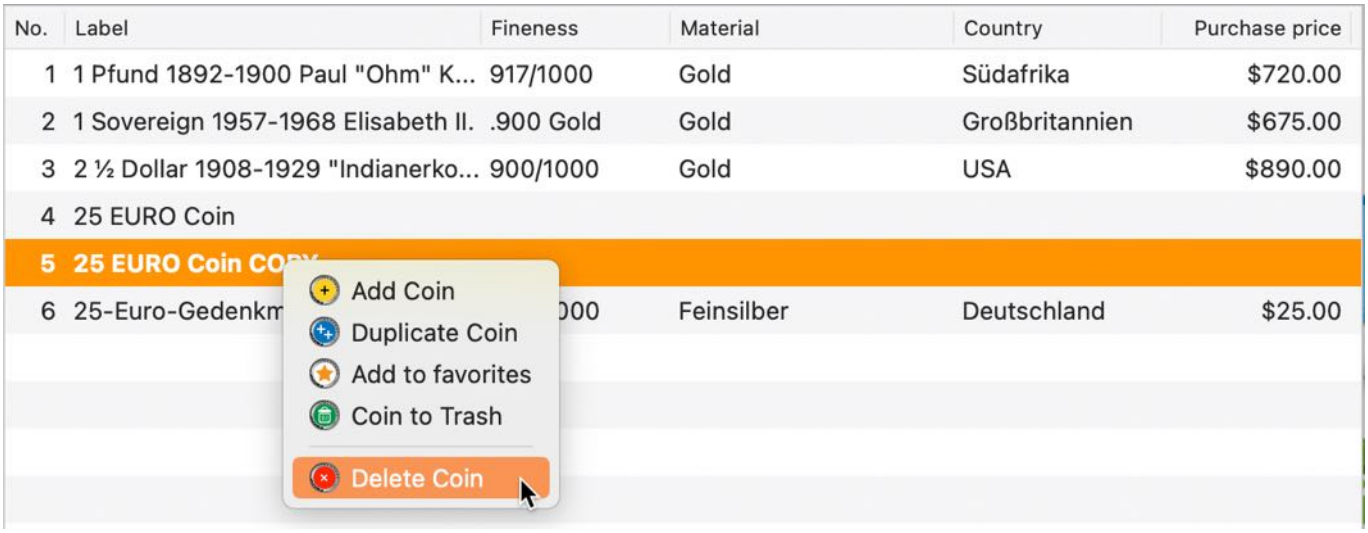
DELETE ENTRY

One or more coins/ingots can be deleted via the "Delete" icon in the toolbar menu.

Or select "Menu -> File -> Delete coin".



You can also use the context menu "Delete coin".

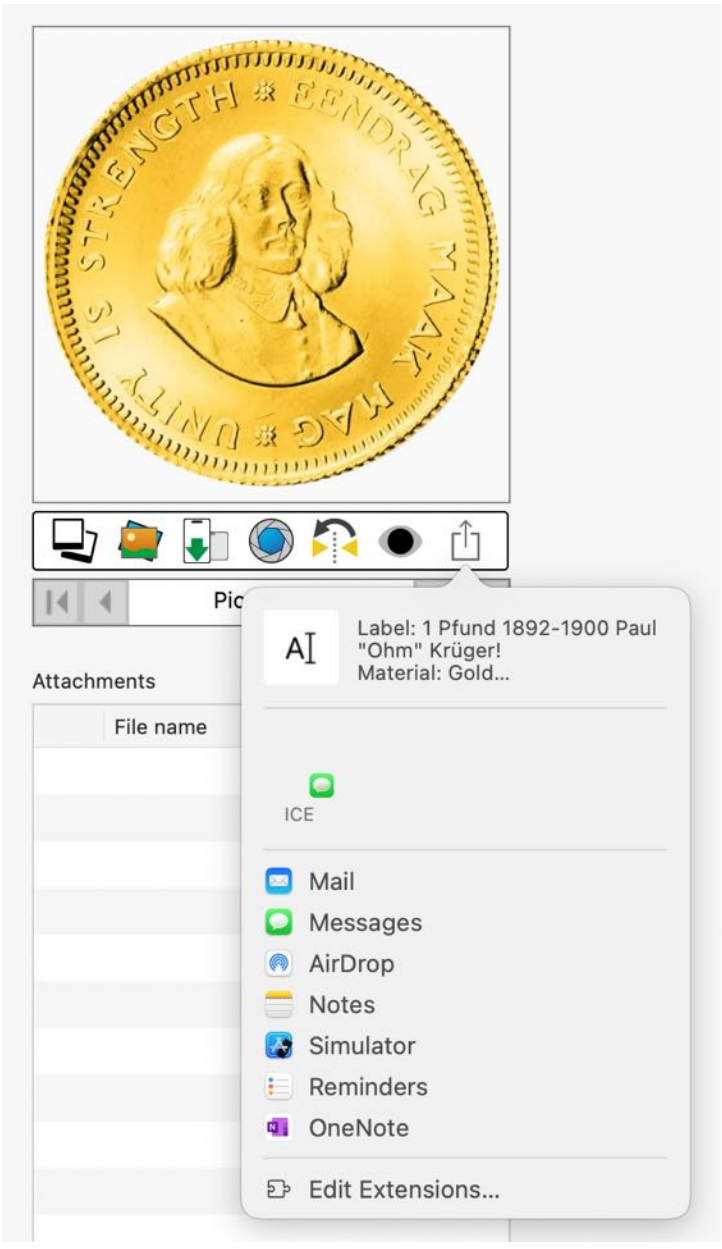


The cover picture, the additional pictures and all attachments will also be deleted!

This command cannot be undone!

SHARE ENTRY

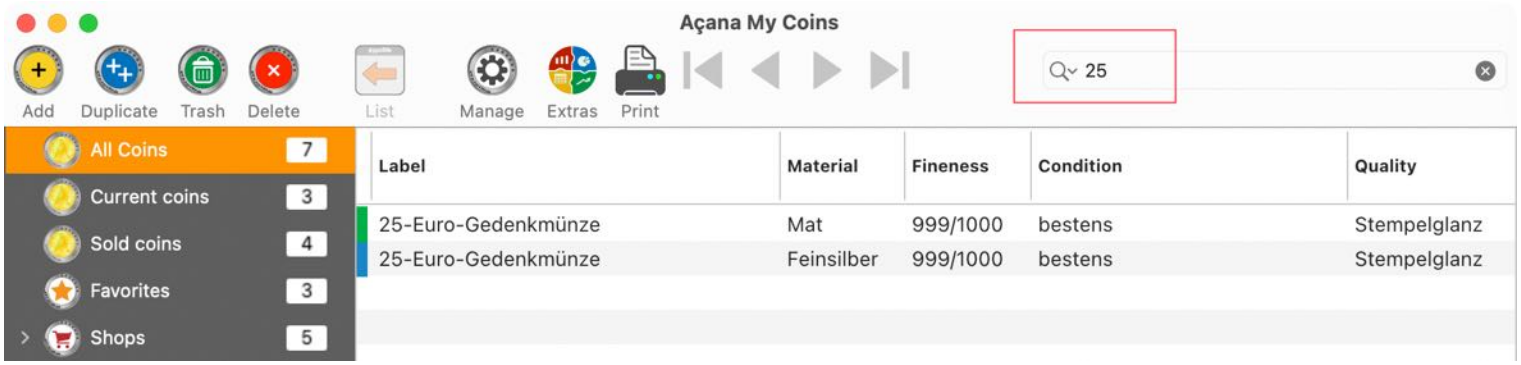
To share a coin/ingot via the sharing services available in the system, click on the share symbol on the right-hand side below the image. In the settings, you can specify which details should be shared.



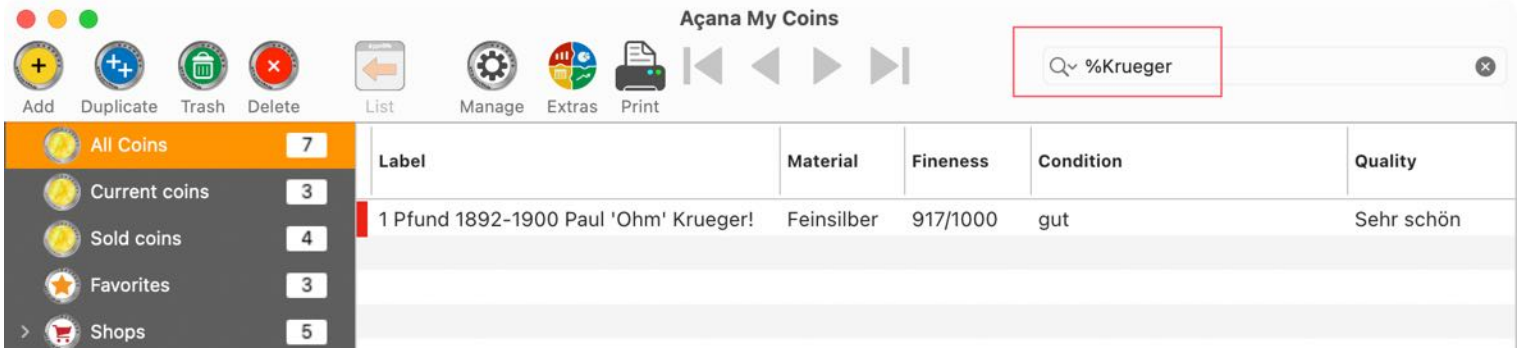
SEARCH ENTRIES

To search for coins and ingots, enter the name or part of the name you are looking for in the search field and. The standard search is always "Starts with". If you want to search for a coin that contains a specific text, use the % sign at the beginning of the search term.

Example search string: 25

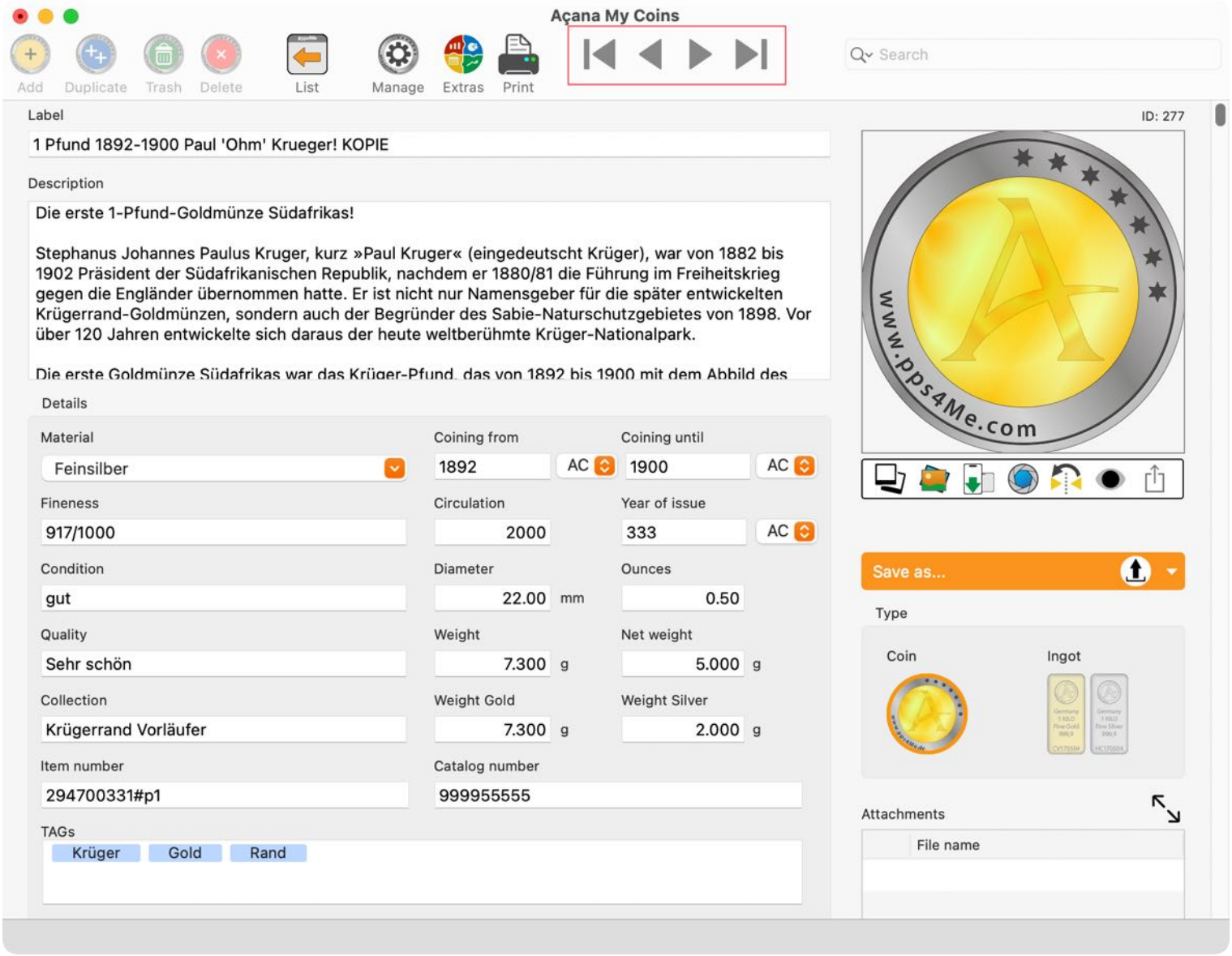


Example search string: %Krueger



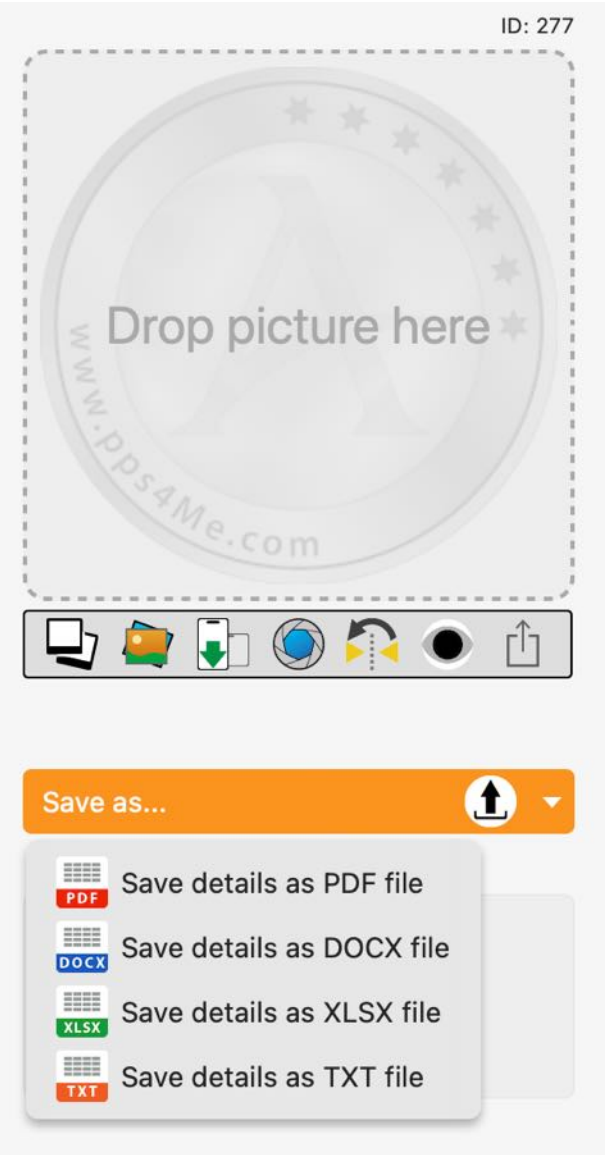
SHOW / EDIT DETAILS

Double-click on a coin/ingot in the list to call up the details. Right in the toolbar menu you can easily scroll through the list of coins without leaving the details. Click on the "List" icon to return to the list of coins. You can also do this using the key combination ⌘⬅.



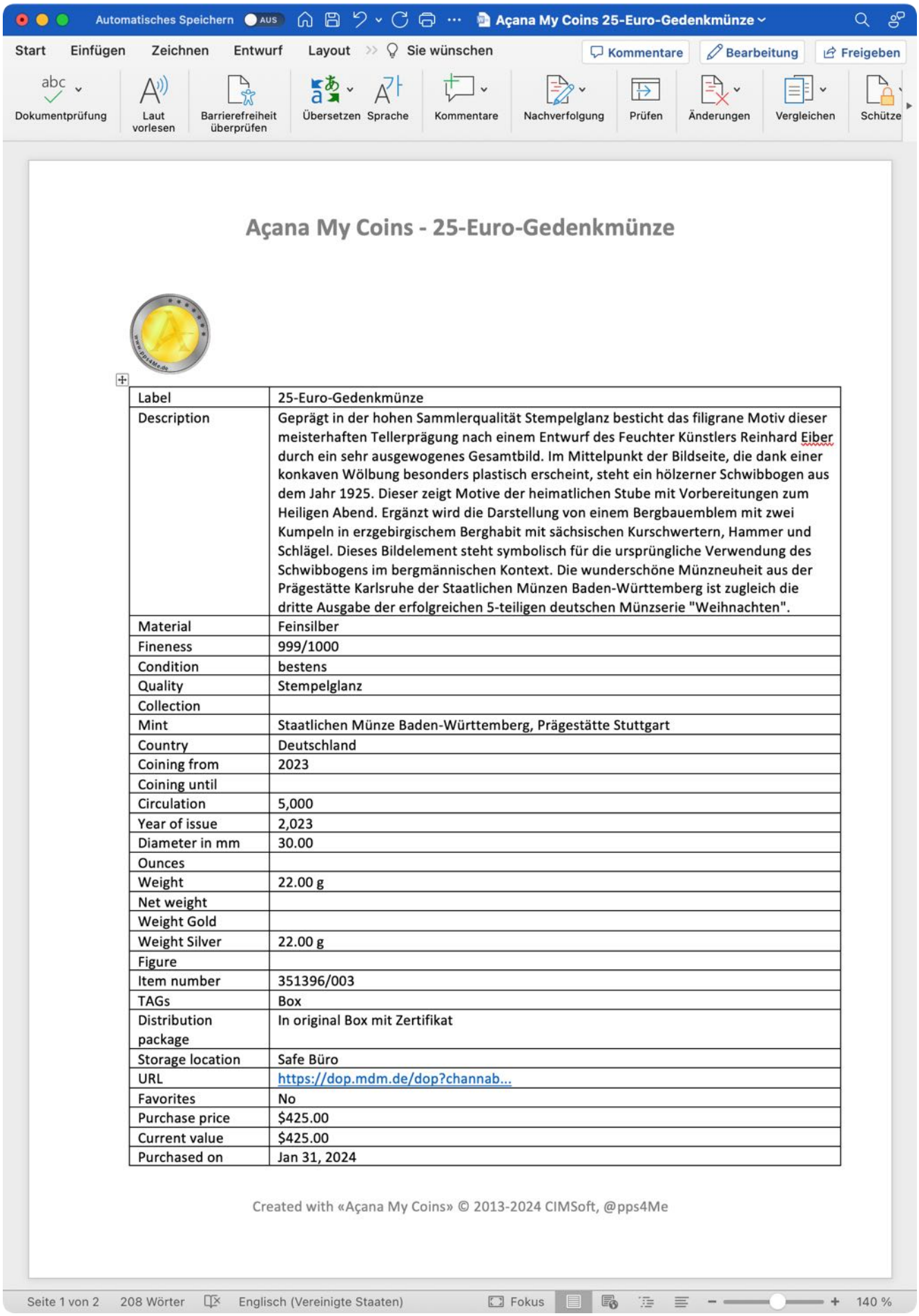
SAVE DETAILS AS PDF, DOCX, XLSX OR TXT FILE

The details can be saved as a PDF, Word® DOCX, Excel® XLSX or TXT file. To do this, select "Save details as…" in the details menu.

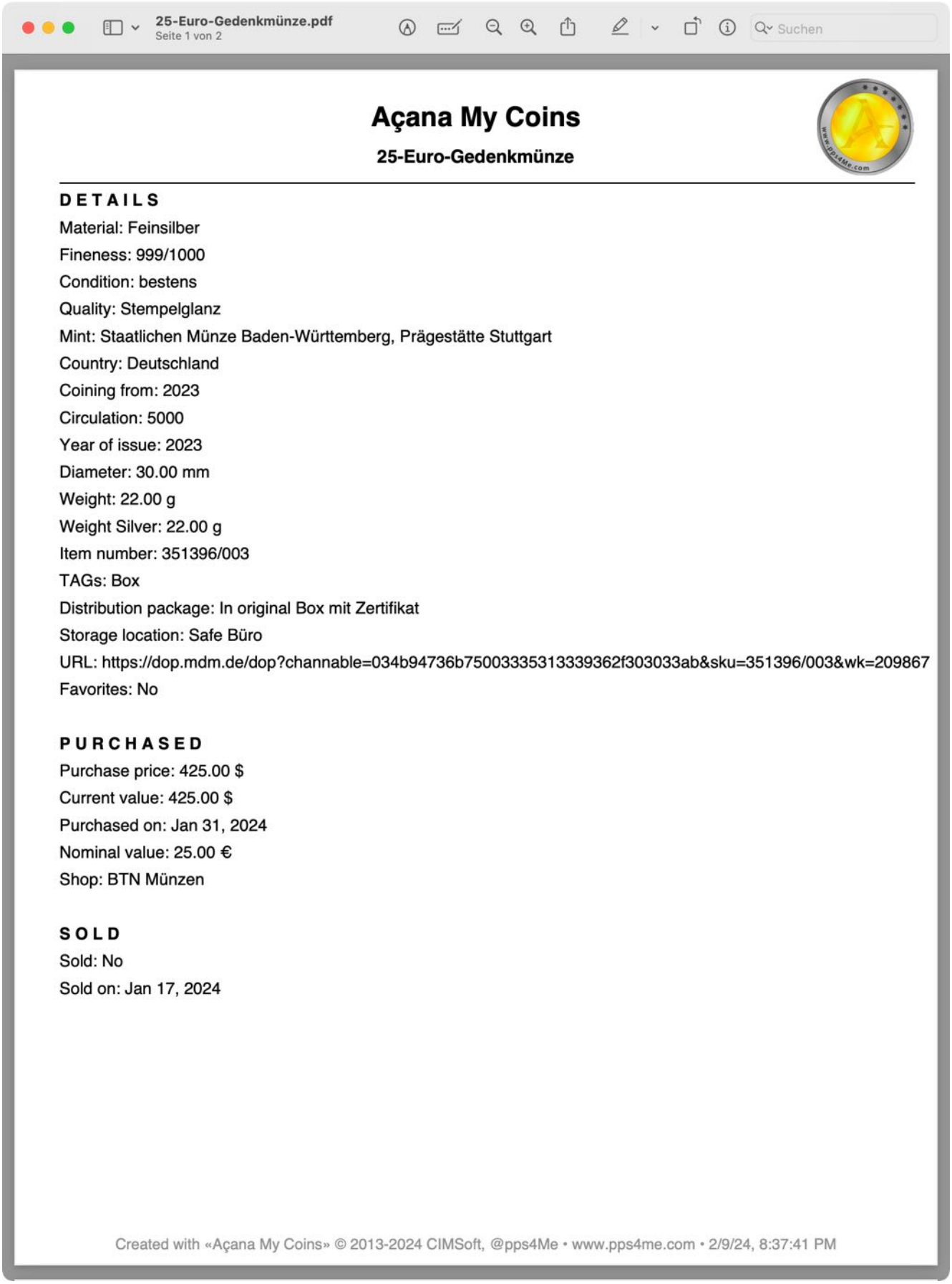


In the export files (DOCX or PDF), the fields that also contain a value are always in the output. In the PDF format, you can select in the settings whether the "Description" field should be exported. If this is set, a second page is created in the PDF document with the content of the "Description" field. If the content is larger than one page, the text is shortened.

Example: Word® document



Example: PDF document



Açana My Coins

25-Euro-Gedenkmünze

DETAILS

Material: Feinsilber
Fineness: 999/1000
Condition: bestens
Quality: Stempelglanz
Mint: Staatlichen Münze Baden-Württemberg, Prägestätte Stuttgart
Country: Deutschland
Coining from: 2023
Circulation: 5000
Year of issue: 2023
Diameter: 30.00 mm
Weight: 22.00 g
Weight Silver: 22.00 g
Item number: 351396/003
TAGs: Box
Distribution package: In original Box mit Zertifikat
Storage location: Safe Büro
URL: https://dop.mdm.de/dop?channable=034b94736b75003335313339362f303033ab&sku=351396/003&wk=209867
Favorites: No

PURCHASED

Purchase price: 425.00 $
Current value: 425.00 $
Purchased on: Jan 31, 2024
Nominal value: 25.00 €
Shop: BTN Münzen

SOLD

Sold: No
Sold on: Jan 17, 2024

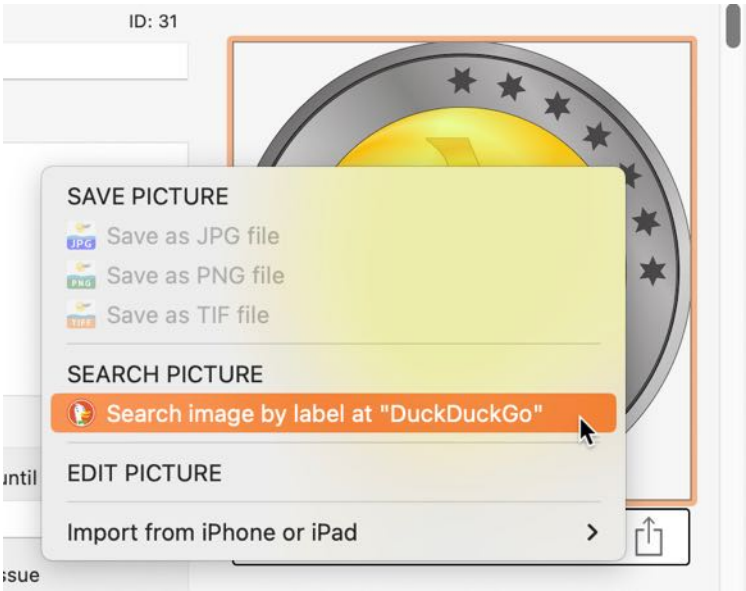
Created with «Açana My Coins» © 2013-2024 CIMSoft, @pps4Me • www.pps4me.com • 2/9/24, 8:37:41 PM

ADD, COPY, SAVE OR REMOVE A PICTURE

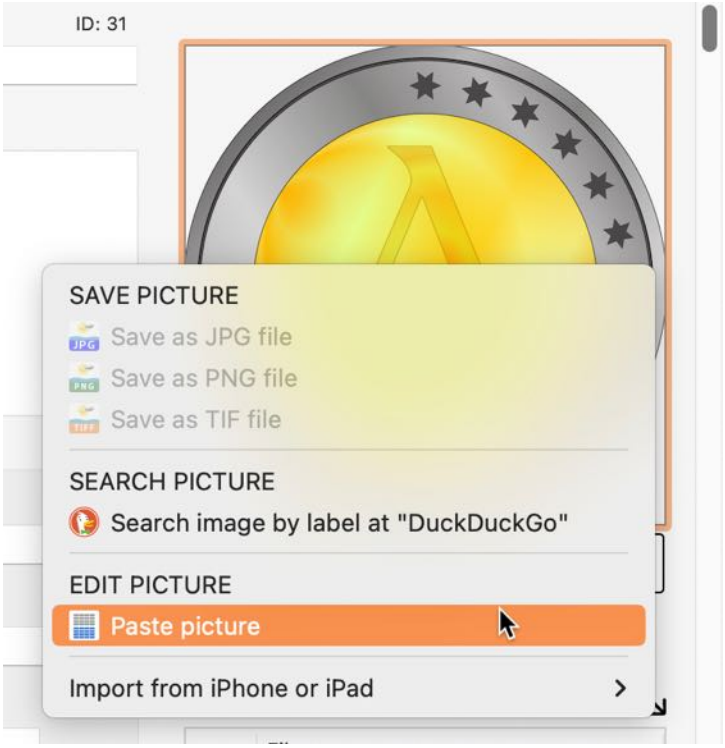
To add a picture to a coin/ingot, drag any graphic into the picture area. You can add a picture from Finder, Safari or any other program using drag and drop.

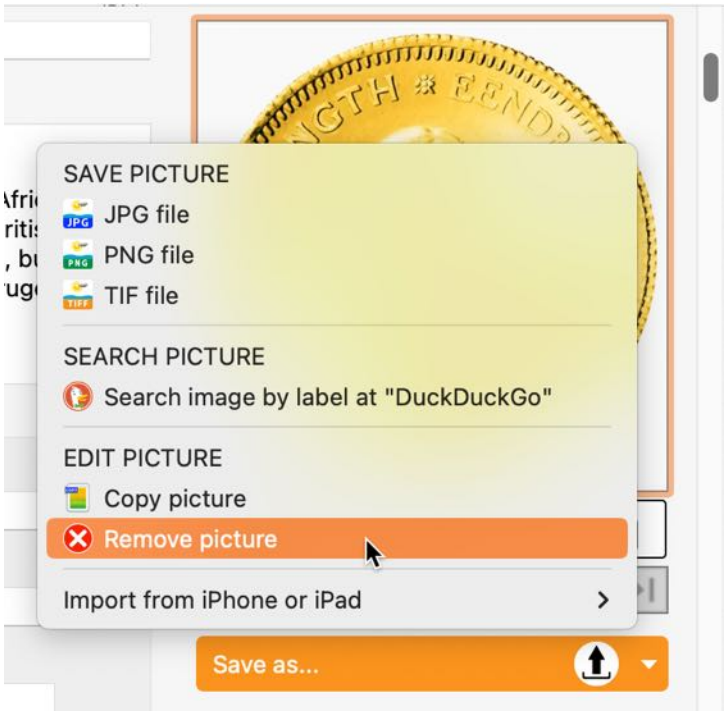
If you do not have a suitable image for your coin, you can have «Açana My Coins» search for an image using a search engine on the Internet. Select "Search image with name" in the context menu. One of the following search engines can be set as the default search engine in the settings:

- bing
- DuckDuckGo
- Excite
- Fireball
- Good Search
- Google
- Qwant
- Yahoo

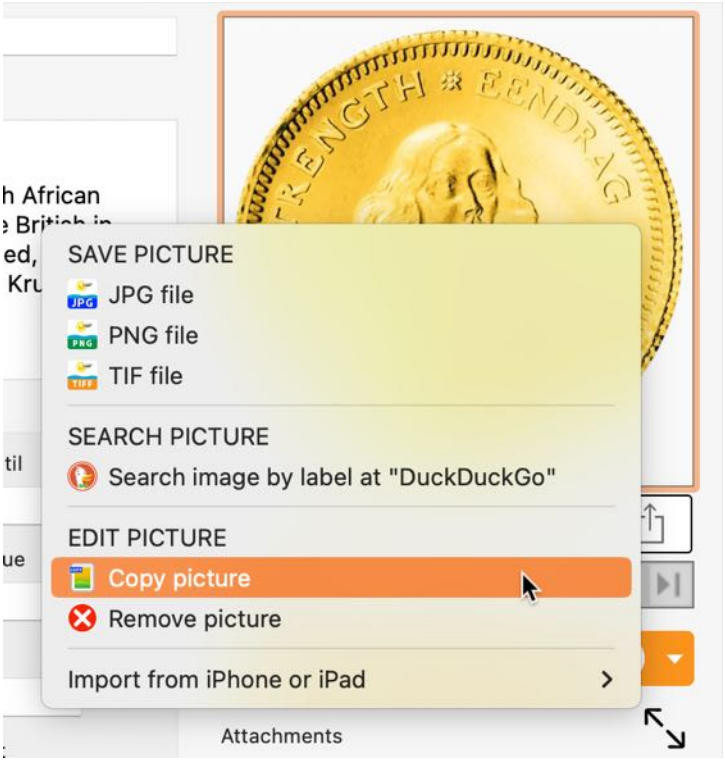


An image can also be inserted via the clipboard. An existing image can be copied via the context menu.

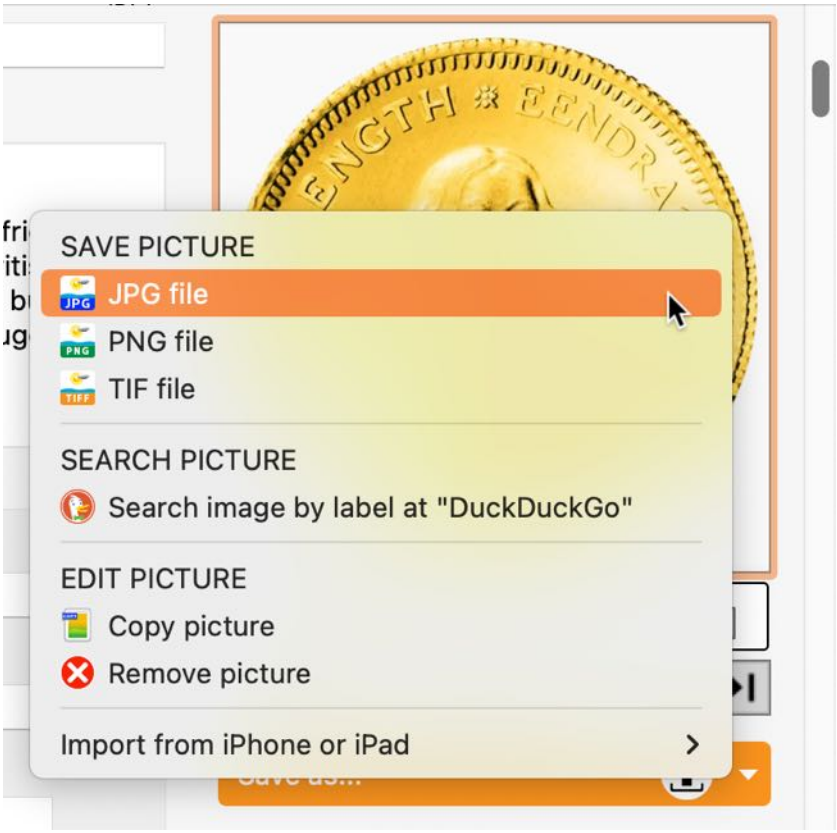




An existing image can be deleted via the context menu.

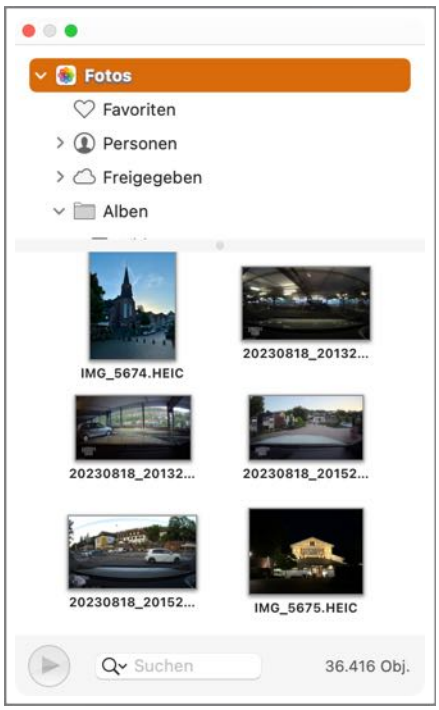


An existing image can be saved as a JPG, PNG or TIFF file via the context menu.

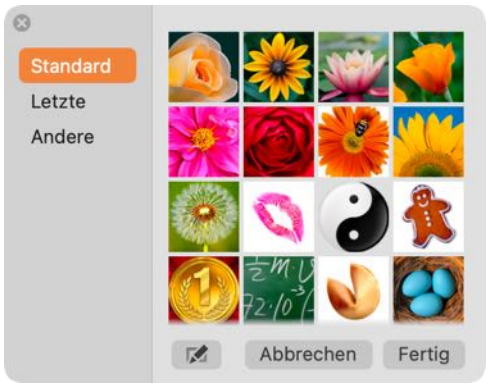


An existing image can be viewed with the preview function using the space bar. To do this, click on the image with the mouse. A border appears around the image indicating that the focus is now on this element. The preview function is activated by pressing the space bar on the keyboard. Press the space bar on the keyboard again to exit the preview function.

An image can be added via the macOS media browser. To do this, click on this icon and drag an image from the media browser onto the image in the details.

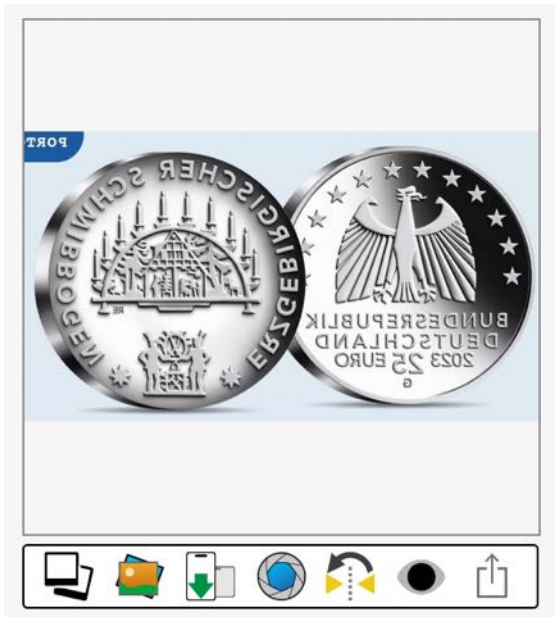


An image can also be added using the macOS feature "Image selection and camera".

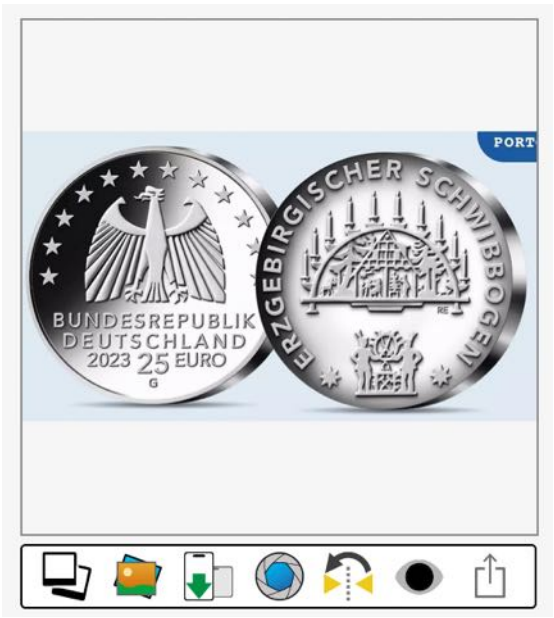


The "Mirror image" function can be used to mirror an image that was taken with the FaceTime camera using the "Image selection and camera" function, as these images always appear as a mirror image.

Original via FaceTime camera



Mirrored image



All images of the coin can be viewed quickly using the preview function.

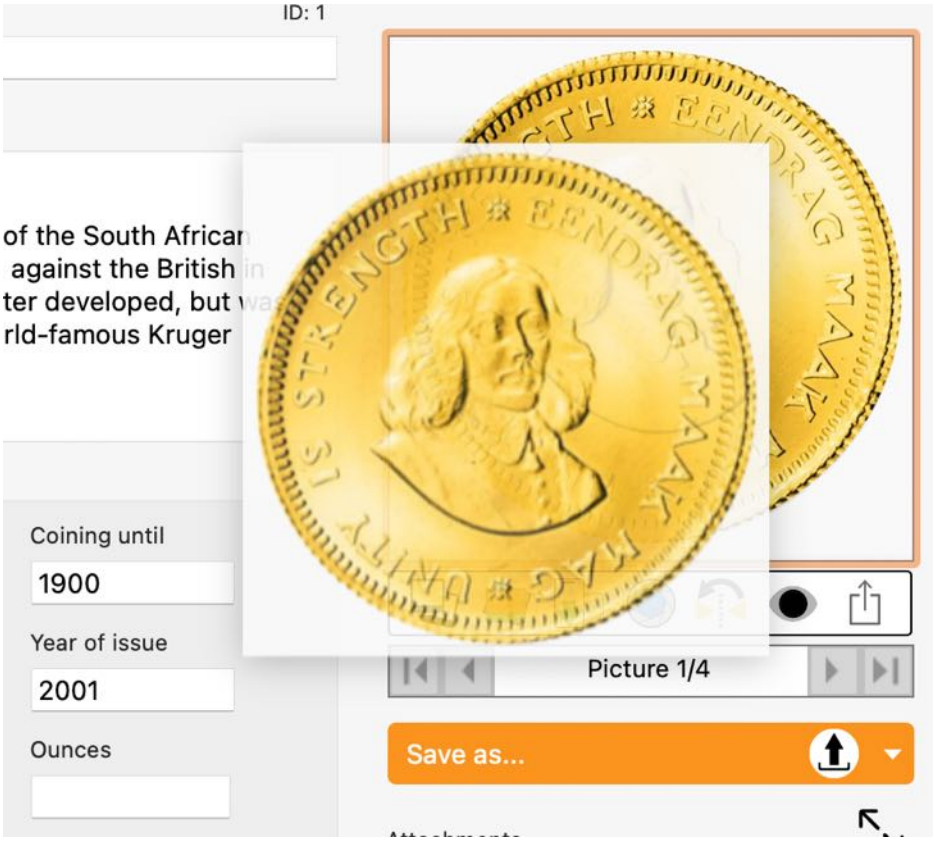
SAVE OR COPY PICTURE VIA "DRAG AND DROP"

The existing images (cover image, additional images and attachments) can be saved as a graphic file using "drag and drop" in the Finder. The export format to be used can be specified in the settings.

The following file formats are available:

- BMP
- GIF
- JPG
- JPE2 (JPEG2000)
- PNG
- TGA
- TIF
- WebP

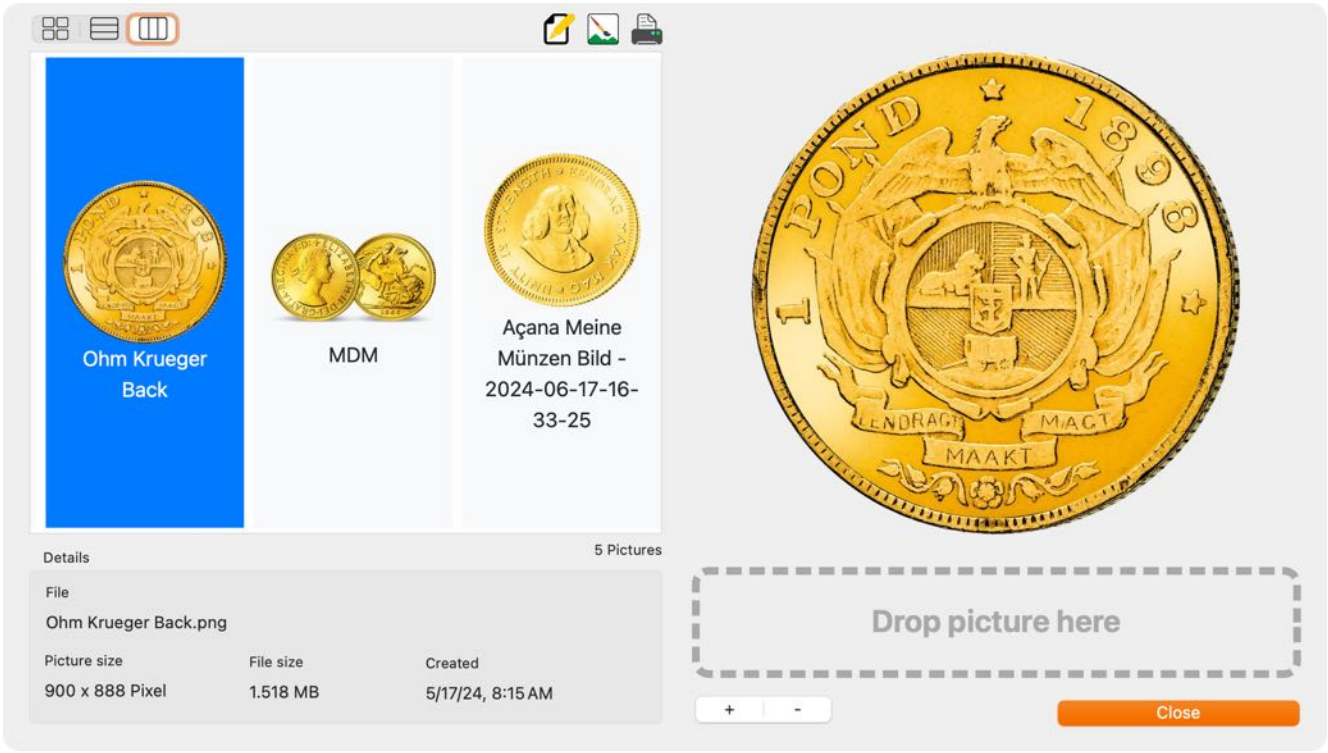
An existing image can also be dragged and dropped into any program and is available there as a graphic.



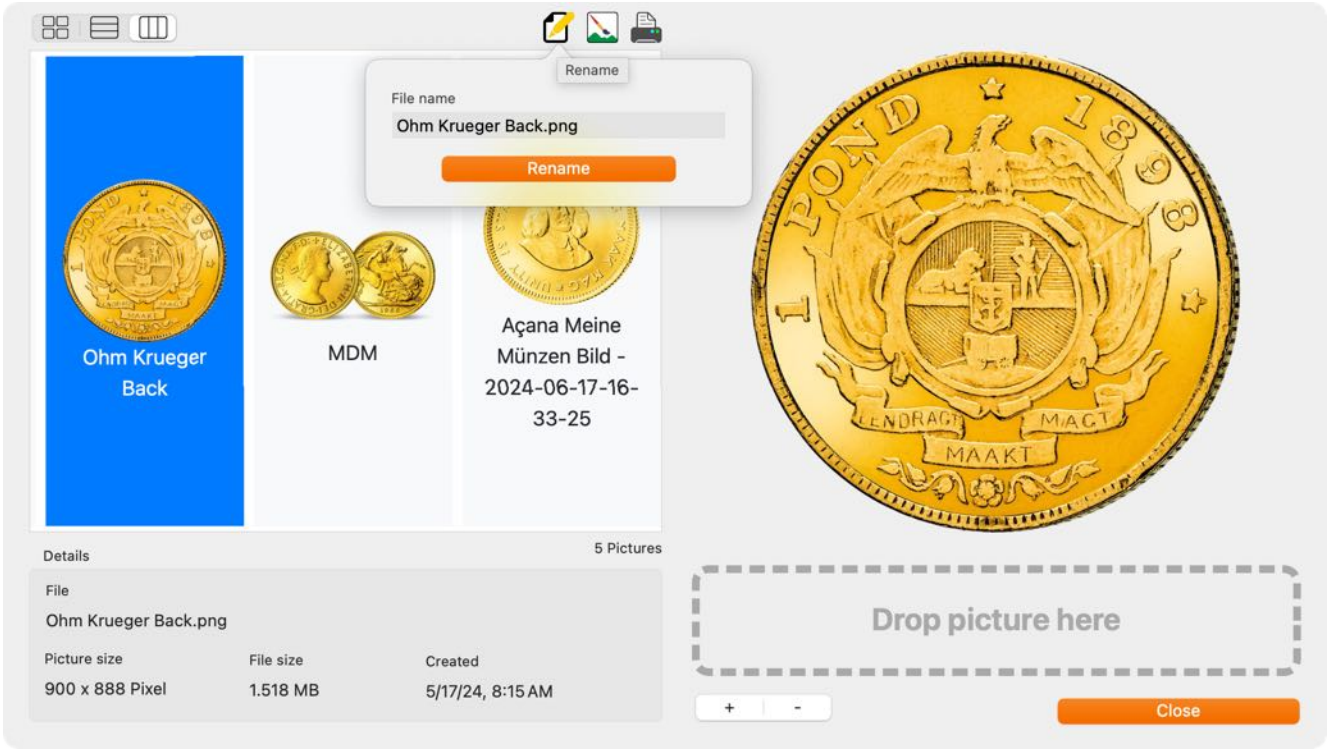
ADD ADDITIONAL PICTURES

Any number of additional images can be added to each coin. Select a coin from the list by double-clicking on it. Then click on the "Multi-Picture" icon.

You can add or delete additional images in the following window.

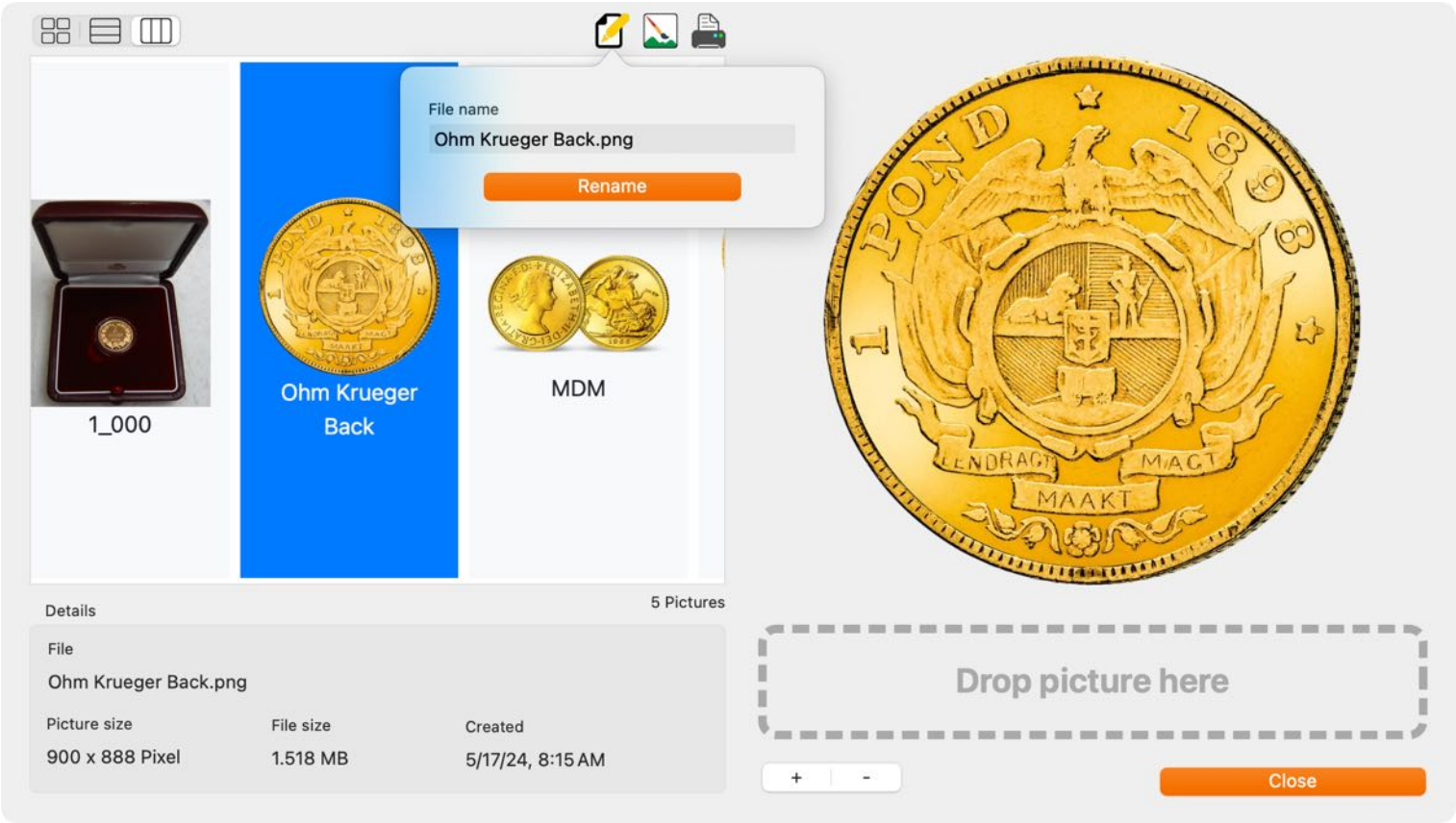


You can also drag and drop additional images from any application or from the Finder. To do this, drag the image to the list of additional images on the left-hand side. Use the "Print picture" button to use the picture as the second picture in the details.



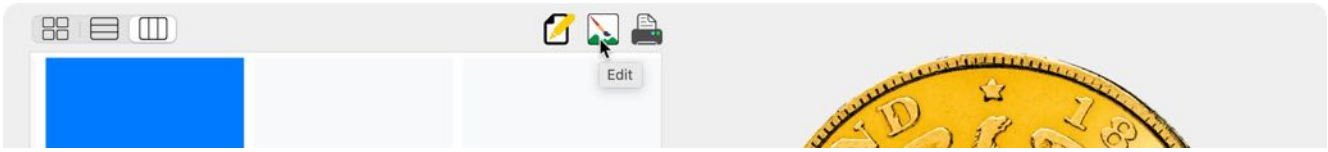
RENAME ADDITIONAL PICTURES

You can rename the additional pictures. Click on the rename icon.

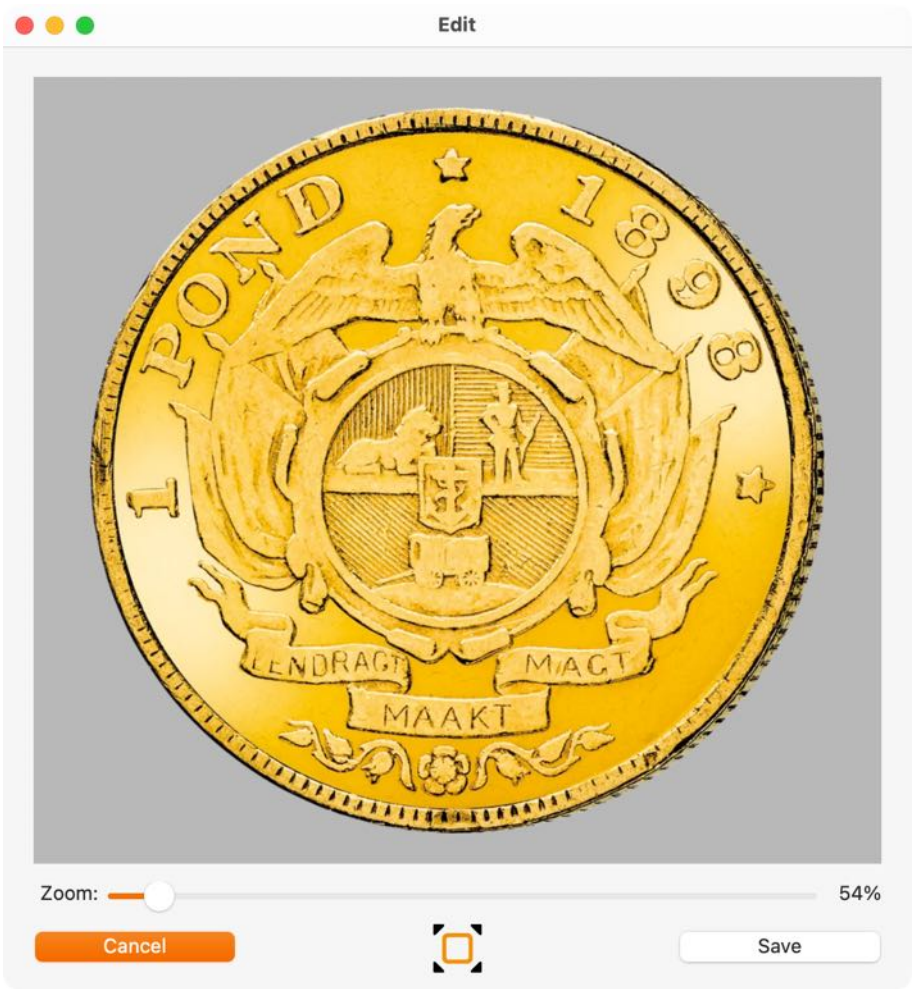


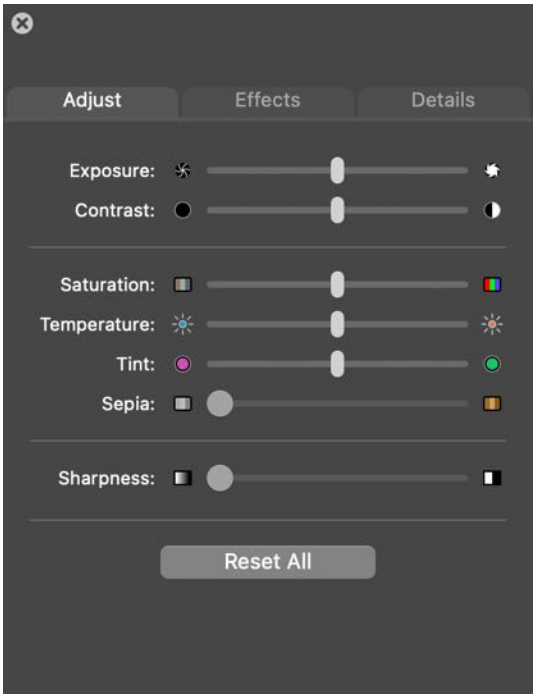
EDIT ADDITIONAL PICTURES

To edit a picture, select one from the list and click on the “Edit” icon.



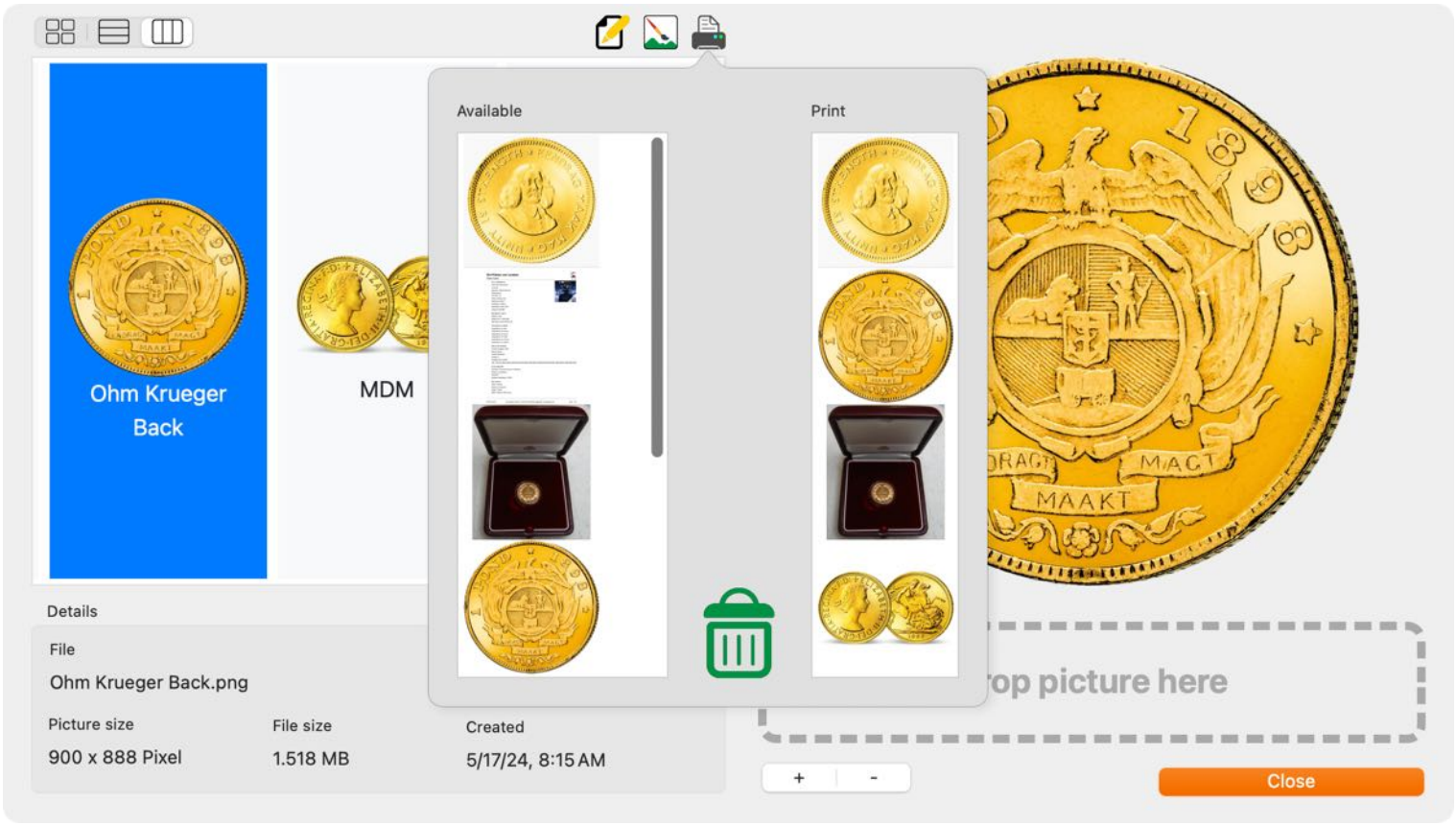
In the “Edit” window you can do some adjustments and apply different effects to the picture, like you can do it with the macOS application “Preview”.



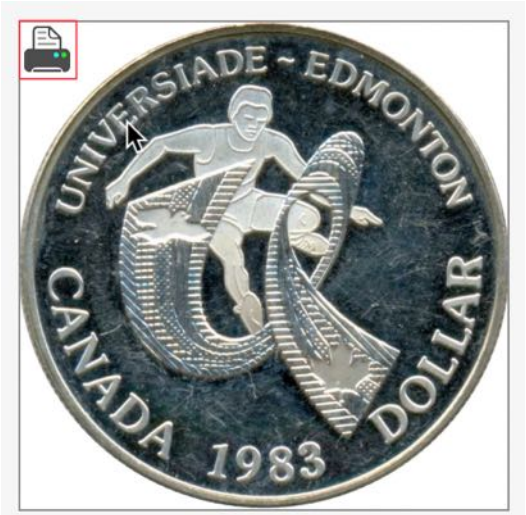


SETUP ADDITIONAL PICTURES FOR PRINT IN DETAILS

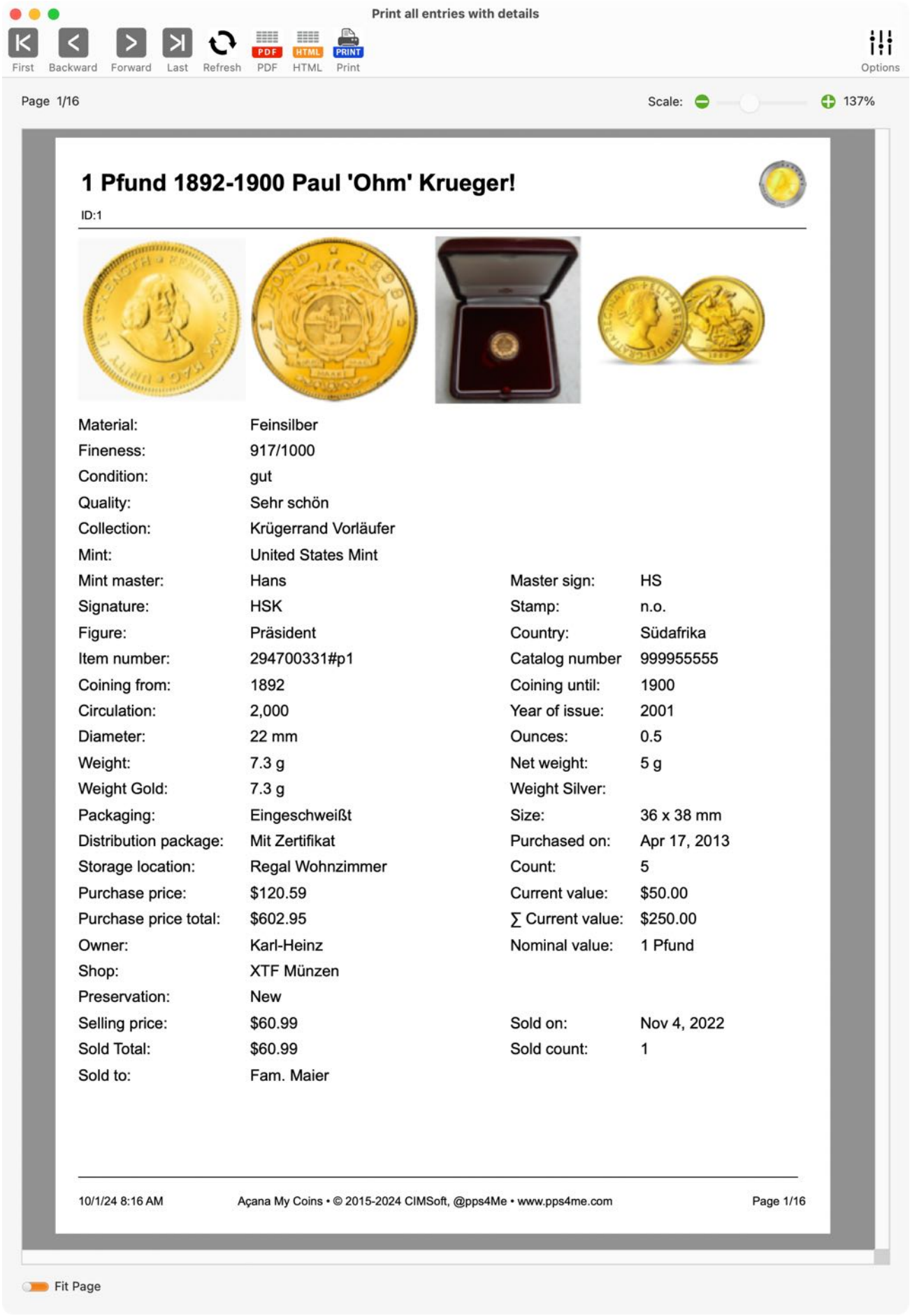
To setup and arrange additional pictures for print in details, click on the “Print” icon. In this window you can drag the available picture on the left side into the “Print” area. In the “Print” area your can arrange the pictures by dragging up or down. You can also delete and entry by selecting one picture or drag it on the “Trash” icon. You can close this window by pressing “ESC” on your keyboard on click on the additional pictures window. A maximum of 4 pictures can be defined, which are then used when printing the details.



You can also assign the pictures to be printed directly in the details. To do this, click on the “Print” symbol in the top left corner of the cover picture.



PRINT DETAILS WITH MORE THAN ONE PICTURE.



ADD PICTURES, SKETCHES AND ATTACHMENTS VIA IOS DEVICE

The following can be imported for each book via an iOS device (iPhone or iPad):

- Picture
- Sketch
- Document
- The following formats are possible:
- PDF
- PNG
- JPEG

Import via iOS device can be used for the following:

- Cover image
- Additional picture

Click on the import Icon in the details

MANAGE ATTACHMENTS

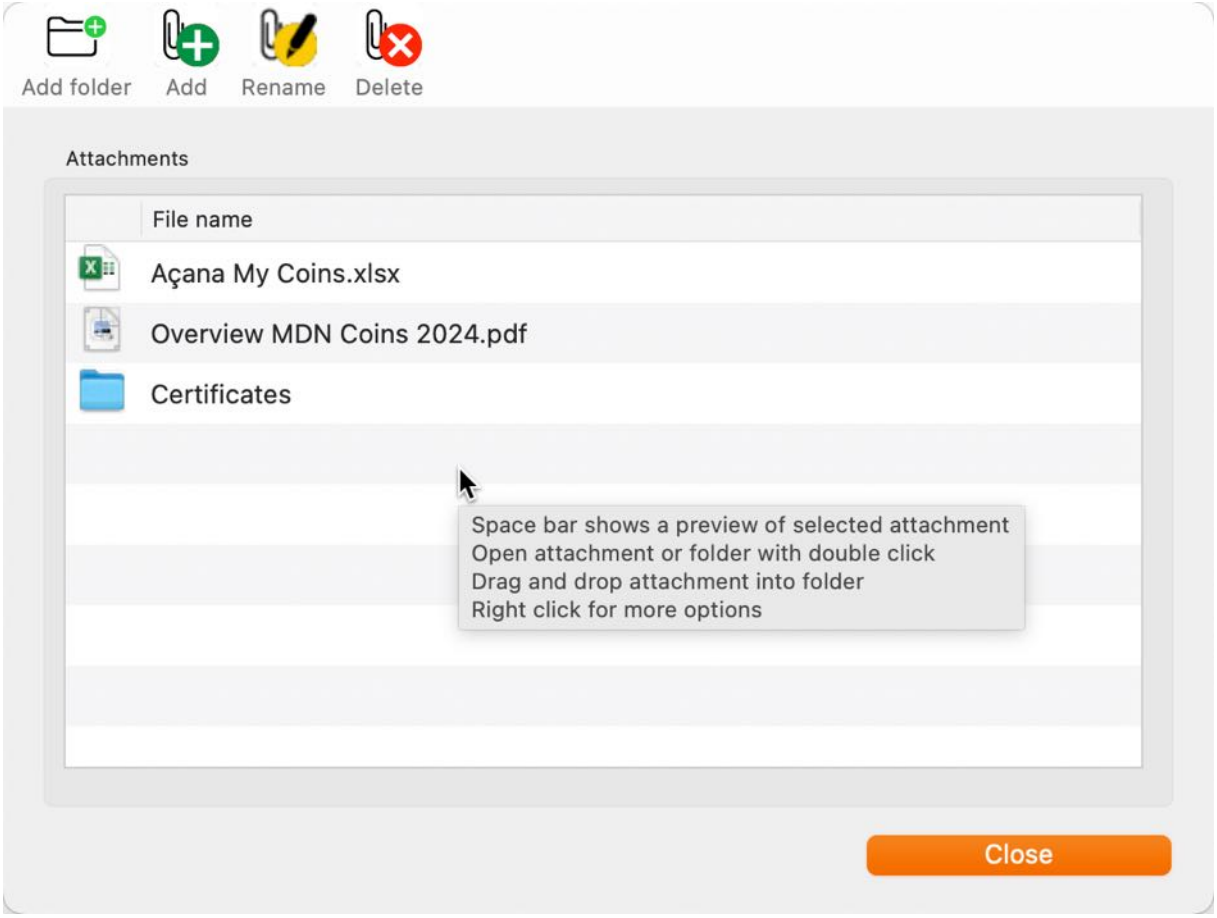
Any number of attachments can be added to each coin. Select a coin from the list by double-clicking on it. Then switch to the "Attachments" area.

The attachments can be viewed using the preview function. To do this, select one or more attachments from the list. Press the space bar on the keyboard to activate the preview.

Press the space bar on the keyboard again to exit the preview function.

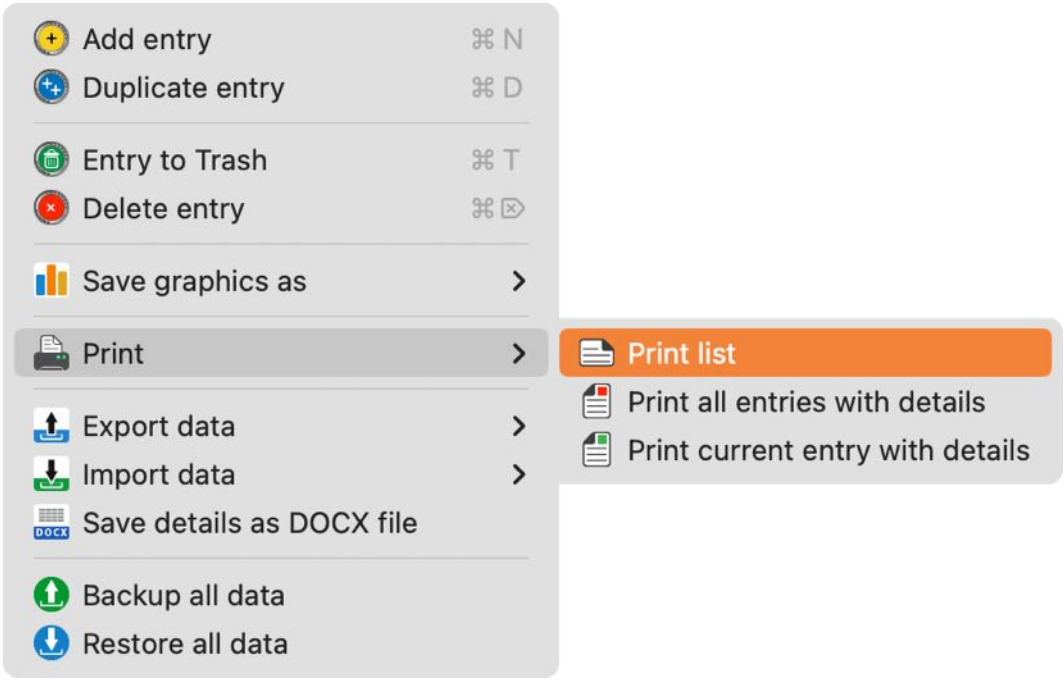
Attachments are added, renamed or deleted in a separate window. This window can be opened by clicking on the following icon.

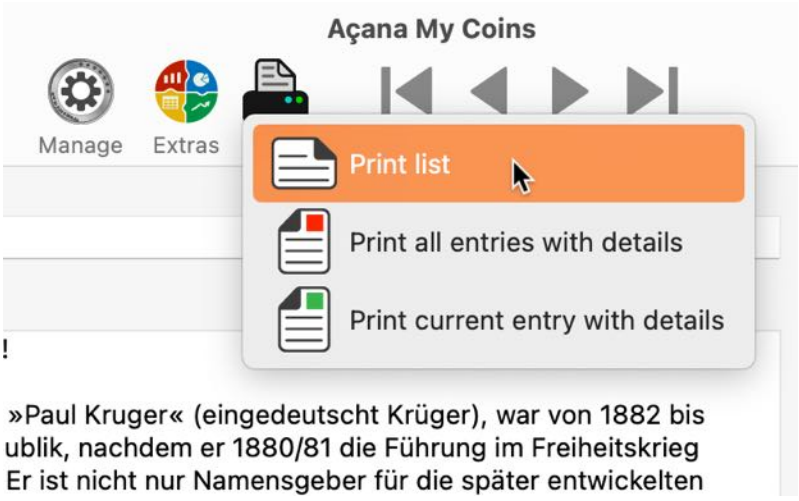
Attachments can be added, renamed and deleted in this window. Folders and subfolders can also be created.



PRINT LIST

To print the list, select "File => Print => Print list" in the menu, or select the corresponding icon in the toolbar menu.

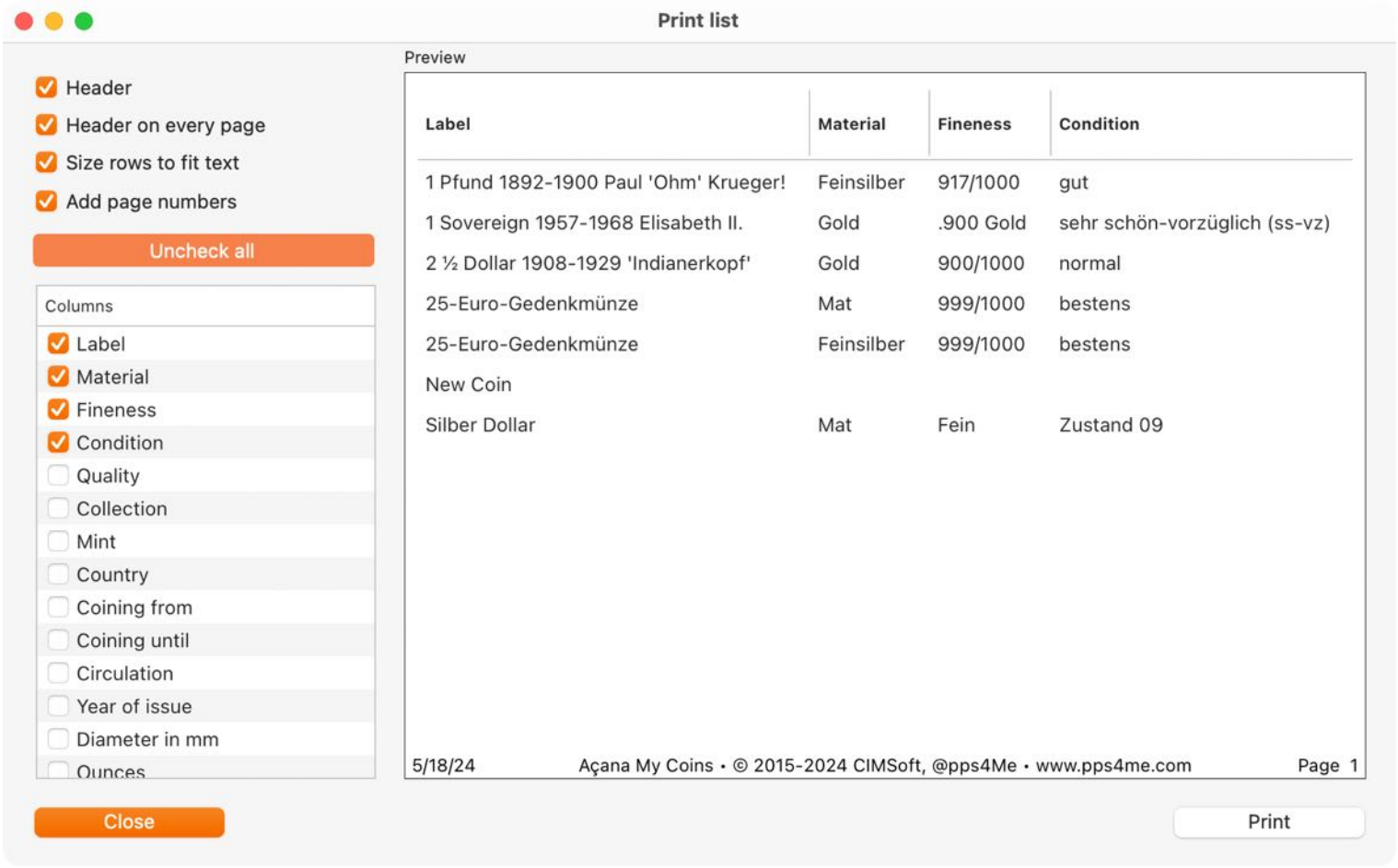




The following columns are not available for printing as the content is too large:

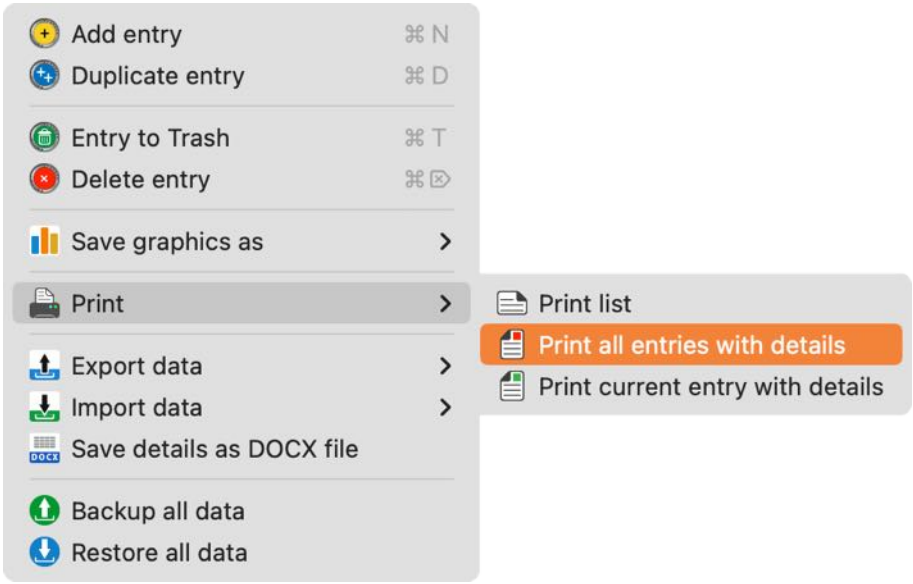
- Description

The fields and options to be printed can be selected here.



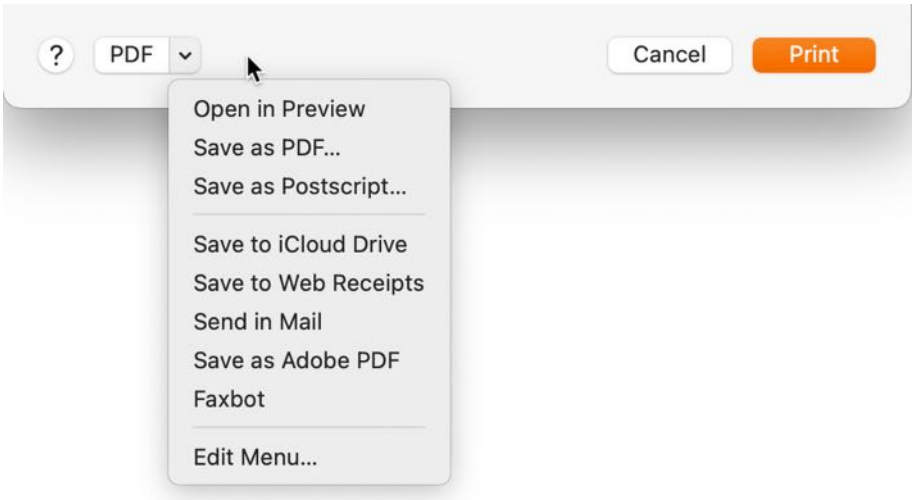
PRINT ALL ENTRIES WITH DETAILS

To print all coins with details, select “Menu => File => Print => Print all coins with details”, or select the corresponding icon in the toolbar menu.



The print output can be previewed here. The icons in the toolbar menu (|< < > >|) can be used to scroll through the entries. The output can be saved to a file using the “DOCX”, “PDF”, “HTML” and “XLSX” icons. In the “DOCX”, “PDF” and “XLSX” formats, all pages are saved in one file. In the “HTML” format, only the currently displayed page is saved. The "Print" icon can be used to output via a printer and all output devices or output services available in the system.

The "Description" column cannot be printed as the content may be too large.



Print preview

Print current entry with details

DOCX PDF HTML XLSX Print Refresh Automatic Width Manual Options

Page 1 of 1 Scale: 297%

1 Pfund 1892-1900 Paul 'Ohm' Krueger!

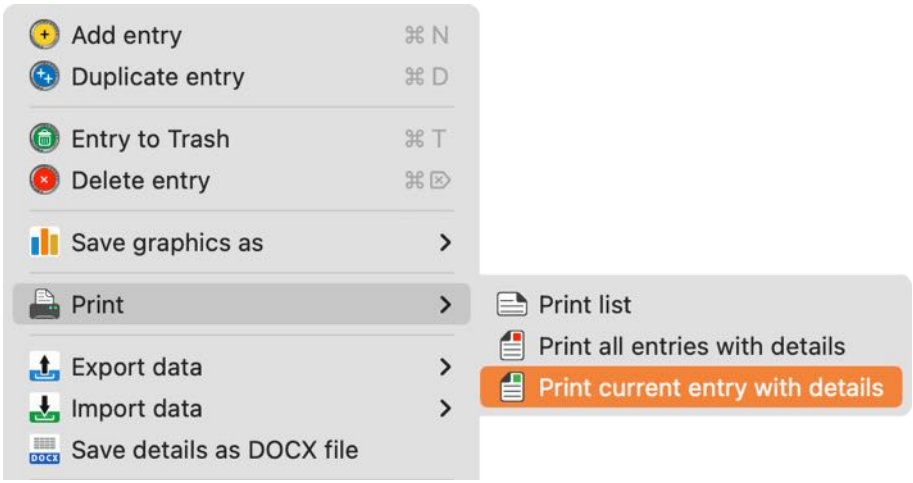
ID:1

Type:	Coin		
Material:	Feinsilber		
Fineness:	917/1000		
Condition:	gut		
Quality:	Sehr schön		
Collection:	Krügerrand Vorläufer		
Mint:	United States Mint		
Mint master:	Hans	Master sign:	HS
Signature:	HSK	Stamp:	n.o.
Figure:	Präsident	Country:	Südafrika
Item number:	294700331#p1	Catalog number	hh
Coining from:	1892	Coining until:	1900
Circulation:	2,000	Year of issue:	2001
Diameter:	22 mm	Ounces:	0.5
Weight:	7.3 g	Net weight:	5 g
Weight Gold:	7.3 g	Weight Silver:	
Packaging:	Eingeschweißt	Size:	36 x 38 mm
Distribution package:	Mit Zertifikat	Purchased on:	Apr 17, 2013
Storage location:	Regal Wohnzimmer	Count:	5
Purchase price:	$120.59	Current value:	$50.00
Purchase price total:	$602.95	∑ Current value:	$250.00
Owner:	Karl-Heinz	Nominal value:	1 Pfund
Shop:	XTF Münzen		
Preservation:	New		
Selling price:	$60.99	Sold on:	Nov 4, 2022
Sold Total:	$60.99	Sold count:	1
Sold to:	Fam. Maier		

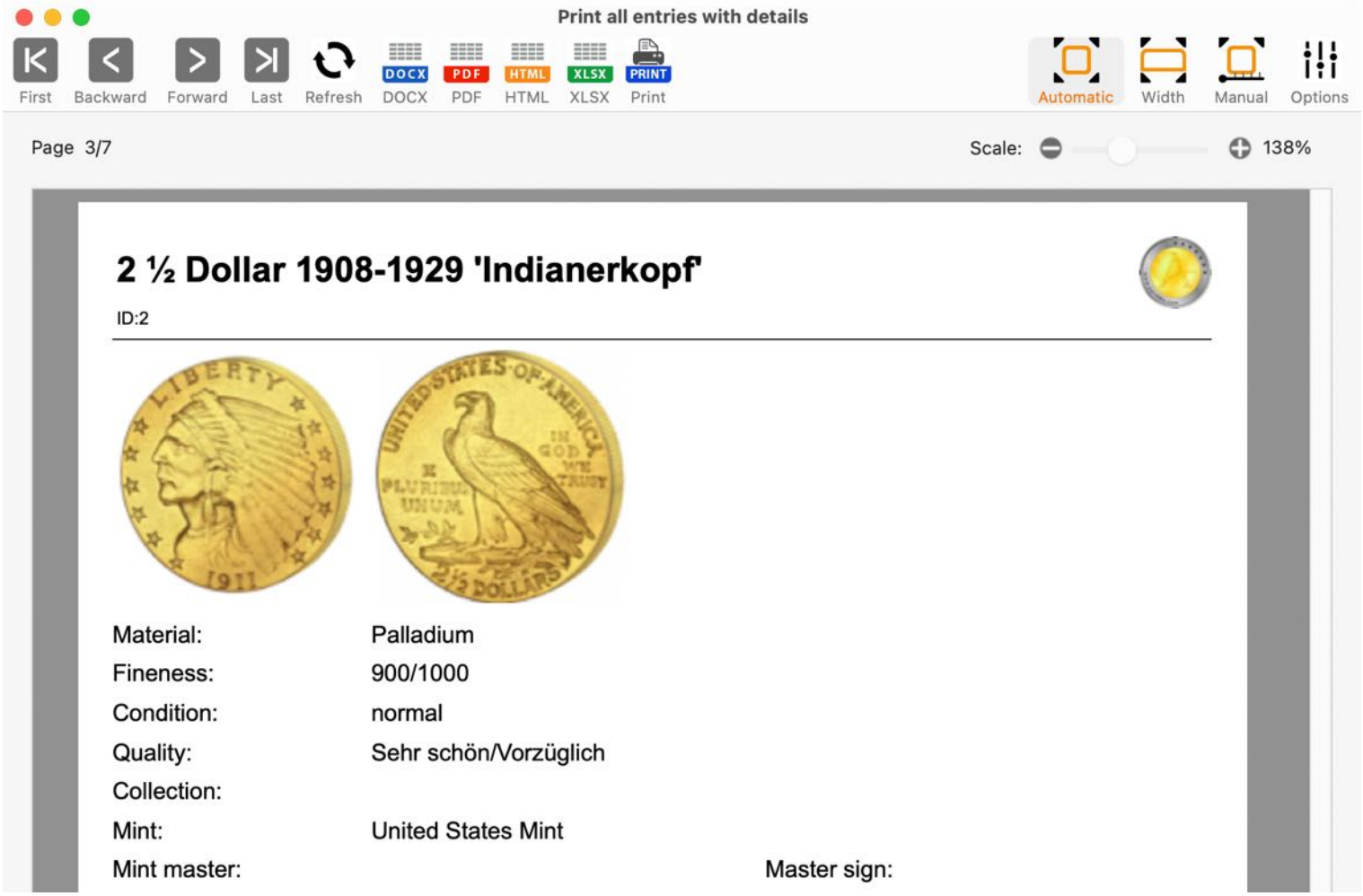
1/24/25 10:55 AM Açana My Coins • © 2015-2025 CIMSoft, @pps4Me • www.pps4me.com Page 1 of 1

PRINT CURRENT ENTRY WITH DETAILS

To print the current coin/ingot with details, select "File => Print => Print current coin with details" in the menu, or select the corresponding icon in the toolbar menu. All functions are available as for "Print all entries with details".

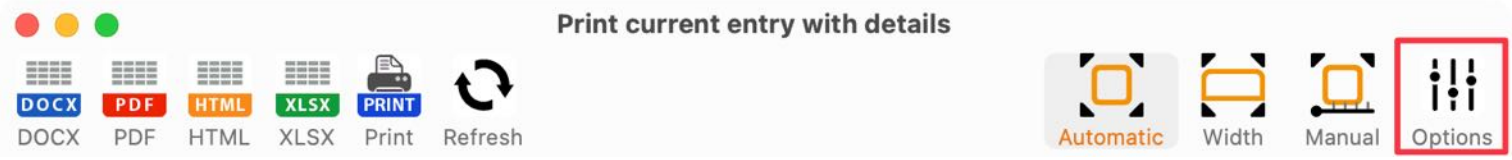


Print preview

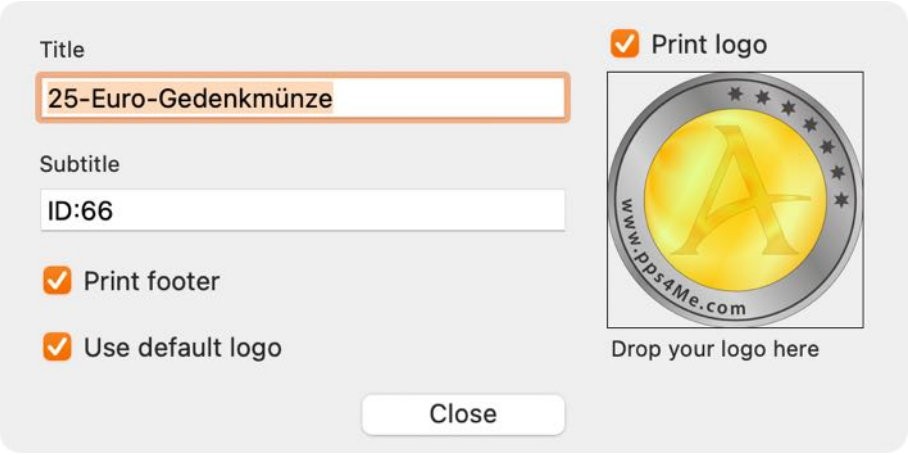


PRINT OPTIONS

The options for printing can be called up in the print preview via the "Options" icon.

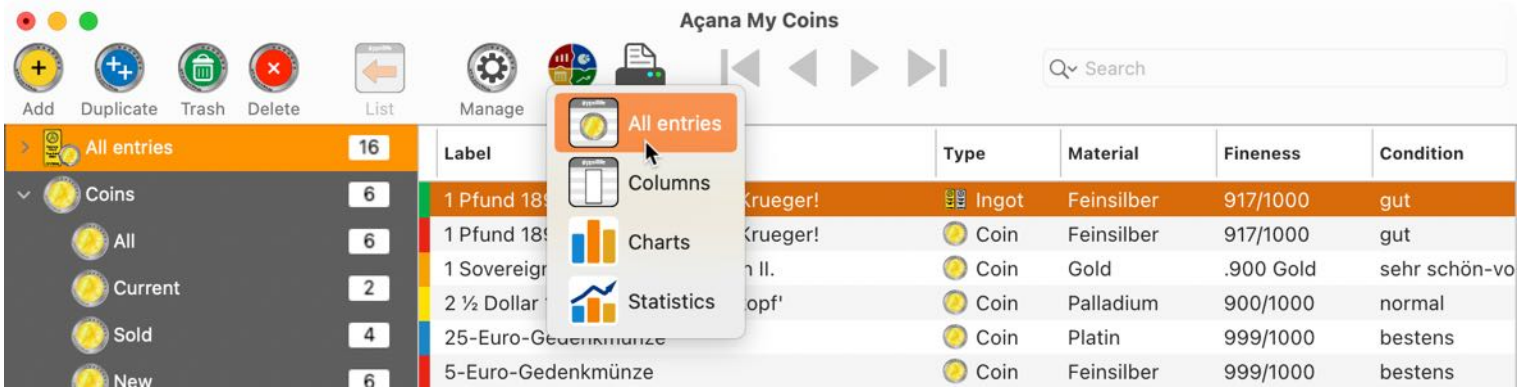


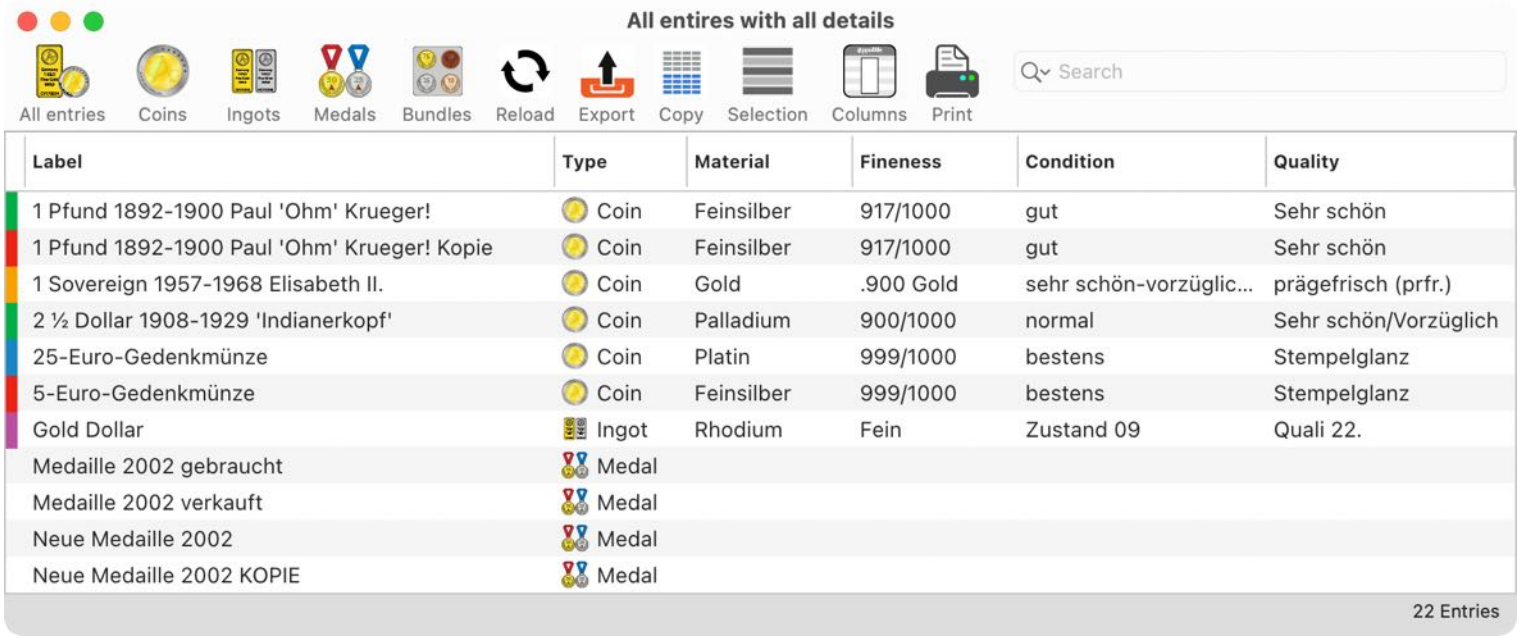
Various settings can be made there.

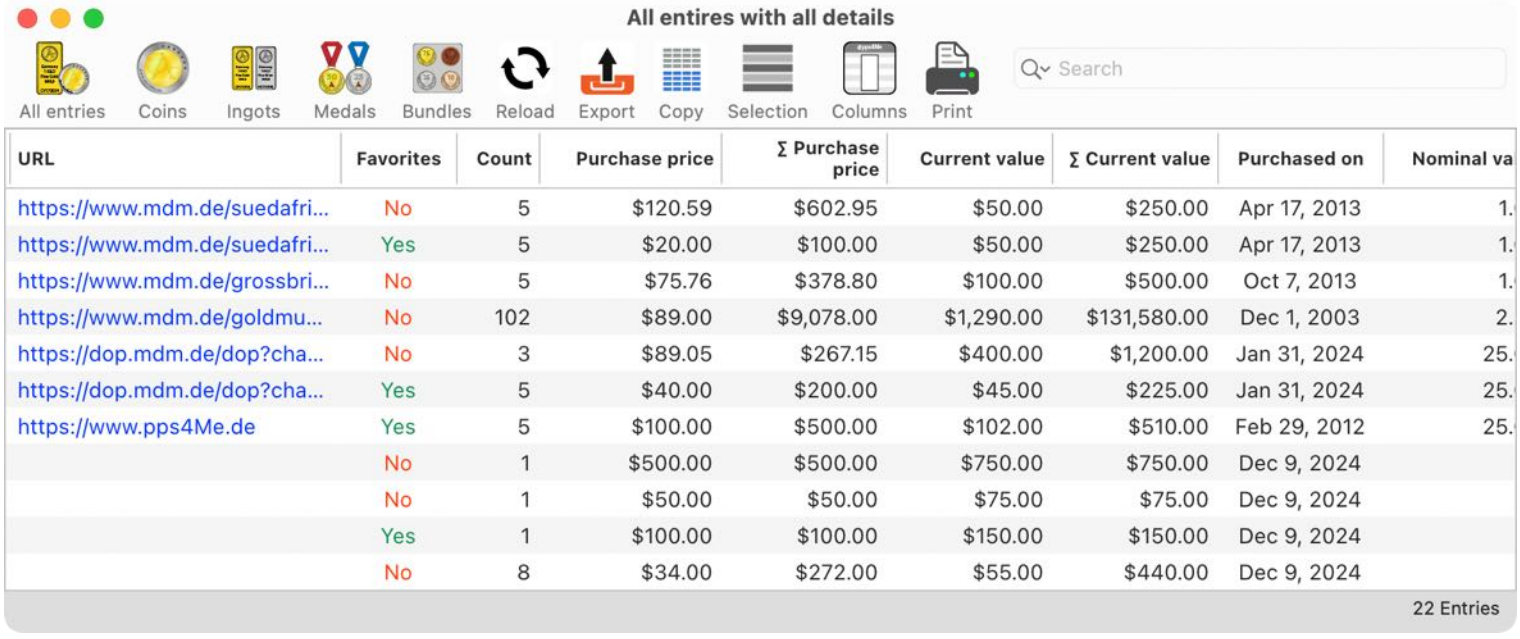


LIST OF ALL ENTRIES WITH ALL DETAILS

The list of all entries can be called up with the toolbar menu "Extras -> All entries".

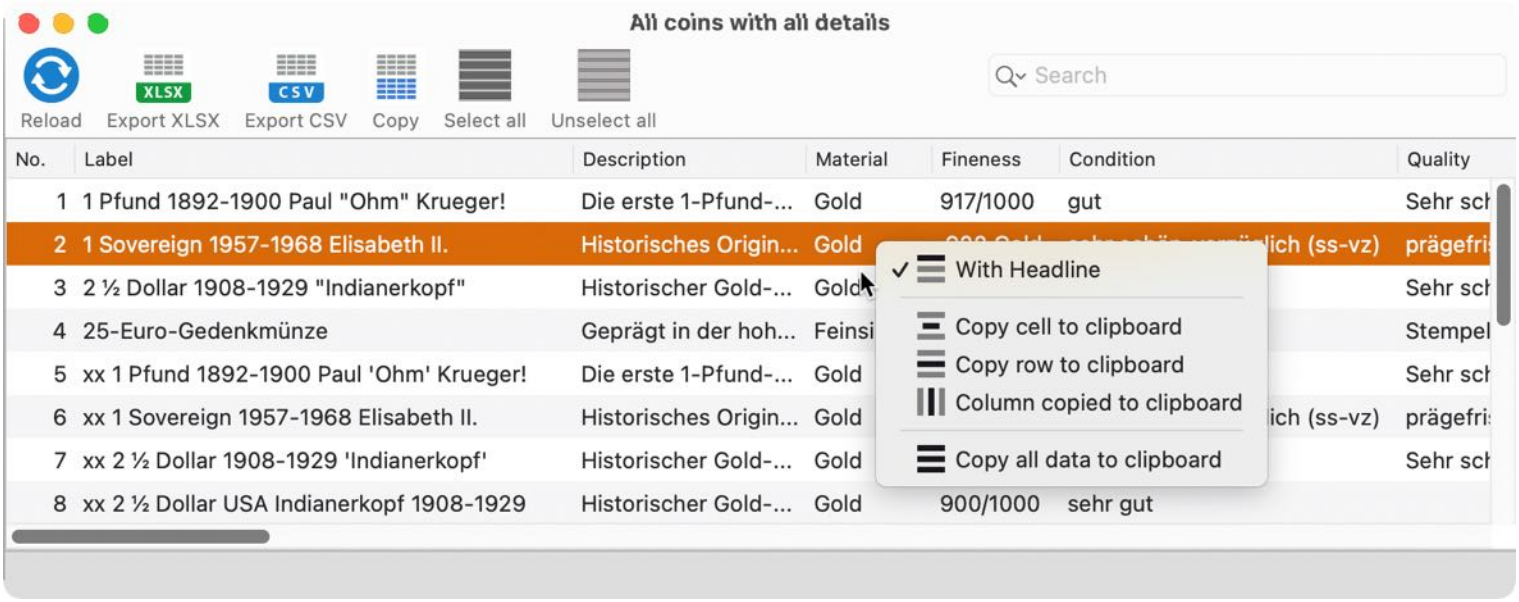






DATA EXCHANGE VIA CLIPBOARD

Simple data exchange via the clipboard is available in the list of all entries via the toolbar menu "Copy all", "Copy selected" or via the context menu.



No.	Label	Description	Material	Fineness	Condition	Quality
1	1 Pfund 1892-1900 Paul "Ohm" Krueger!	Die erste 1-Pfund-...	Gold	917/1000	gut	Sehr sch
2	1 Sovereign 1957-1968 Elisabeth II.	Historisches Origin...	Gold			prägefri
3	2 ½ Dollar 1908-1929 "Indianerkopf"	Historischer Gold-...	Gold			Sehr sch
4	25-Euro-Gedenkmünze	Geprägt in der hoh...	Feinsi			Stempel
5	xx 1 Pfund 1892-1900 Paul 'Ohm' Krueger!	Die erste 1-Pfund-...	Gold			Sehr sch
6	xx 1 Sovereign 1957-1968 Elisabeth II.	Historisches Origin...	Gold			prägefri
7	xx 2 ½ Dollar 1908-1929 'Indianerkopf'	Historischer Gold-...	Gold			Sehr sch
8	xx 2 ½ Dollar USA Indianerkopf 1908-1929	Historischer Gold-...	Gold	900/1000	sehr gut	

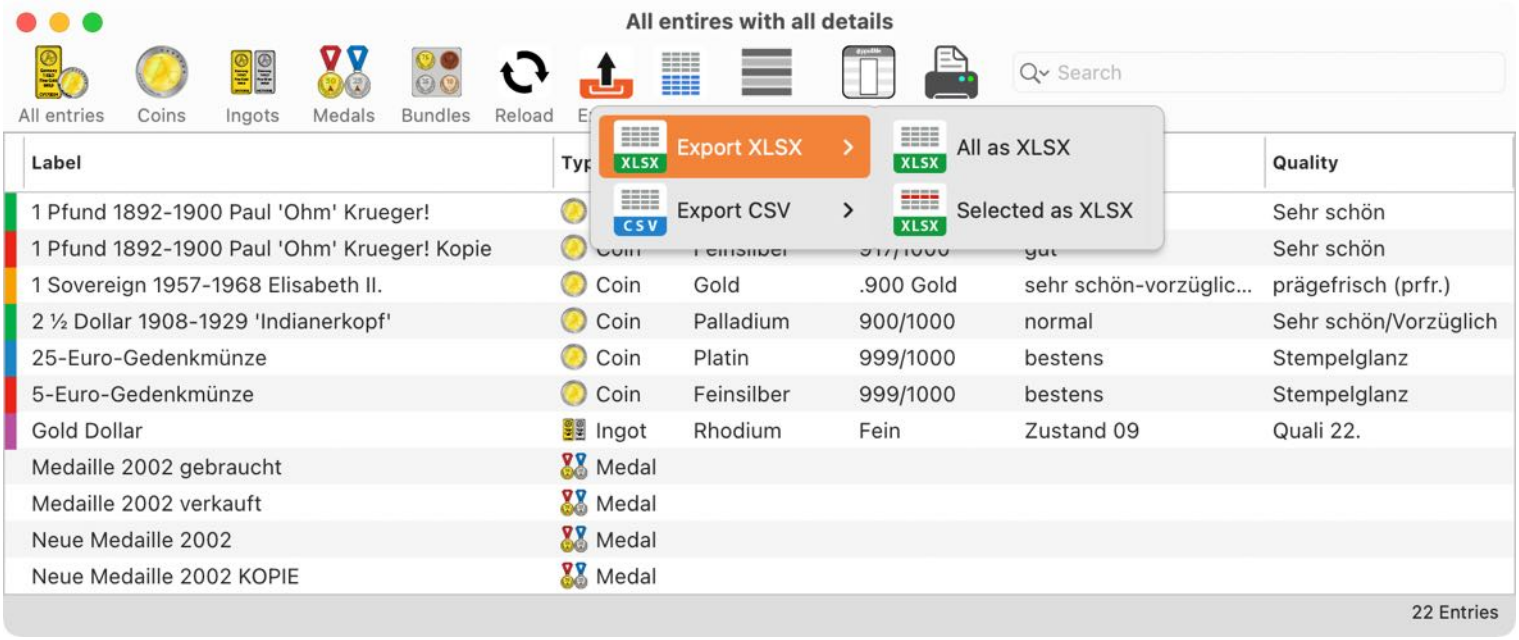
Using the clipboard, you can easily paste the data into other programs such as Excel®, LibreOffice®, Numbers® and other applications.

Example: Apple Numbers®

Bezeichnung	Beschreibung	Material	Feingehalt	Zustand	Qualität	Kollektion
1 Pfund 1892-1900 Paul "Ohm"	Die erste 1-Pfund-	Gold	917/1000	gut	Sehr schön	Krügerrand
1 Sovereign 1957-1968 Elisabeth II.	Historisches	Gold	.900 Gold	sehr schön-	prägefrisch (prfr.)	
2 ½ Dollar 1908-1929 "Indianerkopf"	Historischer Gold-	Gold	900/1000	normal	Sehr schön/	
25-Euro-Gedenkmünze	Geprägt in der	Feinsilber	999/1000	bestens	Stempelglanz	
25-Euro-Gedenkmünze KOPIE	Geprägt in der	Feinsilber	999/1000	bestens	Stempelglanz	

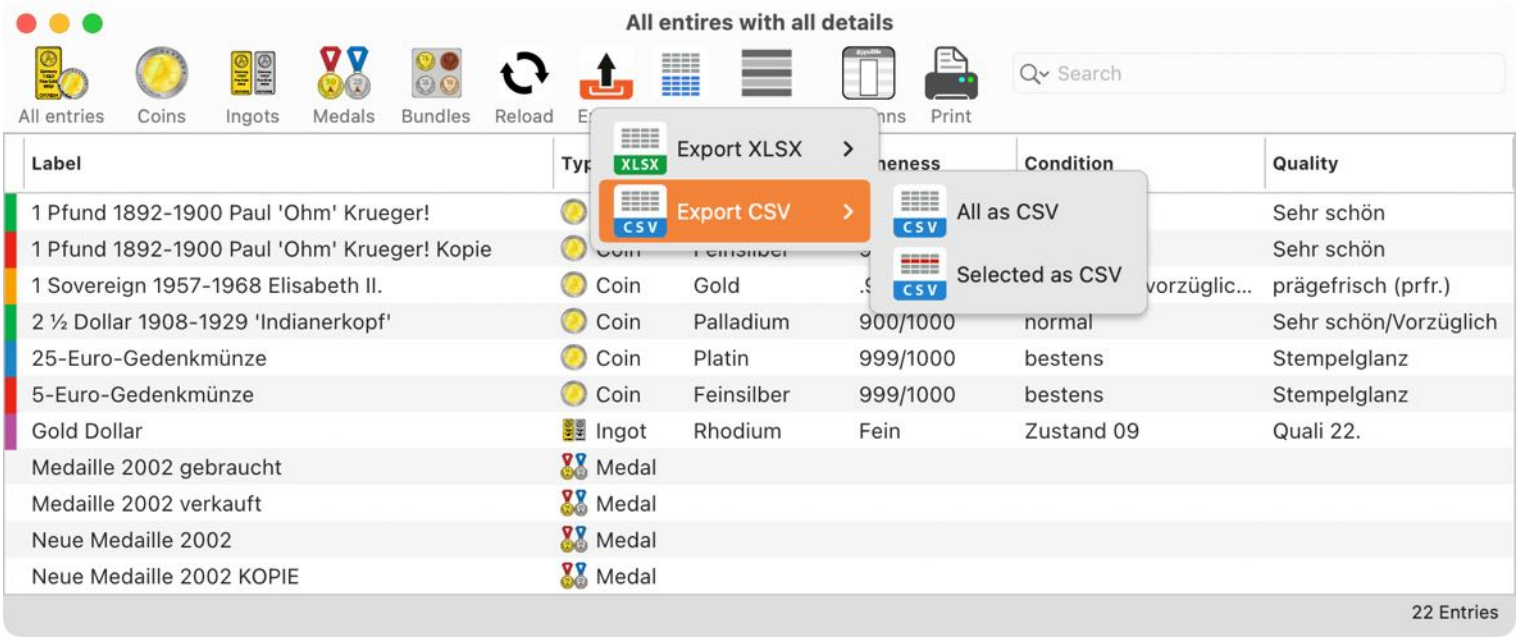
EXPORT ALL OR SELECTED ENTRIES AS XLSX FILE

In the list of all coins and ingots, all or the selected data can be exported as an Excel® XLSX file.

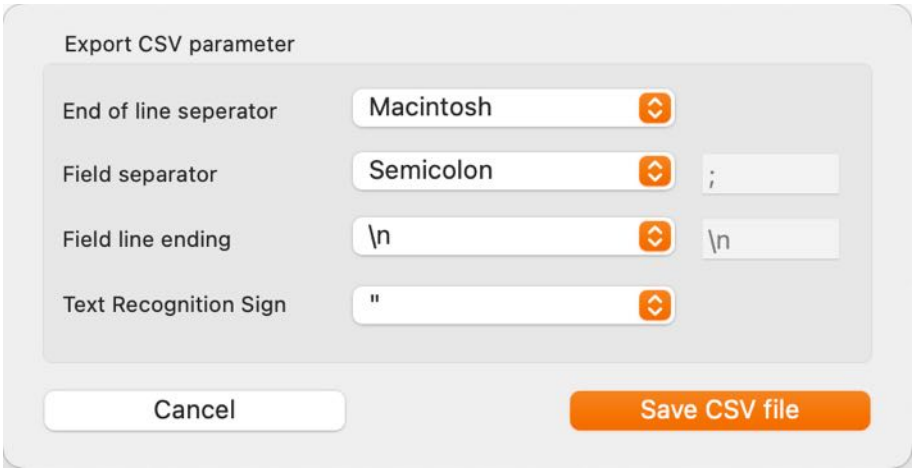


EXPORT ALL OR SELECTED ENTRIES AS CSV FILE

In the list of all coins and ingots, all or the selected data can be exported as an CSV file.



Here you can define the export parameters.

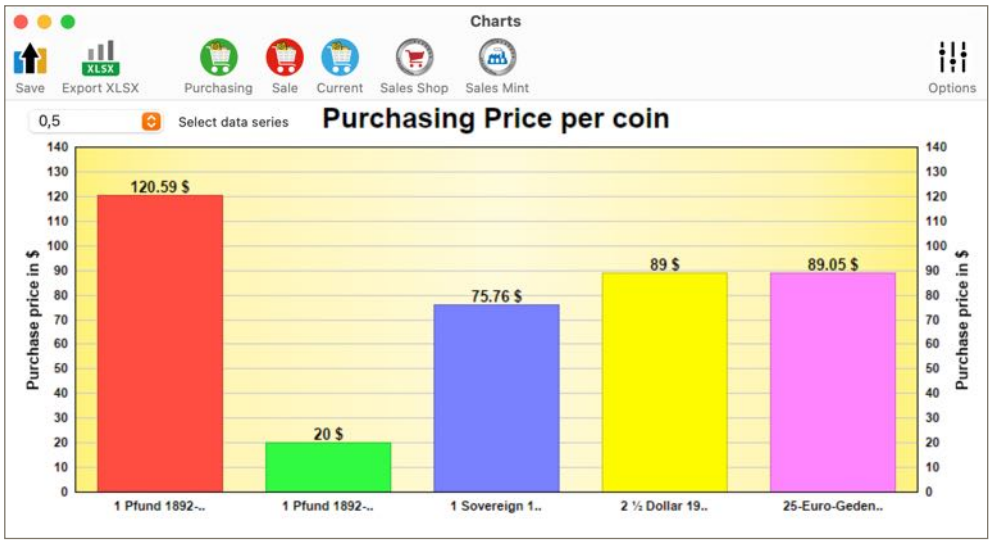


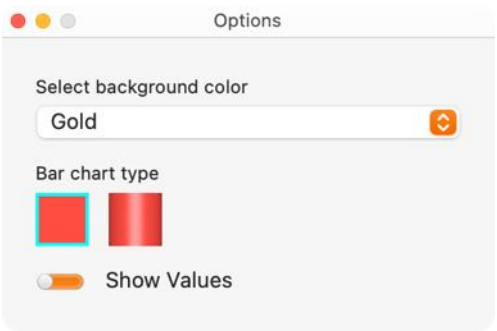
CHARTS

To open the "Charts" window, select "Extras -> Charts" from the toolbar menu.

These graphical overviews are available in the evaluation:

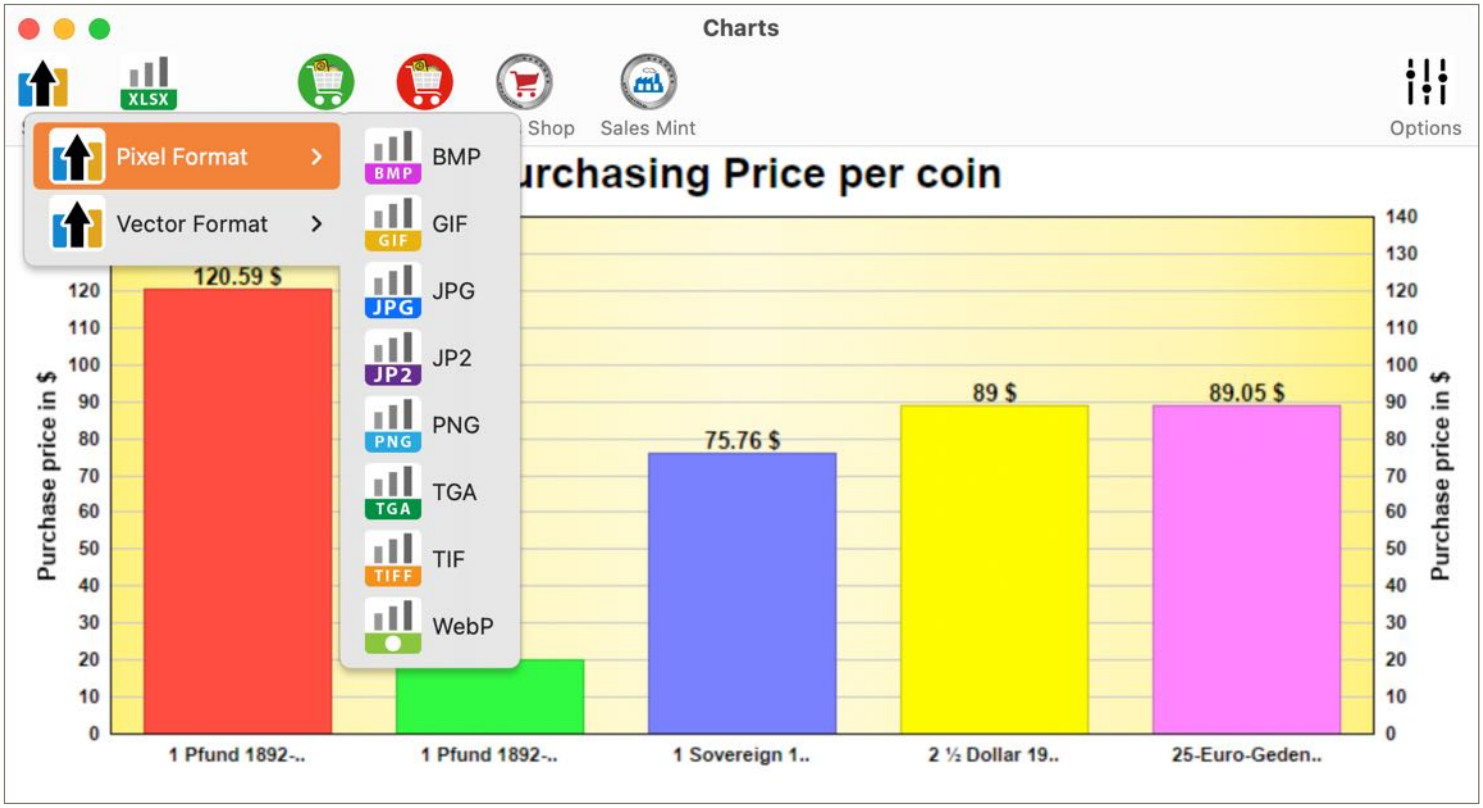
- Save
  - Pixel format
    - BMP, GIF, JPG, JPEG2000, PNG, TGA, TIFF, WebP
  - Vector format
    - PDF, SVG
- Export as XLSX
- Purchasing, sale and current value
  - Price per coin
  - Price per ingot
  - Price per medal
  - Price per bundle
- Options

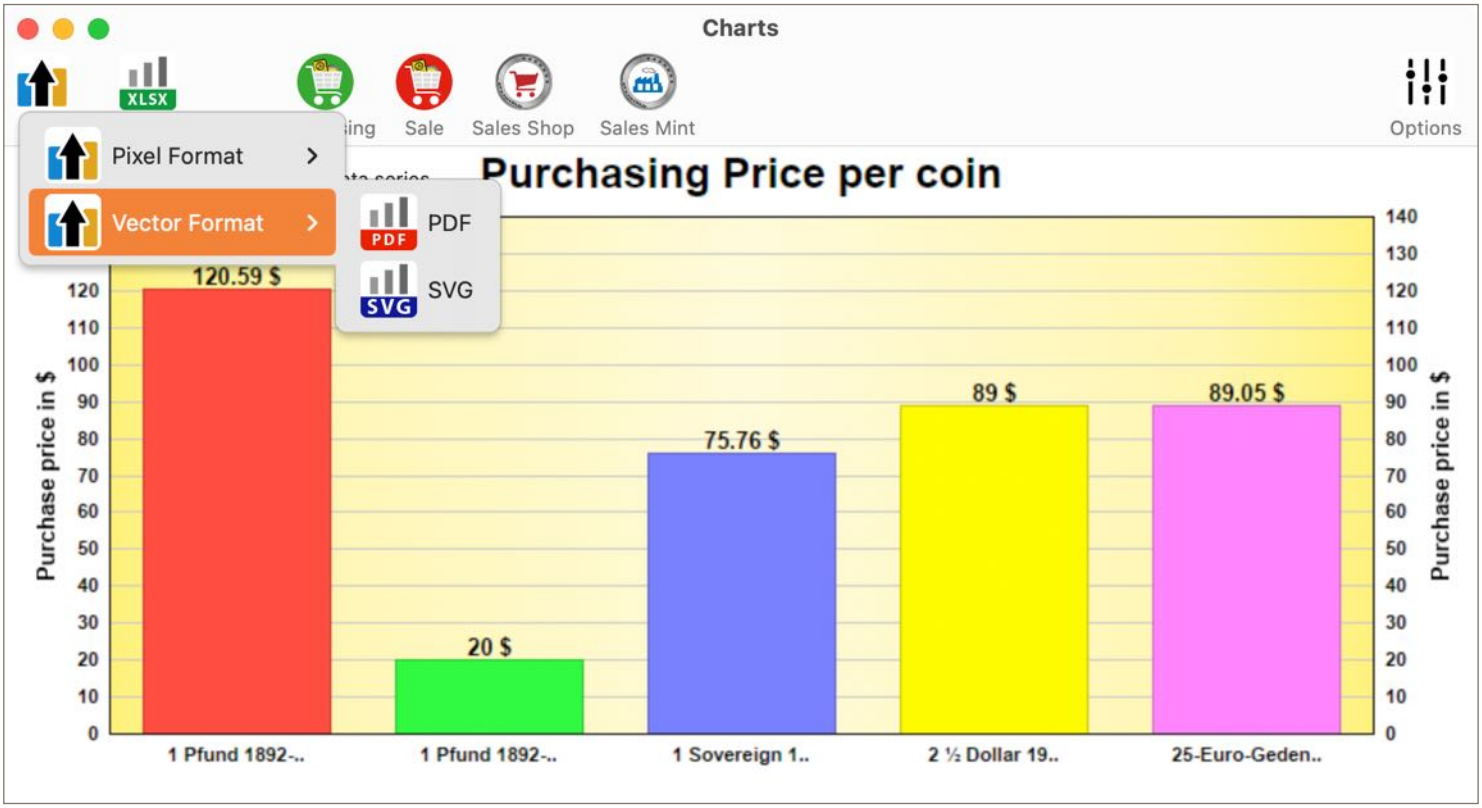




SAVE CHARTS TO A FILE

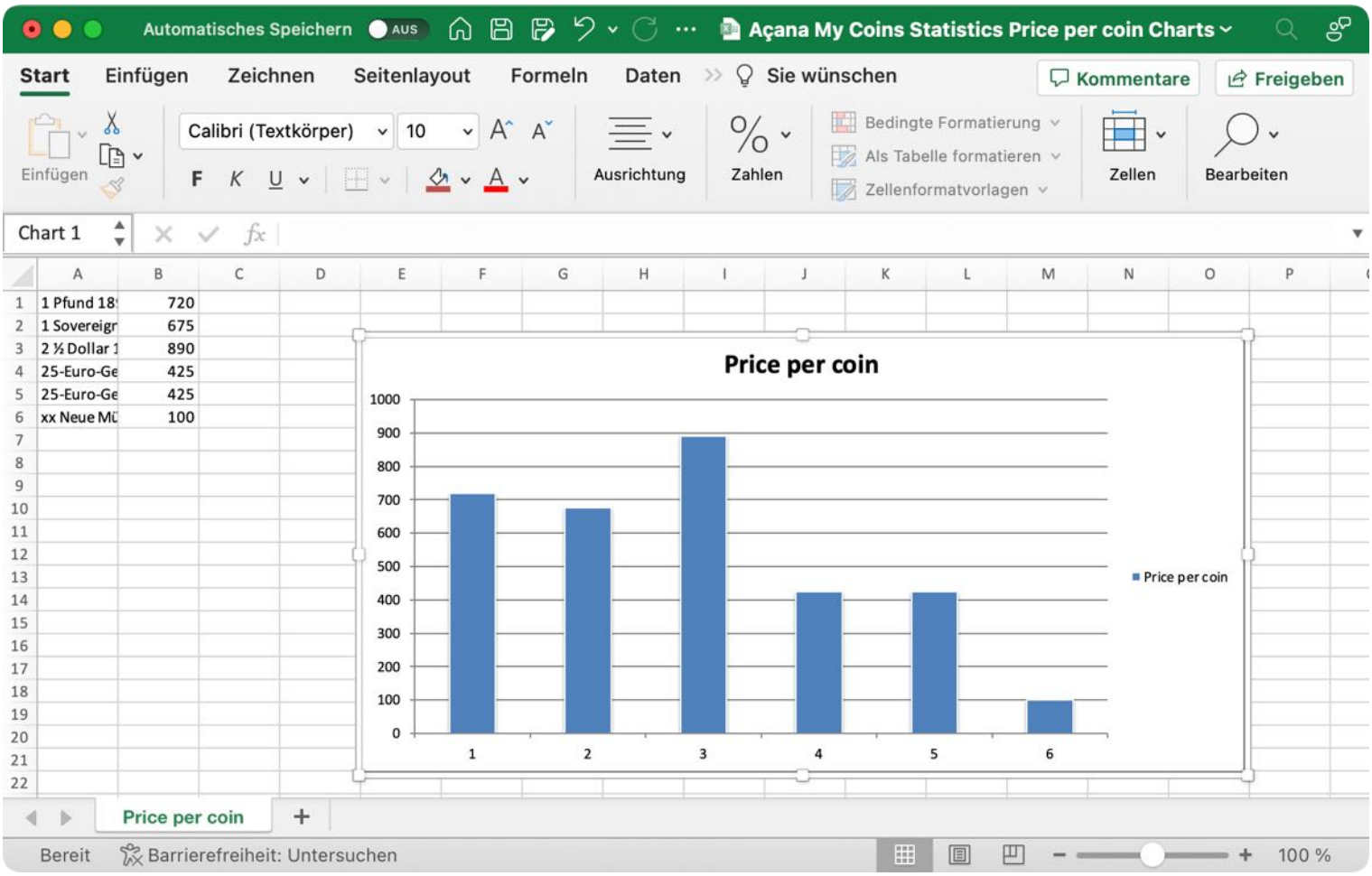
The charts can be saved as a file (pixel and vector format). To do this, call up the charts and select "Pixel format" or "Vector format" from the menu button.





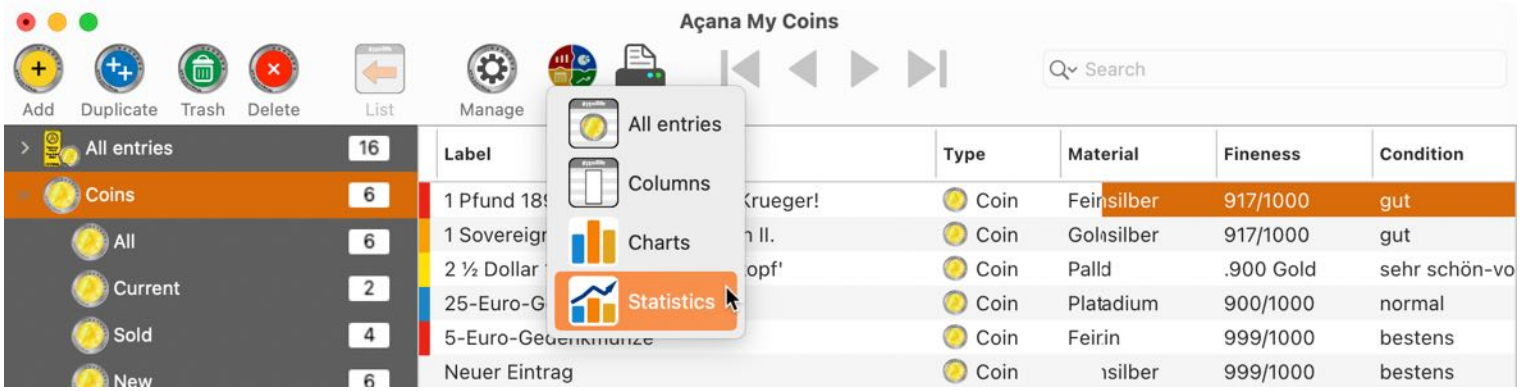
SAVE CHARTS AS XLSX FILE

The charts can be saved as an Excel® XLSX file. To do this, call up the charts and click on the "Export XLSX" icon in the toolbar menu.

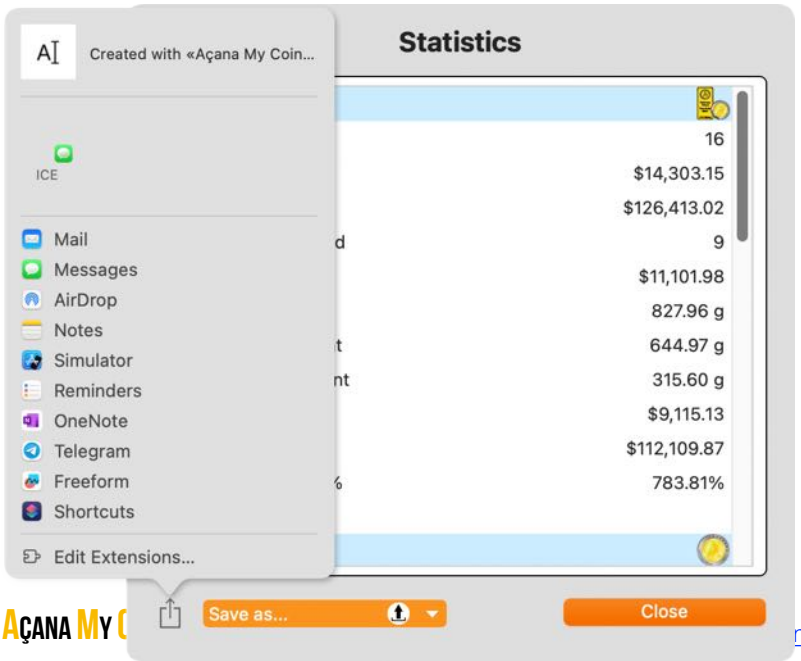


STATISTICS

The statistics can be accessed via the toolbar menu "Extras -> Statistics".



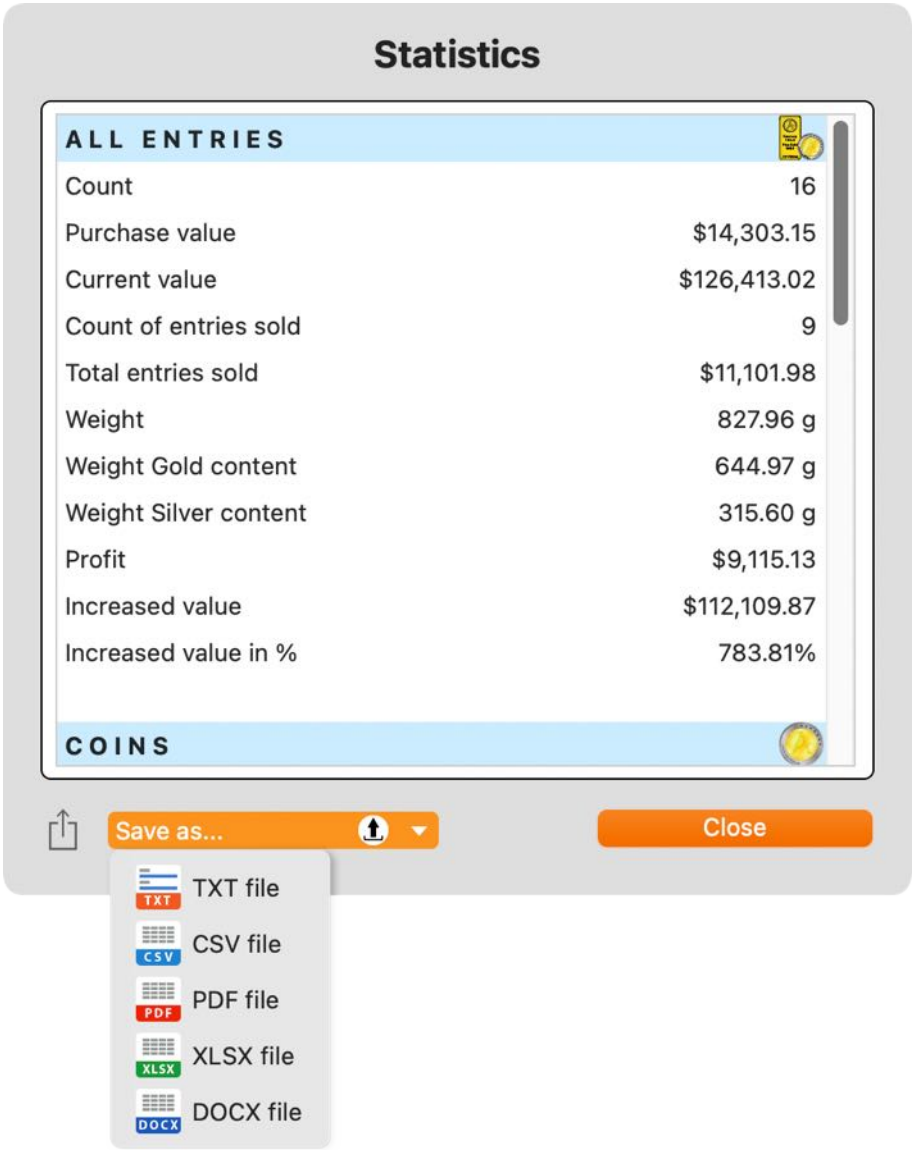
The statistics can be shared via the share icon (bottom left).



EXPORT STATISTICS

The statistics can be saved in the following formats using the "Save as..." button:

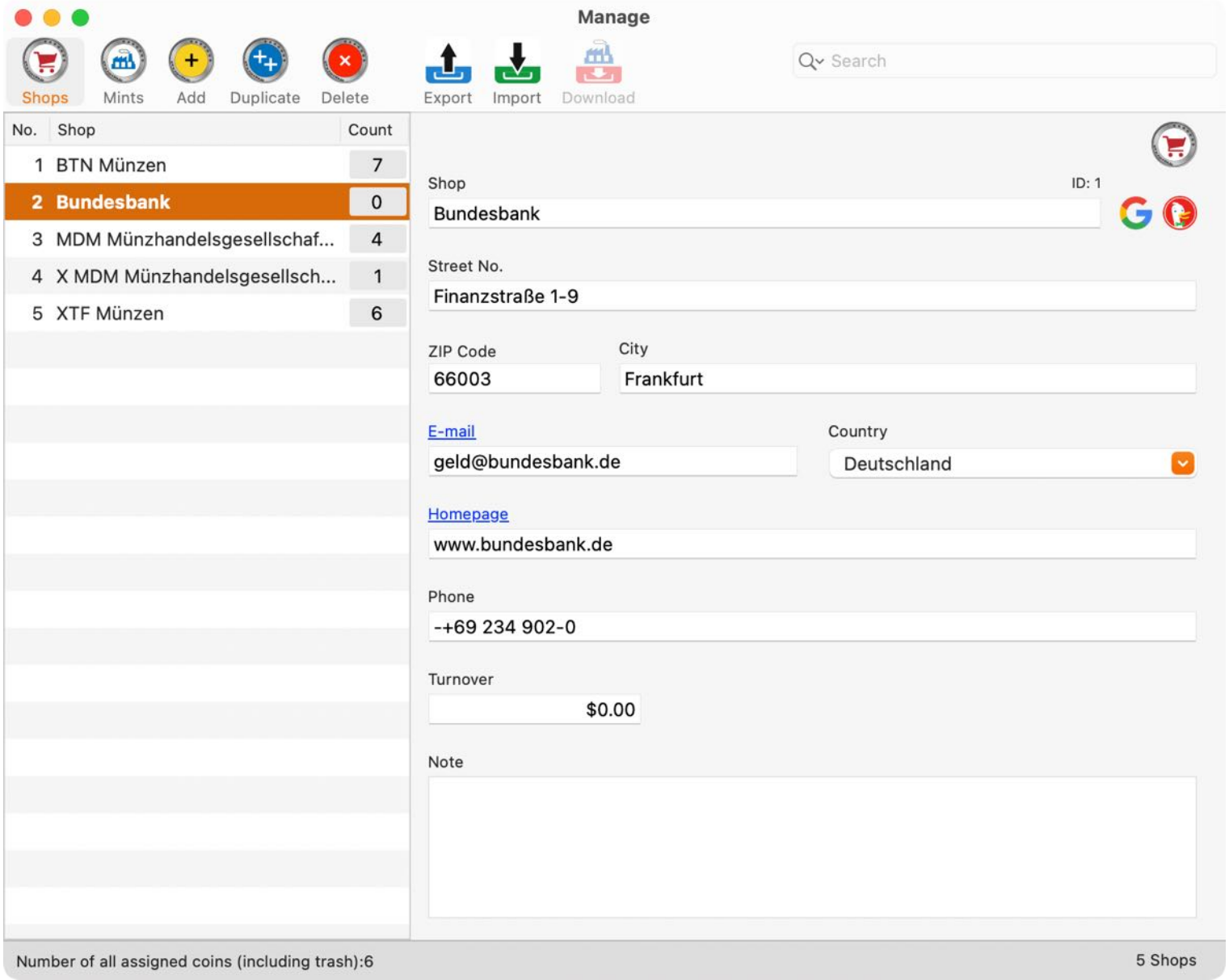
- TXT -> Text file
- CSV -> Comma separated text file
- PDF -> PDF file
- XLSX -> Excel® XLSX file
- DOCX -> Word® DOCX file



MANAGE SHOPS

To manage shops, select "Manage -> Shops" from the toolbar menu.

A Shop can be added, changed or deleted in this window.



Add new shop

Click on the "Add" icon. A new shop is added.

You can now fill in the relevant fields.

Edit shop

To change a shop, select the relevant shop from the list on the left. You can now make the necessary changes. All changes are saved automatically.

Duplicate shop

To duplicate a shop, select the relevant shop from the list on the left. Now click on the "Duplicate" icon.

The shop is copied and the addition "COPY" is added to the title.

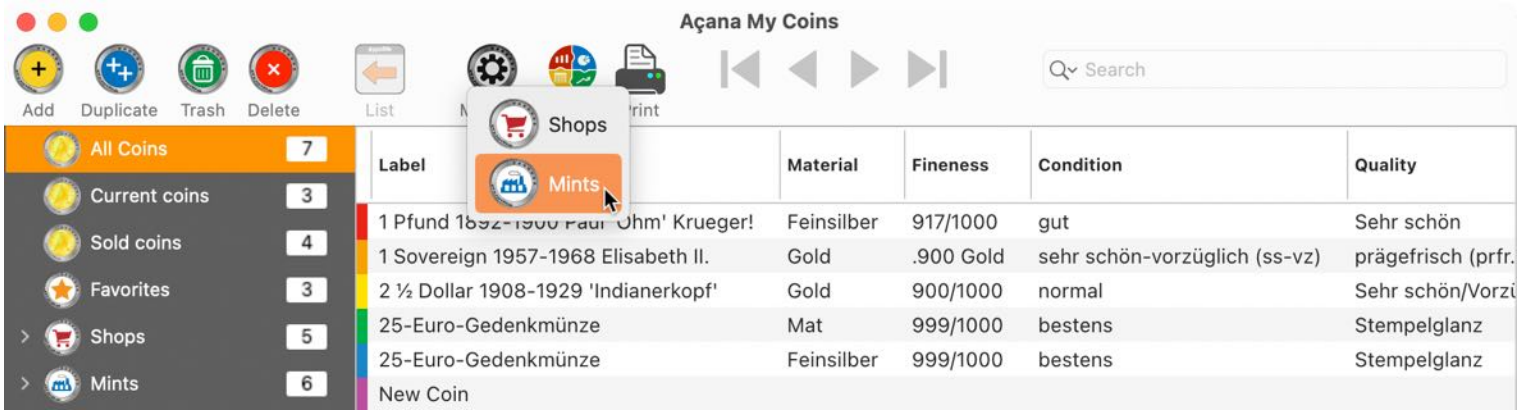
Delete shop

To delete a shop, select the relevant shop from the list on the left. Now click on the "Delete" icon.

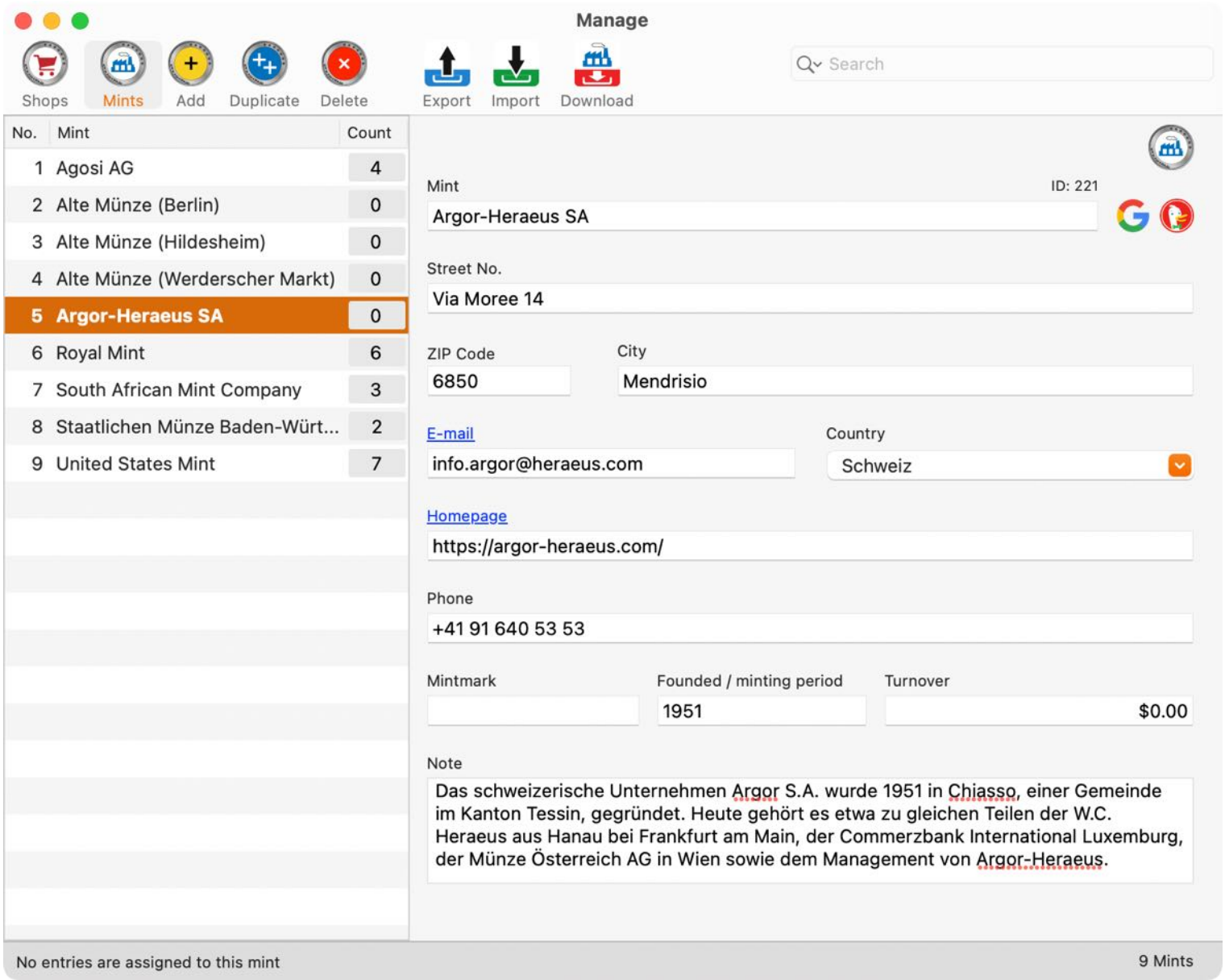
A supplier can only be deleted if there is no reference in the coins.

MANAGE MINTS

To manage mints, select "Manage -> Mints" from the toolbar menu.



A mint can be added, changed or deleted in this window.



Add new mint

Click on the "Add" icon. A new mint is added.

You can now fill in the relevant fields.

Edit mint

To change a mint, select the relevant mint from the list on the left. You can now make the necessary changes. All changes are saved automatically.

Duplicate mint

To duplicate a mint, select the relevant mint from the list on the left. Now click on the "Duplicate" icon.

The mint is copied and the addition "COPY" is added to the title.

Delete mint

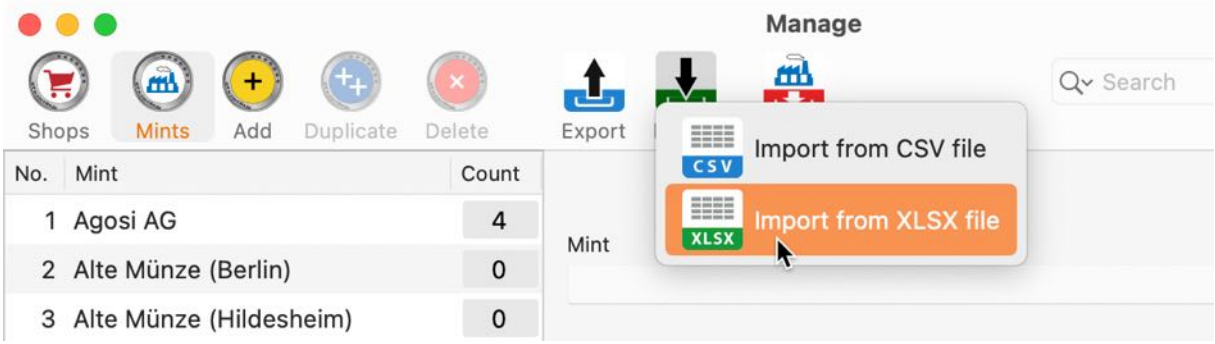
To delete a mint, select the relevant mint from the list on the left. Now click on the "Delete" icon.

A mint can only be deleted if there is no reference in the coins.

DOWNLOAD MORE MINTS

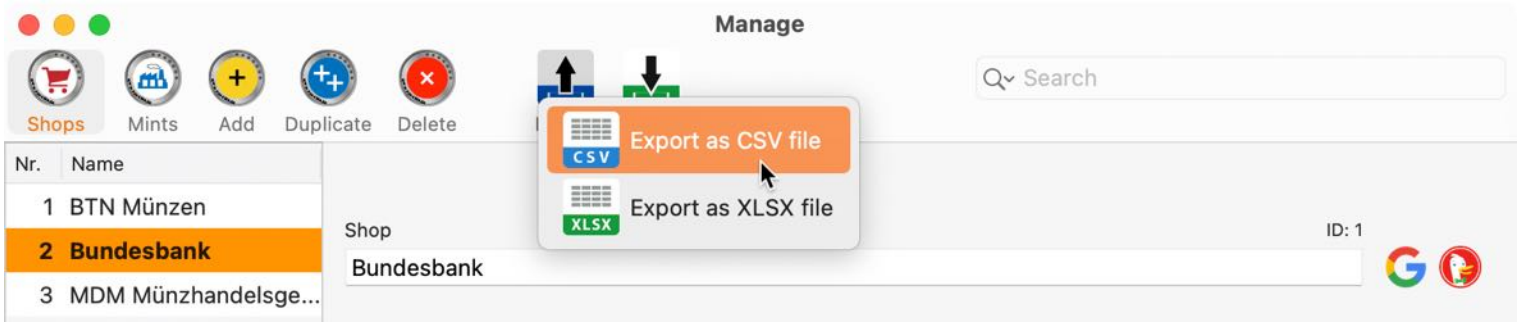
Additional mints can be downloaded as an Excel® XLSX file using the “Download” icon in the mint administration.

After that, the data can be imported using the “Import” and “Import XLSX file” icon.

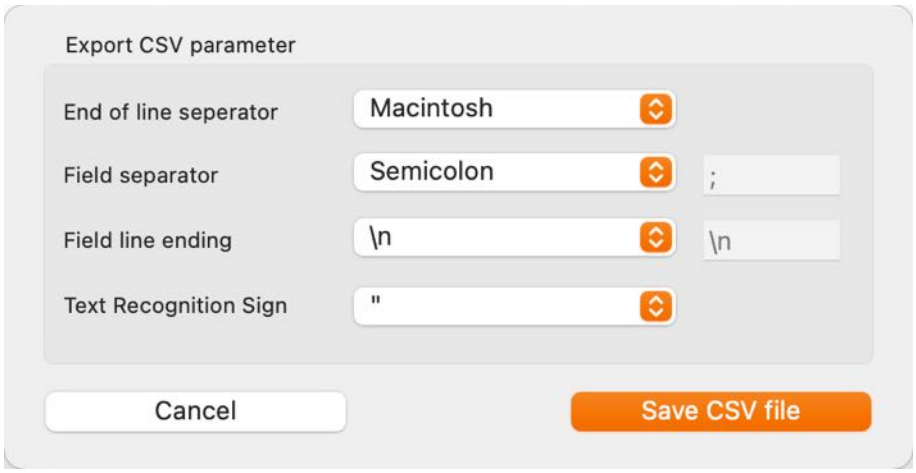


EXPORT SHOPS OR MINTS AS CSV FILE

The shops or mints can be exported via the toolbar menu "Export -> Export as CSV file".



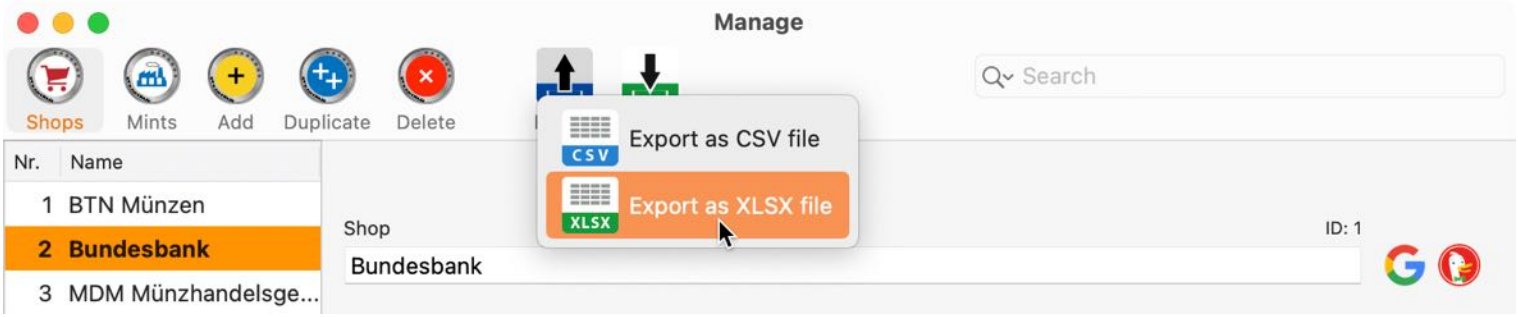
Here you can define the export parameters.



In the settings, you can specify whether the file should be opened automatically after saving.

EXPORT SHOPS OR MINTS AS XLSX FILE

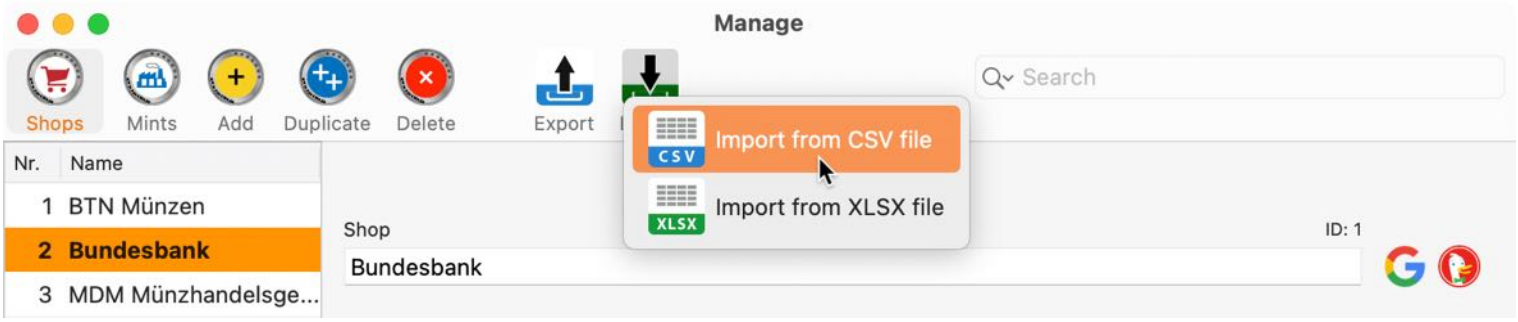
The shop or mints can be exported via the toolbar menu "Export -> Export as XLSX file".

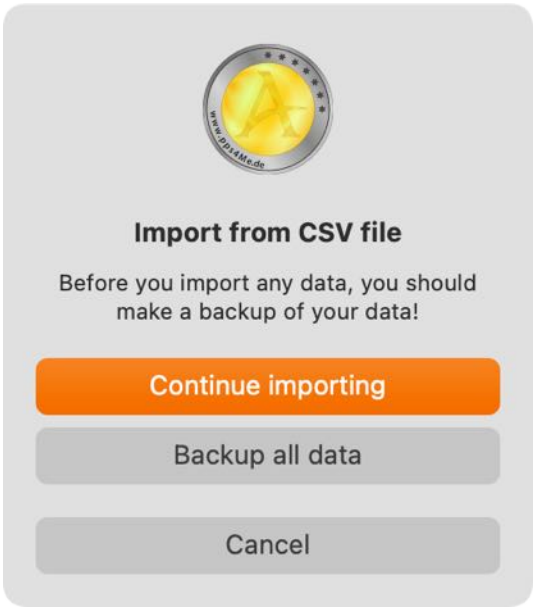


In the settings, you can specify whether the file should be opened automatically after saving.

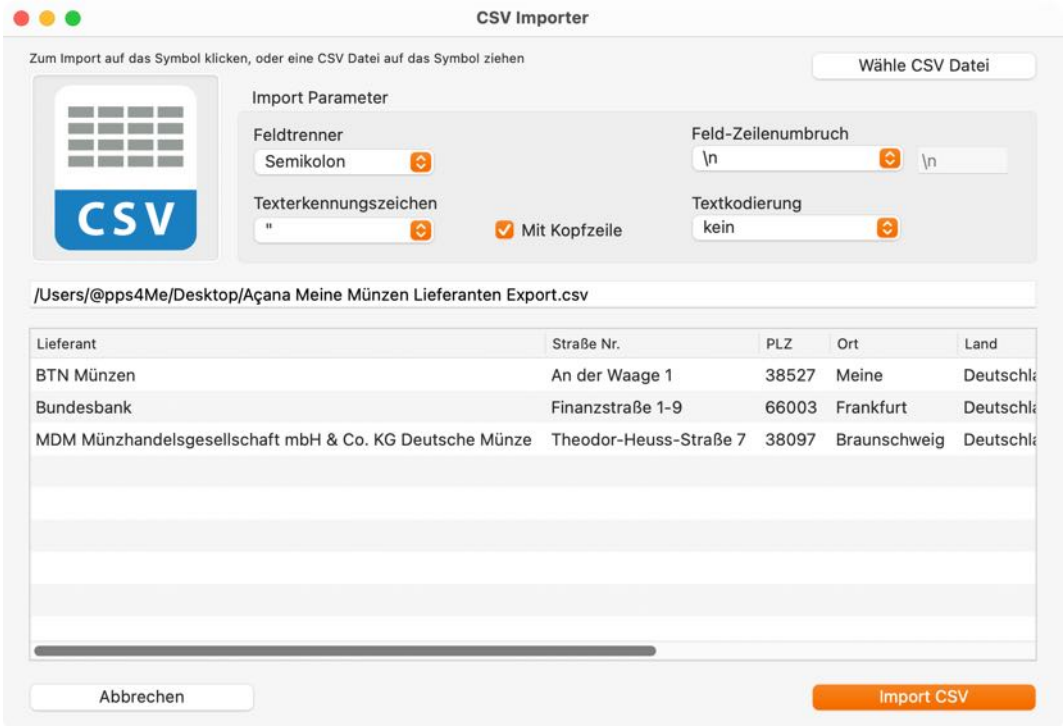
IMPORT SHOPS OR MINTS FROM CSV FILE

Shops or mints can be imported via a CSV file. To do this, select "Import -> Import from CSV file" in the toolbar menu.

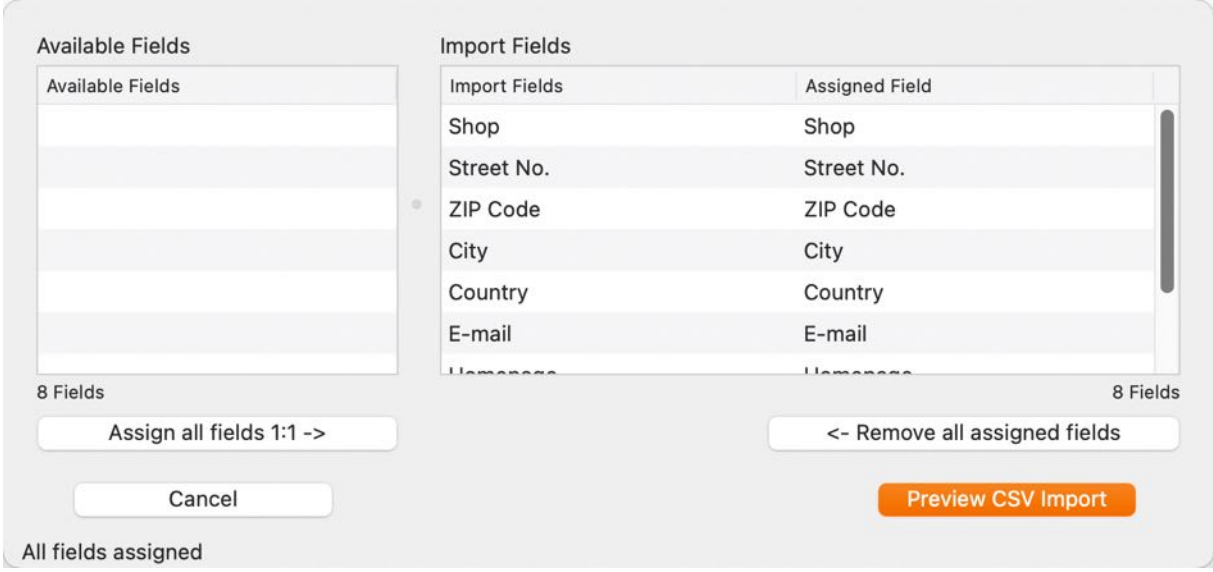




If a current data backup has already been carried out, you can click on "Continue importing" here. Now select a CSV file and set the parameters for the import.



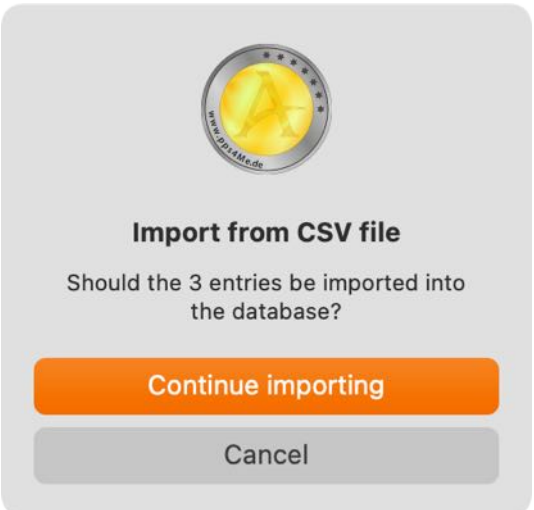
If this first preview of the data provides a good result, you can click on "Import CSV". In the following window, the import fields can be assigned to the available fields. To do this, drag and drop a field from the "Available fields" area to the appropriate field in the "Import fields" area. If the number of fields and the order match, all fields can be assigned at once.

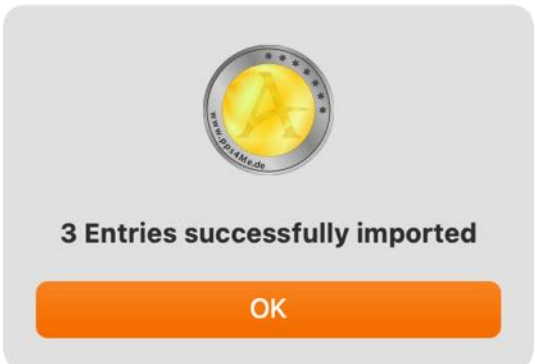


Then click on "Preview CSV import". The data can be viewed again in the following window. Check whether the values are assigned to the correct fields.

Now click on "Import into the database" and then on "Continue with the import".

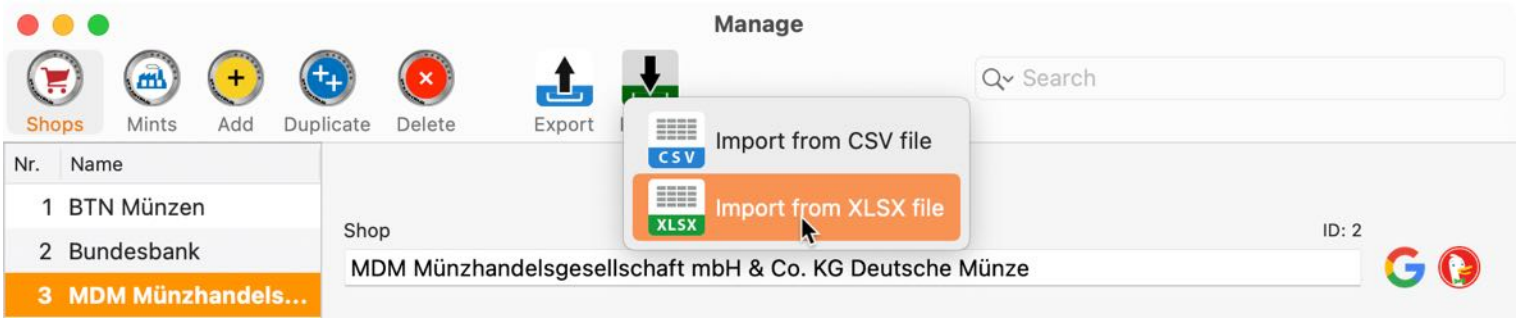
Click on "Continue importing".



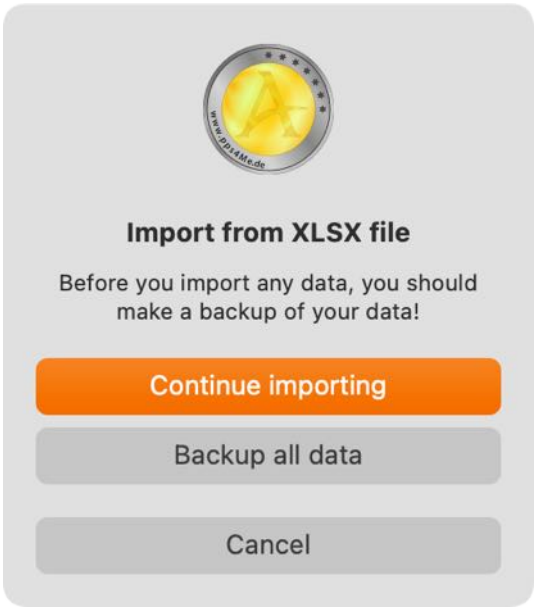


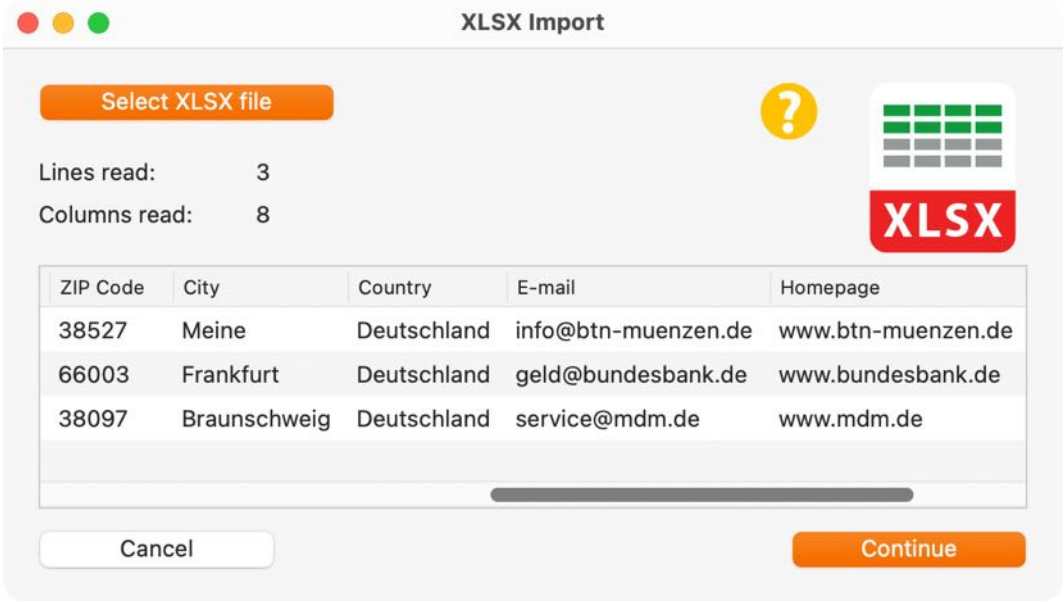
IMPORT SHOPS OR MINTS FROM XLSX FILE

Shops or mints can be imported via a Excel® XLSX file. To do this, select "Import -> Import from XLSX file" in the toolbar menu.



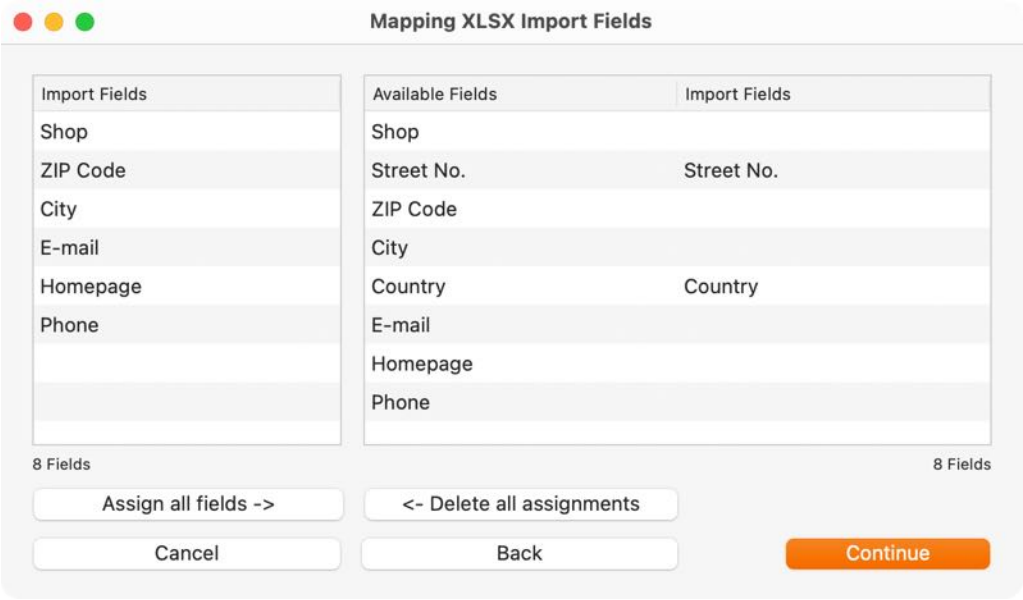
If a current data backup has already been carried out, you can click on "Continue importing" here.



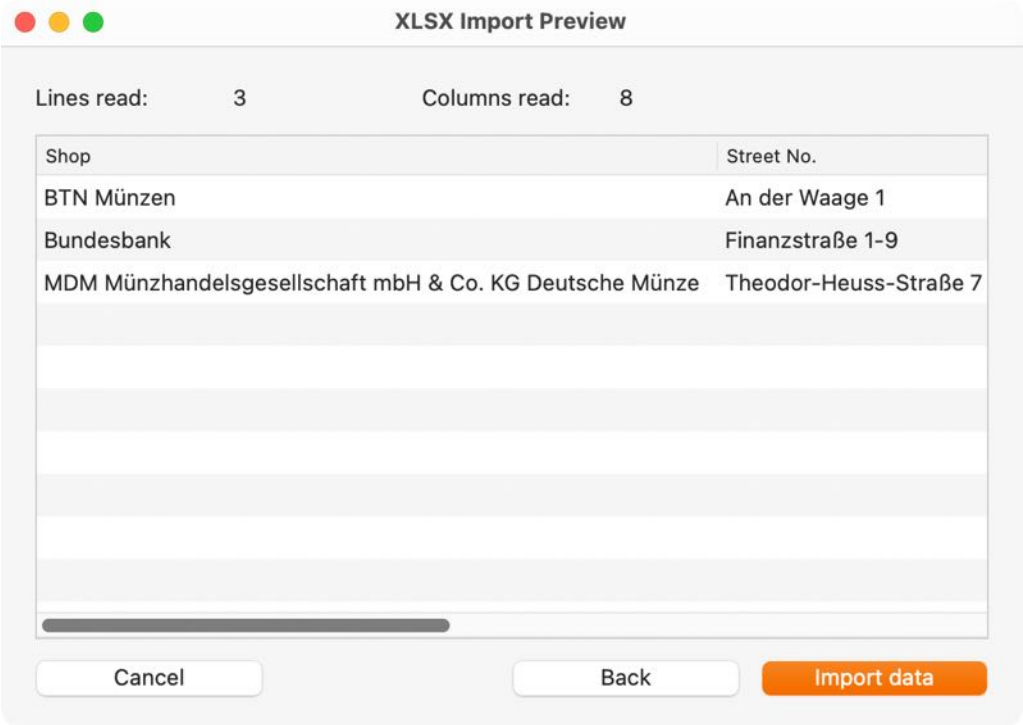


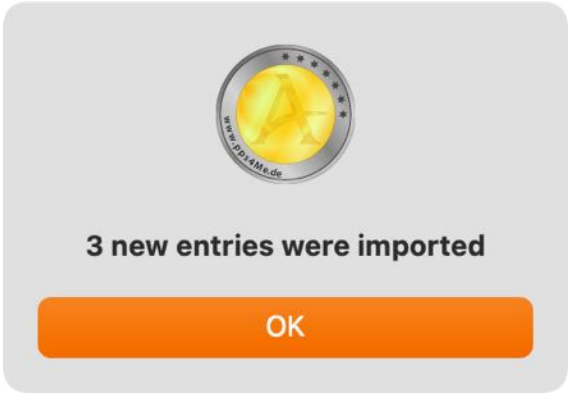
Now select an Excel® XLSX file and click on “Continue".

In the following window, the import fields can be assigned to the available fields. To do this, drag and drop a field from the "Available fields" area to the appropriate field in the "Import fields" area. If the number of fields and the order match, all fields can be assigned at once.



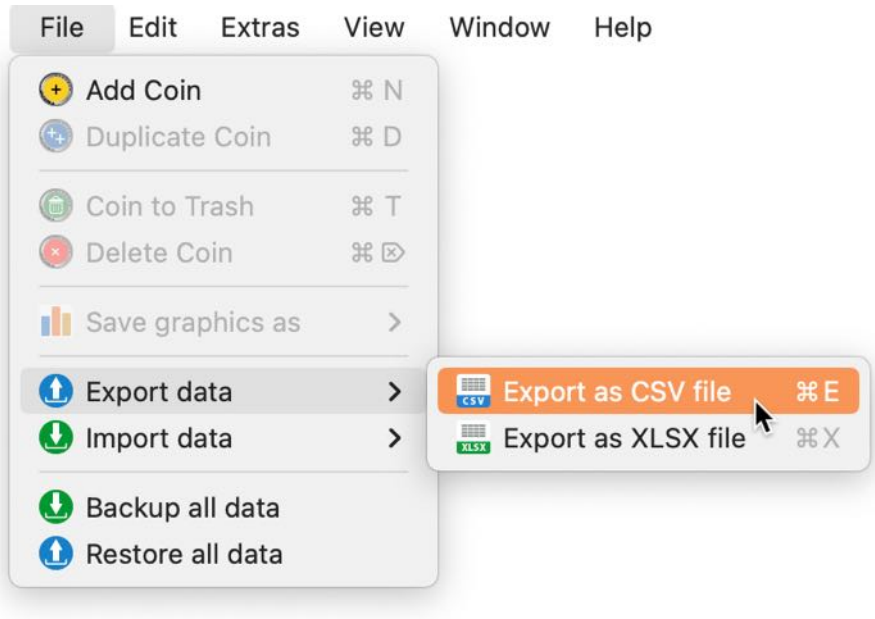
Now click on "Continue" to check the data again in the preview.



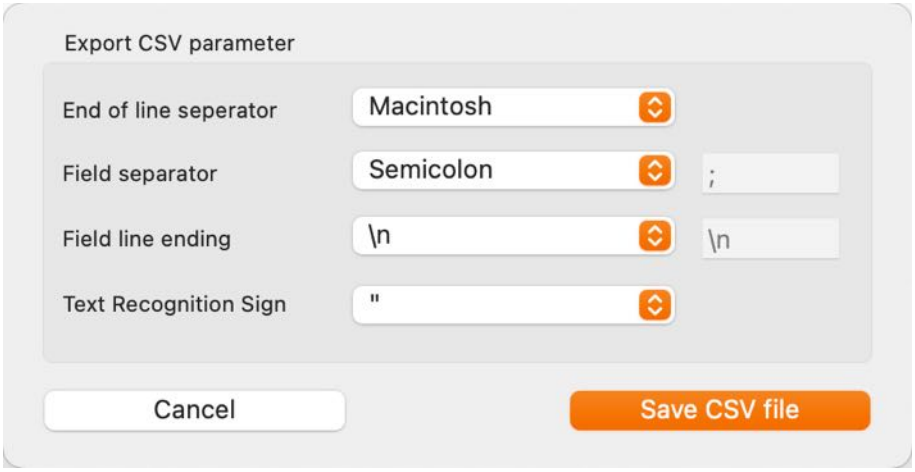


EXPORT ALL ENTRIES AS CSV FILE

In the main window you can export all entries as a CSV file. To do this, select "Menu -> File -> Export data -> Export as CSV file".



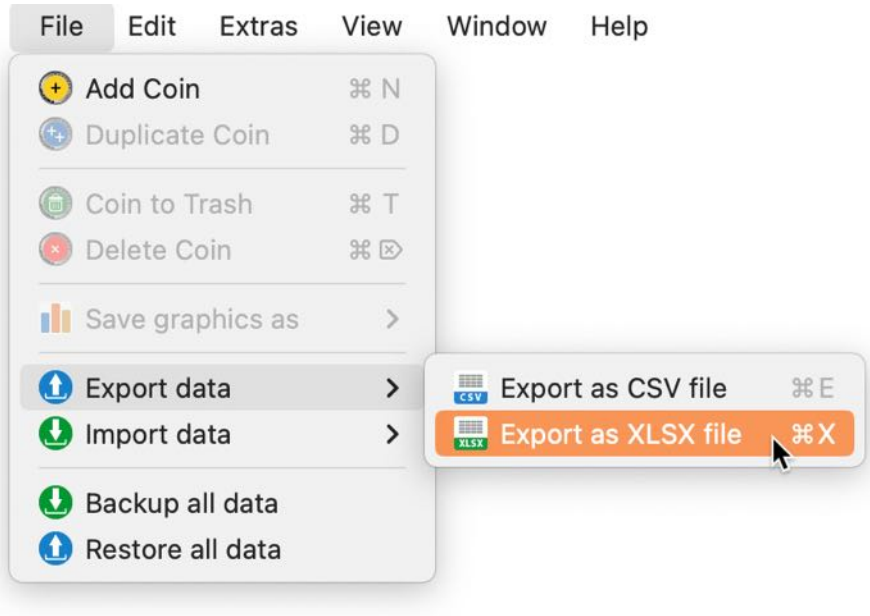
Here you can define the export parameters.



In the settings, you can specify whether the file should be opened automatically after saving.

EXPORT ALL ENTRIES AS EXCEL XLSX FILE

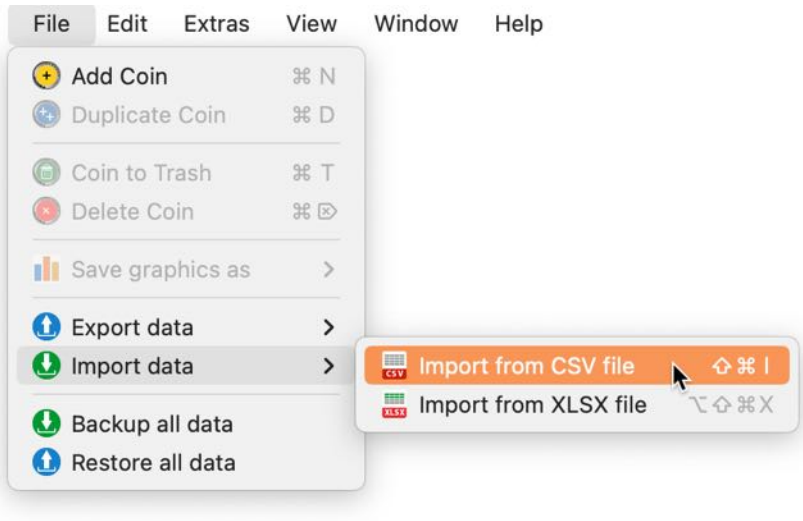
In the main window you can export all entries as an Excel® XLSX file. To do this, select "Menu -> File -> Export data -> Export as XLSX file".



In the settings, you can specify whether the file should be opened automatically after saving.

IMPORT DATA FROM CSV FILE

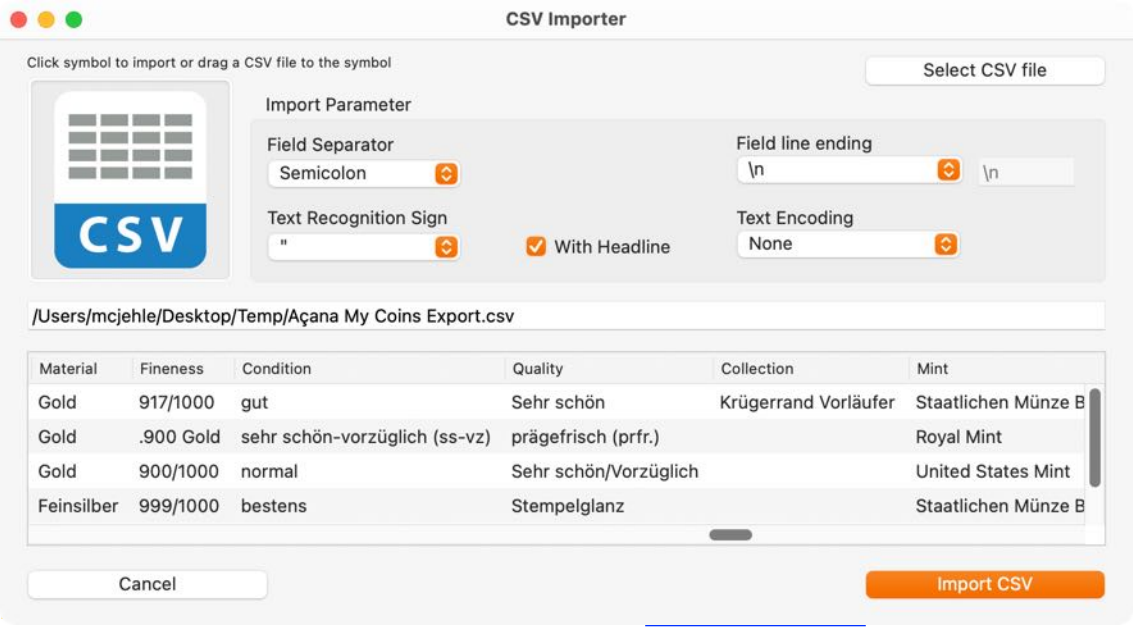
You can import data from a CSV file. Select "Menu -> File -> Import data -> Import from CSV file".



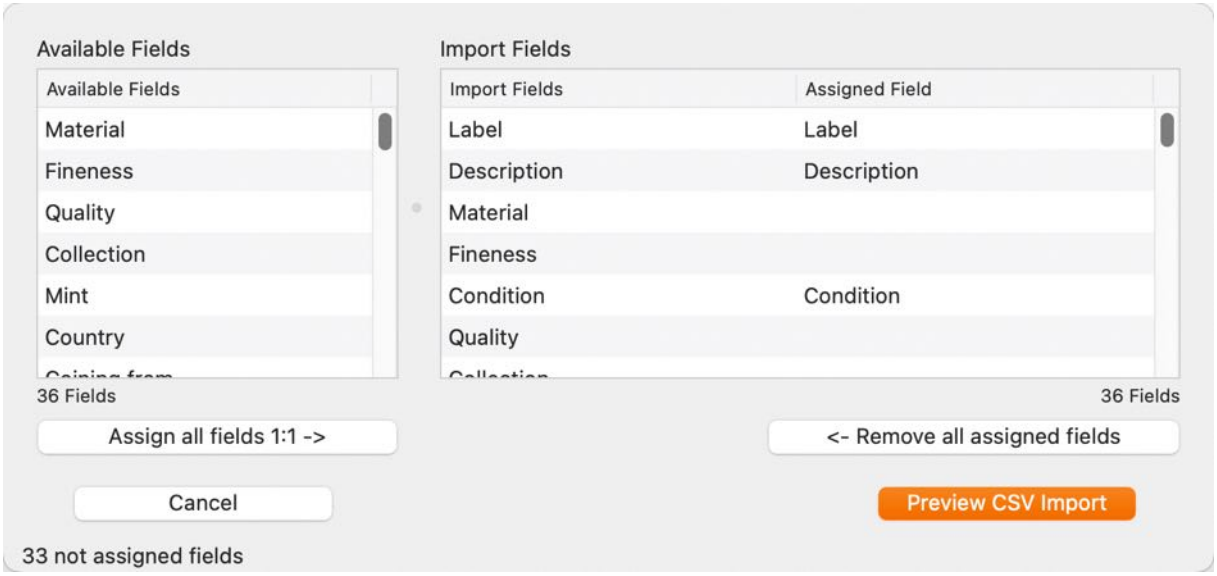
If a current data backup has already been carried out, you can click on "Continue importing" here.

Click on the CSV icon or on "Select CSV file" to select a file. Check the parameters for "Field separator",

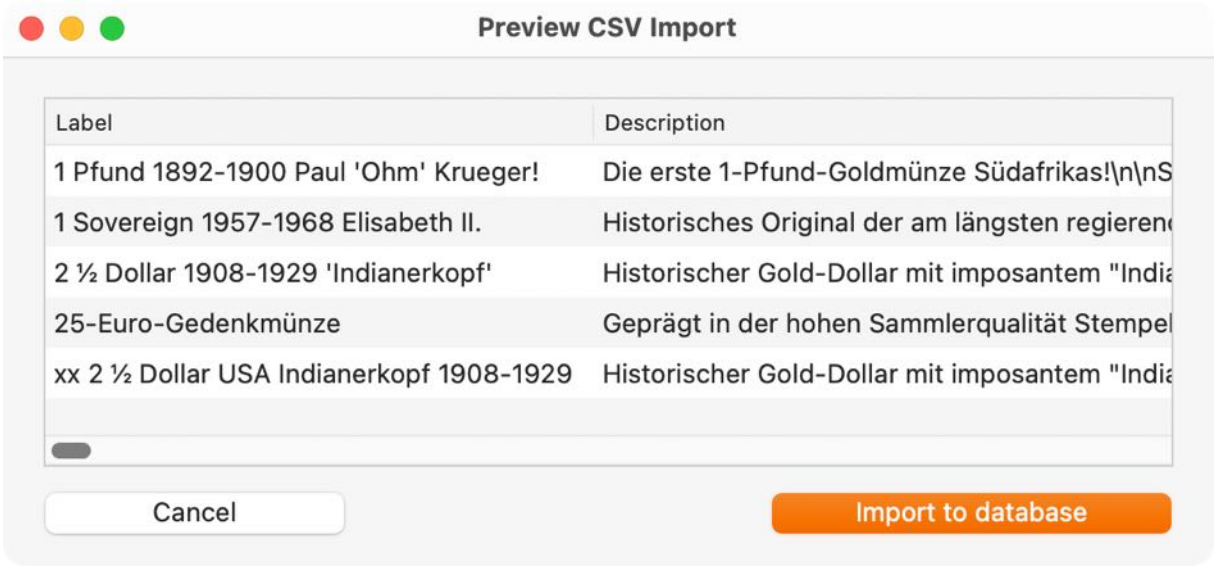
"Text separator", "With header" and "Text encoding" and then click on "Import CSV".

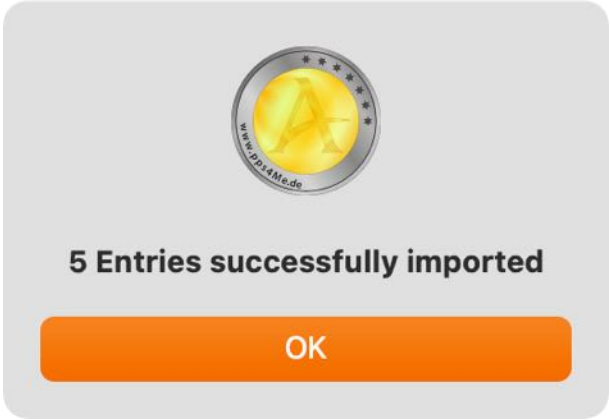


Now you can assign the "Available fields" to the "Import fields" using "Drag and drop" or select "Assign all fields 1:1". Assigned fields can simply be dragged and dropped back to the "Available fields".



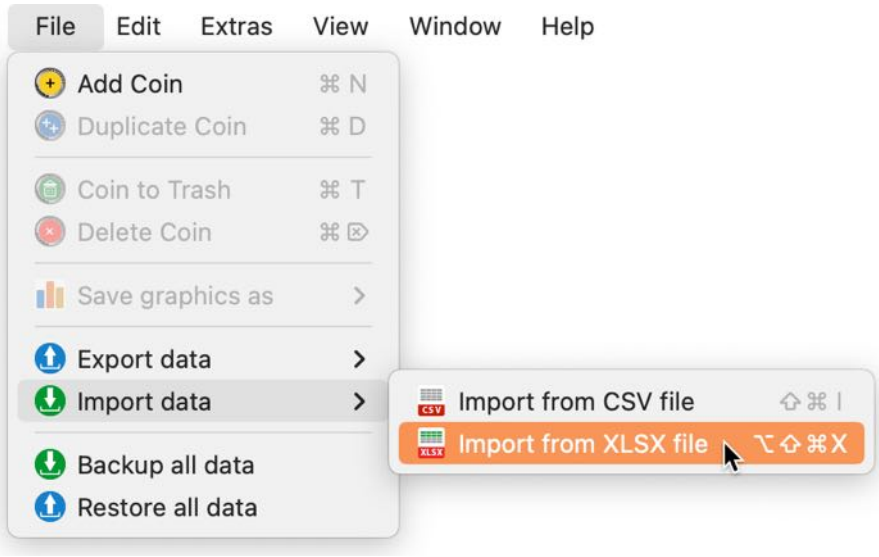
When all fields have been assigned, click on "Preview CSV import". If the data in the preview is OK, click on "Import into database".





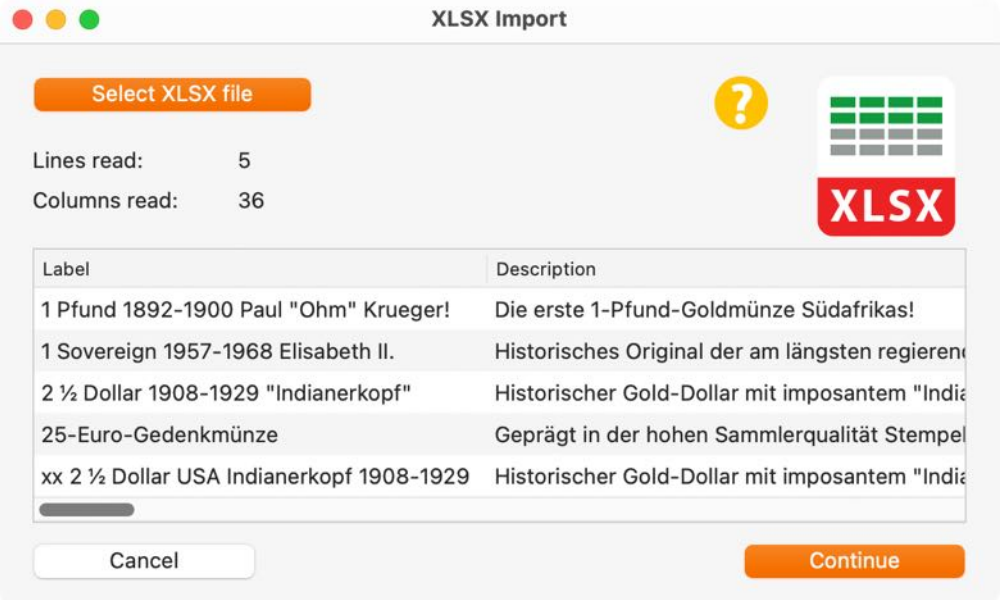
IMPORT DATA FROM XLSX FILE

You can import data via an Excel® XLSX file. Select "Menu -> File -> Import data -> Import from XLSX file".Select an Excel® XLSX file and click „Continue“.

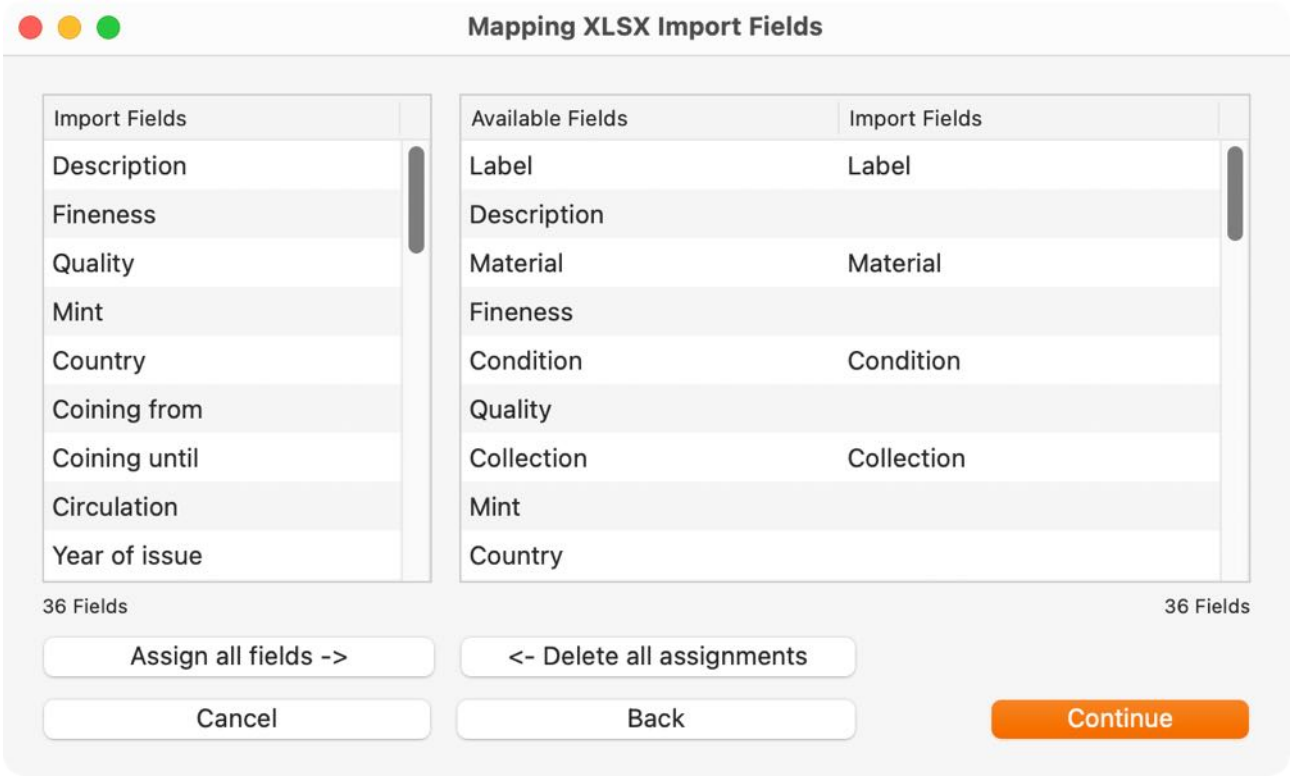


If a current data backup has already been carried out, you can click on "Continue importing" here.

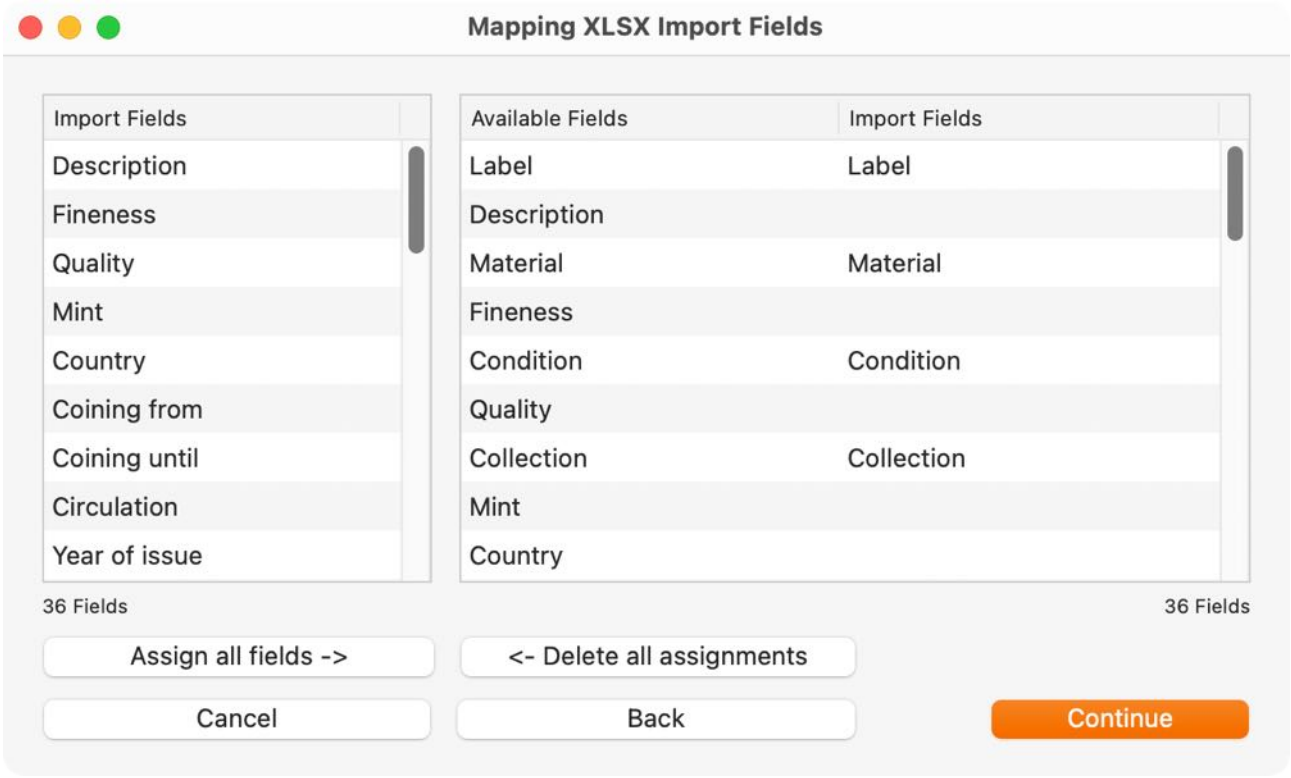
Wähle eine Excel® XLSX-Datei aus und klicke auf „Weiter“.



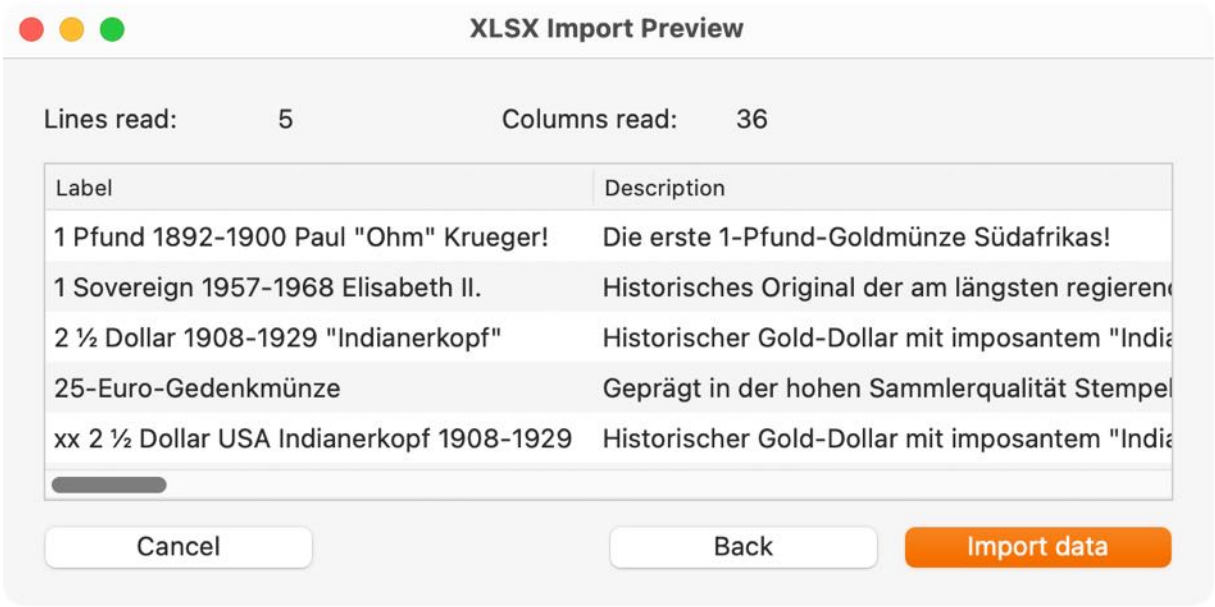
Here you can now assign the "Import fields" to the "Existing fields".



If the "Import fields" and the "Existing fields" are in the same order and the number matches, you can perform a 1:1 assignment with "Assign all fields ->". All mappings can be deleted at once with "<- Delete all mappings". You can assign individual fields using "Drag and drop". To do this, drag a field from the "Import fields" area to a corresponding field in the "Existing fields" area. If you have assigned a field incorrectly by mistake, you can simply drag it back to "Existing fields".

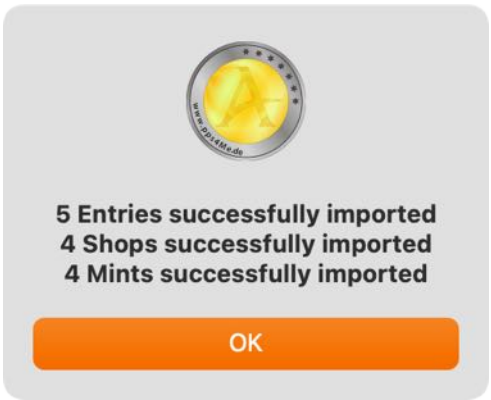


Once you have assigned all fields, click on “Continue". You will now see another preview of the import



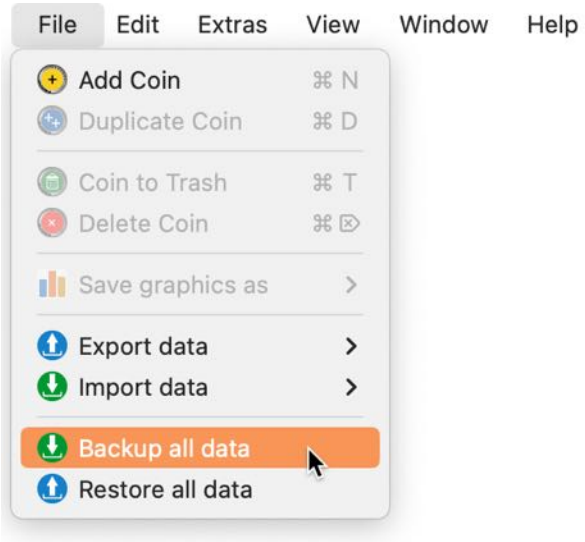
data. If everything is OK, click on "Import data". If you want to make any changes to the data to be imported, you can go back to the last import window by clicking "Back".

After the import, you will receive an overview of the imported data.

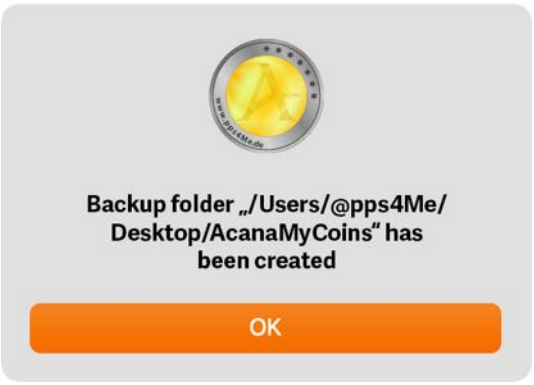


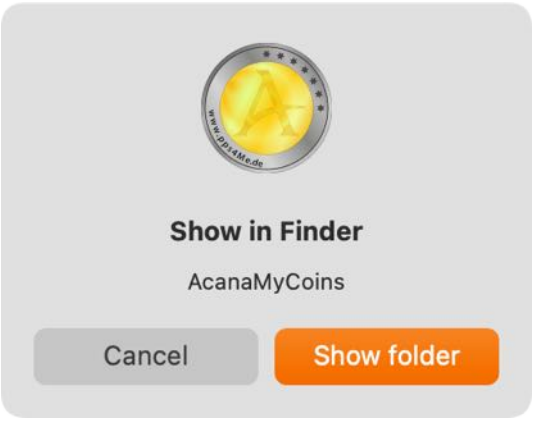
BACKUP ALL DATA

If you have TimeMachine® activated, there is nothing to do. If not, so take a backup of the folder <$HOME/Library/Containers/de.pps4me.AcanaMyCoins/Data/Library/Application Support/AcanaMyCoins>. Or use the backup feature. This will make a backup from the database, all attachments and all pictures of «Açana My Coins». Select „Menu -> File-> Backup all data“.



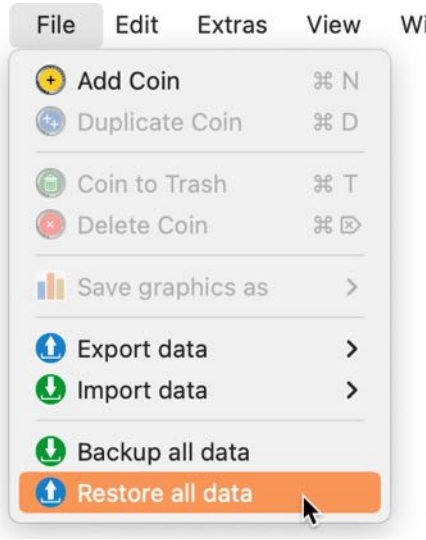
Select a destination folder on your local disk, a USB stick or a SD card. On the selected destination a new folder with the name “AcanaMyCoins” will be created. This folder contains the database, all attachments and all pictures of «Açana My Coins».



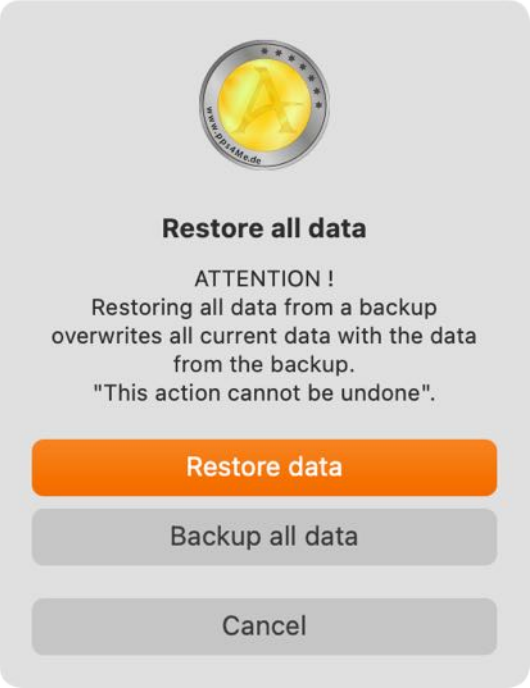


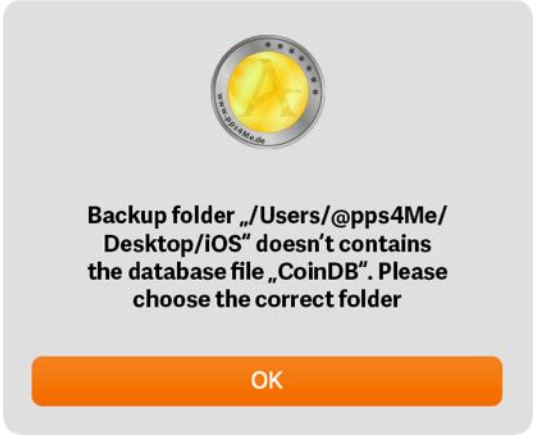
RESTORE ALL DATA

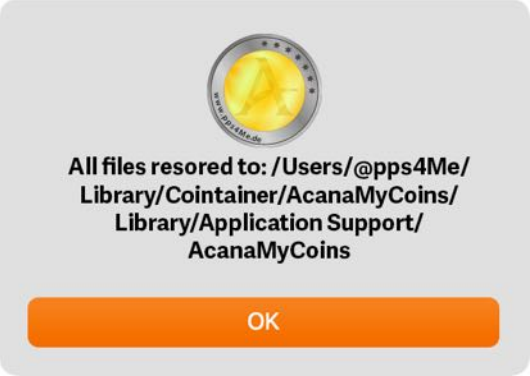
With the restore feature you can restore the database, all attachments and all pictures of «Açana My Coins». Select „Menu -> File -> Restore all data“.



Select the backup folder. If you have selected the wrong folder, you will receive a corresponding message.





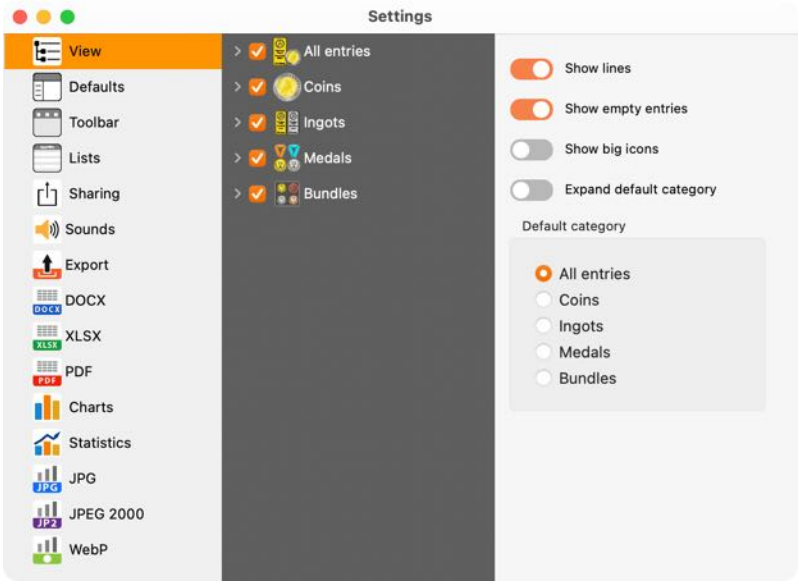


SETTINGS

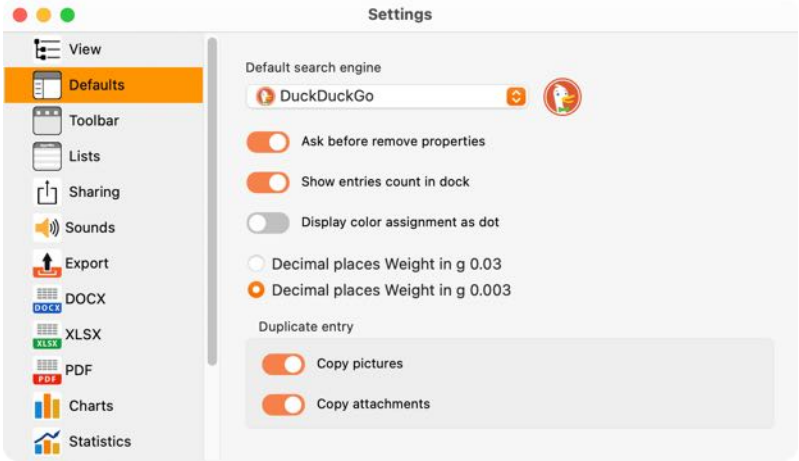
The following can be defined in the settings.

View

- Show or hide categories in the tree structure
- Show lines
- Show empty entries
- Show big icons
- Expand default category
- Set default category



Defaults



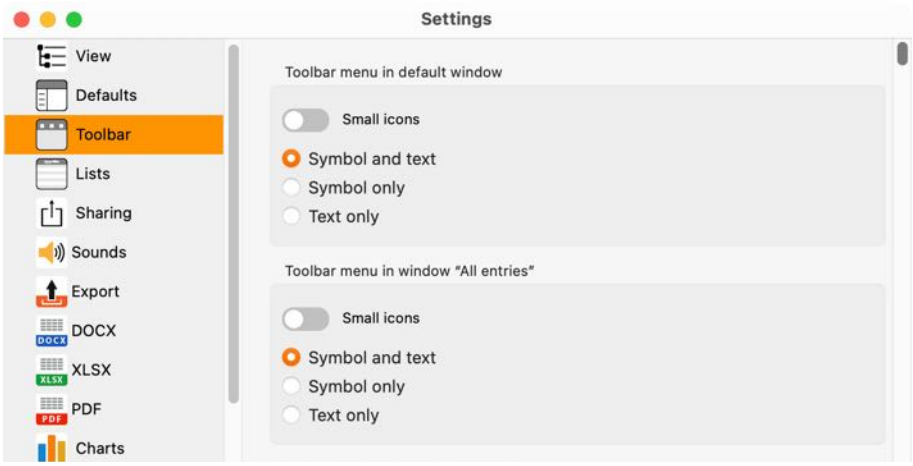
- Ask before remove properties
- Show coin count in Dock
- Display color assignment as dot
- Define number of decimal places
- Copy entry

- Define default search engine:
  - bing
  - DuckDuckGo
  - Excite
  - Fireball
  - Good Search
  - Google
  - Qwant
  - Yahoo

Toolbar

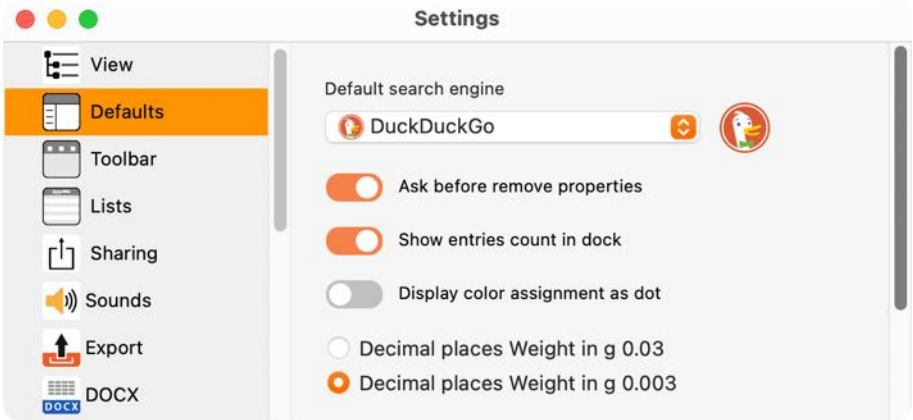
The appearance of all toolbar menus can be defined here. The following displays are possible:

- Symbol and text
- Symbol only
- Text only
- Big or small symbols



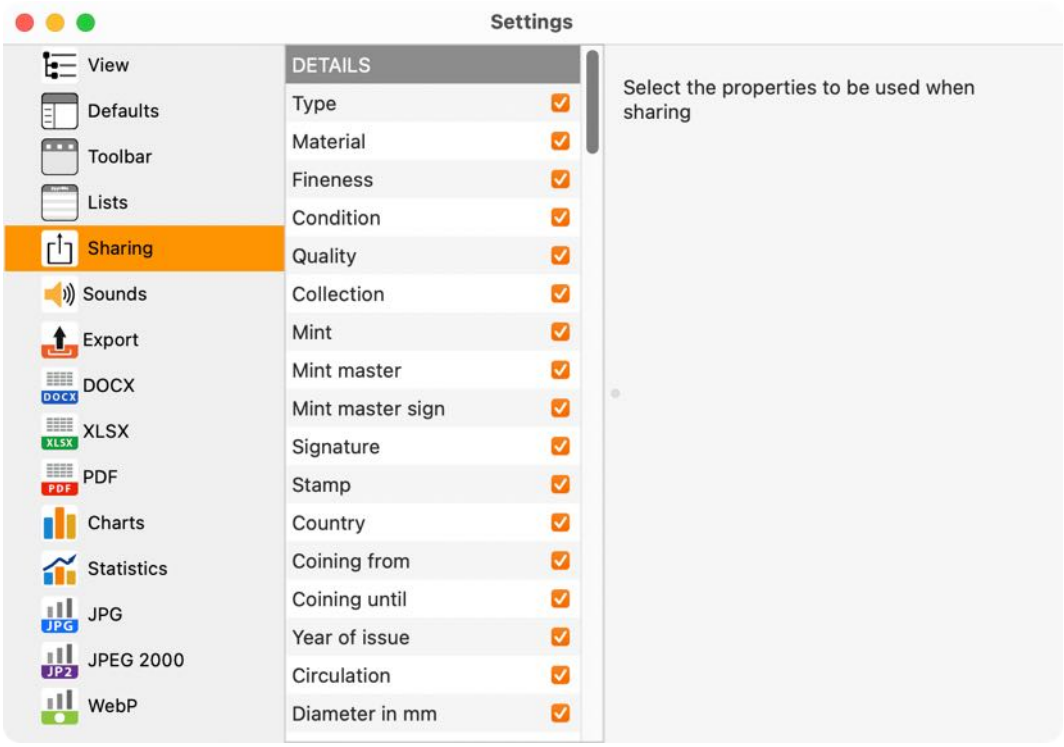
Lists

Here you can specify whether the column widths are to be calculated automatically or whether they can be set manually. The zoom factor for the lists can also be defined.



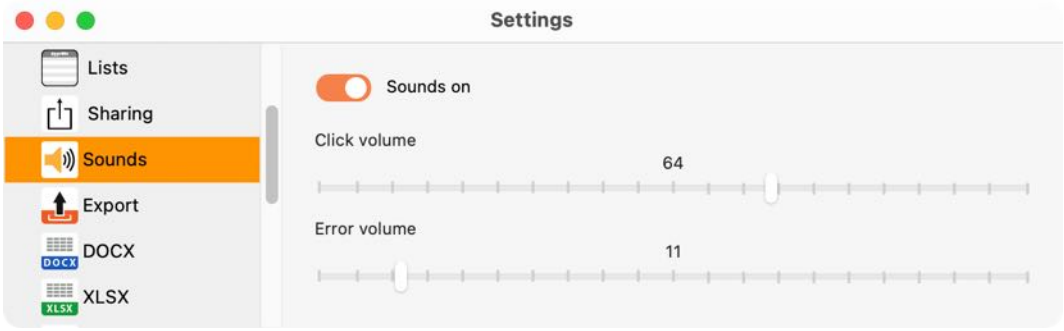
Sharing

Here you can specify which properties of the coins are to be used for parts.



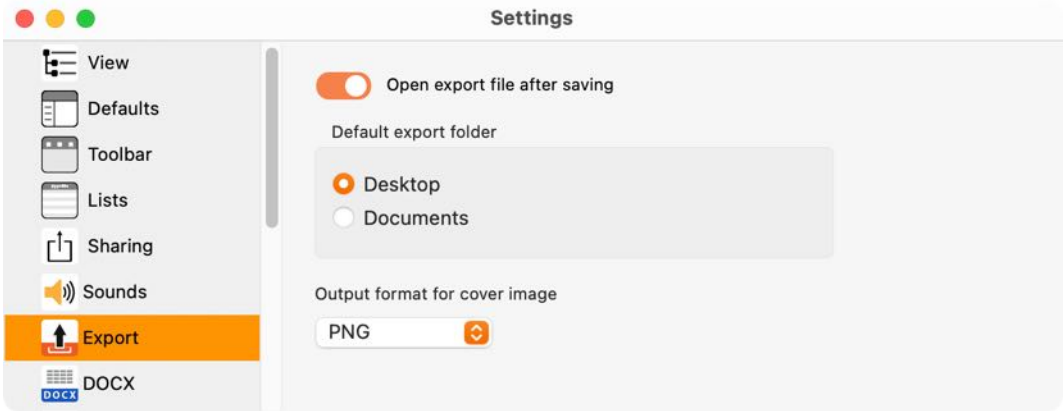
Sound

Here you can switch the sound on or off and set the sound volume.



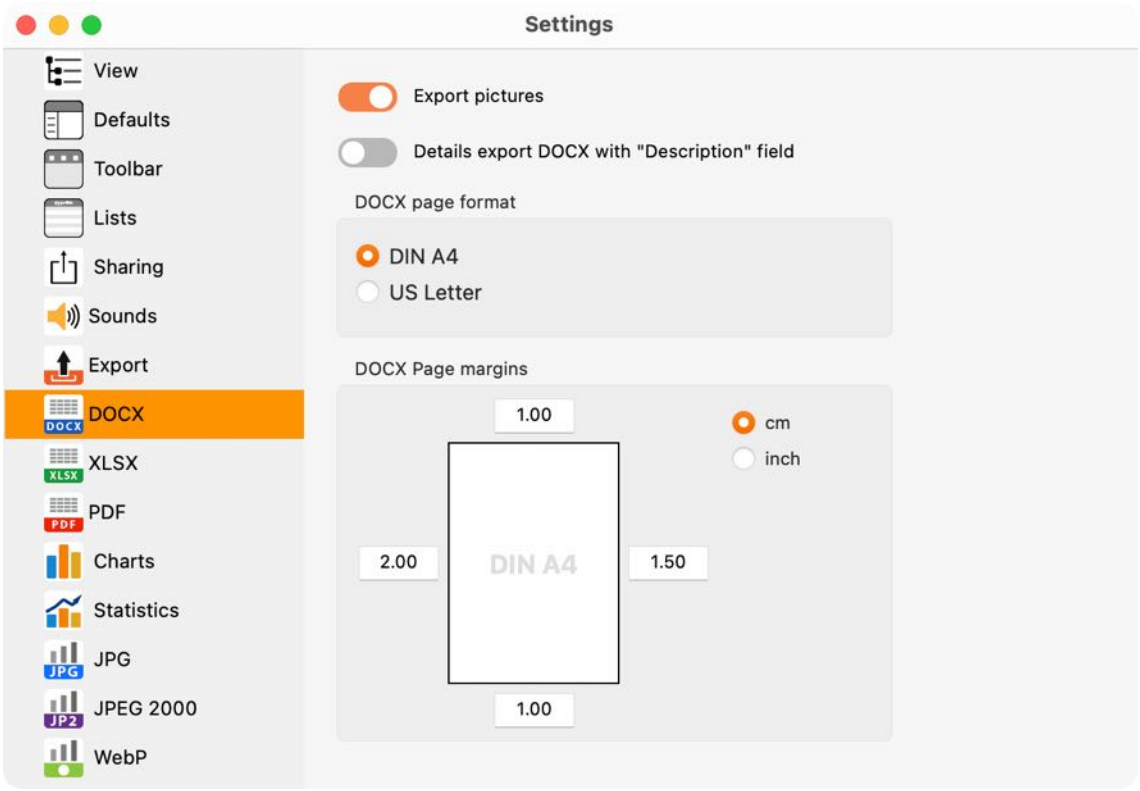
Export

Here you can specify whether the export files should be opened automatically after saving. Furthermore, the folder for the export and the output format for the title picture can be specified.



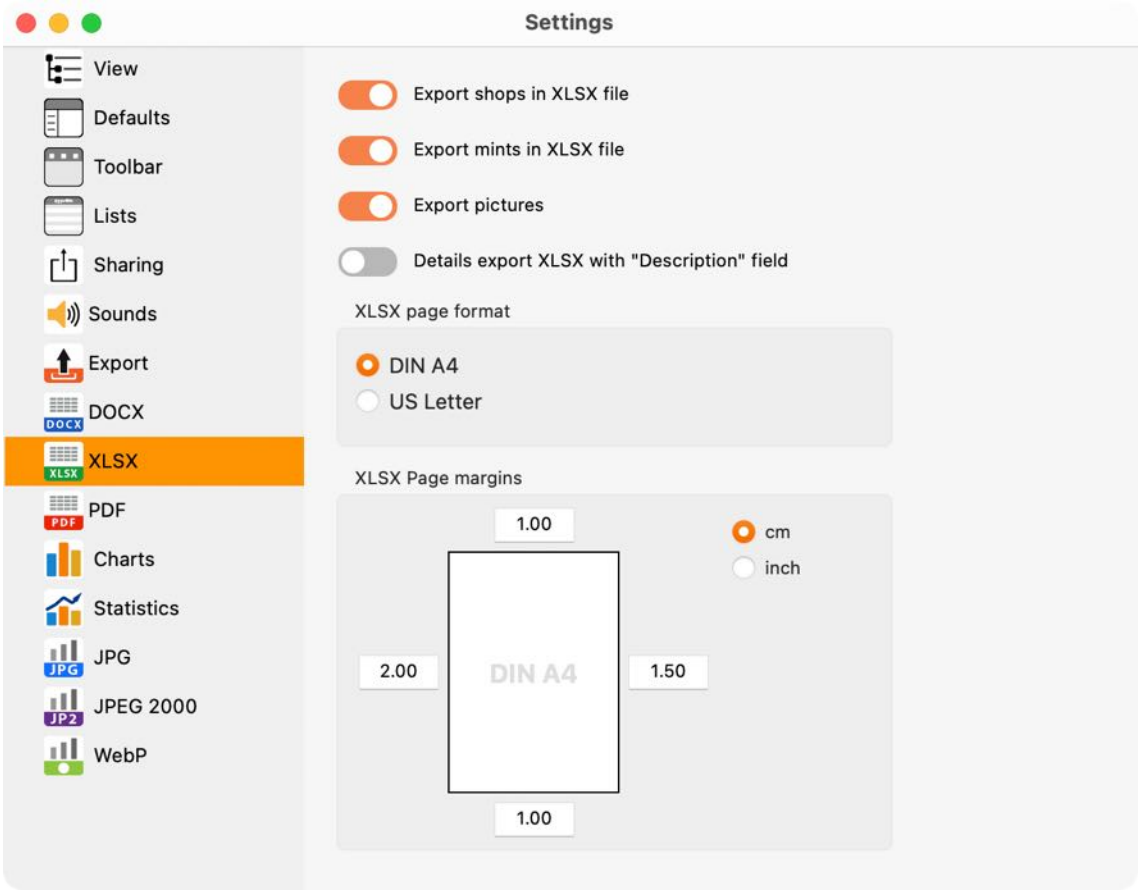
DOCX

Various parameters for the Word® DOCX format can be set here.



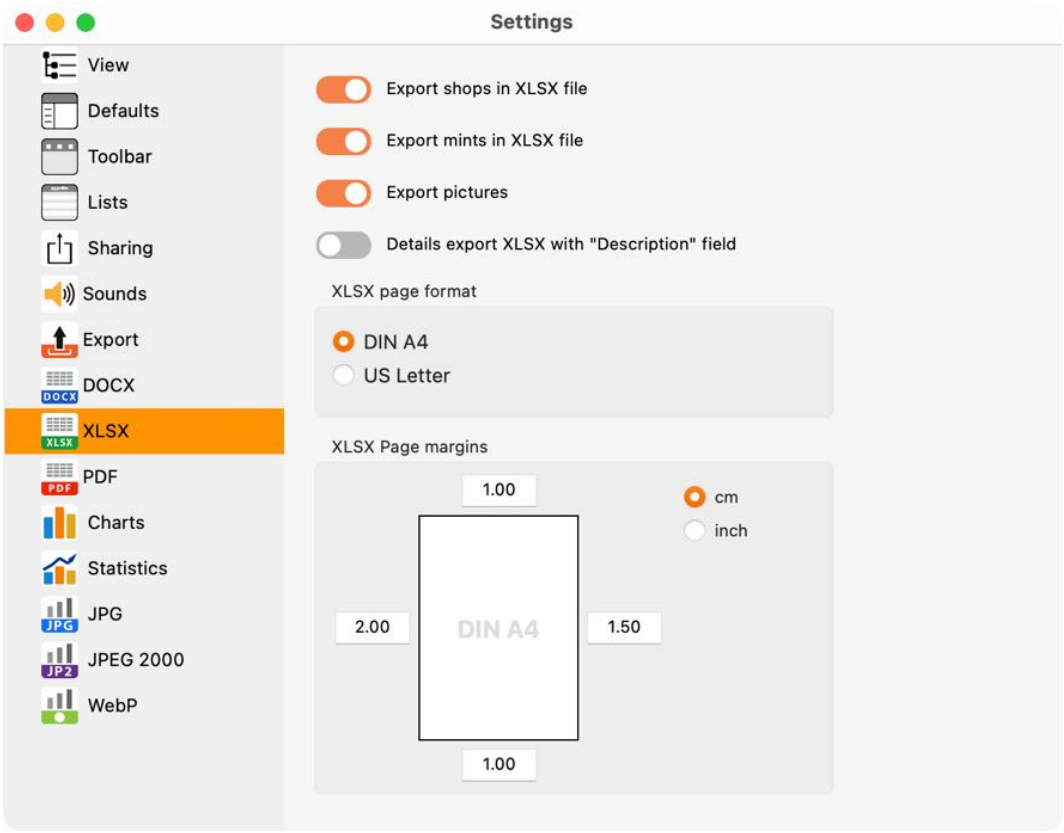
XLSX

Various parameters for the Excel® XLSX format can be set here.



PDF

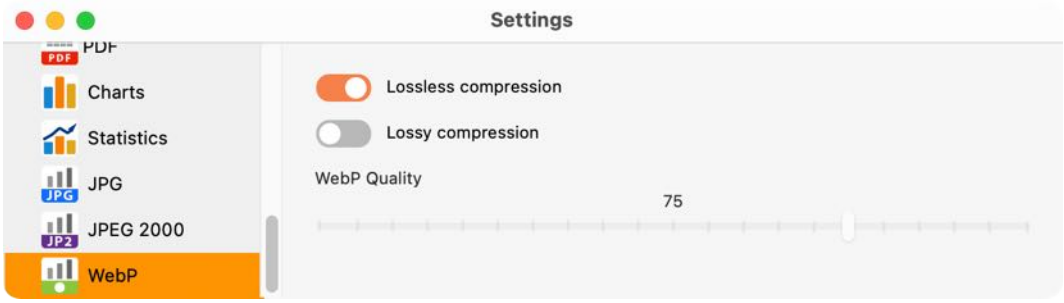
Various parameters for the Excel® XLSX format can be set here. You can also set here whether the "Description" field should be included in the PDF export of the details.



Charts

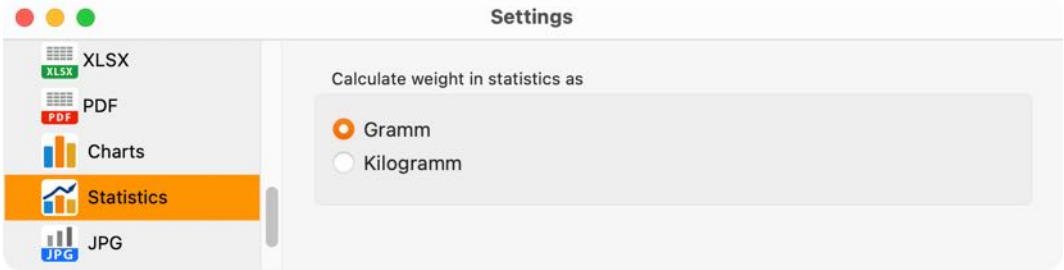
The following can be defined here:

- Background color
- Open the pixel/vector file after saving



Statistics

You can specify the unit of weight here.

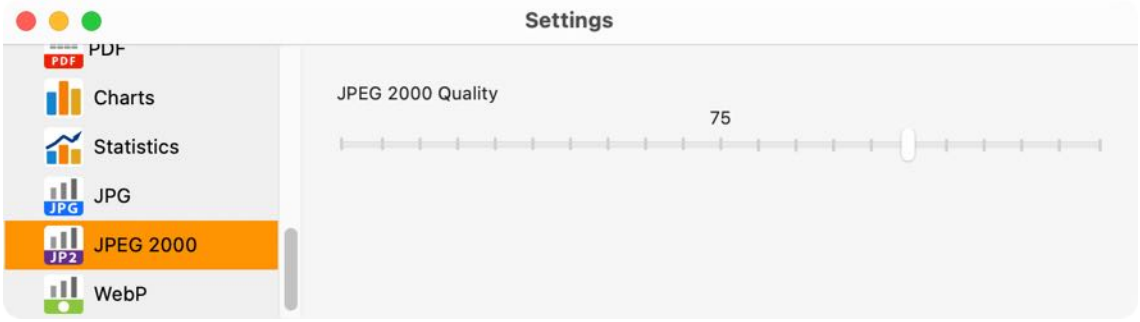


JPG

The quality of the JPEG files can be defined here.

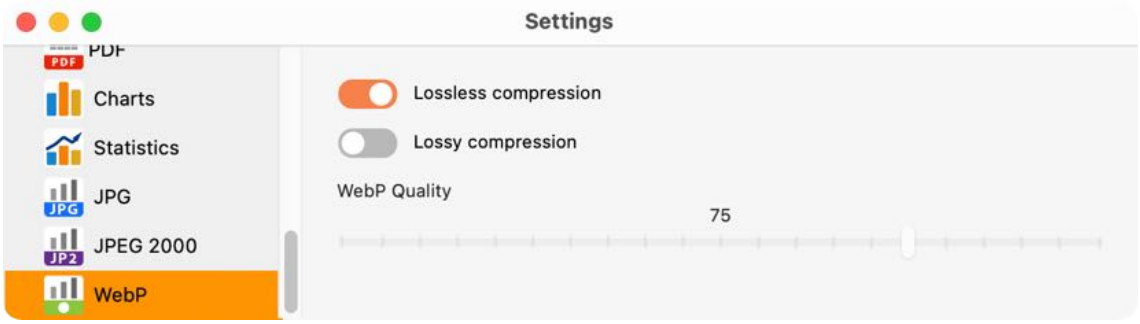
JPEG 2000

The quality of the JPEG2000 files can be defined here.



WebP

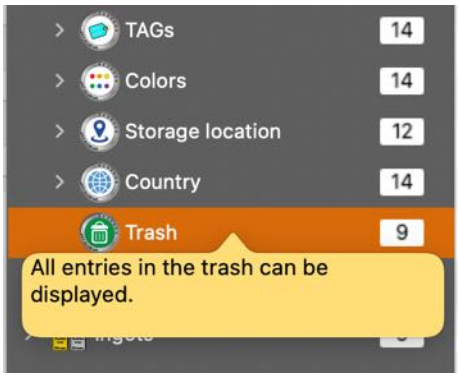
The quality of the WebP files can be defined here.

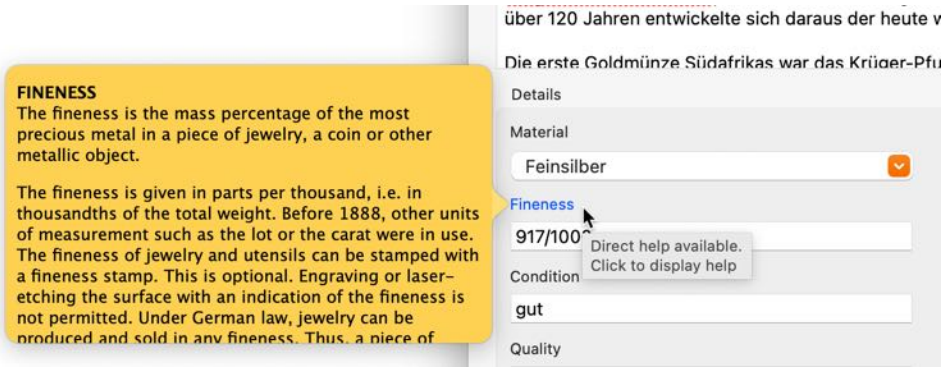


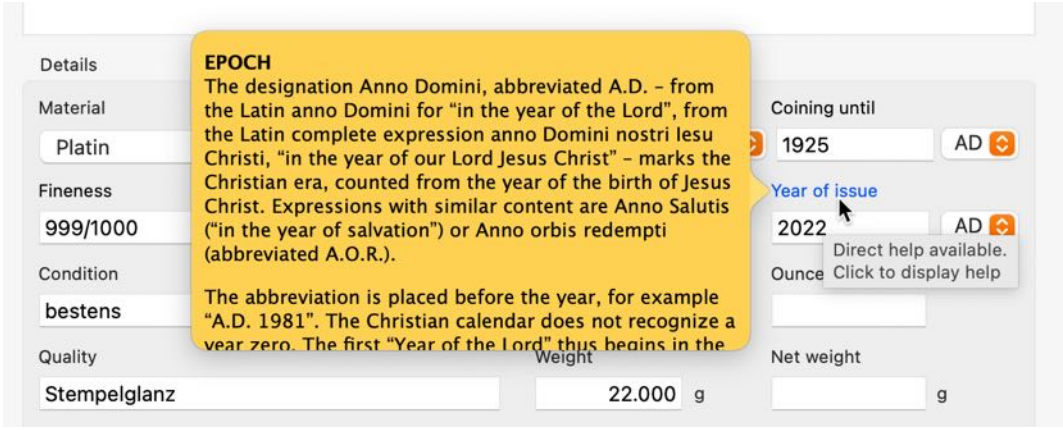
DIRECT HELP

“Direct Help“ is available at various points. This help can be accessed by clicking or via the context menu.

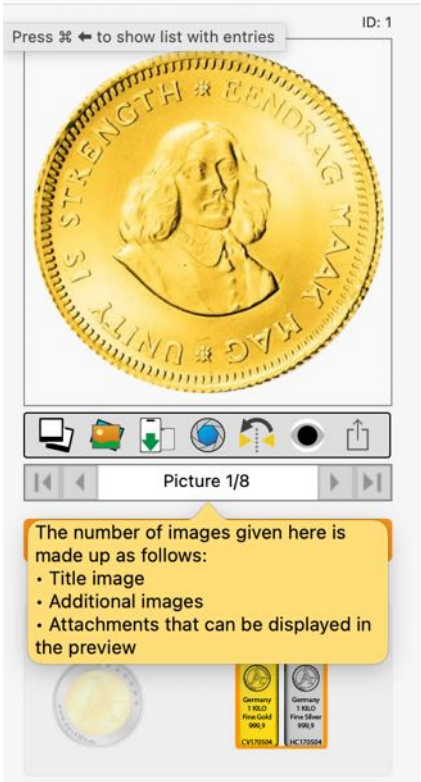
“Direct Help“ is available in the following areas:



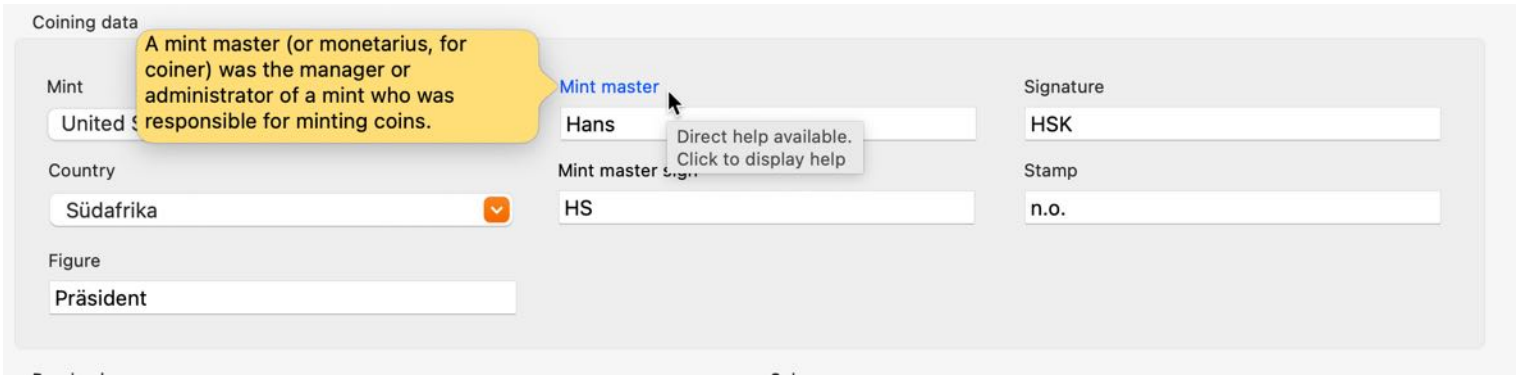


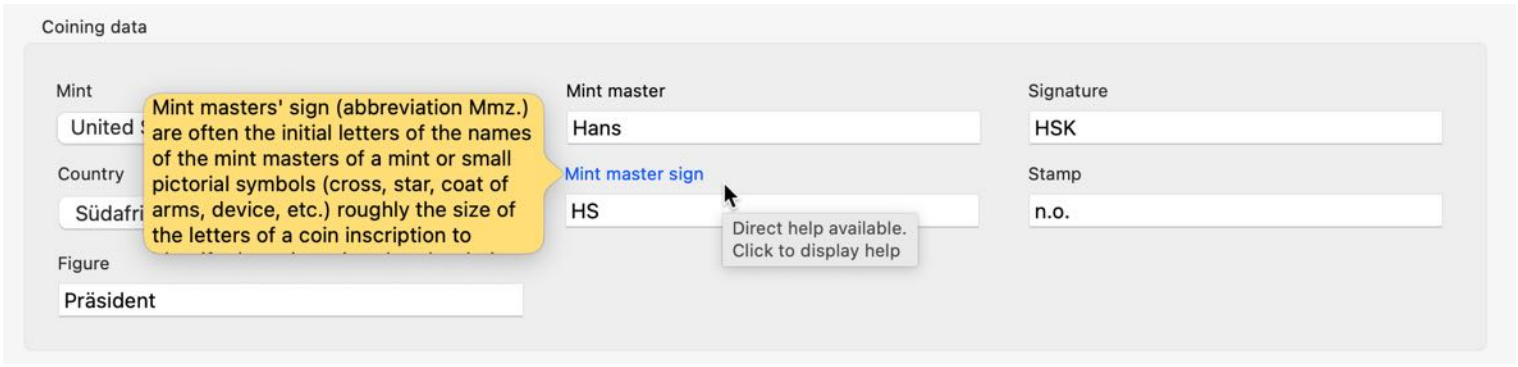


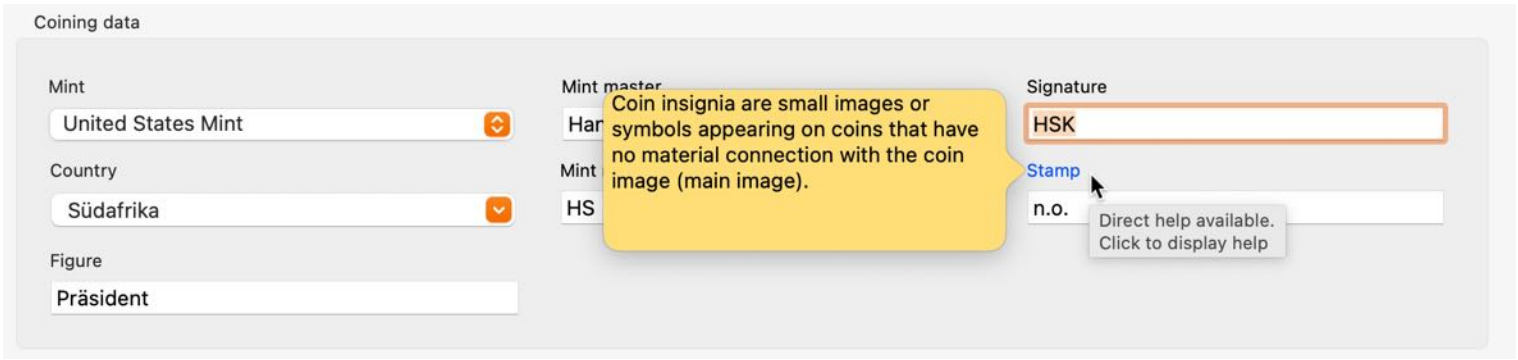
“Direct Help”

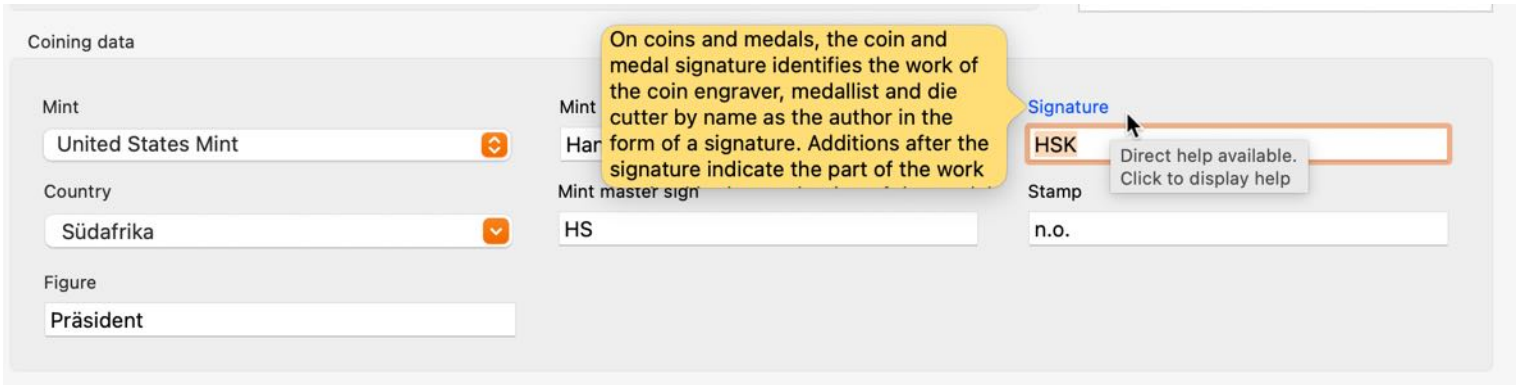


"Direct Help"

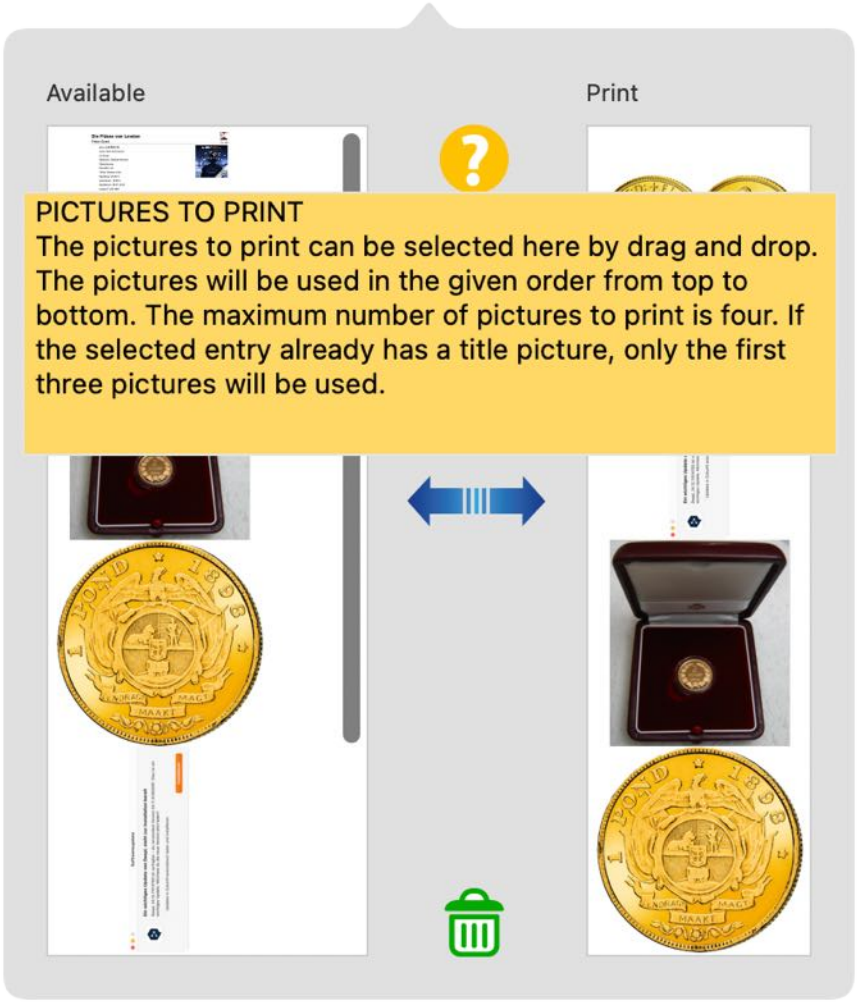

Coining data
A mint master (or monetarius, for coiner) was the manager or administrator of a mint who was responsible for minting coins.
Mint
United S
Mint master
Hans
Direct help available. Click to display help
Signature
HSK
Country
Südafrika
Mint master sign
HS
Stamp
n.o.
Figure
Präsident


Coining data
Mint masters' sign (abbreviation Mmz.) are often the initial letters of the names of the mint masters of a mint or small pictorial symbols (cross, star, coat of arms, device, etc.) roughly the size of the letters of a coin inscription to
Mint
United S
Mint master
Hans
Signature
HSK
Country
Südafri
Mint master sign
HS
Direct help available. Click to display help
Stamp
n.o.
Figure
Präsident


Coining data
Mint
United States Mint
Mint master
Har
Coin insignia are small images or symbols appearing on coins that have no material connection with the coin image (main image).
Signature
HSK
Country
Südafrika
Mint
HS
Stamp
n.o.
Direct help available. Click to display help
Figure
Präsident

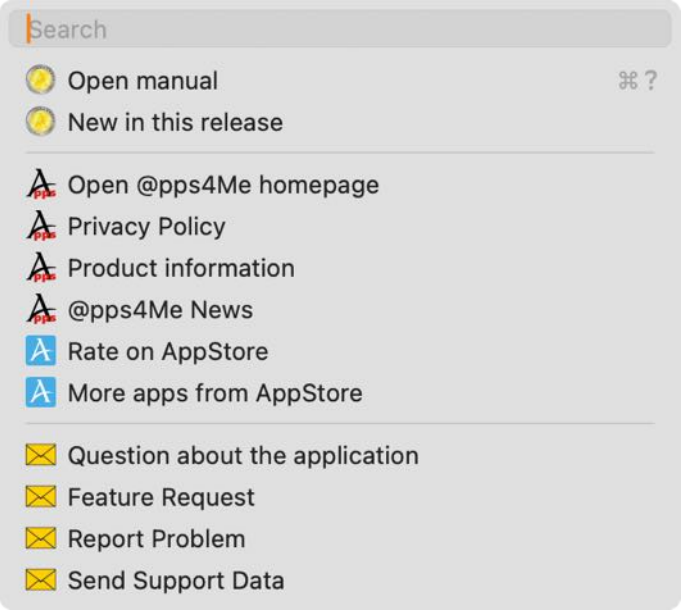

Coining data
On coins and medals, the coin and medal signature identifies the work of the coin engraver, medallist and die cutter by name as the author in the form of a signature. Additions after the signature indicate the part of the work
Mint
United States Mint
Mint
Har
Signature
HSK
Direct help available. Click to display help
Country
Südafrika
Mint master sign
HS
Stamp
n.o.
Figure
Präsident

"Direct Help" in Add additional pictures.



HELP MENU

With the menu „Help“ you get this features:



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