How to Create a Guide Using Dozuki's Android App

This guide demonstrates how to create a guide using Dozuki's Android app.

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INTRODUCTION

This guide demonstrates how to create a guide using Dozuki's Android app.
Step 1 — Select your Site

- Navigate to your Dozuki site.
- When you have located your site from the list, press it.

Step 2 — Open the Menu

- You will be brought to a screen that looks somewhat like this.
- Open the menu by pressing the three horizontal lines in the upper left corner of the app.
- An easy way to locate the menu is by finding the three horizontal lines by your site’s title.
Step 3 — Choose to Create a New Guide

- Press Create New Guide.

Step 4 — Adding Content to a Step

- You will be directed to add content to your first step.
- Press Insert Wisdom Here and type information into the bullet.
- You can also dictate what you would like to appear in the bullet, and the Dozuki app will turn your words into text.
- To do this, press the microphone button to the right of the bullet and start speaking.
Step 5 — Adding a Photo or Video

- Press on the image placeholder.
- This is the grey box with a camera and plus sign.

Step 6

- Select how you would like to add the photo.
- If you want to take a photo on your device and add it, press Camera.
- For the purpose of this demonstration, we will upload a photo from the camera.
- If you want to choose a photo from the Media Manager, choose Media Manager.
Step 7

- Take a picture with your device.
- If you are satisfied with the picture you have taken, press the ✓.
- If you would like to rotate your photo, press .
- If you are not satisfied with the picture you have taken, press the X and try again.

Step 8

- Once you have chosen the photo that you want to add to the step by pressing ✓, your step will look something like this.
- To save all of the changes you have made, press Save at the center, bottom of your screen.
Step 9 — Adding the Guide to a Category and Adding Guide Type

- Once you press **Save** you will be directed to enter what category the guide belongs to and specify what type of guide it is.

- To specify what category the guide belongs to, press the **Category Name** field, and type the name of the category you want to add the guide to.

- To specify what guide type it is, press the **Guide Type** field and select the type from the list.

- You can also add the subject of the guide by pressing the **Guide Subject** field and typing the subject in.

- After you have added this information in, press **Save**.
Step 10 — View your Guide

- Your guide has been created!
- From here you can add additional steps, or keep the guide as is.

Step 11

- To add an additional step, press the + at the bottom, right corner of your screen.