

# **KnowItAll Software Training**

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## KnowItAll Data Control

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## How to Use KnowItAll Data Control

### Purpose

This exercise demonstrates how to use KnowItAll Data Control to manage shared databases.

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### Objectives

This exercise will teach you:

- How to check out a database from KnowItAll Data Control
  - How to receive updates for a checked-out database
  - How to commit one's database edits to KnowItAll Data Control
  - How to add a local database to KnowItAll Data Control
  - How to delete a database from KnowItAll Data Control
  - How to compare changes made to a database
  - How to check the database change history
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### Background

Knowledge sharing is important within any organization to promote collaboration and productivity. In analytical chemistry, data storage, safety, access and change controls are necessary to build an infrastructure. KnowItAll Data Control integrates its strong spectral data management tools with an organization's file sharing server for this purpose.

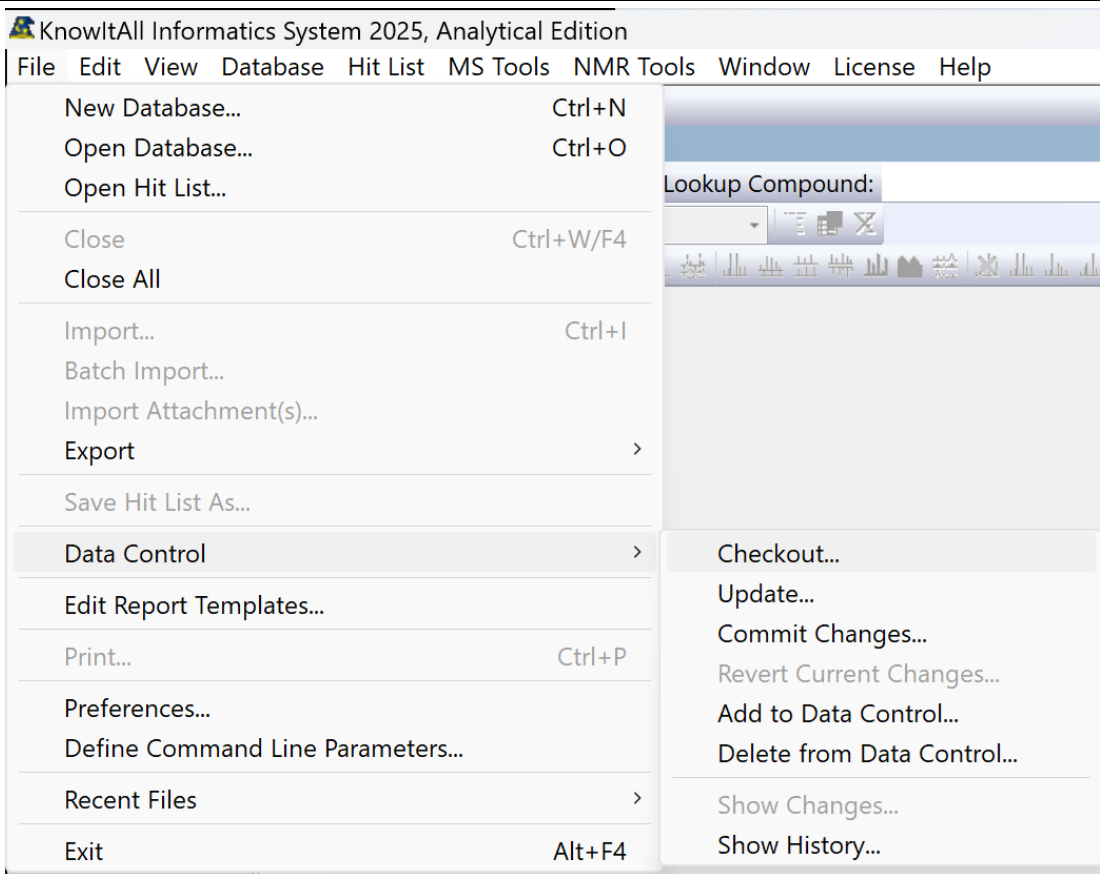
#### ***Training Files Used in This Lesson***

#### ***KnowItAll Applications Used***

- Minelt

**One must have “KnowItAll Data Control” in one’s KnowItAll license.**

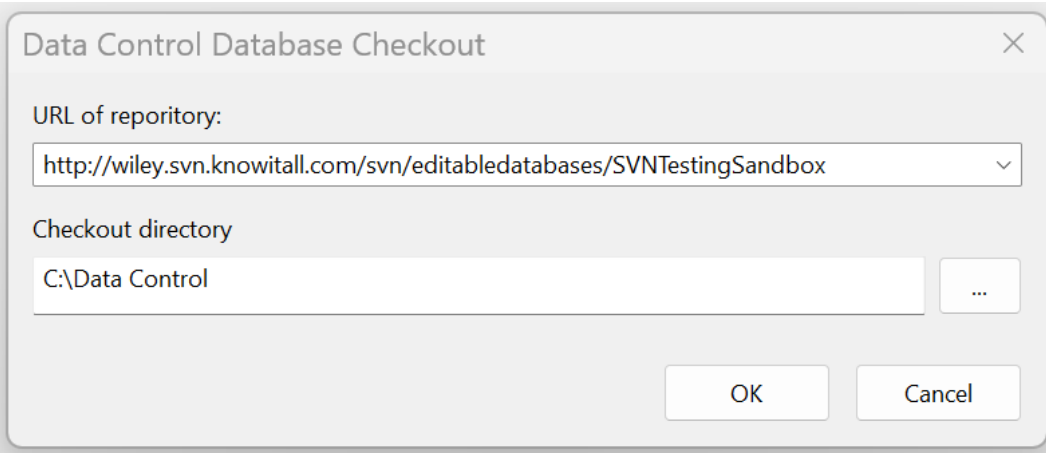
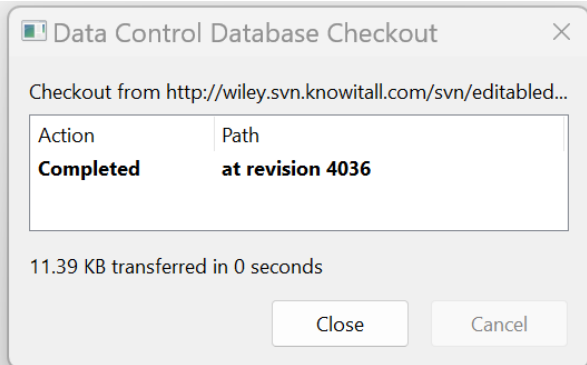
## Checkout a database from KnowItAll Data Control


























































	Action	Result
1	Start <b>KnowItAll</b> Navigate to the <b>Data</b> toolbox and open the <b>Minelt</b> application by clicking the <b>Minelt/Create Database</b> icon.	<b>Minelt</b> application opens.
2	Choose <b>File &gt; Data Control &gt; Checkout</b> .	 <p>KnowItAll Informatics System 2025, Analytical Edition</p> <p>File Edit View Database Hit List MS Tools NMR Tools Window License Help</p> <ul style="list-style-type: none"> <li>New Database... Ctrl+N</li> <li>Open Database... Ctrl+O</li> <li>Open Hit List...</li> <li>Close Ctrl+W/F4</li> <li>Close All</li> <li>Import... Ctrl+I</li> <li>Batch Import...</li> <li>Import Attachment(s)...</li> <li>Export &gt;</li> <li>Save Hit List As...</li> <li><b>Data Control &gt;</b> <ul style="list-style-type: none"> <li><b>Checkout...</b></li> <li>Update...</li> <li>Commit Changes...</li> <li>Revert Current Changes...</li> <li>Add to Data Control...</li> <li>Delete from Data Control...</li> </ul> </li> <li>Edit Report Templates...</li> <li>Print... Ctrl+P</li> <li>Preferences...</li> <li>Define Command Line Parameters...</li> <li>Recent Files &gt;</li> <li>Exit Alt+F4</li> </ul>

3 Alternatively:

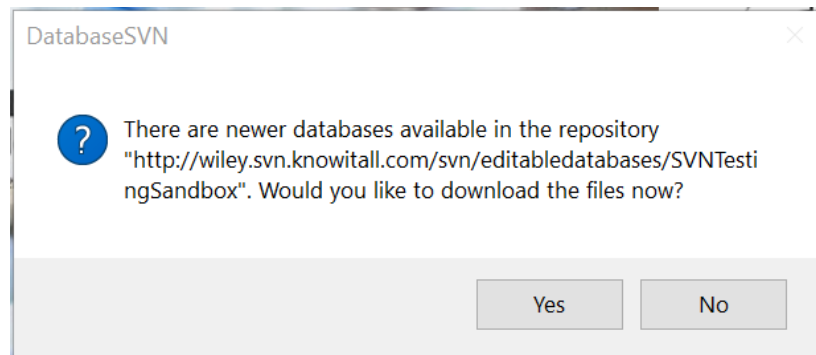
Navigate to **Database > Data Control > Checkout.**

The screenshot displays the KnowItAll Informatics System 2025, Analytical Edition interface. The 'Database' menu is open, showing various options for managing the database. The 'Data Control' submenu is also open, showing options for checking out, updating, committing changes, reverting changes, adding to data control, deleting from data control, showing changes, and showing history.

4	<p><b>Note:</b> It is advisable to put all databases in a location where OneDrive does not scan.</p> <ul style="list-style-type: none"><li>• Click “...” to select a local folder for checked-out databases.</li><li>• Create a folder and select it.</li><li>• Click <b>Select Folder</b>.</li><li>• Click <b>OK</b>.</li></ul>	<p>KnowItAll Data Control folder paths are listed:</p> 
5		 <p>Databases have been checked out.</p>

6	<p>Click <b>Close</b>.</p> <p>Navigate to the folder on your local machine containing the checked-out databases to see the selected databases.</p>	<table> <tr> <td> .svn</td><td>7/25/2024 1:56 PM</td><td>File folder</td></tr> <tr> <td> BatchImportRenameTest2</td><td>7/25/2024 2:03 PM</td><td>SDBX File</td></tr> <tr> <td> BobbyTest1</td><td>7/25/2024 2:03 PM</td><td>SDBX File</td></tr> <tr> <td> BobbyTest2</td><td>7/25/2024 2:03 PM</td><td>SDBX File</td></tr> <tr> <td> BobbyTest3</td><td>7/25/2024 2:03 PM</td><td>SDBX File</td></tr> <tr> <td> BobbyTest4</td><td>7/25/2024 2:03 PM</td><td>SDBX File</td></tr> <tr> <td> KarlTest1</td><td>7/25/2024 2:03 PM</td><td>SDBX File</td></tr> <tr> <td> LeannaTest</td><td>7/25/2024 2:03 PM</td><td>SDBX File</td></tr> <tr> <td> Michelle 2</td><td>7/25/2024 2:03 PM</td><td>SDBX File</td></tr> <tr> <td> Michelle 7</td><td>7/25/2024 2:03 PM</td><td>SDBX File</td></tr> <tr> <td> Michelle 10</td><td>7/25/2024 2:03 PM</td><td>SDBX File</td></tr> <tr> <td> Michelle March 4 Server</td><td>7/25/2024 2:03 PM</td><td>SDBX File</td></tr> <tr> <td> Michelle8</td><td>7/25/2024 2:03 PM</td><td>SDBX File</td></tr> <tr> <td> Michelle9</td><td>7/25/2024 2:03 PM</td><td>SDBX File</td></tr> <tr> <td> Michellel</td><td>7/25/2024 2:03 PM</td><td>SDBX File</td></tr> <tr> <td> Nadia Test</td><td>7/25/2024 2:03 PM</td><td>SDBX File</td></tr> <tr> <td> Nat Test 2</td><td>7/25/2024 2:03 PM</td><td>SDBX File</td></tr> <tr> <td> Nat Test 3</td><td>7/25/2024 2:03 PM</td><td>SDBX File</td></tr> <tr> <td> NatTest</td><td>7/25/2024 2:03 PM</td><td>SDBX File</td></tr> </table>	 .svn	7/25/2024 1:56 PM	File folder	 BatchImportRenameTest2	7/25/2024 2:03 PM	SDBX File	 BobbyTest1	7/25/2024 2:03 PM	SDBX File	 BobbyTest2	7/25/2024 2:03 PM	SDBX File	 BobbyTest3	7/25/2024 2:03 PM	SDBX File	 BobbyTest4	7/25/2024 2:03 PM	SDBX File	 KarlTest1	7/25/2024 2:03 PM	SDBX File	 LeannaTest	7/25/2024 2:03 PM	SDBX File	 Michelle 2	7/25/2024 2:03 PM	SDBX File	 Michelle 7	7/25/2024 2:03 PM	SDBX File	 Michelle 10	7/25/2024 2:03 PM	SDBX File	 Michelle March 4 Server	7/25/2024 2:03 PM	SDBX File	 Michelle8	7/25/2024 2:03 PM	SDBX File	 Michelle9	7/25/2024 2:03 PM	SDBX File	 Michellel	7/25/2024 2:03 PM	SDBX File	 Nadia Test	7/25/2024 2:03 PM	SDBX File	 Nat Test 2	7/25/2024 2:03 PM	SDBX File	 Nat Test 3	7/25/2024 2:03 PM	SDBX File	 NatTest	7/25/2024 2:03 PM	SDBX File
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7	<p>KnowItAll can then be used to open these databases for browsing/searching.</p>																																																										

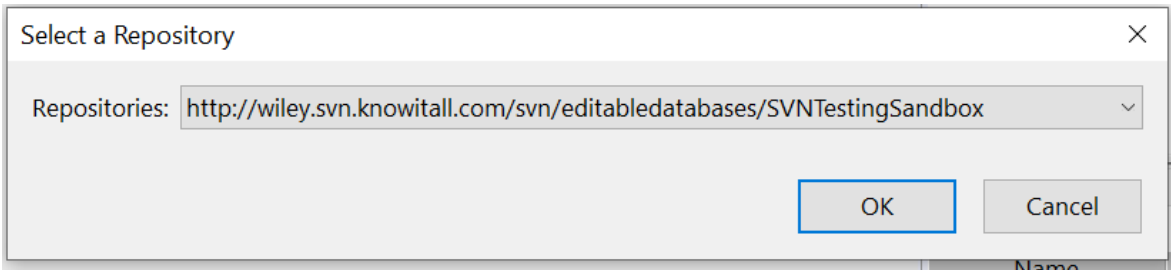
**Note:** If databases have been updated since their last checkout, the user will be prompted to download the newest versions when KnowItAll is restarted:



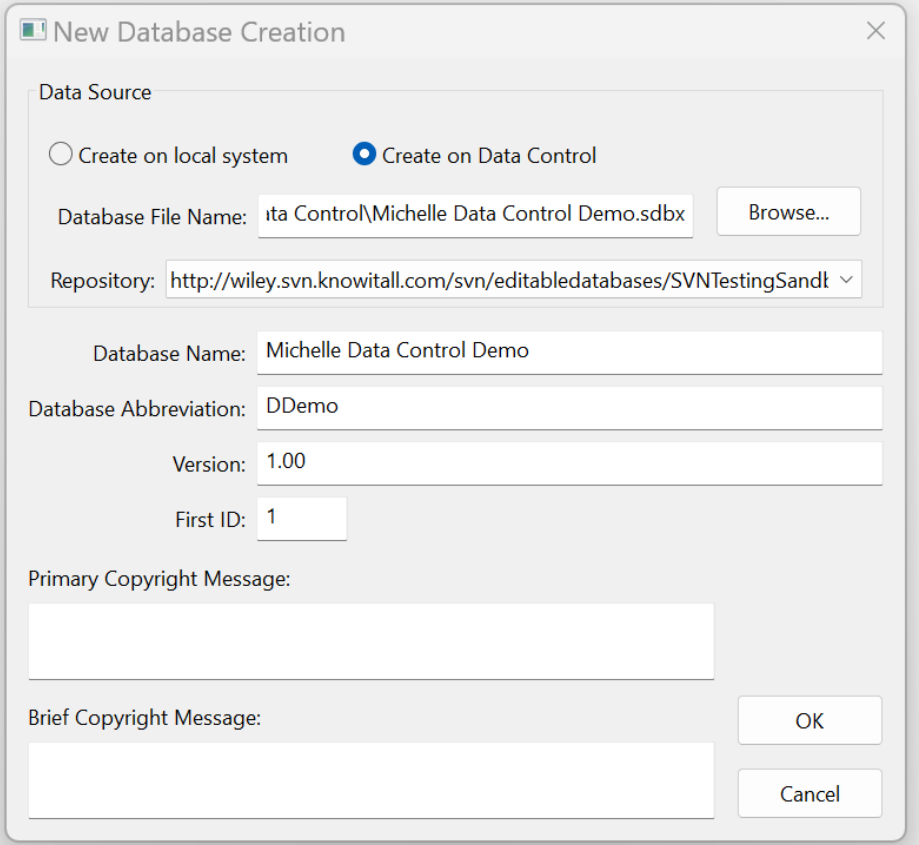


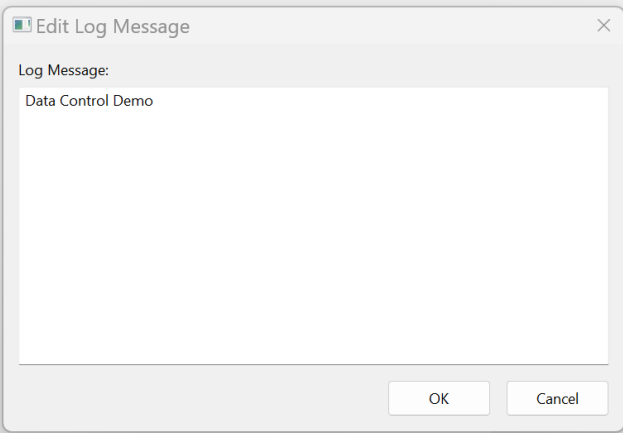
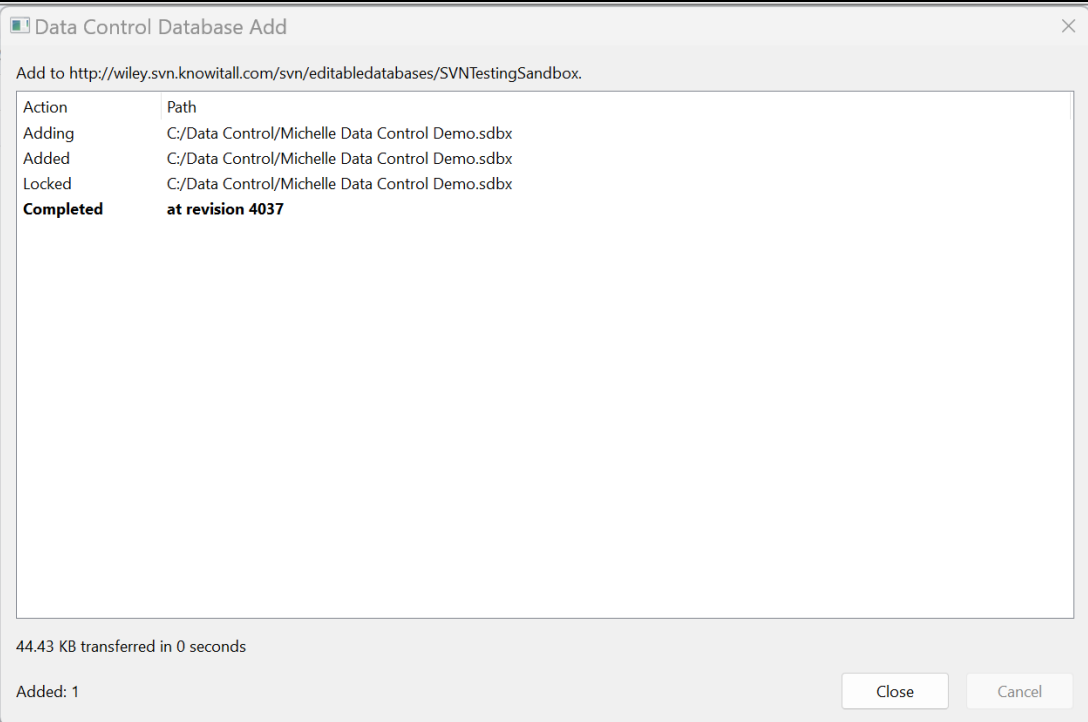
## Receive updates for a checked-out database

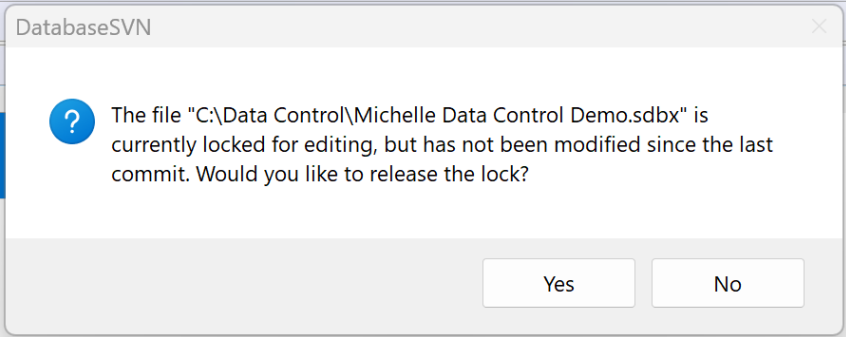
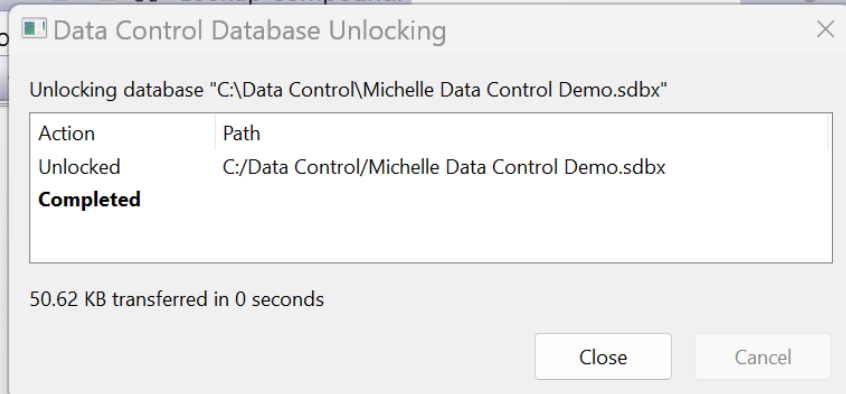
One can call KnowItAll Data Control to update checked-out databases.

	Action	Result
1	In <b>Minelt</b> , navigate to <b>File &gt; Data Control &gt; Update</b> .	
2	Click <b>OK</b> .	

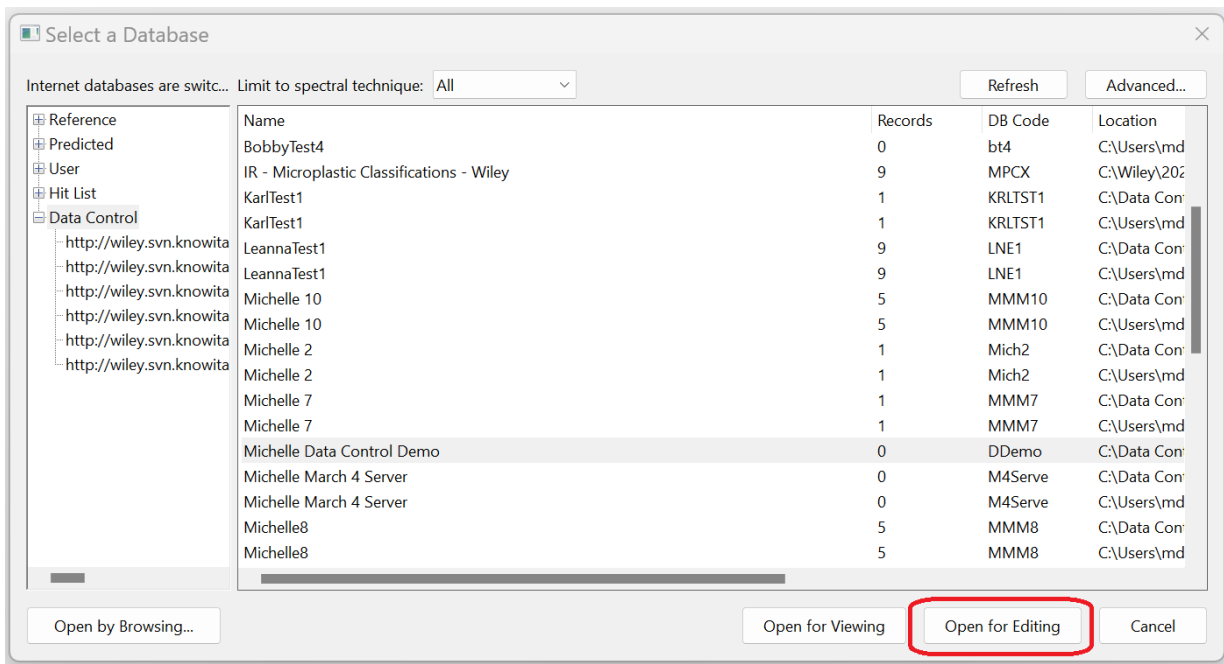
## Create a database in KnowItAll Data Control

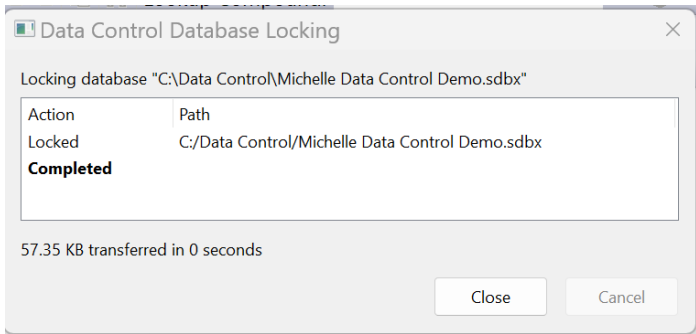
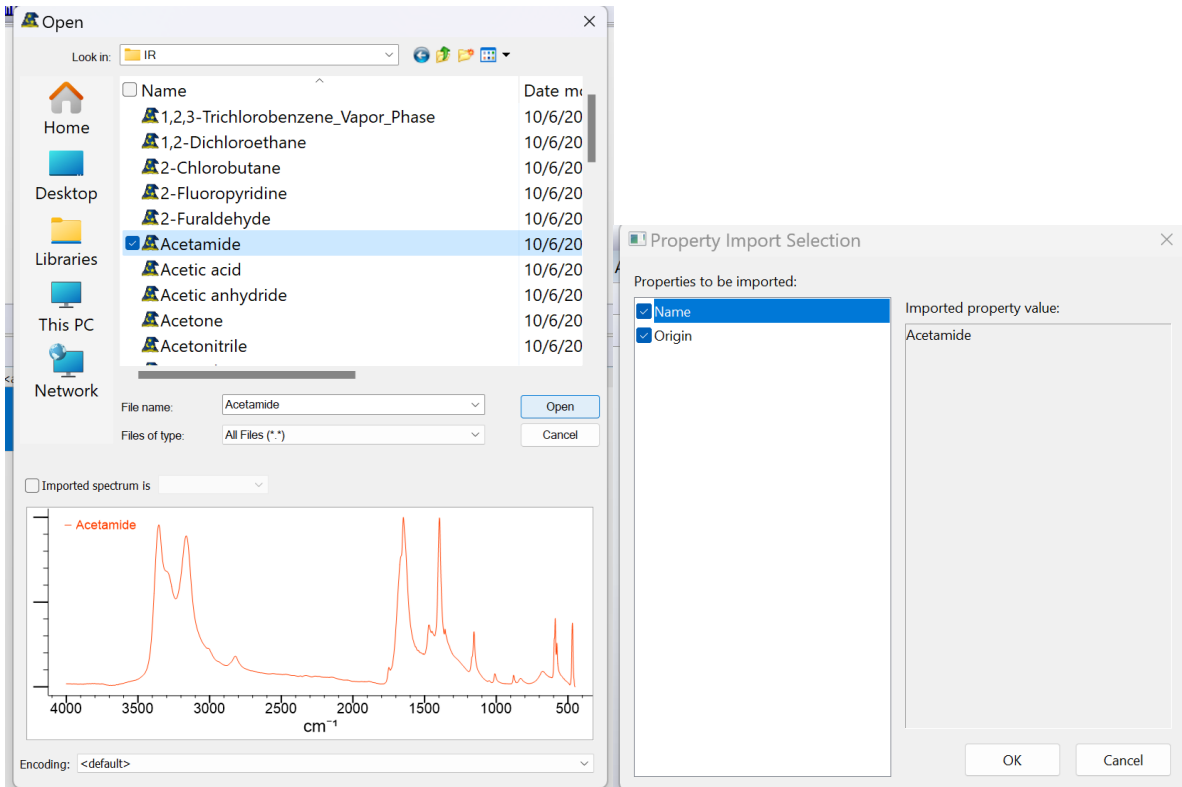
	Action	Result
1	<p>Use <b>Minelt</b> to create a local database by navigating to <b>Database &gt; New</b></p> <p>Select <b>Create</b> on <b>Data Control</b>.</p> <p>Click <b>Browse</b> to select the name and location for your database on your PC. Click <b>Save</b>.</p> <p>Fill in <b>Database Name</b> and <b>Database Abbreviation</b>.</p> <p>Click <b>OK</b>.</p>	

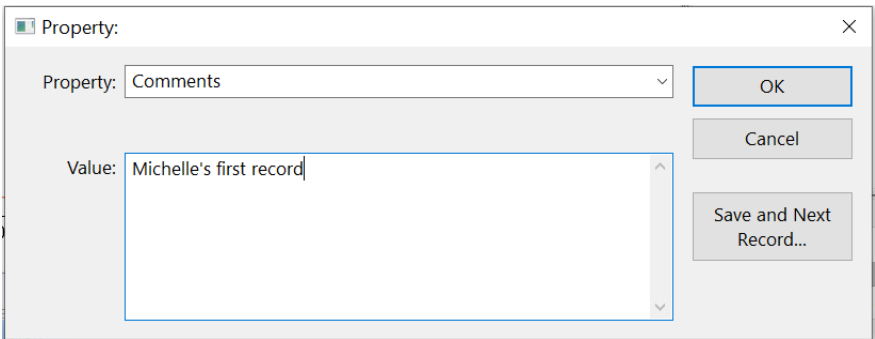
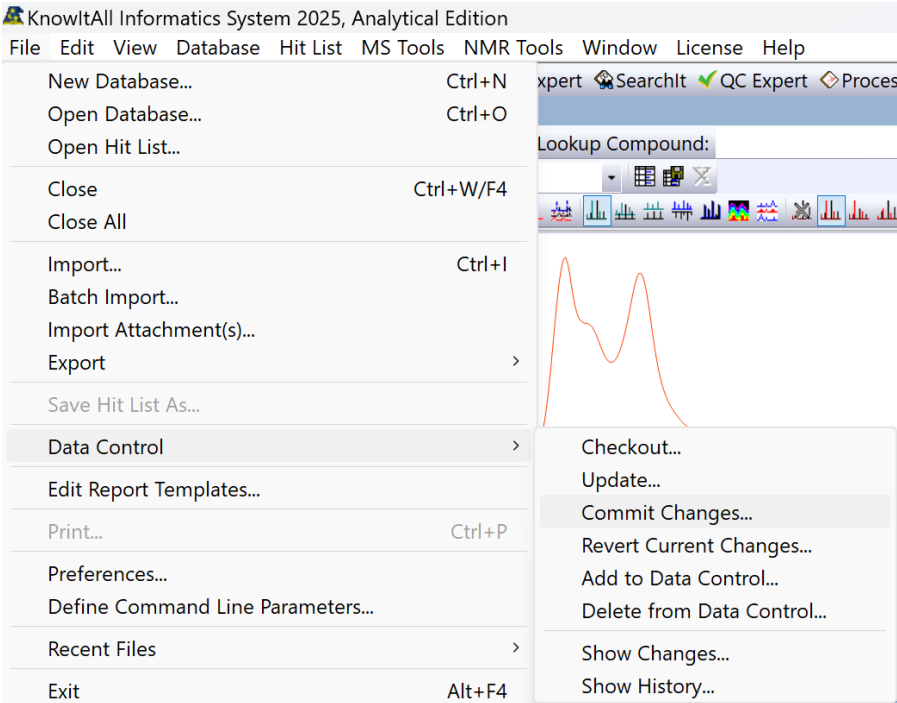
2	<ul style="list-style-type: none"><li>• Input a log message into the following dialog.</li><li>• Click <b>OK</b>.</li></ul>	
3	Click <b>Close</b> to close the dialog.	

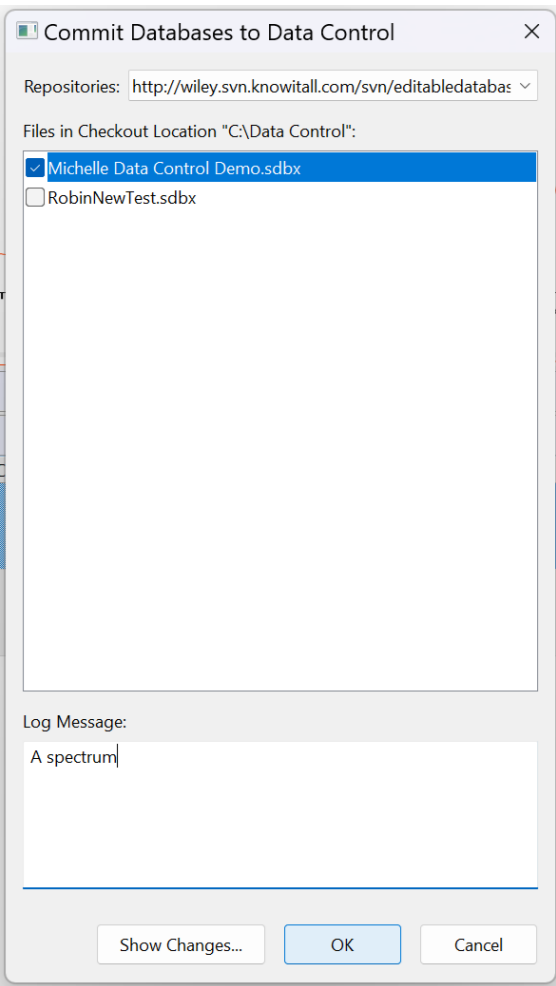
4	To close this empty database, click the top-right "x."	
5	Click <b>Yes</b> .	 A screenshot of a dialog box titled "DatabaseSVN". It contains a question mark icon and the text: "The file 'C:\Data Control\Michelle Data Control Demo.sdbx' is currently locked for editing, but has not been modified since the last commit. Would you like to release the lock?". At the bottom right are two buttons: "Yes" and "No".
6	Click <b>Close</b> .	 A screenshot of a dialog box titled "Data Control Database Unlocking". It contains the text: "Unlocking database 'C:\Data Control\Michelle Data Control Demo.sdbx'". Below this is a table with two columns: "Action" and "Path". The table has one row: "Unlocked" and "C:/Data Control/Michelle Data Control Demo.sdbx". Below the table, it says "Completed". At the bottom, it says "50.62 KB transferred in 0 seconds". At the bottom right are two buttons: "Close" and "Cancel".

## Commit one's database edits to KnowItAll Data Control

	Action	Result
1	Start <b>KnowItAll</b> if it is not open.	
2	<p>Navigate to <b>Minelt &gt; Database &gt; Open</b>.</p> <p>Under the <b>KnowItAll Data Control</b> tree, one can select a database.</p> <p>Click <b>Open for Editing</b>.</p>	<p>The opened database is actually a local copy:</p>  <p><b>Note:</b> Hitting the return key will select the database as <b>Open for Viewing</b>.</p>

3	Click <b>Close</b> .	 <p>The dialog box titled "Data Control Database Locking" shows the action of locking the database "C:\Data Control\Michelle Data Control Demo.sdbx". The status is "Completed". It indicates that 57.35 KB was transferred in 0 seconds. There are "Close" and "Cancel" buttons at the bottom.</p>
4	<ul style="list-style-type: none"><li>• Navigate to <b>File &gt; Import</b> to import a spectrum or structure.</li><li>• Select a sample file and <b>Open</b>.</li><li>• Follow the prompts to import your file.</li></ul>	 <p>The "Open" dialog box shows the "Look in:" field set to "IR". The file list includes "1,2,3-Trichlorobenzene_Vapor_Phase", "1,2-Dichloroethane", "2-Chlorobutane", "2-Fluoropyridine", "2-Furaldehyde", "Acetamide", "Acetic acid", "Acetic anhydride", "Acetone", and "Acetonitrile". The "Acetamide" file is selected. The "File name:" field is set to "Acetamide" and the "Files of type:" is set to "All Files (*.*)". The "Open" button is highlighted.</p> <p>The "Property Import Selection" dialog box shows the "Properties to be imported:" list with "Name" and "Origin" selected. The "Imported property value:" field is set to "Acetamide". There are "OK" and "Cancel" buttons at the bottom.</p> <p>Below the "Open" dialog, there is a plot of the IR spectrum for Acetamide. The x-axis is labeled "cm<sup>-1</sup>" and ranges from 4000 to 500. The y-axis is labeled "Acetamide". The spectrum shows several sharp peaks, particularly in the 3000-3500 cm<sup>-1</sup> and 1500-1700 cm<sup>-1</sup> regions.</p>

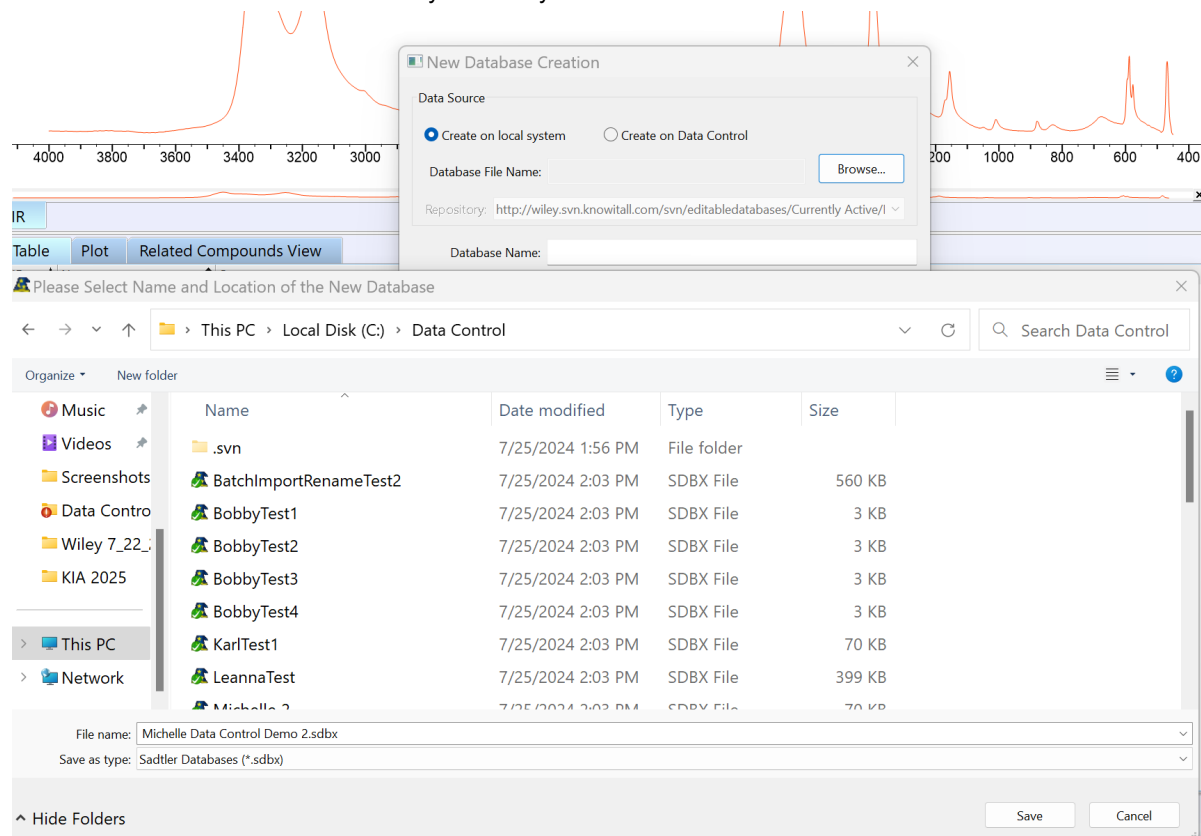
5	<p>Make some changes.</p> <p>Click <b>Add...</b> to add some text to the Comments field.</p> <p>Click <b>OK</b>.</p>	
6	<p>To update the database in KnowItAll Data Control to reflect this change, navigate to <b>File &gt; Data Control &gt; Commit changes</b>.</p>	

7	<p>Enter a brief description for the change in the <b>Log Message</b> dialog box.</p> <p>Click <b>OK</b>.</p>	 <p>The screenshot shows a dialog box titled "Commit Databases to Data Control". It has a close button (X) in the top right corner. The "Repositories:" field shows "http://wiley.svn.knowitall.com/svn/editabledatabases". Below this, it says "Files in Checkout Location 'C:\Data Control':". There is a list box containing two items: "Michelle Data Control Demo.sdbx" (which is selected with a blue highlight and a checkmark icon) and "RobinNewTest.sdbx" (which is not selected). At the bottom, there is a "Log Message:" label and a text area containing the text "A spectrum". At the very bottom, there are three buttons: "Show Changes...", "OK", and "Cancel".</p>
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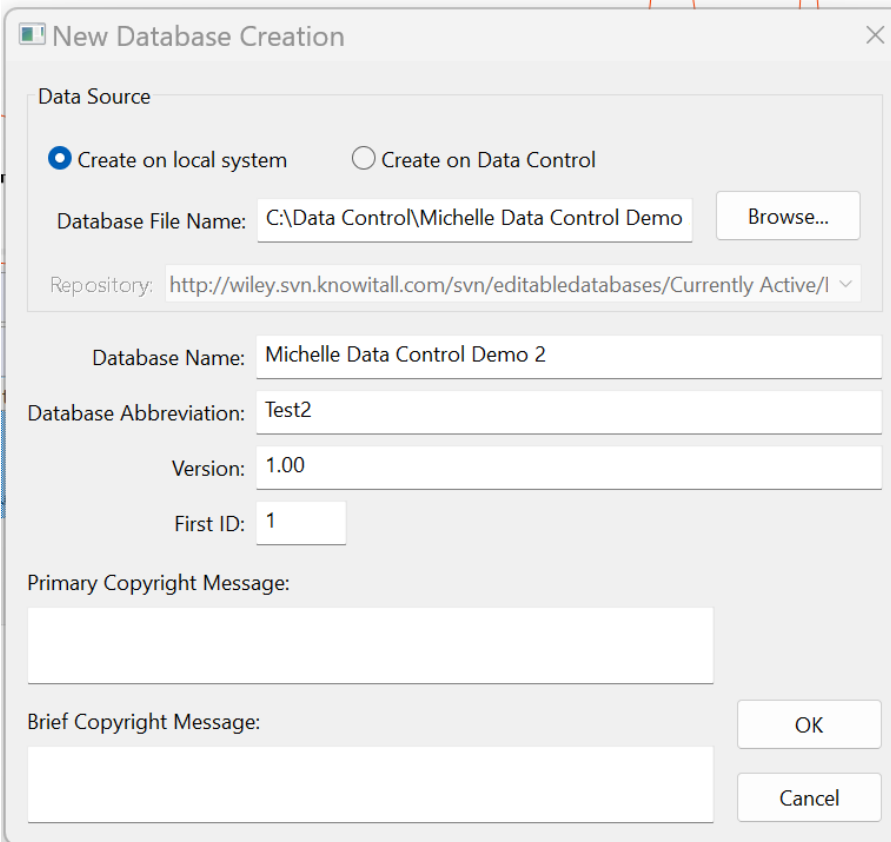
8	Click <b>Close</b> .	<p>A revision is saved:</p> 
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## Add a local database to KnowItAll Data Control

	Action	Result																																								
1	<p>Use <b>Minelt</b> to create a local database.</p> <p>Navigate to <b>Database &gt; New</b></p> <p>Select <b>Create on local system</b>.</p> <p>Use <b>Browse</b> to select the location on your computer's KnowItAll Data Control folder.</p> <p>Click <b>Save</b>.</p>	<p>A database can be created either locally or directly on the KnowItAll Data Control server.</p>  <p>The screenshot displays two overlapping windows. The top window is the "New Database Creation" dialog box. It has a "Data Source" section with two radio buttons: "Create on local system" (which is selected) and "Create on Data Control". Below this is a "Database File Name:" field with a "Browse..." button. A "Repository:" dropdown menu shows "http://wiley.svn.knowitall.com/svn/editabledatabases/Currently Active/I". At the bottom is a "Database Name:" field. The bottom window is a file explorer showing the "Data Control" folder on the local disk (C:). It contains a table of files and folders:</p> <table><tr><th>Name</th><th>Date modified</th><th>Type</th><th>Size</th></tr><tr><td>.svn</td><td>7/25/2024 1:56 PM</td><td>File folder</td><td></td></tr><tr><td>BatchImportRenameTest2</td><td>7/25/2024 2:03 PM</td><td>SDBX File</td><td>560 KB</td></tr><tr><td>BobbyTest1</td><td>7/25/2024 2:03 PM</td><td>SDBX File</td><td>3 KB</td></tr><tr><td>BobbyTest2</td><td>7/25/2024 2:03 PM</td><td>SDBX File</td><td>3 KB</td></tr><tr><td>BobbyTest3</td><td>7/25/2024 2:03 PM</td><td>SDBX File</td><td>3 KB</td></tr><tr><td>BobbyTest4</td><td>7/25/2024 2:03 PM</td><td>SDBX File</td><td>3 KB</td></tr><tr><td>KarlTest1</td><td>7/25/2024 2:03 PM</td><td>SDBX File</td><td>70 KB</td></tr><tr><td>LeannaTest</td><td>7/25/2024 2:03 PM</td><td>SDBX File</td><td>399 KB</td></tr><tr><td>Michelle 2</td><td>7/25/2024 2:03 PM</td><td>SDBX File</td><td>70 KB</td></tr></table> <p>At the bottom of the file explorer, the "File name:" field contains "Michelle Data Control Demo 2.sdbx" and the "Save as type:" dropdown is set to "Sadtler Databases (*.sdbx)". "Save" and "Cancel" buttons are at the bottom right.</p>	Name	Date modified	Type	Size	.svn	7/25/2024 1:56 PM	File folder		BatchImportRenameTest2	7/25/2024 2:03 PM	SDBX File	560 KB	BobbyTest1	7/25/2024 2:03 PM	SDBX File	3 KB	BobbyTest2	7/25/2024 2:03 PM	SDBX File	3 KB	BobbyTest3	7/25/2024 2:03 PM	SDBX File	3 KB	BobbyTest4	7/25/2024 2:03 PM	SDBX File	3 KB	KarlTest1	7/25/2024 2:03 PM	SDBX File	70 KB	LeannaTest	7/25/2024 2:03 PM	SDBX File	399 KB	Michelle 2	7/25/2024 2:03 PM	SDBX File	70 KB
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Michelle 2	7/25/2024 2:03 PM	SDBX File	70 KB																																							

2 Enter a **Database Abbreviation**.

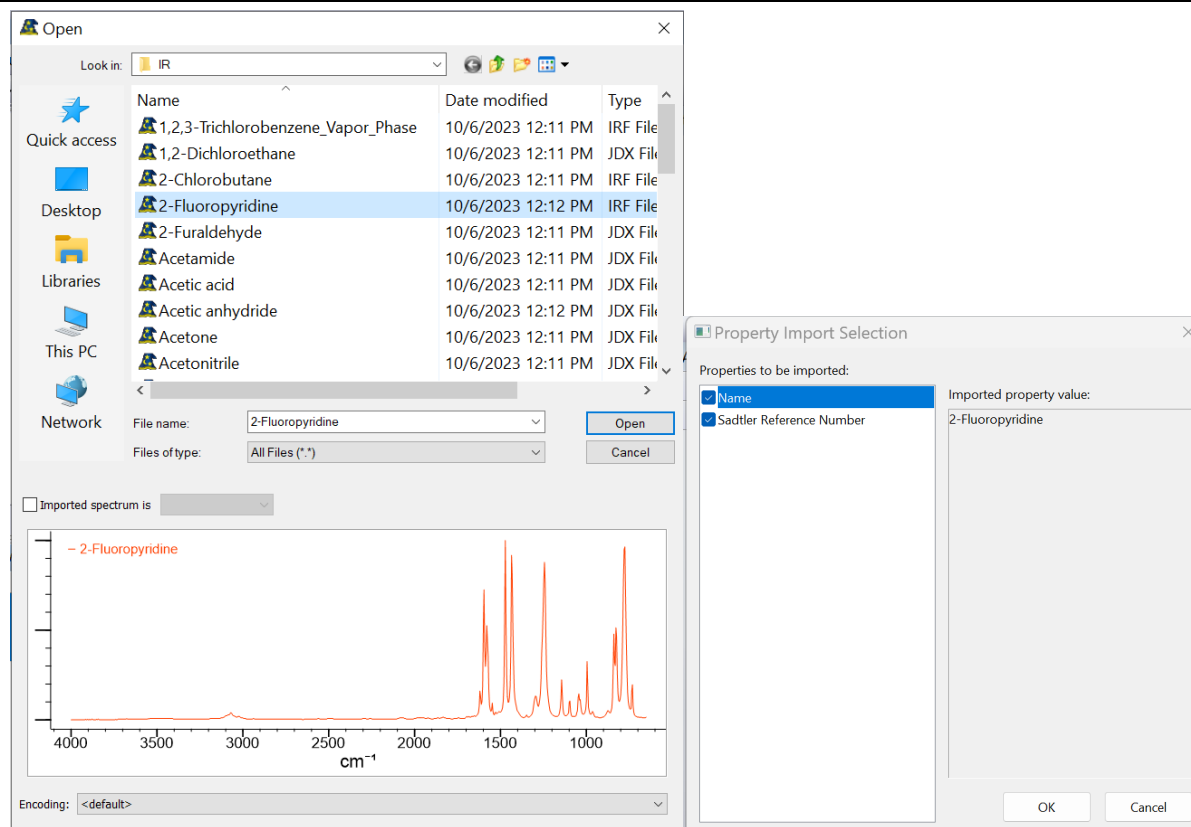
Click **OK**.

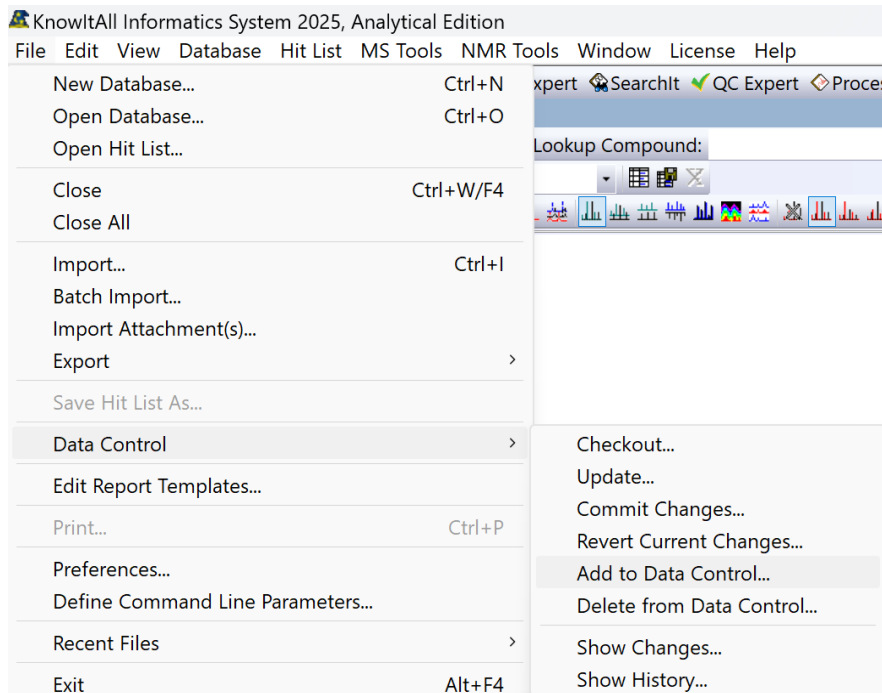


The image shows a 'New Database Creation' dialog box with the following fields and options:

- Data Source:**
  - ☒ Create on local system
  - ☐ Create on Data Control
- Database File Name:** C:\Data Control\Michelle Data Control Demo (with a 'Browse...' button)
- Repository:** http://wiley.svn.knowitall.com/svn/editabledatabases/Currently Active/I (with a dropdown arrow)
- Database Name:** Michelle Data Control Demo 2
- Database Abbreviation:** Test2
- Version:** 1.00
- First ID:** 1
- Primary Copyright Message:** (empty text box)
- Brief Copyright Message:** (empty text box)
- Buttons:** OK and Cancel

- 3
- Navigate to **File > Import** to import a spectrum or structure.
- Click **Open**.
- Follow the prompts to import your file.

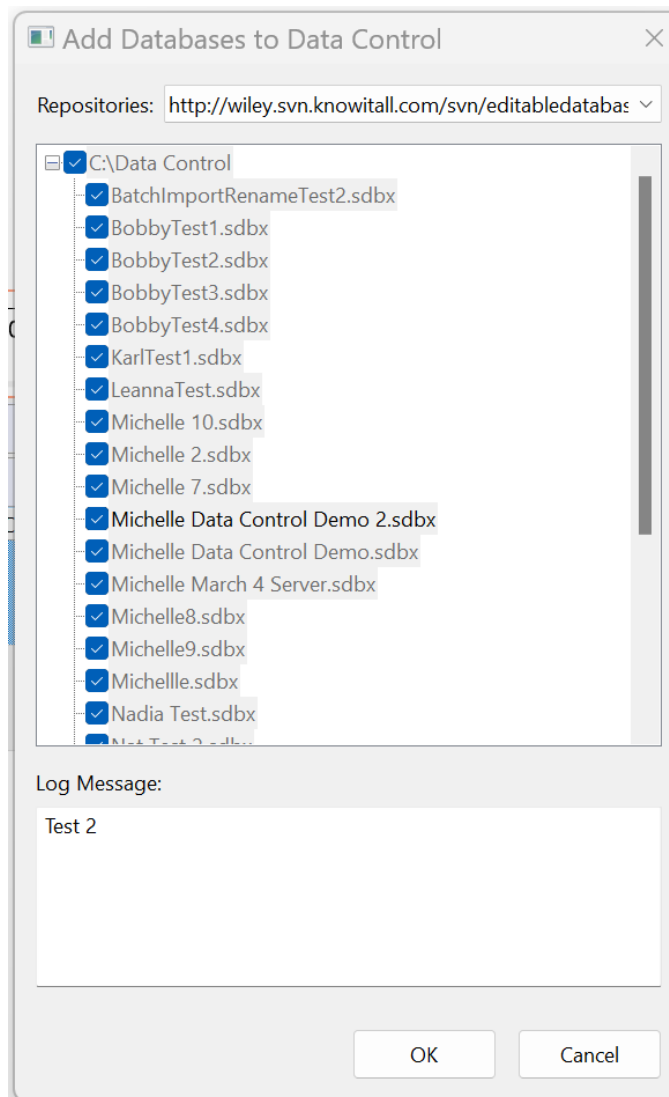


4	Navigate to <b>File &gt; Data Control &gt; Add to Data Control</b> .	 <p>KnowItAll Informatics System 2025, Analytical Edition</p> <p>File Edit View Database Hit List MS Tools NMR Tools Window License Help</p> <p>New Database... Ctrl+N Open Database... Ctrl+O Open Hit List...</p> <p>Close Ctrl+W/F4 Close All</p> <p>Import... Ctrl+I Batch Import... Import Attachment(s)... Export &gt;</p> <p>Save Hit List As...</p> <p><b>Data Control</b> &gt;</p> <p>Edit Report Templates...</p> <p>Print... Ctrl+P</p> <p>Preferences... Define Command Line Parameters...</p> <p>Recent Files &gt;</p> <p>Exit Alt+F4</p> <p>Lookup Compound:</p> <p>Checkout... Update... Commit Changes... Revert Current Changes... <b>Add to Data Control...</b> Delete from Data Control... Show Changes... Show History...</p>
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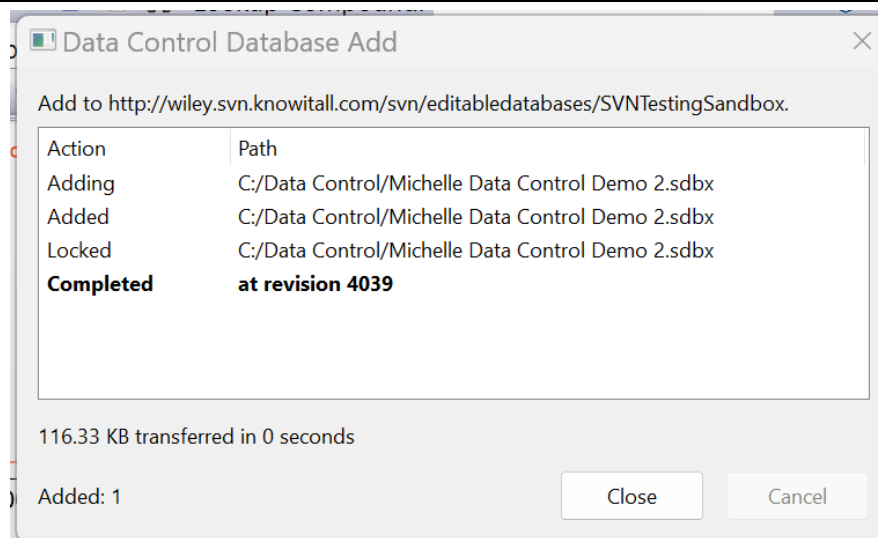
5 Select the new database to be added.

Enter a description in the **Log Message** field.

Click **OK**.



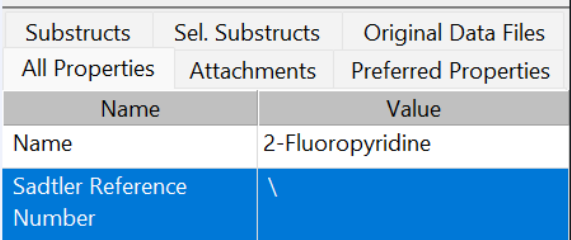
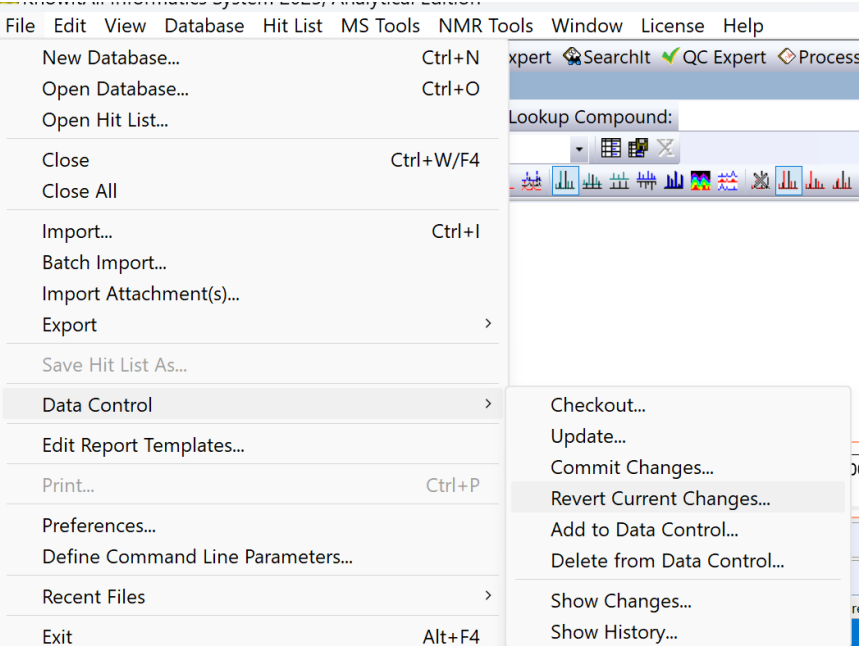
6 Click **Close**.



The new database is now in KnowItAll Data Control.

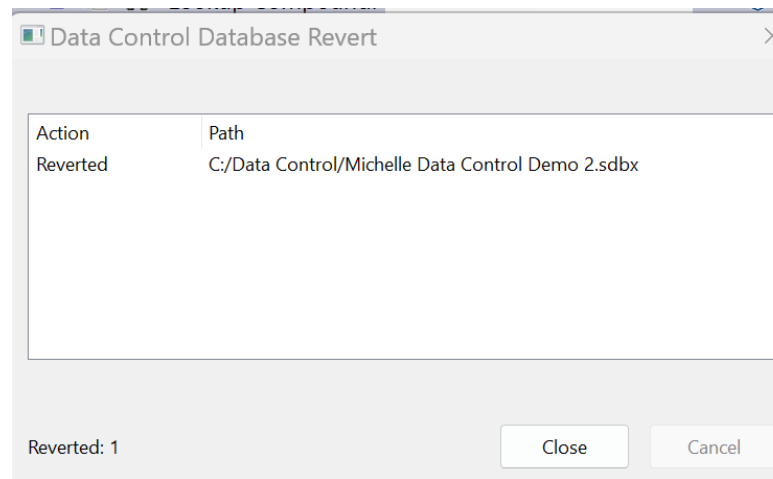
## Revert a Change

If one made changes to a database and would like to revert to the previous version of the database, one can use this command to do that.

	Action	Result
1	<p>Open a database in <b>Data Control</b> using <b>Open for Editing</b>.</p> <p>Make some edits to the database.</p>	
2	<p>Navigate to <b>File &gt; Data Control &gt; Revert Current Changes</b>.</p>	

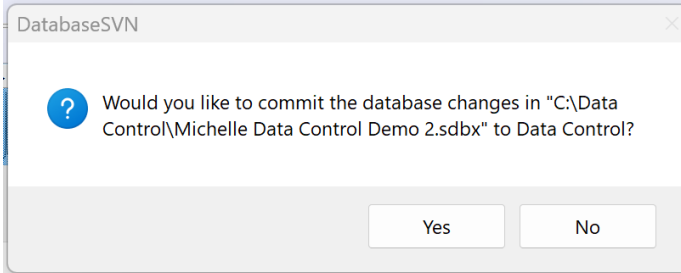
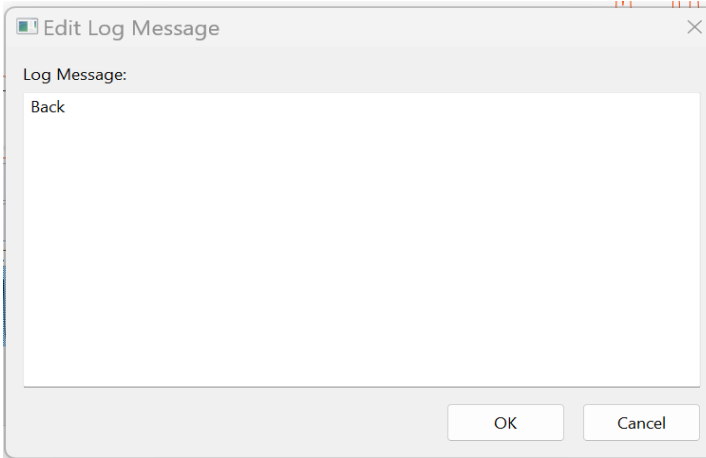


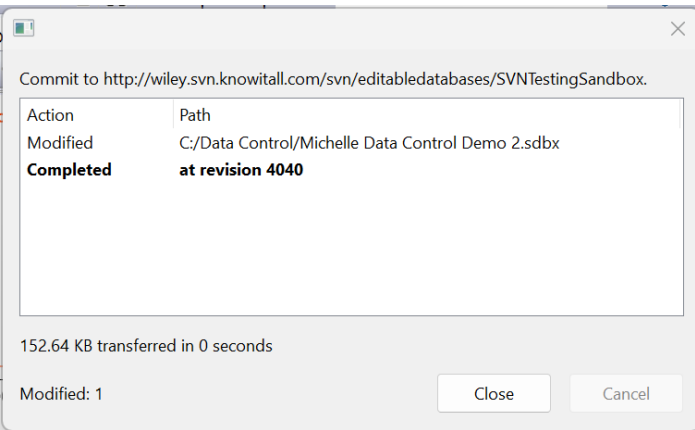
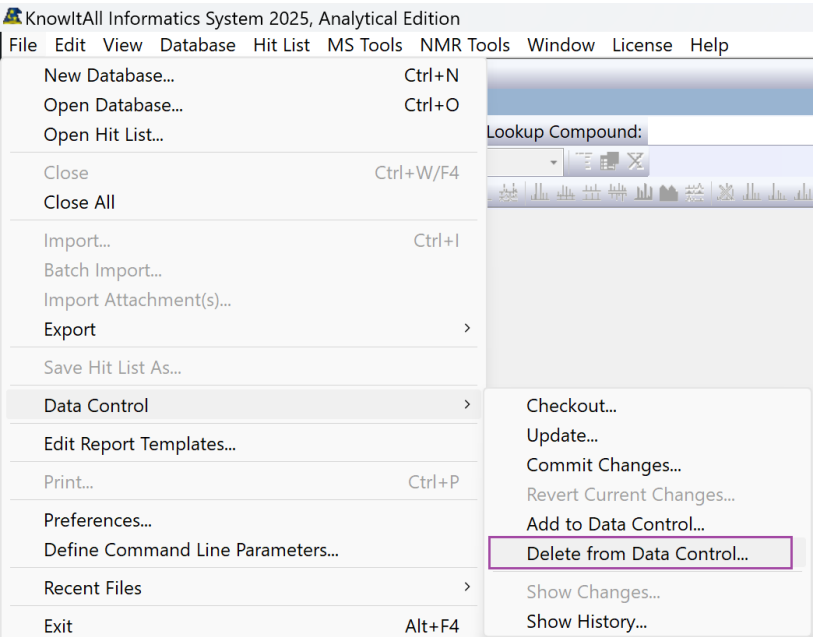
3

Click **Close**.

You get the previous version of the database from Data Control.

## Delete a database from KnowItAll Data Control

	Action	Result
1	<p><b>Note:</b> The database needs to be closed in KnowItAll to be able to delete it.</p> <p>Close the database by clicking the “x” in the top right.</p> <p>To release the lock on this database, click <b>Yes</b>.</p>	
2	<p>You may be prompted to provide a log message if you made edits.</p> <p>Click <b>OK</b>.</p>	

3	Click <b>Close</b> .	
4	Navigate to <b>File &gt; Data Control &gt; Delete from Data Control</b> .	

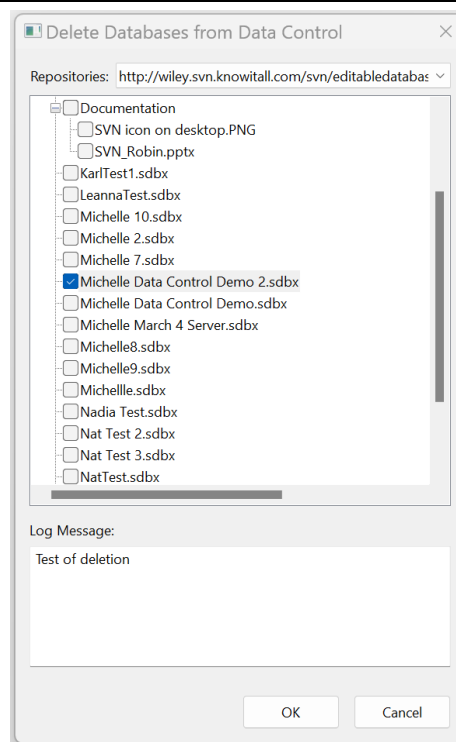
5 Select the database you wish to delete.

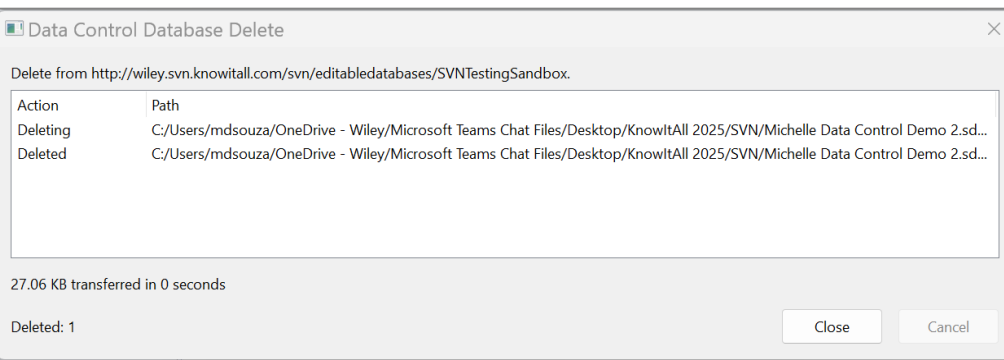
Enter a reason into the **Log Message** field.

Ensure the database is:

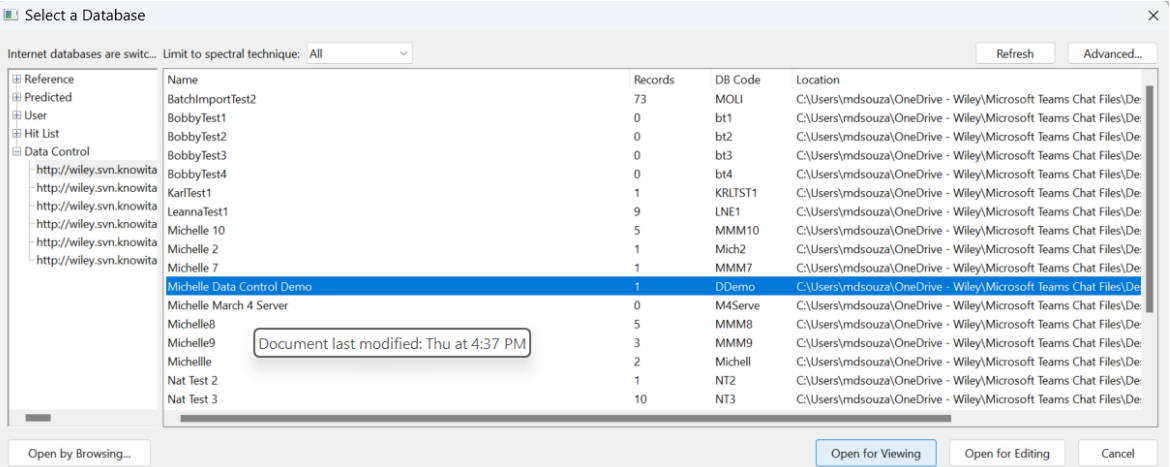
- not locked by others
- not open in **KnowItAll**

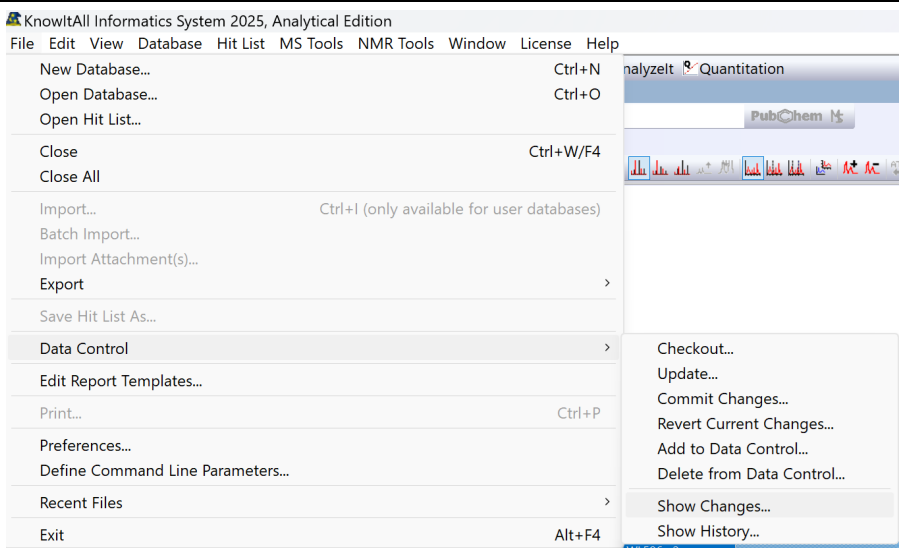
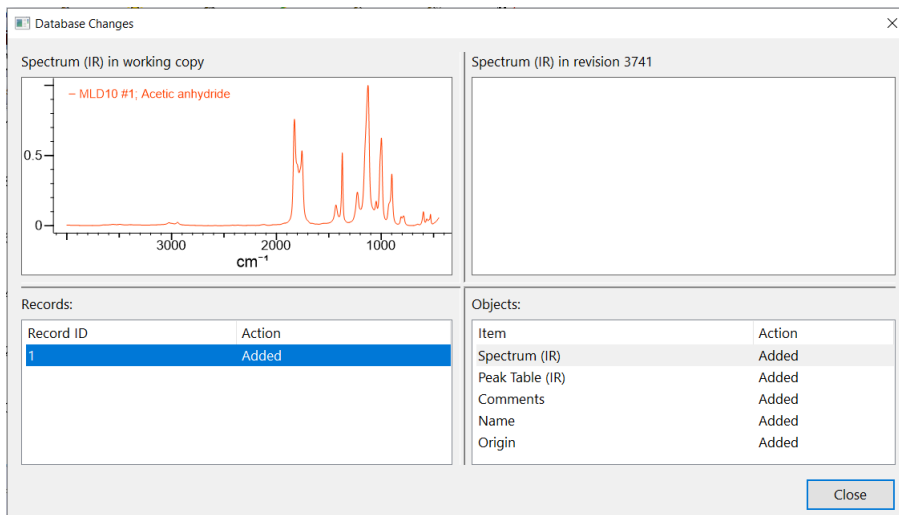
Click **OK**.



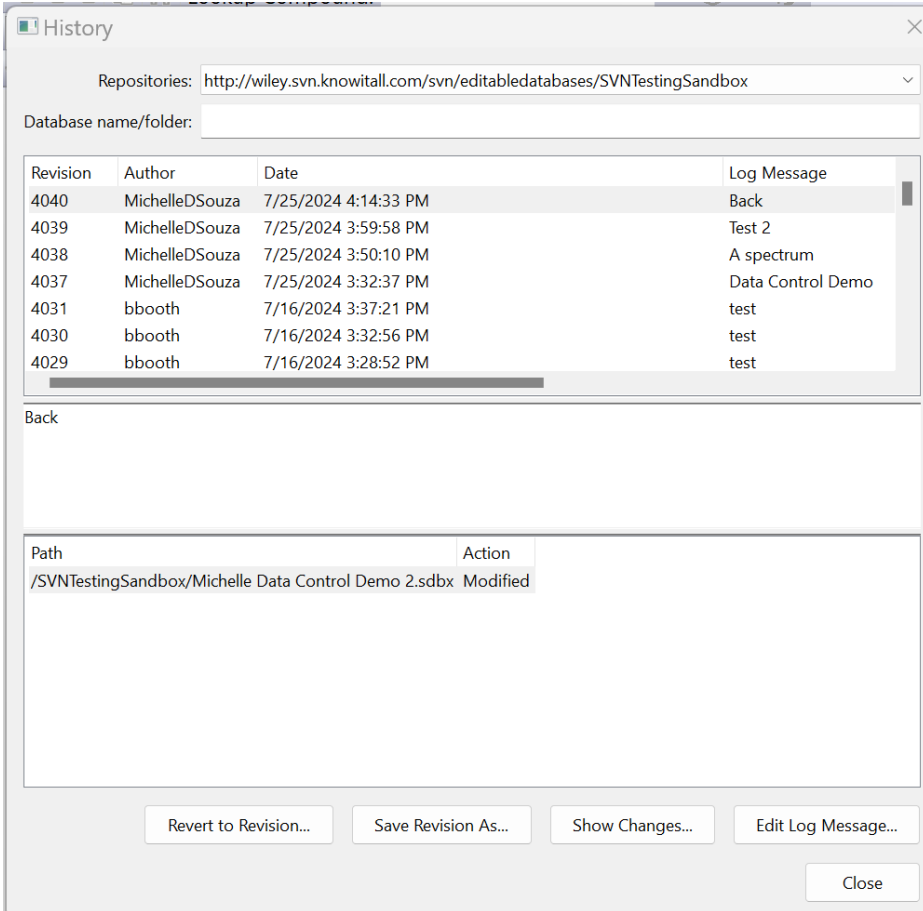
6	Click <b>Close</b> .	<p>You would receive a confirmation of the deletion.</p> 
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## See changes made to a database

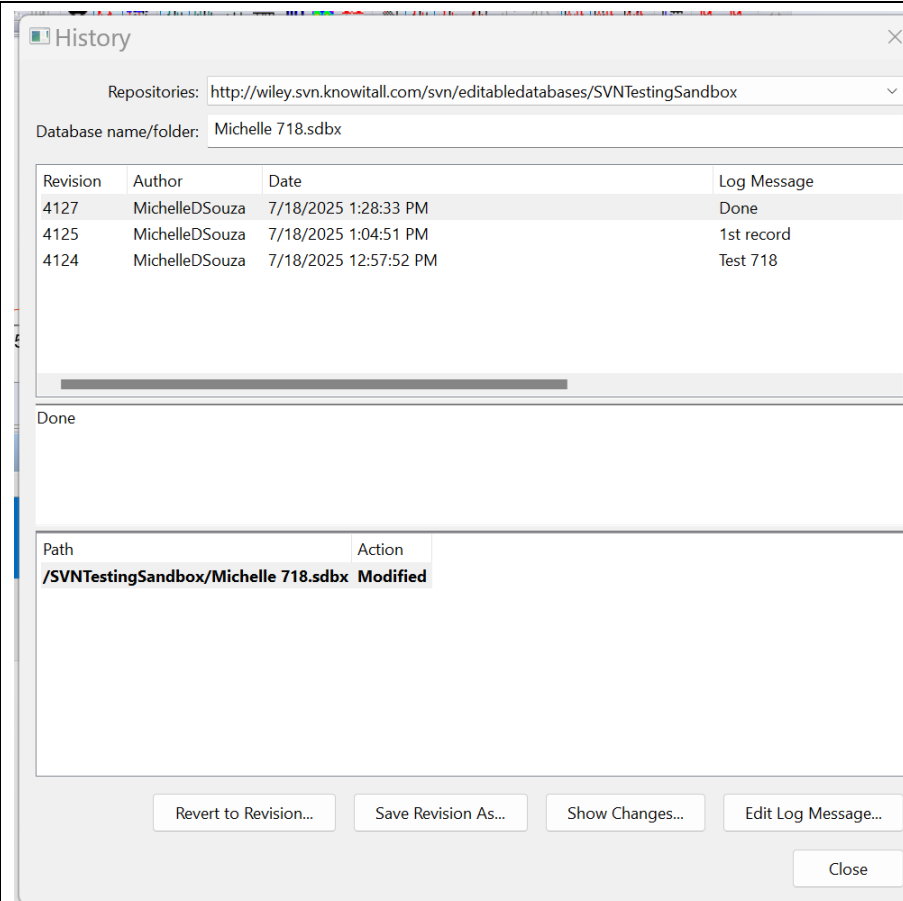
	Action	Result
1	<p>Open a checked-out database in <b>Minelt</b>.</p> <p>Click either <b>Open for Viewing</b> or <b>Open for Editing</b>.</p>	

2	<b>Navigate to File &gt; Data Control &gt; Show Changes.</b>	 <p>KnowItAll Informatics System 2025, Analytical Edition</p> <p>File Edit View Database Hit List MS Tools NMR Tools Window License Help</p> <p>New Database... Ctrl+N Open Database... Ctrl+O Open Hit List... Close Ctrl+W/F4 Close All Import... Ctrl+I (only available for user databases) Batch Import... Import Attachment(s)... Export &gt; Save Hit List As... <b>Data Control</b> &gt; Edit Report Templates... Print... Ctrl+P Preferences... Define Command Line Parameters... Recent Files &gt; Exit Alt+F4</p> <p>Quantitation PubChem Checkout... Update... Commit Changes... Revert Current Changes... Add to Data Control... Delete from Data Control... <b>Show Changes...</b> Show History...</p>																
3	If the database has been edited, the changes will be shown.	 <p>Database Changes</p> <p>Spectrum (IR) in working copy -- MLD10 #1; Acetic anhydride</p> <p>Spectrum (IR) in revision 3741</p> <p>Records:</p> <table border="1"><thead><tr><th>Record ID</th><th>Action</th></tr></thead><tbody><tr><td>1</td><td>Added</td></tr></tbody></table> <p>Objects:</p> <table border="1"><thead><tr><th>Item</th><th>Action</th></tr></thead><tbody><tr><td>Spectrum (IR)</td><td>Added</td></tr><tr><td>Peak Table (IR)</td><td>Added</td></tr><tr><td>Comments</td><td>Added</td></tr><tr><td>Name</td><td>Added</td></tr><tr><td>Origin</td><td>Added</td></tr></tbody></table> <p>Close</p>	Record ID	Action	1	Added	Item	Action	Spectrum (IR)	Added	Peak Table (IR)	Added	Comments	Added	Name	Added	Origin	Added
Record ID	Action																	
1	Added																	
Item	Action																	
Spectrum (IR)	Added																	
Peak Table (IR)	Added																	
Comments	Added																	
Name	Added																	
Origin	Added																	

## Check KnowItAll Data Control history

	Action	Result
1	Navigate to <b>Data Control &gt; Show History</b> .	 <p>All revisions made to the database will be shown with a time stamp.</p>

2 Pick which revision to return database to





3 Click **Revert to Revision** button

Click **Yes** button in the pop-up dialog to confirm.

