



# InterConneX for iPad

## Item Selection

### Overview

InterConneX is an iPad app that lets you create a repository of files and data right on your iPad. It provides for exchanging files and data between apps on your device, other devices — and even Macs — running ChronoAgent or InterConneX, remote files via an SFTP Server connection, as well as select cloud storage services. This can be particularly useful when you are away from your Mac and wish to access and manipulate files remotely.

### Tutorial

This tutorial will walk you through the various methods of selecting and deselecting items in InterConneX. These operations are useful for when you want to perform various actions on multiple files or folders. Here, four methods will be explained. The method you choose for selecting and deselecting will likely be a personal preference. No method is any better than the others.

When you are finished reading this document, read the other documents — Getting Started, Actions & Tools, Document Exchange, Pasteboard Exchange, and Sharing with Others — to learn how to use specific areas of InterConneX in more detail.

### Tip

In this tutorial, you'll need to have several files available to work with. You should become familiar with the "Duplicate a File" section in the "Getting Started" document. This will guide you in creating extra files for use in these selecting and deselecting exercises.

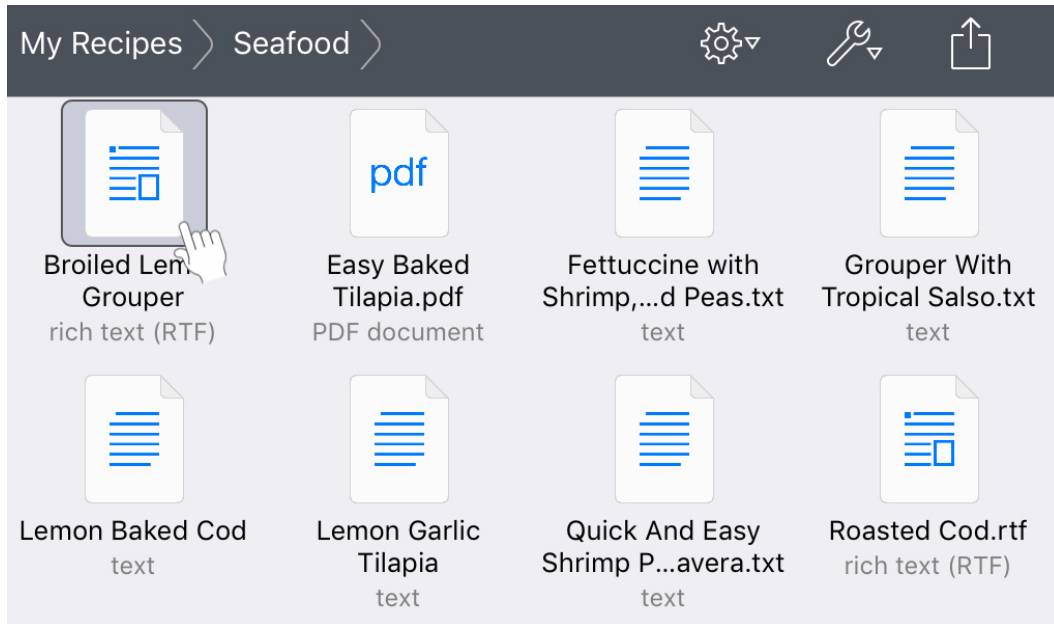
### Online Resources

This document and other online resources can be found on the Econ Technologies' website:

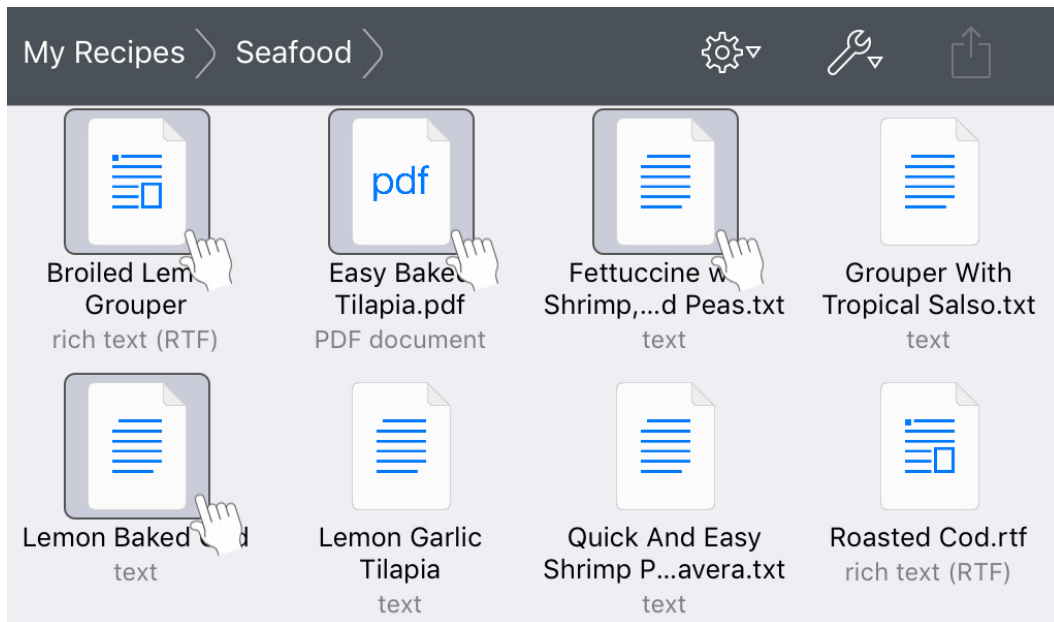
<https://www.econtechnologies.com/icx-ipad-docs.html>

## Standard Selection

- Tap a file to select it.

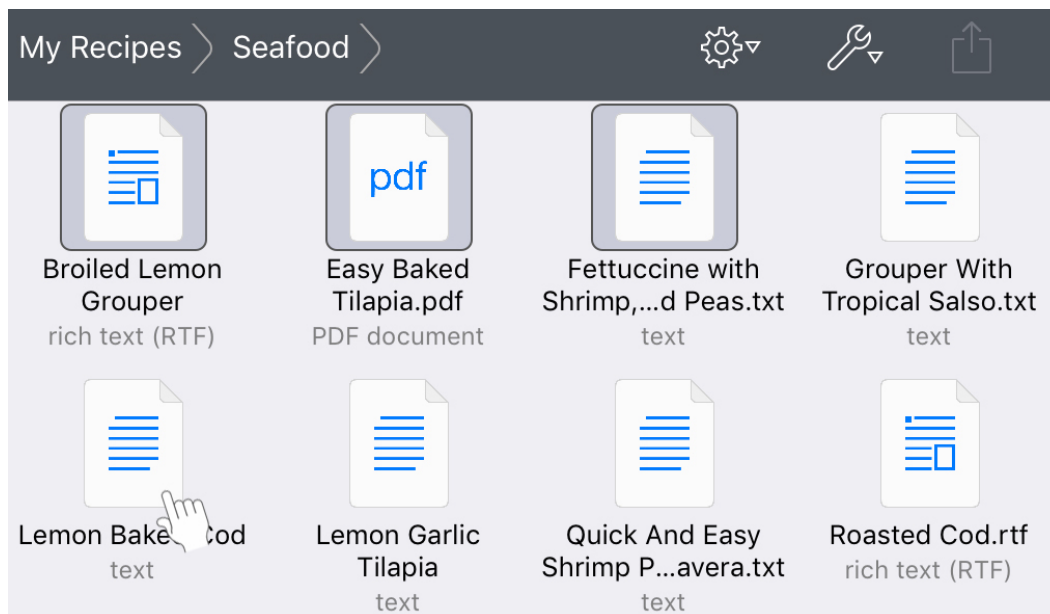


- Tap on additional files to select them.



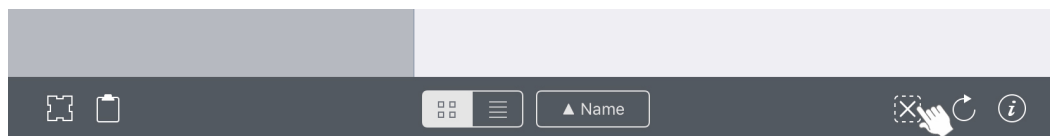
Every file you tap on will add to the selection and actions you invoke will be performed on the multiple items.

- Tap on a selected file to deselect it.



You can deselect all but the last file in a selection, i.e. if there is only one file selected, you cannot deselect it by tapping it.

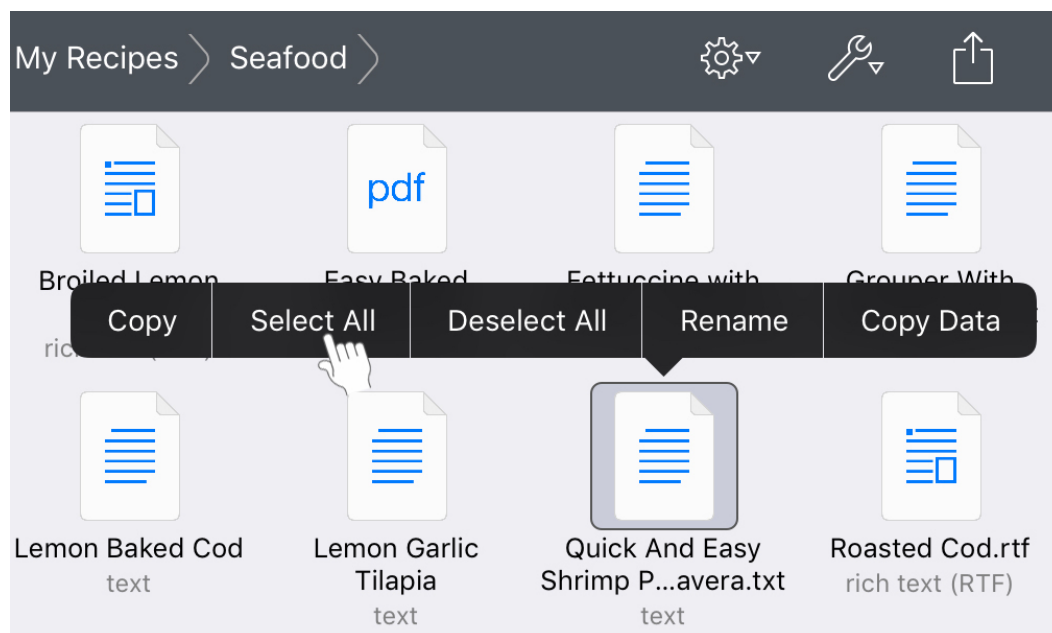
- To deselect the last selected file, tap on any “white space” to clear the selection.
- To deselect one or more files, you can also tap on the ‘clear selection’ icon at the bottom of the screen.



Note that shaking the device will also clear the selection.

## Contextual Menu

- Tap and hold on a file for one-half second for the contextual pop-up menu to appear.



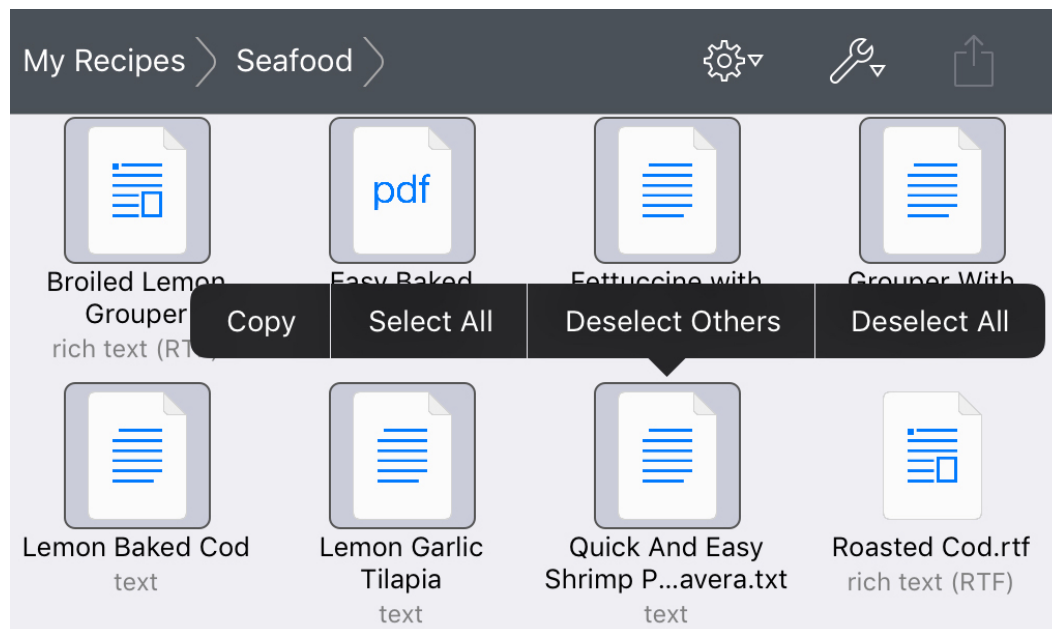
- Choose "Select All" from the menu.

Alternatively, you could choose "Deselect All" from the menu.

All items are now selected and any action performed will be done on all items.

## Range Selection

- Tap and hold on a file for one-half second for the contextual pop-up menu to appear.
- Keep holding for another second and it disappears.
- While still holding the icon you just tapped, tap another icon and the range of icons between your first finger hold and the second finger tap will be selected. Note this operation is easier if two hands are used to access the device.
- Upon release of the first finger, the popover menu re-appears.



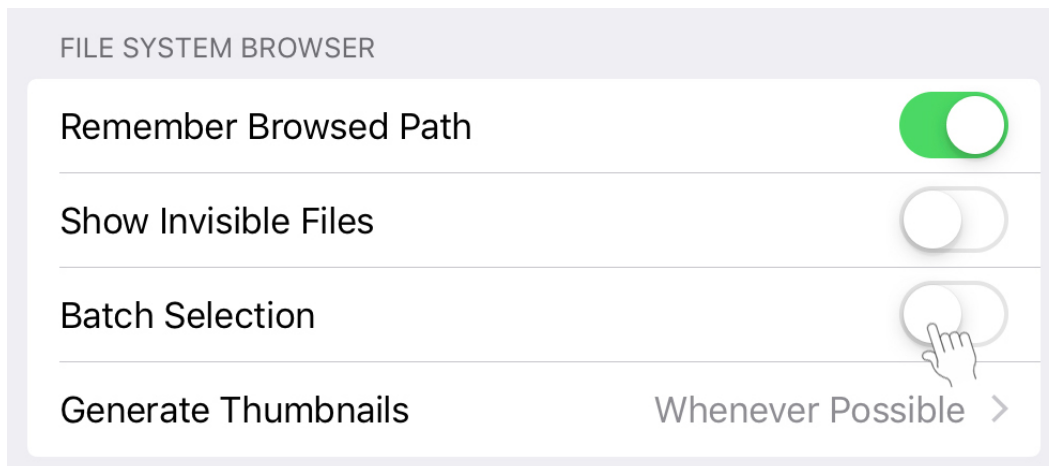
- If you choose "Deselect All", all documents will be deselected.
- If you choose "Deselect Others", all documents will be deselected except for the first-tapped document. This is handy if you want to perform an operation on a single file but did not clear your selection first.

## Batch Selection

- Turn ON “Batch Selection” in the InterConneX Settings, found under your iPad “Settings” application.

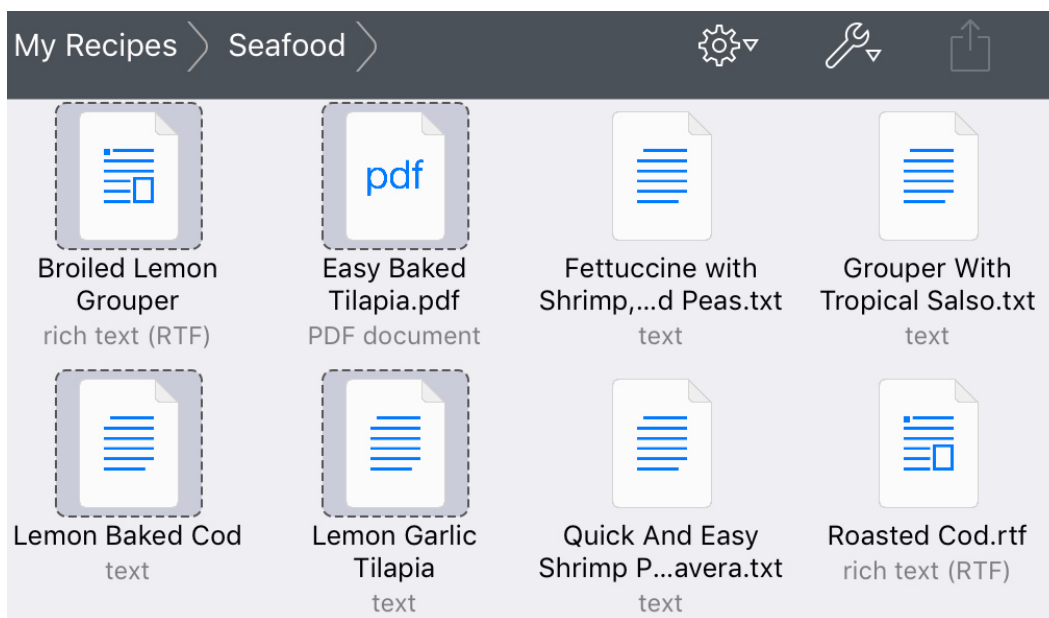


Batch selection is a simple variation of standard selection.



- Switch back to InterConneX.
- Tap on a document to begin a batch.

A batch selection will have a dashed outline around the file. When a batch is “open,” selection is just like normal. You can tap other items to extend a batch, tap selected items to deselect them, etc.



A batch is short-lived — it will last for exactly four seconds before timing out. Once the batch times out, selected items return to having a solid frame and the batch will be “closed.” Every time you tap to select/deselect, the batch timer starts over. Thus a batch can stay open indefinitely as long you actively interact with items. Once a batch closes, tapping on any of the selected items can reopen it.

The benefit of batching is that when a batch closes and you tap an icon that is not selected, your previous selection clears and you end up starting a new batch from scratch. When managing files, you usually select a file or group of files, then perform an action on them. After the action is performed, you typically want to move on to another file or group of files. Batch selection allows you to seamlessly work this way without ever having to worry about deselection.

## Conclusion

Now that you have learned about the various methods of selecting and deselecting items in InterConneX, you should read the ‘Actions & Tools’ tutorial to learn about the various selections of the “Actions” and “Tools” menus.