Restyaboard User Guides

Welcome to Restyaboard! This walk through guide will help you begin your journey with the app

Create An Organization

In Restyaboard Project belongs to *Organizations*. You can describe the Organization as a space for your team, business or even your company to work as one. You can add your teammates to the Organization to work on any specific project.

After signing up, the first screen that will show up will be the Organization creation form. You can simply input any desired name to continue.
If you want to join any organization, you can ask any existing members to invite you.

Create A Board

- As you set up your Restyaboard account, you will land on dashboard page where you can create your board
- Click on Create new board or + button. A new window will pop up.
- Provide a name for your board.You can modified this whenever you want.
- Choose a template to begin your project.

Restyaboard Tips : You can import boards from other services like Github and Trello by using Import from Github and Import from Trello accordingly.

Let's Get Started With Basics

Before diving deep into the core concepts, here is a quick overview of some of the major concepts:

- When you consider creating any Projects or Boards, you need to have some understanding about Cards. Cards are simple and it simply represents the tasks. It can be anything that needs to get done, like a commercial call or a bug resolution, or even a meeting report or a business contact. You can create as many cards as you want.
- Now. let's have some insights on Lists. Lists can help you manage the work flow for your tasks or helps you sort your tasks. You can create multiple Lists in the same project, which let you have multiple ways of grouping your cards.
- Finally you can add members or labels to the card you have created. It also provides options to set the due date, create a template and more.

The Project Work space

- The main area comprises of all major details about your Board. You will see your cards, lists and more.
- The space above the main area is dedicated for some important settings as well as few other features.

1. Here you can add members to your organization in click.
2. You can change the visibility of your organization from public to private or to organization.
3. You can also change the display style to List or Grid as well.
4. Allows you to preview Calendar and Gantt.

- Bottom of your screen is all about Navigation and Filter.

1. You will find the notifications
2. You can create a board instantly by clicking the + plus button.
3. You can navigate through your Boards, you can choose any apps as well.
4. Option to change the language is also available here.

Add Lists And Cards

- This may be the first step you should consider doing when start creating any board.

- You can simply click on 'Add A List' to   create Lists.
- We suggest using Lists effectively to represent various steps in your Project's work flow. This makes it easy for everyone to visualize the progress of a project. The simplest ones are To do, Doing, Done
- Later you can start adding cards to the Lists you have created.
- Click on 'Add A Card' at the bottom of any List to create a new card or else you can make use of the + button to add a card in one click.
- According to RestyaBoard, Cards represent Tasks.
- You can drag and drop cards to the desired list according to the status of the assigned tasks. It will display within the relevant list.

Card Overview

More than just a simple title, cards consists of several other features and options. You can just click on any particular card to open its content.You can either choose to open it in a window or you can preview it with in your work space.

Card Layout

1. Title: Name of the card. Click to edit
2. Add Members: Add new members to the card by simply clicking the button.
3. Add Labels: You can add labels simply by clicking the + button.
4. Description: The space allows you to describe your card.
5. Activity: Space for comments and any changes made to card. You add new comments as well.
6. Attachments: Let you attach a file from your computer and drop box as well.
7. Add Color: You can add Color to any particular card.
8. Add Checklist: Let you add checklist to your card, which in turn help you in organizing your tasks better.
9. Add Estimate:Set an estimate time to prioritize your tasks.
10. Card Actions: Perform actions such as Move, copy, subscribe, and creating template by using this.
11. Archive: Use this to Delete the card or to Send the card to the Board.

Edit Attributes

1. Add Members: Assign members to the card. Members are automatically subscribed to card activities
2. Add Labels: Tags that helps you spot and filter the cards.
3. Description: The space to describe the card.
4. Attachments: Upload any files to the card.
5. Add Start Date: Add a start date for your card using this.
6. Add Due Date: Set Due Dates to your cards for successful task completion.

Comment Zone

Comment Zone allows to discuss about a card. You will find it below the Activity section of your card.

Add Cards To The Comment

This is more like mentioning other cards in comments. In other way we can call it sub-cards. Label of that particular card will get displayed in comment as you add it.

Mention A member

Mention any member in your comment. This makes it easy to request their attention and invite them to the conversation as-it-happens.

Customize Your Cards

- You have to deal with distinct tasks, which demands different actions. You have to specify them accordingly then.
- You can customize your cards by creating templates accordingly or by selecting pre-existing templates.
- Only the admins of the project can manage card models.
- You can also create templates in the card view.

Import From External Services

Restyaboard allows you to connect with external services like Github and Trello. It lets you import repositories from Github and board from Trello.

Support Channels

Get support from Restyaboard team and share your feedback at restya.com.
Check out the development of Restyaboard at (Fill Here)------------. We'll keep it updated as we improve the app and release more features.