

AIMS

Applicant user guide to the online application system

July 2017, v4.0

This user guide is for applicants applying for funding from the Health Foundation using AIMS, our new online application system. We welcome any feedback that will help us improve AIMS or this user guide. Please share your comments with the programme team.

Only applications submitted through <https://AIMS.health.org.uk> will be considered. Please access all the supporting information documents from our website before using AIMS, and have these to hand when you are completing your application. Please also familiarise yourself with AIMS at an early stage of your application, as we may not be able to respond to all technical queries close to the deadline for applications. We will however endeavour to resolve all technical issues in a timely fashion.

We aim to resolve all technical issues (e.g. not able to submit an application form) within five working days. If you need to log a technical issue, or have any queries about the programme or the application process that cannot be answered by the specific programme supporting information documents, then please contact the programme team, whose contact details can be found in the programme guidance.

Key tips:

- We recommend that you save the AIMS online application system address into your favourites so it is easy to access, and use the latest version of Firefox or Chrome.
- Please register with the contact details of the person who should receive all the information regarding the application.
- If you are applying on behalf of an organisation and registering for the first time, please tick the 'Register with Organisation' box and, when you are directed to the AIMS home page, register with the details of the organisation via the 'Contacts' tab. Otherwise, you will not be able to apply on behalf of the organisation.
- To access your application form after logging back in, please click on the Task 'Application form submission' link in the Task column for the relevant application, as seen in Section 3B.

Contents

Step 1: Register as a new user

Step 2: Select the programme you would like to apply to

Option A: If you are applying for an individual fellowship, such as Improvement Science Fellowships, GenerationQ or for Q.

Option B: If you are applying for any other Health Foundation programme on behalf of an organisation or a research team, such as our Behavioural Insights, the Economic and Social Value of Health or Innovating for Improvement programmes.

Step 3: Complete the application form

- A: Navigating through the application form
- B: Returning to your application form
- C: Specific question guidance
- D: Submitting your application for assessment
- E: Viewing your application after submission

Step 1: Register as a new user

Before you can apply for a programme, you must register as a new user with AIMS. You only need to do this the first time you use the system. After that, you can log in with your email address and password.

To register as a new user, please go to <https://AIMS.health.org.uk> and click on the 'Register' button at the bottom of the page, as shown below.

Key tip: Please register with the contact details of the person who should receive all the information regarding the application.



About AIMS

Existing Users

Please sign in to access your account.

Email:

Password:

Remember my login on this computer

[Forgotten your password?](#)

New Users

Please register with us to create your account.

Register

This takes you to the new user registration screen, as shown below. Please enter the information requested, noting that if a question has a red asterisk at the end, this is a mandatory field and you will not be able to continue until you have entered this information.

Key tip: If you are registering to apply for an individual fellowship such Improvement Science Fellowships, GenerationQ or for Q, please do not tick the 'Register with Organisation' box. This is because these programmes only accept applications from individuals.

If you are registering for any other programme, such as our Behavioural Insights, the Economic and Social Value of Health or Innovating for Improvement programmes

- please ensure that you are registering with the email address of the person who should receive all correspondence for the application
- please tick the 'Register with Organisation' box when registering; this is because these programmes only accept applications from organisations (not individuals).

Register

The screenshot shows a registration form with the following fields:

- First names: John
- Last name: Smith
- Email: John@Smith.com (with validation message: Enter a valid email address)
- Password: (redacted)
- Password confirmation: (redacted)
- Register with organisation: (highlighted with a red oval)

At the bottom left, there is a note: * required.

Once you have done so, click on the 'OK' button. You will be directed to the page below which asks you to verify your email address. Follow the instructions in the email to verify your email address and complete registration.



Verify email address

To complete the registration process, an email has been sent to john@smith.com.
Please read and follow the instructions in this email to verify your email address.

Step 2: Select the programme you would like to apply to

Once you have registered with the email address of the person who will receive all correspondence for the application, you will be directed to the AIMS home page.

There are two pathways to the application form (option A or option B) depending on which programme you are applying for.

Option A: If you are applying for an individual fellowship, such as Improvement Science Fellowships, GenerationQ or for Q – please refer to page 5.

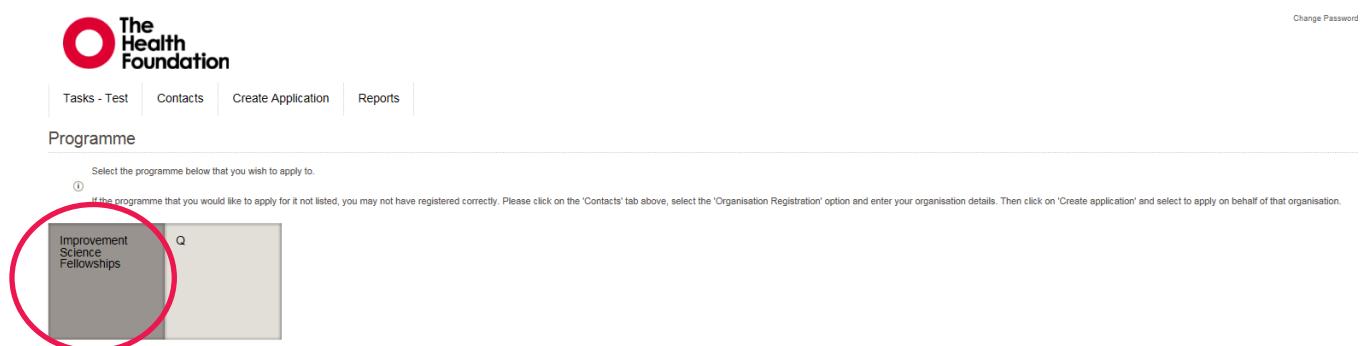
Option B: If you are applying for any other Health Foundation programme on behalf of an organisation or a research team, such as our Behavioural Insights, the Economic and Social Value of Health or Innovating for Improvement programmes – please refer to pages 6–8.

Option A: If you are applying for an individual fellowship, such as Improvement Science Fellowships, or for Q

Please click on the ‘Create Application’ tab to begin your application, as shown below.



Select the scheme you would like to apply for from the programmes that are currently open for application by clicking on the relevant tile, as shown below.



Please now go to page 9 for the next step in the process – **Step 3: Complete the application form.**

Option B: If you are registering for any other programme, such as our Behavioural Insights, the Economic and Social Value of Health or Innovating for Improvement programmes

If you are applying for a programme on behalf of an organisation, you will first need to register to apply on behalf of that organisation. To do this, click on the ‘Contacts’ tab, and then click on ‘Organisation Registration’ in the drop down menu, as shown below.

The screenshot shows the The Health Foundation application interface. At the top, there is a navigation bar with tabs: Tasks, Contacts, Create Application, and Reports. The 'Tasks' tab is currently selected. Below the navigation bar, there is a sub-menu titled 'Edit My Details'. Under this sub-menu, there is a link labeled 'Organisation registration'. This link is highlighted with a red oval. A tooltip message next to it says: 'Please enter the name of the organisation below and click 'Search' to check it is not already registered.' At the bottom of the interface, there are search filters for 'Applicant: All', 'Scheme: All', 'Started Date: All', 'Task: All', and a 'FILTER' button.

First search for your organisation to ensure it is not already in our database. You can do this by entering the organisation name in the search box and clicking on the ‘Search’ button, as shown below. Please make sure that you have not included any abbreviations in your search and you know the exact name of your organisation, otherwise there may be a risk that you create a duplicate organisation.

The screenshot shows the 'Organisation Search' page. At the top, there is a navigation bar with tabs: Tasks, Contacts, Create Application, and Reports. Below the navigation bar, there is a section titled 'Organisation Search'. A tooltip message says: 'Please enter the name of the organisation below and click 'Search' to check it is not already registered.' Below this, there is a form with a label 'Search Parameters' and an input field 'Organisation Name:' containing the text 'Organisation'. A red oval highlights this input field. Below the input field is a 'SEARCH' button.

If you cannot see your organisation in the list that is returned, then please create a record for the organisation. To do this, click on the underlined ‘Create Organisation’ link, as shown overleaf.



Tasks Contacts Create Application Reports

Organisation Search

- ⓘ Scroll down to see results or click here
- ⓘ Please enter the name of the organisation below and click 'Search' to check it is not already registered.

Search Parameters

Organisation Name:	Application
<input type="button" value="SEARCH"/>	
Create Organisation	
Organisation Name	Full Address

No organisations were found for the information you entered - Create a new organisation by clicking on 'Create Organisation'

Create Organisation

Enter the contact information for the organisation, using the registered head office address where possible, and click on the 'Save' button, as shown below.



Tasks Contacts Create Application Reports

Edit My Details - Add Organisation

Organisation details

ⓘ Please enter the details for your Organisation. Click the "Save" button below to create the organisation or click the "Close" button to return to the Organisation search.

Main

Organisation Name: *	<input type="text" value="Applicant Organisation"/>
Website:	<input type="text"/>

Address

Address Line 1: *	<input type="text" value="Building 1"/>
Address Line 2: *	<input type="text" value="A Road"/>
Address Line 3:	<input type="text"/>
Address Line 4:	<input type="text"/>
Country: *	<input type="text" value="England"/>
Region:	<input type="text" value="East of England"/>
Postcode: *	<input type="text"/>
Main Address:	<input checked="" type="checkbox"/>

* required

Once you have successfully registered the organisation, you will see the screen overleaf. Please click on the 'Create Application' tab at the top of the menu to begin your application.

The Health Foundation

Tasks Contacts **Create Application** Reports

Edit My Details - Add Organisation

Organisation details

Please enter the details for your Organisation. Click the "Save" button below to create the organisation or click the "Close" button to return to the Organisation search.

Main

Organisation Name: *	Applicant Organisation
Website:	<input type="text"/>
Address	
Address Line 1: *	Building 1
Address Line 2: *	A Road
Address Line 3:	<input type="text"/>
Address Line 4:	<input type="text"/>
Country: *	England
Region:	East of England
Postcode: *	<input type="text"/>
Main Address:	<input checked="" type="checkbox"/>
<input type="button" value="SAVE"/> <input type="button" value="CLOSE"/>	

* required

You will need to select the organisation that you are applying on behalf of. This will then give you access to the relevant applications. You can see this in the 'Party Name' column. To select the organisation, click on the underlined 'Select' link at the end of the row, as shown below.

The Health Foundation

Change Password Logout Help AIMS 3.2.0 You're using Explorer 11 on Windows

Welcome, An Applicant

Tasks Contacts Create Application Reports

Contact Selection

If you are applying for a fellowship or for Q, please select the option to apply for yourself.
For all other programmes, please select the relevant organisation.

ID	Contact Type	Party Name	
31201	Yourself	Joe Bloggs	Select
31293	Organisation	Applicant Organisation	Select

Once you have selected this, choose the programme you would like to apply for from the drop down menu and click on the 'Add' button, as shown below. This will send you to the application form.

The Health Foundation

Change Password Logout Help AIMS 3.2.0 You're using Explorer 11 on Windows

Welcome, An Applicant

Tasks - Test Contacts Create Application Reports

Programme

App. ID: 62301 Applicant: Anna Wright Program: Q Project title: Project Title Task: Application form submission

Select the programme below that you wish to apply to.

If the programme that you would like to apply for is not listed, you may not have registered correctly. Please click on the 'Contacts' tab above, select the 'Organisation Registration' option and enter your organisation details. Then click on 'Create application' and select to apply on behalf of that organisation.

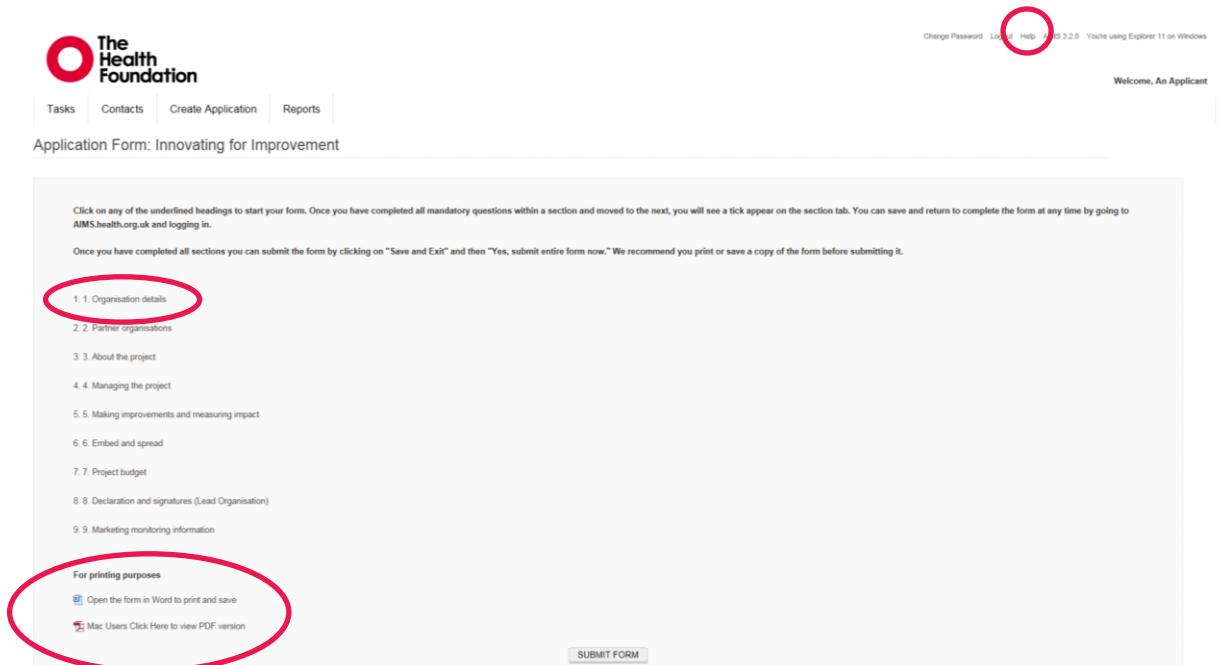
Advancing Applied Analytics	Behavioural Insights	Efficiency Research Programme	Innovating for Improvement	Insight Research Programme	Scaling Up Improvement
-----------------------------	----------------------	-------------------------------	----------------------------	----------------------------	------------------------

Step 3: Complete the application form

A: Navigating through the application form

Once you have selected the programme you wish to apply for, you will then be directed to the application form landing page, as shown below. You can click on any of the headings to go to a section, but we recommend starting with section one and proceeding section by section. You can review your document any time in Microsoft Word or as a PDF by clicking on the links at the bottom of the application contents page. If using Microsoft Word please remove any formatting by clicking on the  button.

You can draft your answers in the Microsoft Word document and then copy them across in unformatted text to the online application form later if you choose. Please see section 3C for information on accessing your application at a later date.



The Health Foundation

Tasks Contacts Create Application Reports

Welcome, An Applicant

Application Form: Innovating for Improvement

Click on any of the underlined headings to start your form. Once you have completed all mandatory questions within a section and moved to the next, you will see a tick appear on the section tab. You can save and return to complete the form at any time by going to [AIMS.health.org.uk](#) and logging in.

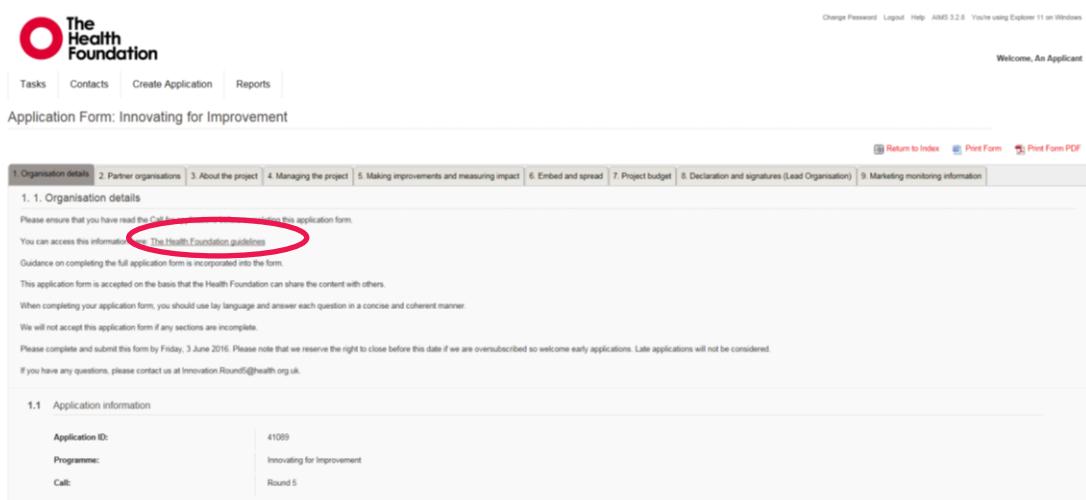
Once you have completed all sections you can submit the form by clicking on "Save and Exit" and then "Yes, submit entire form now." We recommend you print or save a copy of the form before submitting it.

1. 1. Organisation details (circled)
2. 2. Partner organisations
3. 3. About the project
4. 4. Managing the project
5. 5. Making improvements and measuring impact
6. 6. Embed and spread
7. 7. Project budget
8. 8. Declaration and signatures (Lead Organisation)
9. 9. Marketing monitoring information

For printing purposes
[Open the form in Word to print and save](#)
[Mac Users Click Here to view PDF version](#)

SUBMIT FORM

Each section links to the specific programme supporting information documents at the top of each tab. You can also access this applicant user guide at any time by clicking on the 'Help' link at the top of the page. This is shown below.



The Health Foundation

Tasks Contacts Create Application Reports

Welcome, An Applicant

Application Form: Innovating for Improvement

1. Organisation details (circled)
2. Partner organisations
3. About the project
4. Managing the project
5. Making improvements and measuring impact
6. Embed and spread
7. Project budget
8. Declaration and signatures (Lead Organisation)
9. Marketing monitoring information

Please ensure that you have read the Call for Applications and the terms and conditions of this application form. You can access this information via [The Health Foundation guidelines](#). Guidance on completing the full application form is incorporated into the form.

This application form is accepted on the basis that the Health Foundation can share the content with others. When completing your application form, you should use lay language and answer each question in a concise and coherent manner. We will not accept this application form if any sections are incomplete.

Please complete and submit this form by Friday, 3 June 2016. Please note that we reserve the right to close before this date if we are oversubscribed so welcome early applications. Late applications will not be considered.

If you have any questions, please contact us at Innovation.Rounds@health.org.uk.

1.1 Application information

Application ID:	41089
Programme:	Innovating for Improvement
Call:	Round 5

You should answer every question in each section before moving to the next section. If a question has a red asterisk at the end of it (as shown below), this indicates a mandatory question. You will not be able to submit your application until you have entered all mandatory information.

The screenshot shows a section of the AIMS application form titled '1.2 Lead organisation'. It includes fields for 'Organisation name*', 'Company/Charity Registration Number (where appropriate)', 'VAT Number (if applicable)', 'Type of organisation*', and 'Website*'. To the right, there is a panel for 'Applicant Organisation' with fields for address, a dropdown menu labeled 'Please select', and a text input for 'www.applicant.com'. Several fields ('Organisation name*', 'Type of organisation*', and 'Website*') are circled in red to indicate they are mandatory.

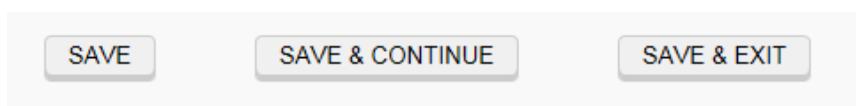
Once all mandatory questions have been answered you will see a red tick on the tab, as shown below.



Alternatively, you can return to the application contents page at any time by clicking on the 'Return to Index' link to review which sections of your application are complete. You can also navigate through the form by clicking on the relevant underlined section, or in the form itself by clicking on the relevant light grey tab, as shown below. It will then turn a darker grey so you can clearly see which section you are working on.



At the bottom of each section are three options, as shown below.



Save – This saves the section you are working on and you remain on the same section.

Save & Continue – This saves the section you are working on and moves you to the next section.

Save & Exit – This saves the section you are working on and takes you to the submission screen where there is also the option to exit the application and log out of AIMS. If you take this option you can log in to continue with your application at a later date by going to <https://AIMS.health.org.uk> and logging in as an existing user. Please see Section 3B for information on how to access your application at a later date.

Key tip: The application automatically saves at regular intervals but we would advise that when completing long sections, or if you need to leave your online application for any period of time, that you manually save your progress.

B: Returning to your application form

To return to your application form at any time, please log in to continue with your application at a later date by going to <https://AIMS.health.org.uk> and logging in as an existing user with the email address and password that you registered with. If you have forgotten your password, you can request to reset your password, as shown below.



About AIMS

The screenshot shows the AIMS login page. At the top, it says 'Existing Users'. Below that, there's a message: 'Please sign in to access your account.' There are two input fields: 'Email:' and 'Password:', each with a corresponding text input box. Below the password field is a checkbox labeled 'Remember my login on this computer'. To the right of the password box is a 'LOG IN' button. At the bottom left, there's a link 'Forgotten your password?' which is circled in red.

Once you have logged in, you will be directed to the AIMS home page which displays all the tasks, or application forms, currently in progress. To access the application form, please click on the Task 'Application form submission' link in the Task column for the relevant application, as seen below.

You can return to this home page at any time by clicking on the 'Tasks' tab.

The screenshot shows the AIMS Tasks page. At the top, there's a navigation bar with tabs: 'Tasks' (which is highlighted and circled in red), 'Contacts', 'Create Application', and 'Reports'. To the right of the tabs, it says 'Welcome, An Applicant'. Below the navigation is a message: 'Please click on the 'Create Applications' tab above to begin your application.' There are several search filters at the top: 'Applicant: All', 'Scheme: All', 'Started Date: All', 'Task: All', and a 'FILTER' button. The main area is a table with columns: 'Appl. ID', 'Applicant', 'Scheme', 'Project Title', 'Enabled Date', 'Started Date', 'Deadline Date', and 'Task'. The 'Task' column contains links that are circled in red. The table data is as follows:

Appl. ID	Applicant	Scheme	Project Title	Enabled Date	Started Date	Deadline Date	Task
41115	An Applicant	Improvement Science Fellowships	Project Title	06-05-2016		18-04-2016	Application form submission
41089	Applicant Organisation	Innovating for Improvement	Project Title	06-05-2016	06-05-2016		Application form submission
41079	An Applicant	Q	Project Title	06-05-2016	06-05-2016		Application form submission
31600	An Applicant	Improvement Science Fellowships	Project Title	07-04-2016		18-04-2016	Application form submission

C: Specific question guidance

Uploading supporting documents

You can see the specific requirements underneath the question where you upload the document. Please take note of the **maximum number** of files that can be uploaded, the **maximum file upload size** and the **allowed file types**, as shown below, and ensure you upload the correct type and size of document. Please select 'Save' or 'Save & Continue' at the bottom of the page to ensure the file is attached correctly.

The screenshot shows a text input field with a character limit of 2000 and a red circle highlighting the allowed file types: Excel, PDF, Ms Word. Below the text area is a file upload section with a preview, remove button, and browse options, also enclosed in a red circle. A note at the bottom asks to select 'Save' or 'Save & Continue'.

4.2 How will the project be managed on a day-to-day basis? [\[Click for guidance\]](#)

(You may enter up to 2000 characters.)

2000 characters left

Project plan:
Allowed file types Excel, PDF, Ms Word

Email.docx [VIEW](#) [REMOVE](#)

Select replacement file to upload: [Browse...](#)

Max File Upload Size (mb): 10 Allowed File Type(s): doc, docx, pdf, xls, xlsx

Please select 'Save' or 'Save & Continue' to ensure file(s) are attached correctly. This can be found at the bottom of the page.

Budget questions

Certain budget questions contain calculation fields which calculate and automatically populate the relevant answers. These look different to the white answer fields as they are greyed out, and you will not be able to type over these (as shown below).

The screenshot shows a budget entry for 'Activity One' with a total of £1,500.00. The 'Total' row is highlighted with a red circle, showing two identical entries of £1,500.00, indicating a calculated sum.

7.2 Set-up Phase

The Health Foundation funding

Activity	The Health Foundation funding	Total
Activity One	£ 1,500.00	£ 1,500.00
Total:	£ 1,500.00	£ 1,500.00

Save and add questions

Some questions have the 'Add' button, which is a multi-function button. To save the information entered in these fields, please click on the 'Add' button by scrolling to the far right of the question (this may sometimes be shown on both ends of the row). **If you do not do so after entering each row of information, the data will not be saved.** You will notice that a new row appears each time you save information. Please ignore this row as it will be automatically removed at a later stage.

The screenshot shows a table with columns for Year, Position, and Institution / Organisation. The 'Year' column has a dropdown menu showing 'Please select'. The 'Position' column has a text input field. The 'Institution / Organisation' column has a text input field. A red circle highlights the 'ADD' button located at the bottom right of the table.

1.7 Previous posts held, full or part time

ADD is a multi-function button. You should click on ADD to save the data entered in each row. You will be left with a blank row when you have completed this question in order for the last row to be saved.

Year	Position	Institution / Organisation
1966		
Please select		

[DELETE](#) [ADD](#)

D: Submitting your application for assessment

Once you have completed all the mandatory questions in all sections, you can submit your application form. To submit your application, you can either select the ‘Save & Exit’ button, or go to the last section of the form and click on the ‘Save & Continue’ button, which will direct you to the submission screen, which can be seen below.

We highly recommend that you save a copy of your application before submitting it by clicking on the relevant link, as shown below. Please note that Mac users can only select the PDF option.

Your details have been saved. Do you want to submit your entire form now?

Open the form in Word to print and save
 Mac Users Click Here to view PDF version

Once you are ready to submit your application, select the ‘Yes, submit entire form now’ button. To continue working on the document, choose ‘No, enter more details first’.

If you have not completed all the mandatory questions, the following screen will appear showing you which questions need to be answered. Please print a copy of this list, or make a note of the questions, and go back to the application form to complete these questions.

The Health Foundation

Change Password Logout Help AIMS 3.

Tasks Contacts Create Application Reports

Problem with your input

You have not completed all the mandatory questions and so are unable to submit your form. Please make a note of the unanswered questions below, and go back to the form by clicking on the 'Tasks' tab above or by using the back button on your browser.

5.3: response(s) missing
6.1: response(s) missing
6.2: response(s) missing
8.1: response(s) missing
8.2: response(s) missing

To go back to the application form to complete these mandatory questions, you can either click the back button on your browser, or click on the ‘Tasks’ tab at the top right. This redirects you to the AIMS home page, which shows a table of outstanding tasks. To return to the application form, click on the underlined link in the ‘Task’ column, as shown overleaf.

If you have logged out before completing your application, you will also be able to access your application form in the same way next time you log in.

The Health Foundation

Welcome, An Applicant

Tasks Contacts Create Application Reports

Tasks

Please click on the 'Create Applications' tab above to begin your application.

Applicant: All Scheme: All Started Date: All Task: All FILTER

App. ID	Applicant	Scheme	Project Title	Enabled Date	Started Date	Deadline Date	Task
41115	An Applicant	Improvement Science Fellowships	Project Title	06-05-2016		18-04-2016	Application form submission
41089	Applicant Organisation	Innovating for Improvement	Project Title	06-05-2016	06-05-2016		Application form submitted
41079	An Applicant	Q	Project Title	06-05-2016	06-05-2016		Application form submission
31600	An Applicant	Improvement Science Fellowships	Project Title	07-04-2016		18-04-2016	Application form submission

Once you have successfully submitted your form, you will be directed back to the AIMS home page and a message will appear on screen confirming that your form has been submitted successfully. You will also receive a confirmation email.

E: Viewing your application after submission

If you would like to go back to your application after submitting it, please click on the 'Reports' tab and then click on 'My Applications' in the drop down menu, as shown below.

The Health Foundation

Welcome, An Applicant

Tasks Contacts Create Application Reports

AIMS Reports - My Applications

My Applications

Change Password Logout Help AIMS 3.2.8 You're using Explorer 11 on Windows

App. ID	Applicant Name	Scheme Name	Region Name	Project Title	Creation Date	Application Status	Relationship Type	Other Processes
41115	An Applicant	Improvement Science Fellowships	London	Project Title	06-05-2016 16:42	Application In progress	Main Contact	
41115	An Applicant	Improvement Science Fellowships	London	Project Title	06-05-2016 16:42	Application In progress	Applicant	
41089	Applicant Organisation	Innovating for Improvement	London	Project Title	06-05-2016 16:30	Application In progress	Main Contact	
41079	An Applicant	Q	London	Project Title	06-05-2016 16:18	Application In progress	Applicant	
31600	An Applicant	Improvement Science Fellowships	London	Project Title	07-04-2016 14:25	Application In progress	Applicant	
31600	An Applicant	Improvement Science Fellowships	London	Project Title	07-04-2016 14:25	Application In progress	Main Contact	
31299	Applicant Organisation	Efficiency Research Programme	London	Idfsds	07-04-2016 11:05	Assessment in progress	Main Contact	

Then select the relevant application by clicking on the underlined unique application ID, as shown below.

The Health Foundation

Welcome, An Applicant

Tasks Contacts Create Application Reports

AIMS Reports - My Applications

App. ID	Applicant Name	Scheme Name	Region Name	Project Title	Creation Date	Application Status	Relationship Type	Other Processes
<u>41115</u>	An Applicant	Improvement Science Fellowships	London	Project Title	06-05-2016 16:42	Application In progress	Main Contact	
41115	An Applicant	Improvement Science Fellowships	London	Project Title	06-05-2016 16:42	Application In progress	Applicant	
41089	Applicant Organisation	Innovating for Improvement	London	Project Title	06-05-2016 16:30	Application In progress	Main Contact	
41079	An Applicant	Q	London	Project Title	06-05-2016 16:18	Application In progress	Applicant	
31600	An Applicant	Improvement Science Fellowships	London	Project Title	07-04-2016 14:25	Application In progress	Applicant	
31600	An Applicant	Improvement Science Fellowships	London	Project Title	07-04-2016 14:25	Application In progress	Main Contact	
31299	Applicant Organisation	Efficiency Research Programme	London	Idfsds	07-04-2016 11:05	Assessment in progress	Main Contact	

Then open the document with the title 'Form Created: Application Form: [Name of the programme to which you have applied]', as shown overleaf. This will open the form in a new window for you to view or print.



Tasks Contacts Create Application Reports

Application

① App. ID: 41115 Applicant: An Applicant Program: Improvement Science Fellowships Project title: Project Title Task: Application form submission

Summary Documents Financial Amounts

Recommended browser for opening files is Firefox. If you are using another type of browser, please open the document in Microsoft Word.

Document Type: OK

Title	Date
Open Created Application Form: Improvement Science Fellowships	06-05-2016 16:42

Please contact the programme team if you have any questions about AIMS or if you would like to make any comments to help us improve this applicant user guide.

Good luck with your application!