

05 - Categories

installation guide V1.3



TOLARUS™
SOFTWARE
Labels on demand
Software Guide
TOLARUS TRAINING SOLUTIONS
Software Guide
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TECHNICAL SUPPORT

These training guides will cover installing, and setting up your new Tolarus NutriLabel software onto your computer, it will guide you through the installation process and finally assist with connecting the client application to the NutriLabel Server*.

U K D I S T R I B U T E R



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TELEPHONE

00 (44) **000 111 888**

NB: Please quote your service agreement at the start of the call. Calls are charged at £1.50 per minute outside of a pre-arranged service agreement. All service agreements are subject to prior agreement and invoiced in advance.



EMAIL

SUPPORT@tolarus.com

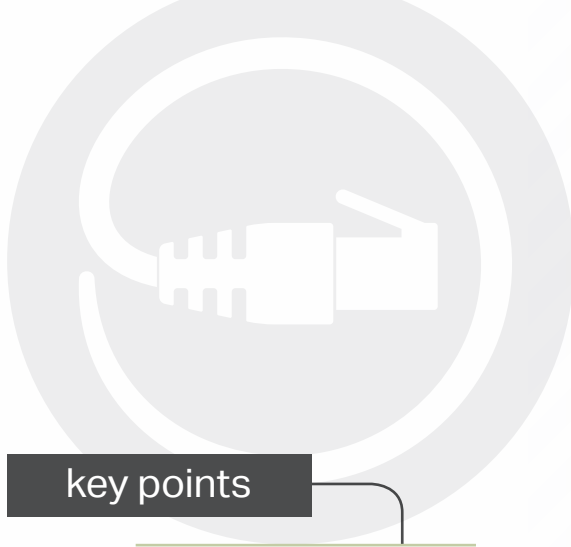
If you are experiencing difficulties with your Tolarus software or printer/s (Only Printers purchased from Wessex Labels are covered), please email your issue and one of our technical team will respond within the hour. Email enquires are Monday to Friday, from 9am to 5pm.



ONLINE

www.tolarus.co.uk

There is nothing like watching how its done right? At Tolarus we have produced 15 'How To Videos', that are optimised to play on mobile phones or on your tablet/pc, so you can stop and start the video step by step. Just go to the website above a choose Tolarus Training, and discover our 15 videos to get you up and running and printing those labels.



key points

* Please confirm with your I.T. department (where appropriate) that the server software has been installed, and ideally, have the server ready for the end of the Client installation process.

Whilst these are the minimum specifications required to run Nutrilabel, Tolarus® recommend investing in the best technology you can, in order to get the very best from our software.

Please check that your systems can implement and support Microsoft .Net Frameworks. If in doubt, please contact your Distributor for Technical Advice.

INTRODUCTION

SYSTEM REQUIREMENTS: Shown here are the minimum and recommended system requirements needed to run Nutrilabel Client efficiently. Please don't install the software onto any computer that is not equipped with the minimum specifications. Please note Tolarus does not run on MacOS

Minimum System Requirements:

Operating System	Microsoft Windows 8, 8.1, 10, Server 2012 or newer. Operating System must be 64 Bit.
Processor	Intel Core i3 3.0 Ghz Dual Core
Memory	4GB RAM
Storage	5GB Available Hard Drive space

Recommended System Requirements:

Operating System	Microsoft Windows 8, 8.1, 10, Server 2012 or newer. Operating System must be 64 Bit.
Processor	Intel Core i5 3.0 Ghz Dual Core
Memory	8GB RAM
Storage	5GB Available Hard Drive space on a Solid-State Drive.

Essential System Prerequisites:

	Microsoft .Net Framework 3.
	Microsoft .Net Framework 4.7

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CATEGORIES

key points

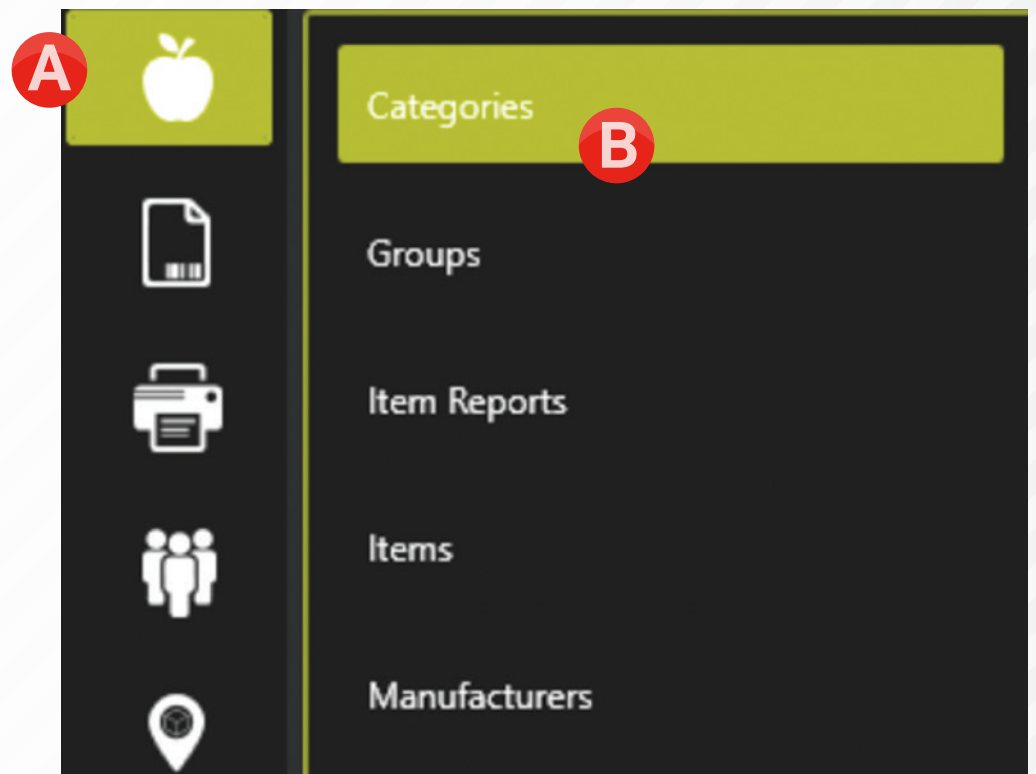


This handy page progress indicator, will let you know how far off from completion of this booklet you are.

CATEGORIES: To get to the category's menu, click the apple icon **A** in the top left of the software.




On clicking the apple icon, this will open a smaller sub-menu and from here, **click** the '**Categories**' **B** option, which will take you into a new menu.

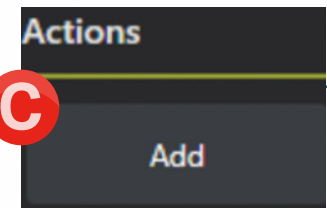


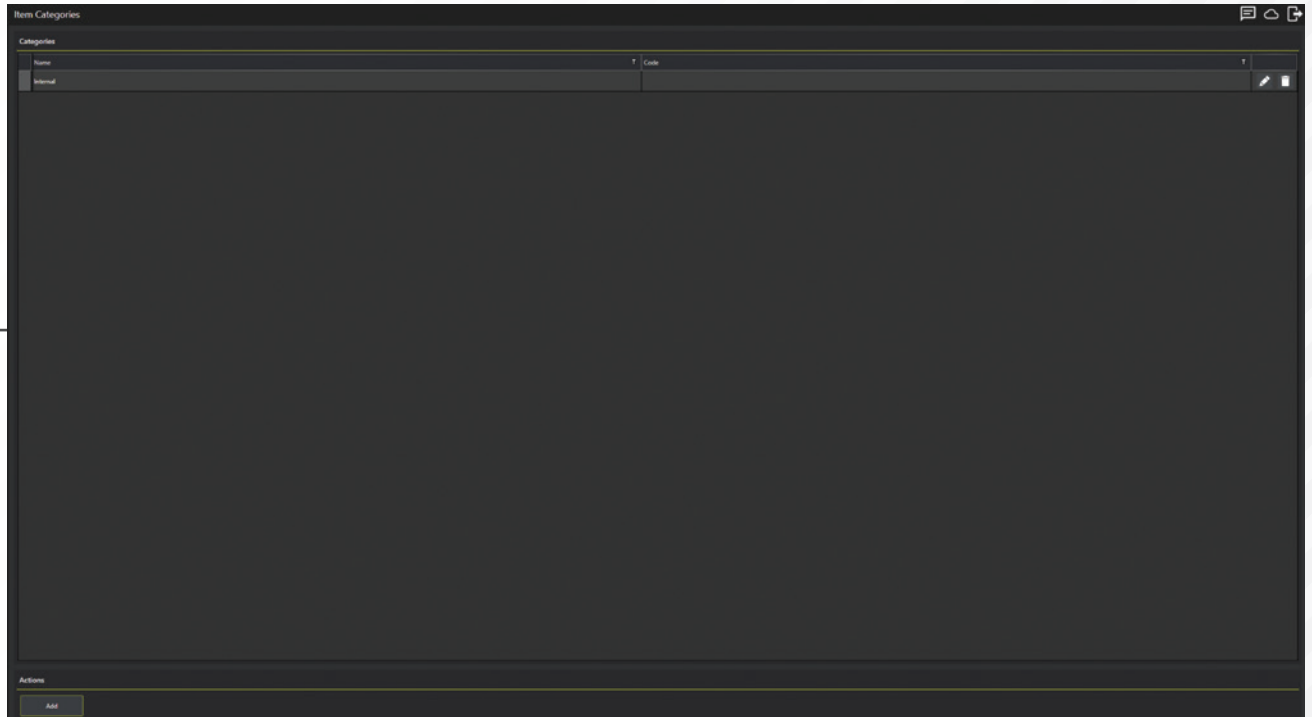


Once you are in the category's menu, you should see the screen above.

This is where your categories will be shown, and can be used to split products into categories if needed for example, Internal or External, which can be shown on spec sheets.

To add a new Category, click the 'Add'  button in the bottom left of the screen, this will pop up a new menu for adding the Category, you should see a box for inputting the name of the category, and a code option if you wanted to add them with codes, but this is optional.





Once you are happy with the information that has been added, click '**Save**' and the category should now show in the list as above.

Once you have added the category's that you want, we now need to apply them to a product or ingredient. To do this, **click on the apple icon** in the top left of the screen.



Now click '**Items**', this should be where you have products and ingredients saved. To apply a category, simply find the product that you want, click the **edit icon** on the right.



You should see a drop-down menu under the Details Subheading for categories. Click on this drop-down to select the relevant category, and **click save**. You can then repeat this for any products or ingredients that you want to group up in this manner.



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