TOLARUS
SOFTWARE

06 - Groups

installation guide V1.3

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*.

UK DISTRIBUTER

WESSEX LABELS

Unit 23, Romsey Industrial Estate, Romsey, Hampshire, SO51 0HR

You Tube
Why not watch how to do it
on our YouTube Channel?

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.
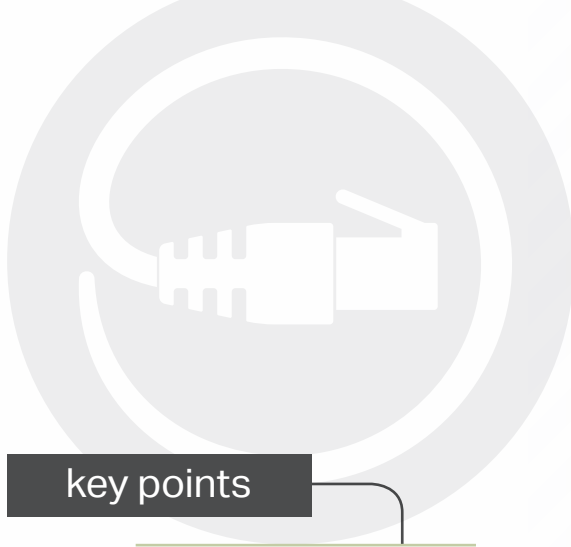
EMAIL
SUPPORT@tolarus.com

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.

INTRODUCTION

* 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.

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 mnimium 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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TOLARUS™

NUTRI LABEL

FOOD LABELLING SOLUTIONS

EPSON **COLOUR LABEL + PARTNER** GOLD 2020

GROUPS

GROUPS: To get to the groups screen, **click the apple icon** in the top left-hand corner of the software.
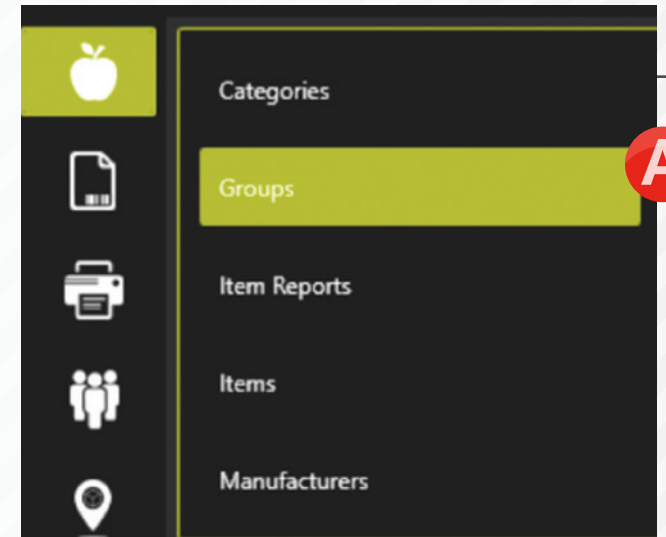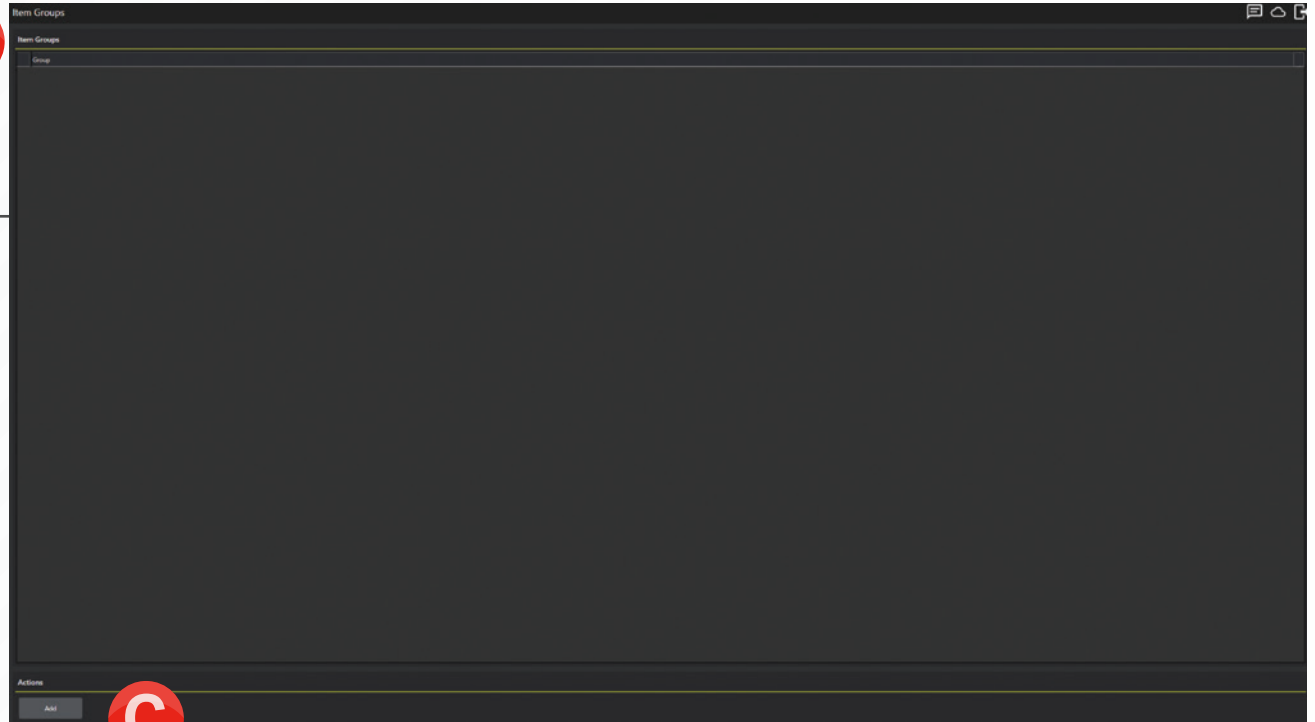This will pop out a sub menu which will have options for you to choose from, **click on the groups menu.** Ⓐ

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

Categories

Groups Ⓐ

Item Reports

Items

Manufacturers

Once you have clicked the groups menu, you will be taken to a new screen that should say, Item Groups at the top. **B**

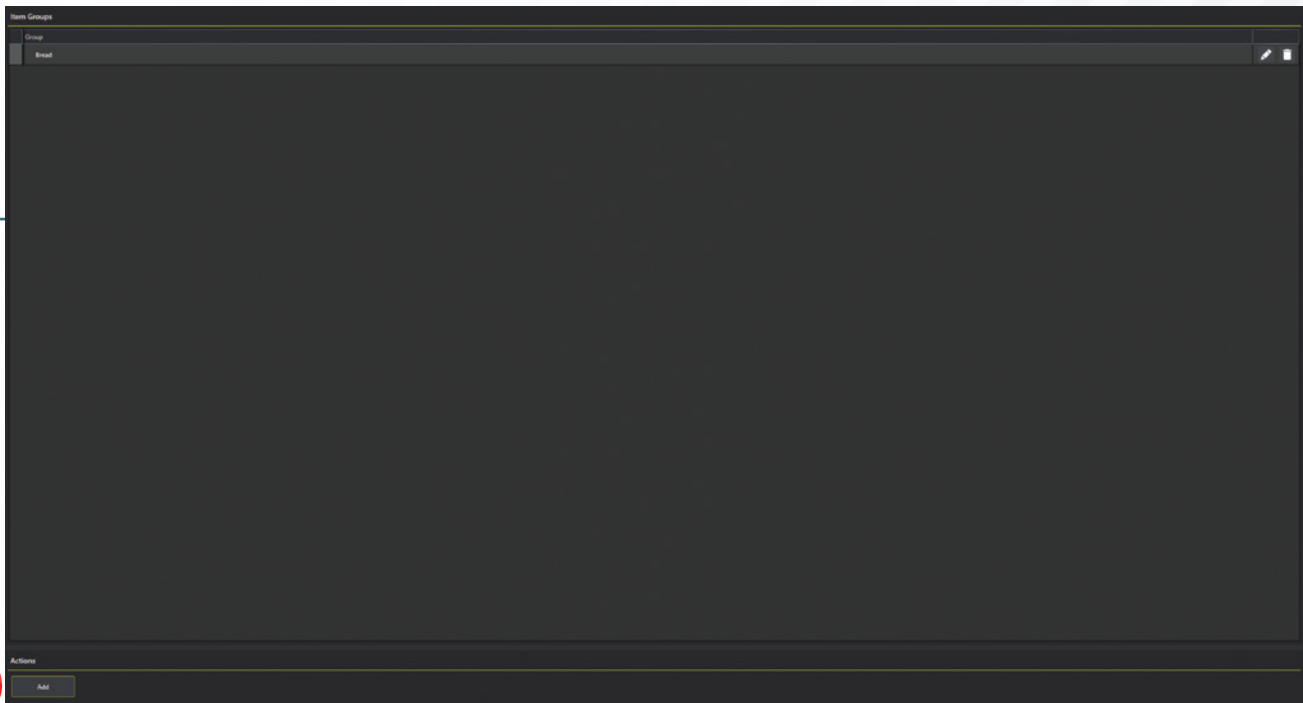When you are ready to add an item group, click the '**Add**' button in the bottom left. **C**

B

C

Once you have clicked the **add** button, you should see a new pop-up.

D

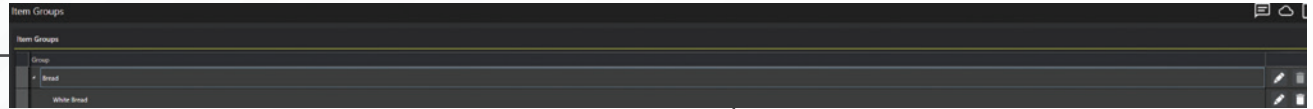Groups themselves are split up into **Parent Groups**, and **sub groups**.

Parent groups are the more general of the two, for example, you could have a Parent Group as 'Bread', To do this, input the name 'Bread' in the name box, and give it a code if you want. To create this as a parent group, we want to keep the parent group option as '**None**'. Once this is done, click '**Save**' **D** and you will now see the parent group listed in the item groups screen.
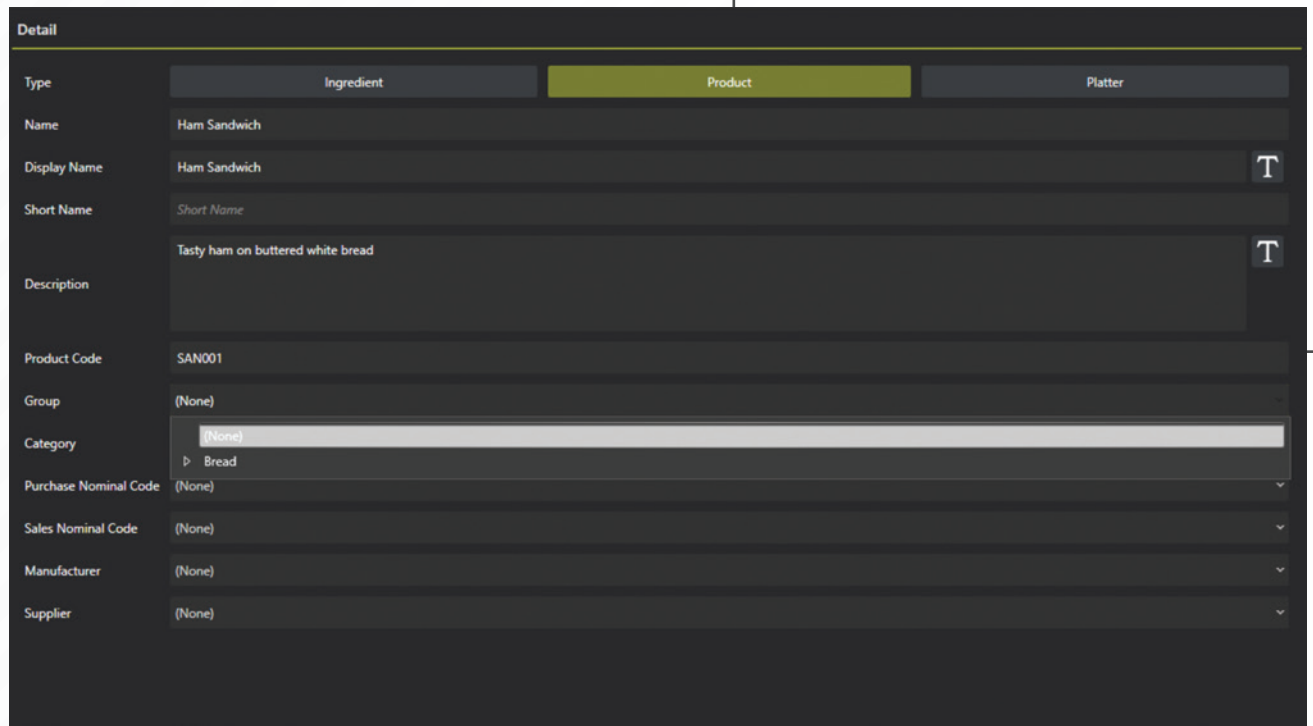
E

Sub groups are the more specific of the two so for example we could add White Bread as a sub group to the Bread Parent Group. To add a subgroup to the Bread parent group we have created above, click the **add button E** on the bottom left again, enter the name of the sub group, and click in the drop-down for **Parent Group.**

This time we are going to select Bread, and then click **save**, this will add the White bread sub group to the Bread Group in the Item Groups Screen, it should list as below if done correctly.

As you can see, the subgroup White Bread, appears under the heading of Bread. To apply these groups to a product, **click the apple icon**, and choose the '**Items**' option, this will take you to the items screen. Click the **edit button** next to your product to be taken into the details screen. **F**

Click on the group drop-down and you should see the parent groups G clicking the small arrow to the left will expand down to the subgroups, which can be picked as required.

Once you are happy with the selection, click '**Save & Close**'

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Tolarus Labelling Software

(UK Distributer Wessex Labels)

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