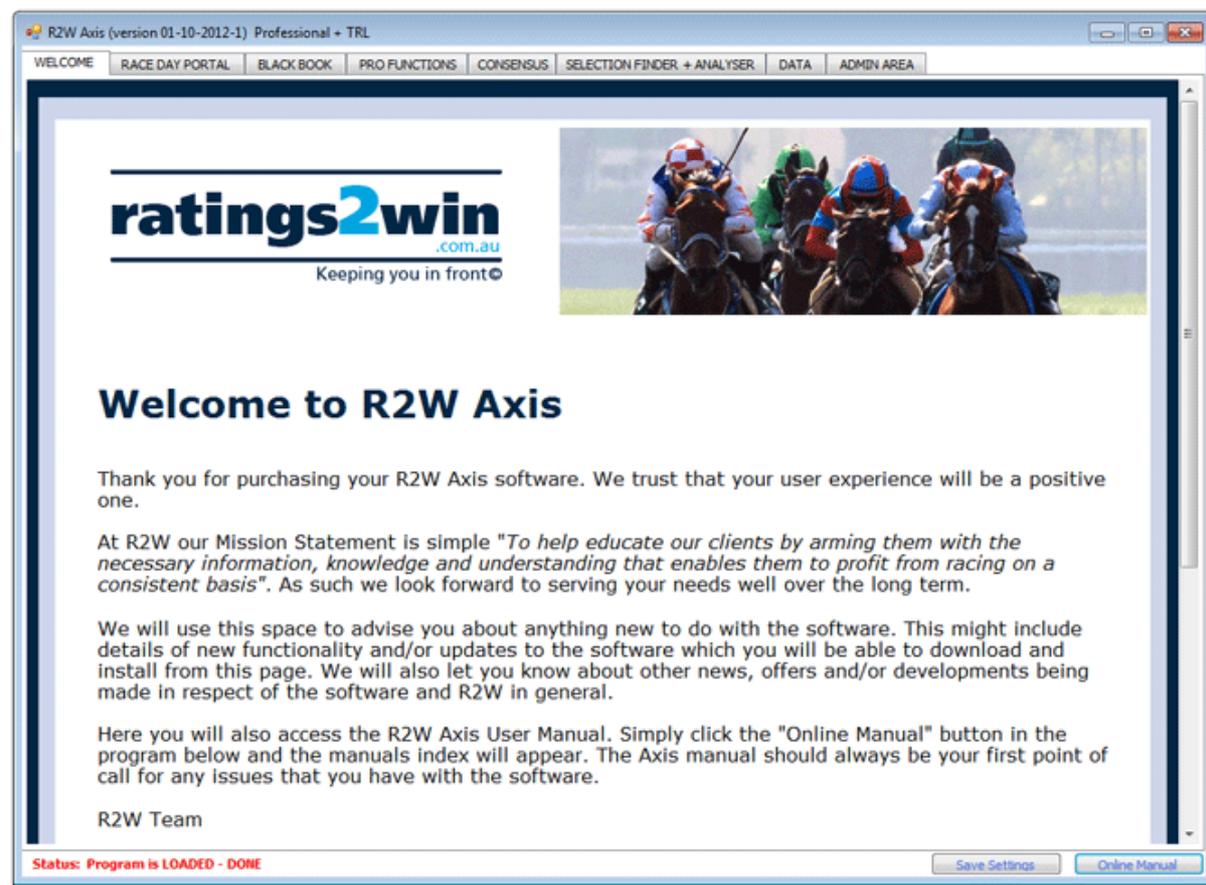


# Welcome and Admin, taking control

## An Axis Education Article

The Welcome tab that you view while the Axis program loads its data and modules, serves not only as a communication device, but also provides access to the online manual and any software updates. The Admin tab is where most of your settings are found that personalise your software experience.

## Welcome Tab showing initial message



**Communication** is crucial in any business and we consider it vital when it comes our Axis clients. When you first operate the program it will display our welcome message to you. Other messages will appear in this space, depending on what we need to communicate to our clients. This includes any news items or issues that you should know.

For example recently the official scratchings were not finalised until after 9am (approx 1.5 hours later than usual), which had the effect of extending our release time of the Late file. In this instance, we used the welcome screen to advise clients of the issue, the resultant delay and expected time by which the problem was to be resolved.

You don't need to restart the program to get the Axis news, nor will the program constantly badger you with changing screens and messages. To view the latest you can go to Admin, and press the 'Show Axis front page news' button.

**Update** notices are also displayed in the welcome screen whenever changes are released. As there is no charge for updates, it is best that you install any updates as soon as possible.

**Online Manual** is also available to view through that same window. The online manual is designed as the first point of call towards answering any questions that you might have relating to use and functionality.

## **Admin Area**

**REGISTRATION DETAILS**  
Please complete the information below, all fields are required.  
First Name  Surname   
Address   
State  Post Code  Telephone   
Email  Birthdate\*  dd-mm-yyyy  
\*Birth date required on file to prove that you are over 18.  
In order to be able to receive data you must also be a registered member of our website [www.ratings2win.com.au](http://www.ratings2win.com.au)  
Email that you registered with on website   
Password that you registered with on website   
Click the 'Generate Registration Request' button. The 'Registration Request' file will be placed on your desktop. Email the file to [support@ratings2win.com.au](mailto:support@ratings2win.com.au) as an attachment and your Licence Key will be sent within 24 hours.

**LICENCE KEY**  
Copy and Paste any LICENCE EXTENSIONS below  
  
Copy and Paste the LICENCE KEY below and press REGISTER.

**DATA BACKUP**  
Your Data is the most valuable commodity you have. One method of protecting your data is to choose to keep the database and a secondary backup on a separate drive/partition. Set the locations and a number of consecutive backups you wish to keep.  
Primary Data Path  Leave blank for default  
Path on hard drive to back-ups  No. to keep  7  
C:\R2W Axis Backup

**BUTTON FUNCTIONS**  
SELECT FOLDER TO FIND

**SWITCHES**  
 Alpha SR  Alpha FS  Alpha LS  
 Auto Search BB

**SETTINGS**  
Bloodhound ID:   
Legacy Form Print Runs Limit:  20

**VISION SETTINGS**  
Path on hard drive to Vision Files   
Path on hard drive to VLC viewer   
File Format   
Track  Date  RT  RN  FILE   
Track

Status: Program is LOADED - DONE

This part of the program is used to personalise the way the program functions and displays information. More information can be found in the online manual. However there are some functions that are worth mentioning. There are several buttons that allow you access different aspects of the software. Show Axis front page news, Check for updates, Backup the database, opening or clearing error logs and finding all the necessary program folders.