



## Getting Started Guide

This Getting Started Guide is meant as an overview of the minimum features you are likely to use in AquaTrax and will give the help you need to get started. You will find AquaTrax is easy to use and navigate. For further assistance, please go to the "Get Support" link in the Getting Started section. AquaTrax is designed to work with your internet connection, so please ensure you are connected to the internet before you start AquaTrax.

### **Overview**

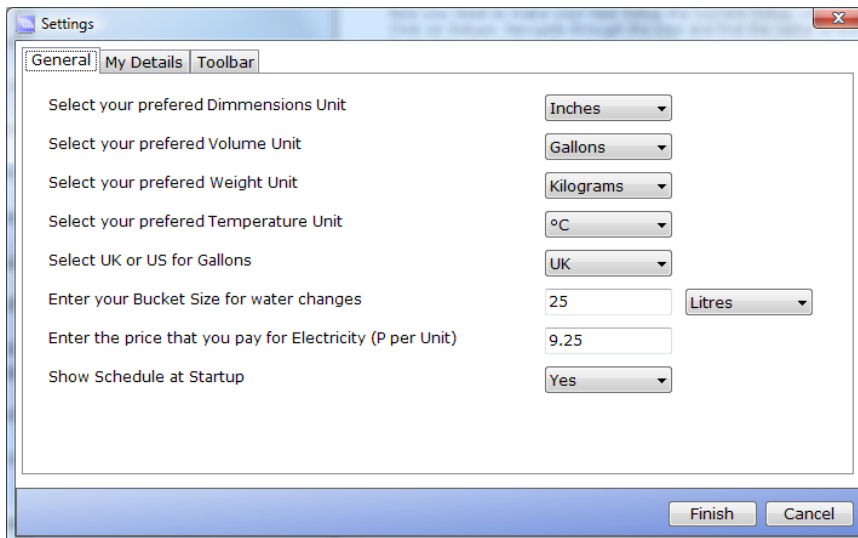
Let's take a quick look around AquaTrax before you begin adding your information to the software.

To the top of the screen is the "Menu Bar". Options such as "File", "Tools", "Setups" etc. Just below the menu bar is the "Tool Bar". This is a series of shortcuts to functions you may wish to access quickly via a button press rather than searching through all the menus. These can be changed to suit your own requirements – more on this later. To the left side of the screen is a panel from the top to the bottom of the screen. We call this the "Navigation Panel" or "NavPane" for short. This allows you to navigate around the main functions of AquaTrax and will be the buttons you will probably use most of the time to get around the software – although as you will see later, there is often more than one way of launching the same function. On the right hand side will currently be the User Guide. In this area you will usually see the Dashboard, User Guide or information about your setup.

Now, take a look below the NavPane. You should see some text below it, which will say "Ready". It's useful to know, as this is where status messages sometimes appear. For example, when your data is saving, this may change to "Updating Navigation Panel". If you see this, AquaTrax is busy and your Microsoft Windows "egg-timer" may appear at the same time. Depending on the performance of your PC, this update time will vary.

### **Initial Settings**

Before you do anything, we would recommend you change your settings and preferences. This will only take a moment and will make using the software much easier. Click on "File" and then "Settings". You should see a window appear, like this:



Here, you can define your preferred units. You can change inches to millimetres, gallons to litres etc. This does not mean you are fixed to only enter values in these units – they are just defaults to make entering information faster for you. Bucket size is important as it will allow AquaTrax to calculate water change volumes. The electricity cost will allow you to run some expenses reports for your aquariums and also display the correct values in the setup simulator. More on this later.

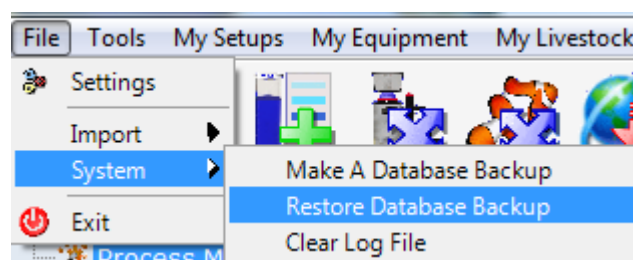
Click on the “My Details” tab and check your contact details are correct. This is important so we can ensure your subscription is correct so you can receive program and database updates.

The last tab, “Toolbar”, allows you to change which shortcut buttons you see on the main AquaTrax screen. You can easily change the buttons that appear, as well as the text that appears when you hover over the button.

When you are happy, click on “Finish”. You can update and change these details at any point.

### **Backup Your Data**

At this point, it would be a good idea to familiarise yourself with the built-in backup and restore functions. This will also allow you to take a “snapshot” of your data before you input any aquarium setups. This is also good practice before you make any major changes or additions to the software as you can restore to any previous point you have made a backup. Click on “Tools” >> “System” >> “Make A Database Backup”. Click OK and the system will create a backup for you. The restore option will ask you to select a backup file (which will have a filename with date/time of the backup) and will restart the software to complete the restore process. We recommend you save these files to some sort of backup media such as a CD, DVD or other external storage media. If your PC has a problem, your AquaTrax data will be safe and can be restored onto another PC. Backups are saved to C:\Program Files\AquaTrax v2 , unless you changed the installation path when you first installed the program.



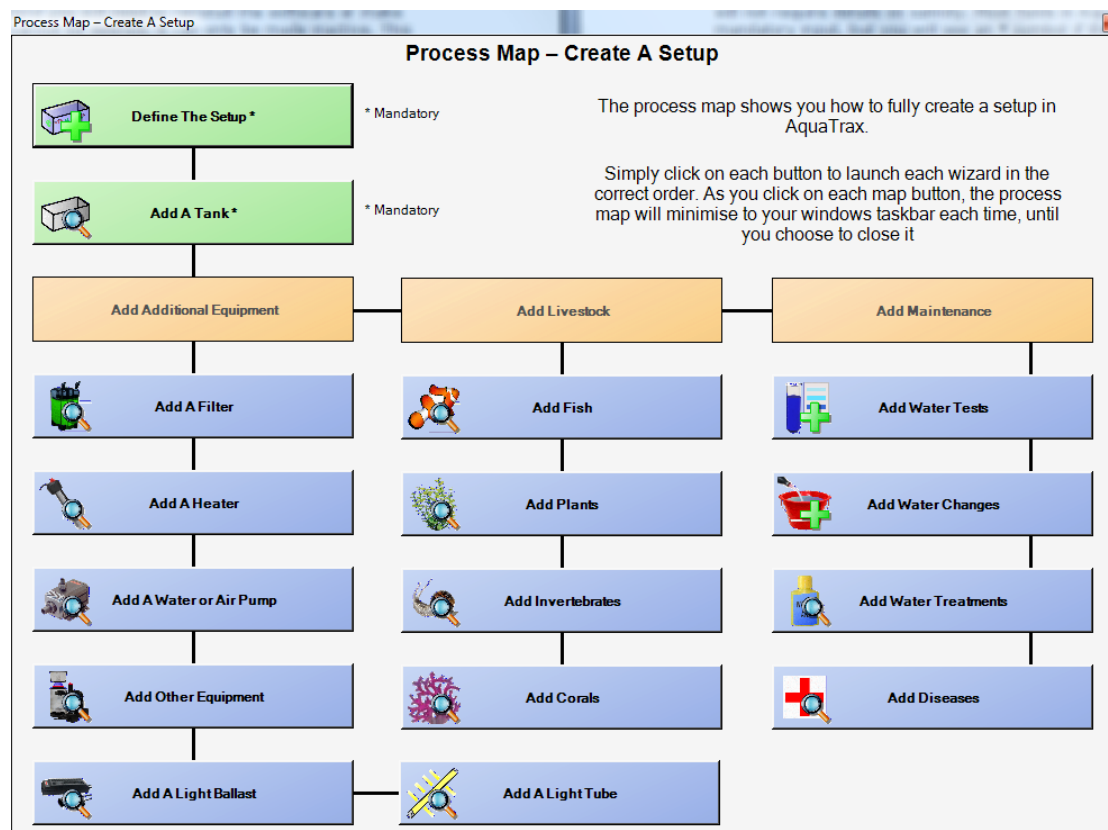
## **The Basics – What is an AquaTrax “Setup”**

A “Setup” is the basis for storing information in AquaTrax about your aquarium or pond. A setup is defined as a system with the same water in it. For example a tropical aquarium in your lounge would be a “Setup”. This setup would contain water, filters, livestock and various pieces of equipment. Another example would be a marine system with a sump, skimmer, livestock such as corals and invertebrates. So, each aquarium you own will need to be created as an individual “setup”. If you own three aquariums for example, create each one as a “setup” and you can then track each one through AquaTrax (assuming your licence allows multiple setups).

As you may be new to AquaTrax, take a backup before you add any setups. You can always restore the software to this point (no setups) if you make some initial mistakes. Also bear in mind a setup cannot be deleted; it can only be made inactive. This is where an initial backup of the system, before you start keying in your information, is a good idea. Inactive setups keep the any history of setups you may have sold on, or simply dismantled.

## **Using the Process Map and Wizards to create setups**

AquaTrax has a lot of features, which you will get used to over time, but to create your first setup, you can use the built in “Process Map” section. This will display the various features\stages required to create your setup, in an easy to navigate “map”. You can launch the Process Map from the Getting Started NavPane button. When the Process Map loads, just follow the instructions on screen and you will have a setup created in minutes. For subsequent setups, you can follow the same path or manually add setups and items from the menu and NavPane. Please note, the Process Map creates only the basic items required. Add further items from the Databases menu.

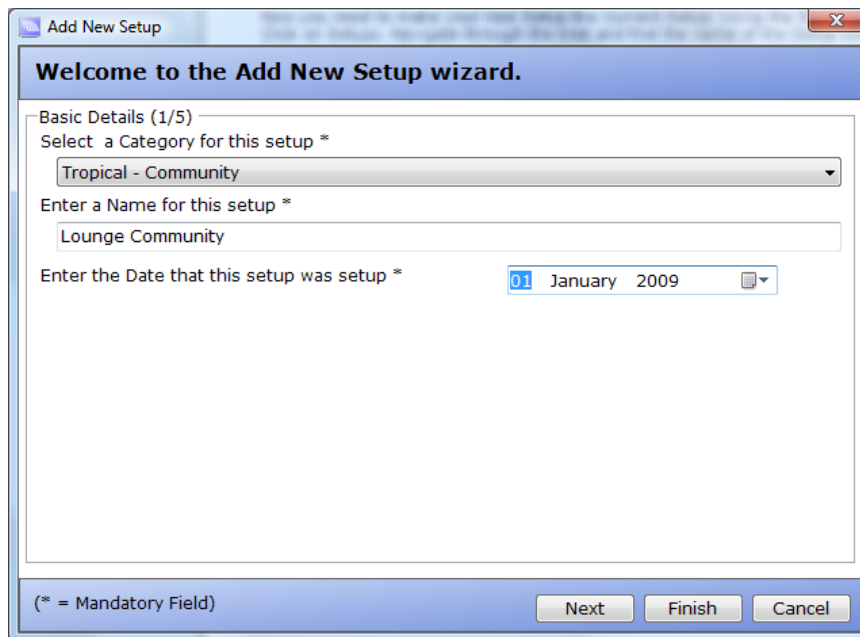


## **Creating A Setup Manually**

In this example we will create a simple tropical aquarium. The aquarium is in my lounge and has a number of fish and plants and I want to include the equipment that runs the system, such as heaters, filters, substrate and lights.

Click on the menu "My Setups" and then "Add New Setup". A pop up box should appear and you will need to choose the setup category. I will choose "Tropical-Community". Enter a name for the setup - use something that will clearly show which setup you are working on. I will call mine "Lounge Community". Also add the date the setup was first created. This may be in the past if you have owned the tank for some time, or in the future if you are creating a virtual setup you are thinking of building in the future.

Your screen should look something like this:



Click "Next" when you are happy to move on to the next screen.

On the following screen, enter some descriptive details about your setup. Click "Next" and add the Temperature, PH, General Hardness details etc. Any fields that are not relevant to the type of setup will be greyed out. For example, a tropical setup will not require details on salinity, which is only applicable to saltwater or brackish systems. Most fields in AquaTrax do not require mandatory input, but you will see an \* symbol if this is the case. Enter any values in this screen and leave anything as zero that you are unsure of at this stage. You can always add them later.

Click "Next" and enter any additional notes.

Click "Next" and add any notes you wish to make available for a carer who, for example may be feeding your fish when you are on holiday.

Click "Next". This screen allows you to add any other information that is not setup in AquaTrax. You have five "User Definable Fields" or "UDF's". This means I can change the first UDF to be, for example "Who's Tank" as I may wish to track which family member looks after this setup. So I can then enter "Steve" as the family member. You can change the UDF's to anything you like. To change a UDF label, simply point your mouse cursor over the label "User Defined Field 1" and you should see the cursor change to a hand symbol. This is useful to know throughout the program as the hand symbol denotes you can change the label or

add information. Now double click your mouse and you can change the label for this particular UDF.

Click "Next" and move on to the final screen you can add up to five photos of your setup. You can add to this at any point.

Once you click "Finish", you will need to click on the NavPane button "My Setups" and expand out the tree until you find your setup. Click once on your setup and it should appear in the right hand panel. If you wish to open the setup in a separate window, just right click the setup and choose "View Setup In A New Window".

Take a look through the tabs that are displayed. Much of the information will be blank at the moment, as we haven't added anything to our setup or performed any maintenance. You will see from the "Log" tab that we have simply created a setup at this stage.

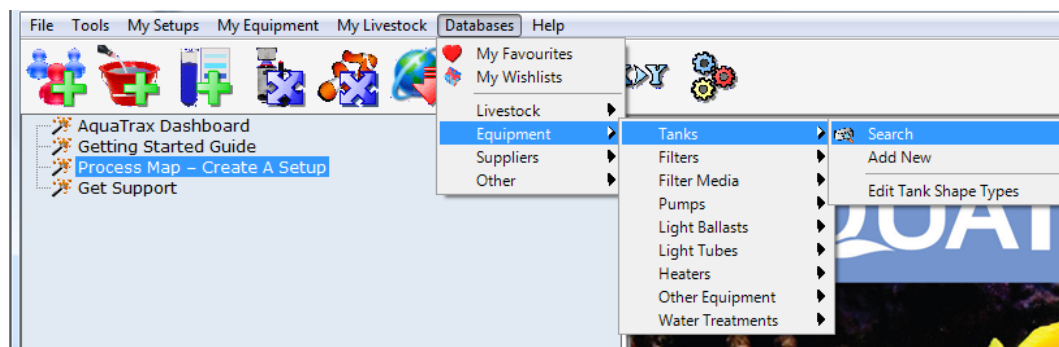
### **Adding Items To Your Setup & Using The Database**

Now you have a current setup, you need to add all of the items to it. This would typically include:

- Equipment (tank, filters, heaters, sump, pumps etc)
- Livestock (fish, corals, plants, invertebrates etc)

You add items to your setup by searching through the AquaTrax database. You should see the "Databases" button on the NavPane; but it's also accessible on the menu at the top. If you know the items you are looking for, you can search for it from either place.

To add a tank to your system, go to Databases >> Equipment >> Tanks >> Search:



Next, enter what you are searching for and click the "Search" button on the right hand side.

You will now see a list of items that match. To add the item to one of your setups, right click the item and select "Add This Item To My Equipment":

| Current | Type                 | Manufacturer | Model |
|---------|----------------------|--------------|-------|
| Yes     | Corner (Bow Fronted) |              |       |
| Yes     | Rectangular          |              |       |
|         |                      |              |       |
|         |                      |              |       |
|         |                      |              |       |
|         |                      |              |       |
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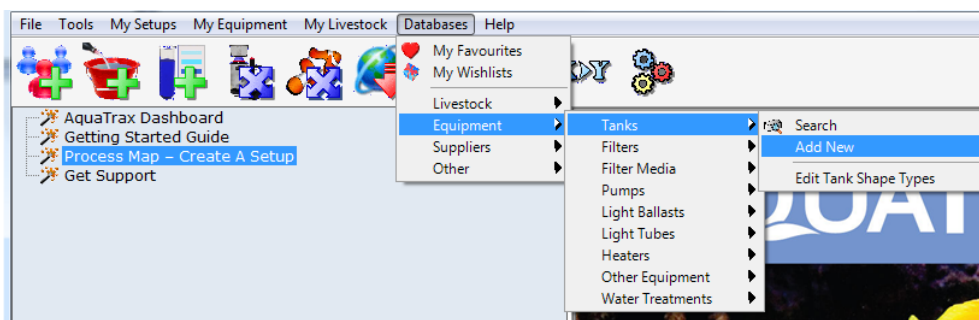
**View In A New Window**

Edit Item

**Add This Item To My Equipment**

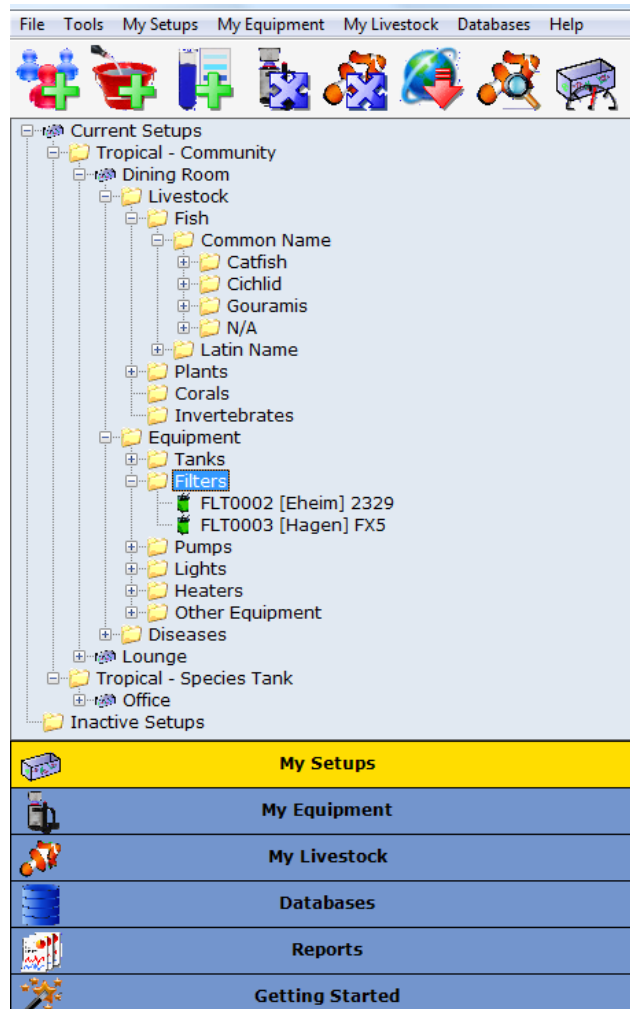
Export Results List ▶

If you cannot locate the item in the database, you may add the details yourself. Instead of using "Search", just use the "Add New" option instead. Only do this if you are certain the item does not exist already:

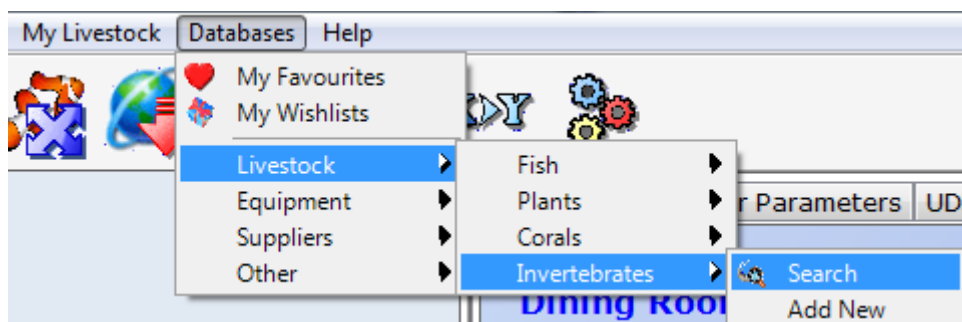


When you save an item to your Equipment list, you will need to decide which setup it is to be linked to, if you have multiple setups. Or you may just add it to your equipment list and attach it to a setup later. You will also need to key in additional details such as purchase date of the item, the supplier, cost etc. You can add a photo of the equipment item. Don't forget, most fields are not compulsory and you can edit the details at any point.

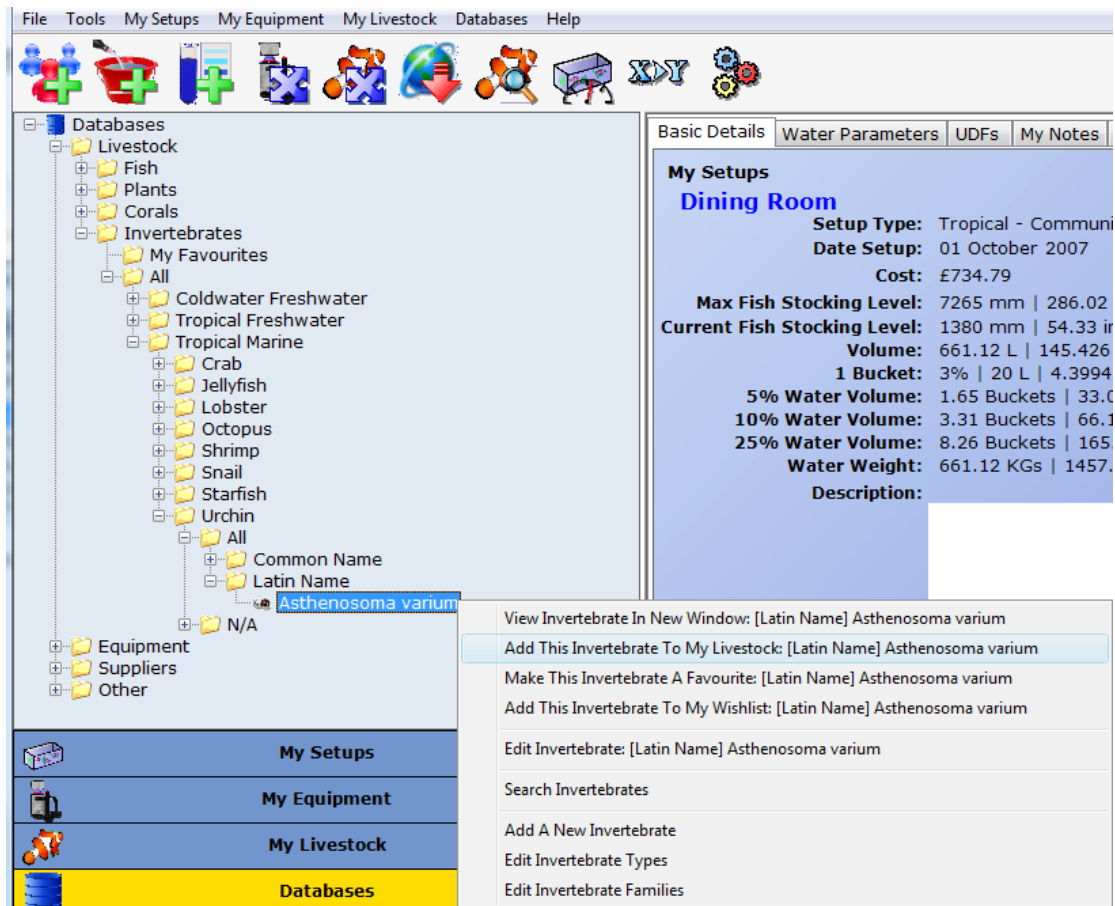
You can now continue to add other equipment items to your setups. You can view your items added to your setups by expanding out the "tree" in the NavPane:



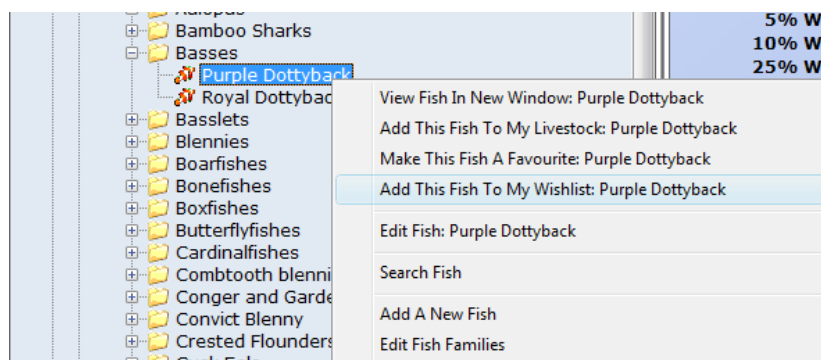
Once you have completed adding equipment, move on to your livestock. Livestock is added in exactly the same way. You can search via the menu bar – Databases >> Livestock:



Or via the NavPane. Simply click on "Database" on the NavPane and expand out the tree:

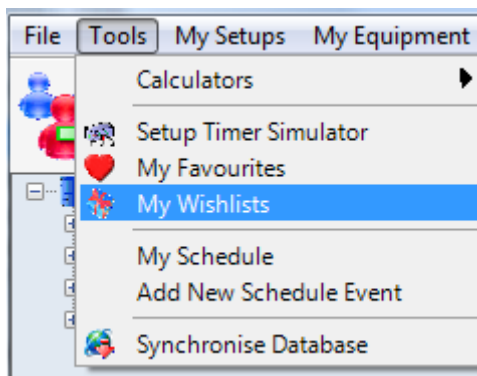


Right click on the livestock item and add it to your setup. You also have other options. Perhaps you don't own this item yet and want to add it to a "Wishlist". This is useful if you are gathering a shortlist of items to add to a current or future system. Alternatively you may own quantities of this item therefore you can add it as a "Favourite" which makes the process of adding the same item easier in future.



To view the item, select "View In New Window". This will display the currently stored data on this fish. This information is created, updated and shared by the AquaTrax user community and is constantly updated. You may also edit the information held on this item from the same menu.

Hopefully you will have got the hang of adding items to your various setups. You may also have built up a Wish List or Favourites List. These can be accessed from the Menu Bar at the top:



### **Viewing Your Setup**

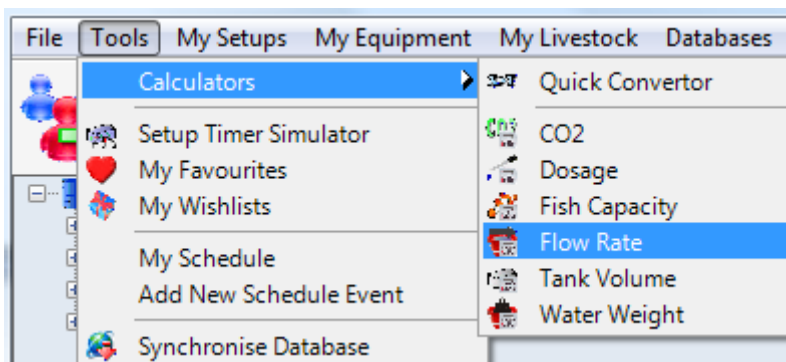
Now that you have keyed in all of the equipment and livestock for your setups, you can easily view a snapshot of it. Go to "My Setups" on the NavPane and then click on your setup. To the right side of your screen you will see the information now stored against your setup. Optionally you may have right-clicked on the setup and viewed it in a new window.

The "Basic Details" tab gives you a snapshot of the system, plus information such as recommended stocking levels, volume, cost, date setup and water change volumes for the tank.

You can also flick through the other tabs for water parameter data, last water test results, your own data and notes, setup log and photo. The setup log will retain all additions and changes to the setup and is useful to track the entire history of your setup.

### **Calculators:**

AquaTrax v2 has built in calculators which are commonly used in fish keeping – such as CO<sub>2</sub>, Dosage, Fish Capacity, Flow Rate, Tank Volume and Water Weight. Access these from the "Tools" menu:



### **Database Updates:**

The system has the ability to upload changes you make to the databases section of AquaTrax. This allows the user community to benefit from any updates you make to the database. You will also benefit as you will be able to download updates provided by other users as well as the AquaTrax team, who are constantly adding new database entries, updating records and linking photos to the database. None of your personal data or your setup information or photos is shared; only changes or additions to the "Databases" section.

AquaTrax links to an online photo library, (currently provided by professional photographer "Johnny Jenson"). As of August 2009, over 3000 database items will link to an online photo. The number of photos available will increase weekly. Perform a Database Sync often to receive these updates.

If you add your own photos to the database, these are accessible only by yourself and are held in a folder on your own computer. Your own photo will take priority over any web photos.

We recommend checking for updates regularly, simply by clicking on "Synchronise Database" from the "Tools" menu. You may also have a shortcut button to sync the database as well, which looks like this:



You will need an up to date subscription to benefit from this service.

### **Setup Simulator & Reports:**

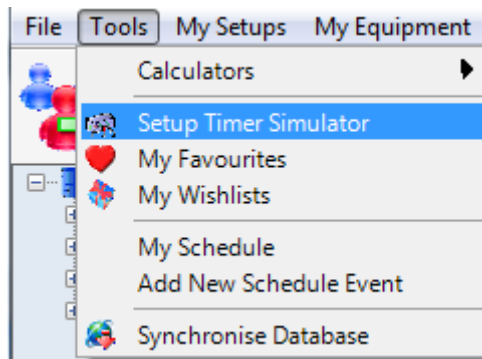
AquaTrax v2 has a built in simulator, which allows you to get a visual representation of how your system is running (and costing!) over a period of time. AquaTrax also provides a series of reports, so that you can see just how your aquarium or pond is behaving and costing. Make changes to your timers and lights in AquaTrax to try out new ideas and see what the cost reduction (or increase) is before you apply it to you aquarium. Thinking about buying a new aquarium or equipment? Try it out first in AquaTrax before you make your purchase.

For those with multiple lights, it will allow you to see just how much light is given out at any one point. For users with a Co2 system it will allow you to plan the system to come on or off and just the right time.

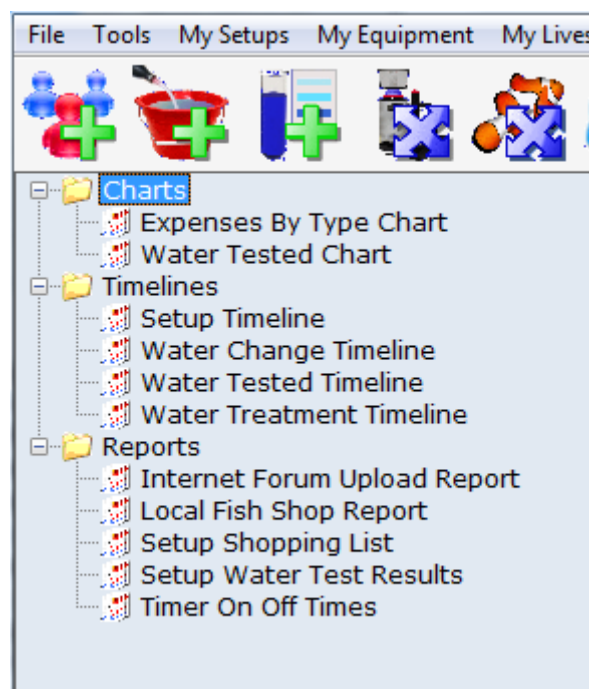
The simulator will show you all equipment connected to the selected setup and give you a breakdown of the following information as both a gauge and a timeline. You will also be able to see what the highest value is for any of the information.

- Electricity consumption (watts)
- Electricity consumption (cost based on your own suppliers price)
- Water Turnover (x/hour)
- Water Turnover (l/hour)
- Light Output ( Watts)
- Light Output (w/gal)

Access the Setup Simulator from the "Tools" menu:

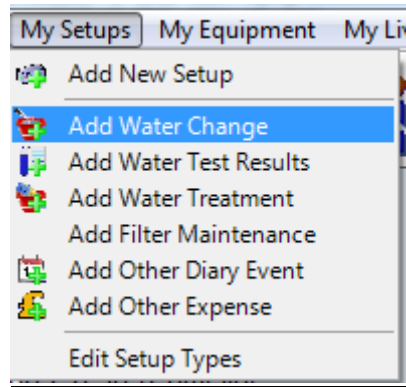


Access the reports from the NavPane "Reports" option which will expand out the reports on the tree, like this:



### **Adding Events, Reminders, Test Results and Expenses:**

AquaTrax will log these against your setup, so that you can retain a complete history of your setup. For example, each time you do a water change, what your PH, No2 & No3 results were for each test, when you added treatments, when you purchased miscellaneous expense items and performed filter maintenance. For anything that does not fall into these categories, you have an option to add "other" diary events.



Each time you add data, you will build historical information, which can be reported on or simply compare your current water parameters again against your target parameters for the tank.

If you are a member of an online forum you may wish to copy and paste the data into a thread or your online profile/signature, for advice on resolving an issue with you tank. You may also export much of the data for reporting on outside of AquaTrax. Just click the

### **The Dashboard**

Finally, open the "Dashboard" from the Getting Started NavPane. It's worth checking back here regularly to ensure you are running the most up-to-date version of AquaTrax. You can also view news and other important information, or log a support question. Users with a valid subscription are entitled to free software upgrades. AquaTrax is continually developed, based on feedback from users and internet forums. If you have any suggestions or comments for future releases, please contact [feedback@aquatrax.co.uk](mailto:feedback@aquatrax.co.uk)