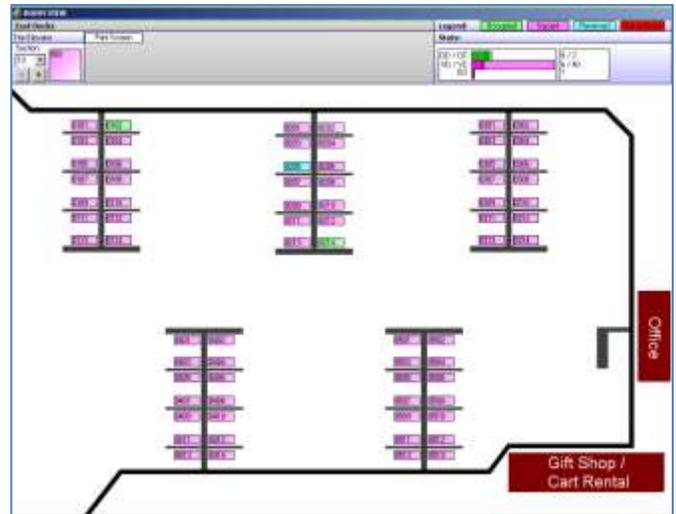


The Graphical Room View provides an approximate layout of your property. It can display sections, floors, campsites, boat slips, or your whole facility, and can help orient your staff.

Example: hotel first floor

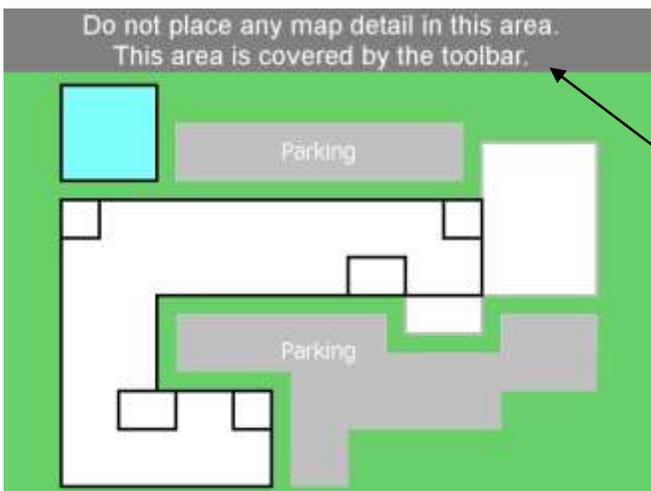


Example: boat slips.



You can have up to 99 sections. Each section should be 1 or 2 digits, such as 01 or 22. This will be part of your JPG file name. Each section will be in a separate *.JPG file called GARMVIEW*.JPG. Example: GARMVIEW1.JPG. The asterisk (*) must be replaced with a numeral. Do not use an alpha character. For example, GARMVIEWB.JPG will not work. GARMVIEW21.JPG will work fine.

STEP 1: Create the templates. Go to your Execu/Tech Hotel folder. Find GARMVIEW1.JPG, GARMVIEW2.JPG, and GARMVIEW10.JPG. Move them into another folder. Make copies of each for a backup. Open GARMVIEW1.JPG in Paint or create a new template. You might find editing an existing image easier than creating a new one.



At left is a sample GARMVIEW1.JPG. This is the file you'll edit if you don't want to start with a new image.

At the top of the template is a clearly marked area that you should not edit.

If you use your own template you should save approximately 100 pixels at the top to be covered by the toolbar.

You'll need a file (GARMVIEW*.FIL) for each section.



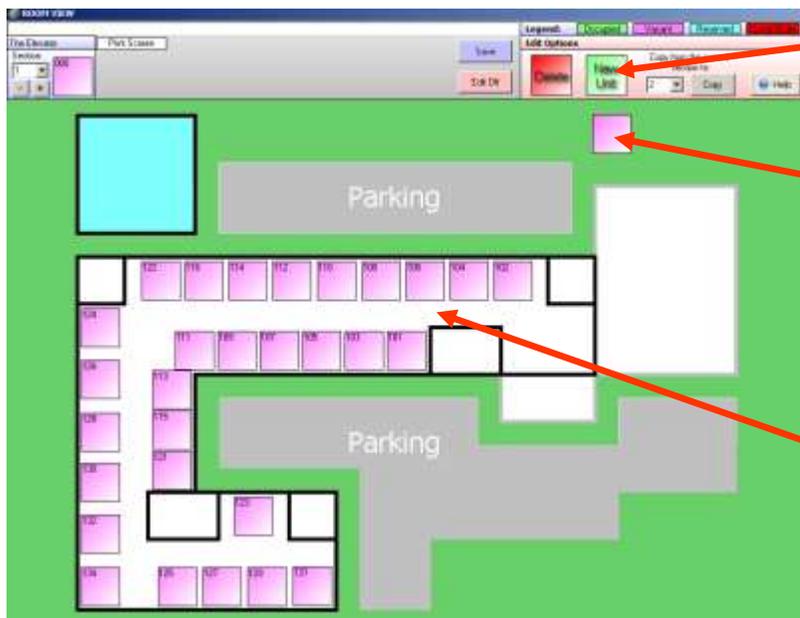
STEP 2: Create the section records. Don't worry about what the screens look like at this point. Log onto Execu/Suite. Go to Manager > Graphical Room View. At the top left, bring up Section 1. Delete all but one of the rooms by dragging them into the Delete box. Exit by clicking the X and answer Yes to save the record.

STEP 3: Copy section records. Go back into Go to Manager > Graphical Room View and select Section 1 again. When it displays select "copy the current selection to" enter the numbers to match your *.JPG files. For example, if you have a file named GARMVIEW2.JPG, then copy to 2. Save and then go back in. Copy to your next section (3). Save and then go back in and copy to 4 until you've created records for each section.

You'll know if you've created the records because they'll be in the "section" drop-down list at the top left of the toolbar. Once you've created the records and can view all the sections in the "section" dropdown, go to Step 4.

STEP 4: Go the folder where you moved, copied and renamed your *.JPG files. You should have one for each section. Examples: GARMVIEW1.JPG, GARMVIEW2.JPG, GARMVIEW 22.JPG, ETC. Move them into the Hotel folder.

STEP 5: Assign rooms to each section. Go back into Manager > Graphical Room View.



Click "New Unit" for each unit. The unit will appear beneath the "New Unit" button.

Right-click each new unit. Enter the room number and select the shape. Click OK.

Drag each unit to its correct location. Do this for each room for this section.

Exit when finished and answer Yes to save.

