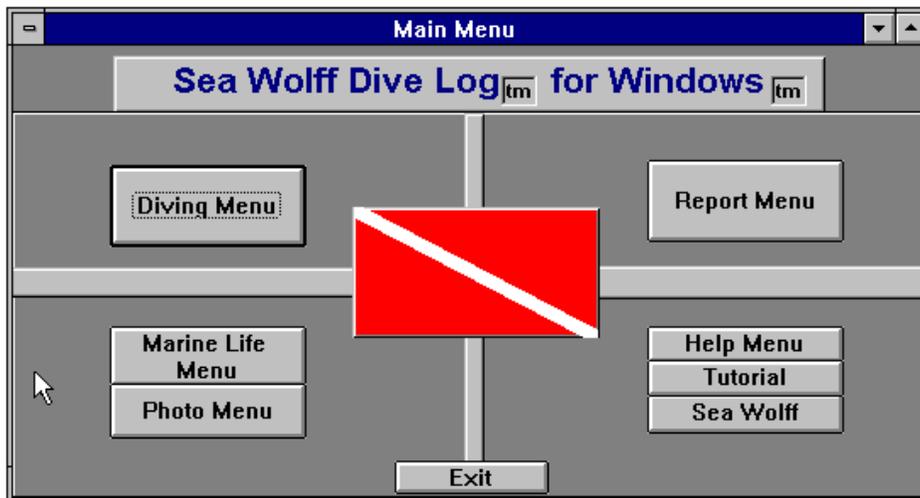
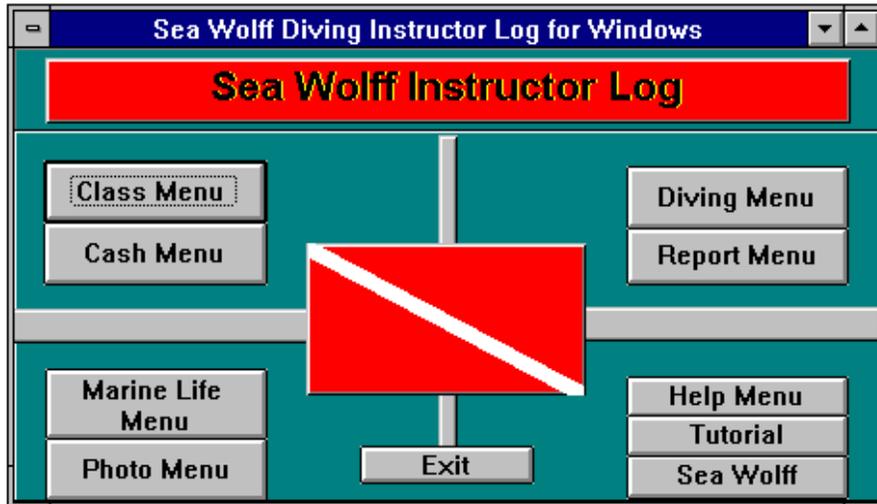
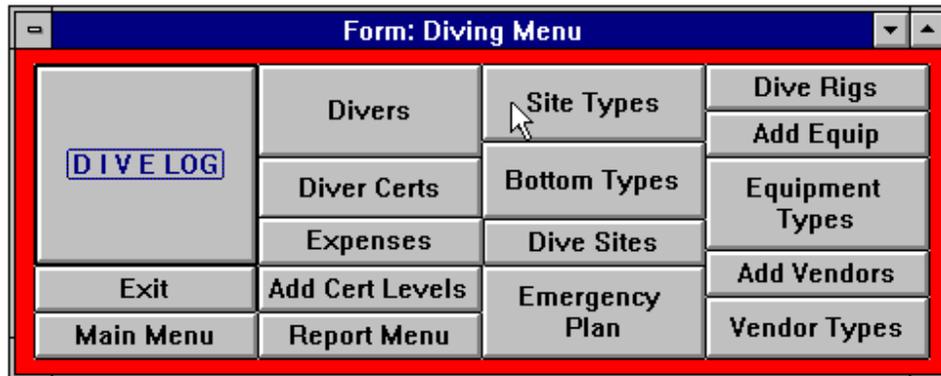


Sea Wolff Diving Logs for Windows



Diving Information Management Software for
Divers Snorkelers Photographers Researchers Rescue Teams



Diving Menu

All features are found in the Instructor and Recreational Versions.

The Sea Wolff Dive Log for Windows groups related activities together. We use push button menus instead of pull down menus so you have a visual reminder of how to get things done. As an advanced relational database, the separation of different types of information allows us to use the least possible amount of space on your hard disk.

One of the features that makes Sea Wolff Dive Logs so user friendly is that most of the information on the various screens is optional. You can enter as much or as little information as you would like.

Of course, all of the information you enter into the Sea Wolff Dive Log comes out in the form of log pages or reports. We provide very flexible selection criteria so you can request your information any way you like. We also provide print previews so you can change your mind or only print the information you wish to see.

Anytime you need a reminder about the function keys or procedures, just press <CTL>+<H> to get our help routine.

The Log Book Selection Screen is used to select which dives you will see or print. If you need to add your Dive Buddies, Sites or Operatoers (Vendors/Manufacturers) you can call up these screens here or from the Diving Menu prior to entering your next dives.

You can select dives by type, by date range, site, or any combination. Selection information is applied to screen views and print views. It's always our choice. Dive logs come in a single page Detail Log (extends to as many as 11 pages if you write a lot of comments or see a lot of fishes) or a Summary Log that can print as many as 10 dives to a single page. The Summary page is all you need to take with you when you travel. The Dive Log itself requires only that you add the Date and the Diver. All other information is optional (although you do need to add more details to use the Air Consumption Calculator).

Record Single Level, Multi-Level, and even Decompression Dives using air, nitrox, trimix, whatever you dive with. Sea Wolff does not limit you in any way. We even allow up to ten pages of text comments per

dive. Click on the Total Bottom Time Box to update the time (displayed as hours plus % of hours, in other word 1 hr and 30 minutes = 1.5 hours).

Form: Air Consumption

1 Atm: Rated Pressure:

Depth: PSI USED:

Minutes: Volume - CuFt or Litres:

CuFt or Litres Per Minute at the surface:

Bar conversions are not necessary for calculating consumption rates. You can convert BAR to PSI by multiplying amount of bar times 14.7, or PSI to BAR by dividing amount of psi by 14.7 if you wish.

The following table shows the approximate time that it would take you to reach 500 psi at a given depth assuming the same size tank filled to working pressure, and similar diving conditions as the dive these calculations were based on.

Surface:	107.0
33 ft/10M:	63.6
66 ft/20M:	35.7
99 ft/30M:	26.8
132 ft/40M:	21.4

Note: The Air Consumption calculation is only valid for flat profile dives. Multi-level dives should not be used for air consumption calculations.

The Air Consumption Calculator works with Imperial and Metric measurements. Since Air Consumption changes with so many factors we do not provide average SAC rates. Just pick a dive with similar conditions to the one you are planning and Sea Wolff helps you ensure you have enough air. Just to be on the safe side, our calculation tells you when you should reach 500 PSI instead of running to zero. After all, we never want to reach zero at depth!

And Sea Wolff has the most powerful inquiry, find, and search tools for finding those special dives. You will always be able to find that special dive with a few clicks of the mouse.

Comments:

first NIGHT DIVE. Other divers blew dive due to strong current. Did not find current that strong. This was a night orientation dive around the marina. Not

Boat	Deep	Drift	Hunt	Multi	Nat	Marine	Air	Photo
Nav	Night	Photo	Resc	Srch	Wrk	Life	Cons.	Log

30.25

Record and report that special Marine Life Sighting if you do it as a hobby or for a living. You can participate in species counts and fish identification programs.

Marine Life Sightings

Species	Size	Number	Activity	Log Ctrl #: 65
Great Hammerhead	Medium	2-10	Swimming away from Divers.	
Atlantic Guitarfish	Large	2-10	Swimming along bottom in group of 3	
Octopus	Small	1	Hiding in a crevice	

Record: 3

Participation in fish watching and tracking helps make your diving more interesting. We recommend that you take a fish identification course or use some of the excellent fish identification books that are currently available on the market. For what ever reason you decide to track fish sightings, Sea Wolff is the only software that helps you do it on your PC.

The Photo Log helps you keep track of all of your photographs. Track the equipment you used, the film, exposures, subjects and captions. Linked to the dive, photos can be searched for on any field. Reports are available from the Phot Menu.

You were automatically added to the Diver Database when you registered. (you were entered with a code of 3 spaces followed by AA . This ensures you are the first person to show in the database.

You were also set up with a Diver Type of S

for SCUBA Diver. You can change it to D for Divemaster or I for Instructor. First Name, Last Name, Diver Code and Diver Type are required information.

Diver Defaults allow you to start your log with numbers other than 1, log the number of hours you had prior to diving with the Sea Wolff Dive Log, set default divers, default sites and operators. These features support the Dive Log.

The Comments form allows you to select the highest certification level a diver has attained as well as comments about the diver. The Instructor Log (which supports dive clubs as well as instructors) uses Highest Certification Level to select divers for mailings. Imagine being able to notify only advance level divers and higher when doing those deep dives or rescue courses!

Medical Info prints out on the Diver Profile. You can travel with all of your pertinent information, or if it's club travel, for every member of the club. In the event of an emergency Sea Wolff helps ensure that you have the information you need.

Diver Certs are recorded and displayed whenever needed. When you need to present documentation to a shop or dive boat, prospective employer or dive team captain it will print out with your profile.

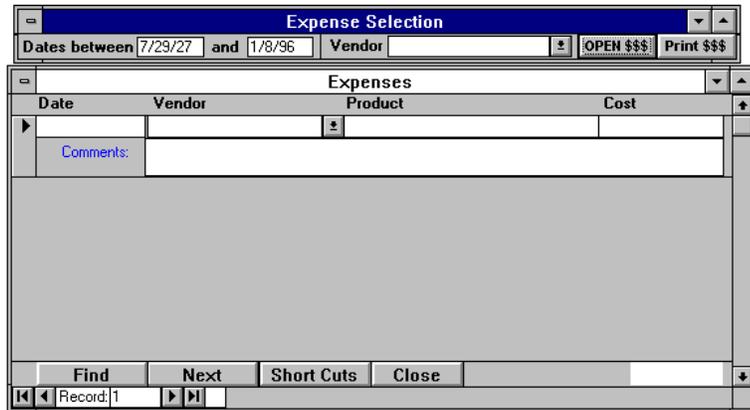
Diver Certs			
Date	Level	Instructor	
8/14/93	Open Water	Bob Beck	
10/10/93	Underwater Nat.	Andy Symons	
10/12/93	Deep	Alex Wolff	
10/12/93	Advanced Open Water	Andy Symons	
10/13/93	Multi-Level	Alex Wolff	
This is a read only form. Use Add Certs.			

Certification Levels		
Certification Id	Agency Code	Certification Level
DO2	DAN	OXYGEN Admin.
NADV	NAUI	Advanced SCUBA Diver
NAI	NAUI	Ass. Instructor
NCAVE	NAUI	Cave
NDEEP	NAUI	DEEP
NDIVL	NAUI	Diving Leadership
NDIVR	NAUI	Diving Rescue
NDM	NAUI	Divemaster
NENV	NAUI	Environment
NHUN	NAUI	Hunting and Collect.
NICE	NAUI	Ice
NIND	NAUI	Industrial Orientat
Find Next Diving Menu Exit		
Record: 1		

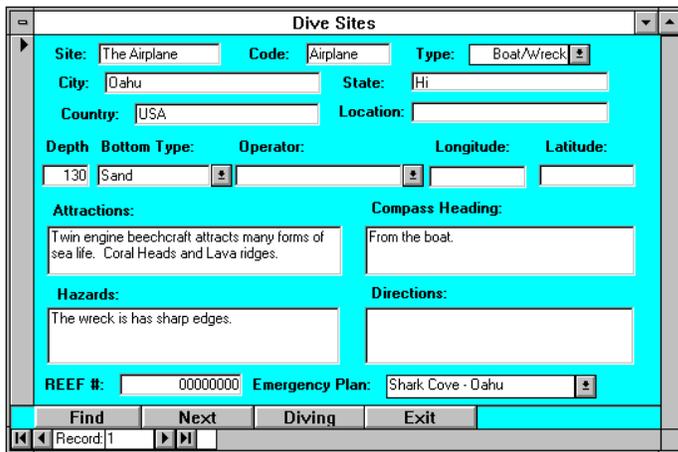
Sea Wolff comes preloaded with certification levels from most certifying agencies. If your certification agency is not represented, you can add your certification level by hand.

To ensure that other divers certified through your agency don't have to enter them in the future, you can have your agency send us a listing of their certification levels and we will include them with our next release.

Expense is one of the unfortunate realities that we as divers have to face, so we made a provision for you to do that here. If you are making money (you should be using the instructor log) remember that a negative expense is a positive cash flow!



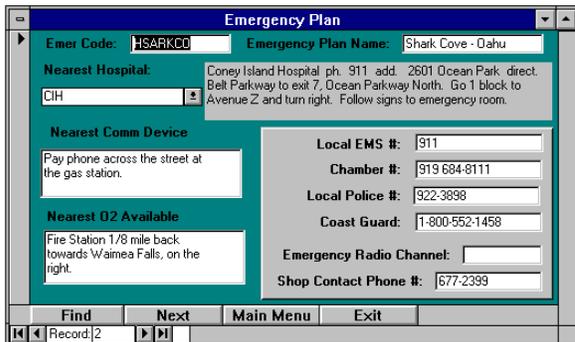
Our instructor version has Invoice and Purchase Order screens for managing money.



Our Dive Site screen allows you to track more information than any other dive log, including you paper log! Site Name and Code are required and you have the option of adding information such as Attractions, Directions, Hazards, and Compass Headings. You can even assign an emergency plan to the Dive Site. our Dive Site report is an excellent way to share information about a site with your club or team members, dive buddies, or even to publish a book

about your local diving. A wonderful tool for a dive shop to use to their advantage.

Dive Site Types allow you to categorize your dive sites in a way that is meaningful to you.



Site Type Code	Site Type
Beach/Beach	1
Beach/Drift	5
Beach/Reef	3
Beach/Rocks	4
Beach/Wall	6
Beach/Wreck	2
Boat/Beach	9
Boat/Deep	12
Boat/Drift	18
Boat/Reef	10

Emergency plans print with their own report or as part of the Dive Site report.

Its today's equipment that allows us to explore the deep in comfort and safety. With the quality of tiday's equipment you can expect it to last forever, if you maintain according to the manufacturers instructions.

With the push of a single button you can display the equipment that hasn't been serviced in 11 months or record the servicing that's been done by yourself or a qualified technician.

Equipment types allow us to ensure that regulators show up in regulator fields, cameras in the camera field, and so on. Especially important for use in the Dive Rig screen (used to assmble equipment for a diver or special purpose such as rescue, teaching, wreck, or beach, etc.

It is important that you do not change or delete the equipment types supplied by Sea Wolff Diving. You should, however, feel free to add your own.

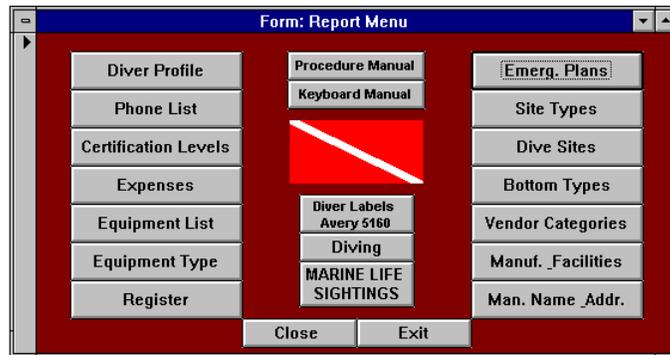
Vendors			
Name:	Sea Wolff Diving	ID:	Seawolff
Representative:	Alex M. Wolff		
Address 1:	P O Box 4085	Phone:	516 753 0334
Category:	Dive Shop		
Address 2:		Fax:	516 753 0334
City:	E. Farmingdale	State:	NY
Country:	USA	Postal Code:	11735
Products:	Escorted Dive Expeditions, Private and Semi-Private PADI certification and specialty courses from beginner through Assistant Instructor, CPR and First-Aid, DAN Oxygen Administration, Buddy Procedures and Dive Planning Workshops, Advanced Rescue, Sea Wolff Dive Log For Windows, Sea Wolff Dive Instructor for Windows and Sea Wolff Dive Shop for Windows software. Sea Wolff also helps dive shops develop marketing strategies.		
Find		Next	Diving
		Close	Info/Order Form
Record: 1			

Vendors include everything from Dive Shops to Manufacturers, Travel Agents, Not for Profit Agencies, Instructor Training Facilities and the list goes on. In order for a Vendor to show up as an operator on the Dive Log they must have a type/category assignment of Dive Boat or Dive Shop. Look for Magazine Subscription information and of course, add your own.

Many of the Sea Wolff Diving dealers are listed as well.

Vendor Categories	
Vendor Categ Code:	Vendor Category:
18	Accessories
1	Book Store
12	Clubs
19	Commercial Services
2	Computers
11	Distributor
8	Dive Agency
3	Dive Boat
5	Dive Shop
10	Hospital
21	Independent Instruct
20	Instructor Training
6	Insurance
23	Legal Services
9	Manufacturer
Diving	Exit
Record: 1	

Be sure to read the help text available on-line or printed through the reports menu. Also, take advantage of the Marine Life and Photo Menu features not described here.

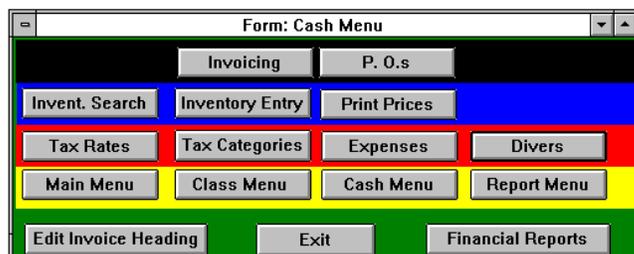


One of the great strengths of the Sea Wolff Dive Logs are their reporting features.

The pages that follow are sample reports that have been put out just for this manual. Many other reports are printed from the Dive Log Selection Screen and the Instructor Menus.

Sea Wolff Instructor Log

The following screens and functions are only available in the Instructor Log



The Cash Menu is the key to recording and managing the financial aspects of being an instructor. Invoices and purchase orders are very similar to each other. Customers can be billed with the Invoice; Supplies ordered from a vendor using the Purchase Order. It is important that the Purchase order button is clicked to set the transaction to be a Purchase Order. Double click on the Purchase Order button to set the transaction to be an invoice.

Product or Service:	Quantity:	Price:	Extended Price:
PADI Open Water	1	\$262.50	\$262.50

Shipping Charge:	\$0.00	Invoice Total: \$284.16
Tax New York State Reg.:	0.0825	
Sales Tax:	\$21.66	
Deposit:	\$100.00	
		Bal: \$184.16

The Invoice Number will be set automatically when the transaction is saved and the date will default to today. Customers (Invoices) are displayed from the Diver file, Vendors, of course, are listed in the Vendor File.

Payment Types (Cash, Check, MC, Visa etc) have to be listed in the Vendor File with Vendor Type set as # 24 - Payment Types. If you are upgrading to the instructor Module, you may have to convert your present Category 24 item to read Payment Type. Shipped By shows Vendors set up with a category of Shipper.

Tax Category displays tax categories that we have included or that you have added to the program. The categories shipped with the program are from Federal form Schedule C and can be gruped according to line #. If you wish, you can breakeach line item into several categories.

Tax Key	Tax Category	Form 1 Line #	Letter	Form 2 Line #	Letter	Form 3 Line #	Letter
Sale	Sales Revenue	5		17		19	
Tsup	Teaching Supplies	46		25		19	
Advt	Advertising	4	a	22			
*							

Feel free to edit the included items or add your own.

Sea Wolff Diving Instructor Log for Windows
Inventory Entry

Vendor: Sea Wolff Diving Item Number: COMFBOOK01
Unit_of_Measure:
Description: COMPUTER BOOK
Type: Book
Manufacturer: Divers Supply - Grand Cayman Model:
Our Cost: \$32.42 Sales Price: \$56.74

Next Short Cuts Exit

Record: 1

Items to be purchased or sold (including services) are stored in the Inventory file. Prices currently listed for items are dated and should not be relied upon for your business. You should either review and update the prices that are listed or delete all inventory items and start from scratch. PADI item numbers were accurate for the 1995 season.

To select an item or service, just click on the list box and you can scroll through the items on file. If you type in the beginning letter prior to clicking, your seach will be narrowed. The price from the Inventory File will be displayed. Enter the quantity and the total price will be calculated. You can type over the price when offering sale discounts or prices other than the list price of your merchandise. The new amount will be recalculated automatically.

If you are working with a one time item, you may wish to set up an inventory items called See Comments. You can select the price manually and put a description in the Comments field. There is no limit to the number of items that can be listed this way. (use <CTL>+<Enter> when you want to place carriage returns in the comments box.

Click on the shipping box to move the cursor to the Cash portion of the screen. If appropriate, enter the shipping amount or move ahead to the Tax box. Taxes are entered in the Tax Rate Screen. We advise you to list 0 tax rates and the reason for the zero tax. We have included NY Tax rates as an example. Feel free to delete ours and add your own. You do not have to select a tax rate for a 0 tax item when processing an invoice or p.o.

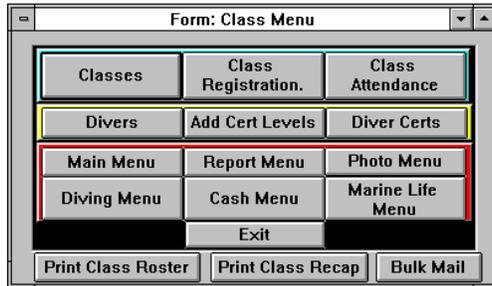
ID	Tax	Rate
0	Out of State	0.0000
NY1	New York State Reg.	0.0825
NY2	NYS Exempt	0.0000
*		

Invoices and Purchase Orders are automatically saved when you print them or go on to the next order. We recommend you record all deposits or first payments by entering the dollar amount in the deposit field and then clicking on the Record Deposit button. If the full payment was made, Click the Paid in Full button as well. To record subsequent payments or to change entered information, use the Add Additional Payments button and screen.

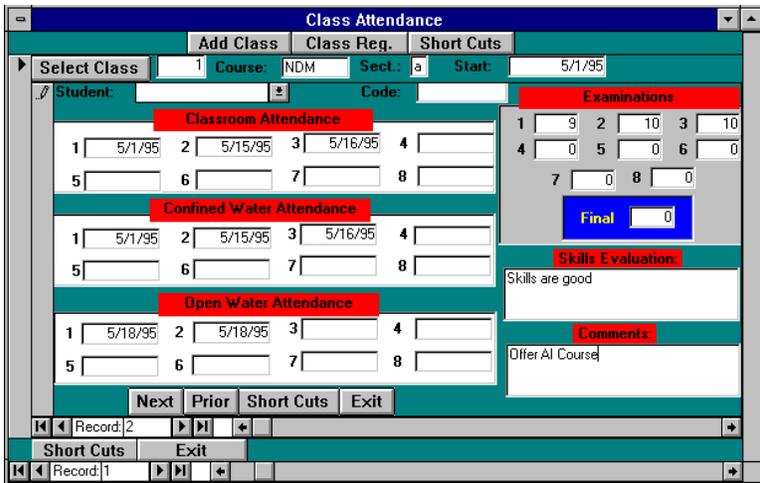
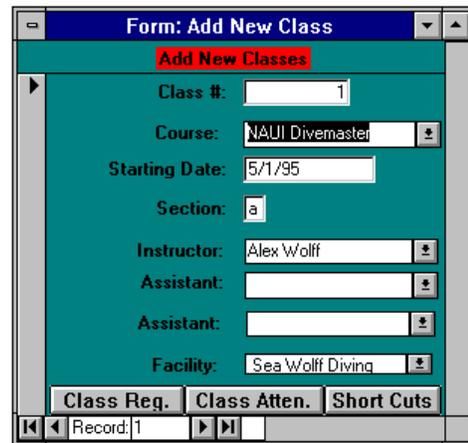
Invoices and Purchase Orders need to identify the company that issues them. We have included the Invoice Header Screen so you can customize the invoices you provide to your customers. You can leave them blank if you print on your own letter head.

Flexibility is the key to any business system and that is especially true for information retrieval. All of our reports allow selection by day if you balance your accounts on a daily base or by week, or by month, or by quarter or from this Tuesday to last Friday at 10:00. You have complete control!

All reports are previewed so you can get information without printing it and select just the pages you want. Samples of each report are displayed in the appendix.



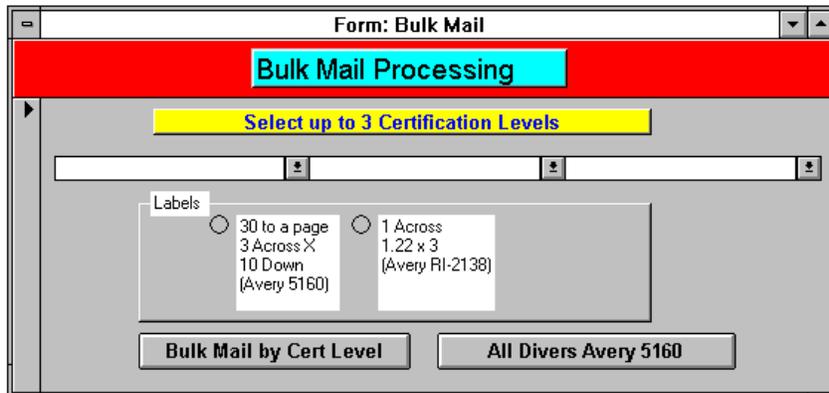
After safety considerations and customer satisfaction, it can be argued that Administration is one of the most important parts of an instructors' job. Administration includes all aspects of managing a class and the students that are attending it, and good record keeping is as important as following any other standard when running your business. Sea Wolff helps you track your classes, your assistants, and your students.



Track everything from your students pool and classroom attendance to their quiz and exam scores. Even record your observations about their skills and other comments you may want to remember.

Some important reports designed to help you include the Class Roster, complete with all of the students phone numbers and the

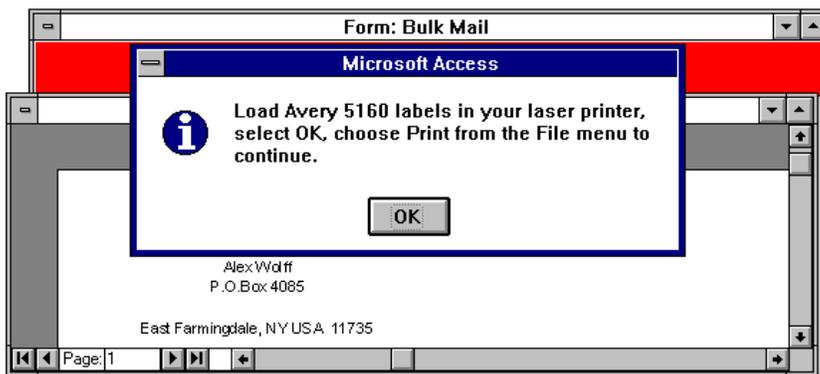
Class Recap showing you how everybody did. Virtually everything you need to track about your classes and students is at your fingertips.



One of the keys to a successful dive business is direct marketing. Our Bulk Mail program lets you select divers by certification level whenever you wish to do a mailing. Divers are selected by Highest Certification Level (set in the Comments screen from the Divers function) and labels are sorted by zip code to qualify for bulk mail. Imagine being able to advertise your Rescue Class to your Advanced students without having to send it to your divers that have already completed the Rescue and Divemaster training.

You have an option of printing labels 3 across and 10 down on a page or single labels, continuous feed. You can also bypass the Certification Level selection and print labels for all divers.

It is also possible to use the mail merge facilities from programs such as Word For Windows 6.0.



Sea Wolff Diving provides custom logs, specialized database programming, Internet Web pages and other computer related services. We assist our dealers in multiple ways.

1. All of our dealers get listed in our database which is distributed to our customers all over the world.
2. Our dealers can, on request, get a listing on our dealer page on the internet.
3. Discounts on web pages and internet support.
4. We offer a Sea Wolff Dive Log sales video and great color brochures to assist in sales.
5. We have the best technical and customer support in the industry.
6. Your customers are also our customers and we treat them that way.
7. When your customers call us with a problem we resolve it quickly and to their satisfaction. We even say nice things about you to help reinforce your customer/vendor relationship.
8. We offer cooperative advertising discounts.
9. We are priced so your customers can afford us and you can make money.
10. We give discounts for pre-paid orders!

Selling Sea Wolff Dive Logs is easy!

1. Display our program and brochure near the cash register.
2. Hang our Poster in your class room.
3. Show our video in your classroom (it's only 4.5 minutes and can earn you big dollars for a small time investment).
4. Ask all of your old customers if they use a Personal Computer, if they say no sell them a mask strap. But if they say yes ---- Show them the video and sell them a Sea Wolff Dive log for Windows.

How do you become a dealer?

1. Just own a dive shop and order 5
or
2. Be an instructor, by 5 dive logs and an instructor upgrade!

Sea Wolff Diving
Software for the Dive Industry
(516) 753-0334
Box 4085
East Farmingdale, NY 11735
seawolff@interport.net
<http://www.interport.net/~seawolff/>

