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Customized Database programs

I will customize this database form for an additional fee or create a new database program based on your business needs.

E-mail for more details.

Albert Rugel

compuserve address is 70573,726

How to add a new customer

-  Click on Add New Customer button or hold down Alt then hit A
-  Click on Last Name edit field and enter last name.
-  Press tab to advance to next field
-  Repeat until all fields have been entered.
-  Click on save record button or hold down Alt then hit R

How to delete a customer entry

Move through the database by using either the search button or next or previous entry buttons. When you have found the entry you wish to delete click on the delete customer button or hold down Alt then hit D. You will be given the chance to either delete or cancel the delete.

How to edit an entry

Move through the database by using either the search button or next or previous entry buttons. When you have found the entry you wish to edit click on the edit entry button or hold down Alt button and hit E. Double click mouse in the edit field you wish to change. If you wish to change the Last Name the click twice in the Last Name edit field and enter the new last name then click the save record button or hold down Alt and then hit R.

How to print Customer reports



Click on Print Report button



Click on open to print report (File name is automatically entered for you).

How to print customer mailing labels

 Click on Print Labels button

 Click on open to print Avery address labels 5160 (File name is automatically entered for you).

Order Form

The Client data base manager is \$50 per copy. Can be customized upon request for an additional fee. E-mail for details(compuserve address 70573,726).

Send check or money order to:

Albert Rugel
PO Box 75
Brooklyn, NY 11237

Send me _____ copies of the software.

send via _____ regular mail (Free) _____ Priority mail (\$5)
_____ Next day (\$15)

Mail to:

Name _____

Address _____

City _____ State _____ Zip _____

Telephone Number _____ (Optional)

E-mail Address _____

Search by Customer Number

To the left of the Search button there is a search by group. Choose Customer Number, if it is not already chosen. Click on the search button then enter the Customer Number and click on OK.

Search by Last Name

To the left of the Search button there is a search by group. Choose Last Name, if it is not already chosen. Click on the search button or hold down Alt and hit S then enter the Last Name and click on OK.

Technical support

Unlimited technical support for registered users. Send E-mail to Albert Rugel at compuserve address 70573,726.

