

Contents

Getting Started

[MAST Overview](#)

[Dive Planner Guided Tour](#)

[Order Entry Guided Tour](#)

The Dive Planner Module

[Main Screen](#)

[Sites Screen](#)

[Destinations Screen](#)

[Wrecks Screen](#)

[Marine Life Screen](#)

[Vacations Screen](#)

The Order Entry Module

[MAST Vacation Order Form](#)

[Edit Customer](#)

Reference

[Main Reference](#)

[Sites Reference](#)

[Destinations Reference](#)

[Wrecks Reference](#)

[Marine Life Reference](#)

[Vacations Reference](#)

[Main Order Entry Reference](#)

MAST Overview

Use the Marine Adventures and Sunken Treasures (MAST) application in your dive shop to help your customers choose vacation locations, book travel arrangements, and purchase or rent diving equipment. MAST consists of two modules: Dive Planner and Order Entry.

The Dive Planner module

You and your customers can use the Dive Planner module to learn about

- [Dive sites](#) in various [destinations](#)
- Marine life
- Shipwrecks located around the world

As you explore these topics, you can choose vacation destinations by specifying your customer's preferences on site characteristics, marine life, shipwrecks, or any combination of the three. The application uses these specifications to find destinations that match your customer's preferences by creating a query and running it against the possible destinations. The result of the query is displayed in the [Vacations Screen](#).

MAST saves all the selections you've made in a session. To start a new query, you must press the Clear button from the Main screen.

The Dive Planner module consists of the following screens:

[Main screen](#)

[Sites screen](#)

[Destinations screen](#)

[Marine Life screen](#)

[Wrecks screen](#)

[Vacations screen](#)

The Order Entry module

The Order Entry module lets you

- Make travel arrangements for your customers
 - Place their orders for equipment rental or purchases
- Each module of the MAST application can be treated as a separate application and run independently. You can also run the Dive Planner module, choose a destination, and start the Order Entry module directly by clicking the Book It! button.

The Order Entry module consists of the following screens:

[MAST Vacation Order Form](#)

[Edit Customer screen](#)

See also

[Dive Planner Guided Tour](#)

[Order Entry Guided Tour](#)

A site is a dive spot at a particular destination. A destination contains several sites. For example, the site Punta Sur is one of several sites at the destination Cozumel.

A destination is an area that contains several dive sites. For example, Cozumel is a destination that contains the Palancar Reef and Punta Sur sites.

Dive Planner Guided Tour

Follow this guided tour by minimizing the Help screen so that the MAST screen is visible beneath it or printing out the guided tour and following along from a hard copy. To print this topic, choose File|Print Topic.

Follow these steps to try out the Dive Planner module:

1. Choose File|Open|Form and specify DIVEPLAN.FSL in the dialog box.
2. Click the SITES button to display the Sites screen.
Under Accommodations, check Cheap and Moderate.
Under Water Temp, check Tropical.
3. Click the Accept button to accept the search criteria and leave the Sites screen. The Main screen appears.
4. Click the Marine Life button to display the Marine Life screen.
A SpeedBar appears enabling you to select the first, prior, next, or last Marine Life record in the database. You can browse through the records by clicking the button(s) on the SpeedBar, if you choose.
5. In Species Common Name, choose Red Emperor from the drop-down list.
The Species Latin Name, Picture, and Description boxes show information about the Red Emperor.
6. Click Cancel to return to the Main screen without saving the marine life selection.
7. Click the Process button on the Main screen.
MAST runs a query to find destinations that match the criteria you have selected and then displays them on the Vacations screen.

Order Entry Guided Tour

Follow this guided tour by minimizing the Help screen so that the MAST screen is visible beneath it or printing out the guided tour and following along from a hard copy. To print this topic, choose File|Print Topic.

To learn more about the Order Entry module:

1. Choose File|Open|Form and choose MASTORD.FSL to open the MAST Vacation Order Form.
2. The Destination field is highlighted. Choose a destination by pressing Ctrl+Spacebar. Pick the destination you want from the Enter Vacation Destination dialog box. Click OK or press Enter. Paradox enters the destination you picked and moves to the Travelers field.
3. Enter the number of Travelers in the party.
4. Press Tab or Enter to move to the Depart Date field.
5. Enter the departure date, 1/3/94 (for January 3, 1994).
6. Press Tab or Enter to move to the Return Date field.
7. Enter the return date, 1/10/94 (for January 10, 1994).
The number of weeks and cost per week are calculated. The Cost of Vacation is also calculated and displayed in the lower right corner of the screen.
8. Press Tab or Enter to move to the Payment method field.
9. Enter the payment method by pressing Ctrl+Spacebar and choosing one of the payment options from the list that appears.
10. Choose a shipping method by pressing Ctrl+Spacebar in the Ship Via field. The Ship cost field is calculated automatically. The Equipment/Shipping field is updated and the Total Cost of Order recalculated in the lower right corner of the screen.
11. Press Tab or Enter to move to the Equipment Information area of the screen. The Item No field is highlighted.
12. Press Ctrl+Spacebar to display a lookup table listing equipment.
13. Select a piece of equipment from the lookup table and choose OK.
The item number, description, and price appear in the Equipment Information table.
14. Press Tab or Enter to move to the Rental/Sale field. Rental is the default value. Choose Sale from the drop-down list.
15. Enter 2 in the Qty field and press Enter. The Line Total field is recalculated.
The Equipment/Shipping and Total Cost of Order fields are recalculated.
16. Choose a customer name from the Customer Info drop-down list. The address and phone number are automatically filled in.
17. Choose Change Address to open the Edit Customer screen. You can change the customer name or the value of any of the address fields, but you cannot change the Customer No field.
You can use the button controls to move through customer records. Press the Add Customer button to insert a new blank record with a new Customer No value. Fill in the customer information and press OK to return to the main order-entry screen.
NOTE: If you choose Add Customer from the main order-entry screen, Paradox opens the Edit Customer screen with a new blank customer record already inserted.
18. Press print to choose a predefined report and print it.
19. Choose Exit to book the order.

Main Screen

Use the Main screen of the Dive Planner module to learn about

- Dive [sites](#) in various [destinations](#)
- Marine life
- Shipwrecks located around the world

As you go through the different screens, you can specify your preferences for various sites, destinations, marine life, and shipwrecks. When you are finished selecting your vacation requirements, you can return to the Main screen and choose the Process button.

The MAST query

A query, based on your specifications, is run against the possible destinations. The result of the query is displayed in the [Vacations screen](#). MAST saves all the selections you've made in a session. To start a new query, you must press the Clear button from the Main screen.

Example

If you choose Tropical for Water Temp in the Sites screen and run the query, all destinations with tropical water temperatures are displayed in the Vacations screen. Next, if you choose Red Emperor in the Marine Life screen and run the query, all destinations with tropical water temperatures and the Red Emperor are found.

MAST introductory materials

If this is the first time you've used MAST, you may find the following introductory material useful:

[MAST Overview](#)

[Dive Planner Guided Tour](#)

[Order Entry Guided Tour](#)

Screen reference

See [Main Reference](#) for information on each item in the Main screen.

See also

[MAST Overview](#)

[Dive Planner Guided Tour](#)

[Order Entry Guided Tour](#)

[Sites Screen](#)

[Destinations Screen](#)

[Marine Life Screen](#)

[Wrecks Screen](#)

[Vacations Screen](#)

Main Reference

The Main screen of the Dive Planner module has the following items:

- | | |
|--------------------|--|
| SITES | Displays the <u>Sites screen</u> and allows you to choose characteristics of your vacation site. Also allows you to display the <u>Destinations screen</u> . |
| MARINE LIFE | Displays the <u>Marine Life screen</u> and allows you to choose a fish's habitat as part of your vacation site requirements. |
| WRECKS | Displays the <u>Wrecks screen</u> and allows you to choose a shipwreck location as part of your vacation site requirements. |
| Process | Uses your selections in the Sites, Marine Life, and Wrecks screens to find vacation sites that fit your requirements. These sites appear in the <u>Vacations screen</u> .

Choose the Process button after you have selected the search criteria on the Sites, Marine Life, and/or Wrecks screens. |
| Exit | Exits the MAST application and returns to Paradox for Windows. |
| Clear | Removes all the vacation site requirements from the Sites, Marine Life, and Wrecks screens.

To clear selections for a single screen, display that screen and choose the Clear button. |
| Help | Displays the online Help system. |

Sites Screen

Use the Sites screen to select the characteristics you'd like the dive sites at your vacation destination to have.

Within a category

Choose any number of characteristics within a category:

- If you choose both Reefs and Caves from the Features category then any dive sites that have either reefs or caves are found.

Across categories

You can choose various characteristics among categories. As you choose from more categories, the number of destinations that fit your requirements decreases.

- If you choose Cheap from the Accommodations category and both Reefs and Caves from the Features category, only the dive sites that are inexpensive and also have either reefs or caves are retrieved when you run the query.

Choosing a specific site

If you already have a specific site in mind, you can choose it from the Site preference drop-down list, but you should not choose any other characteristics. If you specify a site and you also choose other characteristics, the query might not retrieve any destinations.

- If you choose Palancar Reef from the Site Preference drop-down list and Beginning for the Dive skill level, no destinations are retrieved because the Palancar Reef site is recommended for intermediate or advanced divers only.

Screen reference

See [Sites Reference](#) for information on each item in the Sites screen.

See also

[Main Screen](#)

[Destinations Screen](#)

[Wrecks Screen](#)

[Marine Life Screen](#)

[Vacations Screen](#)

Sites Reference

The Sites screen has the following options:

Site preference	Allows you to choose a specific site by clicking the drop-down arrow next to the text box and highlighting the site.
Accommodations	Allows you to specify a price range for the dive site. You can choose Cheap, Moderate, and/or Expensive.
Features	Allows you to choose physical features of the dive site. You can choose Reef, Caves, Shipwrecks, Pinnacle, and/or Marine Life.
Night Life	Allows you to specify the type of entertainment you'd like at the dive site location. You can choose Sleepy, Pleasant, and/or Wild.
Water Temp	Allows you to choose the water temperature in which you like to dive. You can choose Sub-Tropical, Tropical, and/or Cold.
Dive skill level	Allows you to specify your diving level. You can choose Beginning, Intermediate, and/or Advanced.
Accept	Saves the selected characteristics and uses them (along with any criteria you specify in the Marine Life or Wrecks screens) for the query, then returns to the Main screen.
Cancel	Returns to the Main screen without saving the specified characteristics.
Destinations	Displays the Destinations screen. Note: If you want to save the choices you made on the Sites screen, first choose the Accept button. Then choose Sites from the Main screen and choose Destinations from the Sites screen.
Clear	Clears all selections from the Sites screen.
Help	Displays the online Help system.

Destinations Screen

Use the Destinations screen to display information about vacation destinations and dive sites.

Choosing a specific destination

If you already have specific destinations in mind, you can choose them with the Add to list => button. When you specify destinations with the Add to list => button, you should not choose any other characteristics. If you specify destinations in this screen and you also choose other characteristics, the query might not find any destinations that match your other choices.

- If you choose Sub-Tropical for Water Temp in the Sites screen and New Jersey in the Destinations screen, no destinations are retrieved when the query is run because New Jersey has cold water temperatures.

Screen reference

See Destinations Reference for information on each item in the Destinations screen.

See also

Main Screen

Sites Screen

Wrecks Screen

Marine Life Screen

Vacations Screen

Destinations Reference

The Destinations screen has the following options:

Destination Names	Lists the destinations in the MAST database. Choosing a destination changes the information displayed in the Site Name list, the description box, and the Seasonal Temperatures graph. Click a destination to choose it.
Add to list =>	Adds the selected destination to the Chosen Destinations list and the search criteria. You can add more than one destination to the Chosen Destinations list.
Clear list	Clears all destinations from the Chosen Destinations list.
Chosen Destinations	Lists the destinations that have been selected with the Add to list => button. If you press the Accept button, these choices are added to the query.
Seasonal Temperatures	Displays a graph of the seasonal temperatures of the destination highlighted in the Destination Names list.
Site Name	Lists the dive sites associated with the destination highlighted in the Destination Names list. Choosing a site changes the information displayed in the Description list. Click a site to choose it.
Description box	Displays information about the site highlighted in the Site Name list.
SpeedBar	Enables you to browse through the first, prior, next, and last records in the Destination database by clicking the appropriate SpeedBar button.
Accept	Saves the chosen destinations and uses them (along with any criteria you specify in the Sites, Marine Life, or Wrecks screens) for the query, then returns to the Main screen.
Cancel	Returns to the Main screen without saving the chosen destinations for the query.
Sites	Returns to the Sites screen. Note: If you want to save the choices you made on the Destinations screen, first choose the Accept button, then choose Sites from the Main screen.
Clear	Clears the chosen destinations from the screen.
Help	Displays the online Help system.

Marine Life Screen

Use the Marine Life screen to display information about different species of marine life and choose a species to add to the query.

When you choose a species to add to your query, you should choose characteristics from other screens carefully. If you specify fish in this screen and you also choose other characteristics, the query might not find any destinations that match your other choices.

- If you choose Cold for the Water Temp category in the Sites screen and Clown Triggerfish in the Marine Life screen, the query does not retrieve any destinations because the Clown Triggerfish does not live in cold water temperatures.

Screen reference

See [Marine Life Reference](#) for information on each item in the Marine Life screen.

See also

[Main Screen](#)

[Sites Screen](#)

[Destinations Screen](#)

[Wrecks Screen](#)

[Vacations Screen](#)

Marine Life Reference

The Marine Life screen has the following options:

- Species Common Name** Displays the common name of a fish. Common names can be selected from a drop-down list. When the common name of a fish is changed, the Latin name, picture, and description changes.
- Species Latin Name** Displays the Latin name of a fish. Latin names can be selected from a drop-down list. When the Latin name of a fish is changed, the common name, picture, and description changes.
- Picture** Displays a picture of the selected species.
- Description box** Displays information about the selected species.
- SpeedBar** Enables you to browse through the first, prior, next, and last Marine Life records by clicking the appropriate SpeedBar button.
- Accept** Saves the selected species and uses it (along with any criteria you specify in the Sites or Wrecks screens) for the query, then returns to the Main screen.
- Cancel** Returns to the Main screen without saving the selected species for the query.
- Clear** Clears all selections on the screen.
- Help** Displays the online Help system.

Wrecks Screen

Use the Wrecks screen to display information about different shipwrecks and select the type of shipwrecks you would like to see at your vacation [destination](#).

Within a category

You can choose any number of characteristics within a category. For example, you can choose both Intact and Scattered from the Condition category. When you run the query, any destinations that have shipwrecks that are intact or scattered are found.

Across categories

As you choose from more categories, the number of destinations that fit your requirements decreases. If you choose Treasure from the Interest category and both Intact and Scattered from the Condition category, only destinations that have intact or scattered shipwrecks with treasure are retrieved.

Choosing a specific wreck

If you already have a specific wreck in mind, you can choose it from the Shipwreck drop-down list, but you should not choose any other characteristics. If you specify a wreck in the Shipwreck text box and you also specify criteria on other screens, the query becomes narrower and might not retrieve any destinations. For example, if you choose Tropical for the Water Temp category in the Sites screen and Delaware in the Wrecks screen, the query does not retrieve any destinations because the Delaware's remains are in New Jersey where the water temperature is not tropical.

Screen reference

See [Wrecks Reference](#) for information on each item in the Wrecks screen.

See also

[Main Screen](#)

[Sites Screen](#)

[Destinations Screen](#)

[Marine Life Screen](#)

[Vacations Screen](#)

Wrecks Reference

The Wrecks screen has the following options:

Shipwreck	Allows you to select a shipwreck by clicking on the arrow next to the text box and choosing a wreck from the drop-down list.
Category	Allows you to choose the type of wrecked ship. You can select Passenger, Commercial, and/or Military.
Interest	Allows you to choose special features found in the wreck. You can select Treasure, Fixture, and/or Machinery.
Condition	Allows you to choose the condition of the wrecked ship. Select Intact, Broken, and/or Scattered.
Name box	Displays the name of the wreck you selected.
Shipwreck picture	Displays a picture of the currently selected shipwreck.
Shipwreck description	Displays information about the currently selected shipwreck.
SpeedBar	Enables you to browse through the first, prior, next, and last records in the Wrecks database by clicking the appropriate button.
Accept	Uses the selected criteria for the next search and then returns to the Main screen.
Cancel	Returns to the Main screen without using the selected criteria.
Clear	Clears all selections on the screen.
Help	Displays the online Help system.

Vacations Screen

The Vacations screen displays the destinations that meet the criteria specified in the Sites, Marine Life, and Wrecks screens. You can also display the Order Entry module from the Vacations screen.

The Vacations screen displays a table showing destinations you might want to visit and the following information for each destination:

- Destination number
- Destination name
- Average temperatures (Fahrenheit and Celsius)
- Spring, summer, fall, and winter temperatures (Fahrenheit and Celsius)
- Accommodations
- Night life
- Body of water
- Travel cost

Screen reference

See [Vacations Reference](#) for information on each item in the Vacations screen.

See also

[Main Screen](#)

[Sites Screen](#)

[Destination Screen](#)

[Wrecks Screen](#)

[Marine Life Screen](#)

[MAST Vacation Order Form](#)

Vacations Reference

The Vacations screen has the following options:

Table of

Destinations	Displays a table of destinations containing the following information: destination number, destination name, average temperatures, seasonal temperatures, accommodations, night life, body of water, and travel cost.
Book It!	Allows you to book your vacation by displaying the <u>MAST Vacation Order Form</u> for your use.
Exit	Leaves the MAST application and returns to Paradox for Windows.
Main	Returns to the Main screen.
Help	Displays the online Help system.

MAST Vacation Order Form

Use the MAST Vacation Order Form to

- Make travel arrangements for your customers
- Place their orders for equipment rental or purchases

It consists of two screens:

- The MAST Vacation Order Form allows you to make travel arrangements for your customers and display existing bookings.
- The Edit Customer screen allows you to add new customers, delete existing customers, or change customer information.

MAST introductory material

If this is the first time you've used MAST, you may find the following introductory material useful:

[MAST Overview](#)

[Dive Planner Guided Tour](#)

[Order Entry Guided Tour](#)

Screen reference

See [MAST Vacation Order Form Reference](#) for information on each item in the MAST Vacation Order Form.

See also

[Edit Customer screen](#)

[MAST Overview](#)

[Order Entry Guided Tour](#)

[Dive Planner Guided Tour](#)

MAST Vacation Order Form Reference

The MAST Vacation Order Form has the following options:

Customer Info Display an existing customer's information by choosing a name from the list.

Change

Address Opens the Edit Customer screen. Use this screen to change customer information.

Add Customer Opens the Edit Customer screen and inserts a new blank customer record. Enter the new customer's address information.

Vacation Information

Destination Enter the customer's vacation destination by pressing Ctrl+Spacebar and choosing a destination from the lookup list.

Order No Displays the unique order number for the customer's order. You cannot edit this field.

Travelers Enter the number of people traveling. This information is used to calculate travel costs.

Info Enter the customer's vacation information in the lower portion of the form. Moves the cursor to the Destination text box.

Depart Date Enter the date the vacation begins. Press Spacebar to enter today's date, or use the MM/DD/YY format.

Return Date Enter the date the vacation ends. Press Spacebar to enter today's date, or use the MM/DD/YY format. Optionally, you can press Ctrl+Spacebar to open a dialog box that prompts you to enter the vacation length in days. Paradox then calculates the return date based on the depart date and the number of days.

of Weeks This is automatically calculated based on the information in the Depart Date and Return Date fields. The number of weeks is rounded up to the next whole week.

Cost

(wks/pers) This automatically calculated field shows the cost for one person spending one week at the destination you choose.

Payment Method

Specify a payment method by pressing Ctrl+Spacebar and selecting the payment method from the menu. If you choose Credit Card, two dialog boxes appear requesting the card number and expiration date.

Ship Via Specify a shipment method for the equipment you order. Press Ctrl+Spacebar to choose a shipment method from a list.

Ship Cost This is automatically calculated based on the equipment you order and the shipment method you choose.

Equipment Information

Note/# Displays the line number of each item of equipment ordered. The current record displays a checkbox. Click the box to open a dialog box and enter notes about the record. Records with existing notes display a paragraph symbol in this field.

Item No Displays the item number of the equipment. Press Ctrl+Spacebar to choose an item from a lookup table.

Description Displays a description of the equipment.

Rent/Buy Displays whether the equipment is rented or purchased. Rented is the default value.

	Use the drop-down list to choose Sale.
Qty	Displays the number of items of equipment.
Price	This is automatically calculated based on the value in the Item No field.
Line Total	This is automatically calculated based on the values in the Qty and Price fields.
Exit	Performs validity checks on the information on the MAST Vacation Order Form and Edit Customer screens, saves the order, and exits to the Main screen (if order entry was started from within the Dive Planner module) or to Paradox (if order entry was started independently).
Print	Opens the <u>Choose Report to Print</u> dialog box, which lists several predefined reports.
Help	Displays the online Help system.
Cost of Vacation	Displays the cost of the trip, calculated by multiplying the travel cost information in the MAST database and the number of travelers in the party.
Equipment/ Shipping	Displays the total cost of equipment sales and rentals plus shipping costs.
Total Cost of Order	Displays the combined cost of equipment, shipping, and travel expenses.

Edit Customer screen

Use the Edit Customer screen to change information about existing customers or to add new customers. You can open the Edit Customer screen in either of two ways.

- Choose Change Address to open the Edit Customer screen with the current customer's information.
- Choose Add Customer to open the Edit Customer screen with a blank record and a new, valid Customer No value.

The Edit Customer screen has the following options:

Customer Name Displays the current record's customer name.

Customer No. Displays the Customer number for the current customer. You cannot edit this field.

Street Displays the contents of the current record's Street field.

City Displays the contents of the current record's City field.

Country Displays the contents of the current record's Country field.

Phone Displays the contents of the current record's Phone field.

State/Prov Displays the contents of the current record's State/Prov field.

Zip/Postal Code Displays the contents of the current record's Zip/Postal Code field.

Button Controls Move through the records of the CUSTOMER table. Click the Add Customer button to insert a new record with a valid new customer number. Click the Remove Customer button to delete the current record.

OK Accept the changes you have made and close the Edit Customer screen. Return to the MAST Vacation Order Form.

Cancel Cancel your changes and return to the MAST Vacation Order Form.

Help Access the online Help system.

See also

[MAST Vacation Order Form](#)
[Order Entry Guided Tour](#)

Choose Report to Print Screen

Choose Orders | Print or click the Print button from the MAST Vacation Order Form to open the Choose Report to Print dialog box. You have four predefined report formats to choose from.

Quick print of current order

Prints a simple report of the order currently being viewed. This report looks just like the MAST Vacation Order Form screen.

Full report of current order

Prints a letter addressed to the customer that lists the vacation itinerary, the equipment rental and sale information, and the total cost.

Summary of this customer's orders

Prints a table that summarizes all vacations booked by the current customer, and totals all costs.

Summary of all orders in system

Prints a listing of each customer's orders to date, and a total of all orders.

Select the report format you want and choose OK. You'll see the Print File dialog box, which is described in your Paradox for Windows documentation. Select the options you want and choose OK to print the report.

