

EUDC – EUDanceWorld

Manual Version 2.2 1/6/17

Table of Contents

EUDC – EUDanceWorld	1
EUDC Dance World App.....	3
Quick Start	3
Requirements	4
Installation	5
Android	5
Apply iOS.....	5
Windows PC or Mac OS	5
Login	8
Screens – ‘Me’	9
Screen - Students.....	10
Screen – My Classes.....	12
Screen – Classes.....	13
Screen – Invoices	14

Screen – Send Message	15
Installing on Windows PC or Mac.....	16
Overall Process	16
Installing the Application – Warning Screen	17
Application Updates	20
Manually check for a new Version	20
Update Process.....	21

EUDC Dance World App

The EU Dance World App is primarily for the EUDC Parents and Students.

With EUDanceWorld you can – enrol, update your details, request class changes, see latest class info/start times, see class and school notes and documents, send a message to the studio and pay your invoices.

The EUDC Dance World App is available on Android devices, Apple Devices, and on the desk top of a PC or Mac.

Quick Start

- iOS: Download from App Store – EUDanceWorld

- Android: Download from the Play store – EUDanceWorld

- PC Download PC App: <http://www.entertainmentunlimited.net/eudc/update/EUDanceWorld.exe>

- Mac Download PC App: <http://www.entertainmentunlimited.net/eudc/update/EUDanceWorld.dmg>

- PC or Mac: Download/install Adobe AIR (<http://get.adobe.com/air/>) then download/install the EUDanceWorld app

<http://www.entertainmentunlimited.net/eudc/update/EUDanceWorld.air>.

If this does not save the file for you, you can try this link:

<http://www.entertainmentunlimited.net/eudc/eudocman.php?CMD=viewfile&folder=install&filename=EUDanceWorld.air>

If you are already registered, use your email address and password to login. If you are enrolled at EUDC, then use the 'Forgot Password' to get your password emailed to you.

For more help, contact the Studio or eusupport@entertainmentunlimited.net



Requirements

The device the App runs on must have an active internet connection. The app runs on Android devices (Phones and Tablets), Apple iOS devices (Phone and Pads) and on Windows PCs and Macs.

Installation

Android

To install on Android, goto the 'Play Store' and search for EUDanceWorld. The app was developed by Golden 3 Technology and PowerConnex.

Apply iOS

To install on iOS, goto the 'App Store' and search for EUDanceWorld. The app was developed by Golden 3 Technology and PowerConnex.

IMPORTANT: EUDanceWorld is not the same as EUDCAAdmin. DanceWorld is for parents and students. EUDCAAdmin is for teachers and admin staff.

Windows PC or Mac OS – Native

To install on a PC or Window, download and install this local App.

- PC Download PC App: <http://www.entertainmentunlimited.net/eudc/update/EUDanceWorld.exe>

- Mac Download PC App: <http://www.entertainmentunlimited.net/eudc/update/EUDanceWorld.dmg>

Windows PC or Mac OS – Adobe Portable Version

To install on a PC or Window, download and install this local App.

Step 1 – install the AIR Adobe Run time : <http://get.adobe.com/air/>

Step 2 – download <http://www.entertainmentunlimited.net/eudc/update/EUDanceWorld.air>

save and open this file. Follow all the install prompts.

See chapter: Screen – Send Message

- You can send a general message, absentee or urgent message to the studio.
- Select the type of message, enter the message and press 'SEND'
- Note that an URGENT message is sent as an SMS to the studio mobiles.

*The studio will respond **if necessary by email or phone***

Cancel **Send Message** SEND

To: EUDC Studio

Message: General Absent Urgent

Topic: Absence Advice - going to be or was absent

From: sonya@lloras.com

Katia is sick and won't be in today

Installing on Windows PC or Mac for detailed installation steps.

Login

Your registered EUDC email address and password is used to login. Use the 'Forgot Password' if you have forgotten your password.

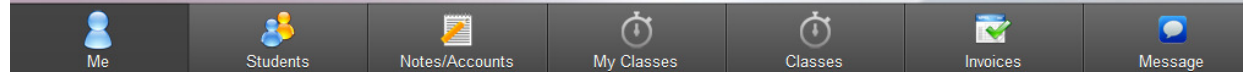
NOTE: If you are already enrolled at EUDC, please don't register a new account. You will not be able to see your current student/children if you create a new account. Contact the studio or eusupport@entertainmentunlimited.net for assistance.

Screens - 'Me'

The 'Me' tab is where you can and should update contact information, address information etc. If you make changes, tap the 'Save' button to save them.

To change any of the two email addresses, please email eusupport@entertainmentunlimited.net or contact the studio.

My Details	
FamilyCD:	LLORA
Email1:	sonya@lloras.com
Email2:	katia@lloras.com
Surname:	LLORA
Parents:	SONYA
Home Phone:	31124565
Mobile Phone:	0411114669
Mobile 2 Phone:	Mobile2 Phone - full 10 digits please eg. 0741557788
Work Phone:	Work Phone - full 10 digits please eg. 0733557788
Fax:	Fax- full 10 digits please eg. 0733557788
Address:	Address
Medical:	ALLERGIC TO penicillin
Comments:	LOVELY. then fghghfg



Screen - Students

- Use the '+Student' to add a new child/student to the account
- Enter the DOB
- Tap 'Save' to save changes
- If there is more than one student, tap the name of the Student to switch
- Optionally you can upload or take a picture if using the iOS or Android app.
- To change a student's name or remove a student, please contact the studio.

Student KATIA +Student

KATIA MIGUEL

Student: KATIA

Birth Date:

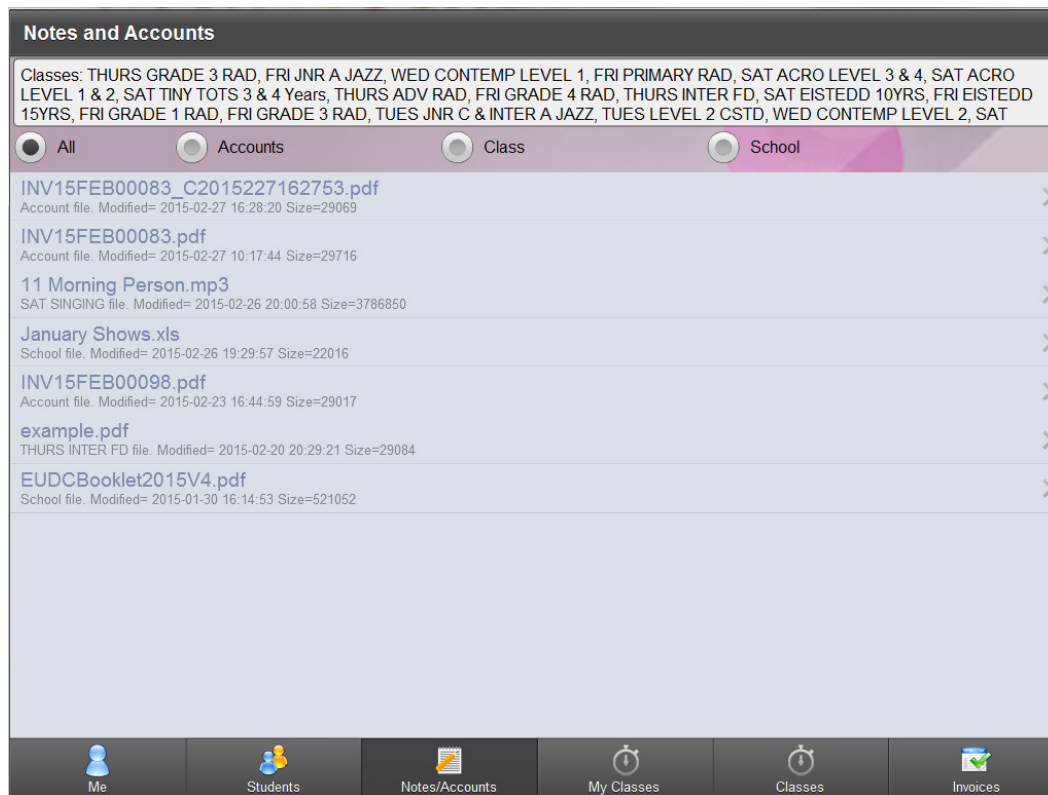
Tap on Photo to Set/Update

Contact the studio to remove or change a student's name.

Me Students Notes/Accounts My Classes Classes Invoices

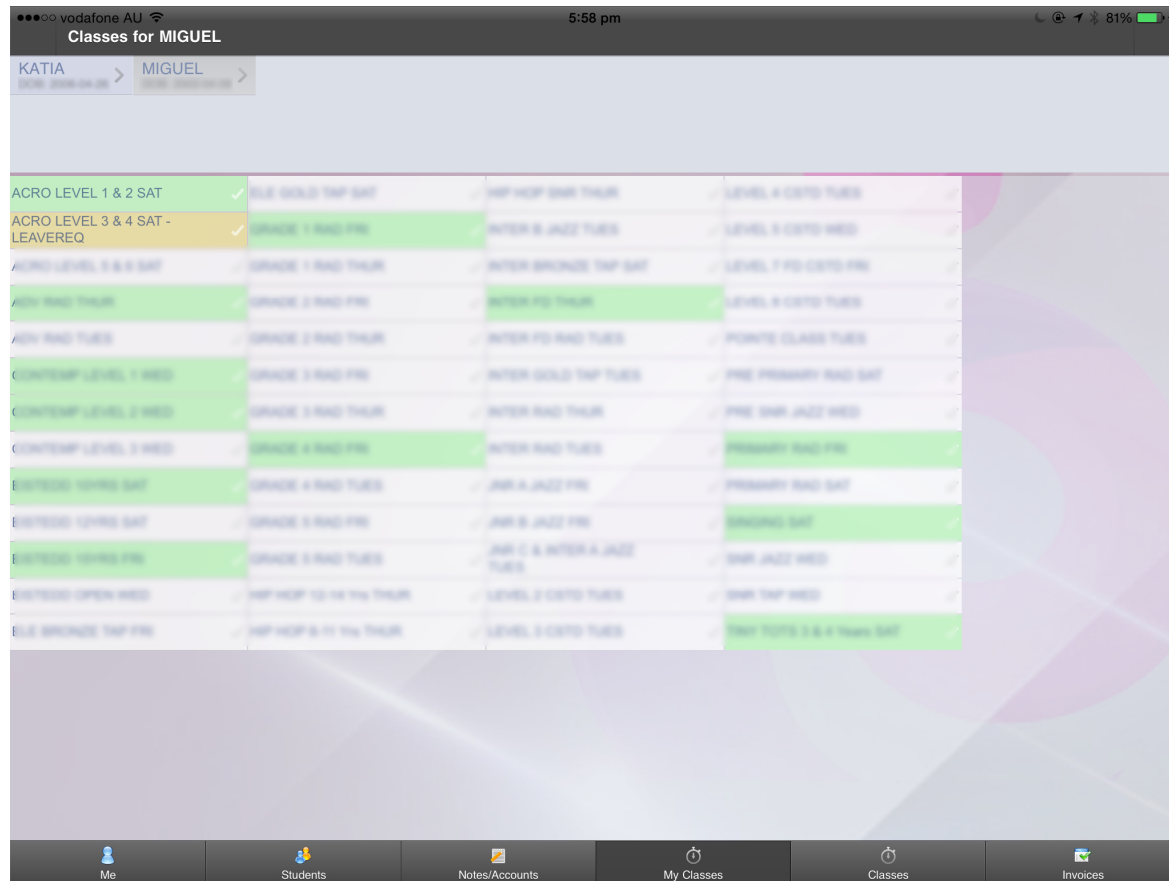
Screen – Notes/Accounts

- The schools notes and account documents are visible here.
- School documents include the EUDCBooklet and other documents which are relevant to all members of EUDC.
- Account documents include your invoices and payments receipts
- Class documents includes any notes/documents for classes you are enrolled in.
- Tap the radio button to filter
- The most recent documents appear at the top, tap/drag with your finger to scroll (and click and drag to scroll down when on PC/Mac)
- Tap on document to have it open – usually in a browser.



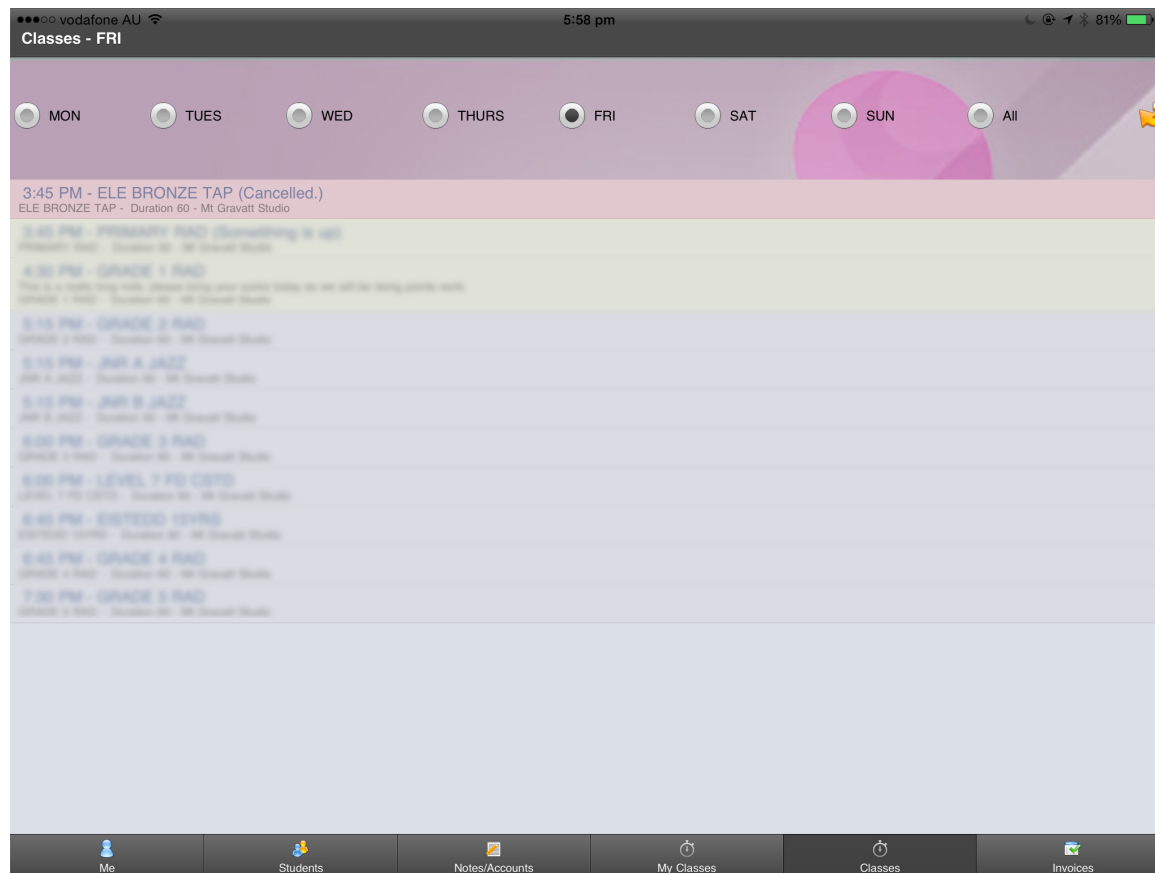
Screen – My Classes

- Shows classes each student is in. A class shows as GREEN when the student is enrolled in that class.
- Tap on name of student of there is more than one student
- Tap/drag to scroll on smaller devices to see all the classes
- To Request to join or leave a class, tap on the TICK.
- Tap on 'SAVE' to save your changes.



Screen – Classes

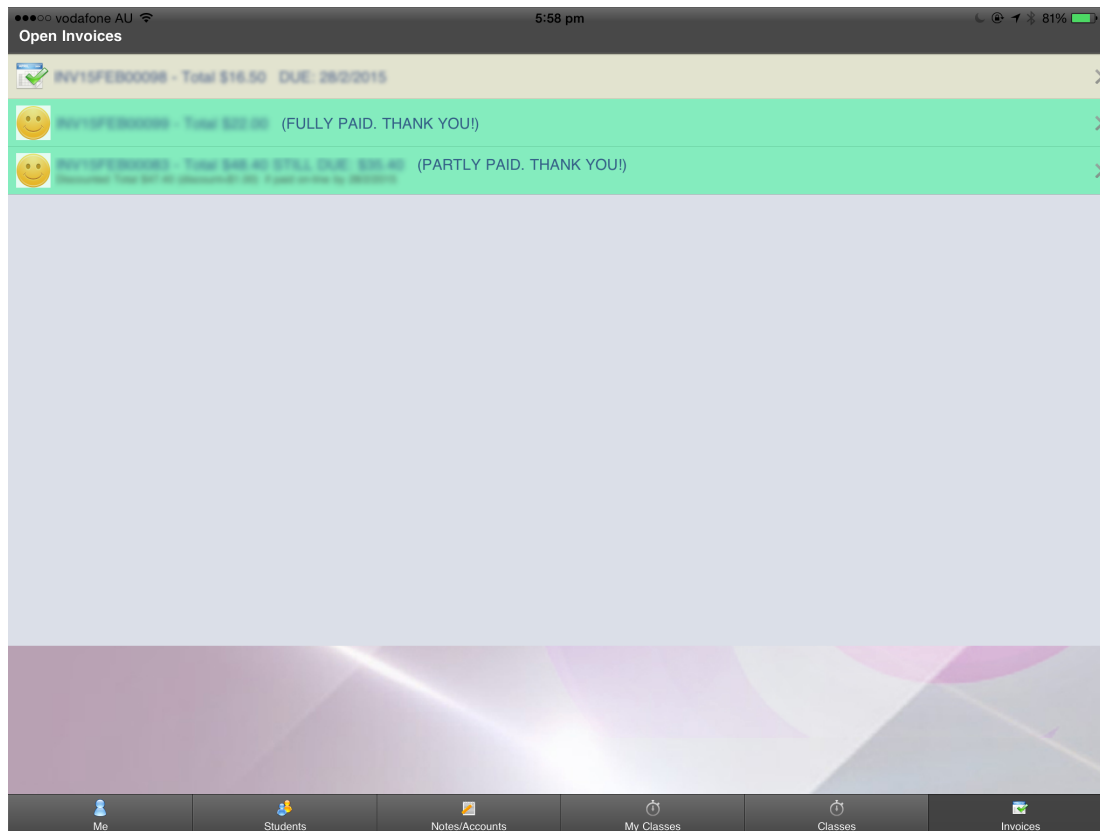
- Shows all classes at the studio (time, location, duration etc) – shows classes for the current day by default
- Tap another day to see that day
- The latest class start time and class specific notes are shown. This is useful for checking/confirming if a class might be on or cancelled etc.
- Classes with notes are shown in different colour.



Screen – Invoices

- Shows recent invoices for your account. The due dates and applicable discounts are shown.
- To pay an invoice with a credit card on line, tap in the invoice.
- Payment with Visa, Master card, Amex or Diners is accepted.
- If payment is completed on line, you will be emailed a receipt. The same receipt is also visible on the account screen.

NOTE: EUDC uses a payment gateway provided by PowerConnex. Charges on your account will appear as POWERCONNEX.



Screen – Send Message

- You can send a general message, absentee or urgent message to the studio.
- Select the type of message, enter the message and press 'SEND'
- Note that an URGENT message is sent as an SMS to the studio mobiles.

The studio will respond if necessary by email or phone

Cancel **Send Message** SEND

To: EUDC Studio

Message: General Absent Urgent

Topic: Absence Advice - going to be or was absent

From: sonya@lloras.com

Katia is sick and won't be in today

Installing on Windows PC or Mac

To install on windows, install Adobe AIR (only needs to be installed once on a machine.) The install steps for a Mac are the same – the example screens below are from a Windows PC

Overall Process

Step 1 – install the AIR Adobe Run time : <http://get.adobe.com/air/>

Step 2 – download <http://www.entertainmentunlimited.net/eudc/update/EUDanceWorld.air>

If this does not save the file for you, you can try this link:

<http://www.entertainmentunlimited.net/eudc/eudocman.php?CMD=viewfile&folder=install&filename=EUDanceWorld.air>

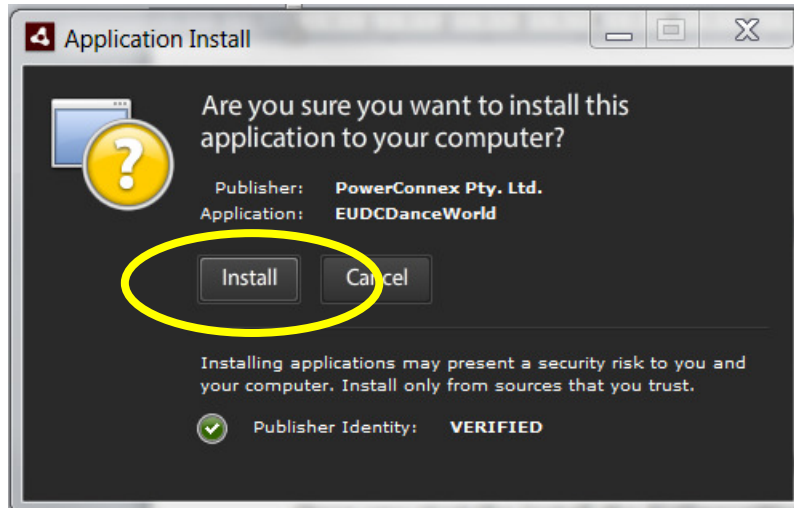
save and open this file. Follow all the install prompts.

NOTE: There will be a warning about an unsigned/untrusted certificate – which you can safely ignore.

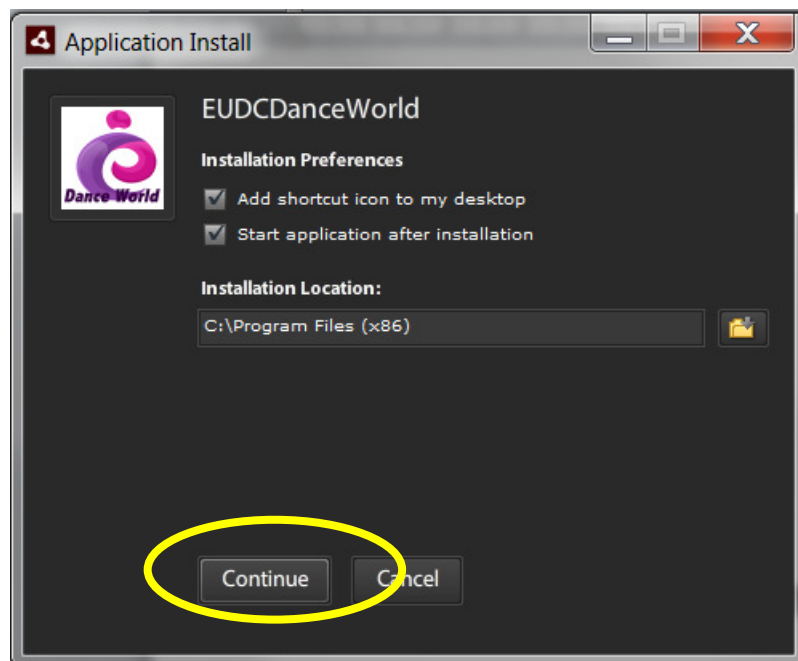
Installing the Application – Warning Screen

Once you start the install the EUDanceWorld.air file itself you will receive this warning. Click on the 'Install' button to continue.

Depending on your settings, you may need to enter your password or administrator password.



- It will prompt where to install – click 'Continue'



- The application should look like this when it opens:



Application Updates

EUDanceWorld will ask to check for a new version about once a week. In general it is recommend to always update to the newer version when there is one available.

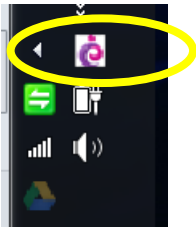
You can cancel a check for update and you can manually check for new versions at any time.

Manually check for a new Version

- Find the icon in the system tray (pc) or task bar (mac) and right click on it.

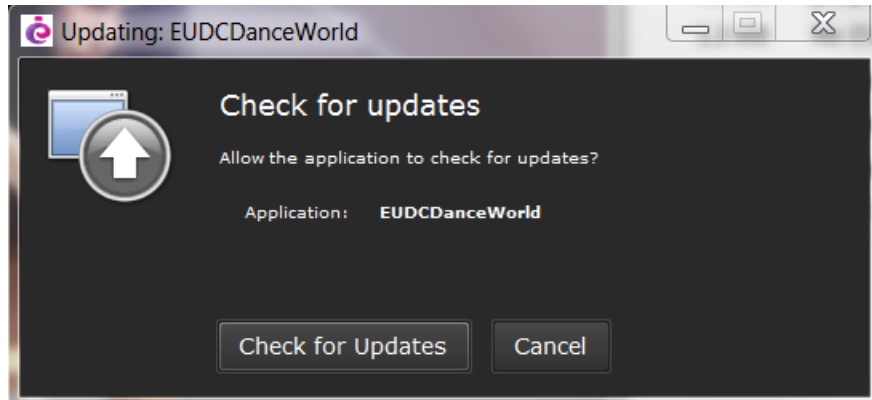
Select the 'EUDW Options' menu and the 'Check for update now'

System Tray:

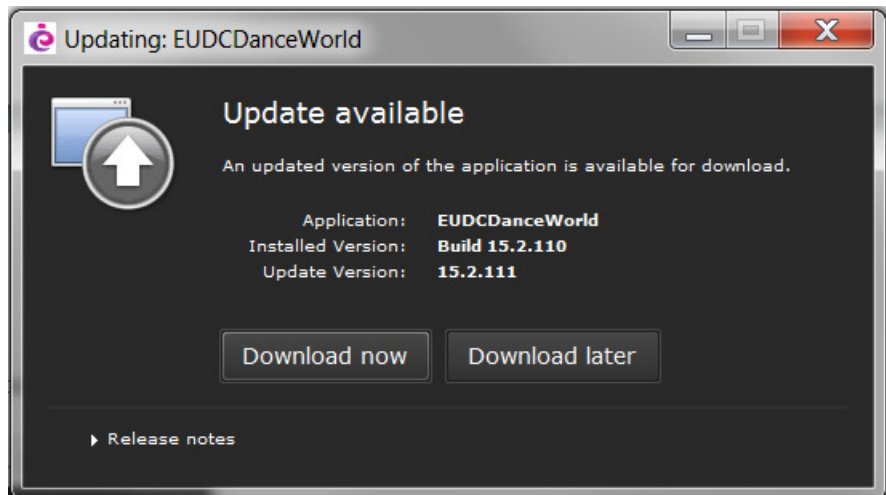


Update Process

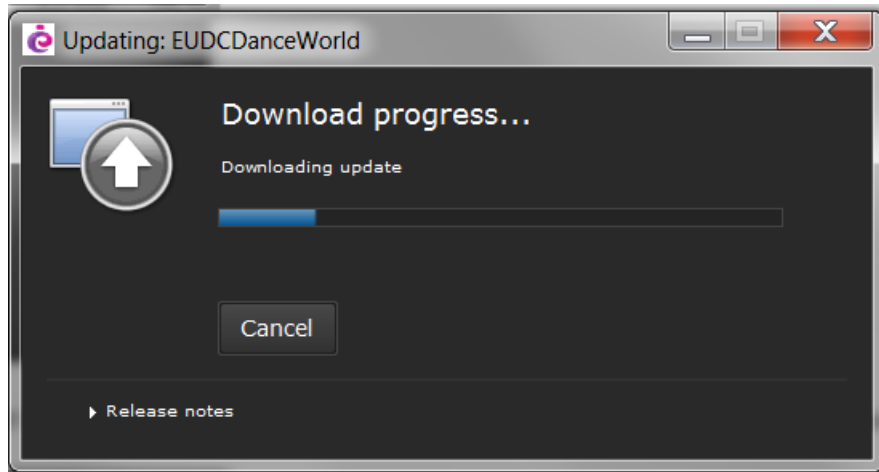
EUDW checks for updates every 7 days. When it wants to check it will show this screen:



If there is an update available, you will see the details of the update. You can download it now or later. You can also read the release notes by clicking on the triangle.



The update will download.



When complete you can install the update immediately or later.

To install it the operating system may prompt you for your username or password depending on your OS and settings.

