



**Azimuth Documents Digital Service
ver. 1.0**

Quick Start Guide

Welcome to Azimuth Documents Digital Service

Azimuth Documents Digital Service (ADDS) - is an automated system to manage and to store electronic documents. It has been developed to simplify maintenance and updating of electronic and paper charts, nautical publications and e-Books for mariners.

At the moment, **Azimuth** supports the following range of documents and updates:

- British Admiralty Electronic Nautical Chart AVCS/AIO;
- Electronic Nautical Charts PRIMAR;
- Electronic Nautical of Russian Hydrographic Office;
- British Admiralty Digital Publications (ADP);
- British Admiralty Electronic Nautical Publications (ENP);
- British Admiralty Paper Notice to Mariners;
- Port circulars and messages of FLAG authorities (27 countries);
- NAVAREA warnings in force;
- Temporary and Preliminary Notices in Force for Electronic Nautical Chart (AVCS);
- Live Piracy and Armed Robbery Warnings for Electronic Nautical Chart (AVCS).

Future editions of **Azimuth** will also support full database or on-demand updates for paper charts and publications for US, Canada, other countries.

This Quick Start Guide will help you to install and grasp the basic functions of the **Azimuth** software.

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1. Getting Started

1.1 General Description

Azimuth Documents Digital Service provides means for maintenance and updating of onboard (onshore) nautical charts and publications collection of main IHO members (International Hydrographic Organization) as well as provides safety navigation information from other sources.

Weekly updates for **Azimuth** are distributed by E-mail service. All documents are transmitted in a compressed form to reduce transmission volume. In a weekly update package each user receives full text and graphic data required for the next update of his paper chart and publications collection. The documents for digital services (electronic charts and publications) will be distributed as sets, ready to be installed to the relevant software. Before sending, files can be split in packages to comply with the user's mail server size limits.

To provide consistent information receipt, please ensure that support@edatallc.com and host edatallc.com are on the "white list" of your Internet communication provider. The email address support@edatallc.com is the main support address.

Where e-mail service is unavailable (data link failure etc.), the updates can be delivered to **Azimuth** on a removable flash drive or CD. In case the user has Internet access, the updates and documents can be imported to **Azimuth** from online storage service using standard **WEB** browser protocol settings – this approach does not require any additional customizing and works according to the common **WEB** communication rules.

Azimuth contains compact database for the ease of navigation and search/filter of downloaded documents.

1.2 Installation procedure

System requirements:

Azimuth requires the following hardware/ software:

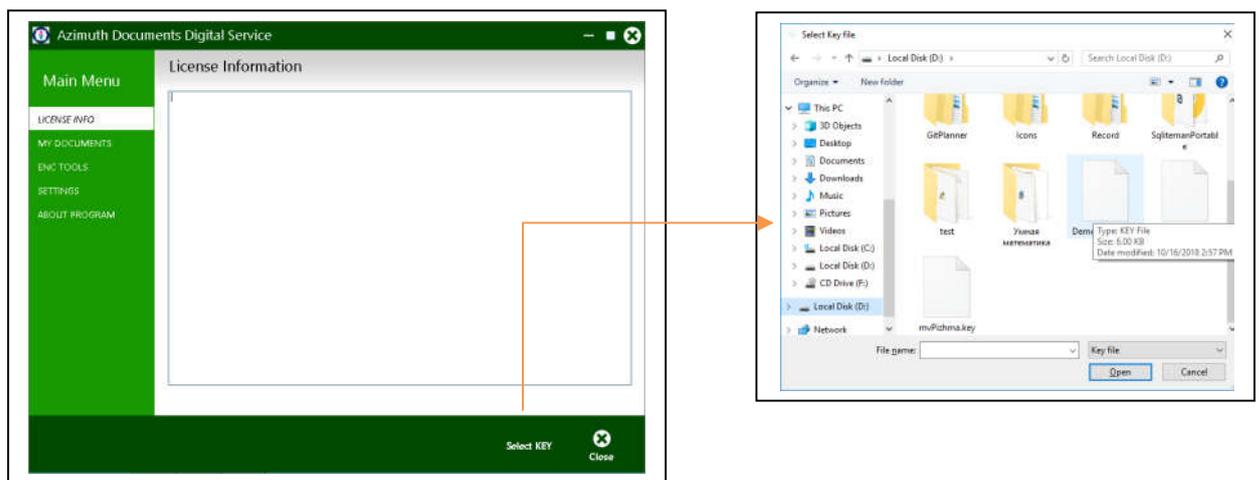
- IBM PC – compatible computer (tablet) under Windows 2000 or higher;
- HDD min 1GB free space for the software installation and for temporary files;
- RAM 256 MB and up;
- Laser or Inkjet Color A4 printer, providing resolution 300 dpi for printing paper graphic data;
- Acrobat Reader version 7.0 or later – for viewing and printing graphic data (should be installed independently by user).

Installation:

- close all running applications;
- log onto the computer using an Administrator account;
- run setup.exe;
- follow installer instructions.

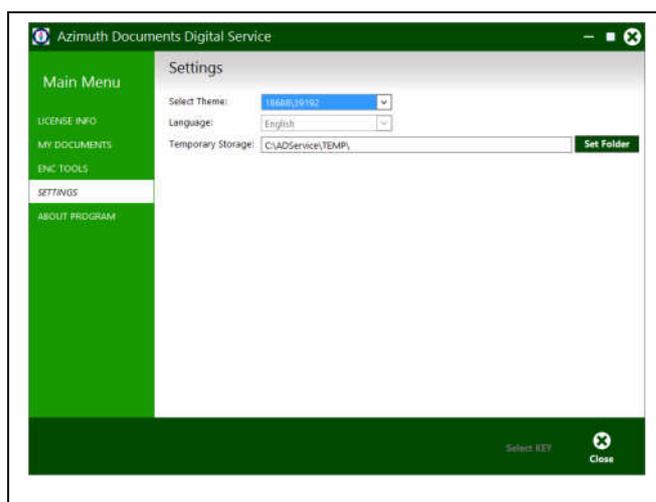
First Start:

To launch the program, please use shortcut **ADService** on the desktop (or either **Start -> Program**). At the first start, you will be prompted to activate the license file (i.e., to locate), unless the file was included in the installation package. The Key file is required for licensing the subscription for documents and your **Azimuth** copy identification.



Settings:

Software customizing locates in the **Settings**.



At the moment, the software is translated in the English language only.

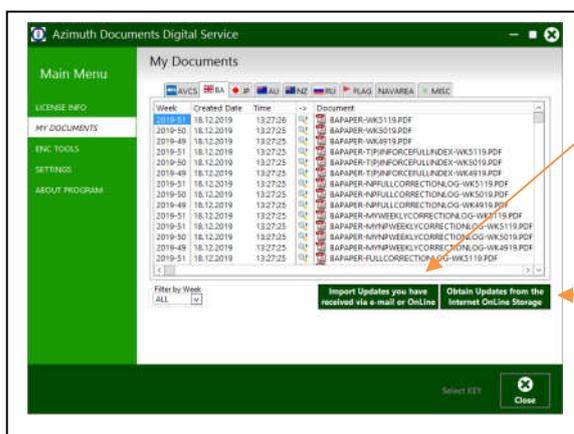
For better visual experience in the **Select Theme** menu there is an option to change the interface color scheme (metro style).

If needed, it is possible to change the location of temporary files storage folder **Temp**, where the received from the server files (packages) will be saved before their import to the **Azimuth**.

2. Main Functions

2.1 Import of New Documents

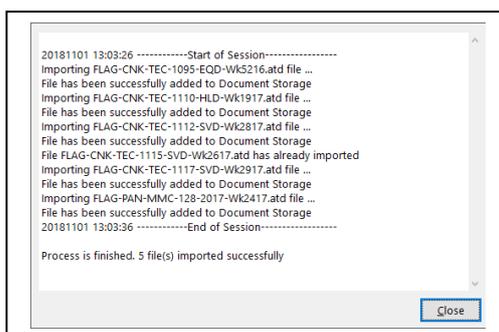
After **Azimuth** is installed there may be a need of importing new documents (Notice to Mariners, digital update sets, circulars etc.). Weekly document files (packages) are distributed on Fridays by the **Azimuth** shore server. Upon the files receipt, save them to the temporary storage folder Temp, which can also be customized in **Settings** tab. In case of import from the online storage, the files will be saved automatically to the specified folder. In order to start the Import procedure, select **My Documents** on the main panel and click the buttons as its shown below:



Import of files (packages) from the temporary storage folder Temp to **Azimuth**.

Import of files from the online storage to the folder Temp (for the ongoing import to **Azimuth**).

When the import is finished, operations report shown below is generated.



Documents which have been imported earlier will not be imported to **Azimuth** again to avoid duplications.

Documents from corrupted update file or with missing parts of an update package consisting of several files will not be imported to **Azimuth**.

Documents, which are not applicable to **Azimuth**, will not be imported.

2.2 Viewing and Sorting the Documents

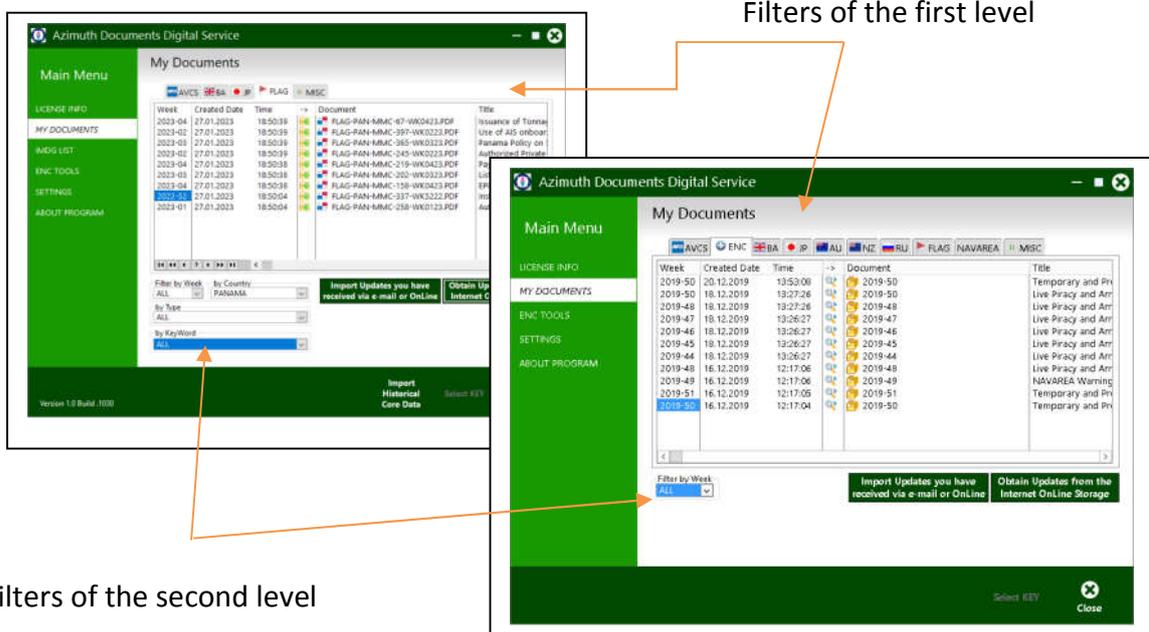
In order to ease the search and sort of the documents, there is a filter system. Filter of the first level consists of tabs (AVCS, AIO, ADP, ENP, FLAG, MISC) that you see when you click **My Documents**. This filter is intended to show only those tabs, which are permitted by the license (see **Installation procedure** -> license file).

Filter of the second level are located in the lower part of the window. The number of filters depends on which Tab (Filter of the first level) is chosen.

The documents are shown as a list of several columns, which can be sorted from Max to Min and opposite. The number of columns can vary: it depends on a type of documents.

Main columns:

- **Week** – year and a week of edition ;
- **Created Date/Time** – the date and time of import to **Azimuth**;
- **->** - document handling selection (open or save);
- **Document** – document name in the storage;
- **Title** – headline (short annotation).



Filters of the second level

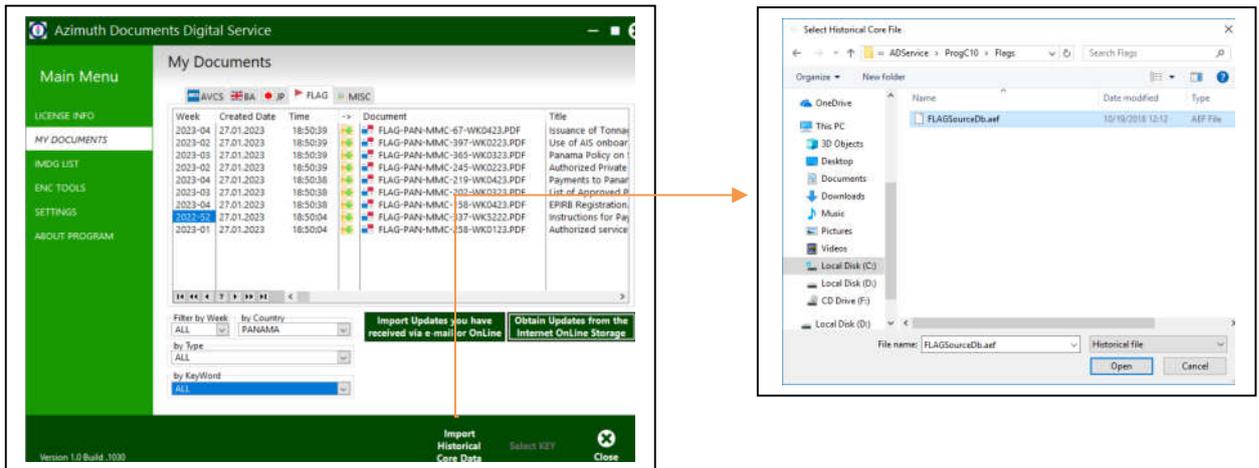
Main filters of the second level:

- **Filter by Week** – week and year selection for the list view;
- **by Country** – country selection (for circulars only);
- **by Type** – document type selection (for circulars only);
- **by KeyWord** – document keywords selection (for circulars only);

2.3 Circulars Historical Core Data Import

For the full set of all circulars for a flag (**FLAGs**) it's possible to import a separate database file to **Azimuth** to give access to historical Flag Circulars. The historical Flag Circulars database file is usually provided together with the program setup files. To import, choose **My Documents** – >

FLAG tab and click **Import Historical Core Data**. Choose the location of the saved database file, and the program will import the database.

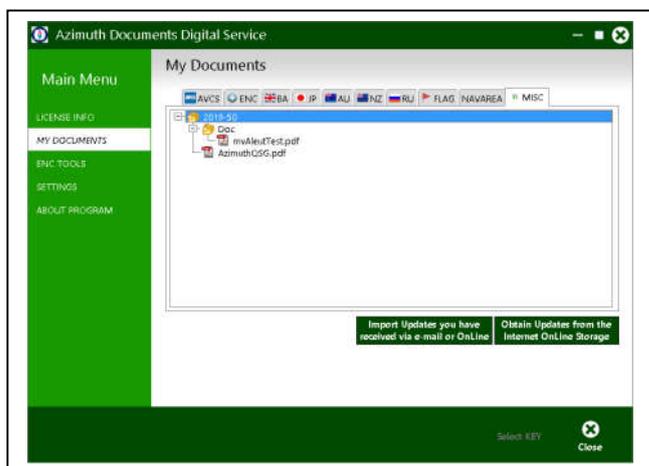


2.4 Miscellaneous Documents Part

The **MISC** tab is used to store documents which are not reflected in other parts. The **MISC** tab functionality also allows file transfer from shore office to the vessel, and can be useful to transfer to vessel files which otherwise cannot be sent to vessel by e-mail (e.g. large files, executables, archives, etc.). The file transfer functionality is available to shipping company office. If a shipping company office manager will want to transfer a particular file and cannot do it by using regular e-mail, he can upload the file to the **Azimuth** web service.

The file will then be compressed, split in parts and sent to vessel as a regular update package, after installing the updates in **Azimuth** software the file will appear in the **MISC** section.

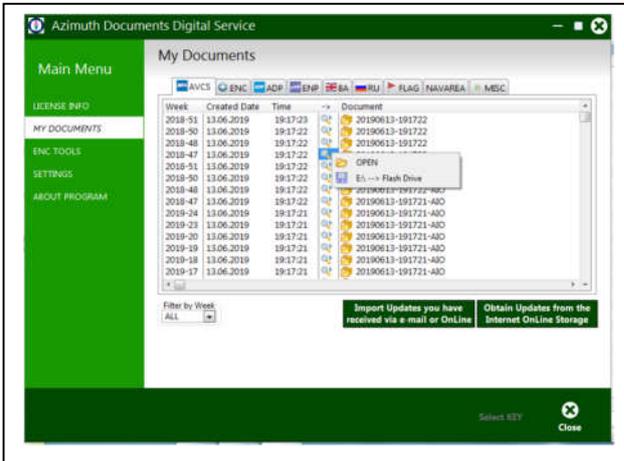
This functionality works not only with files, but entire folders and subfolders. As soon as new documents appear on the server, the user will be sent an update package. After importing the received files, a copy of online server folders will be recreated on the vessel PC.



To use the Azimuth document transfer functionality, the shipping company manager has to request instructions from support@edatallc.com.

2.5 Save and print the documents

In order to print and save the document, choose the document and click the button of magnifying glass in a column “->”. Then you will be suggested possible ways of handling the documents.



OPEN – will open the document in the Windows Explorer or a folder, in case it’s a set of files

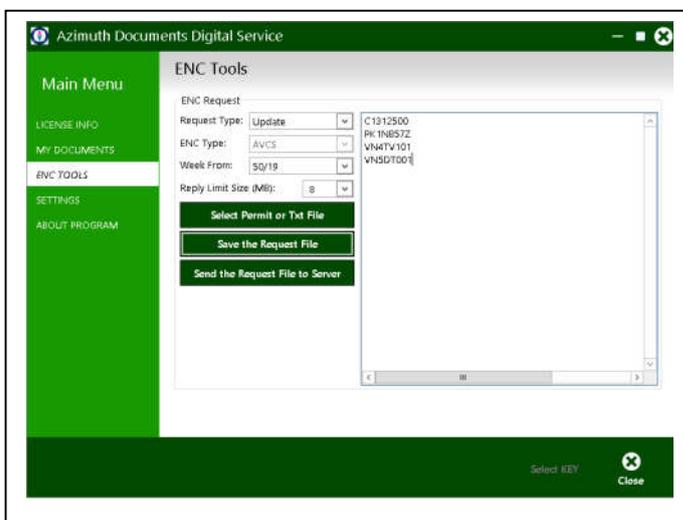
Further, it’s possible to copy and paste or save as the files on a removable media

To save the files on a MISC tab – (miscellaneous documents) click with a left mouse button on the document

2.6 ENC Update (Order) Request

In the **ADDs** software there is an option to request updates for electronic charts (**ENC**) via e-mail or, if Internet is available - by sending a request file directly to the Azimuth server (**AVCS** or **Primar** updates are only available). In addition, it is possible to order the necessary **AVCS ENC** through the distributor's office (only for customers who are managed by **E-DATA LLC**).

To access these functions, you must have a valid subscription for **AVCS** (or **Primar**) service and use the **ENC Tools** tab.



Request Type – select the type of the resulting request file (Order or Updates)

ENC Type – select of supplier type

Week From – select the required week number for ENC update request

Reply Limit Size – setting the maximum file size containing an exchange set for ENC in megabytes. If this size is exceeded, the User will receive a notification mail only

The list of ENC is entered to the column by any of means below:

- direct dialing on the keyboard or copy and paste operations (Windows o.s.);
- import of an existing text file from ECDIS (refer to the rules of direct dialing);
- Import an existing Permit file;

To import files, use the button - **Select Permit or Txt File**.

To save an Order file (or to Request updates), you must use the button - **Save the Request File**. After that, the saved file can be sent by e-mail to the **Azimuth** server (required as an attachment).

To send a request for ENC updates, you must use the server address: encdata@edatallc.com

To send an order for electronic cards, you must use the server address: b2border@edatallc.com

If you have direct access to the Internet (a customer's working web browser), request files can be sent to the **Azimuth** server immediately by using the button: **Send the Request File to Server**