



FREQUENTLY ASKED QUESTION

QUESTION: How do I take pictures of merchandise in Dazzle?

ANSWER: There are 2 different pawn-entry screens in Dazzle, the “standard” screen and the “quick screen” (see thumbnail pictures below)



QUICK SCREEN



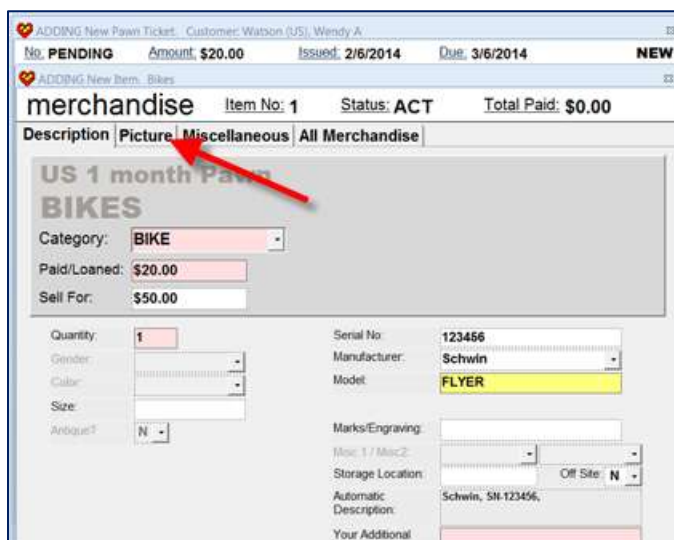
STANDARD SCREEN

If you are using the “quick” screen, you cannot take merchandise pictures – during the pawn process. However you can go back afterwards and add pictures to the pawn after it is saved.

With the “standard” screen you can take pictures either during, or afterwards, whichever is more convenient.

To take pictures while entering the pawn (Standard Screen):

On the pawn “items” entry screen, click on the “Picture” tab (see below) ...



If the “Picture” tab is not visible, or not enabled on your system, do this ...

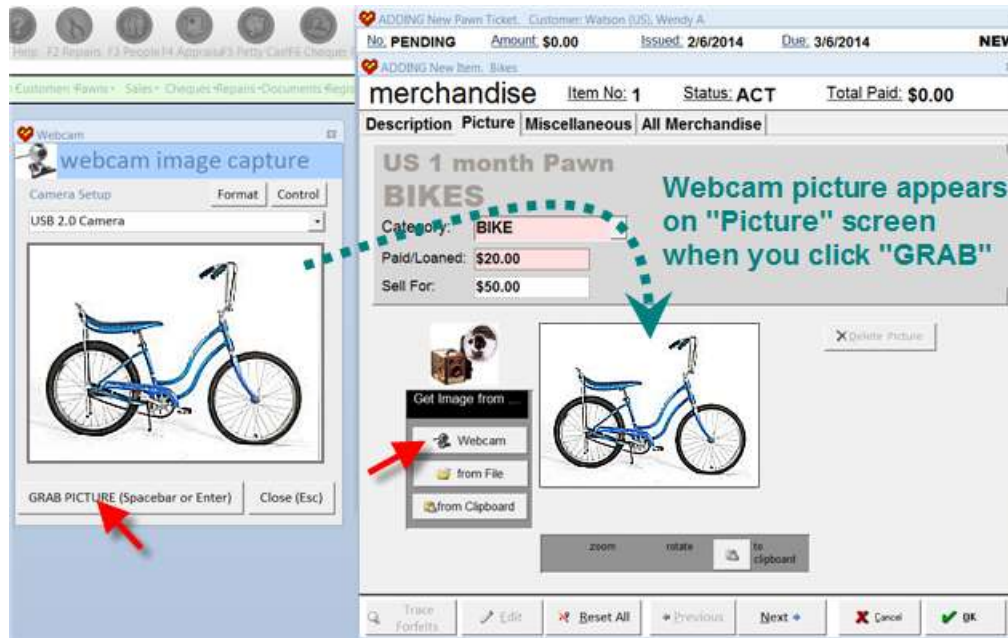
Click On OFFICE → CONFIGURATION → Then MASTER CONFIGURATION...

Click on the PAWNS tab at the top, then scroll to the bottom of the PAWNS section.

Locate the line that says

“Display Item Picture Page?” and make sure it is checked. The “Picture” tab should now be available.

On the "Picture" screen you have a choice of picture acquisition methods. The simplest method is to use the webcam. Just click on the "WebCam" button. This will open a separate little window in which you can see the live picture from your webcam. When the picture is framed and focussed properly, click the "Grab Picture" button to save that picture to the database, along with the data about the item. This is illustrated below ...



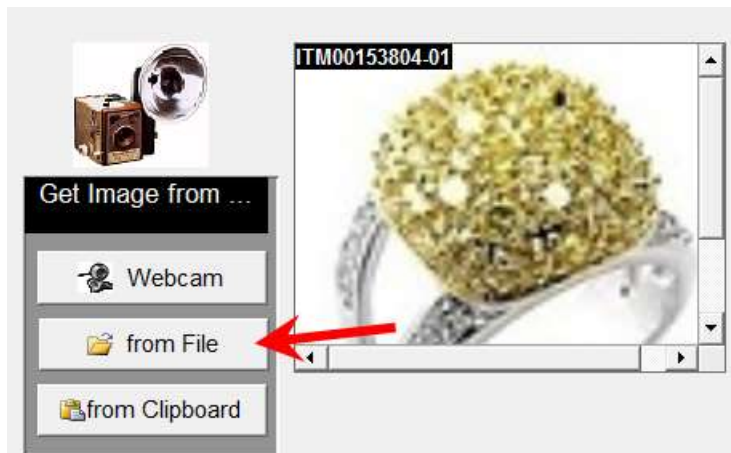
A better Camera ...



Webcams are not really very good quality, and generally not suited to taking closeup pictures of jewelry items, etc. For this purpose it is best to use a separate digital camera. If you do a search on Google for "Cameras that can be used as webcams" you will find several different possibilities. At the time of writing this for example, the Sony "Cybershot" cameras have that ability. The picture on the left shows a better way to photograph jewelry. What you need is a decent quality digital camera that you can plug into your computer with a USB cord, which will act just like a webcam. Once you find a model that works, you can mount it on a little stand or tripod, pointing down at the tabletop. Put a piece of felt or velvet on the tabletop, shine a little light on it, and mark a circle on the felt in exactly the center of the camera frame.

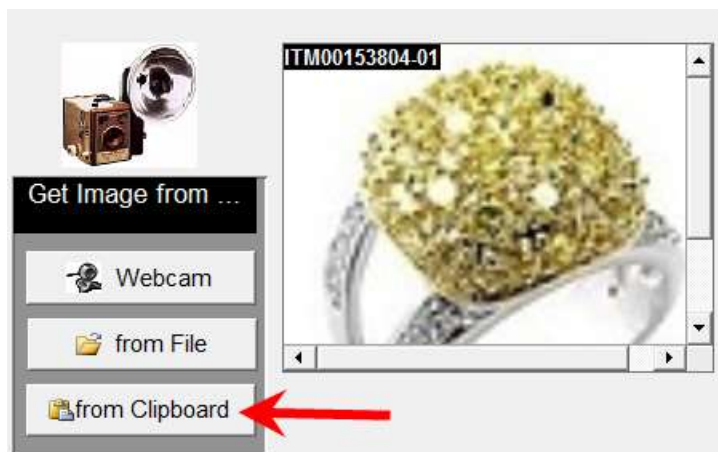
Now all you have to do is quickly place the jewelry in the circle and snap a picture with Dazzle. A lot of people use the same kind of setup for shooting pictures of E-Bay items.

The “From File” button



Pictures can also be added by using the **from file** button, if you already have an image you want to use, or if you have a camera that can save images to file. This allows a user to select a picture currently stored on the computer hard drive.

The “From Clipboard” button



Pictures can also be added from the clipboard, if a photo has been copied to the Windows clipboard from another source... for example some camera software lets you copy a picture to the clipboard.

Numbers on the Photos:



All photos taken by Dazzle Pawn will have a reference number attached to each picture. This reference number refers to a database location and **IS NOT** a pawn ticket number.

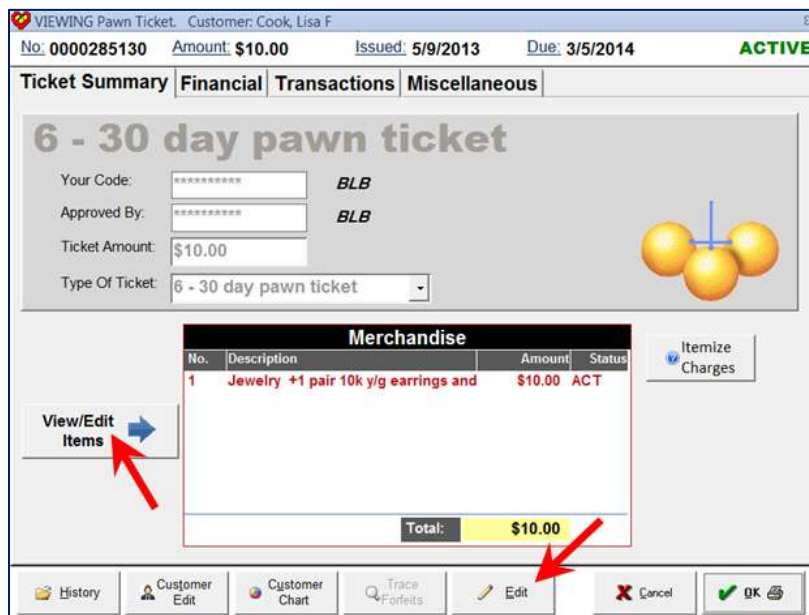
Using the Quick Pawn Screen:

If you use the “quick” screen for pawn entry, the items must be photographed after the pawn is complete. This can be done immediately after, or anytime you like, even a month later if you want.



To EDIT an existing pawn to add pictures...

- Begin with a **blank** Dazzle screen.
- First **Press F10**.
- Enter the **pawn ticket no.** and click the magnifying glass to find it.
- All that customer's pawns will be displayed.
- **Double-click** on the ticket no you wish to edit.
- The “standard” pawn entry screen will be displayed, showing the details of that pawn.
- Click the “**Edit**” button at the bottom.
- Click View/edit Items to go to the item screen. (see picture below).



When you see the items screen, you are ready to add pictures.

- If there is more than one item on the pawn, make sure you have selected the correct item. You can move from one item to another using the “**Next**” and “**Previous**” buttons at the bottom

- When you are ready to add a picture, click on the Picture Tab.
- From this point on, adding a picture is exactly the same as described above, beginning on page 1.
- Don't forget to click **OK** and save the item (which also saves the picture). When you are done, click **OK** on the pawn screen to re-save the pawn.
- There is no need to print it again so select the “**No Print**” option.

The tab will take you to the item photo screen. Here a photo of an item can be added just as if it was entered on the STANDARD pawn screen (shown above) by adding it from a **Webcam**, from a **File** or from the **Clipboard**.

