

Lesson 4: Entering in New Dancers

Festivals:

Those who run festivals may skip this lesson; jump to Lesson 8 instead.

- Press the **n** key to get the New Dancers display. If the Setup display is showing, and you're happy with the selections you've made with it so far, just press the "Done" button on the bottom of the display.
- At this point you've got a blank display in front of you. Press the **n** key to get the New Dancers display.
- Now there's a display showing "firstname" and "lastname" entry boxes

Entering a Single Enter the single's first name and last name into the entry.

Normally dancers are "luck" dancers; if you have students, you may want to click on that button and get a "must" dancer instead.

By default, Swirls used the club's level as the default level for each new dancer you're entering in. However, you may click on that button and get 12 program levels to choose from; then click on "Done".

Entering a Couple - same last name Enter "firstname1 & firstname2" in the first-name entry and their last name in the last-name entry box. That ampersand (&) is meant to be literally there! See the note on Singles for luck vs must and program level.

You can always change these two items later for each individual dancer using the Edit Display.

Entering a Couple - different last names Enter "firstname1 & firstname2" in the first-name entry and their last name as "lastname1 & lastname2" in the last-name entry box. That ampersand (&) is meant to be literally there! See the note on Singles for luck vs must and program level.

You can always change these two items later for each individual dancer using the Edit Display.

- Repeat until you've entered all the dancers in. Whew! Swirls will keep all this information in a file (called "clubname".swrl), so you only have to do this once. Assuming you save it, that is! (use **w**)