
V-Base Newsletter - January 2008

Hello and welcome to the January 2008 V-Base newsletter.

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01. V-Base 2.5 build 3

It's a new year, and if you haven't done so already, it's time to upgrade to the latest version of V-Base 2.5.

The changes in the new version of V-Base correspond with those made to the National Volunteering Database and do-it.org.uk, so unfortunately we are no longer able to accept uploads from older versions of V-Base.

If you are not sure which version of V-Base you're running, you can find out doing the following:

- * Open V-Base and log in as normal.
- * Select 'Help' from the very top file menu.
- * In the list that appears, you will see the option 'About V-Base'. If you select this option, it will tell you which version you are running.

Can you please check this on all the machines you use to run V-Base, as it's important that they all use the same version.

If you require any assistance, please give us a call.

02. Download the user guide

By popular demand we have made the V-Base user guide available to download onto your PC.

To download this please right click on the following link and select 'save target as'. You can then save the file into a location you choose.

The user guide can be downloaded from here.

<http://www.v-base.org/vbase/V-BaseUserGuide.pdf>

The file is approx 6mb in size and can be viewed in Adobe Acrobat reader. If you do not have this programme, you can download it from <http://www.adobe.com>

03. V-Base on Microsoft Vista (Technical Tip)

If you are a new MS Windows Vista user or have recently brought a new computer, you may be wondering if V-Base will run on Vista.

The good news is that yes it will run. However, in order for it to install correctly, you will need to install first the newest version of V-Base 2.5 build 3. We have not supplied you with a CD for this version but you can download it from the following link:

<http://www.v-base.org/vbase/program/2.5b3/>

Copy this link into your web browser and press enter. This will display a file called 'setup.exe'. Please right click and save this file to your computer in an area you can access easily. Once this has downloaded you will need to run the setup program as normal.

When installing this version of V-Base, please choose to install it to main directory of your drive (for example C:\).

If you have V-Base 2.4 installed on a Vista machine and wish to upgrade to latest version, V-Base will not allow you to do so. However, if this is the case for you, please contact technical support and we'll be able to assist you in upgrading your copy of V-Base.

04. Upload receipts

Please make sure that you check your upload receipts on regular basis, as if an opportunity has an invalid postcode or email address it will not appear on the do-it.org.uk website.

For example LO22 1AB would be regarded a valid postcode, whereas L022 1AB would not be valid due to the first part of the postcode containing a 0 rather than an O.

Or

'support@v-base.org' would be a valid email address, whereas 'support@v-base.org.' would not be accepted due to the full stop at the end of the address.

Any errors will appear on your upload receipts once you upload to the do-it website.

Your contact details in the administration section of V-Base also need to be kept up to date, so that your opportunities display correct information. Note that your contact details in the administration section of V-Base need to be kept up to date so that your opportunities will display correct information.

05. Support announcements

We are pleased to announce that we have recruited a new Support Analyst, Greg Zimek, who joined our team in December 2007. From now on he will be providing support to V-Base alongside Paul. So please say 'Hello' to Greg when you speak to him on the phone.

05. And finally...

We hope you enjoyed reading this newsletter and if you have any comments or suggestions for the next issue we'd love to hear from you.

Until next time,

Paul Watson, Greg Zimek

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