

# Voyager

HUB

## Quick Start Guide



GNS

# Welcome to VOYAGER Hub

At GNS, we create products that give ship management and crew the tools to enable them to be more productive wherever they are in the world. VOYAGER Hub provides access to these products. It's a secure platform for marine software applications that helps you get more done, share information more easily and stay connected in a safer way.

# Installing VOYAGER Hub

Installing the VOYAGER Hub is easy. If you have received the software on a USB package or a CD/DVD, simply follow the instructions on the packaging. If you have downloaded the installer, you will see a file Gns Voyager Hub Setup.exe.

Click on this to initiate the installation process.

The installation should take less than a minute.

Press the blue **LAUNCH** button when it completes.

**NOTE** – you **WILL** require Administrator rights on your PC/laptop for this installation to be successful. You may need to contact your IT team to arrange this. To find out how you to check if you have admin rights see page 18.

The installation process will add a new icon to your Windows desktop. Click this to run the VOYAGER Hub at any time.

# Registering your VOYAGER Hub

When you install and launch your VOYAGER Hub, you will be prompted to provide information to identify your Hub through the screen below. This information is very important for the operation of the Hub and the applications.



Registration	
Contact Name:	John Smith
Company Name:	John Doe Shipping
Vessel Name:	Santa Maria
IMO Number:	9876543
Email Address:	santa.maria@johndoeshipping.com
<input type="button" value="Done"/>	

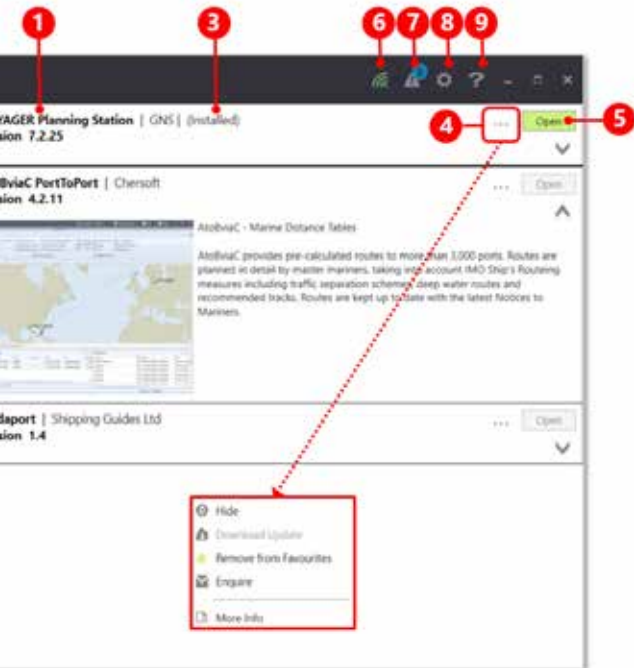
- The Contact Name helps us to identify the core user, and is mandatory but could be a title or role.
- The Company Name is very important in grouping separate Hub instances together for management purposes.
- The Vessel Name is helpful in various reporting and communications.
- The IMO Number is key to many of the applications. If you are not installing the Hub onboard a vessel, enter 0000000, otherwise please try and ensure your IMO number is accurate.
- The Email Address will be used to communicate with you about the VOYAGER Hub – please ensure that it is accurate.

# Your VOYAGER Hub screen

Your VOYAGER Hub screen will look similar to this.

The numbers in red are used in the following pages of this guide.





# VOYAGER Hub applications

You will see entries **1** for all of the currently available VOYAGER Hub Applications grouped by pre-defined Categories **2**. You can expand any of the menu items to see more information by clicking on the relevant menu item area. The menu item name will indicate whether the application is installed and is available for use **3**. If not, you can see more information by simply clicking anywhere on the menu entry to open the panel up and show a description and screen shot from the application. Additionally a product sheet is normally available - click on the More Options button **4** then on More Information.



# Your existing applications


When you install VOYAGER Hub, many of the applications which are already installed - such as VOYAGER Planning Station or the Admiralty products - will be recognised and show up as **3** Installed **5** with a green Open button .

If your application is not recognised, you can manually identify its location by clicking on the More Options button **4** then using the Set Path option to identify the program to run.


# Removing applications

If you would like to remove an application from your VOYAGER Hub menus, simply click on the More Options button **4** and select Hide. You can reinstate a hidden application using the Settings button **8** and changing the Show Hidden Apps setting to Yes. You can then reset the individual application by clicking on the More Options button **4** then selecting Show.

# Favourite applications

You can add applications to or remove applications from your My Favourites list by clicking on the More Options button  and selecting Add to Favourites or Remove from Favourites as necessary.


# Opening an application

Applications which you can run will have the Open button  highlighted in green. If the button is grey, either you do not have the application installed, or this is a Web application and you are not currently connected to the VOYAGER Cloud – see later.


# Adding applications

If you are interested in installing and running of the applications that you do not currently have access to, click on the More Options button **4** and select Enquire. This will generate an email to GNS and someone from the Customer Services team will contact you to discuss this. The actual process to Add an Application will vary from case to case.

# Web connection

Some Hub applications require an internet connection – the connection indicator  will be Red if you are NOT currently connected to the internet and Green if you are. Web applications will be disabled in the menus if you are not connected.

# Notifications

VOYAGER Hub includes a mechanism by which you may receive Notifications, which are system messages relating to one or more of your Hub Applications. This could be a notification of licence expiry, or of a specific data update or notification of a specific event. The Notifications icon  will show how many unread notifications you have— simply click on this icon to access your notifications. You can permanently delete a notification once you have read it, or can leave it in a Read state. By default, you will only see Unread notifications but can select All in the selection box in the Notifications panel to include the previously Read items.

# Update settings

Data updates between VOYAGER Cloud and VOYAGER Hub (including Notifications) are handled in the background by a data synchronisation service. This includes data updates for some Hub applications. To control the settings click on the Settings button **8** and select the UPDATE SETTINGS heading. This will display available options along with confirmation of when the last data synchronisation took place. By default you should select Web as the Sync Method, 5000 as the Size Limit and a 1 hour sync period. For more information on Web versus email synchronisation, and the more complex settings for Proxy environments etc, see the Frequently Asked Questions (FAQ) information within VOYAGER Hub Help area **9**.

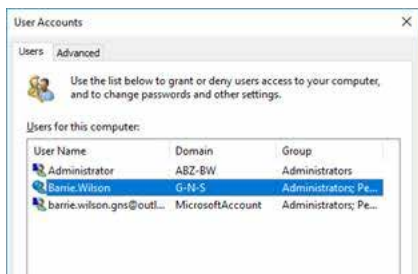


# Backing up Hub data

A backup/restore facility is provided within VOYAGER Hub. It is recommended that you backup your data at least once a week to be able to restore in the event of corruption or loss. Ideally this would be to a location separate to the hard drive where the core VOYAGER Hub application and data is held. Click the Settings button **8** and then click on the DATA BACKUP heading to identify the backup location and to run a backup. You will receive a Notification message if you do not run a Backup for 14 days. See the FAQ section of the Hub Help panel **9** for more information.

# Administrator rights

To check if you have admin privileges on your computer press WinKey+R, Type Netplwiz and Press Enter. In Windows XP press WinKey+R, type Control Userpasswords2 and press Enter.



If “Administrators” is displayed in the Group column of your user name, you have administrative privileges. If “Administrators” is not displayed, you do not and you will need to contact the system administrator or IT department to grant you admin rights in order to complete installation.

# Service and support

For service and support visit the help section in your Hub menu. Alternatively email or call us. We are here to help, 24/7.

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