



Email – support@axxya.com

Help - Center -- www.nutritionistpro.com click on our support link on the top of our page.

For faster service please either update your current ticket or submit a new one. You can do that 2 ways -- through the webpage above or by emailing us.

Dear Nutritionist Pro™ customer,

Congratulations on your purchase of Nutritionist Pro™ Diet Analysis, Menu Creation and/or Nutritionist Pro™ Food Labeling **Standalone Version** Software — the most comprehensive diet analysis and food labeling software from Axxya Systems. The intuitive design and powerful functionality of Nutritionist Pro will assist individuals as well as nutrition professionals in any healthcare delivery, food/nutrition services, or educational setting.

Your Nutritionist Pro purchase entitles you to receive the following:

- product usage support, software, & technical support from our knowledgeable staff
- Notification of your account end date for the opportunity to renew and continue receiving database updates & support
- Two FREE software/database updates per year (updates will be delivered automatically to the specified address/email address on file)
- Discounts on other Axxya Systems applications
- Immediate access to new product tips, software releases—and much more!

When getting started, there are a few **IMPORTANT TIPS** to assist you with *Installing your Single Version of Nutritionist Pro, Licensing your software, & Backing up the Database.*

INSTALLATION STEPS: STANDALONE VERSION:

- ***If you are interested in installing this application on a MAC please read these steps here before proceeding further*** [Steps to install on a MAC](#)

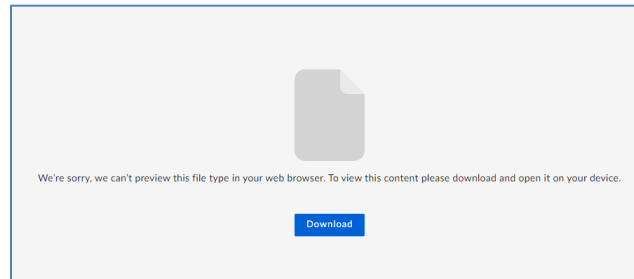
Steps to install on a PC environment

- Download the exe file provided.
- Next double click on the file it will start to self-extract.
- “Windows protected your PC” will pop up Click “More Info” then Click “Run anyway”
- Once the self-extraction is done the application will install all the needed files to your computer. Please do not interrupt this process.
- Once the program starts installing follow the install screens to complete installation then license the application.

****NOTE**** (You will have a **3 day grace period** to license your software. Failure to license the program within the 3 day grace period will result in a **TEMPORARY** lock out of the program). All information SAVED prior to licensing **will be retrieved once software has been licensed.**

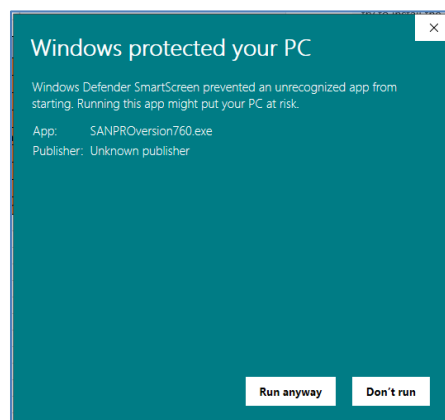
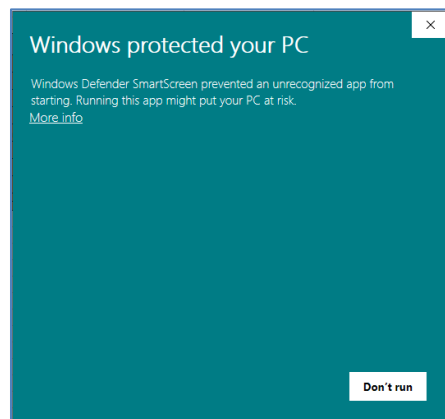
Screen Shots “Installation”

1. Click Download



2. Double Click on the file to begin Installation

3. “Windows protected your PC” message will pop-up Click “More Info” then Click “Run Anyway”



4. Once the program self extraction is done the application will install all the needed files to your computer. **“DO NOT INTERRUPT THE PROCESS”**

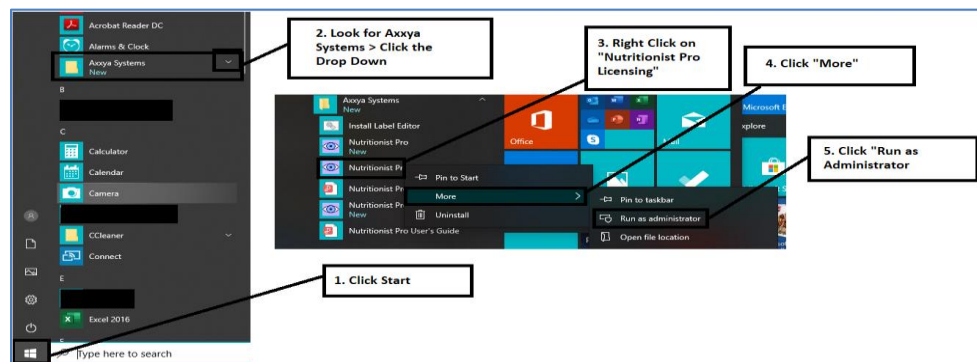
5. Once the program starts installing follow the install screen to complete installation then license the application.

LICENSING STEPS -- STANDALONE VERSION:

1. After the software has been installed....
2. Access Start/All Programs/Axxya Systems/Nutritionist Pro Product Licensing
 - a. **IMPORTANT NOTE** If you have a Windows Vista, Windows 7, 8 or 10 OS - Right click and select “Run As An Administrator.” **VERY IMPORTANT STEP** please see image below to see how to select run as administrator. If this step is not performed correctly the application will not license.
3. Once you’ve accessed the Nutritionist Pro Product Licensing Window, you will be provided with a serial # **NOTE***IT IS IMPORTANT TO KEEP THE SCREEN OPEN UNTIL THE LICENSE KEY IS ENTERED AS THE SERIAL NUMBER CHANGES EVERY TIME THE SCREEN IS CLOSED***. IF the window is closed the serial # will change and the key received from our team will not work.**
4. Contact us via phone or email with the serial # and you will be given a license key to license your software. You can reach us at the contact details below on the last page.
5. 6) Enter the license key provided by our team.
6. 7) Press the “License” button.
7. 8) Close the “Licensing” screen.
8. 9) Launch Nutritionist Pro from the desktop’s shortcut and you are ready to begin use!

You have successfully installed & licensed Nutritionist Pro Standalone Version!

Screen Shot “Licensing



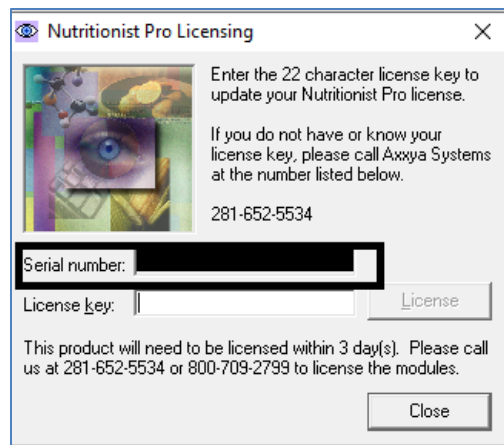


Figure 1 IMPORTANT FOR Vista, Windows 7, 8 or 10 select run as administrator as shown in the image. If this step is not performed correctly the application will not license.

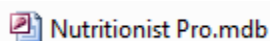
- **Right click on the Nutritionist Pro Product licensing and select Run as administrator**

In addition to installing & licensing your Nutritionist Pro Software, **backing up** your database **daily** is equally important. These simple steps will help to ensure that your valuable data can be restored easily.

BACK UP STEPS: SINGLE VERSION:

****NOTE**** (The file size of different databases varies; however, the most common size is about 500 MB's, make sure that a **flash drive or a disk to which you will back up the database contains enough space**).

1. Close the Nutritionist Pro software COMPLETELY
2. Click on Start on the bottom left of your computer screen/click on My Computer/click Local Disk (usually C: or D: drive)/click on Program Files/click on Axxya Systems/click on Nutritionist Pro
3. Under the Nutritionist Pro folder find a file called "Nutritionist Pro.mdb":



- What to do if you do not see the "Nutritionist Pro.mdb" file. Very often you will see the same file display as "Nutritionist Pro" only without the extension.
 - The Nutritionist Pro.mdb file is largest in size
 - Next to or underneath the Nutritionist Pro.mdb file there will be a description. The description will display "Microsoft Office Access Application"
4. Single RIGHT click on the Nutritionist Pro.mdb file and single LEFT click on "Copy"
 5. Put the flash drive into your computer and wait until it opens
 6. When the flash drive opens on your screen, RIGHT CLICK within the white space inside the flash drive and LEFT click on "Paste"
 7. When the Nutritionist Pro.mdb file copies to the flash drive, make certain that the Nutritionist Pro is on your flash drive before taking the flash drive out of your computer
 8. Make backups a regular procedure to ensure that the data is not lost in case the computer crushes

We value your business and want to ensure that you have all the tools necessary to navigate throughout Nutritionist Pro easily. Here are a few references to help you while using the program:

1. Nutritionist Pro User Guide, which is a printable pdf manual built into the program.
2. Nutritionist Pro Tutorial found on our website www.nutritionistpro.com under the Video option.
3. Online Help is also available while using the program by selecting Help or by simply clicking on the **F1 key from your keyboard**
4. You can also refer to our website for FAQ's or questions related to a specific topic at <https://nutritionistpro.freshdesk.com/support/home/>

As part of our commitment to providing you with the most innovative program on the market and maintain our standard of quality, we gladly accept your feedback and suggestions. We encourage you to share your success when using Nutritionist Pro as well as how we can continue along the path of improvement. If you'd like to give us feedback or need assistance, please call us at **1-800-709-2799 inside USA or 425-999-4350** or email us at support@axxya.com.

Please review all enclosed documentation prior to loading the software, and again, thank you for purchasing Nutritionist Pro.

Healthy regards,

Axxya Systems Sales Team

Mailing Address: PO Box 3157 Redmond, WA 98073 (**payments or no signature required**)

Physical Address: 16932 Woodinville Redmond Rd, NE Suite A201 Woodinville, WA 98072 (**FedEx, UPS, require signature**)

Email – support@axxya.com

Help - Center -- <https://nutritionistpro.freshdesk.com/support/home/>

For faster service please either update your current ticket or submit a new one. You can do that 2 ways -- through the webpage above or by emailing us