

## Client Hub <u>Update</u>

## **Requesting and Purchasing Awards.**

Firstly, clients can now request or order certificates via the Client Hub, request mode is used if awards are included in general fees, and the order system is for those who charge. SwimSoft has a new management page that helps administrators see what needs to be printed (SwimSoft overprints STA and SE certificates) and ensures fees, where applicable, are paid. See (Certificates and Client Hub Award Purchases). To activate the systems mentioned above press - System Configuration and Client Hub Administration configuration guidance is given in the Help file. General guidance can be found in the knowledge base in the Client Hub Section

## **Making Lesson Information Relevant**

Secondly, we have added additional controls to the Lesson Information section, meaning that the columns relating to the; Teacher, Location, and Activity can be suppressed if they are not required. Press - **System Configuration** and **Client Hub Administration** the take a look at **Client Hub Lesson Settings** 

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