Specify software Set-up and Preferences

NPL Home

Specify Home

Specify, once installed on your computer needs a couple of 'tweaks' before it's really ready for full use.

First, look at the top of the window- you'll see 4 menu headers: File, Edit, Data, System Tabs and Help. Click the Edit option, and select 'Preferences' from the drop down menu.

A new window will pop up. This is the preferences window.

The System tab is where you set the default image, as well as get rid of the new version alerts. The Attachments tab lets you set the attachment server, so everyone can see the images you've attached

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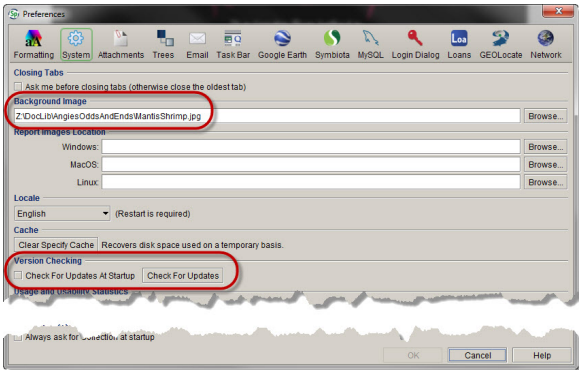
None of the options in this first tab should be changed. It's not a big deal if you do, just be aware you may make other users kinds of irked- most of these options change the option for EVERYONE, not just you.

There are 2 important things to notice in this tab: The Background image, and the Version Checking.

First, let's look at the Background image. If you'd like to change the opening image from the Specify default to something of your own choosing, save an image to a folder of your choose and navigate to it using the 'browse' option. Once you've found the image you want, hit OK and that image will now be the new opening screen photo.

Second, look at the Version Checking. This is automatically checked and is the source of the confusing 'We're found an update do you want to update'

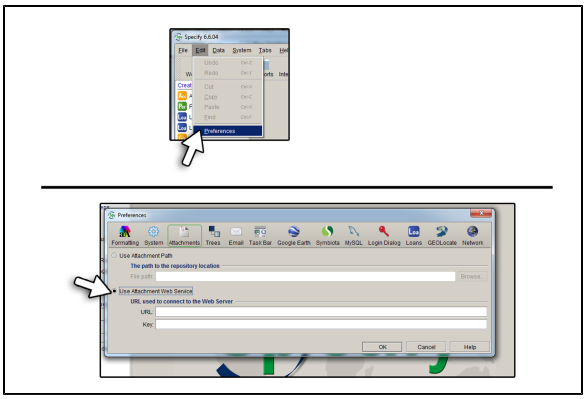


First, lets concentrate on setting up the web server for the Attachments. This option should be checked from time to time, as some updates reset this option back to the default.

1. First, click on the Edit header and select the Preferences option.
2. Next, select the Attachments icon from the task bar.
3. Finally, click the 'Use Attachment Web Service" option.
4. Copy and paste the following into the URL and Key fields:

    URL: http://was.tacc.utexas.edu/web_asset_store.xml

    Key: A97CRe5H6JEd



It's fine to explore these tabs, but please don't change anything. Many of these options are global, and it is strongly discouraged to change things on the entire staff without their knowledge. (As the author has learned by experience.)