

FIRST LOGIN TO GO!

You can enter the program through a default user without any password. The program shows a login form in which you must insert Name: "GO" without any password and then you have to click on OK.

Now you can choose your favourite language.

You can put GO! database (called Gmdati.mdb) anywhere in your PC even if you will find it at first into the installation folder (default: C:\Programmi\Go!).

Attention! When the program firstly starts it asks for database position. Use Browse button to select right position of database. When you find the GMDati.mdb file you will have to select it and press "OK", then "OK" again.

A welcome message to the demo version appears and you have to select your favourite language again.

In order to register software, press "Register" on the left of the form.

Going on with demo version, click "Demo" button on the right of the form.

Setup is over but software doesn't want to start.

First check if you have Microsoft Access 97 or 2000, then if you installed the right version of GO! If the problem is still the existing, send a mail to go.moto@tiscali.it with a clear description of error message.

Program link doesn't work!

Go! link uses some parameters to open database with the right workgroup called GO.MDW.

It is possible to check link parameters or create a new one following this syntax:

```
"Microsoft Access path" /wrkgrp "Go.mdw path"
"GestioneMoto.mde path"
```

Here is the default example:

```
"C:\Program Files\Microsoft Office\Office\msaccess.exe" /wrkgrp
"C:\Program Files\Go!\Go.mdw"
"C:\Program Files\Go!\GestioneMoto.mde"
```

Logon form shows a default user that is not GO, so I can't enter the program.

Write GO into login form instead of what's written, then press OK. You need to do this just the first time you access the program.

GO! asks me to select the database, which and where is it?

You can find the database GMDati.mdb into the installation folder (default: C:\Programmi\Go!).

If you can't find it, use the Windows "Find folder and file" option.

I wrongly pressed "Register" and I can't use Demo anymore; what do I have to do?

To cancel registration, you have to select "Reset.exe" link which is in Windows start menu together with GO! link.

GO! asks me to convert the database; what do I have to do?

Whenever you upgrade GO! the program will ask you to update the old database before proceeding.

In order to update the old database, you have to be a registered user. Database upgrading of GMDati.mdb automatically makes a back-up of the above mentioned database. This back-up takes a progressive number starting from "000" whenever you make a new upgrade.

INTRODUCTION

GO! is a database developed with Microsoft Access '97. It draws its inspiration from the ISO 9000 quality standard and its main purpose is to keep a complete record of the events that compose a motorbike management. By this software it is possible to manage more than one motorbike in the same moment.

It works in an easy way, basing everything on a few areas, which are linked and interconnected to each other.

1- Vehicles list

In this area it is possible to put the "Technical specification" data into the database, inclusive of a picture, dimension and weight, engine, chassis, performances and so on. It is easily possible to take every information on a good motorbike magazine.

2- Fiscal info

In this area it is possible to put information not only about vehicle and owner (chassis number, plate number) but also useful data as key serial number for duplicates.

3- Expires

This area works as an agenda in which it is possible to fix expires (for example: assurance fee, annual tax and so on). You can choose whenever being warned in advance.

4- Maintenance

In this area it is possible to record all maintenance made, ordinary or extra-ordinary. For each maintenance it is possible to record also every details needed, included costs. It is easily possible to keep this information from your mechanic report.

5- Other costs

In this area it is possible to record every expenses made as accessories, taxes, assurances. This is useful to calculate the extra-maintenance total amount you need to manage the motorbike.

6- Evaluations

In this area it is possible to record the actual evaluation of the motorbike in comparison with the original price.

7- Month miles

In this area it is possible to record mileage made month by month, and it is useful to calculate statistics.

8- Find

In this area it is possible to find everything among "Maintenance", "Details", "Other costs" using specific search parameters.

9- Statistics

In this area it is possible to calculate some statistics about the motorbike, the real total amount rate per mile.

What is GO! for?

GO! is a database that keeps all registration of the events that represent motorbike management.

Who's GO! for?

GO! is made for every enthusiastic motorbiker, in order to manage their motorbike. Anyway it can be used by groups, motoclub or everyone needs to manage more than one motorbike simultaneously.

What is "vehicle list for"?

In this area it is possible to put the "Technical specification" data into the database, inclusive of a picture, dimension and weight, engine, chassis, performances and so on. It is easily possible to take every information on a good motorbike magazine.

What is "fiscal info" for?

In this area it is possible to put not only information about vehicle and owner (chassis number, plate number) but also useful data as key serial number for duplicates.

What is "expires" for?

This area works as an agenda in which it is possible to fix expires (for example: assurance fee, annual tax and so on). You can choose whenever being warned in advance.

What is "maintenance" for?

In this area it is possible to record all maintenance made, as ordinary as extra-ordinary. For each maintenance it is possible to record also all details needed, included costs. It is easily possible to keep this information from your mechanic reports.

What is "other costs" for?

In this area it is possible to record every expenses made as accessories, taxes, assurances. This is useful to calculate the extra-maintenance total amount you need to manage the motorbike.

What is "evaluations" for?

In this area it is possible to record the actual evaluation of the motorbike in comparison with the original price.

What is "month miles" for?

In this area it is possible to record mileage made month by month, and it is useful to calculate statistics.

What is "find" for?

In this area it is possible to find everything among "Maintenance", "Details", "Other costs" using specific search parameters.

What is "statistics" for?

In this area it is possible to calculate some statistics about the motorbike, as the real total amount rate per mile.

How can I exit the program?

Press "Stop" on the main menu. Every data will be automatically saved.

<p>“Stop “ button quit the database.</p> <p>Every area has one or more Report that can be printed. Every button shows an Help “tip” when you select it and wait for a moment.</p> <p>Every area has an Help on line that gives useful information for working.</p> <p>Entering the main menu GO! Help, you can select your favourite currency, your favourite language and the “vehicle list” view (standard or professional).</p> <p>Currency selection allows you to change your currency into Euro using the right change-rate. Before converting amounts, GO! makes a back up so that you can recover them if you find anything wrong. However it is possible to recover only the same amounts that were originally converted and not any amount you should have inserted after conversion.</p> <p>About " €' symbol you have to change Windows international setting into control panel before GO! shows it.</p> <p>Language selection changes automatically every message and titles into selected language.</p> <p>“Vehicle list” view type selection allows to change from standard view (for standard users) to professional view (made for a motorbike club or those who have to manage more than one motorbike at once).</p>	<p>Does GO! manage Euro? In GO! main menu Help, you can select your currency and change it into Euro whenever you want. When you decide to change into Euro every amount will be changed using the correct change rate.</p> <p>Is it possible to use two currencies at the same time? No. GO! manages just one per time.</p> <p>How can I select my favourite language? You can select your favourite language first during installation, then in GO! main menu Help. It is possible to change language anytime. Some languages could not be available at the moment.</p> <p>My favourite language is not available at the moment, what can I do? It is possible to Help us translating GO! into your favourite language even if it's not present at the moment. Please contact go.moto@tiscali.it for further details.</p> <p>Is it possible to manage more motorbike and more owners in the same database? In GO! main menu Help you can select Professional view. It is studied for this purpose.</p> <p>I changed currency into Euro but GO! still shows me old currency symbol, why? To change currency symbol into “€” you have to change Windows international setting into control panel before GO! shows it.</p>
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VEHICLE LIST	
<p>In this area it is possible to put the “Technical specification” data into the database, inclusive of a picture, dimension and weight, engine, chassis, performances and so on. It is easily possible to take every information on a good motorbike magazine.</p> <p>The vehicle list is alphabetically ordered for Makes and Model, except then the “Default” that is always the first one. You can choose your favourite default motorbike; GO! will automatically show it as the first choice whenever you must select a motorbike for an input. There can be only one default record, so GO! doesn’t allow to delete the only default motorbike or to exit the vehicle list if there are more than one.</p> <p>Picture inserted into “default” is the one showed in GO! main menu.</p> <p>To change default motorbike you can click on “Def” control on the left of the vehicle list.</p> <p>Every records of this table has an invisible primary key, so that it is possible to change everything anytime without any problem.</p> <p>The “Technical specification” button shows all selected motorbike data and allows to modify or delete the record (after a confirmation). The selected “Technical specification” can be printed whenever you want.</p> <p>The “Insert” button allows to insert a new “Technical specification”. For a best quality it is better to link pictures 350x250 pixels, maybe with a white background.</p> <p>To insert a picture into the database, select the picture field, right –click your mouse then select “insert” then “object” from the menu or use the “Insert”, “Object” menu on the top left of the screen.</p> <p>Vehicle list has two “views”. Standard view, the default view, shows the most important data of the “Technical specification”. Professional view slows owner information as telephone numbers, motorbike registration plate and date and so on.</p> <p>The vehicle list report changes from the standard to the professional view.</p>	<p>Where can I record motorbike technical specifications? Every technical specifications can be recorded into the “Technical specification” form.</p> <p>Where can I found information to fill in a technical specification form? Every information can be found in a good motorbike magazine.</p> <p>What is a “default” motorbike? You can choose your favourite default motorbike; GO! will automatically show it as the first choice whenever you must select a motorbike for an input.</p> <p>How can I select the “default” motorbike? To change default motorbike you can click on “Def” control on the left of the vehicle list. There can be only one default record, so GO! doesn’t allow to delete the only default motorbike or to exit the vehicle list if there are more than one.</p> <p>How can I change GO! main menu picture? The picture inserted into “default” is the one showed in GO! main menu. If you change default motorbike, GO! will change the main menu picture with the new one you selected.</p> <p>How can I insert a picture into the Technical specification? To insert a picture into the database, select the picture field, right –click your mouse then select “insert” then “object” from the menu or use the “Insert”, “Object” menu on the top left of your screen.</p> <p>How can I change vehicle list view from standard to professional? You have to enter GO! main menu Help and select your favourite view type.</p> <p>Which reports are there in the “vehicle list” area? It is possible to print vehicle list in two different ways (standard and professional). It is also possible to print Technical specifications of every motorbike in the list.</p>

MAINTENANCE

In this area it is possible to record all maintenance made, ordinary or extra-ordinary. For each maintenance it is possible to record also every details needed, included costs. It is easily possible to keep this information from your mechanic report.

Every maintenance are listed by date. Database shows just maintenance of the motorbike chose by the selection "Choose a motorbike".

"Modify", "Insert" and "Delete" allow to modify, insert or delete (after a confirmation) any maintenance. Required information are: date, mileage, short description of the maintenance (is it possible to use previous inputs), amount. It is also possible to select the maintenance as ordinary (see motorbike manual) or extra-ordinary (problems or extra-works as accessories fittings etc.).

"Details" allow to insert a list of activities that are part of the maintenance. For example it allows to insert all activities done during a maintenance. Also in this case "Modify", "Insert" and "delete" buttons allow to modify, insert, and delete (after confirmation) activities. Input data are: quantity (ex. "3"), nature of goods and services (ex. Kg. of oil), amount (ex. £ 20). Total amount should be the same of the amount inserted into the "Maintenance" list. Every data in the "detail" area are not required so that it is possible to record also actions that can't have a cost for they own. For example: "Chain control" and "Level control" can be inserted without any cost and this information will be recorded into "Labour". You can take some information you need to fill this form from your mechanic.

You can print the maintenance list and the detail report for every maintenance.

How can I insert maintenance?

A quick and useful way to insert a maintenance or a detail into a maintenance is to use the same words every time, so that it will be possible to use the "Find" area. To do that you can use a list of used words clicking on the note control. In any case GO! will automatically select the most similar text everytime you write anything.

Which are maintenance required information?

Required information are: date, mileage, short description of the maintenance, amount. It is also possible to select the maintenance as ordinary or extra-ordinary. No one of them is obligatory, even if it'd be better to file in the much more data possible.

Which are details required information?

Input data are: quantity, nature of goods and services, amount. No one of them is obligatory, even if it'd be better to file in the much more data possible.

Why total amount in details is not the same of maintenance total amount?

There's not correlation between details total amount and the same maintenance amount. You have to check it while inserting info into database.

How can I get information about maintenance?

You have to ask for them to your mechanic.

Which reports are there in the "maintenance"?

You can print the maintenance list and the detail report for every maintenance.

<p>MONTH MILES</p> <p>In this area it is possible to record mileage made month by month, and it is useful to calculate statistics.</p> <p>Database shows just mileage of the motorbike chose by the selection "Choose a motorbike".</p> <p>"Modify", "Insert" and "Delete" allow to modify, insert or delete (after a confirmation) record about month mileage.</p> <p>While inserting a record, GO! automatically puts year, month and previous mileage ("Error" will be showed just with the first insert); anyway every single value can be forced in. It is just sufficient to put the mileage and GO! will calculate the total per month.</p> <p>The "Miles" field you find on the top of the table allows you to put the starting mileage. This field is useful if you don't have any idea about mileage subdivision before starting to use GO!</p> <p>GO! shows this field even in the "Vehicle list" in the professional view.</p> <p>It is possible to print a sheet that is useful to collect mileage month by month.</p>	<p>What is the field "Miles" on the top of the "month mileage" table? The "Miles" field that you find on the top of the table allows you to put the starting mileage. This field is useful if you don't have any idea about mileage subdivision before starting to use GO! GO! shows this field even in the "Vehicle list" in the professional view.</p> <p>How does the month mileage table work and what do "start miles" and "end miles" mean? The first column of the table is the year, the second is the month, the third starting miles of the month (that have to be the same of end miles of the previous month), the forth is the mileage red on the motorbike odometer. Last column is the total miles made during the month. Total on the bottom right of the table should always be the same of the reading you made on the motorbike odometer at the end of the month.</p> <p>Why does GO! display "Error" in the "Start miles" field while inserting the first record? Start miles shows "Error" during the first insertion because it can't find a previous record.</p> <p>Have I to fill in the table every month? You can fill the table whenever you want, however better is the input better will be the output (especially in "Statistic" area).</p> <p>Which reports are there in the "month mileage"? You can print an empty report where to write readings on your motorbike odometer.</p> <p>If I print month miles report it's empty, why? Report is empty because you have to use it to fill in the form. You'll find a report into "Statistic" area.</p>
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<p>OTHER COSTS</p> <p>In this area it is possible to record every expenses made as accessories, taxes, assurances. This is useful to calculate the extra-maintenance total amount you need to manage the motorbike.</p> <p>“Modify”, “Insert” and “Delete” buttons allow to modify, insert or delete (after a confirmation) other costs. The required information are: date, notes, cost. Records are ordered by date.</p> <p>Database shows just costs of the motorbike chose by the selection “Choose a motorbike”.</p> <p>A quicker way to insert another cost into the list it is to use the same words every time, so that it will be possible to use the “Find” area. To do that you can use a list of used words clicking on the note control. In any case GO! will automatically select the most similar text everytime you write anything.</p> <p>You can print the other costs list.</p>	<p>What is the best way to insert other costs in the list?</p> <p>The best way to insert an other cost into the list is to use the same words every time, so that it will be possible to use the “Find” area. To do that you can use a list of used words clicking on the note control. In any case GO! will automatically select the most similar text everytime you write anything.</p> <p>Which are other costs required information?</p> <p>The required information are: date, notes, cost. No one of them is obligatory, however better is the input better will be the output (especially in “Find” area).</p> <p>Which reports are there in the “other costs”?</p> <p>You can print the other costs list.</p>
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STATISTICS

In this area it is possible to calculate some statistics about the motorbike, the real total amount rate per mile.

Statistics are calculated everytime on Database information, graphs are showed filtered by year.

To view statistics and graphs there must be at least 1 record for every single tables: (1) original cost and one used evaluation (2) one maintenance record (3) one "other costs" record (4) one month mileage.

Statistics and graphs for a specific motorbike are calculated as follow:

Total miles: Sum of all mileage in months and years and the "start mileage" on the top of the "month miles" table.
Miles/year forecast = average mileage made in months and years for one year.

Total maintenance = Sum of every maintenance amount in the database.

Total costs = Sum of every cost amount in the database

Out of pocket expense: Sum of Total maintenance and other costs.

Out of pocket expenses = Sum of total maintenance and total costs

Total devaluation = Last "new" amount – last "used" amount (there should be only one new amount)

Total amount = Sum of total maintenance + Total costs + Total devaluation

Every single value is also divided for mileage to calculate it's rate.

There are 5 graphs that can be printed:

- 1) First graph shows mileage grouped by month and year. It is possible to take a look at mileage comparing one year to another. A second graph shows the same information using lines instead of bars.
- 2) Out of pocket expenses/month miles: this diagram shows the total out of pocket amount by month and year divided for the total mileage of the same month. This is the real cost of the motorbike month by month. It is possible to see a red dotted line to show tendency.
- 3) Total cost/mile: this graph shows total cost by month divided for mileage in the same month. It is possible to see cost changes during month and years to determine how many miles it would be better to do. It is possible to see a red dotted line to show tendency.
- 4) Amount Total/Month: it shows two cumulated areas; first area shows monthly costs and can be more or less "high" month by month. Second area shows total amount cumulated month by month to the first area and it is always going up.

When statistics information can be consulted?

Statistics are calculated everytime on Database information, graphs are showed filtered by year. Anyway you should have to insert mileage together with other month information.

Why I can't see any statistic button?

To view statistics and graphs there must be at least 1 record for every single table: (1) original cost and one used evaluation (2) one maintenance record (3) one "other costs" record (4) one month mileage.

What is "Total miles"?

Total miles is the sum of all mileage in months and years and the "start mileage" on the top of the "month miles" table.

What is "Miles/year forecast"?

Miles/year forecast is the average mileage made in months and years for one year.

What is "Total maintenance"?

Total maintenance is the sum of every maintenance amount in the database

What is "Total costs"?

Total costs is the sum of every cost amount in the database

What is "Out of pocket expenses"?

Out of pocket expenses is the sum of total maintenance and total costs

What is Total devaluation?

Total devaluation is the difference between the last "new" amount and the last "used" amount (there should be only one new amount)

What is "Total amount"?

Total amount is the sum of total maintenance + Total costs + Total devaluation.

How an incidence is calculated?

Every single value is also divided for mileage to calculate its rate.

How the annual expense per mile is calculated?

Annual expense per mile is total amount divided for miles per year forecast.

What's the difference between total amount mile rate and the annual expense per mile?

Annual expense per mile is usually smaller than total amount mile rate. This is because annual expense per mile is a forecast so miles are more than in the reality.

What are month miles graphs?

First graph shows mileage grouped by month and year. It is possible to take a look at mileage comparing one year to another. A second graph shows the same information using lines instead of bars.

What's out of pocket expenses/month miles graph is?

This graph shows the total out of pocket amount by month and year divided for the total mileage of the same month. This is the real cost of the motorbike month by month. It is possible to see a red dotted line to show tendency.

What's total cost/mile graph is?

This graph shows total cost by month divided for mileage in the same month. It is possible to see cost changes during month and years to determine how many miles it would be better to do. It is possible to see a red dotted line to show tendency.

What Amount Total/Month graph is?

It shows two cumulated areas; first area shows monthly costs and can be more or less "high" month by month. Second area shows total amount cumulated month by month to the first area and it is always going up.

What the red dotted line is?

The red dotted line is the data tendency

What's the difference between the two "month miles" graphs?

There's no difference. They are just two different ways to view the same thing.

What is "Year, from, to" on the top of statistic mask?

It's the filter you can apply in viewing graphs.

I selected a graph, but I can't see nothing, why?

It could be that GO! didn't refresh graph information. Try to re-select all choices or to verify that there are information inside database.

EVALUATIONS	
<p>In this area it is possible to record the actual evaluation of the motorbike in comparison with the original price.</p> <p>“Modify”, “Insert” and “Delete” allow to modify, insert or delete (after a confirmation) evaluations. Required information are: date, evaluation, notes, evaluation type (new evaluation, to be used just for the first evaluation of the new motorbike, or old evaluation, to verify periodically the second-hand value) and an information about the fact that the value has been communicated to assurance.</p> <p>The “Old/new evaluation” flag must be “Yes” for used evaluations and “No” for first evaluation of the motorbike.</p> <p>All information are listed by date.</p>	<p>What is motorbike devaluation? Motorbike devaluation is the difference between original price and used evaluation.</p> <p>Does GO! manage motorbike devaluation? Yes GO! can do it if only you put at least two amounts into the Database (one must be the original price, the second must be a used evaluation).</p> <p>Where can I find information to calculate devaluation? Original price should be on the purchase contract, used evaluation should be on every good motorbike magazine.</p> <p>When I should put the used evaluation? You should put first used evaluation immediately with the original price. At least it's better to put the Same value (devaluation will be null).</p> <p>Which reports there are in the “evaluations”? It is possible to print a list of every evaluations ordered by date.</p> <p>What does “Insurance” means? You can select “Assurance” flag to remind that the value has been communicated to the Assurance for theft insurance policy.</p>

<p>FIND</p> <p>In this area it is possible to find everything among “Maintenance”, “Details”, “Other costs” using specific search parameters.</p> <p>With this powerful search engine you can look for information using: date, mileage, amount (you can even select a range “from – to”) and notes (even using jolly characters “?” and “*” to select partial words).</p> <p>Do you want to find when you did last oil change? Do you want to check a specific cost in different periods? Do you want to check assurance and taxes?</p> <p>With “Find” you can do this.</p> <p>Search engine starts automatically after your choices. When you put “from” it is automatically selected “to” with the same input (there must be both even if you want to check a specific input and not a range). “To” input can be changed to select a range.</p> <p>You can search information using more than one parameter in the same time .</p> <p>You can print search results report with every used search parameters.</p>	<p>What is “Find” and what can I find? Find area allows you to find everything among “Maintenance”, “Details”, “Other costs” using specific search parameters.</p> <p>Which search parameters can be used? You can search for date or dates range, mileage or mileage range, notes or specific words, amount or amounts range.</p> <p>Can I use more than one parameter in the same time? Yes, with GO! you can search information using even more than one parameter in the same time.</p> <p>What a Jolly character is ? How does it work? Jolly characters are “?” and “*”. Question mark can substitute a specific character in a specific position.; asterisk can substitute everything before or after a specific word (for Example *oil allow to find phrases that end with “oil”). Jolly characters can be used together (for example *oil* or *oil?)</p> <p>Which reports there are in the “Find” area? You can print search results report with every used search parameters.</p>
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FISCAL INFO	
<p>In this area it is possible to put information not only about vehicle and owner (chassis number, plate number) but also useful data as key serial number for duplicates.</p> <p>You can put fiscal information for every vehicle that is in the list. These information are: information to identify your vehicle, owner information, notes, keys serial number.</p> <p>Owner information are listed in “Vehicle list” using “Professional” view type, but could be avoid for “Standard” use.</p> <p>Owner Info are also listed together with motorbike in “Choose a motorbike” control that is in every mask.</p>	<p>What fiscal info is for? Owner information are listed in “Vehicle list” using “Professional” view type, but could be avoid for “Standard” use.</p> <p>Which information can be added in this area? You can put fiscal information for every vehicle that is in the list. These information are: information to identify your vehicle, owner information, notes, keys serial number.</p> <p>Why “choose a motorbike” windows are partially empty? Owner Info “Name” and “Surname” are listed together with motorbike in “Choose a motorbike” control that is in every mask.</p> <p>Which reports are there in the “fiscal info” area? You can print a report with every fiscal information for every vehicle.</p> <p>How can I add fiscal info? First you have to select a motorbike using “choose a motorbike”, then you have to use “Modify”.</p>

EXPIRES	
<p>This area works as an agenda in which it is possible to fix expires (for example: assurance fee, annual tax and so on). You can choose whenever being warned in advance.</p> <p>If there's at least one expire, expires start automatically when you open GO! and it shows a warning that is:</p> <p>a green trafficlight: no expire ahead a yellow trafficlight: expire ahead a red trafficlight: expired memo</p> <p>If there are more than one expire, message always refers to the closer date so: trafficlight is green if there's no yellow and is yellow if there's no red</p> <p>If you want to understand how trafficlight works you have to access "expires" area. Here you can add a new expire using "insert". A new expire needs: deadline, days of notice, description.</p> <p>"Days of notice" allow Go! to calculate which is the "notice date" and to change the trafficlight colour comparing it with the PC date.</p> <p>When an expire is over, remember to check "Done" box even on the expires list.</p> <p>You can print a list of expires ordered by expire date.</p>	<p>What is "Expires" for? This area works as an agenda in which it is possible to fix expires (for example: assurance fee, annual tax and so on). You can choose whenever being warned in advance.</p> <p>When does GO! warn me? If there's at least one expire, expires start automatically when you open GO! and it shows a warning.</p> <p>What does it mean the green trafficlight? A green trafficlight means "no expire ahead"</p> <p>What does it mean the yellow trafficlight? A yellow trafficlight means "expire ahead"</p> <p>What does it mean the red trafficlight? A red trafficlight means "expired memo"</p> <p>Can the trafficlight show more than one colour in the same moment? If there are more than one expire, message always refers to closer date so: trafficlight is green if there's no yellow and is yellow if there's no red</p> <p>What are the "days of notice"? "Days of notice" allow GO! to calculate which is the "notice date" and to change the trafficlight colour comparing it with the PC date.</p> <p>What does "Done" mean? When an expire is over, remember to check the "Done" box even on the expires list</p> <p>Which reports are there in the "expires" area? You can print a list of expires ordered by expire date.</p>