

## Tech Tip Tuesday—November 1, 2022

### Reminder: Livery Coach will be at the CD/NLA Show on November 13-16

That's less than 2 weeks away! If you know where October went, please let us know.

Also, if you are going, please stop by and say hello to Chip and David. We will be in Booth 3, on your right just as you walk in. See you there!

### Setting up Colors

The last time we covered the setup and use of Colors in Livery Coach was quite a few years ago, so we thought it would be a good topic to cover again.

There are a lot of different places in Livery Coach that you use different colors to allow certain information to pop out for you, such as Vehicle Types, Occasions, etc., and we will review in more detail in some future tech tips.

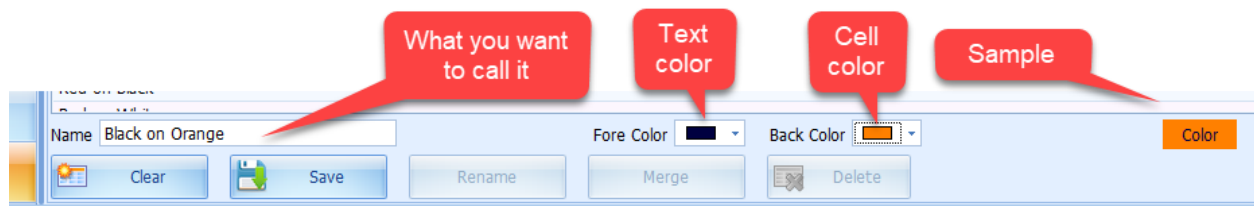
But the prerequisite to using colors is that you have to set them up first.

To accomplish this task, simply navigate to Setup->Maintain->Color Code List.

If you have any colors *already* set up in the system, they will show up here, possible with seemingly random names ("Color49152", etc.) This causes no harm.

To add a color, simply type in whatever you want to call the color (this is for your convenience), then select the "Fore Color" and "Back Color" from the dropdown lists. The Fore (foreground) color is the color of the text, and the Back (background) color is the color of the box that the text will be in. To the right you will see a sample of the color. When you are satisfied with your choices, click Save.

We suggest naming the colors what they are (e.g. "Black on Orange") but you can call it whatever you want. If you use a color for a certain indicator (e.g. "Special Customer") you could call it that. You can create the same color twice (or more) and name it different things if that makes it easier for you.



Once your colors are set up, there are a bunch of places in Livery Coach you can use them, which we will cover in some future Tech Tips.