



MISSION VIEJO RACES-ARES HANDBOOK



Message Logging Using DELL LINUX LAPTOP **CHECKLIST FOR STARTING / ENDING A LOG SESSION**

1. Plug laptop into AC adapter. (Battery will not last very long.)
2. Plug mouse into USB to right of keyboard.
3. Open laptop.
4. Push large power button under the “E” of Dell on laptop screen.

5. Computer will boot into **Fedora** (Linux) **Operating System**, not Windows.

6. When Logon Screen appears with LogonID = “**mvraces**”, left-click on “**mvraces**”. If it doesn’t appear, click round circle with the “F”edora logo. (The “F” looks sort of like an infinity symbol.)
7. For Password, re-enter “**mvraces**” (**all lower case**) and right-click “**Sign In**” button.

8. Wait until you can mouse over “**Activities**” in upper left corner and “**Activities**” becomes **bolded**.
9. Right-clicking “**Activities**” reveals Applications Menu down the left of screen.
10. Mouse down to last icon showing **Matrix of 9 dots** and click.

11. Be certain “**Show Applications**” highlighted in left panel, then click “**LibreOffice Base**” icon (purple).
12. Click “**Open an existing database file**” radio button.
13. Be certain that “**Recently used:**” highlights “**MVRACES_EOC_Message_Log_DB**”. Click “**Finish**” button.
14. Under Database, highlight “**Forms**” icon, then under Forms, right-click “**ICS-213 Input Form**”.
15. Click “**Open**”.

- 16. You’re now ready to enter ICS-213’s.**

17. To exit “LibreOffice Base, right-click “**File**” menu upper left, then click “**Exit LibreOffice**”.

18. To turn off Linux laptop, click little down-arrow, upper right of screen, then click **Power Button** icon (extreme right of dropdown). Finally, click “**Power Off**” button on right.



MISSION VIEJO RACES-ARES HANDBOOK



This Page Blank