MOOR SPA®
Skin Health Analysis System
User's Guide

Customer Record Camera Backup Restore Products Settings About

UniversalCompanies.com

I. Initial Setup & Login

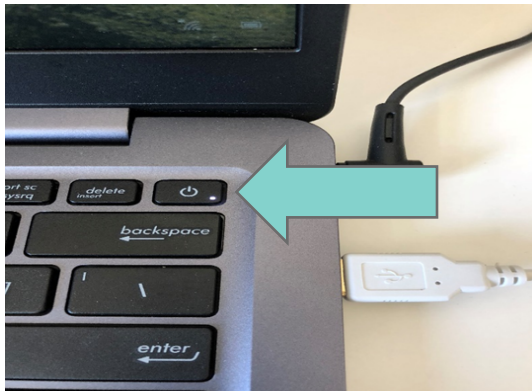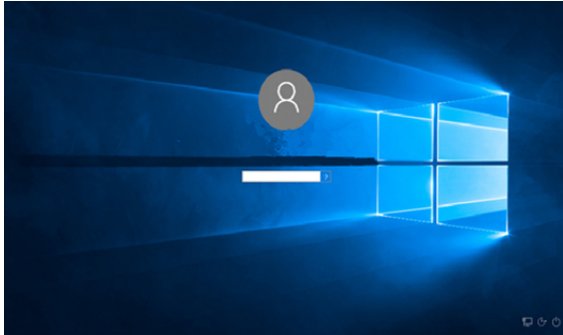a. Connect the power and handheld camera cords to the laptop.

IMPORTANT:

The camera must be connected prior to powering up the laptop or it will not function. You may plug the camera into either USB drive.

b. Turn on the laptop.

c. Log in to the computer:
   - User Name: Skin Analyzer
   - Password: snapshot

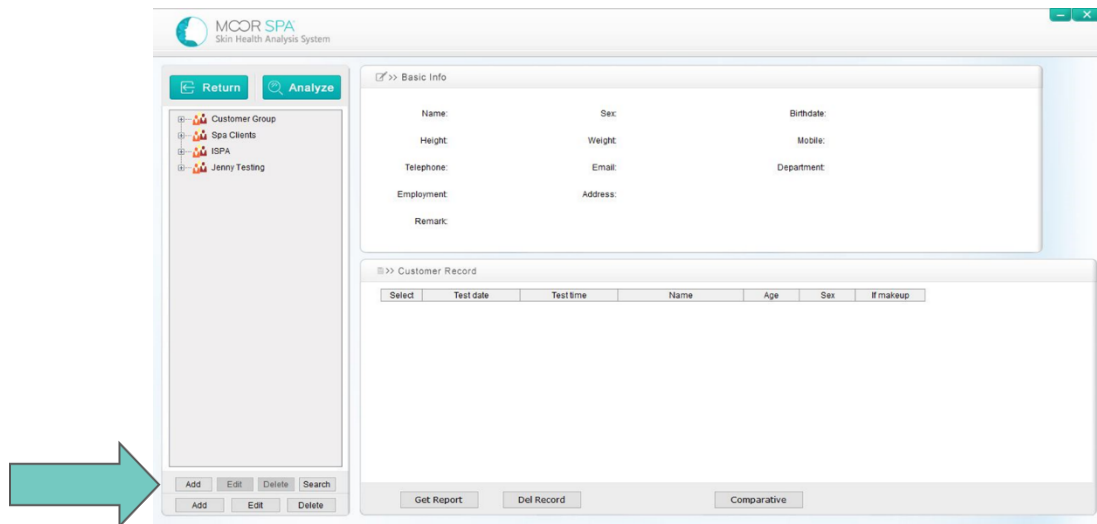d. Click on the "Moor Spa" desktop icon to open the program.

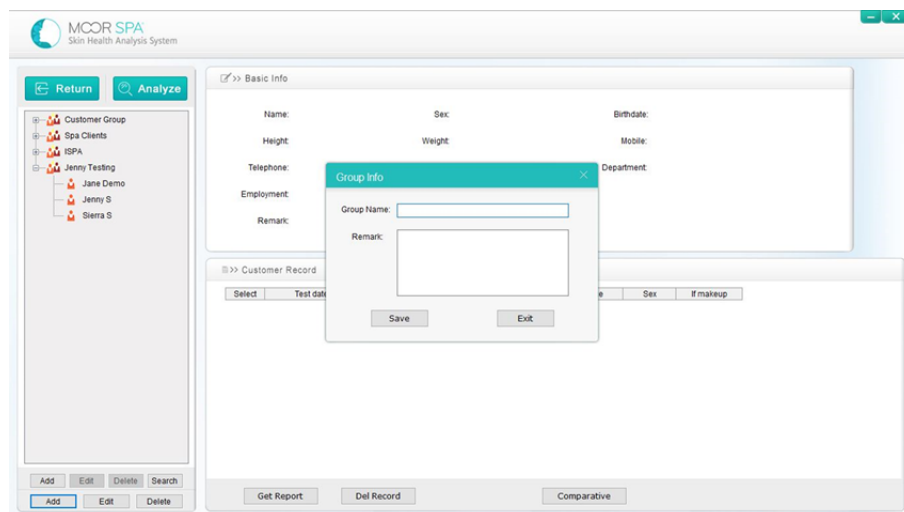## II. Adding Customer Groups & Individual Customer Profiles

a. Click on the "Customer Record" icon.

b. CUSTOMER GROUPS: To add a new customer group, click on the lower "add" button *(see arrow)*. You can create multiple customer groups to organize your client files according to your preferences.
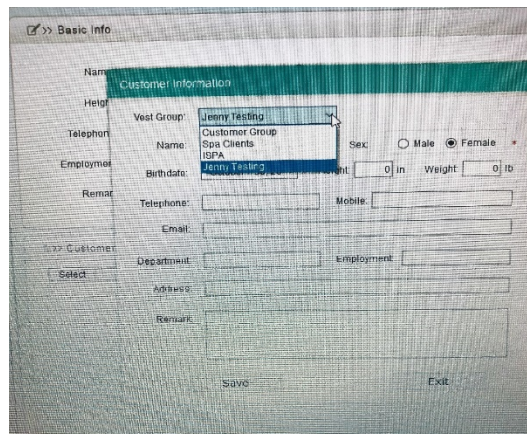

c. In the popup box, name your group, add comments desired, then click "save."

d. INDIVIDUAL CUSTOMERS: To add a customer to the system, click on the upper "add" button *(see arrow).*
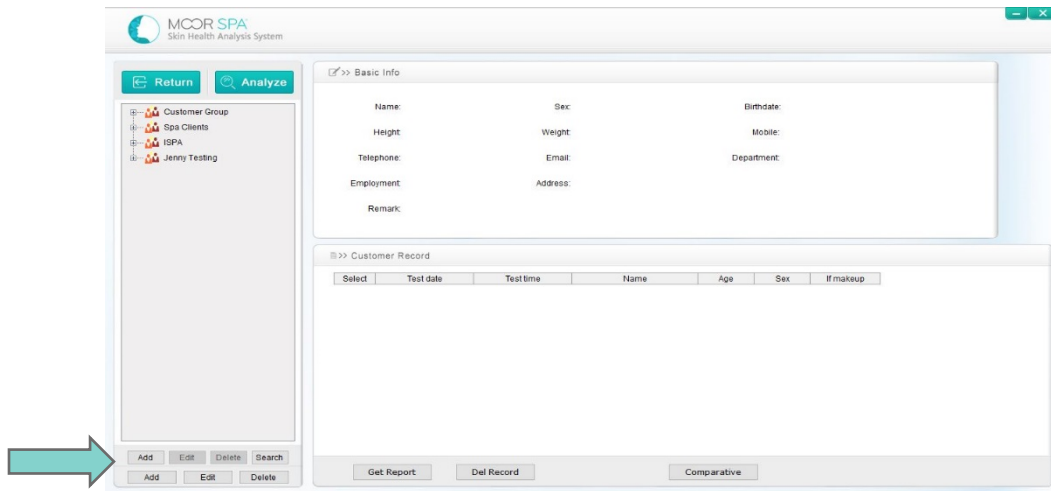
e. Within your various groups, you can create files for individual customers. You are able to add multiple records for each customer in order to track their skin health and progress over time.

f. First select the group in which you would like to place the customer.
g. Add the customer's full name and gender.

h. Go to the calendar. Hover over the calendar date (*see arrow*) until it turns blue, then click twice to select the year. Click on the year desired, then it will direct you to click on the month, then finally the day of birth. *Note: It is very important to accurately record the date of birth, as report results are significantly influenced by client age.*
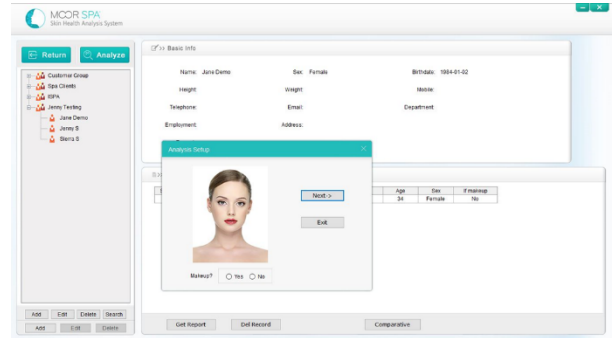

i. Complete the rest of the fields, then click the "save" button.

III.   Perform Initial Skin Analysis

a. After the client is added, make sure their name is highlighted in the group *(see arrow)*, then click on the "analyze" button.

b. Record whether or not the client is wearing makeup, then click "next."

c. This analysis screen will appear (handheld camera resting in base).

d. Pick up the handheld camera and place the lens on the client's face, indicated by the blue dot. You can view the magnified image on the computer screen.
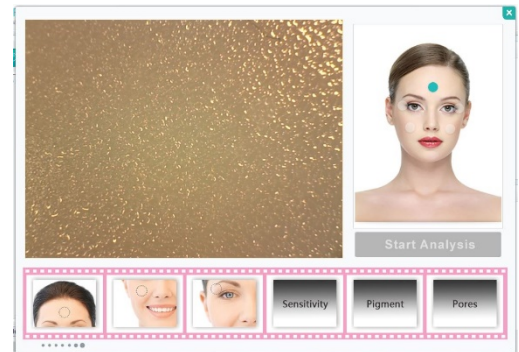
e. Once satisfied with the camera placement/potential image, tap the black triangle on the handheld camera to record the image.
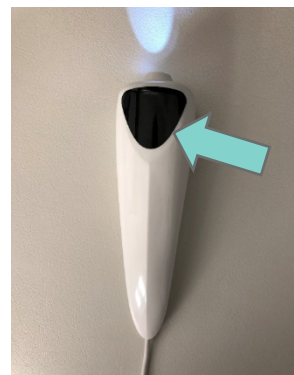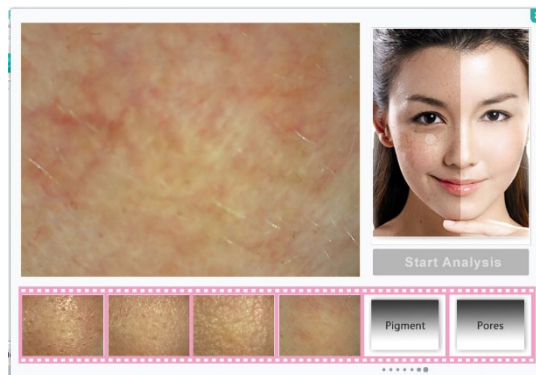
f. Follow the prompts on the screen to continue recording the images for the different locations on the face, ensuring that you are exact so that you may able to recreate the same locations each time that you wish to monitor the client's results/progress, whether that is monthly, quarterly, annually, etc.

g. After recording images in all indicated face placements, click on the "Start Analysis" button.
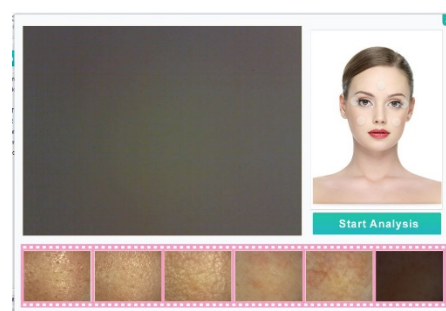
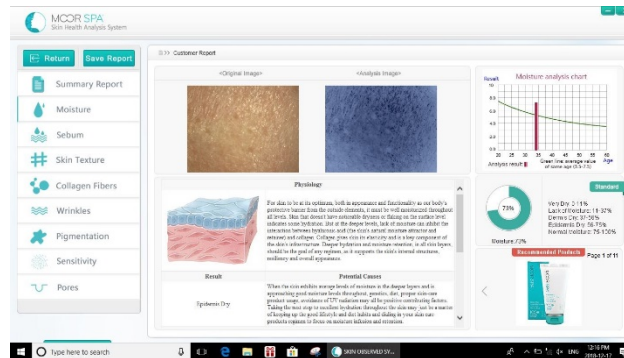h. Next, you will be taken to the reporting screen. Here you can click on the individual categories and review with your customer, or you can save/print a report summary *(moisture detail shown at the right of the page).*

i. TO SAVE: Select "Summary Report," then click on the "Save Report" button, and select preferred location and file type. You can also print from this screen.
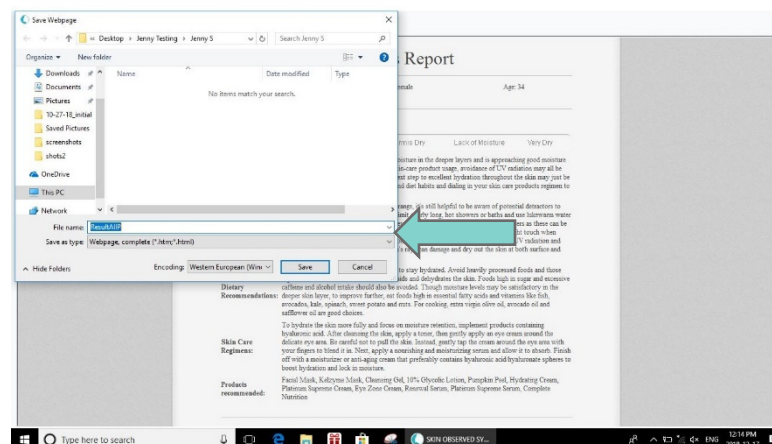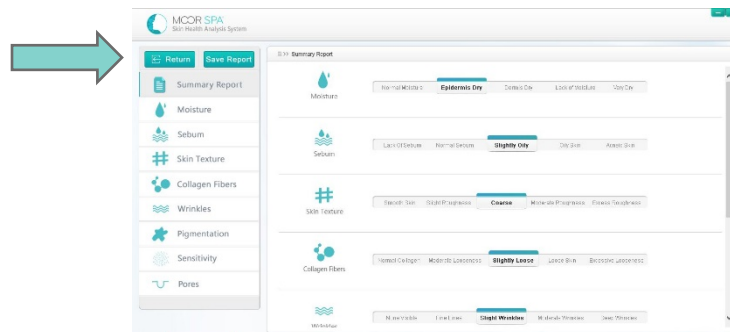
j. You can analyze your client's skin as frequently as you desire. You can then compare progress (if you are analyzing the exact same areas) when desired by selecting (*checkmark*) the desired visits, and clicking "Get Report." Print or save as above.

IV. Home Care Recommendations

a. The report will provide a list of all of the Moor Spa products that would be appropriate for your client's use, based on the results of the analysis.

b. As a result, you may notice duplicate products in each category. For example, your client may have been recommended Moor Spa Salicylic Cleanser, due to texture or pigmentation issues, and the Moor Spa Cleansing Milk, due to low moisture levels in the skin. As a professional, you will need to use your judgment based on visual cues, lifestyle questions, and your knowledge of the Moor Spa product ingredients to narrow down your recommendations from the products listed. We recommend using a highlighter on the report to indicate your final professional recommendations to the clients.

V. User Tips

a. We recommend that you close all other programs while running the Skin Health Analysis System, as it uses quite a lot of RAM.

b. We also recommend disconnecting from the Internet while running the program to avoid system updates occurring at that time.

c. If you choose to load other software into the laptop it will reduce the disk space for storing analysis records. Therefore, try to avoid loading large programs if possible.

d. Remember, in order to run the software it is necessary to have the camera attached.