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Document Description:

Distributor Genealogy Solution (DGS):
Internal Use (IU) Version User Manual

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Version | Last Updated Date:

Version 0.5 | Oct 25th, 2018

Version Control

<u>Date</u>	<u>Whom</u>	<u>Version Comment</u>
2017/09/22	Takashi Iwamoto Takumi Nagaoka	Version 0.1 First draft.
2017/10/04	Takashi Iwamoto	Version 0.2 Changed item contents in bubble and details.
2017/10/23	Takashi Iwamoto	Version 0.3 Changed Purchase date.
2017/10/31	Takashi Iwamoto	Version 0.4 Deleted Age.
<u>2018/10/25</u>	<u>Takashi Iwamoto</u>	<u>Version 0.5</u> Updated to show ALL downline bubbles, regardless of rank.

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Application Naming

Distributor Genealogy Solution (DGS in short)

Internet URL

- <https://dgs.enagic.com>

Targeted Users

E8PA members only. **No exceptions allowed.**

Sharing of DGS output with personal data in any form (ex. screenshot, PDF, photo-shoots, etc.) is strictly prohibited by local laws worldwide and company policy.

Failure to comply may result in the possibility of legal actions.

Data in DGS Application

- Data shown in DGS Application is updated daily and generated from that of the Enagic System on the previous day.

Support and Inquiries

- Please direct your inquiries to globalsalesdesk@enagic.co.jp
- Support will be provided on best-effort basis within the business hours of Japan Standard Time unless there is an emergency.

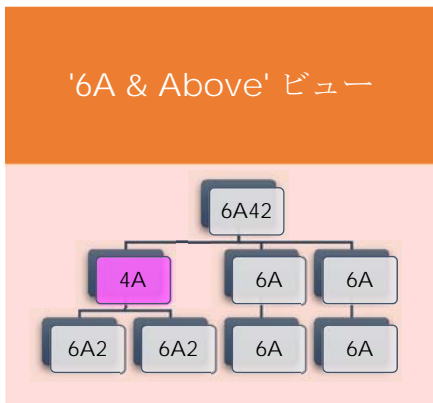
DGS View Concept

Depending on the rank of distributor, there may be one or two views to his or her genealogy.

View Availability

Source Bubble's Sales Rank	Genealogy View	Definition
1A ~ 6A	All Bubbles	<ul style="list-style-type: none"> All downline bubbles in own group are displayed.
6A2 & Above	All Bubbles	<ul style="list-style-type: none"> Source bubble's upline is not shown.
	6A2 & Above	<ul style="list-style-type: none"> All downline bubbles of ranks 6A or above in own group are displayed. If two or more downline bubbles of ranks 6A or above roll up to the same bubble (same root) under source distributor, the root bubble, disregarding its rank, is displayed. Source bubble's upline is not shown.

'6A & Above' View Samples



'All Bubbles' 6A & Above' View Samples

DGS Main Page

Welcome to Distributor Genealogy Solution main page!

※The captured image is airbrushed out to protect personal information.



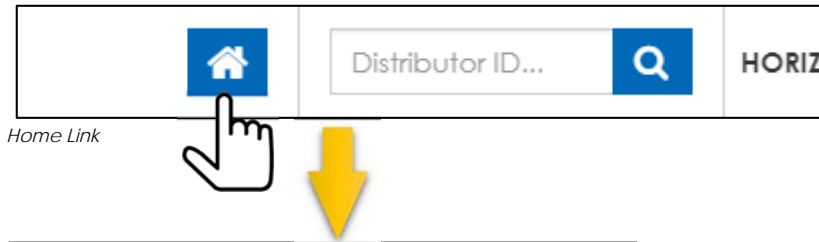
DGS Main Page & Modules

Modules & Function List

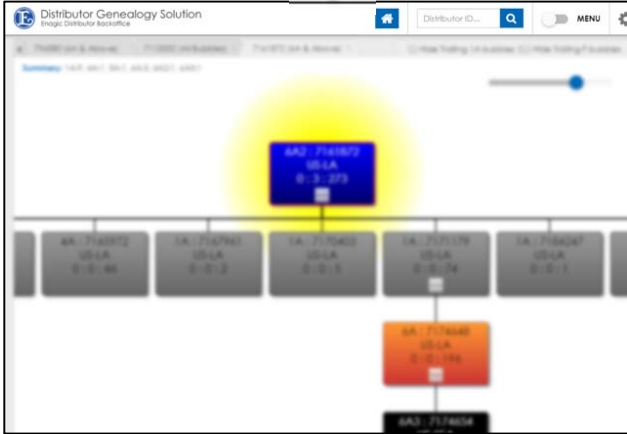
- [Home Link](#)
- [Open View](#)
- [View Control](#)
- [Zoom Slider](#)
- [Menu Control](#)
- [Genealogy module](#)
- [Local View module](#)
- [Search module](#)
- [Legend module](#)
- [Details module](#)
- [Display module](#)
- [Actions module](#)
 - [Generate PDF](#)
 - [Layers Display Control](#)
- [Timeout](#)
- [Footer Area](#)

Home Link

Press the home button to select the source bubble.



Home Link

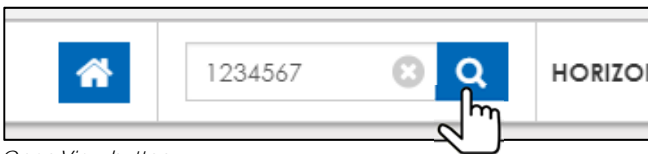


Home Selected

Open View

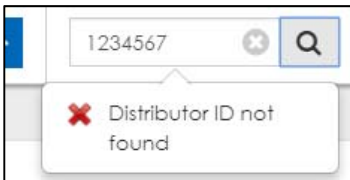
Select a bubble out of bubbles in display to load its genealogy. There are two ways to load a genealogy. You can choose from Process 1 of Process 2.

Process 1:



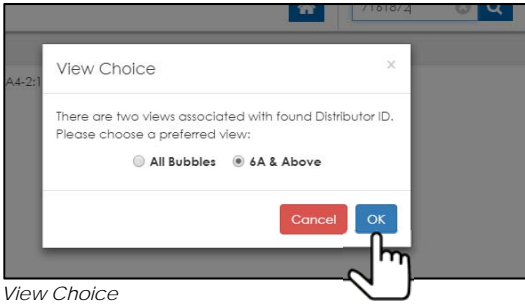
Open View button

- 1.) Enter a distributor ID and press the microscope button as illustrated on the left.
Or press the cross button to clear the input.



Distributor ID not found

- 2.) Exact ID# is required. (cannot search by partial match). If an ID# cannot be found, a warning popup appears.

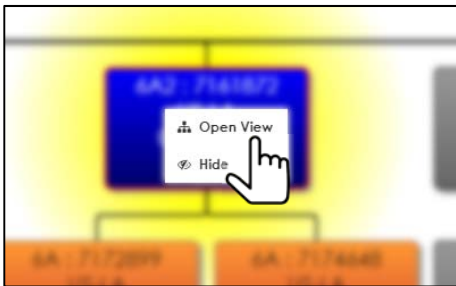


View Choice

- 3.) If distributor's rank is above 6A2, two views will be available ([All Bubbles] view or [6A & Above] view). Please select one. If rank is 6A or below, only one view is available and it will be loaded into [Genealogy module](#) by default.

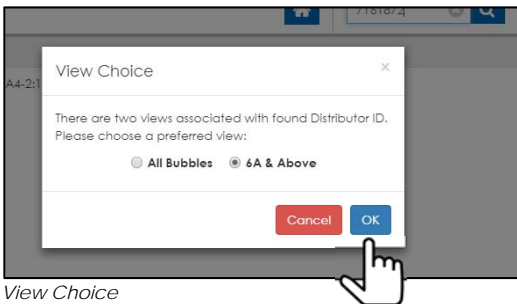
*** For more info on views, please refer to [DGS View Concept](#).

Process 2:



Open View

- 1.) Right-click on the bubble and select [Open View].
On a touchscreen PC device, a right-click on a non-touchscreen PC device can be achieved by tapping and holding on the targeted bubble.



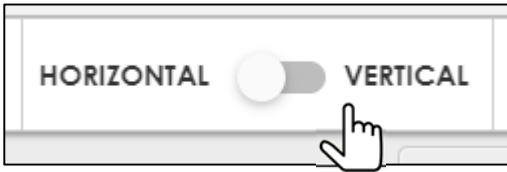
View Choice

- 2.) If distributor's rank is above 6A2, two views will be available ([All Bubbles] view or [6A & Above] view). Please select one. If rank is 6A or below, only one view is available and it will be loaded into [Genealogy module](#) by default.

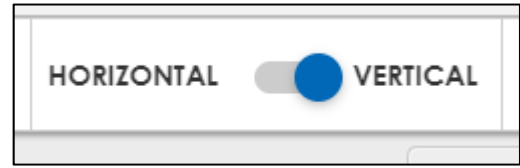
*** For more info on views, please refer to [DGS View Concept](#).

View Control

Clicking or tapping the 'HORIZONTAL' 'VERTICAL' switches the type of genealogy displayed horizontally or vertically.

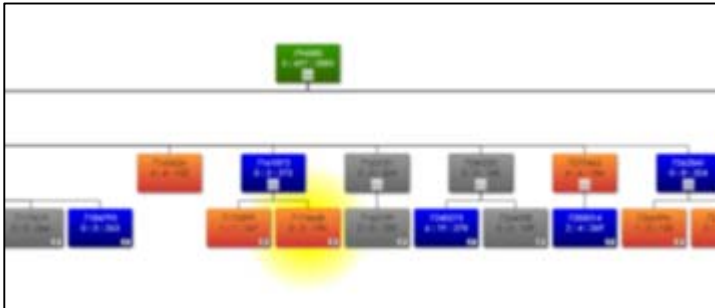


View Control 'HORIZONTAL'



View Control 'VERTICAL'

• HORIZONTAL Display



HORIZONTAL Display

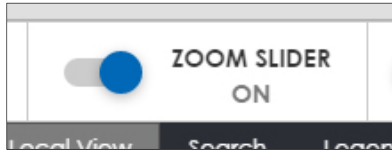
• VERTICAL Display



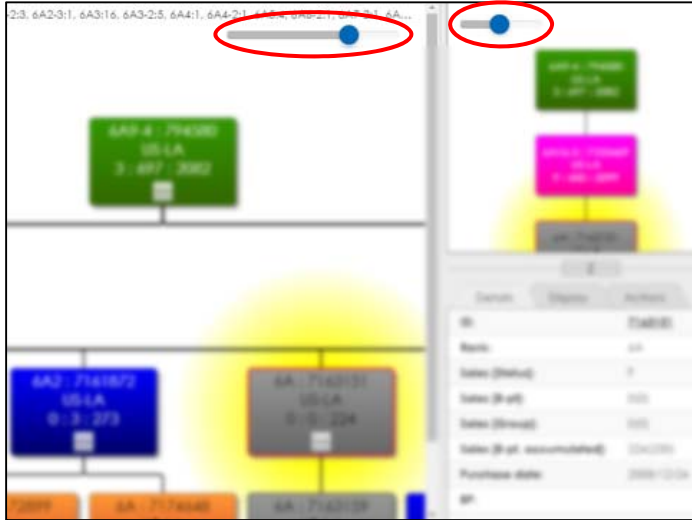
VERTICAL Display

Zoom Slider

- Clicking or tapping the 'Zoom Slider' switch at the top right corner enables or disables zoom slider.



Zoom slider control



Zoom slider is on by default and it is located at the top-left corner.

- Sliding the switch on the zoom slider to either direction controls the zoom level of bubbles in [Genealogy module](#).

• Zoom at 35%



Zoom at 35%

• Zoom at 90%



Zoom at 90%

Other than Zoom Slider

Zoom in or out can be achieved by combination usage of keyboard and mouse by press & holding the CTRL key and scrolling up or down the scroll wheel of a mouse at the same time. It can be achieved by pinching in or pinching out with your tablet-like device.

Menu Controls

Menu consists of [Local View module](#), [Search module](#), [Legend module](#), [Details module](#), [Display module](#), and [Actions module](#).

- Clicking or tapping the control at the top-right corner illustrated below, the right-hand side menu appears or disappears.

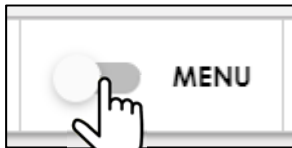


Menu control

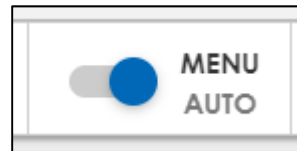


Right-hand side menu

- 'Menu Auto' is enabled or disabled by clicking the switch illustrated below. When 'Menu Auto' is on, menu appears when a bubble is selected in [Genealogy module](#) and disappears when a bubble is not selected.



Menu Auto Off



Menu Auto On



Auto menu off



Auto menu on with bubble selected

- Click on the white area in [Genealogy module](#) to clear selected bubble.



Auto menu on with bubble selected



Auto menu off with bubble unselected (clicking white space)

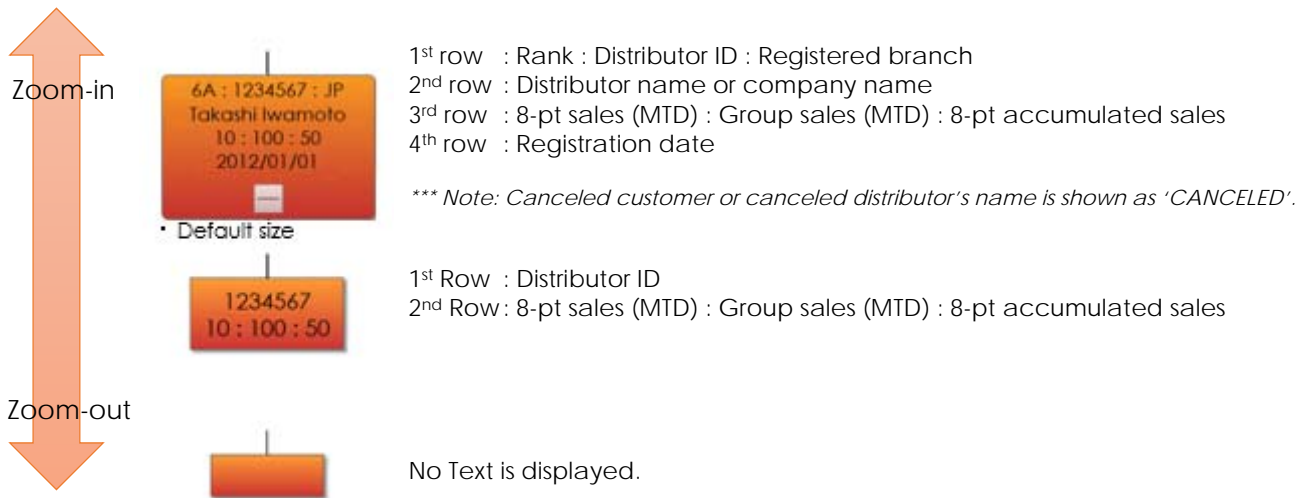
Genealogy Module

Usage

- Viewing of distributor's genealogy.
- Details of a selected bubble are displayed in the [Details module](#).
- Upline and downline info of a selected bubble are displayed in the [Local View module](#).
- Usages of [Local View module](#), [Search module](#), and [Display module](#) are reflected in the [Genealogy module](#).

Bubble Size & Data

Amount of info displays in a bubble varies accordingly to the level of zoom-in and zoom-out.



Bubble Zoom-in, Zoom-out

Rank Colors

Ranks	Bubble Colors
6AX7, X8, X9, X10, etc.	Black
6AX6	Red
6AX5	Purple
6AX4	Green
6AX3	Magenta
6AX2	Brown
6AX	Blue
6A	Orange
5A	Light Green
4A	Pink
3A	Yellow
2A	Light Blue
1A	Cyan
F-status	Grey
Another group leader (6Axx)	Black

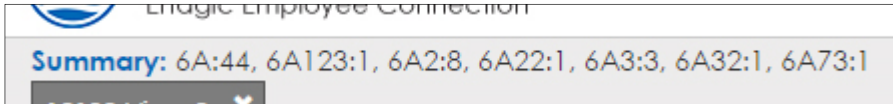
Rank Colors

Bubble Details, Sales Unit Count

Please refer to [Details module](#) for more detailed info of bubbles or sales unit count.

Summary

Displays the count of bubbles by ranks (includes source distributor, its downline bubbles, canceled customers or canceled distributors, and other downline group leaders if any).



Summary

Open View from within Genealogy Module

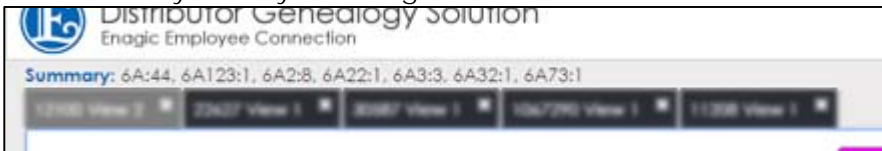
Aside from using Load Distributor Genealogy function to open a distributor's genealogy, right-clicking a bubble and choose 'Open View' can achieve the same. Please refer to [Open View module](#) for more details.



Open View

Tabs

Loading a distributor's genealogy generates a new tab. Multiple distributor's genealogy can be viewed at any time by switching tabs.



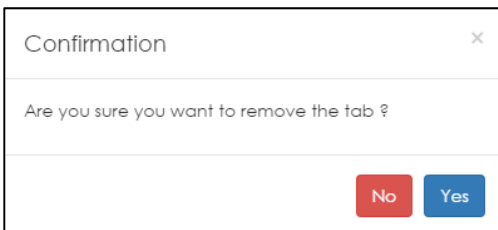
Tabs

To close a tab, press the 'X' sign on the tab.



Close a tab

When closing a tab, DGS displays a confirmation popup.

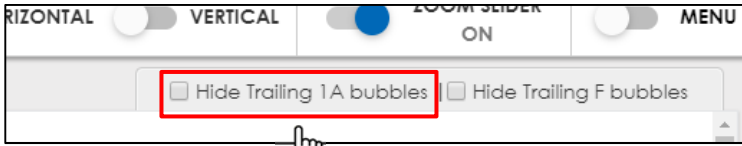


Confirmation to close a tab

Up to 5 tabs can be displayed. Causes an error indication for trying to open 6th tab.

Hide Trailing 1A bubbles

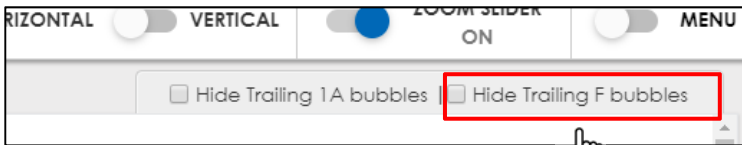
You can hide trailing 1A bubbles by checking the box of [Hide Trailing 1A bubbles]. Un-check the box to unhide the bubbles.



Hide Trailing 1A bubbles

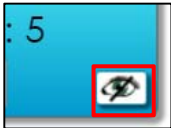
Hide Trailing F bubbles

You can hide trailing F status bubbles by checking the box of [Hide Trailing F bubbles]. Un-check the box to unhide the bubbles.



Hide Trailing F bubbles

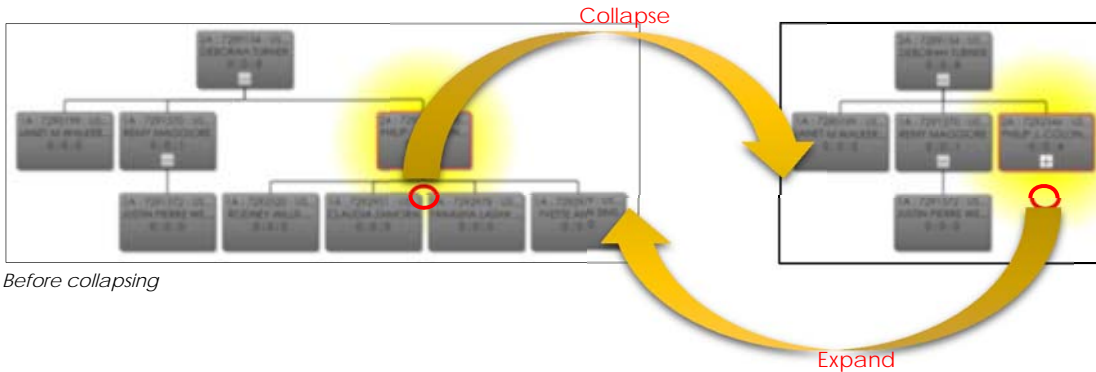
Hide Icon will show up inside the bubbles if they contain hidden bubbles underneath.



Hide Icon

Collapse & Expand

Available for bubbles with downline distributors. You can collapse or expand bubbles by clicking on -(Minus) or +(Plus). The space made by collapsing will be compressed.



Before collapsing

You can download the image displayed in [Genealogy module](#) and output as a PDF file in [Actions module](#). The layout of the image can be adjusted by collapsing and expanding bubbles.

Monitor Size

Bubble size is governed by number of pixel. The higher the resolution, the more bubbles are displayed by default.

Local View Module

The Local View module is developed to make it easy to view a specific bubble's connection (upline & downline) as it may be difficult to view so in the [Genealogy module](#) since the upline bubbles are spread widely across the screen as the number of downline bubbles increases.



Local View module

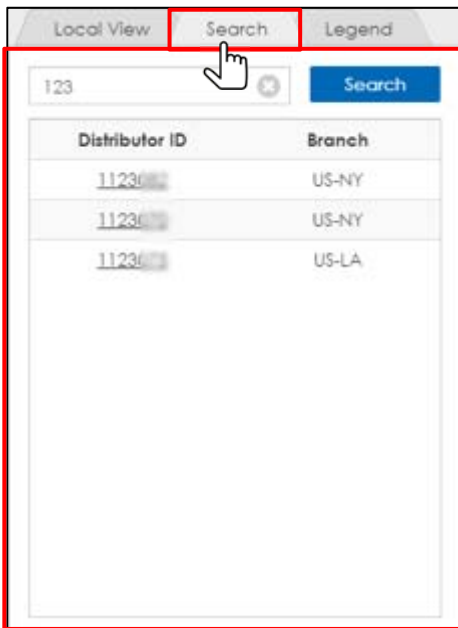


Local View module with Genealogy module

- Selected bubble in [Genealogy module](#) is displayed inside the [Local View module](#).
- Two levels of upline bubbles, one level of downline bubbles(if any) are displayed

Search Module

Enables searching within [Genealogy module](#).



Search Module

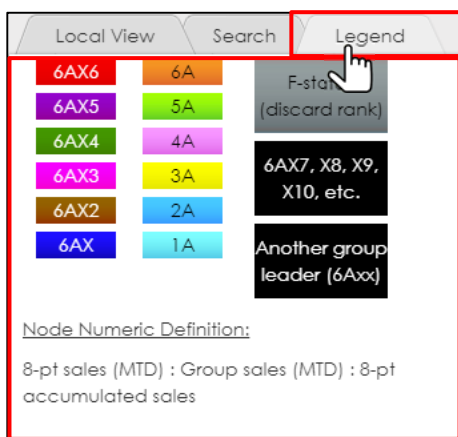


Search Module and Genealogy Module

- Partial match, Complete match of Distributor ID
- [Search module](#) requires at least 3 digit. Error message will appear for insufficient input.
- Search result shows 'Distributor ID' and 'Branch'.
- By selecting one of the data in the search result within [Search module](#), the targeted bubble inside [Genealogy module](#) will be selected. At the same time, the same bubble info will be displayed in [Local View module](#) and [Detail module](#).

Legend Module

Describes [Rank Colors](#)



Legend Module



Legend Module and Genealogy Module

Details Module

Displays details of a distributor by selecting a bubble either inside [Genealogy module](#) or [Local View module](#).

Details	Display	Actions
ID:	61A8226	
Name:	ISSA TAVARES	
Rank:	3A	
Branch:	US-NY	
Sales [Status]:	DD	
Sales [8-pt]:	0(0)	
Sales [Group]:	0(0)	
Sales [8-pt, accumulated]:	7(0)	
Purchase date:	2015/06/10	
BP:		
Last sales date:	2017/02/17	
Sales status down:	313 days	
Sponsor registered rank:	6A	

Details Module



Details Module and Genealogy Module

#	Display in DGS	Descriptions
1	ID:	Distributor ID
2	Name:	Distributor name or company name <i>*** Canceled customer or distributor's name is shown as 'CANCELED'.</i>
3	Rank:	Sales rank
4	Branch:	Registered Branch Office
5	Sales [Status]:	Distributor sales status (ex. F status)
6	Sales [8-pt]:	8-point sales unit count [Month to Date]
7	Sales [Group]:	Group sales unit count [Month to Date] <i>(available for distributor of sale rank 6A & above)</i>
8	Sales [8-pt, accumulated]:	8-point accumulated unit count
9	Purchase date:	Sign-up Date
8	BP	BP Point <i>*sales unit count of old ID in case of FA</i>
9	Last sales date:	Date of last direct sale made
10	Sales status down:	Remaining day count before status down
11	Sponsor registered rank:	Sponsor's Sales rank

**** Data is based on the Enagic System*

Sales Count

Below explains how the sales count is displayed in DGS based on various business situation.

#	Case	Descriptions
1	FA(Free Agent)	8-pt count is transferred from the old ID to new ID and shown in BP. Sales [8-pt, accumulated] does not include BP point.
2	Line Change	Downline bubbles are also moved together; therefore 8-point counts include downline.
3	Register branch change	8-pt count is transferred to the new distributor ID.
4	Cancellation	<p><u>Bubble:</u> Excludes cancelation.</p> <p><u>Details module:</u> Figure outside of parentheses does not include cancelation. Cancelation is included in the figure inside parentheses.</p>

Display Module

You can temporarily hide bubbles you want to omit in [Genealogy module](#) for easier overviewing.

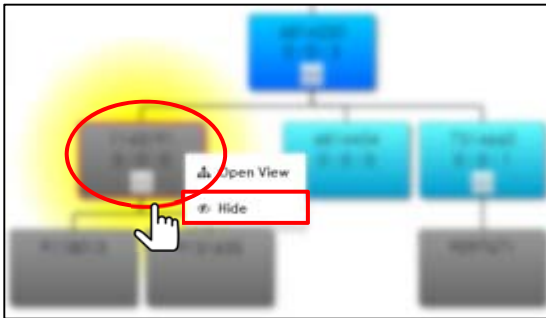
Details			Display	Actions	
Distributor ID	Condition	Action			
1142C (under 73C)	Hidden	UnHide			
114 (under 681)	Hidden	UnHide			

Display Module

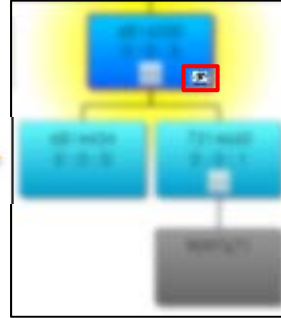


Display Module and Genealogy Module

- Right-click on a bubble and select 'Hide' to hide the targeted bubble and bubbles underneath it.
- Hide Icon will show up inside the upper bubble of hidden bubbles. Bubbles with Hide Icon contain hidden bubbles underneath.



Before Hide



After Hide

- Overview of hidden bubbles will be displayed inside [Display module](#). Click on 'UnHide' button to expand hidden bubbles.

Details			Display	Actions	
Distributor ID	Condition	Action			
1142C (under 73C)	Hidden	UnHide			
114 (under 681)	Hidden	UnHide			

Actions Module

Actions module contains PDF output and Layers Display Control.



Actions module



Actions module and Genealogy module

✳️ Clicking on 'PDF Output Icon'  at the bottom-left corner is shortcut to Actions module.



PDF Output

Generates PDF output of [Genealogy module](#).

It is prohibited to share output with personal data to any non-Enagic external party. Handle such information with caution and extreme care.

Failure to comply may result in the possibility of legal actions.

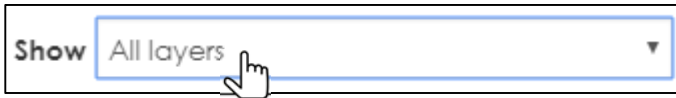
- Generates PDF file and download it by clicking on 'Generate PDF' in Actions module. Download process may vary depending on the device you use. Please check the setting of your device if necessary.



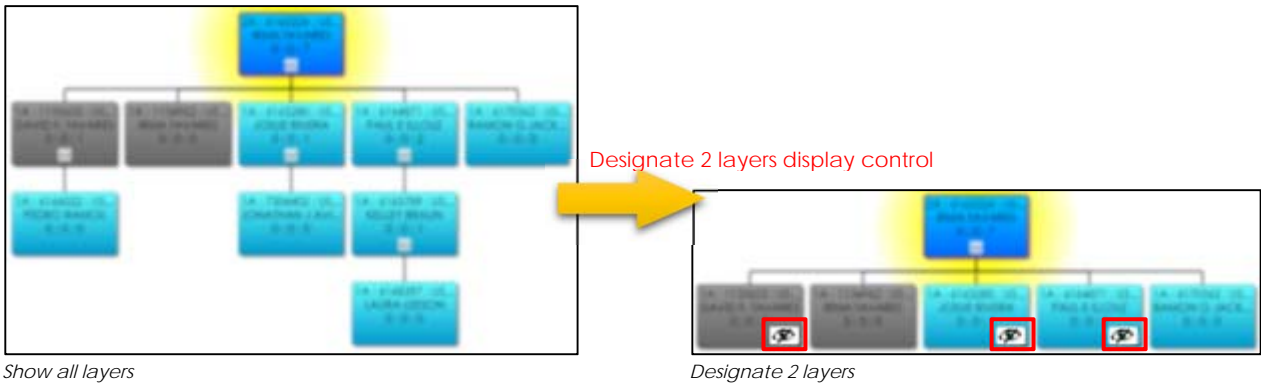
- The following actions will be reflected in PDF output. (Hidden bubbles remain hidden)
 - [Collapse & Expand](#)
 - 'Hide' action in [Display module](#)
 - [Hide Trailing 1A bubble](#)
 - [Hide Trailing F bubble](#)
 - [Layers Display Control](#)

Layers Display Control

You can designate the number of layers displayed in [Genealogy module](#).



- Example of 2 layers display control is described as below. Hide Icon will show up inside the bubbles if they contain hidden bubbles underneath.



- Designated number of layers will be shown at the bottom-left corner.



Timeout Function

When there is no user action for 20 minutes, browser redirects to <https://information.enagic.com/mypage/login.php>. Re-logout is required to use DGS again.

Footer Area

Footer Area contains Contact Info and Enagic links. Footer Area opens by clicking on 'Expand footer' at the bottom-right corner.

