

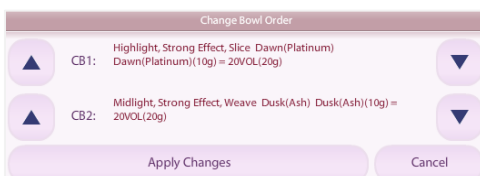
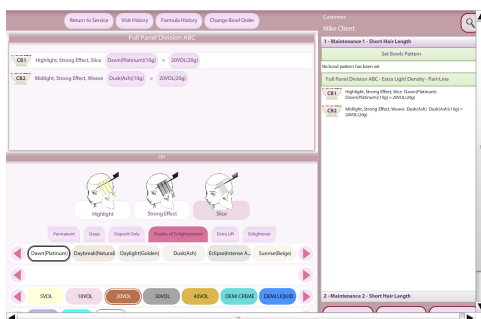
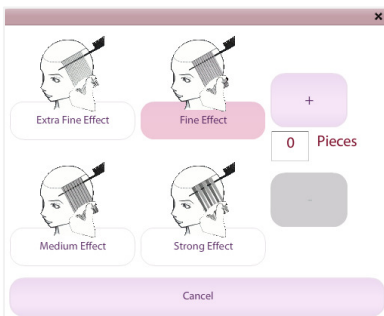
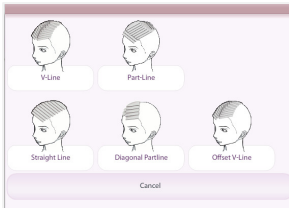
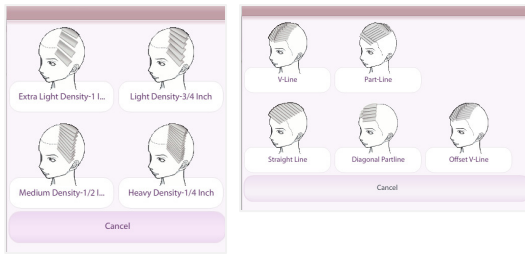
Use this guide for building color formulas.

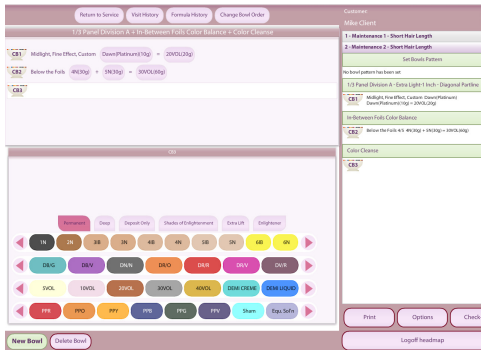
Once you have added a service to a visit you are ready to begin building your color bowl. A color bowl formula may have several ingredients with the most common including a single base color, one or more tones and a developer.

Highlight Service

For each nine highlight services, you will need to establish the density and foil pattern. Services chosen from the Other Services field will not require selecting density and foil pattern. If you have chosen a service from the Other Services field, you will automatically begin adding ingredients. Follow the steps below for all highlight services.

1. Click the Density button, and choose from the four options available.
2. Click the Foil Pattern button, and choose from the five options available.
3. Verify the service and support staff.
4. Enter any special notes in the Note field.
5. Click the Remove button to delete the service from the visit.
6. Click the color bowl icon to add ingredients to your bowl.
7. If your first bowl has not yet been added, the service selection form will automatically pop up with your visit's services highlighted. If your first bowl has already been created, and you are adding a new one, click the New Bowl button.
8. Select the appropriate service from the options available.
9. Click the Light button, and choose from the three options available.
10. Click the Effect button, and choose an effect from the four options available. You may use the +/- button to determine a specific amount of pieces within each weave.
11. Click the Technique button, and choose a technique from the three options available.
12. Choose the appropriate Series.
13. Click to add ingredients to the bowl from the options available at the bottom of the screen.
 - Base
 - Tone
 - Developer
 - Other Ingredients
14. To add a new bowl to the service, click the New Bowl button and follow the steps above to add ingredients to the bowl.
15. To delete an existing bowl, click on the bowl you wish to remove, and click the Delete Bowl button.
16. To change the order of bowls as they appear, click the Change Bowl Order button located at the top of your screen. Click the Apply Changes button when finished or the Cancel button to exit.
17. Click the Return to Service button when finished.





Non-Highlight Service

1. From the ColorBiz service screen, click the color bowl icon located on the left hand side of the service field.
2. If your first bowl has not yet been added, the service selection form will automatically pop up with your visit's services highlighted. If your first bowl has already been created, and you are adding a new one, click the New Bowl button.
3. Select the appropriate service from the options available.
4. Choose the appropriate Series.
5. Click to add ingredients to the bowl from the options available at the bottom of the screen.
 - Base
 - Tone
 - Developer
 - Other Ingredients
6. To add a new bowl to the service, click the New Bowl button and follow the steps above to add ingredients to the bowl.
7. To delete an existing bowl, click on the bowl you wish to remove, and click the Delete Bowl button.
8. To change the order of bowls as they appear, click the Change Bowl Order button located at the top of your screen.
9. Click the Return to Service button when finished.

- ❖ Click the Formula History button for a complete list of specific formulation for each bowl. You also have the ability to copy color bowls from this screen. Click the Close button to exit this screen.
- ❖ You may also access client visit history from the Color Bowl screen by clicking the Visit History button.
- ❖ There is no limit to the number of bowls or ingredients in a particular bowl for any service.
- ❖ Use the Summary tool bar on the right hand side of your screen to easily access any bowl. You can click to access individual bowls within a visit to update as needed.
- ❖ Print the visit information from the color bowl screen