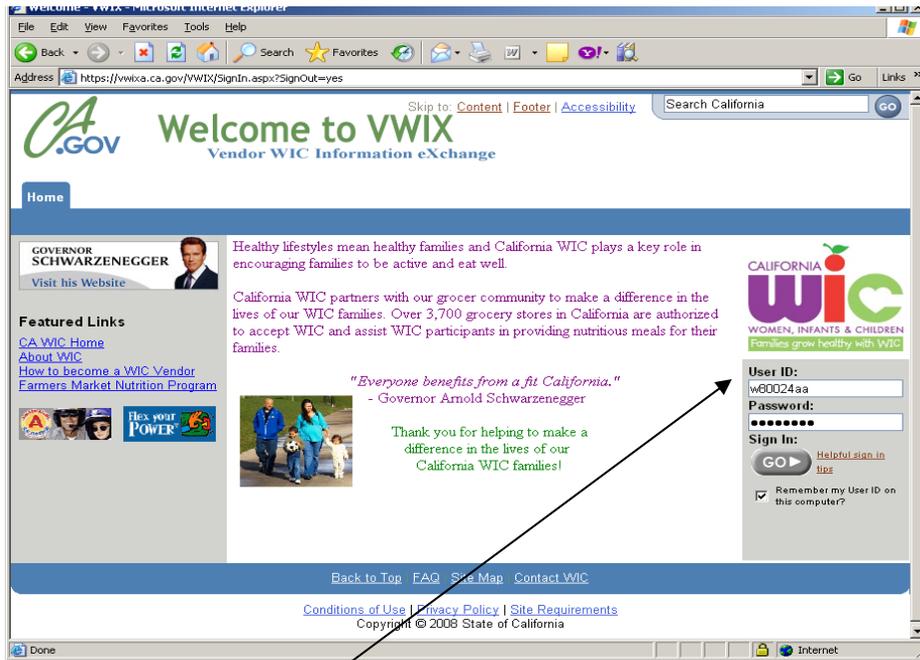


“Get Started Quick” Directions for Using the Revised VWIX Website

Type in the new website address for VWIX – vwix.ca.gov
You will come to the Welcome page of the VWIX website. See below.



Type in the website user ID and password given to your business. Press Go.
You will then come to the Home page. See below.



The navigation tabs show the features available. Click on the Serial Number Entry tab in order to type in serial numbers. See graphic on next page.

“Get Started Quick” Directions for Using the Revised VWIX Website

Serial Number Entry

Select **FOODS INC.** vendor location where food instrument was accepted.

1 1A Click here to confirm selection.

Enter FI Serial Numbers

Minutes remaining to submit numbers: **75** Maximum of 56 Serial Numbers per Page

Submit FI Serial Numbers

3 **GO**

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The numbered dots guide you through the steps of correctly submitting your serial numbers to the State. #1 – Select the store where the WIC FI’s were accepted. #1a – Click to confirm you chose the correct store. #2 – Type in the serial numbers of the WIC FI’s. #3 – Press the Go button to submit the numbers.

You can look at the serial number submission through Reports tab. See below.

Serial Numbers by Date Vendor Detail

Food Instrument Status

Food Instrument Status - Serial Numbers by Date/Vendor/Detail

1 Choose Report
Serial Numbers by Date/Vendor/Detail

2 Select Report Start Date Select Report End Date
03/19/2008 03/19/2008

3 Select Vendor
All

4 Select Report View
 Serial Number Submission Detail List of Serial Numbers

5 Select which Serial Numbers to view
All

View Report

6 **GO**

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