

# **VCarve Installation and Setup**

This guide shows the setup sets for VCarve - the CAM software used at TAP lab for the CNC.

# Table of contents

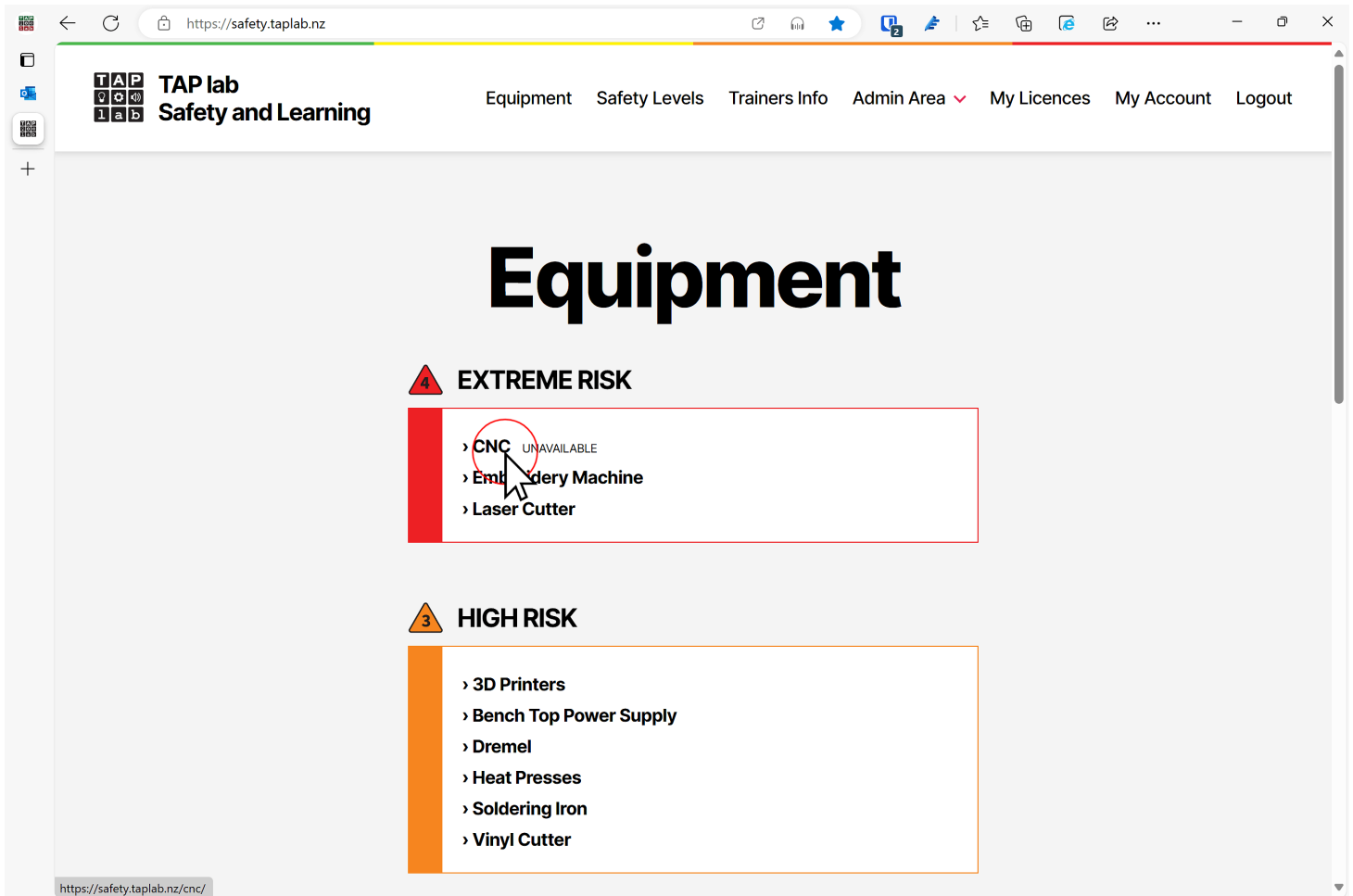
1 Open the CNC Safety page	3
2 Click "VCarve Information and download"	4
3 Click the invite link to create an account	5
4 Enter your email address	6
5 You will receive a link in your email	7
6 Follow the invite link	8
7 Enter your details and click "sign up"	9
8 Accept the invite to TAP lab	10
9 Download the VCarve Pro Free Trial	11
10 Run the Installer	12
11 Log In	16
12 Search for a machine	17
13 Search for TAP lab's machine	18
14 Install the machine	19
15 Click Finish	20
16 Import TAP lab's Tool Library	21
17 Change your machine	22
18 Click Manage Remote Databases	23
19 Copy the tool database URL	24
20 Add the database in Remote Tool Databases	25
21 Change your database from "Local" to "TAP lab Tools (Shared)"	26
22 TAP lab's database is available	27



## Under Development

This guide is still under development, content may change or be inaccurate.

# 1 Open the CNC Safety page



https://safety.taplab.nz

**TAP lab**  
Safety and Learning

Equipment Safety Levels Trainers Info Admin Area My Licences My Account Logout

# Equipment

**4 EXTREME RISK**

- › CNC UNAVAILABLE
- › Embroidery Machine
- › Laser Cutter

**3 HIGH RISK**

- › 3D Printers
- › Bench Top Power Supply
- › Dremel
- › Heat Presses
- › Soldering Iron
- › Vinyl Cutter

https://safety.taplab.nz/cnc/

Go to the CNC page on the TAP lab Safety website (<https://safety.taplab.nz/cnc>)

## 2 Click "VCarve Information and download"



### Note

You must be logged in to access the information page

[Find out about our safety levels ›](#)

#### LICENCE REQUIRED FOR USE

Read the safety and training procedure specific to this equipment.



EQUIPMENT STATUS:

#### UNAVAILABLE

Set up in progress, unavailable for use. We are working through the set up, safety and training for this item of equipment.

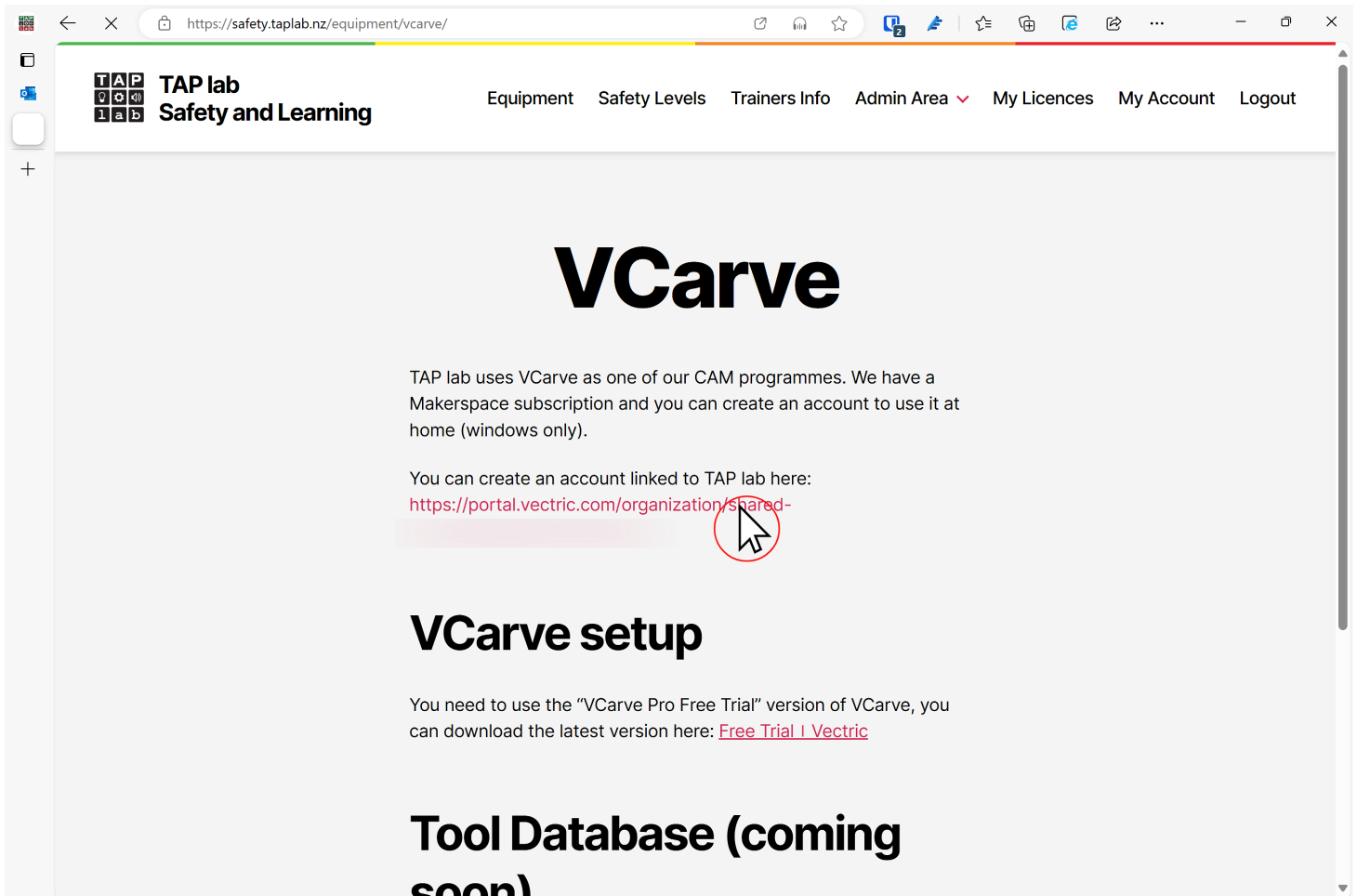
#### TRAINING RESOURCES

- [VCarve Information and download](#)

Click "VCarve Information and download". You will need to be logged in to TAP lab Safety to access this page



### 3 Click the invite link to create an account



The screenshot shows a web browser window with the URL <https://safety.taplab.nz/equipment/vcarve/>. The page header includes the TAP lab logo and navigation links: Equipment, Safety Levels, Trainers Info, Admin Area (with a dropdown arrow), My Licences, My Account, and Logout. The main content area features the heading "VCarve" and a paragraph stating: "TAP lab uses VCarve as one of our CAM programmes. We have a Makerspace subscription and you can create an account to use it at home (windows only)."

You can create an account linked to TAP lab here:  
<https://portal.vectric.com/organization/shared->

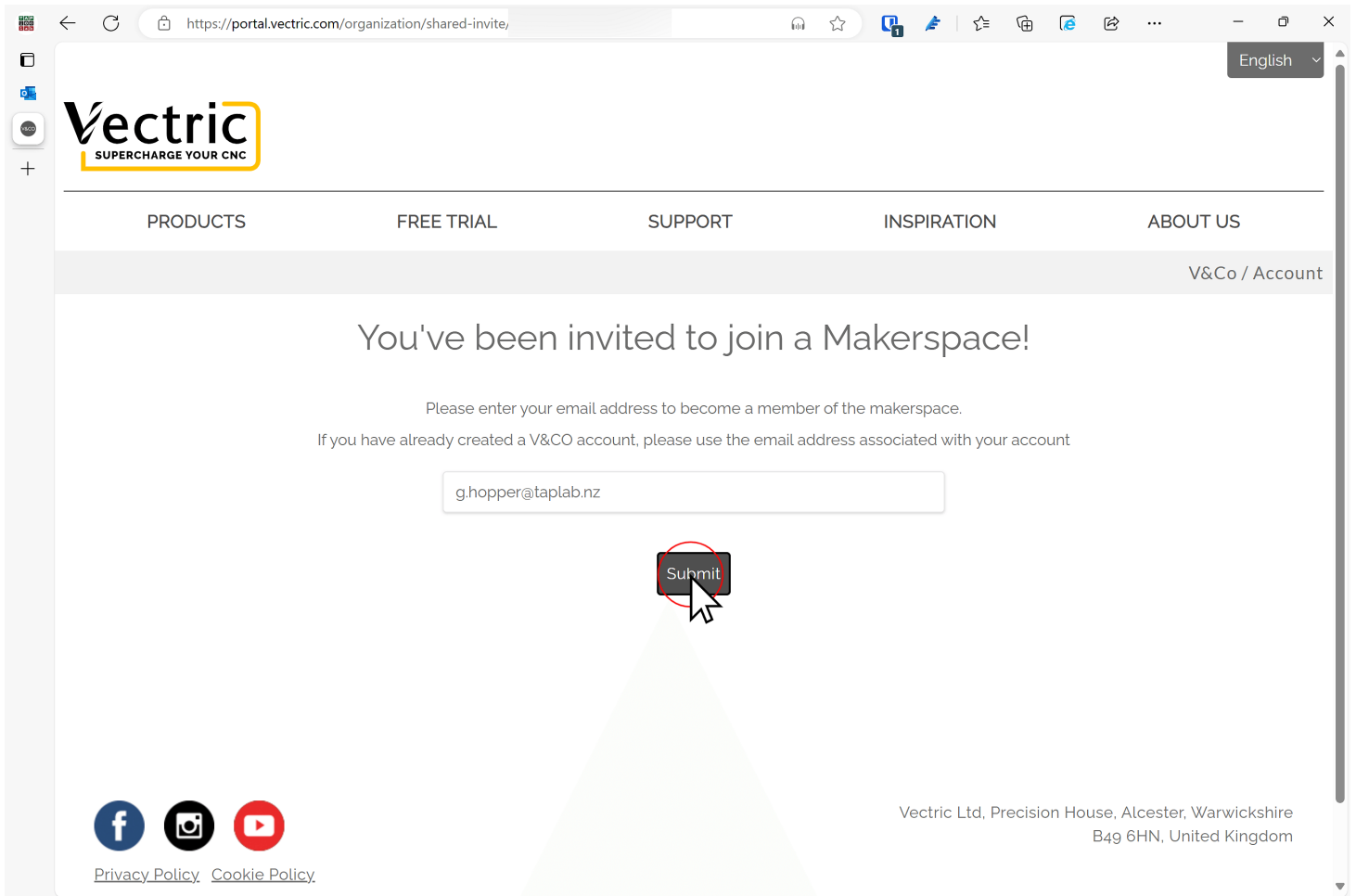
A red circle highlights the end of the URL, and a mouse cursor is positioned over it, indicating where to click.

## VCarve setup

You need to use the "VCarve Pro Free Trial" version of VCarve, you can download the latest version here: [Free Trial | Vectric](#)

## Tool Database (coming soon)

## 4 Enter your email address

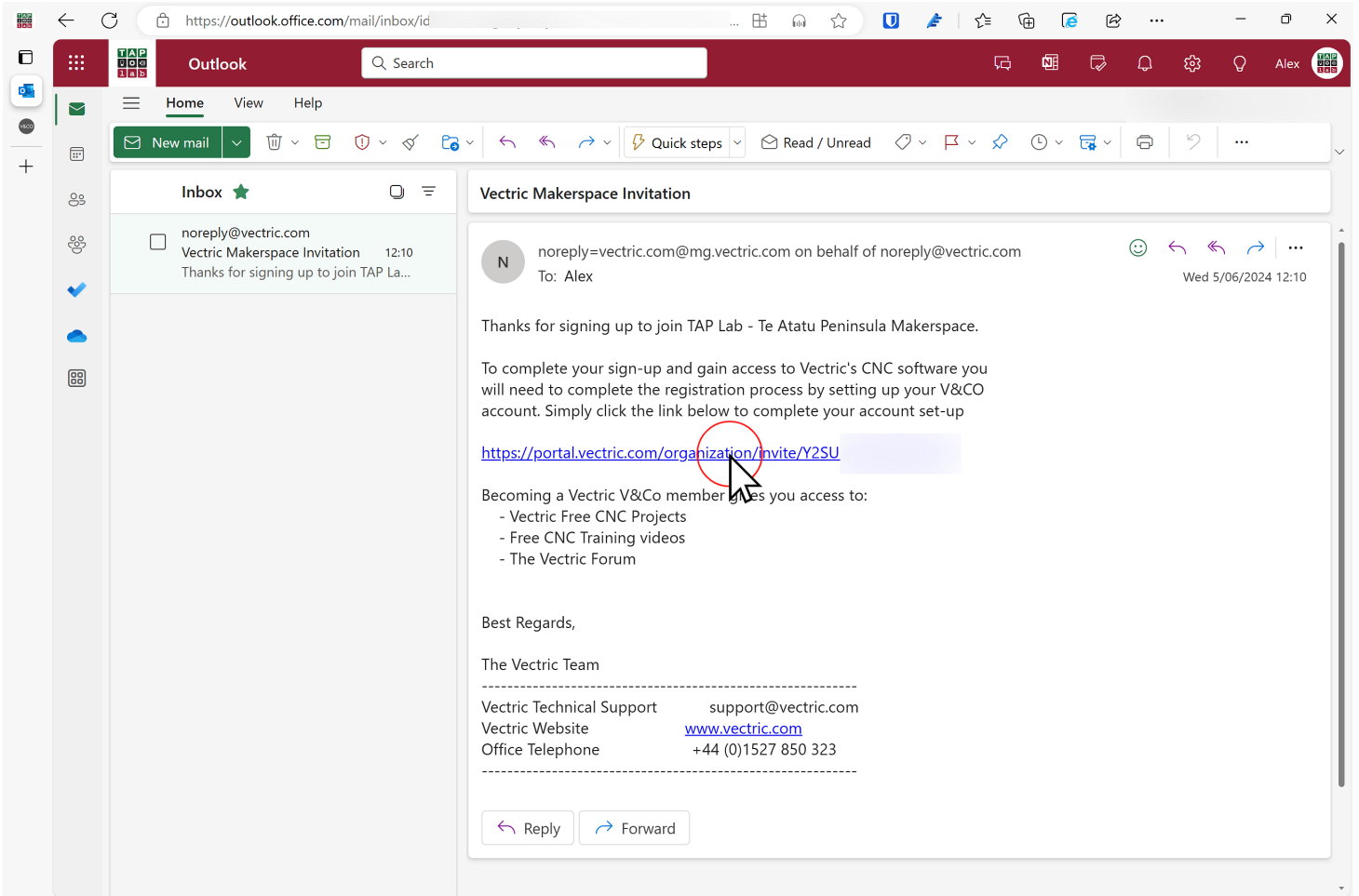


This will become your account login

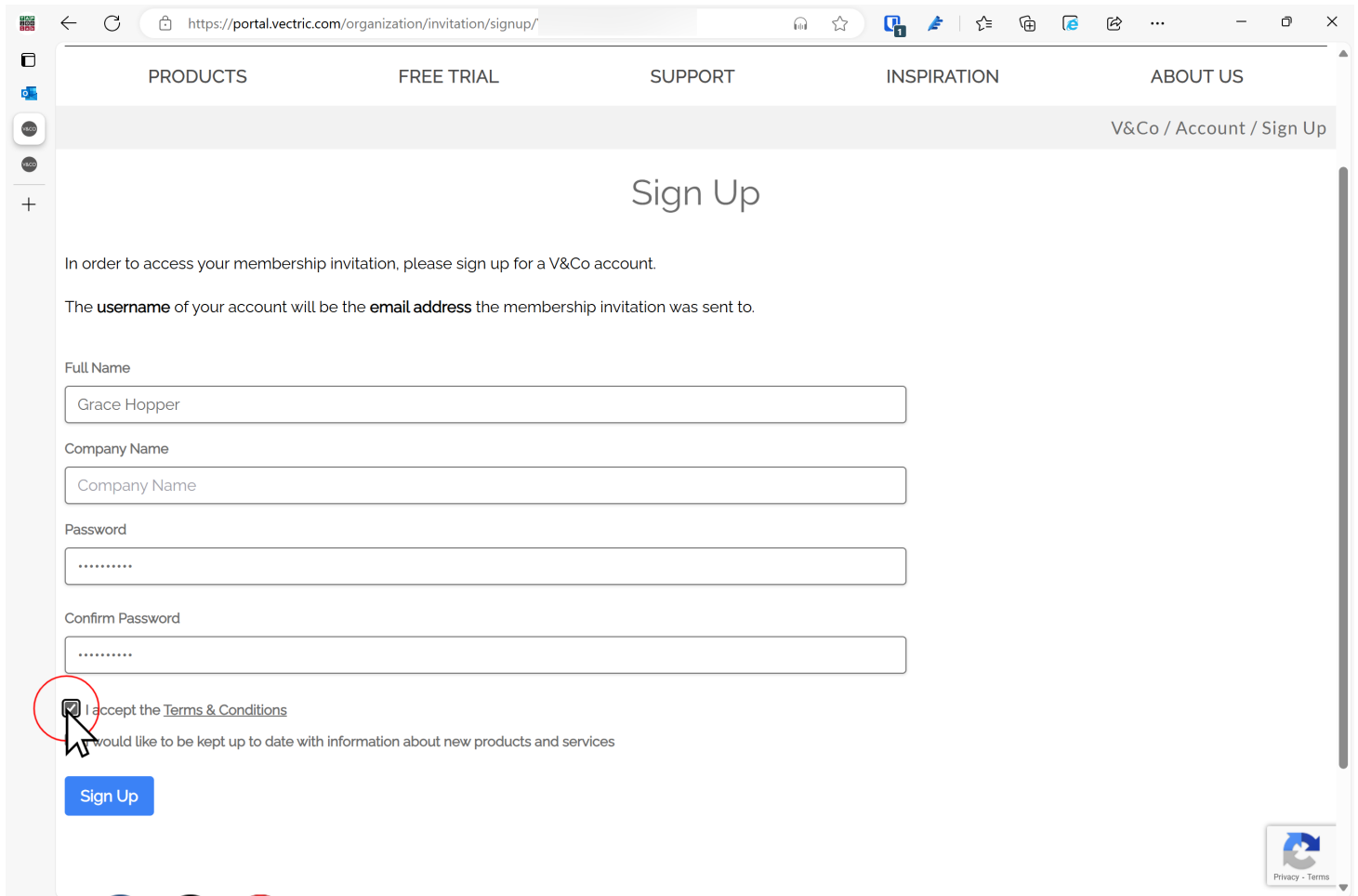
# 5 You will receive a link in your email

The screenshot shows a web browser window with the URL <https://portal.vectric.com/organization/shared-invite/LgPsHigf017UWtjYJbG>. The page features the Vectric logo with the tagline "SUPERCHARGE YOUR CNC". A navigation menu includes "PRODUCTS", "FREE TRIAL", "SUPPORT", "INSPIRATION", and "ABOUT US". A user account link "V&Co / Account" is visible in the top right. The main content area displays the heading "You've been invited to join a Makerspace!" followed by a green confirmation box containing the text: "Thanks! You've successfully signed up for your Makerspace membership. Please check your email [g.hopper@taplab.nz](mailto:g.hopper@taplab.nz) and click on the link to complete your Makerspace membership registration." At the bottom left, there are social media icons for Facebook, Instagram, and YouTube, along with links to "Privacy Policy" and "Cookie Policy". At the bottom right, a language selection dropdown menu is open, showing options for "English (New Zealand) NZ Aotearoa", "English (United States) US", and "Maori Maori".

# 6 Follow the invite link



## 7 Enter your details and click "sign up"



The screenshot shows a web browser window at the URL <https://portal.vectric.com/organization/invitation/signup/>. The page has a navigation bar with links for PRODUCTS, FREE TRIAL, SUPPORT, INSPIRATION, and ABOUT US. The main heading is "Sign Up". Below the heading, there is a message: "In order to access your membership invitation, please sign up for a V&Co account. The **username** of your account will be the **email address** the membership invitation was sent to."

The form contains the following fields:

- Full Name: Grace Hopper
- Company Name: Company Name
- Password: .....
- Confirm Password: .....

Below the password fields, there is a checkbox labeled "I accept the [Terms & Conditions](#)" which is checked. Below this checkbox, there is a link: "I would like to be kept up to date with information about new products and services".

A blue "Sign Up" button is located at the bottom of the form. A red circle highlights the checkbox, and a mouse cursor is pointing at it.

In the bottom right corner, there is a "Privacy - Terms" link.

## 8 Accept the invite to TAP lab

+

PRODUCTS

FREE TRIAL

SUPPORT

INSPIRATION

### ✉ Pending Organization Invitation

You have been invited to join the **TAP Lab - Te Atatu Peninsula** organization.

As a member, you will be able to access any shared licences and resources withing the organization.

If you accept the invite then the administrators for the organization will have access to the following personal information:

- Your Name
- Your Email Address


Welcome to V&Co Grace Hopper

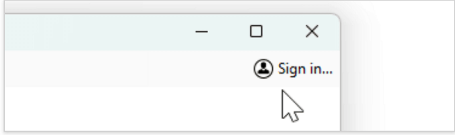


## 9 Download the VCarve Pro Free Trial



- 01 **DOWNLOAD**  
Click the button below to download the latest free trial edition of VCarve Pro

A blue rectangular button with the word 'Download' in white text. A white mouse cursor is pointing at the button, and a red circle highlights the button.
- 02 **INSTALL**  
Install & Run the trial edition. Click the 'Sign in' icon in the top right hand corner of the software to log-in.

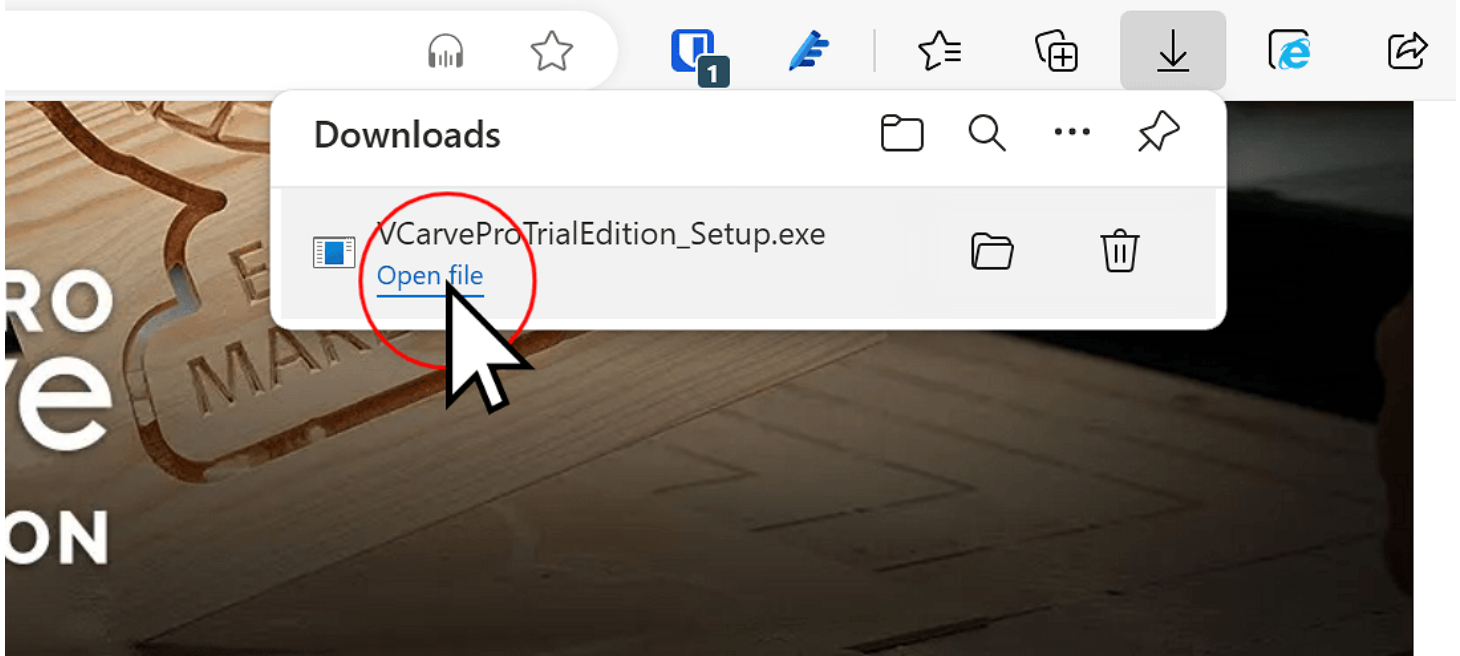
A screenshot of a software window showing a 'Sign in...' button with a user icon and a mouse cursor pointing at it.
- 03 **CREATE**  
Use the free trial edition to create your designs and preview, in 3D, your toolpaths all ready to cut at the makerspace.
- 04 **MACHINE**  
Once you are happy with your design, save your file and and take it the makerspace. Simply log-in at the makerspace with your V&Co credentials to machine your part!



### Edition

Make sure you download the VCarve Pro Free Trial Edition  
This software is only available for Windows

## 10 Run the Installer

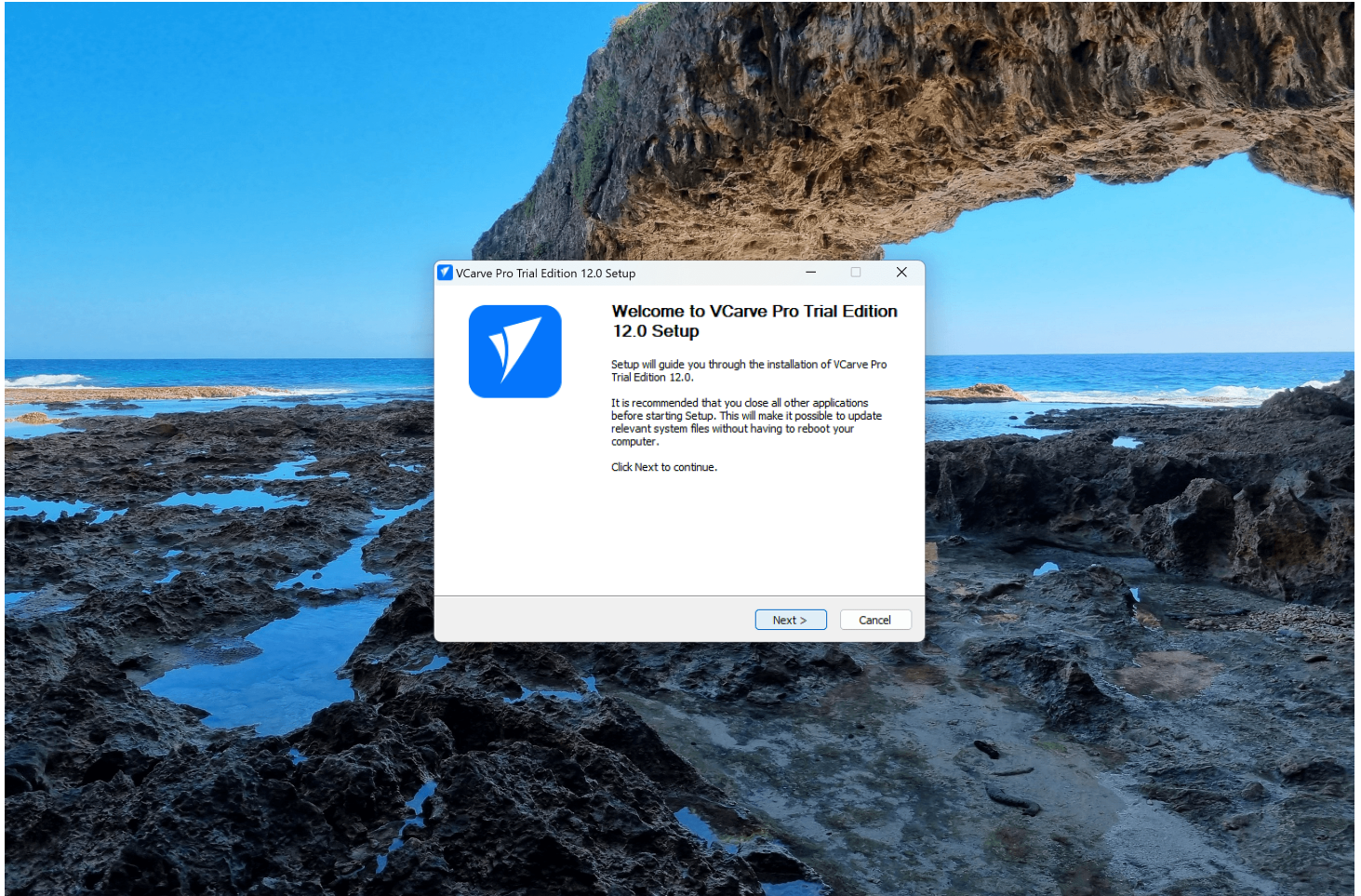


he latest free trial edition of VCarve Pro



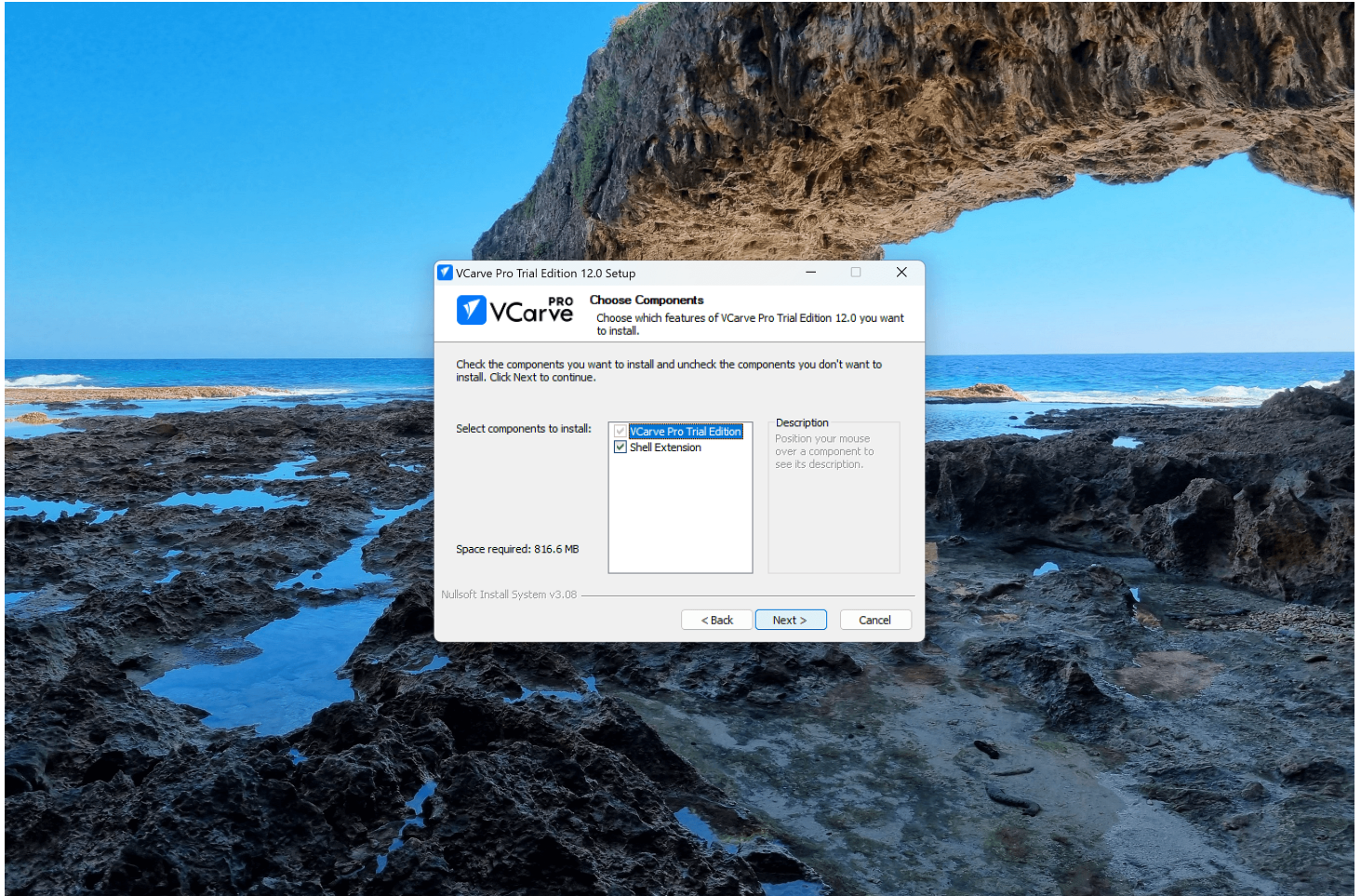


## 10.1 Follow the installer



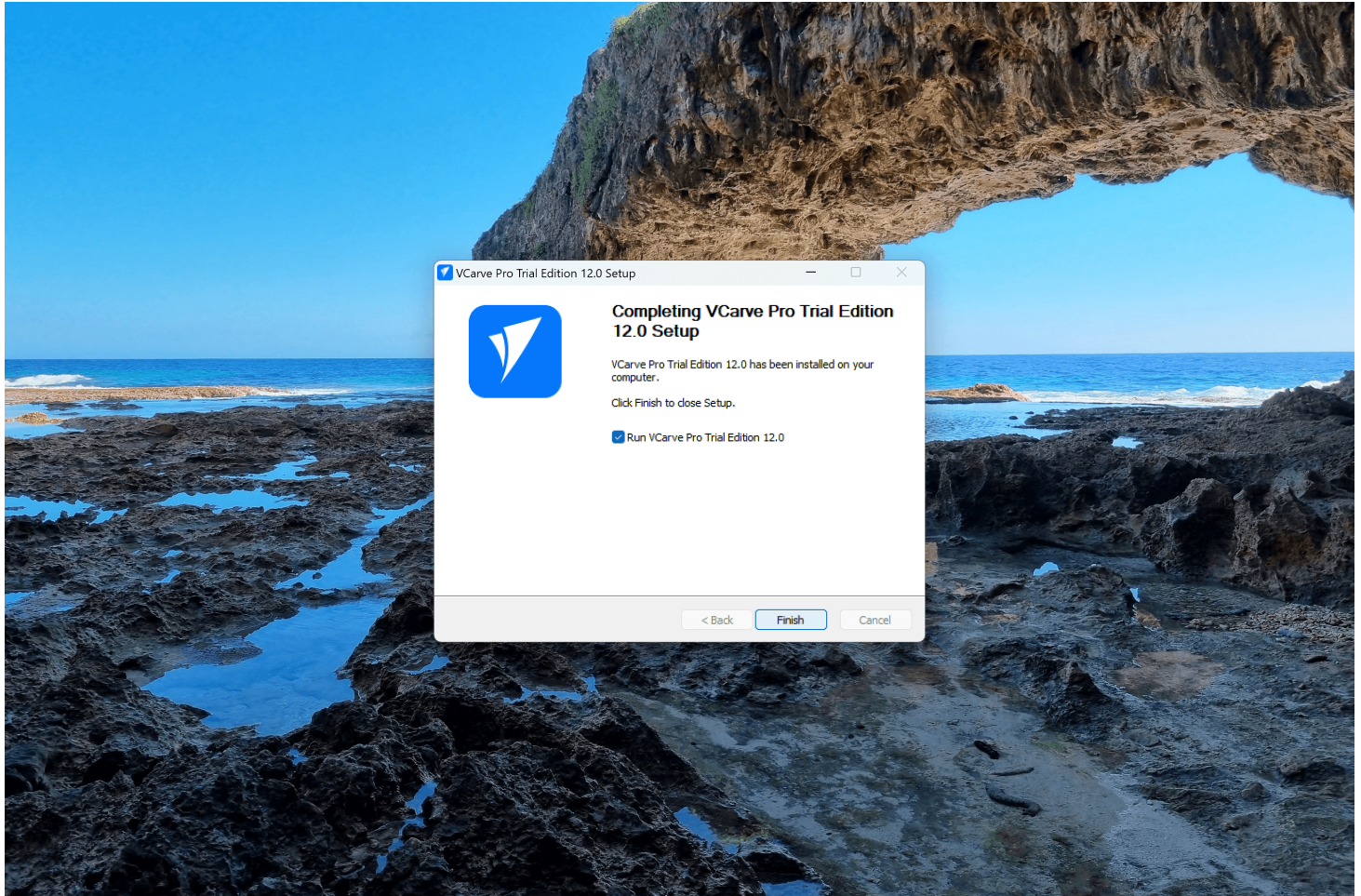


## 10.2 Follow the installer

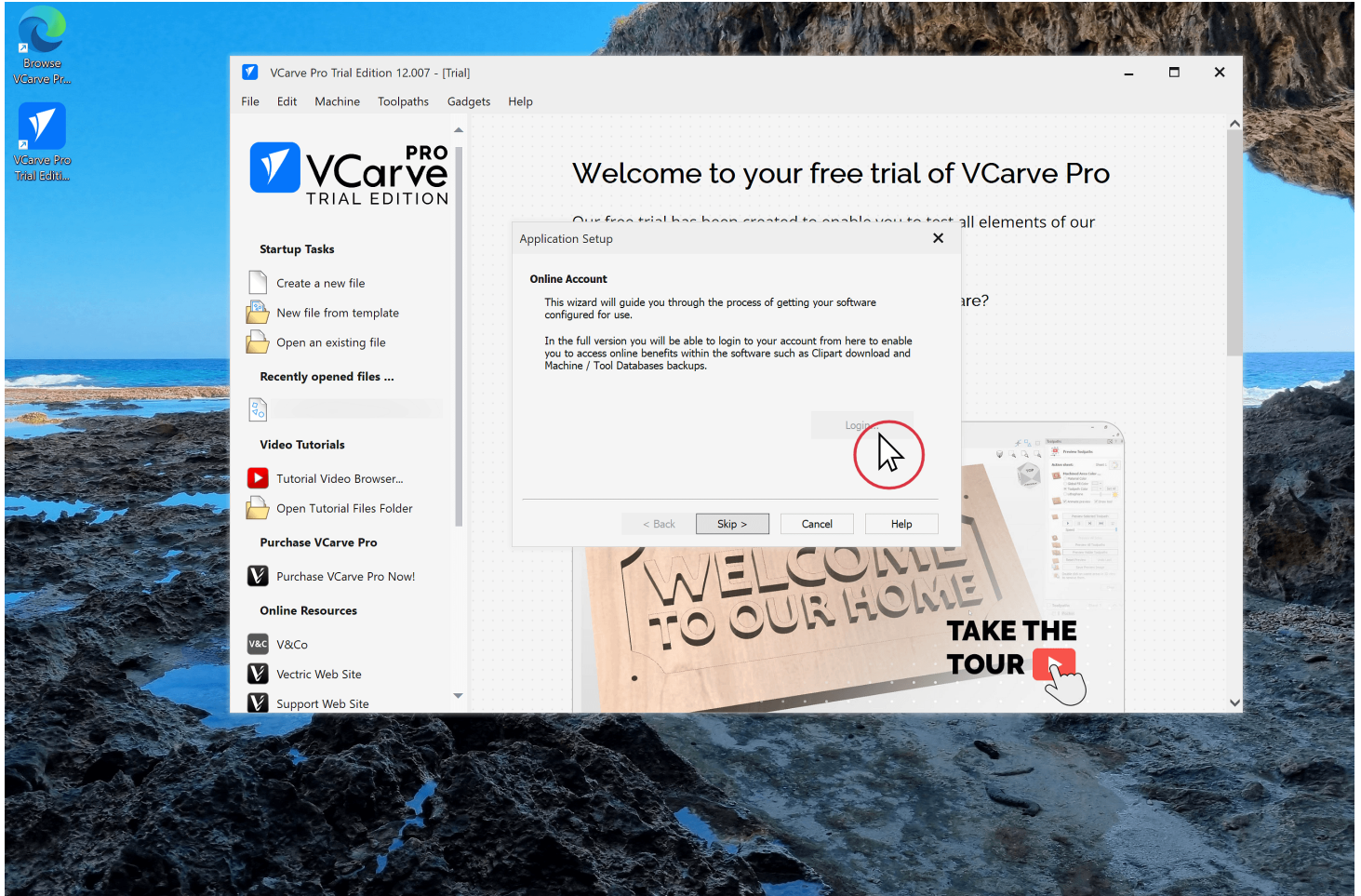




## 10.3 Follow the installer



# 11 Log In



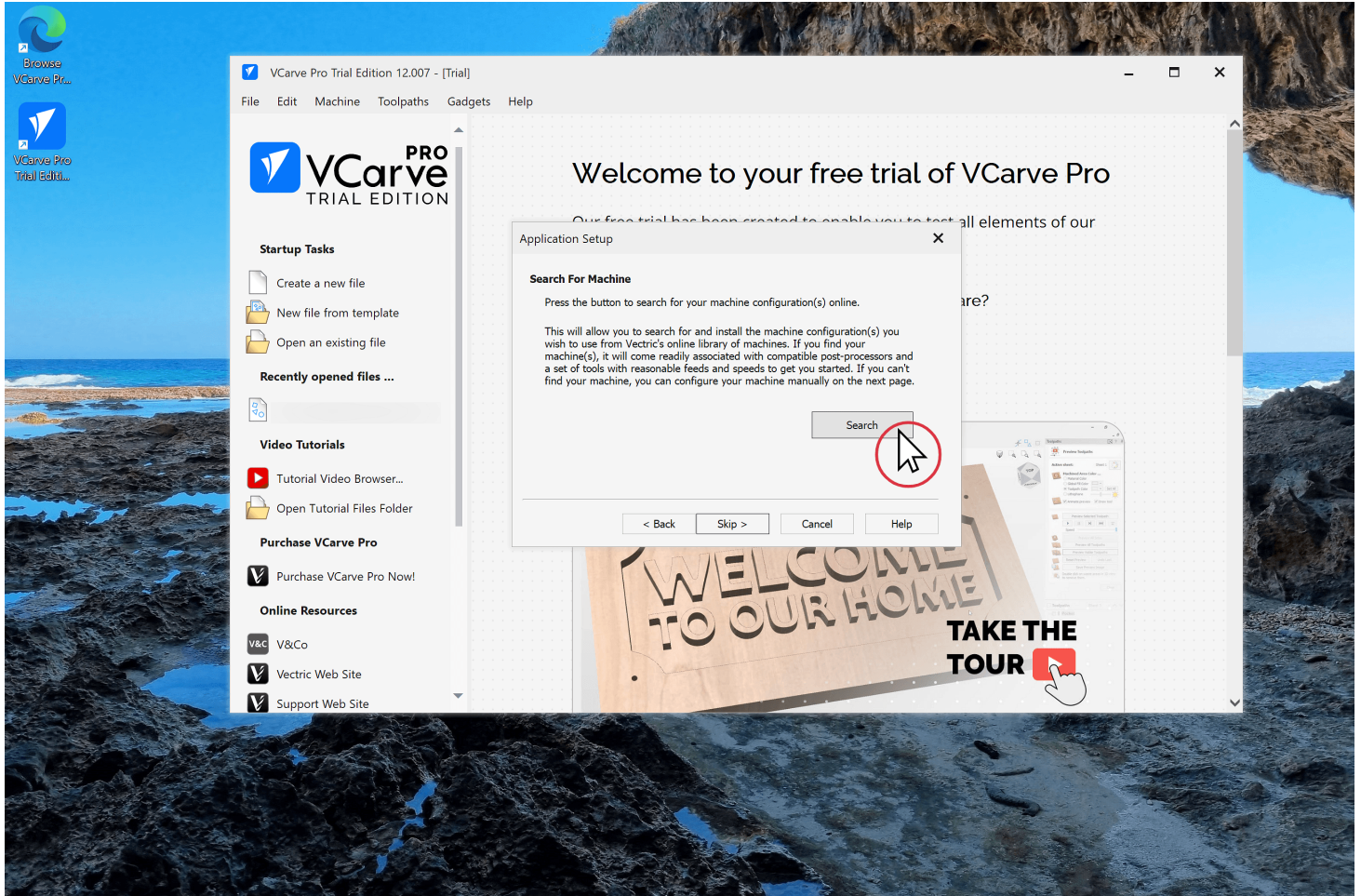
## Log In

You may not be able to log in at this stage, if the option is greyed out click "skip"

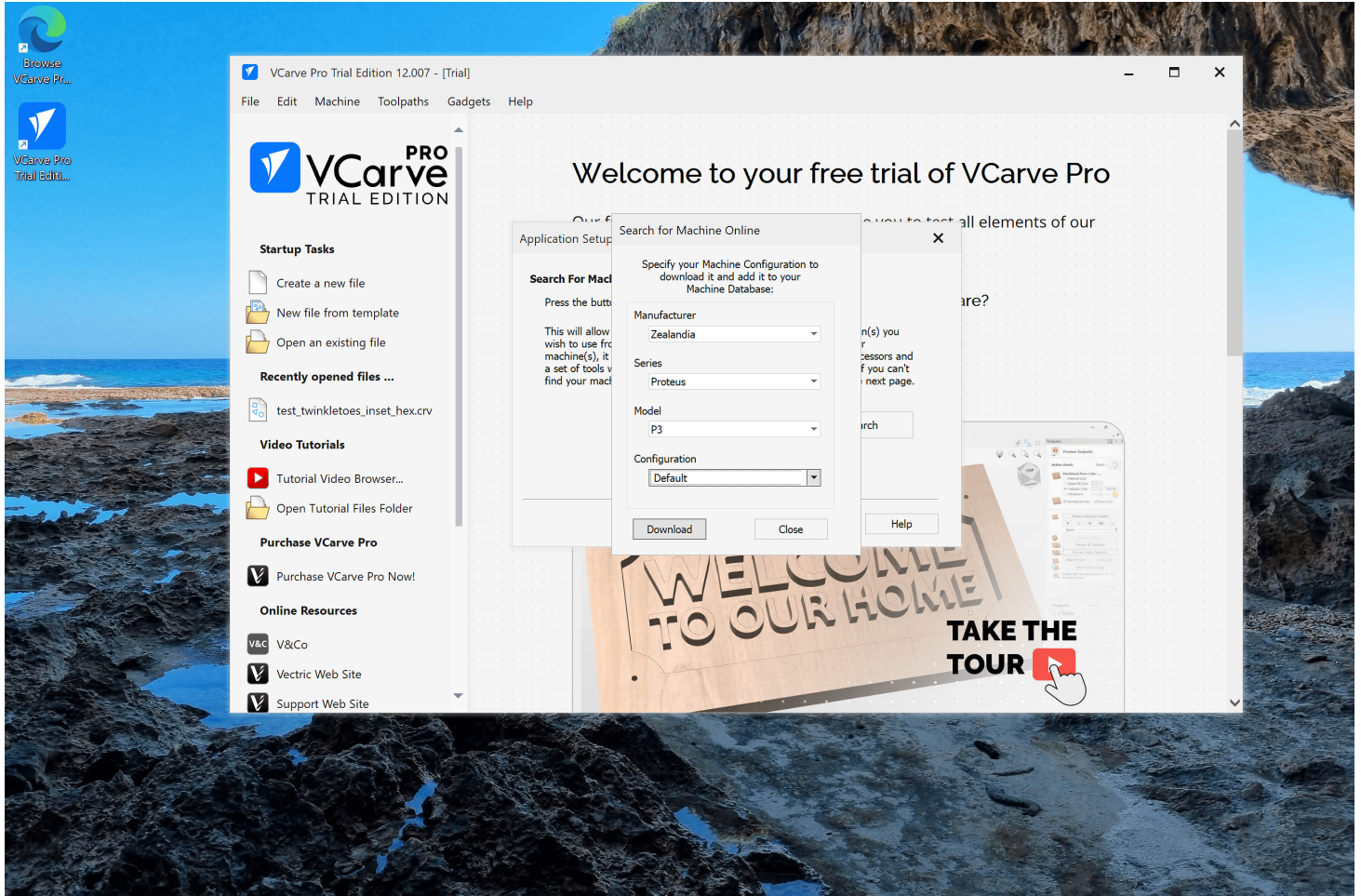
Log in using the user account you created



## 12 Search for a machine



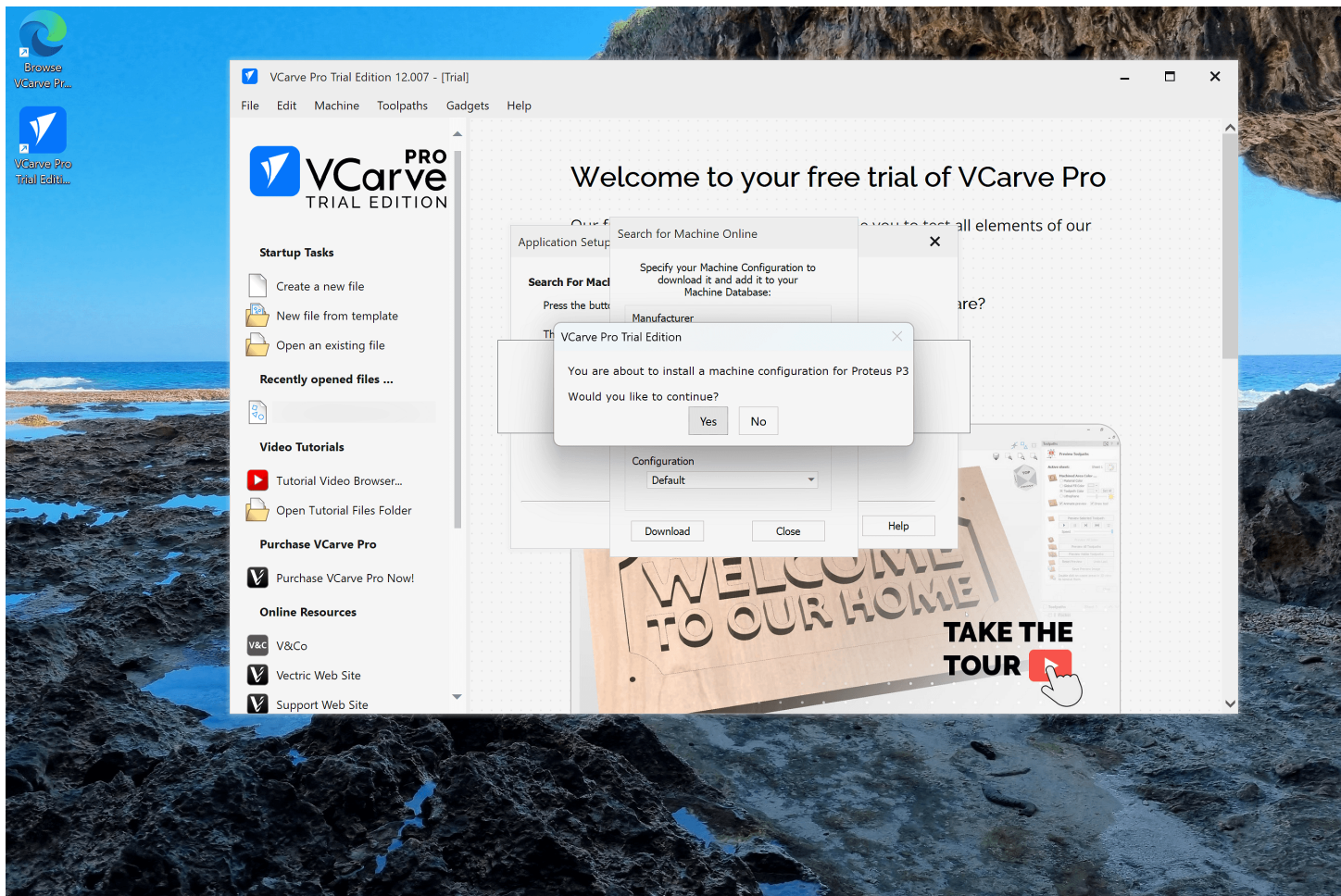
## 13 Search for TAP lab's machine



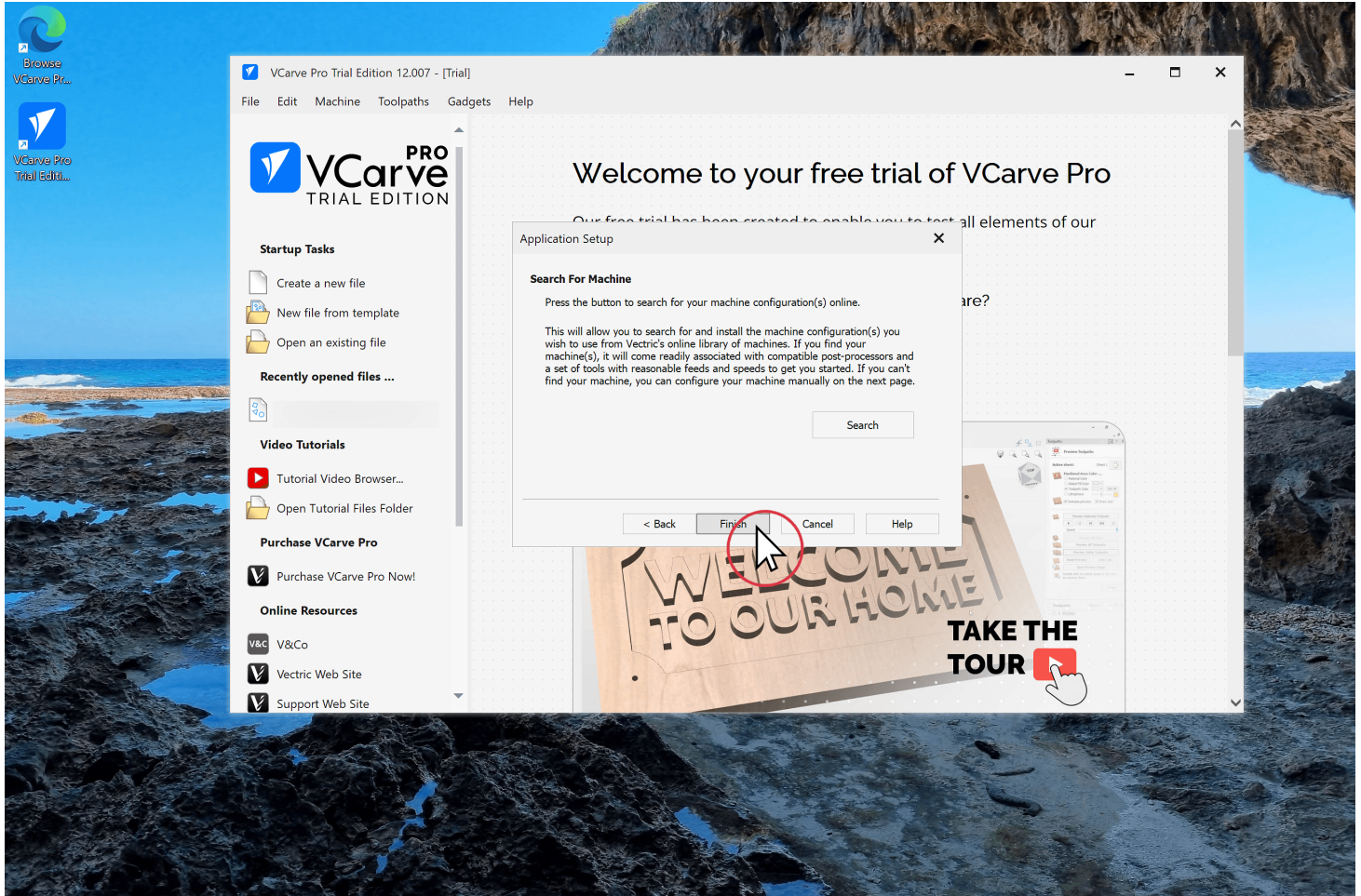
- **Manufacturer:** Zelandia
- **Series:** Proteus
- **Model:** P3
- **Configuration:** Default



# 14 Install the machine

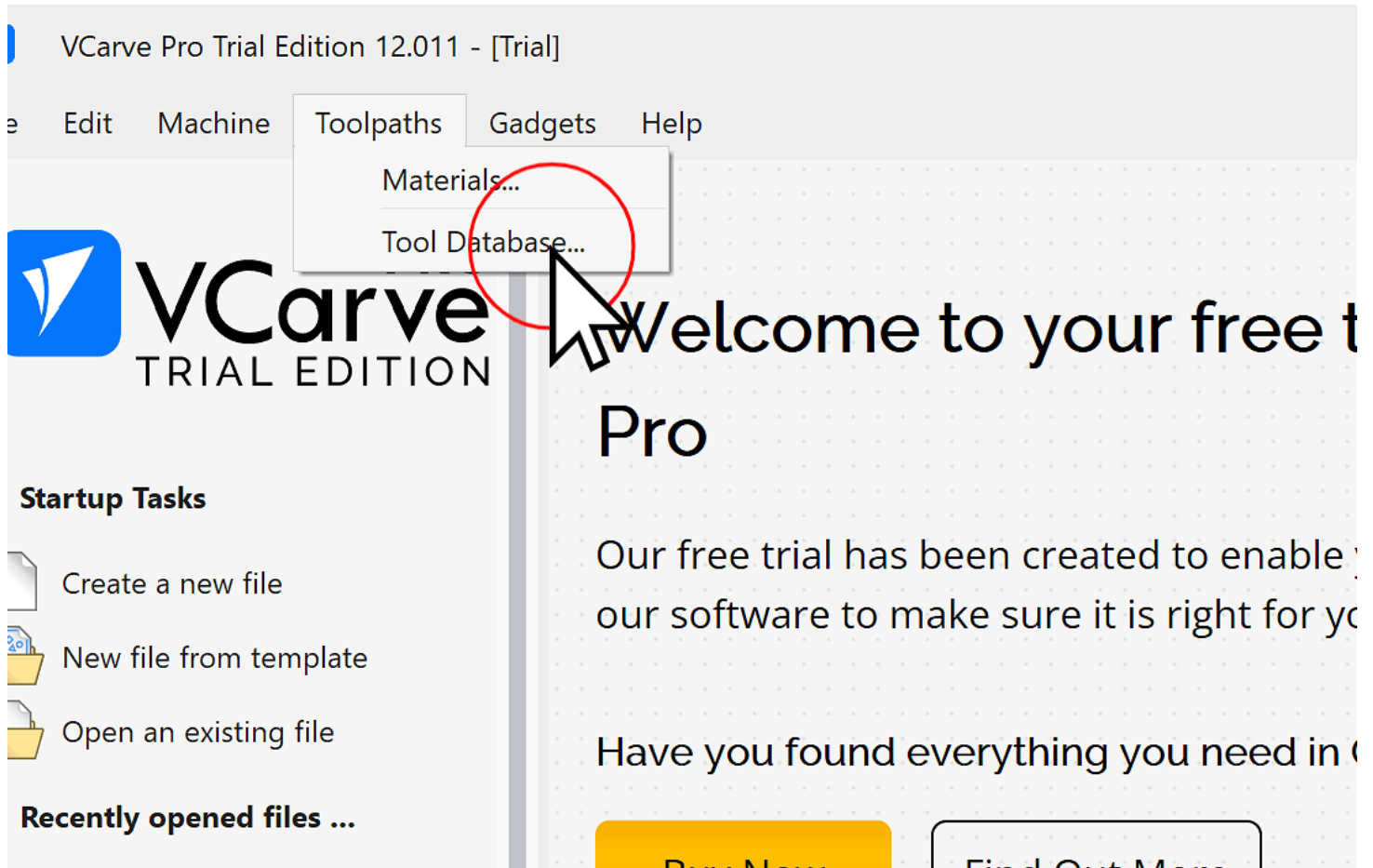


15 Click Finish






## 16 Import TAP lab's Tool Library





Navigate to Toolpaths -> Tool Database

## 17 Change your machine

Tool Database

Material:  

Online:  

Machine:  

**Imperial Tools**

**Metric Tools**

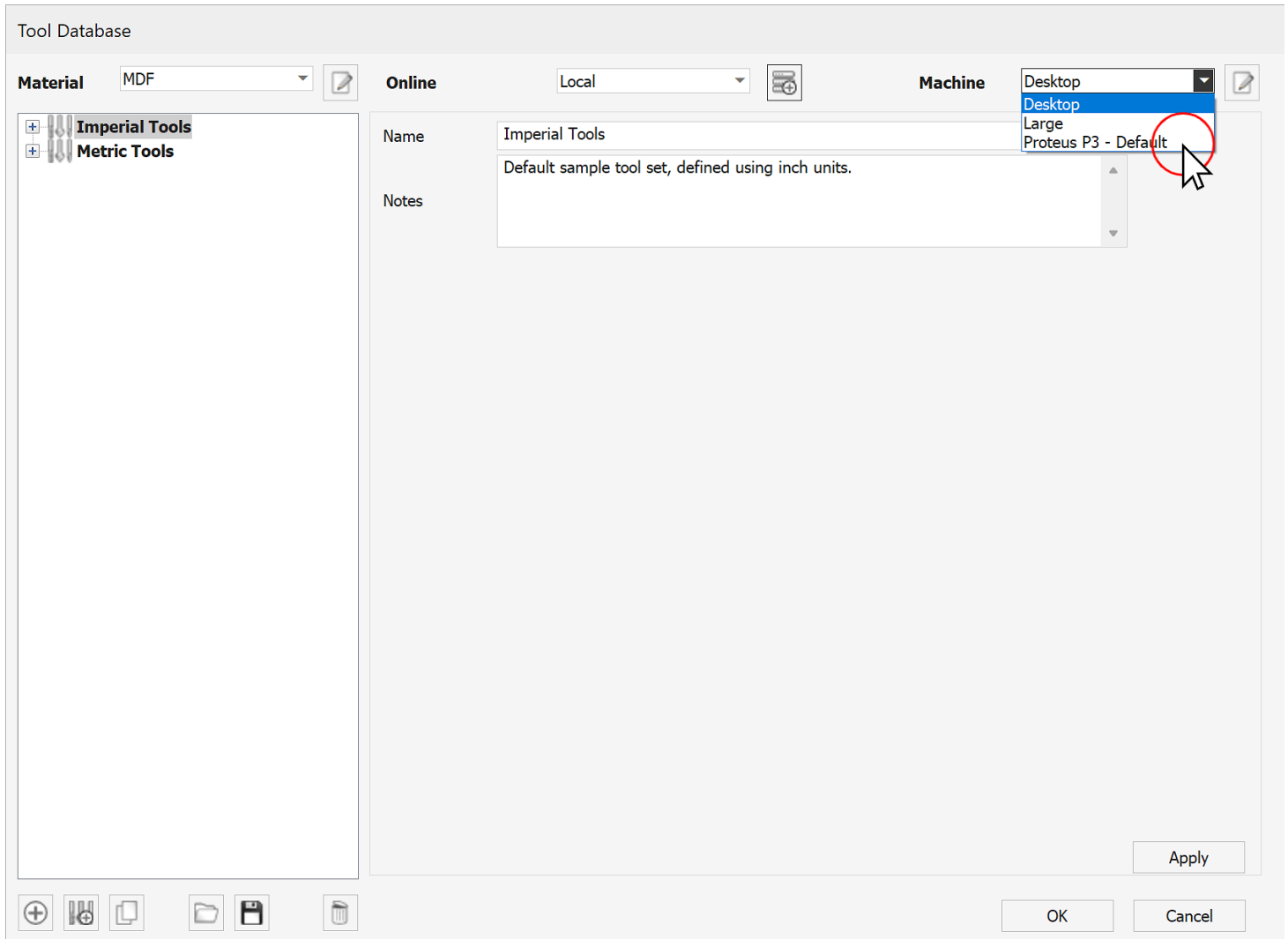
Name: Imperial Tools

Notes: Default sample tool set, defined using inch units.

Machine dropdown menu items: Desktop, Desktop, Large, Proteus P3 - Default

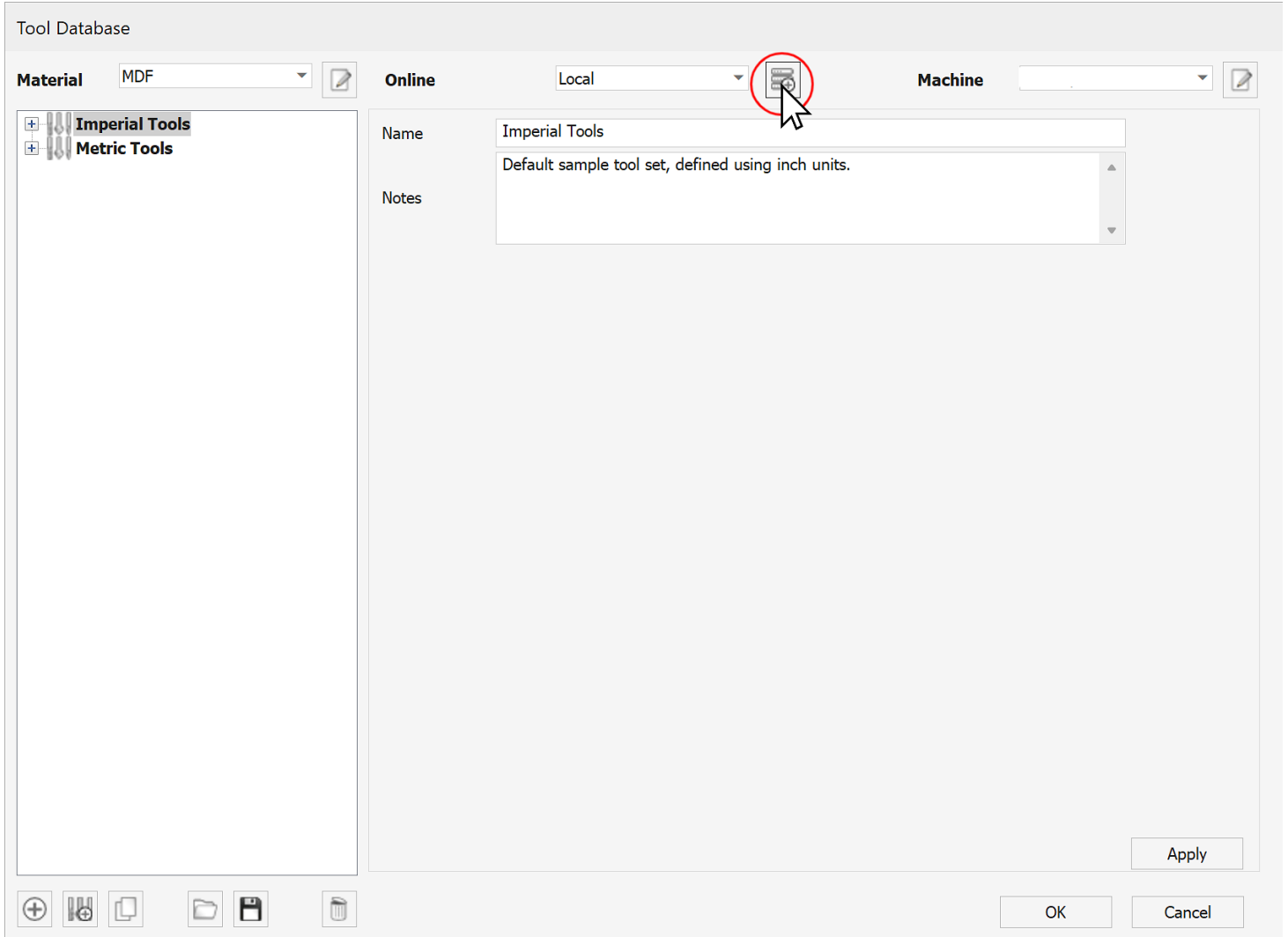
Apply

OK Cancel

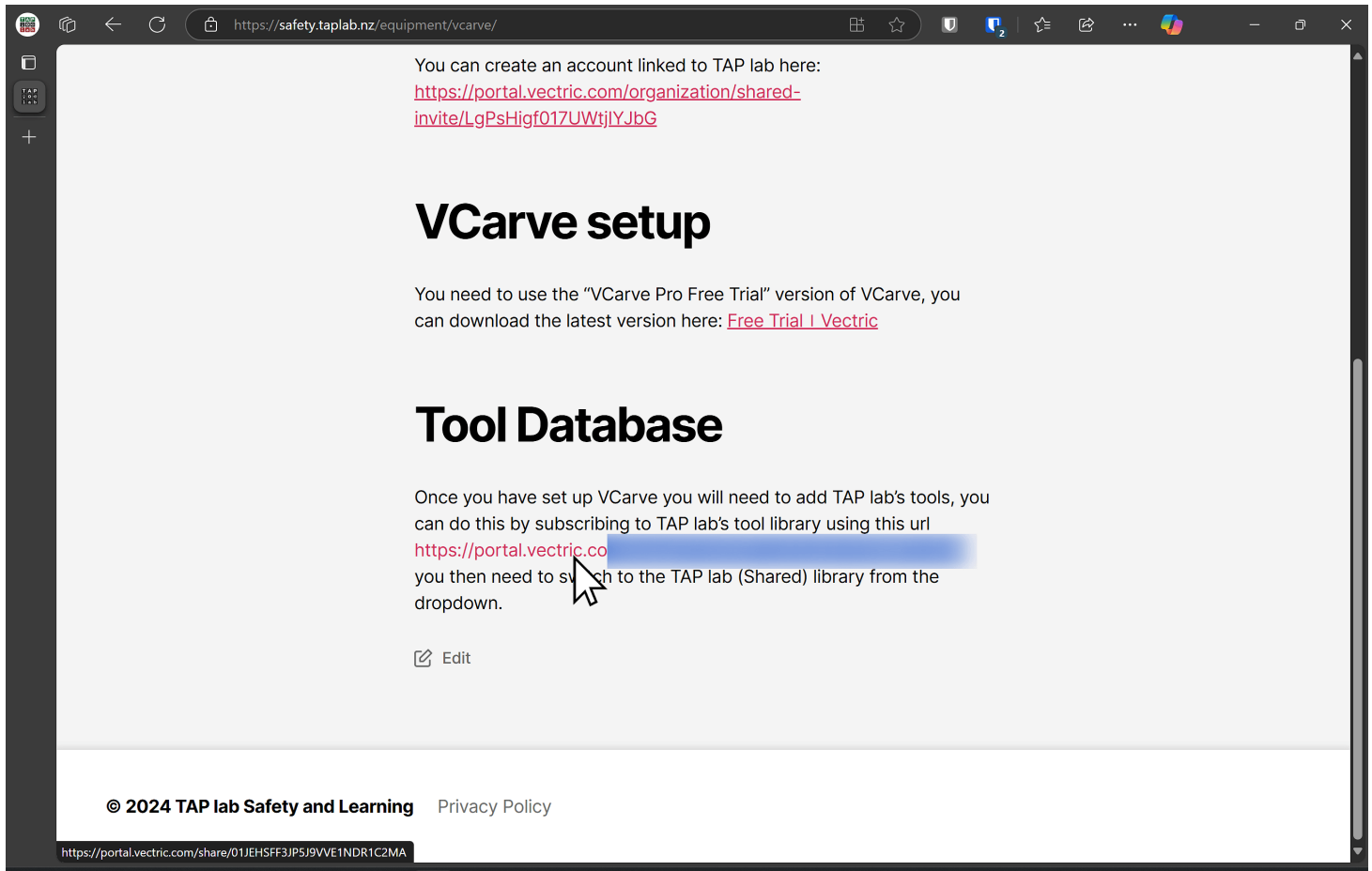


Change the machine dropdown to "Proteus P3 - Default"

## 18 Click Manage Remote Databases



## 19 Copy the tool database URL

A screenshot of a web browser displaying the VCarve setup page. The browser's address bar shows the URL https://safety.taplab.nz/equipment/vcarve/. The page content includes a link to create an account, a section titled 'VCarve setup' with a link to the 'Free Trial | Vectric' website, and a section titled 'Tool Database' with a link to the tool library. A mouse cursor is hovering over the tool library link, which is highlighted in blue. The footer of the page contains the copyright notice '© 2024 TAP lab Safety and Learning' and a 'Privacy Policy' link. The browser's status bar at the bottom shows the URL https://portal.vectric.com/share/01JEHSFF3JP5J9VVE1NDR1C2MA.

You can create an account linked to TAP lab here:  
<https://portal.vectric.com/organization/shared-invite/LgPsHigf017UWtjYJbG>

## VCarve setup

You need to use the “VCarve Pro Free Trial” version of VCarve, you can download the latest version here: [Free Trial | Vectric](#)

## Tool Database

Once you have set up VCarve you will need to add TAP lab's tools, you can do this by subscribing to TAP lab's tool library using this url <https://portal.vectric.com/share/01JEHSFF3JP5J9VVE1NDR1C2MA> you then need to switch to the TAP lab (Shared) library from the dropdown.

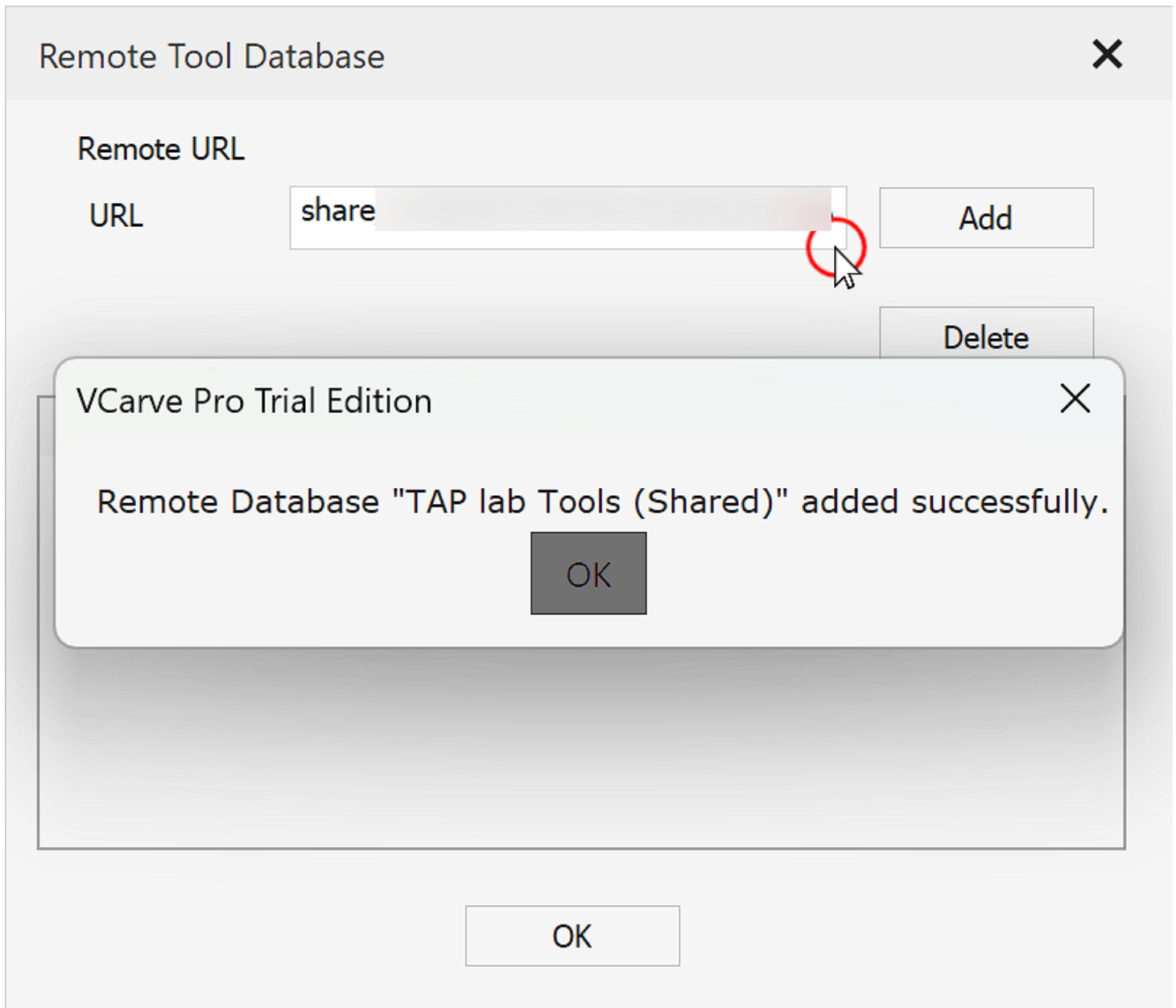
[Edit](#)

© 2024 TAP lab Safety and Learning [Privacy Policy](#)

https://portal.vectric.com/share/01JEHSFF3JP5J9VVE1NDR1C2MA

From the [VCarve Information and Download](#) page on TAP lab Safety copy the tool database URL

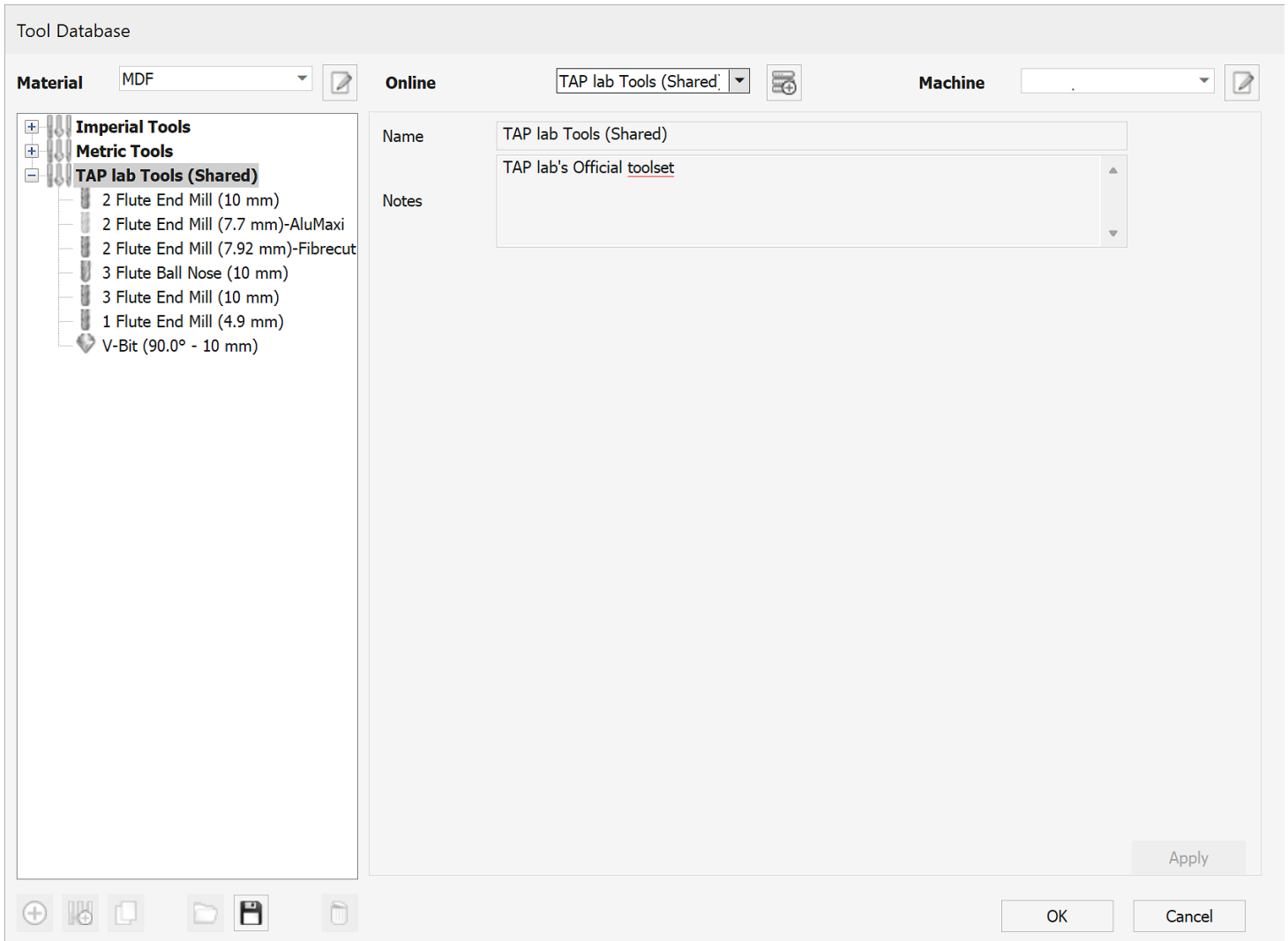
## 20 Add the database in Remote Tool Databases



## 21 Change your database from "Local" to "TAP lab Tools (Shared)"

The screenshot shows the 'Tool Database' dialog box. At the top, there are dropdown menus for 'Material' (set to 'MDF') and 'Machine' (set to 'Desktop'). Below these are 'Online' and 'Local' radio buttons. The 'Local' radio button is selected, and its dropdown menu is open, showing 'Local' and 'TAP lab Tools (Shared)'. A red circle highlights the 'TAP lab Tools (Shared)' option, with a mouse cursor pointing to it. The 'Name' field contains 'Imperial Tools' and the 'Notes' field contains 'Default sample tool set, defined using inch units.' At the bottom right, there are 'Apply', 'OK', and 'Cancel' buttons. On the left side, there are two tool sets listed: 'Imperial Tools' and 'Metric Tools'. At the bottom left, there is a toolbar with icons for adding, deleting, copying, and saving.

## 22 TAP lab's database is available



### If you can't use a tool

Because you set your machine as Proteus when importing the library it will only be available when setting up jobs for the proteus

You will now be able to access TAP lab's tool database and use TAP lab's tools