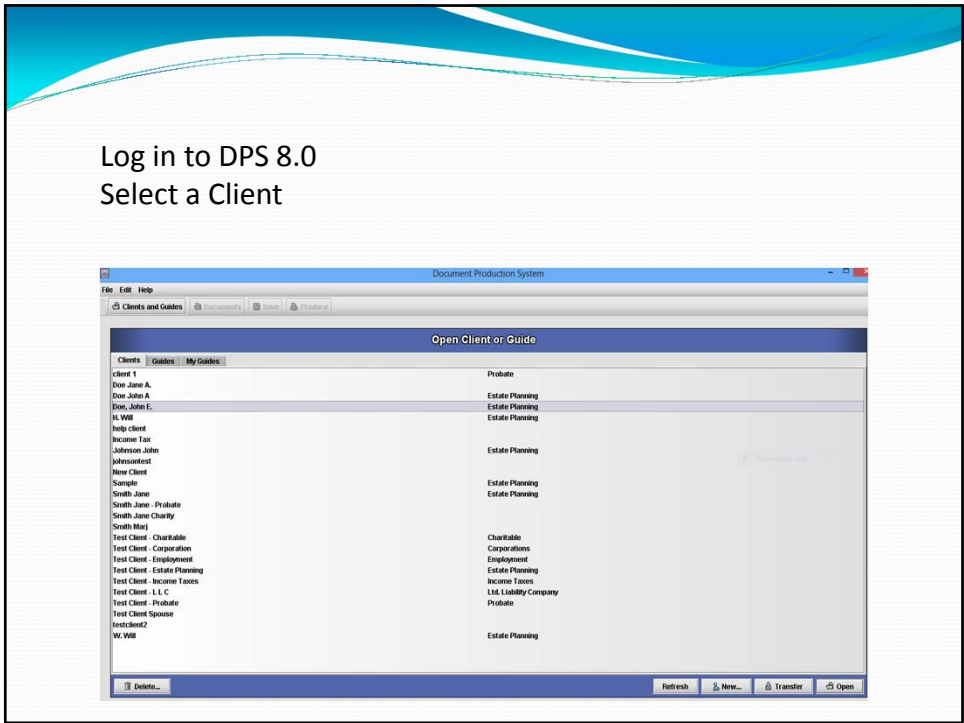


How To Use The Outline Preview To Make Changes In DPS 8.0

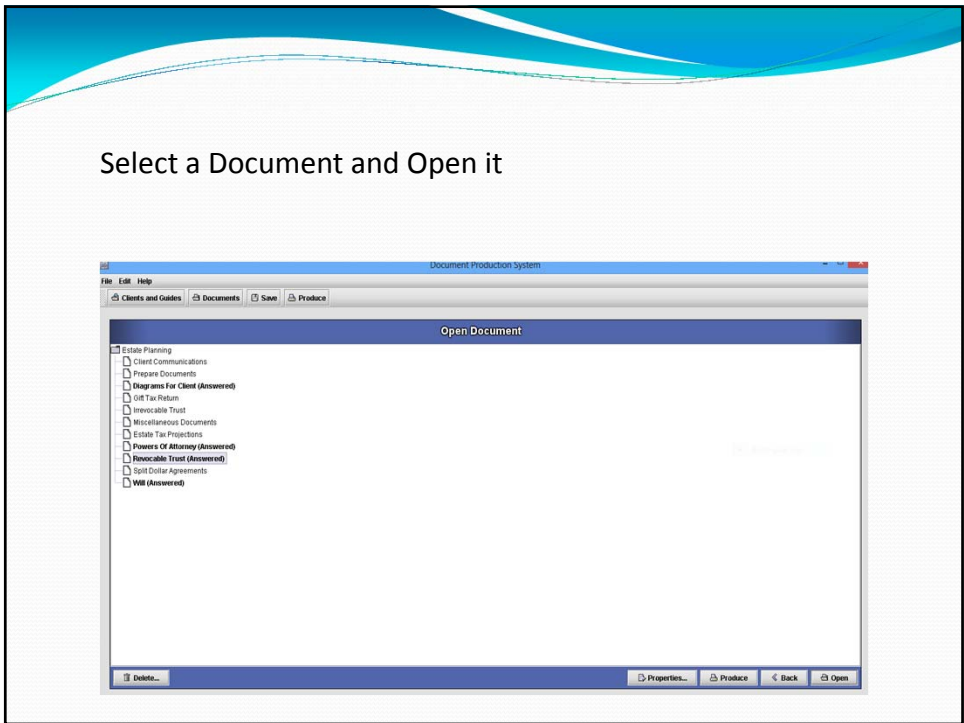
Purpose Of This Tutorial

- This tutorial will show you how to use Outline to quickly navigate through the DPS Screens.
- There are 2 purposes for having the Outline feature:
 - It allows you to go directly to a Screen to make changes without having to OK through the rest of the Screens.
 - It allows you to see the structure of the Screens based on how you have answered them.

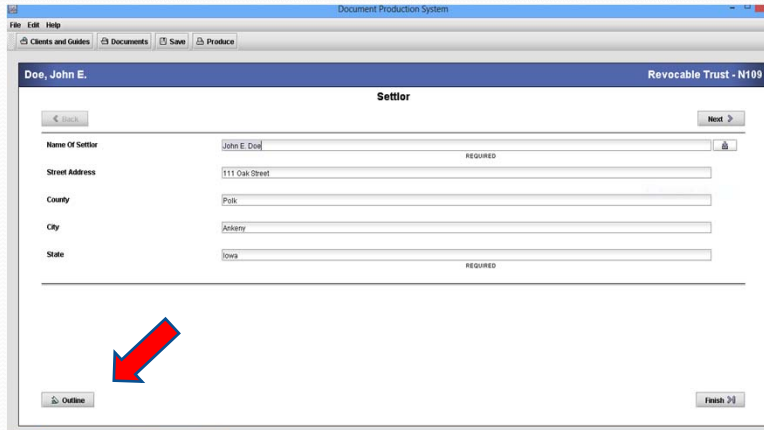
Log in to DPS 8.0 Select a Client



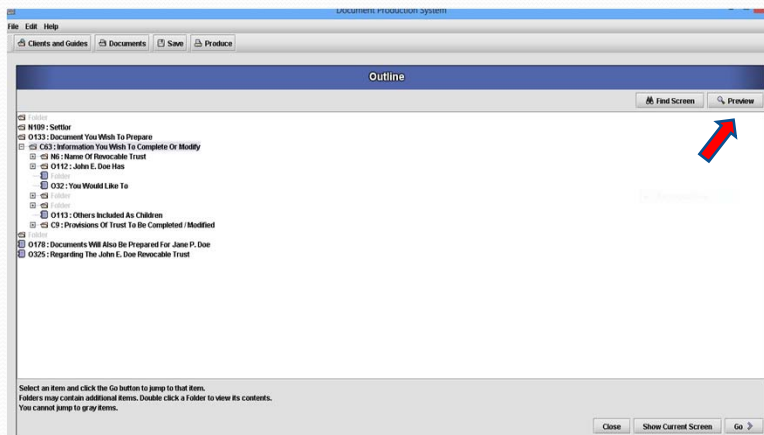
Select a Document and Open it



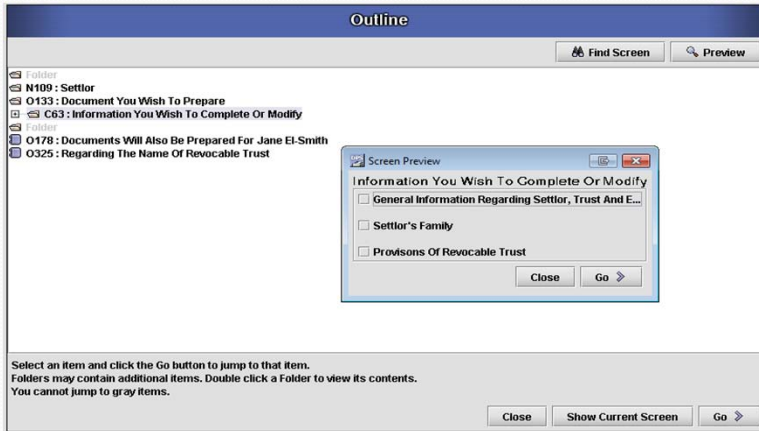
Select Outline at the bottom left of the screen



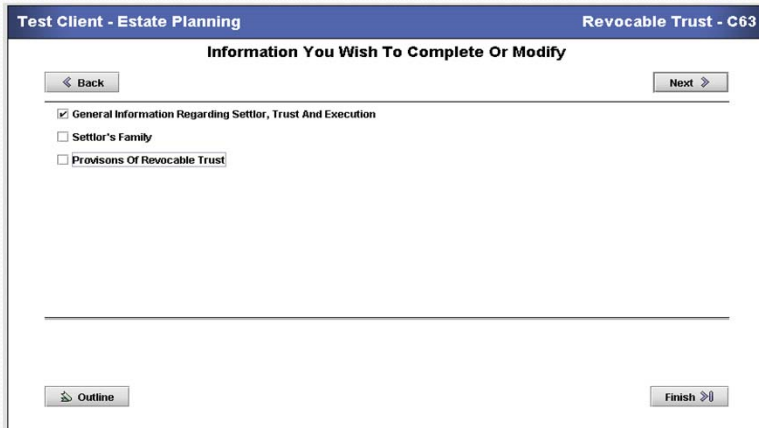
Select the Screen you want to navigate to.
Screens within a Folder can be seen by double clicking on the Folder.
To see the Screen selected, to make sure it is the one desired, select Preview.



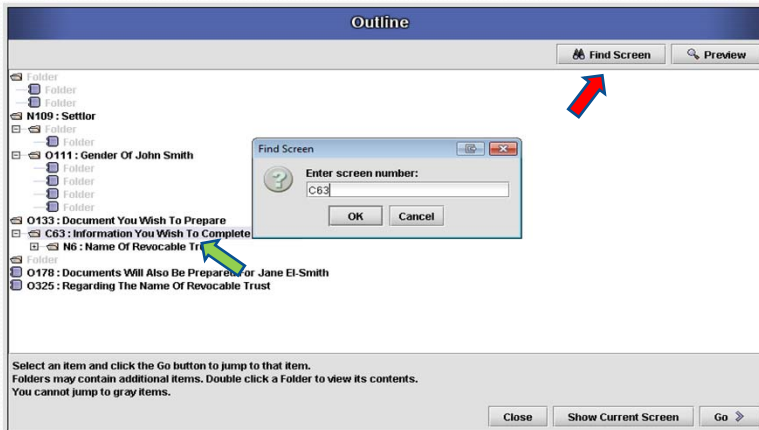
This will display a window showing the selected screen.
If this is the correct Screen, select Go and Close the window.



You will then go directly to the selected Screen.
You can then make changes on that and subsequent Screens.



If you know the number of the Screen you want to navigate to, such as C63,
select Find Screen.
When you enter the Screen number the Outline will expand and that Screen
will be selected.



**For additional assistance call or email
Xan Taylor
Advanced Logic Systems
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