# **Manitou Overview Action Shortcuts**

The Header displays HOME upon arrival into Manitou.

## **Manitou Web Client Header**

## Action Icons

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Action Icons change based on the context of what items are open within the main workspace. Upon initial log into Manitou, the Action Icons relate to the common actions related to the system.

HOME

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#### **Export Dashboard Layout**



If created, any customized dashboard layout can be downloaded and then shared with others using Manitou.

#### **Dashboard Edit**



The Dashboard Edit icon allows users to create customized dashboards to display user-specific items. Clicking edit launches the Layout design. There users may add, edit, remove, and import layouts.

	Layout	Design			
Selected Layout KPIS	ADD LAYOUT REMOVE L	AYOUT IMPORT LAYOUT	Default Layout Standard		•
Description KPIs Columna Rows 2 2 MERGE SPLIT SPLIT SPLIT	Refresh interval 10			CANCEL	DONE

### **Quick Search**



The Quick Search icon opens the quick search form allowing context-sensitive searching for entity records.

Customer Searc	h							
Oustomer	O Dealer	O Branch O Agency O	Authority (	🔵 Global Keyholder				
Search Criteria							SEARCH	ADVANCED
Search Results								
Q								
ID	Name	Address		City	State	Contacts / TX		
No Results								

#### **Advanced Search**



The Advanced Search loads the Advanced entity search which allows more detailed searching to locate records.

Advanced Searc	h												
Oustomer	🔿 Dealer	O Branch	O Agency	O Auth	ority	O Global Keyholder							
Customer ID					•						<u>۵</u>		
Dealer ID					•						۵.		
											â		
Customer Name					•						0		
Transmitter ID					•						Û		
Street 1					•						۵		
ADD													
									Max Rows Per Query	Includ	le Cancelled Accounts	CLEAR	SEARCH
Search Results													
۹													
ID	Name			A	ddress			City		State			
							No Results						

## Settings



The Settings form allows users to customize their experience in the Web Client.



#### Log Out



The Log Out Icon allows users to lock their workstations and log out of the Manitou Web client.



If walking away for a break Log Out. Use Lock Workstation only for a step-away and return period, such as going to a printer or speaking to another person within the operations.

#### ←Manitou Overview Shortcut Icons →Manitou Overview Navigator

←←←Manitou Overview