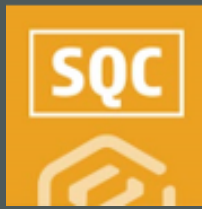


QUICK GUIDE

MODULE LANDING PAGE



The screenshot shows the Compliance module landing page. At the top, there is a breadcrumb trail: 'Training Job | Training Job / Compliance'. Below this, there are tabs for 'Compliance' and 'Safety'. A left-hand navigation menu is visible, containing sections for 'Links', 'Inspection & Test Plans', and 'Administration'. The main content area features a calendar for July with columns for Wed 5, Thu 6, Fri 7, and Sat 8. Below the calendar are two panels: 'Forms' and 'Tasks', each with a search bar and a 'Favorites' dropdown. At the bottom right, there is a 'TOTAL: 0' indicator.

In Compliance, toggle to other modules.

Quick link to All Events, All Tasks, All Components and other Saved Views.

Users will see the All Components option when they have both the ITP and integration with Plan components options toggled on. Lists all complete, pending, scheduled, and canceled events by Form Name and Event Date.

Weekly To Do List of Assigned and Pending Tasks/Events.

Links directly to all of the project-specific approved ITP reports. Available to print or download to Excel.

If you have Administrator settings permissions, you can access the Administration options, including links to module-specific Approved and Draft ITPs under Project Settings.

Favorited list of Forms or select from list of forms by Category.

Schedules a form. If configured, forms will display ITP or Project Structure properties when scheduling.

Select from list of tasks by Category, or by Favorites.