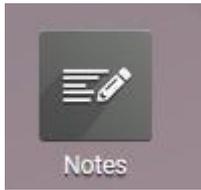




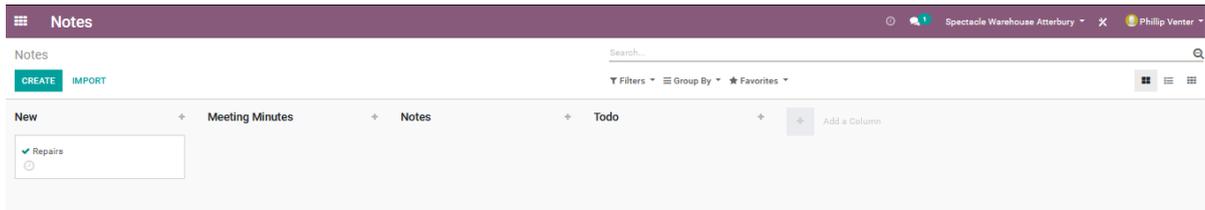
Training Manual

Humint O Lite
Version 16

Notes



The screen you are going to get is this:



Create – To create a note (This is visible to everybody)

categories:

New

Meeting Minutes

Notes

To do

Create a column – creating a column will create a new category for the type of note

You can drag the note from one column to the next to change the status.



Type the note and change it to the category the note belongs to.

Click on SAVE to save the note.

You can move the note through the stages by clicking on the stage in the top left corner.

