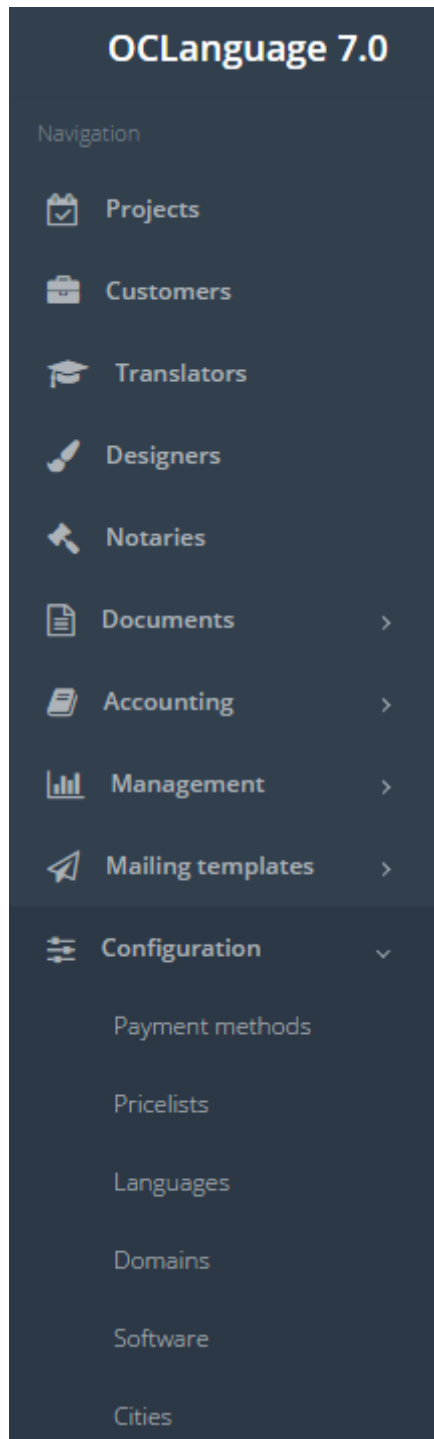


3.11. Programs

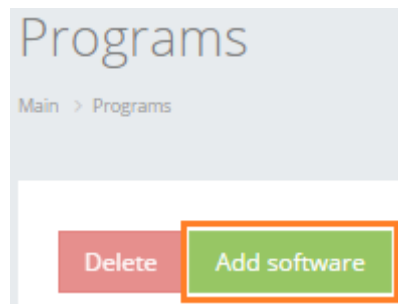
To manage a company branches list browse “Board -> Programs”.



The company offices are revealed in the following system sections:

- Translator's data.

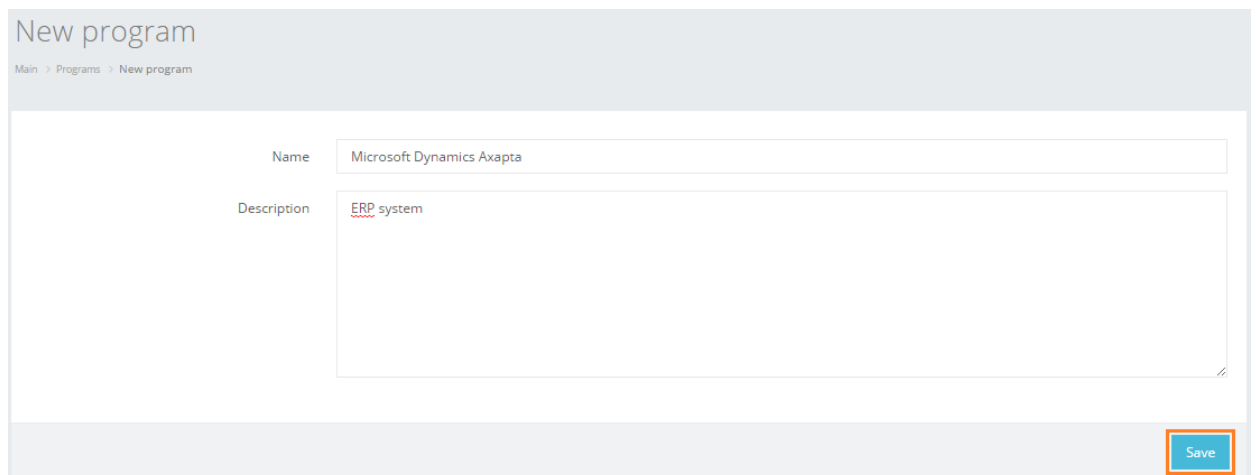
To add a software click “Add new software”.



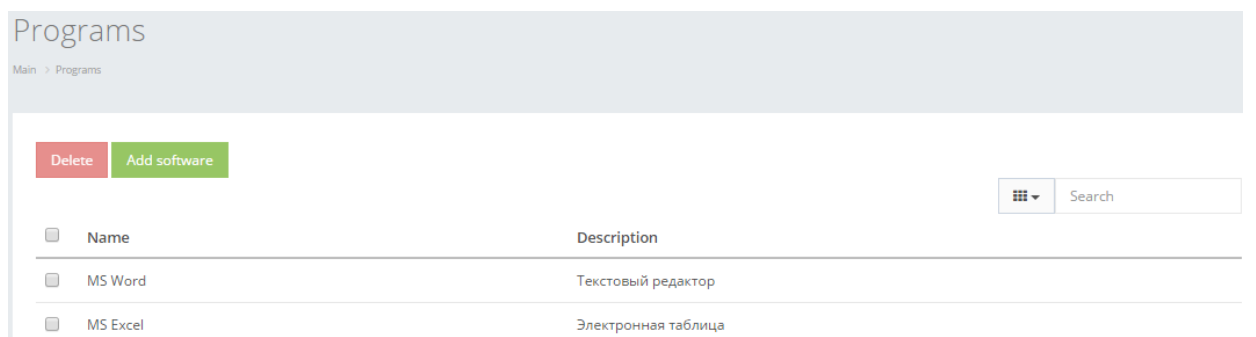
In the table below you can see the description of fields related to programs.

| Field | Description |
|-------------|---|
| Name | Mandatory field – specify a program name (the one you will see further in the system) |
| Description | Provide description of the program |

After the fields are filled, click “Save”.

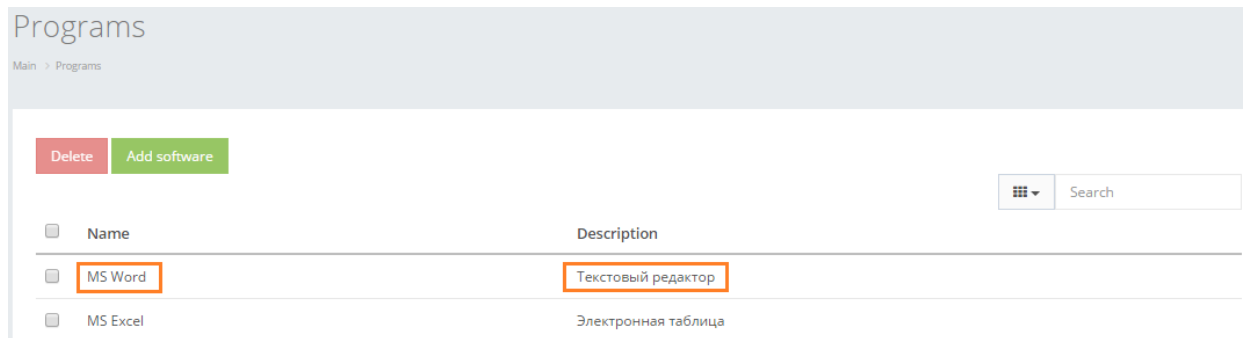
A screenshot of a web application interface for creating a new program. The header shows "New program" and a breadcrumb trail "Main > Programs > New program". Below the header, there are two input fields: "Name" with the value "Microsoft Dynamics Axapta" and "Description" with the value "ERP system". At the bottom right, there is a blue "Save" button highlighted with a red rectangular border.

In general view of Programs you can see all software that has been added to the list.

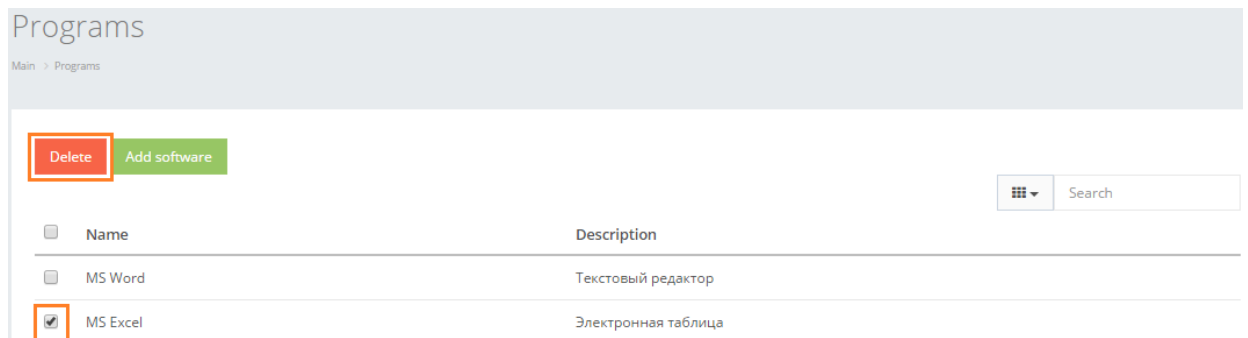
A screenshot of a web application interface showing a list of programs. The header shows "Programs" and a breadcrumb trail "Main > Programs". Below the header, there are two buttons: a red "Delete" button and a green "Add software" button. To the right, there is a search bar with a "Search" button. Below the search bar, there is a table with two columns: "Name" and "Description". The table contains three rows of data: "MS Word" with description "Текстовый редактор" and "MS Excel" with description "Электронная таблица".

| Name | Description |
|----------|---------------------|
| MS Word | Текстовый редактор |
| MS Excel | Электронная таблица |

Click on the text to browse Domains data.

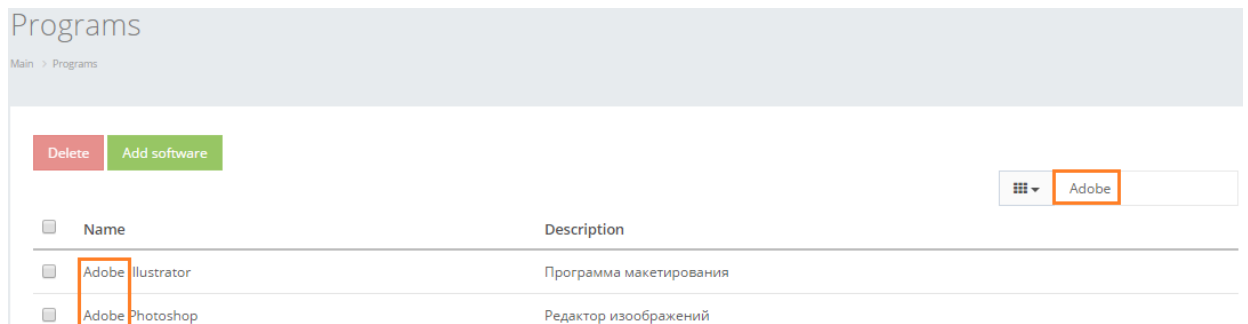


In order to remove particular Software, check the box next to the software that you want to delete and click “Delete”.



User can filter data in the Invoices database by using 3 methods:

1. Type letters or numbers in “Search” field and click “Enter”



Below you will see a list of parameters (column names) the system searches data for:

- Name
- Description.

! Please note that data filter can be removed by deleting the text in the “Search” field and clicking “Enter”.

2. Filter data by sorting data from A to Z and vice versa by clicking on the column name.


Programs

Main > Programs

Delete Add software

☰ Search

| <input type="checkbox"/> Name ▲ | Description |
|--|-------------------------|
| <input type="checkbox"/> Adobe Illustrator | Программа макетирования |
| <input type="checkbox"/> Adobe Photoshop | Редактор изображений |
| <input type="checkbox"/> Deja Vu | Translation Memory |

3. Review the columns that you want to see in the Software table. To add or remove a particular column from the table, simply click  and select the columns that you want (or do not want) to view in the Software database. This feature is especially relevant, if there are big databases with many columns and/or relatively small monitor/tablet/smartphone screen.

! Please note that the system will save these settings for upcoming user sessions.

Programs

Main > Programs

Delete Add software

☰ Search

| <input type="checkbox"/> Name | Description ▲ |
|--|---------------|
| <input type="checkbox"/> Microsoft Dynamics Axapta | ERP system |
| <input type="checkbox"/> Notepad | Text editor |

Name
 Description