

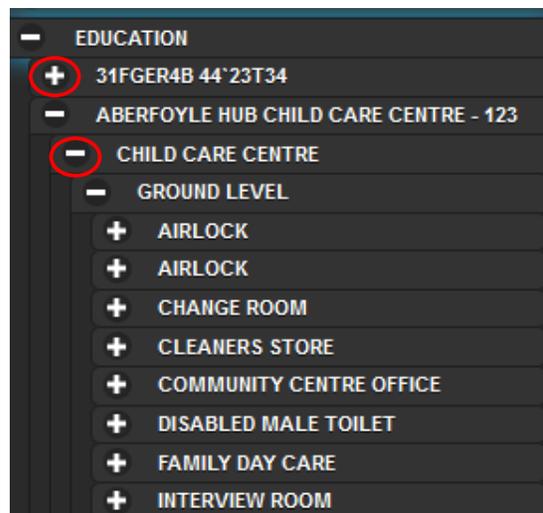


Desktop Aid

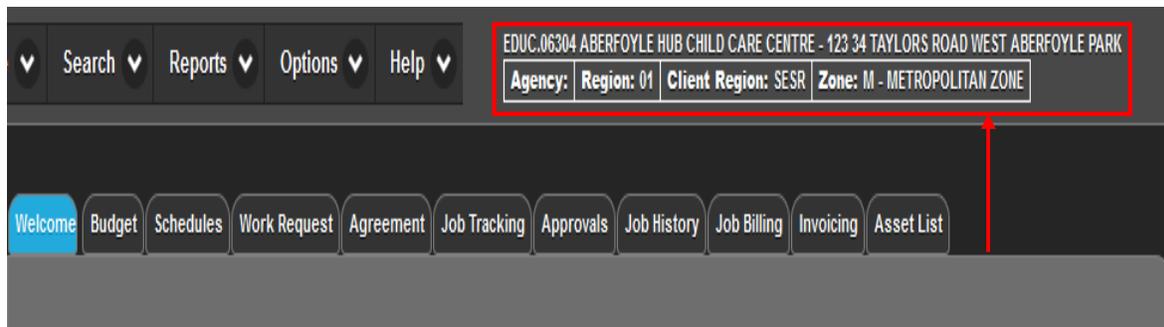
Asset List Techniques

The Asset list displays in a hierarchical structure where the top levels display the Agency names. Use the following techniques to display details of the Asset list:

- Click on the (+) to expand/open the selected Asset.
- Click on the (-) to close/hide Asset details.
- Single-Click the folder name to quickly expand Asset details.



When an *Asset* is selected in the Asset List window the *Asset Details* will display *above* the Work Tabs window pane.



Asset List Techniques

- To change the size of either pane, click and drag the vertical split bar between the display panes.

