

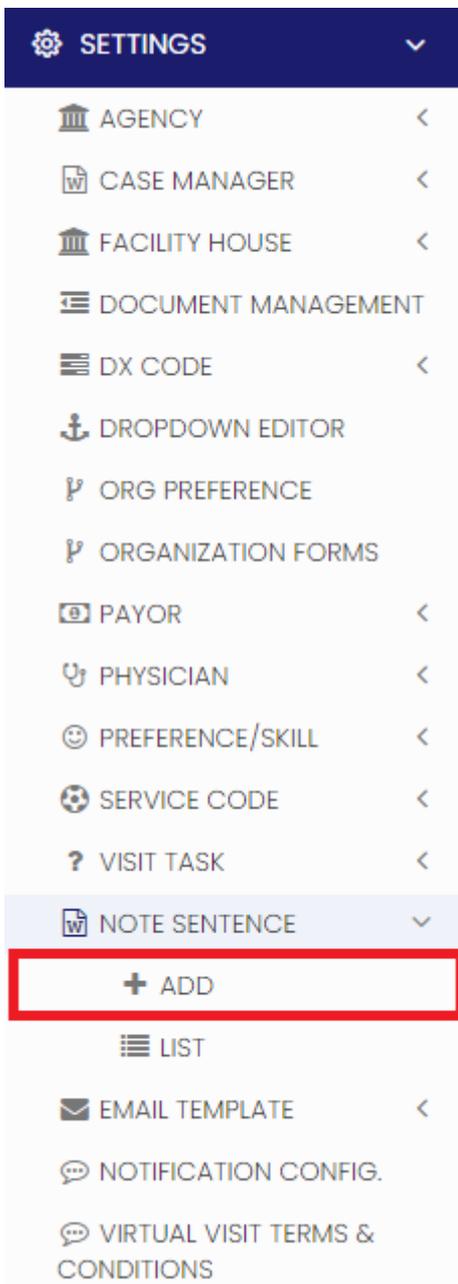
Note Sentence

A Note Sentence is a brief message, serving to convey information, reminders, or thoughts.

Adding Note Sentence

Note: All Fields marked with * are mandatory and must be filled out, otherwise the system will generate an error indicating that the required information is missing.

[Settings](#) >> [Note Sentence](#) >> [Add](#)



The user can add the Note Sentence Title and Note Sentence Details in the system and click Save option.

Note Sentence

Note Sentence Title*

Note Sentence Title

Note Sentence Details*

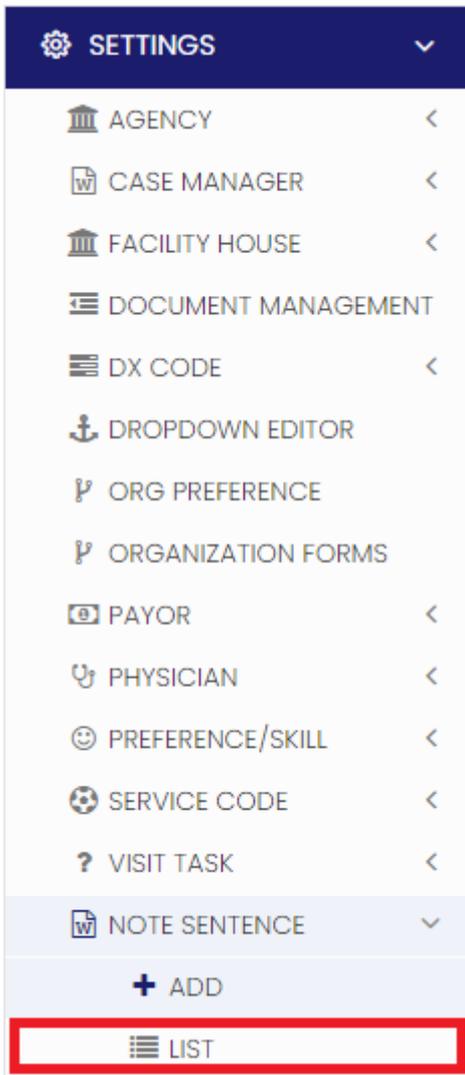
Note Sentence Details

Save

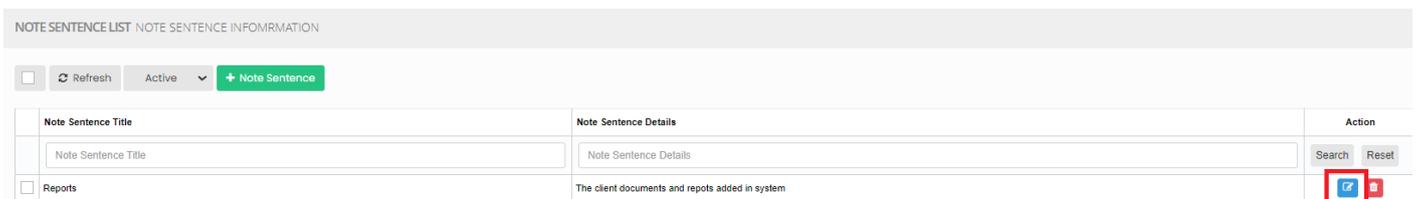
Cancel

Editing Note Sentence

[Settings](#) >> [Note Sentence](#) >> [List](#)



Select the note sentence and click edit option on the right side of the screen.



Now, enter the required information and click update option.

Note Sentence

Note Sentence Title*

Reports

Note Sentence Details*

The client documents and repots added in system

Update

Cancel

Delete Note Sentence

[Settings](#) >> [Note Sentence](#) >> [List](#)

Select the Note Sentence by using the check box and click Delete option or Disabled Selected on the screen.

Refresh Active **Disable Selected** + Note Sentence

| Note Sentence Title | Note Sentence Details | Action |
|---------------------------------------------|-------------------------------------------------|-------------------------------------------------------------------------|
| Note Sentence Title | Note Sentence Details | Search Reset |
| <input checked="" type="checkbox"/> Reports | The client documents and repots added in system | <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> |

Now, the Note Sentence gets deleted and we can view the Note Sentence under Deleted list.

Refresh **Deleted** + Note Sentence

| Note Sentence Title | Note Sentence Details | Action |
|----------------------------------|-------------------------------------------------|--------------------------------------------|
| Note Sentence Title | Note Sentence Details | Search Reset |
| <input type="checkbox"/> Reports | The client documents and repots added in system | <input checked="" type="checkbox"/> Active |

The user can also Restore the deleted Note Sentence by using the option Active on the right side of the screen.

Refresh Deleted + Note Sentence

| Note Sentence Title | Note Sentence Details | Action |
|----------------------------------|-------------------------------------------------|--------------------------------------------|
| Note Sentence Title | Note Sentence Details | Search Reset |
| <input type="checkbox"/> Reports | The client documents and repots added in system | <input checked="" type="checkbox"/> Active |

Revision #6

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