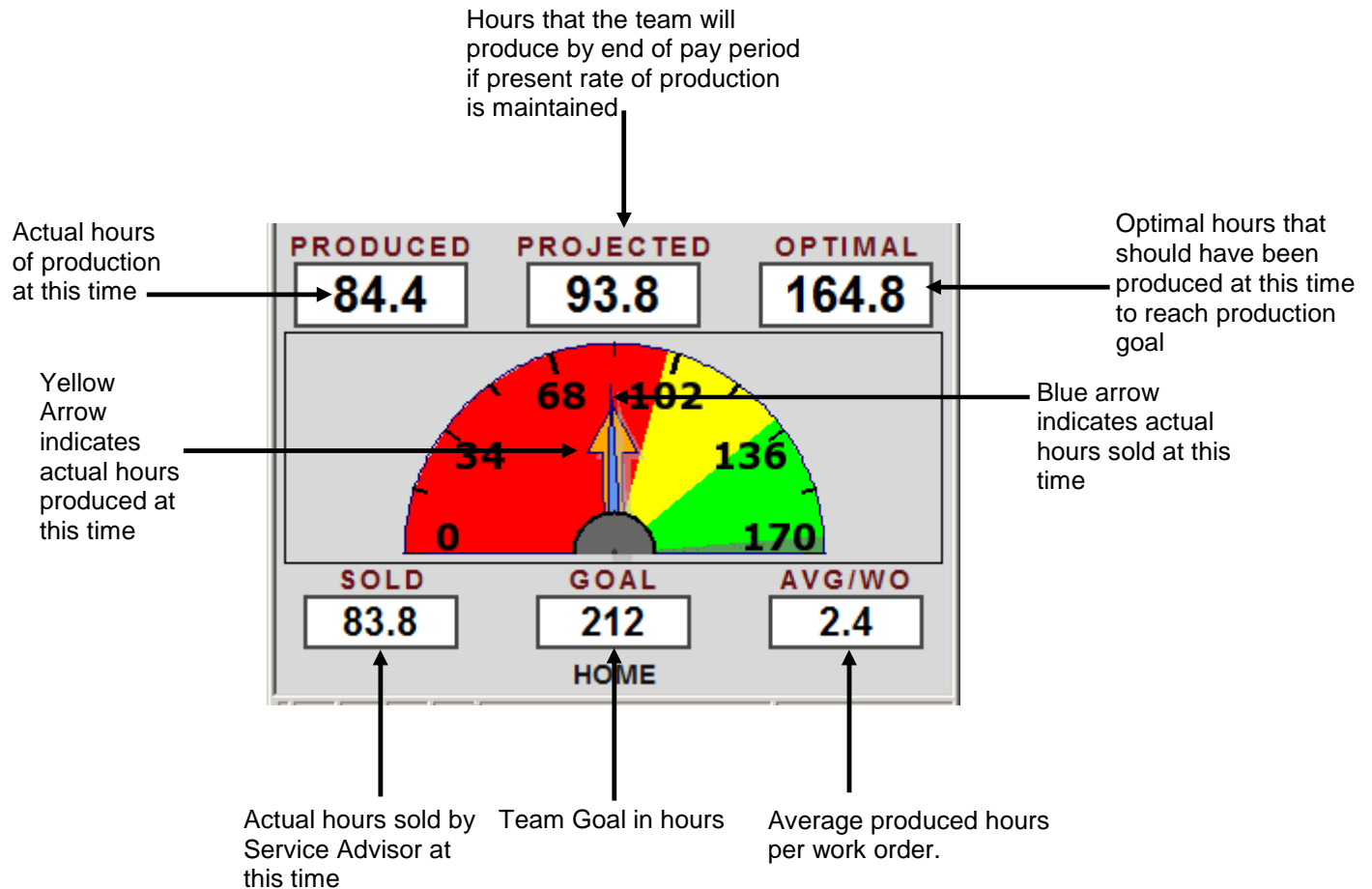


## Compact View

All figures shown are for a business week

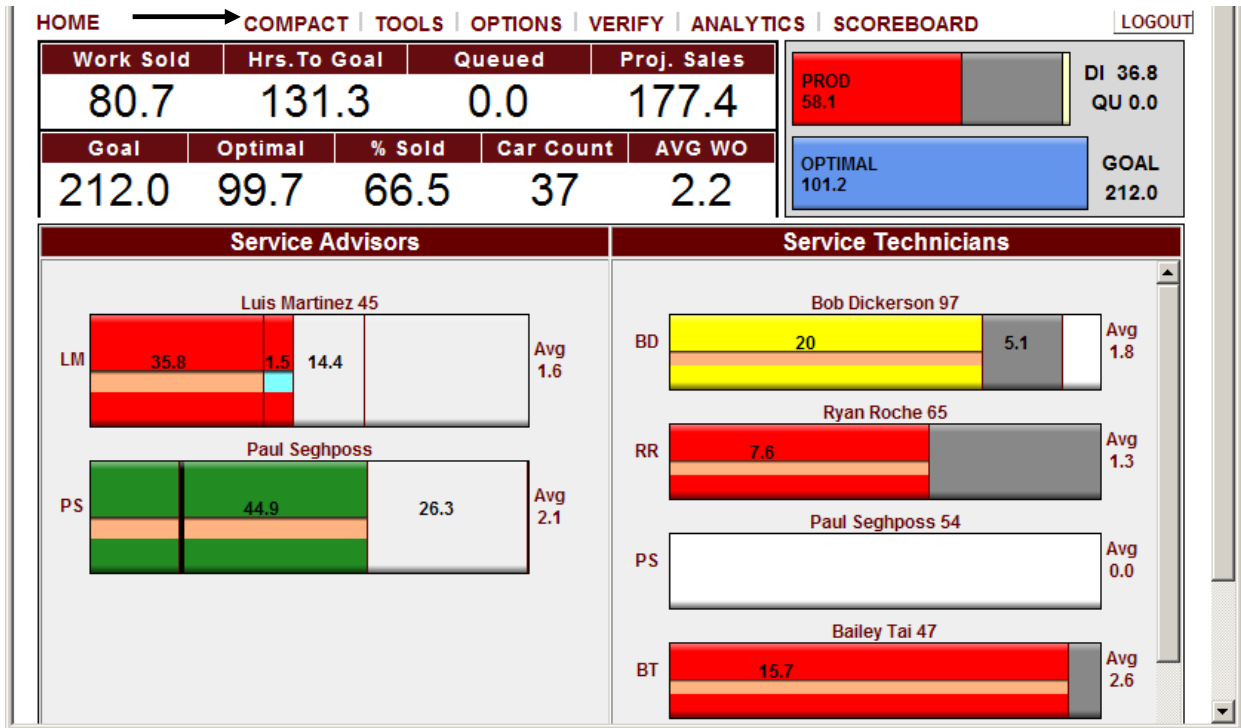
The COMPACT option was designed to give the Owner/Manager a macro view of the progress of the business towards shop's goals and allow for easy access to additional information. It is recommended that Owners/Managers leave the compact view up on their screen to monitor their progress. The Compact View refreshes itself every 5 minutes.

If both arrows are in the green, then things are on track. If they are not, then it is time to look further and solve the problem while you can still affect your bottom line.

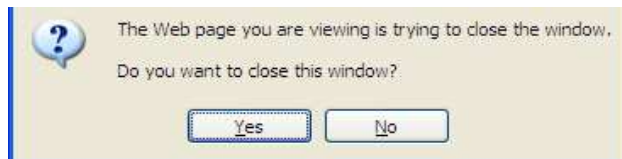


# Compact View

While in QuickTrac, click on COMPACT from the menu.



You will see a small dialog box as shown below. Clicking yes will show the compact view only. Clicking no will show both the compact view and the window you currently have open. This dialog box will only appear the first time you use this feature each session.



COMPACT compresses the display and moves it to the upper right hand corner of your monitor for fast reopening and entry of future work orders, and continuously shows the shop's progress.

To reopen the previous window you were using while in QuickTrac; click on HOME at the bottom of the COMPACT VIEW.

