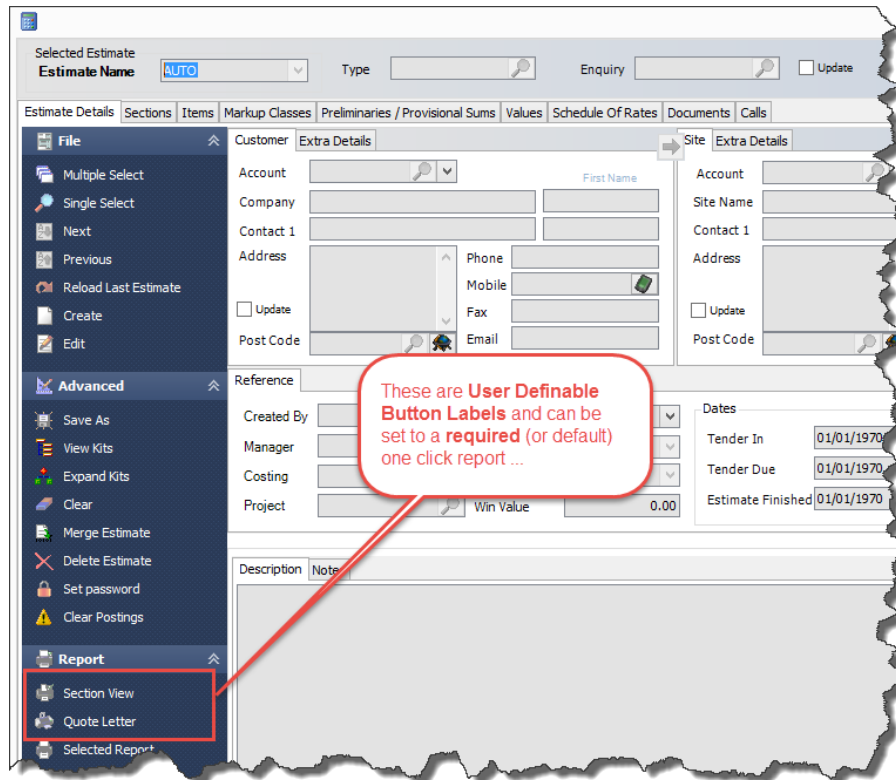


Cypher 1 Working Notes 11 – Labelling your own print buttons

Certain Cypher Modules allow each User to have two default reports set onto a 'one click' button;

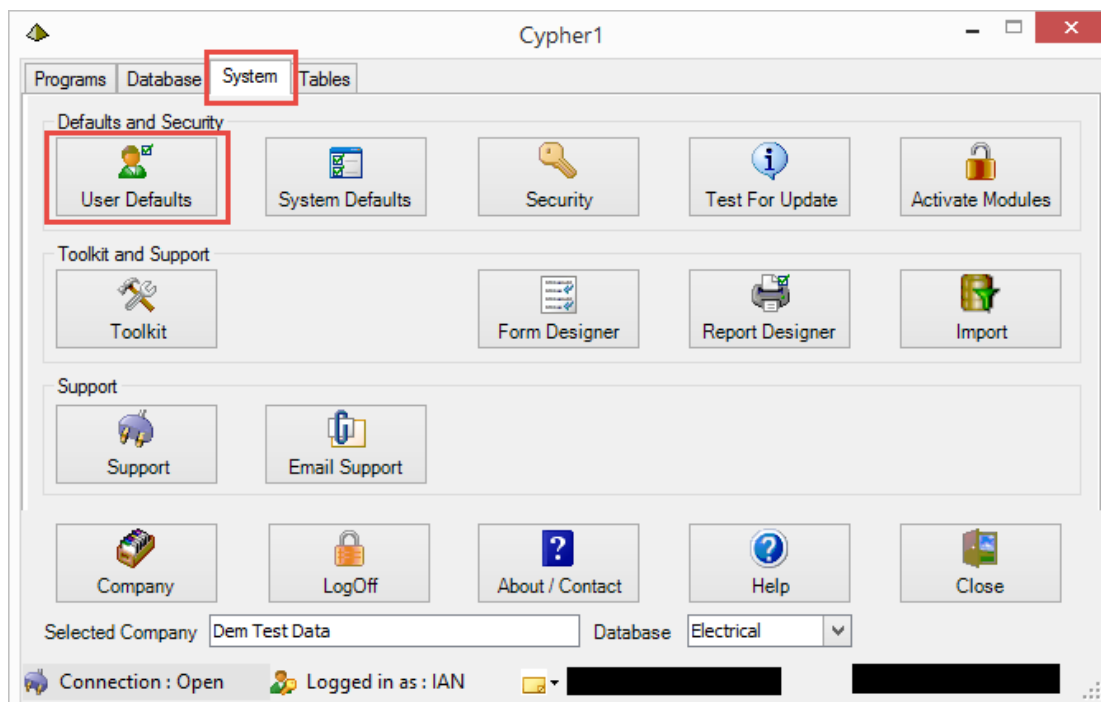
- Estimating; Costings; POP; Invoicing.

Fig 1: Estimating Module Example:



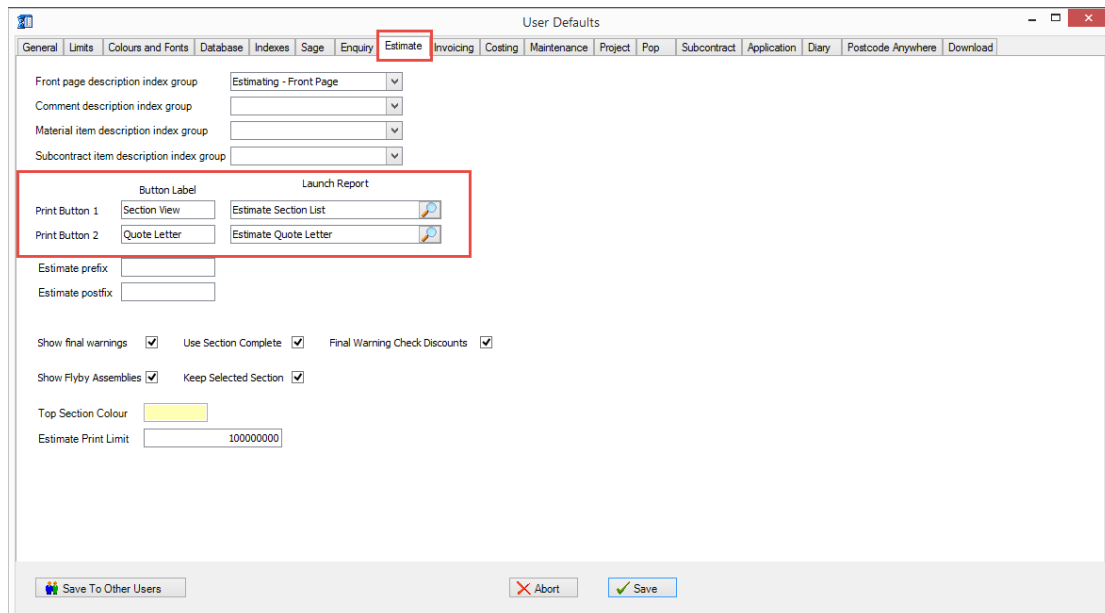
These are set in the **User Defaults**:

(NB Use **System Defaults** for Invoicing Module buttons)

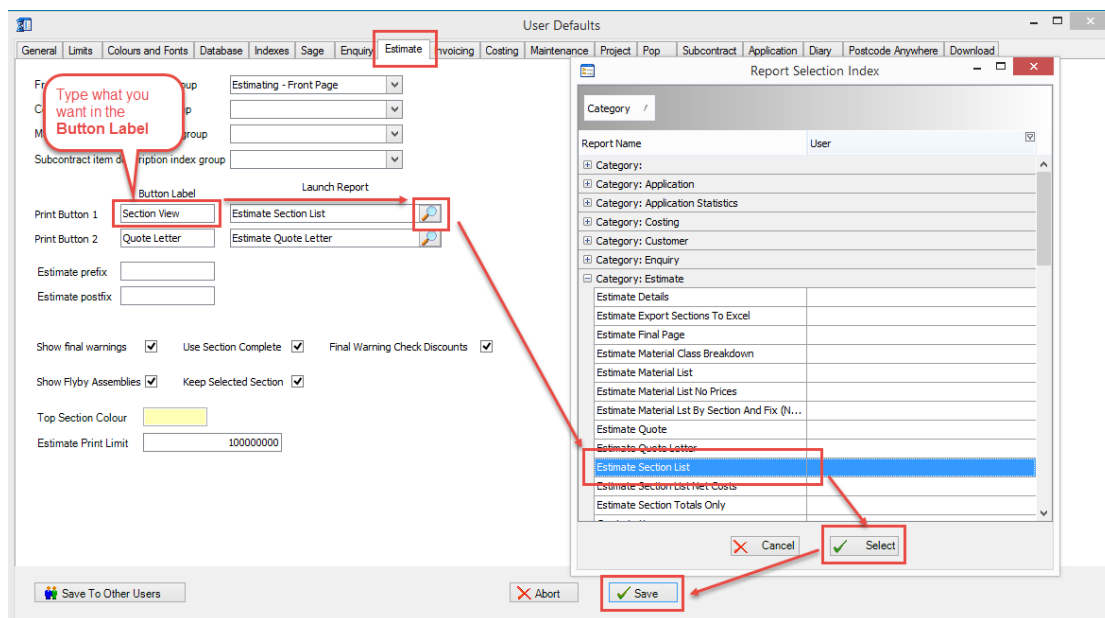


How to Label:

1. Open the Tab that relates to the Module (Example is Estimating):
 - a. (Identify the **Button Label** and **Launch Report** fields);



2. **Button Label:** Type in your own description.
3. **Launch Report:** Select from drop down list/Category.



4. Click **Save**.

Your own Labels will now appear on the 'header page' of the module (as Fig.1 above)