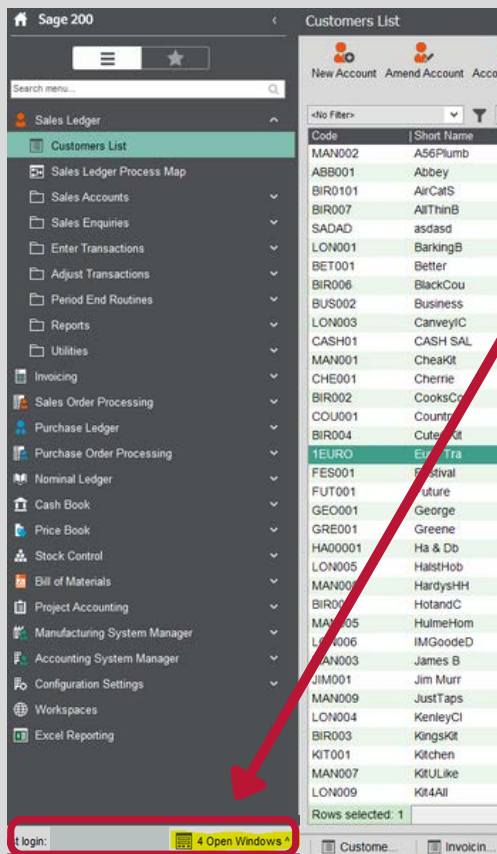




HOW TO NAVIGATE BETWEEN OPEN WINDOWS IN SAGE 200

Learn how to navigate quickly between Open Windows and close all Open Windows at once in Sage 200 by following the steps below.

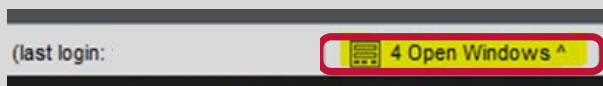
1



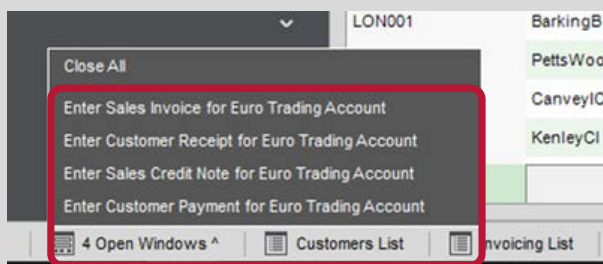
Step One

Locate the 'Open Window' tab at the **bottom left** corner of Sage.

2



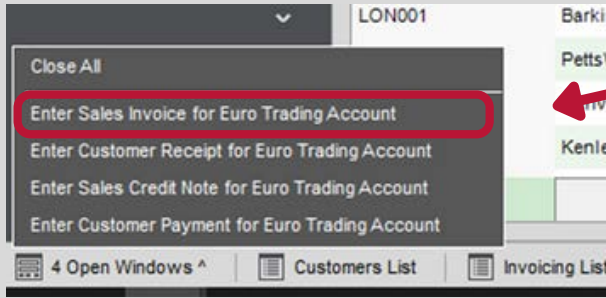
This tab displays the number of open windows.



Step Two

Right click the 'Open Window' tab to bring up all the current open windows in your Sage 200.

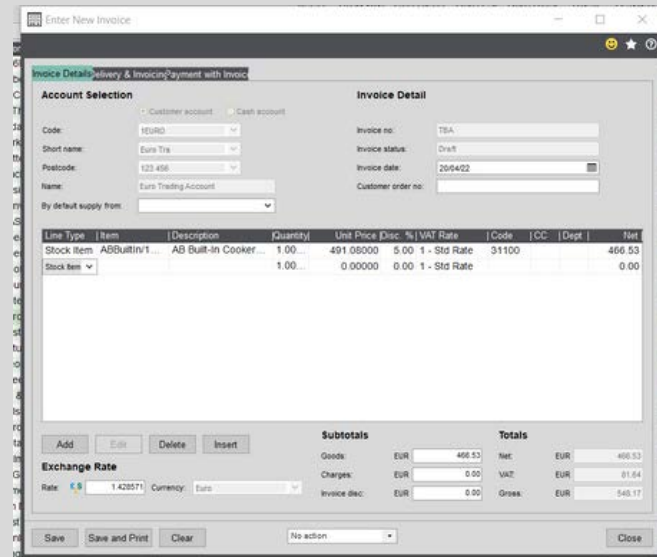
3



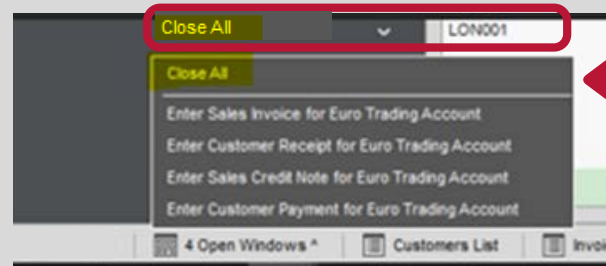
Step Three

By clicking on the description, it will bring that window to the front of your screen.

This allows easier navigation between multiple open windows.



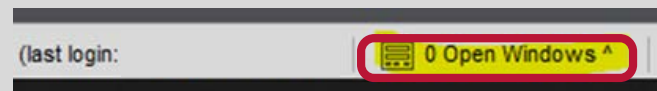
4



Step Four

If you wish to close all the open windows at once, click 'Close All'.

5



Step Five

The number of open windows will be updated to zero.

END