

Help Reference Guide

Update the Preferences

Overview

The Preferences process provides the ability to change the printer, team, and/or MISC defaults.

Navigation

M&U > USER ID hyperlink > Preferences > Preferences page



Procedures

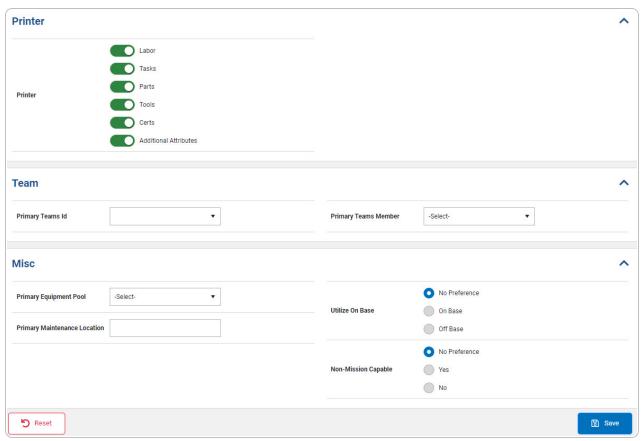
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Selecting at any point of this procedure returns all fields to the default setting.



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1. Select Change Preferences or the Preferences hyperlink. The **Preferences** page appears.



- 2. Update the Printer grid.
- 3. Update the Team grid.
- 4. Update the Misc grid.
 - A. Update the Utilize On Base.
 - B. Update the Non-Mission Capable.
- 5. Select User preferences saved successfully appears at the button right of the page.