



Update the Preferences

Overview

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

Navigation

Maintenance > VARIOUS PROCEDURAL STEPS > Preferences page

Procedures

Update the Preferences

Selecting

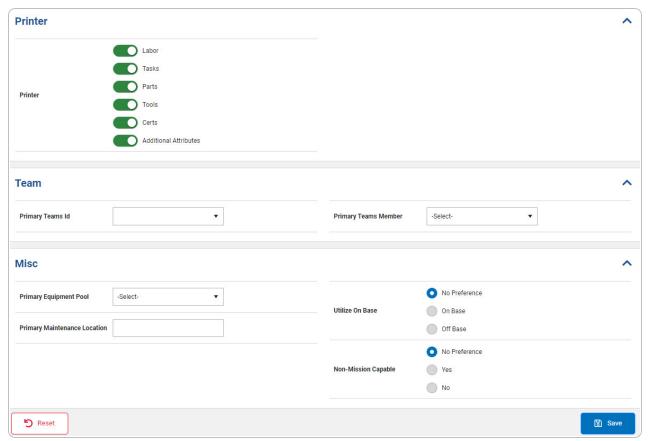


at any point of this procedure returns all fields to the default setting.



Help Reference Guide

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.