



ABS MYFREEDOM™ CLIENT PORTAL

Customization and Preferences

Step-by-step instructions to help users set up customization and preferences.

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For questions, please email ABSServiceDesk@eagle.org .	



Overview

Personalizing the **ABS MyFreedom™ Client Portal** helps create a workspace that feels organized, streamlined and tailored to your needs. By reducing clutter and surfacing only the information that matters, daily navigation becomes faster and more efficient.

This training explains how to adjust views, filters, layouts, favorites, navigation and your dashboard to minimize visual noise and highlight key details. By selecting which vessels or companies to follow, arranging tables effectively and refining what appears on your landing page, you can shape a portal experience that is structured, intuitive and aligned with your work preferences.

4 Click the **star (*)** icon to select an item to mark as a favorite. A solid green star shows that the item has been marked as a favorite.

5 Click the star icon again to unselect an item as a favorite.

4

Vessel Name	IMO No.	Class No.	Orders	Surveys/Audits	Findings	Certificates	PRI7 CAPS	
☒ CDC BARGE FOR AE CERT ONLY	02222224	92222224	2 Order Placed 1 In Progress	55 Overdue 0 Due	0 Overdue 0 Due	0 Expiring	0 Requests Due	Place Order
☐ CDC BULK CARRIER	02222223	07222223	1 Order Placed 3 In Progress	30 Overdue 0 Due	1 Overdue 0 Due	0 Expiring	0 Requests Due	Place Order
☐ CDC CONTAINER CARRIER	02222220	02222220	0 Order Placed 1 In Progress	23 Overdue 0 Due	2 Overdue 0 Due	0 Expiring	0 Requests Due	Place Order
☐ CDC CONVERTED FPSO	N/A	02222210	0 Order Placed 1 In Progress	11 Overdue 0 Due	0 Overdue 0 Due	0 Expiring	0 Requests Due	Place Order
☐ CDC CSDU	02222227	02222227	0 Order Placed 1 In Progress	21 Overdue 0 Due	0 Overdue 0 Due	0 Expiring	0 Requests Due	Place Order

5

Vessel Name	IMO No.	Class No.	Orders	Surveys/Audits	Findings	Certificates	PRI7 CAPS	
☒ CDC BARGE FOR AE CERT ONLY	02222224	92222224	2 Order Placed 1 In Progress	55 Overdue 0 Due	0 Overdue 0 Due	0 Expiring	0 Requests Due	Place Order
☐ CDC BULK CARRIER	02222223	07222223	1 Order Placed 3 In Progress	30 Overdue 0 Due	1 Overdue 0 Due	0 Expiring	0 Requests Due	Place Order
☐ CDC CONTAINER CARRIER	02222220	02222220	0 Order Placed 1 In Progress	23 Overdue 0 Due	2 Overdue 0 Due	0 Expiring	0 Requests Due	Place Order
☐ CDC CONVERTED FPSO	N/A	02222210	0 Order Placed 1 In Progress	11 Overdue 0 Due	0 Overdue 0 Due	0 Expiring	0 Requests Due	Place Order
☐ CDC CSDU	02222227	02222227	0 Order Placed 1 In Progress	21 Overdue 0 Due	0 Overdue 0 Due	0 Expiring	0 Requests Due	Place Order

6 Locate the **Show Favorites Only** checkbox on the Vessels or Company page.

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Rules and Resources | Services | Innovation and Technology | News and Events | About Us and Careers

Corbass123

Fleet Company Place Order Vendors Engineering Finance Reports Tools & Apps Quick Links

31 Total Vessels
Number of vessels:
[Show Total Count](#)

SURVEYS/AUDITS: 31 Overdue 6 Due
FINDINGS: 18 Overdue 8 Due
CERTIFICATES: 2 Expiring
ORDERS: 2 Order Placed 18 In Progress
PRI7 CAPS: 1 Request

6

Search By Vessel Name, Vessel Type, IMO Number or Class Number

☒ Show Favorites Only ☐ Exclude Laid-Up Vessels [Clear All](#)

Table Card

Vessel Name	IMO No.	Class No.	Orders	Surveys/Audits	Findings	Certificates	PRI7 CAPS	
☒ CDC BARGE FOR AE CERT ONLY	02222224	92222224	2 Order Placed 1 In Progress	55 Overdue 0 Due	0 Overdue 0 Due	0 Expiring	0 Requests Due	Place Order
☐ CDC BULK CARRIER	02222223	07222223	1 Order Placed 3 In Progress	30 Overdue 0 Due	1 Overdue 0 Due	0 Expiring	0 Requests Due	Place Order
☐ CDC CONTAINER CARRIER	02222220	02222220	0 Order Placed 1 In Progress	23 Overdue 0 Due	2 Overdue 0 Due	0 Expiring	0 Requests Due	Place Order
☐ CDC CONVERTED FPSO	N/A	02222210	0 Order Placed 1 In Progress	11 Overdue 0 Due	0 Overdue 0 Due	0 Expiring	0 Requests Due	Place Order
☐ CDC CSDU	02222227	02222227	0 Order Placed 1 In Progress	21 Overdue 0 Due	0 Overdue 0 Due	0 Expiring	0 Requests Due	Place Order

Items per page: 50 | < 1-31 of 31 > >>

[Vessel Status Report \(Selected 0\)](#) [Fleet Summary Report \(All Vessels\)](#)

The **vessels** or **companies** marked as favorites will be displayed in the table. All other vessels or companies will be hidden in this view.

7

Note: The **Show Favorites Only** feature is only available at the Fleet and Company levels.



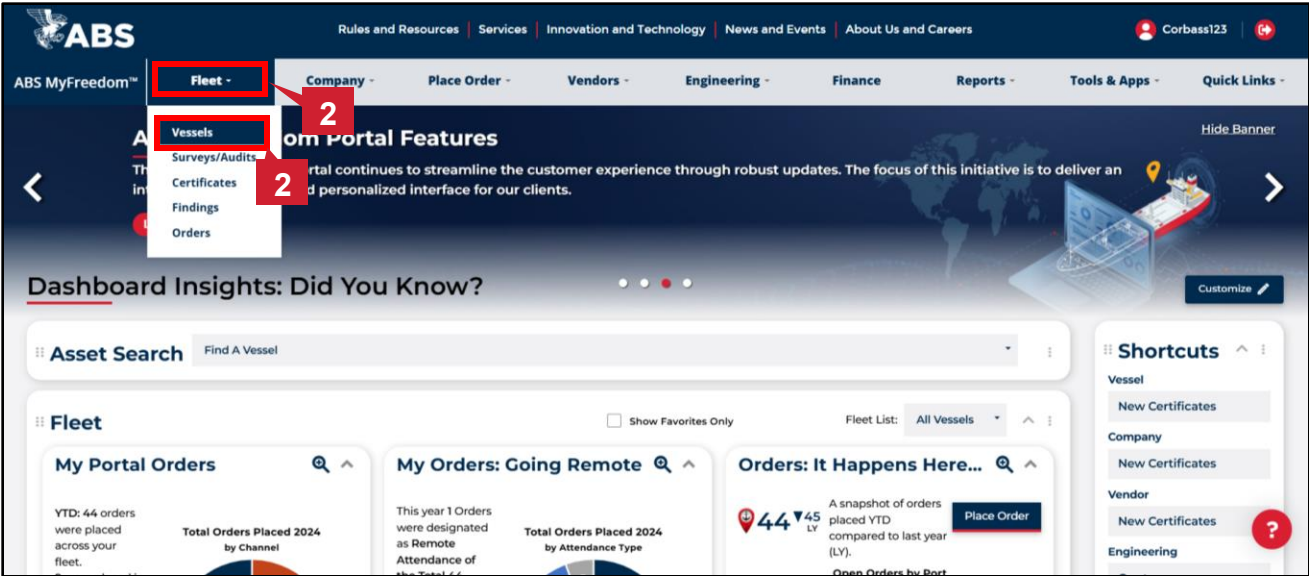
How to Customize the Table View

Module objective: Learn how to customize tables across the Fleet, Company, Vendors, Engineering and Finance pages in the **ABS MyFreedom™ Client Portal**. This feature allows users to personalize the table view based on their preferences, with the subject title varying depending on the selected option.

Note: For demonstration purposes, we have used the **Vessels** page from the **Fleet** menu.

How to Customize the Table View

- | | |
|---|--|
| 1 | Log in to ABS MyFreedom™ Client Portal . |
| 2 | Select Vessels from the Fleet dropdown menu. |



4 You can see the **table** with the different subject columns.

5	Click on the menu (three dots) to customize the columns.
6	You can select or unselect the checkboxes according to your preferences.

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7

Click the menu next to each column to arrange in order. You can order the columns how you'd like (move to top, move up, move down or move to bottom).

8

Click **Ok**.

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Fleet

Company Place Order Vendors Engineering Finance Reports Tools & Apps Quick Links

Vessel Name	IMO No.	Class No.	Orders	Surveys/Audits	Findings	Certificates	PR17 CAPS
CDC CONTAINER CARRIER	02222220	02222220	1 Order Placed 1 In Progress 23 Overdue 0 Due	2 Overdue 0 Due	2 Overdue 0 Due	1 Expiring 0 Requests Due	
CDC CONVERTED FPSO	N/A	02222210	0 Order Placed 1 In Progress 11 Overdue 0 Due	0 Overdue 0 Due	0 Overdue 0 Due	0 Expiring 0 Requests Due	
CDC CSDU	02222227	02222227	1 Order Placed 2 In Progress 9 Overdue 0 Due	0 Overdue 0 Due	0 Overdue 0 Due	0 Expiring 0 Requests Due	
CDC DDG-55 TEST VESSEL	N/A	08210227	0 Order Placed 0 In Progress 10 Overdue 0 Due	3 Overdue 0 Due	0 Overdue 0 Due	0 Expiring 0 Requests Due	
CDC GAS CARRIER	02222226	02222226	0 Order Placed 4 In Progress 65 Overdue 0 Due	4 Overdue 0 Due	0 Overdue 0 Due	0 Expiring 0 Requests Due	
CDC OSV AZMUTH ELECTRIC	02141562	02222212	1 Order Placed 1 In Progress 25 Overdue 0 Due	1 Overdue 0 Due	0 Overdue 0 Due	0 Expiring 0 Requests Due	
CDC OSV DIESEL	02141561	02222211	1 Order Placed 0 In Progress 7 Overdue 0 Due	20 Overdue 0 Due	0 Overdue 0 Due	0 Expiring 0 Requests Due	
CDC SEDU TEST	02222228	02222228	0 Order Placed 0 In Progress 13 Overdue 0 Due	0 Overdue 0 Due	0 Overdue 0 Due	0 Expiring 0 Requests Due	
CDC TANKER	123456789	07222221	0 Order Placed 1 In Progress 33 Overdue 1 Due	4 Overdue 0 Due	0 Overdue 0 Due	0 Expiring 0 Requests Due	
CDC TUG	02222229	02222229	0 Order Placed 1 In Progress 31 Overdue 0 Due	1 Overdue 0 Due	0 Overdue 0 Due	0 Expiring 0 Requests Due	

Items per page: 50 | < > 1-31 of 31

Vessel Status Report (Selected 0) Fleet Summary Report (All Vessels)

Customize Columns

Click and drag to re-order.

- ☒ Vessel Name
- ☒ IMO No.
- ☐ Vessel Type
- ☒ Class No.
- ☐ Class State
- ☒ Orders
- ☒ Surveys/Audits
- ☐ Findings
- ☐ Certificates
- ☐ PR17 CAPS

Order Columns

Move to Top

Move Up

Move Down

Move to Bottom

Default my selection

Cancel Ok

9

Click the **double menu** (six dots) and **drag** to reorder.

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Fleet

Company Place Order Vendors Engineering Finance Reports Tools & Apps Quick Links

Vessel Name	IMO No.	Class No.	Orders	Surveys/Audits	Findings	Certificates	PR17 CAPS
CDC CONTAINER CARRIER	02222220	02222220	1 Order Placed 1 In Progress 23 Overdue 0 Due	2 Overdue 0 Due	2 Overdue 0 Due	1 Expiring 0 Requests Due	
CDC CONVERTED FPSO	N/A	02222210	0 Order Placed 1 In Progress 11 Overdue 0 Due	0 Overdue 0 Due	0 Overdue 0 Due	0 Expiring 0 Requests Due	
CDC CSDU	02222227	02222227	1 Order Placed 2 In Progress 9 Overdue 0 Due	0 Overdue 0 Due	0 Overdue 0 Due	0 Expiring 0 Requests Due	
CDC DDG-55 TEST VESSEL	N/A	08210227	0 Order Placed 0 In Progress 10 Overdue 0 Due	3 Overdue 0 Due	0 Overdue 0 Due	0 Expiring 0 Requests Due	
CDC GAS CARRIER	02222226	02222226	0 Order Placed 4 In Progress 65 Overdue 0 Due	4 Overdue 0 Due	0 Overdue 0 Due	0 Expiring 0 Requests Due	
CDC OSV AZMUTH ELECTRIC	02141562	02222212	1 Order Placed 1 In Progress 25 Overdue 0 Due	1 Overdue 0 Due	0 Overdue 0 Due	0 Expiring 0 Requests Due	
CDC OSV DIESEL	02141561	02222211	1 Order Placed 0 In Progress 7 Overdue 0 Due	20 Overdue 0 Due	0 Overdue 0 Due	0 Expiring 0 Requests Due	
CDC SEDU TEST	02222228	02222228	0 Order Placed 0 In Progress 13 Overdue 0 Due	0 Overdue 0 Due	0 Overdue 0 Due	0 Expiring 0 Requests Due	
CDC TANKER	123456789	07222221	0 Order Placed 1 In Progress 33 Overdue 1 Due	4 Overdue 0 Due	0 Overdue 0 Due	0 Expiring 0 Requests Due	
CDC TUG	02222229	02222229	0 Order Placed 1 In Progress 31 Overdue 0 Due	1 Overdue 0 Due	0 Overdue 0 Due	0 Expiring 0 Requests Due	

Items per page: 50 | < > 1-31 of 31

Vessel Status Report (Selected 0) Fleet Summary Report (All Vessels)

Customize Columns

Click and drag to re-order.

- ☒ Vessel Name
- ☒ IMO No.
- ☐ Vessel Type
- ☒ Class No.
- ☐ Class State
- ☒ Orders
- ☒ Surveys/Audits
- ☐ Findings
- ☐ Certificates
- ☐ PR17 CAPS

Order Columns

Move to Top

Move Up

Move Down

Move to Bottom

Default my selection

Cancel Ok

10 Check the box **Default My Selection** to have the preferences saved until further modifications.

11 Click **Ok**.

The screenshot displays the ABS MyFreedom™ Fleet management interface. The top navigation bar includes the ABS logo, user name 'Corbasi123', and various menu items like 'Rules and Resources', 'Services', 'Innovation and Technology', 'News and Events', and 'About Us and Careers'. Below the navigation bar, there are tabs for 'Fleet', 'Company', 'Place Order', 'Vendors', 'Engineering', 'Finance', 'Reports', 'Tools & Apps', and 'Quick Links'. The main content area shows a table of vessels with columns for Vessel Name, IMO No., Class No., Orders, Surveys/Audits, Findings, Certificates, and PRI7 CAPS. A 'Customize Columns' dialog box is open on the right side of the table, allowing users to select or deselect columns. The dialog box has a title 'Customize Columns' and a subtitle 'Click and drag to re-order.' It lists the following columns with checkboxes: Vessel Name (checked), IMO No. (checked), Vessel Type (unchecked), Class No. (checked), Class State (unchecked), Orders (checked), Surveys/Audits (checked), Findings (checked), Parts (unchecked), Certificates (checked), and PRI7 CAPS (checked). At the bottom of the dialog box, there is a checkbox labeled 'Default my selection' which is currently unchecked. A red box highlights this checkbox, and a red arrow points to it with the number '10'. Below the dialog box, there are 'Cancel' and 'Ok' buttons. A red box highlights the 'Ok' button, and a red arrow points to it with the number '11'. The table below the dialog box shows a list of vessels with their respective status indicators (e.g., '3 Order Placed', '1 In Progress', '50 Overdue', etc.). The table has a pagination bar at the bottom showing 'Items per page: 50' and '1-31 of 31'.

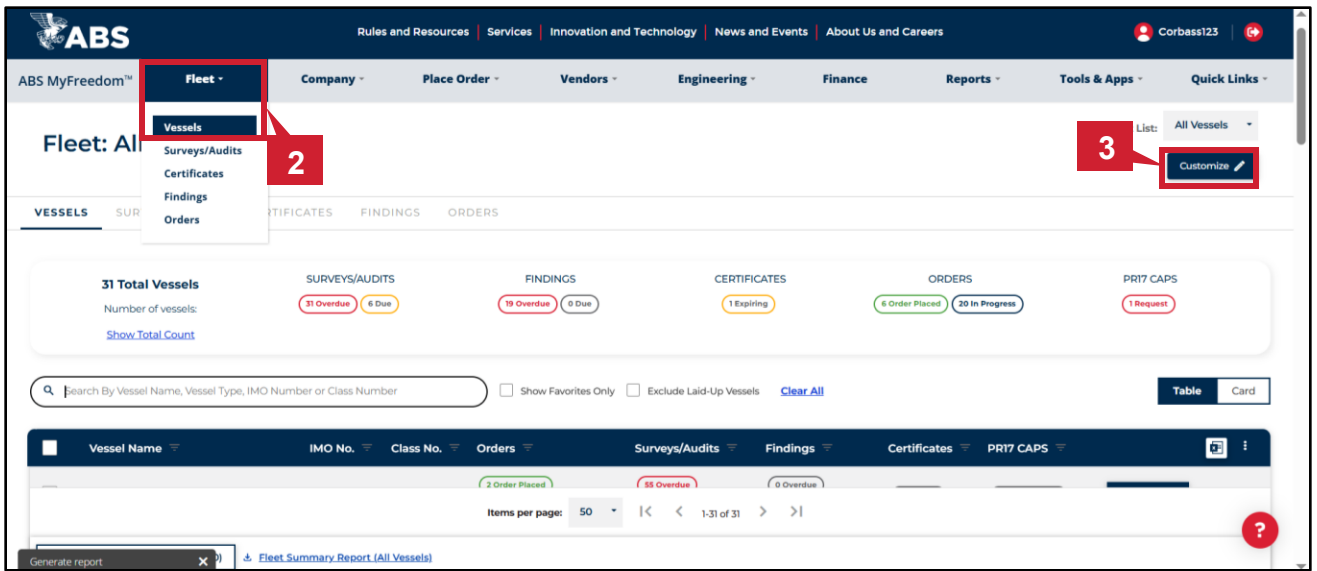
Vessel Name	IMO No.	Class No.	Orders	Surveys/Audits	Findings	Certificates	PRI7 CAPS
CDC BARGE FOR AF CERT ONLY	02222224	92222224	3 Order Placed	1 In Progress	50 Overdue	0 Due	0 Expiring
CDC BULK CARRIER	02222223	07222223	4 Order Placed	3 In Progress	30 Overdue	0 Due	0 Expiring
CDC CONTAINER CARRIER	02222220	02222220	1 Order Placed	1 In Progress	23 Overdue	0 Due	1 Expiring
CDC CONVERTED FPSO	N/A	02222210	0 Order Placed	1 In Progress	11 Overdue	0 Due	0 Expiring
CDC CSDU	02222227	02222227	1 Order Placed	2 In Progress	9 Overdue	0 Due	0 Expiring
CDC DDG-55 TEST VESSEL	N/A	08210227	0 Order Placed	0 In Progress	10 Overdue	0 Due	0 Expiring
CDC GAS CARRIER	02222226	02222226	0 Order Placed	4 In Progress	65 Overdue	0 Due	0 Expiring
CDC OSV AZMUTH ELECTRIC	02141562	02222212	1 Order Placed	1 In Progress	26 Overdue	0 Due	0 Expiring
CDC OSV DIESEL	02141561	02222211	1 Order Placed	0 In Progress	7 Overdue	0 Due	0 Expiring
CDC SEDU TEST	02222228	02222228	0 Order Placed	0 In Progress	13 Overdue	0 Due	0 Expiring



How to Customize to Set Up a Personalized Experience

Module objective: Learn how to use customization to set up a personalized experience in the **ABS MyFreedom™ Client Portal**. This feature allows users to make special modifications by setting up preferences on their fleet vessel, company list and company-level pages.

How to Customize to Set Up a Personalized Experience	
1	Log in to the ABS MyFreedom™ Client Portal .
2	Select Vessels from the Fleet dropdown.
3	Click Customize on the top-right corner of the page.





- 4
- The **Setup my Preferences** pane is displayed.
- 5
- In the **General** settings, select the number of items to display per page from the dropdown menu.

PREFERENCES

Setup my Preferences

GENERAL

NAVIGATION

DASHBOARD

Use the settings below to personalize your portal experience.
Your selections will affect all applicable pages and will persist across all login sessions.

General

Items per page

50

50

100

250

Card

Reset

Fleet

Choose View

Choose Fleet

Exclude Laid-Up Vessels

Show Favorite Vessels

Filter by Year

Choose Scheduled Surveys View

Table

Timeline

Reset

Companies List

Choose Companies List View

Show Favorite Companies

Choose Scheduled Audits View

Filter by Year

Table

Card

Table

Timeline

1 Year

Reset

Engineering

Choose Views

Table

Card

Project

Vessel

Reset

Vessel

Choose Scheduled Surveys/Audits View

Choose Parts View

Choose to Show Conditions

Filter by Year

Table

Timeline

Table

Accordion

5 Years

Reset

Company

Filter by Year

Choose Scheduled Audits View

5 Years

Table

Timeline

Reset

Exit Without Saving

Save Preferences

6

In the **Fleet** settings:

- Choose View (Table/Card)
- Choose Fleet
- Exclude Laid-Up Vessels
- Show Favorite Vessels
- Filter by Year up to five years
- Choose Scheduled Surveys View (Table/Timeline)

PREFERENCES

×

Setup my Preferences

GENERAL NAVIGATION DASHBOARD

Use the settings below to personalize your portal experience.
Your selections will affect all applicable pages and will persist across all login sessions.

General

Reset

Items per page 50

Fleet

Reset

Choose View ☒ Table ☐ Card

Choose Fleet All Vessels

Exclude Laid-Up Vessels ☐

Show Favorite Vessels ☐

Filter by Year 1 Year

Choose Scheduled Surveys View ☒ Table ☐ Timeline

Vessel

Reset

Choose Scheduled Surveys/Audits View ☒ Table ☐ Timeline

Choose Parts View ☒ Table ☐ Accordion

Choose to Show Conditions ☐

Filter by Year 5 Years

Companies List

Reset

Choose Companies List View ☒ Table ☐ Card

Show Favorite Companies ☐

Choose Scheduled Audits View ☒ Table ☐ Timeline

Filter by Year 1 Year

Company

Reset

Filter by Year 5 Years

Choose Scheduled Audits View ☒ Table ☐ Timeline

Engineering

Reset

Choose Views ☒ Table ☐ Card

☒ Project ☐ Vessel

6

?

Exit Without Saving

Save Preferences

7

In the **Vessel** settings:

- Choose Scheduled Surveys View (Table/Timeline)
- Choose Part View (Table/Accordion)
- Choose to Show Conditions
- Filter by Year up to 30 years

PREFERENCES

Setup my Preferences

×

GENERAL

NAVIGATION

DASHBOARD

Use the settings below to personalize your portal experience.

Your selections will affect all applicable pages and will persist across all login sessions.

General

Reset

Items per page

50

Fleet

Reset

Choose View

☒ Table
 ☐ Card

Choose Fleet

All Vessels

Exclude Laid-Up Vessels

☐

Show Favorite Vessels

☐

Filter by Year

1 Year

Choose Scheduled Surveys View

☒ Table
 ☐ Timeline

Vessel

Reset

Choose Scheduled Surveys/Audits View

☒ Table
 ☐ Timeline

Choose Parts View

☒ Table
 ☐ Accordion

Choose to Show Conditions

☐

Filter by Year

5 Years

Companies List

Reset

Choose Companies List View

☒ Table
 ☐ Card

Show Favorite Companies

☐

Choose Scheduled Audits View

☒ Table
 ☐ Timeline

Filter by Year

1 Year

Company

Reset

Filter by Year

5 Years

Choose Scheduled Audits View

☒ Table
 ☐ Timeline

Engineering

Reset

Choose Views

☒ Table
 ☐ Card

☒ Project
 ☐ Vessel

Exit Without Saving

?

Save Preferences

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8

In the **Companies List** settings:

- Choose Companies List View (Table/Card)
- Show Favorite Companies
- Choose Scheduled Audits View (Table/Timeline)
- Filter by Year up to five years

PREFERENCES ×

Setup my Preferences

GENERAL NAVIGATION DASHBOARD

Use the settings below to personalize your portal experience.
Your selections will affect all applicable pages and will persist across all login sessions.

General

Items per page: 50 Reset

Fleet

Choose View: ☒ Table ☐ Card Reset

Choose Fleet: All Vessels

Exclude Laid-Up Vessels: ☐

Show Favorite Vessels: ☐

Filter by Year: 1 Year

Choose Scheduled Surveys View: ☒ Table ☐ Timeline

Companies List

Choose Companies List View: ☒ Table ☐ Card Reset

Show Favorite Companies: ☐

Choose Scheduled Audits View: ☒ Table ☐ Timeline

Filter by Year: 1 Year

Vessel

Choose Scheduled Surveys/Audits View: ☒ Table ☐ Timeline Reset

Choose Parts View: ☒ Table ☐ Accordion

Choose to Show Conditions: ☐

Filter by Year: 5 Years

Company

Filter by Year: 5 Years Reset

Choose Scheduled Audits View: ☒ Table ☐ Timeline

Engineering

Choose Views: ☒ Table ☐ Card Reset

☒ Project ☐ Vessel

Exit Without Saving Save Preferences ?



- 9

In the **Company** settings:
 - Filter by Year up to 30 years
 - Choose Scheduled Audits View (Table/Timeline)
- 10

In the **Engineering** settings:
 - Choose Views (Table/Card/Project/Vessel)
- 11

Click **Save Preferences**. The selections will affect all applicable pages and will persist across all login sessions.

PREFERENCES

Setup my Preferences

GENERAL

NAVIGATION

DASHBOARD

Use the settings below to personalize your portal experience.

Your selections will affect all applicable pages and will persist across all login sessions.

General

Reset

Items per page

50

Fleet

Reset

Choose View

☒ Table

☐ Card

Choose Fleet

All Vessels

Exclude Laid-Up Vessels

☐

Show Favorite Vessels

☐

Filter by Year

1 Year

Choose Scheduled Surveys View

☒ Table

☐ Timeline

Vessel

Reset

Choose Scheduled Surveys/Audits View

☒ Table

☐ Timeline

Choose Parts View

☒ Table

☐ Accordion

Choose to Show Conditions

☐

Filter by Year

5 Years

Companies List

Reset

Choose Companies List View

☒ Table

☐ Card

Show Favorite Companies

☐

Choose Scheduled Audits View

☒ Table

☐ Timeline

Filter by Year

1 Year

Company

Reset

Filter by Year

5 Years

Choose Scheduled Audits View

☒ Table

☐ Timeline

Engineering

Reset

Choose Views

☒ Table

☐ Card

☒ Project

☐ Vessel

Exit Without Saving

Save Preferences

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- 12 Go to the **Navigation** section.
- 13 Based on the roles selected in the **Recommendations for** dropdown, the navigation panel displays tiles in the defined order. You can rearrange the menu sequence and enable or disable menus as needed.

PREFERENCES

×

Setup my Preferences

12

GENERALNAVIGATIONDASHBOARD

ABS MyFreedom™ Navigation Bar Preferences

Click and drag to re-order. Use toggles to show/hide.
Your selections will persist across all login sessions.

Recommendations for:

Custom

Reset

Fleet

Company

Place Order

Vendors

Engineering

Finance

Reports

Tools & Apps

Exit Without Saving

Save Preferences



14 Go to the **Dashboard** section.

The **Dashboard** section defines what users see on their landing page. From the **Recommendations for** dropdown, select the appropriate role.

15 Based on the selected role, you can enable or disable specific menus to control what appears on the landing page. You can adjust the sequence of menus to arrange them in the preferred order.

PREFERENCES ×

Setup my Preferences

14

GENERAL NAVIGATION **DASHBOARD**

Click and drag to re-order. Use toggles to show/hide.
Your selections will persist across all login sessions.

Recommendations for **Ship Owner** Reset

Banner

☒ Show Banner

Asset Search

☒ Find a vessel

Fleet

Fleet Selection

Show Favorites Only ☐

Choose Fleet **All Vessels**

☒ Fleet Charts

- ☒ My Portal Orders
- ☒ My Orders: Going Remote
- ☒ Orders: It Happens Here
- ☒ Findings
- ☒ Certificates Overview

Shortcuts

- ☒ Vessels
 - ☒ New Certificates
- ☒ Company
 - ☒ New Certificates
- ☒ Vendor
 - ☒ New Certificates
- ☒ Engineering
 - ☒ Quotes
 - ☒ Drawings
- ☒ Reports
 - ☒ Generate a Report
 - ☒ Automated Reports

Rules

Save Preferences