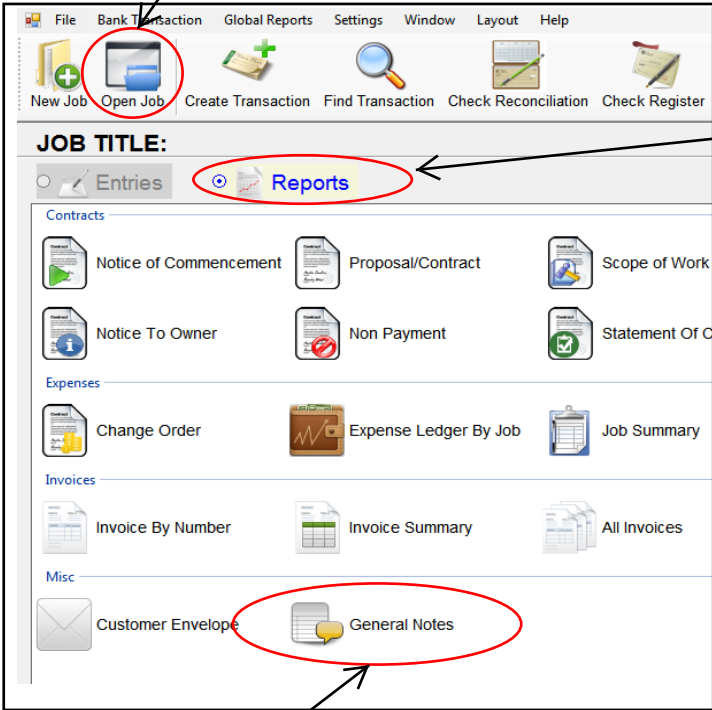


# General Notes

After choosing a customer in the Open Job tab click on Reports and choose the General Notes Icon. When opened you will be able to view and print all of the General Notes you have entered for your selected Customer.

Open Jobs tab to select Customer

Click on Reports



Double Click on General Notes

General Reports will be generated

