

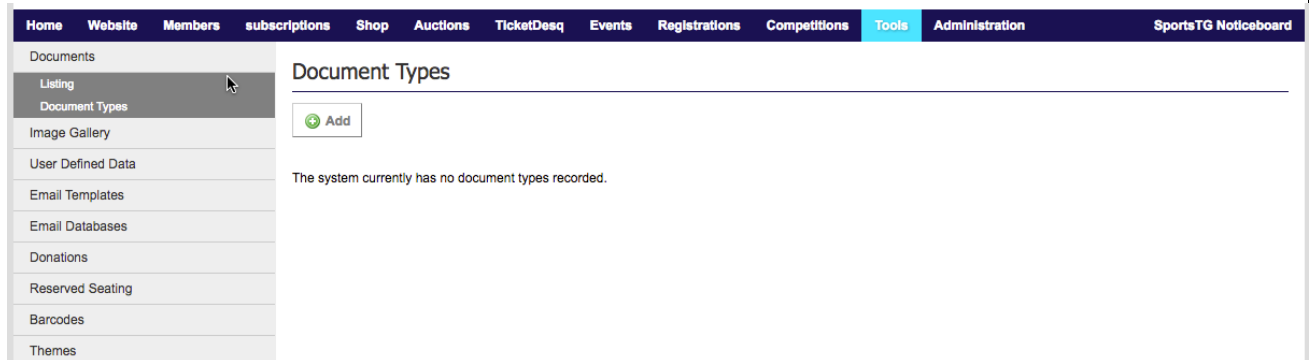
Document Types

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Quick Steps: Go to Tools > Documents > Document Types > Add

Document Types enables the user to create filing system of all documents on the STG console.

1. Go to the menu Tools select Documents/Document Types.



2. Click **Add**. Insert a title for the type of documents you will be sending eg. Email Documents, then **Save**.

Document Types



Title: *



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