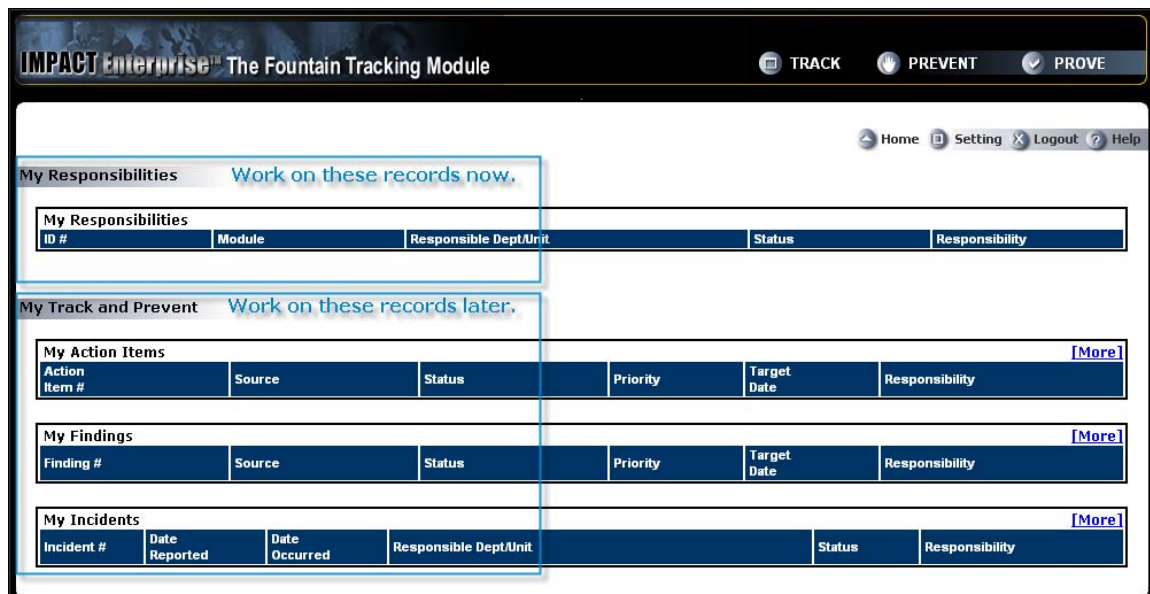


fountain quick reference

Using your Home Page

The Home Page displays when you open the application. You can use your Home Page to manage your work.

Use the two parts efficiently



The screenshot shows the IMPACT Enterprise Home Page. The header includes the application name and navigation buttons for TRACK, PREVENT, and PROVE. Below the header, there are navigation links for Home, Setting, Logout, and Help. The main content area is divided into two main sections: 'My Responsibilities' and 'My Track and Prevent'. The 'My Responsibilities' section is highlighted with a blue box and contains a table with columns for ID #, Module, Responsible Dept/Unit, Status, and Responsibility. The 'My Track and Prevent' section is also highlighted with a blue box and contains three sub-sections: 'My Action Items', 'My Findings', and 'My Incidents', each with a table of related records and a 'More' link.

My Responsibilities				
ID #	Module	Responsible Dept/Unit	Status	Responsibility

My Action Items						[More]
Action Item #	Source	Status	Priority	Target Date	Responsibility	

My Findings						[More]
Finding #	Source	Status	Priority	Target Date	Responsibility	

My Incidents						[More]
Incident #	Date Reported	Date Occurred	Responsible Dept/Unit	Status	Responsibility	

[My Responsibilities](#) lists the records that are pending your response and records that you created that are still in Draft status.

[My Track and Prevent](#) lists records you will work on in the future.