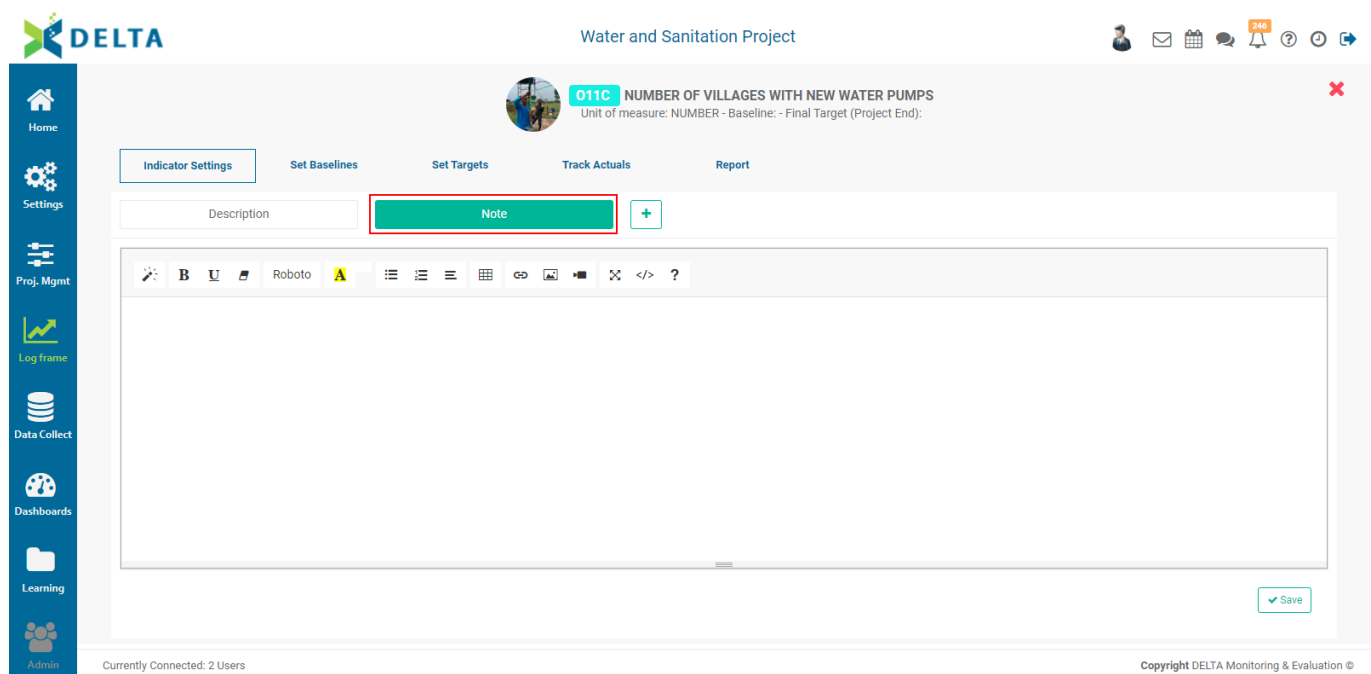


Indicators (KPIs)

Indicators: Notes

The **Note** screen contains a full-feature text editor which includes styles, fonts, lists, tables, links, pictures, videos, and its own help system. This is the same functionality that appears throughout Delta.

Select Note from the More menu, then click the Note tab to open it.



After you've entered a note, click the **Save** button at lower right. You can add to the note by reentering this tab at any time. It is a best practice to manually timestamp and add your initials or name to a note, so that other users know when and who wrote the note.

Previous: [Indicators: Documents](#) | Next: [Indicators: Workflows](#)

Unique solution ID: #1100

Author: n/a

Last update: 2023-07-02 18:35