

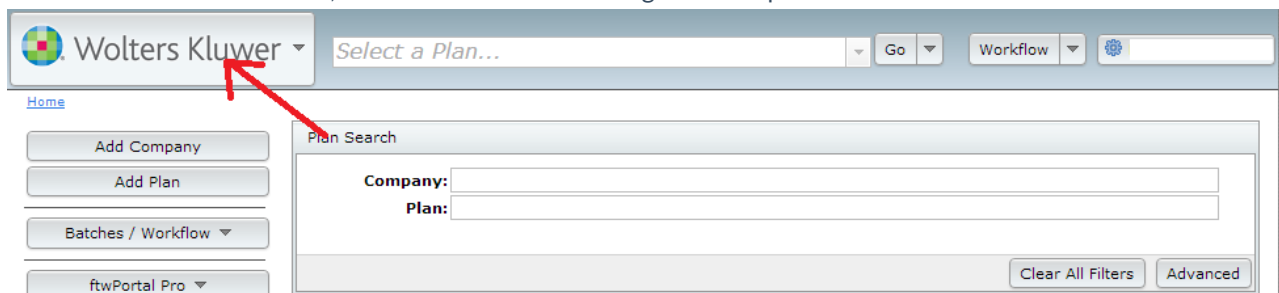
Custom Edit Checks

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Edit Checks Overview

The document software uses edit checks to help ensure all applicable information is entered in the checklist correctly and to help catch errors. In addition to the edit checks ftwilliam.com has embedded in the software, you can also disable the ftwilliam.com edit checks and/or create additional new edit checks. Please note that only users with administrative rights can use the custom edit checks feature.

To access custom edit checks, click the Wolters Kluwer logo at the top left of the screen.



A drop down list of options will appear under the Wolters Kluwer logo, select Administrative Tasks from the list, then select **Create Custom Checklist Edit Checks**.

