

AIS Technology's Give It A Try! Tip TAM® – Double-Click Options

The Agency Manager software provides end users with lots of options for making your software work for YOU. Double-Click options are one of those small, but powerful efficiency makers. These settings dictate what happens when you double-click your mouse in certain areas of the software. These settings are workstation specific – so every user can make their own double-click choices.

From the Homebase screen, choose Tools, User Setup from the top of the screen, then go to the Double Click tab. You will see the screen below.



From this screen, you can control two different double-click behaviors.

The top box is what happens when you double-click on a Client from the Client List. You can either be taken to the Client Detail Screen or the Policy List.

The bottom box is what happens when you double-click on a policy from the Policy List Screen. You can choose to be taken to the Billing Screen for the policy or the Current Application.

These are NOT system wide settings and you do not need special security to make these adjustments. They are USER settings – so every use can make their setup work best for them.

**And that's one way to make your double-click more effective in TAM®, so...
Give It A Try!**