

QUICK GUIDE

MODULE LANDING PAGE



The screenshot displays the SQA module landing page for a project named 'Steel Structure Training Job | 105091'. The page is divided into several sections:

- Top Navigation:** Includes a breadcrumb trail 'Steel Structure Training Job | 105091 / Completions' and a dropdown menu with 'Completions' and 'Quality'.
- Left Sidebar:** Contains three main sections: 'Links' (with 'All events', 'All tasks', and 'All components'), 'Inspection & Test Plans' (with 'Inspection & test plan report'), and 'Administration' (with 'Templates manager', 'User assignments', 'Settings', and 'Create notifications').
- Main Content Area:**
 - Calendar:** A calendar for August showing dates from Wednesday 23 to Saturday 26. A callout points to it: 'Weekly To Do List of Assigned and Pending Tasks/Events.'
 - Forms Section:** Features a 'Schedule form' button and a 'Favorites (0)' list. A callout explains: 'Schedules a form. If configured, forms will display ITP or Project Structure properties when scheduling.'
 - Tasks Section:** Also has a 'Schedule form' button and a 'Favorites (0)' list. A callout states: 'Favorited list of Forms or select from list of forms by Category. Also available in Forms.'
 - Upcoming Planned Work:** Includes a search bar and a message: 'There is no planned work. You are all caught up!'. A callout notes: 'Allows for scheduling of forms by Work Package. This section is turned on under Project Settings > ITPs.'

Callout boxes provide additional context:

- Top Left:** 'Quick link to All Events, All Tasks, All Components and other Saved Views.'
- Top Center:** 'In Compliance, toggle to other modules.'
- Center Left:** 'Links directly to all of the project-specific approved ITP reports. Available to print or download to Excel.'
- Center Right:** 'Users will see the All Components option when they have both the ITP and integration with Plan components options toggled on. Lists all complete, pending, scheduled, and canceled events by Form Name and Event Date.'
- Bottom Left:** 'If you have Administrator settings permissions, you can access the Administration options, including links to module-specific Approved and Draft ITPs under Project Settings.'