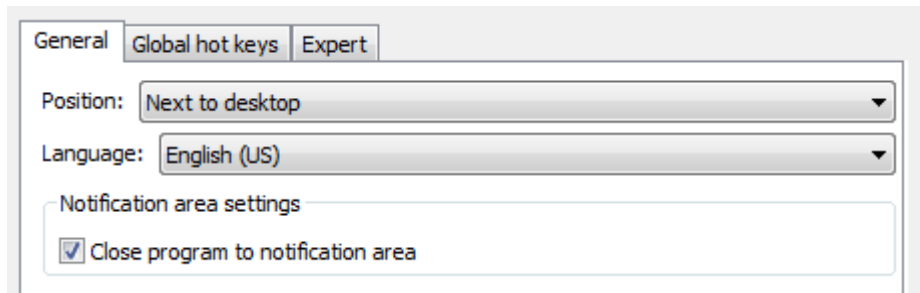


The settings for QuickAccess

This help topic will reveal more about the various ways of customizing your QuickAccess – to suit your company's needs – via the settings.

1 General

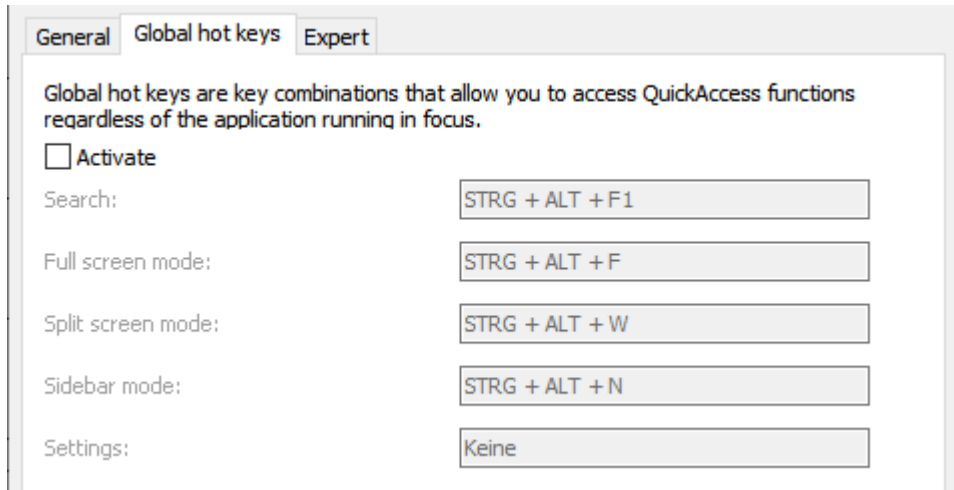


The **General** tab allows you to make fundamental settings such as the **position** of QuickAccess on your desktop or to define the **language**.

You can also specify the impact of the Close button in the QuickAccess window.

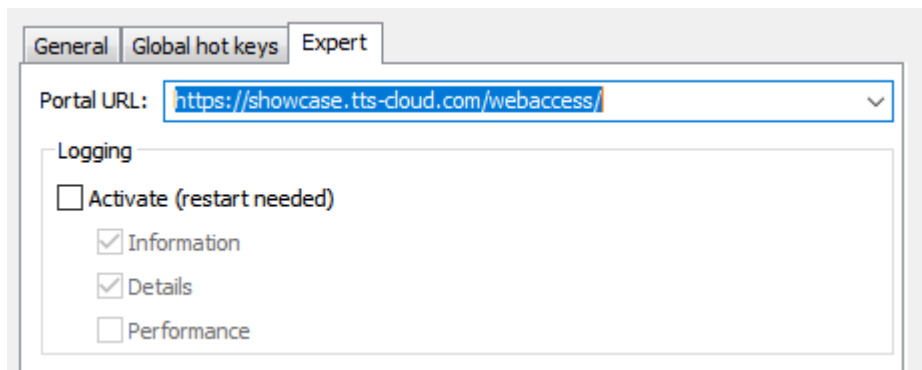
- If you select the "Close program to notification area" setting, the window will only be minimized whenever the QuickAccess window is closed. It can then be opened again by clicking the Orange.
- If you **don't** select the "Close program to notification area" setting, not just the window – but also the entire application – will be closed whenever the QuickAccess window is closed. This means that the Orange will also disappear from the taskbar. QuickAccess must then be restarted whenever the end user wants to make a new search.

2 Global hot keys



The **Global hot keys** tab is where you can find all those useful shortcuts that are supported by QuickAccess. You can also change these individually by putting a checkmark in the **Activate** checkbox.

3 Expert



On the "Expert" tab, you can use the **Portal URL** field to specify the server for QuickAccess.

The **Logging** section is where you can specify that relevant information is to be continuously stored in a log file.