

**Stewardship Contracting Information Database
Version 2
Using the Main Menu**

Here is the opening screen for SCID. As you'll see in the top of the screen right here we are in the training copy of this training database. If you're in the live database, this would not be shown. There are several other things I would like to show you on the opening page. The first thing is right in here. This is the Browser Information. This is just a screen that tells you that you are only supposed to use Internet Explorer. You can't use any other browsers we've discussed before. Below that is the SCID User Guide. If you click on that it will open the SCID User Guide and I would recommend that all new users of SCID print that off so that they will have a copy of some words, a training guide to use to show them how to navigate through the system.

You also see that this is a different view, as we've talked about in SCID, of the database. The views are how you access the various different projects. You can change your views by clicking on the Main Views button here.

What we saw before in SCID 1.0, it was just the projects were oriented differently than people are used to in 1.0. This is what you opened up with in just the various different states. We've changed the default opening view in 2.0 to the Projects By Status and State View. But if you want to use some of the other views, feel free. Sometimes it's easier to do that. But you will see you can view all of the projects, that's projects, all of the projects in SCID and they're in alphabetical order. So all the states are aggregated together. You can also view the projects by fiscal year. You can view the projects by status, by the BPS number, by the various different states -- and that's what we saw before, Projects by Contracts. And then the default opening view for 2.0 is this one here.

We will be talking later about creating a project, creating activity and financial records and creating reports. So we'll go down to the next one. If you need help with any particular thing you can click on the help screen. This basically gives you some various different places, discussions about help screens. As I get into the database, there are other ways to access some of the help screens and I'll talk about that.

Finally, when you want to log out of the system, the preferred way to logout is using the Logout button here, rather than using the red X. that some people use.

Now we've talked about the Main Menu, let's view some project data. Before we do that we'll change it back to the opening view. Projects by Status -- and say this is how you'll actually be seeing SCID as you open it up. Now that you've talked about using the Main Menu, let's start viewing some project data.