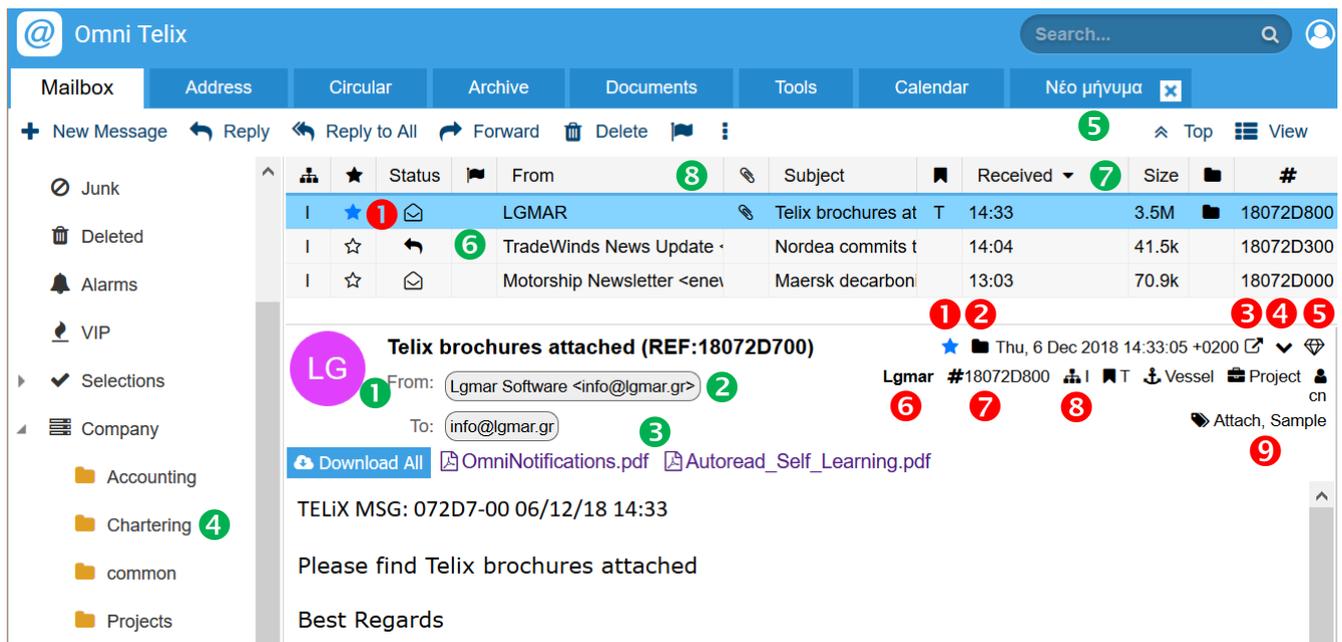


OMNi Telix Hot Areas – Click to Save Time

Certain areas on screen may change color or present a tooltip while hovering over with your mouse. These hot areas will lead you to time saving functionality; some are mentioned below:



The screenshot shows the OMNi Telix email client interface. The top navigation bar includes 'Mailbox', 'Address', 'Circular', 'Archive', 'Documents', 'Tools', 'Calendar', and 'Νέο μήνυμα'. Below this is a toolbar with actions like 'New Message', 'Reply', 'Reply to All', 'Forward', 'Delete', and 'View'. A message list table is visible with columns for 'Status', 'From', 'Subject', 'Received', 'Size', and '#'. The first message is from 'LGMAR' with subject 'Telix brochures at T' and received on '14:33'. The main content area shows the details of this message, including the sender 'Lgmar Software <info@lgmar.gr>', recipient 'info@lgmar.gr', and attachments 'OmniNotifications.pdf' and 'Autoread_Self_Learning.pdf'. The message body contains 'TELIX MSG: 072D7-00 06/12/18 14:33', 'Please find Telix brochures attached', and 'Best Regards'. Numbered callouts (1-9) are placed over various UI elements: 1 (star icon), 2 (right-click on sender bubble), 3 (right-click on recipient bubble), 4 (folder icon), 5 (message icon), 6 (right-click on attachment), 7 (sort icon), 8 (column header right-click), and 9 (attachment icon).

- 1 Click to mark message as owned
- 2 Click to show folders this message was filed
- 3 Open message in a floating window
- 4 Hide message body, show message list only
- 5 Classify and information for the message
- 6 Search for messages from Addressee
- 7 System comments i.e. delivery info
- 8 Search for messages with this department, type, vessel, project, user
- 7 Search for messages with this tag
- 1 Click to go to Addressee
- 2 Right click on email address bubble or Double click to select recipient
- 3 Right click on attachment or drag to drop
- 4 File by dropping a message on a folder
- 5 Drop email/attachment on a new message
- 6 Drag to folder or new message
- 7 Click to sort by date newer to older or older to newer
- 8 Right click to select columns of message list
- 8 In place filter for the columns: ☆ Own, 🚩 Flag, 📎 Attachment, 📁 Folder, Status

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