

# General User-Interface Features

system includes specialized features which provide a rich environment for viewing, editing, searching for and adding data.

The following sections cover information sections and "how-to" for the typical user, in relation to general features of the system.

The system appears complex, but tries to make itself as accessible as possible through widespread use of click and right-click. Clicking on any item or element in the system should "open something", unless the item being clicked is completely static. Right-clicking on anything should open a "context-menu" with a list of actions directly related to whatever the user has clicked.

Please explore the system clicking, and right-clicking. Wherever a click results in some permanent action (which could cause problems) you will be warned and given an opportunity to "cancel".

- [1. The System Entities Screen, general features](#)
- [2. Customizing the System Entities Screen](#)
- [3. The Main Menus](#)
- [4. The Calender / Diary / Scheduler](#)
- [5. Worksurfaces: Panels that show interlinked data in an intuitive way](#)
- [6. View Grids for viewing, sorting and finding larger numbers of records](#)
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- [11. The Data-cube: powerful data analysis](#)
- [12. Charts: using the system to Visualize data](#)
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- [15. Kanban Boards: Panels that organise data by "Status"](#)
- [16. Using Forecasts within an Orixia App](#)
- [17. Synchronizing Data between users in a Multi-server Orixia App](#)
- [18. The "Export Data" Window](#)