

Common Icons and Descriptions



- Search for Individual



- “Hamburger” on web dashboard opens the side panel where reports live. The three horizontal lines are on the left side of the dashboard name.



- all modules including web dashboard have a user manual. The question mark icon takes the user to the user manual for whatever module they click it from.



- this is the icon for QMunicate. QMunicate is an internal messaging system in Quantum.



- the initials in the upper right-hand corner of web dashboard show the user who is logged into the system. Clicking this icon will open the location where users can switch dashboards, reset their passwords, or change the color/appearance of their dashboard.



- this icon toggles the application from light to dark mode.



- the diskette icon is found on nearly every module and is the save button.



- the note icon is the main section of the event note. It may be found in multiple modules as well.



- the exit icon is found in most even modules. It allows the user to Exit the note.



- this is the calendar icon. When you see this icon you may click it to get a calendar in order to select a date. You may also hand type the dates instead.



- this is the time icon. When you see this icon you may click it to get a time selector. You may also hand type the times instead.



- this icon indicates there is an additional form present on this note. Click this icon to complete the form.



- the back icon is used to go back to the prior screen in modules where we must open a new screen.



- this icon is used in group attendance and will allow the user to search for and add



- this icon is used in most modules and allows the user to view a record but not edit it.



- the pencil icon is used in most modules and means you may edit the record. If the pencil is greyed out it means that record is restricted for editing from that user.



- the bullseye icon is used to document goals and objectives.



- this icon is used as a shortcut to view Goal/Objectives/Action Steps Summary