

Viewing/Editing an Asbestos Record

📅 Wed, Jan 17, 2024 📁 [Asbestos Records](#)

It may sometimes be necessary to search for and view an existing Asbestos Record. This can be done by clicking the "View Asbestos" button. To view an Asbestos Record, follow these steps:

1. The first step is to select the Client that will be used. For information on how to do this, see the Client Selection page.
2. A list of all the Asbestos Records for the selected Client is displayed. To view an Asbestos Record, double click an item in the list or select an item and click the "Next" button.
3. When viewing an Asbestos Record, it is possible to see and edit all the information that was added to the Record during the creation process.
4. Once the changes have been made, click "Save" to apply them.

Online URL: <https://ostarasystems.knowledgebase.co/article.php?id=102>