##### Script of Home Module

Welcome to our presentation on PanapnaTech Business Software's Home module.

To check an order assignment, navigate to the Home option in the navbar, and on the dashboard, locate "Order Assignment".

To check the calendar on the dashboard, locate "Calendar". Clicking on the calendar allows you to add a new event. Specify the Event title, Description, Start Date, End Date, Notification, and Event Color.

To check Quick Statistics on the dashboard, locate "Quick Statistics for Invoices Awaiting Payments, New Leads, Projects in Progress, and Tasks Not Finished".

To check Overviews on the dashboard, locate "Overview for Invoices, Estimates, and Proposals".

To check My To-Do Items on the dashboard, locate "My To-Do Items".

To check the Leads Overview on the dashboard, locate "Leads Overview".

To check Statistics by Project Status on the dashboard, locate "Statistics by Project Status".

To check Tasks on the dashboard, locate "My Tasks".

To check Projects on the dashboard, locate "My Projects".

To check Reminders on the dashboard, locate "My Reminders".

To check Announcements on the dashboard, locate "My Announcements".

To check Latest Activity on the dashboard, locate "Latest Activity".

To check Payment Records on the dashboard, locate "Payment Records".

To check Contracts Expiring Soon on the dashboard, locate "Contracts Expiring Soon".

To check the Employee Tickets Report on the dashboard, locate "Employee Tickets Report".