



TapRoot®

Changing the Way The World Solves Problems

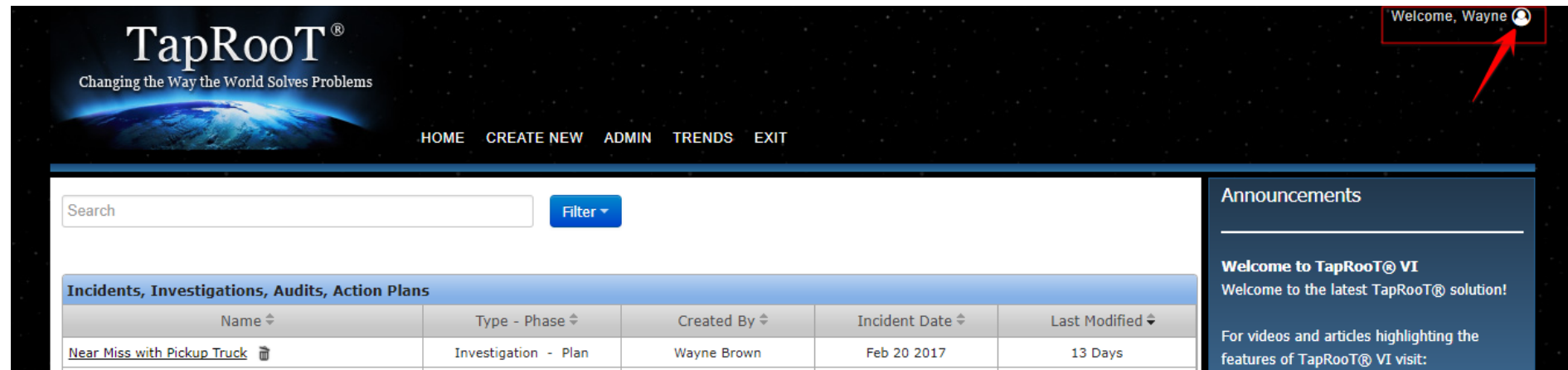
System Improvements, Inc.
238 South Peters Road, Suite 301
Knoxville, Tennessee 37923 USA
Phone: 865-357-0080 Fax: 865-539-4335
e-mail: support@taproot.com
web: www.taproot.com

TapRoot® VI User Settings

The latest release of TapRoot® VI introduced the User Settings menu. Here you can change your preferences for the Root Cause Tree®, Corrective Actions and change your password. The preferences that are chosen here will apply to all investigations.

Locating the User Settings Options

Select the Icon in the upper Right next to your name. This can be seen from any section while you are logged into TapRoot® VI



The screenshot shows the TapRoot VI web application interface. At the top left is the TapRoot logo with the tagline 'Changing the Way the World Solves Problems'. A navigation menu includes 'HOME', 'CREATE NEW', 'ADMIN', 'TRENDS', and 'EXIT'. In the top right corner, a user profile is displayed with the text 'Welcome, Wayne' and a small circular icon containing a person silhouette. A red box highlights this icon, with a red arrow pointing to it from the right. Below the navigation is a search bar with a 'Filter' button. The main content area features a table titled 'Incidents, Investigations, Audits, Action Plans' with columns for Name, Type - Phase, Created By, Incident Date, and Last Modified. A single entry is visible: 'Near Miss with Pickup Truck' (with a trash icon), 'Investigation - Plan', 'Wayne Brown', 'Feb 20 2017', and '13 Days'. On the right side, there is an 'Announcements' section with a heading 'Welcome to TapRoot® VI' and a sub-heading 'Welcome to the latest TapRoot® solution!'. Below this, it says 'For videos and articles highlighting the features of TapRoot® VI visit:'.

Root Cause Tree® Options

- Tree View- Graphical representation of the Root Cause Tree®
- Question View- All of the Root Cause Tree® and Root Cause Tree® Dictionary information as the Tree View but in a new and easy to use format.

Corrective Action Preferences

- Simple- A Simple Corrective Action that includes a name and a Corrective Action.
- SMARTER- A step-by-step process to help you consider all of the important aspects that go into creating the most effective Corrective Actions.

Changing your Password

You can use this feature to easily change your password without needing to go to the Admin section.

Settings

Password

Password *

Confirm Password *

Change Password