## Getting Started - Read Me First

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The topics listed below will give you a quick lesson in how to navigate and interact with aACE. Each guide may focus on a specific module, but the system conventions are the same throughout aACE — once you learn to work in one module, you can work in all modules.

- 1. The aACE Main Menu
- 2. List View
- 3. <u>Record Detail View</u>
- 4. Record Status Levels
- 5. <u>Sending Notices</u>
- 6. <u>Record Logs</u>