### **Home Page**

## Access & View Your Home Page

The Paperless Pipeline Home Page is your starting point, welcoming you with an overview of your most important transactions and activities as soon as you log in. It makes it easy to quickly access what matters most to you and get right to work.

Learn more →

### Check Your Company Announcement

Your admin will use the Announcement area at the top of the Home page to announce any important information they'd like to appear there. If your admin has not entered an announcement, nothing will appear in that area. **Learn more** →

### **Search Active Transactions**

Search Active Transactions allows you to quickly find your active transactions by typing just a few characters. **Learn more** →

#### Use Your Start Stats List

The Quick Stat Tiles give you quick access to transactions that will close in the next 7 days. Either view those transactions directly from the Home page or click to view them on the Transactions page.

#### **Use Your Custom Shortcuts**

My Shortcuts allows you to quickly access your custom transaction searches and sorts.

## **Use Your Recently Viewed Shortcuts**

Recently Viewed displays your 5 most recently viewed transactions, giving you quick access to transactions you're actively working on.

# Contact Your Company's Admin & Support