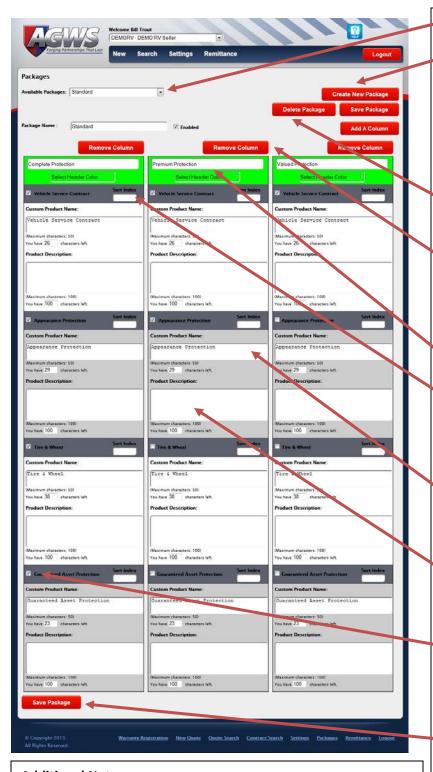
Turbo Rater Package Editing Quick Reference





 From the **Packages** screen select which package to modify from the drop down.

You can add additional packages by clicking Create New Package.

- a. You will be prompted to add Package Group Name.
- b. Enter the package name.
- c. Click Create New Package Group.
- Clicking Delete Package will delete the currently listed Available Packages.
- 4. To add or remove a column click **Add a Column** or **Remove Column**.
 - a. You may have up to four columns total and as few as one.
- 5. Enter what you would like the package header to be.
- 6. Enter a number into Sort Index.
 - These numbers reflect the order in which the products will appear in the printable packages page.
- 7. Here you can enter a **Custom Product Name.**
 - a. There is a maximum of 50 characters for this text plane.
- 8. For additional **Product Description** enter text here.
 - a. There is a maximum of 100 characters for this description.
- 9. You can add or subtract products displayed by clicking on the checkbox next to the product.
 - a. If the box is not checked, the product will not appear in the printable packages page.
- 10. Click Save Package once all the modification desired has been completed.