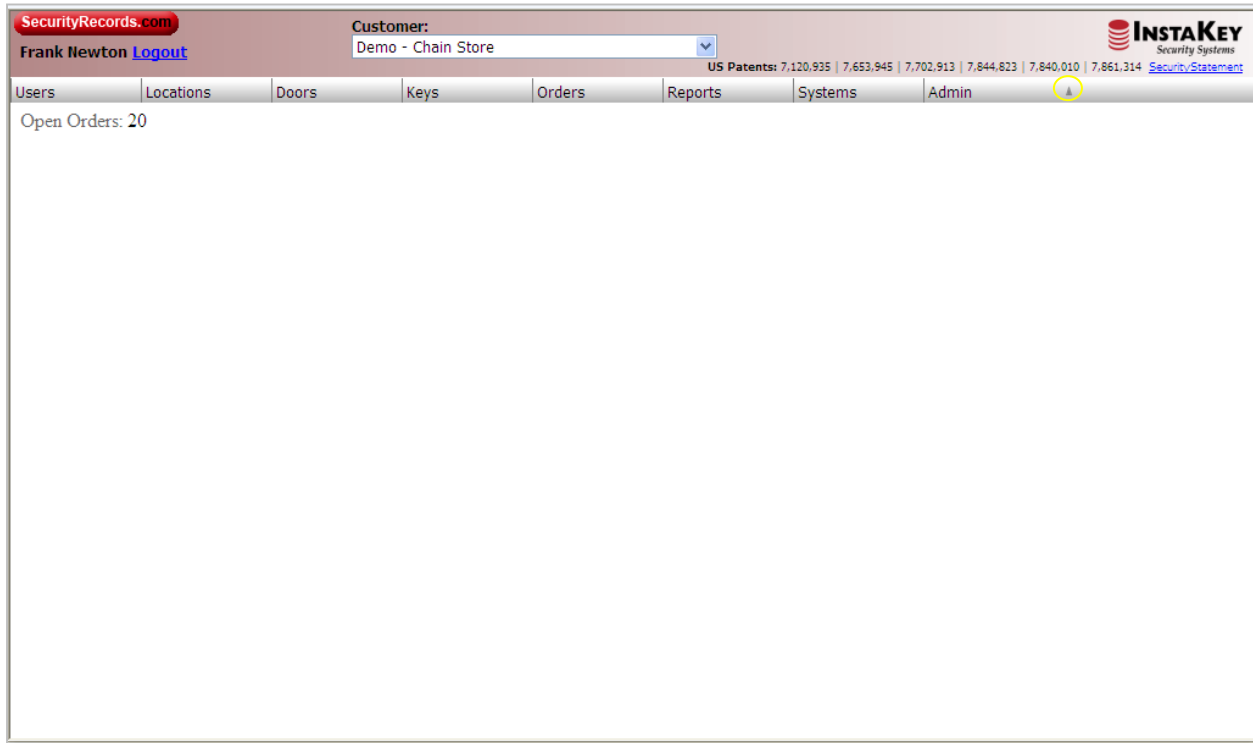


### Minimize/Maximize Toggle



### Glossary Definition:

The “Minimize/Maximize” toggle feature allows the User to “hide” the colored Header above the function Menus which can provide for a larger screen viewing area.

## Procedure:

**Step 1:** When using SecurityRecords.com, the colored Header can be minimized by clicking on the “up arrow”



**Step 2:** To maximize, click the “down arrow”  again to make the colored Header reappear.

