

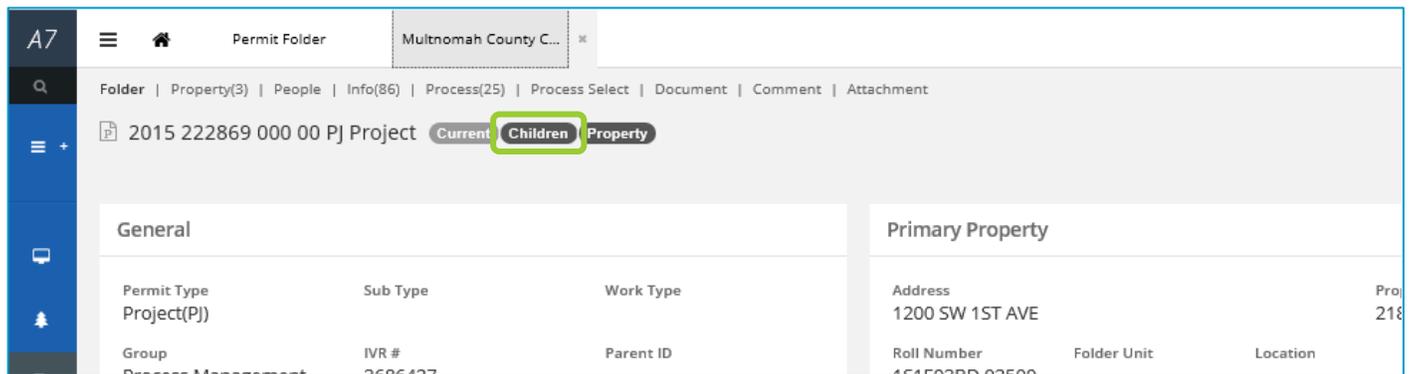


Viewing the Parent-Child Indicator

A child folder exists when someone applied for a permit that is part of a larger, parent project, or a project moved to the permitting phase. The parent-child relationship is important, because it ties together all the scopes of work for a property or project.

PARENT-CHILD INDICATOR

1. AMANDA provides an indicator that shows what parent or child relationships a folder has. This permit, for example, has child folders but no parent folder. Click the **Children** button.



2. A list of all child folders opens. You can expand or collapse the list to show more of each folder row. You can click a folder to open it. If only one parent or child folder exists, the list will not open. Instead, when you click the Parent or Children button, the single folder will open in a new tab.

