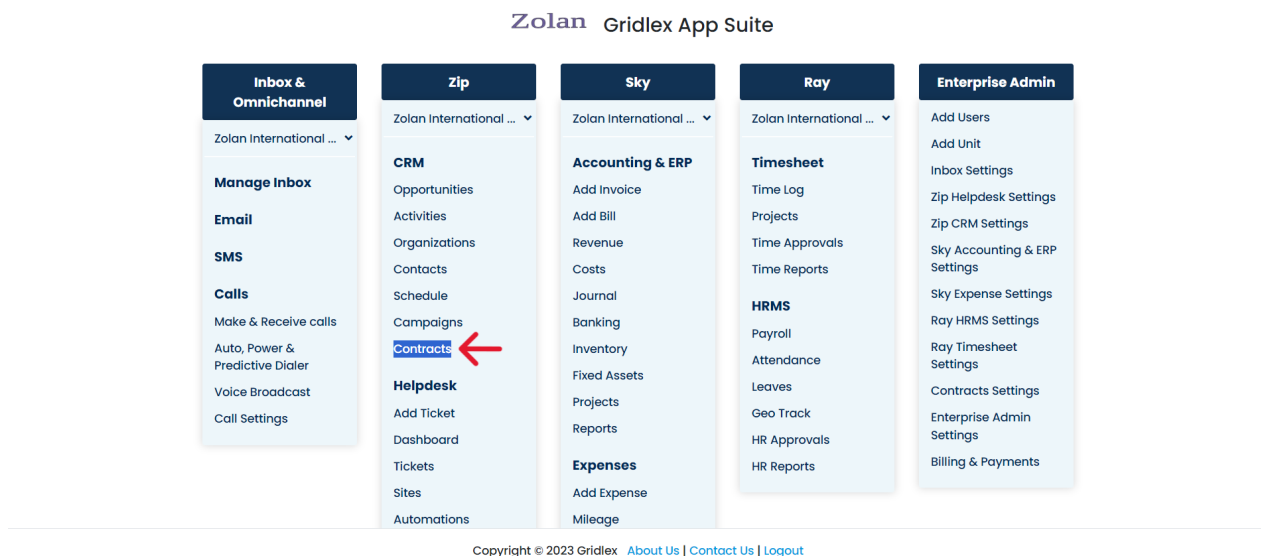


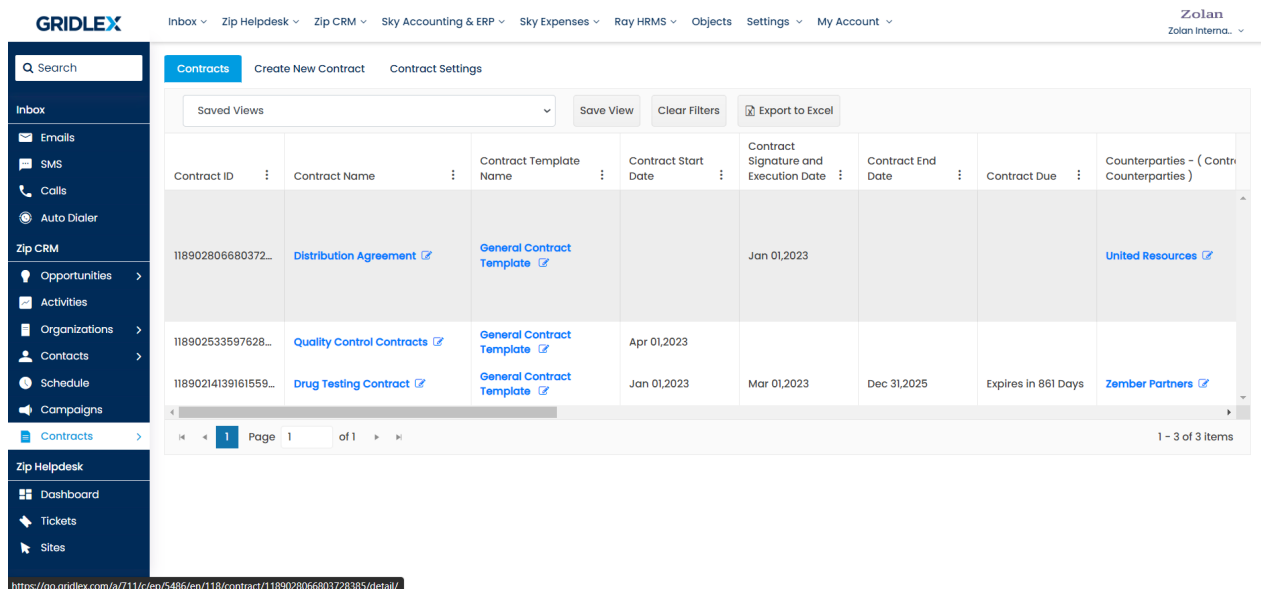
Welcome to our comprehensive guide on how to view contract history in Gridlex Zip.

In this guide, we'll walk you through the simple steps to view the contract history, ensuring you comprehensively understand past interactions and changes made to a contract.

Step 1: Log in to the Gridlex App Suite and click 'Contracts' under the Zip section.



Step 2: Select the specific contract name whose history you wish to view.



Step 3: Click on 'Contract History' located at the top right. This action will take you directly to that contract's history page.

GRIDLEX

Inbox

Zip Helpdesk

Zip CRM

Sky Accounting & ERP

Sky Expenses

Ray HRMS

Objects

Settings

My Account

Zolan

Zolan Interna...

Q Search

Inbox

Emails

SMS

Calls

Auto Dialer

Zip CRM

Opportunities

Activities

Organizations

Contacts

Schedule

Campaigns

Contracts

Zip Helpdesk

Dashboard

Tickets

Sites

Contracts / Distribution Agreement

Contracts

Create New Contract

Contract Settings

Contract History

Edit Contract

Contract Details

Contract Name

Distribution Agreement

Sub-Contract Name

Purchase

Contract Start Date

Contract Signature and Execution Date

Contract End Date

Contract Due

Contract Uploaded Files

File Name

File Size

No matching records found

Contract Items

Item Name

Item Type

Item Metric

Min. Price

Max. Price

Description

Group

WAC

One Plus G

Goods

BULK

Electronic Gadgets

Group A

150000

Contract Description

It provides a clear and comprehensive description of the items being purchased, the price, payment terms, delivery details, warranties, and other important terms related to the sale

Step 4: On this page, scroll to view the changes made to the contract. Any modifications will be distinctly highlighted in yellow for easy identification. Furthermore, you can also view the name of the user who made the changes along with the date.

GRIDLEX

Inbox

Zip Helpdesk

Zip CRM

Sky Accounting & ERP

Sky Expenses

Ray HRMS

Objects

Settings

My Account

Zolan

Zolan Interna...

Q Search

Inbox

Emails

SMS

Calls

Auto Dialer

Zip CRM

Opportunities

Activities

Organizations

Contacts

Schedule

Campaigns

Contracts

Zip Helpdesk

Dashboard

Tickets

Sites

Contract Items

Contracts - (Associate Contracts)

Contract Description

price, payment ...

Read More

It provides a clear and comprehensive description of the items being purchased, the price, payment ...

Read More

It provides a clear and comprehensive description of the items being purchased, the price, payment ...

Read More

It provides a clear and comprehensive description of the items being purchased, the price, payment ...

Read More

Users - (Associate Users)

branden@zolan.com (Branden Brown)

Aug 23, 2023

Units - (Associate Units)

Zip Helpdesk Demo (Branden Brown)

Aug 23, 2023

Status

1

Page 1 of 1

1 - 5 of 5 items

Congratulations! you have now learned to view contract history in Gridlex Zip.