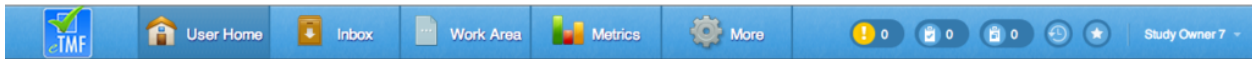


# Top Bar

The top bar, shown below, provides instant access to the most commonly used eTMF screens.

The top bar is available on nearly every screen in the eTMF.



The Top Bar

## Top Bar Buttons

- [User Home](#) – Your personal eTMF front page
- [Inbox](#) – List of your eTMF workflow tasks
- [Work Area](#) – Streamlined task processing screen
- [Metrics](#) – eTMF Reports and statistics (*not available for all users*)
- [More](#) – Various functions such as advanced search, view master list, or administration (*some functions are not available for all users*)
- [Task Clipboard](#) – Set of selected tasks
- [Study Item Clipboard](#) – Set of selected documents
- [Recent Study Items](#) – Study Items you've worked with recently
- [Favorite Study Items](#) – Study Items you have set as favorite
- User Menu – Perform actions on your account such as changing your Password and seeing which groups you're a member of