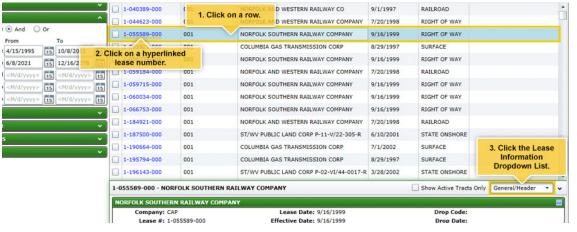
View Lease Details

DISPLAYED GRAPHIC

TRANSCRIPT

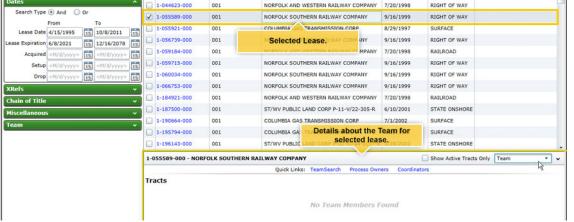
Narrator: You can

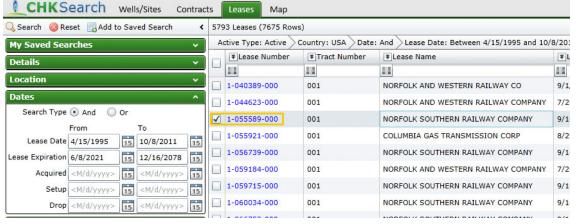


access lease details in 3 ways, 1. By right clicking on a row, 2. By clicking on the hyperlinked lease number, 3. By selecting an option in the Lease Information Drop Down List. Narrator: Click on

a row. Lease details corresponding to the last selected Lease detail option, displays in the Preview Pane if available. In this example the last selected details option was Team.

Narrator: Now, let's try the hyperlink option. Click a hyperlinked lease number in the Lease Number column to access details for that lease. The lease's details display in a new window.

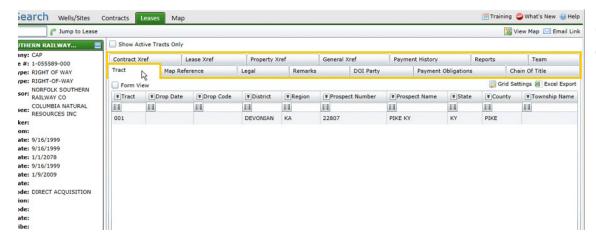




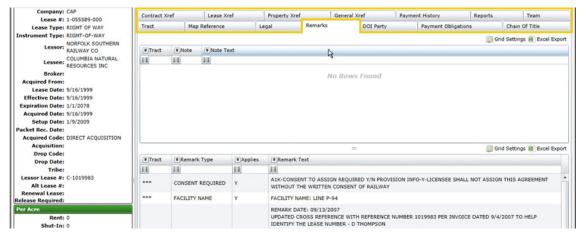
View Lease Details

DISPLAYED GRAPHIC

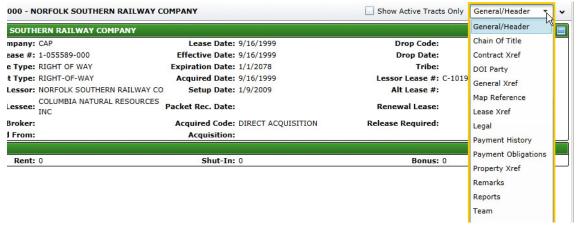
TRANSCRIPT



Narrator: Lease details are organized in tabs.

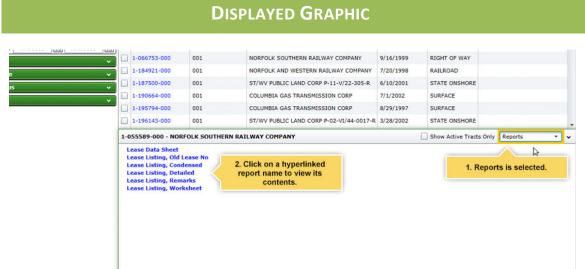


Narrator: Click the tab corresponding to the type of information you want to view.



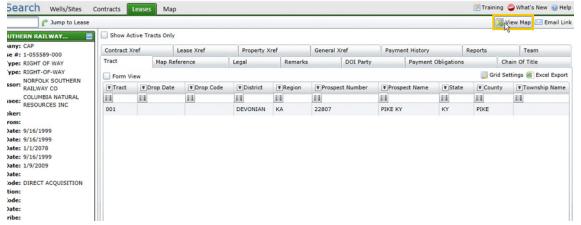
Narrator: You can also access lease details by selecting one of the options in the Lease Information Dropdown List located on the right side of the Preview Pane Toolbar.

View Lease Details



TRANSCRIPT

Narrator: Click on Reports. Reports is displayed in the Lease Information **Dropdown List** and a list of hyperlinked reports are listed in the Preview Pane.



Narrator: To view the selected lease on a map, click on the View Map button located at the top right of the Lease Information window. This also applies to the Wells/Sites and Contracts tab. In the Wells/Sites tab you can also right-click on a property number and select Map from the context menu.