



Step by Step

## How To

# Turn Off the Auto Open Note Option

*This How To article explains how to turn off the 'Auto Open Note' option*

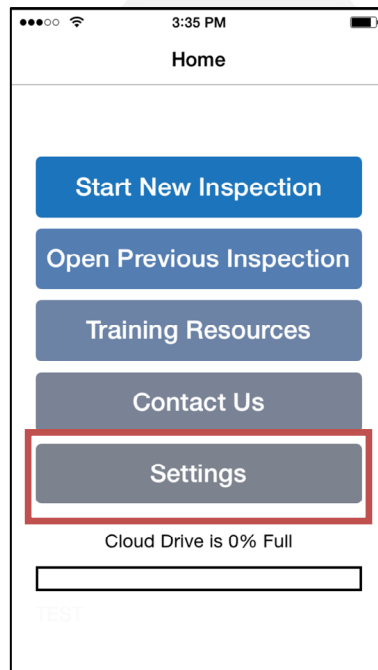
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# HOW TO: TURN OFF THE AUTO OPEN NOTE OPTION

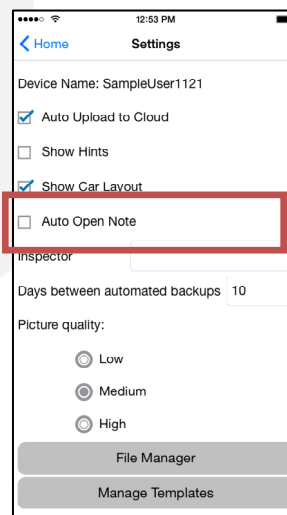
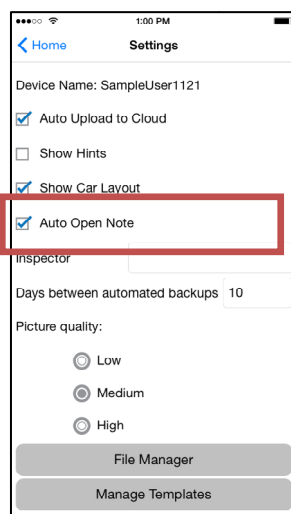
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The 'Auto Open Note' option is turned on by default and makes it so that if you give an item a rating that is set to create a summary, the note screen for that item will automatically appear. This can be a big time saver for anyone who types in a note each time they assign one of these ratings, but it's not something that is useful to everyone. The steps below explain how to turn it off.

1. First, open the InspectARide app and tap on the 'Settings' button on the home screen.



2. Here you'll see an option for 'Auto Open Note'. Simply uncheck this option.



3. 'Auto Open Note' has now been turned off.