

Reference List — Overview

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User Guide › Reference List

Overview

The Reference List area provides a central location for viewing and maintaining Reference List records. It includes a list view for finding records and a record view for reviewing or updating an individual entry.

Sales representatives, sales managers, and other operational users can use this area when working with reference information connected to sales activity. The area also provides access to related items such as Sale Job 20.0326 and Tickets.

What you can do here

- Open the **Reference List** to view available Reference List records.
- Use the **Search box** to find a Reference List record.
- Use **Select** to choose a record from the list.
- Use **Previous Page** to return to an earlier page of list results.
- Use **Save** to save changes to a Reference List record.
- Use **Save and Close** to save the record and close it.
- Use **Print** to print the current Reference List information.

Related pages

- [Reference List](#)
- **Reference List — Learning Path**