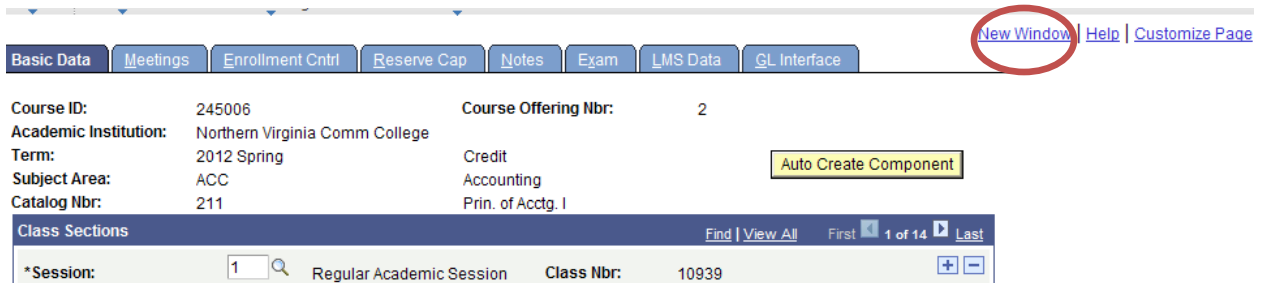


# SIS Basics: Using the New Window Function

**Overview** On every SIS page there are commands that always appear in the upper-right corner of the page. If you click on “New Window”, another instance of SIS will open up without you having to log in again. This feature can be helpful if you are trying to look up data to assist with entering new data. This will allow you to “multitask” in SIS without navigating back and forth through two pages.



**Note:** We are not using “Customize Page” at this time.