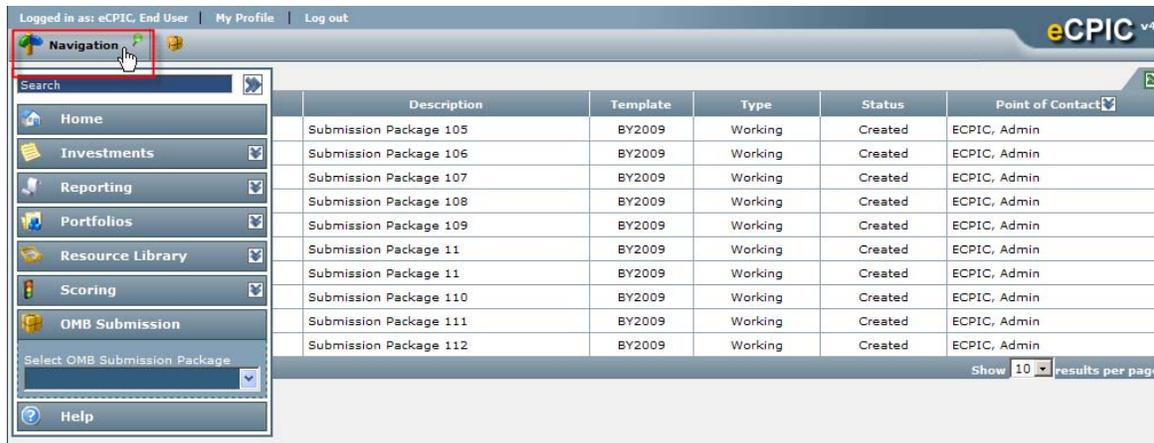


**Note: The pinned or unpinned status is maintained for each user as they move throughout the system. Whenever the Navigation Pane is pinned or unpinned, eCPIC will maintain that setting for the user, not only through the current session, but also after the user logs out. That means if a user pins the Navigation pane and logs out, it will be pinned the next time they log back in.**

### 1.3.1.2 Jump to a New Investment or Portfolio

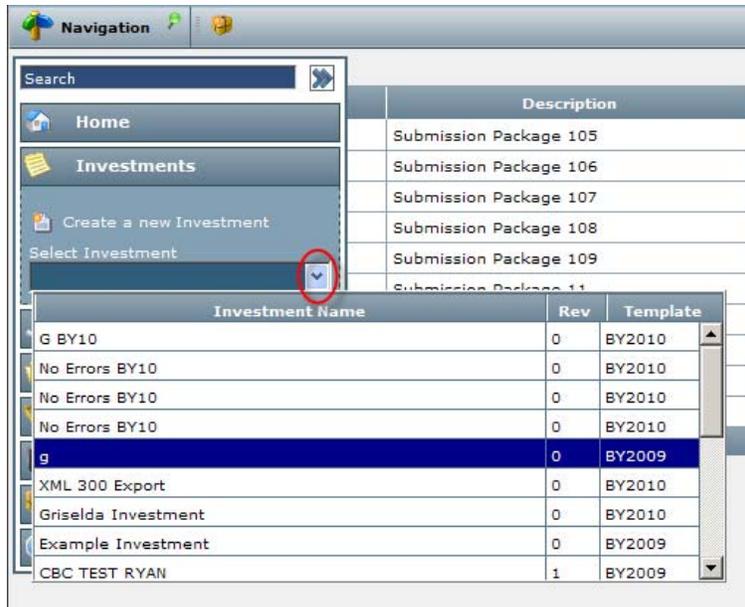
Within the Investments or the Portfolios module, users can easily jump to a different investment/portfolio at any time.

1. Click the down **Navigation Icon** drop-down to reveal the Navigation Tree



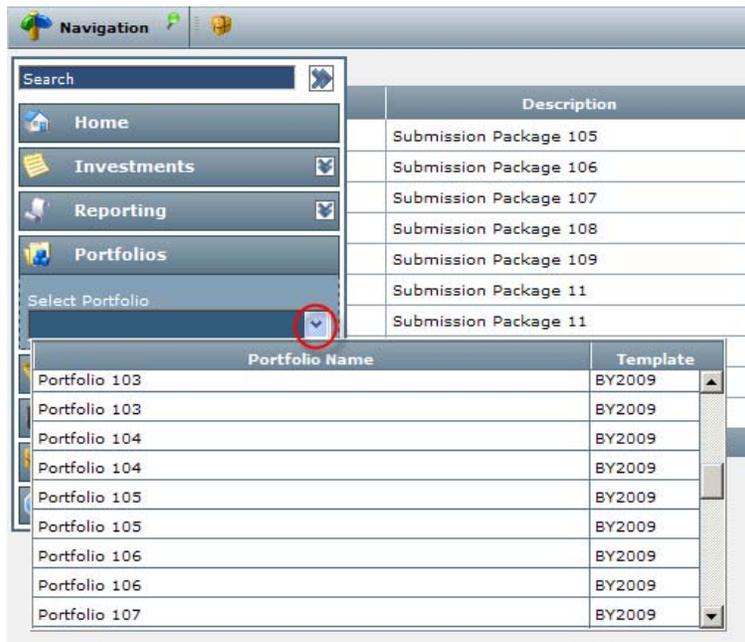
#### *Investment List Menu*

Click on the down arrow to reveal the Investments Module drop-down list



**Portfolio List Menu**

Click on the down arrow to reveal the Port Module drop-down list



2. Select an **Investment/Portfolio** from the drop-down.

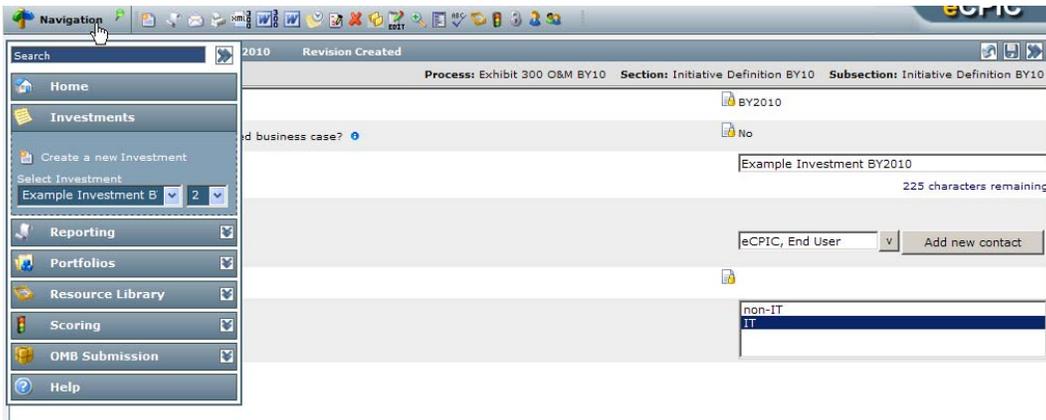
**Note:** When navigating to a new investment through the Investment List, users will only stay in the same Section/Sub-Section of the system if the selected investment is in the same Template. If the selected investment is not in the same template, users will be taken to the first Section/Sub-section of the default Process

**in that particular Template.**

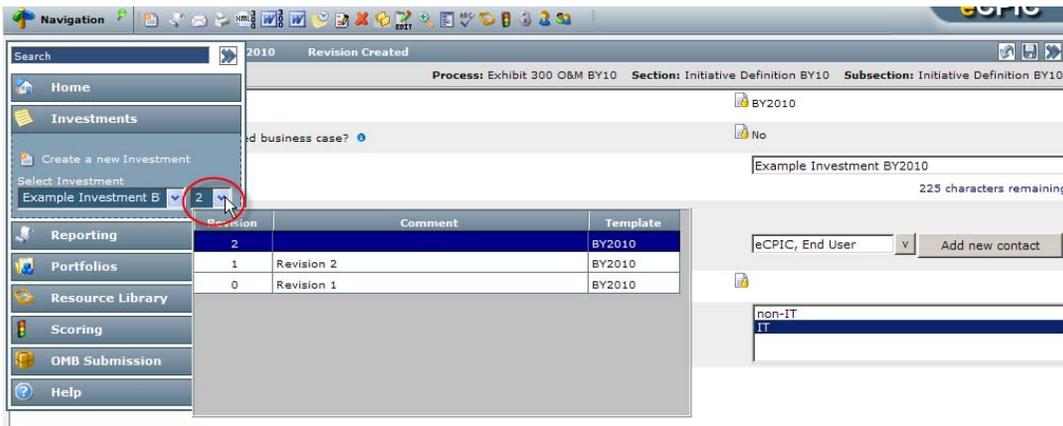
### 1.3.1.3 Jump to a New Investment Revision

Within the Investments module, users can easily jump to a different Revision of the selected investment at any time. There can be many different Revisions of an investment.

1. Open the Navigation Tree from within an investment



2. Click on the revision drop-down list to the right of the Select Investment drop-down list. The investment revision history list will display.



### 1.3.1.4 Jump to a New View

eCPIC is delivered with one default investment view that will be seen each time the Investments module is selected. It is called the **Standard View**. The columns contained within the default view include Investment Name, Template, Class, OMB Investment Type, Consolidated Business Case, Revision, Point of Contact, and Last Updated.