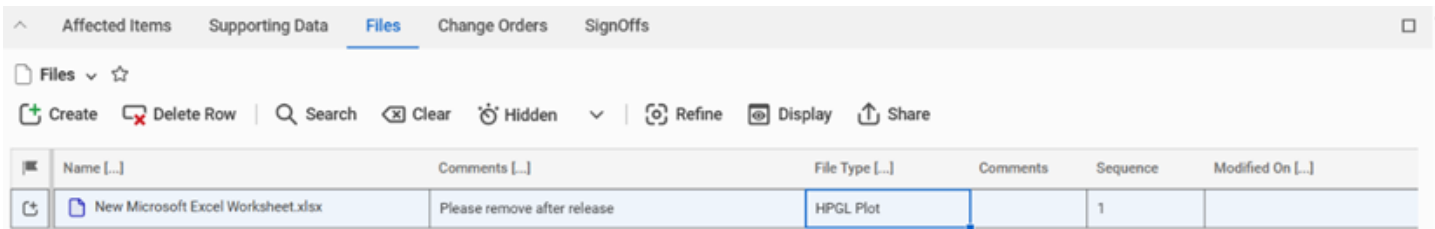


Files tab

File Attachments allow users to add images, spreadsheets, or other files that provide additional information or context for the Change Request.

- To add a File, click the **Create button** in the Files tab when editing the Change Request.
- To delete a File, select the row(s) to delete and click **Delete Row**.



The screenshot shows the 'Files' tab interface. At the top, there are navigation tabs: 'Affected Items', 'Supporting Data', 'Files' (selected), 'Change Orders', and 'SignOffs'. Below the tabs, there is a 'Files' section with a dropdown menu and a star icon. A toolbar contains buttons for 'Create', 'Delete Row', 'Search', 'Clear', 'Hidden', 'Refine', 'Display', and 'Share'. The main area is a table with the following columns: Name [...], Comments [...], File Type [...], Comments, Sequence, and Modified On [...]. The table contains one row with the following data:

| Name [...] | Comments [...] | File Type [...] | Comments | Sequence | Modified On [...] |
|------------------------------------|-----------------------------|-----------------|----------|----------|-------------------|
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