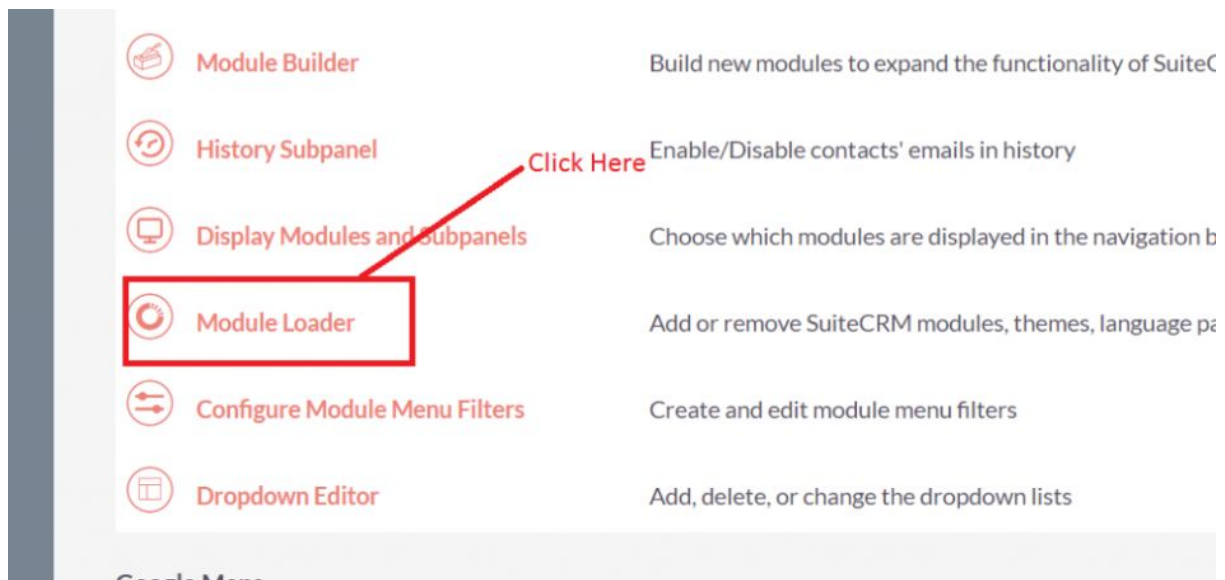# Global Hide Manager

Pre-requisites

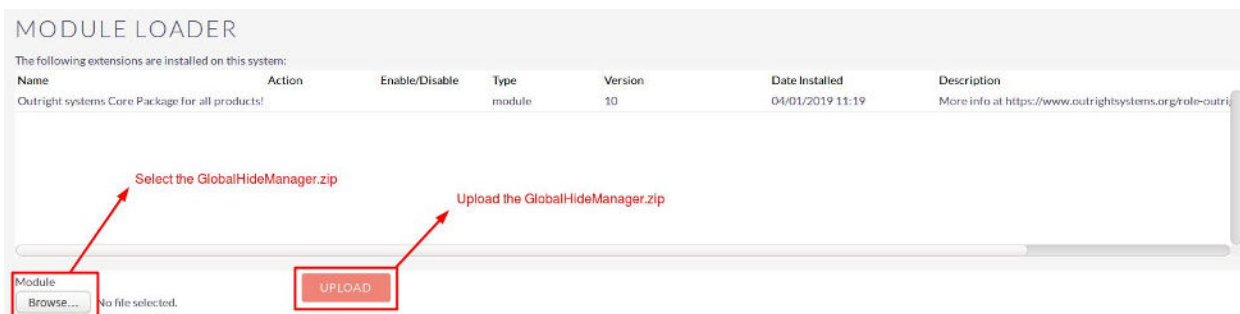Please follow the below steps before installing the Global Hide Manager.

1. Log in as an Administrator.
2. Verify the CRM version should be compatible with Global Hide Manager.
3. CRM should have the Outright utils file, if not then install the Outright Utils package first then install Global Hide Manager.
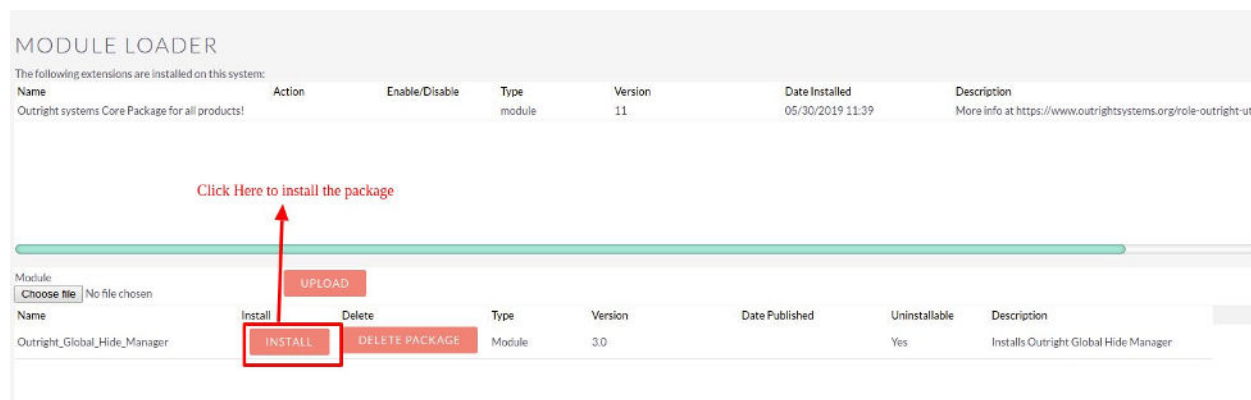
Installation Guide:-

1. Go to the Administration page.
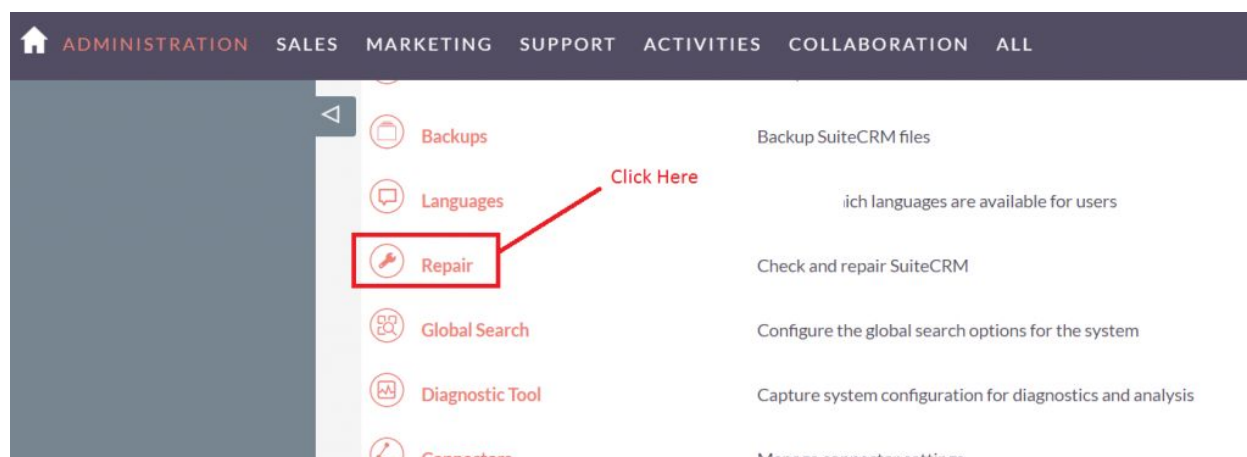2. Click on "**Module Loader**" to install the package.

3. Click on "**Choose File**" button and select the GlobalHideManager.zip

4. Click on "**Upload**" to upload the file in CRM and then click on the Install button.

5. Again go to the Administration page and click on repair.

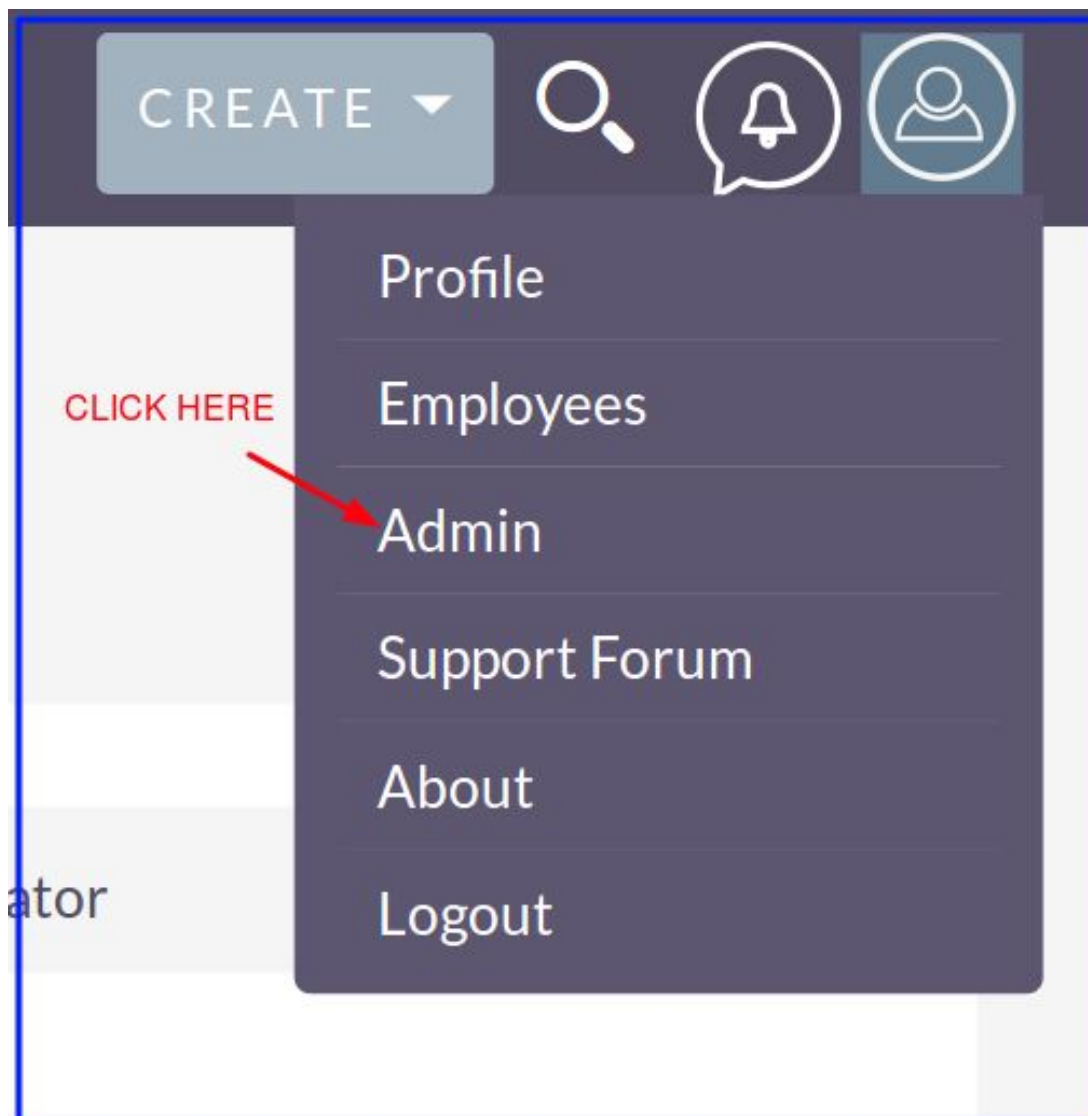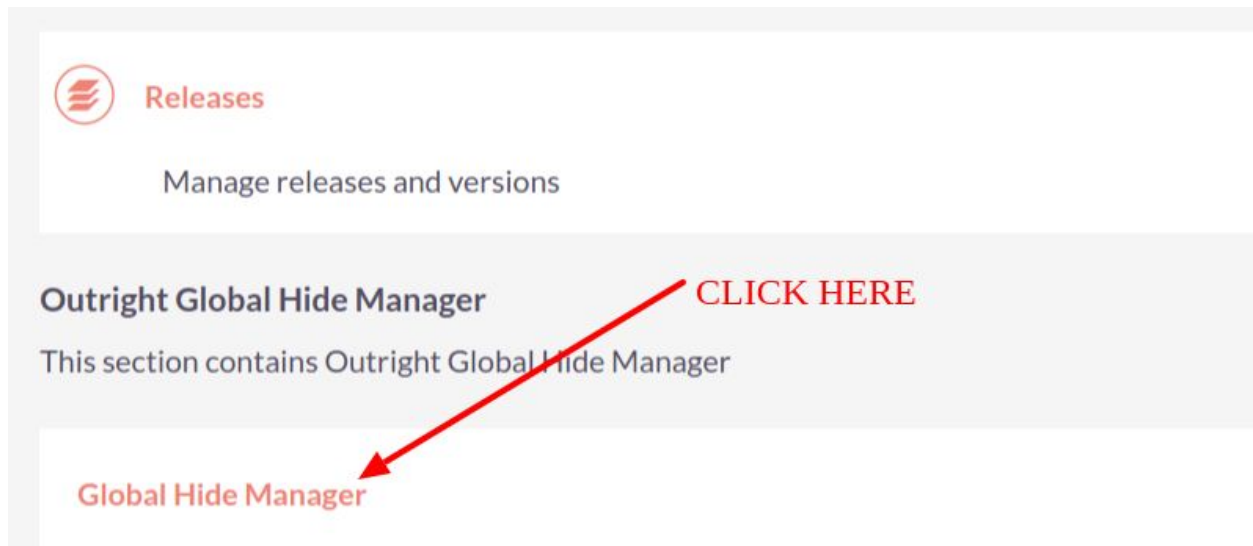6. Click on "**Quick Repair and Rebuild**" and click on execute button.

NOTE: after installing each plugin, It is mandatory to repair and execute.

User Guide:-

1 Go to the admin section and click on Create Global Hide Manager.

2. Click on create Global Hide Manager.

3. Create a record for **Global Hide Manager**.

4. To Hide save and continue Button.