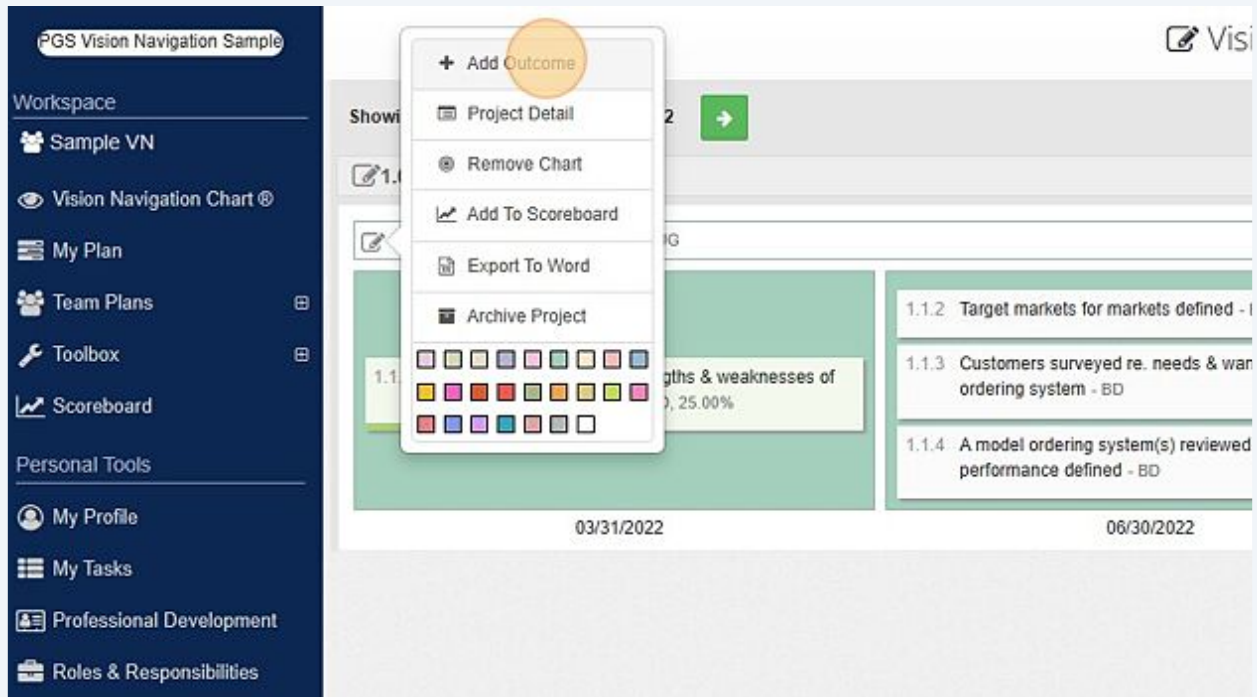# Adding an Outcome

You can add outcomes to your strategic initiatives and internal improvements from the chart view.
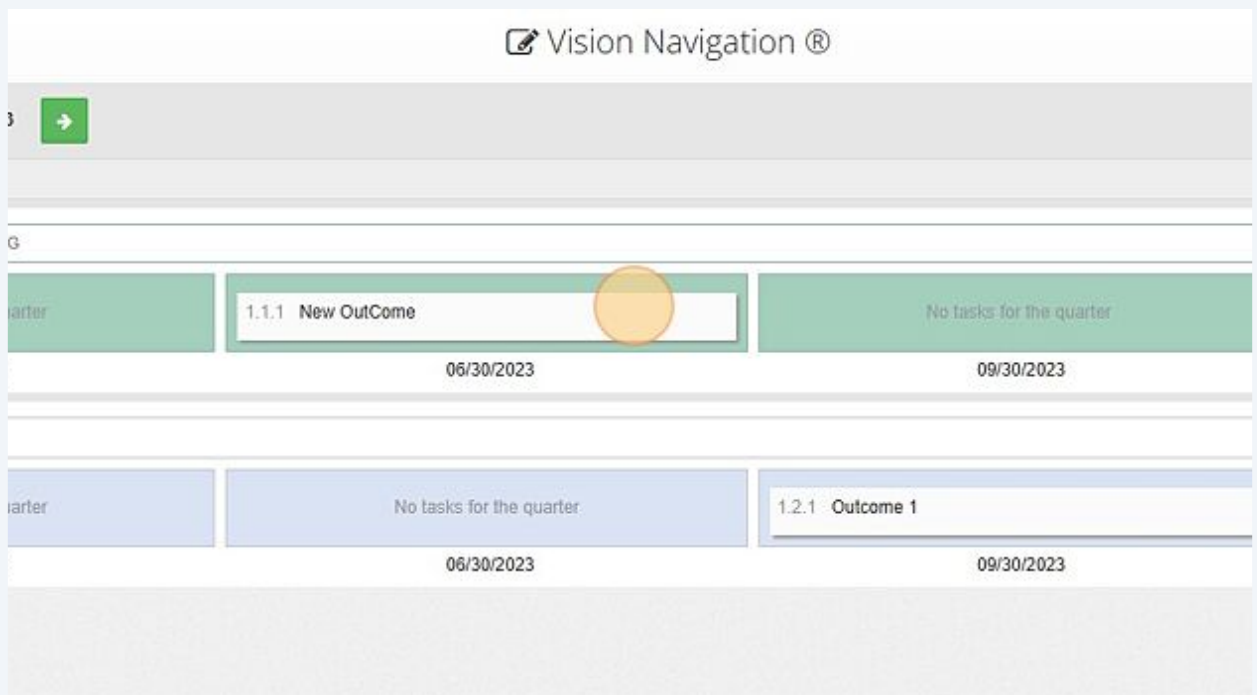
1 Click on the edit button for the Strategic Plan or Internal Improvement you wish to add an outcome to.
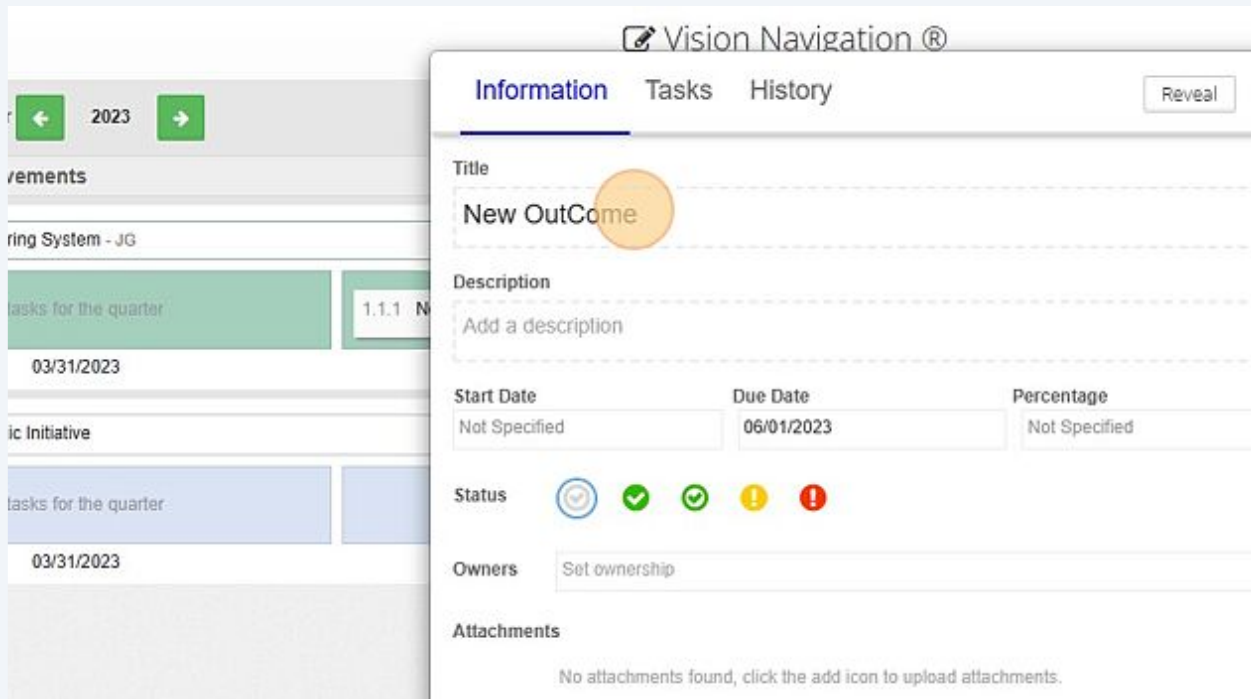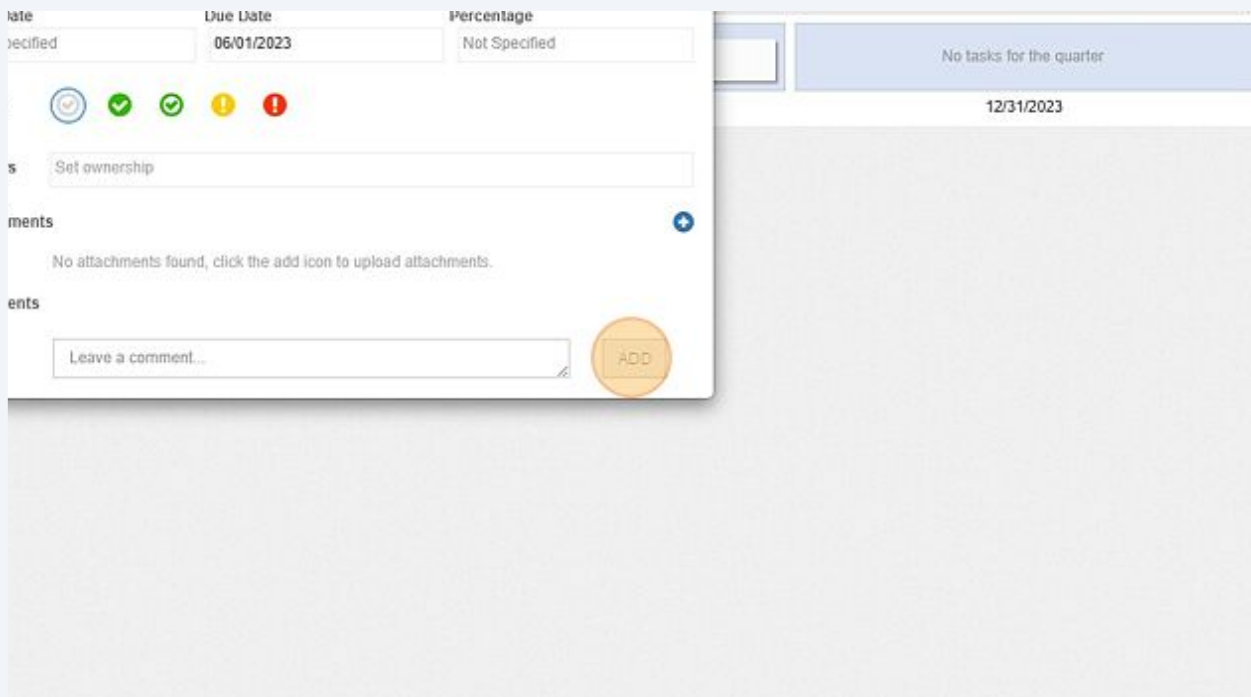
2 Click "Add Outcome"

3 The Outcome will automatically populate in the current Quarter. Click on New Outcome box that was created to edit the details.

4 Click on each box to edit the title, description, start / due dates, and owner.

5 Once you have entered all the information required, click "ADD."

6 Click "×" to exit the pop-up window and return to the chart view.