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You will notice that the look of this version is slightly different but the functionality has not changed much at all. When you first log in, you will notice a gray log in box instead of a red box. You will also see many new icons through out the program. Below is a large list of icons showing the old and new so that you can reference them as needed.











Old Icons New Icons





























Header Toolbar	Icons 5.1.3 SP2	Icons 6.0	Description
New			The new icon is selected to insert new records.
Edit			The edit icon is selected to update retrieved records.
Delete			The delete icon is selected to delete items in AiM.
Save			The save icon is selected to save edits made to a retrieved record or to save a new record.
Cancel			The cancel icon cancels the current transaction/action.
Copy			The copy icon enables the copying of the retrieved record. The copy icon is found on a number of screens including the Work Order, PM Template, Master Asset Profile, etc.
Back to Browse			The back-to-browse icon takes the user back to the last search results list.
Viewfinder			The viewfinder icon displays the transactions detail associated with the retrieved record (e.g., enables viewing of a Work Order's transactions).
Print			The print icon retrieves pertinent reports to print against the retrieved record.
Help			The help icon retrieves online help descriptions.





















Header Toolbar	Icons 5.1.3 SP2	Icons 6.0	Description
Space Viewer			The space viewer icon launches related CAD drawings. The space viewer icon is found on such screens as the Asset Master Profile, Location Profile, etc.
Load Timecard			The load timecard icon launches the Rapid Timecard Entry Screen. This icon is found on the Phase and Daily Assignment screens.
Launch External Charges			This icon launches the External Charges screen. This icon is located on the Phase screen.
Launch Material Requests			This icon launches the Material Request Screen. This icon is found on the Phase, Work Planner, and Work Scheduler screens.
External URL			External URL's can be attached to any screen in AiM.
Approve			The approve icon approves selected records. It is found on approval screens such as the Timecard Approval, Shop Stock Approval, Purchase Order Invoice Approval, etc.
Approve All			The approve all icon performs the same function as the approve icon.
Reject			The reject icon is associated with the approve icon and rejects records not ready for approval.
Error Log			The error log icon displays the errors encountered when attempted to approve records.
Process/Generate			The process/generate icon initiates an action to generate records. This icon is found on such screens as the PM Generator, Inventory Reorder Generator, Rapid Location Update, etc.
Work Planner	N/A		This icon launches the Work Planner screen. It is found on the Unit Cost Estimator screen.



















Header Toolbar	Icons 5.1.3 SP2	Icons 6.0	Description
Work Scheduler	N/A		This icon launches the Work Scheduler screen. It is found on the Work Planner screen.
Budget Manager			This icon launches the Budget Manager screen. It is found on the Capital Project and Date Manager screens.
Date Manager			This icon launches the Date Manager screen. It is found on the Capital Project and Budget Manager screens.
Budget Revision			This icon launches the Budget Revision icon and is found on the Capital Project and Budget Manager screens.
Email			The email icon enables the user to send an email with the record URL attached. For instance, the user could send an email with a linked specific work order.
Adjustment			This icon launches the adjustment screen for the following screens: Asset Release/Return, Funding Source, and Employee Attendance screens.
Clock In			The clock in icon is located on the Employee Attendance screen and clocks attendance in as the icon is selected.
Clock Out			The clock out icon is located on the Employee Attendance screen and clocks attendance out as the icon is selected.
Accept			This icon is used to accept actions such as accepting a cancel request.
Decline			This icon is used to decline actions such as declining a cancel request.
Unit Cost Estimator	N/A		This icon launches the Unit Cost Estimator screen. This icon is found on the Work Planner screen.

Detail Toolbar	Icons 5.1.3 SP2	Icons 6.0	Description
Add Detail			This icon is selected to add detail items to the main record.
Delete Detail			This icon is selected to delete detail items.
Attach			This icon is selected to attach documents, etc. to the detail record.
Calendar			This is the calendar icon to rapid input of dates.
Refresh			The refresh icon resets the current page.
Daily Assignment Browse	N/A		This icon launches the Daily Assignment Browse list. This icon is found on the Phase and Shop Phase Manager screens.
Shop Daily Assignment	N/A		This icon launches the Shop Daily Assignment screen and is found on the Phase and Shop Phase Manager screens.
Work Planner	N/A		This icon launches the Work Planner screen and is found on the Phase and Shop Phase Manager screens.
Work Scheduler	N/A		This icon launches the Work Scheduler screen and is found on the Phase and Shop Phase Manager screens.
Error Flag			This icon will appear next to any transactions that did not process for whatever reason. Often found on approval screens to isolate issues as they arise.
Go			The go icon enables the user to enter a page number on multiple page record retrievals.
Previous			This icon is selected to retrieve the previous record on multiple page record retrievals.

Detail Toolbar	Icons 5.1.3 SP2	Icons 6.0	Description
Next			This icon is selected to retrieve the next record on multiple page record retrievals.
First			This icon is selected to retrieve the next record on multiple page record retrievals.
Last			This icon is selected to retrieve the last record on multiple page record retrievals.
Filter			This icon enables the user to enter a value to filter results for a given screen. For example, entering a work order number to retrieve specific work order without conducting a search.
Done			This icon is used by the user when they have completed the detail record



Detail Toolbar	Icons 5.1.3 SP2	Icons 6.0	Description
Archive			This icon represents the archive document type.
Audio			This icon represents the audio document type.
Design			This icon represents the design document type.
Document			This icon represents the document, document type.
Email			This icon represents the email document type.
Image			This icon represents the image document type.
Invoice			This icon represents the invoice document type.
List			This icon represents the list document type.
Log			This icon represents the log document type.
Report			This icon represents the report document type.
Schedule			This icon represents the schedule document type.
Script			This icon represents the script document type.
Specification			This icon represents the specification document type.
Spreadsheet			This icon represents the spreadsheet document type.

Detail Toolbar	Icons 5.1.3 SP2	Icons 6.0	Description
Survey			This icon represents the survey document type.
Template			This icon represents the template document type.
Video			This icon represents the video document type.
Web Page			This icon represents the web page document type.
Check In			This icon is selected to check in documents from the Document Profile screen.
Check Out			This icon is selected to check out documents from the Document Profile screen.
Cancel Check Out			This icon cancels the checkout request.
Lock Document			Selecting this icon locks the document in the Document Profile screen prior to modifications.
Cancel Lock Document			This icon cancels the lock document command from the previous icon.
Unlock Document			This icon unlocks the document after modifications have been made.

Search Toolbar	Icons 5.1.3 SP2	Icons 6.0	Description
Open Search Screen			This icon opens the search screen tailored to the primary screen (e.g., Work Order screen)
Execute Search			Selecting this icon initiates the search based on user criteria
Reset Search			These icons reset the query page and removes prior criteria
Back to Screen			Selecting this icon returns the user to the previous screen
Create Personal Query			Selecting this icon opens the Personal Query screen
Save Personal Query			Selecting this icon saves the Personal Query
Delete Personal Query			This icon deletes the saved Personal Query
Footer Search			This icon enables the user to perform Quick searches
Show All			This icon shows all of the records for a given field after a search returns a subset of records

Menu Toolbar	Icons 5.1.3 SP2	Icons 6.0
Work Management		
Accounts Payable		
AiMport		
Asset Management		
Capital Planning and Project Management		
Condition Assessment		
Contract Administration		
Customer Service		
Environmental Health and Safety		
Estimating		
Finance		
Fixed Asset Management		

Menu Toolbar	Icons 5.1.3 SP2	Icons 6.0
Green and Sustainability		
Human Resources		
Inventory		
Key and Access Control		
Key Performance Indicators		
Lease		
Motor Pool		
Preventive Maintenance		
Project Management		
Property		
Purchasing		
Space Management		
Time and Attendance		

Menu Toolbar	Icons 5.1.3 SP2	Icons 6.0
Utilities Management		
System Administration	