EnergyImage - Attach Linked Images

1. From the *Customer Maintenance* screen, select **Energy-Image**.

2. Choose **Create**.

3. Indicate the *Image Type* from the drop-down menu.

4. Select **Attach from Existing**. This will populate all images of the selected Image Type that have already been linked to other customers.
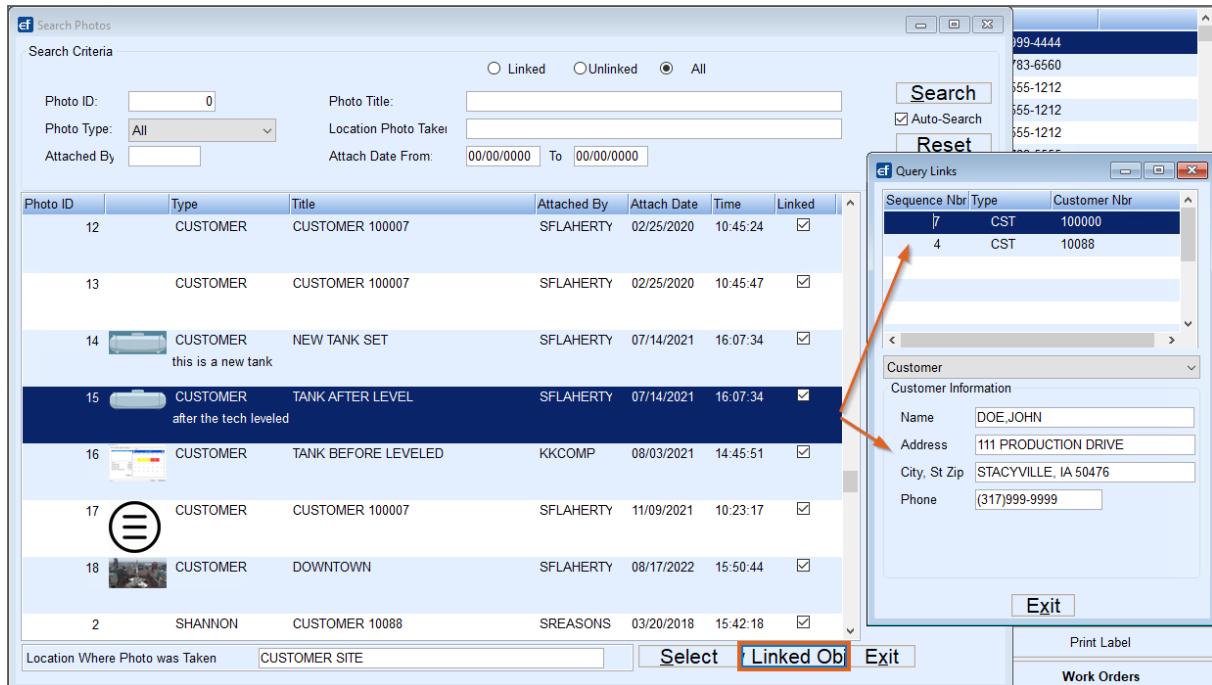
5. Use the *Search Criteria* area to locate *Linked* or *Unlinked* images.

6. For more information about a Linked image, select an image to highlight it in blue.

7. Select **View Linked Objects** and more information will appear on the screen.

8. Once the Linked/Unlinked image to attach has been found, highlight the image and choose **Select**. This will return to the *Create Photo Attachment* screen with the selected image in place.

9. Enter comments regarding the image then select **Save** and the image will be attached.