

Tab navigation quick reference guide

Use this guide to understand tab navigation in Relativity's user interface.

Navigation features

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1	Breadcrumbs	Displays the current page you are on and the tab path used to navigate there.
2	Favorite	Indicates whether a page is your favorite. Click to add a page to favorites or to remove it if the page was already in favorites.
3	Avatar	An image containing the user's initials which you can click to access the user menu.
4	Tab strip	A horizontal series of tabs. Tabs may contain child tabs in a drop-down menu.
5	Sidebar	A vertical navigation pane containing parent tabs, object tabs and/or external link tabs. The tabs shown here are determined by the workspace admin and are meant to contain the most frequently used tabs. See the next image to learn more about how to show a tab in the sidebar.
6	More menu	Click to view Sidebar tabs that are not displayed due to the current size of your browser
7	All tabs menu	Click to view all the tabs that a user has access to and are flagged as visible.

The screenshot shows the Relativity user interface with the following navigation features highlighted:

- 1. Breadcrumbs:** Located at the top of the main content area, showing the path: Imaging & Production > Advanced > Imaging Profiles.
- 2. Search bar:** Located at the top right of the main content area, with a search icon and a placeholder text "Search (CTRL + /)".
- 3. User avatar:** Located at the top right of the main content area, showing the user's initials "JL".
- 4. Tab strip:** Located at the top of the main content area, showing a series of tabs: Imaging Sets, Production Sets, OCR Sets, and Advanced.
- 5. Sidebar icon:** Located on the left sidebar, representing the "Imaging & Production" tab.
- 6. More menu:** Located on the left sidebar, below the "Imaging & Production" tab.
- 7. All tabs menu:** Located at the bottom left of the sidebar, represented by a hamburger menu icon.

Show a tab in the sidebar

1. Navigate to **Tabs**
2. Click **New Tab** to create a new tab or click on the desired tab in the list to add a preexisting one to the sidebar.
3. Complete or edit the fields in the Tab Information section as desired. For more information on the Tabs fields, refer to Tabs documentation.
4. Select **Show in Sidebar** in the Tab Location section.
A sidebar tab cannot have a Parent selected. If a Parent was selected for a pre-existing tab, once you select Show in Sidebar, the Parent field will be disabled.

Note: Admin users can optionally create three levels of tab hierarchy – a parent tab in the sidebar, which contains a parent tab in the tab list, which contains an object tab or an external link tab.

5. Select the desired icon from the Icon drop-down menu.
6. Enter the desired **Order** value.
7. Click **Save**.

The tab is added to the Sidebar and will display based on the number of tabs you have already created and the size of your currently opened browser. If the vertical resolution is not high enough, the tab will display in the More menu.

The screenshot shows the 'Tabs' section of the Relativity workspace 'Salt vs. Pepper'. The interface includes a sidebar with navigation icons and a main table listing tabs. The table has columns for Name, Tab Order, Parent, Is Visible, Link Type, and Show in Sidebar. The 'Show in Sidebar' column is currently set to 'Yes' for all tabs.

#	Name	Tab Order	Parent	Is Visible	Link Type	Show in Sidebar
1	Documents	0	Yes	Object	Yes	
2	Case Metrics	0	Yes	Parent		
3	aiR for Privilege	0	Yes	Parent	Yes	
4	Imaging Document ...	10	Yes	Object	No	
5	Processing	10	Yes	Parent	Yes	
6	Search Terms Resu...	15	Yes	Object	No	
7	Entities	15	Yes	Parent	No	
8	Dashboards	20	Yes	Object	No	
9	Inventory	20	Yes	External Link	No	
10	Processing	20	No	Parent	Yes	
11	Search Setup	23	Yes	Parent	Yes	
12	Legal Hold	25	Yes	Parent	No	
13	Markup Sets	30	Yes	Object	No	
14	History	30	No	Object	No	

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