

Customizing the template palette

1. From the **Windows** menu select **New Template Palette**.
2. In the New Template Palette dialog box, in the **Name** box, type a name for the template palette, for example, process to spot.
3. Select the **Configure now** check box.
4. Click **OK**.
5. In the Process Template Browser dialog box, from the **List of Process Templates** box, drag a process template onto the new template palette.
6. Repeat step 5 until you have attached all the required process templates to the template palette.