How do I see an overview of all document tasks?

Click on **Tasks**.

In Tasks, an overview is displayed of all tasks that are linked to a document from the module Documents.

Click on a task to view and edit the information. Document tasks are generally created in the module Documents, but they can also be created in this overview by clicking on **New...**

> If you select User view, only the tasks that are relevant to the current user will be displayed.