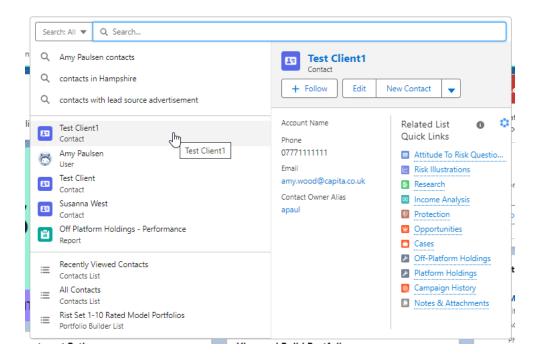
Setting Attitude to Risk Manually

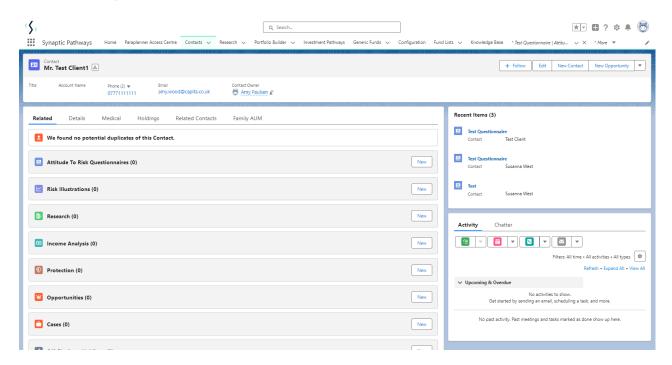
Last Modified on 13/02/2024 3:35 pm GMT

To create an attitude to risk questionnaire, create a new contact or find an existing contact record.

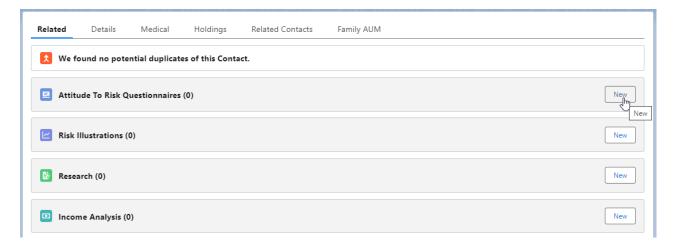
In this example, I will search for a contact called 'Test Client 1':



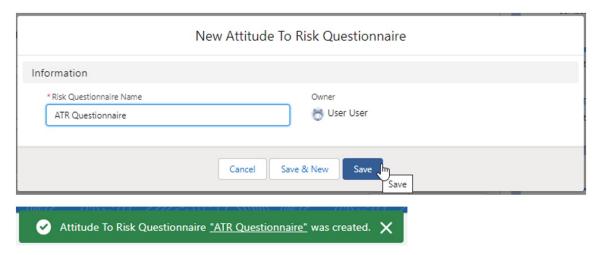
This will load up their contact record:



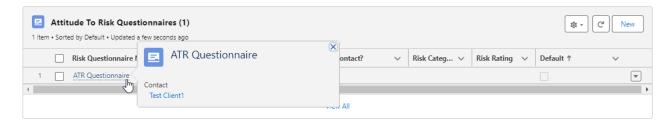
To create an attitude to risk questionnaire, click 'New' next to 'Attitude To Risk Questionnaire'



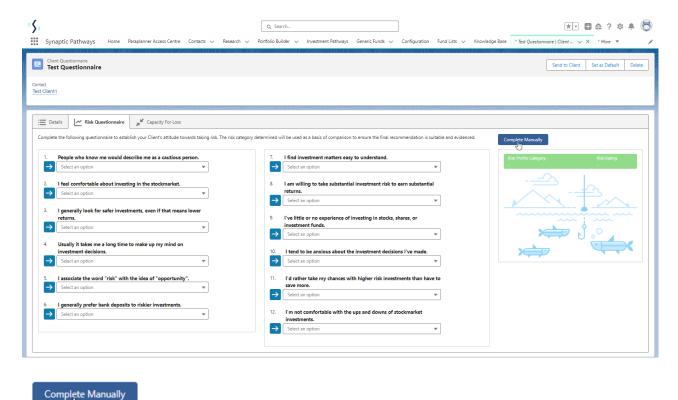
Enter the questionnaire name and click 'Save':



This will take you back to the contact record. To complete the questionnaire or send to a client to complete, click on the name of the questionnaire:

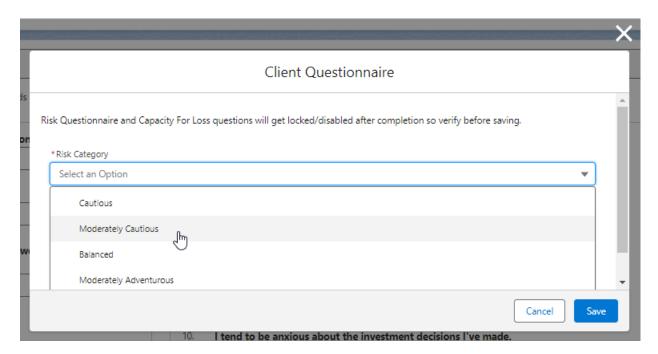


Click 'Complete Manually'

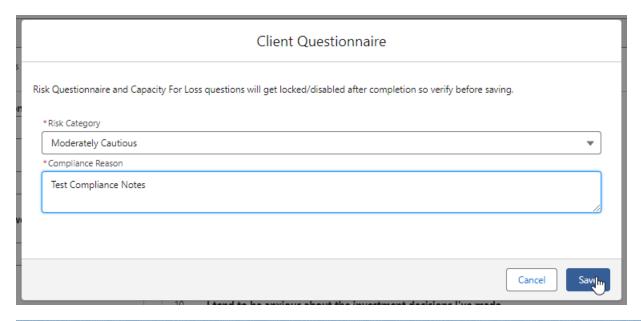


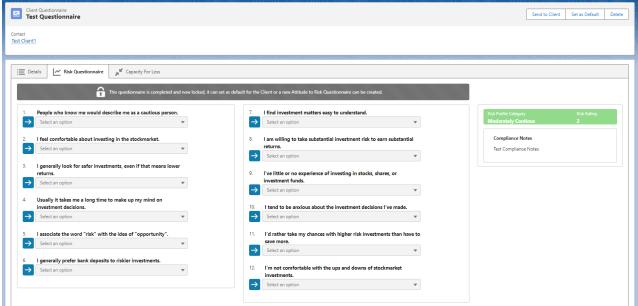
Complete Manually

Set the Risk Category:



Complete the Compliance Reason and Save





'Set as default'. This will allow you to view the Risk Questionnaire report and use the risk questionnaire in Illustrations.

