

**ENHANCE RESOLUTION SEARCH ABILITY BY ADDING KEYWORDS**

Dear users,

You can add keywords to the resolution master, allowing you to quickly search for resolutions using those keywords instead of typing the full resolution title. You can select and set any keywords according to your preference.

**Steps to be followed:**

*Dashboard -> Resolution Master -> Board / General / Committee / LLP Resolutions*

\*Please note, the resolution master is visible only to the paid accountholders.

#	Category	Sub Category	Agenda	Key Word	MGT 14 Applicability	Type of Company	Last Updated On	Action
1	Director & KMP	Miscellaneous	To take a note of Director's Non -disqualification u/s 164	DIR-8			26/06/2024	

Here click on the edit icon, and add the key word for example in the image DIR-8 has been added as key word for this resolution.

Now, when you create meeting documents in any company, you may search the resolution using the key word as shown in the below image:

Board Meeting

Meeting Details | Minutes Details | **Resolution** | Dispatch of notice and minutes | Download

Category: Select Category

Sub Category: Select Sub Category

Agenda: Select Agenda

Submit | Add Any Other

dir-8

(DIR-8) To take a note of Director's Non -disqualification u/s 164...

Please reach out to us if you need any assistance:

+91 99298 22200, Call & WhatsApp both available, [complyrelax@gmail.com](mailto:complyrelax@gmail.com).

*Private Circulation only*