WorkFlows Classic Mode Cheat Sheet
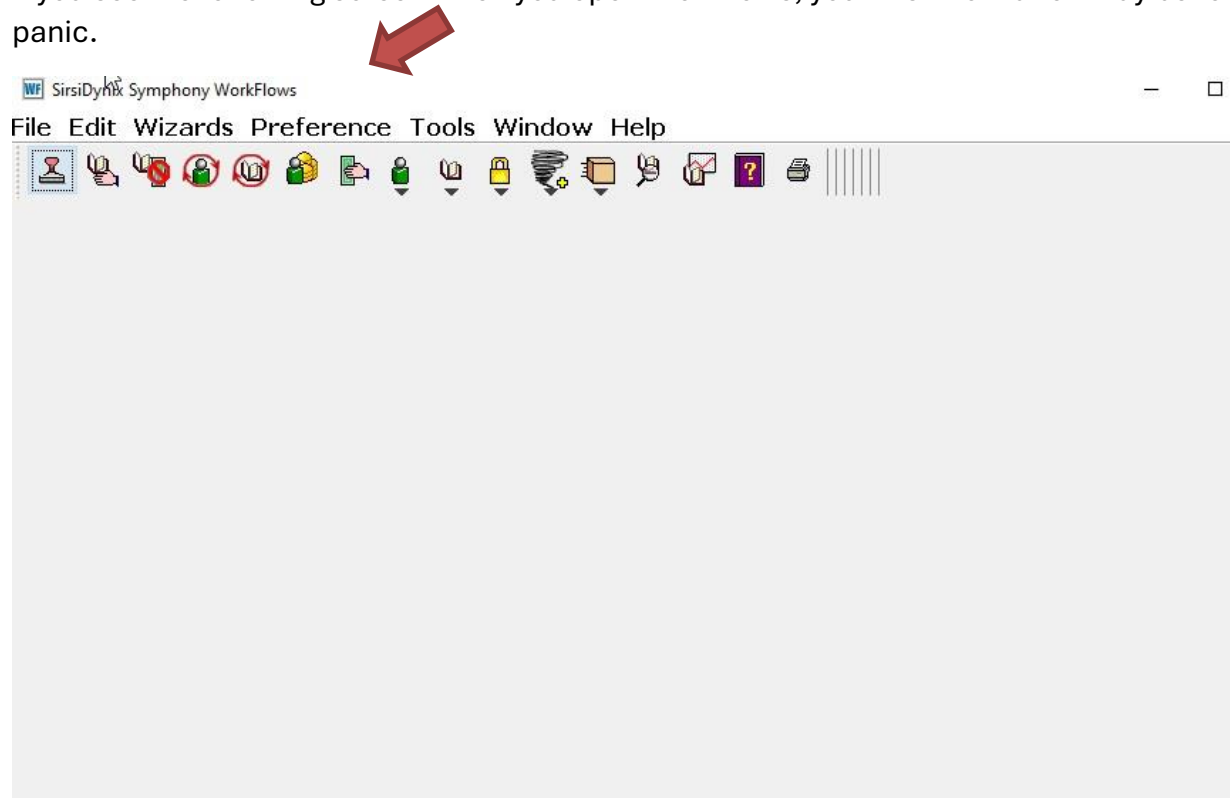
Last updated: September 10, 2024

There is a video to accompany this guide here:
https://www.youtube.com/watch?v=v2wadOG713w
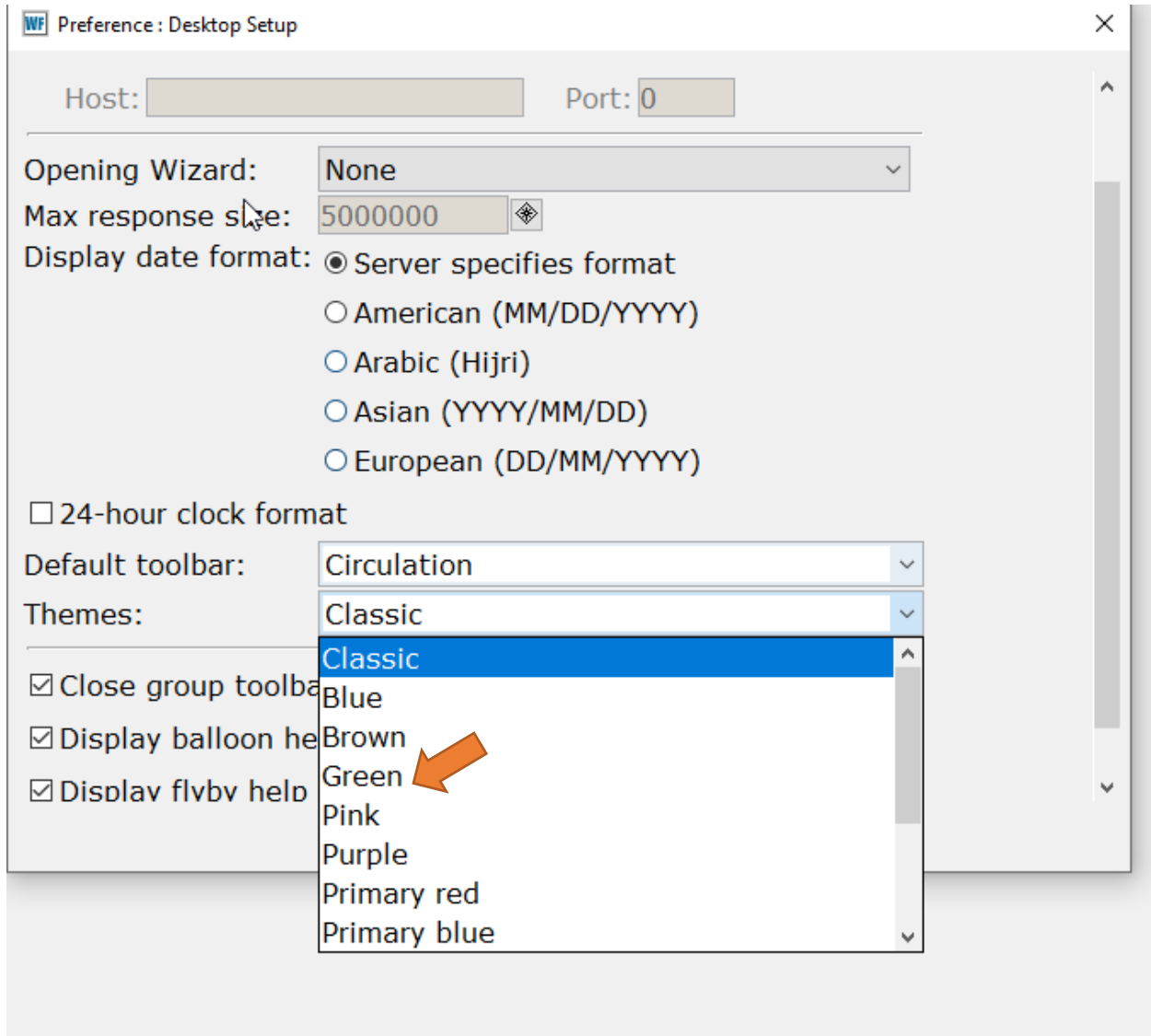
If you see the following screen when you open Workflows, your first inclination may be to panic.

This is WorkFlows Classic Mode. It is easy to turn off and on. Just click on Preference in the toolbar and choose Desktop from the dropdown menu.
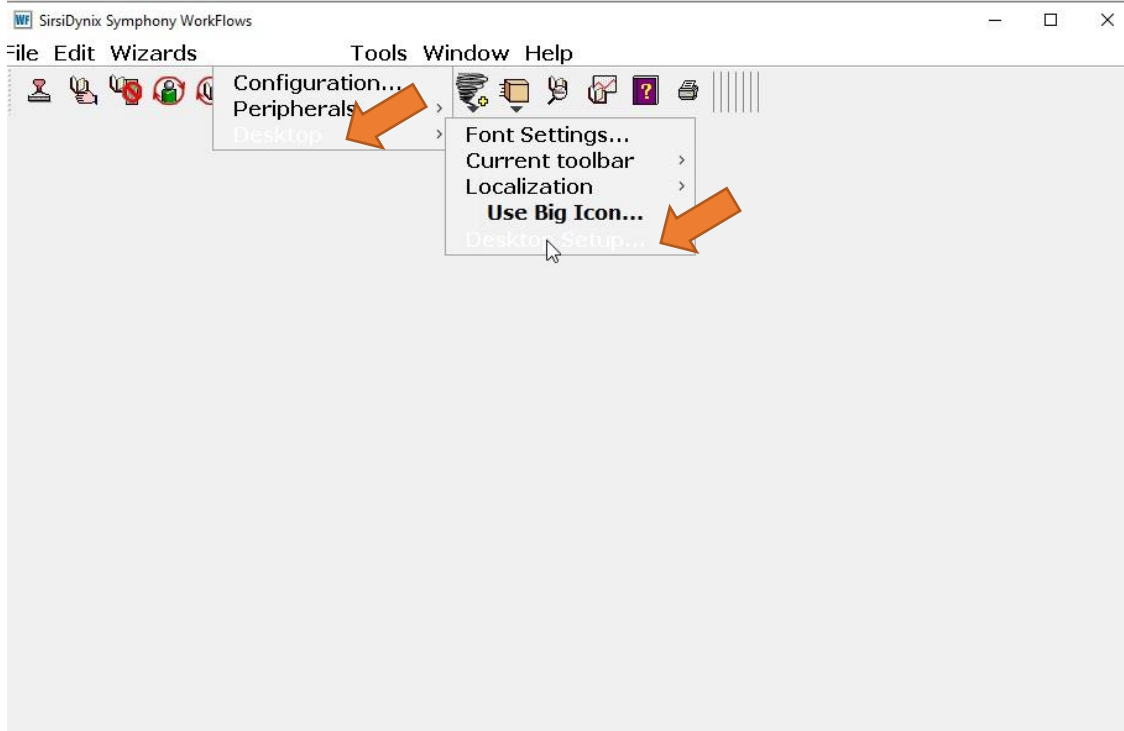
This will open the Desktop Setup window. In the Themes dropdown menu, choose whichever theme sounds appealing, other than Classic Mode.

WF Preference : Desktop Setup   ✕

Host: [   ]   Port: [0]

Opening Wizard: None   ⌄
Max response size: 5000000   ⬙
Display date format: ◉ Server specifies format
                       ○ American (MM/DD/YYYY)
                       ○ Arabic (Hijri)
                       ○ Asian (YYYY/MM/DD)
                       ○ European (DD/MM/YYYY)

☐ 24-hour clock format
Default toolbar: Circulation   ⌄
Themes: Classic   ⌄

                       Classic
☑ Close group toolba   Blue
☑ Display balloon he   Brown
☑ Display flyby help   Green
                       Pink
                       Purple
                       Primary red
                       Primary blue

Click OK once you have made your selection. Then click OK on the pop-up warning. This is just alerting you that your changes will not go into effect until you restart your workstation.
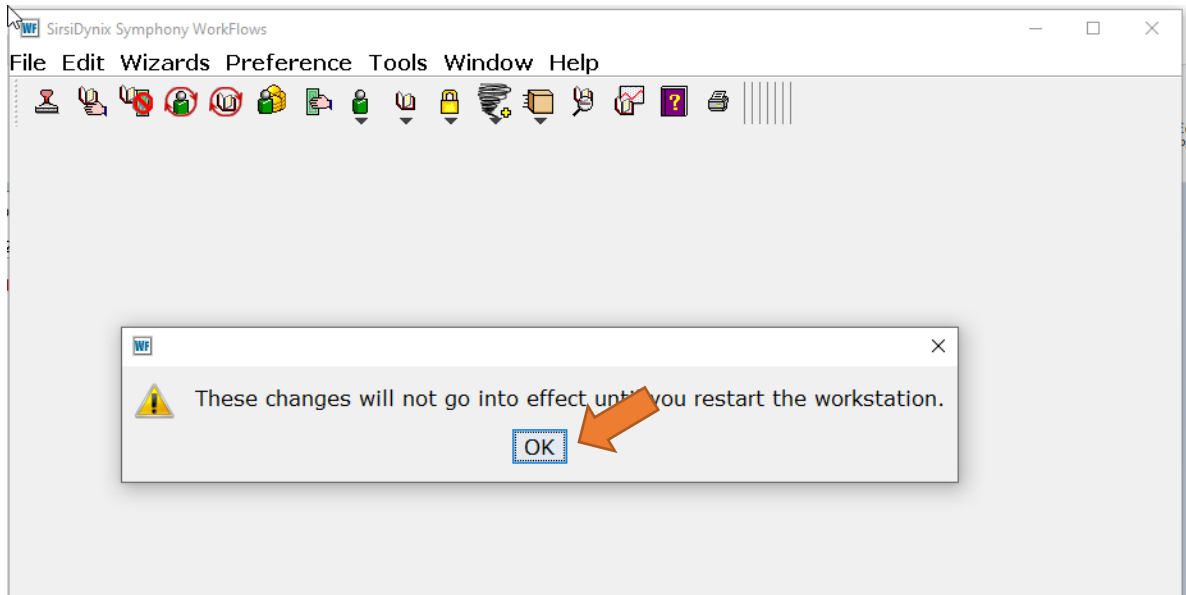
Restart WorkFlows. When you log back in, you should see a more usable display.