



Resource Sharing Alliance
715 Sabrina Drive
East Peoria, IL 61611
866-940-4083 & 309-315-9123

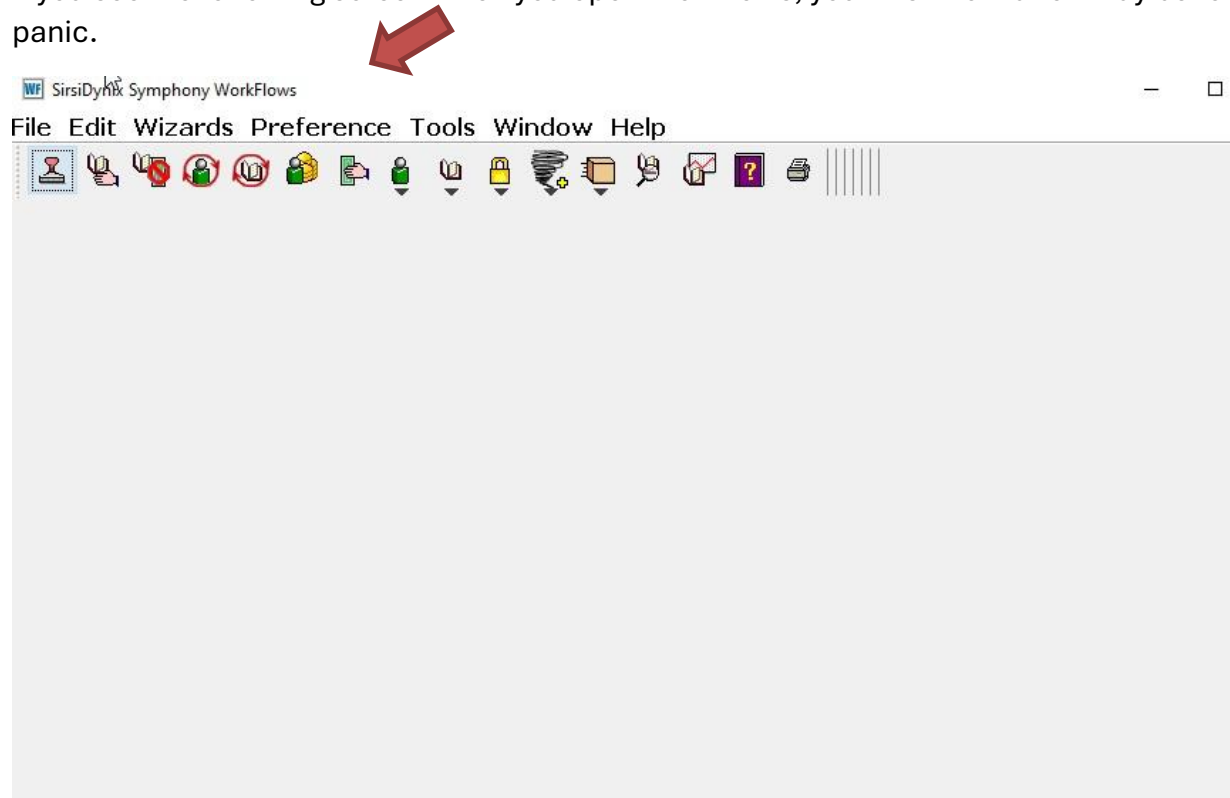
WorkFlows Classic Mode Cheat Sheet

Last updated: July 7, 2026

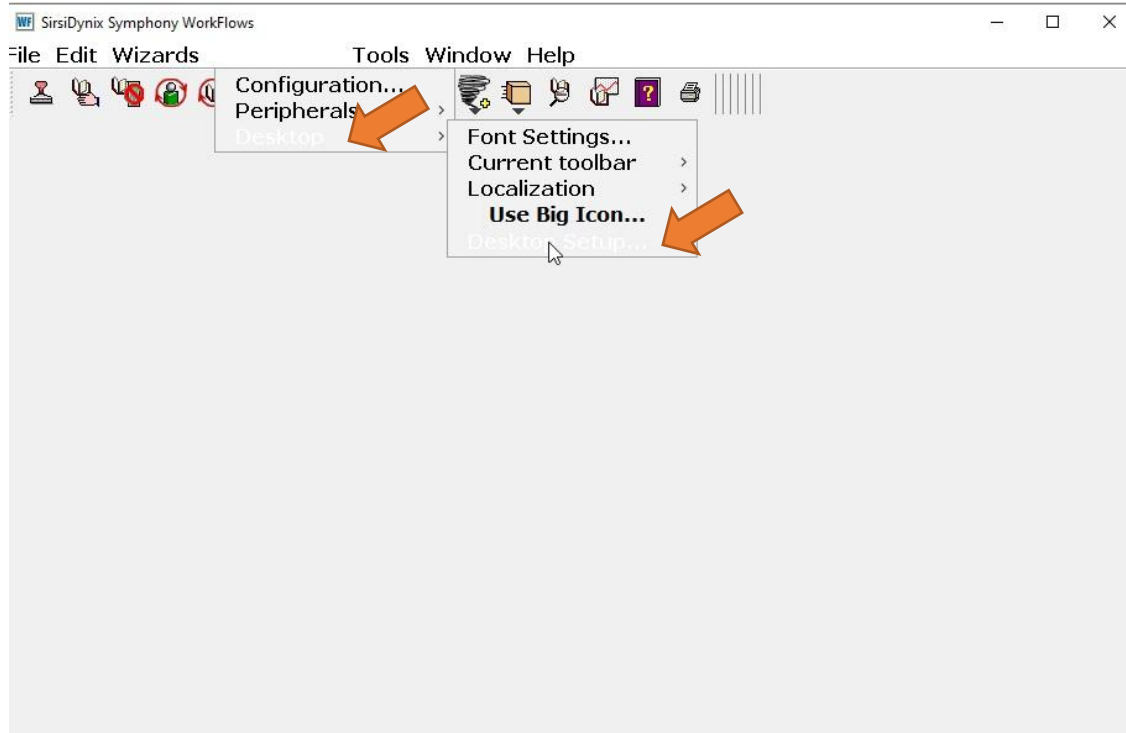
There is a video to accompany this guide here:

<https://www.youtube.com/watch?v=pejS5rgLtzg>.

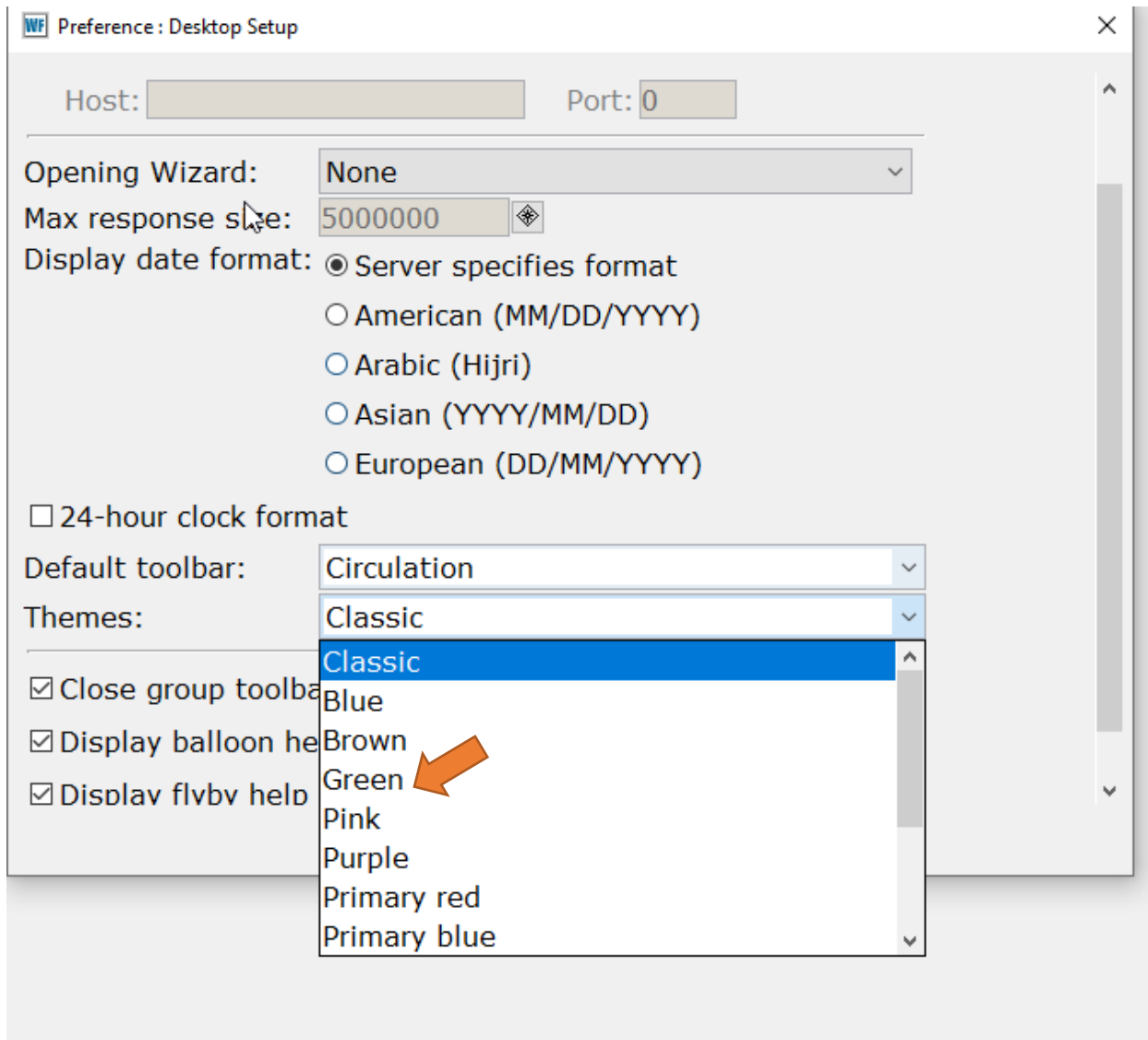
If you see the following screen when you open Workflows, your first inclination may be to panic.



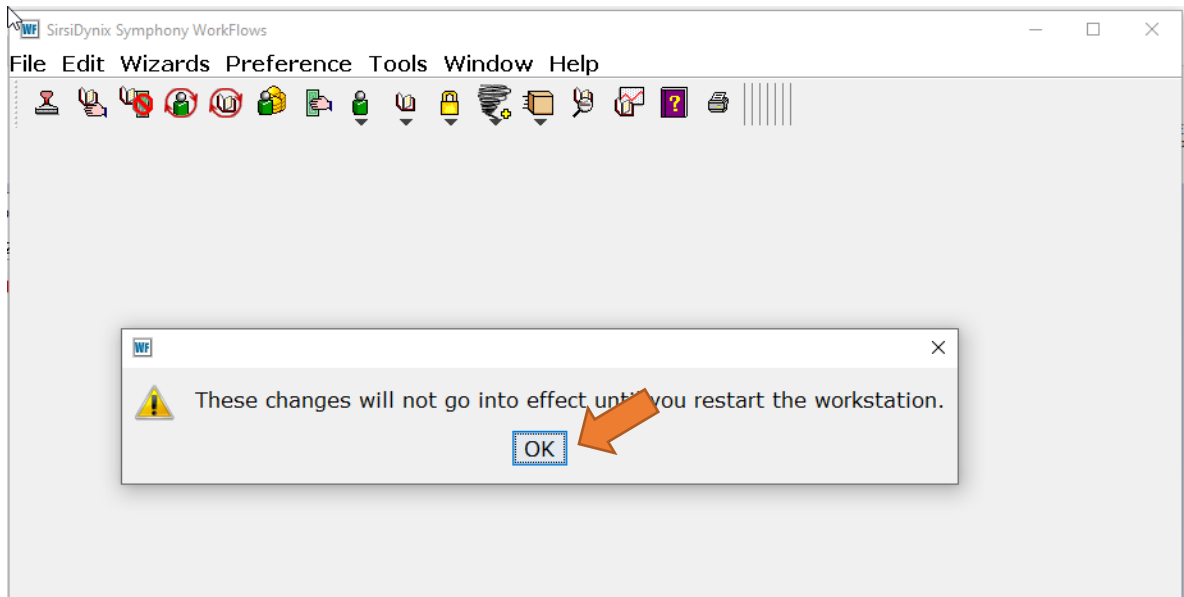
This is WorkFlows Classic Mode. It is easy to turn off and on. Just click on Preference in the toolbar and choose Desktop from the dropdown menu.



This will open the Desktop Setup window. In the Themes dropdown menu, choose whichever theme sounds appealing, other than Classic Mode.



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.

Contact the RSA Help Desk at help@librariesofrsa.org or 866-940-4083.