

# General

## Some document list Columns have disappeared! What do I do?

All columns in document lists in NovaCore can be made visible/invisible. Let us assume for example that the revision column has been accidentally removed when viewing framework policies. To make it visible again, right click on any of the visible column headings and then select **Revision** from the menu to turn it back on. Please see screenshot below.

Right click the heading of "Document Name"

Status	Doc #	Type	Document Name	Revision Date	Review Interval	Review Date	Status
✓	DOC8467		Access and Equity Policy	9/4/2015	None	26/7/2018	1/2/201
✓	DOC8466		Appeals Policy	29/9/2016	12 months	26/7/2018	29/9/20
✓	DOC8539		Assessment Policy	3/10/2017	Default	3/10/2018	3/10/20
✓	DOC8465		Assessment Policy	18/10/2017	12 months	18/10/2018	18/10/2
✓	DOC8464		Audit Policy	4/11/2016	12 months	4/11/2017	4/11/20
✓	DOC8463		Client Information Policy	9/4/2015	12 months	25/6/2016	25/6/20
✓	DOC8571		Complaints Policy	3/10/2017	12 months	10/4/2018	16/5/20
✓	DOC8461		Continuous Improvement Policy	11/12/2015	12 months	11/12/2016	11/12/2
✓	DOC8540		Continuous Improvement Policy	3/11/2016	12 months	3/11/2017	3/11/20
✓	DOC8460		Enrolments Policy	2/8/2016	12 months	2/8/2017	2/8/201
✓	DOC8459		Evaluation Policy	12/10/2017	12 months	12/10/2018	12/10/2
✓	DOC8458		Financial Management Policy	9/4/2015	12 months	21/4/2016	21/4/20
✓	DOC8565		Financial Management Policy	7/4/2016	6 months	7/10/2016	7/10/20

Make Sure "Revision" is Ticked

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