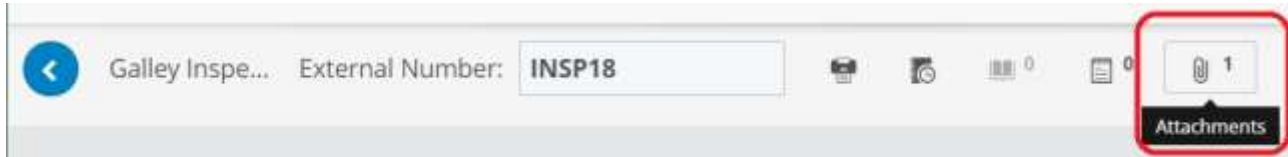
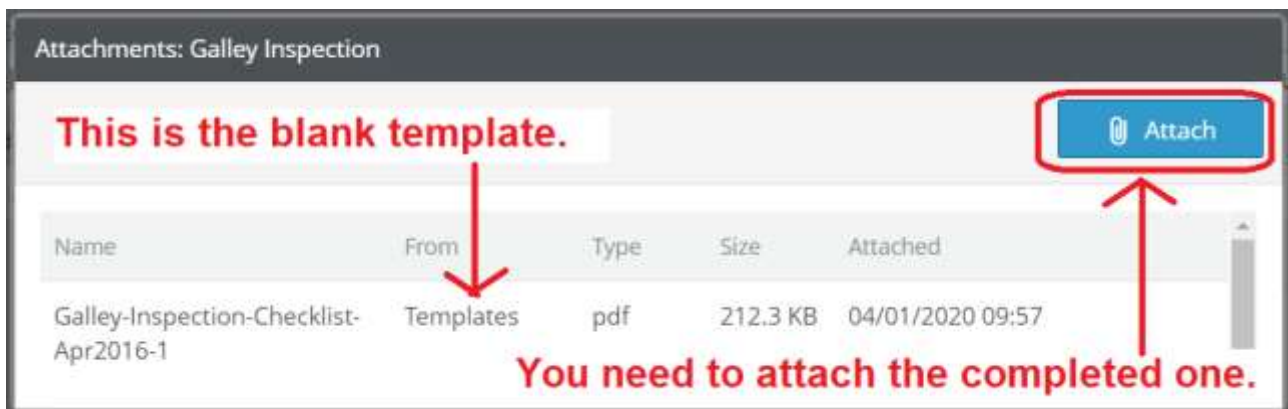


## Attach a Document to a Helm record

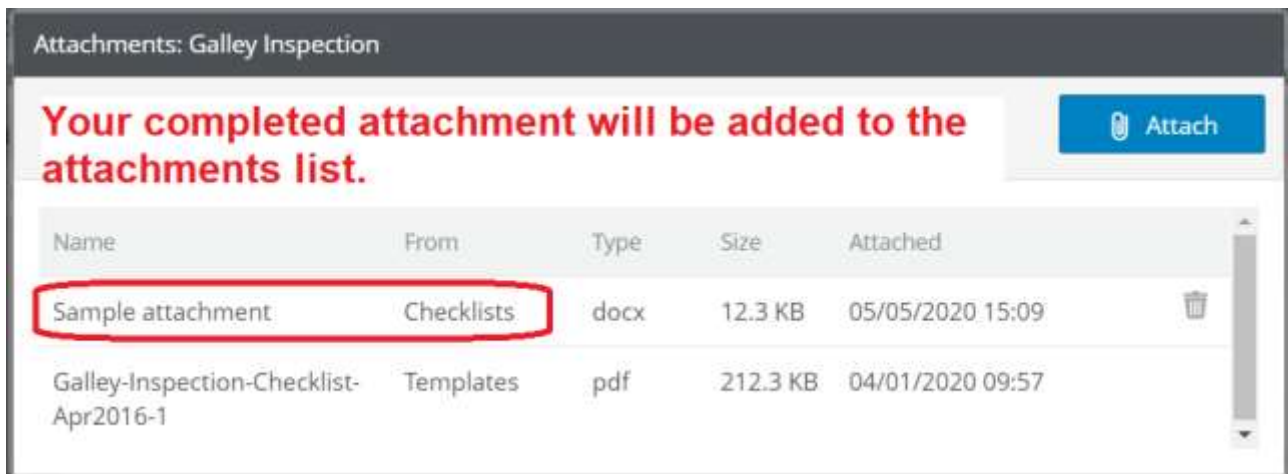
To attach a document, open the task and click on the top menu bar on the paper clip icon.



The attachment window will open:



Click Attach and browse to the file you need to attach.



Click anywhere outside of the attachment list window to close it.