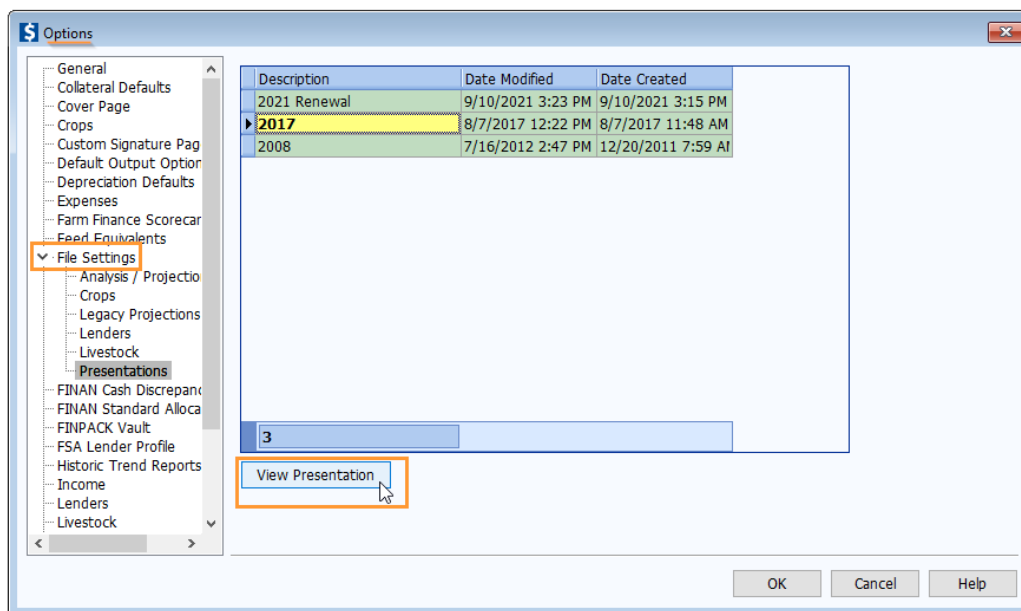# Accessing FINPACK Legacy Credit Presentations

March 2022

A new presentation text editor was introduced into existing FINPACK credit presentation templates last fall with the November 2021 FINPACK update (6.2.1 version[1]). Presentations created prior to this update are now termed 'legacy presentations'. The following explains how legacy presentaions can be printed, accessed, and modifed.

A new feature with this year's update is the ability to print a presentation to a *.DOCX file (Microsoft Word); this is available in the print dialog of a presentation (select DOCX instead of PDF).
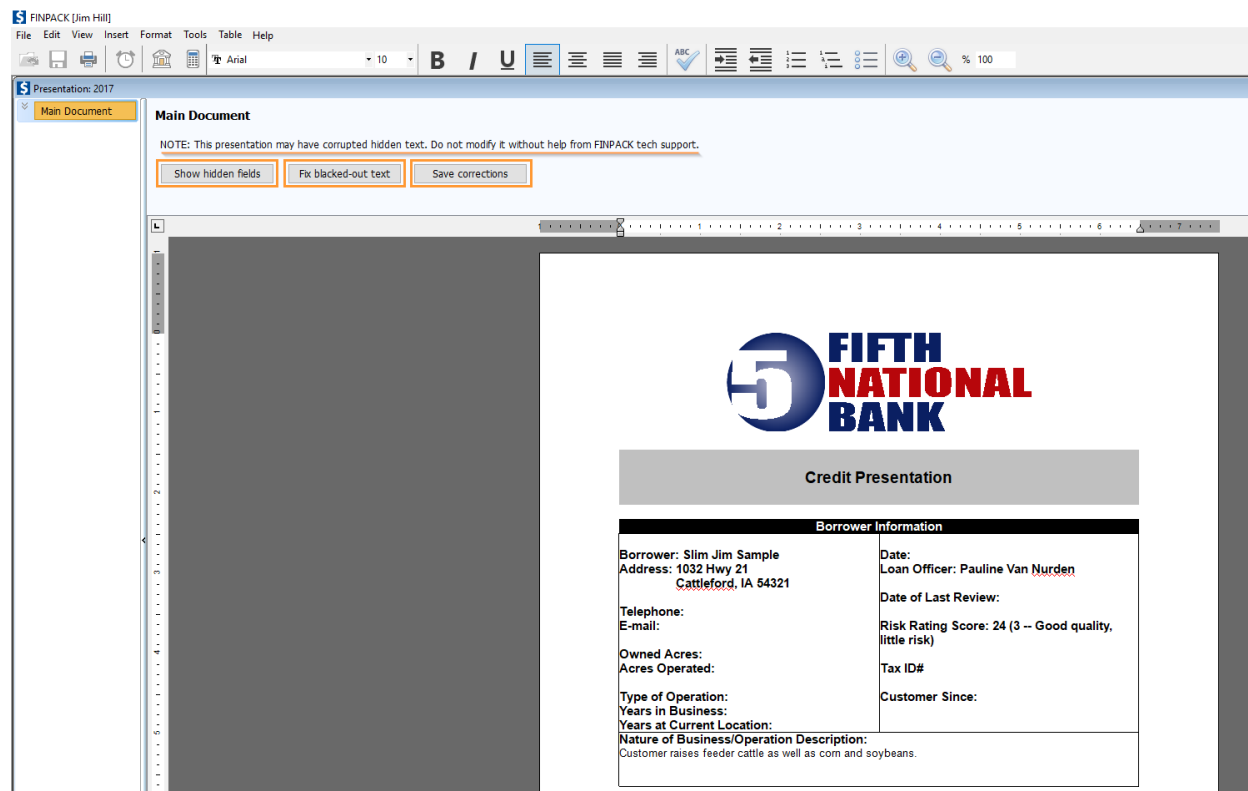
Legacy presenations can be accessed through **Tools** + **Options** + **File Settings**, click on the arrow next to File Settings (right-facing arrow turns to down arrow), then click on **Presentations**.

Next, highlight a particular presentation and click on **View Presentation**.

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[1] In FINPACK, go to Help + About FINPACK to view your current FINPACK version.

When viewing a presentation, the following actions can be taken.

Click **Show hidden fields** to display hidden text and/or indent tags. (Examples of hidden text would be headings or text that appear 'hidden' by dark text on top of a dark background. Examples of indent tags would be '<DataTable07>', '<LoanRequestTable01>', or '<CollateralTable03>'. These indent tags can sometimes be strung together.) *As noted at the top of the screen, hidden text should be corrected with the assistance of FINPACK Tech Support.*

There is also the ability to fix hidden text (FINPACK Tech Support should still be involved if hidden indent tags exist). After displaying hidden blacked-out text via the **Save hidden text** button, click the **Fix blacked-out text** button to automatically turn the background to white, thus displaying the text for all hidden fields.

Any changes made to the presentation can be saved by clicking **Save corrections.** A presentation can be printed to a PDF or DOCX file. *Note:* Printing the presentation to a DOCX file will not include any Optional Attachment reports.

Reading the PDF/DOCX file

When printing the presentation to a PDF file, follow normal Adobe Acrobat steps to open and print the file. When printing the presentation to a DOCX file, follow normal Microsoft Word steps to open and print the file.

FINPACK+

For FINPACK+ users wanting to view legacy presentations, open the Credit Analysis section of a customer file, click on **Tools + Options**, then click on **Presentations**. Follow the same process as described here to view, modify, and print a particular legacy presentation.