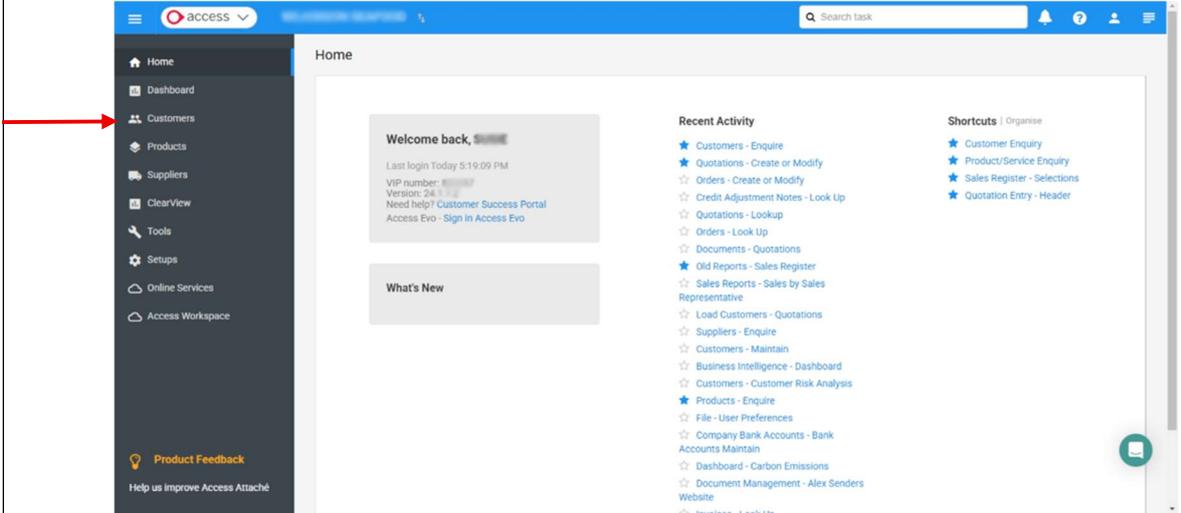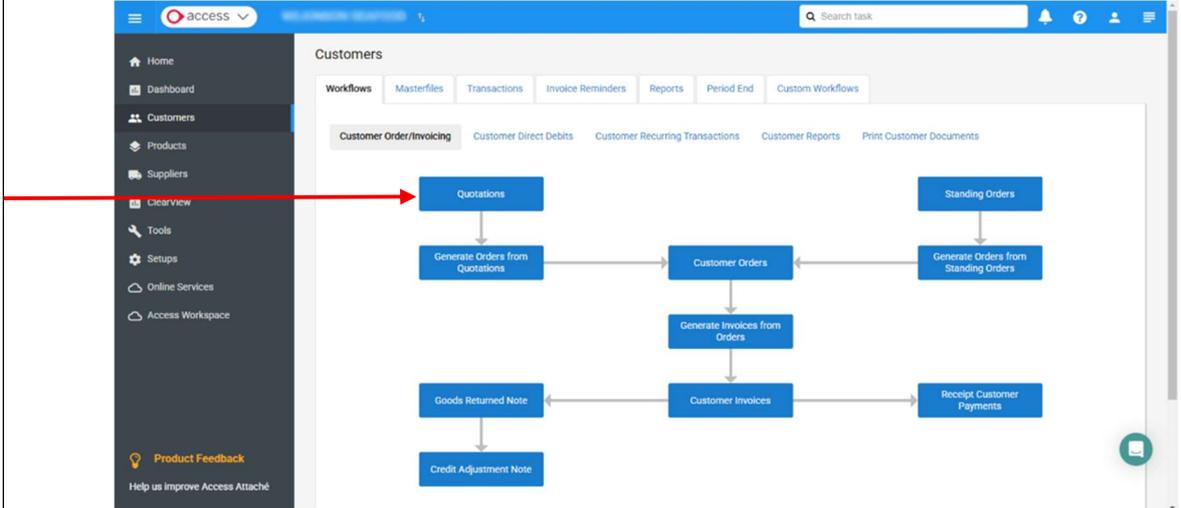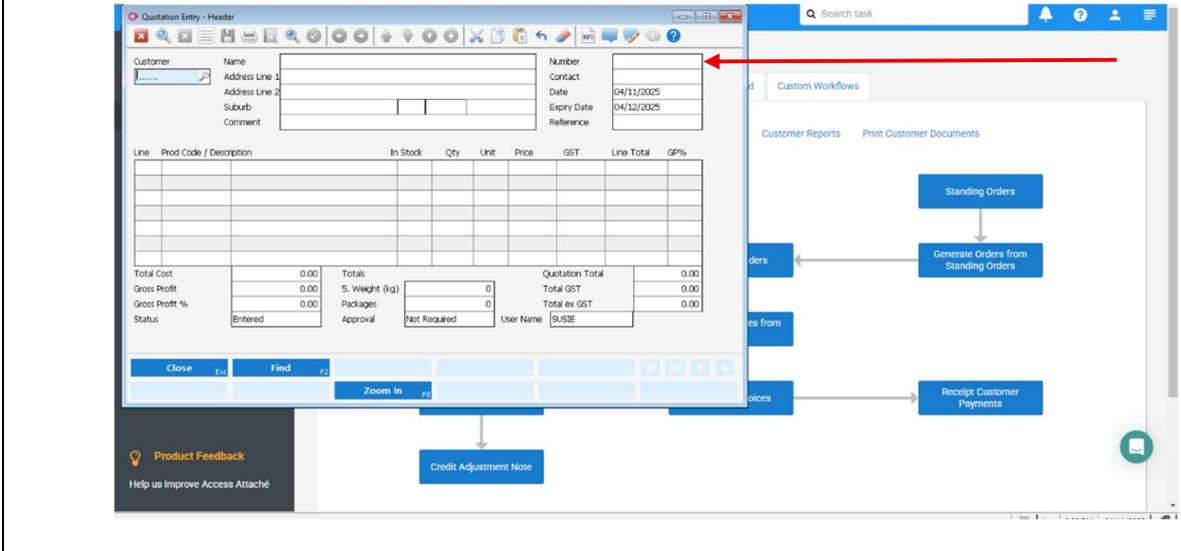1. On the main sidebar, click "Customers"

2. On the main screen, click "Quotations"

3. On the new window, double click "Number" box

4. New window appears. Press the accept button

5. orders appear, double click the one you want

6. Quote shown