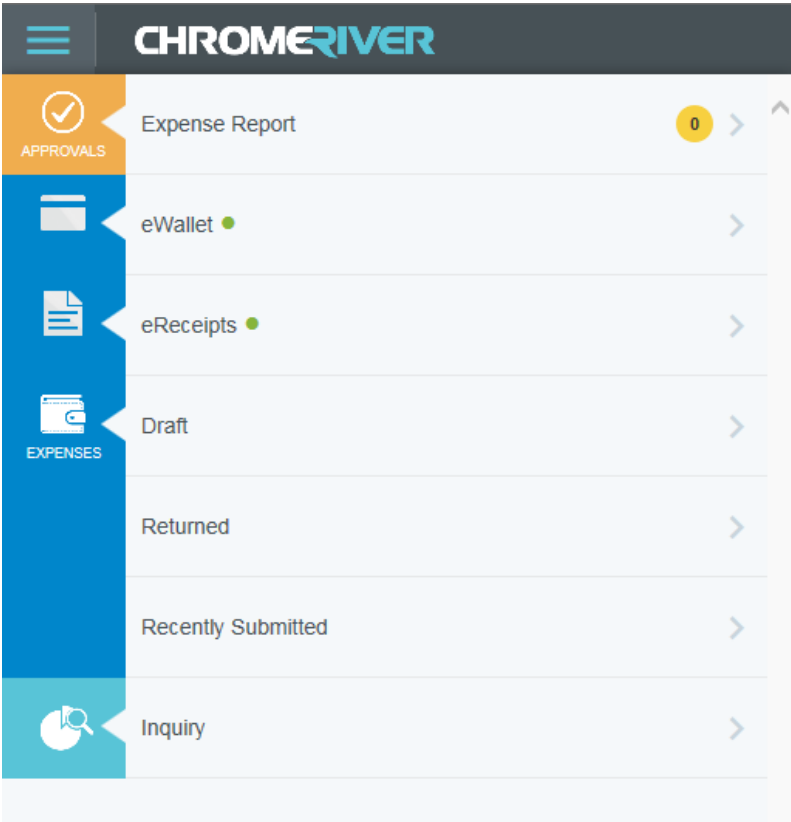# Navigation Bar

The Navigation Bar remains at the top of your screen no matter where you are in the application. Depending on the size of your screen, it may display text or just icons.

NAVIGATION

Tap the **MENU** button at the far left to navigate among the different Chrome River modules and go directly to the desired function in each.

A menu will slide in from the left. If you have items that need approval, these will appear at the top. Below them you can access your expenses, and the Inquiry Reports feature.
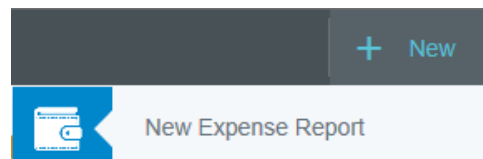
HOME

Tap the **Chrome River Logo** button in the Navigation Bar to return to the Dashboard at any time.

+ NEW

Depending on the size of your screen, you can tap the **+** or **+ NEW** button to create a new expense report no matter where you are in the application.

USER

Depending on the size of your screen, you can tap the **User** icon or **your User Name** in the right corner of the Navigation Bar to see, choose, or act as a delegate, edit your settings, access the Help feature, or log out of the application.