

Wo kann man hier etwas ändern
bzw. einen neuen „Vorlagen Typ“
schaffen

The screenshot shows the 'Word - Vorlagen' (Word - Templates) window. At the top, there is a toolbar with icons for 'Neu' (New), 'Ändern' (Change), 'Speichern' (Save), 'Abbruch' (Cancel), 'Löschen' (Delete), and 'Verlassen' (Exit). Below the toolbar, the 'Vorlagen Typ' (Template Type) is set to 'Personalien' (Personal). To the right, there are input fields for 'Titel' (Title) containing 'Personalien' and 'Thema' (Topic). Below these, there are radio buttons for 'alle Firmen' (all companies) and 'aktuelle Firma' (current company). The main area shows a list of templates, with 'Personalien' selected. On the right side, there is a preview of the template content, which includes several placeholder fields: '#name#, #vorname#' (name, first name), '#strasse#' (street), '#plz# #wohnort#' (postal code, location), and '#geburtsdatum#' (date of birth).