

# SECURITY

## GRID CAPTIONS

In the grid captions screen you have the ability to customize the [data grids](#) within BPO. This customization is done per user group. You will need to log out of BPO (or relevant companion application) and back in again, in order for the changes to take affect.

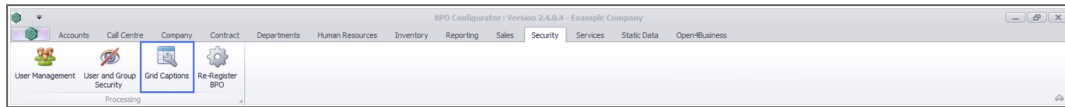
These Grid Captions are retrieved for all users within the specific user group, but each user can perform certain customizations from the relevant screens themselves (such as changing the order or width of columns), which will save to xml files on their local pc (or within their user profile on the server where users remotely connect to an application server), when [saving their screen layout](#).

You can set the following for data grid columns:

- **Caption:** the column header display name
- **Width:** width of the column
- **AllowSizing:** Used in conjunction with the **Visible** property.
- **Visible:** whether the column is visible or not. From BPO2 v2.5.0.10, columns that are set to Visible = **No** and AllowSizing = **No** and will not be displayed in the [column chooser](#).
- **Locked:** whether the data in the column can be edited, this is dependant on the type of screen.
- **SortOrder:** the order the columns display in the data grid.
- **User Editable:** whether the column properties can be changed (AllowSizing, Visible, Locked, SortOrder).

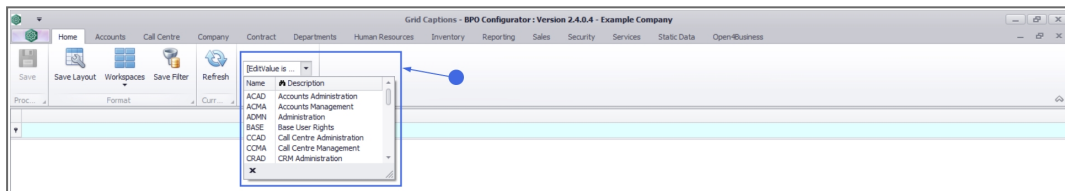
## GRID CAPTION LISTING

**Ribbon** Select **Security** > **Grid Captions**

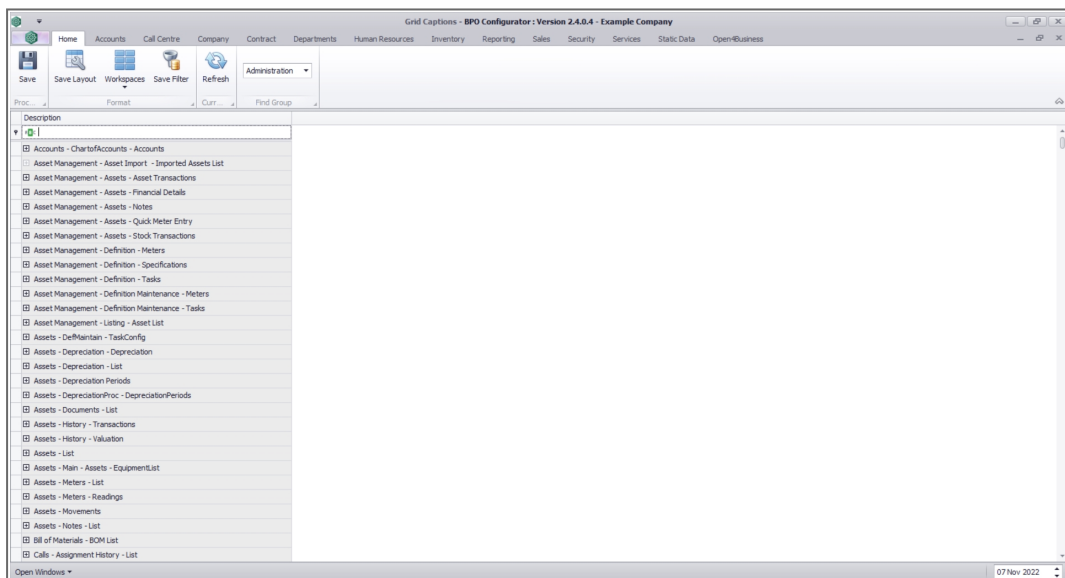


The **Grid Captions** screen will be displayed. The grid captions list will only display once the User Group has been selected.

- Click on the **Find Group** drop-down and select the relevant User Group.

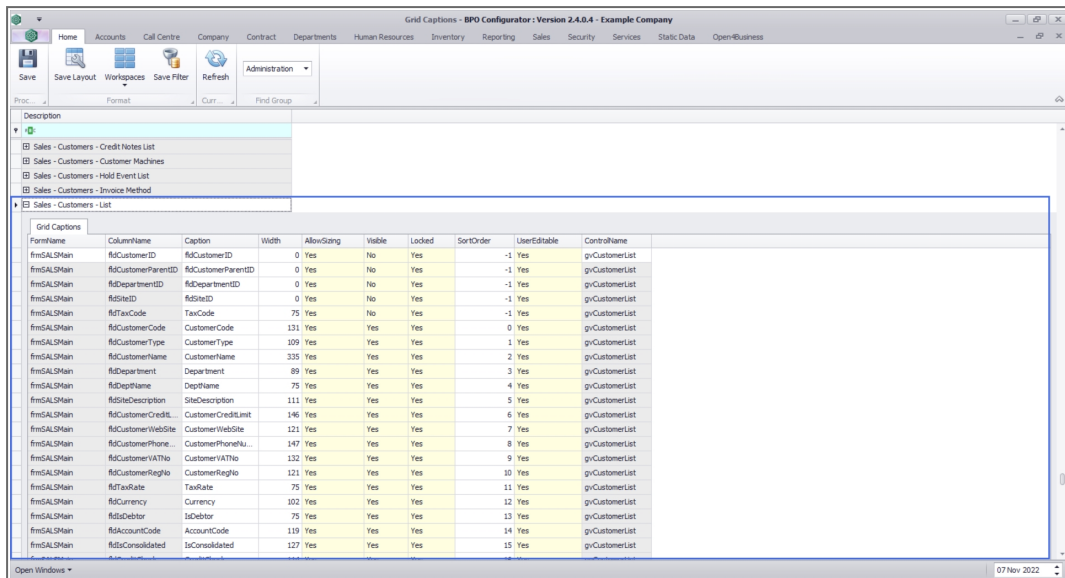


The list of screens within BPO2 and our companion applications will display.



- Click on the (+) to expand the list of captions for the relevant screen. In this example, we are looking at the grid caption list for

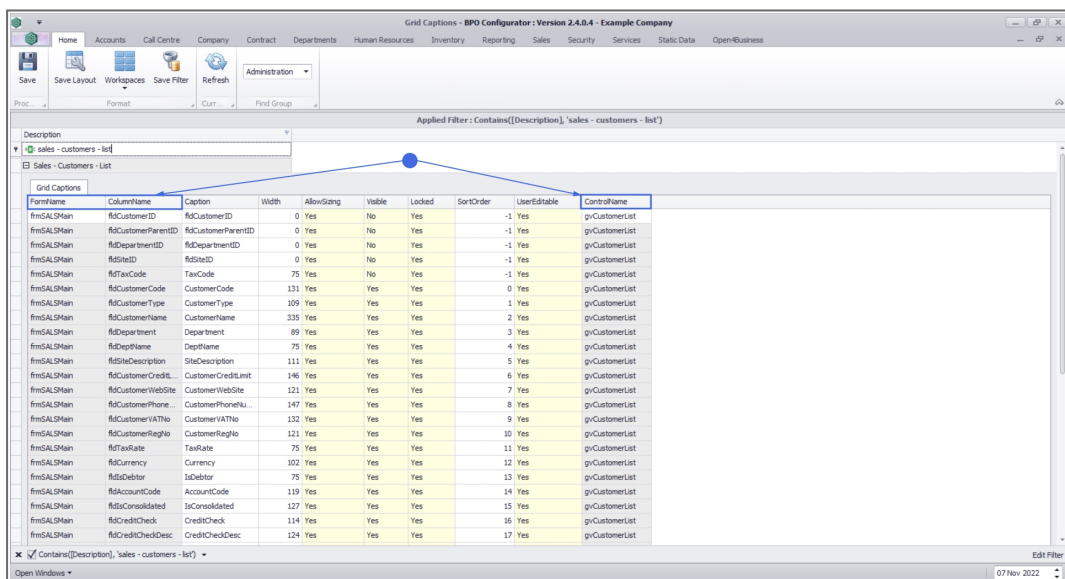
the Customer Listing screen.



FormName	ColumnName	Caption	Width	AllowSizing	Visible	Locked	SortOrder	UserEditable	ControlName
fmSALMain	fldCustomerID	fldCustomerID	0	Yes	No	Yes	-1	Yes	gCustomerList
fmSALMain	fldCustomerParentID	fldCustomerParentID	0	Yes	No	Yes	-1	Yes	gCustomerList
fmSALMain	fldDepartmentID	fldDepartmentID	0	Yes	No	Yes	-1	Yes	gCustomerList
fmSALMain	fldSiteID	fldSiteID	0	Yes	No	Yes	-1	Yes	gCustomerList
fmSALMain	fldTaxCode	TaxCode	75	Yes	No	Yes	-1	Yes	gCustomerList
fmSALMain	fldCustomerCode	CustomerCode	131	Yes	Yes	Yes	0	Yes	gCustomerList
fmSALMain	fldCustomerType	CustomerType	109	Yes	Yes	Yes	1	Yes	gCustomerList
fmSALMain	fldCustomerName	CustomerName	335	Yes	Yes	Yes	2	Yes	gCustomerList
fmSALMain	fldDepartment	Department	89	Yes	Yes	Yes	3	Yes	gCustomerList
fmSALMain	fldDepName	DepName	75	Yes	Yes	Yes	4	Yes	gCustomerList
fmSALMain	fldSiteDescription	SiteDescription	111	Yes	Yes	Yes	5	Yes	gCustomerList
fmSALMain	fldCustomerCreditLimit	CustomerCreditLimit	146	Yes	Yes	Yes	6	Yes	gCustomerList
fmSALMain	fldCustomerWebSite	CustomerWebSite	121	Yes	Yes	Yes	7	Yes	gCustomerList
fmSALMain	fldCustomerPhoneNo	CustomerPhoneNo	147	Yes	Yes	Yes	8	Yes	gCustomerList
fmSALMain	fldCustomerVATNo	CustomerVATNo	132	Yes	Yes	Yes	9	Yes	gCustomerList
fmSALMain	fldCustomerRegNo	CustomerRegNo	121	Yes	Yes	Yes	10	Yes	gCustomerList
fmSALMain	fldTaxRate	TaxRate	75	Yes	Yes	Yes	11	Yes	gCustomerList
fmSALMain	fldCurrency	Currency	102	Yes	Yes	Yes	12	Yes	gCustomerList
fmSALMain	fldDebtor	Debtor	75	Yes	Yes	Yes	13	Yes	gCustomerList
fmSALMain	fldAccountCode	AccountCode	119	Yes	Yes	Yes	14	Yes	gCustomerList
fmSALMain	fldConsolidated	IsConsolidated	127	Yes	Yes	Yes	15	Yes	gCustomerList

## INFORMATION FIELDS

The **FormName**, **ColumnName** and **ControlName** are system related columns and cannot be edited.

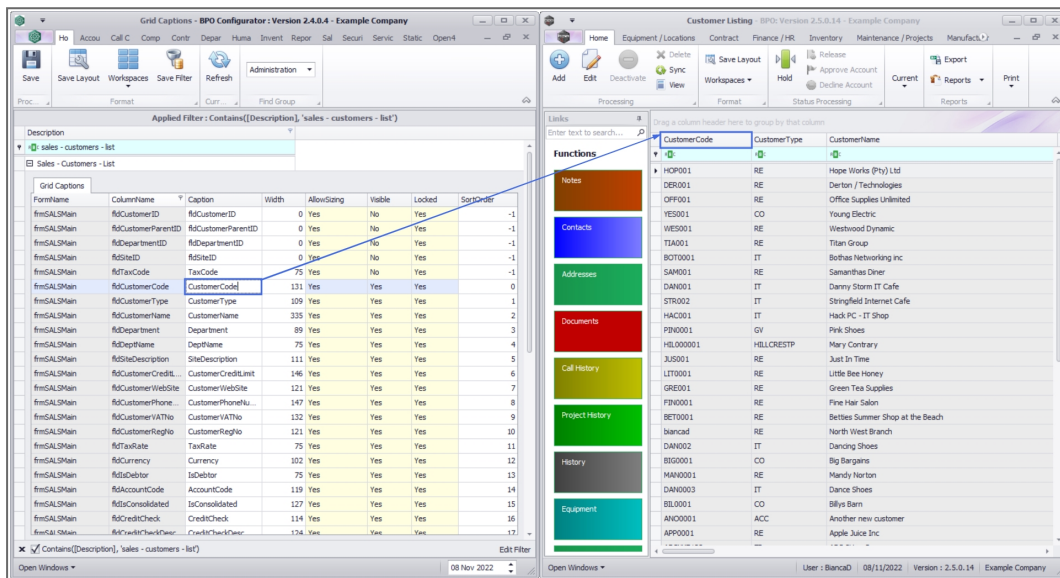


FormName	ColumnName	Caption	Width	AllowSizing	Visible	Locked	SortOrder	UserEditable	ControlName
fmSALMain	fldCustomerID	fldCustomerID	0	Yes	No	Yes	-1	Yes	gCustomerList
fmSALMain	fldCustomerParentID	fldCustomerParentID	0	Yes	No	Yes	-1	Yes	gCustomerList
fmSALMain	fldDepartmentID	fldDepartmentID	0	Yes	No	Yes	-1	Yes	gCustomerList
fmSALMain	fldSiteID	fldSiteID	0	Yes	No	Yes	-1	Yes	gCustomerList
fmSALMain	fldTaxCode	TaxCode	75	Yes	No	Yes	-1	Yes	gCustomerList
fmSALMain	fldCustomerCode	CustomerCode	131	Yes	Yes	Yes	0	Yes	gCustomerList
fmSALMain	fldCustomerType	CustomerType	109	Yes	Yes	Yes	1	Yes	gCustomerList
fmSALMain	fldCustomerName	CustomerName	335	Yes	Yes	Yes	2	Yes	gCustomerList
fmSALMain	fldDepartment	Department	89	Yes	Yes	Yes	3	Yes	gCustomerList
fmSALMain	fldDepName	DepName	75	Yes	Yes	Yes	4	Yes	gCustomerList
fmSALMain	fldSiteDescription	SiteDescription	111	Yes	Yes	Yes	5	Yes	gCustomerList
fmSALMain	fldCustomerCreditLimit	CustomerCreditLimit	146	Yes	Yes	Yes	6	Yes	gCustomerList
fmSALMain	fldCustomerWebSite	CustomerWebSite	121	Yes	Yes	Yes	7	Yes	gCustomerList
fmSALMain	fldCustomerPhoneNo	CustomerPhoneNo	147	Yes	Yes	Yes	8	Yes	gCustomerList
fmSALMain	fldCustomerVATNo	CustomerVATNo	132	Yes	Yes	Yes	9	Yes	gCustomerList
fmSALMain	fldCustomerRegNo	CustomerRegNo	121	Yes	Yes	Yes	10	Yes	gCustomerList
fmSALMain	fldTaxRate	TaxRate	75	Yes	Yes	Yes	11	Yes	gCustomerList
fmSALMain	fldCurrency	Currency	102	Yes	Yes	Yes	12	Yes	gCustomerList
fmSALMain	fldDebtor	Debtor	75	Yes	Yes	Yes	13	Yes	gCustomerList
fmSALMain	fldAccountCode	AccountCode	119	Yes	Yes	Yes	14	Yes	gCustomerList
fmSALMain	fldConsolidated	IsConsolidated	127	Yes	Yes	Yes	15	Yes	gCustomerList
fmSALMain	fldCreditCheck	CreditCheck	114	Yes	Yes	Yes	16	Yes	gCustomerList
fmSALMain	fldCreditCheckDesc	CreditCheckDesc	124	Yes	Yes	Yes	17	Yes	gCustomerList

## CAPTION

The **Caption** column determines the column header for the relevant screen. This can be changed to better describe the column for your company's requirements, etc.

- To change the caption - click in the field and type the caption in.



## WIDTH

The **Width** column determines the default width of the column in the relevant screen. **0** indicates that the column is not visible. This column can be added back via [column chooser](#), unless Visible = **No**.

- To set the value - click in the field and type in the width.

Grid Captions - BPO Configurator - Version 2.4.0.4 - Example Company

Applied Filter: Contains([Description], 'sales - customers - list')

FormName	ColumnName	Caption	Width	AllowSizing	Visible	Locked	SortOrder	UserEditable	ControlName
frmSALMain	fldCustomerID	CustomerID	0	Yes	No	Yes	-1	Yes	gvCustomerList
frmSALMain	fldCustomerParentID	CustomerParentID	0	Yes	No	Yes	-1	Yes	gvCustomerList
frmSALMain	fldDepartmentID	DepartmentID	0	Yes	No	Yes	-1	Yes	gvCustomerList
frmSALMain	fldSiteID	SiteID	0	Yes	No	Yes	-1	Yes	gvCustomerList
frmSALMain	fldTaxCode	TaxCode	75	Yes	No	Yes	-1	Yes	gvCustomerList
frmSALMain	fldCustomerCode	CustomerCode	131	Yes	Yes	Yes	0	Yes	gvCustomerList
frmSALMain	fldCustomerType	CustomerType	109	Yes	Yes	Yes	1	Yes	gvCustomerList
frmSALMain	fldCustomerName	CustomerName	335	Yes	Yes	Yes	2	Yes	gvCustomerList
frmSALMain	fldDepartment	Department	89	Yes	Yes	Yes	3	Yes	gvCustomerList
frmSALMain	fldDeptName	DeptName	75	Yes	Yes	Yes	4	Yes	gvCustomerList
frmSALMain	fldSiteDescription	SiteDescription	111	Yes	Yes	Yes	5	Yes	gvCustomerList
frmSALMain	fldCustomerCreditLimit	CustomerCreditLimit	146	Yes	Yes	Yes	6	Yes	gvCustomerList
frmSALMain	fldCustomerWebSite	CustomerWebSite	121	Yes	Yes	Yes	7	Yes	gvCustomerList
frmSALMain	fldCustomerPhoneNo	CustomerPhoneNo	147	Yes	Yes	Yes	8	Yes	gvCustomerList
frmSALMain	fldCustomerVATNo	CustomerVATNo	132	Yes	Yes	Yes	9	Yes	gvCustomerList
frmSALMain	fldCustomerRegNo	CustomerRegNo	121	Yes	Yes	Yes	10	Yes	gvCustomerList
frmSALMain	fldTaxRate	TaxRate	75	Yes	Yes	Yes	11	Yes	gvCustomerList
frmSALMain	fldCurrency	Currency	102	Yes	Yes	Yes	12	Yes	gvCustomerList
frmSALMain	fldDebtor	Debtor	75	Yes	Yes	Yes	13	Yes	gvCustomerList
frmSALMain	fldAccountCode	AccountCode	119	Yes	Yes	Yes	14	Yes	gvCustomerList
frmSALMain	fldConsolidated	IsConsolidated	127	Yes	Yes	Yes	15	Yes	gvCustomerList
frmSALMain	fldCreditCheck	CreditCheck	114	Yes	Yes	Yes	16	Yes	gvCustomerList
frmSALMain	fldCreditCheckDesc	CreditCheckDesc	124	Yes	Yes	Yes	17	Yes	gvCustomerList

## ALLOW SIZING AND VISIBLE

The **AllowSizing** and **Visible** columns work in conjunction with each other.

- If AllowSizing = **Yes** and Visible = **Yes**, the column is visible in the data grid.
- If AllowSizing = **Yes** and Visible = **No**, the column is hidden but can be found in the column chooser and added to the data grid.
- If AllowSizing = **No** and Visible = **No**, the column is hidden and not available in column chooser.
- To set the value - click in the field and pick Yes/No from the drop-down list.

Grid Captions - BPO Configurator: Version 2.4.0.4 - Example Company

Applied Filter: Contains([Description], 'sales - customers - list')

FormName	ColumnName	Caption	Width	AllowSizing	Visible	Locked	SortOrder	UserEditable	ControlName
fmSALMain	RdCustomerID	RdCustomerID	0	No	No	Yes	-1	Yes	gvCustomerList
fmSALMain	RdCustomerParentID	RdCustomerParentID	0	No	No	Yes	-1	Yes	gvCustomerList
fmSALMain	RdDepartmentID	RdDepartmentID	0	No	No	Yes	-1	Yes	gvCustomerList
fmSALMain	RdSiteID	RdSiteID	0	No	No	Yes	-1	Yes	gvCustomerList
fmSALMain	RdTaxCode	TaxCode	75	Yes	No	Yes	-1	Yes	gvCustomerList
fmSALMain	RdCustomerCode	CustomerCode	131	Yes	Yes	Yes	0	Yes	gvCustomerList
fmSALMain	RdCustomerType	CustomerType	109	Yes	Yes	Yes	1	Yes	gvCustomerList
fmSALMain	RdCustomerName	CustomerName	335	Yes	Yes	Yes	2	Yes	gvCustomerList
fmSALMain	RdDepartment	Department	89	Yes	Yes	Yes	3	Yes	gvCustomerList
fmSALMain	RdDeptName	DeptName	75	Yes	Yes	Yes	4	Yes	gvCustomerList
fmSALMain	RdSiteDescription	SiteDescription	111	Yes	Yes	Yes	5	Yes	gvCustomerList
fmSALMain	RdCustomerCreditLimit	CustomerCreditLimit	146	Yes	Yes	Yes	6	Yes	gvCustomerList
fmSALMain	RdCustomerWebSite	CustomerWebSite	121	Yes	Yes	Yes	7	Yes	gvCustomerList
fmSALMain	RdCustomerPhone	CustomerPhone	147	Yes	Yes	Yes	8	Yes	gvCustomerList
fmSALMain	RdCustomerVATNo	CustomerVATNo	132	Yes	Yes	Yes	9	Yes	gvCustomerList
fmSALMain	RdCustomerRegNo	CustomerRegNo	121	Yes	Yes	Yes	10	Yes	gvCustomerList
fmSALMain	RdTaxRate	TaxRate	75	Yes	Yes	Yes	11	Yes	gvCustomerList
fmSALMain	RdCurrency	Currency	102	Yes	Yes	Yes	12	Yes	gvCustomerList
fmSALMain	RdDebtor	Debtor	75	Yes	Yes	Yes	13	Yes	gvCustomerList
fmSALMain	RdAccountCode	AccountCode	119	Yes	Yes	Yes	14	Yes	gvCustomerList
fmSALMain	RdIsConsolidated	IsConsolidated	127	Yes	Yes	Yes	15	Yes	gvCustomerList
fmSALMain	RdCreditCheck	CreditCheck	114	Yes	Yes	Yes	16	Yes	gvCustomerList
fmSALMain	RdCreditCheckDesc	CreditCheckDesc	124	Yes	Yes	Yes	17	Yes	gvCustomerList

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## LOCKED

For the **Locked** value, it is recommended to keep the standard configuration, unless there are fields that you want to disable for certain users.

- To set the value - click in the field and pick Yes/No from the drop-down list.

Grid Captions - BPO Configurator: Version 2.4.0.4 - Example Company

Applied Filter: Contains([Description], 'sales - customers - list')

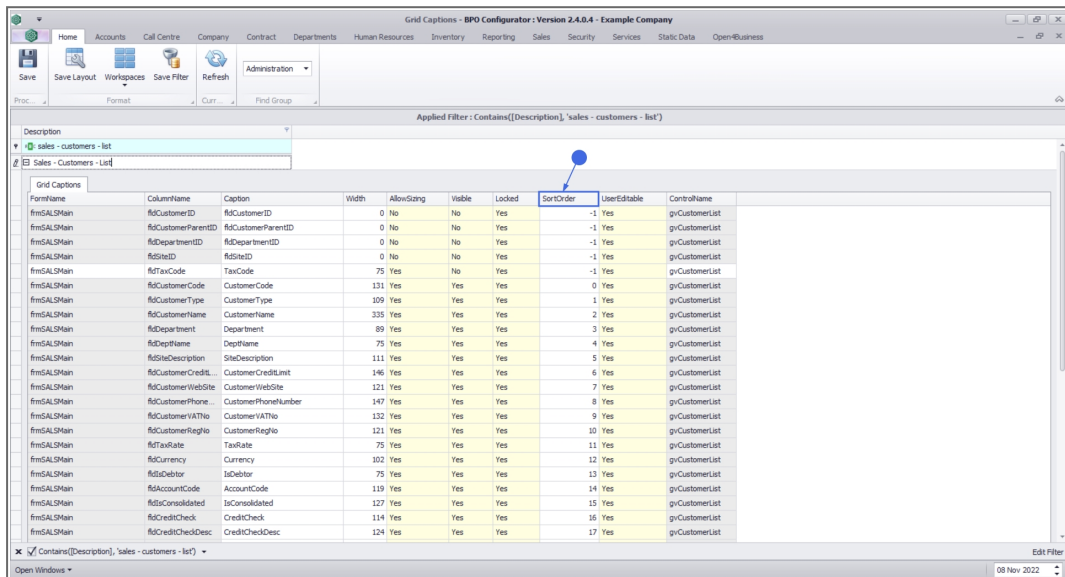
FormName	ColumnName	Caption	Width	AllowSizing	Visible	Locked	SortOrder	UserEditable	ControlName
fmSALMain	RdCustomerID	RdCustomerID	0	No	No	Yes	-1	Yes	gvCustomerList
fmSALMain	RdCustomerParentID	RdCustomerParentID	0	No	No	Yes	-1	Yes	gvCustomerList
fmSALMain	RdDepartmentID	RdDepartmentID	0	No	No	Yes	-1	Yes	gvCustomerList
fmSALMain	RdSiteID	RdSiteID	0	No	No	Yes	-1	Yes	gvCustomerList
fmSALMain	RdTaxCode	TaxCode	75	Yes	No	Yes	-1	Yes	gvCustomerList
fmSALMain	RdCustomerCode	CustomerCode	131	Yes	Yes	Yes	0	Yes	gvCustomerList
fmSALMain	RdCustomerType	CustomerType	109	Yes	Yes	Yes	1	Yes	gvCustomerList
fmSALMain	RdCustomerName	CustomerName	335	Yes	Yes	Yes	2	Yes	gvCustomerList
fmSALMain	RdDepartment	Department	89	Yes	Yes	Yes	3	Yes	gvCustomerList
fmSALMain	RdDeptName	DeptName	75	Yes	Yes	Yes	4	Yes	gvCustomerList
fmSALMain	RdSiteDescription	SiteDescription	111	Yes	Yes	Yes	5	Yes	gvCustomerList
fmSALMain	RdCustomerCreditLimit	CustomerCreditLimit	146	Yes	Yes	Yes	6	Yes	gvCustomerList
fmSALMain	RdCustomerWebSite	CustomerWebSite	121	Yes	Yes	Yes	7	Yes	gvCustomerList
fmSALMain	RdCustomerPhone	CustomerPhone	147	Yes	Yes	Yes	8	Yes	gvCustomerList
fmSALMain	RdCustomerVATNo	CustomerVATNo	132	Yes	Yes	Yes	9	Yes	gvCustomerList
fmSALMain	RdCustomerRegNo	CustomerRegNo	121	Yes	Yes	Yes	10	Yes	gvCustomerList
fmSALMain	RdTaxRate	TaxRate	75	Yes	Yes	Yes	11	Yes	gvCustomerList
fmSALMain	RdCurrency	Currency	102	Yes	Yes	Yes	12	Yes	gvCustomerList
fmSALMain	RdDebtor	Debtor	75	Yes	Yes	Yes	13	Yes	gvCustomerList
fmSALMain	RdAccountCode	AccountCode	119	Yes	Yes	Yes	14	Yes	gvCustomerList
fmSALMain	RdIsConsolidated	IsConsolidated	127	Yes	Yes	Yes	15	Yes	gvCustomerList
fmSALMain	RdCreditCheck	CreditCheck	114	Yes	Yes	Yes	16	Yes	gvCustomerList
fmSALMain	RdCreditCheckDesc	CreditCheckDesc	124	Yes	Yes	Yes	17	Yes	gvCustomerList

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## SORT ORDER

**Sort Order** determines the order in which the columns are displayed in the data grid.

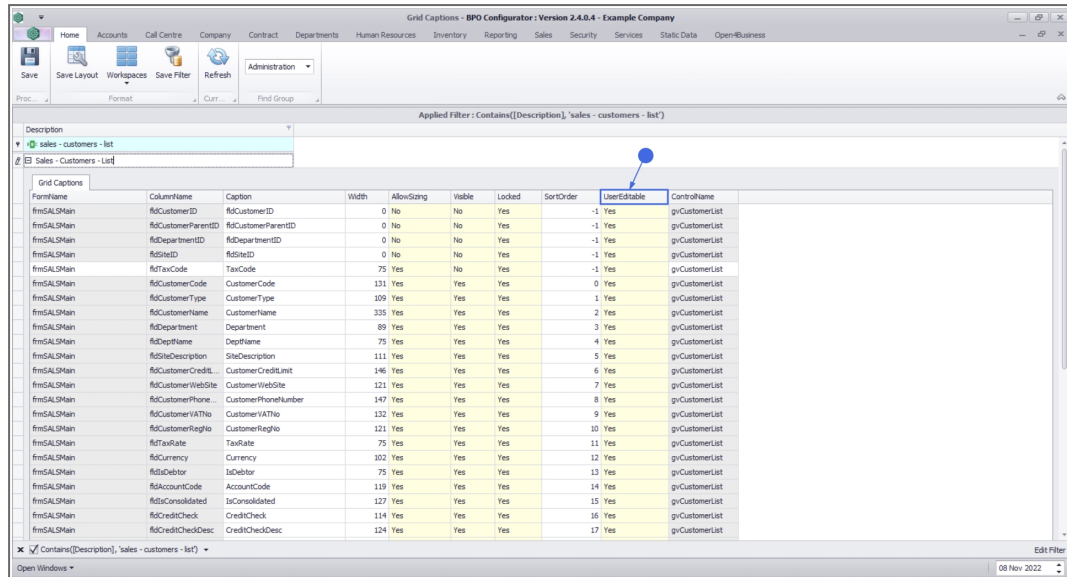
- To set the value - click in the field and type in the order number.



If you are the system administrator, and want to give grid caption access to a user, but not allow editing for certain fields, then set **UserEditable** to **No**. The user will be able to change the Caption and Width, but not AllowSizing, Visible, Locked or SortOrder.

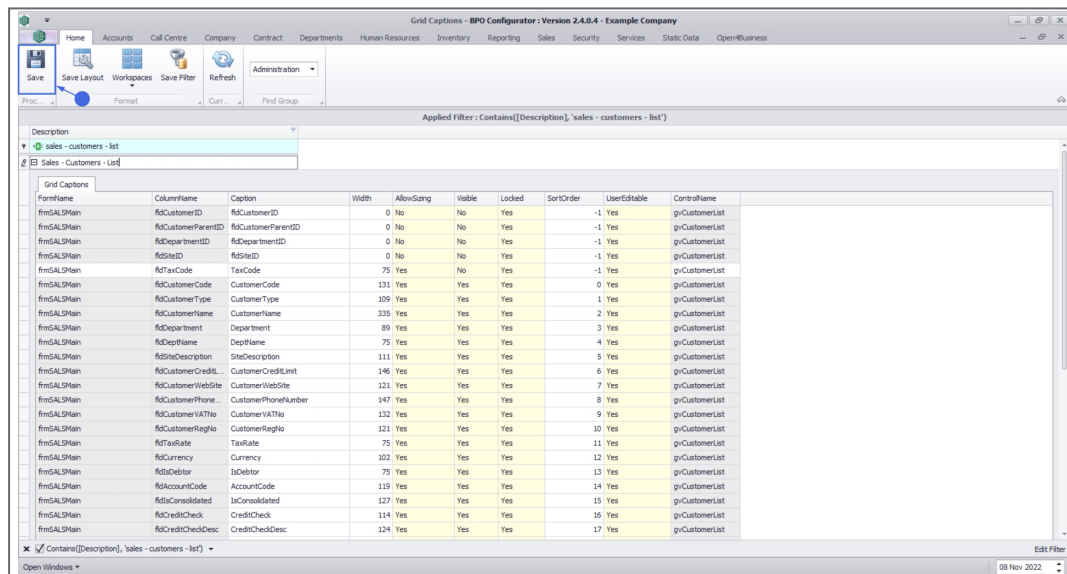
- To set the value - click in the field and pick Yes/No from the drop-down list.





## SAVE

- Click on the **Save** button when you are done.



## Related Topics

- [Datagrids](#)

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