

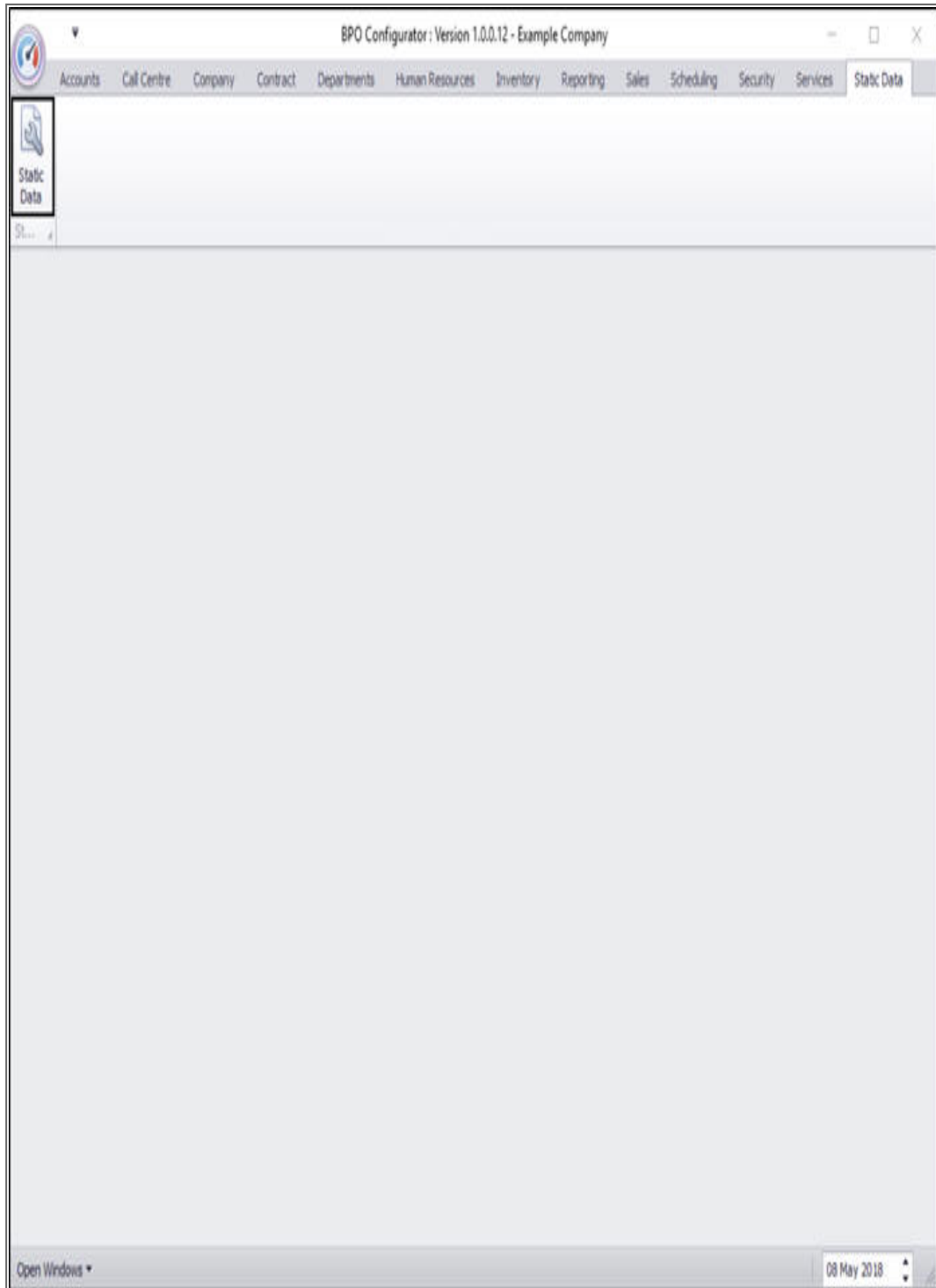
# STATIC DATA

## STATIC DATA – WARRANTIES: METER UNITS

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**Ribbon Access:** *Configurator > Static Data> Static Data*

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- The **Static Data** listing screen will be displayed.
- Use the **filter row** or **scroll down** the list until you find the **Meter Units** row.
- Click on the **expand** icon in this row.

Static Data - BPO Configurator : Version 1.0.0.12 - Example Company

Home Accounts Call Centre Company Contract Departments Human Resources Inventory Reporting Sales Scheduling Security Services Static Data

Save Layout Workspaces Save Filter Refresh

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Description	TableName	FieldName	Size	UserDefinable
Human Resources : Crafts	tbEMPLCrafts	fdCraftName	50	Yes
Human Resources : Leave types	tbEMPLShiftExceptions	fdExceptionCategory	50	Yes
Human Resources: Expense Codes	GENERIC	fdExpenseType	50	Yes
Instruction Class	tbINSTInstructions	fdInstClass	50	Yes
Maintenance : Task Class	tbTASKTasks	fdTaskClass	50	Yes
Manufacturer Class	tbMVMManufacturers	fdClass	50	Yes
Manufacturer Type	tbMVMManufacturers	fdManufacturerType	50	Yes
Meter Units	tbMTRMDefinition	fdUnit	50	Yes
Overtime Factor	GENERIC	fdOverTimeFactor	4	Yes
Part Requests: State	tbMVMRequestItemNotes	fdState	10	Yes
Part Types	GENERIC	fdPartType	1	Yes
Pay-roll : Company Chapter	GENERIC	fdCompanyChapter	50	Yes
Pay-roll : Company Division	GENERIC	fdCompanyDivision	50	Yes
Pay-roll : Company Sector	GENERIC	fdCompanySector	50	Yes
Pay-roll : Employer Activity Code	GENERIC	fdActivityCode	50	Yes
Pay-roll : Employment Area	GENERIC	fdEmploymentArea	50	Yes
Pay-roll : Fund Type	GENERIC	fdFundType	50	Yes
Pay-roll : Payroll Type	GENERIC	fdPayrollType	50	Yes
Pay-roll : Payslip Codes	tbPAYRRunDetails	fdPaySlipCode	50	Yes
Procurement : Payment Terms	GENERIC	fdPaymentTerms	50	Yes
Procurement : Requisition Approver Codes	tbPRORequisitionConfig	fdApproverCode	50	Yes
Procurement : Requisition Other Costs	tbPRORequisitions	fdPRCostType	50	Yes
Procurement : Requisition Types	tbPRORequisitions	fdPRTType	50	Yes
Procurement : Supplier Class	tbPROSuppliers	fdClass	50	Yes
Procurement : Supplier Type	tbPROSuppliers	fdSupplierType	50	Yes
Project Contact Type	tbPMNGProjectContacts	fdContactType	50	Yes
Product Methodology / Class	tbPMNGMethodology	fdMethodologyClass	50	Yes

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- The Meter Units **Codes** frame will be expanded.
- Here you can view a list of ***meter unit types*** currently on the system.

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Description	TableName	FieldName	Size	UserDefinable
Human Resources : Crafts	tbEMPLCrafts	fdCraftName	50	Yes
Human Resources : Leave types	tbEMPLShiftExceptions	fdExceptionCategory	50	Yes
Human Resources: Expense Codes	GENERIC	fdExpenseType	50	Yes
Instruction Class	tbINSTInstructions	fdInstClass	50	Yes
Maintenance : Task Class	tbTASKTasks	fdTaskClass	50	Yes
Manufacturer Class	tbMNMManufacturers	fdClass	50	Yes
Manufacturer Type	tbMNMManufacturers	fdManufacturerType	50	Yes
Meter Units	tbMTRMDefinition	fdUnit	50	Yes

Codes

% Code	CodeDescription	CodeType	Status	SortOrder
Km	Kilometres	None	A	2
DS Copies	Double Sided Copies	None	A	5
DegC	Degrees Celsius	None	A	3
Cycle	Cycles	None	A	1

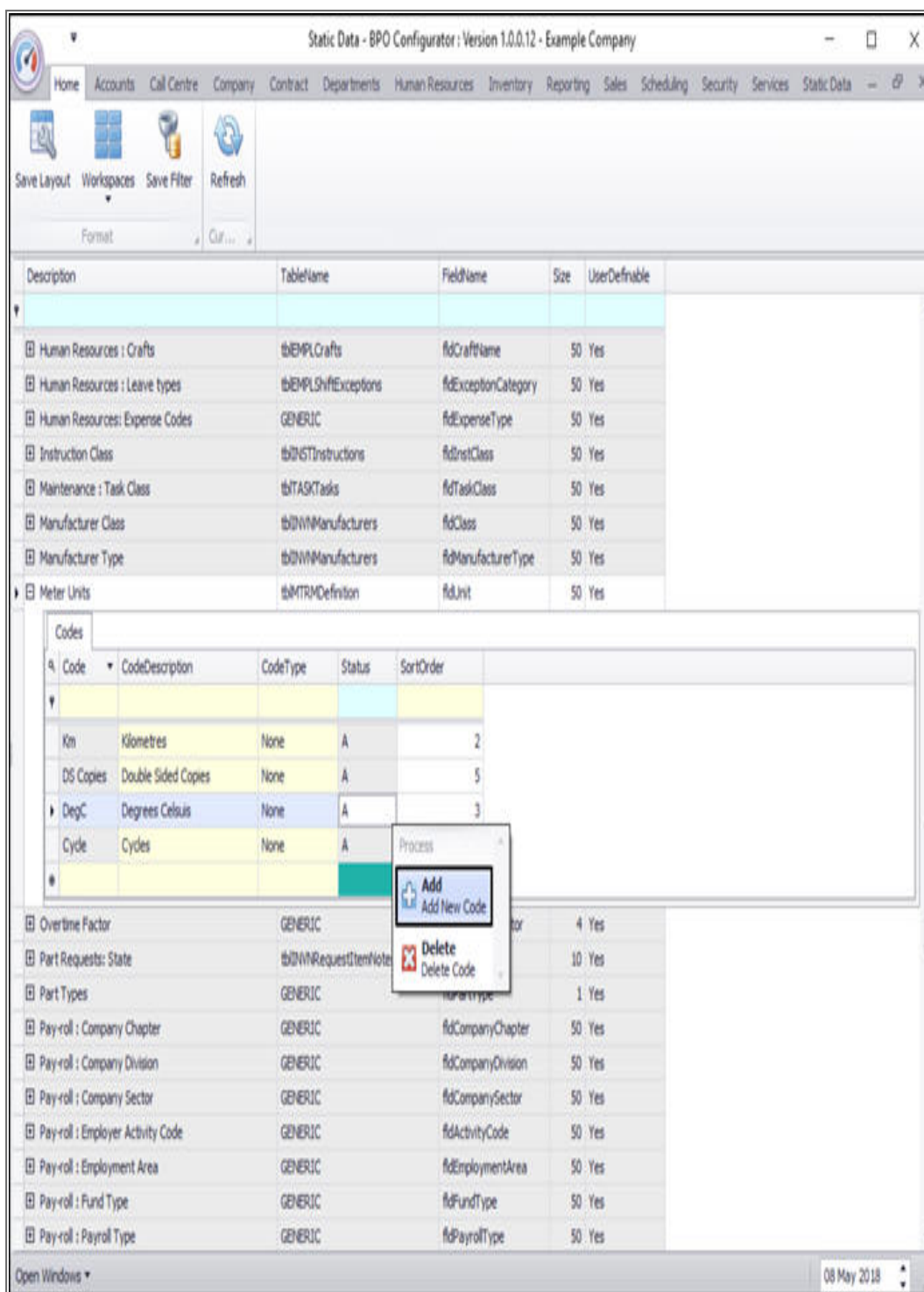
Overtime Factor	GENERIC	fdOverTimeFactor	4	Yes
Part Requests: State	tbMNMRequestItemNotes	fdState	10	Yes
Part Types	GENERIC	fdPartType	1	Yes
Pay-roll : Company Chapter	GENERIC	fdCompanyChapter	50	Yes
Pay-roll : Company Division	GENERIC	fdCompanyDivision	50	Yes
Pay-roll : Company Sector	GENERIC	fdCompanySector	50	Yes
Pay-roll : Employer Activity Code	GENERIC	fdActivityCode	50	Yes
Pay-roll : Employment Area	GENERIC	fdEmploymentArea	50	Yes
Pay-roll : Fund Type	GENERIC	fdFundType	50	Yes
Pay-roll : Payroll Type	GENERIC	fdPayrollType	50	Yes

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- **Right click** anywhere in a **row** of the **Codes** data grid.
- A **Process** menu will pop up.

- Click on **Add** - Add New Code.



The screenshot shows the 'Static Data - BPO Configurator' application window. The main table lists various static data items, including 'Meter Units'. A context menu is open over the 'Meter Units' table, showing 'Add' and 'Delete' options.

Description	TableName	FieldName	Size	UserDefinable
Human Resources : Crafts	tblEMPLCrafts	fldCraftName	50	Yes
Human Resources : Leave types	tblEMPLShiftExceptions	fldExceptionCategory	50	Yes
Human Resources: Expense Codes	GENERIC	fldExpenseType	50	Yes
Instruction Class	tblINSTInstructions	fldInstClass	50	Yes
Maintenance : Task Class	tblTASKTasks	fldTaskClass	50	Yes
Manufacturer Class	tblMNMManufacturers	fldClass	50	Yes
Manufacturer Type	tblMNMManufacturers	fldManufacturerType	50	Yes
Meter Units	tblMTRMDefinition	fldUnit	50	Yes

Code	CodeDescription	CodeType	Status	SortOrder
Km	Kilometres	None	A	2
DS Copies	Double Sided Copies	None	A	5
DegC	Degrees Celsius	None	A	3
Cycle	Cycles	None	A	

Description	TableName	FieldName	Size	UserDefinable
Overtime Factor	GENERIC	fldOvertimeFactor	4	Yes
Part Requests: State	tblMNMRequestItemNotes	fldState	10	Yes
Part Types	GENERIC	fldPartType	1	Yes
Pay-roll : Company Chapter	GENERIC	fldCompanyChapter	50	Yes
Pay-roll : Company Division	GENERIC	fldCompanyDivision	50	Yes
Pay-roll : Company Sector	GENERIC	fldCompanySector	50	Yes
Pay-roll : Employer Activity Code	GENERIC	fldActivityCode	50	Yes
Pay-roll : Employment Area	GENERIC	fldEmploymentArea	50	Yes
Pay-roll : Fund Type	GENERIC	fldFundType	50	Yes
Pay-roll : Payroll Type	GENERIC	fldPayrollType	50	Yes

- The ***final row*** in the Codes data grid will now be '***activated***'.
  - The ***Code Type***, ***Status*** and ***Sort Order*** columns will now be populated.



Static Data - BPO Configurator : Version 1.0.0.12 - Example Company

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Save Layout Workspaces Save Filter Refresh

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Description	TableName	FieldName	Size	UserDefinable
Human Resources : Crafts	tbEMPLCrafts	fdCraftName	50	Yes
Human Resources : Leave types	tbEMPLShiftExceptions	fdExceptionCategory	50	Yes
Human Resources: Expense Codes	GENERIC	fdExpenseType	50	Yes
Instruction Class	tbINSTInstructions	fdInstClass	50	Yes
Maintenance : Task Class	tbTASKTasks	fdTaskClass	50	Yes
Manufacturer Class	tbMVMManufacturers	fdClass	50	Yes
Manufacturer Type	tbMVMManufacturers	fdManufacturerType	50	Yes
Meter Units	tbMTRMDefinition	fdUnit	50	Yes

Codes

Code	CodeDescription	CodeType	Status	SortOrder
Km	Kilometres	None	A	2
DS Copies	Double Sided Copies	None	A	5
DegC	Degrees Celsius	None	A	3
Cycle	Cycles	None	A	1
		None	A	0

Overtime Factor	GENERIC	fdOverTimeFactor	4	Yes
Part Requests: State	tbMVMRequestItemNotes	fdState	10	Yes
Part Types	GENERIC	fdPartType	1	Yes
Pay-rol : Company Chapter	GENERIC	fdCompanyChapter	50	Yes
Pay-rol : Company Division	GENERIC	fdCompanyDivision	50	Yes
Pay-rol : Company Sector	GENERIC	fdCompanySector	50	Yes
Pay-rol : Employer Activity Code	GENERIC	fdActivityCode	50	Yes
Pay-rol : Employment Area	GENERIC	fdEmploymentArea	50	Yes
Pay-rol : Fund Type	GENERIC	fdFundType	50	Yes
Pay-rol : Payroll Type	GENERIC	fdPayrollType	50	Yes

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- **Code:** Click in this text box and type in a **code** specific for this new meter unit.

- **Code Description:** Click in this text box and type in a *description* for this new meter unit code.

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Format Cur...

Description	TableName	FieldName	Size	UserDefinable
Human Resources : Crafts	tblEMPLCrafts	fldCraftName	50	Yes
Human Resources : Leave types	tblEMPLShiftExceptions	fldExceptionCategory	50	Yes
Human Resources: Expense Codes	GENERIC	fldExpenseType	50	Yes
Instruction Class	tblINSTInstructions	fldInstClass	50	Yes
Maintenance : Task Class	tblTASKTasks	fldTaskClass	50	Yes
Manufacturer Class	tblMNMManufacturers	fldClass	50	Yes
Manufacturer Type	tblMNMManufacturers	fldManufacturerType	50	Yes
Meter Units	tblMTRMDefinition	fldUnit	50	Yes

Codes

Code	CodeDescription	CodeType	Status	SortOrder
Km	Kilometres	None	A	2
DS Copies	Double Sided Copies	None	A	5
DegC	Degrees Celsius	None	A	3
Cycle	Cycles	None	A	1
		None	A	0

Overtime Factor	GENERIC	fldOverTimeFactor	4	Yes
Part Requests: State	tblDVMRequestItemNotes	fldState	10	Yes
Part Types	GENERIC	fldPartType	1	Yes
Pay-roll : Company Chapter	GENERIC	fldCompanyChapter	50	Yes
Pay-roll : Company Division	GENERIC	fldCompanyDivision	50	Yes
Pay-roll : Company Sector	GENERIC	fldCompanySector	50	Yes
Pay-roll : Employer Activity Code	GENERIC	fldActivityCode	50	Yes
Pay-roll : Employment Area	GENERIC	fldEmploymentArea	50	Yes
Pay-roll : Fund Type	GENERIC	fldFundType	50	Yes
Pay-roll : Payroll Type	GENERIC	fldPayrollType	50	Yes

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- **Code Type:** This can remain as **None**.
- **Status:** This will auto populate with **A** - Active.
- **Sort Order:** Click in this text box and either type in or use the arrow indicators to select the sort order for this new meter unit code.
  - **Note:** The **sort order** is the order in which this will appear in the meter units code drop-down list in BPO. If each meter unit code has the number **1**, then the drop-down list will usually default to an alphabetical order in BPO. If, for example, it is numbered **2**, then it will appear **2nd** in the drop-down list in BPO.

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Save Layout Workspaces Save Filter Refresh

Format Cur...

Description	TableName	FieldName	Size	UserDefinable
Human Resources : Crafts	tbEMPLCrafts	fdCraftName	50	Yes
Human Resources : Leave types	tbEMPLShiftExceptions	fdExceptionCategory	50	Yes
Human Resources: Expense Codes	GENERIC	fdExpenseType	50	Yes
Instruction Class	tbINSTInstructions	fdInstClass	50	Yes
Maintenance : Task Class	tbTASKTasks	fdTaskClass	50	Yes
Manufacturer Class	tbDWNManufacturers	fdClass	50	Yes
Manufacturer Type	tbDWNManufacturers	fdManufacturerType	50	Yes
Meter Units	tbMTRMDefinition	fdUnit	50	Yes

Codes

Code	CodeDescription	CodeType	Status	SortOrder
Km	Kilometres	None	A	2
DS Copies	Double Sided Copies	None	A	5
DegC	Degrees Celsius	None	A	3
Cycle	Cycles	None	A	1
I Copies	Copies Made	None	A	0

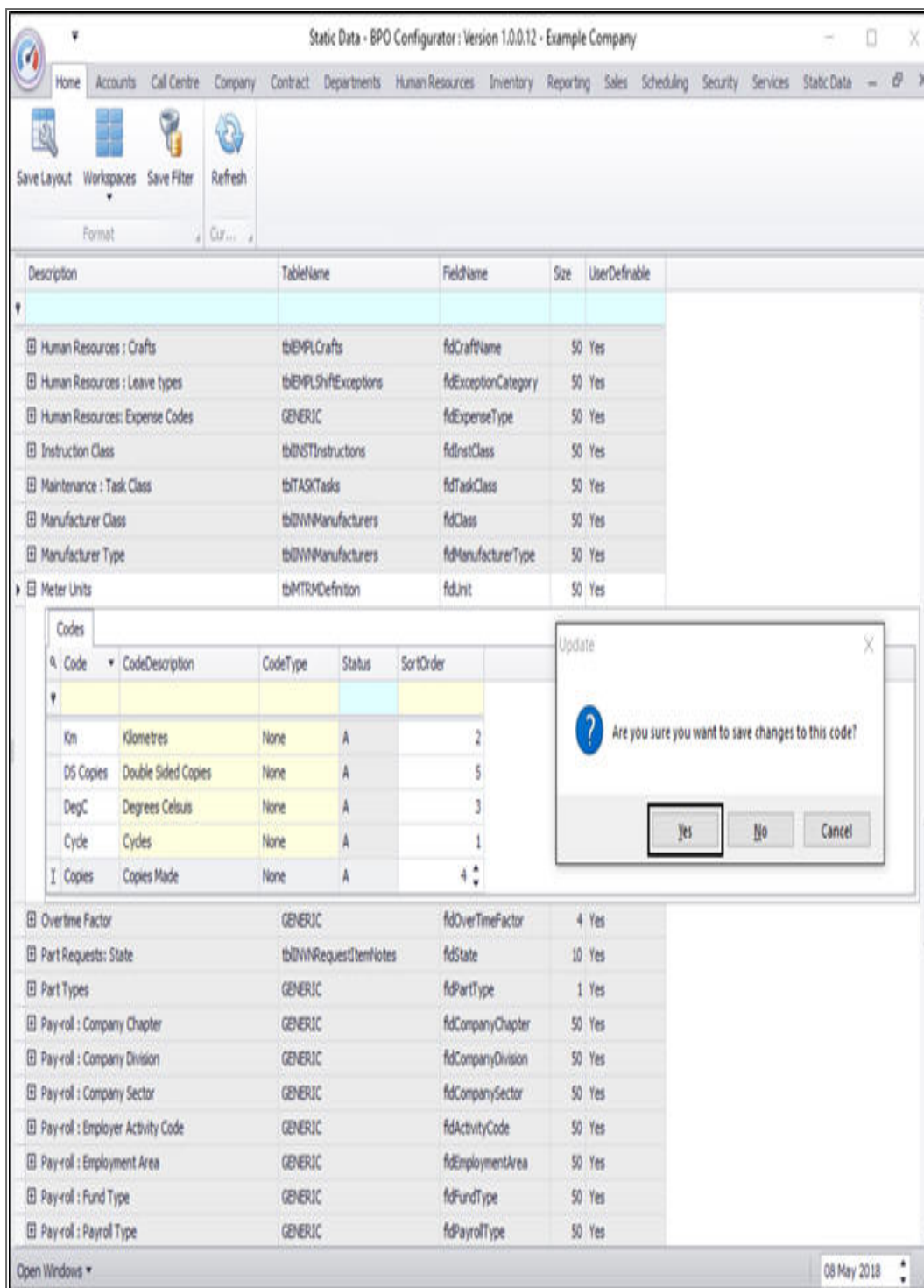
OverTime Factor	GENERIC	fdOverTimeFactor	4	Yes
Part Requests: State	tbDWNRequestItemNotes	fdState	10	Yes
Part Types	GENERIC	fdPartType	1	Yes
Pay-rol : Company Chapter	GENERIC	fdCompanyChapter	50	Yes
Pay-rol : Company Division	GENERIC	fdCompanyDivision	50	Yes
Pay-rol : Company Sector	GENERIC	fdCompanySector	50	Yes
Pay-rol : Employer Activity Code	GENERIC	fdActivityCode	50	Yes
Pay-rol : Employment Area	GENERIC	fdEmploymentArea	50	Yes
Pay-rol : Fund Type	GENERIC	fdFundType	50	Yes
Pay-rol : Payroll Type	GENERIC	fdPayrollType	50	Yes

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- When you have finished adding the new meter unit code details, press **Enter**.

- An **Update** message box will appear, asking;
  - *Are you sure you want to save changes to this code?*
- Click on **Yes**.



The screenshot shows the 'Static Data - BPO Configurator' application window. The main table displays various static data entries. The 'Meter Units' section is expanded, showing a list of units. A confirmation dialog is open, asking if the user wants to save changes to the selected code.

Description	TableName	FieldName	Size	UserDefinable
Human Resources : Crafts	tbEMPLCrafts	fdCraftName	50	Yes
Human Resources : Leave types	tbEMPLShiftExceptions	fdExceptionCategory	50	Yes
Human Resources: Expense Codes	GENERIC	fdExpenseType	50	Yes
Instruction Class	tbINSTInstructions	fdInstClass	50	Yes
Maintenance : Task Class	tbTASKTasks	fdTaskClass	50	Yes
Manufacturer Class	tbDWNManufacturers	fdClass	50	Yes
Manufacturer Type	tbDWNManufacturers	fdManufacturerType	50	Yes
Meter Units	tbMTRMDefinition	fdUnit	50	Yes

Code	CodeDescription	CodeType	Status	SortOrder
Km	Kilometres	None	A	2
DS Copies	Double Sided Copies	None	A	5
DegC	Degrees Celsius	None	A	3
Cycle	Cycles	None	A	1
I Copies	Copies Made	None	A	4

Update  
Are you sure you want to save changes to this code?  
Yes No Cancel

- The new meter unit type code will be **saved** and a **new row** will be added to the **Codes** data grid.



- **Collapse** the Codes frame when you are done.

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Description	TableName	FieldName	Size	UserDefinable
Human Resources : Crafts	tblEMPLCrafts	fldCraftName	50	Yes
Human Resources : Leave types	tblEMPLShiftExceptions	fldExceptionCategory	50	Yes
Human Resources: Expense Codes	GENERIC	fldExpenseType	50	Yes
Instruction Class	tblINSTInstructions	fldInstClass	50	Yes
Maintenance : Task Class	tblTASKTasks	fldTaskClass	50	Yes
Manufacturer Class	tblMNMManufacturers	fldClass	50	Yes
Manufacturer Type	tblMNMManufacturers	fldManufacturerType	50	Yes
Meter Units	tblMTRMDefinition	fldUnit	50	Yes

Codes

Code	CodeDescription	CodeType	Status	SortOrder
Km	Kilometres	None	A	2
DS Copies	Double Sided Copies	None	A	5
DegC	Degrees Celsius	None	A	3
Cycle	Cycles	None	A	1
Copies	Copies Made	None	A	4

Overtime Factor	GENERIC	fldOverTimeFactor	4	Yes
Part Requests: State	tblMNMRequestItemNotes	fldState	10	Yes
Part Types	GENERIC	fldPartType	1	Yes
Pay-roll : Company Chapter	GENERIC	fldCompanyChapter	50	Yes
Pay-roll : Company Division	GENERIC	fldCompanyDivision	50	Yes
Pay-roll : Company Sector	GENERIC	fldCompanySector	50	Yes
Pay-roll : Employer Activity Code	GENERIC	fldActivityCode	50	Yes
Pay-roll : Employment Area	GENERIC	fldEmploymentArea	50	Yes
Pay-roll : Fund Type	GENERIC	fldFundType	50	Yes

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MNU.108.016

