

STATIC DATA

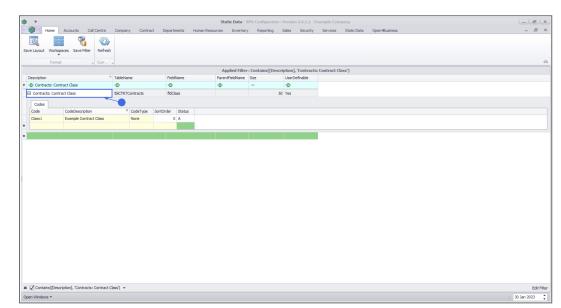
CONTRACT CLASS

This is an Additional user defined fields to classify contracts, which is viewable in the Period and Ad-hoc Escalation screens.

Ribbon Select Static Data > Static Data



- The *Static Data* listing screen will be displayed.
- Use the *filter row* or *scroll down* the list until you find the code you wish to amend.
- Click on the *expand* icon to expand the *Codes* frame.



• Contracts : Class.

• The last blank row in the list of codes is a new row.



) v						tatic Data - BD	D Configurator : Versio	a 2 4 0 4 - Example C	ompany		- 8
-											- 8
Home Accounts	Call Centre Company	ly Contrac	ict Depart	ments	Human Resources	Inventory	Reporting Sales	security Service	s Static Data	ta Open4Business	- 0'
3	i 🕘 🗌										
ve Layout Workspaces Save											
•											
Format	∡ Curr ∡										
							er:Contains([Descrip	ion], 'document type	es')		
Description	TableName		dName		ParentFieldName		UserDefinable				
document types	 (D) 	1 0 4			* 0 :	-	(D)				
3 Document types	GENERIC	fidDo	locType				50 Yes				
Codes											
Code CodeDescr	iption 9	CodeType	SortOrder	Status							
		None		1 A							
		None		1 A							
CAG Customer		None	1	A							
CCF Customer	Configuration	None	1	1 A							
CCO Customer	Correspondence	None	1	1 A							
CDS Customer	document sample	None	1	1 A							
CPR Customer R	rocesses	None	1	1 A							
SPEC Specification	n	None	1	1 A							
☑ Contains([Description], 'doc. en Windows ▼	ment types")										Edit 01 Dec 2022

- Click in the new row and type in the *Code* and *Code Description*.
- You can set the *Sort Order* if you want the list to display in a specific order.

• •								n 2.4.0.4 - Example Co			- 8 ×
Home A	ccounts Call Centre Compa	iny Contra	ict Depart	tments	Human Resources	Inventory	Reporting Sales	Security Services	Static Data	Open4Business	_ & ×
21	R 🚱										
Save Layout Workspace	es Save Filter Refresh										
Format	4 Curr 4										6
						Applied Filte	er : Contains([Descrip	tion], 'document type	s')		
Description	TableName	Fiek	dName		ParentFieldName	Size	UserDefinable				
• I document types	(D)	·D:			10:	-	(D)				
Document types	GENERIC	fidD	ocType				50 Yes				
Codes	CodeDescription	CodeType	SortOrder	Status							
	CodeDescription Customer Documentation	None		9 A							
	Company Documentation	None		8 A							
	Customer Agreements	None		7 A							
	Customer Configuration	None		6 A							
	Customer Correspondence	None		5 A							
CDS	Customer document sample	None		4 A							
CPR	Customer Processes	None		3 A							
	Specification	None	_	1 A							
INS	Instructional	None		2 A							
	•										
ĸ 🗹 Contains([Descript	tion], 'document types')										Edit Filte
Open Windows *											01 Dec 2022
About the sould a											010602022

• Click away (click anywhere outside the grid of codes) or press Enter until the cursor moves to a new line.



A message box will come up noting: *Are you sure you want to save changes to this code?*

• Click on the **Yes** button.

The code is now saved.

• •						St	tatic Data - BPO	Configurator :	Version 2.4.0.4	- Example Co	mpany		_ 8 ×
🔘 Но	me Accounts C	all Centre Compar	iny Contrai	ct Departs	ments	Human Resources	Inventory	Reporting	Sales Securi	y Services	Static Data	Open-4Business	- 8 >
		2											
23													
Save Layout	Workspaces Save Filter	Refresh											
	Format	Curr											6
							Applied Filte	er : Contains([D	escription], 'do	cument type	i)		
Description			ParentFieldName		UserDefinab								
• IC: documen	Gi: document types		(0:			* 0 :	-	(0)					
E Document	types	GENERIC	fidD	ocType				50 Yes					
Codes	CodeDescriptio		CodeType	SortOrder	Status								
Cus	Customer Docu		None		A								
COMP	Company Docu		None		A								
CAG	Customer Agre		None		A								
CCF	Customer Conf		None		A								
cco	Customer Corre		None	1	A		Update				×		
CDS	Customer docu	ment sample	None	1	A								
CPR	Customer Proce	isses	None	1	A								
SPEC	Specification		None 1 A				Are you sure you want to save changes to this code?						
 INS 	Instructional		None	1	A								
•						_		Yes	No	Cance			
-								102					
🗴 🗹 Contains	([Description], 'documen	t types")											Edit Fib
Open Windows	-												01 Dec 2022
													or dec total

MNU.108.017