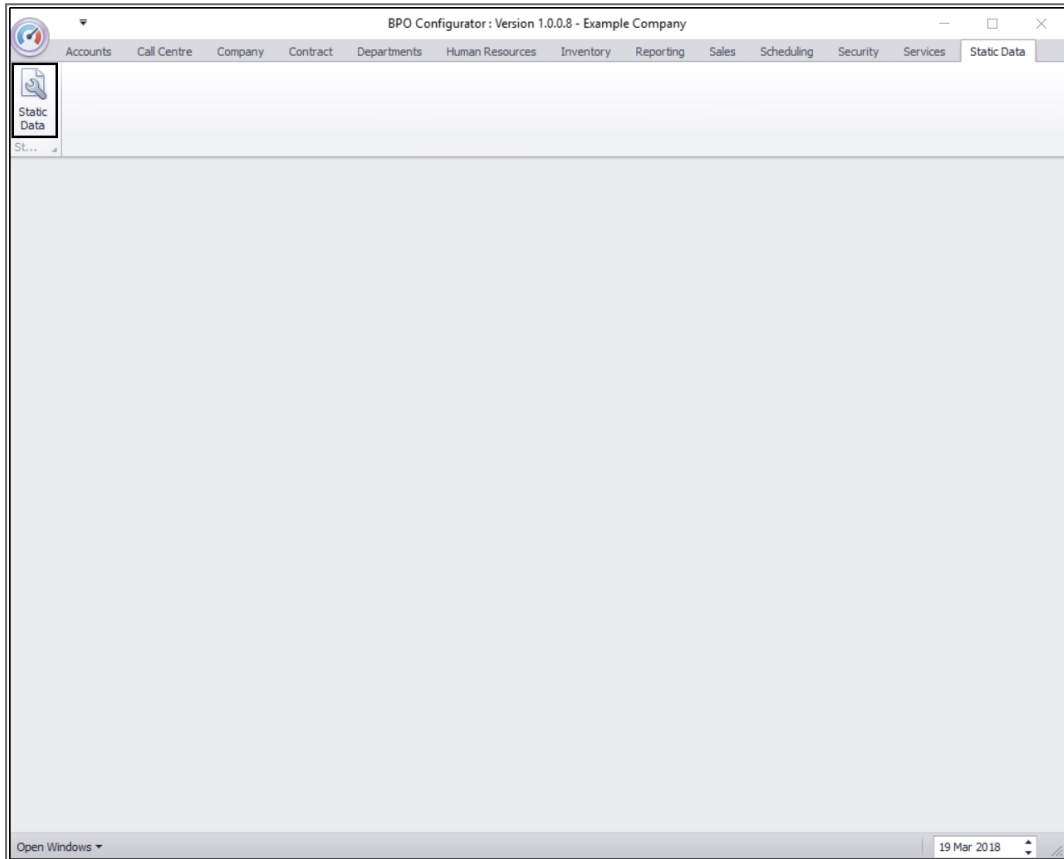


# STATIC DATA

## STATIC DATA - METER UNIT

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



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

Static Data - BPO Configurator: Version 1.0.0.8 - 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

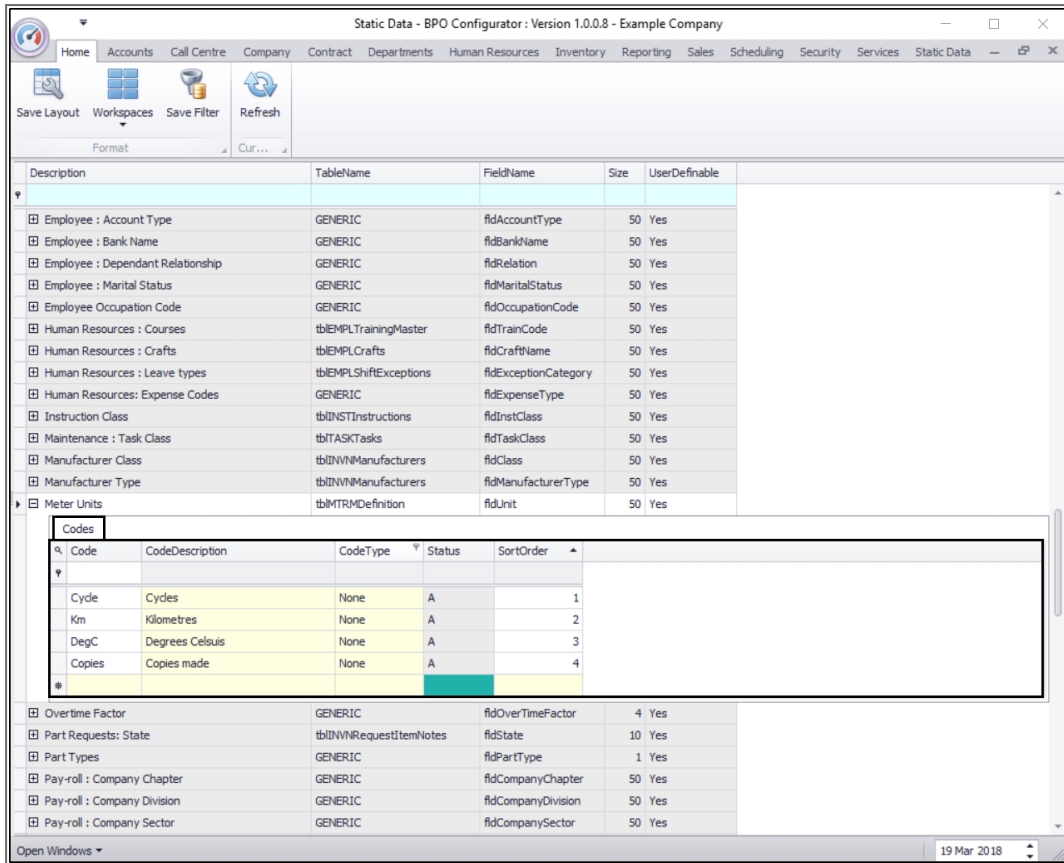
Format Cur...

Description	TableName	FieldName	Size	UserDefinable
<input type="checkbox"/> Employee : Account Type	GENERIC	fldAccountType	50	Yes
<input type="checkbox"/> Employee : Bank Name	GENERIC	fldBankName	50	Yes
<input type="checkbox"/> Employee : Dependant Relationship	GENERIC	fldRelation	50	Yes
<input type="checkbox"/> Employee : Marital Status	GENERIC	fldMaritalStatus	50	Yes
<input type="checkbox"/> Employee Occupation Code	GENERIC	fldOccupationCode	50	Yes
<input type="checkbox"/> Human Resources : Courses	tblEMPLTrainingMaster	fldTrainCode	50	Yes
<input type="checkbox"/> Human Resources : Crafts	tblEMPLCrafts	fldCraftName	50	Yes
<input type="checkbox"/> Human Resources : Leave types	tblEMPLShiftExceptions	fldExceptionCategory	50	Yes
<input type="checkbox"/> Human Resources: Expense Codes	GENERIC	fldExpenseType	50	Yes
<input type="checkbox"/> Instruction Class	tblINSTInstructions	fldInstClass	50	Yes
<input type="checkbox"/> Maintenance : Task Class	tblTASKTasks	fldTaskClass	50	Yes
<input type="checkbox"/> Manufacturer Class	tblINVMManufacturers	fldClass	50	Yes
<input type="checkbox"/> Manufacturer Type	tblINVMManufacturers	fldManufacturerType	50	Yes
<input checked="" type="checkbox"/> Meter Units	tblMTRMDefinition	fldUnit	50	Yes
<input type="checkbox"/> Overtime Factor	GENERIC	fldOverTimeFactor	4	Yes
<input type="checkbox"/> Part Requests: State	tblINVRRequestItemNotes	fldState	10	Yes
<input type="checkbox"/> Part Types	GENERIC	fldPartType	1	Yes
<input type="checkbox"/> Pay-roll : Company Chapter	GENERIC	fldCompanyChapter	50	Yes
<input type="checkbox"/> Pay-roll : Company Division	GENERIC	fldCompanyDivision	50	Yes
<input type="checkbox"/> Pay-roll : Company Sector	GENERIC	fldCompanySector	50	Yes
<input type="checkbox"/> Pay-roll : Employer Activity Code	GENERIC	fldActivityCode	50	Yes
<input type="checkbox"/> Pay-roll : Employment Area	GENERIC	fldEmploymentArea	50	Yes
<input type="checkbox"/> Pay-roll : Fund Type	GENERIC	fldFundType	50	Yes
<input type="checkbox"/> Pay-roll : Payroll Type	GENERIC	fldPayrollType	50	Yes
<input type="checkbox"/> Pay-roll : Payslip Codes	tblPAYRRunDetails	fldPaySlipCode	50	Yes
<input type="checkbox"/> Procurement : Payment Terms	GENERIC	fldPaymentTerms	50	Yes
<input type="checkbox"/> Procurement : Requisition Approver Codes	tblPRCHRequisitionConfig	fldApproverCode	50	Yes
<input type="checkbox"/> Procurement : Requisition Other Costs	tblPRCHRequisitions	fldPRCCostType	50	Yes
<input type="checkbox"/> Procurement : Requisition Types	tblPRCHRequisitions	fldPRCType	50	Yes

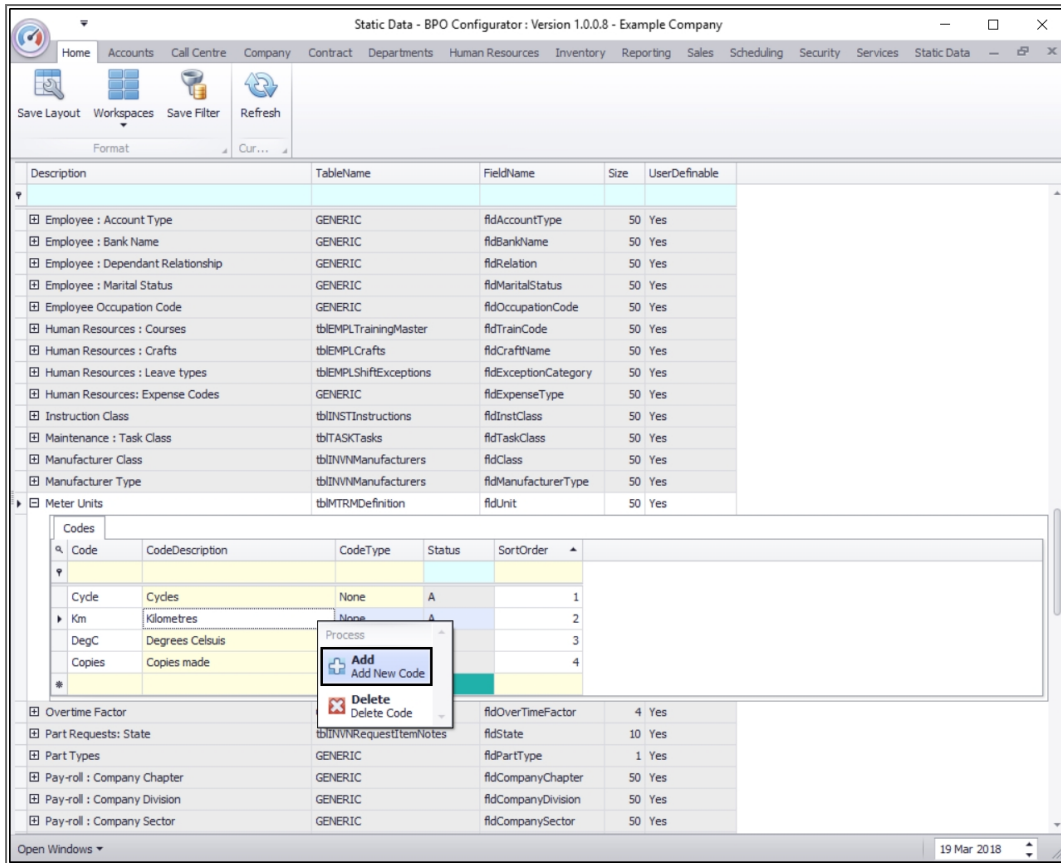
Open Windows

19 Mar 2018

- The **Codes** frame will be expanded.



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



- The **final row** in the Codes data grid will become ' **active**'.

Static Data - BPO Configurator: Version 1.0.0.8 - 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

Format Cur...

Description	TableName	FieldName	Size	UserDefinable
Employee : Account Type	GENERIC	fldAccountType	50	Yes
Employee : Bank Name	GENERIC	fldBankName	50	Yes
Employee : Dependant Relationship	GENERIC	fldRelation	50	Yes
Employee : Marital Status	GENERIC	fldMaritalStatus	50	Yes
Employee Occupation Code	GENERIC	fldOccupationCode	50	Yes
Human Resources : Courses	tblEMPLTrainingMaster	fldTrainCode	50	Yes
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	tblINWNManufacturers	fldClass	50	Yes
Manufacturer Type	tblINWNManufacturers	fldManufacturerType	50	Yes
Meter Units	tblMTRMDefinition	fldUnit	50	Yes

Code	CodeDescription	CodeType	Status	SortOrder
Cycle	Cycles	None	A	1
Km	Kilometres	None	A	2
DegC	Degrees Celsius	None	A	3
Copies	Copies made	None	A	4
		None	A	0

Overtime Factor	GENERIC	fldOverTimeFactor	4	Yes
Part Requests: State	tblINWNRequestItemNotes	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

Open Windows 19 Mar 2018

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

Static Data - BPO Configurator : Version 1.0.0.8 - 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

Format Cur...

Description	TableName	FieldName	Size	UserDefinable
Employee : Account Type	GENERIC	fldAccountType	50	Yes
Employee : Bank Name	GENERIC	fldBankName	50	Yes
Employee : Dependant Relationship	GENERIC	fldRelation	50	Yes
Employee : Marital Status	GENERIC	fldMaritalStatus	50	Yes
Employee Occupation Code	GENERIC	fldOccupationCode	50	Yes
Human Resources : Courses	tblEMPLTrainingMaster	fldTrainCode	50	Yes
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	tblINWNManufacturers	fldClass	50	Yes
Manufacturer Type	tblINWNManufacturers	fldManufacturerType	50	Yes
Meter Units	tblMTRMDefinition	fldUnit	50	Yes

Codes

Code	CodeDescription	CodeType	Status	SortOrder
Cycle	Cycles	None	A	1
Km	Kilometres	None	A	2
DegC	Degrees Celsius	None	A	3
Copies	Copies made	None	A	4
DS Copies	Double Sided Copies	None	A	0

OverTime Factor GENERIC fldOverTimeFactor 4 Yes

Part Requests: State tblINWNRequestItemNotes 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

Open Windows 19 Mar 2018

- **Code Type:** This field will auto populate with **None** as the row is 'activated'. It can remain as **None**.
- **Status:** This field will auto populate with **A** (Active) as the row is 'activated'.

Static Data - BPO Configurator : Version 1.0.0.8 - 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

Format Cur...

Description	TableName	FieldName	Size	UserDefinable
Employee : Account Type	GENERIC	fldAccountType	50	Yes
Employee : Bank Name	GENERIC	fldBankName	50	Yes
Employee : Dependant Relationship	GENERIC	fldRelation	50	Yes
Employee : Marital Status	GENERIC	fldMaritalStatus	50	Yes
Employee Occupation Code	GENERIC	fldOccupationCode	50	Yes
Human Resources : Courses	tblEMPLTrainingMaster	fldTrainCode	50	Yes
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	tblINWNManufacturers	fldClass	50	Yes
Manufacturer Type	tblINWNManufacturers	fldManufacturerType	50	Yes
Meter Units	tblMTRMDefinition	fldUnit	50	Yes

Codes

Code	CodeDescription	CodeType	Status	SortOrder
Cycle	Cycles	None	A	1
Km	Kilometres	None	A	2
DegC	Degrees Celsius	None	A	3
Copies	Copies made	None	A	4
DS Copies	Double Sided Copies	None	A	0

OverTime Factor GENERIC fldOverTimeFactor 4 Yes

Part Requests: State tblINWNRequestItemNotes fldState 10 Yes

Part Types GENERIC fldPartType 1 Yes

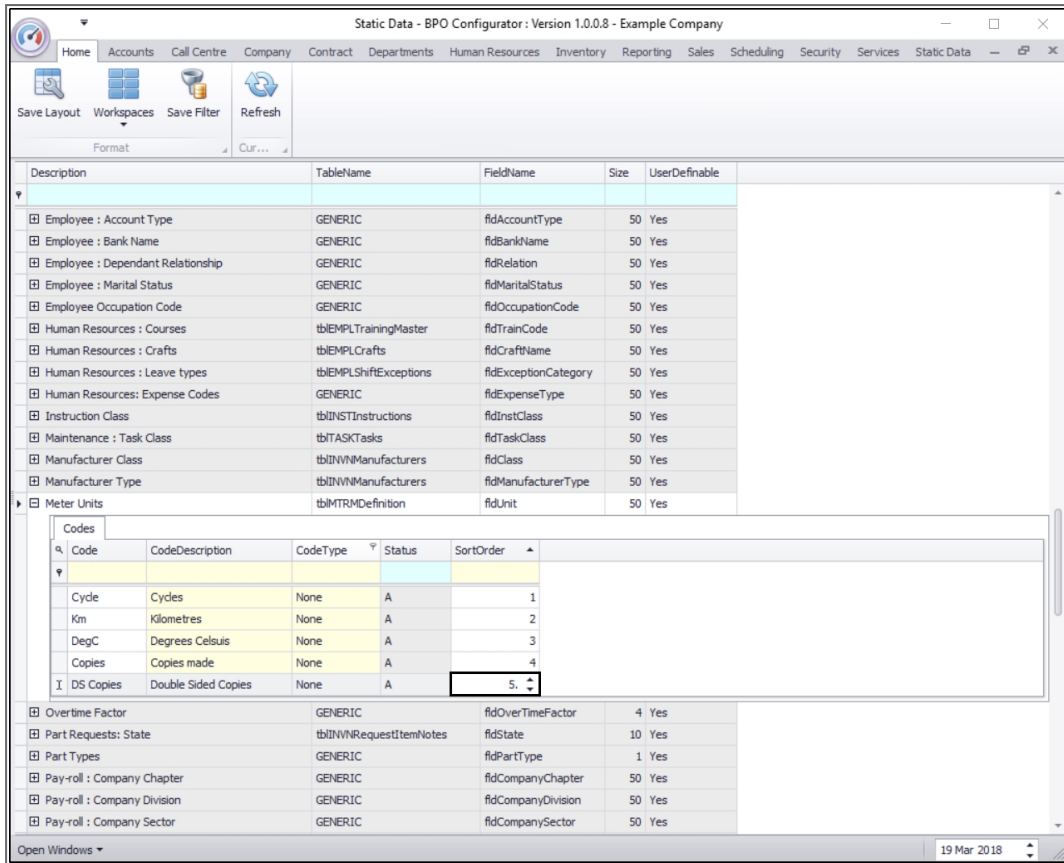
Pay-roll : Company Chapter GENERIC fldCompanyChapter 50 Yes

Pay-roll : Company Division GENERIC fldCompanyDivision 50 Yes

Pay-roll : Company Sector GENERIC fldCompanySector 50 Yes

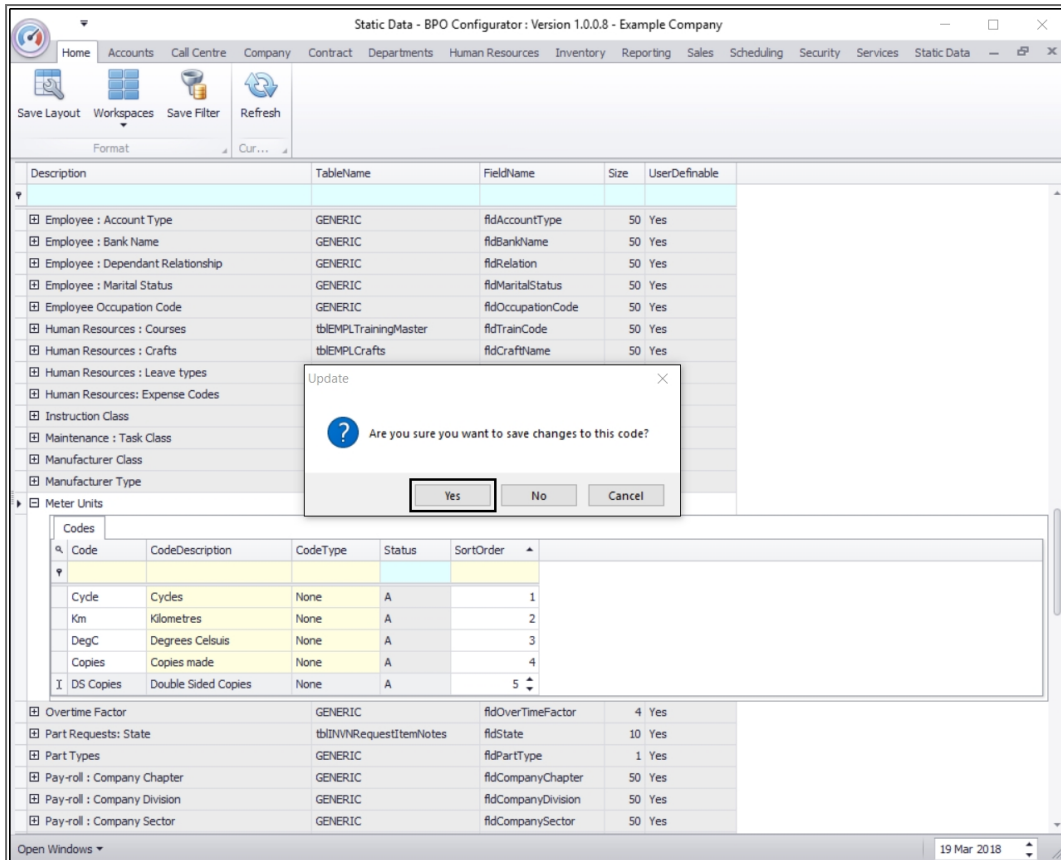
Open Windows 19 Mar 2018

- **Sort Order:** Click in the text box and either type in or use the arrow indicators to select the *sort order number*. (This is the order number that you wish this meter type to appear in the *Meter Type* drop-down list in BPO2).



- When you have finished adding the new meter unit details, press **Enter**.
- An **Update** message box will pop up asking;
  - **Are you sure you want to save changes to this code?**
- Click on **Yes**.





- The new meter unit details will be **saved** and a **new row** will be added to the codes data grid.
- **Collapse** the Codes frame when you are done.

Static Data - BPO Configurator : Version 1.0.0.9 - 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

Format Cur...

Description	TableName	FieldName	Size	UserDefinable
Employee : Dependant Relationship	GENERIC	fidRelation	50	Yes
Employee : Marital Status	GENERIC	fidMaritalStatus	50	Yes
Employee Occupation Code	GENERIC	fidOccupationCode	50	Yes
Human Resources : Courses	tblEMPLTrainingMaster	fidTrainCode	50	Yes
Human Resources : Crafts	tblEMPLCrafts	fidCraftName	50	Yes
Human Resources : Leave types	tblEMPLShiftExceptions	fidExceptionCategory	50	Yes
Human Resources: Expense Codes	GENERIC	fidExpenseType	50	Yes
Instruction Class	tblINSTInstructions	fidInstClass	50	Yes
Maintenance : Task Class	tblTASKTasks	fidTaskClass	50	Yes
Manufacturer Class	tblINWNManufacturers	fidClass	50	Yes
Manufacturer Type	tblINWNManufacturers	fidManufacturerType	50	Yes
Meter Units	tblMTRMDefinition	fidUnit	50	Yes

Codes

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

Overtime Factor	GENERIC	fidOverTimeFactor	4	Yes
Part Requests: State	tblINWNRequestItemNotes	fidState	10	Yes
Part Types	GENERIC	fidPartType	1	Yes
Pay-roll : Company Chapter	GENERIC	fidCompanyChapter	50	Yes
Pay-roll : Company Division	GENERIC	fidCompanyDivision	50	Yes
Pay-roll : Company Sector	GENERIC	fidCompanySector	50	Yes

Open Windows 29 Mar 2018

MNU.108.029