

# STATIC DATA

## STATIC DATA - MAINTENANCE: TASK CLASS

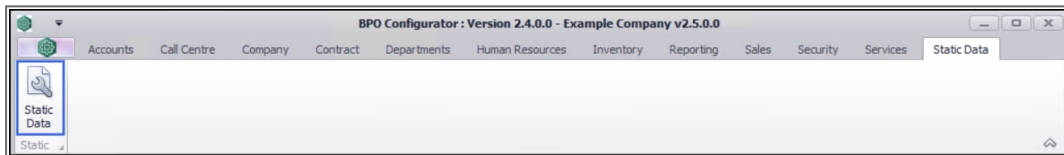
A New Instruction Class is set up in *Configurator* as *Static Data*.

*Login* to Configurator using your *User Name* and *Password*.

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

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## STATIC DATA LISTING SCREEN

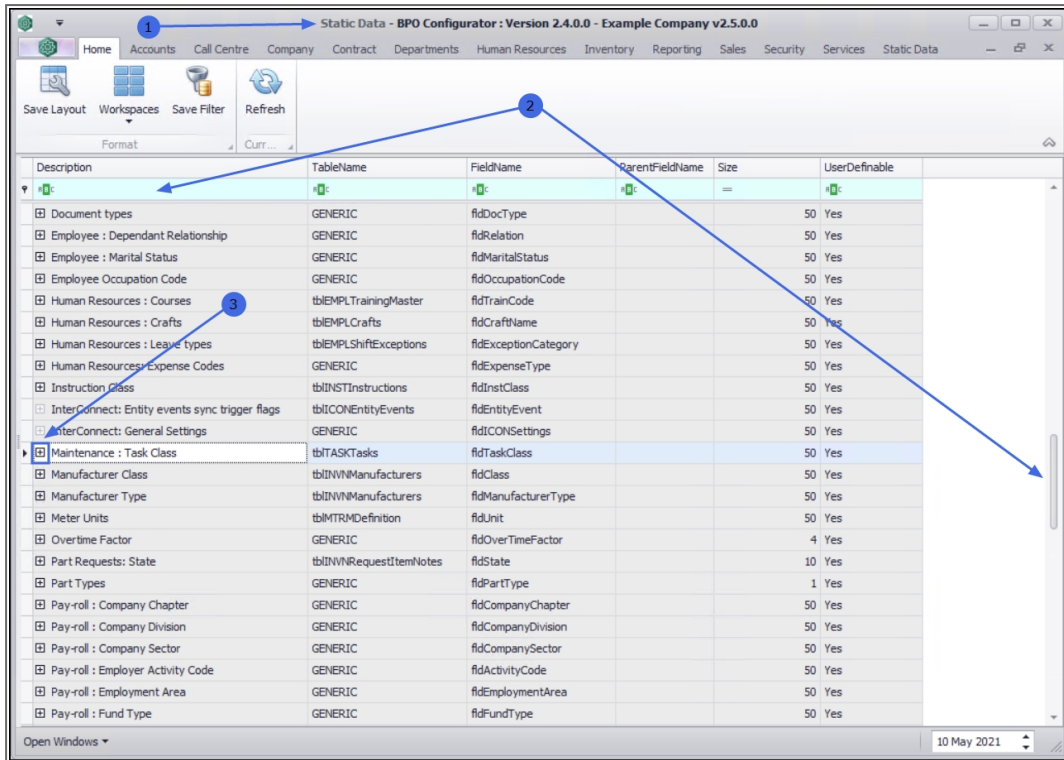
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1. The *Static Data* listing screen will be displayed.

## SELECT INSTRUCTION CLASS

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2. Use the **filter** row to **search** for, or **scroll** down the list until you find ***Maintenance: Task Class***.
3. Click on the ***expand*** icon.



- The **Maintenance Task Class Codes** frame will be expanded.
- You can now **view** a list of **maintenance: task class codes** that already exist on the system.

## ADD A NEW MAINTENANCE: TASK CLASS CODE

- Right click** anywhere in a **row** of the **Codes** data grid to display the **Process** menu.
- Click on **Add** - Add New Code

The screenshot shows the 'Static Data - BPO Configurator: Version 2.4.0.0 - Example Company v2.5.0.0' window. The main table lists various data entities with columns for Description, TableName, FieldName, ParentFieldName, Size, and UserDefinable. A 'Codes' data grid is open, showing columns for Code, CodeDescription, CodeType, SortOrder, and Status. A 'Process' menu is also visible with options like 'Add New Code' and 'Delete Code'. Blue callouts 4 through 7 point to specific elements: 4 points to the 'ParentFieldName' column in the main table; 5 points to the 'CodeType' column in the 'Codes' grid; 6 points to the 'Add New Code' button; and 7 points to the 'Delete Code' button.

Description	TableName	FieldName	ParentFieldName	Size	UserDefinable
Document types	GENERIC	fidDocType		50	Yes
Employee : Dependant Relationship	GENERIC	fidRelation		50	Yes
Employee : Marital Status	GENERIC	fidMaritalStatus		50	Yes
Employee Occupation Code	GENERIC	fidOccupationCode		50	Yes
Human Resources : Courses	tbEMPLTrainingMaster	fidTrainCode		50	Yes
Human Resources : Crafts	tbEMPLCrafts	fidCraftName		50	Yes
Human Resources : Leave types	tbEMPLShiftExceptions	fidExceptionCategory		50	Yes
Human Resources : Expense Codes	GENERIC	fidExpenseType		50	Yes
Instruction Class	tbINSTInstructions	fidInstClass		50	Yes
InterConnect: Entity events sync trigger flags	tbICONEntityEvents	fidEntityEvent		50	Yes
InterConnect: General Settings	GENERIC	fidICONSettings		50	Yes
Maintenance : Task Class	tbTASKTasks	fidTaskClass		50	Yes

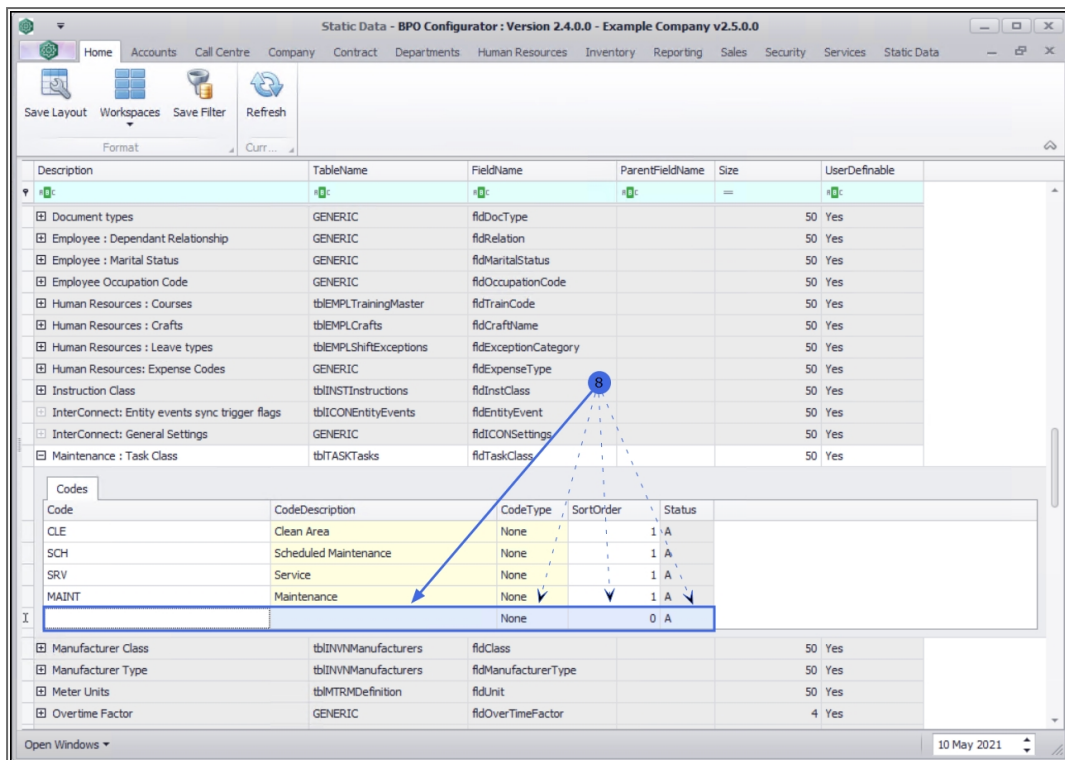
  

Code	CodeDescription	CodeType	SortOrder	Status
CLE	Clean Area	None	1	A
SCH	Scheduled Maintenance	None	1	A
SRV	Service	None	1	A
MAINT	Maintenance	None	1	A

Process	TableName	FieldName	Size	UserDefinable
Add New Code	tbINVMManufacturers	fidClass	50	Yes
Delete Code	tbINVMManufacturers	fidManufacturerType	50	Yes
	tbIMTRMDefinition	fidUnit	50	Yes
	GENERIC	fidOverTimeFactor	4	Yes

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

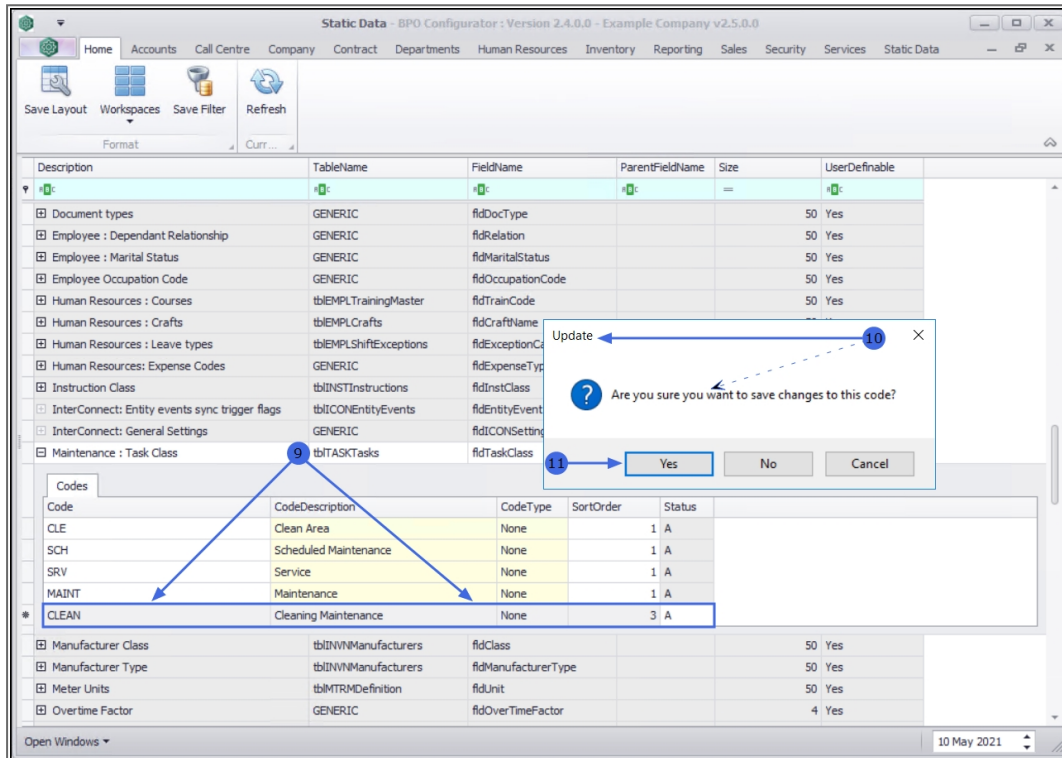


## 9. Entering the Class Code data

- **Code:** Click in the text box and type in a **code** specific for the new **maintenance: task class**.
- **Code Description:** Click in the text box and type a **description** for the new **maintenance: task class code**.
- **Code Type:** This field can remain as **None**.
- **Status:** This field will auto populate with **A** - Active by default.
- **Sort Order:** Click in the text box to **type** in or use the **arrow** indicators to select the sort order for the new maintenance: task class code.
  - **Note:** The **sort order** is the order in which it will appear in the maintenance: task class code drop-down list in **BPO**. If each maintenance: task class code has the number **1** selected, then the drop-down list will

default to an alphabetical order in BPO. If the order is numbered as **3**, then it will appear **3rd** in the drop-down list in BPO.

10. When you have finished adding the new maintenance: task class code details, press **Enter**. The **Update** message box will display, requesting;
  - **Are you sure you want to save changes to this code?**
11. Click on **Yes** to proceed.



12. The new maintenance: task class code will be **saved** and a **new row** will be added to the **Codes** data grid.
13. **Collapse** the Codes frame.
14. Click on **Close**.

Static Data - BPO Configurator: Version 2.4.0.0 - Example Company v2.5.0.0

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

Save Layout Workspaces Save Filter Refresh

Format Curr...

Description	TableName	FieldName	ParentFieldName	Size	UserDefinable
Document types	GENERIC	fidDocType		50	Yes
Employee : Dependant Relationship	GENERIC	fidRelation		50	Yes
Employee : Marital Status	GENERIC	fidMaritalStatus		50	Yes
Employee Occupation Code	GENERIC	fidOccupationCode		50	Yes
Human Resources : Courses	tbEMPLTrainingMaster	fidTrainCode		50	Yes
Human Resources : Crafts	tbEMPLCrafts	fidCraftName		50	Yes
Human Resources : Leave types	tbEMPLShifExceptions	fidExceptionCategory		50	Yes
Human Resources : Expense Codes	GENERIC	fidExpenseType		50	Yes
Instruction Class	tbINSTInstructions	fidInstClass		50	Yes
InterConnect: Entity events sync trigger flags	tbICONEntityEvents	fidEntityEvent		50	Yes
InterConnect: General Settings	GENERIC	fidICONSettings		50	Yes
Maintenance : Task Class	tbTASKTasks	fidTaskClass		50	Yes

Codes

Code	CodeDescription	CodeType	SortOrder	Status
CLE	Clean Area	None	1	A
SCH	Scheduled Maintenance	None	1	A
SRV	Service	None	1	A
MAINT	Maintenance	None	1	A
CLEAN	Cleaning Maintenance	None	3	A

Manufacturer Class tbINWManufacturers fidClass 50 Yes

Manufacturer Type tbINWManufacturers fidManufacturerType 50 Yes

Meter Units tbMTRMDefinition fidUnit 50 Yes

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