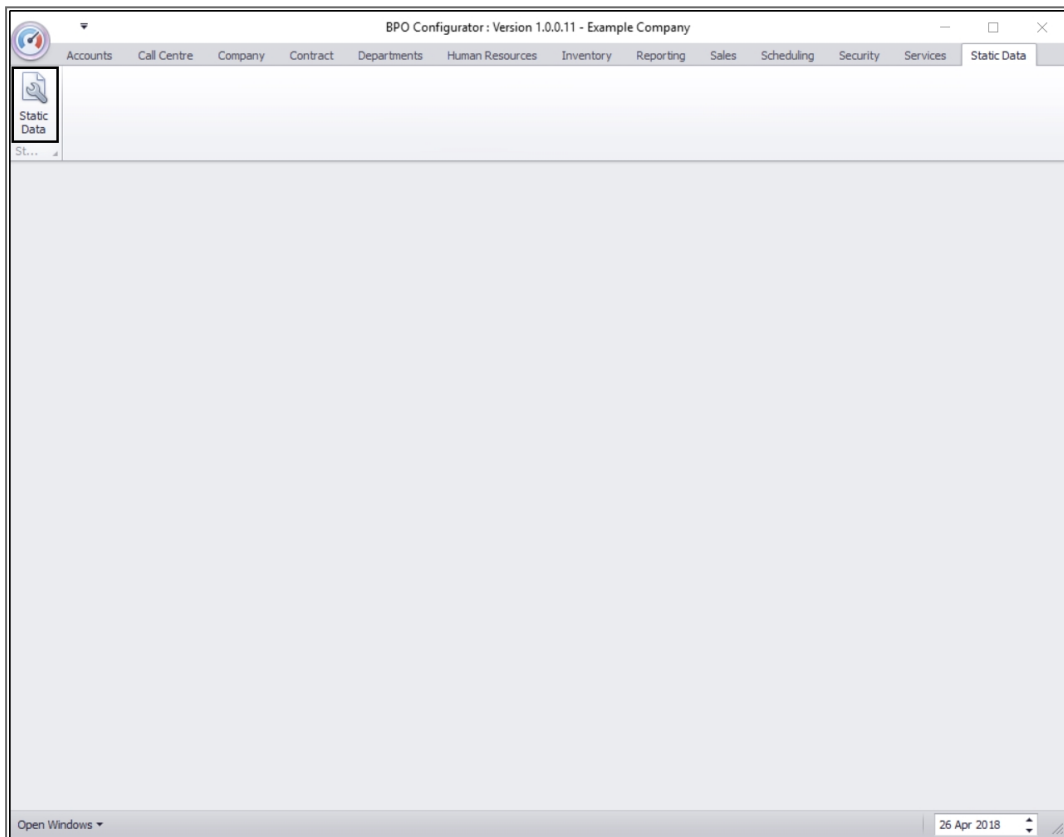


We are currently updating our site; thank you for your patience.

STATIC DATA

STATIC DATA – EMPLOYEE: MARITAL STATUS

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 the **Employee: Marital Status** row.
- Click on the **expand** icon in this row.

Static Data - BPO Configurator : Version 1.0.0.11 - 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
Customer : Payment Method	tbSALSCustomers	fidPaymentMethod	10	Yes
Customers : Invoice Methods	tbSALSCustomerInvoiceMethod	fidInvoiceMethod	10	No
Document types	GENERIC	fidDocType	50	Yes
Employee : Account Type	GENERIC	fidAccountType	50	Yes
Employee : Bank Name	GENERIC	fidBankName	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
Maintenance : Task Class	tbTASKTasks	fidTaskClass	50	Yes
Manufacturer Class	tbINWNManufacturers	fidClass	50	Yes
Manufacturer Type	tbINWNManufacturers	fidManufacturerType	50	Yes
Meter Units	tbMTRMDefinition	fidUnit	50	Yes
Overtime Factor	GENERIC	fidOverTimeFactor	4	Yes
Part Requests: State	tbINWNRequestItemNotes	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
Pay-roll : Employer Activity Code	GENERIC	fidActivityCode	50	Yes
Pay-roll : Employment Area	GENERIC	fidEmploymentArea	50	Yes
Pay-roll : Fund Type	GENERIC	fidFundType	50	Yes
Pay-roll : Payroll Type	GENERIC	fidPayrollType	50	Yes

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- The Employee: Marital Status **Codes** frame will be expanded.
- Here you can view a list of **employee marital status types** currently on the system.

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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
Customer : Payment Method	tbISALSCustomers	fidPaymentMethod	10	Yes
Customers : Invoice Methods	tbISALSCustomerInvoiceMethod	fidInvoiceMethod	10	No
Document types	GENERIC	fidDocType	50	Yes
Employee : Account Type	GENERIC	fidAccountType	50	Yes
Employee : Bank Name	GENERIC	fidBankName	50	Yes
Employee : Dependant Relationship	GENERIC	fidRelation	50	Yes
Employee : Marital Status	GENERIC	fidMaritalStatus	50	Yes

Code	CodeDescription	CodeType	Status	SortOrder
DIVORCE	Divorced	None	A	1
MARRIED	Married	None	A	1
SINGLE	Single	None	A	1

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
Maintenance : Task Class	tbTASKTasks	fidTaskClass	50	Yes
Manufacturer Class	tbINWNManufacturers	fidClass	50	Yes
Manufacturer Type	tbINWNManufacturers	fidManufacturerType	50	Yes
Meter Units	tbMTRMDefinition	fidUnit	50	Yes
Overtime Factor	GENERIC	fidOverTimeFactor	4	Yes
Part Requests: State	tbINWRRequestItemNotes	fidState	10	Yes
Part Types	GENERIC	fidPartType	1	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.

Static Data - BPO Configurator : Version 1.0.0.11 - 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
Customer: Payment Method	tblSALSCustomers	fldPaymentMethod	10	Yes
Customers : Invoice Methods	tblSALSCustomerInvoiceMethod	fldInvoiceMethod	10	No
Document types	GENERIC	fldDocType	50	Yes
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

Code	CodeDescription	CodeType	Status	SortOrder
DIVORCE	Divorced	None	A	1
MARRIED	Married	None	A	1
SINGLE	Single	None	A	1
*				

Process

- Add
- Add New Code
- Delete
- Delete Code

Employee Occupation Code	GENERIC		code	50	Yes
Human Resources : Courses	tblEMPLTrainingMaster			50	Yes
Human Resources : Crafts	tblEMPLCrafts			50	Yes
Human Resources : Leave types	tblEMPLShiftExceptions	tblEMPLShiftExceptions	tblEMPLShiftExceptions	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
Overtime Factor	GENERIC	fldOverTimeFactor		4	Yes
Part Requests: State	tblINWNRequestItemNotes	fldState		10	Yes
Part Types	GENERIC	fldPartType		1	Yes

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- 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 1.0.0.11 - 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
Customer : Payment Method	tblSALSCustomers	fldPaymentMethod	10	Yes
Customers : Invoice Methods	tblSALSCustomerInvoiceMethod	fldInvoiceMethod	10	No
Document types	GENERIC	fldDocType	50	Yes
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

Code	CodeDescription	CodeType	Status	SortOrder
DIVORCE	Divorced	None	A	1
MARRIED	Married	None	A	1
SINGLE	Single	None	A	1
		None	A	0

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
Overtime Factor	GENERIC	fldOverTimeFactor	4	Yes
Part Requests: State	tblINWNRequestItemNotes	fldState	10	Yes
Part Types	GENERIC	fldPartType	1	Yes

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- **Code:** Click in this text box and type in a **code** specific for this new marital status.
- **Code Description:** Click in this text box and type in a **description** for this new marital status code.

Static Data - BPO Configurator : Version 1.0.0.11 - 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
Customer : Payment Method	tblSALSCustomers	fldPaymentMethod	10	Yes
Customers : Invoice Methods	tblSALSCustomerInvoiceMethod	fldInvoiceMethod	10	No
Document types	GENERIC	fldDocType	50	Yes
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

Code	CodeDescription	CodeType	Status	SortOrder
DIVORCE	Divorced	None	A	1
MARRIED	Married	None	A	1
SINGLE	Single	None	A	1
I		None	A	0

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
Overtime Factor	GENERIC	fldOverTimeFactor	4	Yes
Part Requests: State	tblINWNRequestItemNotes	fldState	10	Yes
Part Types	GENERIC	fldPartType	1	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 marital status code.
 - **Note:** The **sort order** is the order in which this will appear in the marital status code drop-down list in BPO. If each marital status 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 **4**, then it will appear **4th** in the drop-down list in BPO.

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

Save Layout Workspaces Save Filter Refresh

Description	TableName	FieldName	Size	UserDefinable
Customer : Payment Method	tbISALSCustomers	fidPaymentMethod	10	Yes
Customers : Invoice Methods	tbISALSCustomerInvoiceMethod	fidInvoiceMethod	10	No
Document types	GENERIC	fidDocType	50	Yes
Employee : Account Type	GENERIC	fidAccountType	50	Yes
Employee : Bank Name	GENERIC	fidBankName	50	Yes
Employee : Dependant Relationship	GENERIC	fidRelation	50	Yes
Employee : Marital Status	GENERIC	fidMaritalStatus	50	Yes

Code	CodeDescription	CodeType	Status	SortOrder
DIVORCE	Divorced	None	A	1
MARRIED	Married	None	A	1
SINGLE	Single	None	A	1
WDWD	Widowed	None	A	0

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
Maintenance : Task Class	tbTASKTasks	fidTaskClass	50	Yes
Manufacturer Class	tbINWNManufacturers	fidClass	50	Yes
Manufacturer Type	tbINWNManufacturers	fidManufacturerType	50	Yes
Meter Units	tbMTRMDefinition	fidUnit	50	Yes
Overtime Factor	GENERIC	fidOverTimeFactor	4	Yes
Part Requests: State	tbINWRRequestItemNotes	fidState	10	Yes
Part Types	GENERIC	fidPartType	1	Yes

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- When you have finished adding the new marital status 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**.

Static Data - BPO Configurator : Version 1.0.0.11 - 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

Description	TableName	FieldName	Size	UserDefinable
Customer : Payment Method	tbISALSCustomers	fidPaymentMethod	10	Yes
Customers : Invoice Methods	tbISALSCustomerInvoiceMethod	fidInvoiceMethod	10	No
Document types	GENERIC	fidDocType	50	Yes
Employee : Account Type	GENERIC	fidAccountType	50	Yes
Employee : Bank Name	GENERIC	fidBankName	50	Yes
Employee : Dependant Relationship	GENERIC	fidRelation	50	Yes
Employee : Marital Status	GENERIC	fidMaritalStatus	50	Yes

Update

Are you sure you want to save changes to this code?

Yes No Cancel

Code	CodeDescription	CodeType	Status	SortOrder
DIVORCE	Divorced	None	A	1
MARRIED	Married	None	A	1
SINGLE	Single	None	A	1
WDWD	Widowed	None	A	1

Description	TableName	FieldName	Size	UserDefinable
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
Maintenance : Task Class	tbTASKTasks	fidTaskClass	50	Yes
Manufacturer Class	tbINWNManufacturers	fidClass	50	Yes
Manufacturer Type	tbINWNManufacturers	fidManufacturerType	50	Yes
Meter Units	tbMTRMDefinition	fidUnit	50	Yes
Overtime Factor	GENERIC	fidOverTimeFactor	4	Yes
Part Requests: State	tbINWNRequestItemNotes	fidState	10	Yes
Part Types	GENERIC	fidPartType	1	Yes

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- The new marital status code will be **saved** and a **new row** will be added to the **Codes** data grid.
- **Collapse** the Codes frame.

Static Data - BPO Configurator : Version 1.0.0.11 - 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
Customer : Payment Method	tbISALSCustomers	fidPaymentMethod	10	Yes
Customers : Invoice Methods	tbISALSCustomerInvoiceMethod	fidInvoiceMethod	10	No
Document types	GENERIC	fidDocType	50	Yes
Employee : Account Type	GENERIC	fidAccountType	50	Yes
Employee : Bank Name	GENERIC	fidBankName	50	Yes
Employee : Dependant Relationship	GENERIC	fidRelation	50	Yes
Employee : Marital Status	GENERIC	fidMaritalStatus	50	Yes

Codes

Code	CodeDescription	CodeType	Status	SortOrder
DIVORCE	Divorced	None	A	1
MARRIED	Married	None	A	1
SINGLE	Single	None	A	1
WDWD	Widowed	None	A	1

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
Maintenance : Task Class	tbTASKTasks	fidTaskClass	50	Yes
Manufacturer Class	tbINWNManufacturers	fidClass	50	Yes
Manufacturer Type	tbINWNManufacturers	fidManufacturerType	50	Yes
Meter Units	tbMTRMDefinition	fidUnit	50	Yes
Overtime Factor	GENERIC	fidOverTimeFactor	4	Yes
Part Requests: State	tbINWNRequestItemNotes	fidState	10	Yes

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