

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

STATIC DATA

STATIC DATA - INSTRUCTION CLASS

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

Login to Configurator using your User Name and Password.

Ribbon Access: Configurator > Static Data > Static Data



STATIC DATA LISTING SCREEN

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

SELECT INSTRUCTION CLASS

- Use the filter row to search for, or scroll down the list until you find Instruction Class.
- 3. Click on the **expand** icon.



Home Accounts Call Centre Co	ompany Contract Departments	Human Resources Inv	entory Reporting	Sales Security	Services Static Da	ta — 🗗
ave Layout Workspaces Save Filter	7 h					
Format _ Curr.	1					
Description	TableName	FieldName	ParentFieldName	Size	UserDefinable	
R C	8 B C	REC	n 🖬 c	-	RBC	
Customer: Payment Method	tblSALSCustomers	fldPaymentMethod		10	Yes	
	tblSALSCustomerInvoiceMet	fidInvoiceMethod		10	No	
Document types	GENERIC	fldDocType		50	Yes	
Employee : Dependant Relationship	GENERIC	fidRelation		50	Yes	
🗄 Employee : Marital Status 🛛 🛐	GENERIC	fidMaritalStatus		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	
InterConnect: Entity events sync trigger flags	tblICONEntityEvents	fldEntityEvent		50	Yes	
InterConnect: General Settings	GENERIC	fldICONSettings		50	Yes	ر
Maintenance : Task Class	tbITASKTasks	fldTaskClass		50	Yes	
Manufacturer Class	tblINVNManufacturers	fldClass		50	Yes	
Manufacturer Type	tblINVNManufacturers	fldManufacturerType		50	Yes	
Meter Units	tblMTRMDefinition	fldUnit		50	Yes	
Overtime Factor	GENERIC	fldOverTimeFactor		4	Yes	
Part Requests: State	tblINVNRequestItemNotes	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	

- 4. The Instruction Class Codes frame will be expanded.
- 5. You can now **view** a list of Instruction Class Codes that already exist on the system.

ADD A NEW INSTRUCTION CLASS CODE

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



Home Accounts Call Centre Com	Static Data - BPO Configu pany Contract Departments			-			Services Static I	Data — 67	2
ave Layout Workspaces Save Filter									
Description	TableName	FieldName		ParentF	ieldName	Size	UserDefinable		
A C	REC	R C		n C		=	88C		
	tblSALSCustomers	fldPaymentMethod				10	Yes		
Customers : Invoice Methods	tblSALSCustomerInvoiceMet	fldInvoiceMethod				10	No		
Document types	GENERIC	fldDocType				50	Yes		
Employee : Dependant Relationship	GENERIC	fldRelation		1		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	fldExceptionCatego	Y			50	Yes		
Human Resources: Expense Codes	GENERIC	fldExpenseType				50	Yes		
Instruction Class	tblINSTInstructions	fldInstClass				50	Yes		
Codes Code	deDescription	CodeType	SortOrde	er	Status				1
	vice	None		-	A				
SCHE Ser	vice Checks 5	None		1	A				
Process									
Inter trigger flags	tblICONEntityEvents	fldEntityEvent				50	Yes		
Inte Add New Code	SENERIC	fldICONSettings				50	Yes		
Mair Delete	tbITASKTasks	fldTaskClass				50	Yes		
Man Delete Code	tblINVNManufacturers	fldClass				50	Yes		
Manufacturer Type	tblINVNManufacturers	fldManufacturerTyp	be .			50	Yes		
Meter Units	tblMTRMDefinition	fldUnit				50	Yes		
	an and the second se	fldOverTimeFactor				4	Yes		
Overtime Factor	GENERIC	ndovernmeractor							
	GENERIC tblINVNRequestItemNotes	fldState				10	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.



	Home Accounts Call Centre C	Company Contract Department	jurator : Version 2.4.0.0 - Ex			Services Static Data	_ 8
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T	Description	TableName	FieldName	ParentFieldName	Size	UserDefinable	
2	n 🛛 c	4 0 0	RBC	8 C	-	88c	
ī	Document types	GENERIC	fldDocType		50	Yes	
1	Employee : Dependant Relationship	GENERIC	fldRelation		50	Yes	
1	Employee : Marital Status	GENERIC	fidMaritalStatus		50	Yes	
1	Employee Occupation Code	GENERIC	fldOccupationCode		50	Yes	
1	⊞ Human Resources : Courses	tblEMPLTrainingMaster	fldTrainCode	8	50	Yes	
1	∃ Human Resources : Crafts	tblEMPLCrafts	fldCraftName	11.	50	Yes	
1	∃ Human Resources : Leave types	tblEMPLShiftExceptions	fldExceptionCategory ,	1.1	50	Yes	
1	Human Resources: Expense Codes	GENERIC	fldExpenseType /	1.1	50	Yes	
	Instruction Class	tblINSTInstructions	fldInstClass /	1	50	Yes	
	SERV	CodeDescription Service	CodeType / SortOrd	1 A'	-		
	Code SERV		/ /	1 1			
	Code SERV SCHE	Service Service Checks	None / None / None	1 A'	50	Yes	
	Code SERV	Service Service Checks	None / None /	1 A'		Yes Yes	
	Code SERV SCHE InterConnect: Entity events sync trigger flag	Service Checks	None V None V None fidEntityEvent	1 A'	50		
	Code SERV SCHE InterConnect: Entity events sync trigger flag InterConnect: General Settings	Service Service Checks	None V None V None fidEntityEvent fidICONSettings	1 A'	50	Yes	
	Code SERV SCHE InterConnect: Entity events sync trigger flag InterConnect: General Settings Maintenance : Task Class	service Checks	None None RdEntityEvent RdICONSettings RdTaskClass	1 A'	50 50	Yes	
	Code SERV SCHE InterConnect: Entity events sync trigger flag InterConnect: General Settings Maintenance : Task Class Manufacturer Class	service Checks	None None None None RdEntityEvent RdEntityEvent RdICONSettings RdTaskClass RdClass	1 A'	50 50 50 50	Yes Yes Yes	
	Code SERV SCHE InterConnect: Entity events sync trigger flag InterConnect: General Settings Maintenance : Task Class Maintenance : Task Class Maintenance : Task Class Maintenance : Task Class	service Checks service Checks bliCCONEntityEvents GENERIC bliTASKTasks bbliNVMManufacturers bbliXVMManufacturers bbliNVMManufacturers bbliXVMManufacturers b	None V None V None RdEntityEvent RdICoNSettings RdTaskClass RdClass RdClass RdClass	1 A'	50 50 50 50 50 50	Yes Yes Yes Yes	
	Code SERV SCHE InterConnect: Entity events sync trigger flag InterConnect: General Settings Maintenance : Task Class Manufacturer Type Manufacturer Type Meter Units	service Checks Service Checks Service Checks GENERIC UDITAS/Tasks UDII/VIManufacturers UDI/VIManufacturers	None None None None None None RdEntityEvent RdICOVSettings RdTaskClass RdClass RdClass RdClass RdClast	1 A'	50 50 50 50 50 50 4	Yes Yes Yes Yes Yes	
	Code SERV SCHE InterConnect: Entity events sync trigger flag InterConnect: General Settings Manufacturer Class Manufacturer Class Manufacturer Type Meter Units Overtime Factor	service Checks Service Checks Service Checks GENERIC blTCONEntityEvents GENERIC blTNWManufacturers bblTNWManufacturers bblTRMDefinition GENERIC	None None None None None None None None	1 A'	50 50 50 50 50 50 4 10	Yes Yes Yes Yes Yes Yes	
	Code SERV SO/E InterConnect: Entity events sync trigger flag InterConnect: General Settings Manufacturer Class Manufacturer Class Manufacturer Type Meter Units Overtime Factor Part Requests: State	Service Checks Service Checks GENERIC GENERIC bDTASKTasks bDINVNManufacturers bDINVNManufacturers bDINVNManufacturers bDINVNRequestItemNotes	None None None fidEntityEvent fidIcONSettings fidTaskClass fidClass fidClass fiddlass fidManufacturerType fidMint fidOverTimeFactor fidState	1 A'	50 50 50 50 50 4 10 1	Yes Yes Yes Yes Yes Yes Yes	

^{9.} Entering the Class Code data

- Code: Click in the text box and type in a code specific for the new instruction class.
- Code Description: Click in the text box and type a description for the new instruction 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 instruction class code.



- Note: The sort order is the order in which the instruction will appear in the Instruction Class Code dropdown list in BPO. If each instruction 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 dropdown list in BPO.
- 10. When you have finished adding the new instruction class code details, press **Enter**. The **Update** message box will display, requesting;

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

- Static Data BPO Configurator : Version 2.4.0.0 Example Con - O X Home Accounts Call Cent Company Contract Departments Human Resources Inventory Reporting Sales Security Services Static Data æ х 2 2 22 Save Layout Workspaces Save Filter Refresh TableName Description FieldName ParentFieldName Size UserDefinable 9 R**B**C RBC REC R C R 🖬 I Document types GENERIC fldDocType 50 Yes Employee : Dependant Relationship GENERIC fidRelation 50 Yes Employee : Marital Status GENERIC fidMaritalStatus 50 Yes 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 Codes Code CodeDescription CodeType SortOrder Status SERV Service None 1 A SCHE Service Checks None 1 A DC Drum Care None 3 A InterConnect: Entity events sync trigger flags tblICONEntityEvents Update _ х InterConnect: General Settings GENERIC ⊞ Maintenance : Task Class tblTASKTasks ? Are you sure you want to save changes to this code? Manufacturer Class tblINVNManufacturers Manufacturer Type tblINVNManufacturers Meter Units tblMTRMDefinition Overtime Factor GENERIC Yes No Cancel ► Part Requests: State tblINVNRequestItemNotes 1 Yes GENERIC fldPartType Pay-roll : Company Chapter GENERIC fldCompanyChapter 50 Yes Pay-roll : Company Division GENERIC fldCompanyDivision 50 Yes Open Windows -30 Apr 2021 ÷.
- 11. Click on **Yes** to proceed.



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

Home Accounts	Call Centre Compa	Static Data - BPO Config any Contract Departments						Services Static Data	
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Description		TableName	FieldName	Pi	arentFiel	dName	Size	UserDefinable	
a 🗖 c		a 🗖 c	R C	я	8 C		-	RBC	
 Document types 		GENERIC	fldDocType				50	Yes	
Employee : Dependant Relati	ionship	GENERIC	fldRelation				50	Yes	
Employee : Marital Status		GENERIC	fidMaritalStatus				50	Yes	
Employee Occupation Code		GENERIC	fldOccupationCoc	de			50	Yes	
Human Resources : Courses		tblEMPLTrainingMaster	fldTrainCode				50	Yes	
E Human Resources : Crafts		tblEMPLCrafts	fldCraftName				50	Yes	
Human Resources : Leave ty	pes	tblEMPLShiftExceptions	fldExceptionCate	gory			50	Yes	
Human Resources: Expense	Codes	GENERIC	fldExpenseType				50	Yes	
Instruction Class		tblINSTInstructions	fldInstClass				50		
Codes				0.10.1			50	Yes	
Codes Code SERV SCHE	Servi	Description	CodeType None None	SortOrder	S 1 A 1 A			Yes	
Code SERV	Servi	Description	CodeType None	SortOrder	1 A		50	Tes	
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Code SERV SCHE DC InterConnect: Entity events :	Servi Servi Drum sync trigger flags	EDescription lice ice Checks n Care tbIICONEntityEvents	CodeType None None None fidEntityEvent	SortOrder	1 A 1 A		50	12 Yes	
Code SERV SCHE DC I InterConnect: Entity events InterConnect: General Settin	Servi Servi Drum sync trigger flags	Description ice ice Checks n Care	CodeType None None None	SortOrder	1 A 1 A		50	Yes Yes	
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Code SERV SCHE DC InterConnect: Entity events InterConnect: General Settin Maintenance : Task Class Manufacturer Class	Servi Servi Drum sync trigger flags	Description ice ice Checks 1 Care bliCONEntityEvents GENERIC bliTASKTasks	CodeType None None None fidEntityEvent fidCONSettings fidTaskClass fidClass		1 A 1 A		50 50 50 50 50 50	Yes Yes Yes Yes Yes	
Code SERV SCHE DC I InterConnect: Entity events InterConnect: General Settin Maintenance : Task Class	Servi Servi Drum sync trigger flags	EDescription ice Checks I Care tblICONEntityEvents GENERIC tblTASKTasks tblINNNManufacturers	CodeType None None None fidEntityEvent fidEntityEvent fidICONSettings fidTaskClass		1 A 1 A		50 50 50 50 50 50 50 50 50 50 50	Yes Yes Yes	
Code SERV SCHE DC InterConnect: Entity events: InterConnect: General Settin Maintenance : Task Class Maintenance : Task Class	Servi Servi Drum sync trigger flags	EDescription ice Checks in Care bilCONEntityEvents GENERLC biTASKCTasks bilINVNManufacturers bilINVNManufacturers	CodeType None None None fidEntityEvent fidIcONSettings fidTaskClass fidManufacturerT	уре	1 A 1 A		50 50 50 50 50 50 50 50 50 50 50 50 50	Yes Yes Yes Yes Yes Yes	
Code SERV SCHE DC InterConnect: Entity events: InterConnect: General Settin Maintenance : Task Class Maintenance : Task Class Maintenance : Task Class	Servi Servi Drum sync trigger flags	EDescription ice Checks in Care bitCONEntityEvents GENERIC biTASKTasks bitINVManufacturers bitINVManufacturers bitINVManufacturers	CodeType None None RdEntityEvent RdTaskClass RdTaskClass RdClass RdClass	уре	1 A 1 A		50 50 50 50 50 50 50 50 50 50 50 50 50 5	Yes Yes Yes Yes Yes Yes	
Code SERV SCHE DC InterConnect: Entity events: InterConnect: General Settin Maintenance : Task Class Maintenance : Task Class Manufacturer Class Manufacturer Class Manufacturer Type Meter Units Overtime Factor	Servi Servi Drum sync trigger flags	EDescription ice Checks to Care tblICONEntityEvents GENERIC tblTNVManufacturers tblINVManufacturers tblINVManufacturers tblINVManufacturers	CodeType None None fidEntityEvent fidICoNSettings fidICasS fidClass fidClass fidClass fidClass fidClass fidClass	уре	1 A 1 A		500 500 500 500 500 500 44 100	Yes Yes Yes Yes Yes Yes Yes Yes	

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