INVENTORY

PARTS - EDIT PART DEFINITION USER DEFINED

An **Additional Data** panel has been added to the **Part Maintain** screens: the **Add new part** screen and the **Edit Part** screen.

User defined fields in Nucleus Service enable the user to provide more information within a module so that work or associated processes can be carried out more efficiently.

These custom fields benefit the user in the following ways:

- They cut down the transition time between screens.
- They reduce the amount of screens open in order to find information.

In essence these fields serve as a shortcut, so that users do not have to leave the listing or maintain fields affected.

At present, these fields in the **Inventory - Parts** module can be used to add extra information relevant to the selected part definition.

The added fields will reflect in the **User Defined** panel in the **Add new Part** screen and the **Edit Part** screen across all part definitions on the system, but the **Variable Values** selected for each **User Defined** field will be unique to the selected part definition.

This topic will expand on how to **edit** the User Defined custom fields for a selected part definition.

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Not all custom fields can be edited in the same way, it depends on what Input Type they have been set up with.

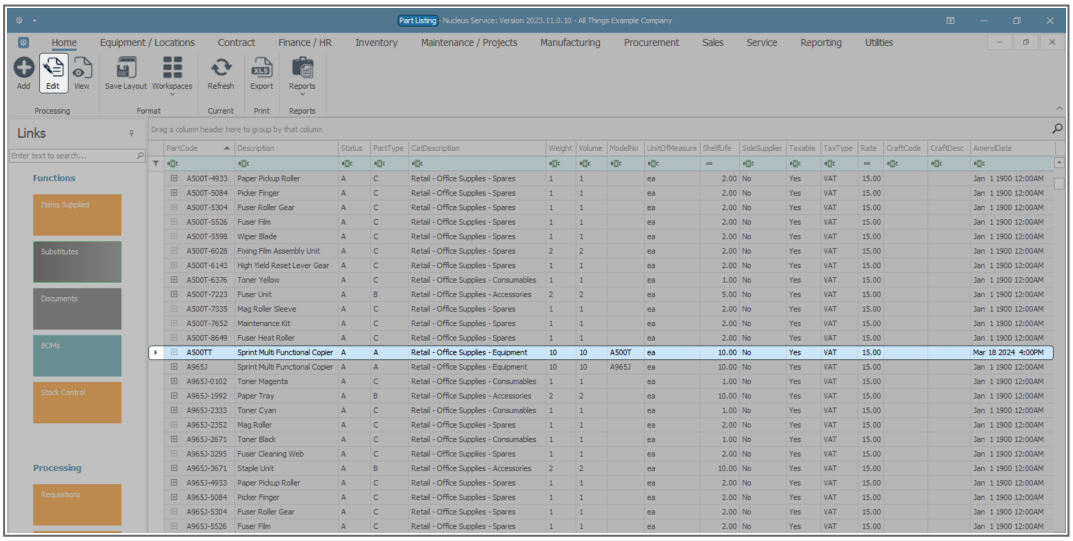
> **Note:** It will be useful to familiarise yourself with the Add Part Definition User Defined topic before progressing with this manual.

Ribbon Select **Inventory > Parts**

- The **Part Listing** screen will open.

SELECT PART DEFINITION

- The data grid will display a list of all the part definitions currently on the system.
- Select the **row** of the part definition where you wish to edit the User Defined custom fields.
- Click on **Edit**.



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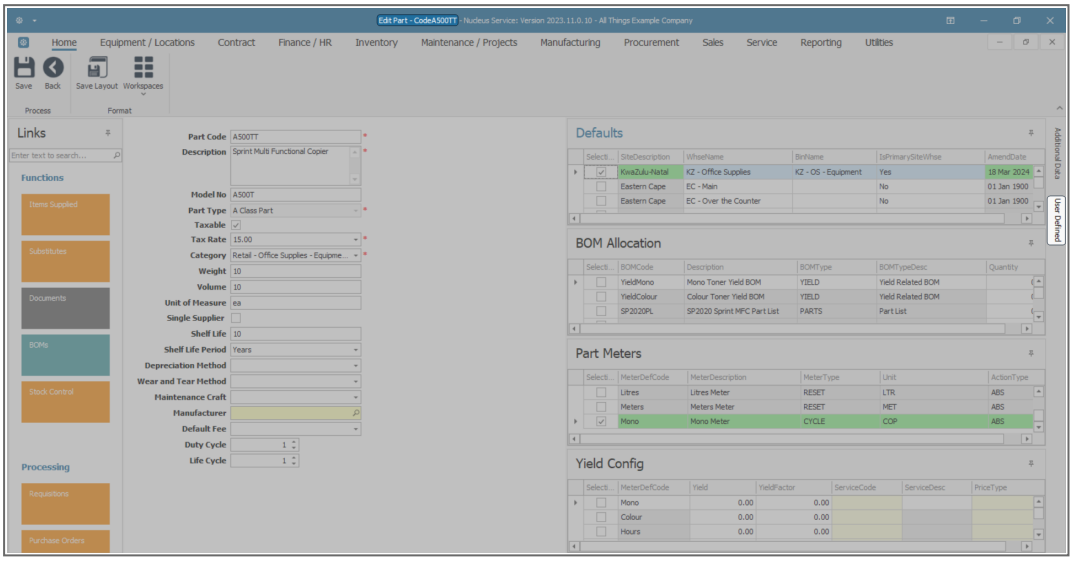
- The **Edit Part - [ ]** screen will open.
- If the **User Defined** panel is not already extended, click on the **tab.**



- The **User Defined** panel will open.
- In this example, there are **custom fields** already set up in the system.
- The **Code** and **Code Description** fields will reflect across **all** part definitions.
- The data entered or added to the **Variable Value** field is unique to the selected part definition and will not reflect in any other part or other module User Defined fields.

Note: The content of these fields can be populated according to **individual** company requirements. The examples given here are pertinent to the system being demonstrated and are not universal.

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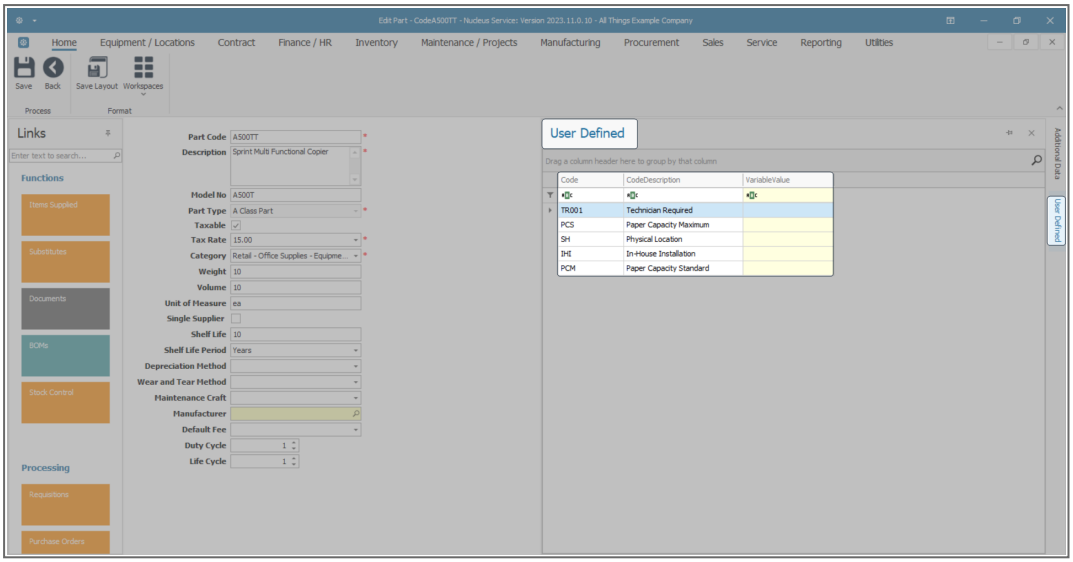

Although the data selected or entered into the **Variable Value** field is unique to the selected part definition, the Input Type set up in the **Variable Value** field will reflect across all part definitions.

The capacity to edit the **Variable Value** field will then depend on the Input Type set up:

EDIT VARIABLE VALUES

LOOKUP LIST

- In this example, the **TR001** - **Technician Required** User Defined field has a **Lookup list** as the Input Type.
- Currently, the **Variable Value** is **CST**.

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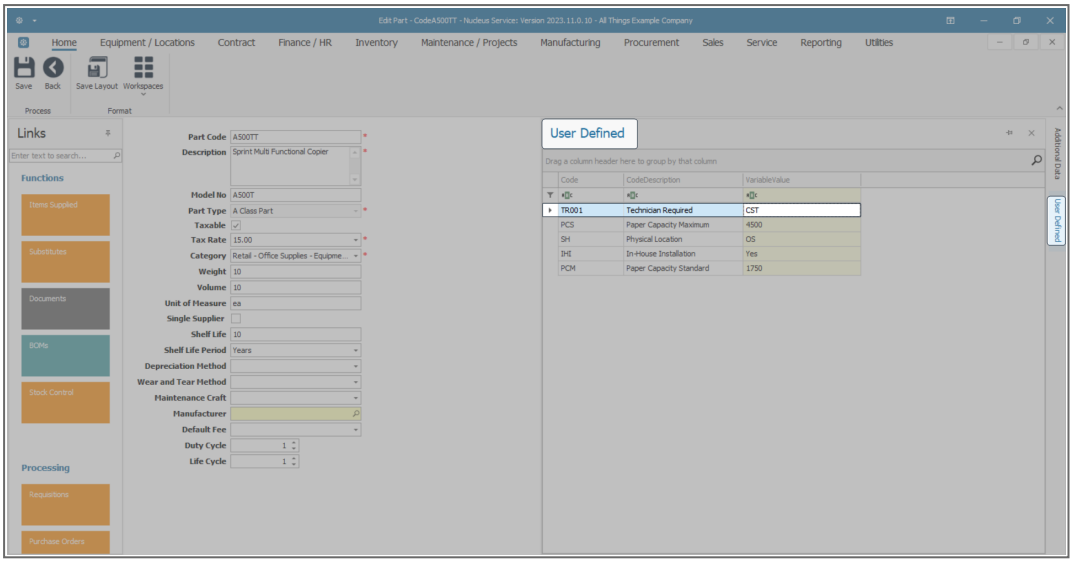
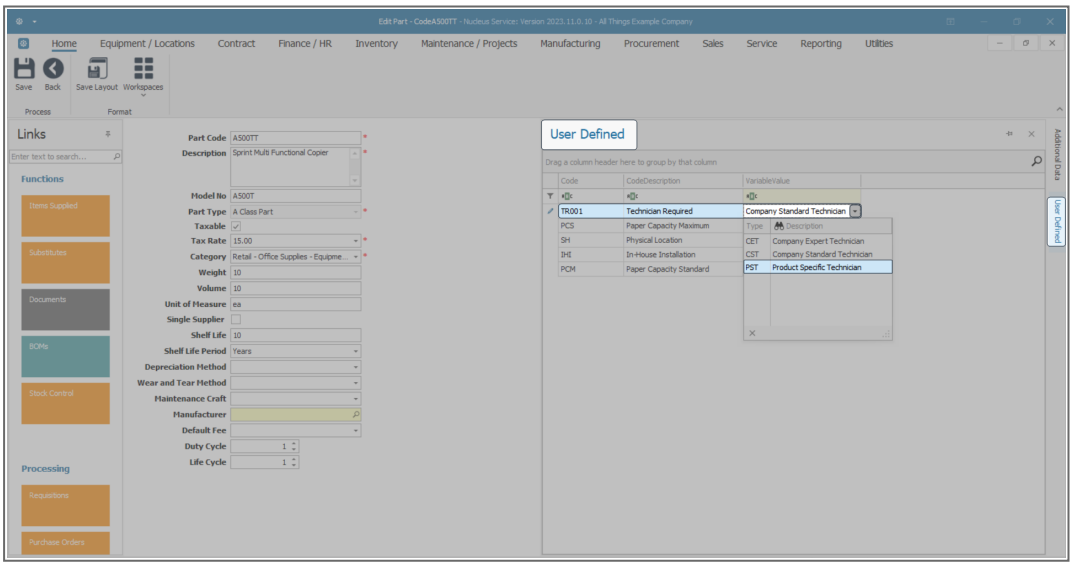


- Click in the **Variable Value** field.
- A drop-down arrow and list will appear - this is a **Lookup List** Input Type.
- Select the **row** of the alternative **Type** you wish to link to this custom field.
    - In this example, **PST** - **Product Specific Technician** is selected.



- The edited selection will populate the **Variable Value** field.

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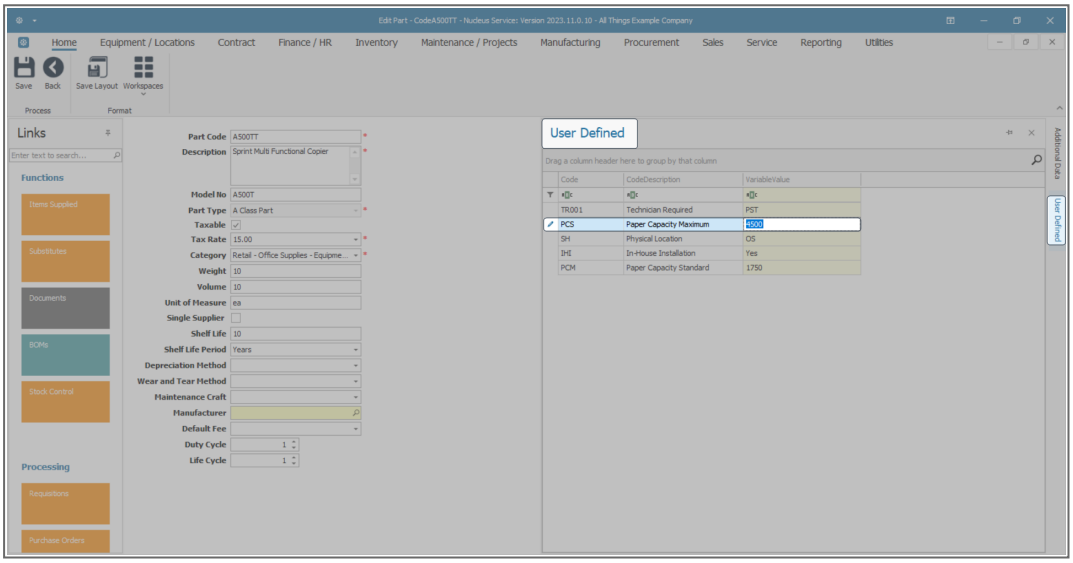
FREE INPUT TEXT

- In the next example, the **PCM** - **Paper Capacity Max** User Defined field has **Free Input Text** as the Input Type.
- Currently, the Variable Value is **4500**.
- Click in the Variable Value field and either modify the original text or delete and add new text, as required to make the correct changes.



- The edited text will populate the **Variable Value** field.

YES OR NO VALUE

- In the next example, the **IHI** - **In-House Installation** User Defined field has **Yes or No value** as the Input Type.
- Currently, the Variable Value is **Yes**.
- Click in the Variable Value field.

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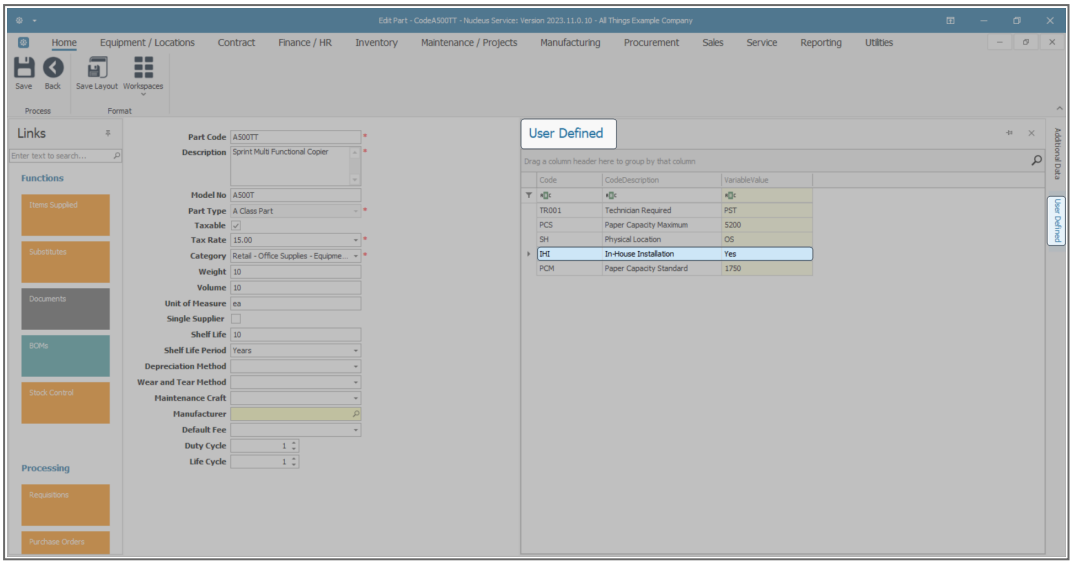
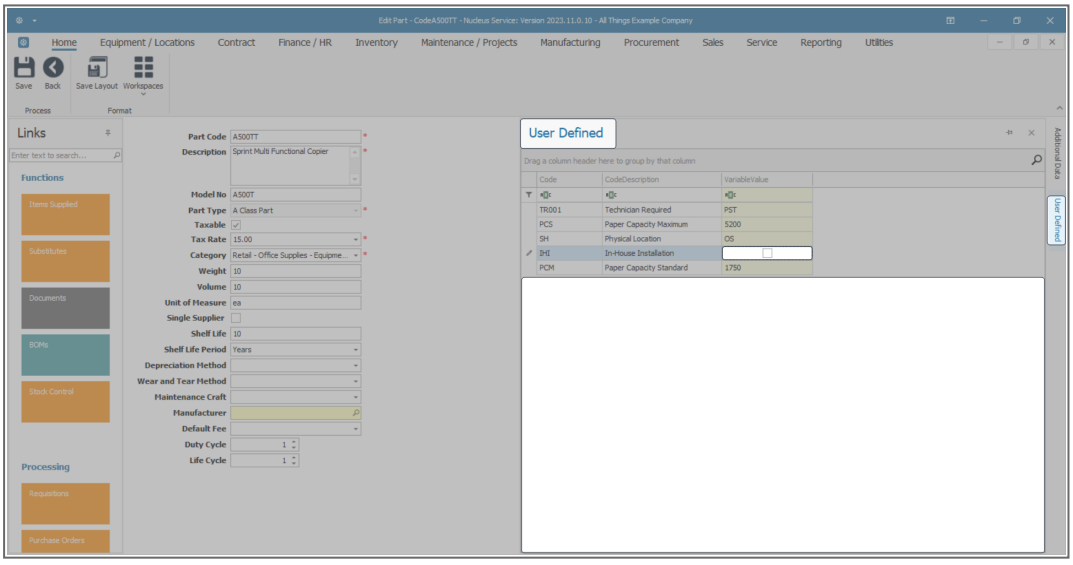


- The "**Yes**" text will be replaced with a **check box** that is unselected.
- Click anywhere in the panel, outside of the Variable Value field.



- '**No**' will now populate the Variable Value field.
- When you have finished editing the **Variable Values** of the User Defined fields, click on **Save**.

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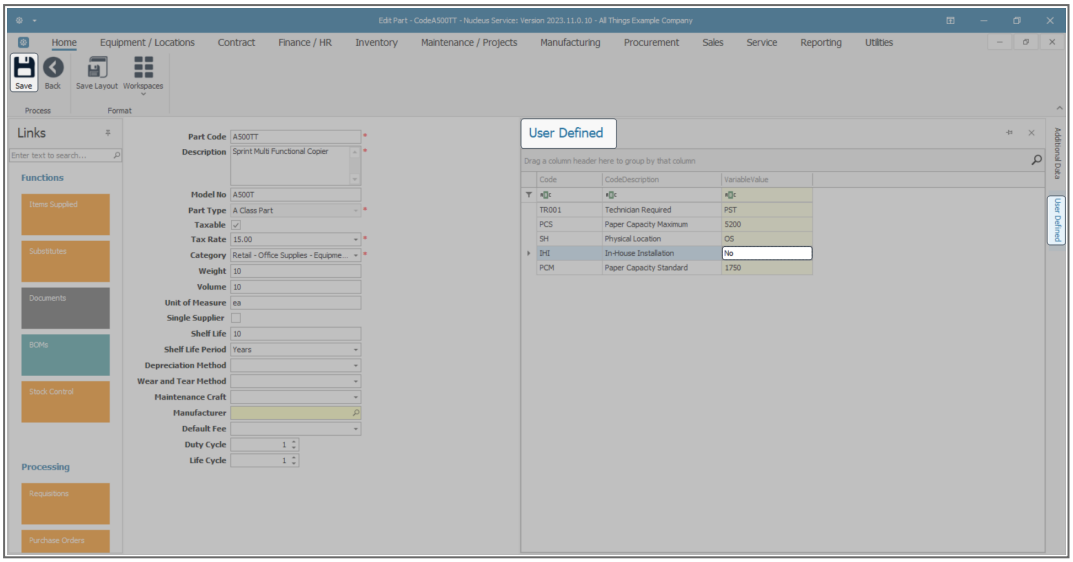
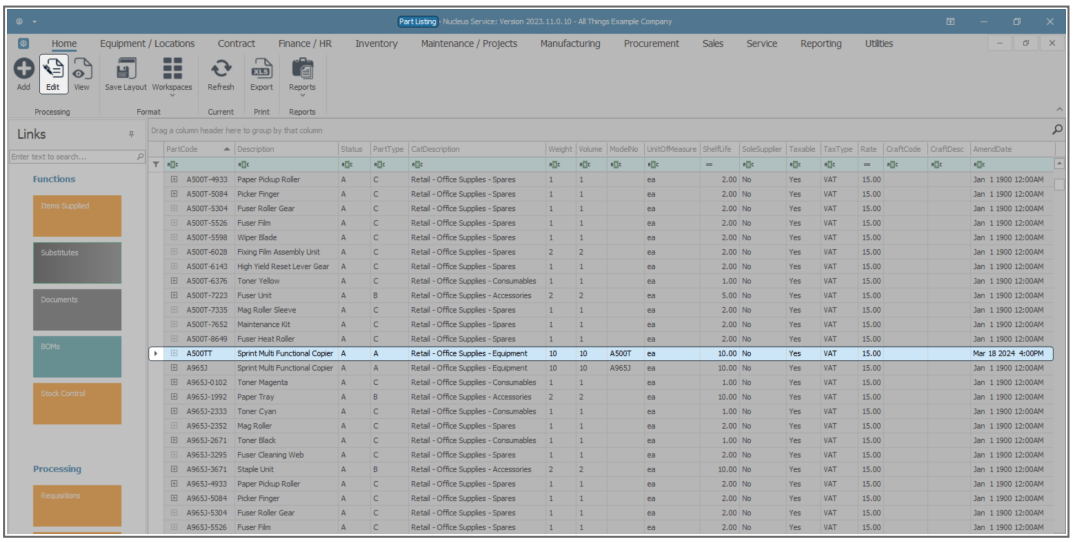


- Your changes will be saved and you will return to the **Part Listing** screen.
- The edited part definition will be selected in the data grid.

EDIT CUSTOM FIELDS

Follow the processes set out below to edit the **custom fields**.

- Select the part definition where you wish to make changes to a custom field and click on **Edit**.



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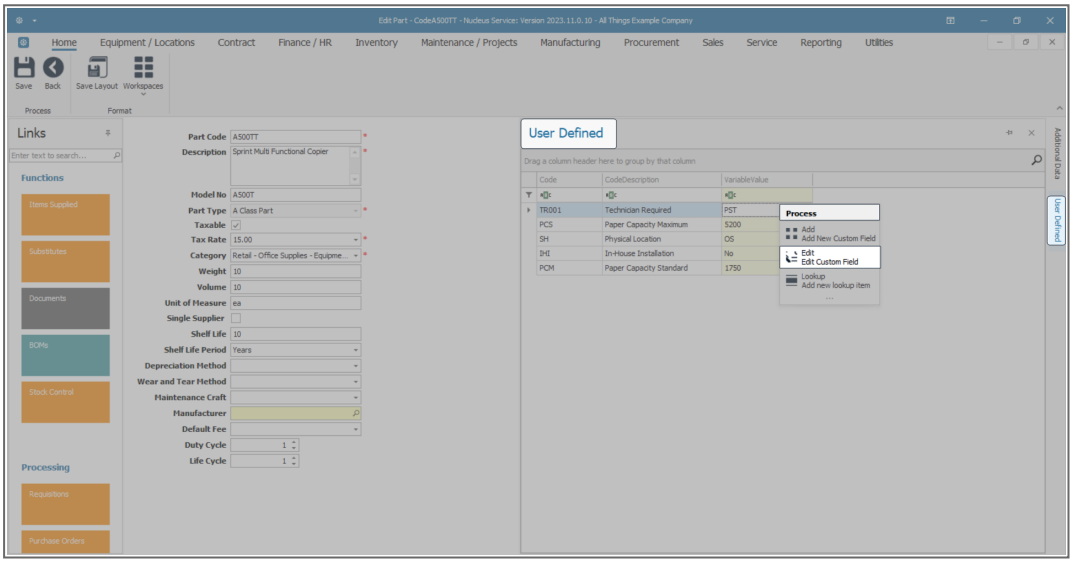
LOOKUP LIST

- Right-click in the **row** of the custom field where you wish to make changes.
    - Ensure that you have selected a custom field that has **Input Type**: **Lookup List**.
- A **Process** menu will pop up.
- Click on **Edit** - **Edit Custom Field.**



- The **Add new custom element** screen will open.
    - Even though the screen title is **Add new custom element**, you can **edit** the **Description** field from here.

Edit Code

- This field is greyed out, it is not possible to edit the **Code** from this screen.

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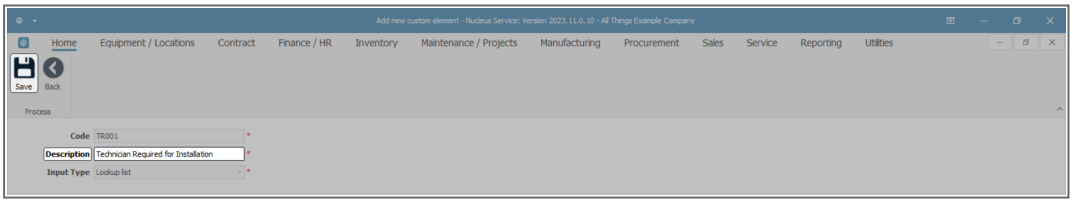
Edit Description

- Click in this field and either add new text or remove text from the **Description**, as required.

Edit Input Type

- This field is greyed out, it is not possible to edit the **Input Type:** Lookup List from this screen.

- In this example, the **Description** has been edited to include the text: "for Installation".
- When you have made the required changes, click on **Save**.



- You will return to the **Edit Part** screen.
- The **Code Description** has been updated in the User Defined panel.

Reminder: These custom elements are available to **all** part definitions in the **Add new part** and **Edit Part** screens. This update will reflect across **all** part definitions.

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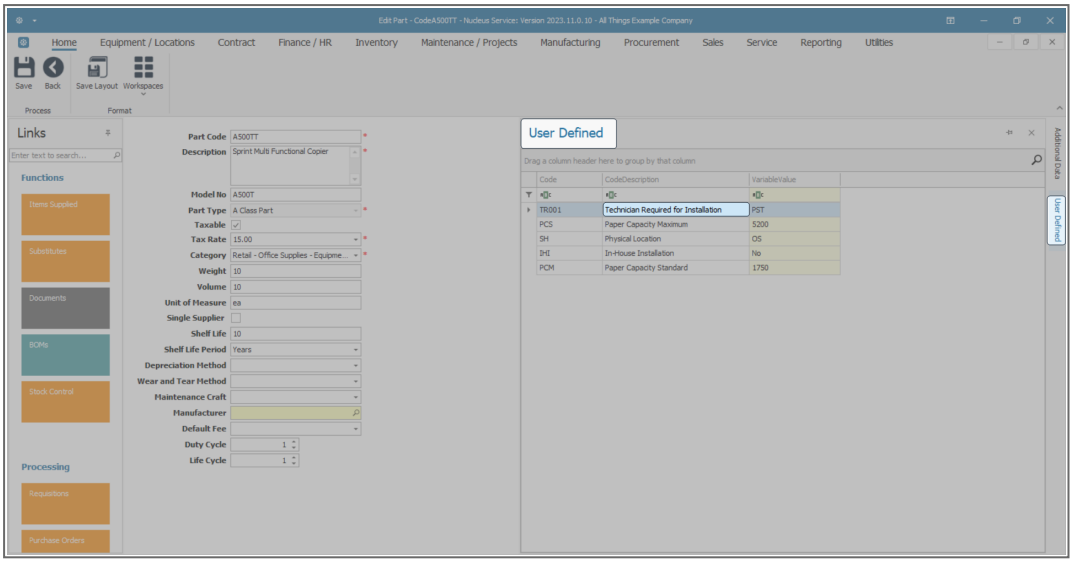
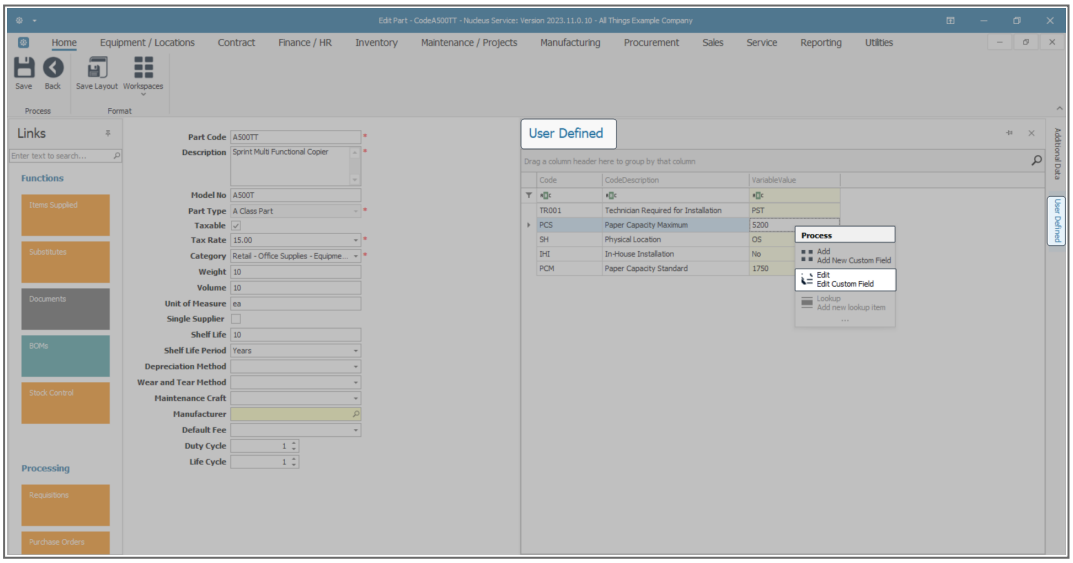


FREE INPUT TEXT

- Right-click in the **row** of the custom field where you wish to make changes.
    - Ensure that you have selected a custom field that has **Input Type**: Free Input Text.
- A **Process** menu will pop up.
- Click on **Edit** - **Edit Custom Field.**



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- The **Add new custom element** screen will open.
    - Even though the screen title is **Add new custom element**, you can edit the details from here.

Edit Code

- Click in this field and either add new text or remove text from the **Code**, as required.

Edit Description

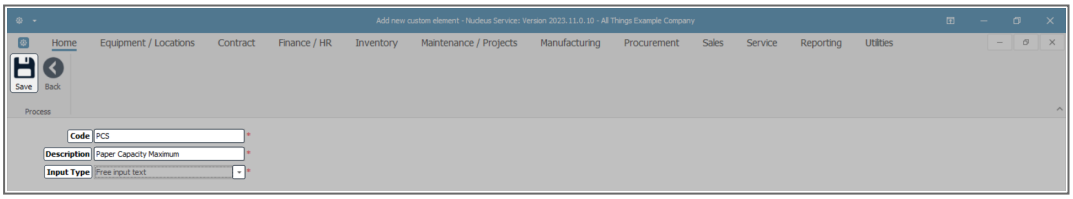
- Click in this field and either add new text or remove text from the **Description**, as required.

Edit Input Type

In this exercise, the **Input Type** will be edited as an example.

Reminder: This update will reflect across all part definitions.

- Click on the **drop-down arrow** in this field



- The **Input Type** menu will display.
- Select the alternative **Type** you wish to link to this custom field.

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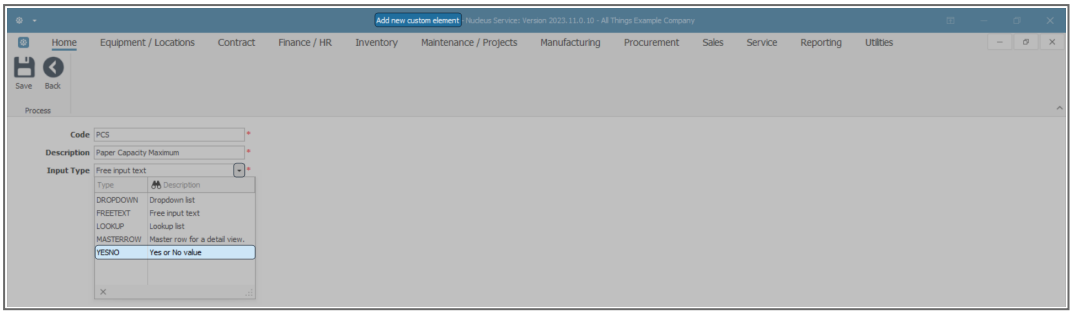
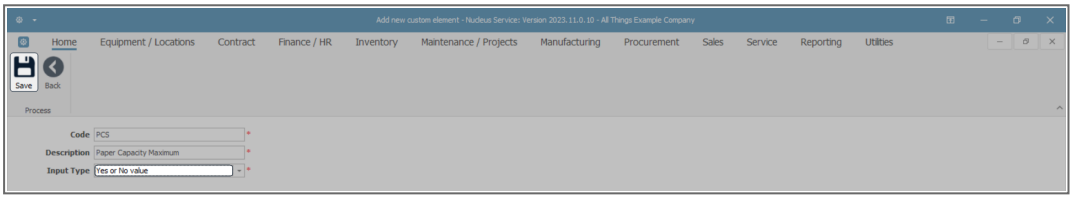
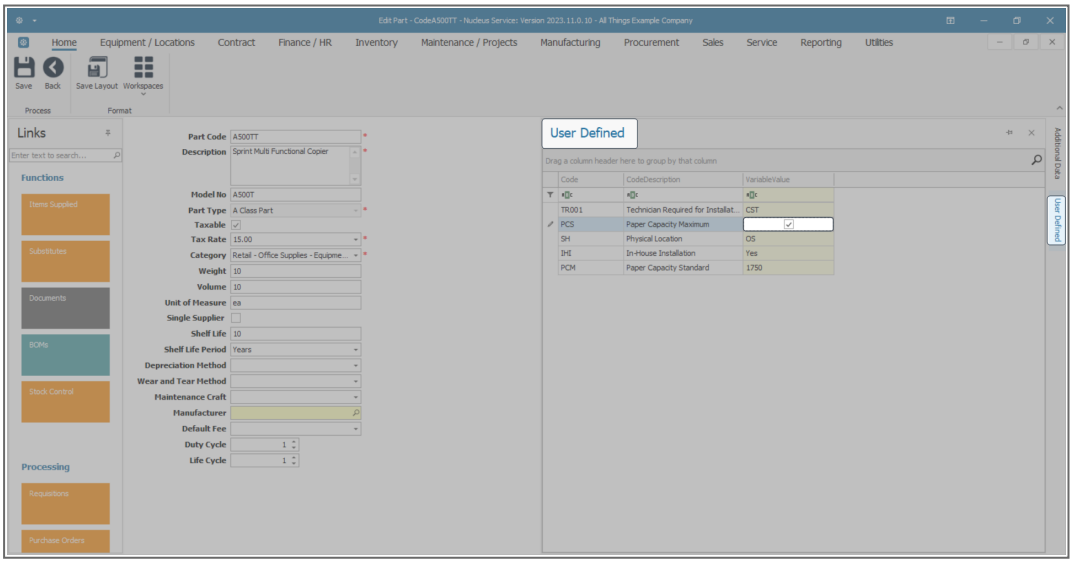


- The selected **Type** will populate the Input Type field.
- Click on **Save**.



- You will return to the **Edit Part** screen.
- You may need to click in the Variable Value field to 'refresh' the panel and display the changes.
- In this example, the field has updated to a **check box**, inherent of the **Yes or No value** Input Type.



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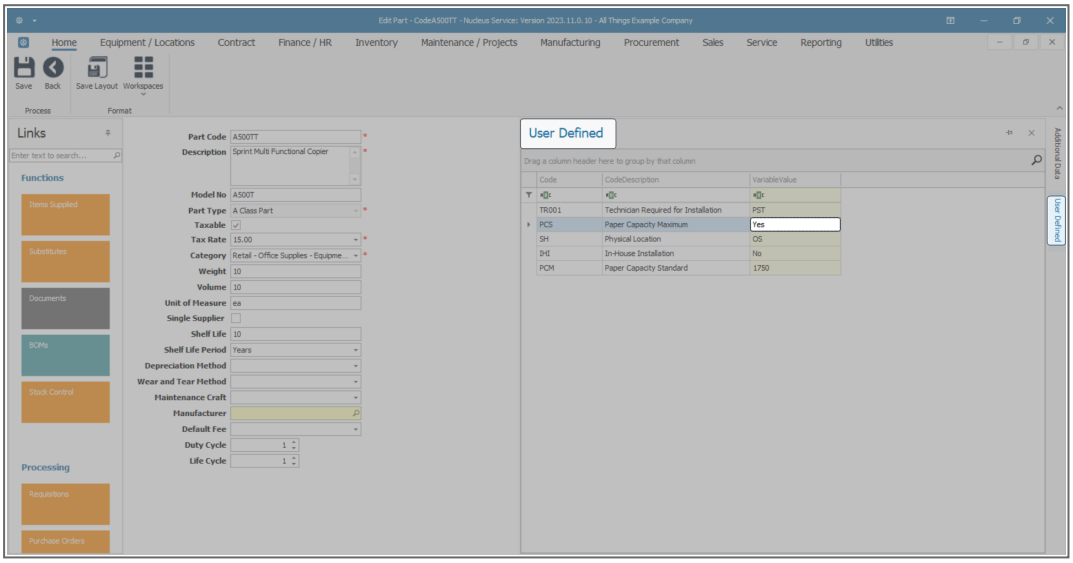
- Click away from the Variable Value field to prompt the system to display the **Yes** or **No** value in text form.

> **Note**: This Input Type is not applicable to the linked custom fields but is for demonstration purposes only to show how the Input Type can be edited.



YES OR NO VALUE

- Right-click in the **row** of the custom field where you wish to make changes.
    - Ensure that you have selected a custom field that has **Input Type**: Yes or No value.
- A **Process** menu will pop up.
- Click on **Edit** - **Edit Custom Field.**

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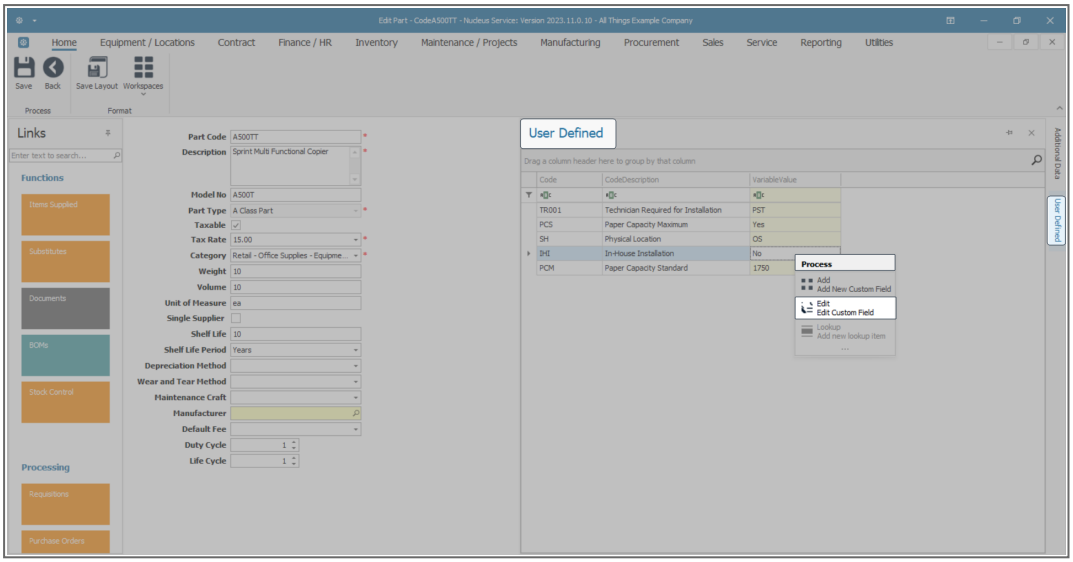

- The **Add new custom element** screen will open.
    - Even though the screen title is **Add new custom element**, you can edit the details from here.

Edit Code

- Click in this field and either add new text or remove text from the **Code**, as required.

Edit Description

- Click in this field and either add new text or remove text from the **Description**, as required.

Edit Input Type

- You can click on the **drop-down arrow** in this field and select an alternative Input Type if required.

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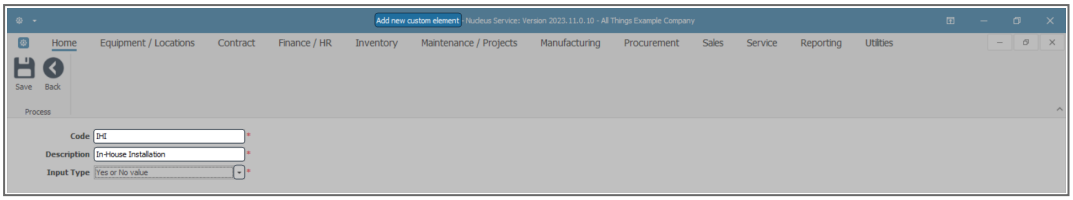
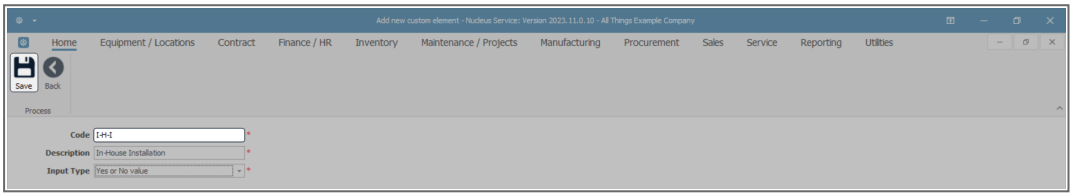
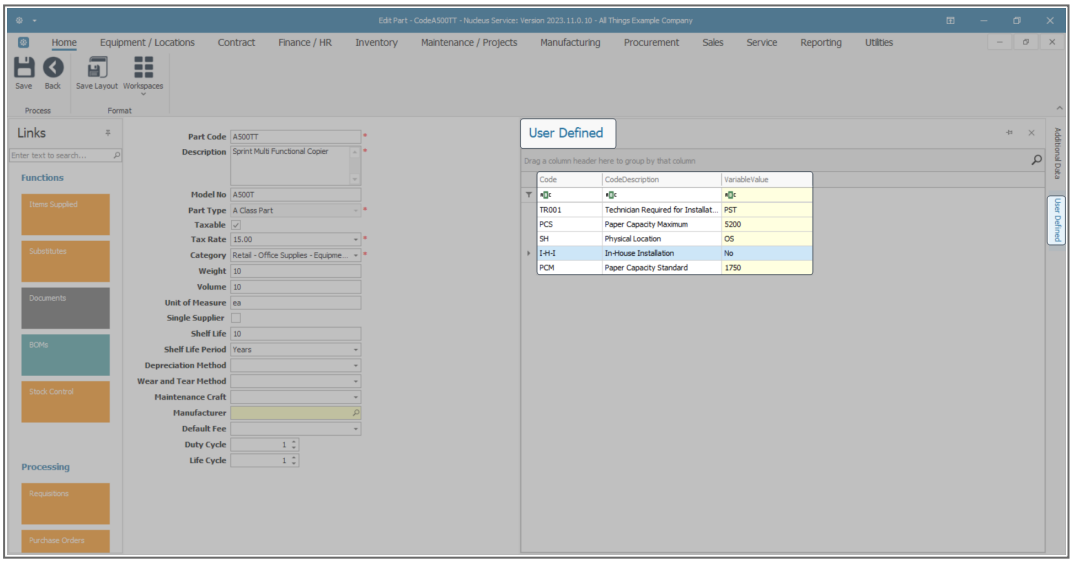


- In this example, the **Code** has been edited to: "I-H-I".
- When you have made the required changes, click on **Save**.



- Your changes will be saved and you will return to the **Edit Part** screen.
- If the **User Defined** panel is not already extended, click on the **tab.** to view the above edits.



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CONCLUSION

Where the custom field Input Type is **Lookup List**, it is only possible to edit the **Code Description** of the custom field.

Where the custom field Input Type is either **Free Input Text** or **Yes or No value**, it is possible to edit the **Code**, **Description** and **Input Type** of the custom field.

Related Topics

- Edit Part Definition Details
- Edit Part Definition Defaults
- Edit Part Definition BOM Allocation
- Edit Part Definition Part Meters
- Edit Part Definition Yield Config
- Edit Part Definition Additional Data

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