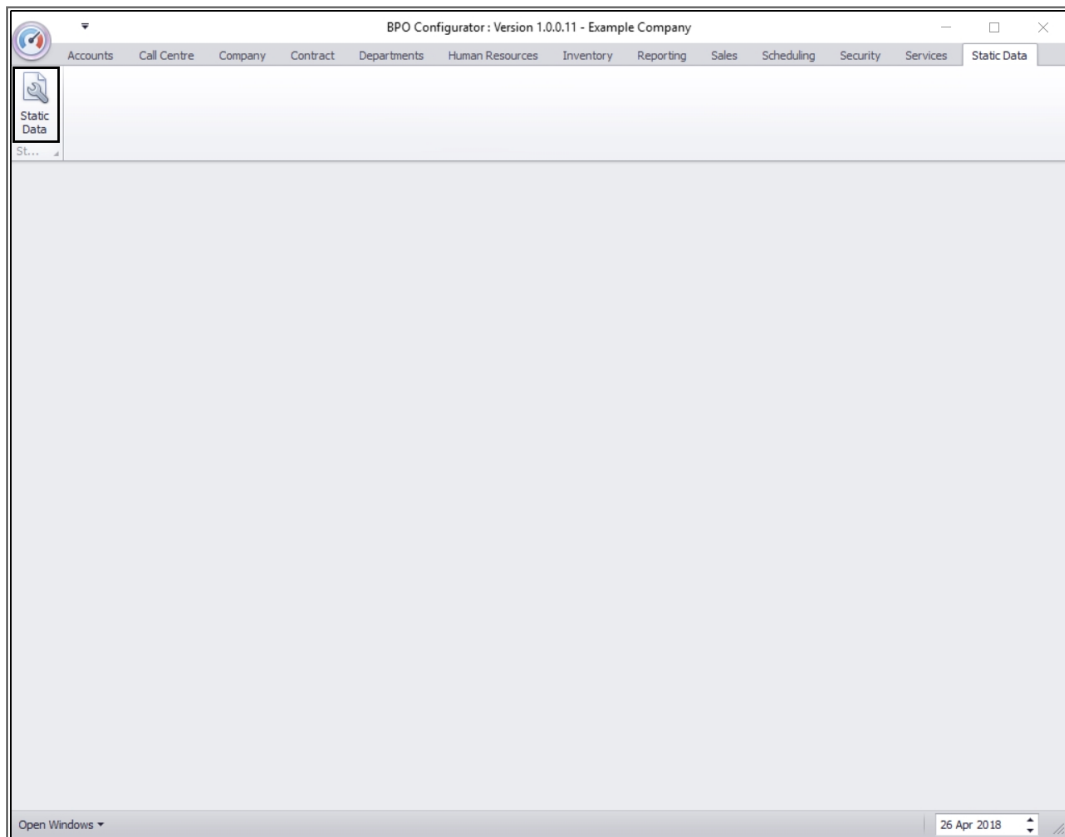


We are currently updating our site; thank you for your patience.

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

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.

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

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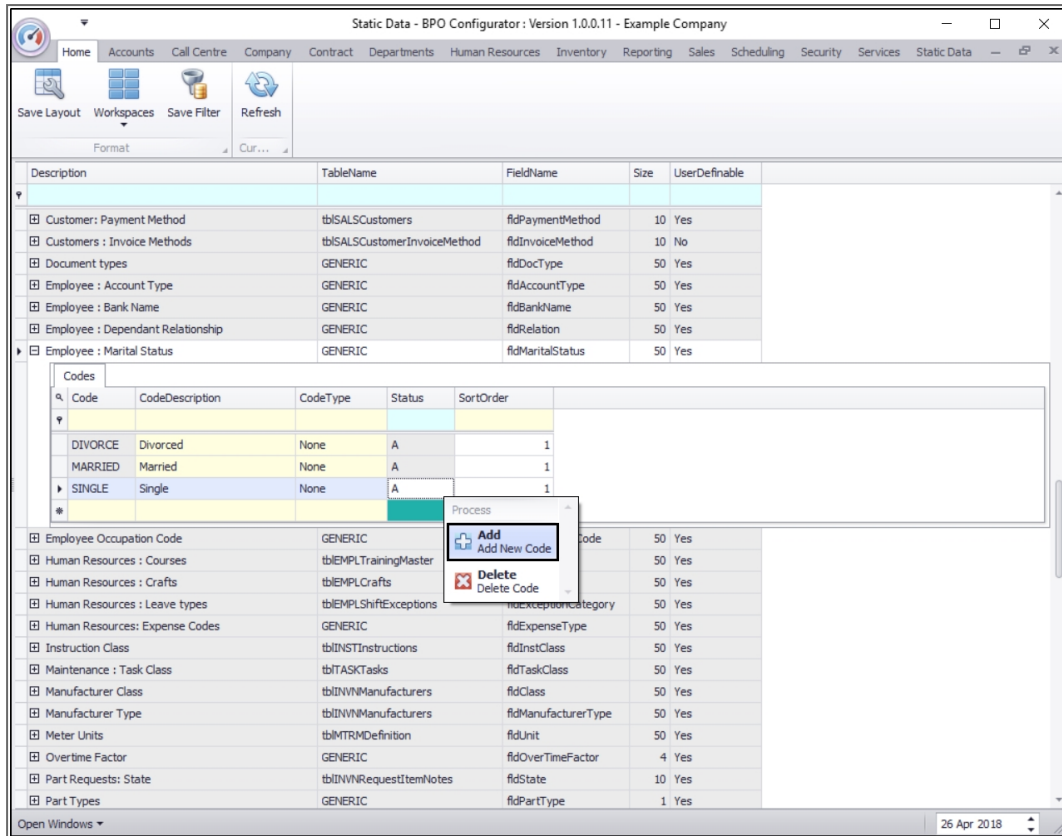
Description	TableName	FieldName	Size	UserDefinable
Customer : Payment Method	tbISALSCustomers	fidPaymentMethod	10	Yes
Customers : Invoice Methods	tbISALSCustomerInvoiceMethod	fidInvoiceMethod	10	No
Document types	GENERIC	fidDocType	50	Yes
Employee : Account Type	GENERIC	fidAccountType	50	Yes
Employee : 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.



- 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

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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

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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 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.

Static Data - BPO Configurator : Version 1.0.0.11 - Example Company

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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**.

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		

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

- 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

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Description	TableName	FieldName	Size	UserDefinable
Customer : Payment Method	tbISALSCustomers	fldPaymentMethod	10	Yes
Customers : Invoice Methods	tbISALSCustomerInvoiceMethod	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

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	fldOccupationCode	50	Yes
Human Resources : Courses	tbEMPLTrainingMaster	fldTrainCode	50	Yes
Human Resources : Crafts	tbEMPLCrafts	fldCraftName	50	Yes
Human Resources : Leave types	tbEMPLShiftExceptions	fldExceptionCategory	50	Yes
Human Resources: Expense Codes	GENERIC	fldExpenseType	50	Yes
Instruction Class	tbINSTInstructions	fldInstClass	50	Yes
Maintenance : Task Class	tbTASKTasks	fldTaskClass	50	Yes
Manufacturer Class	tbINWNManufacturers	fldClass	50	Yes
Manufacturer Type	tbINWNManufacturers	fldManufacturerType	50	Yes
Meter Units	tbMTRMDefinition	fldUnit	50	Yes
Overtime Factor	GENERIC	fldOverTimeFactor	4	Yes
Part Requests: State	tbINWNRequestItemNotes	fldState	10	Yes

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