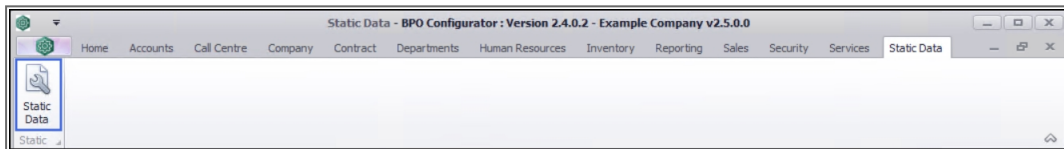


We are currently updating our site; thank you for your patience.

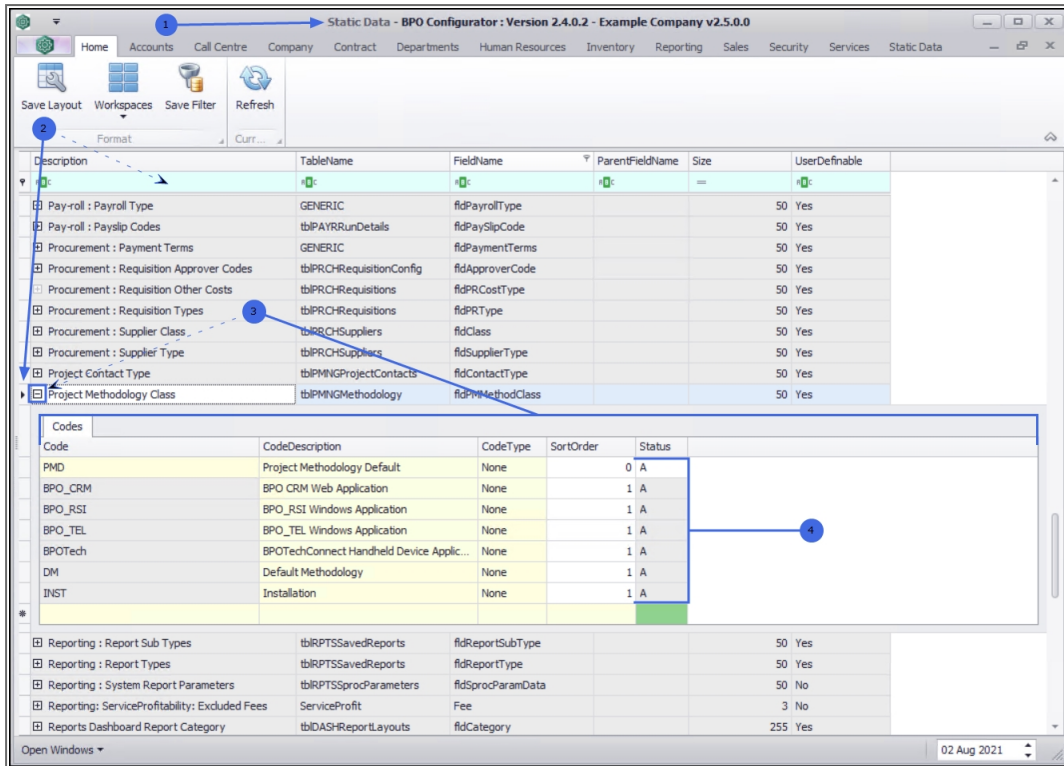
STATIC DATA

STATIC DATA – PROJECT METHODOLOGY CLASS

Ribbon Access: Configurator > Static Data > Static Data

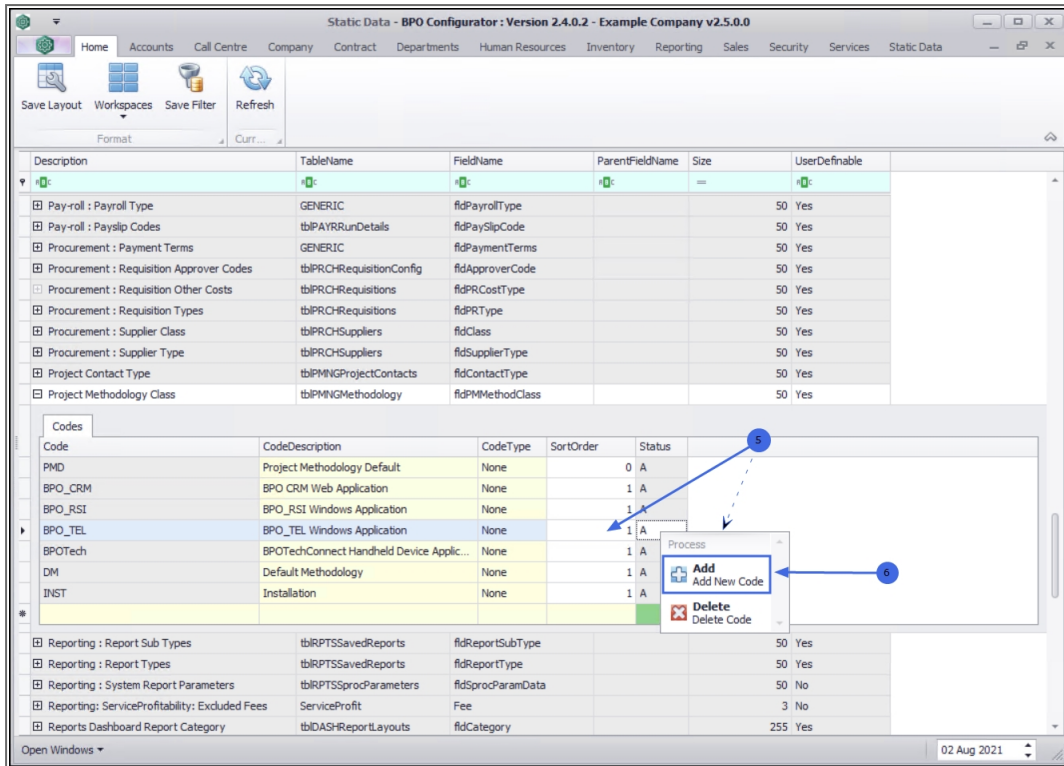


1. The **Static Data** listing screen will be displayed.
2. Use the **filter row** or **scroll down** the list until you find the **Project Methodology Class** row.
3. Click on the **expand** icon to display the Project Methodology Class **Codes** frame.
4. A list of the **project methodology class codes** currently on the system will be listed



ADD PROJECT METHODOLOGY CLASS CODE

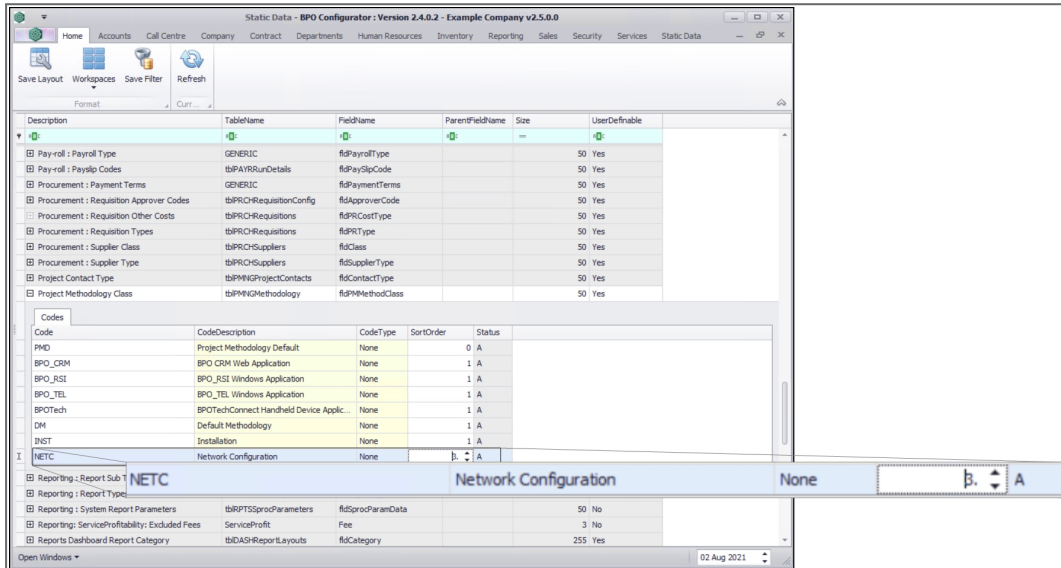
5. **Right click** anywhere in a **row** of the **Codes** data grid.
6. A **Process** menu will pop up.
7. Click on **Add** - Add New Code.



5. The **final row** in the **Codes** data grid will be '**activated**'.

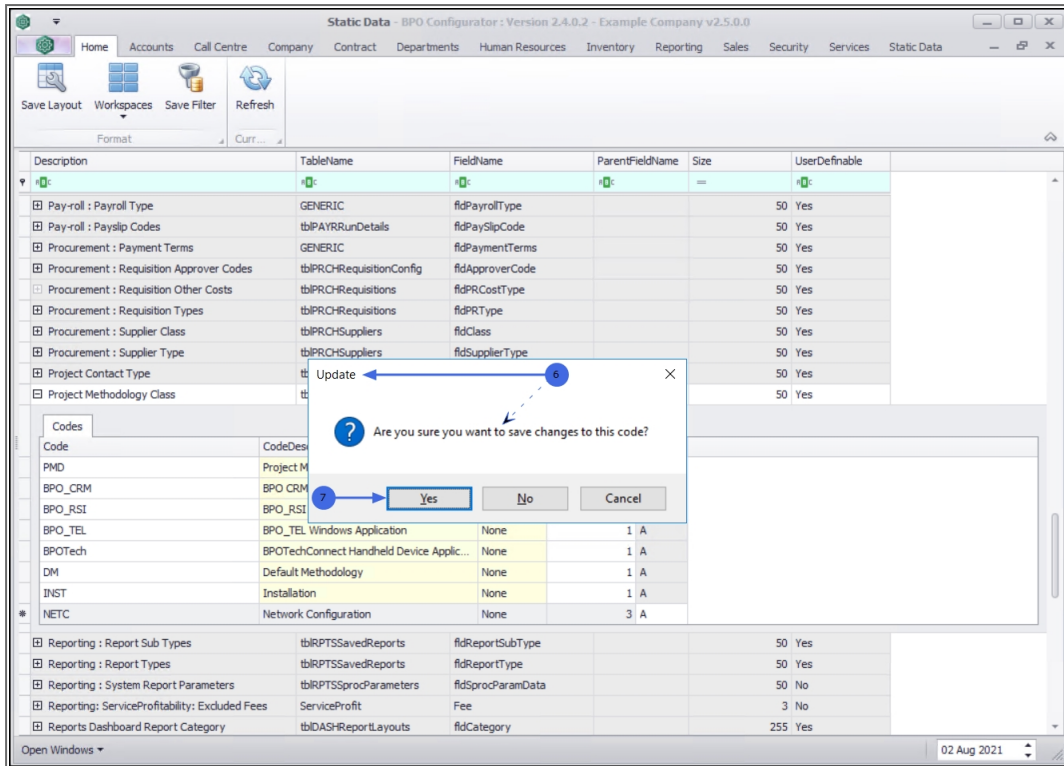
- **Code:** Click in the text box and type the code specific for the new project methodology class.
- **Code Description:** Click in the text box and type a description for the project methodology class code.
- **Code Type:** This field will auto populate with **None** and can remain as is.
- **Status:** The status field will auto populate with **A** - Active.
- **Sort Order:** Click in the text box to either type in or use the arrow indicators to select the sort order for the project methodology class code.

Note: The sort order is the order in which this will appear in the project methodology class code drop-down list in BPO. If each project methodology class 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 3, then it will appear 3rd in the drop-down list in BPO.



When you have finished adding the new project methodology class code details, press **Enter**.

6. You will receive the **Update** message requesting;
 - **Are you sure you want to save changes to this code?**
7. Click on **Yes** to proceed.



- The new project methodology class code is **saved** and a **new row** will be added to the **Codes** data grid.
- Collapse** the Codes frame.

Static Data - BPO Configurator - Version 2.4.0.2 - 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
Pay-roll : Payroll Type	GENERIC	fldPayrollType		50	Yes
Pay-roll : Payslip Codes	tbPAYRRunDetails	fldPaySlipCode		50	Yes
Procurement : Payment Terms	GENERIC	fldPaymentTerms		50	Yes
Procurement : Requisition Approver Codes	tbPRCHRequisitionConfig	fldApproverCode		50	Yes
Procurement : Requisition Other Costs	tbPRCHRequisitions	fldPRCostType		50	Yes
Procurement : Requisition Types	tbPRCHRequisitions	fldPRTType		50	Yes
Procurement : Supplier Class	tbPRCHSuppliers	fldClass		50	Yes
Procurement : Supplier Type	tbPRCHSuppliers	fldSupplierType		50	Yes
Project Contact Type	tbIPMNGProjectContacts	fldContactType		50	Yes
Project Methodology Class	tbIPMNGMethodology	fldPMMethodClass		50	Yes

Codes

Code	CodeDescription	CodeType	SortOrder	Status
PMD	Project Methodology Default	None	0	A
BPO_CRM	BPO CRM Web Application	None	1	A
BPO_RSI	BPO_RSI Windows Application	None	1	A
BPO_TEL	BPO_TEL Windows Application	None	1	A
BPOTech	BPOTechConnect Handheld Device Applic...	None	1	A
DM	Default Methodology	None	1	A
INST	Installation	None	1	A
NETC	Network Configuration	None	3	A

Reporting : Report Sub Types	tbRPTSSavedReports	fldReportSubType		50	Yes
Reporting : Report Types	tbRPTSSavedReports	fldReportType		50	Yes
Reporting : System Report Parameters	tbRPTSSProcParameters	fldProcParamData		50	No
Reporting : ServiceProfitability: Excluded Fees	ServiceProfit	Fee		3	No

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