

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

STATIC DATA

STATIC DATA - SALES: PAYMENT FACTOR PERIODS

Payment Factor Periods in BPO2 determine the length of time, agreed between the Finance Provider and the customer, to repay the funds borrowed.

Ribbon Access: Configurator > Static Data > Static Data



FIND THE SALES: PAYMENT FACTOR PERIODS ROW

- 1. The Static Data listing screen will be displayed.
- 2. Use the filter row or scroll down the list until you find
- 3. the Sales: Payment Factor Periods row.
- 4. Click on the **expand** icon in this row.



Home Accounts Call Centre Company	r Contract Departments Hu	man Resources Inventory	Reporting Sales	Scheduling Security	Services Static I)ata — 🗗
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🕙 Sales : Document Status	tblSALSInvoices	fldStatus		1	No 📐	
☑ Sales : Quote detail types	tblSALSQuotesDetails	fldQuoteDetailType		50	Yes	
☑ Sales : Quote payment terms	tblSALSQuoteConfig	fldQuoteTermsCode		10	Yes	
☑ Sales : Quote Status	tblSALSQuotes	fldQuoteStatus		50	Yes	\mathbf{X}
☑ Sales : Quote Unit Types	tblSALSQuotesDetails	fldQuoteUnitType		50	Yes	
Sales : Quotes Other Costs	tblSALSQuotes	fldQuoteCostType		50	Yes	2
Sales : Service Class	GENERIC	fldServiceClass		50	Yes	\
Sales : Service Type	GENERIC	fldServiceType		50	Yes	
Gales : Service Unit of Measure	GENERIC	fldUnitofMeasure		50	Yes	
☑ Sales: Credit Terms	tblSALSCustomers	fldCreditTerms		20	Yes	
E Sales: Finance Provider	tblSALSPaymentFactors	fldFinanceProviderCode		40	Yes	. \
🕀 Sales: Payment Factor Periods	tblSALSPaymentFactors	fldPaymentPeriodCode		40	Yes	
Sales: Payment Type (STEPPED/FLAT)	tblSALSPaymentFactors	fldTypeCode		40	No	· \
E Sales: Quote note types	tblSTUDQuoteNotes	fidQuoteNoteType		20	No	
E Sales: Quote note types	tblSALSQuoteNotes	fidQuoteNoteType		20	No	
Stock Adjustments : Reason Code	tblINVNAdjustmentRequest	fldReasonCode		10	Yes	
4 Task: Day Of Week	tblASMNTaskSchedule	fldDayOfWeek		10	No	
Task: Week Of Month	tblASMNTaskSchedule	fldWeekOfMonth		10	No	
TechConnect: General Settings	GENERIC	fidTECHSettings		40	Yes	
Warranties : Warranty Type	tblWARRWarranty	fldType		10	Yes	
Work Orders : Class	tblWKORWorkOrder	fldWOClass		50	Yes	
Work Orders : Rectification Codes	tblWKORWorkSchedule	fldRectificationCode		10	Yes	
Work Orders : Type	tblWKORWorkOrder	fldWOType		50	Yes	
Work Orders: Work Order Status ■	tblWKORWorkOrder	fldStatus		1	No	

- 1. The Sales Payment Factor Periods **Codes** frame will be expanded.
- 2. In this example, there are currently <u>9</u> Payment Factor Period codes already set up on the system.



	₹			Sta	tic Data - BPO	0 Configurator : V	ersion 2.2.0.	0 - Example	e Comp	any				_		х
1	Home Accounts	Call Centre	Company	Contract	Departments	Human Resources	Inventory	Reporting	Sales	Scheduling	Security	Services	Static Da	ata —	æ	х
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Đ	Sales : Service Class			GENERIC		fldServiceClas	s				50	Yes				
Đ	Sales : Service Type			GENERIC		fldServiceTyp	e				50	Yes				
Đ	Sales : Service Unit of Me	easure		GENERIC		fldUnitofMeas	ure				50	Yes				
Đ	Sales: Credit Terms			tblSALSCu	stomers	fldCreditTerm	s				20	Yes				
ŧ	Sales: Finance Provider			tblSALSPa	ymentFactors	fldFinancePro	viderCode				40	Yes				
Ε	Sales: Payment Factor Pe	eriods		tblSALSPa	ymentFactors	fldPaymentPe	riodCode				40	Yes				
	Codes															
	Code			Description				CodeTy	pe S	ortOrd ▲		-				
	CASH		Up Fr					1			A					
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I	120M		10 Ye					120			A					
1	240M		20 Ye	ars				240		9	A					
												Ľ.,				
Đ	Sales: Payment Type (ST	EPPED/FLAT)	tblSALSPar	ymentFactors	fldTypeCode					40	No				
ŧ	Sales: Quote note types			tblSTUDQu	uoteNotes	fldQuoteNote	Type				20	No				
Đ	Sales: Quote note types			tblSALSQu	oteNotes	fldQuoteNote	Туре				20	No				
ŧ	Stock Adjustments : Rea	son Code		tblINVNAd	justmentReque	st fldReasonCod	le				10	Yes				
F	Task: Day Of Week			tblASMNTa	askSchedule	fldDayOfWee	k				10	No				

ADD A PAYMENT FACTOR PERIOD

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



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	Home Accounts Call Centre	Company	Contract	Departments	Human Resources Inventor	y Reporting Sale	s Scheduling	Securit	/ Services Stat	ic Data —	8
Sav	e Layout Workspaces Save Filter	Refresh									
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	Description		TableNam	e	FieldName	ParentFieldNan			UserDefinable		
9	-		a 🖬 c		e 🗖 c	R O C	-		R O C		
Ð	3 Sales : Service Class		GENERIC		fldServiceClass			50	Yes		
	3 Sales : Service Type		GENERIC		fldServiceType			50	Yes		
	3 Sales : Service Unit of Measure		GENERIC		fldUnitofMeasure				Yes		
	3 Sales: Credit Terms		tblSALSCu		fldCreditTerms				Yes		
8	3 Sales: Finance Provider		tblSALSPa	ymentFactors	fldFinanceProviderCode			40	Yes		
E	3 Sales: Payment Factor Periods		tblSALSPa	ymentFactors	fldPaymentPeriodCode			40	Yes		
	Codes										
	Code	CodeD	Description			CodeType	SortOrd 4	Status			
	CASH	Up Fro	ont		2	1		1 A			
	6M	6 Mon	ths		Γ	6		2 A			
	12M	12 Mo	nths			12	:	3 A			
	24M	24 Mo	nths		1	24		4 A			
	36M	36 Mo	nths			36		5 A -			
	48M	48 Mo	nths		Process	48	(5 A			
	60M	60 Mo	nths		Add New Code	-3	;	7 A			
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	240M	20 Yea	ars		Delete Code	240	9	A			
ŀ								_			
ß	3 Sales: Payment Type (STEPPED/FLAT)		tblSALSPa	ymentFactors	fldTypeCode			40	No		
B	Sales: Quote note types		thISTUDQ	uoteNotes	fldQuoteNoteType			20	No		
	Sales: Quote note types		tblSALSQu		fldQuoteNoteType			20	No		
	Stock Adjustments : Reason Code		-	justmentReque				10	Yes		
	Task: Day Of Week			askSchedule	fldDayOfWeek			10	No		

- 1. The **final row** in the Codes data grid will now be **'activated'**.
- 2. The Code Type, Sort Order and Status columns will auto populate.



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Description	TableName	FieldName	ParentFieldName	Size	UserDefinable	
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	GENERIC	fldServiceClass		50	Yes	
Sales : Service Type	GENERIC	fldServiceType		50	Yes	
	GENERIC	fldUnitofMeasure		50	Yes	
Gales: Credit Terms	tblSALSCustomers	fldCreditTerms		20	Yes	
Sales: Finance Provider Sales: Finance Provid	tblSALSPaymentFactors	fldFinanceProviderCode		40	Yes	
Sales: Payment Factor Periods	tblSALSPaymentFactors	fldPaymentPeriodCode		40	Yes	
Code CASH 6M 12M 24M 36M 1 48M 60M 120M 240M	CodeDescription Up Front 6 Months 12 Months 24 Months 36 Months 48 Months 60 Months 10 Years 20 Years		CodeType 1 1 6 12 24 36 48 60 120 120 240 None	SortOrd Status	7	
☑ Sales: Payment Type (STEPPED/FLAT)	tblSALSPaymentFactors	fldTypeCode		40	No	
Sales: Payment Type (STEPPED/PERT) Sales: Quote note types	tblSTUDQuoteNotes	fldQuoteNoteType		/	No	
Sales: Quote note types Sales: Quote note types	tblSALSQuoteNotes	fidQuoteNoteType			No	
 Stock Adjustments : Reason Code 	tblINVNAdjustmentRequest	fidReasonCode	-		Yes	
Task: Day Of Week	tblASMNTaskSchedule	fldDayOfWeek	2		No	

- 1. **Code:** Click in this text box and type in a **code** specific for this new Payment Factor Period.
- 2. **Code Description:** Click in this text box and type in a **description** for this new Payment Factor Period code.



Home Accounts Call Centre Co	ompany Contract Departments H	Configurator : Version 2.2.0 Iuman Resources Inventory			Security	Services Static D)ata —	8
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Description	TableName	FieldName	ParentFieldName	Size		UserDefinable		
A C	ABC .	a 🖬 c	ROC	-		REC		
E Sales : Service Class	GENERIC	fldServiceClass			50	Yes		
Sales : Service Type	GENERIC	fldServiceType			50	Yes		
☑ Sales : Service Unit of Measure	GENERIC	fldUnitofMeasure			50	Yes		
☑ Sales: Credit Terms	tblSALSCustomers	fldCreditTerms			20	Yes		
Sales: Finance Provider	tblSALSPaymentFactors	fldFinanceProviderCode			40	Yes		
Sales: Payment Factor Periods	tblSALSPaymentFactors	fldPaymentPeriodCode			40	Yes		
Codes	CodeDescription		CodeType	SortOrd ▲	Status			
CASH	Up Front							_
6M	6 Months	onths						
12M	12 Months		12	3	A			
24M	24 Months		24	4	Α			
36M	36 Months		36	5	Α			
48M	48 Months	4	48	6	Α			
60M	60 Months		60	7	Α			
120M	10 Years		120	8	Α			
240M	20 Years	,	240	9	Α			
1			None	0	Α			
Sales: Payment Type (STEPPED/FLAT)	tblSALSPaymentFactors	fldTypeCode			40	No		
	tblSTUDQuoteNotes	fldQuoteNoteType			20	No		
	tblSALSQuoteNotes	fldQuoteNoteType			20	No		
	tblINVNAdjustmentRequest	fldReasonCode			10	Yes		
Task: Day Of Week	tblASMNTaskSchedule	fldDayOfWeek			10	No		

Once you have added a Code and Code Description,

- Code Type: This can remain as None. In this data grid, the Code Types have been given numbers according to their month equivalent. Therefore we could type in 18, as the new Payment Factor Period is for 18 months.
- 2. **Sort Order:** Click in this text box and either type in or use the arrow indicators to select the sort order for this new Finance Provider code.
- 3. **Status:** This will auto populate with **A** Active.



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	E Sales : Service Type		GENERIC	fldServiceType				Yes		
	Sales : Service Unit of Measure		GENERIC	fidUnitofMeasure				Yes		
0	∃ Sales: Credit Terms		tblSALSCustomers	fldCreditTerms			20	Yes		
0			tblSALSPaymentFactors	fldFinanceProviderCode			40	Yes		
E	Sales: Payment Factor Periods		tblSALSPaymentFactors	fldPaymentPeriodCode			40	Yes		
Code Code Code Code Code Code CASH Up F 6M 6M 12M 12N 24M 24M 36M 36N 4BM 48N 60M 60M 120M 10 V 240M 20 Y			ths nths nths nths nths rths		CodeType 1 5 6 12 24 36 48 60 120 240 None	2 3 4 5 6 7 8 9	Status A A A A A A A A A A A	3		
	 Sales: Payment Type (STEPPED/FLAT) 	L	tblSALSPaymentFactors	fldTypeCode				No		
	Sales: Payment Type (STEPPED/PLAT) Sales: Quote note types		tblSTUDQuoteNotes	fldQuoteNoteType				No		
	Sales: Quote note types Sales: Quote note types		tblSALSQuoteNotes	fldOuoteNoteType				No		
	∃ Stock Adjustments : Reason Code		tblINVNAdjustmentRequest	fidReasonCode	1	2		Yes		
	∃ Task: Day Of Week		tblASMNTaskSchedule	fldDayOfWeek				No		
1										

Note on Sort Order:

The sort order is the order in which this new Payment Factor Period will appear in the Payment Factor Period drop-down list in BPO2. If each Payment Factor Period has the same number e.g. 0 or 1, then the drop-down list will usually default to an alphabetical order in BPO2. If you wish the Payment Factor Periods to be listed in a certain order then number each one in the order that you wish to view them.

If you wish to change the **change** the Sort Order number:

- 1. Click in this text box and either type in the new number or
- 2. Use the **arrow indicators** revealed, to select the sort order number for this new Payment Factor Period.



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	El Sales : Service Type	GENERIC	fldServiceType		50	Yes		
- 1	E Sales : Service Unit of Measure	GENERIC	fldUnitofMeasure			Yes		
	E Sales: Credit Terms	tblSALSCustomers	fldCreditTerms			Yes		
E	E Sales: Finance Provider	tblSALSPaymentFactors	fldFinanceProviderCode		40	Yes		
E	3 Sales: Payment Factor Periods	tblSALSPaymentFactors	fldPaymentPeriodCode		40	Yes		
	Codes							
		CodeDescription		CodeType	SortOrd + Status			
	CASH	Up Front		1	1 A			
	6M	6 Months		6	2 A			
	12M	12 Months		12	3 A			
	24M	24 Months		24	4 A			
	36M	36 Months		36	5 A			
	48M	48 Months		48	2 6 A			
	60M	60 Months		60	7 A			
	120M	10 Years		120	8 A			
	240M	20 Years		240	9 A			
I	18M	18 Months		None	1 🗘 A			
6	E Sales: Payment Type (STEPPED/FLAT)	tblSALSPaymentFactors	fldTypeCode	1		No		-
	E Sales: Quote note types	tblSTUDQuoteNotes	fldQuoteNoteType	/	20	No		
	E Sales: Quote note types	tblSALSQuoteNotes	fldQuoteNoteType		20	No		
E	El Stock Adjustments : Reason Code	tblINVNAdjustmentRequest	fldReasonCode	1	10	Yes		
	E Task: Day Of Week	tblASMNTaskSchedule	fldDayOfWeek		10	No		

SAVE PAYMENT FACTOR PERIOD DETAILS

When you have finished adding the new Payment Factor Period details, either press **Tab** or **Enter** on your keyboard or **click outside** of the data grid.

- 1. An **Update** message box will pop up, asking;
 - Are you sure you want to save changes to this code?
- 2. Click on Yes.



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Sales : Service Class						50	Yes		
						50	Yes		
☑ Sales : Service Unit of Measure		Are you sure you v	want to save changes to the	nis code?		50	Yes		
						20	Yes		
Sales: Finance Provider						40	Yes		
Sales: Payment Factor Periods	2	Yes	No	Cancel		40	Yes		
Codes									
Code	CodeD	escription		CodeType	SortOrd ▲	Status			
CASH	Up Fro			1		A			
6M	6 Mont	ths		6	2	A			
12M	12 Mor	nths		12	3	A			
24M	24 Mor	nths		24	4	A			
36M	36 Mor	nths		36	5	A			
48M	48 Mor	nths		48	6	A			
60M	60 Mor	nths		60	7	A			
120M	10 Yea	ars		120	8	A			
240M	20 Yea	ars		240	9	A			
18M	18 Mor	nths		None	10	A			
Sales: Payment Type (STEPPED/FLA)	T)	tblSALSPaymentFactors	fldTypeCode			40	No		
☑ Sales: Quote note types		tblSTUDQuoteNotes	fldQuoteNoteType			20	No		
Sales: Quote note types		tblSALSQuoteNotes	fldQuoteNoteType				No		
		tblINVNAdjustmentRequest	fldReasonCode			10	Yes		
E Stock Adjustments : Reason Code									

- 1. The new Payment Factor Period details will be **saved**.
- 2. A **new row** will be added to the **Codes** data grid.



7 →			Configurator : Ve								
Home Accounts Call Centre Cor	mpany Contract	Departments	Human Resources	Inventory R	Reporting Sa	ales Schedul	ing Securit	y Services	Static Data	-	P
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E Sales : Service Class	GENERIC		fldServiceClas	s			5) Yes			
☑ Sales : Service Type	GENERIC		fldServiceType	e			5) Yes			
	GENERIC		fldUnitofMeas				5) Yes			
	tblSALSCu	stomers	fldCreditTerms				2) Yes			
Sales: Finance Provider	tblSALSPar	ymentFactors	fldFinancePro				4) Yes			
Sales: Payment Factor Periods	tblSALSPa	ymentFactors	fldPaymentPe	riodCode			4) Yes			
Codes											
Code	CodeDescription				CodeType	SortOrd.	Status				
CASH	Up Front				1		1 A				
6M	6 Months				6		2 A				
12M	12 Months				12		3 A				
24M	24 Months		-		24		4 A				
36M	36 Months		1		36		5 A				
48M	48 Months		/		48		6 A				
60M	60 Months				60		7 A				
120M	10 Years				120		8 A				
240M	20 Years				240		9 A		2		
18M	18 Months				None		10 A				
	tblSALSPa	ymentFactors	fldTypeCode				4	0 No			
Sales: Quote note types	tblSTUDQu	oteNotes	fldQuoteNote	Туре			2	0 No			
E Sales: Quote note types	tblSALSQu	oteNotes	fldQuoteNote	Туре			2	0 No			
E Stock Adjustments : Reason Code	tblINVNAd	justmentReques	t fldReasonCod	le			1) Yes			

DELETE A PAYMENT FACTOR PERIOD

- 1. **Select** and **right click** in the row of the Payment Factor Period that you wish to delete.
- 2. The **Process** menu will pop up.
- 3. Click on **Delete**: Delete Code.



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	Home Accounts Call Centre Co	mpany	Contract Dep	partments Hun	ian Resou	rces Inventory	Reporting Sales	Scheduling	Security	Services Static	Data —	8
Sav	ve Layout Workspaces Save Filter Ret	fresh										
	Format 🖌 Cur	r "										4
1	Description		TableName		FieldNan	e	ParentFieldName	Size		UserDefinable		
Ŷ	4 0 0		8 8 C		a n c		R C	-		R C		
E			GENERIC		fldServio	eClass			50	Yes		
E			GENERIC		fldServio	eType			50	Yes		
E	Sales : Service Unit of Measure		GENERIC		fldUnito	Measure			50	Yes		
E	∃ Sales: Credit Terms		tblSALSCuston	ners	fldCredit	Terms			20	Yes		
E			tblSALSPayme	ntFactors	fldFinan	eProviderCode			40	Yes		
B	Sales: Payment Factor Periods		tblSALSPayme	ntFactors	fldPaym	entPeriodCode			40	Yes		
	Codes											
	Code	CodeDe	escription				CodeType	SortOrd +	Status			
	CASH	Up From	nt				1	1	A			
	6M	6 Mont	hs				6	2	A			
	12M	12 Mon	ths	4			12	3	A			
	24M	24 Mon	ths				24	4	A			
	36M 1	36 Mon	ths				36	5	Α			
	48M	48 Mon	ths				48	6	A			
	60M	60 Mon	ths	Process		1	60	7	Α			
	120M	10 Yea	rs				120	8	А			
	240M	20 Yea	rs	Add Add New	Code		240	9	А			
	18M	18 Mon	ths	m Delete			None	10	А			
ŧ				Delete Co	de 🚽 🚽	3						
E	Sales: Payment Type (STEPPED/FLAT)		tblSALSPayme	ntFactors	fldType	ode			40	No		
	Sales: Quote note types		tblSTUDQuote			NoteType			20	No		
	Sales: Quote note types		tblSALSQuote		-	NoteType			20	No		
B			tblINVNAdjust	mentRequest	fldRease	nCode			10	Yes		
	en Windows 🔻							_			04 Sep 2020	

- 1. A **Delete Code** message box will pop up asking;
 - Are you sure you want to delete this static data code?
- 2. Click on Yes.



Company Contract Departments	Human Resources Inventor	y Reporting Sale	s Scheduling	Convibu			
				Security	Services Static Dat	ta —	B)
Refresh							
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Curr 🔺							6
TableName	FieldName		ne Size		UserDefinable		
10:	R D C	REC	-		R 🗖 C		
Delete Code		×		50	Yes		
Are you sure you	want to delete this static d	ata code?					
2	No.	No		40	Yes		
	Yes	No					
CodeDescription		CodeType	SortOrd +	Status			
Up Front		1	1	Ą			
6 Months		6	2	A			
12 Months		12	3	A			
24 Months		24	4	A			
36 Months		36	5	A			
48 Months		48	6	A			
60 Months		60	7	A			
10 Years		120	8	A			
20 Years		240	9	A			
18 Months		None	10	A			
							_
) tblSALSPaymentFactors	fldTypeCode			40	No		
tblSTUDQuoteNotes	fldQuoteNoteType			20	No		
tblSALSQuoteNotes	fldQuoteNoteType			20	No		
tblINVNAdjustmentReque	t fldReasonCode			10	Yes		
	CodeDescription Up Front 6 Months 12 Months 24 Months 35 Months 48 Months 60 Months 10 Years 20 Years 18 Months	Image:	Image: Code Image: Code Pelete Code Image: Code Image: Code </td <td>Image: Code Image: Code Image: Code Image: Code Image: Code</td> <td>Image: Code Image: Code</td> <td>Image: Image: Image:</td> <td>Image: Image: Image:</td>	Image: Code Image: Code Image: Code Image: Code Image: Code	Image: Code Image: Code	Image:	Image:

- 1. The selected Payment Factor Period will be **removed** from the data grid.
- 2. When you have finished working in the Codes frame, collapse the data grid and
- 3. Close the screen.



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FEEDBACK

Status:

Software Version:

Date:

MNU.108.053 02 July, 2024



MNU.108.053

Help v2024.5.0.7/1.0 - Pg 13 - Printed: 04/07/2024

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