

This screen allows you to maintain the parameters available for a specific carrier.

Once created, you can assign these to a carrier using the [Carriers](#) screen.

 **Warning:** This is a system administrator function - if you change the settings here, this will affect all users of the system.

You can query data by and/or choose to display data as follows:

- *Code.*
- *Icon.*
- *Label.*
- *Description.*
- *Long Description.*
- *Group Code.*
- *Category Code.*
- *Required.*
- *Sequence.*
- *Multiple.*
- *Display.*
- *Display Type.*
- *ValueType.*
- *Values.*
- *Values Desc.*
- *Value Source.*
- *Active.*
- *Created By.*
- *Created Date.*
- *Last Updated By.*
- *Last Updated Date.*
- *Last Active Change By.*
- *Last Active Change Date.*
- *Last Process Id.*
- *Update Counter.*

The following actions are available on the Details panel:

- **New** - create a new record.
- **Save** - save a new record or changes to an existing record.
- **Delete** - delete an existing record.
- **Help** - help on this screen.
- **Undo** - undo change made since last save.
- **Clear** - clear all fields.
- **Toggle** - toggle display of all accordion headers.

You can change or add the following:

- *Code* - the parameter code, which must be unique.
- *Icon* - the icon displayed when the parameter is used. This can be selected from a drop-down list of available icons.
- *Label* - the short label, displayed when selecting a parameter.
- *Description* - additional descriptive help.
- *Long Description* - additional descriptive help.
- *Group Code* - a drop-down list of groups. When screens display these parameters, this settings groups parameters together under a banner. You can maintain parameter groups in the [Parameter Group](#) screen.
- *Category Code* - categorization of the parameter. You can maintain parameter categories in the [Parameter Category](#) screen. Values are typically: EPOD Parameters; Finance Parameters; General Parameters; Order Parameters; Portal Parameters.
- *Required* - a check-box controlling whether the parameter is required entry.
- *Sequence* - the sequence in which the parameter is displayed.
- *Multiple* - a check box controlling whether you can select the parameter multiple times and have multiple values for the same parameter.
- *Display* - a check box controlling whether the parameter is displayed to the user.
- *Display Type* - the type of entry the screen uses for the parameter. Values are: DropDownList; TextBox.
- *ValueType* - the basic validation. Values are: String; Integer.
- *Values* - the values that will be stored for a drop-down list. There must be the same number of values as descriptions (below).

- *Values Desc* - the descriptions displayed against the values in a drop-down list. There must be the same number of values as descriptions (above).
- *Value Source* - if you want to source data from the database for drop-down lists, you can add the query here.

Contents

1 Customer Parameters.....	1
2 Delivery Reason Codes.....	3
3 EDI Log.....	4
3.1 Details section.....	4
4 Location Zone Types.....	6
5 Menu Maintenance.....	7
6 Menu Options.....	9
7 Order Parameters.....	11
8 Organisation Parameters.....	13
9 Parameter Category.....	15
10 Category:Parameter Data.....	16
11 Parameter Group.....	17
12 Person Parameters.....	18
13 Program Maintenance.....	20
14 Reason Types.....	22
15 Resource Reason Codes.....	23
16 Resource Type Parameters.....	25
17 Role Parameters.....	27
18 Roles.....	29
18.1 Parameters section.....	30
19 System.....	31
19.1 Details section.....	31
19.2 Parameters section.....	31
20 System Parameters.....	34
21 Transport Unit Parameters.....	36
22 Trip Status Parameters.....	38
23 UDF Parameters.....	40
24 User Access Audit.....	42
25 User Parameters.....	43
26 Users.....	45
26.1 Details section.....	46
26.2 Roles section.....	46
26.3 Parameters section.....	46
26.4 Notes section.....	47
26.5 Change Password section.....	47

1 Customer Parameters

This screen allows you to maintain the parameters available for a specific customer.

Once created, you can assign these to a customer using the [Customer](#) screen.

Warning: This is a system administrator function - if you change the settings here, this will affect all users of the system.

Organisation Screen

You can query data by and/or choose to display data as follows:

- *Code.*
- *Icon.*
- *Label.*
- *Description.*
- *Long Description.*
- *Group Code.*
- *Category Code.*
- *Required.*
- *Sequence.*
- *Multiple.*
- *Display.*
- *Display Type.*
- *ValueType.*
- *Values.*
- *Values Desc.*
- *Value Source.*
- *Active.*
- *Created By.*
- *Created Date.*
- *Last Updated By.*
- *Last Updated Date.*
- *Last Active Change By.*
- *Last Active Change Date.*
- *Last Process Id.*
- *Update Counter.*

The following actions are available on the Details panel:

- **New** - create a new record.
- **Save** - save a new record or changes to an existing record.
- **Delete** - delete an existing record.
- **Help** - help on this screen.



- **Undo** - undo change made since last save.
- **Clear** - clear all fields.
- **Toggle** - toggle display of all accordion headers.

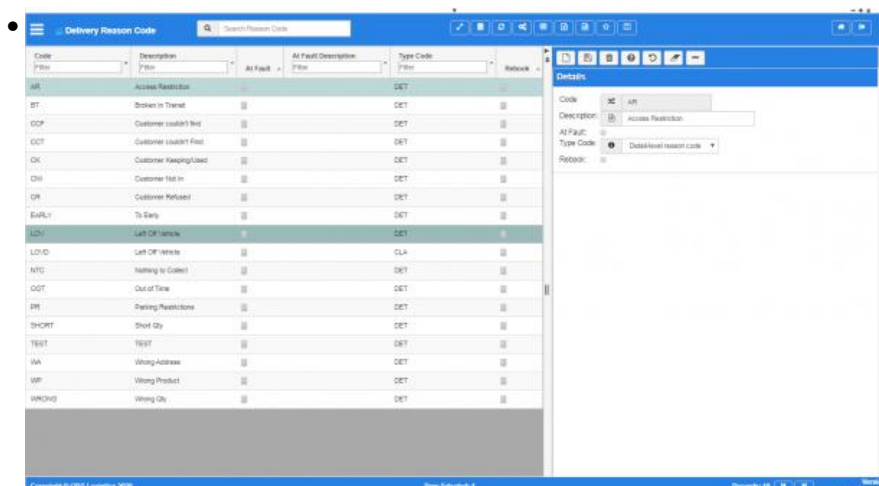
You can change or add the following:

- **Code** - the parameter code, which must be unique.
- **Icon** - the icon displayed when the parameter is used. This can be selected from a drop-down list of available icons.
- **Label** - the short label, displayed when selecting a parameter.
- **Description** - additional descriptive help.
- **Long Description** - additional descriptive help.
- **Group Code** - a drop-down list of groups. When screens display these parameters, this settings groups parameters together under a banner. You can maintain parameter groups in the [Parameter Group](#) screen.
- **Category Code** - categorization of the parameter. You can maintain parameter categories in the [Parameter Category](#) screen. Values are typically: EPOD Parameters; Finance Parameters; General Parameters; Order Parameters; Portal Parameters.
- **Required** - a check-box controlling whether the parameter is required entry.
- **Sequence** - the sequence in which the parameter is displayed.
- **Multiple** - a check box controlling whether you can select the parameter multiple times and have multiple values for the same parameter.
- **Display** - a check box controlling whether the parameter is displayed to the user.
- **Display Type** - the type of entry the screen uses for the parameter. Values are: DropDownList; TextBox.
- **ValueType** - the basic validation. Values are: String; Integer.
- **Values** - the values that will be stored for a drop-down list. There must be the same number of values as descriptions (below).
- **Values Desc** - the descriptions displayed against the values in a drop-down list. There must be the same number of values as descriptions (above).
- **Value Source** - if you want to source data from the database for drop-down lists, you can add the query here.



2 Delivery Reason Codes

This screen allows you to maintain the delivery reason codes available in the system. These are used in debrief.



Delivery reason codes

You can query data by and/or choose to display data as follows:

- **Code** - the group code.
- **Description** - the description.
- **At Fault** - whether the reason code identifies a fault.
- **At Fault Description** - the description of the fault identified.
- **Type Code** - the reason code type.
- **Rebook** - whether the reason code identified a reason that can be rebooked.
- **Active**.
- **Created By**.
- **Created Date**.
- **Last Updated By**.
- **Last Updated Date**.
- **Last Active Change By**.
- **Last Active Change Date**.
- **Last Process Id**.
- **Update Counter**.

The following actions are available on the Details panel:

- **New** - create a new record.
- **Save** - save a new record or changes to an existing record.
- **Delete** - delete an existing record.
- **Help** - help on this screen.
- **Undo** - undo change made since last save.
- **Clear** - clear all fields.
- **Toggle** - toggle display of all accordion headers.

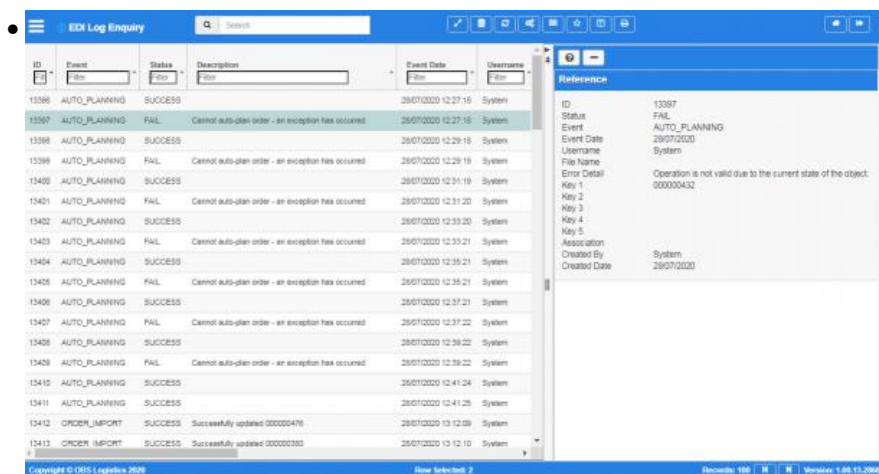
You can change or add the following:

- **Code** - the group ID.
- **Name** - The displayed name.
- **At Fault** - a check box indicating whether the reason code identifies a fault.
- **At Fault Description** - the description of the fault identified.
- **Type Code** - a drop-down list of reason types. You can maintain these in the [Reason Types](#) screen.
- **Rebook** - a check box indicating whether the reason code identified a reason that can be rebooked.



3 EDI Log

You can use this screen to see audit information relating to processing EDI messages in the system.



EDI log enquiry screen

You can choose to filter or display data as follows:

- **ID.**
- **Event.**
- **Status.**
- **Description.**
- **Event Date.**
- **Username.**
- **File Name.**
- **Error Detail.**
- **Association.**
- **Key 1.**
- **Key 2.**
- **Key 3.**
- **Key 4.**
- **Key 5.**
- **Active.**
- **Created By.**
- **Created Date.**
- **Last Updated By.**
- **Last Updated Date.**
- **Last Active Change By.**
- **Last Active Change Date.**
- **Last Process Id.**
- **Update Counter.**

The Screen has the following additional actions on the screen header:

- **Print** - you can print the users with this button.

You can click on a line to see the details in a pop-out Detail panel.

3.1 Details section

The following actions are available on the Details panel:

- **Help** - help on this screen.
- **Toggle** - toggle display of all accordion headers.



You can view the following information:

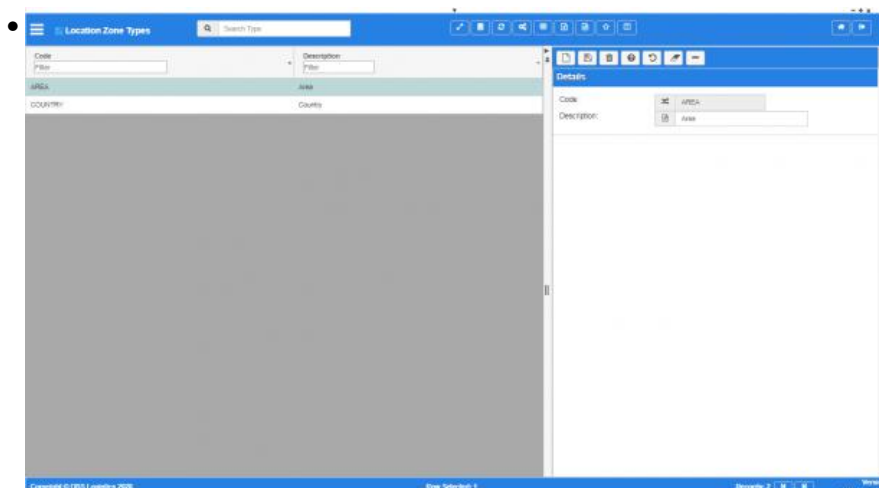
- *ID.*
- *Status.*
- *Event.*
- *Event Date.*
- *Username.*
- *File Name.*
- *Error Detail.*
- *Key 1.*
- *Key 2.*
- *Key 3.*
- *Key 4.*
- *Key 5.*
- *Association.*
- *Created By.*
- *Created Date.*



4 Location Zone Types

This screen allows you to maintain the the location zone types used when creating location zones. You can select the location zone type when creating location zones in the [Location Zones](#) screen.

Warning: This is a system administrator function - if you change the settings here, this will affect all users of the system.



Location zone types maintenance

You can query data by and/or choose to display data as follows:

- **Code** - the location zone type code.
- **Description** - the location zone type name.
- **Created By**.
- **Created Date**.
- **Last Updated By**.
- **Last Updated Date**.
- **Last Active Change By**.
- **Last Active Change Date**.
- **Last Process Id**.
- **Update Counter**.

The following actions are available on the Details panel:

- **New** - create a new record.
- **Save** - save a new record or changes to an existing record.
- **Delete** - delete an existing record.
- **Help** - help on this screen.
- **Undo** - undo change made since last save.
- **Clear** - clear all fields.
- **Toggle** - toggle display of all accordion headers.

You can change or add the following:

- **Code** - the location zone type code.
- **Description** - the location zone type name.



5 Menu Maintenance

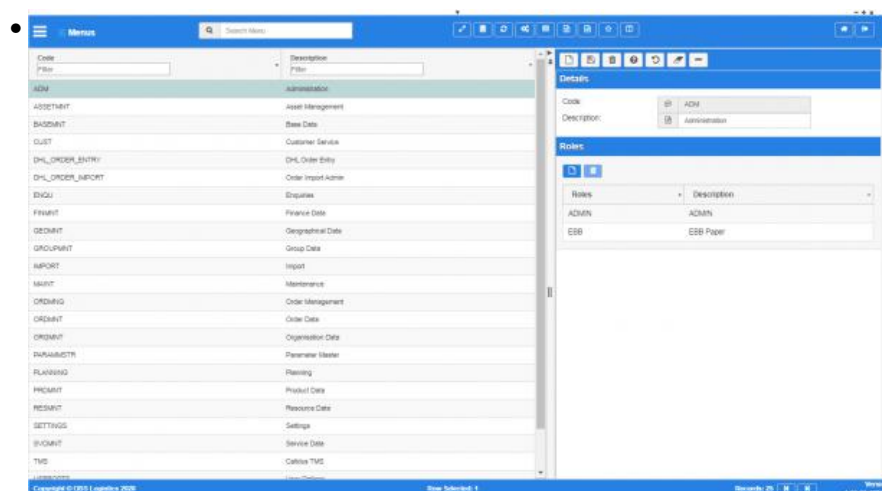
This screen allows you to maintain the screens (programs) on each of the sub-menus displayed on the main menu. You can then assign them to roles, which will control the menus displayed to the users with that role selected.

You can maintain Roles in the [Roles](#) screen.

See also:

- [Program Maintenance](#)
- [Menu Options](#)

Warning: This is a system administrator function - if you change the settings here, this will affect all users of the system.



Menu maintenance

You can query data by and/or choose to display data as follows:

- **Code.**
- **Description.**
- **Active.**
- **Created By.**
- **Created Date.**
- **Last Updated By.**
- **Last Updated Date.**
- **Last Active Change By.**
- **Last Active Change Date.**
- **Last Process Id.**
- **Update Counter.**

The following actions are available on the Details panel:

- **New** - create a new record.
- **Save** - save a new record or changes to an existing record.
- **Delete** - delete an existing record.
- **Help** - help on this screen.
- **Undo** - undo change made since last save.
- **Clear** - clear all fields.
- **Toggle** - toggle display of all accordion headers.

You can change or add the following:



- *Code* - the menu category ID.
- *Name* - The displayed name.

You can assign the menu items to user roles by clicking the  **New** button in the Roles section of the Detail panel. The screen will display a pop-up window for you to select the Role from a drop-down list. You can then use the **Save** button to add the role or just close the window to cancel the addition.

You can delete an assigned role by clicking on the row and then clicking the  **Delete** button.



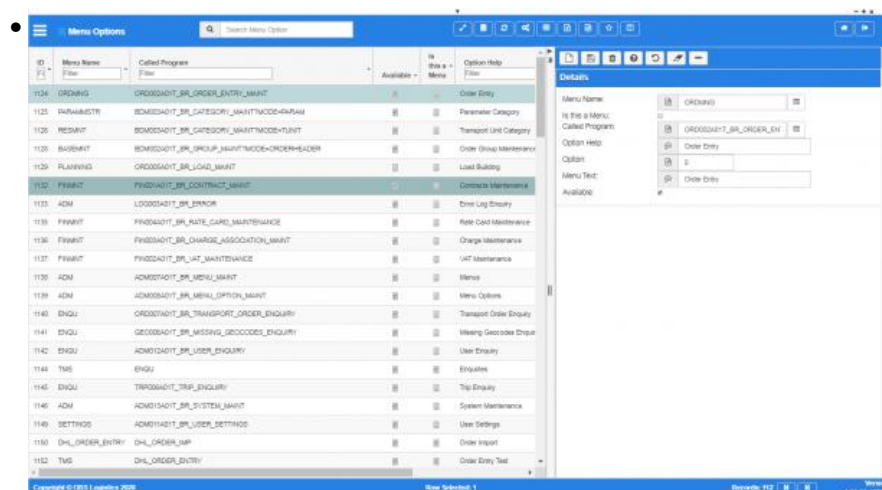
6 Menu Options

This screen allows you to maintain which screens (options) are available on each sub-menu on the main menu. This defines how the menus and sub-menus all link together and what screens are called.

Warning: This is a system administrator function - if you change the settings here, this will affect all users of the system.

See also:

- [Program Maintenance](#)
- [Menu Maintenance](#)



Menu options maintenance

You can query data by and/or choose to display data as follows:

- **ID** - a unique identifier.
- **Menu Name** - the name of the menu this menu option belongs to.
- **Called Program** - the program called.
- **Available** - controls whether this option is available.
- **Is this a Menu** - controls whether the option is itself a menu.
- **Option Help** - help displayed against this option.
- **Option** - a sequence.
- **Menu Text** - the text displayed.
- **Active**.
- **Created By**.
- **Created Date**.
- **Last Updated By**.
- **Last Updated Date**.
- **Last Active Change By**.
- **Last Active Change Date**.
- **Last Process Id**.
- **Update Counter**.

The following actions are available on the Details panel:

- **New** - create a new record.
- **Save** - save a new record or changes to an existing record.
- **Delete** - delete an existing record.
- **Help** - help on this screen.
- **Undo** - undo change made since last save.
- **Clear** - clear all fields.
- **Toggle** - toggle display of all accordion headers.



You can change or add the following:

- *Menu Name* - the name of the menu this menu option belongs to. You can look this up using the Lookup button to the right of the text field. The screen will display a pop-up window to select the menu name. You can maintain menu names using the [Menu Maintenance](#) screen.
- *Is this a Menu* - a check box controlling whether the option is itself a menu.
- *Called Program* - the program called. You can look this up using the Lookup button to the right of the text field. The screen will display a pop-up window to select the program. You can maintain programs using the [Program Maintenance](#) screen.
- *Option Help* - help displayed against this option.
- *Option* - a sequence.
- *Menu Text* - the text displayed.
- *Available* - a check box controlling whether this option is available.

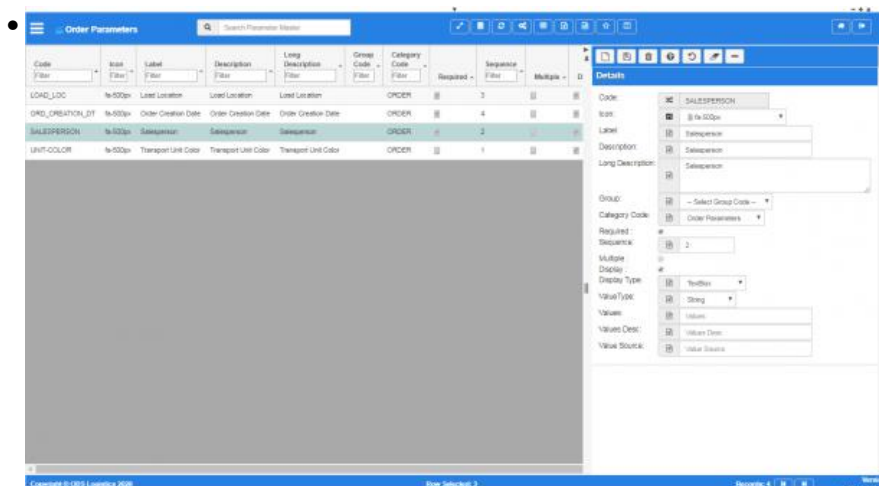


7 Order Parameters

This screen allows you to maintain the parameters available for a specific order.

Once created, you can assign these to an order using the [Orders](#) screen.

Warning: This is a system administrator function - if you change the settings here, this will affect all users of the system.



Order parameters maintenance

You can query data by and/or choose to display data as follows:

- *Code.*
- *Icon.*
- *Label.*
- *Description.*
- *Long Description.*
- *Group Code.*
- *Category Code.*
- *Required.*
- *Sequence.*
- *Multiple.*
- *Display.*
- *Display Type.*
- *Value Type.*
- *Values.*
- *Values Desc.*
- *Value Source.*
- *Active.*
- *Created By.*
- *Created Date.*
- *Last Updated By.*
- *Last Updated Date.*
- *Last Active Change By.*
- *Last Active Change Date.*
- *Last Process Id.*
- *Update Counter.*

The following actions are available on the Details panel:

- **New** - create a new record.
- **Save** - save a new record or changes to an existing record.
- **Delete** - delete an existing record.



- **Help** - help on this screen.
- **Undo** - undo change made since last save.
- **Clear** - clear all fields.
- **Toggle** - toggle display of all accordion headers.

You can change or add the following:

- *Code* - the parameter code, which must be unique.
- *Icon* - the icon displayed when the parameter is used. This can be selected from a drop-down list of available icons.
- *Label* - the short label, displayed when selecting a parameter.
- *Description* - additional descriptive help.
- *Long Description* - additional descriptive help.
- *Group Code* - a drop-down list of groups. When screens display these parameters, this settings groups parameters together under a banner. You can maintain parameter groups in the [Parameter Group](#) screen.
- *Category Code* - categorization of the parameter. You can maintain parameter categories in the [Parameter Category](#) screen. Values are typically: EPOD Parameters; Finance Parameters; General Parameters; Order Parameters; Portal Parameters.
- *Required* - a check-box controlling whether the parameter is required entry.
- *Sequence* - the sequence in which the parameter is displayed.
- *Multiple* - a check box controlling whether you can select the parameter multiple times and have multiple values for the same parameter.
- *Display* - a check box controlling whether the parameter is displayed to the user.
- *Display Type* - the type of entry the screen uses for the parameter. Values are: DropDownList; TextBox.
- *ValueType* - the basic validation. Values are: String; Integer.
- *Values* - the values that will be stored for a drop-down list. There must be the same number of values as descriptions (below).
- *Values Desc* - the descriptions displayed against the values in a drop-down list. There must be the same number of values as descriptions (above).
- *Value Source* - if you want to source data from the database for drop-down lists, you can add the query here.

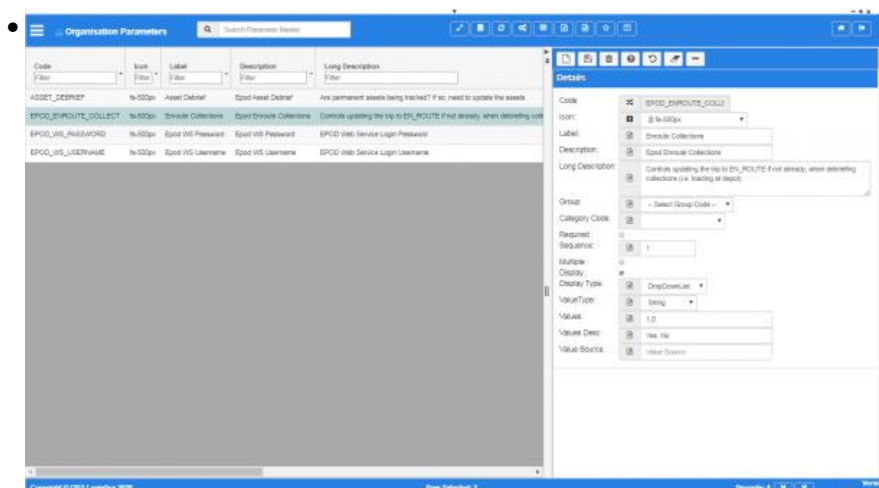


8 Organisation Parameters

This screen allows you to maintain the parameters available against an organisation.

Once created, you can assign these to an organisation using the [Organisation](#) screen.

Warning: This is a system administrator function - if you change the settings here, this will affect all users of the system.



Organisation parameters maintenance

You can query data by and/or choose to display data as follows:

- *Code.*
- *Icon.*
- *Label.*
- *Description.*
- *Long Description.*
- *Group Code.*
- *Category Code.*
- *Required.*
- *Sequence.*
- *Multiple.*
- *Display.*
- *Display Type.*
- *ValueType.*
- *Values.*
- *Values Desc.*
- *Value Source.*
- *Active.*
- *Created By.*
- *Created Date.*
- *Last Updated By.*
- *Last Updated Date.*
- *Last Active Change By.*
- *Last Active Change Date.*
- *Last Process Id.*
- *Update Counter.*

The following actions are available on the Details panel:

- **New** - create a new record.
- **Save** - save a new record or changes to an existing record.
- **Delete** - delete an existing record.



- **Help** - help on this screen.
- **Undo** - undo change made since last save.
- **Clear** - clear all fields.
- **Toggle** - toggle display of all accordion headers.

You can change or add the following:

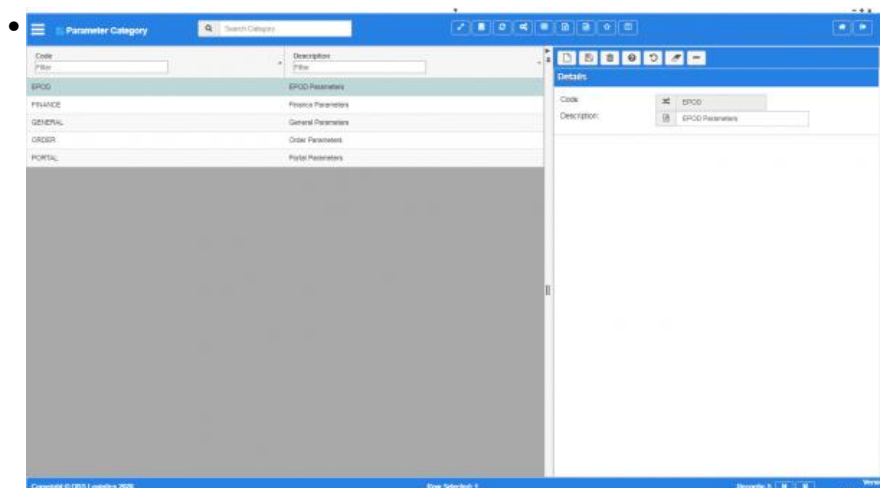
- *Code* - the parameter code, which must be unique.
- *Icon* - the icon displayed when the parameter is used. This can be selected from a drop-down list of available icons.
- *Label* - the short label, displayed when selecting a parameter.
- *Description* - additional descriptive help.
- *Long Description* - additional descriptive help.
- *Group Code* - a drop-down list of groups. When screens display these parameters, this settings groups parameters together under a banner. You can maintain parameter groups in the [Parameter Group](#) screen.
- *Category Code* - categorization of the parameter. You can maintain parameter categories in the [Parameter Category](#) screen. Values are typically: EPOD Parameters; Finance Parameters; General Parameters; Order Parameters; Portal Parameters.
- *Required* - a check-box controlling whether the parameter is required entry.
- *Sequence* - the sequence in which the parameter is displayed.
- *Multiple* - a check box controlling whether you can select the parameter multiple times and have multiple values for the same parameter.
- *Display* - a check box controlling whether the parameter is displayed to the user.
- *Display Type* - the type of entry the screen uses for the parameter. Values are: DropDownList; TextBox.
- *ValueType* - the basic validation. Values are: String; Integer.
- *Values* - the values that will be stored for a drop-down list. There must be the same number of values as descriptions (below).
- *Values Desc* - the descriptions displayed against the values in a drop-down list. There must be the same number of values as descriptions (above).
- *Value Source* - if you want to source data from the database for drop-down lists, you can add the query here.



9 Parameter Category

This screen allows you to maintain the parameter categories available in the system. You can then assign them to parameters.

Warning: This is a system administrator function - if you change the settings here, this will affect all users of the system.



Parameter categories maintenance

You can query data by and/or choose to display data as follows:

- **Code** - the category code.
- **Description** - the description.
- **Active**.
- **Created By**.
- **Created Date**.
- **Last Updated By**.
- **Last Updated Date**.
- **Last Active Change By**.
- **Last Active Change Date**.
- **Last Process Id**.
- **Update Counter**.

The following actions are available on the Details panel:

- **New** - create a new record.
- **Save** - save a new record or changes to an existing record.
- **Delete** - delete an existing record.
- **Help** - help on this screen.
- **Undo** - undo change made since last save.
- **Clear** - clear all fields.
- **Toggle** - toggle display of all accordion headers.

You can change or add the following:

- **Code** - the category ID.
- **Name** - The displayed name.



10 Category:Parameter Data

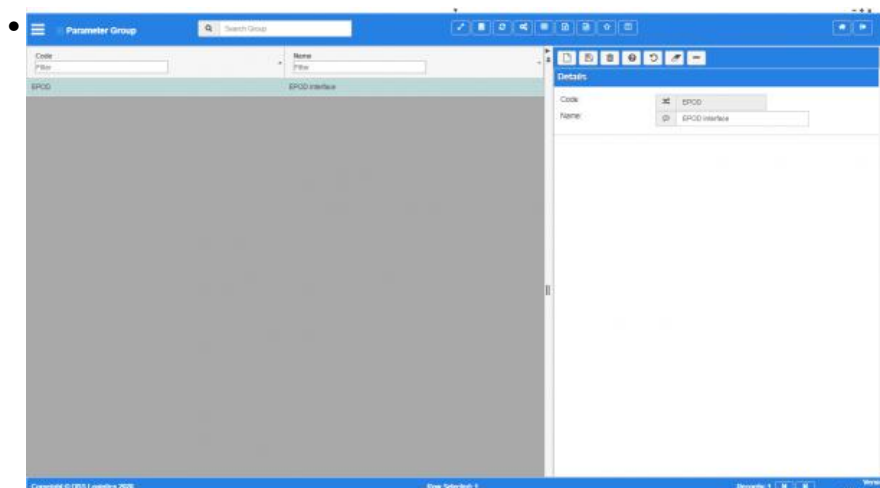
This section contains all Parameter Data Maintenance screens. There is also a template of general parameter maintenance screens.



11 Parameter Group

This screen allows you to maintain the parameter groups available in the system. You can then assign them to parameters.

Warning: This is a system administrator function - if you change the settings here, this will affect all users of the system.



Parameter groups maintenance

You can query data by and/or choose to display data as follows:

- **Code** - the group code.
- **Description** - the description.
- **Active**.
- **Created By**.
- **Created Date**.
- **Last Updated By**.
- **Last Updated Date**.
- **Last Active Change By**.
- **Last Active Change Date**.
- **Last Process Id**.
- **Update Counter**.

The following actions are available on the Details panel:

- **New** - create a new record.
- **Save** - save a new record or changes to an existing record.
- **Delete** - delete an existing record.
- **Help** - help on this screen.
- **Undo** - undo change made since last save.
- **Clear** - clear all fields.
- **Toggle** - toggle display of all accordion headers.

You can change or add the following:

- **Code** - the group ID.
- **Name** - The displayed name.

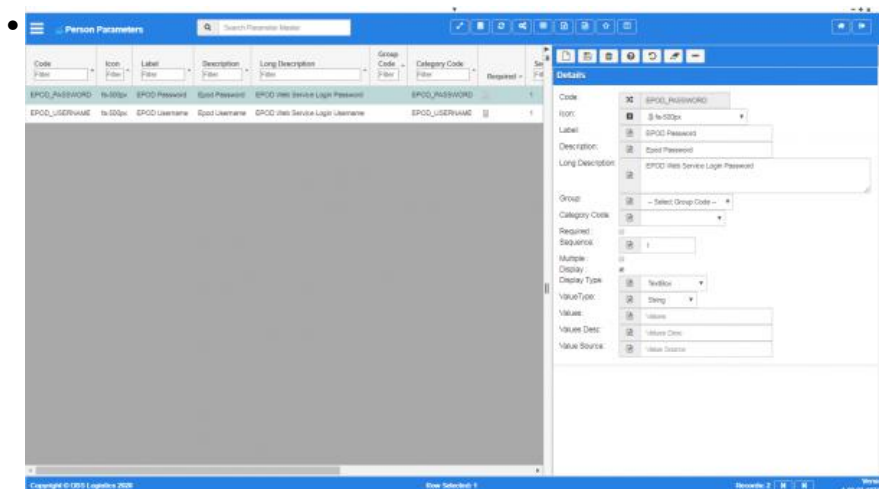


12 Person Parameters

This screen allows you to maintain the parameters available for drivers.

Once created, you can assign these to a driver using the [Drivers](#) screen.

Warning: This is a system administrator function - if you change the settings here, this will affect all users of the system.



Person parameters maintenance

You can query data by and/or choose to display data as follows:

- *Code.*
- *Icon.*
- *Label.*
- *Description.*
- *Long Description.*
- *Group Code.*
- *Category Code.*
- *Required.*
- *Sequence.*
- *Multiple.*
- *Display.*
- *Display Type.*
- *Value Type.*
- *Values.*
- *Values Desc.*
- *Value Source.*
- *Active.*
- *Created By.*
- *Created Date.*
- *Last Updated By.*
- *Last Updated Date.*
- *Last Active Change By.*
- *Last Active Change Date.*
- *Last Process Id.*
- *Update Counter.*

The following actions are available on the Details panel:

- **New** - create a new record.
- **Save** - save a new record or changes to an existing record.
- **Delete** - delete an existing record.



- **Help** - help on this screen.
- **Undo** - undo change made since last save.
- **Clear** - clear all fields.
- **Toggle** - toggle display of all accordion headers.

You can change or add the following:

- *Code* - the parameter code, which must be unique.
- *Icon* - the icon displayed when the parameter is used. This can be selected from a drop-down list of available icons.
- *Label* - the short label, displayed when selecting a parameter.
- *Description* - additional descriptive help.
- *Long Description* - additional descriptive help.
- *Group Code* - a drop-down list of groups. When screens display these parameters, this settings groups parameters together under a banner. You can maintain parameter groups in the [Parameter Group](#) screen.
- *Category Code* - categorization of the parameter. You can maintain parameter categories in the [Parameter Category](#) screen. Values are typically: EPOD Parameters; Finance Parameters; General Parameters; Order Parameters; Portal Parameters.
- *Required* - a check-box controlling whether the parameter is required entry.
- *Sequence* - the sequence in which the parameter is displayed.
- *Multiple* - a check box controlling whether you can select the parameter multiple times and have multiple values for the same parameter.
- *Display* - a check box controlling whether the parameter is displayed to the user.
- *Display Type* - the type of entry the screen uses for the parameter. Values are: DropDownList; TextBox.
- *ValueType* - the basic validation. Values are: String; Integer.
- *Values* - the values that will be stored for a drop-down list. There must be the same number of values as descriptions (below).
- *Values Desc* - the descriptions displayed against the values in a drop-down list. There must be the same number of values as descriptions (above).
- *Value Source* - if you want to source data from the database for drop-down lists, you can add the query here.



13 Program Maintenance

This screen allows you to maintain the details of each of the programs run by the system.

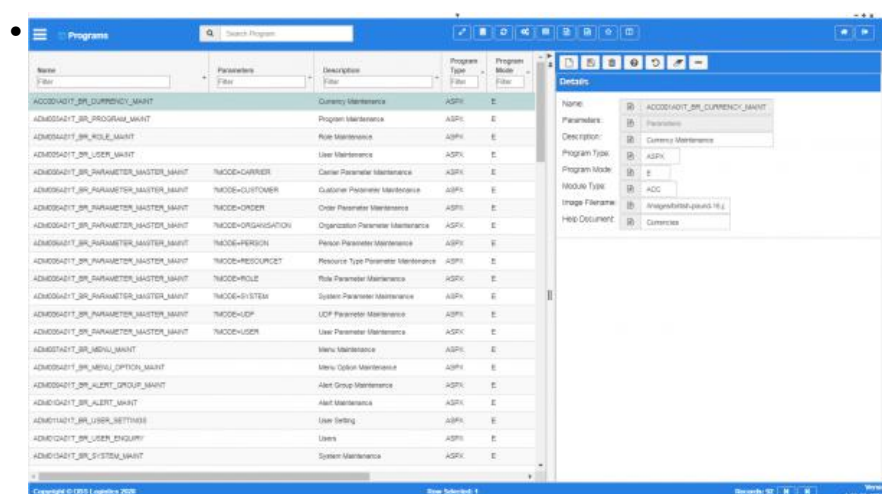
You use these programs to assign to menus (sub-menus on the main menu) and menu options (options on the sub-menus).

See also:

- [Menu Maintenance](#)
- [Menu Options](#)

Warning: This is a system administrator function - if you change the settings here, this will affect all users of the system.

The screen displays all programs set up within the system.



Programs maintenance

You can query data by and/or choose to display data as follows:

- **Name.**
- **Parameters.**
- **Description.**
- **Program Type.**
- **Program Mode.**
- **Module Type.**
- **Active or All records.**
- **Created By.**
- **Created Date.**
- **Last Updated By.**
- **Last Updated Date.**
- **Last Active Change By.**
- **Last Active Change Date.**
- **Last Process Id.**
- **Update Counter.**

The following actions are available on the Details panel:

- **New** - create a new record.
- **Save** - save a new record or changes to an existing record.
- **Delete** - delete an existing record.
- **Help** - help on this screen.



-  **Undo** - undo change made since last save.
-  **Clear** - clear all fields.
-  **Toggle** - toggle display of all accordion headers.

You can change or add the following:

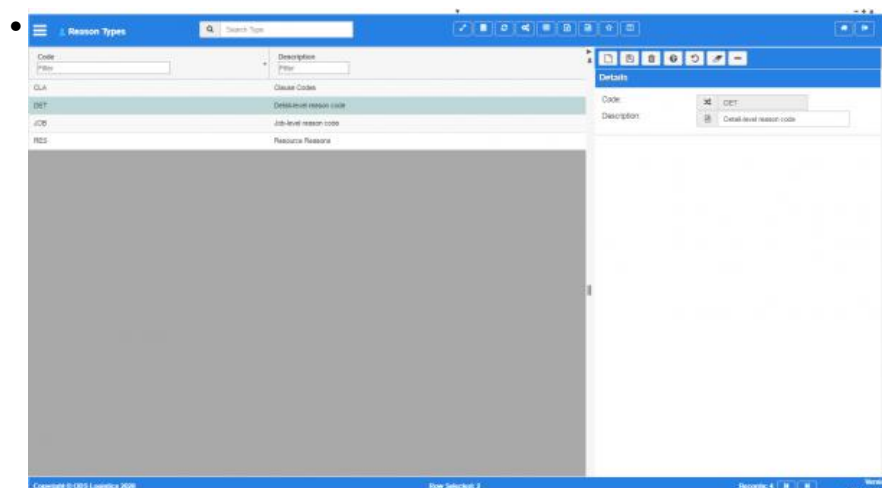
- *Name* - the screen ID.
- *Parameters* - parameters passed to the screen when run.
- *Description* - the displayed name of the screen.
- *Program Type* - the type. Usually "ASPX", "MVC" or "CS".
- *Program Mode* - the mode. Usually "E" allowing entry.
- *Module Type* - the module to which this screen belongs.
- *Image Filename* - the image displayed on the menu and title. You will be provided with a drop-down list of values.
- *Help Document* - the help topic in *CALIDUS Assist*.



14 Reason Types

This screen allows you to maintain the reason types available in the system. You can use these when creating or editing reason codes here:

- **Delivery Reason Codes.**
- **Resource Reason Codes.**



Reason types

You can query data by and/or choose to display data as follows:

- *Code* - the reason type code.
- *Description* - the description.
- *Active*.
- *Created By*.
- *Created Date*.
- *Last Updated By*.
- *Last Updated Date*.
- *Last Active Change By*.
- *Last Active Change Date*.
- *Last Process Id*.
- *Update Counter*.

The following actions are available on the Details panel:

- **New** - create a new record.
- **Save** - save a new record or changes to an existing record.
- **Delete** - delete an existing record.
- **Help** - help on this screen.
- **Undo** - undo change made since last save.
- **Clear** - clear all fields.
- **Toggle** - toggle display of all accordion headers.

You can change or add the following:

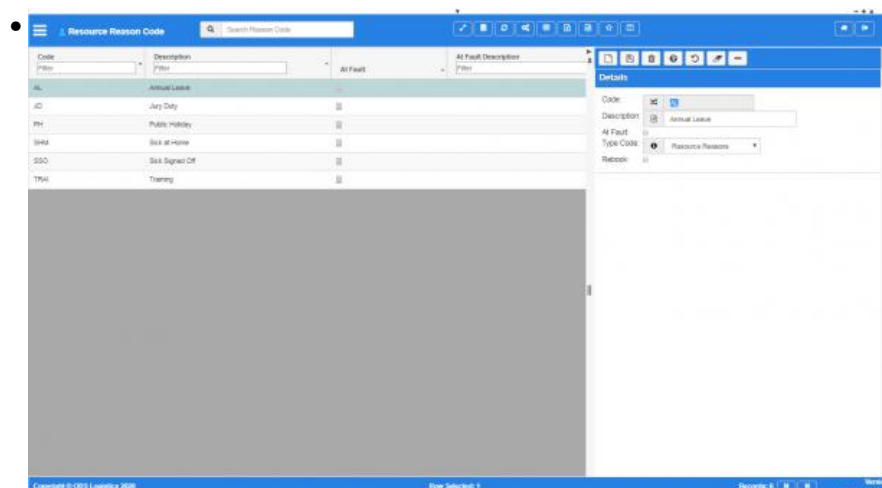
- *Code* - the reason type ID.
- *Name* - The displayed name.



15 Resource Reason Codes

This screen allows you to maintain the resource reason codes available in the system. These are used when identifying resource unavailability in the resource diaries. See the following screens:

- Drivers
- Vehicles



Resource reasons

You can query data by and/or choose to display data as follows:

- *Code* - the group code.
- *Description* - the description.
- *At Fault* - whether the reason code identifies a fault.
- *At Fault Description* - the description of the fault identified.
- *Type Code* - the reason code type.
- *Rebook* - whether the reason code identified a reason that can be rebooked.
- *Active*.
- *Created By*.
- *Created Date*.
- *Last Updated By*.
- *Last Updated Date*.
- *Last Active Change By*.
- *Last Active Change Date*.
- *Last Process Id*.
- *Update Counter*.

The following actions are available on the Details panel:

- **New** - create a new record.
- **Save** - save a new record or changes to an existing record.
- **Delete** - delete an existing record.
- **Help** - help on this screen.
- **Undo** - undo change made since last save.
- **Clear** - clear all fields.
- **Toggle** - toggle display of all accordion headers.

You can change or add the following:

- *Code* - the group ID.
- *Name* - The displayed name.
- *At Fault* - a check box indicating whether the reason code identifies a fault.



- *At Fault Description* - the description of the fault identified.
- *Type Code* - a drop-down list of reason types. You can maintain these in the [Reason Types](#) screen.
- *Rebook* - a check box indicating whether the reason code identified a reason that can be rebooked.



16 Resource Type Parameters

This screen allows you to maintain the parameters available for a specific resource type.

Warning: This is a system administrator function - if you change the settings here, this will affect all users of the system.

You can query data by and/or choose to display data as follows:

- *Code.*
- *Icon.*
- *Label.*
- *Description.*
- *Long Description.*
- *Group Code.*
- *Category Code.*
- *Required.*
- *Sequence.*
- *Multiple.*
- *Display.*
- *Display Type.*
- *ValueType.*
- *Values.*
- *Values Desc.*
- *Value Source.*
- *Active.*
- *Created By.*
- *Created Date.*
- *Last Updated By.*
- *Last Updated Date.*
- *Last Active Change By.*
- *Last Active Change Date.*
- *Last Process Id.*
- *Update Counter.*

The following actions are available on the Details panel:

- **New** - create a new record.
- **Save** - save a new record or changes to an existing record.
- **Delete** - delete an existing record.
- **Help** - help on this screen.
- **Undo** - undo change made since last save.
- **Clear** - clear all fields.
- **Toggle** - toggle display of all accordion headers.

You can change or add the following:

- *Code* - the parameter code, which must be unique.
- *Icon* - the icon displayed when the parameter is used. This can be selected from a drop-down list of available icons.
- *Label* - the short label, displayed when selecting a parameter.
- *Description* - additional descriptive help.
- *Long Description* - additional descriptive help.
- *Group Code* - a drop-down list of groups. When screens display these parameters, this settings groups parameters together under a banner. You can maintain parameter groups in the [Parameter Group](#) screen.
- *Category Code* - categorization of the parameter. You can maintain parameter categories in the [Parameter Category](#) screen. Values are typically: EPOD Parameters; Finance Parameters; General Parameters; Order Parameters; Portal Parameters.
- *Required* - a check-box controlling whether the parameter is required entry.
- *Sequence* - the sequence in which the parameter is displayed.



- *Multiple* - a check box controlling whether you can select the parameter multiple times and have multiple values for the same parameter.
- *Display* - a check box controlling whether the parameter is displayed to the user.
- *Display Type* - the type of entry the screen uses for the parameter. Values are: DropDownList; TextBox.
- *ValueType* - the basic validation. Values are: String; Integer.
- *Values* - the values that will be stored for a drop-down list. There must be the same number of values as descriptions (below).
- *Values Desc* - the descriptions displayed against the values in a drop-down list. There must be the same number of values as descriptions (above).
- *Value Source* - if you want to source data from the database for drop-down lists, you can add the query here.

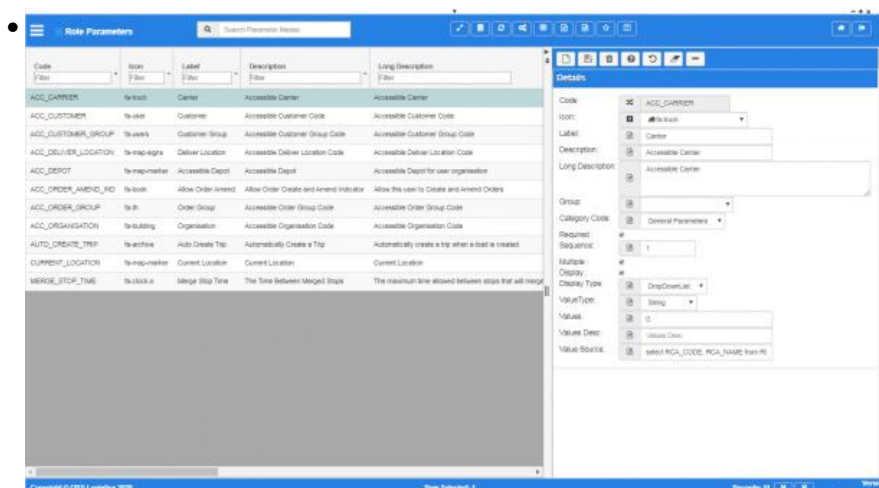


17 Role Parameters

This screen allows you to maintain the parameters available for a user role.

Once created, you can assign these to a role using the [Roles](#) screen.

Warning: This is a system administrator function - if you change the settings here, this will affect all users of the system.



Role parameters maintenance

You can query data by and/or choose to display data as follows:

- **Code.**
- **Icon.**
- **Label.**
- **Description.**
- **Long Description.**
- **Group Code.**
- **Category Code.**
- **Required.**
- **Sequence.**
- **Multiple.**
- **Display.**
- **Display Type.**
- **Value Type.**
- **Values.**
- **Values Desc.**
- **Value Source.**
- **Active.**
- **Created By.**
- **Created Date.**
- **Last Updated By.**
- **Last Updated Date.**
- **Last Active Change By.**
- **Last Active Change Date.**
- **Last Process Id.**
- **Update Counter.**

The following actions are available on the Details panel:

- **New** - create a new record.
- **Save** - save a new record or changes to an existing record.
- **Delete** - delete an existing record.



- **Help** - help on this screen.
- **Undo** - undo change made since last save.
- **Clear** - clear all fields.
- **Toggle** - toggle display of all accordion headers.

You can change or add the following:

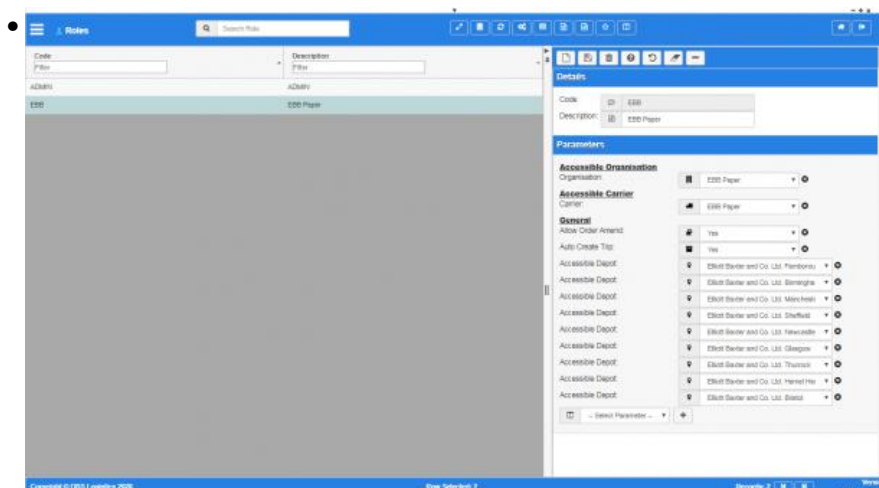
- **Code** - the parameter code, which must be unique.
- **Icon** - the icon displayed when the parameter is used. This can be selected from a drop-down list of available icons.
- **Label** - the short label, displayed when selecting a parameter.
- **Description** - additional descriptive help.
- **Long Description** - additional descriptive help.
- **Group Code** - a drop-down list of groups. When screens display these parameters, this settings groups parameters together under a banner. You can maintain parameter groups in the [Parameter Group](#) screen.
- **Category Code** - categorization of the parameter. You can maintain parameter categories in the [Parameter Category](#) screen. Values are typically: EPOD Parameters; Finance Parameters; General Parameters; Order Parameters; Portal Parameters.
- **Required** - a check-box controlling whether the parameter is required entry.
- **Sequence** - the sequence in which the parameter is displayed.
- **Multiple** - a check box controlling whether you can select the parameter multiple times and have multiple values for the same parameter.
- **Display** - a check box controlling whether the parameter is displayed to the user.
- **Display Type** - the type of entry the screen uses for the parameter. Values are: DropDownList; TextBox.
- **ValueType** - the basic validation. Values are: String; Integer.
- **Values** - the values that will be stored for a drop-down list. There must be the same number of values as descriptions (below).
- **Values Desc** - the descriptions displayed against the values in a drop-down list. There must be the same number of values as descriptions (above).
- **Value Source** - if you want to source data from the database for drop-down lists, you can add the query here.



18 Roles

This screen allows you to maintain the roles in the system. You can then assign them to users, which will control the menus displayed to the users with that role selected.

Warning: This is a system administrator function - if you change the settings here, this will affect all users of the system.



Roles maintenance

You can query data by and/or choose to display data as follows:

- **Code** - the role.
- **Description** - the description.
- **Active**.
- **Created By**.
- **Created Date**.
- **Last Updated By**.
- **Last Updated Date**.
- **Last Active Change By**.
- **Last Active Change Date**.
- **Last Process Id**.
- **Update Counter**.

The following actions are available on the Details panel:

- **New** - create a new record.
- **Save** - save a new record or changes to an existing record.
- **Delete** - delete an existing record.
- **Help** - help on this screen.
- **Undo** - undo change made since last save.
- **Clear** - clear all fields.
- **Toggle** - toggle display of all accordion headers.

You can change or add the following:

- **Code** - the role ID.
- **Name** - The displayed name.



18.1 Parameters section

You can set parameters here to control additional functionality.

You can select a parameter to add using the provided Select Parameter drop-down list and clicking the **+ Add** button.

The available parameters are configurable in the [Role Parameters](#) screen.

Once you have selected the parameter, the screen will display it in this section. Parameters are displayed in the sequence which your system administrators have configured them to be displayed. Once the parameter is added, you can enter the value - in general, the screen will validate the value or will provide a list of values to select, depending on the parameter settings.

You can remove a parameter by clicking the **✖ Cancel** button next to the parameter value.

The following parameters are currently available:

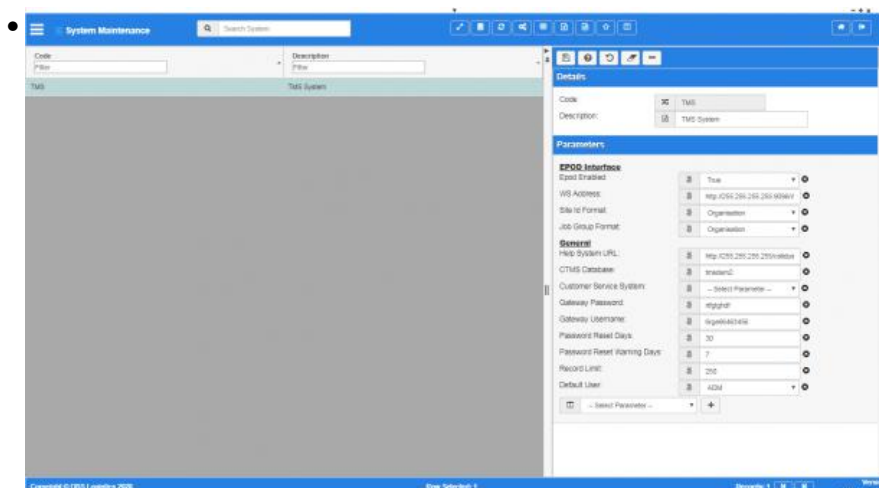
Label	Description	Long Description	Type	Values
Carrier	Accessible Carrier	Accessible Carrier	DropDownList	Carriers
Customer	Accessible Customer Code	Accessible Customer Code	TextBox	
Customer Group	Accessible Customer Group Code	Accessible Customer Group Code	DropDownList	Customer Groups
Deliver Location	Accessible Deliver Location Code	Accessible Deliver Location Code	TextBox	
Accessible Depot	Accessible Depot	Accessible Depot for user organisation	DropDownList	Configured Depots
Allow Order Amend	Allow Order Create and Amend Indicator	Allow this user to Create and Amend Orders	DropDownList	Yes, No
Order Group	Accessible Order Group Code	Accessible Order Group Code	TextBox	
Organisation	Accessible Organisation Code	Accessible Organisation Code	DropDownList	Organisations
Auto Create Trip	Automatically Create a Trip	Automatically create a trip when a load is created	DropDownList	Yes, No
Current Location	Current Location	Current Location	DropDownList	Locations
Merge Stop Time	The Time Between Merged Stops	The maximum time allowed between stops that will merge	TextBox	Integer



19 System

This screen allows you to maintain the system parameters for each part of your implementation.

 Warning: This is a system administrator function - if you change the settings here, this will affect all users of the system.



System maintenance

You can query data by and/or choose to display data as follows:

- *Code* - the system code
- *Description* - the system description.
- *Active*.

The following actions are available on the Details panel:

- **Save** - save a new record or changes to an existing record.
- **Help** - help on this screen.
- **Undo** - undo change made since last save.
- **Clear** - clear all fields.
- **Toggle** - toggle display of all accordion headers.

You can change the following information:

19.1 Details section

- *Description* - the system description.

19.2 Parameters section

You can set parameters here to control additional functionality.

You can select a parameter to add using the provided Select Parameter drop-down list and clicking the **+ Add** button.

The available parameters are configurable in the [System Parameters](#) screen.



Once you have selected the parameter, the screen will display it in this section. Parameters are displayed in the sequence which your system administrators have configured them to be displayed. Once the parameter is added, you can enter the value - in general, the screen will validate the value or will provide a list of values to select, depending on the parameter settings.

You can remove a parameter by clicking the  **Cancel** button next to the parameter value.

The following parameters are currently available:

Label	Description	Long Description	Type	Values
Auto-Planning				
Auto-planning is enabled	Auto-planning is enabled	Auto-planning is enabled	CheckBox	Integer
Auto-planning sleep (seconds)	Auto-planning sleep (seconds)	Auto-planning sleep (seconds)	TextBox	Integer
EPOD Interface				
Complete On RTD	Complete On RTD	Epod Complete On RTD	TextBox	String
Email Address From	Email Address From	Epod Email Address From	TextBox	String
Email Address To	Email Address To	Epod Email Address To	TextBox	String
Epod Enabled	Epod Enabled	Epod Enabled	DropDownList	False,True
Epod Lines as Products	Epod lines as products. Sends and receives order lines as EPOD product details		DropDownList	False,True
Job Group Format	Job Group Format	Epod Job Group Format	DropDownList	Organisation,Carrier,Customer Group, Customer
Site Id Format	Epod Site Id Format	Epod Site Id Format	DropDownList	Database name,Organisation,Carrier,Carrier Group
WS Address	Epod WS Address	Epod Web Service Address	TextBox	String
WS Timeout	Epod WS Timeout	Number of minutes before a WS message will be set to Held	TextBox	Integer
General				
Amber time	Amber time	Threshold of time a driver can take before his/her trip is colored Amber	TextBox	String
Color Code	Default Color Codes	Default Color Codes	TextBox	String
CTMS Database	CTMS Database	CTMS Database	TextBox	String
Customer Service System	Customer Service System	Customer Service System	DropDownList	Native, C-TMS
Default User	Default User	Default User	DropDownList	Configured users
Gateway accept message	Gateway accept message	Gateway accept message	TextBox	String
Gateway decline message	Gateway decline message	Gateway decline message	TextBox	String
Gateway Password	Gateway Password	Gateway Password	TextBox	String
Gateway status message	Gateway status message	Gateway status message	TextBox	String
Gateway Username	Gateway Username	Gateway Username	TextBox	String
Help System URL	Help System URL	Help System URL	TextBox	String



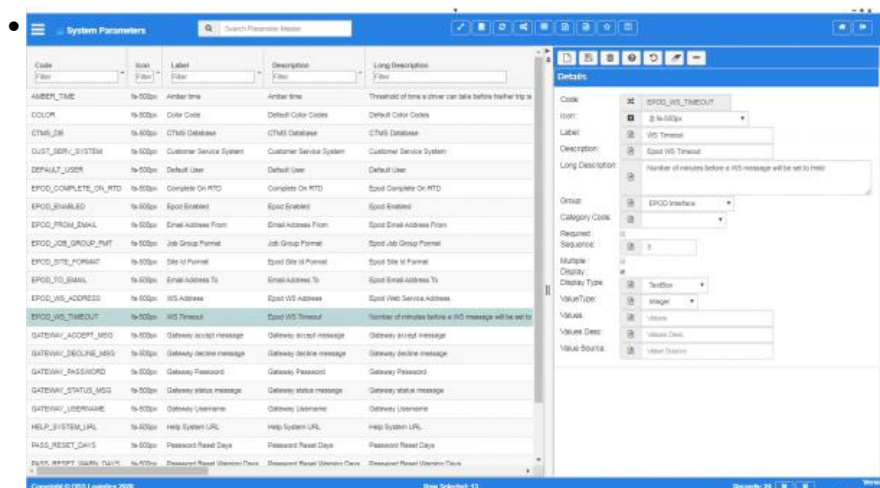
Label	Description	Long Description	Type	Values
Lookup Limit	Lookup Limit	Lookup Limit	TextBox	Integer
Password Reset Days	Password Reset Days	Password Reset Days	TextBox	Integer
Password Reset Warning Days	Password Reset Warning Days	Password Reset Warning Days	TextBox	Integer
Record Limit	Record Limit	Record Limit	TextBox	String
Red time	Red time	Threshold of time a driver can take before his/her trip is colored Red	TextBox	String
Schedule Changeover	Schedule Changeover	Schedule Changeover	TextBox	String
Schedule Format	Schedule Format	One of: YYYYMM, YYMMDD, YYYYWW	TextBox	String
Schedule Generation Period	Schedule Generation Period	Schedule Generation Period	DropDownList	Daily, Weekly, Monthly
Schedule Order Configuration	Schedule Configuration	Schedule Configuration	DropDownList	Collection From,Collection To,Delivery From,Delivery To
Service Email Address From	Service Email Address From	Windows Service Email Address From	TextBox	String
Service Email Address To	Service Email Address To	Windows Service Email Address To	TextBox	String
System Id	System identifier	System identifier	TextBox	String
Trunk Load Rate Zero	Trunk Load Rate Zero	Override the Load Rate of RDCs to Zero on Trunk Routes	CheckBox	true, false



20 System Parameters

This screen allows you to maintain the parameters that control basic functions of the system.

Warning: This is a system administrator function - if you change the settings here, this will affect all users of the system.



System parameters maintenance

You can query data by and/or choose to display data as follows:

- **Code.**
- **Icon.**
- **Label.**
- **Description.**
- **Long Description.**
- **Group Code.**
- **Category Code.**
- **Required.**
- **Sequence.**
- **Multiple.**
- **Display.**
- **Display Type.**
- **ValueType.**
- **Values.**
- **Values Desc.**
- **Value Source.**
- **Active.**
- **Created By.**
- **Created Date.**
- **Last Updated By.**
- **Last Updated Date.**
- **Last Active Change By.**
- **Last Active Change Date.**
- **Last Process Id.**
- **Update Counter.**

The following actions are available on the Details panel:

- **New** - create a new record.
- **Save** - save a new record or changes to an existing record.
- **Delete** - delete an existing record.
- **Help** - help on this screen.
- **Undo** - undo change made since last save.



- **Clear** - clear all fields.
- **Toggle** - toggle display of all accordion headers.

You can change or add the following:

- *Code* - the parameter code, which must be unique.
- *Icon* - the icon displayed when the parameter is used. This can be selected from a drop-down list of available icons.
- *Label* - the short label, displayed when selecting a parameter.
- *Description* - additional descriptive help.
- *Long Description* - additional descriptive help.
- *Group Code* - a drop-down list of groups. When screens display these parameters, this settings groups parameters together under a banner. You can maintain parameter groups in the [Parameter Group](#) screen.
- *Category Code* - categorization of the parameter. You can maintain parameter categories in the [Parameter Category](#) screen. Values are typically: EPOD Parameters; Finance Parameters; General Parameters; Order Parameters; Portal Parameters.
- *Required* - a check-box controlling whether the parameter is required entry.
- *Sequence* - the sequence in which the parameter is displayed.
- *Multiple* - a check box controlling whether you can select the parameter multiple times and have multiple values for the same parameter.
- *Display* - a check box controlling whether the parameter is displayed to the user.
- *Display Type* - the type of entry the screen uses for the parameter. Values are: DropDownList; TextBox.
- *ValueType* - the basic validation. Values are: String; Integer.
- *Values* - the values that will be stored for a drop-down list. There must be the same number of values as descriptions (below).
- *Values Desc* - the descriptions displayed against the values in a drop-down list. There must be the same number of values as descriptions (above).
- *Value Source* - if you want to source data from the database for drop-down lists, you can add the query here.



21 Transport Unit Parameters

This screen allows you to maintain the parameters associated to the transport units, maintained in the [Transport Units](#) screen.

Warning: This is a system administrator function - if you change the settings here, this will affect all users of the system.

The screenshot displays the 'Transport Unit Parameters' maintenance screen. It features a table on the left with columns: Code, Icon, Label, Description, Long Description, Group Code, Category Code, Required, and Sequence. The table contains three rows of data. To the right of the table is a 'Details' panel with various input fields and dropdown menus for editing the selected record. The bottom of the screen shows a status bar with 'Copyright © 2013 Logistica 360', 'Row Selected: 2', 'Records: 3', and 'Version: 1.00.11.0003'.

Transport unit parameters maintenance

You can query data by and/or choose to display data as follows:

- *Code.*
- *Icon.*
- *Label.*
- *Description.*
- *Long Description.*
- *Group Code.*
- *Category Code.*
- *Required.*
- *Sequence.*
- *Multiple.*
- *Display.*
- *Display Type.*
- *ValueType.*
- *Values.*
- *Values Desc.*
- *Value Source.*
- *Active.*
- *Created By.*
- *Created Date.*
- *Last Updated By.*
- *Last Updated Date.*
- *Last Active Change By.*
- *Last Active Change Date.*
- *Last Process Id.*
- *Update Counter.*

The following actions are available on the Details panel:

- **New** - create a new record.
- **Save** - save a new record or changes to an existing record.
- **Delete** - delete an existing record.
- **Help** - help on this screen.
- **Undo** - undo change made since last save.



- **Clear** - clear all fields.
- **Toggle** - toggle display of all accordion headers.

You can change or add the following:

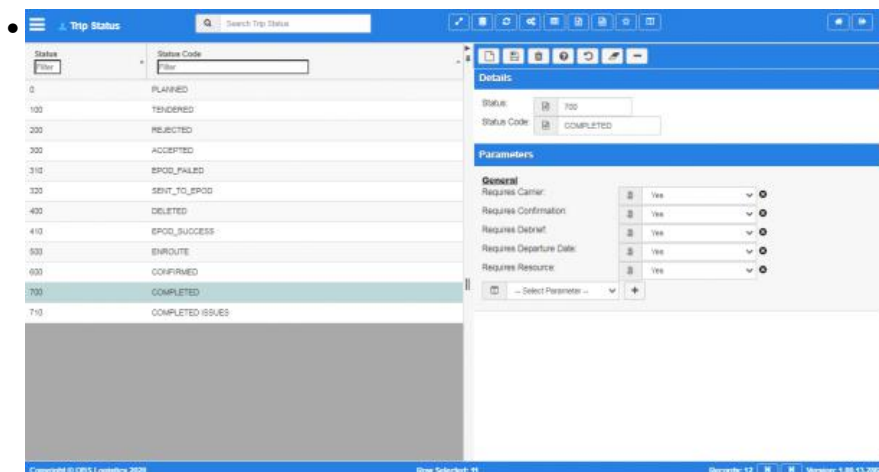
- *Code* - the parameter code, which must be unique.
- *Icon* - the icon displayed when the parameter is used. This can be selected from a drop-down list of available icons.
- *Label* - the short label, displayed when selecting a parameter.
- *Description* - additional descriptive help.
- *Long Description* - additional descriptive help.
- *Group Code* - a drop-down list of groups. When screens display these parameters, this settings groups parameters together under a banner. You can maintain parameter groups in the [Parameter Group](#) screen.
- *Category Code* - categorization of the parameter. You can maintain parameter categories in the [Parameter Category](#) screen. Values are typically: EPOD Parameters; Finance Parameters; General Parameters; Order Parameters; Portal Parameters.
- *Required* - a check-box controlling whether the parameter is required entry.
- *Sequence* - the sequence in which the parameter is displayed.
- *Multiple* - a check box controlling whether you can select the parameter multiple times and have multiple values for the same parameter.
- *Display* - a check box controlling whether the parameter is displayed to the user.
- *Display Type* - the type of entry the screen uses for the parameter. Values are: DropDownList; TextBox.
- *ValueType* - the basic validation. Values are: String; Integer.
- *Values* - the values that will be stored for a drop-down list. There must be the same number of values as descriptions (below).
- *Values Desc* - the descriptions displayed against the values in a drop-down list. There must be the same number of values as descriptions (above).
- *Value Source* - if you want to source data from the database for drop-down lists, you can add the query here.



22 Trip Status Parameters

This screen allows you to maintain the parameters associated to the trip statuses, maintained in the [Trip Status](#) screen.

Warning: This is a system administrator function - if you change the settings here, this will affect all users of the system.



Trip Status parameters maintenance

You can query data by and/or choose to display data as follows:

- *Code.*
- *Icon.*
- *Label.*
- *Description.*
- *Long Description.*
- *Group Code.*
- *Category Code.*
- *Required.*
- *Sequence.*
- *Multiple.*
- *Display.*
- *Display Type.*
- *ValueType.*
- *Values.*
- *Values Desc.*
- *Value Source.*
- *Active.*
- *Created By.*
- *Created Date.*
- *Last Updated By.*
- *Last Updated Date.*
- *Last Active Change By.*
- *Last Active Change Date.*
- *Last Process Id.*
- *Update Counter.*

The following actions are available on the Details panel:

- **New** - create a new record.
- **Save** - save a new record or changes to an existing record.
- **Delete** - delete an existing record.
- **Help** - help on this screen.
- **Undo** - undo change made since last save.



- **Clear** - clear all fields.
- **Toggle** - toggle display of all accordion headers.

You can change or add the following:

- *Code* - the parameter code, which must be unique.
- *Icon* - the icon displayed when the parameter is used. This can be selected from a drop-down list of available icons.
- *Label* - the short label, displayed when selecting a parameter.
- *Description* - additional descriptive help.
- *Long Description* - additional descriptive help.
- *Group Code* - a drop-down list of groups. When screens display these parameters, this settings groups parameters together under a banner. You can maintain parameter groups in the [Parameter Group](#) screen.
- *Category Code* - categorization of the parameter. You can maintain parameter categories in the [Parameter Category](#) screen. Values are typically: EPOD Parameters; Finance Parameters; General Parameters; Order Parameters; Portal Parameters.
- *Required* - a check-box controlling whether the parameter is required entry.
- *Sequence* - the sequence in which the parameter is displayed.
- *Multiple* - a check box controlling whether you can select the parameter multiple times and have multiple values for the same parameter.
- *Display* - a check box controlling whether the parameter is displayed to the user.
- *Display Type* - the type of entry the screen uses for the parameter. Values are: DropDownList; TextBox.
- *ValueType* - the basic validation. Values are: String; Integer.
- *Values* - the values that will be stored for a drop-down list. There must be the same number of values as descriptions (below).
- *Values Desc* - the descriptions displayed against the values in a drop-down list. There must be the same number of values as descriptions (above).
- *Value Source* - if you want to source data from the database for drop-down lists, you can add the query here.



23 UDF Parameters

This screen allows you to maintain the parameters available controlling UDF (user-definable forms).

Warning: This is a system administrator function - if you change the settings here, this will affect all users of the system.

You can query data by and/or choose to display data as follows:

- *Code.*
- *Icon.*
- *Label.*
- *Description.*
- *Long Description.*
- *Group Code.*
- *Category Code.*
- *Required.*
- *Sequence.*
- *Multiple.*
- *Display.*
- *Display Type.*
- *ValueType.*
- *Values.*
- *Values Desc.*
- *Value Source.*
- *Active.*
- *Created By.*
- *Created Date.*
- *Last Updated By.*
- *Last Updated Date.*
- *Last Active Change By.*
- *Last Active Change Date.*
- *Last Process Id.*
- *Update Counter.*

The following actions are available on the Details panel:

- **New** - create a new record.
- **Save** - save a new record or changes to an existing record.
- **Delete** - delete an existing record.
- **Help** - help on this screen.
- **Undo** - undo change made since last save.
- **Clear** - clear all fields.
- **Toggle** - toggle display of all accordion headers.

You can change or add the following:

- *Code* - the parameter code, which must be unique.
- *Icon* - the icon displayed when the parameter is used. This can be selected from a drop-down list of available icons.
- *Label* - the short label, displayed when selecting a parameter.
- *Description* - additional descriptive help.
- *Long Description* - additional descriptive help.
- *Group Code* - a drop-down list of groups. When screens display these parameters, this settings groups parameters together under a banner. You can maintain parameter groups in the [Parameter Group](#) screen.
- *Category Code* - categorization of the parameter. You can maintain parameter categories in the [Parameter Category](#) screen. Values are typically: EPOD Parameters; Finance Parameters; General Parameters; Order Parameters; Portal Parameters.
- *Required* - a check-box controlling whether the parameter is required entry.
- *Sequence* - the sequence in which the parameter is displayed.



- *Multiple* - a check box controlling whether you can select the parameter multiple times and have multiple values for the same parameter.
- *Display* - a check box controlling whether the parameter is displayed to the user.
- *Display Type* - the type of entry the screen uses for the parameter. Values are: DropDownList; TextBox.
- *ValueType* - the basic validation. Values are: String; Integer.
- *Values* - the values that will be stored for a drop-down list. There must be the same number of values as descriptions (below).
- *Values Desc* - the descriptions displayed against the values in a drop-down list. There must be the same number of values as descriptions (above).
- *Value Source* - if you want to source data from the database for drop-down lists, you can add the query here.



24 User Access Audit

You can use this screen to see audit information relating to users logging on and off the system

• **User Access Enq**

Event Filter	Username Filter	Status Filter	Event Date Filter	Description Filter
Log Off	SSB	Success	12/06/2020 09:59:29	
Log Off	DAVIDH	Success	25/07/2020 10:05:51	
Log Off	ADM	Success	25/07/2020 14:05:52	
Log Off	ADM	Success	25/07/2020 13:59:02	
Log Off	ADM	Success	25/07/2020 13:45:49	
Log Off	PAUL	Success	25/07/2020 13:45:09	
Log Off	PAUL	Success	25/07/2020 13:44:03	
Log Off	SSB	Success	24/07/2020 15:20:07	
Log Off	DAVIDH	Success	16/07/2020 14:26:35	
Log Off	DAVIDH	Success	16/07/2020 14:24:35	
Log Off	DAVIDH	Success	16/07/2020 14:21:15	
Log Off	SSB	Success	16/07/2020 06:24:01	
Log Off	SSB	Success	15/07/2020 16:17:25	
Log Off	SSB	Success	15/07/2020 16:15:08	
Log Off	SSB	Success	15/07/2020 16:14:30	
Log Off	SSB	Success	15/07/2020 16:12:24	
Log Off	SSB	Success	15/07/2020 16:09:39	
Log Off	SSB	Success	15/07/2020 16:05:47	
Log Off	SSB	Success	15/07/2020 16:05:39	

Copyright © CRIS Logistics 2020 Items Selected: 1 Records: 265 Version: 1.00.03.28609

User access enquiry Screen

You can choose to filter or display data as follows:

- *Event.*
- *Username.*
- *Status.*
- *Event Date.*
- *Description.*
- *Active.*
- *Created By.*
- *Created Date.*
- *Last Updated By.*
- *Last Updated Date.*
- *Last Active Change By.*
- *Last Active Change Date.*
- *Last Process Id.*
- *Update Counter.*

The Screen has the following additional actions on the screen header:

-  **Print** - you can print the users with this button.

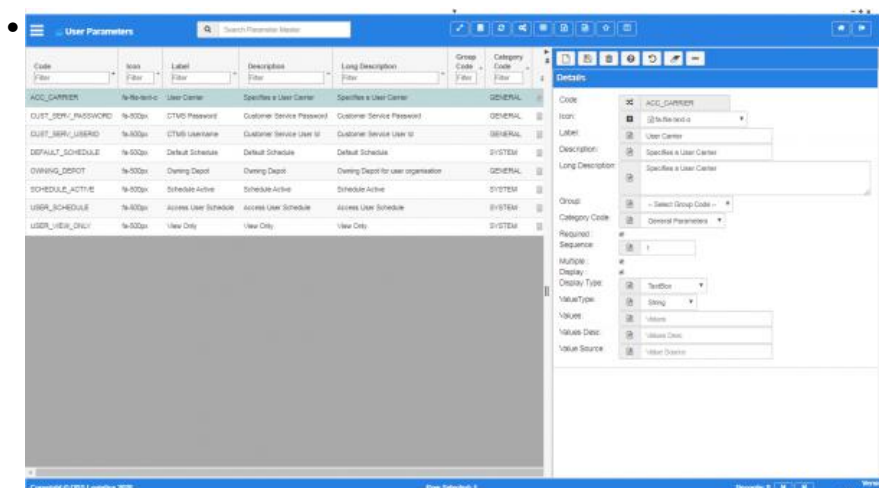


25 User Parameters

This screen allows you to maintain the parameters available for a specific user.

Once created, you can assign these to a user using the [Users](#) screen.

Warning: This is a system administrator function - if you change the settings here, this will affect all users of the system.



User parameters maintenance

You can query data by and/or choose to display data as follows:

- **Code.**
- **Icon.**
- **Label.**
- **Description.**
- **Long Description.**
- **Group Code.**
- **Category Code.**
- **Required.**
- **Sequence.**
- **Multiple.**
- **Display.**
- **Display Type.**
- **ValueType.**
- **Values.**
- **Values Desc.**
- **Value Source.**
- **Active.**
- **Created By.**
- **Created Date.**
- **Last Updated By.**
- **Last Updated Date.**
- **Last Active Change By.**
- **Last Active Change Date.**
- **Last Process Id.**
- **Update Counter.**

The following actions are available on the Details panel:

- **New** - create a new record.
- **Save** - save a new record or changes to an existing record.
- **Delete** - delete an existing record.



- **Help** - help on this screen.
- **Undo** - undo change made since last save.
- **Clear** - clear all fields.
- **Toggle** - toggle display of all accordion headers.

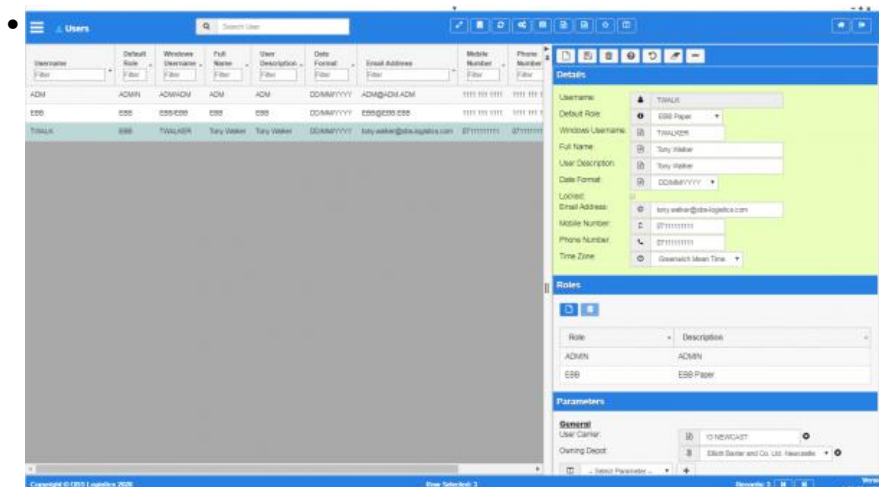
You can change or add the following:

- *Code* - the parameter code, which must be unique.
- *Icon* - the icon displayed when the parameter is used. This can be selected from a drop-down list of available icons.
- *Label* - the short label, displayed when selecting a parameter.
- *Description* - additional descriptive help.
- *Long Description* - additional descriptive help.
- *Group Code* - a drop-down list of groups. When screens display these parameters, this settings groups parameters together under a banner. You can maintain parameter groups in the [Parameter Group](#) screen.
- *Category Code* - categorization of the parameter. You can maintain parameter categories in the [Parameter Category](#) screen. Values are typically: EPOD Parameters; Finance Parameters; General Parameters; Order Parameters; Portal Parameters.
- *Required* - a check-box controlling whether the parameter is required entry.
- *Sequence* - the sequence in which the parameter is displayed.
- *Multiple* - a check box controlling whether you can select the parameter multiple times and have multiple values for the same parameter.
- *Display* - a check box controlling whether the parameter is displayed to the user.
- *Display Type* - the type of entry the screen uses for the parameter. Values are: DropDownList; TextBox.
- *ValueType* - the basic validation. Values are: String; Integer.
- *Values* - the values that will be stored for a drop-down list. There must be the same number of values as descriptions (below).
- *Values Desc* - the descriptions displayed against the values in a drop-down list. There must be the same number of values as descriptions (above).
- *Value Source* - if you want to source data from the database for drop-down lists, you can add the query here.



26 Users

This is the User Maintenance page. You can maintain the users that are allowed to use the system here.



Users maintenance

This page starts finding data - enter your query from your configured filter fields.

You can query data by and/or choose to display data as follows:

- *Username.*
- *Default Role.*
- *Windows Username.*
- *Full Name.*
- *User Description.*
- *Date Format.*
- *Email Address.*
- *Mobile Number.*
- *Phone Number.*
- *Time Zone.*
- *Locked.*
- *Active.*
- *Created By.*
- *Created Date.*
- *Last Updated By.*
- *Last Updated Date.*
- *Last Active Change By.*
- *Last Active Change Date.*
- *Last Process Id.*
- *Update Counter.*

Results are displayed in a table and are automatically displayed if there are only a few details.

You can edit the records by clicking on a row - the screen will display the selected line data in the details panel for editing.

The following actions are available on the Details panel:

-  **New** - create a new record.
-  **Save** - save a new record or changes to an existing record.
-  **Delete** - delete an existing record.
-  **Help** - help on this screen.
-  **Undo** - undo change made since last save.
-  **Clear** - clear all fields.



- **Toggle** - toggle display of all accordion headers.

You can change or add the following information:

26.1 Details section

- **Username** - the user ID used for logging on.
- **Default Role** - a drop-down list of roles to be assigned to this user. You can maintain roles in the [Roles](#) screen.
- **Windows Username** - the Windows username.
- **Full Name** - the user's full name.
- **User Description** - a free-text description.
- **Date Format** a drop-down list of date formats used by the system. You can select a date format here, which will affect how the system displays dates for this user.
- **Locked** - a check box indicating that this user is locked and cannot be used.
- **Email Address** - an email address for the user, for contact purposes.
- **Mobile Number** - a mobile telephone number for the user, for contact purposes.
- **Phone Number** - a telephone number for the user, for contact purposes.
- **Time Zone** - a drop-down list of timezones configured in the system. You can maintain timezones in the [Timezones](#) screen.

26.2 Roles section

You can set the role against the user. This controls menus, accessible programs, etc.

You can add a role by clicking the  **New** button in the section. The screen will display a pop-up window to enter the following:

- **Role** - a drop-down list of the roles configured in the system. You can configure roles in the [Roles](#) screen.

You can save your changes with the **Save** button, or discard your changes by closing the pop-up window.

You can delete an existing role by selecting the role row in the table and then clicking the  **Delete** button in the section header.

26.3 Parameters section

You can set parameters here to control additional functionality.

You can select a parameter to add using the provided Select Parameter drop-down list and clicking the **+ Add** button.

The available parameters are configurable in the [User Parameters](#) screen.

Once you have selected the parameter, the screen will display it in this section. Parameters are displayed in the sequence which your system administrators have configured them to be displayed. Once the parameter is added, you can enter the value - in general, the screen will validate the value or will provide a list of values to select, depending on the parameter settings.

You can remove a parameter by clicking the  **Cancel** button next to the parameter value.

The following parameters are currently available:

Label	Description	Long Description	Type	Values
User Carrier	Specifies a User Carrier	Specifies a User Carrier	TextBox	String
CTMS Password	Customer Service Password	Customer Service Password	TextBox	String
CTMS Username	Customer Service User Id	Customer Service User Id	TextBox	String
Default Schedule	Default Schedule	Default Schedule	DropDownList	Configured schedules



Label	Description	Long Description	Type	Values
Owning Depot	Owning Depot	Owning Depot for user organisation	DropDownList	Configured organisations
Schedule Active	Schedule Active	Schedule Active	DropDownList	True, False
Access User Schedule	Access User Schedule	Access User Schedule	TextBox	String
View Only	View Only	View Only	DropDownList	Yes, No

26.4 Notes section

You can add notes through the Notes section.

You can click the  **New** button in the Notes section to create a new note. This will be tagged with your user name and date/time.

Any notes may be removed by clicking the **x** in the corner of the note.

26.5 Change Password section

You can change the user's password in this section. This section is closed by default and can be opened by clicking on it.

You must enter a new password, and confirm it before saving.

The password must conform to the system restrictions on passwords.

