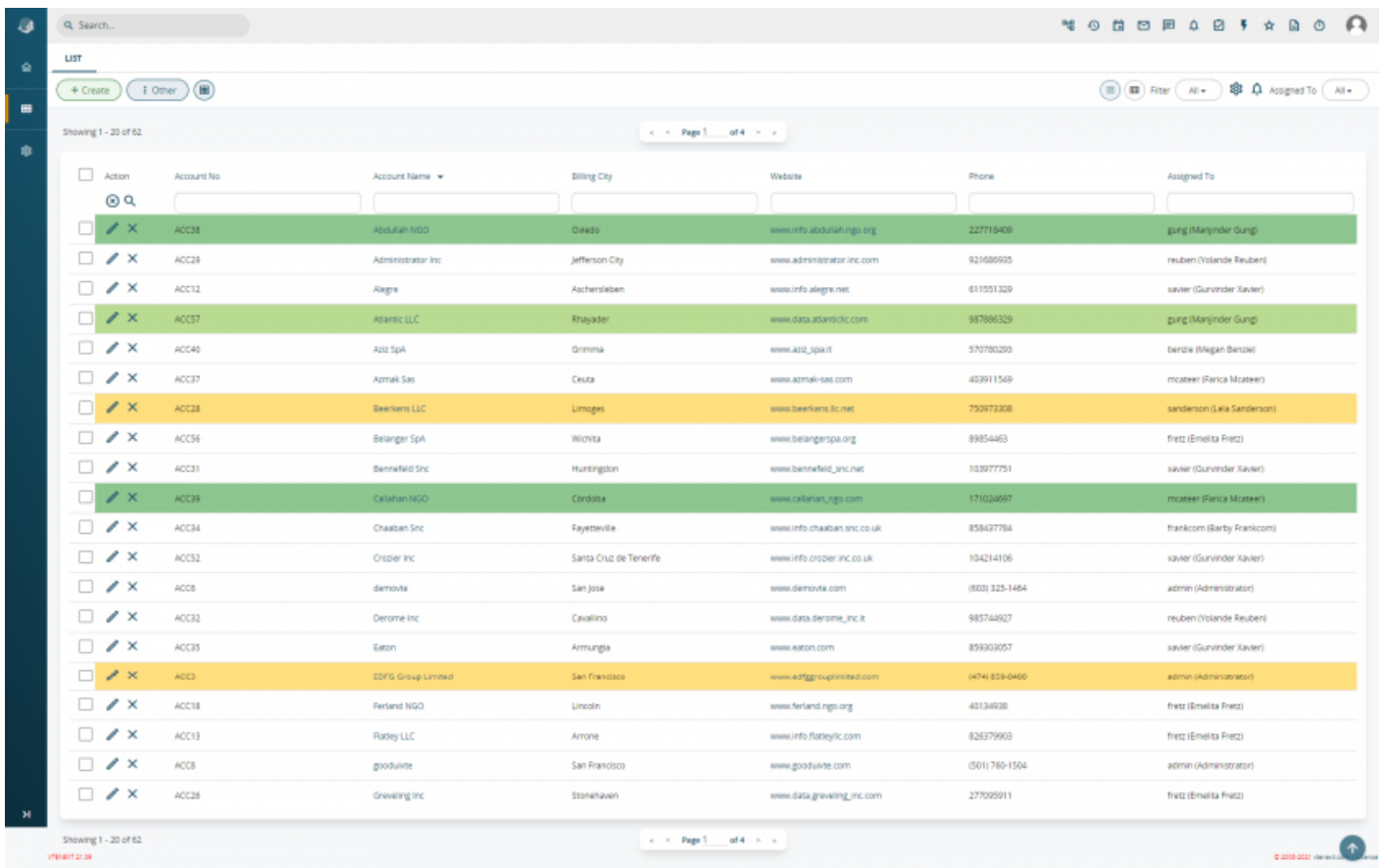


2.5 Modules structure

The application is structured according to relations between the various modules, based on the process logic. Each module offers the following access views:

1. List view: proposes the list of data (files) present in the module.



Possible actions from this view are:

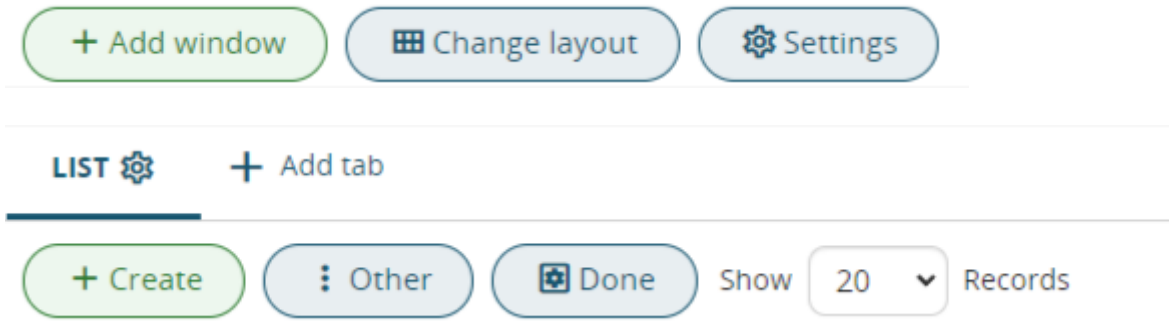
Delete	Deletes one or more records by ticking the box at the beginning of the line.
Mass Edit	To modify the data of one or more selected records.
Email	To send emails in a massive way.
Fax	To send fax in a massive way.
SMS	To send SMS in a massive way.
Select all/deselect all	To select/deselect all the records in the filter (in all the pages, not only the displayed ones).
Filter	To define the active view on modules (see Filter chapter).

Assigned to

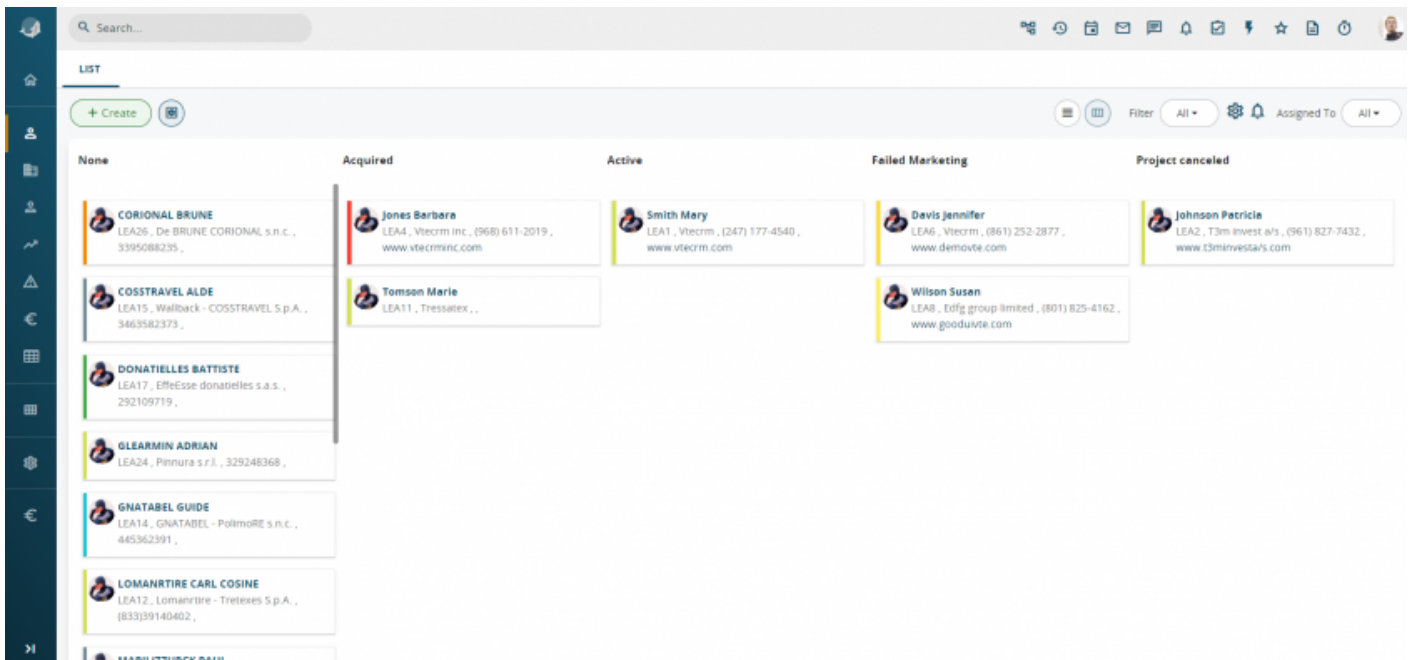
To quickly filter records according to the assigned user.

The button CREATE is used to add a new empty record to the current module.

Note. The Calendar, Report and Documents modules have an alternative view by default. The List button switches to list view.

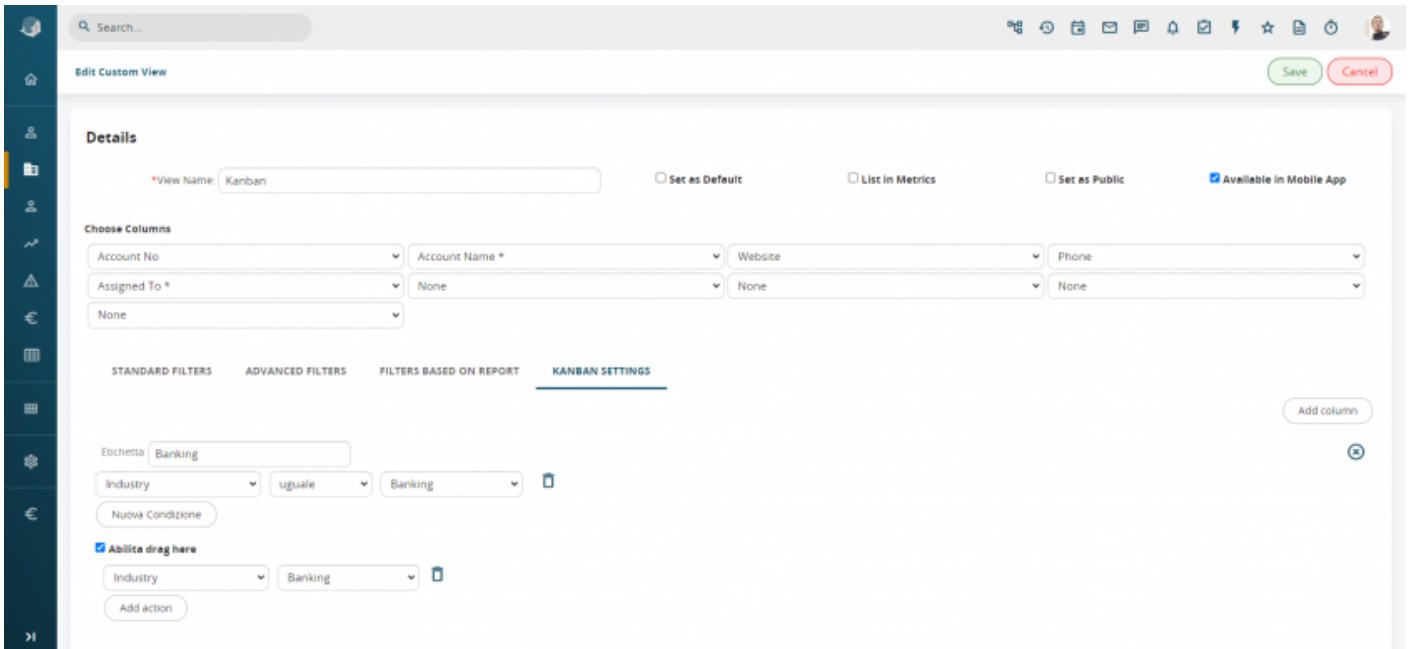


2. Kanban View: columns view.



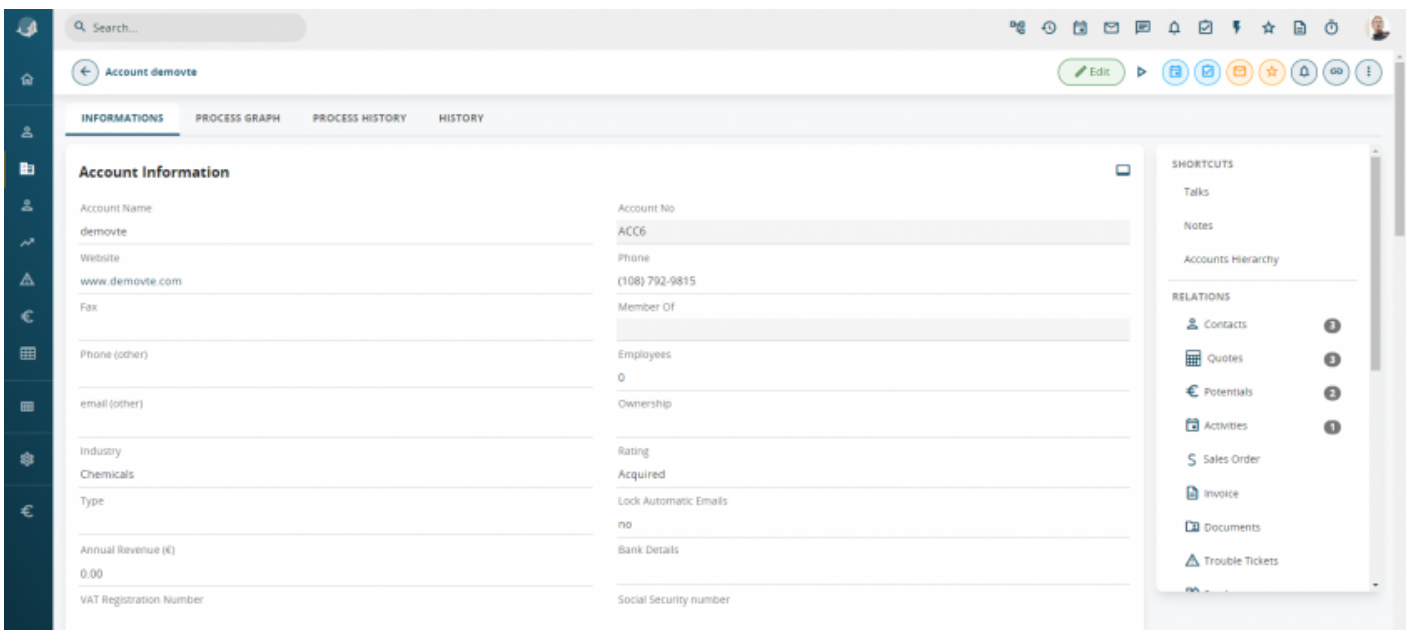
Makes it possible to operate on a picklist value present in the entity, set in the selected filter. The change will be made by simply dragging the record from one column to the next without having to open the single elements. If the selected picklist values are correlated with a view colour (chapter 16.13, page 210), also the columns in the Kanban will be identified by specific colours.

This view type is configured by editing a filter, selecting the “Kanban Setup” tab.



Note. In general, there is only one field that makes it possible to access a detailed summary window on the right (e.g. Trouble Ticket title in Trouble Tickets module), recognisable by the link style formatting (blue text, bold and underlined on mouse-over).

3. Detail view: corresponds to the tab. To gain access, click on the record name.



Revision #1

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