

eTurns

Users

Help documentation

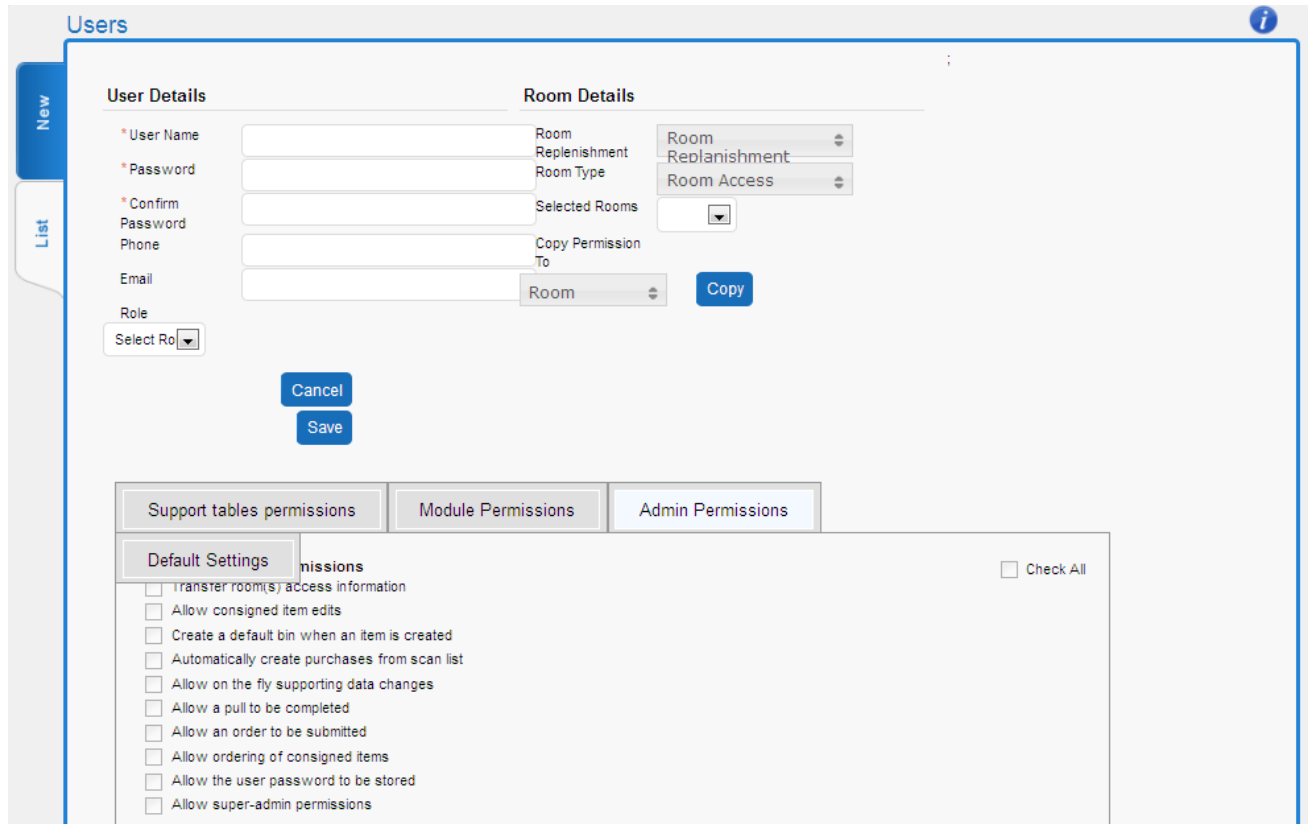
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1. Editing features

a. New

It enables the user to create a new field, depending on the authority level. The user can either click on vertical tab "New" on the screen or right click and select 'New' from the list. The following screen is displayed:



- User can save records hitting "Enter" key of the key board or clicking "Save" button. Clicking "Cancel" button will redirect user to "History" tab.
- Each Role consists of single or multiple rooms.
- The New Screen consists of Role Details, Room Details and Various permission tables.


i. Role Details

It provides details of selected role's name and description.

ii. Room Details

It provides details of room functionality assigned to particular Role.

1. **Room Replenishment:** It is drop down consisting of list of all rooms. Check or uncheck of room enables system to mark the rooms between which replenishment or transfer of goods is possible.
2. **Room Access:** It is drop down consisting of list of all rooms. Check or uncheck of room marks the access of particular room for the defined Role.
3. **Selected Rooms:** It is a drop down consisting of list selected in Room access. The detail of various permission table of the selected room is displayed on the screen.

4. **Copy Permission To:** It is a drop down listing all the rooms selected in room access except the Selected Room. Check or uncheck of room enables user to copy the same permission values selected for one room to marked room by clicking on .

iii. Permission Tables

It provides details of the various permissions assigned by user to various functionalities of the room.

1. **Support Tables Permission:** It displays various categories of the Inventory system, enabling user to select the functionalities of particular category to be enabled for the particular room. It consists of various categories like, Bin master, Category master, Company master, Tool master, Unit master etc. with checkboxes of functionalities like View, Insert, Update, Delete in front of them. Check or uncheck of the functionality activates or deactivates the function in the assigned room for the selected Role.
2. **Module Permissions:** It displays the various module based permissions, e.g., Admin permission, Asset permission, Catalog permission, Count permission assigned by system on various functionalities like View, Insert, Update, Delete in front of them. Check or uncheck of various functionalities enables or disables the module permissions for the assigned room for the selected Role.

Note:

- It also has options such as complete Row check and complete Column check.
- Check the checkbox in front of each row and column to check the entire row or column respectively.
- Check All box checks all the boxes displayed on the page.
- If any of Functionality from Insert, Update and Delete is checked, View gets checked by default.

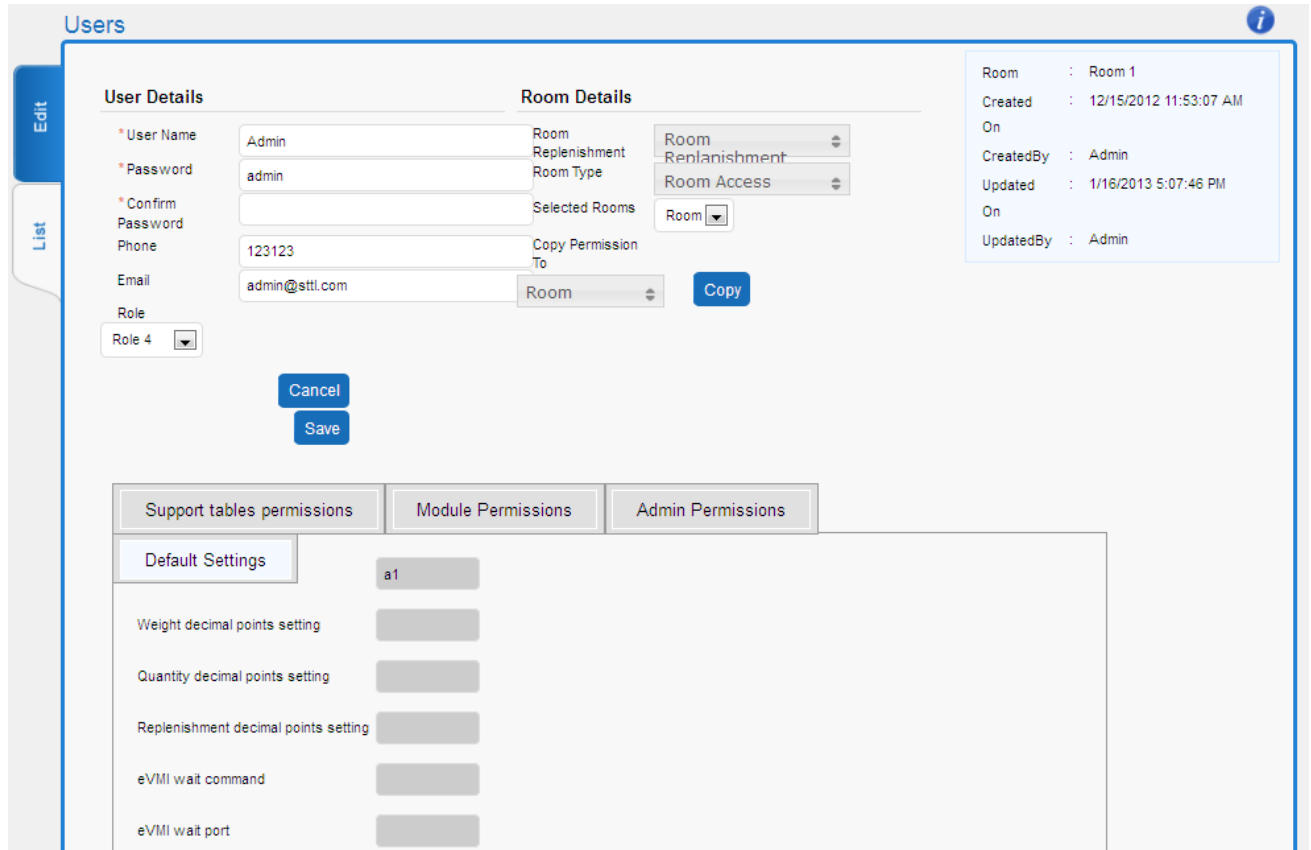
	All	View	Insert	Update	Delete	Show Deleted	Show Archived	UDF Setup	
Bin Master	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Category Master	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Company Master	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Customer Master	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Figure 1

3. **Admin Permissions:** It lists all the permissions enabled to admin by the system. Check or uncheck of fields enables or disables the various controls implemented on the assigned room for the selected Role.
4. **Default Settings:** It displays all the fields for which the user may define a default value to the assigned room for the selected Role.

b. Edit

It enables the user to edit an existing field, depending on the authority level. Select the field to be edited and click on it. The following screen is displayed:



- User can save records hitting "Enter" key of the key board or clicking "Save" button. Clicking "Cancel" button will redirect user to "History" tab.
- Each Role consists of single or multiple rooms.
- The Edit Screen consists of Role Details, Room Details and Various permission tables.


i. Role Details

It provides details of selected role's name and description to be edited.

ii. Room Details

It provides details of room functionality assigned to particular Role to be edited.

5. **Room Replenishment:** It is drop down consisting of list of all rooms. Check or uncheck of room enables system to mark the rooms between which replenishment or transfer of goods is possible.
6. **Room Access:** It is drop down consisting of list of all rooms. Check or uncheck of room marks the access of particular room for the defined Role.
7. **Selected Rooms:** It is a drop down consisting of list selected in Room access. The detail of various permission table of the selected room is displayed on the screen.

8. **Copy Permission To:** It is a drop down listing all the rooms selected in room access except the Selected Room. Check or uncheck of room enables user to copy the same permission values selected for one room to marked room by clicking on .

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Note:

- It also has options such as complete Row check and complete Column check.
- Check the checkbox in front of each row and column to check the entire row or column respectively.
- Check All box checks all the boxes displayed on the page.
- If any of Functionality from Insert, Update and Delete is checked, View gets checked by default.

	All	View	Insert	Update	Delete	Show Deleted	Show Archived	UDF Setup	
Bin Master	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Category Master	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Company Master	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Customer Master	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Figure 1

7. **Admin Permissions:** It lists all the permissions enabled to admin by the system. Check or uncheck of fields enables or disables the various controls implemented on the assigned room for the selected Role.
8. **Default Settings:** It displays all the fields for which the user may define a default value to the assigned room for the selected Role.

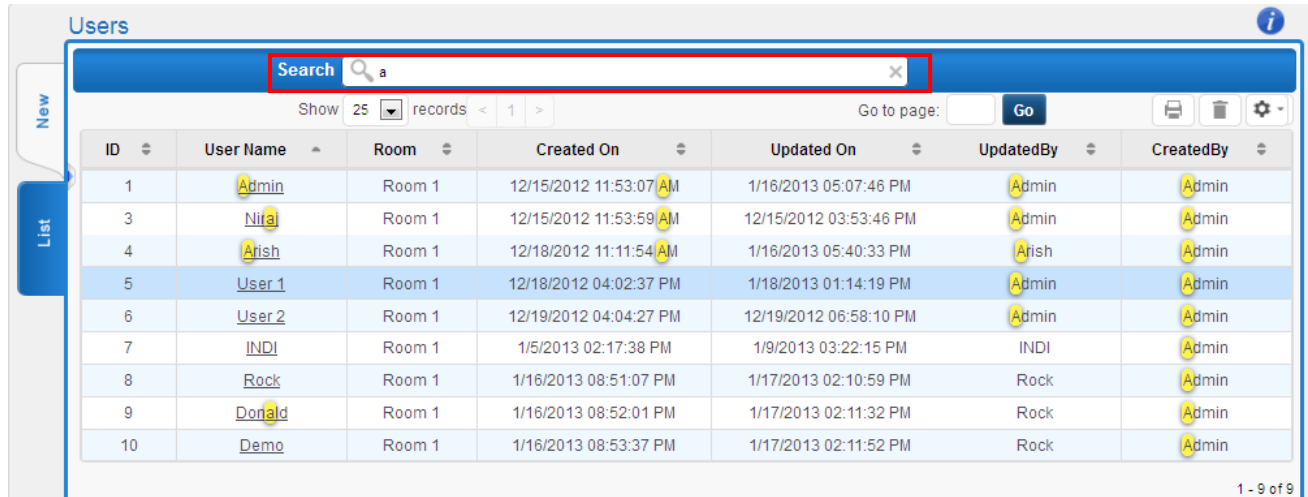
Note: The fields marked star are compulsory to enter.

2. General features

a. Search functionality

i. Main search

It enables user to search the specific page for any keyword. Enter the keyword in the Search dialog box. Searched field is highlighted and displayed in the list.



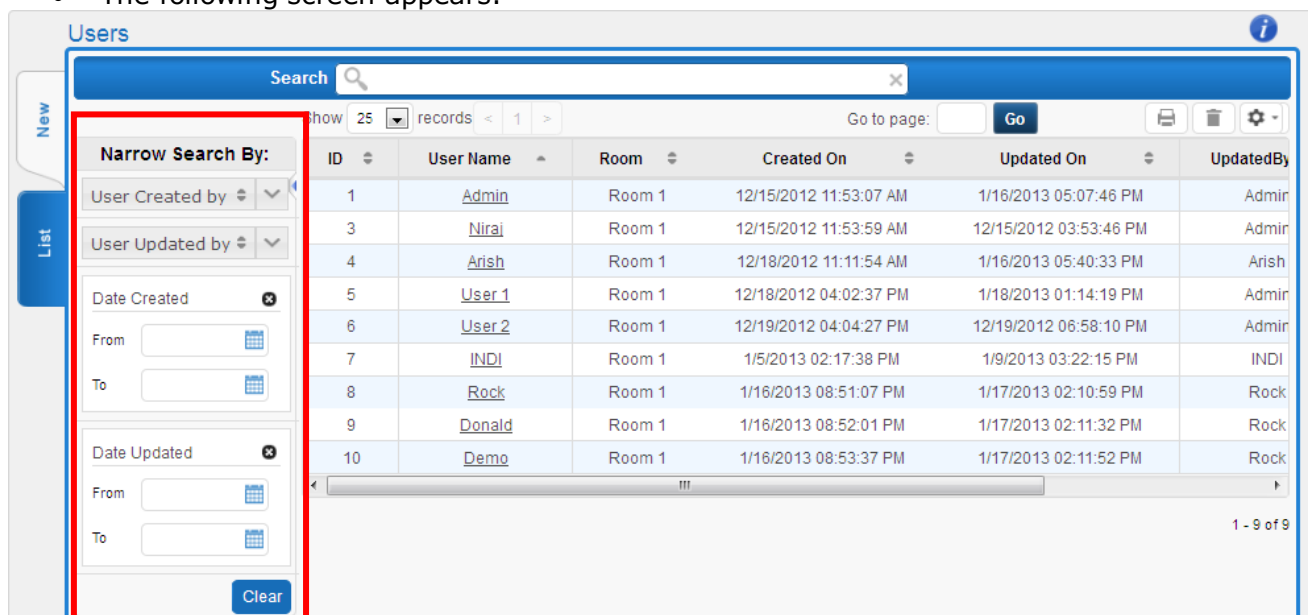
ID	User Name	Room	Created On	Updated On	UpdatedBy	CreatedBy
1	Admin	Room 1	12/15/2012 11:53:07 AM	1/16/2013 05:07:46 PM	Admin	Admin
3	Niraj	Room 1	12/15/2012 11:53:59 AM	12/15/2012 03:53:46 PM	Admin	Admin
4	Arish	Room 1	12/18/2012 11:11:54 AM	1/16/2013 05:40:33 PM	Arish	Admin
5	User 1	Room 1	12/18/2012 04:02:37 PM	1/18/2013 01:14:19 PM	Admin	Admin
6	User 2	Room 1	12/19/2012 04:04:27 PM	12/19/2012 06:58:10 PM	Admin	Admin
7	INDI	Room 1	1/5/2013 02:17:38 PM	1/9/2013 03:22:15 PM	INDI	Admin
8	Rock	Room 1	1/16/2013 08:51:07 PM	1/17/2013 02:10:59 PM	Rock	Admin
9	Donald	Room 1	1/16/2013 08:52:01 PM	1/17/2013 02:11:32 PM	Rock	Admin
10	Demo	Room 1	1/16/2013 08:53:37 PM	1/17/2013 02:11:52 PM	Rock	Admin

Note: Search functionality searches the keywords as you type. The fields with similar keywords get highlighted.

ii. Narrow Search By functionality

As the name suggests this function is used to filter or narrow down the scope of search for user convenience. It is an alternate search to the Search functionality and much detailed one.

- To open Narrow search, click on the small Triangular icon on the top left corner of the screen.
- The following screen appears:



Narrow Search By:

User Created by: ▼

User Updated by: ▼

Date Created: ⊗

From: 📅

To: 📅

Date Updated: ⊗

From: 📅

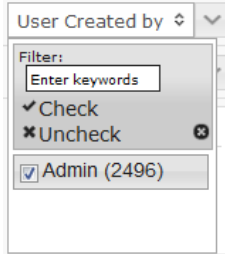
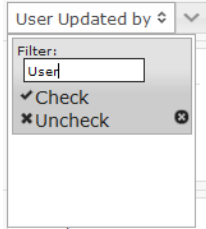

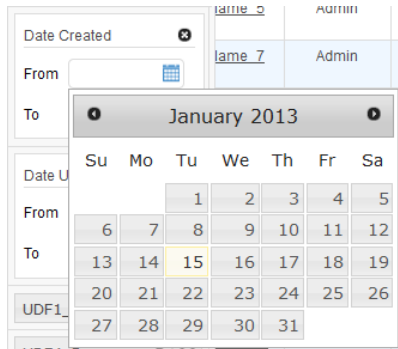

To: 📅

Clear

ID	User Name	Room	Created On	Updated On	UpdatedBy
1	Admin	Room 1	12/15/2012 11:53:07 AM	1/16/2013 05:07:46 PM	Admin
3	Niraj	Room 1	12/15/2012 11:53:59 AM	12/15/2012 03:53:46 PM	Admin
4	Arish	Room 1	12/18/2012 11:11:54 AM	1/16/2013 05:40:33 PM	Arish
5	User 1	Room 1	12/18/2012 04:02:37 PM	1/18/2013 01:14:19 PM	Admin
6	User 2	Room 1	12/19/2012 04:04:27 PM	12/19/2012 06:58:10 PM	Admin
7	INDI	Room 1	1/5/2013 02:17:38 PM	1/9/2013 03:22:15 PM	INDI
8	Rock	Room 1	1/16/2013 08:51:07 PM	1/17/2013 02:10:59 PM	Rock
9	Donald	Room 1	1/16/2013 08:52:01 PM	1/17/2013 02:11:32 PM	Rock
10	Demo	Room 1	1/16/2013 08:53:37 PM	1/17/2013 02:11:52 PM	Rock

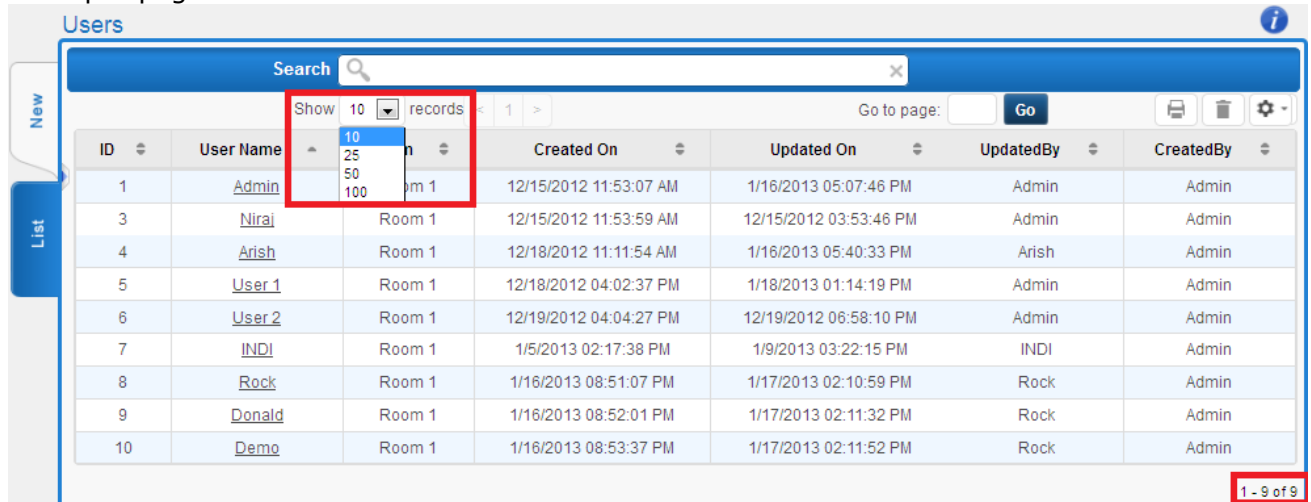
Note:

- At point of time only one of the either searches will work.
- Fields in narrow search may vary from module to module.

Field	Description
User Created by	<p>It is used to filter the module for the 'Created by' field. Click on up-down arrow key. Dropdown appears:</p>  <p>User can select or unselect all of the items of the list using Check or Uncheck button. The module reflects the filter selections made.</p>
User Updated by	<p>It is used to filter the module for the 'Updated by' field. Click on up-down arrow key. Dropdown appears:</p>  <p>Either checks the pre-defined search filter or enter a new keyword in the Filter box and then click on Check. The module reflects the filter selections made.</p> <p>Note: To cancel the selections made at any point of time, click .</p>
Date Created and Date Updated	<p>They are used to filter the 'Created On' and 'Updated On' fields respectively. User may enter the date manually or select from the calendar pop-up. Enter 'From-To' time period to be filtered. The module reflects the search results for the selected time period.</p>  <p>Note: To clear the entire selection, click .</p>

b. Show records Functionality

Show records functionality is dropdown option that enables user to view specified number of fields per page.



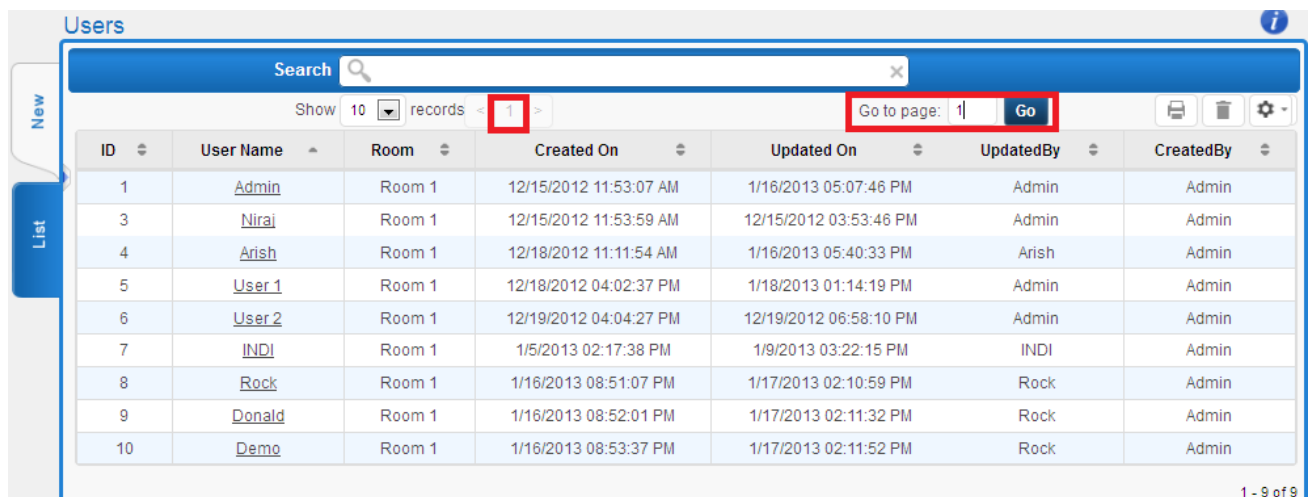
The screenshot shows the 'Users' management interface. A dropdown menu is open for the 'Show records' field, displaying options: 10, 25, 50, and 100. The current selection is 10. The table below lists 10 users with columns: ID, User Name, Room, Created On, Updated On, UpdatedBy, and CreatedBy. The bottom right corner shows '1 - 9 of 9'.

ID	User Name	Room	Created On	Updated On	UpdatedBy	CreatedBy
1	Admin	Room 1	12/15/2012 11:53:07 AM	1/16/2013 05:07:46 PM	Admin	Admin
3	Niraj	Room 1	12/15/2012 11:53:59 AM	12/15/2012 03:53:46 PM	Admin	Admin
4	Arish	Room 1	12/18/2012 11:11:54 AM	1/16/2013 05:40:33 PM	Arish	Admin
5	User_1	Room 1	12/18/2012 04:02:37 PM	1/18/2013 01:14:19 PM	Admin	Admin
6	User_2	Room 1	12/19/2012 04:04:27 PM	12/19/2012 06:58:10 PM	Admin	Admin
7	INDI	Room 1	1/5/2013 02:17:38 PM	1/9/2013 03:22:15 PM	INDI	Admin
8	Rock	Room 1	1/16/2013 08:51:07 PM	1/17/2013 02:10:59 PM	Rock	Admin
9	Donald	Room 1	1/16/2013 08:52:01 PM	1/17/2013 02:11:32 PM	Rock	Admin
10	Demo	Room 1	1/16/2013 08:53:37 PM	1/17/2013 02:11:52 PM	Rock	Admin

Note: Show records functionality enables user to select from 10, 25, 50 and 100 fields to be displayed per page.

c. Go To Page Functionality

Go To Page functionality enables user to skip any specified page. Type the specified page number to view in the Go to page box and then click **Go**. The specified page is displayed on the screen.



The screenshot shows the 'Users' management interface. The 'Go to page' box is highlighted, showing the number '1' entered. The 'Go' button is also highlighted. The table below lists 10 users with columns: ID, User Name, Room, Created On, Updated On, UpdatedBy, and CreatedBy. The bottom right corner shows '1 - 9 of 9'.

ID	User Name	Room	Created On	Updated On	UpdatedBy	CreatedBy
1	Admin	Room 1	12/15/2012 11:53:07 AM	1/16/2013 05:07:46 PM	Admin	Admin
3	Niraj	Room 1	12/15/2012 11:53:59 AM	12/15/2012 03:53:46 PM	Admin	Admin
4	Arish	Room 1	12/18/2012 11:11:54 AM	1/16/2013 05:40:33 PM	Arish	Admin
5	User_1	Room 1	12/18/2012 04:02:37 PM	1/18/2013 01:14:19 PM	Admin	Admin
6	User_2	Room 1	12/19/2012 04:04:27 PM	12/19/2012 06:58:10 PM	Admin	Admin
7	INDI	Room 1	1/5/2013 02:17:38 PM	1/9/2013 03:22:15 PM	INDI	Admin
8	Rock	Room 1	1/16/2013 08:51:07 PM	1/17/2013 02:10:59 PM	Rock	Admin
9	Donald	Room 1	1/16/2013 08:52:01 PM	1/17/2013 02:11:32 PM	Rock	Admin
10	Demo	Room 1	1/16/2013 08:53:37 PM	1/17/2013 02:11:52 PM	Rock	Admin

d. Export Functionality

Export functionality enables user to export the page. Click on the Export icon on top right of the screen and then user may choose to export the page through any of the following mediums:

- Print: It prints the selected page.
- Excel: It converts the page to excel sheet.
- CSV: It converts the page to CSV sheet.
- PDF: It converts the page to PDF document.
- Copy: It copies the page to Clipboard.

Users

Search

Show 10 records < 1 >

Go to page: 1 Go

ID	User Name	Room	Created On	Updated On	UpdatedBy	
1	Admin	Room 1	12/15/2012 11:53:07 AM	1/16/2013 05:07:46 PM	Admin	Print
3	Niraj	Room 1	12/15/2012 11:53:59 AM	12/15/2012 03:53:46 PM	Admin	Excel
4	Arish	Room 1	12/18/2012 11:11:54 AM	1/16/2013 05:40:33 PM	Arish	CSV
5	User 1	Room 1	12/18/2012 04:02:37 PM	1/18/2013 01:14:19 PM	Admin	PDF
6	User 2	Room 1	12/19/2012 04:04:27 PM	12/19/2012 06:58:10 PM	Admin	Copy
7	INDI	Room 1	1/5/2013 02:17:38 PM	1/9/2013 03:22:15 PM	INDI	Admin
8	Rock	Room 1	1/16/2013 08:51:07 PM	1/17/2013 02:10:59 PM	Rock	Admin
9	Donald	Room 1	1/16/2013 08:52:01 PM	1/17/2013 02:11:32 PM	Rock	Admin
10	Demo	Room 1	1/16/2013 08:53:37 PM	1/17/2013 02:11:52 PM	Rock	Admin

1 - 9 of 9

e. Settings functionality

Settings functionality enables user to perform various actions on the module.

Users

Search

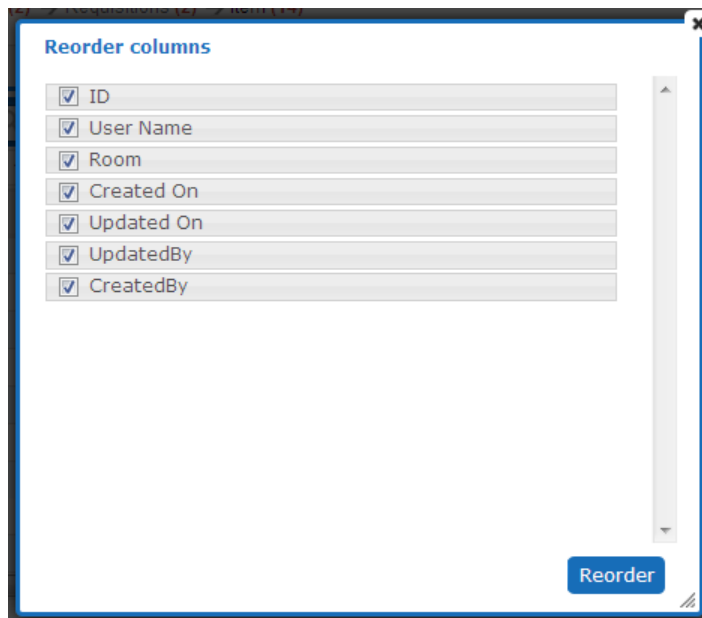
Show 10 records < 1 >

Go to page: 1 Go

ID	User Name	Room	Created On	Updated On	UpdatedBy	
1	Admin	Room 1	12/15/2012 11:53:07 AM	1/16/2013 05:07:46 PM	Admin	Refresh
3	Niraj	Room 1	12/15/2012 11:53:59 AM	12/15/2012 03:53:46 PM	Admin	<input type="checkbox"/> Auto Refresh
4	Arish	Room 1	12/18/2012 11:11:54 AM	1/16/2013 05:40:33 PM	Arish	<input type="checkbox"/> Only Deleted
5	User 1	Room 1	12/18/2012 04:02:37 PM	1/18/2013 01:14:19 PM	Admin	<input type="checkbox"/> Only Archived
6	User 2	Room 1	12/19/2012 04:04:27 PM	12/19/2012 06:58:10 PM	Admin	<input type="checkbox"/> Reorder
7	INDI	Room 1	1/5/2013 02:17:38 PM	1/9/2013 03:22:15 PM	INDI	Admin
8	Rock	Room 1	1/16/2013 08:51:07 PM	1/17/2013 02:10:59 PM	Rock	Admin
9	Donald	Room 1	1/16/2013 08:52:01 PM	1/17/2013 02:11:32 PM	Rock	Admin
10	Demo	Room 1	1/16/2013 08:53:37 PM	1/17/2013 02:11:52 PM	Rock	Admin

1 - 9 of 9

- Refresh: This option refreshes the module and displays the latest changes implemented.
- Auto Refresh: This option automatically refreshes the screen in specified time.
- Only Deleted: This option reflects only the deleted fields of the module on screen. To select it, check the checkbox in front of the option.
- Only Archived: This option reflects only the archived fields of the module on screen. To select it, check the checkbox in front of the option.
- Reorder: This option enables user to reorder the columns of the module.
 - User can also select which field to appear on screen and which remains to be hidden.
 - Check or uncheck the checkbox in front of the field to display or hide the fields respectively.
 - User may also drag and drop fields to be arranged in order of choice.



- After the selection is completed, click

Reorder

Note: To cancel the selection, click



3. Miscellaneous

Grid in History tab may have few of following functionality depends on requirements:

- 1) Resizing of columns
- 2) Re-ordering of columns using drag & drop of column header
- 3) Single column and multi column sorting (using shift key)
- 4) In-line editing
- 5) Multi selection of rows by clicking each row