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ServiceNow interface showing the 'Update Set - Casse management sys...' page. The page displays fields for Name, State, Parent, Release date, Install date, Installed from, and Description. The 'State' is set to 'In progress'. The 'Application' is 'Global'. The 'Created' date is '2025-07-12 10:30:55'. The 'Created by' is 'admin'. The 'Merged to' field is empty. Below the form, there are 'Related Links' and a 'Customer Updates' section with tabs for 'Update Set Logs', 'Child Update Sets', and 'Install History'. A table shows the update set details.

Created	Type	View	Target name	Updated by	Remote update set	Action

ServiceNow interface showing the 'Update Sets' list. The table displays columns for Name, Application, State, Installed from, and Created. A dropdown menu is open, showing the selected update set 'Casse management system [Global]' and the default update set 'Default [Global]'. The table shows 6 update sets.

Name	Application	State	Installed from	Created
Casse management system	Global	In progress		2025-07-12 10:30:55
covid19_11_07_25	Global	Complete		2025-07-11 02:51:37
Default	Global	In progress		2025-06-04 22:10:39
Default	Security Center	In progress		2025-06-05 00:19:29
Default	Now Assist Troubleshooting	In progress		2025-06-05 00:22:42
Default	Pipeline	In progress		2025-07-08 04:21:50

ServiceNow Tables list view. Search: use management. Results show various tables including case\_management\_system, example\_test, covid\_19, etc.

Name	Extends table	Extensible	Updated
case_management_system	(empty)	false	2025-07-12 10:48:43
example_test	(empty)	false	2025-07-12 07:42:40
covid_19	(empty)	false	2025-07-11 03:01:05
sys_df_connection_properties_override	(empty)	false	2025-07-08 06:34:04
sys_df_connection_metadata	Application File	false	2025-07-08 06:34:03
sys_df_connection_attributes	Variables	false	2025-07-08 06:34:03
df_log0007	Log Entry	false	2025-07-08 06:34:02
sys_df_connection_data	(empty)	false	2025-07-08 06:34:02
df_log0006	Log Entry	false	2025-07-08 06:34:01
df_log0004	Log Entry	false	2025-07-08 06:34:01
df_log0005	Log Entry	false	2025-07-08 06:34:01
df_log0001	Log Entry	false	2025-07-08 06:34:00
df_log0002	Log Entry	false	2025-07-08 06:34:00
df_log0003	Log Entry	false	2025-07-08 06:34:00
df_log0000	Log Entry	false	2025-07-08 06:33:59
df_log	Log Entry	false	2025-07-08 06:33:55
sys_df_data_dictionary	Dictionary Entry	false	2025-07-08 06:33:54

ServiceNow Table - Case management system configuration page. Fields include Label, Name, Application, and Remote Table. Below is the Columns section with a table of Dictionary Entries.

Label: Case management system  
Name: u\_case\_management\_system  
Application: Global  
Remote Table:

Column label	Type	Reference	Max length	Default value	Display
Updated	Date/Time	(empty)	40		false
Number	String	(empty)	40	javascript:global.getNextObj(NumberPadded());	false
Created by	String	(empty)	40		false
Sys ID	Sys ID (GUID)	(empty)	32		false
Created	Date/Time	(empty)	40		false
Updated by	String	(empty)	40		false
Updates	Integer	(empty)	40		false

ServiceNow Configuring Category Choices

Tailoring: u\_case\_management\_system.u\_category  
Case management system

Available

Selected

Inquiry/Help  
Software  
Hardware  
Network  
Database  
Password Reset

Add  
Remove

Move up  
Move down

Save Cancel

Enter new item:  Add

ServiceNow Case management system - Create ...

Case management system  
New record

Submit

Number CMS0001007

Channel -- None --

\* Caller

State -- None --

Category -- None --

Impact -- None --

Subcategory -- None --

Urgency -- None --

Service

Priority -- None --

Service offering

Assignment group

Configuration item

Assigned to

Sort description

Description

Submit

ServiceNow

Configuring Case management system form

Available

- Assigned to [+]
- Assignment group [+]
- Caller [+]
- Configuration item [+]
- Created by
- Service [+]
- Service offering [+]
- Updated by
- Updated
- [- begin\_split -]
- [- split -]
- [- end\_split -]
- \* Annotation
- \* Chart
- Activities (filtered)

Selected

- [- begin\_split -]
- Number
- Caller
- Category
- Subcategory
- Service
- Service offering
- Configuration item
- [- split -]
- Channel
- State
- Impact
- Urgency
- Priority
- Assignment group
- Assigned to
- [- end\_split -]

Form view and section

View name: Default view

Section: Case management system

Create new field

Name:

Type: String

Field length: Small (40)

Related Links

ServiceNow

Configuring Subcategory Choices

Tailoring: u\_case\_management\_system.u\_subcategory

u\_category: Inquire/Heal

Case management system

Available

Selected

- Antivirus
- Email
- Internal Application

Add

Remove

Move up

Move down

Save

Cancel

Enter new item:

Add

ServiceNow Case management system - Create ...

Case management system  
New record

Number: CMS0001012

Channel: -- None --

State: -- None --

Impact: -- None --

Urgency: -- None --

Priority: -- None --

Assignment group:

Assigned to:

Category: Inquir/Healp

Subcategory: -- None --

Service: -- None --

Service offering: Antivirus, Email, Internal Application

Configuration Item:

Sort description:

description:

Submit

ServiceNow Dictionary Entry - Sort description

Dictionary Entry  
Sort description

A dictionary entry manages how ServiceNow stores data in tables and fields (columns). For new dictionary entries, select a **Table** and the field **Type** of the new column. Also enter a column label, which becomes the field label, and the column name. If necessary, set a **Max length** for text String type fields, make the field **Mandatory** to save a record, and make the field a **Display Value** for reference fields so it appears on records that reference this table. [More Info](#)

\* Table: Case management system [u\_case\_...]

\* Type: String

\* Column label: Sort description

\* Column name: u\_sort\_description

\* Max length: 100

Application: Global

Active: ☒

Function field: ☐

Read only: ☐

Mandatory: ☒

Display: ☐

Choice List Specification: **Default Value**

The **Default value** specifies what value the field has when first displayed.

Default value:

Delete Column Update

ServiceNow Configuration Page: Configuring Channel Choices

Target: u\_case\_management\_system.u\_channel

Case management system

Available

Selected

- chat
- Email
- Phone
- Self-service
- Virtual Agent
- Walk-in

Add

Remove

Move up

Move down

Save

Cancel

Enter new item:  Add

ServiceNow Configuration Page: Configuring State Choices

Target: u\_case\_management\_system.u\_state

Case management system

Available

Selected

- New
- In progress
- On Hold
- Resolved
- Closed
- Canceled

Add

Remove

Move up

Move down

Save

Cancel

Enter new item:  Add

ServiceNow

Configuring Impact Choices

Cancel Save

Tailoring: u\_case\_management\_system.u\_impact  
Case management system

Available

Selected

1-High  
2-Moderate  
3-Low

Add  
Remove

Move up  
Move down

Save Cancel

Enter new item:  Add

ServiceNow

Configuring Urgency Choices

Cancel Save

Tailoring: u\_case\_management\_system.u\_urgency  
Case management system

Available

Selected

1 - High  
2 - Medium  
3 - Low

Add  
Remove

Move up  
Move down

Save Cancel

Enter new item:  Add

UI Policy Action - New Record

UI policy actions specify exactly what actions to take on a specified field. The conditions specified in the UI policy determine when these actions are triggered. [More Info](#)

UI policy: hardware-subcategory-mandatory

Table: Case management system [u\_case\_management\_system]

\* Field name: Subcategory

Application: Global

Mandatory: True

Visible: Leave alone

Read only: Leave alone

Clear the field value: ☐

Submit

UI Policy - hardware-subcategory-mandatory

Conditions: [Add Filter Condition](#) [Add OR Clause](#)

Category is Hardware

AND OR

If selected, the UI Policy applies to all form views; otherwise the UI Policy is view-specific

Global ☒

On load ☒

Reverse the effects of the UI policy actions when the Conditions evaluate to false

Reverse if false ☒

Tables that extend the specified Table inherit this UI Policy

Inherit ☐

Update Delete

Related Links

[Convert this to Data Policy](#)

[Default view](#)

[Run Point Scan](#)

UI Policy Actions (1) UI Policy Related List Actions

for text Search

Actions on selected rows... New

Field name	Mandatory	Visible	Readonly
u_subcategory	True	Leave alone	Leave alone

1 to 1 of 1



ServiceNow UI Policy configuration page for "3 low urgency- mandatory".

**When to Apply**

Conditions: [Add Filter Condition](#) [Add OR Clause](#)

Impact is 3-Low

AND OR

If selected, the UI Policy applies to all form views; otherwise the UI Policy is view-specific

Global ☒ On load ☒

Reverse the effects of the UI policy actions when the Conditions evaluate to false

Tables that extend the specified Table inherit this UI Policy

Reverse if false ☒ Inherit ☐

[Update](#) [Delete](#)

**Related Links**

[Convert this to Data Policy](#)  
[Default view](#)  
[Run Point Scan](#)

**UI Policy Actions (1)** [UI Policy Related List Actions](#)

for text Search

Actions on selected rows... [New](#)

UI policy = 3 low urgency- mandatory

Field name	Mandatory	Visible	Readonly
u_urgency	True	Leave alone	Leave alone

ServiceNow UI Policy configuration page for "in progress -description- mandatory".

**When to Apply**

Conditions: [Add Filter Condition](#) [Add OR Clause](#)

-- choose field -- -- op -- -- value --

If selected, the UI Policy applies to all form views; otherwise the UI Policy is view-specific

Global ☒ On load ☒

Reverse the effects of the UI policy actions when the Conditions evaluate to false

Tables that extend the specified Table inherit this UI Policy

Reverse if false ☒ Inherit ☐

[Update](#) [Delete](#)

**Related Links**

[Convert this to Data Policy](#)  
[Default view](#)  
[Run Point Scan](#)

**UI Policy Actions (1)** [UI Policy Related List Actions](#)

for text Search

Actions on selected rows... [New](#)

UI policy = in progress -description- mandatory

Field name	Mandatory	Visible	Readonly
u_description	True	Leave alone	Leave alone

certified System | Incidents | Ser | New Tab | ServiceNow IT | 22h41a0426 E | Snow day 3 - | Snow day 3 | ServiceNow D | UI Policies | x + -

https://dev273907.service-now.com/now/nav/ui/classic/params/target/sys\_ui\_policy\_list.do%3Fsysparm\_domain\_restore%3Df...

servicenow All Favorites History Admin UI Policies Search Actions on selected rows... New

All > Table = u\_case\_management\_system.or.Table in u\_case\_management\_system

Short description	Table	Conditions	Reverse if false	On load	Updated	Order
3 low urgency- mandatory	Case management system [u_case_management_system]	u_impact=3-Low^EQ	true	true	2025-07-12 12:39:11	100
In progress -description-mandatory	Case management system [u_case_management_system]	u_state=In progress^EQ	true	true	2025-07-12 12:47:43	100
hardware-subcategory-mandatory	Case management system [u_case_management_system]	u_category=Hardware^EQ	true	true	2025-07-12 12:33:52	100

1 to 3 of 3

certified System | Incidents | Ser | New Tab | ServiceNow IT | 22h41a0426 E | Snow day 3 - | Snow day 3 | ServiceNow D | Create CM | x + -

https://dev273907.service-now.com/now/nav/ui/classic/params/target/u\_case\_management\_system.do%3Fsys\_id%3D-1%26syspa...

servicenow All Favorites Case management system - Create ... Search

Case management system New record Submit

Number CMS0001026

\* Caller

Category Hardware

\* Subcategory -- None --

Service

Service offering

Configuration item

\* Sort description

\* description

Channel -- None --

State In progress

Impact 3-Low

\* Urgency -- None --

Priority -- None --

Assignment group

Assigned to

Submit

ServiceNow Case management systems

Personalize List Columns

Available

- Configuration item
- Created
- Created by
- Impact
- Service
- Service offering
- Subcategory
- Tags
- Updates
- Urgency
- description
- Channel

Selected

- Number
- Sort description
- Caller
- Priority
- State
- Category
- Assignment group
- Assigned to
- Updated
- Updated by

☒ Wrap column text ☐ Compact rows ☐ Active row highlighting

☒ Modern cell coloring

☒ Enable list edit ☒ Double click to edit

[Reset to column defaults](#) [Cancel](#) [OK](#)

ServiceNow Case management systems

	Number	Sort description	Caller	Priority	State	Category	Assignment group	Assigned to	Updated	Updated by
	CMS0001028	test	hr support group1			Inquiry/Help	(empty)	(empty)	2025-07-12 13:22:14	admin
	CMS0001029	test	hr support group1				(empty)	(empty)	2025-07-12 13:22:50	admin

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