Macros

Practice this only in Service-Now Demo instance

**Pre-requisites:**

**Confirm that an earlier assignment has been already accomplished for Catalog Item**

For example: Assignment given for Form name “**Mobile Request**”



**Create custom table “Custom User” (u\_custom\_user) with following structure:**

|  |  |  |
| --- | --- | --- |
| Column | Type | Table / Values |
| **User ID** | String |  |
| **Name** | String |  |
| **Email** | String |  |
| **Role** | String |  |
| **Active** | String |  |
| **Types** | Drop-Down | Employee, Affiliate |
| **City** | String |  |
| **First name** | String |  |
| **Last Name** | String |  |
| **Location** | Reference | cmn\_location |
| **Manager** | Reference | sys\_user |
| **State / Province** | String |  |

**Create an excel sheet “custom\_user.xls” in your local folder with below records**

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **User ID** | **Name** | **Email** | **Role** | **Active** | **Types** | **City** | **First name** | **Last Name** | **Loca**  **tion** | **Manager** | **State / Province** |
| TestBeta1 | Beta1.Test1 | Beta1.Test1@test.com | End User | TRUE | Employee | Boston | Beta1 | Test1 |  |  | MA |
| TestBeta2 | Beta2.Test2 | Beta2.Test2@test.com | End User | TRUE | Employee | Austin | Beta2 | Test2 |  |  | MN |
| TestBeta3 | Beta3.Test3 | Beta3.Test3@test.com | End User | TRUE | Employee | Boston | Beta3 | Test3 |  |  | MA |
| TestBeta4 | Beta4.Test4 | Beta4.Test4@test.com | End User | TRUE | Affiliate | Boston | Beta4 | Test4 |  |  | PA |
| TestBeta5 | Beta5.Test5 | Beta5.Test5@test.com | End User | TRUE | Affiliate | Boston | Beta5 | Test5 |  |  | PA |
| TestBeta6 | Beta6.Test6 | Beta6.Test6@test.com | End User | TRUE | Affiliate | Portland | Beta6 | Test6 |  |  | CA |
| TestBeta7 | Beta7.Test7 | Beta7.Test7@test.com | End User | TRUE | Affiliate | Portland | Beta7 | Test7 |  |  | NY |
| TestBeta8 | Beta8.Test8 | Beta8.Test8@test.com | End User | TRUE | Affiliate | Dallas | Beta8 | Test8 |  |  | CA |
| TestBeta9 | Beta9.Test9 | Beta9.Test9@test.com | End User | TRUE | Affiliate | Austin | Beta9 | Test9 |  |  | TX |
| TestBeta10 | Beta10.Test10 | Beta10.Test10@test.com | End User | TRUE | Affiliate | Austin | Beta10 | Test10 |  |  | TX |

**Assignment:**

**FORM LEVEL**

* Create a “**Mobile Request**” catalog item as mentioned above and add a **Macro variable** to it
* Create a new Macro and add a UI Action to the Macro and label it as “**Add User**”
* Write a script to insert a new user record in “**u\_custom\_user**” table with the below details on the click of the above “**Add User**” button

|  |  |
| --- | --- |
| User ID | TestBeta11 |
| Name | Beta11.Test11 |
| Email | Beta11.Test11@test.com |
| Role | End User |
| Active | TRUE |
| Types | Affiliate |
| City | Boston |
| First name | Beta11 |
| Last Name | Test11 |
| Location |  |
| Manager |  |
| State / Province | PA |

* Create a table called **Accessories** “**u\_accessories**”
* Add two fields “**Memory Card**” and “**Scratch Card**”
* Add a macro variable to “**Mobile Request**” catalog item
* Add a hyperlink in the macro variable as “**Additional Requirement**”
* Write a script such that on clicking the above hyperlink, a new record window of the table “**Accessories**” is displayed
* After entering the data and clicking “**OK**” button, write a script to display the added details in tabular format using macro.