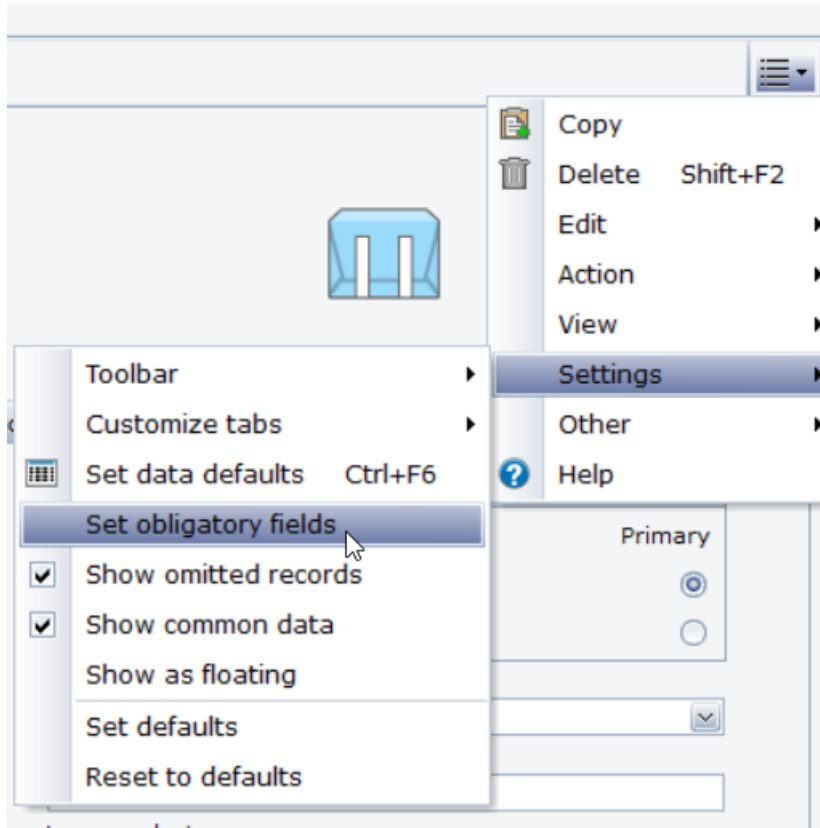


T-DOC v16 Set Obligatory Fields

1. Set Obligatory fields to determine what fields are required and appear upon creation of a new data point.

To set them click  to the right of the screen and click **Settings > Set obligatory fields**.



2. Cycle through the different settings of the data point. When a field is set to **Obligatory** that field must have a value to complete the new data entry.

If you want a field to show but not require a value set to **Show on create**.

If you would like a field not to show, set to **Hide on create**.

Set obligatory fields

Product: Obligatory

Type: Hide on create

Item: Obligatory

Traceability: Hide on create, Obligatory, Show on create, Hide on create

Customer: Hide on create

Customer site: Hide on create

Dispatch restriction: Hide on create

Reservation mode: Hide on create

Counting point group: Hide on create

Total count: Obligatory

Stock Placement: Show on create

Status: Hide on create

Alternative No.: Hide on create

Loan product: Hide on create

Barcodes: Hide on create

General | Packing | Wash / ST | Price | Timing | User fields | Weight | Fast tracking | Rer

Reset OK Cancel

3. After setting the fields when you click New in the same data type that you edited, you will see a dialog box with the fields that were set to Obligatory and Show on create.

The image shows a 'New' dialog box with the following fields and values:

- Product ***: INS00009
- Item ***: (empty)
- Traceability**: Full traceability
- Stock Placement**: (empty)
- Packing material ***: (empty)
- Sterilizer program group**: (empty)

Buttons at the bottom: Save & New, Save, Cancel.

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