



Force Management

Overview

The Force Systems Management module Force Management process provides the ability to view or update Force information.

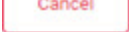
Force is the top tier of the structure.

Navigation

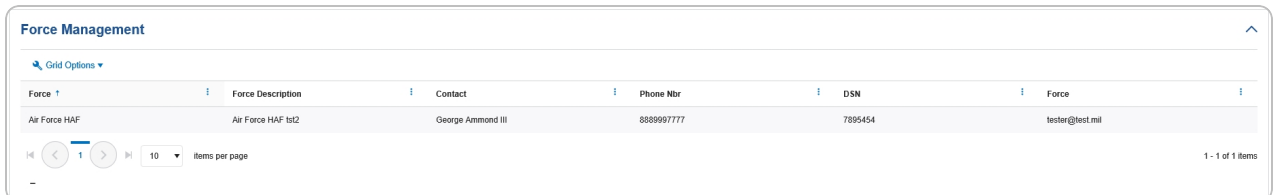
MASTER DATA MGMT > Force Management > Force Management page

Procedures

View a Force System

Selecting  at any point of this procedure removes all revisions and closes the page. **Bold** numbered steps are required.

1. View the Force systems in the Force Management grid.



Force	Force Description	Contact	Phone Nbr	DSN	Force
Air Force HAF	Air Force HAF 1st2	George Ammond III	8889997777	7895454	tester@test.mil

Update a Force System

1. Select the desired record. *The selected record is highlighted in blue, and becomes available.*




2. Select . The **Force Management System Edit** page appears.





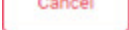
Update a Force Management System

Navigation

MASTER DATA MGMT > Force Management >  > Force Details page

Procedures

Update a Force System

Selecting  at any point of this procedure removes all revisions and closes the page.
Bold numbered steps are required.

1. Select the desired entry. *The Force System is highlighted.*
2. Select . *The **Force Details** page displays.*

Force Details

Force Contact

Force

Force

Air Force HAF


* Description

Air Force HAF tst2

Remarks

Show remarks

Cancel







Help Reference Guide

- A. Update the Description, entering the revised information in the field provided. *This is a 250 alphanumeric character field.*
- B. Select the Show Remarks hyperlink. *The Remarks and History Remarks fields appear.*

Remarks	
Hide remarks	
Remarks	System Test Bug 58274
History Remarks	

3. Select the Contact Tab. *The Force tab closes and the Contact tab opens.*





Help Reference Guide

Force Details

Force

Contact

Contact

* Contact

George Ammond III

* Address 1

7832 W Stump Rd

Address 2

Room 11

Address 3

Wing C

City

Madison

Zip Cd

60004

State Cd

MO - Missouri

Country Cd

US - UNITED STATES OF AME

POC Office

Force Systems Management

DSN

7895454

Phone Nbr

8889997777

Fax Nbr

7777774444

Email

tester@test.mil

Remarks

Show remarks

Cancel

Save

- A.** Update the Contact, entering the revised name in the field provided. *This is an 50 alphanumeric character field.*
- B.** Update the Address 1, entering the revised primary residence of the Contact in the field provided. *This is an 25 alphanumeric character field.*






Help Reference Guide

- C. Select the Show Remarks hyperlink. *The Remarks and History Remarks fields appear.*

Remarks	
Hide remarks	
Remarks	History Remarks
<input type="text" value="System Test Bug 58274"/>	<input type="text"/>

4. Select . *The **Force Details** page closes, and the **Force Management** page displays the updated information.*

