



Project Code Range Overview

Overview

The Warehouse Management module Project Code Range process provides the ability to create, update and delete the first character of the project code number.

A project code is a 3 character code. Define the first character of the range, from A-Z or 0-9, and then the format of the automatically generated remaining 2 characters. Project Code Ranges are established per Warehouse.

Navigation

WAREHOUSE MGMT > Project Code Range > Project Code Range page

Procedures





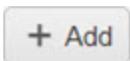
Add a Project Code Range

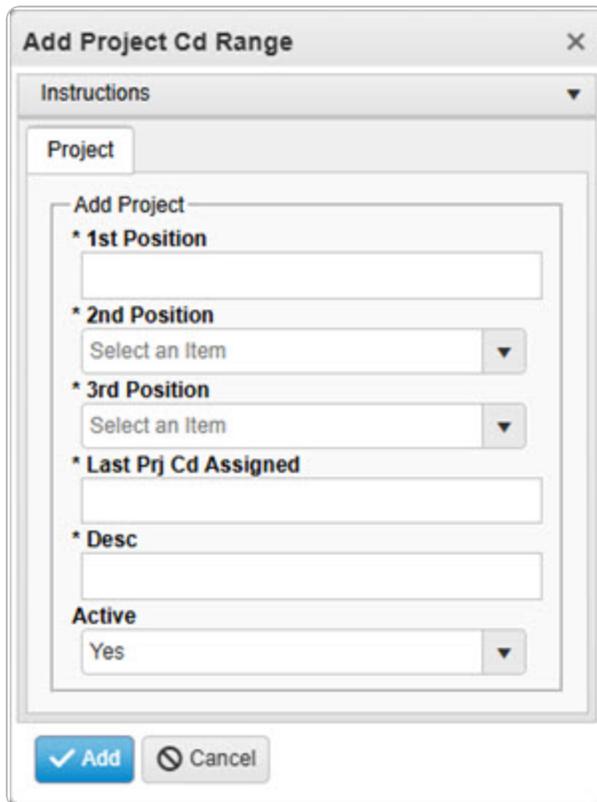
Navigation

WAREHOUSE MGMT > Project Code Range >  > Add Project Cd Range pop-up window

Procedures

Add a Project Code Range

1. Select  to create a Project Code Range. *The **Add Project Cd Range** pop-up window appears.*



The screenshot shows a pop-up window titled "Add Project Cd Range" with a close button (X) in the top right corner. Below the title bar is a section labeled "Instructions" with a dropdown arrow. Underneath is a tab labeled "Project". The form contains several fields: "Add Project" (a header), "* 1st Position" (a text input field), "* 2nd Position" (a dropdown menu with "Select an Item" and a downward arrow), "* 3rd Position" (a dropdown menu with "Select an Item" and a downward arrow), "* Last Prj Cd Assigned" (a text input field), "* Desc" (a text input field), and "Active" (a dropdown menu with "Yes" and a downward arrow). At the bottom of the window are two buttons: a blue "Add" button with a checkmark and a grey "Cancel" button with a circle and slash.





Help Reference Guide

- A. Enter the 1st Position in the field provided. *This is a 1 alphanumeric character field.*
 - B. Use to select the 2nd Position.
 - C. Use to select the 3rd Position.
 - D. Enter the LAST PRJ CD Assigned in the field provided. *This is a 3 alphanumeric character field.*
 - E. Enter the DESC in the field provided. *This is a 30 alphanumeric character field.*
2. Select . *The new Project Code Range appears in green at the top of the grid.*





Delete a Project Code Range

Navigation

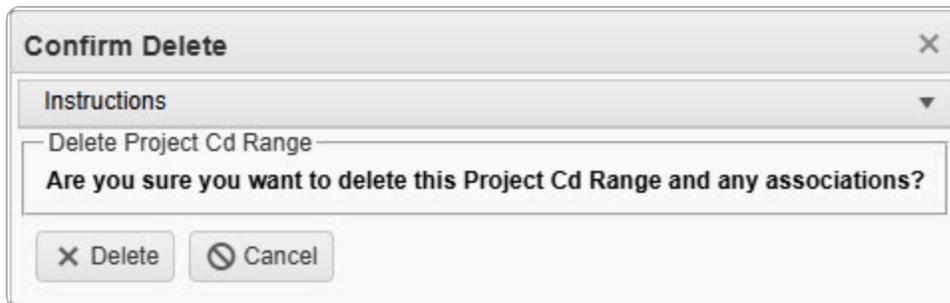
WAREHOUSE MGMT > Project Code Range >  > Confirm Delete (Delete Project Cd Range) pop-up window

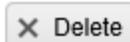
Procedures

Delete a Project Code Range

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

1. Select  next to the desired entry. The **Confirm Delete (Delete Project Cd Range)** pop-up window appears.



2. Select  . The Project Code Range record is removed from the grid.





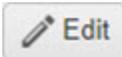
Update a Project Code Range

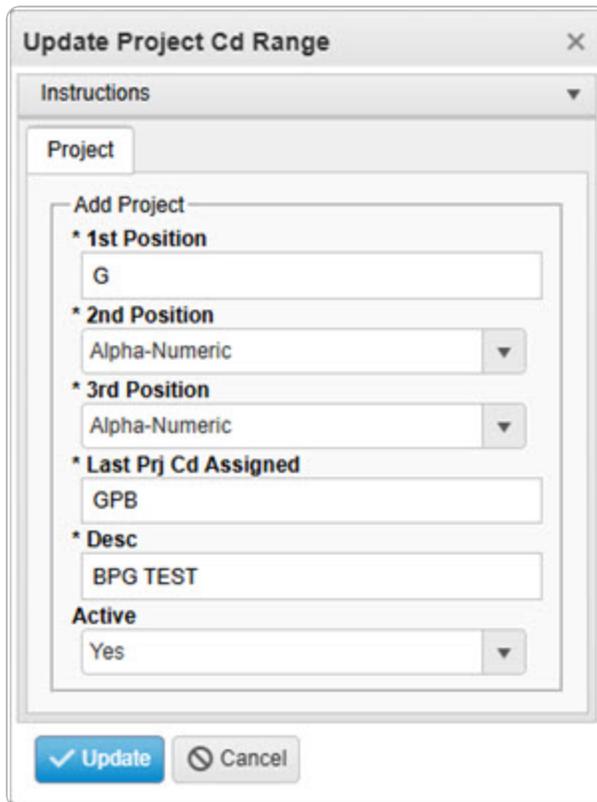
Navigation

WAREHOUSE MGMT > Project Code Range >  > Update Project Cd Range pop-up window

Procedures

Update a Project Code Range

1. Select  to create a Project Code Range. *The **Update Project Cd Range** pop-up window appears.*



The screenshot shows a pop-up window titled "Update Project Cd Range" with a close button (X) in the top right corner. Below the title bar is a section labeled "Instructions" with a dropdown arrow. Underneath is a "Project" section containing several fields:

- Add Project** (header)
- * 1st Position**: Text input field containing "G".
- * 2nd Position**: Dropdown menu with "Alpha-Numeric" selected.
- * 3rd Position**: Dropdown menu with "Alpha-Numeric" selected.
- * Last Prj Cd Assigned**: Text input field containing "GPB".
- * Desc**: Text input field containing "BPG TEST".
- Active**: Dropdown menu with "Yes" selected.

At the bottom of the window are two buttons: "Update" (with a checkmark icon) and "Cancel" (with a circle and slash icon).





Help Reference Guide

- A. Update the 1st Position, entering the revised character in the field provided. *This is a 1 alphanumeric character field.*
 - B. Update the 2nd Position, using to select the desired character type.
 - C. Update the 3rd Position, using to select the desired character type.
 - D. Update the LAST PRJ CD Assigned, entering the revised code in the field provided. *This is a 3 alphanumeric character field.*
 - E. Update the DESC, entering the revised explanation in the field provided. *This is a 30 alphanumeric character field.*
2. Select . *The revised Project Code Range appears in green.*

