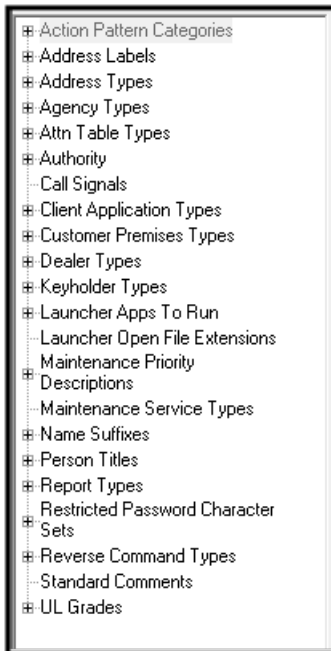


SWS - Maintenance Menu - Setup - Subtypes

The **Subtypes** form allows users to add new subcategories (called "Subtypes") to Manitou items.



Users may add (⇌) Subtypes to many of the following categories:

- ⇌ **Action Pattern Categories** - These allow subdivision of the Action Patterns for clean grouping and data management of the action patterns with the entities.
- ⇌ **Address Labels** - While Manitou has default standards for most countries using the application, the individual operations may need adjust these values to their needs.
- **Address Types** - Displays the Address type available in Manitou. By Default, Manitou creates Home, Work, and Mailing Address types.
- ⇌ **Agency Types** - An Agency is a company, or group, that has access to customer or dealer records. In general, these relate to items that may apply to multiple locations such as Guarding, Cleaner-Janitorial, Property Mangement, Gardening, and the like. Additional types may be alternate police, fire, or medical authorities when more than one applies to a record. Users may create any types of Agencies that also apply to their business.
- **Attention Table Types** - These are the choices for sending external notifications based on the type listed. By Default Manitou installed Invoice, Mailing, and Reporting attention types.
- **Authority** - Depending on the business needs, users may change the descriptions of the Authority types in Manitou created by the default installation.
- ⇌ **Client Application Types** - These are used to manage the available applications in use in Manitou for enabling and disabling [permissions](#) in the permissions profiles. When new applications are available for Manitou, these display within this section.
- ⇌ **Customer Premises Types** - These are the different types of accounts users then choose when creating new customer records. Any new types created here behave as Commercial type accounts.
- ⇌ **Dealer Types** - Allows for the creation of operational specific Dealer types. This rarely used feature allows users to select the available type when creating new Dealers or editing existing dealers.

- **⇒ Keyholder Types** - These labels define the available person types for contact lists in Manitou. Users may add additional types and rename existing types as required by their operations.
 - **⇒ Launcher Apps to Run** - Users may create links to systems that can be accessed through Manitou using the launcher application.
 - **⇒ Launcher Open File Extensions** - This lists any extensions for applications that may be run via the Launcher apps.
 - **⇒ Maintenance Priority Descriptions** - Users may edit existing and add new priority descriptions for use in Maintenance Issues in Manitou.
 - **⇒ Maintenance Service Types** - Users may add any Service Types that reflect their operational needs for selection when creating Maintenance Issues in Manitou.
 - **⇒ Name Suffixes** - Users may update and add any suffixes for persons in Manitou. Such as Jr., Sr., etc..
 - **⇒ Person Titles** - Users may update and add any titles to be available to tie to persons on Manitou.
 - **Report Types** - These list the groups used within the Manitou System Reports. Users may not add additional groups.
 - **⇒ Restricted Password Characters** - These set what characters in what order are not allowed use in Manitou. This is a UL feature requirement to ensure that passwords remain secure within the alarm operations.
 - **Reverse Command Types** - These list the available Reverse Command items available for the creation of Reverse Commands within the Monitoring Company Record. This is most often managed by Manitou Support and Development.
 - **⇒ UL Grades** - Users may edit existing and set new UL Grades according to their operational requirements.
 - **Workflow Component Categories** - No longer available in Manitou. This is a listing of the categories used to manage the legacy Workflow features.
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