

SWS - Forms in the Maintenance Menu - Class Codes

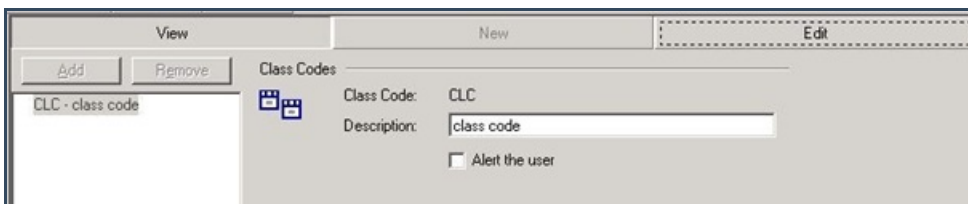
Class Codes and Group Codes are customizable, user-created options for grouping certain signals or Resolutions together. For instance, a Central Station may wish to assign all monitored banking companies to a large Class Code, but a particular Branch of banks to one Group Code.

Adding a New Class Code

Perform the following steps to add a new Class Code to Manitou:

1. Navigate to the Maintenance menu and click "Class Codes".

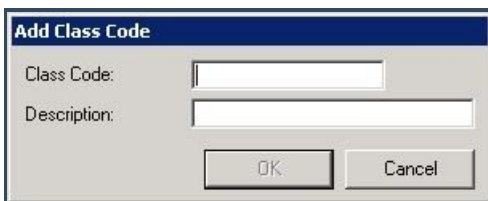
Result: The Class Codes form displays as shown in the following window:



The screenshot shows a software window titled "Class Codes" with three tabs: "View", "New", and "Edit". The "View" tab is active, showing a list of class codes with one entry: "CLC - class code". To the right of the list are "Add" and "Remove" buttons. The "New" tab is also visible, showing fields for "Class Code:" (containing "CLC"), "Description:" (containing "class code"), and an unchecked checkbox for "Alert the user".

2. Click "Edit" then click "Add".

Result: The "Add Class Code" window displays as shown in the following screenshot:



The screenshot shows a dialog box titled "Add Class Code" with a dark blue header. It contains two input fields: "Class Code:" and "Description:". Below the fields are "OK" and "Cancel" buttons.

3. Enter a Class Code into the "Class Code" field.

Note: This text displays as the first part of the Class Code name in the list.

4. Enter a description into the "Description" field.

Note: This text displays as the second part of the Class Code name in the list.

5. Click "OK".

Result: The "Add Class Code" window closes and the system returns the user to the Class Codes form.

6. If you want to alert the user regarding this new Class Code, select the "Alert the user" checkbox.
7. Click "Save".

