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# XAM156 Entity Entry

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## Overview

This program can be used to maintain data for entities. This is handy for validation tables. Note that end user would normally maintain/view UDF data via UDF Forms rather than form here.

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## Examples

This section illustrates examples concerning:

[Example 1: Maintain Data for an Entity](#)

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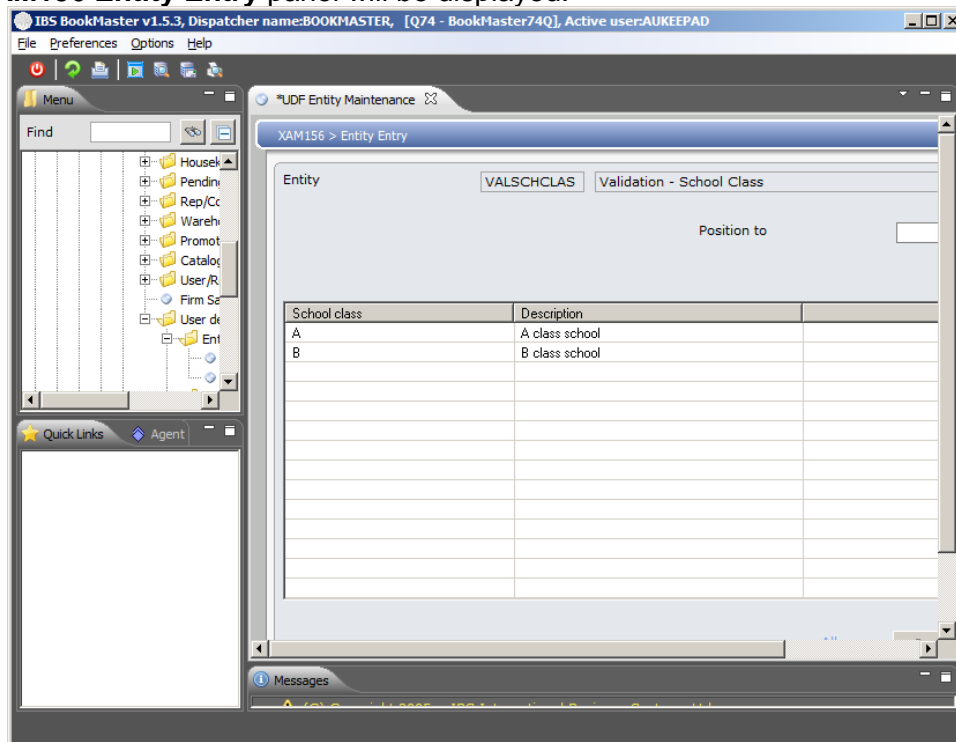
### Example 1: Maintain Data for an Entity

1. Select option **UDF Entity Maintenance** from Base Modules> Distribution>Masterfiles>Database Management> Database Management>User defined fields>Entity menu.

**XAM120 Work with Entity** panel will be displayed.

2. Select a new entity and click **Entry**.

**XAM156 Entity Entry** panel will be displayed.



## Options

- Detail** Displays the information entered, allowing the user to make any necessary changes. Example brings up a generic form allowing change for all properties on this entity.
- Delete** Deletes any entries no longer required against the Entity.

### Functions

- Add** Creates a new entry for this entity.

3. Click **Add**.

**XAO140 Validation – School Class** panel will be displayed.

4. Enter the data that relates to the field.

**Note** If the user encounters error messages such as Invalid /Property or Text length exceeds maximum length, the entry is too long.

5. If the User accidentally keys an existing key value, then the current property values will be displayed for maintenance.
6. Press **<ENTER>** and the subfile information displays.
7. Enter the Relevant information and select OK to confirm. A window pops up to confirm the changes for this ID if \*\*\*\*\*/EP-CFM is set to 'Y'.
8. Select **YES** to confirm and return to the previous screen.
9. Continue to add all the "keys" that relate to this Entity. Click **OK** to return to the main Entity maintenance screen.