

Tab

- Counter Document

Counter Document

The screenshot shows a web application interface for creating a Counter Document. At the top, there is a navigation bar with tabs for 'Home (54)', 'Summary', and 'Counter Document: Doc type x'. Below the navigation bar is a toolbar with various icons for document management. The main form area is titled 'Counter Document' and contains the following fields:

- Client:** A text field with the value 'Konnect Demo'.
- Organization:** A text field with the value '*'.
- Name:** A text field with the value 'Doc type'.
- Description:** A text field.
- Active:** A checkbox that is checked.
- Document Type:** A dropdown menu with the value 'Sales Order'.
- Create Counter Document:** A checkbox that is checked.
- Counter Document Type:** A dropdown menu with the value 'Purchase Order-CM'.
- Document Action:** A dropdown menu with the value '<None>'. Below this dropdown is a checkbox labeled 'Valid'.

Critical Fields :

1. Document Type : Used to mention the parent document, Which is currently the user working document.
2. Counter Document : Used to mention the Child document , which means the documents are automatically created when we complete the parent document.
3. Create counter Document : Used to mention it is counter based or not
4. Document Action : Used to mention that the counter document status.

Critical and One Time setup Field :

1. Organization : Used to mention the Master data organization name.

Non-Critical Field :

1. Name : Used to maintain the Counter document name
2. Description : Used to maintain the extra details about the Document.

Process :

1. Validate Document Type : Used to validate the Counter Document data