

Form and process

- Extend contract

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The screenshot shows a software interface for configuring a process. At the top, there are three tabs: 'Home (112)', 'Summary', and 'Extend Contract' (which is active and highlighted in orange). Below the tabs, the main area contains the following elements:

- A heading: **Do you want to start the Process?**
- A subtext: Contracts ending before the mentioned date will be extended
- A date field: 'Current Finish Date' with a calendar icon, showing the date '31/08/2022'.
- Three checkboxes:
 - ☐ Sales Transaction
 - ☐ Autocomplete
 - ☐ Run as Job

At the bottom of the window, there is a 'Saved Parameters' section with a dropdown menu and two icons (a folder and a document). On the far right, there are two buttons: 'Start' (with a green checkmark icon) and 'Cancel' (with a red X icon).

Parameters :

- 1) Current finish date : It is used to mention finish date which is already available in sales contract document.
- 2) Sales Transaction : By selecting this check box it is used for sales transaction.
- 3) Autocomplete : It is used to complete sales contract document for extending contract.

Process Use :

By using this process we can able to extend contract with date in sales contract.