

# Document Sequence Creation

1. Select the Organization
2. Enter Sequence Name
3. If you are generating the auto numbering enable the Auto Numbering check box
4. Enter the Decimal Pattern (How many digit maintain in a Document No)
5. Current Next-When the start the Document No
6. Prefix-Prefix before the Sequence No (Ex : PO/0056/2021-2022, PO is a prefix)
7. Suffix-Suffix after the Number (Ex : PO/0056/2021-2022, 2021-2022 is a Suffix),
  - a) if you want Suffix Automatic year is need ,you enter the suffix or prefix - <calyear>
  - b) If you want a Date with Year ,you enter the suffix or prefix -@DateAcct<YY-MM-dd>@
8. Mandatory date column field, this column based on the sequence create window Account date column id

The screenshot displays the Konnect Analytics web application interface. The browser address bar shows the URL 192.168.100.206:7080/webui/index.zul. The application header includes the Konnect Analytics logo, a search bar, and user information: Selva@XYZ Foundation.\*/1XYZ Foundation Admin. The main menu on the left lists 'Home (4658)', 'Purchase Order: PO/800009/2...', 'Document Type: Purchase Order', and 'Document Sequence: Purchase...'. The 'Sequence' form is the central focus, with fields for Client (XYZ Foundation), Organization, Name (Purchase Order), Description (Purchase Order), and various configuration options. The 'Auto numbering' checkbox is checked, and the 'Used for Record ID' checkbox is unchecked. The 'Decimal Pattern' field is empty. The 'Increment' field is set to 1, and the 'Current Next' field is 800,883. The 'Prefix' field is PO/, and the 'Suffix' field is /<calyear>. The 'Organization level' checkbox is unchecked, and the 'Suffix after the number' checkbox is checked. The 'Restart sequence every Calendar Year' and 'Restart sequence every period' checkboxes are both checked. The 'Date Column' field is DateOrdered. The bottom of the screen shows a Windows taskbar with icons for File Explorer, Google Chrome, and other applications, along with the system clock showing 17:34 on 26-07-2021.

Menu

Favourites

Recent Items

Document Sequence: Purchase Order

Purchase Order: PO/800009/2021-2022

Purchase Order: PO/800008/calyear

Purchase Order: PO/800007/calyear

Purchase Order: PO/800006/2021-2022

Purchase Order: PO/2021-2022800005/2021-2022

Purchase Order: PO/2021-2022800004

Sequence

Data requested

Client: XYZ Foundation

Organization: \*

Name: Purchase Order

Description: Purchase Order

☒ Active

☒ Auto numbering

☐ Used for Record ID

Decimal Pattern

Increment: 1

Current Next: 800,883

Prefix: PO/

Suffix: /<calyear>

☐ Organization level

☒ Suffix after the number

☒ Restart sequence every Calendar Year

☒ Restart sequence every period

Date Column: DateOrdered

RawMaterial-Finish....xls

Show all

17:34  
26-07-2021

Browser tabs: Inbox, Editing, Konne, Konne, All op, [ERP-7, Konne, New Tab. Address bar: 192.168.100.206:7080/webui/index.zul. User: Selva@XYZ Foundation.\*/XYZ Foundation Admin.

Search: material in. Navigation: Feedback, Profile, Preference, Change Role, Log Out.

Menu, Favourites (Work order), Recent Items (Document Sequence: Purchase Order, Purchase Order: PO/600009/2021-2022, Purchase Order: PO/600008/'calyear', Purchase Order: PO/2021-2022, Purchase Order: PO/2021-2022800005/2021-2022, Purchase Order: PO/2021-2022800004).

Sequence Configuration:

- Client: XYZ Foundation, Organization: \*
- Name: Material indent Mo, Description:
- ☒ Active, ☒ Auto numbering, ☐ Used for Record ID
- Decimal Pattern: 000
- Increment: 1, Current Next: 1
- Prefix: MIN/@DateAcct<YY-MM-dd>@/, Suffix:
- ☐ Organization level, ☒ Restart sequence every Calendar Year
- Date Column: DateAcct

RawMaterial-Flinis....xls. Show all.

Taskbar: Windows, File Explorer, Google Chrome, Paint, System tray: 17:37, 26-07-2021.

Revision #2

Created Mon, Jul 26, 2021 11:24 PM

Updated Mon, Jul 26, 2021 11:30 PM