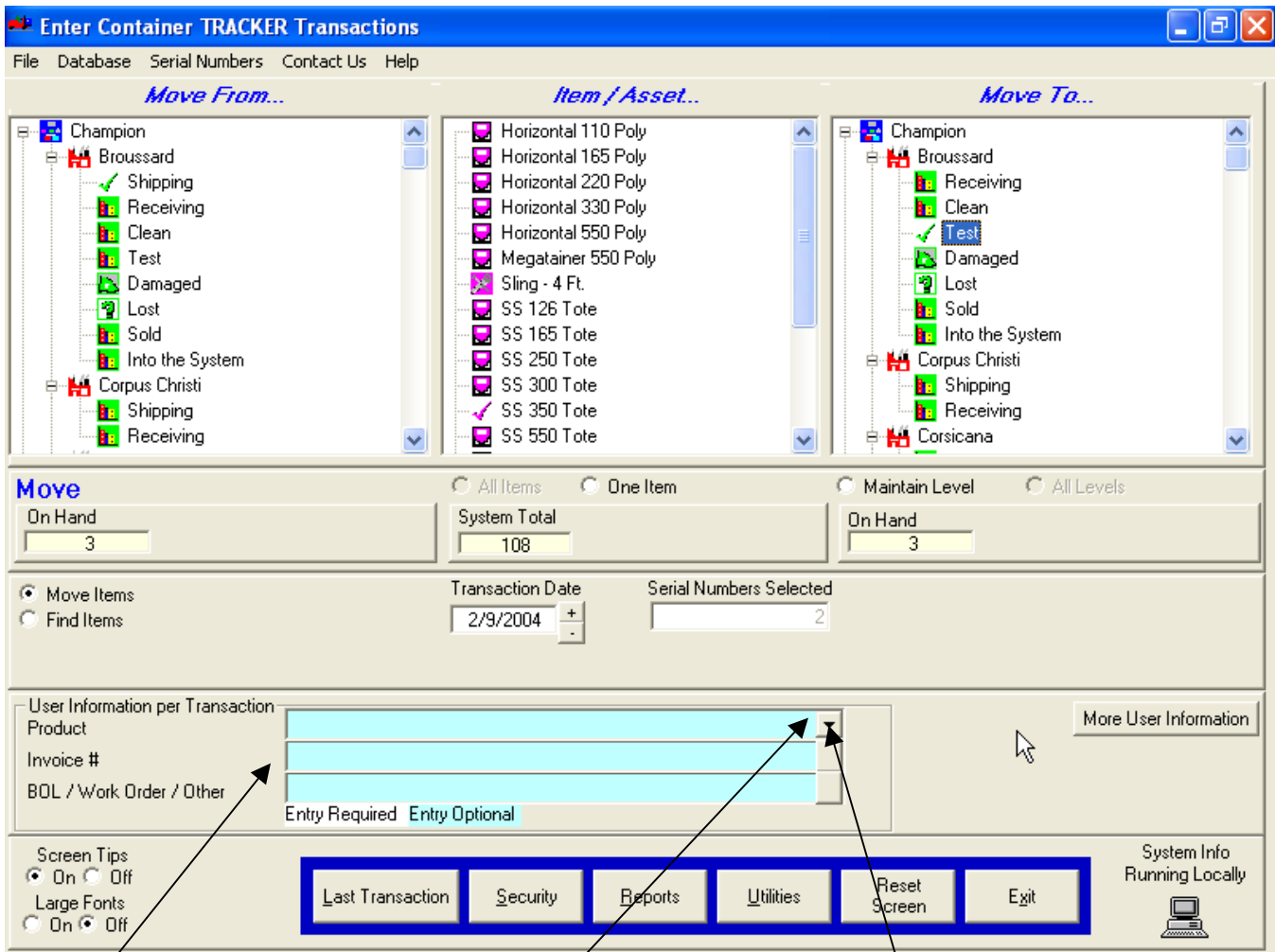


How To Enter User Specific Information

Your installation of **ContainerTRACKER®** can be configured for you specific information needs. There are a maximum of three fields on the Main Screen and an additional 23 fields on the extra information screen. Few systems use all of these fields; they are available for user convenience and system flexibility. The Main Screen fields are commonly the only ones used.

The information that is filled in by the user is configured for your specific needs. The individual fields can be configured in a variety of ways. These fields only display when the transaction is moved from a location configured to add this information. This user information is associated with the Transaction (movement) in **ContainerTRACKER®**.

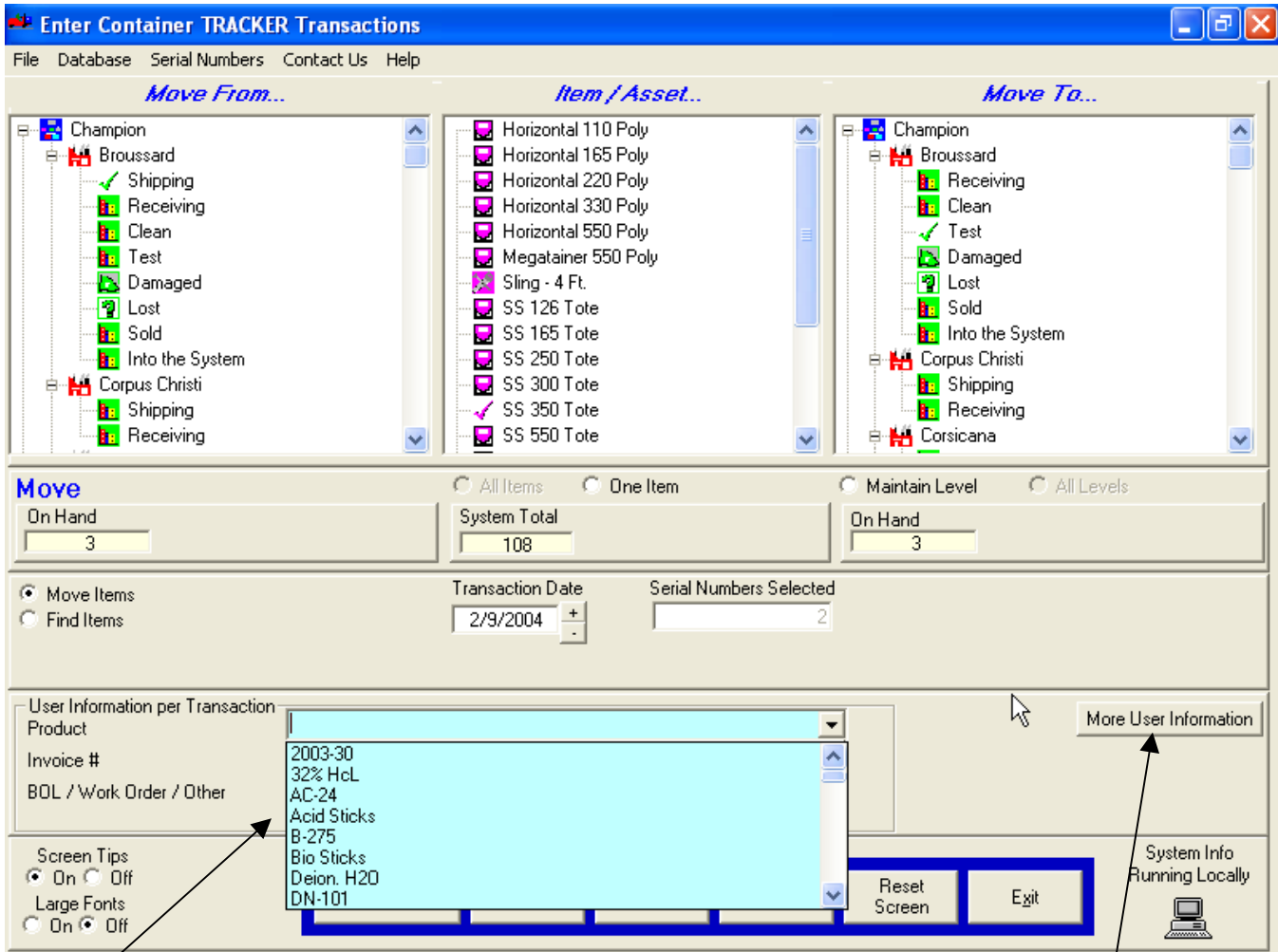


User Fields – If the user fields are cyan (light blue) the information is optional. If they are white, the information must be entered.

If a field has an arrow at the right-hand side, there is a drop down list associated with the field.

- 1) Click on the arrow associated with the 'Product' field to display the list.

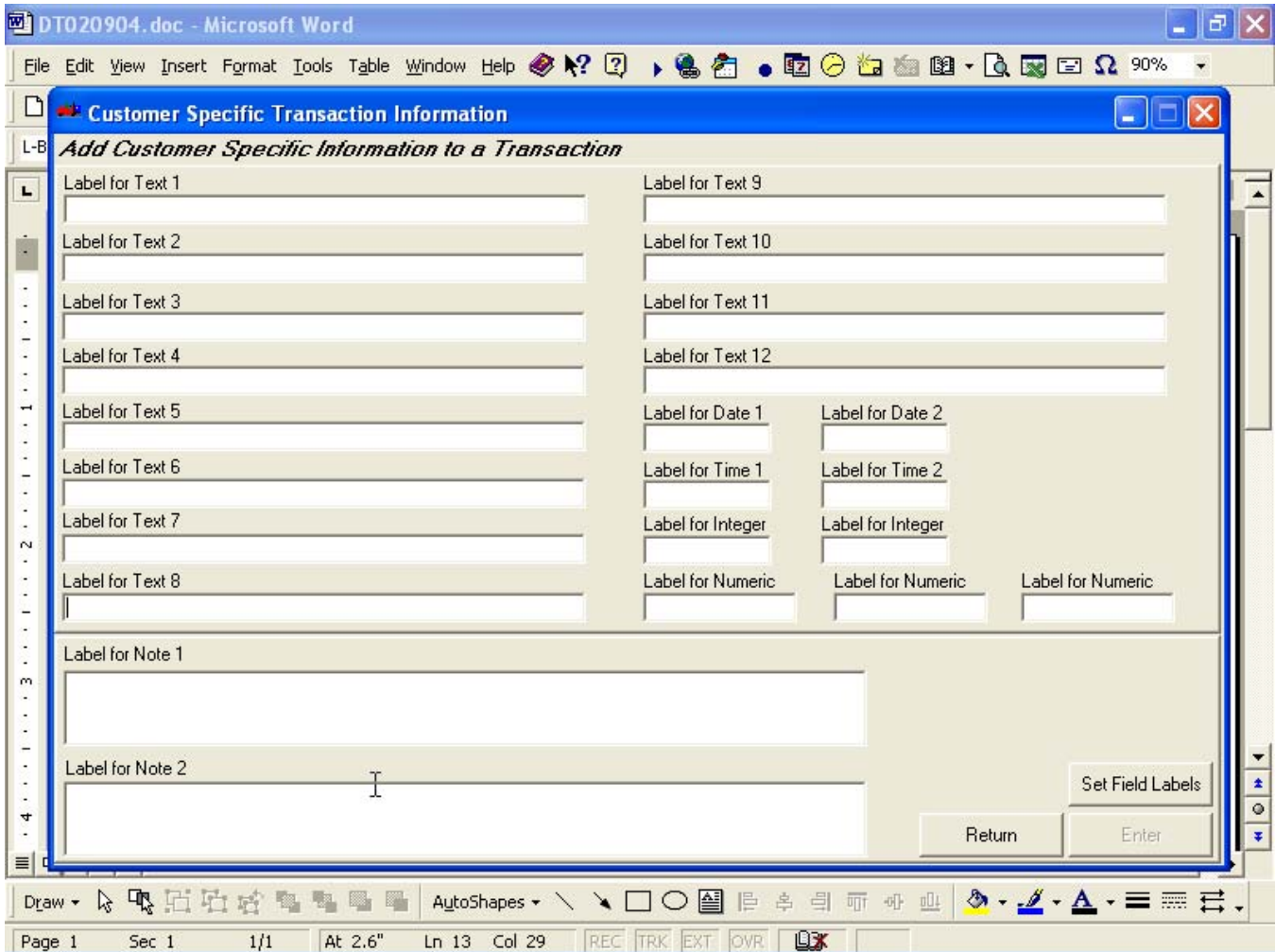
How To Enter User Specific Information



Click on your selection from the drop down list. There are also an additional 23 fields of data that you can associate with a transaction (movement). To access these fields, click the 'More User Information' button.

- 2) Click on the 'More User Information' button to display the 'Customer Specific Transaction Information' screen.

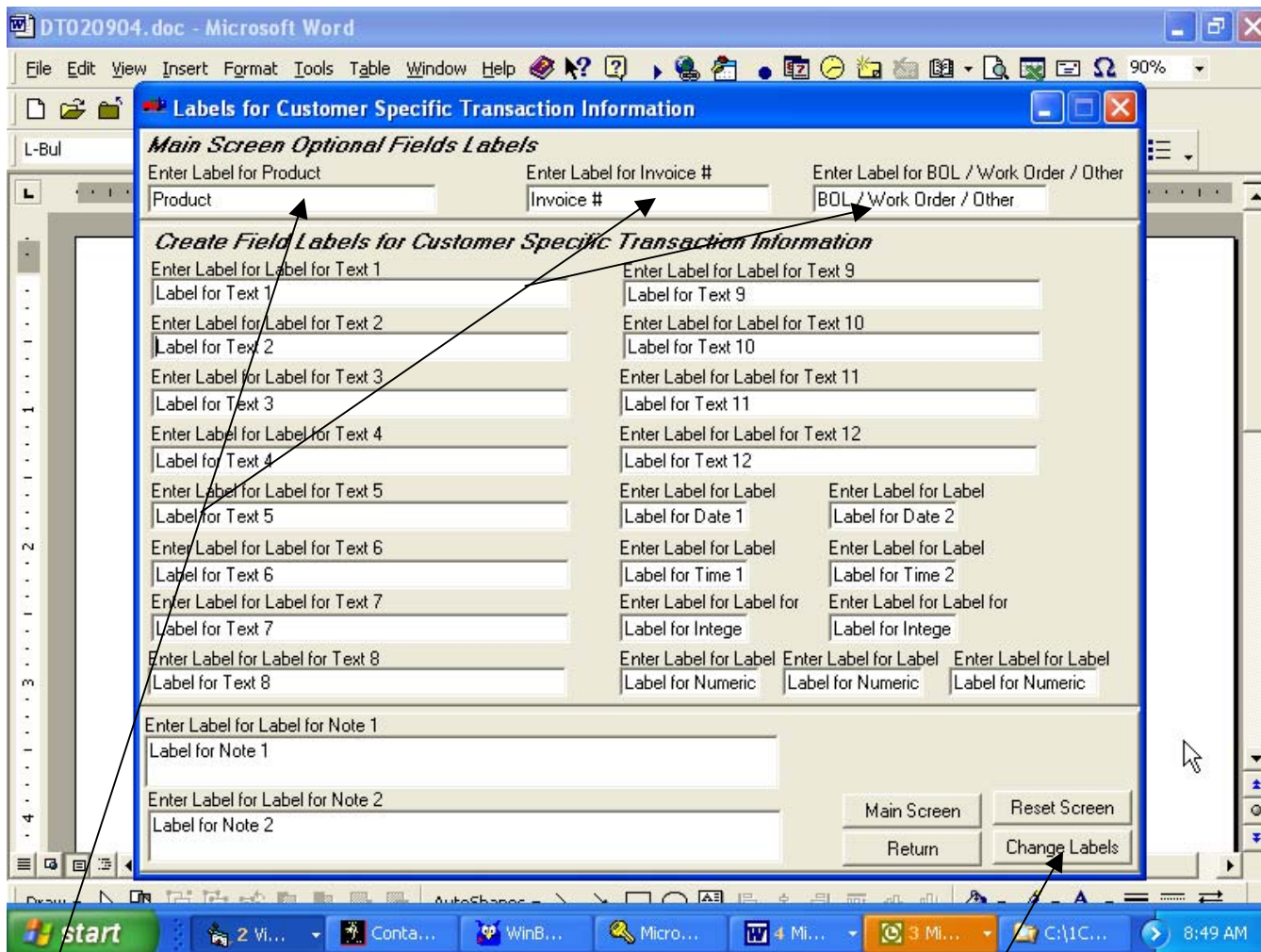
How To Enter User Specific Information



You can change the field labels for these fields and the three fields on the Main Screen by clicking on the 'Set Field Labels' button.

- 3) Click on the 'Set Field Labels' button to display the " screen.

How To Enter User Specific Information



Notice the labels that appear with the three User Information fields on the Main Screen are set here.

- 4) Enter the text you desire for the various field labels and click on the 'Change Labels' button to complete the change.

Changing labels only affects the screen displays. It does not change Transaction data.