



Optional Field Manager

User Guide

Important Notice

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Summary

Optional Field Manager performs operations on a Sage 300 database involving optional fields. Supported operations:

- **Delete Optional Fields.** Delete fields that are no longer required from a Sage 300 database. A selected optional field will be completely deleted from all tables with an option to remove the optional field definition from common services. Rows are deleted and counts are updated appropriately.
- **Add Optional Field Values.** When an optional field is added in Sage 300, table rows are not populated with an initial or default value. If the optional field is required, some operations cannot be performed until a value is present. This operation provides such a value for all rows in a table or tables without affecting existing values. This operation is available for master file and setup tables, not for transaction tables.

Overview

Optional Field Manager connects directly to a Sage 300 SQL Server database. It is recommended that users be logged out of Sage 300 during delete operations. The operations are completed in a matter of seconds.

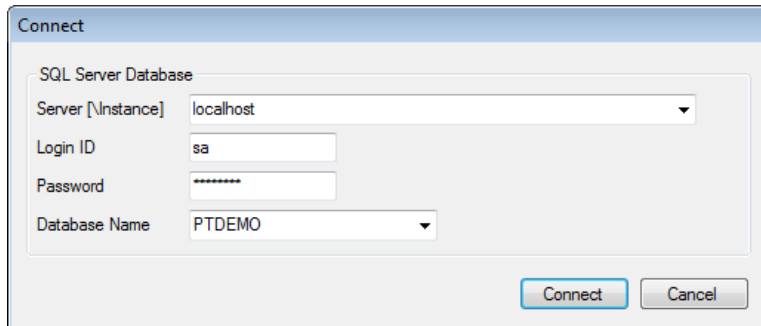
Running Optional Field Manager

Optional Field Manager is installed and run like any other Windows program. An icon to launch the program can be created on the Sage 300 desktop. Optional Field Manager may be un-installed.

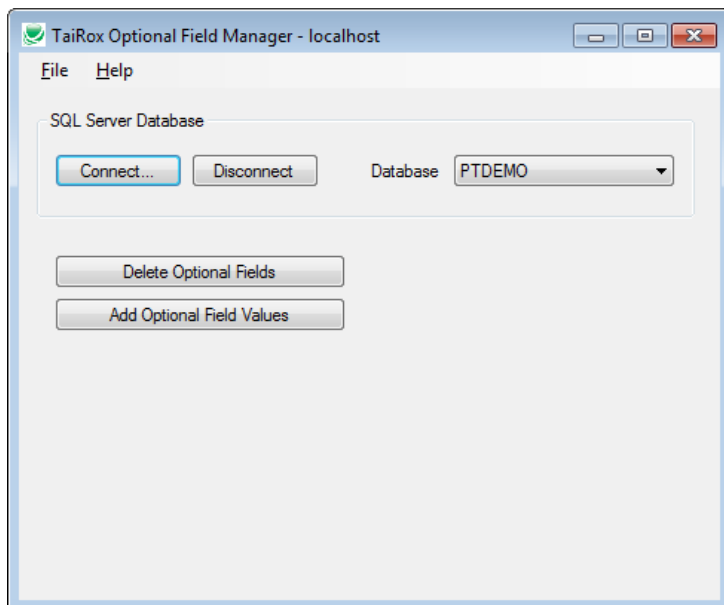
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Running Optional Field Manager

When Optional Field Manager is launched, you will be asked for a connection to a SQL Server database:



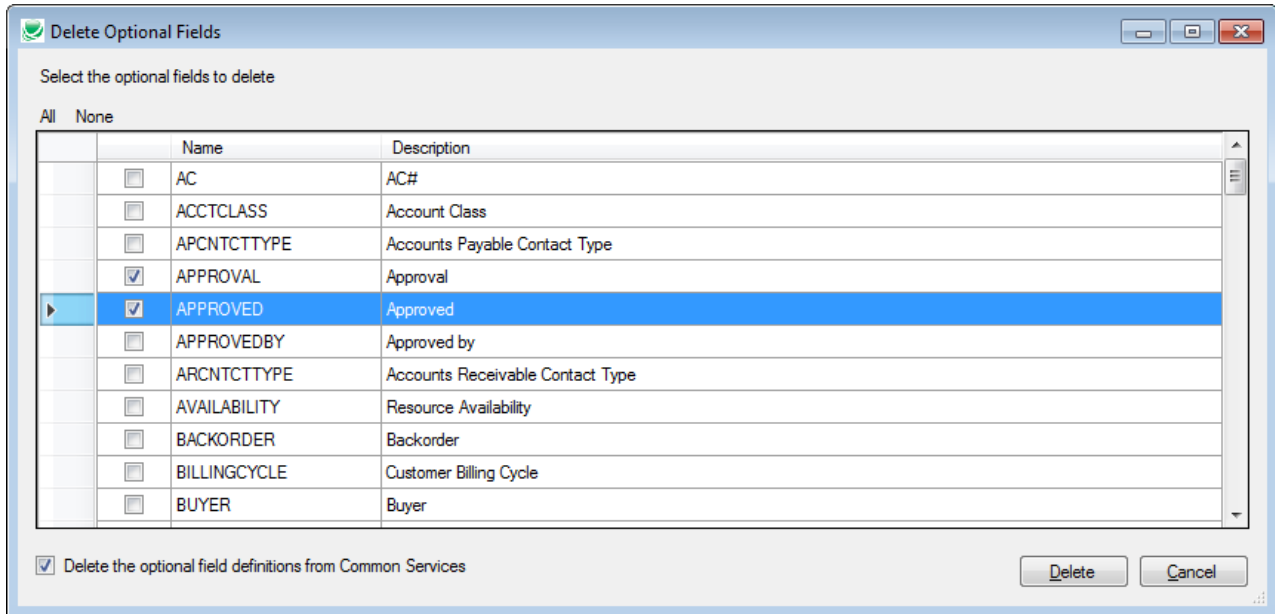
Once connected, operations are presented as a series of buttons:



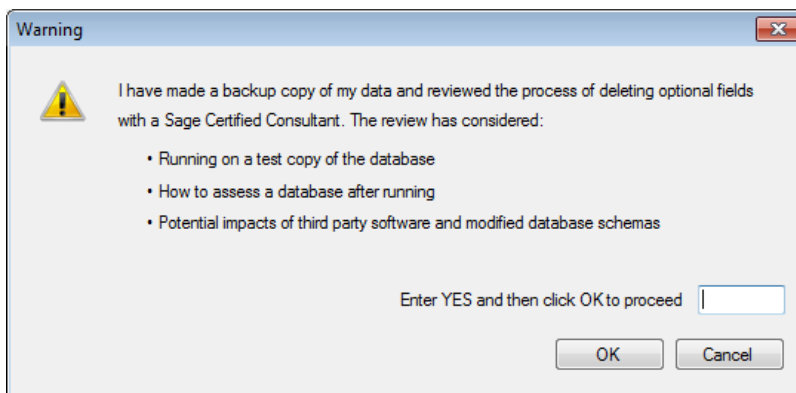
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Deleting Optional Fields

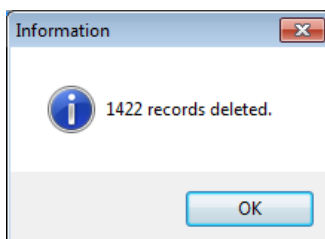
Select the optional fields that you would like removed from the database. **Important Note:** You may choose to delete the optional field definition from common services tables or leave the definition in place. A deletion done in C/S will block deletion if the optional field is in use by third party SDK applications following proper optional field protocol. We recommend this safety precaution.



A warning message will be displayed before any operation is performed. You must type in YES (upper case) in order to start the operation.



A message will be displayed when the operation is complete:

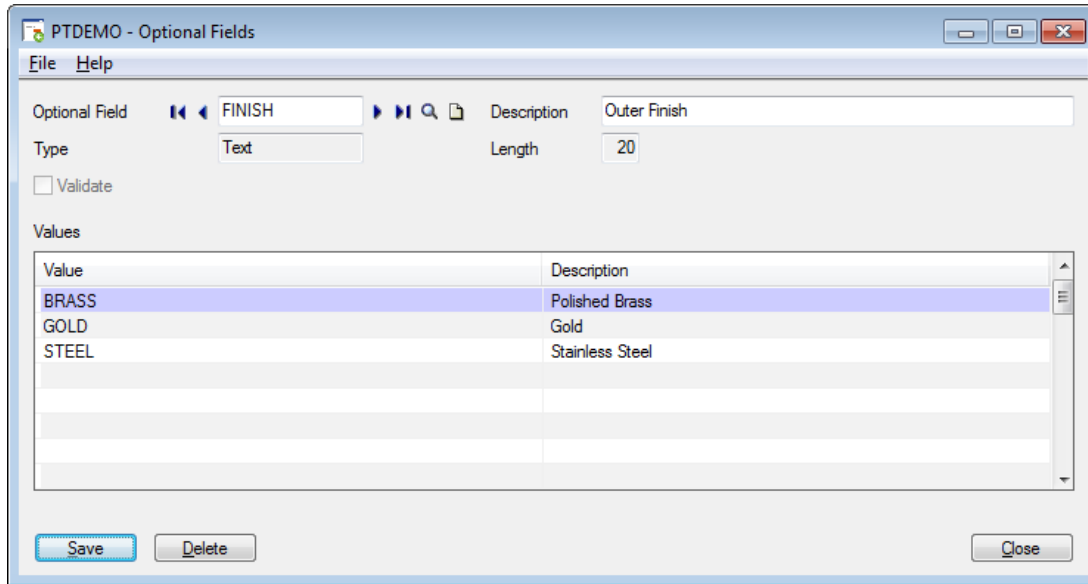


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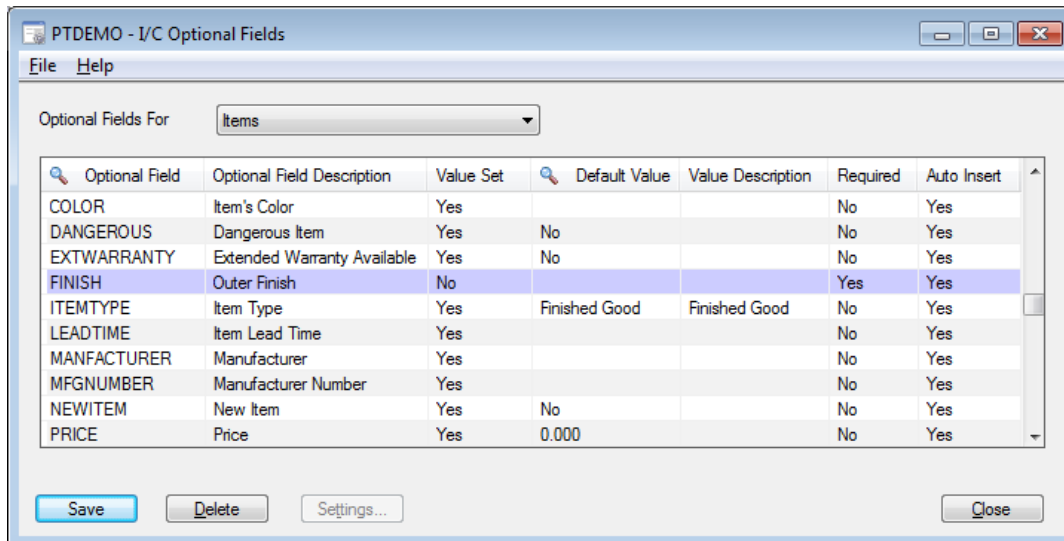
Add Optional Field Values

Important Note: This operation will not change values already present in the database. It will add values to those rows that have no value (have a null value).

Suppose that a new optional field FINISH has been added in Common Services:



Further suppose that FINISH has been added to I/C Optional Fields - Items:

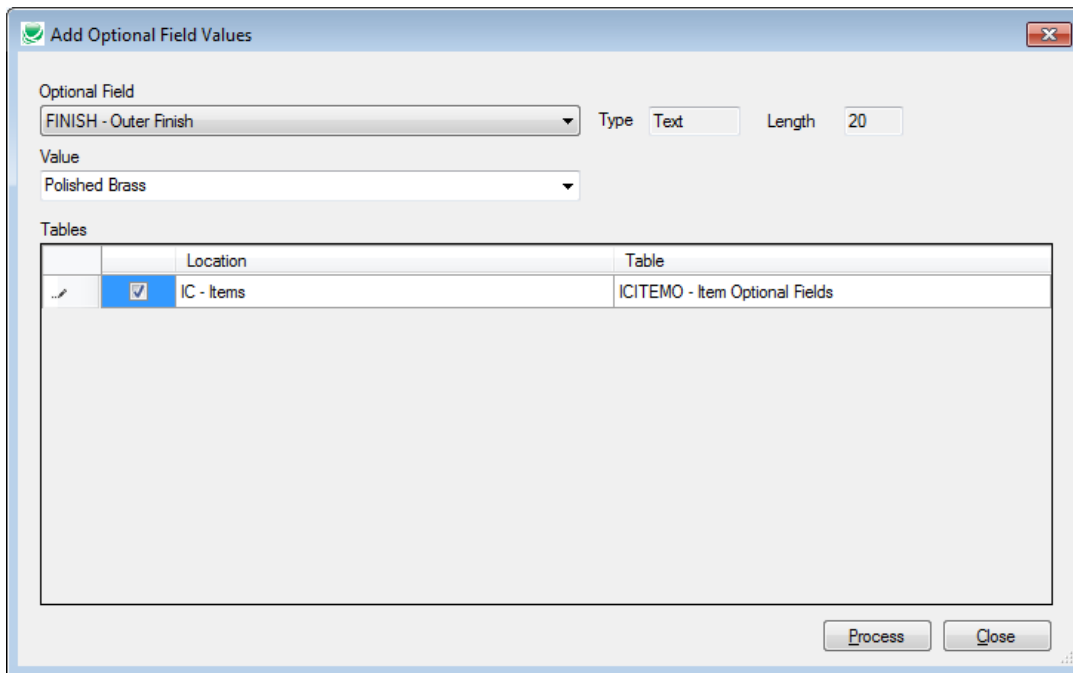


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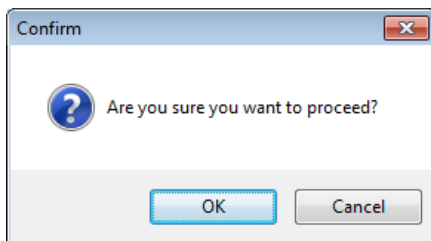
Add Optional Field Values

The Add Optional Field Values operation can now be used to populate all items in the database with a value. FINISH is of type text. All optional field types are supported with appropriate variations in entry style: Text, Amount, Number, Integer, Yes/No Date and Time.

Select the optional field and the bottom grid will show all master file and set up tables where this optional field is used. In this case, only IC - Items is displayed.



When you press Process, a warning message will appear:



Upon completion, the number of rows affected will be displayed:

