

Actions

This chapter elaborates various actions that can be performed on each module by the users. These actions are restricted by user's role and permissions.

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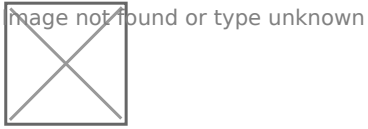
List of Actions

Table 6- 1 List of Actions

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6.1 Edit Record

- Click on **Edit** in the Action column of the List.



- Change the values of the desired form fields and click **Save**.

Overview:

- Users can select the edit button to add information to empty fields or modify existing entries as needed.
- Click on the **Back to List** button if the user does not want to save any changes.

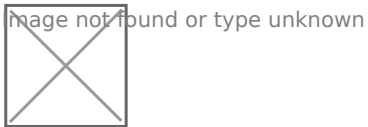


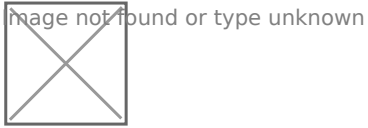
Figure 6- 1 Edit Record

Note:

If the user gets the validation message during the Edit of any fields in the form, user must input correct data.

6.2 View History

- Click on the **History** button in the Action column of the List.



Overview:

- Users can view the changes made to the individual attributes of the record, including the user who made the record, the values that were edited, and the timestamp when it was edited.
- Click on **“Back to List”** to go back.

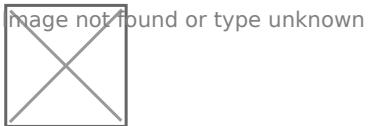
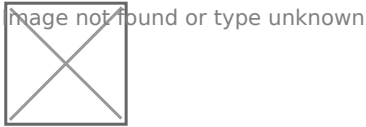


Figure 6- 2 Record History

6.3 Delete Record

- To delete a record, click on the **Delete** button in the Action column of the list.



Overview:

- After clicking the delete button, it will display a confirmation dialog. Click the 'Yes, delete it!' button in the confirmation dialog to delete the record.

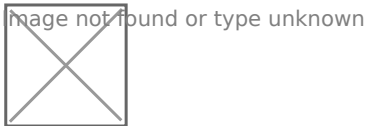


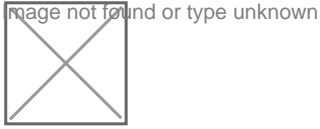
Figure 6- 3 Delete Confirmation Dialog

Note: Once deleted, the record cannot be recovered by the user. The alternative to deleting is to change the record's status to inactive/non-operational if the status field is available. This way, the user won't need to delete the record.

The records that are deleted through the interface can be retrieved in cases of accidental deletion. Please contact the technical support team if such events occur.

6.4 View on Map

- Click on the **Map** button in the Action column of the List to view the spatial location of the record with a marker.



Note:

The map button will be available only if spatial information is maintained in the record.

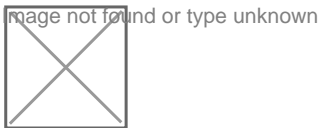


Figure 6- 4 View on Map

6.5 Show Details of Record

- Click on the ***Detail*** button in the Action column to view the attribute information maintained for the record.

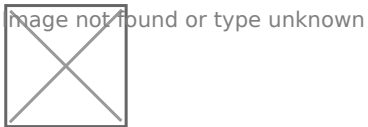
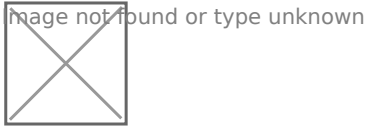


Figure 6- 5 Record Details

6.6 View Nearest Road of Record

- Click on the **Nearest Road** button, to view the nearest road that links to the building/containment.



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Note:

View Nearest Road of Record is available only in the Building/ Containment Module.



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Figure 6- 6 View Nearest Road

6.7 View Login Activity

- Click the **Login Activity** button in the Action column of the list to view the last login times and their IP addresses.



Figure 6- 7 Login activity

Note:

- View login activity is available only in the Users module.

6.8 Chart Card Tools

The user can undertake diverse actions using the chart card tools, including minimizing and maximizing the chart. Furthermore, the option to download the chart as an image enhances the user's capability to evaluate the information.

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