

intra-mart WebPlatform/AppFramework
Ver.7.2

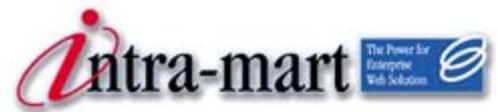
IM-Common Master Operation Guide

❖ Revision History

Revision date	Revision details
2010/04/01	First edition
2011/11/31	Second edition Added "at mark (@), period (.), plus (+) and exclamation (!)" to the characters allowed to be entered for text entry restriction pattern 1.

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intra-mart WebPlatform/AppFramework

Chapter 1 Operation by login group administrator



1.1.1 Notes on use

In using IM-Common Master operation screen of login group administrator menu, if synchronization is configured as valid, using the following menus should be avoided. If some data is handled from any of the following menus, synchronization may fail, and an error may occur during operation of IM-Common Master screen.

Login group administration/Account administration

Account configuration	Transferred to IM-Common Master: user
-----------------------	---------------------------------------

Application common master administration

Organization configuration	Transferred to IM-Common Master: company/department
Post configuration	Transferred to IM-Common Master: company/department
Public group configuration	Transferred to IM-Common Master: public group
Grouping configuration	Transferred to IM-Common Master: grouping



For details on synchronization, refer to the document "IM-Common Master Synchronization Specification".

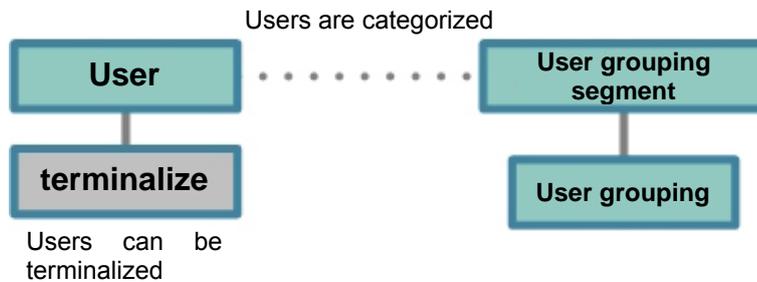
1.2

User master



1.2.1 Features of user master

The user master configuration provides the following features.

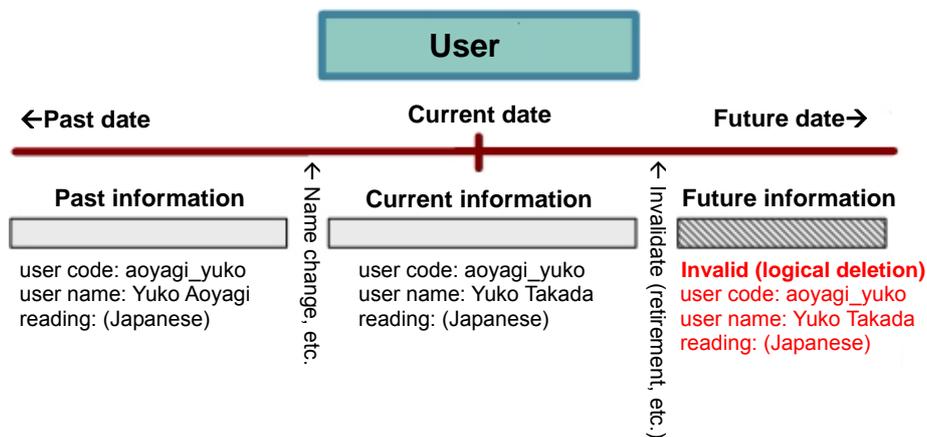


User information can be terminalized for administration. It is possible to establish individual user grouping to attach the relevant grouping segment to the user.



1.2.1.1 Terminalization of user

User information can be terminalized and information such as user name, reading (Japanese), sort key, email address and notes can be maintained as history. Therefore, data can be handled with information as of the processing date. In addition, user information can be internationalized as well.

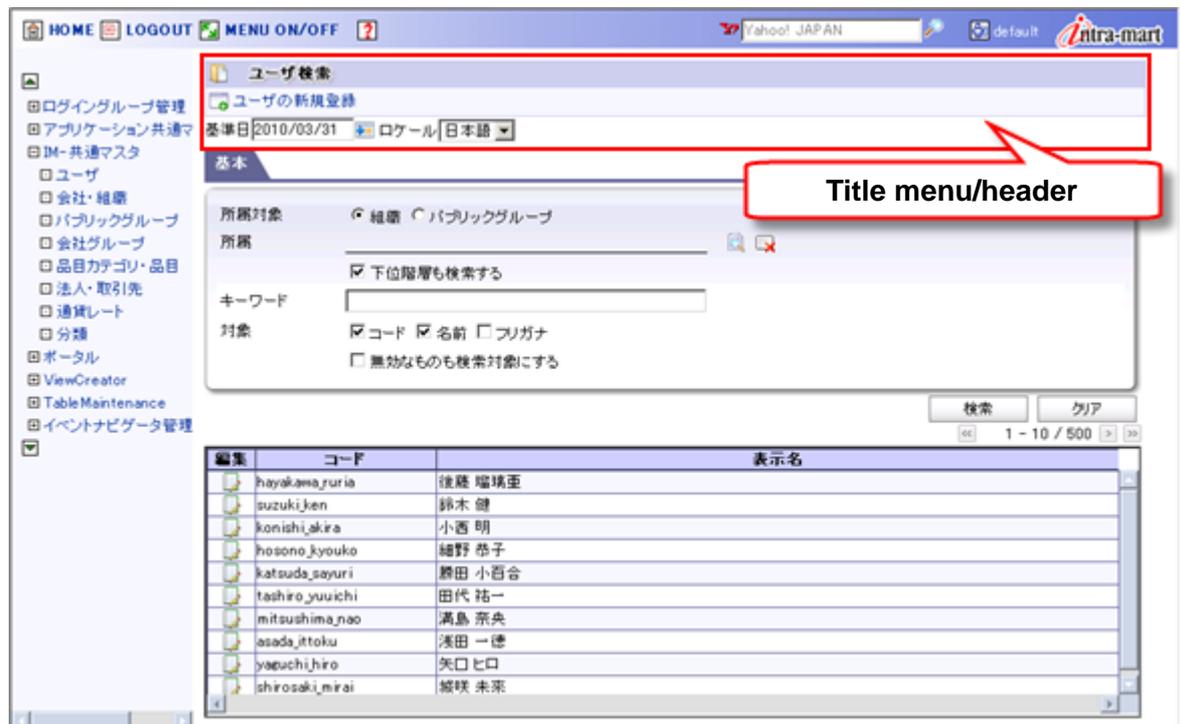


For each term, internationalized information can be configured.



1.2.2 User configuration

Registered users can be searched, referred and edited.



Title menu/header pane

Base date	Enter the base date for searching. By clicking the  icon, calendar subscreen for selecting the base date will be opened.
Locale	Select the locale to be searched.
[Basic] tab	
Attachment target	Select the search target, either department or public-group.
Attachment	If attachment target is already selected, search can be done with the condition that the target has particular attachment. By clicking the  icon, search screen as specified by selecting the Attachment target will be opened. By selecting department or public-group and establishing it, the selection will be displayed in the blank textbox. By clicking the  icon, the target will be cleared.
[Include sub-hierarchies]	Check this box when searching throughout the department or public-group as specified by selecting the Attachment target.
Keyword	Keyword for searching. Specify the search target for the keyword by checking the following checkboxes.
Target (in case of mass data mode, select just one of them))	
[code]	If [code] is checked, codes will be searched with the entered keyword.
[name]	If [name] is checked, names will be searched with the entered keyword.
[reading]	If [reading] is checked, readings will be searched with the entered keyword (only for Japanese).
[Include invalidated data]	Include invalidated data in the search result to be displayed. Invalidated data will be displayed in red characters.
[Search] button	By clicking this, search will be executed with the entered information.
[Clear] button	By clicking this, search condition will be cleared, returning to default status.

Search result

 (Edit) icon

Code

Display name

By clicking this, user details screen will be displayed.

User code will be displayed.

User name will be displayed.

1.2.2.1 User search

- 1 From the menu, click [IM-Common Master] – [User].
Search screen will be displayed.



The screenshot displays the 'ユーザー検索' (User Search) interface. At the top, there are navigation links: HOME, LOGOUT, MENU ON/OFF, and a help icon. The page title is 'ユーザー検索'. Below the title, there are links for 'ユーザーの新規登録' and a date filter '基準日 2010/03/31'. A language dropdown is set to 'ロケール 日本語'. The main content area is titled '基本' (Basic) and contains the following search criteria:

- 所属対象: 組織 パブリックグループ
- 所属: [Text input field]
- キーワード: [Text input field]
- 対象: コード 名前 フリガナ
- 無効なものも検索対象にする

At the bottom right, there are two buttons: '検索' (Search) and 'クリア' (Clear).

- 2 By clicking the [Search] button, display the target user.
Search result will be displayed in the lower part.

From the search result by clicking the  icon, user details screen will be displayed.



ユーザ検索

ユーザの新規登録

基準日 2010/03/31 ロケール 日本語

基本

所属対象 組織 パブリックグループ

所属

下位階層も検索する

キーワード

対象 コード 名前 フリガナ

無効なものも検索対象にする

検索 クリア

1 - 10 / 500

編集	コード	表示名
	hayakawa_ruria	後藤 瑠璃亜
	suzuki_ken	鈴木 健
	konishi_akira	小西 明
	hosono_kyouko	細野 恭子
	katsuda_sayuri	勝田 小百合
	tashiro_yuuichi	田代 祐一
	mitsushima_nao	満島 奈央
	asada_ittoku	浅田 一徳
	yaguchi_hiro	矢口 ヒロ
	shirosaki_mirai	城咲 未来

1.2.2.2 User configuration

- 1 In the User search screen, click [New user registration]. When editing, in the search result click the  icon for the target user.



ユーザ検索

ユーザの新規登録

基準日 2010/03/31 ロケール 日本語

基本

所属対象 組織 パブリックグループ

所属

下位階層も検索する

キーワード

対象 コード 名前 フリガナ

無効なものも検索対象にする

検索 クリア

1 - 10 / 500

編集	コード	表示名
	hayakawa_ruria	後藤 瑠璃亜
	suzuki_ken	鈴木 健
	konishi_akira	小西 明
	hosono_kyouko	細野 恭子
	katsuda_sayuri	勝田 小百合
	tashiro_yuuichi	田代 祐一
	mitsushima_nao	満島 奈央
	asada_ittoku	浅田 一徳
	yaguchi_hiro	矢口 ヒロ
	shirosaki_mirai	城咲 未来

2

From the [Basic] tab in the displayed screen, enter user code information.

At the top of the screen, term bar will be displayed in which the term to be created will be indicated. In the new user registration screen, user information will be displayed as being valid during the whole term from the system start date up to the system end date as configured in the system.

By clicking the button located at the lower right area of the term bar for changing the term, initially created term can be changed. Details on operation of terminalization are explained in [1.11 Terminable information].

User code (required)

Enter the user code. Once registered, it cannot be changed.

3

Select [Profile] tab and enter the user profile.

Current locale	The locale being entered is displayed.
Sex	Select either male or female.
User name (required)	Enter the user name.
Reading	Enter the reading. (only for Japanese)
Country code	Enter the country code.
Zip code	Enter the zip code.
Address 1	Enter the address 1.
Address 2	Enter the address 2.
Address 3	Enter the address 3.
Telephone number	Enter the telephone number.
Extension number	Enter the extension number.
Fax number	Enter the fax number
Extension fax number	Enter the extension fax number.
Mobile phone number	Enter the mobile phone number.
Email address 1	Enter the email address 1.
Email address 2	Enter the email address 2.
Mobile email address	Enter the mobile email address.
URL	Enter the URL.
Notes	Enter the notes.
Sort key	Enter the sort key. Enter the display order in single-byte numerals.



- Sex is fixed even if locale changes.

4 Next, click the [Other locale configuration] button and enter multilingual information of the company. This screen is used when more than one locale exist.

+/- box

Checkbox (next to the language

By clicking this, folded/displayed can be switched.

If checked off, content in that language will not be updated.

name)	
Copy from (language name)	Copy the content from default language.
Move to top	When scrolling, by clicking this button screen display will be returned to the top.
User name (required)	Enter the user name.
Reading	Enter the reading. (only for Japanese)
Country code	Enter the country code.
Zip code	Enter the zip code.
Address 1	Enter the address 1.
Address 2	Enter the address 2.
Address 3	Enter the address 3.
Telephone number	Enter the telephone number.
Extension number	Enter the extension number.
Fax number	Enter the fax number
Extension fax number	Enter the extension fax number.
Email address 1	Enter the email address 1.
Email address 2	Enter the email address 2.
URL	Enter the URL.
Notes	Enter the notes.
[OK] button	Establish the contents and return to the details screen.

Upon finishing entry, click the [OK] button and return to the company details screen.

5 Select [Account] tab and enter the user account.

Password:	Enter the password for logging-in.
Password (confirm)	Reenter the password for confirmation.

Mobile password	Enter the password for logging-in from a mobile.
Mobile password (confirm)	Reenter the mobile password for confirmation.
License	<p>Select the check box to assign a license, which is assigned to the login group. A user cannot log in without a license.</p> <p>Use [Login group administration] - [Account license configuration] when assigning licenses to all accounts.</p>
Term of validity	<p>Enter the term during which this account is valid. In order for a user to log in using this account, the account must be within the valid duration and the [License] box is checked.</p> <p>For details on term of validity, refer to [1.11 Terminable information].</p>
Locale	Select the default language for this account. Note that the configuration specified by the user in the [User configuration] - [Locale configuration] menu takes precedence over this configuration.
Out of office flag	Check this box to indicate by default that the user is out of office. Note that the configuration specified by the user in the [User configuration] - [Out of office configuration] menu takes precedence over this configuration.
Initial login	Check this box to display the following screen to prompt password change when the user logs in for the first time. Use the password history management function to specify whether or not to display the password change screen. (Refer to "System Administrator Operation Guide".)
Number of login failures	<p>The number of login failures so far on this account will be displayed.</p> <p>This indicates that the user has not logged in successfully using this account. This number is reset to 0 when the user is successfully logs in using this account.</p>
Account lock	By checking this box, the account is locked and the user cannot log in.
Color pattern	<p>Select the default color pattern of the screen for this account.</p> <p>Five color patterns: "Blue", "Green", "Gray", "Orange", and "Red" are pre-registered.</p> <p>Note that the configuration specified by the user in the [User configuration] - [Color pattern configuration] menu takes precedence over this configuration.</p>
Main page pattern	Select the default screen pattern for this account. The screen pattern registered in [Login group administration] - [Login group configuration] is displayed. Note that the configuration specified by the user in the [User configuration] - [Main page pattern configuration] menu takes precedence over this configuration. The main page pattern lists URLs of the page which is displayed after general users' successful login. Users can select from this list the favorite page to be displayed after logging in .
Explanation	Enter the explanation of this account.

6 Select [Role] tab and enter the user account.

The screenshot shows the 'ユーザー詳細(鈴木 健)' page. The 'ロール' tab is active. The role list is as follows:

ロール名	表示名	開始日	終了日
bpwsuper_	ワークフロー管理者	1900/01/01	2999/12/31
level2	レベル2ユーザ	1900/01/01	2999/12/31

The application list below is:

アプリケーションID	アプリケーション名
IS	イントラネット・スタートバック
GM	GroupMail

Role [Add attachment] button

Select the roles to be configured for the user of this account.

Click this button when adding a role.

By selecting from the list the role to be added and clicking the [OK] button, the selected role will be added to the list.

In doing so, the term owned will be configured as the whole term available for the system.

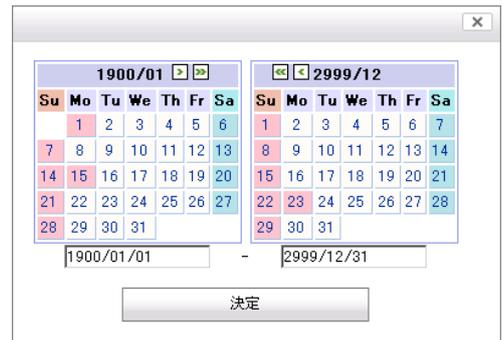
The 'ロール検索' dialog box shows the following search results:

- ワークフロー管理者
- ゲストロール
- レベル1ユーザ
- レベル2ユーザ
- レベル3ユーザ
- ユーザ設定ロール

Role [Modify term] button

Modify the role term configured for this account.

Select the relevant role for modification and click this button.



Role [Delete attachment] button

By clicking this, selected role will be cancelled. It will disappear from the list.

Role name

Role name will be displayed. .

Display name

Display name will be displayed.

Start date

Start date will be displayed.

End date

End date will be displayed.

Application role[Add attachment] button

Select the application role to be configured for the user of this account.

When permitting the user to use installed application software (Intranet Start Pack, etc.), select the application.

By selecting from the list the application role to be added and clicking the [OK] button, the selected application role will be added to the list.



Application role [Delete attachment] button

By clicking this, selected application role will be cancelled. It will disappear from the list.

7

Select [Department attach] tab, display the department to which the user is attached.

A user may be attached to more than one department/post concurrently. His/her main attachment can be specified concurrently. In addition, each attachment term can be configured respectively.

However, more than one main attachment cannot be specified for one term across several companies.



- The company/department to which the user is attached is limited to those already registered. For details on registering a company/department, refer to [1.3 Company/department master].

The screenshot shows the 'ユーザー詳細(鈴木 健)' page in the Intra-mart system. The '組織所属' (Organization) tab is selected, displaying a table of department assignments. The table has columns for '主' (Main), '組織' (Organization), and '役職' (Position). One entry is visible: '主' is '主', '組織' is '技術開発本部', and '役職' is '代表取締役副社長執行役員'. The interface includes a navigation menu on the left, a top navigation bar with 'HOME', 'LOGOUT', and 'MENU ON/OFF', and a right-side toolbar with buttons for '所属を追加', '所属期間', '所属を削除', '削除', and '更新'.

主	組織	役職
主	技術開発本部	代表取締役副社長執行役員

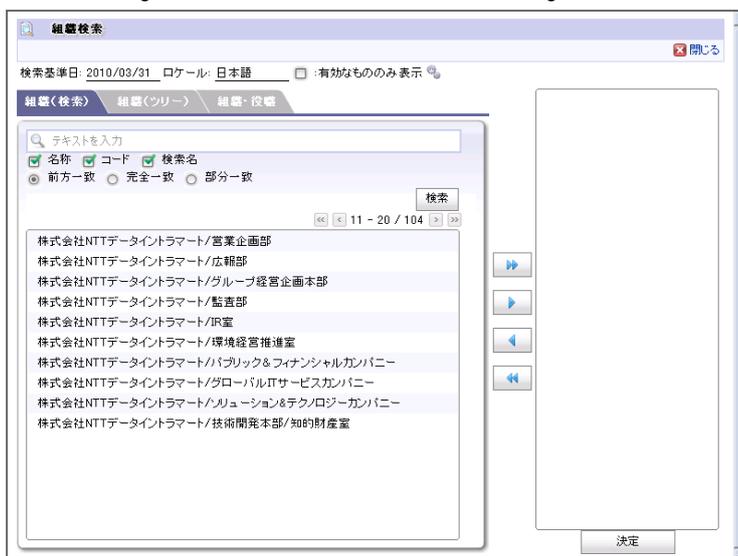
[Add attachment] button

Click this button when adding a department to which the user is attached.
By selecting from the list the department/post to be added and clicking the [OK] button, selected information will be added to the list.

To display the structure of a different term, by clicking the  icon to change the base date and then clicking the [OK] button, that changed base date will be displayed.

By selecting from the list the department/post to be added as attachment destination and clicking the [OK] button, selected department/post will be added to the list.

In case of registration, attachment term cannot be changed.



Main

"Main" is indicated for main attachment.

Department

The department to which the user is attached will be displayed.

Post

The post to which the user is attached will be displayed.

[Attachment term] button

By clicking this button, term editing screen will be displayed, in which the term during which the user being edited is attached to the selected department/post can be edited. For operation of terminalizing the attachment, refer to [1.11 Terminable information].

技術開発本部 - 鈴木 健

1999/12/13 1年間表示 2000/12/12

2000/01/01 - 2499/12/31

役職リスト

- 代表取締役社長
- 取締役常務執行役員
- 代表取締役常務執行役員
- 取締役執行役員
- 取締役
- 常務執行役員
- 執行役員

所属役職

- 代表取締役副社長執行役員

追加
削除
全削除

主所属

※ 更新ボタン押下にて編集内容を確認します

所属を解除 更新

By specifying a post in the “Attached post” pane, the post can be assigned to the term being edited. Post list can be handled by Drag & Drop operation.

By clicking the [Cancel attachment] button, the attachment will be completely cancelled.

By checking the [Main attachment] box, attachment to the department can be treated as main attachment.

By clicking the [Update] button, the content edited in this screen will be established and this screen will be closed.

[Cancel attachment] button

Attachment to the selected department/post will be cancelled. Selected department/post will disappear from the list.

- 8 Select [Public group attach] tab, display the public group to which the user is attached.
A user may be attached to more than one public group/role concurrently. In addition, each attachment term can be configured respectively.



- Public group to which the user is attached is limited to those already registered. For details on registering a public group, refer to [1.4 Public group master].

The screenshot shows the 'ユーザー詳細(鈴木 健)' page in the Intra-mart system. The top navigation bar includes 'HOME', 'LOGOUT', 'MENU ON/OFF', and the Intra-mart logo. The left sidebar contains a menu with categories like 'ログイングループ管理', 'アプリケーション共通マ', 'IM-共通マスタ', 'ユーザ', '会社・組織', 'パブリックグループ', '会社グループ', '品目カテゴリ・品目', '法人・取引先', '通貨レート', '分類', 'ポータル', 'ViewCreator', 'TableMaintenance', and 'イベントナビゲータ管理'. The main content area has a title bar 'ユーザー詳細(鈴木 健)' and a '閉じる' button. Below the title bar is a date range '1949/12/13' to '1950/12/13' with a '1年間表示' dropdown. A green progress bar is visible. Below the progress bar is another date range '1950/01/01 - 2499/12/31'. The main content area has tabs: '基本', 'プロフィール', 'アカウント', 'ロール', '組織所属', 'パブリックグループ所属', and '分類設定'. The 'パブリックグループ所属' tab is active, showing a table with columns 'パブリックグループ' and '役割'. The table contains one row: '北海道' and '支部長'. To the right of the table are buttons: '所属を追加', '所属期間', and '所属を削除'. At the bottom right are '削除' and '更新' buttons.

パブリックグループ	役割
北海道	支部長

[Add attachment] button

Click this button when adding a public group to which the user is attached. By selecting from the list the public group/role to be added and clicking the [OK] button, selected information will be added to the list.

To display the structure of a different term, by clicking the  icon to change the base date and then clicking the [OK] button, that changed base date will be displayed.

By selecting from the list the public group/role to be added as attachment destination and clicking the [OK] button, selected public group/role will be added to the list.

In case of registration, attachment term cannot be changed.



Public group

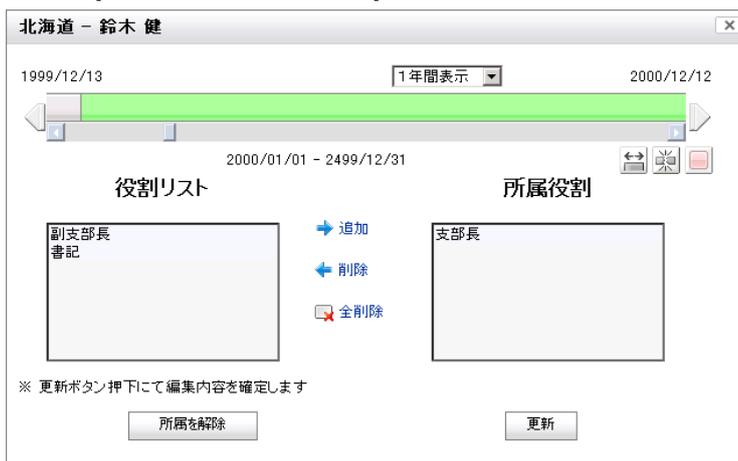
The public group to which the user is attached will be displayed.

Role

The role to which the user is attached will be displayed.

[Attachment term] button

By clicking this button, term editing screen will be displayed, in which the term during which the user being edited is attached to the selected public group/role can be edited. For operation of terminalizing the attachment, refer to [1.11 Terminable information].



[Cancel attachment] button

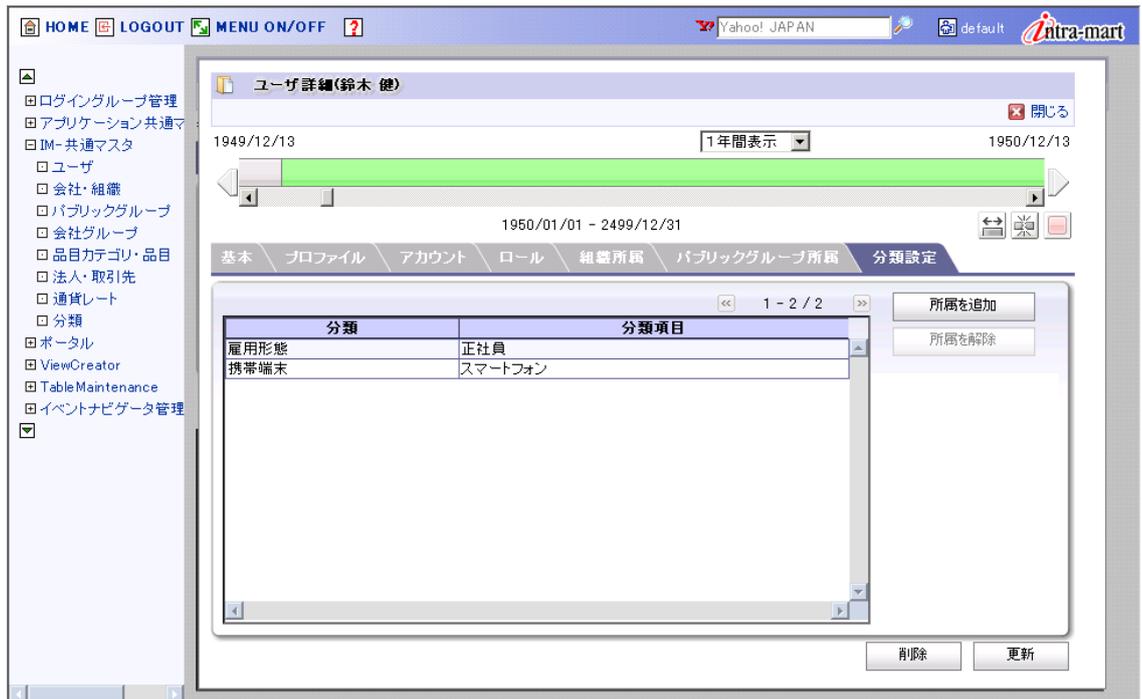
By specifying a role in the "Attached role" pane, the role can be assigned to the term being edited. Role list can be handled by Drag & Drop operation.

By clicking the [Cancel attachment] button, the attachment will be completely cancelled.

By clicking the [Update] button, the content edited in this screen will be established and this screen will be closed.

Attachment to the selected public group/role will be cancelled. Selected public group/role will disappear from the list.

9 Select [Grouping configuration] tab, display the grouping segment to which the user belongs.



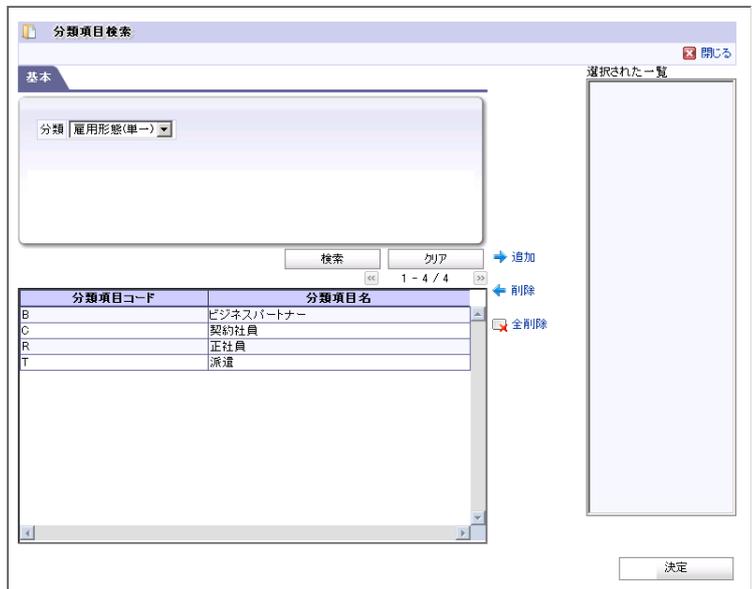
[Add attachment] button

Click this button when adding a grouping segment item to which the user is attached.

By specifying the grouping and selecting the grouping segment to which the user is attached, the selected grouping segment will be added to the list.

There are two types of grouping: single selection and multiselection.

In single selection, only one can be specified.



Grouping

Grouping will be displayed.

Grouping segment

Grouping segment will be displayed.

[Cancel attachment] button

Attachment to the selected grouping segment will be cancelled. Selected grouping segment will disappear from the list.

10 Click the [Register] button to register the user.

[Register] button

Information being edited will be reflected on the database. Displayed only for new registration.

[Update] button

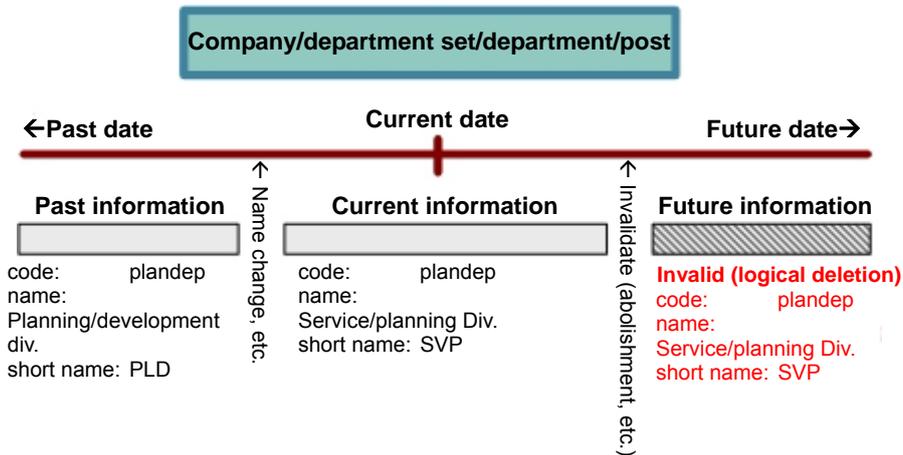
Information for the term being edited will be reflected on the database. Displayed only for editing.

[Delete] button

By clicking this, the user being displayed will be deleted for the entire term and for all the locales. Displayed only for editing.

1.3.1.1 Terminalization of company/department and post

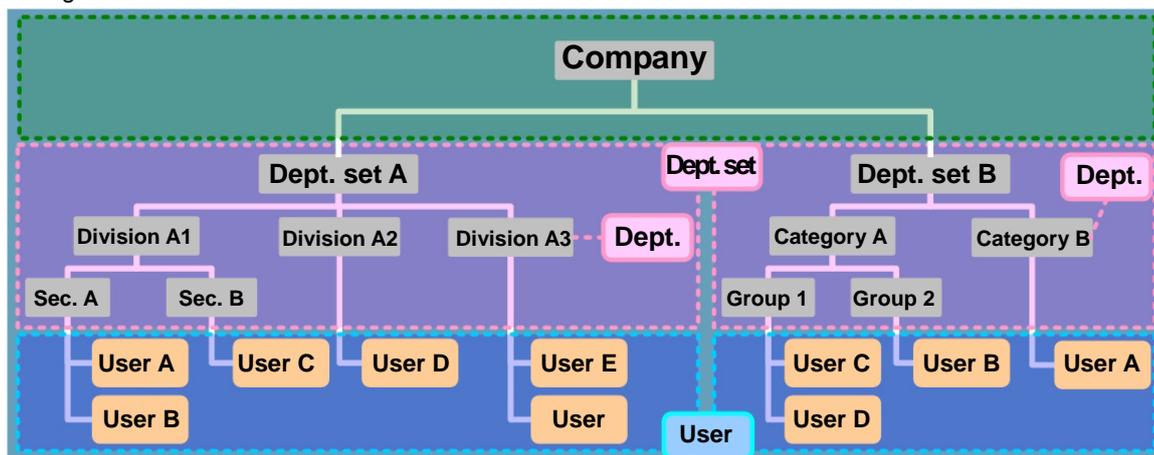
Information of company, department and department set can be terminalized and information such as company/department's name, short name, search name, sort key and notes can be maintained as history. Therefore, data can be handled with information as of the processing date. It can also be internationalized. Department grouping and department grouping segment can only be internationalized, but cannot be terminalized.



For each term, internationalized information can be configured.

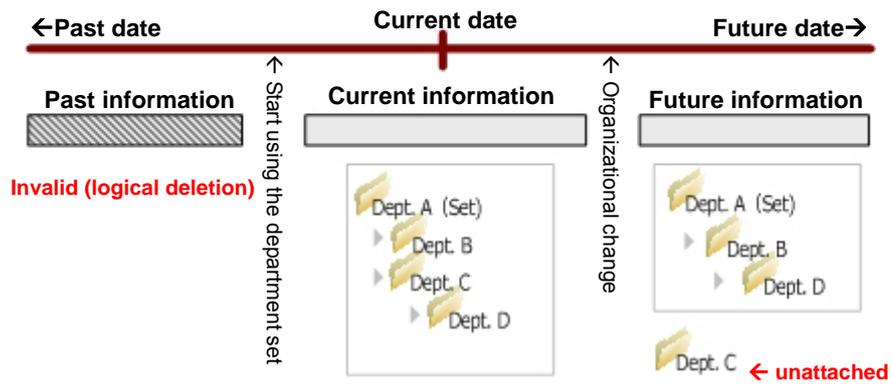
1.3.1.2 Administration of company/department and post

Hierarchies of the company's department structure can be administered by creating them for each department set. In addition, post can be administered by registering them for each department set as well. Furthermore, upon registering the departments in a tree-like form, users attached to each department will be registered.



Structure information of departments under the department set can be terminalized, and the history of the structure can be maintained. Terminalization will be administered for each department set.

Department set



In some term there may be a department which exists but is not attached to the hierarchical structure. This is called an unattached department.



- Here a department set having same name as the company is defined as default department set.

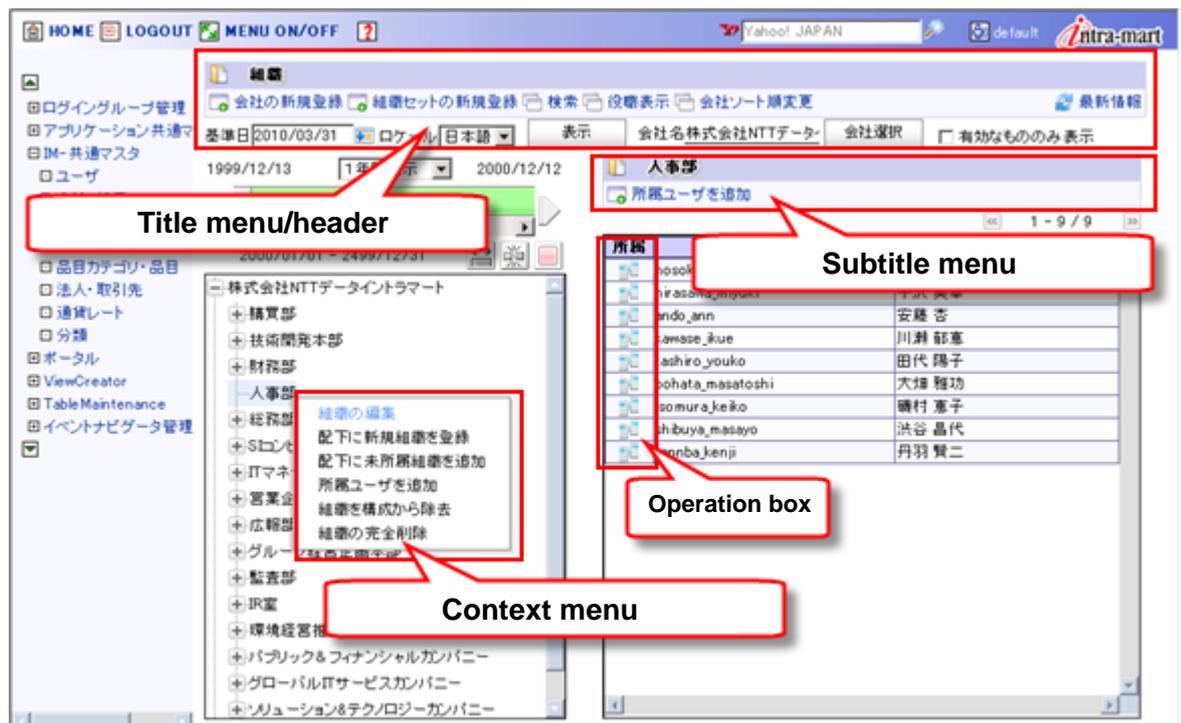


1.3.2 Company/department and user attachment

Company/department is administered here. Before attaching a user, configure the company/department set and department. To constitute the department's hierarchical structure, at first create it as a company (= default department set), and then create departments belonging to lower hierarchies. By selecting [Company/department] from the menu, screen for company/department will be displayed.

The department will be displayed in the leftside tree pane, and the user belonging to the department selected in the tree will be listed up on the right.

In addition, by selecting a department set in the tree, a term bar will be displayed above the tree, which represents the terminalization status for that department set. Details on operation of term bar are explained in [1.11 Terminable information].



Title menu/header pane

[New company registration]

New company registration screen will be opened. A company, and as a new set, department set and department will be created.

NOTE: Screens for registering new company, new department set and new department are identical, whereas clicking this link will lead to new company registration mode.

[New department set registration]

New department set registration screen will be opened. As a new set, department set and department will be created.

NOTE: Screens for registering new company, new department set and new department are identical, whereas clicking this link will lead to new department set registration mode.

[Search]

Transits to search screen.

[Display post]

Transits to post screen.

[Change company sorting order]

Screen for changing company sorting order will be opened.

[Refresh]

The entire screen will be refreshed.

Base date

Configure the base date of company/department information displayed on the screen. By clicking the  icon, calendar subscreen for selecting dates will be displayed cleared.

Locale

The date will not be reflected on the screen until clicking the [Display] button after changing the date.

Select the language for the company/department information displayed on the screen.

This will not be reflected on the screen until clicking the [Display] button after changing.

[Display] button

If base date and/or locale is changed, click this button to redisplay the information on the screen.

Company name

Select the company to be displayed. Click the [Select company] button to display subscreen for selecting and changing the company. Upon selecting, the screen will immediately redisplayed.

[Display only valid data] checkbox

Configure whether or not to display invalid ones as of the base date, in the department tree and user list pane. Checking/checking off will cause the screen redisplayed immediately.

Context menu

[Edit department]

Displays the screen for editing the selected company/department.

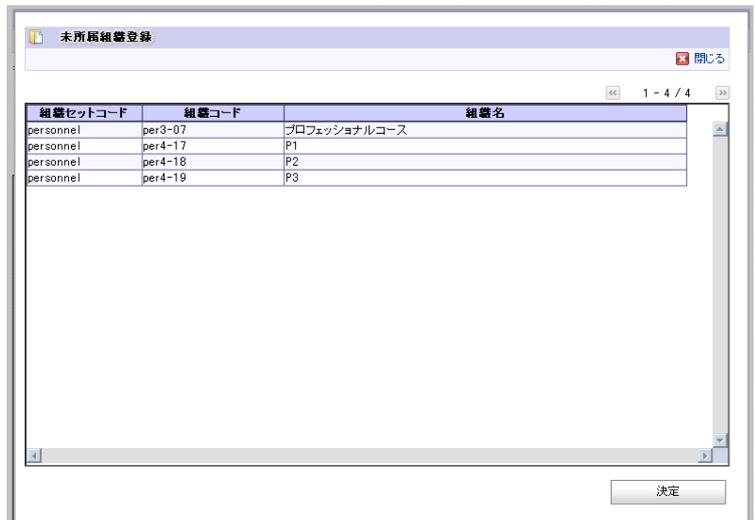
[Create new subordinate department]

Displays department registration screen, where new department will be created as a subordinate of the department being selected.

[Add unattached department as subordinate]

List of department currently being unattached status will be displayed. Departments to be listed up are limited to those belonging to an identical department set.

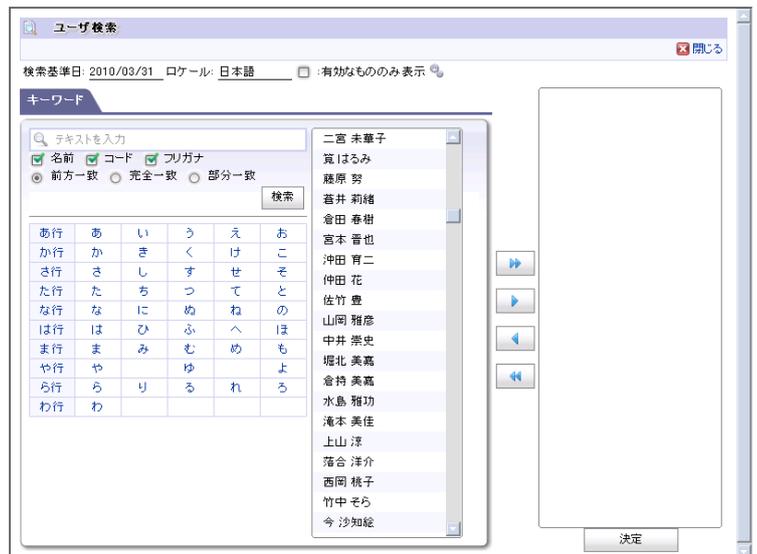
By selecting a department from the list and clicking the [OK] button, it will be added as subordinate of the selected department.



[Add attached user]

User search screen will be displayed.

By specifying search conditions and clicking the [Search] button, users who meet the conditions will be displayed. By selecting from the list the user to be attached to the selected department and clicking the [OK] button, the selected user will be attached to that department. In doing so, that user will not be registered if there is any other user already attached.



[Remove department from structure]

Selected department will be removed from the structure for the term being selected. Thereafter, this department will be displayed by handling [Add unattached department as subordinate] menu.

[Delete department completely]

Upon removal, its subordinate department will also be entirely removed, but user, user attachment and information of the department itself will not be deleted.

Information of the selected department will be completely deleted for the entire term and for all the locales.

Subordinate departments of the deleted department will also be entirely removed, but information of the department itself and user attachment information will not be deleted.

If department set belonging to the highest hierarchy is deleted, the company as a whole will be deleted. In doing so, all the information including other department set under the company will be deleted.

If other department set is deleted, all the information under the relevant department set will be deleted.

Subtitle menu pane

[Add attached user]

Attach the user to under the selected company/department.

This menu operates in the same way as [Add attached user] in the context menu.

Operation box

 (Attach) icon

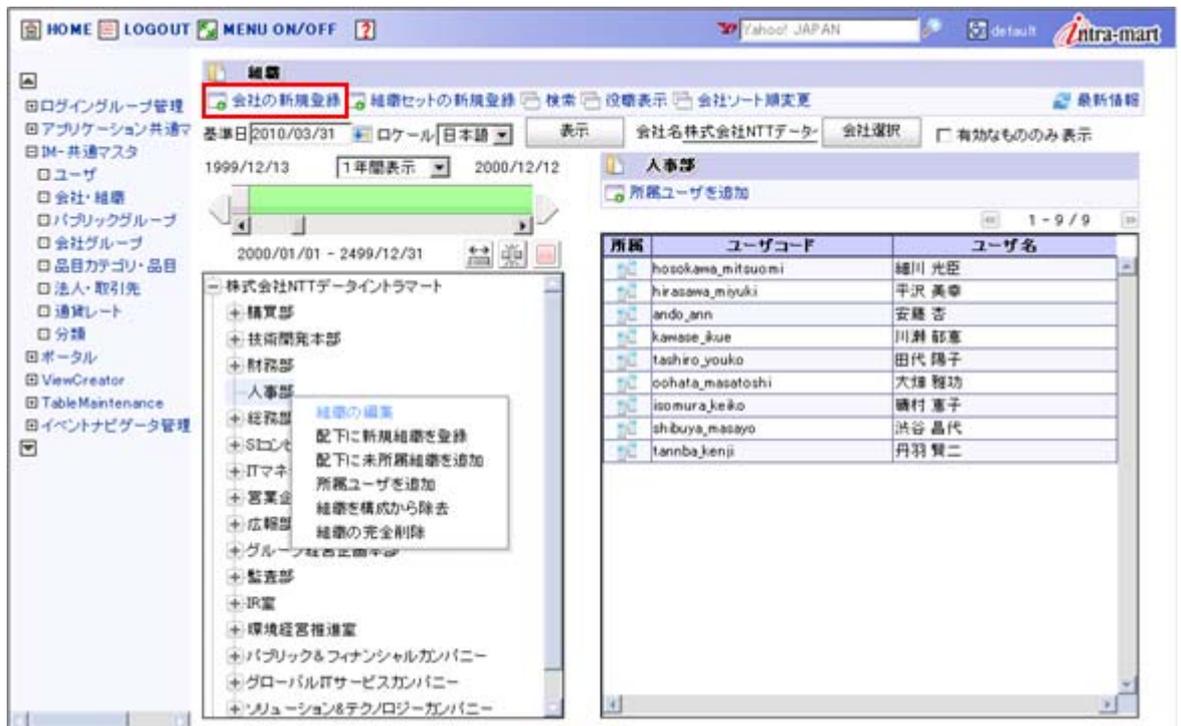
Opens the attachment term editing screen. The term during which the user is attached to the department being selected in the attached user list can be edited.



- Here a department set having same name as the company is defined as default department set.

1.3.2.1 Company configuration

- 1 To register a new company, click the [New company registration] in the title menu. When editing, in the context menu [Edit department] or in the search result click the  icon for the target company. In the left side of the screen, department set having already been registered will be displayed in a tree-like format. On the right side, list of users attached to under the department selected in the left side tree will be displayed.



The screenshot shows the Intra-mart system interface. The left sidebar contains a tree view of departments, with '人事部' (Human Resources) selected. The main area displays a table of users under the '人事部' department.

所属	ユーザコード	ユーザ名
	hosokawa_mitsuomi	細川 光臣
	hirasawa_miyuki	平沢 美幸
	ando_anna	安藤 杏
	kawase_ikue	川瀬 郁恵
	tashiro_youko	田代 陽子
	ohata_masatoshi	大畑 毅功
	isomura_keiko	磯村 恵子
	shibuya_masayo	渋谷 昌代
	tanba_kienji	丹羽 賢二

2 New company registration screen will be displayed. Enter information of the company in the [Basic] tab.

At the top of the screen, term bar will be displayed in which the term to be created will be indicated. In the new company registration screen, company information will be displayed as being valid during the whole term from the system start date up to the system end date as configured in the system.

By clicking the button located at the lower right area of the term bar for changing the term, initially created term can be changed. Details on operation of terminalization are explained in [1.11 Terminable information].



Current locale	The locale being entered is displayed.
Department code (required)	Enter the department code. Once registered, it cannot be changed.
Name (required)	Enter the name.
Short name	Enter the short name.
Search name	Enter the search name.
Country code	Enter the country code.
Zip code	Enter the zip code.
Address 1	Enter the address 1.
Address 2	Enter the address 2.
Address 3	Enter the address 3.
Telephone number	Enter the telephone number.
Extension number	Enter the extension number.
Fax number	Enter the fax number
Extension fax number	Enter the extension fax number.
Email address 1	Enter the email address 1.
Email address 2	Enter the email address 2.
URL	Enter the URL.
Notes	Enter the notes.
Sort key (required)	Enter the sort key. Enter the display order in single-byte numerals.
[Other locale configuration] button	Screen for batch configuration of internationalized items will be displayed.



- Editing screen for company is shared with the one for department.

- 3 Next, click the [Other locale configuration] button and enter multilingual information of the company. This screen is used when more than one locale exist.

+/- box

Checkbox (next to the language name)

Copy from (language name)

Move to top

Name (required)

Short name

Search name

Country code

Zip code

Address 1

Address 2

Address 3

Telephone number

Extension number

Fax number

Extension fax number

Email address 1

Email address 2

URL

Notes

[OK] button

By clicking this, folded/displayed can be switched.

If checked off, content in that language will not be updated.

Copy the content from default language.

When scrolling, by clicking this button screen display will be returned to the top.

Enter the name.

Enter the short name.

Enter the search name.

Enter the country code.

Enter the zip code.

Enter the address 1.

Enter the address 2.

Enter the address 3.

Enter the telephone number.

Enter the extension number.

Enter the fax number

Enter the extension fax number.

Enter the email address 1.

Enter the email address 2.

Enter the URL.

Enter the notes.

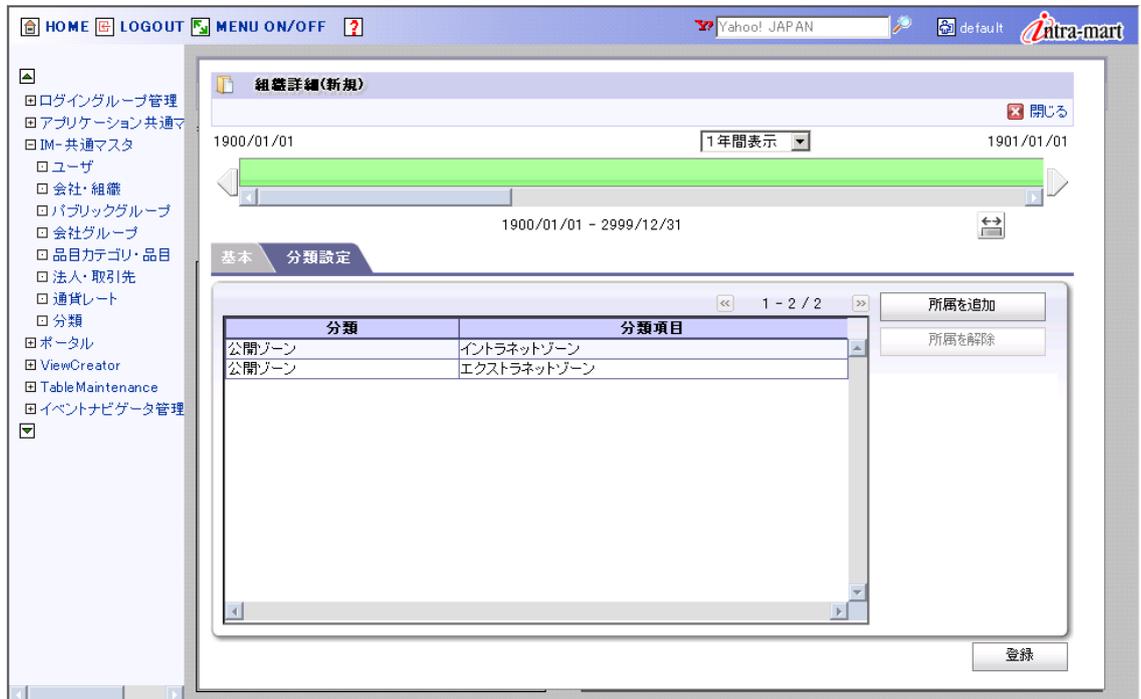
Establish the contents and return to the details screen.

Upon finishing entry, click the [OK] button and return to the company details screen.



- It will be displayed as the company (= default department set) in the tree pane.
- Editing the department having same name as the company name in the highest position of the tree pane corresponds to editing the company.

4 Select [Grouping configuration] tab, display the grouping segment to which the company belongs.



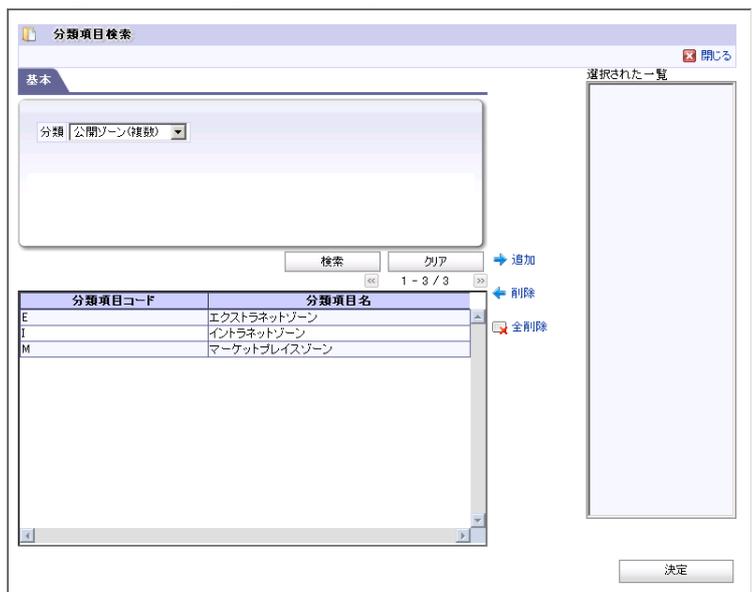
[Add attachment] button

Click this button when adding a grouping segment item to which the user is attached.

By specifying the grouping and selecting the grouping segment to which the user is attached, the selected grouping segment will be added to the list.

There are two types of grouping: single selection and multiselection.

In single selection, only one can be specified.



Grouping

Grouping will be displayed.

Grouping segment

Grouping segment will be displayed.

[Cancel attachment] button

Attachment to the selected grouping segment will be cancelled. Selected grouping segment will disappear from the list.

5 Click the [Register] button to register the company.

In registering the company, a department set having same name as the company will be created.

That company list for selecting company and the company name registered are displayed in the highest hierarchy of the tree pane during selecting the company can be confirmed.

[Register] button

Information being edited will be reflected on the database. Displayed only for new registration.

[Update] button

Information for the term being edited will be reflected on the database. Displayed only for editing.

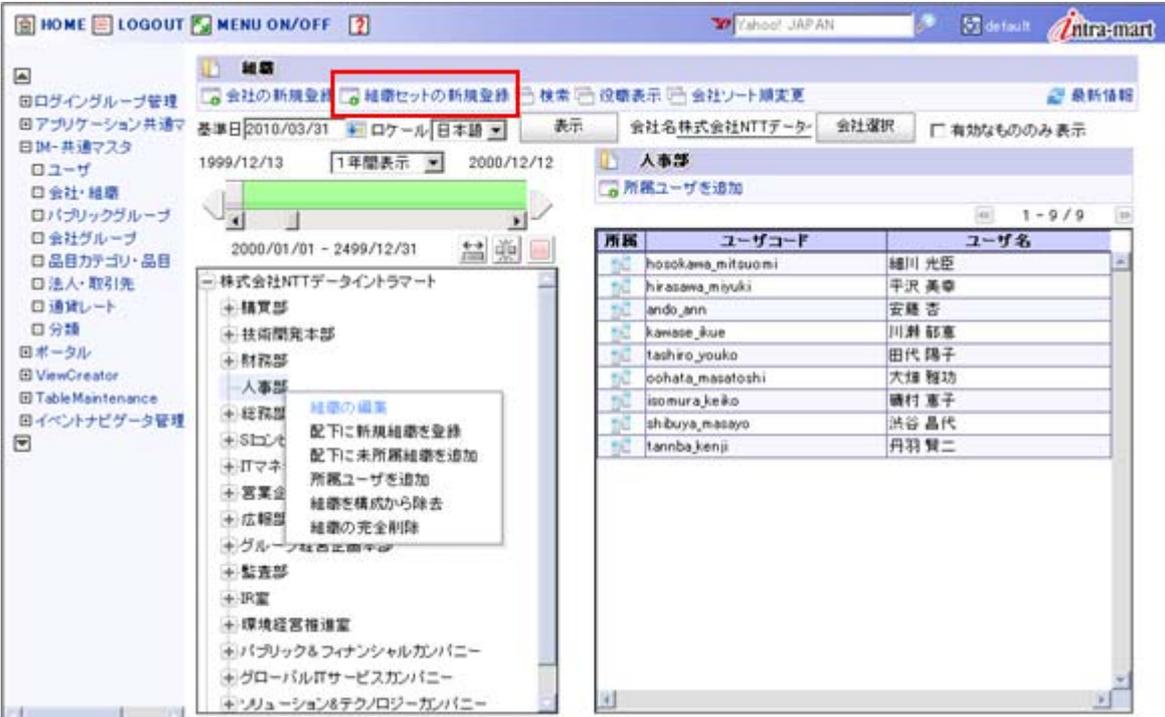
[Delete] button

By clicking this, the company being displayed will be deleted for the entire term and for all the locales. If there are any subordinate department set and department, these will also be entirely deleted. This button is displayed only for editing.

1.3.2.2 Department set configuration

1 To register a new company, click the [New department set registration] in the title menu. When editing, in the context menu [Edit department] or in the search result click the  icon for the target department set.

In the left side of the screen, department set having already been registered will be displayed in a tree-like format. On the right side, list of users attached to under the department selected in the left side tree will be displayed.



The screenshot displays the Intra-mart system interface for department set configuration. The left pane shows a tree view of departments, with '人事部' (HR Department) selected. The right pane shows a list of users associated with the selected department.

所属	ユーザコード	ユーザ名
	hosokawa_mitsuomi	細川 光臣
	hironawa_miyuki	平沢 美幸
	ando_arn	安藤 杏
	kamase_ikue	川瀬 彰憲
	tashiro_youko	田代 陽子
	oohata_masatoshi	大畑 雅功
	isomura_keiko	磯村 恵子
	shibuya_masayo	渋谷 昌代
	tanba_kenji	丹羽 賢二

2 New department set registration screen will be displayed. Enter information of the department set in the [Basic] tab.

At the top of the screen, term bar will be displayed in which the term to be created will be indicated. In the new department set registration screen, department set information will be displayed as being valid during the whole term from the system start date up to the system end date as configured in the system.

By clicking the button located at the lower right area of the term bar for changing the term, initially created term can be changed. Details on operation of terminalization are explained in [1.11 Terminable information].



Current locale	The locale being entered is displayed.
Department code (required)	Enter the department code. Once registered, it cannot be changed.
Name (required)	Enter the name.
Short name	Enter the short name.
Search name	Enter the search name.
Country code	Enter the country code.
Zip code	Enter the zip code.
Address 1	Enter the address 1.
Address 2	Enter the address 2.
Address 3	Enter the address 3.
Telephone number	Enter the telephone number.
Extension number	Enter the extension number.
Fax number	Enter the fax number
Extension fax number	Enter the extension fax number.
Email address 1	Enter the email address 1.
Email address 2	Enter the email address 2.
URL	Enter the URL.
Notes	Enter the notes.
Sort key (required)	Enter the sort key. Enter the display order in single-byte numerals.
[Other locale configuration] button	Screen for batch configuration of internationalized items will be displayed.



- Editing screen for department set is shared with the one for department.

- 3 Next, click the [Other locale configuration] button and enter multilingual information of the department set. This screen is used when more than one locale exist.

The screenshot shows a web browser window with the Intra-mart logo in the top right. The page title is '国際化項目一括設定'. On the left is a navigation menu with various system management options. The main content area contains a form for configuring international items. At the top of the form, there are tabs for '日本語' and '英語', with '英語' selected. A red asterisk is next to the 'Name' field. Below the form is a '決定' (OK) button.

+/- box

Checkbox (next to the language name)

Copy from (language name)

Move to top

Name (required)

Short name

Search name

Country code

Zip code

Address 1

Address 2

Address 3

Telephone number

Extension number

Fax number

Extension fax number

Email address 1

Email address 2

URL

Notes

[OK] button

By clicking this, folded/displayed can be switched.

If checked off, content in that language will not be updated.

Copy the content from default language.

When scrolling, by clicking this button screen display will be returned to the top.

Enter the name.

Enter the short name.

Enter the search name.

Enter the country code.

Enter the zip code.

Enter the address 1.

Enter the address 2.

Enter the address 3.

Enter the telephone number.

Enter the extension number.

Enter the fax number

Enter the extension fax number.

Enter the email address 1.

Enter the email address 2.

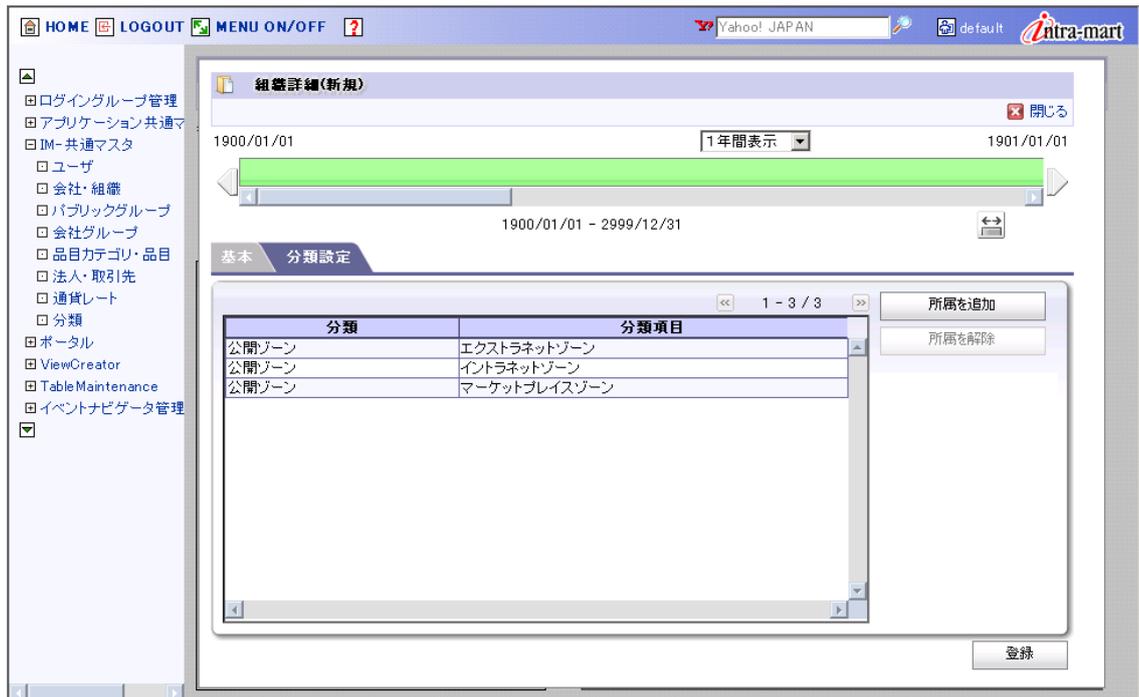
Enter the URL.

Enter the notes.

Establish the contents and return to the details screen.

Upon finishing entry, click the [OK] button and return to the department set details screen.

- 4 Select [Grouping configuration] tab, display the grouping segment to which the department set belongs.



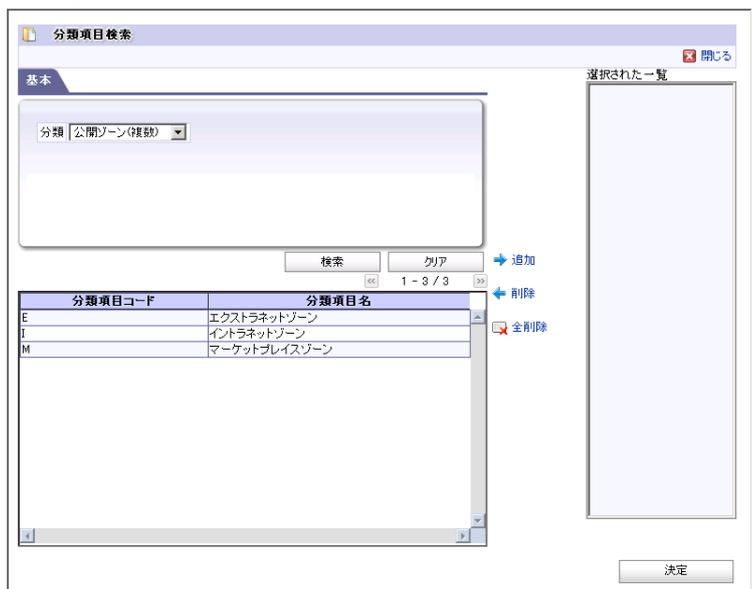
[Add attachment] button

Click this button when adding a grouping segment item to which the user is attached.

By specifying the grouping and selecting the grouping segment to which the user is attached, the selected grouping segment will be added to the list.

There are two types of grouping: single selection and multiselection.

In single selection, only one can be specified.



Grouping

Grouping name will be displayed.

Grouping segment

Grouping segment name will be displayed.

[Cancel attachment] button

Attachment to the selected grouping segment will be cancelled. Selected grouping segment will disappear from the list.

5 Click the [Register] button to register the department set.

That the department set name registered are displayed in the highest hierarchy of the tree pane during selecting the company can be confirmed.

[Register] button

Information being edited will be reflected on the database. Displayed only for new registration.

[Update] button

Information for the term being edited will be reflected on the database. This button is displayed only for editing.

[Delete] button

By clicking this, the department set being displayed will be deleted for the entire term and for all the locales. If there are any subordinate department, these will also be entirely deleted. This button is displayed only for editing.



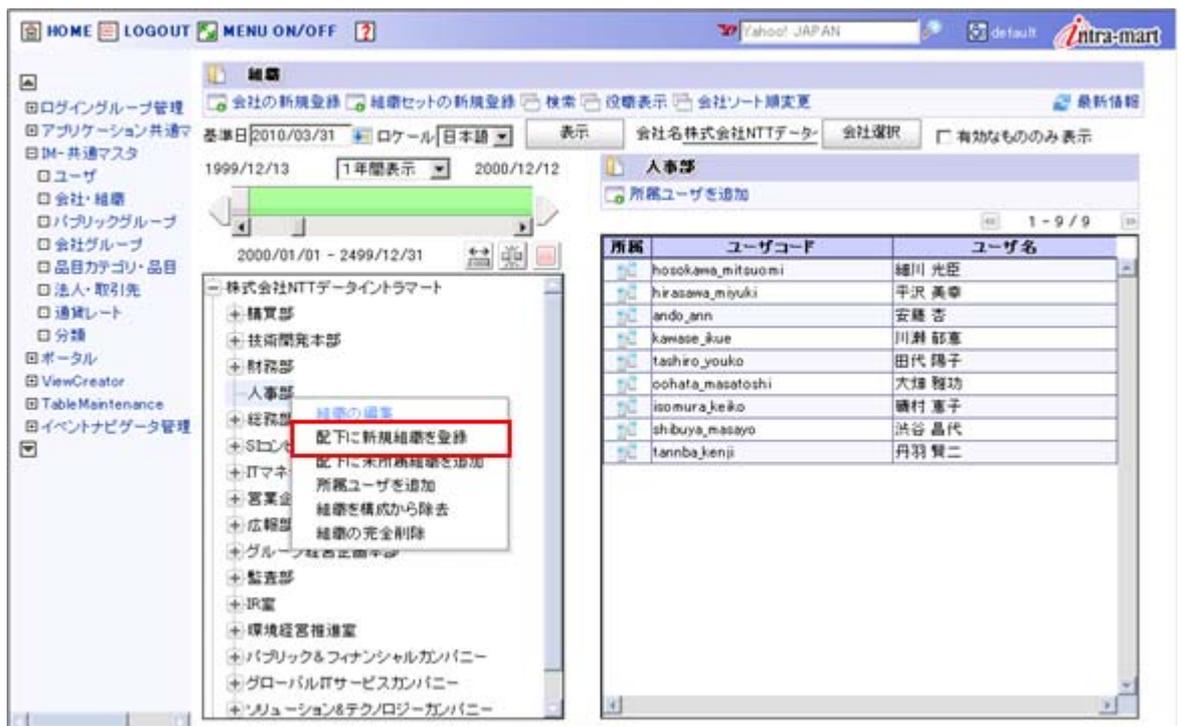
- It will be displayed as the company (= default department set) in the tree pane.
- Editing the department in the highest position of the tree pane corresponds to editing the department set.

1.3.2.3 Department configuration

Since the department set being the head has been registered, then register the departments which constitute the set.

1 To create departments under the department set having already been created, display the details screen of the departments.

To add new department under particular department in the company/department screen, select [Create new subordinate department] from the context menu which is displayed by right-clicking the target department set or department in the tree pane.



The screenshot displays the Intra-mart administration interface. On the left, a tree view shows the organizational structure under '株式会社NTTデータイントラマート'. The '人事部' (Human Resources) department is selected, and a context menu is open with the option '配下に新規組織を登録' (Register new subordinate organization) highlighted in red. The main area shows the details for the '人事部', including a date range from 2000/01/01 to 2499/12/31 and a '所属ユーザを追加' (Add subordinate users) button. On the right, a table lists the users assigned to the department.

所属	ユーザコード	ユーザ名
	hosokama_mitsuomi	細川 光臣
	hirasawa_miyuki	平沢 美幸
	ando_anna	安藤 杏
	kawase_ikue	川瀬 節恵
	tashiro_youko	田代 陽子
	oohata_masatoshi	大畑 雅功
	isomura_keiko	磯村 恵子
	shibuya_masayo	渋谷 昌代
	tanba_kienji	丹羽 賢二

2 New department registration screen will be displayed. Enter the department information in the [Basic] tab.

At the top of the screen, term bar will be displayed in which the term to be created will be indicated. In the new department registration screen, department information will be displayed as being valid during the whole term from the system start date up to the system end date as configured in the system.

By clicking the button located at the lower right area of the term bar for changing the term, initially created term can be changed. Details on operation of terminalization are explained in [1.11 Terminable information].

Current locale

The locale being entered is displayed.

Department code (required)

Enter the department code. Once registered, it cannot be changed.

Name (required)

Enter the name.

Short name

Enter the short name.

Search name

Enter the search name.

Country code

Enter the country code.

Zip code

Enter the zip code.

Address 1

Enter the address 1.

Address 2

Enter the address 2.

Address 3

Enter the address 3.

Telephone number

Enter the telephone number.

Extension number

Enter the extension number.

Fax number

Enter the fax number

Extension fax number

Enter the extension fax number.

Email address 1

Enter the email address 1.

Email address 2

Enter the email address 2.

URL

Enter the URL.

Notes

Enter the notes.

Sort key (required)

Enter the sort key. Enter the display order in single-byte numerals.

[Other locale configuration] button

Screen for batch configuration of internationalized items will be displayed.

- 3 Next, click the [Other locale configuration] button and enter multilingual information of the department. This screen is used when more than one locale exist.

+/- box

Checkbox (next to the language name)

Copy from (language name)

Move to top

Name (required)

Short name

Search name

Country code

Zip code

Address 1

Address 2

Address 3

Telephone number

Extension number

Fax number

Extension fax number

Email address 1

Email address 2

URL

Notes

[OK] button

By clicking this, folded/displayed can be switched.

If checked off, content in that language will not be updated.

Copy the content from default language.

When scrolling, by clicking this button screen display will be returned to the top.

Enter the name.

Enter the short name.

Enter the search name.

Enter the country code.

Enter the zip code.

Enter the address 1.

Enter the address 2.

Enter the address 3.

Enter the telephone number.

Enter the extension number.

Enter the fax number

Enter the extension fax number.

Enter the email address 1.

Enter the email address 2.

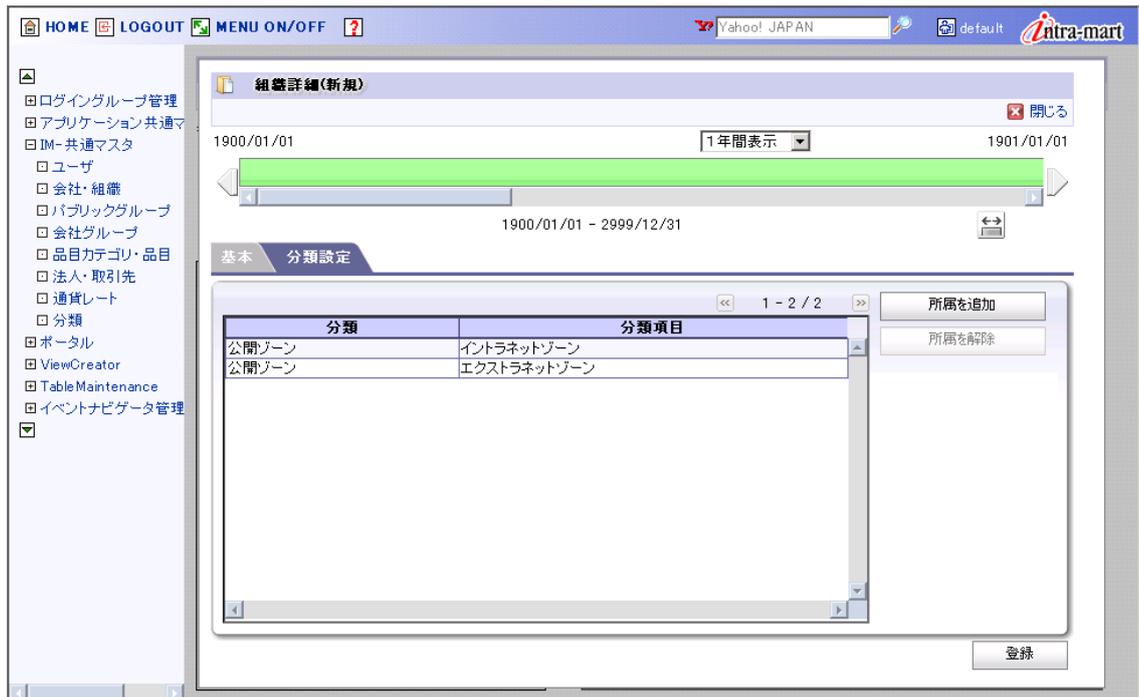
Enter the URL.

Enter the notes.

Establish the contents and return to the details screen.

Upon finishing entry, click the [OK] button and return to the company details screen.

4 Select [Grouping configuration] tab, display the grouping segment to which the department belongs.



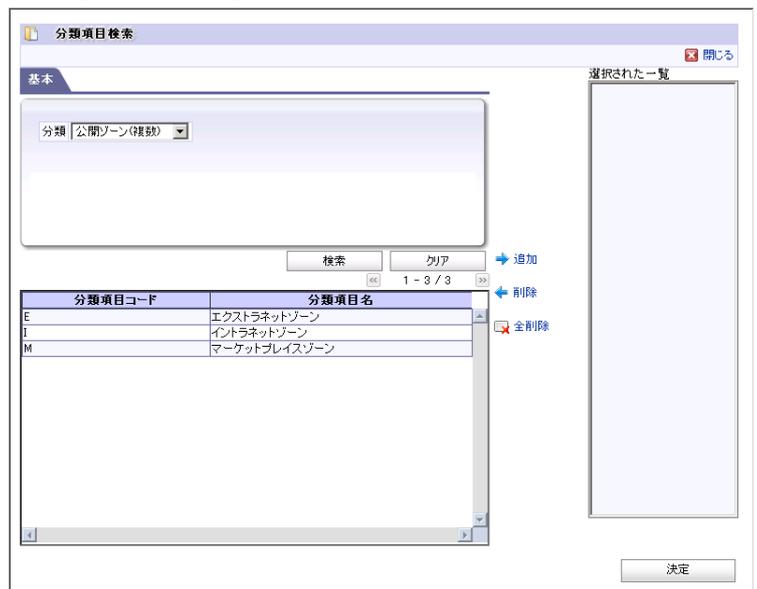
[Add attachment] button

Click this button when adding a grouping segment item to which the user is attached.

By specifying the grouping and selecting the grouping segment to which the user is attached, the selected grouping segment will be added to the list.

There are two types of grouping: single selection and multiselection.

In single selection, only one can be specified.



Grouping

Grouping will be displayed.

Grouping segment

Grouping segment will be displayed.

[Cancel attachment] button

Attachment to the selected grouping segment will be cancelled. Selected grouping segment will disappear from the list.

5 Click the [Register] button to register the department.

That the department name registered during selecting the company are displayed in the tree pane can be confirmed.

[Register] button

Information being edited will be reflected on the database. Displayed only for new registration.

[Update] button

Information for the term being edited will be reflected on the database. This button is displayed only for editing.

[Delete] button

By clicking this, the department being displayed will be deleted for the entire term and for all the locales. User attachment information of the relevant department will be deleted, and its subordinate will be removed from the structure entirely, but the department's information itself and user attachment information will not be deleted. This button is displayed only for editing.

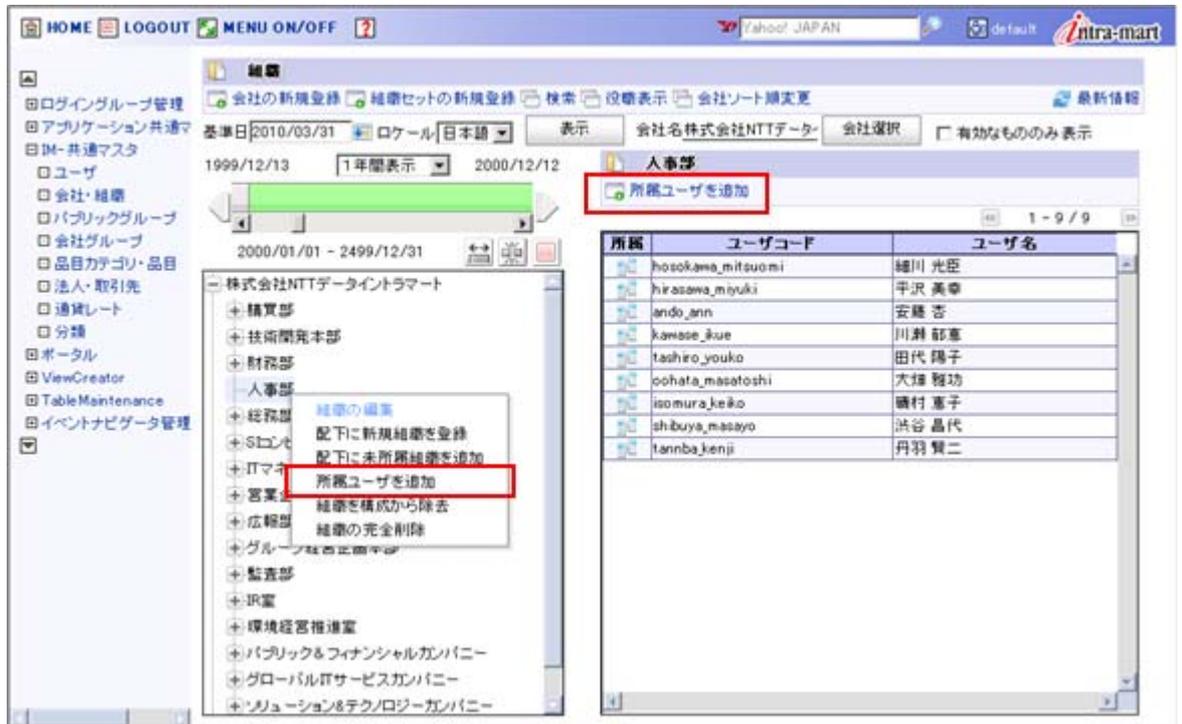


- It will be displayed as the company (= default department set) in the tree pane.
- Editing the department in the highest position of the tree pane corresponds to editing the department set.

1.3.2.4 Attached user configuration

Attach the user to under the company/department registered as described so far.

- 1 Select the company/department to attach the user to, and click [Add attached user] in the context menu or in the subtitle menu. When editing, in the search result click the  icon for the target user.

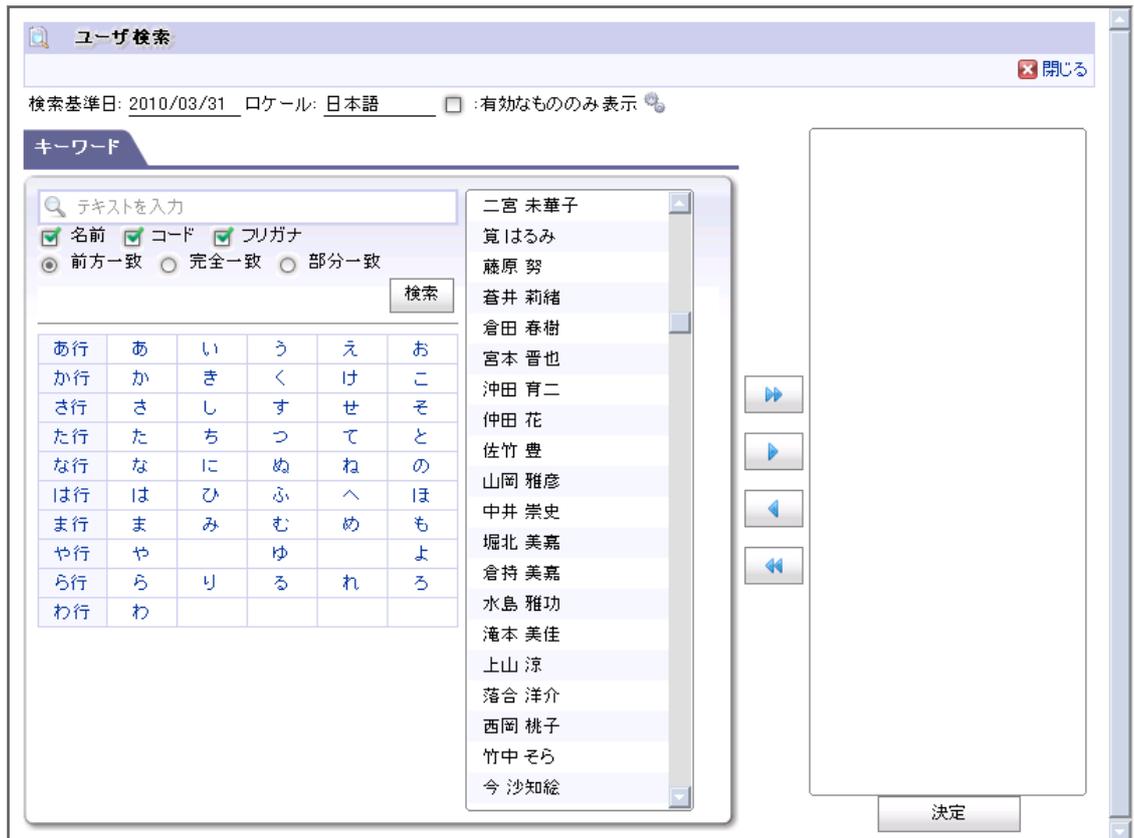


The screenshot displays the Intra-Mart administration interface. The main content area shows the '人事部' (HR Department) selected, with a context menu open over it. The menu item '所属ユーザを追加' (Add attached user) is highlighted with a red box. To the right, a table lists users under the HR department.

所属	ユーザコード	ユーザ名
	hosokawa_mitsuomi	細川 光臣
	hirasawa_miyuki	平沢 美幸
	ando_anna	安藤 杏
	kawase_ikue	川瀬 彰憲
	tashiro_youko	田代 陽子
	ochata_masatoshi	大畑 雅功
	isomura_keiko	磯村 恵子
	shibuya_masayo	渋谷 昌代
	tanba_kenji	丹羽 賢二

2

In the screen displayed by clicking the [Add attached user] menu, select the user to be attached.



Search base date

Locale

[Display only valid data] checkbox



icon

Search base date will be displayed.

Locale will be displayed.

This represents whether the displayed data includes logical deletion data or not. If checked, logical deletion data is not included.

A screen will be displayed in which prerequisites of the search to be displayed can be changed.

In this screen, search base date, locale and selection of valid data can be changed.

By clicking the [OK] button, this screen will be redisplayed with the specified search conditions.



Search word	Enter the search word. This is required in mass data mode.
Target (in case of mass data mode, select just one of them)	
[name]	If [name] is checked, user names will be searched with the entered keyword.
[code]	If [code] is checked, user codes will be searched with the entered keyword.
[Reading]	If [reading] is checked, readings will be searched with the entered keyword (only for Japanese).
Search conditions	Select either left-hand matching/exact matching/partial matching.
[Search] button	Search with specified conditions will be executed.
Initial search	Search by the reading (only for Japanese) Use condition may vary depending on the system locale.
User name:	User name of search result will be displayed. By double-clicking the name, the user will be a designated user.
 button	All the users of the search result will be configured as designated users.
 button	Selected user will be configured as designated user.
 button	Selected user as designated user will be excluded.
 button	All the designated users will be excluded.
Designated user	Corresponding user name will be displayed.
[OK] button	Attach the user configured as designated user. Main attachment and post cannot be specified.

- 3 Click the  icon for the user displayed in the list to display the attachment term editing screen. For operation of terminalizing the attachment, refer to [1.11 Terminable information]. By specifying a post in the “Attached post” pane, the post can be assigned to the term being edited. Post list can be handled by Drag & Drop operation.

Post list	Posts of the specified department set displayed. By double-clicking the post name, it will be configured as attached post.
-----------	--

[Add]	Selected post will be configured as attached post.
[Delete]	The post configured as attached post will be excluded.
[Delete all]	All the posts configured as attached posts will be excluded.
Attached post	Post designated as attached post will be displayed.
Main attachment	Check this box if it should be configured as main attachment.
[Cancel attachment] button	Attachment of the user to the specified department will be cancelled.
[Update] button	Edited content will be reflected on the database.

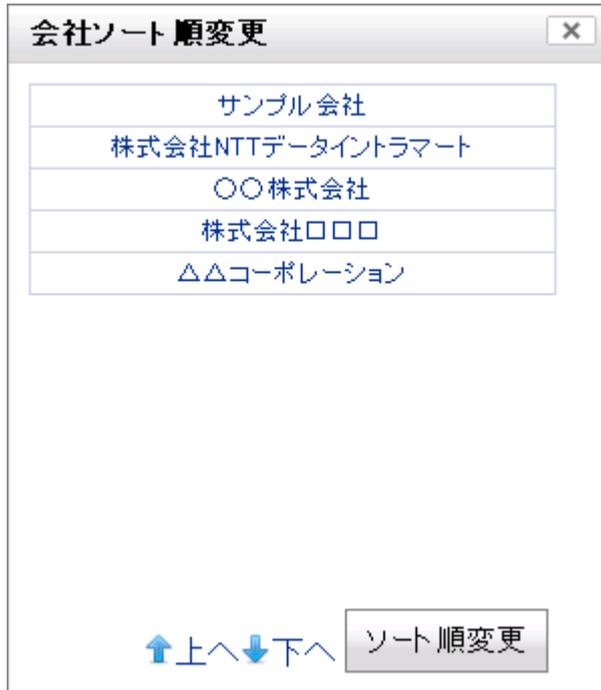


1.3.2.5 Change of company sorting order

Display order of registered companies can be changed. Configure the display order of company list screen upon clicking the [Select company] button and of search screen.

Sorting order is automatically numbered, which cannot be input.

- 1 Click [Change company sorting order] in the company/department screen.
Company list can be handled by Drag & Drop operation.



Company name

[up]

[down]

[Change sorting order]

Company name will be displayed.

Selected company will be moved upward.

Selected company will be moved downward.

Sorting order will updated as currently displayed. Sorting number is automatically numbered, descending serially from the top.

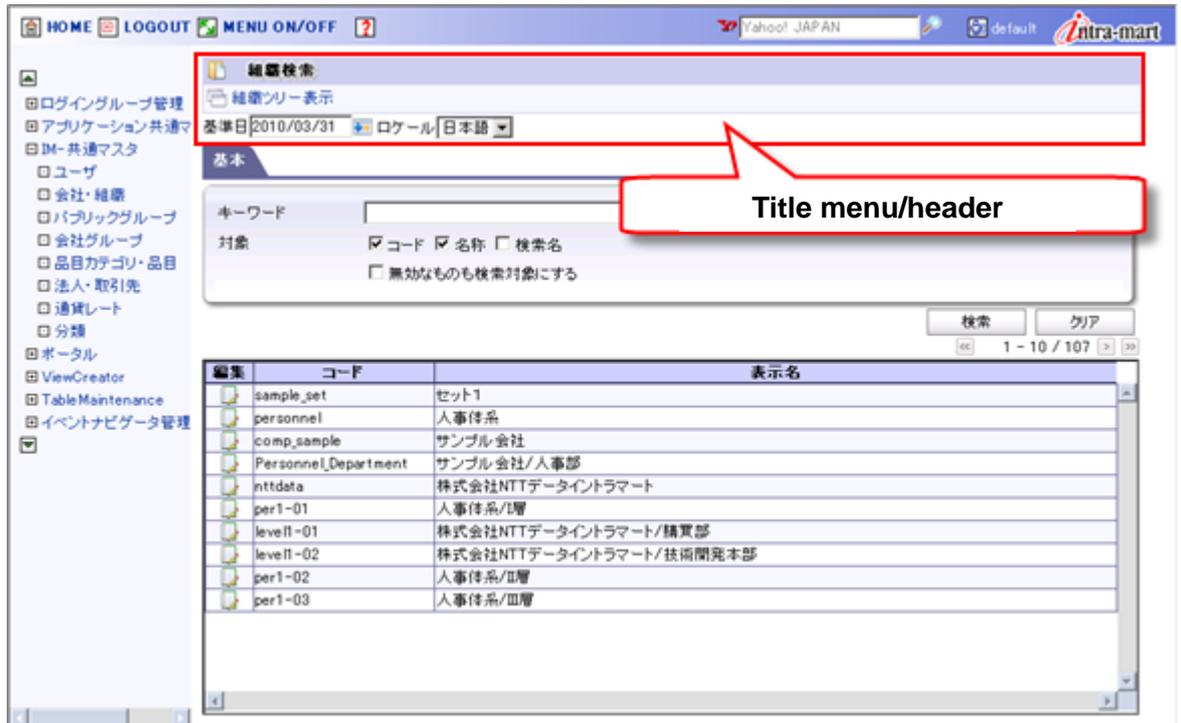
- 2 Click the [Change sorting order] button to update the sorting order.

Display order of company list screen upon clicking the [Select company] button and of search screen will be changed.



1.3.3 Company/department search

Registered companies/departments can be searched, referred and edited.



Title menu/header pane

[Display department tree]

Base date

Locale

[Basic] tab

Keyword

Target (in case of mass data mode, select just one of them))

[code]

[name]

[search name]

[Include invalidated data]

[Search] button

[Clear] button

Search result

 (Edit) icon

Code

Display name

Transits to company/department screen.

Enter the base date for searching. By clicking the  icon, calendar subscreen for selecting the base date will be opened.

Select the locale to be searched.

Keyword for searching. Specify the search target for the keyword by checking the following checkboxes. This is required in mass data mode.

If [code] is checked, codes will be searched with the entered keyword.

If [name] is checked, names will be searched with the entered keyword.

If [search name] is checked, search names will be searched with the entered keyword.

Include invalidated data in the search result to be displayed. Invalidated data will be displayed in red characters.

By clicking this, search will be executed with the entered information.

Search condition will be cleared.

By clicking this, department details screen will be displayed.

Department code will be displayed.

Company/department name will be displayed.

1.3.3.1 Company/department search

- 1 Click [Search] in the company/department screen.
Search screen will be displayed.



- 2 Click the [Search] button to display the company/department.
Search result will be displayed in the lower part.
From the search result by clicking the  icon, company/department details screen will be displayed.

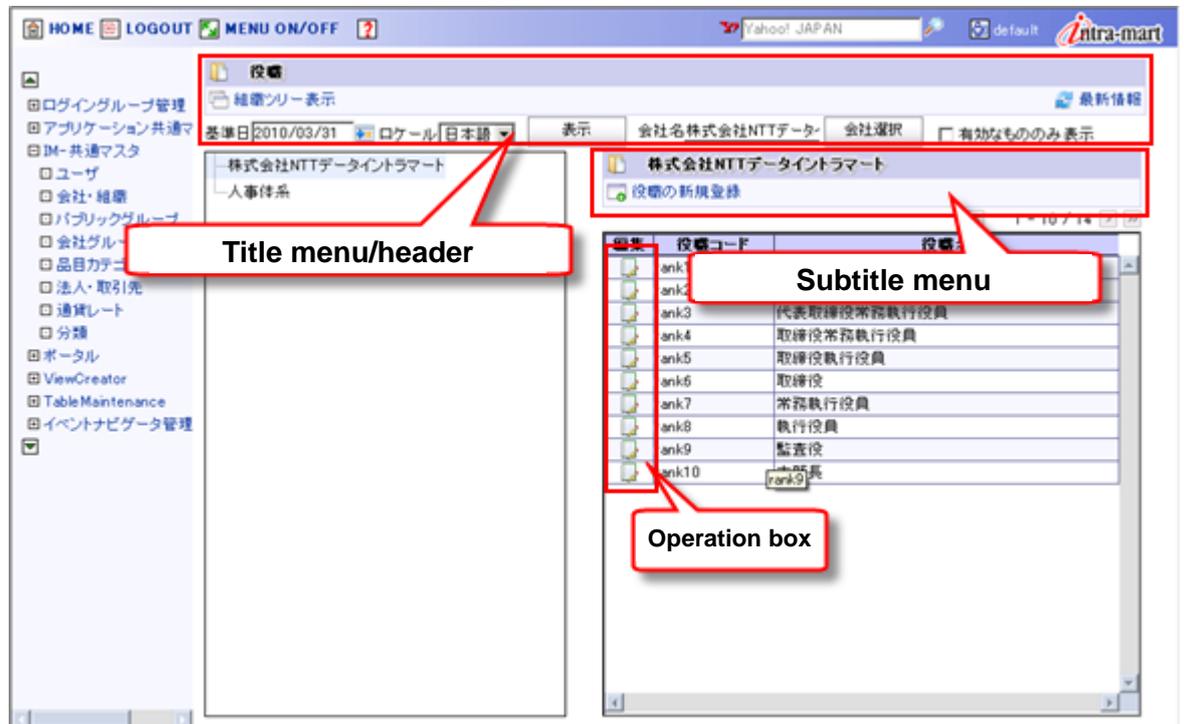




1.3.4 Post

In this step, the post which can be specified when attaching a user will be configured. By clicking [Display post] in the company/department screen, “Post” screen will be displayed.

The department set will be displayed in the leftside tree pane, and the posts belonging to the department selected in the tree will be listed up on the right.



Title menu/header pane

[Display department tree]

[Refresh]

Base date

Locale

[Display] button

Company name

[Display only valid data] checkbox

Transits to company/department screen.

The entire screen will be refreshed.

Configure the base date of company/department information displayed on the screen. By clicking the  icon, the target will be cleared.

The date will not be reflected on the screen until clicking the [Display] button after changing the date.

Select the language for the company/department information displayed on the screen.

This will not be reflected on the screen until clicking the [Display] button after changing.

If base date and/or locale is changed, click this button to redisplay the information on the screen.

Select the company to be displayed. Click the [Select company] button to display subscreen for selecting and changing the company. Upon selecting, the screen will immediately redisplayed.

Configure whether or not to display invalid ones as of the base date, in the department tree and user list pane. Checking/checking off will cause the screen redisplayed immediately.

Subtitle menu pane

[New post registration]

The posts will be registered to the selected department set.

Operation box

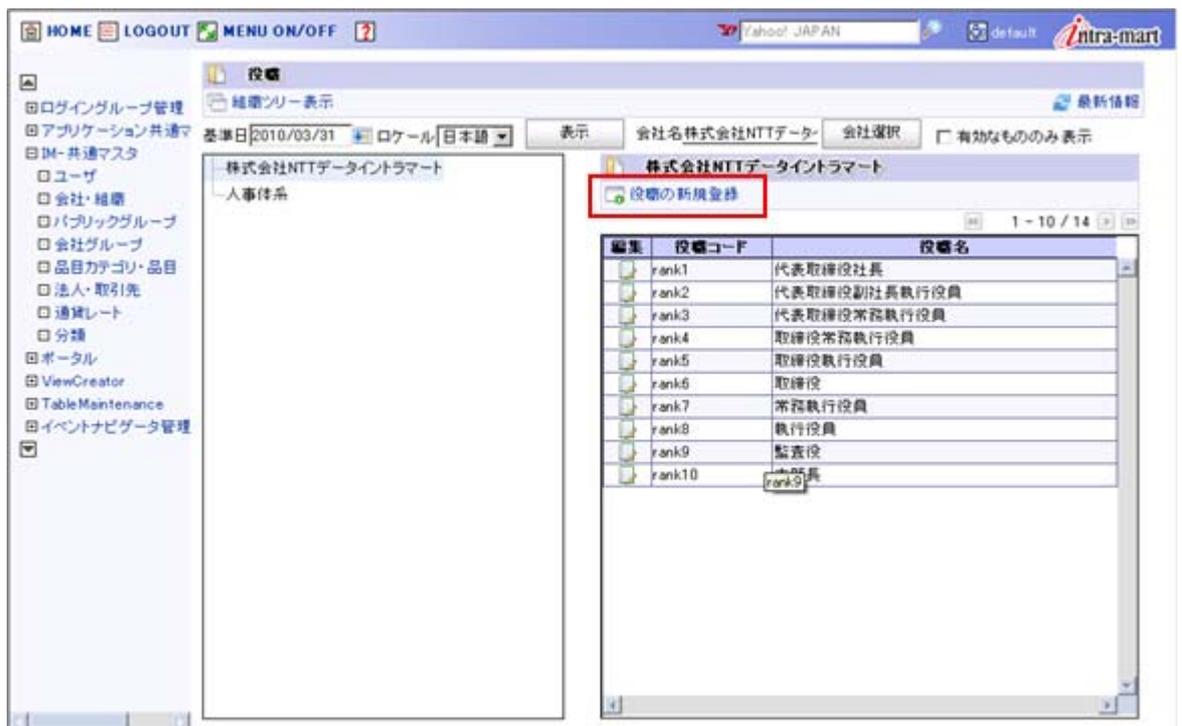
 (Edit) icon

Opens the post editing screen. Posts attached to the selected department set can be edited.

1.3.4.1 Post configuration

Register the post of the registered company. Posts will be administered for each department set.

- 1 To register a new post, click the [New post registration] in the subtitle menu. When editing, click the  icon for the target post displayed in the list.



- 2 New post registration screen will be displayed. Enter information of the post in the [Basic] tab.
At the top of the screen, term bar will be displayed in which the term to be created will be indicated. In the new post registration screen, post information will be displayed as being valid during the whole term from the system start date up to the system end date as configured in the system.
By clicking the button located at the lower right area of the term bar for changing the term, initially created term can be changed. Details on operation of terminalization are explained in [1.11 Terminable information].

HOME LOGOUT MENU ON/OFF ? Yahoo! JAPAN default intra-mart

ログイングループ管理
アプリケーション共通マ
IM-共通マスタ
ユーザ
会社・組織
パブリックグループ
会社グループ
品目カテゴリ・品目
法人・取引先
通貨レート
分類
ポータル
ViewCreator
TableMaintenance
イベントナビゲータ管理

役職詳細(新規) 閉じる

1900/01/01 1年間表示 1901/01/01

1900/01/01 - 2999/12/31

基本

現在のロケール 日本語 他ロケール設定

会社コード comp_sample

組織セットコード comp_sample

会社名 サンプル会社

役職コード * president

名称 * 代表取締役社長

ランク * 1

備考

ソートキー * 0

登録

Current locale

The locale being entered is displayed.

Company code

Company code will be displayed.

Department set code

Department set code will be displayed.

Department set name

Department set name will be displayed.

Post code (required)

Enter the post code. Once registered, it cannot be changed.

Name (required)

Enter the name.

Rank (required)

Enter the rank. Enter with single-byte numbers. Smaller number represents higher rank.

Notes

Enter the notes.

Sort key (required)

Enter the sort key. Enter the display order in single-byte numerals.

[Other locale configuration] button

Screen for batch configuration of internationalized items will be displayed.

- 3 Next, click the [Other locale configuration] button and enter multilingual information of the post. This screen is used when more than one locale exist.

+/- box

Checkbox (next to the language name)

Copy from (language name)

Move to top

Name (required)

Notes

[OK] button

By clicking this, folded/displayed can be switched.

If checked off, content in that language will not be updated.

Copy the content from default language.

When scrolling, by clicking this button screen display will be returned to the top.

Enter the name.

Enter the notes.

Establish the contents and return to the details screen.

Upon finishing entry, click the [OK] button and return to the department set details screen.

- 4 Click the [Register] button to register the post.

[Register] button

[Update] button

[Delete] button

Information being edited will be reflected on the database. Displayed only for new registration.

Information for the term being edited will be reflected on the database. This button is displayed only for editing.

By clicking this, the post being displayed will be deleted for the entire term and for all the locales. If there are any post attachment, these will also be entirely deleted. This button is displayed only for editing.

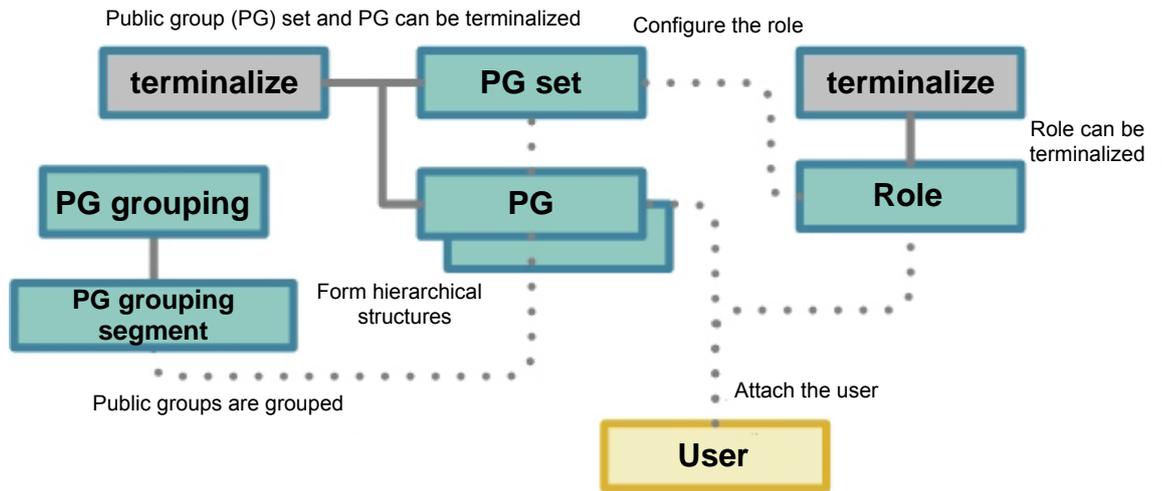
1.4

Public group master



1.4.1 Features of public group master

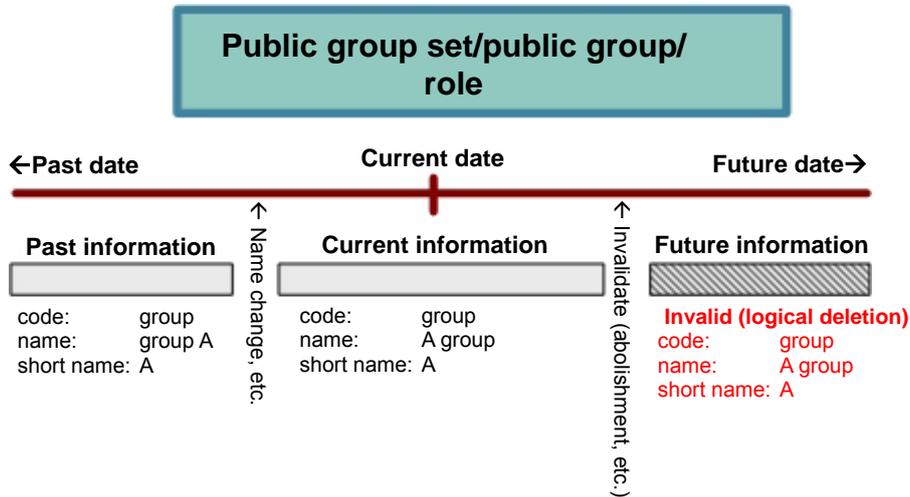
The public group master configuration provides the following features.



Information of public group can be terminalized. Hierarchical structure can be formed for a public group. Considering hierarchical structure as one set to be called “public group set”, roles can be registered for each set. It is also possible to establish individual grouping for public groups and to attach the relevant grouping segment to the public group. The grouping segment is only valid for the grouping segment attached to it, and not applied to the hierarchical structure.

1.4.1.1 Terminalization of public group/role

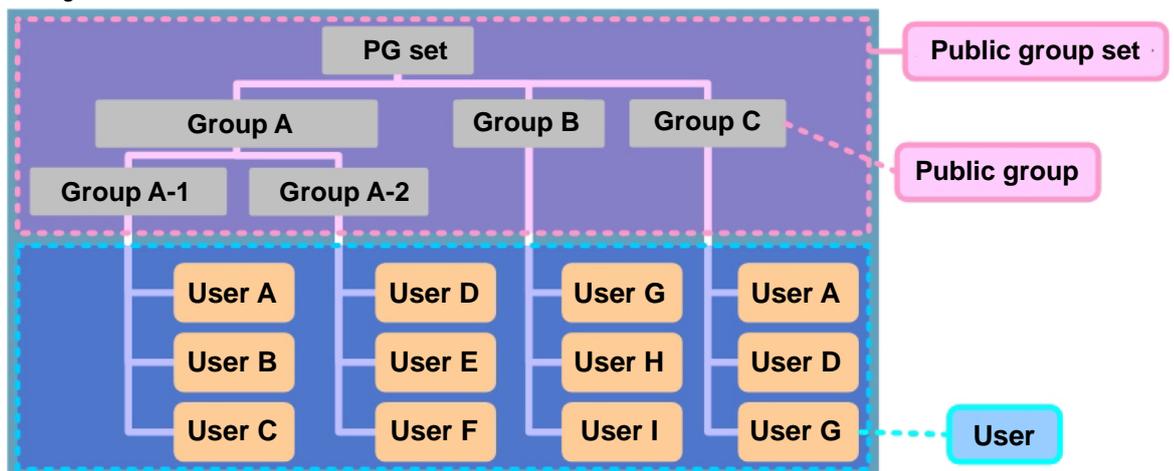
Information of public group and public group set can be terminalized and information such as public group's name, short name, search name, sort key and notes can be maintained as history. Therefore, data can be handled with information as of the processing date. It can also be internationalized. Grouping and grouping segment of public group can only be internationalized, but cannot be terminalized.



For each term, internationalized information can be configured.

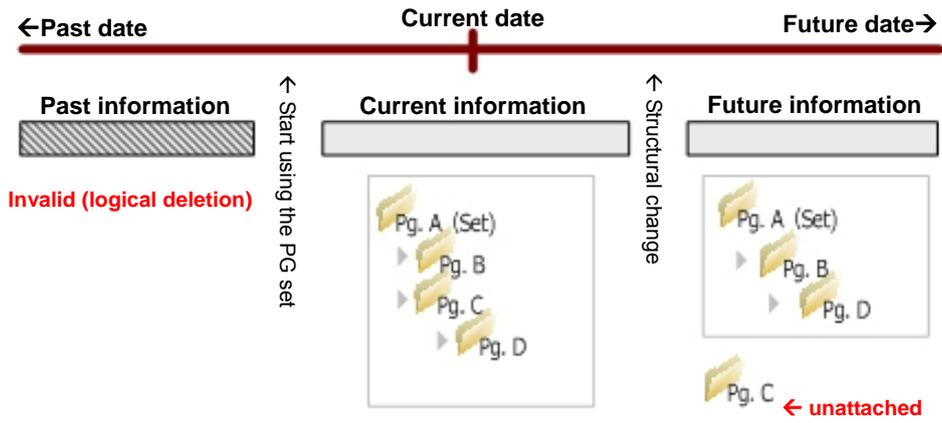
1.4.1.2 Administration of public group/role

Hierarchies of the public group can be administered by registering them for each public group set. In addition, roles can be administered by registering them for each public group set as well. Furthermore, upon registering the public groups in a tree-like form, users attached to each public group will be registered.



Structure information of public groups under the public group set can be terminalized, and the history of the structure can be maintained. Terminalization will be administered for each public group set.

Public group set



In some term there may be a public group which exists but is not attached to the hierarchical structure. This is called an unattached public group.



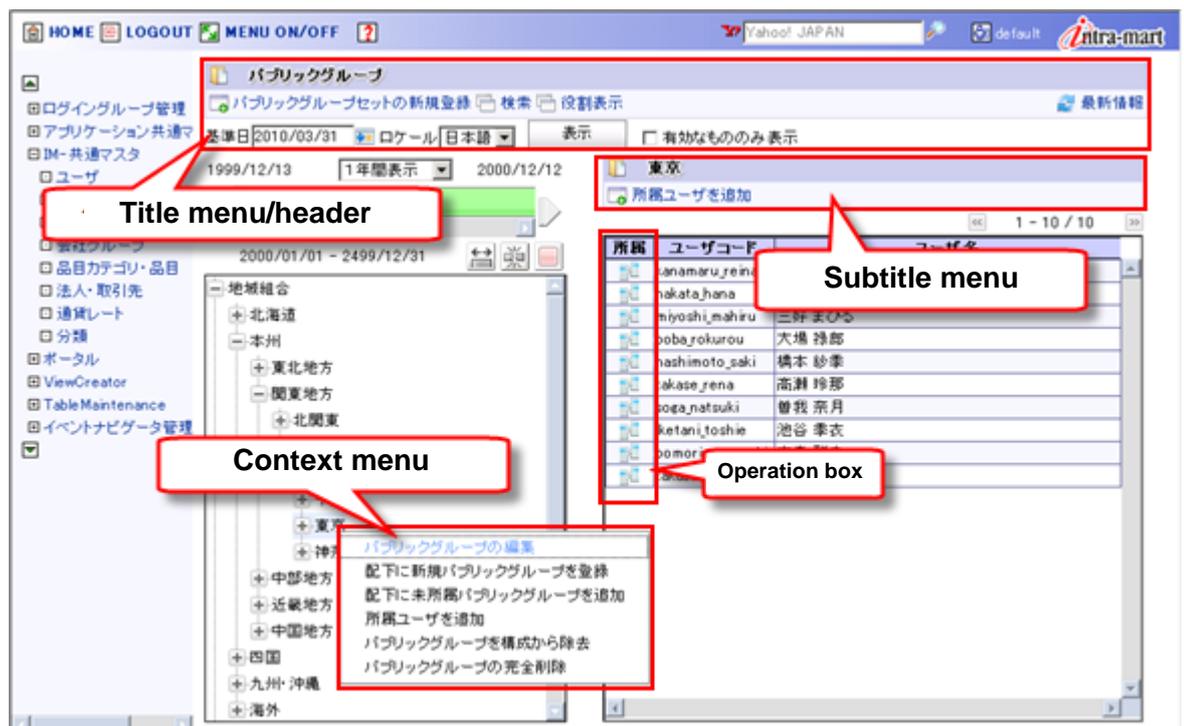
1.4.2 Public group and user attachment

Public group is administered here. Before attaching a user, configure the public group set. To constitute the public group's hierarchical structure, at first create it as a public group set, and then create public groups belonging to lower hierarchies.

By selecting [Public group] from the menu, screen for public group will be displayed.

The public group will be displayed in the leftside tree pane, and the user belonging to the public group selected in the tree will be listed up on the right.

In addition, by selecting a public group set in the tree, a term bar will be displayed above the tree, which represents the terminalization status for that public group set. Details on operation of term bar are explained in [1.11 Terminable information].



Title menu/header pane

[New public group set registration]

New public group set registration screen will be opened. As a new set, public group set and public groups will be created.

NOTE: Screens for registering new public group set and new public groups are identical, whereas clicking this link will lead to new public group set registration mode.

[Search]

Transits to search screen.

[Display role]

Transits to role screen.

[Refresh]

The entire screen will be refreshed.

Base date

Configure the base date of public group information displayed on the screen. By clicking the  icon, calendar subscreen for selecting dates will be displayed cleared.

The date will not be reflected on the screen until clicking the [Display] button after changing the date.

Locale

Select the language for the public group information displayed on the screen.

This will not be reflected on the screen until clicking the [Display] button after changing.

[Display] button

[Display only valid data] checkbox

Context menu

[Edit public group]

[Create new subordinate public group]

[Add unattached public group as subordinate]

If base date and/or locale is changed, click this button to redisplay the information on the screen.

Configure whether or not to display invalid ones as of the base date, in the public group tree and user list pane. Checking/checking off will cause the screen redisplayed immediately.

Displays the screen for editing the selected public group.

Displays public group registration screen, where new public group will be created as a subordinate of the public group being selected.

List of public group currently being unattached status will be displayed. Public groups to be listed up are limited to those belonging to an identical public group set.

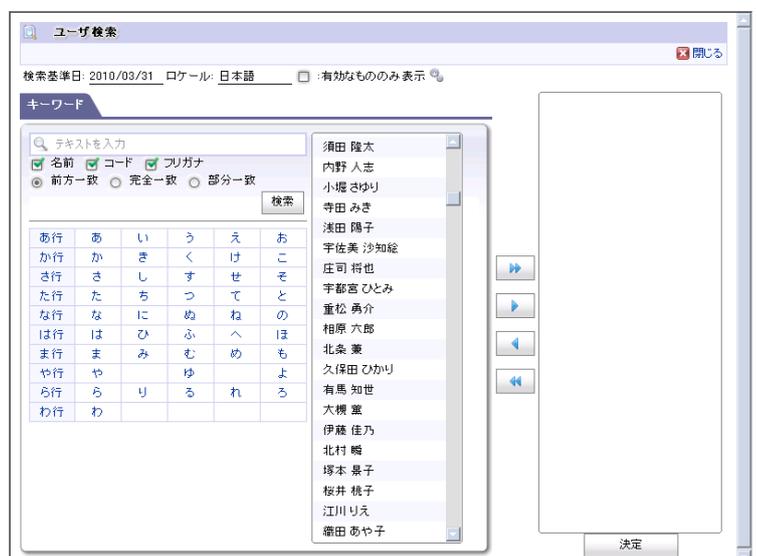
By selecting a public group from the list and clicking the [OK] button, it will be added as subordinate of the selected public group.



[Add attached user]

User search screen will be displayed.

By specifying search conditions and clicking the [Search] button, users who meet the conditions will be displayed. By selecting from the list the user to be attached to the selected public group and clicking the [OK] button, the selected user will be attached to that public group. In doing so, that user will not be registered if there is any other user already attached.



[Remove public group from structure]

Selected public group will be removed from the structure for the term being selected. Thereafter, this public group will be displayed by handling [Add unattached public group as subordinate] menu.

Upon removal, its subordinate public group will also be entirely removed, but user, user attachment and information of the public group itself will not be deleted.

[Delete public group completely]

Information of the selected public group will be completely deleted for the entire term and for all the locales.

Subordinate public groups of the deleted public group will also be entirely removed, but information of the public group itself and user attachment information will not be deleted.

If public group set is deleted, all the information under the relevant public group set will be deleted.

Subtitle menu pane

[Add attached user]

Attach the user to under the selected public group.

This menu operates in the same way as [Add attached user] in the context menu.

Operation box

 (Attach) icon

Opens the attachment term editing screen. The term during which the user is attached to the public group being selected in the attached user list can be edited.

1.4.2.1 Public group set configuration

1 To register a new public group set, click the [New public group set registration] in the title menu. When editing, in the context menu [Edit public group] or in the search result click the  icon for the target public group set.

In the left side of the screen, public group set having already been registered will be displayed in a tree-like format. On the right side, list of users attached to under the public group selected in the left side tree will be displayed.

HOME LOGOUT MENU ON/OFF Yahoo! JAPAN default intra-mart

パブリックグループ

パブリックグループセットの新規登録 検索 役割表示 最新情報

基本日 2010/03/31 ロケール 日本語 表示 有効なもののみ表示

1999/12/13 1年間表示 2000/12/12

2000/01/01 - 2499/12/31

東京
所属ユーザを追加 1 - 10 / 10

所属	ユーザコード	ユーザ名
	kanamaru_reina	金丸 律奈
	nakata_hana	仲田 花
	miyoshi_mahiru	三好 まひる
	ooba_yokuro	大場 裕郎
	hashimoto_saki	橋本 紗季
	takase_rena	高瀬 玲那
	soga_natsuki	曽我 奈月
	iketani_toshie	池谷 季衣
	oomori_masayuki	大森 雅之
	takabata_natsumi	高畑 菜摘

パブリックグループの編集

- 配下に新規パブリックグループを登録
- 配下に未所属パブリックグループを追加
- 所属ユーザを追加
- パブリックグループを構成から除去
- パブリックグループの完全削除

地域組合

- 北海道
- 本州
 - 東北地方
 - 関東地方
 - 北関東
 - 南関東
 - 埼玉
 - 千葉
 - 東京
 - 神奈川
 - 中部地方
 - 近畿地方
 - 中国地方
- 四国
- 九州・沖縄
- 海外

2 New public group set registration screen will be displayed. Enter information of the public group set in the [Basic] tab.

At the top of the screen, term bar will be displayed in which the term to be created will be indicated. In the new public group set registration screen, public group set information will be displayed as being valid during the whole term from the system start date up to the system end date as configured in the system.

By clicking the button located at the lower right area of the term bar for changing the term, initially created term can be changed. Details on operation of terminalization are explained in [1.11 Terminable information].

Current locale

The locale being entered is displayed.

Public group code (required)

Enter the public group code. Once registered, it cannot be changed.

Name (required)

Enter the name.

Short name

Enter the short name.

Search name

Enter the search name.

Notes

Enter the notes.

Sort key (required)

Enter the sort key. Enter the display order in single-byte numerals.

[Other locale configuration] button

Screen for batch configuration of internationalized items will be displayed.



- Editing screen for public group set is shared with the one for public group.

3 Next, click the [Other locale configuration] button and enter multilingual information of the public group set.

This screen is used when more than one locale exist.

+/- box

Checkbox (next to the language name)

Copy from (language name)

Move to top

Name (required)

Short name

Search name

Notes

[OK] button

By clicking this, folded/displayed can be switched.

If checked off, content in that language will not be updated.

Copy the content from default language.

When scrolling, by clicking this button screen display will be returned to the top.

Enter the name.

Enter the short name.

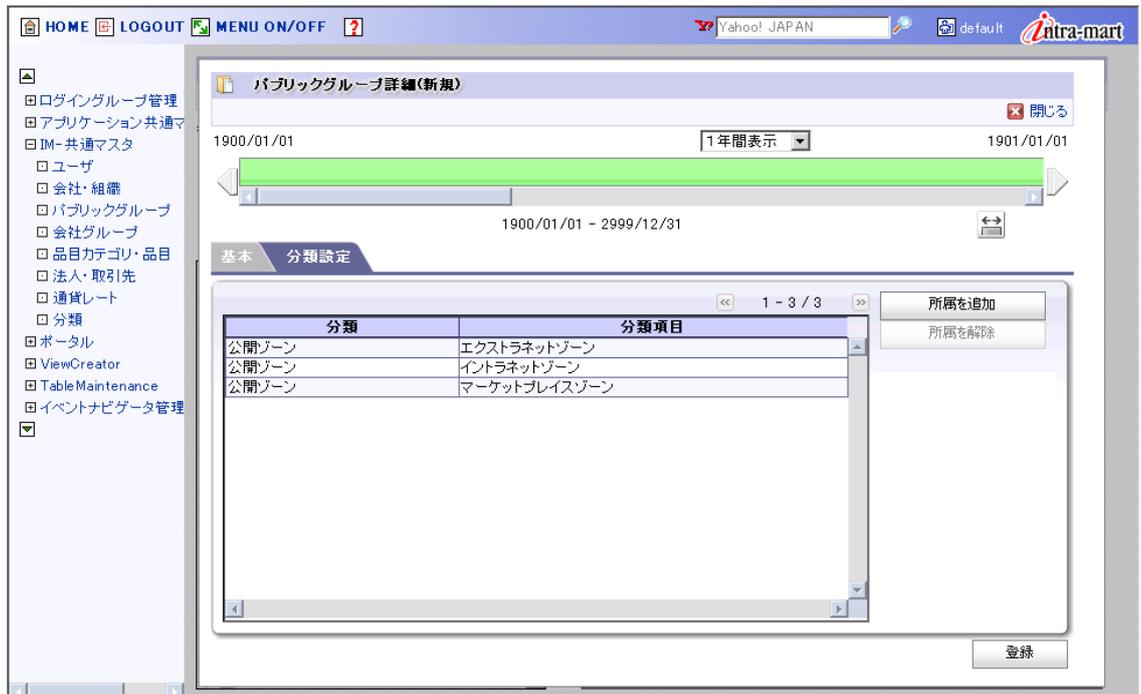
Enter the search name.

Enter the notes.

Establish the contents and return to the details screen.

Upon finishing entry, click the [OK] button and return to the public group set details screen.

- 4 Select [Grouping configuration] tab, display the grouping segment to which the public group set belongs.



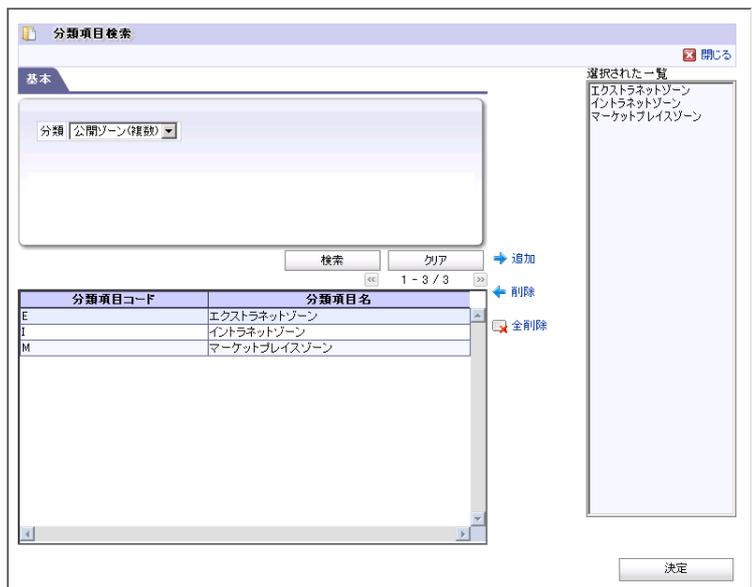
[Add attachment] button

Click this button when adding a grouping segment item to which the user is attached.

By specifying the grouping and selecting the grouping segment to which the user is attached, the selected grouping segment will be added to the list.

There are two types of grouping: single selection and multiselection.

In single selection, only one can be specified.



Grouping

Grouping will be displayed.

Grouping segment

Grouping segment will be displayed.

[Cancel attachment] button

Attachment to the selected grouping segment will be cancelled. Selected grouping segment will disappear from the list.

5 Click the [Register] button to register the public group set.

That the public group set name registered is displayed in the highest hierarchy of the tree pane can be confirmed.

[Register] button

Information being edited will be reflected on the database. Displayed only for new registration.

[Update] button

Information for the term being edited will be reflected on the database. This button is displayed only for editing.

[Delete] button

By clicking this, the public group set being displayed will be deleted for the entire term and for all the locales. If there are any subordinate public group, it will also be entirely deleted. This button is displayed only for editing.



- Editing the public group in the highest position of the tree pane corresponds to editing the public group set.

1.4.2.2 Public group configuration

Since the public group set being the head has been registered, then register the public groups which constitute the set.

1 To create public groups under the public group set having already been created, display the details screen of the public groups.

To add new public group under particular public group in the public group screen, select [Create new subordinate public group] from the context menu which is displayed by right-clicking the target public group set or public group in the tree pane.

The screenshot displays the 'パブリックグループ' (Public Group) management interface. The left sidebar contains a navigation menu with items like 'ログイングループ管理', 'アプリケーション共通マ', 'IM-共通マスタ', 'ユーザ', '会社・組織', 'パブリックグループ', '会社グループ', '品目カテゴリ・品目', '法人・取引先', '通貨レート', '分類', 'ポータル', 'ViewCreator', 'Table Maintenance', and 'イベントナビゲータ管理'. The main area shows the 'パブリックグループ' details for the '東京' (Tokyo) group. It includes a date range from 1999/12/13 to 2000/12/12, a '1年間表示' (1 year display) button, and a '所属ユーザを追加' (Add member user) button. A table lists the members of the group:

所属	ユーザコード	ユーザ名
	kanamaru_reina	金丸 律奈
	nakata_hana	仲田 花
	miyoshi_mahiru	三好 まひる
	ooba_yokuro	大場 裕郎
	hashimoto_saki	橋本 紗季
	takase_rena	高瀬 玲那
	soga_natsuki	曽我 奈月
	iketani_toshie	池谷 寿衣
	oomori_masayuki	大森 雅之
	takabata_natsumi	高畑 菜摘

A context menu is open over the '東京' group, with the option '配下に新規パブリックグループを登録' (Register new subordinate public group) highlighted in red. Other options in the menu include '配下に未登録パブリックグループを追加', '所属ユーザを追加', 'パブリックグループを構成から除去', and 'パブリックグループの完全削除'.

2 New public group registration screen will be displayed. Enter information of the public group in the [Basic] tab.

At the top of the screen, term bar will be displayed in which the term to be created will be indicated. In the new public group registration screen, public group information will be displayed as being valid during the whole term from the system start date up to the system end date as configured in the system.

By clicking the button located at the lower right area of the term bar for changing the term, initially created term can be changed. Details on operation of terminalization are explained in [1.11 Terminable information].

HOME LOGOUT MENU ON/OFF ? Yahoo! JAPAN default Intra-mart

パブリックグループ詳細(新規) 閉じる

1900/01/01 1年間表示 1901/01/01

1900/01/01 - 2999/12/31

基本 分類設定

現在のロケール 日本語 他ロケール設定

パブリックグループコード * group1

名称 * グループ1

略称 グループ1

検索名 グループ1

備考

ソートキー * 1

登録

Current locale

The locale being entered is displayed.

Public group code (required)

Enter the public group code. Once registered, it cannot be changed.

Name (required)

Enter the name.

Short name

Enter the short name.

Search name

Enter the search name.

Notes

Enter the notes.

Sort key (required)

Enter the sort key. Enter the display order in single-byte numerals.

[Other locale configuration] button

Screen for batch configuration of internationalized items will be displayed.

3 Next, click the [Other locale configuration] button and enter multilingual information of the public group .

This screen is used when more than one locale exist.

+/- box

Checkbox (next to the language name)

Copy from (language name)

Move to top

Name (required)

Short name

Search name

Notes

[OK] button

By clicking this, folded/displayed can be switched.

If checked off, content in that language will not be updated.

Copy the content from default language.

When scrolling, by clicking this button screen display will be returned to the top.

Enter the name.

Enter the short name.

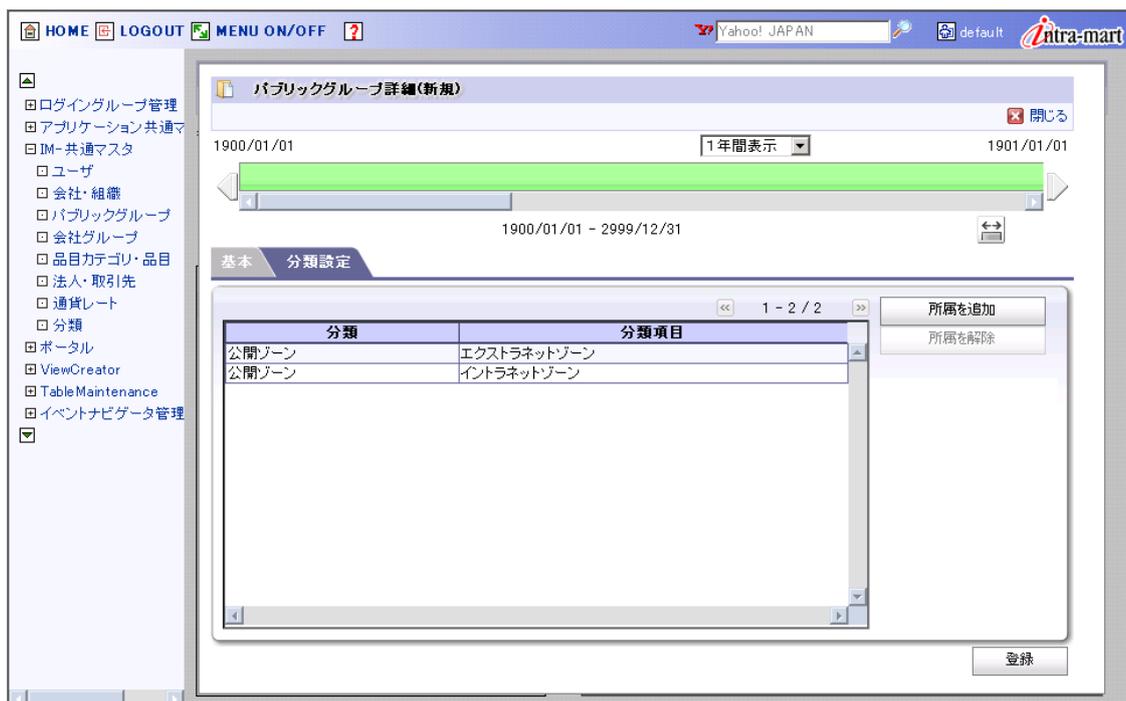
Enter the search name.

Enter the notes.

Establish the contents and return to the details screen.

Upon finishing entry, click the [OK] button and return to the public group details screen.

4 Select [Grouping configuration] tab, display the grouping segment to which the public group belongs.



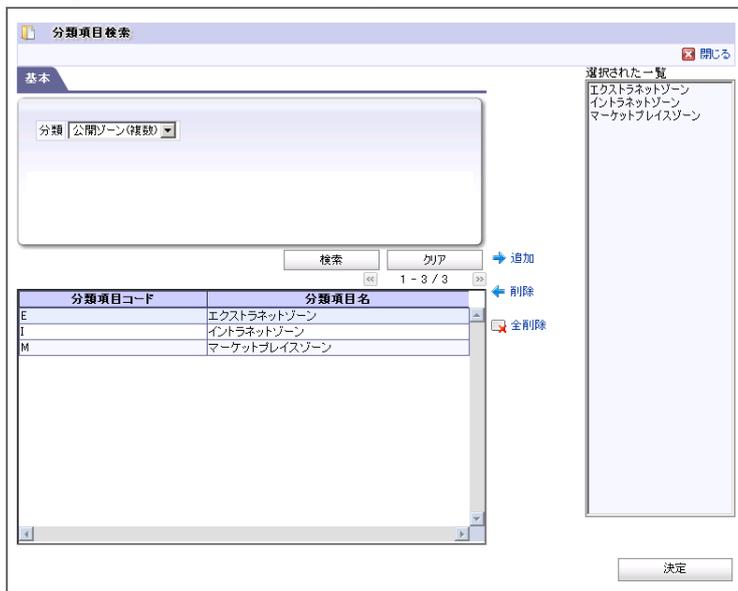
[Add attachment] button

Click this button when adding a grouping segment item to which the user is attached.

By specifying the grouping and selecting the grouping segment to which the user is attached, the selected grouping segment will be added to the list.

There are two types of grouping: single selection and multiselection.

In single selection, only one can be specified.



Grouping

Grouping will be displayed.

Grouping segment

Grouping segment will be displayed.

[Cancel attachment] button

Attachment to the selected grouping segment will be cancelled. Selected grouping segment will disappear from the list.

5 Click the [Register] button to register the public group.

That the public group name registered is displayed in the tree pane can be confirmed.

[Register] button

Information being edited will be reflected on the database. Displayed only for new registration.

[Update] button

Information for the term being edited will be reflected on the database. This button is displayed only for editing.

[Delete] button

By clicking this, the public group being displayed will be deleted for the entire term and for all the locales. User attachment information of the relevant public group will be deleted, and its subordinate will be removed from the structure entirely, but the public group's information itself and user attachment information will not be deleted. This button is displayed only for editing.

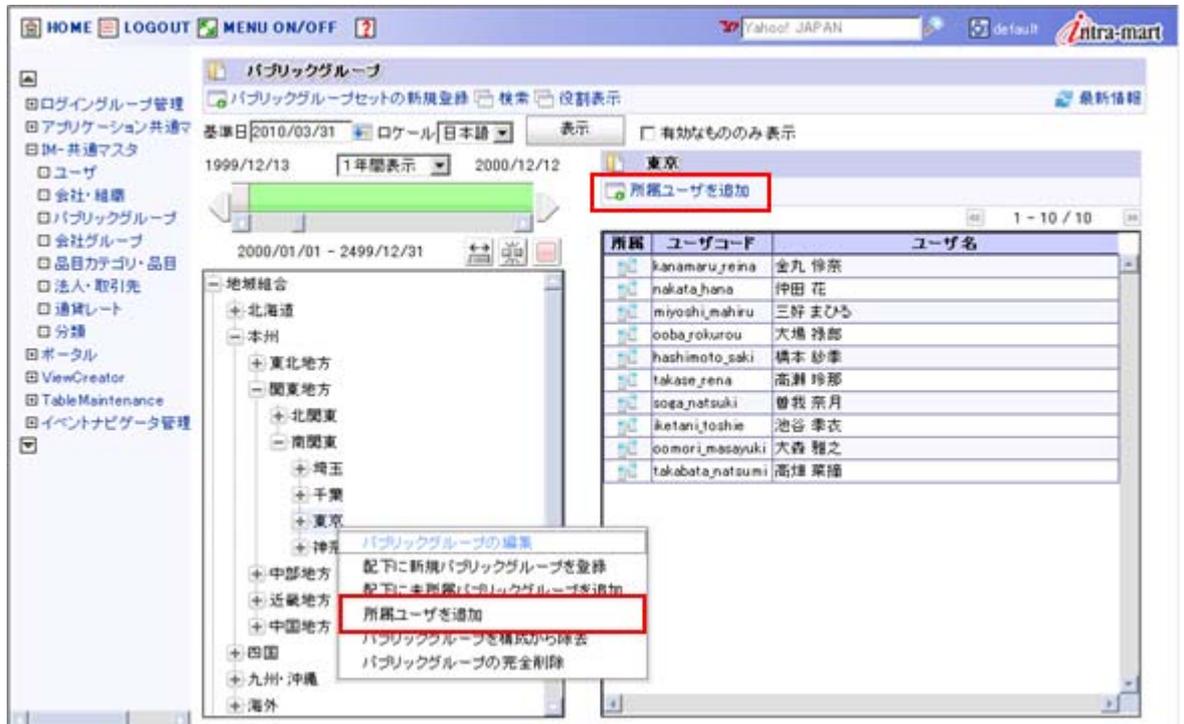


- Editing the public group in the highest position of the tree pane corresponds to editing the public group set.

1.4.2.3 Attached user configuration

Attach the user to under the public group registered as described so far.

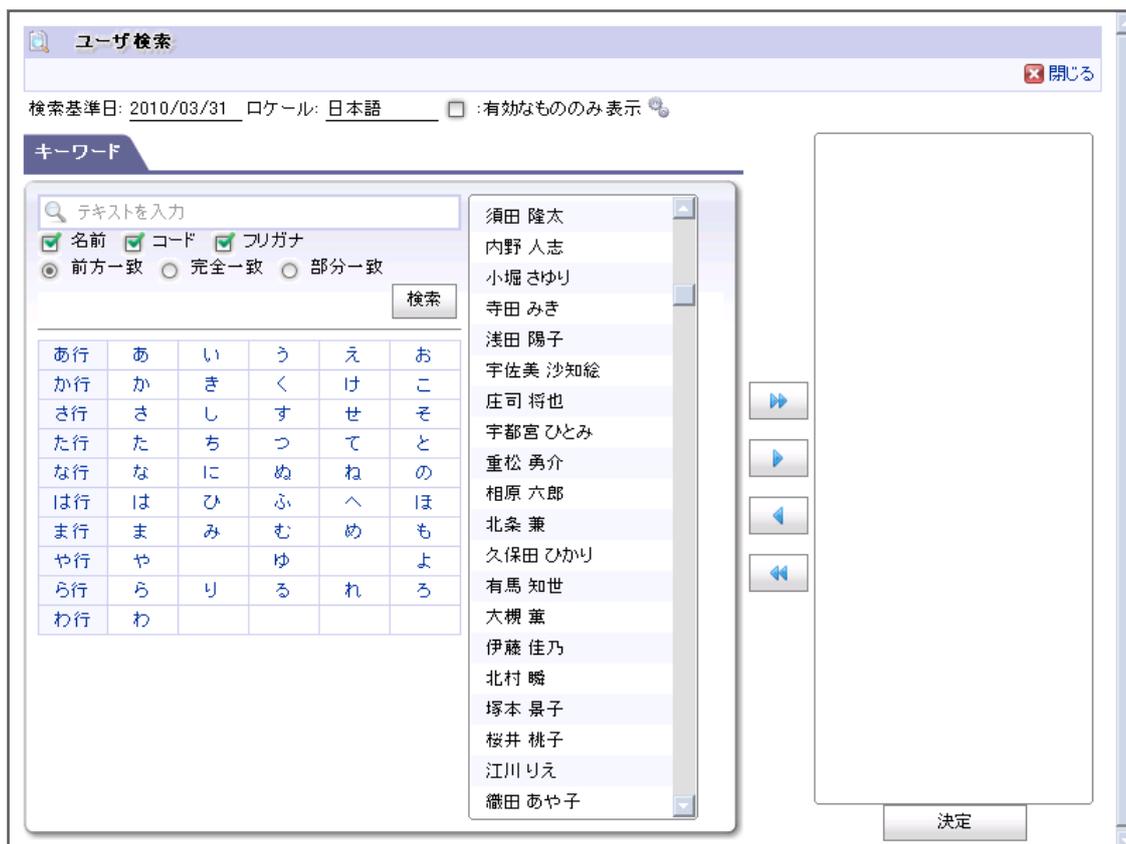
- 1 Select the public group to attach the user to, and click [Add attached user] in the context menu or in the subtitle menu.  When editing, in the search result click the  icon for the target user.



The screenshot shows the 'パブリックグループ' (Public Group) management interface. The '東京' (Tokyo) group is selected, and the '所属ユーザを追加' (Add attached user) option is highlighted in the context menu. The table below lists the users associated with the selected group.

所属	ユーザコード	ユーザ名
	kanamaru_reina	金丸 怜奈
	nakata_hana	仲田 花
	miyoshi_mahiru	三好 まひる
	ooba_yokuro	大場 裕郎
	hashimoto_saki	橋本 紗季
	takase_rena	高瀬 玲那
	soga_natsuki	曽我 奈月
	iketani_toshie	池谷 寿衣
	oomori_masayuki	大森 雅之
	takabata_natsumi	高畑 菜摘

2 In the screen displayed by clicking the [Add attached user] menu, select the user to be attached.



Search base date

Locale

[Display only valid data] checkbox



icon

Search base date will be displayed.

Locale will be displayed.

This represents whether the displayed data includes logical deletion data or not. If checked, logical deletion data is not included.

A screen will be displayed in which prerequisites of the search to be displayed can be changed.

In this screen, search base date, locale and selection of valid data can be changed.

By clicking the [OK] button, this screen will be redisplayed with the specified search conditions.



Search word	Enter the search word. This is required in mass data mode.
Target (in case of mass data mode, select just one of them)	
[name]	If [name] is checked, user names will be searched with the entered keyword.
[code]	If [code] is checked, user codes will be searched with the entered keyword.
[Reading]	If [reading] is checked, readings will be searched with the entered keyword (only for Japanese).
Search conditions	Select either left-hand matching/exact matching/partial matching.
[Search] button	Search with specified conditions will be executed.
Initial search	Search by the reading (only for Japanese) Use condition may vary depending on the system locale.
User name:	User name of search result will be displayed. By double-clicking the name, the user will be a designated user.
 button	All the users of the search result will be configured as designated users.
 button	Selected user will be configured as designated user.
 button	Selected user as designated user will be excluded.
 button	All the designated users will be excluded.
Designated user	Corresponding user name will be displayed.
[OK] button	Attach the user configured as designated user. Main attachment and post cannot be specified.

- 3 Click the  icon for the user displayed in the list to display the attachment term editing screen. For operation of terminalizing the attachment, refer to [1.11 Terminable information]. By specifying a role in the “Attached role” pane, the role can be assigned to the term being edited. Role list can be handled by Drag & Drop operation.

Role list | Roles of the specified public group set will be displayed. By

[Add]

[Delete]

[Delete all]

Attached role

[Cancel attachment] button

[Update] button

double-clicking the role name, it will be configured as attached post.

Selected role will be configured as attached post.

The role configured as attached role will be excluded.

All the roles configured as attached roles will be excluded.

Role designated as attached role will be displayed.

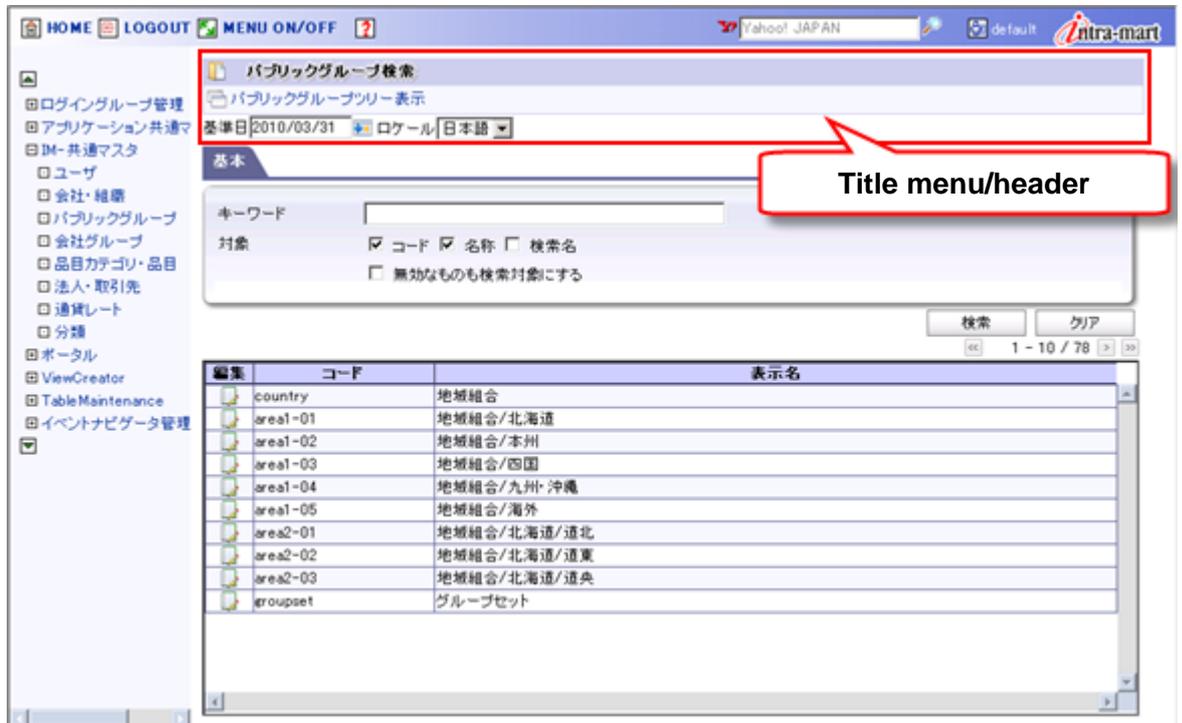
Attachment of the user to the specified public group will be cancelled.

Edited content will be reflected on the database.



1.4.3 Public group search

Registered public groups can be searched, referred and edited.



Title menu/header pane

[Display public group tree]

Base date

Locale

[Basic] tab

Keyword

Target (in case of mass data mode, select just one of them)

[code]

[name]

[Search name]

[Include invalidated data]

[Search] button

[Clear] button

Search result

(Edit) icon

Code

Display name

Transits to public group screen.

Enter the base date for searching. By clicking the icon, calendar subscreen for selecting the base date will be opened.

Select the locale to be searched.

Keyword for searching. Specify the search target for the keyword by checking the following checkboxes. This is required in mass data mode.

If [code] is checked, codes will be searched with the entered keyword.

If [name] is checked, names will be searched with the entered keyword.

If [search name] is checked, search names will be searched with the entered keyword.

Include invalidated data in the search result to be displayed. Invalidated data will be displayed in red characters.

By clicking this, search will be executed with the entered information.

Search condition will be cleared.

By clicking this, public group details screen will be displayed.

Public group code will be displayed.

Public group name will be displayed.

1.4.3.1 Public group search

- 1 Click [Search] in the public group screen.
Search screen will be displayed.



- 2 By clicking the [Search] button, display the target public group.
Search result will be displayed in the lower part.
From the search result by clicking the  icon, public group details screen will be displayed.

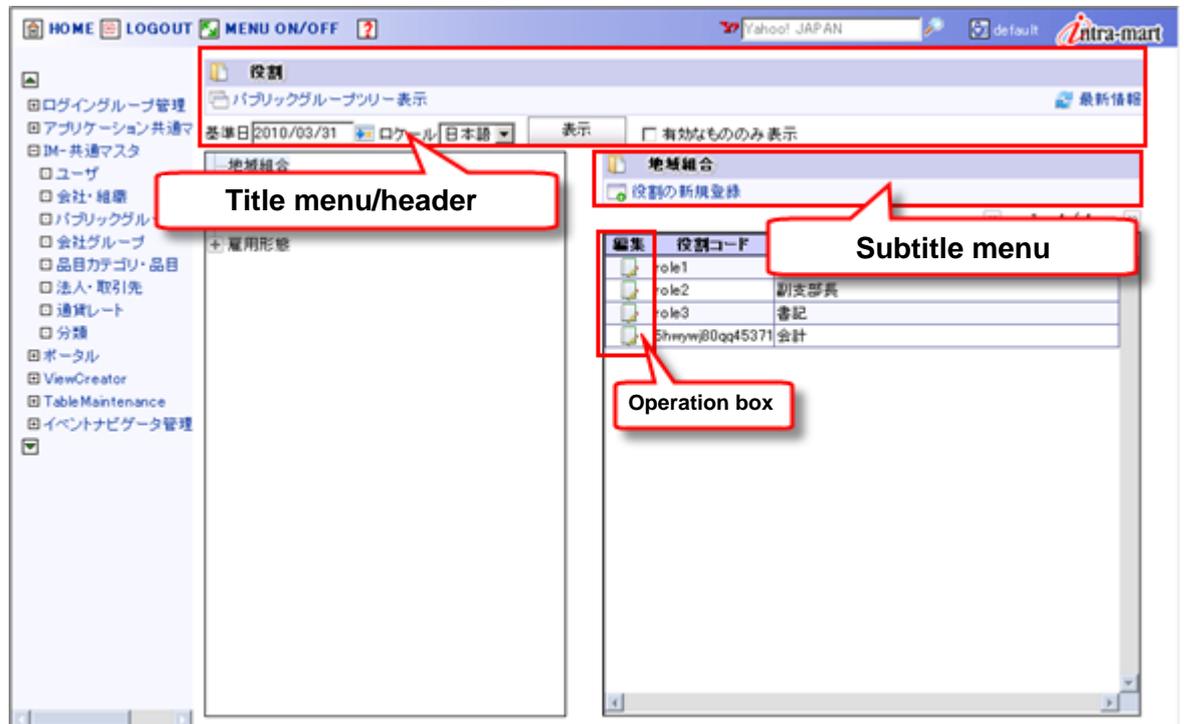




1.4.4 Role

In this step, the role which can be specified when attaching a user will be configured. By clicking [Display role] in the public group screen, "Role" screen will be displayed.

The public group set will be displayed in the leftside tree pane, and the role belonging to the public group set selected in the tree will be listed up on the right.



Title menu/header pane

[Display public group tree]

[Refresh]

Base date

Locale

[Display] button

[Display only valid data] checkbox

Transits to public group screen.

The entire screen will be refreshed.

Configure the base date of public group information displayed on the screen. By clicking the  icon, calendar subscreen for selecting dates will be displayed cleared.

The date will not be reflected on the screen until clicking the [Display] button after changing the date.

Select the language for the public group information displayed on the screen.

This will not be reflected on the screen until clicking the [Display] button after changing.

If base date and/or locale is changed, click this button to redisplay the information on the screen.

Configure whether or not to display invalid ones as of the base date, in the public group tree and user list pane. Checking/checking off will cause the screen redisplayed immediately.

Subtitle menu pane

[New role registration]

The role will be registered to the selected public group set.

Operation box

 (Edit) icon

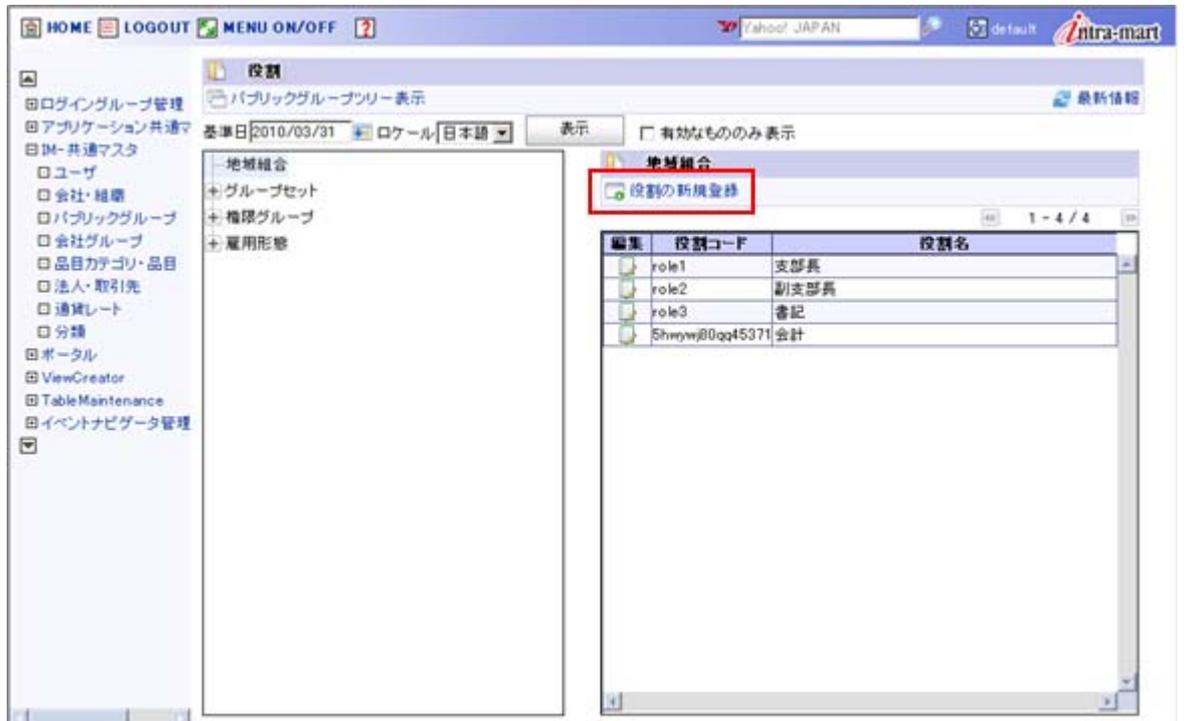
Opens the role editing screen. Role attached to the public group set being

| selected in the role list can be edited.

1.4.4.1 Role configuration

Register the role of the registered public group. Roles will be administered for each public group set.

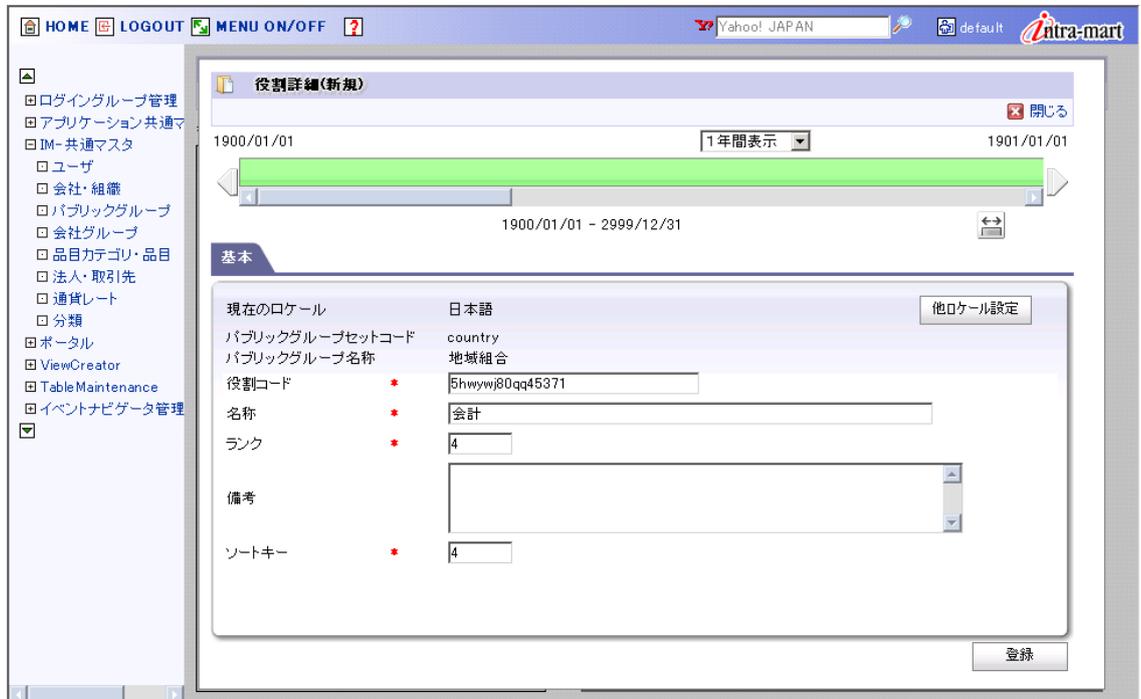
- 1 To register a new role, click the [New role registration] in the subtitle menu. When editing, click the  icon for the target role displayed in the list.



The screenshot displays the '役割' (Role) configuration page. The main content area is divided into two sections: '地域組合' (Regional Association) and '地域組合' (Regional Association). The '地域組合' section contains a table of roles.

編集	役割コード	役割名
	role1	支部長
	role2	副支部長
	role3	書記
	Shreyw@0qq45371	会計

- 2 New role registration screen will be displayed. Enter information of the role in the [Basic] tab.
 At the top of the screen, term bar will be displayed in which the term to be created will be indicated. In the new role registration screen, role information will be displayed as being valid during the whole term from the system start date up to the system end date as configured in the system.
 By clicking the button located at the lower right area of the term bar for changing the term, initially created term can be changed. Details on operation of terminalization are explained in [1.11 Terminable information].



Current locale	The locale being entered is displayed.
Public group set code	Public group set code will be displayed.
Public group name	Public group name will be displayed.
Role code (required)	Enter the role code. Once registered, it cannot be changed.
Name (required)	Enter the name.
Rank (required)	Enter the rank. Enter with single-byte numbers. Smaller number represents higher rank.
Notes	Enter the notes.
Sort key (required)	Enter the sort key. Enter the display order in single-byte numerals.
[Other locale configuration] button	Screen for batch configuration of internationalized items will be displayed.

- 3 Next, click the [Other locale configuration] button and enter multilingual information of the role. This screen is used when more than one locale exist.

+/- box

Checkbox (next to the language name)

Copy from (language name)

Move to top

Name (required)

Notes

[OK] button

By clicking this, folded/displayed can be switched.

If checked off, content in that language will not be updated.

Copy the content from default language.

When scrolling, by clicking this button screen display will be returned to the top.

Enter the name.

Enter the notes.

Establish the contents and return to the details screen.

Upon finishing entry, click the [OK] button and return to the public group set details screen.

- 4 Click the [Register] button to register the role.

[Register] button

[Update] button

[Delete] button

Information being edited will be reflected on the database. Displayed only for new registration.

Information for the term being edited will be reflected on the database. This button is displayed only for editing.

By clicking this, the role being displayed will be deleted for the entire term and for all the locales. If there are any role attachment, it will also be entirely deleted. This button is displayed only for editing.

1.5

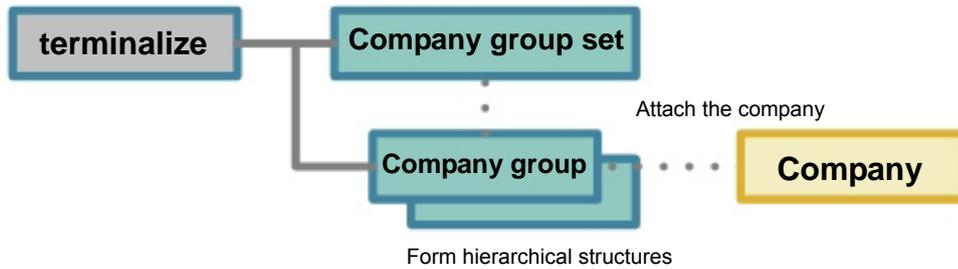
Company group master



1.5.1 Features of company group master

The company group master configuration provides the following features.

Company group set and company group can be terminalized

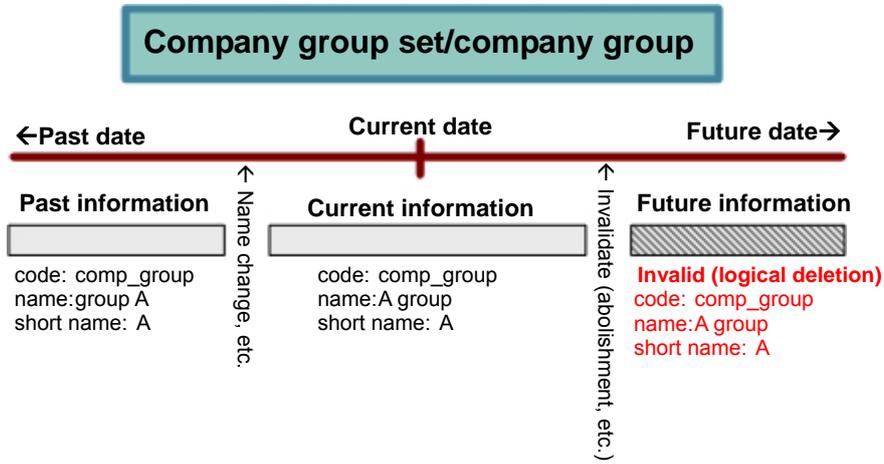


Information of company group can be terminalized. Hierarchical structure can be formed for a company group.

That hierarchical structure can be configured as a unit called "company group set", which can also be grouped.

1.5.1.1 Terminalization of company group

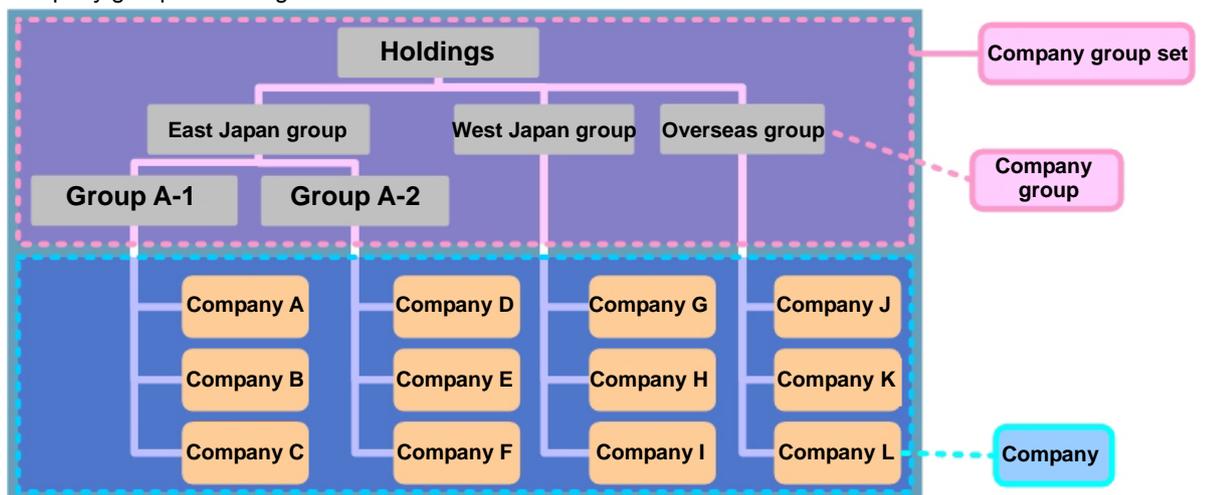
Information of company group and company group set can be terminalized and information such as company group's name, short name, search name, sort key and notes can be maintained as history. Therefore, data can be handled with information as of the processing date. It can also be internationalized.



For each term, internationalized information can be configured.

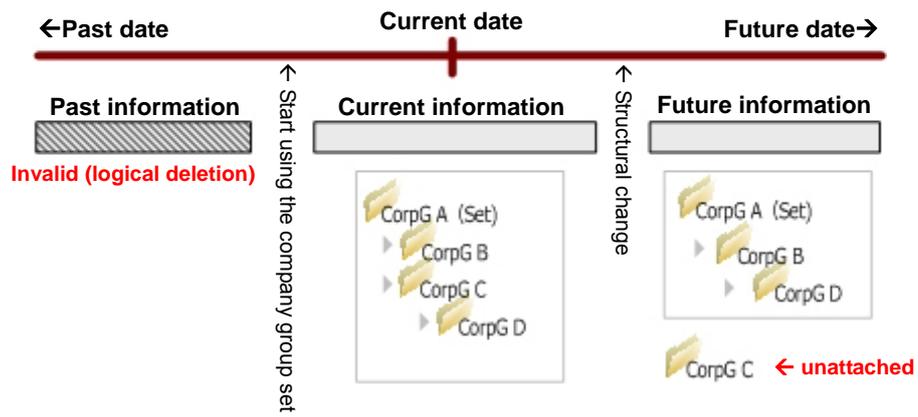
1.5.1.2 Administration of company group

Hierarchies of the company group can be administered by registering them for each company group set. Furthermore, upon registering the company groups in a tree-like form, companies attached to each company group will be registered.



Structure information of company groups under the company group set can be terminalized, and the history of the structure can be maintained. Terminalization will be administered for each company group set.

Company group set



In some term there may be a company group which exists but is not attached to the hierarchical structure. This is called an unattached company group.



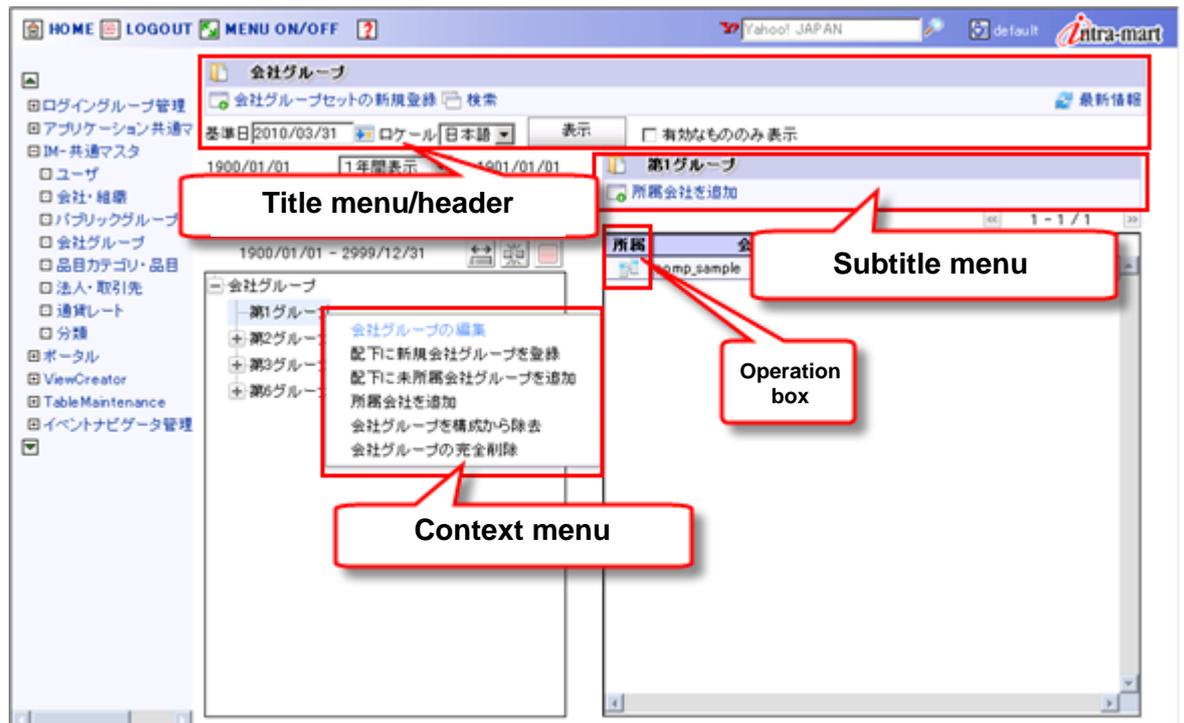
1.5.2 Company group and company attachment

Company group is administered here. Before attaching a company, configure the company group set. To constitute the company group's hierarchical structure, at first create it as a company group set, and then create company groups belonging to lower hierarchies.

By selecting [Company group] from the menu, screen for company group will be displayed.

The company group will be displayed in the leftside tree pane, and the company belonging to the company group selected in the tree will be listed up on the right.

In addition, by selecting a company group set in the tree, a term bar will be displayed above the tree, which represents the terminalization status for that company group set. Details on operation of term bar are explained in [1.11 Terminable information].



Title menu/header pane

[New company group set registration]

New company group set registration screen will be opened. As a new set, company group set and company groups will be created.

Search

NOTE: Screens for registering new company group set and new company group are identical, whereas clicking this link will lead to new company group set registration mode.

Transits to search screen.

[Refresh]

The entire screen will be refreshed.

Base date

Configure the base date of company group information displayed on the screen. By clicking the  icon, calendar subscreen for selecting dates will be displayed cleared.

The date will not be reflected on the screen until clicking the [Display] button after changing the date.

Locale

Select the language for the company group information displayed on the screen.

This will not be reflected on the screen until clicking the [Display] button after changing.

[Display] button

If base date and/or locale is changed, click this button to redisplay the

[Display only valid data] checkbox

information on the screen.

Configure whether or not to display invalid ones as of the base date, in the company group tree and company list pane. Checking/checking off will cause the screen redisplayed immediately.

Context menu

[Edit company group]

Displays the screen for editing the selected company group.

[Create new subordinate company group]

Displays company group registration screen, where new company group will be created as a subordinate of the company group being selected.

[Add unattached company group as subordinate]

List of company group currently being unattached status will be displayed. Company groups to be listed up are limited to those belonging to an identical company group set.

By selecting a company group from the list and clicking the [OK] button, it will be added as subordinate of the selected company group.

会社グループセットコード	会社グループコード	会社
comp_group	group4	第4グループ
comp_group	group5	第5グループ

[Add attached company]

Company search screen will be displayed.

By specifying search conditions and clicking the [Search] button, companies which meet the conditions will be displayed. By selecting from the list the company to be attached to the selected company group and clicking the [OK] button, the selected company will be attached to that company group. In doing so, that user will not be registered if there is any other company already attached.

会社検索

検索基準日: 2010/03/31 | ロケール: 日本語 | :有効なもののみ表示

キーワード

テキストを入力

名称 コード 検索名

前方一致 完全一致 部分一致

検索

- サンプル会社
- 株式会社NTTデータインフラマート
- 〇〇株式会社
- 株式会社□□□□
- △△コーポレーション

[Remove company group from structure]

Selected company group will be removed from the structure for the term being selected. Thereafter, this company group will be displayed by handling [Add unattached company group as subordinate] menu.

Upon removal, its subordinate company group will also be entirely removed, but company, company attachment and information of the company group itself will not be deleted.

[Delete company group completely]

Information of the selected company group will be completely deleted for the entire term and for all the locales.

Subordinate company groups of the deleted company group will also be entirely removed, but information of the company group itself and company attachment information will not be deleted.

If company group set is deleted, all the information under the relevant company group set will be deleted.

Subtitle menu pane

[Add attached company]

Attach the company under the selected company group.

This menu operates in the same way as [Add attached company] in the context menu.

Operation box

 (Attach) icon

Opens the attachment term editing screen. The term during which the user is attached to the company group being selected in the attached company list can be edited.

1.5.2.1 Company group set configuration

- 1 To register a new company group set, click the [New company group set registration] in the title menu.
 When editing, in the context menu [Edit company group] or in the search result click the  icon for the target company group set.

In the left side of the screen, company group set having already been registered will be displayed in a tree-like format. On the right side, list of companies attached to under the company group selected in the left side tree will be displayed.

HOME LOGOUT MENU ON/OFF ? Yahoo! JAPAN default ntra-mart

会社グループ

会社グループセットの新規登録 検索 最新情報

基準日 2010/03/31 ロケール 日本語 表示 有効なもののみ表示

1900/01/01 1年間表示 1901/01/01

1900/01/01 - 2999/12/31

会社グループ

- 第1グループ [会社グループの編集](#)
- 第2グループ 配下に新規会社グループを登録
- 第3グループ 配下に未所属会社グループを追加
- 第4グループ 所属会社を追加
- 第5グループ 会社グループを構成から除去
- 第6グループ 会社グループの完全削除

第1グループ

所属会社を追加

所属	会社コード	会社名
	comp_sample	サンプル会社

1 - 1 / 1

ログイングループ管理
アプリケーション共通マ
IM-共通マスタ
ユーザ
会社・経費
パブリックグループ
会社グループ
品目カテゴリ・品目
法人・取引先
通貨レート
分類
ポータル
ViewCreator
Table Maintenance
イベントナビゲータ管理

2 New company group set registration screen will be displayed. Enter information of the company group set in the [Basic] tab.

At the top of the screen, term bar will be displayed in which the term to be created will be indicated. In the new company group set registration screen, company group set information will be displayed as being valid during the whole term from the system start date up to the system end date as configured in the system.

By clicking the button located at the lower right area of the term bar for changing the term, initially created term can be changed. Details on operation of terminalization are explained in [1.11 Terminable information].

The screenshot shows the '会社グループ詳細(新規)' (Company Group Detail (New)) registration screen. The interface includes a top navigation bar with 'HOME', 'LOGOUT', 'MENU ON/OFF', and a search bar. The main content area features a term bar at the top with dates '1900/01/01' and '1901/01/01', a '1年間表示' (1 year display) dropdown, and a '開じる' (Open) button. Below the term bar is a '基本' (Basic) tab with a form containing the following fields:

- 現在のロケール (Current locale): 日本語 (Japanese)
- 会社グループコード (Company group code): * comp_group
- 名称 (Name): * 会社グループ
- 略称 (Short name): グループ
- 検索名 (Search name): 会社グループ
- 備考 (Notes):
- ソートキー (Sort key): * 0

A '他ロケール設定' (Other locale configuration) button is located to the right of the '現在のロケール' field. A '登録' (Register) button is at the bottom right of the form.

Current locale	The locale being entered is displayed.
Company group code (required)	Enter the company group code. Once registered, it cannot be changed.
Name (required)	Enter the name.
Short name	Enter the short name.
Search name	Enter the search name.
Notes	Enter the notes.
Sort key (required)	Enter the sort key. Enter the display order in single-byte numerals.
[Other locale configuration] button	Screen for batch configuration of internationalized items will be displayed.



- Editing screen for company group set is shared with the one for company group.

3 Next, click the [Other locale configuration] button and enter multilingual information of the company group set.

This screen is used when more than one locale exist.



+/- box

By clicking this, folded/displayed can be switched.

Checkbox (next to the language name)

If checked off, content in that language will not be updated.

Copy from (language name)

Copy the content from default language.

Move to top

When scrolling, by clicking this button screen display will be returned to the top.

Name (required)

Enter the name.

Short name

Enter the short name.

Search name

Enter the search name.

Notes

Enter the notes.

[OK] button

Establish the contents and return to the details screen.

Upon finishing entry, click the [OK] button and return to the company group set details screen.

1 Click the [Register] button to register the company group set.

That the company group set name registered is displayed in the highest hierarchy of the tree pane can be confirmed.

[Register] button

Information being edited will be reflected on the database. Displayed only for new registration.

[Update] button

Information for the term being edited will be reflected on the database. This button is displayed only for editing.

[Delete] button

By clicking this, the company group set being displayed will be deleted for the entire term and for all the locales. If there are any subordinate company groups, these will also be entirely deleted. This button is displayed only for editing.



- Editing the company group in the highest position of the tree pane corresponds to editing the company group set.

1.5.2.2 Company group configuration

Since the company group set being the head has been registered, then register the company groups which constitute the set.

1 To create company group under the company group set having already been created, display the details screen of the company group.

To add new company group under particular company group in the company group screen, select [Create new subordinate company group] from the context menu which is displayed by right-clicking the target company group set or company group in the tree pane.

The screenshot shows the '会社グループ' (Company Group) configuration screen. The left sidebar contains a navigation menu with items like 'ログイングループ管理', 'アプリケーション共通マスタ', 'IM-共通マスタ', 'ユーザ', '会社・組織', 'パブリックグループ', '会社グループ', '品目カテゴリ・品目', '法人・取引先', '通貨レート', '分類', 'ポータル', 'ViewCreator', 'TableMaintenance', and 'イベントナビゲータ管理'. The main content area is titled '会社グループ' and includes a search bar, a date range selector (1900/01/01 to 1901/01/01), and a '表示' (Display) button. Below this, a tree view shows the hierarchy: '会社グループ' (expanded) > '第1グループ' (selected) > '第2グループ' > '第3グループ' > '第4グループ'. A context menu is open over '第1グループ', listing actions such as '会社グループの編集', '配下に新規会社グループを登録' (highlighted in red), '配下に未所属会社グループを追加', '所属会社を追加', '会社グループを構成から除去', and '会社グループの完全削除'. The right pane shows a table with the following data:

所属	会社コード	会社名
	comp_sample	サンプル会社

2 New company group registration screen will be displayed. Enter information of the company group in the [Basic] tab.

At the top of the screen, term bar will be displayed in which the term to be created will be indicated. In the new company group registration screen, configuration information will be displayed as being valid during the whole term from the system start date up to the system end date as configured in the system.

By clicking the button located at the lower right area of the term bar for changing the term, initially created term can be changed. Details on operation of terminalization are explained in [1.11 Terminable information].

The screenshot shows the '会社グループ詳細(新規)' (New Company Group Detail) screen. At the top, there is a term bar with a date range from 1900/01/01 to 1901/01/01 and a '1年間表示' (1 Year Display) dropdown. Below the term bar is a '基本' (Basic) tab with a form containing the following fields:

- 現在のロケール (Current locale): 日本語 (Japanese)
- 会社グループコード (Company group code): * group6
- 名称 (Name): * 第6グループ (Group 6)
- 略称 (Short name): 第6グループ (Group 6)
- 検索名 (Search name): 第6グループ (Group 6)
- 備考 (Notes):
- ソートキー (Sort key): * 0

A '他ロケール設定' (Other locale configuration) button is located to the right of the '現在のロケール' field. A '登録' (Register) button is located at the bottom right of the form.

Current locale

The locale being entered is displayed.

Company group code (required)

Enter the company group code. Once registered, it cannot be changed.

Name (required)

Enter the name.

Short name

Enter the short name.

Search name

Enter the search name.

Notes

Enter the notes.

Sort key (required)

Enter the sort key. Enter the display order in single-byte numerals.

[Other locale configuration] button

Screen for batch configuration of internationalized items will be displayed.

3 Next, click the [Other locale configuration] button and enter multilingual information of the company group.

This screen is used when more than one locale exist.



+/- box

Checkbox (next to the language name)

Copy from (language name)

Move to top

Name (required)

Short name

Search name

Notes

[OK] button

By clicking this, folded/displayed can be switched.

If checked off, content in that language will not be updated.

Copy the content from default language.

When scrolling, by clicking this button screen display will be returned to the top.

Enter the name.

Enter the short name.

Enter the search name.

Enter the notes.

Establish the contents and return to the details screen.

Upon finishing entry, click the [OK] button and return to the company group details screen.

1 Click the [Register] button to register the company group.

That the company group name registered is displayed in the tree pane can be confirmed.

[Register] button

[Update] button

[Delete] button

Information being edited will be reflected on the database. Displayed only for new registration.

Information for the term being edited will be reflected on the database. This button is displayed only for editing.

By clicking this, the company group being displayed will be deleted for the entire term and for all the locales. Company attachment information of the relevant company group will be deleted, and its subordinate will be removed from the structure entirely, but the company group's information itself and company attachment information will not be deleted. This button is displayed only for editing.



- Editing the company group in the highest position of the tree pane corresponds to editing the company group set.

1.5.2.3 Attached company configuration

Attach the company to under the company group registered as described so far.

- 1 Select the company group to attach the company to, and click [Add attached company] in the context menu or in the subtitle menu. When editing, in the search result click the  icon for the target company.

会社グループ

会社グループセットの新規登録 検索

最新情報

基本日 2010/03/31 ロケール 日本語 表示 有効なもののみ表示

1900/01/01 1年間表示 1901/01/01

1900/01/01 - 2999/12/31

第1グループ

所属会社を追加

所属 会社コード 会社名

comp_sample		サンプル会社
-------------	--	--------

- 2 In the screen displayed by clicking the [Add attached company] menu, select the company to be attached.

会社検索

検索基準日: 2010/03/31 ロケール: 日本語 :有効なもののみ表示

キーワード

テキストを入力

名称 コード 検索名

前方一致 完全一致 部分一致

検索

サンプル会社
株式会社NTTデータインフラマート
〇〇株式会社
株式会社□□□
△△コーポレーション

決定

Search base date

Locale

[Display only valid data] checkbox



icon

Search base date will be displayed.

Locale will be displayed.

This represents whether the displayed data includes logical deletion data or not. If checked, logical deletion data is not included.

A screen will be displayed in which prerequisites of the search to be displayed can be changed.

In this screen, search base date, locale and selection of valid data can be changed.

By clicking the [OK] button, this screen will be redisplayed with the specified search conditions.



Search word

Enter the search word. This is required in mass data mode.

Target (in case of mass data mode, select just one of them)

[name]

If [name] is checked, user names will be searched with the entered keyword.

[code]

If [code] is checked, user codes will be searched with the entered keyword.

[Reading]

If [reading] is checked, readings will be searched with the entered keyword (only for Japanese).

Search conditions

Select either left-hand matching/exact matching/partial matching.

[Search] button

Search with specified conditions will be executed.

Initial search

Search by the reading (only for Japanese)

Company name

Use condition may vary depending on the system locale.

Company name of search result will be displayed. By double-clicking the company name, it will be configured as attached company.

▶▶ button

All the companies of the search result will be configured as designated users.

▶ button

Selected company will be configured as designated company.

◀ button

Selected company as designated company will be excluded.

◀◀ button

All the designated companies will be excluded.

Designated company

Corresponding company name will be displayed.

[OK] button

Attach the company configured as designated company.

- 3 Click the  icon for the company displayed in the list to display the attachment term editing screen. For operation of terminalizing the attachment, refer to [1.11 Terminable information].

第1グループ - サンプル会社

1900/01/01 1年間表示 1901/01/01

1900/01/01 - 2999/12/31

※ 更新ボタン押下にて編集内容を確認します

所属を解除 更新

[Cancel attachment] button

Attachment of the company to the specified company group will be cancelled.

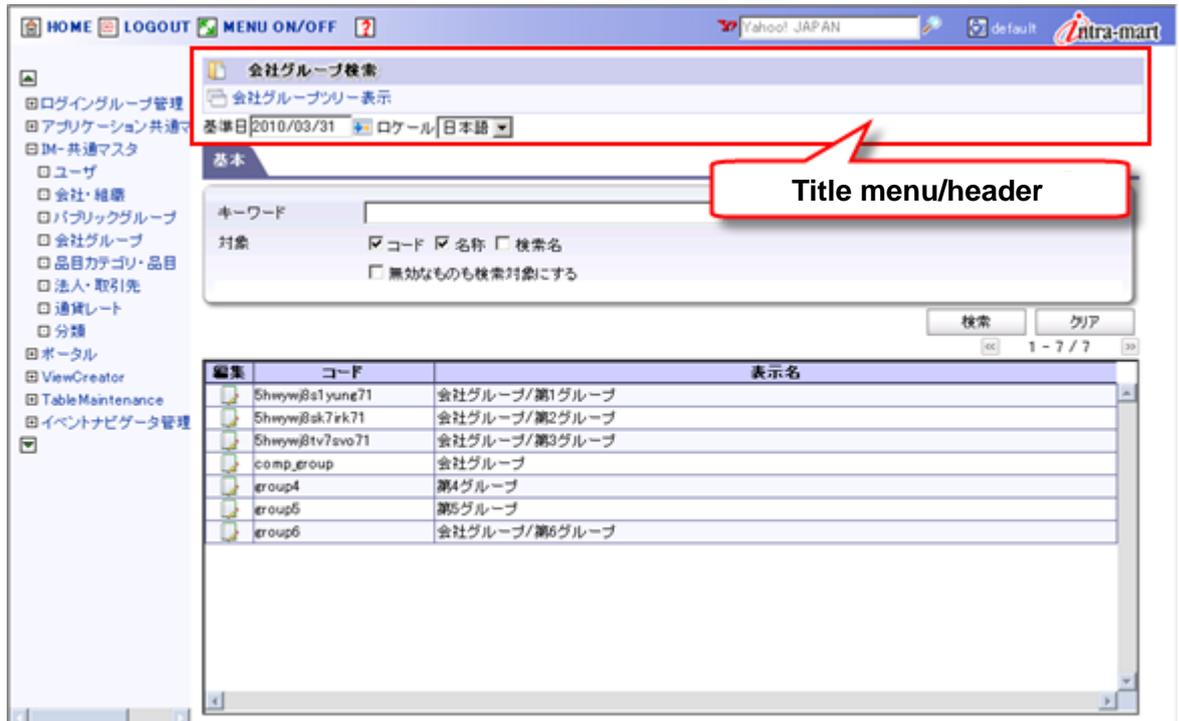
[Update] button

Edited content will be reflected on the database.



1.5.3 Company group search

Registered company groups can be searched, referred and edited.



Title menu/header pane

[Display tree]

Transits to company group screen.

Base date

Enter the base date for searching. By clicking the icon, calendar subscreen for selecting the base date will be opened.

Locale

Select the locale to be searched.

[Basic] tab

Keyword

Keyword for searching. Specify the search target for the keyword by checking the following checkboxes. This is required in mass data mode.

Target (in case of mass data mode, select just one of them)

[code]

If [code] is checked, codes will be searched with the entered keyword.

[name]

If [name] is checked, names will be searched with the entered keyword.

[Search name]

If [search name] is checked, search names will be searched with the entered keyword.

[Include invalidated data]

Include invalidated data in the search result to be displayed. Invalidated data will be displayed in red characters.

[Search] button

By clicking this, search will be executed with the entered information.

[Clear] button

Search condition will be cleared.

Search result

(Edit) icon

By clicking this, company group details screen will be displayed.

Code

Company group code will be displayed.

Display name

Company group name will be displayed.

1.5.3.1 Company group search

- 1 Click [Search] in the company group screen. Search screen will be displayed.

HOME LOGOUT MENU ON/OFF ? Yahoo! JAPAN default intra-mart

会社グループ検索

会社グループツリー表示

基準日 2010/03/31 ロケール 日本語

基本

キーワード

対象 コード 名称 検索名

無効なものも検索対象にする

検索 クリア

- 2 By clicking the [Search] button, display the target company group.
Search result will be displayed in the lower part.
From the search result by clicking the  icon, company group details screen will be displayed.

HOME LOGOUT MENU ON/OFF ? Yahoo! JAPAN default intra-mart

会社グループ検索

会社グループツリー表示

基準日 2010/03/31 ロケール 日本語

基本

キーワード

対象 コード 名称 検索名

無効なものも検索対象にする

検索 クリア

<< 1 - 7 / 7 >>

編集	コード	表示名
	5hwywj8s1yung71	会社グループ/第1グループ
	5hwywj8sk7irk71	会社グループ/第2グループ
	5hwywj8tv7svo71	会社グループ/第3グループ
	comp_group	会社グループ
	group4	第4グループ
	group5	第5グループ
	group6	会社グループ/第6グループ

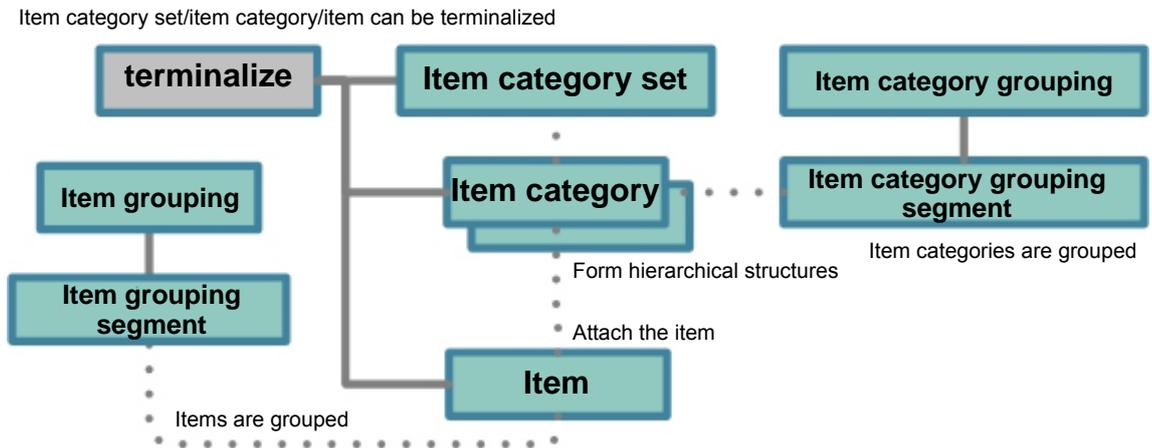
1.6

Item category/item master



1.6.1 Features of item category/item master

The item category/item master configuration provides the following features.



Information of item category/item can be terminalized. Hierarchical structure can be formed for an item category.

That hierarchical structure can be configured as a unit called "item category set", which can also be grouped.

It is also possible to establish individual grouping for item category/item and to attach the relevant grouping segment to the item category/item. The grouping segment is only valid for the item category/item attached to it, and not applied to the hierarchical structure.

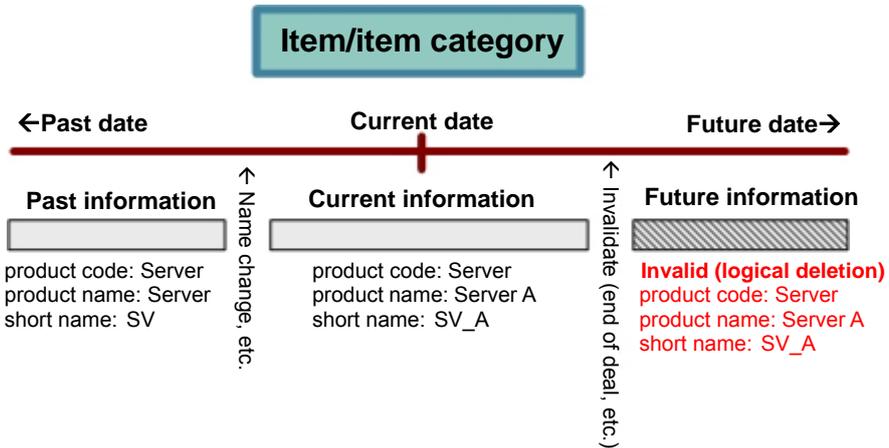


- For item category, item grouping and grouping segment, only tables are provided and administration screens are not provided.

1.6.1.1 Terminalization of item category /item

Information of item category, item category set and item can be terminalized and information such as name, short name, search name, sort key and notes can be maintained as history. Therefore, data can be handled with information as of the processing date. In addition, information of item and item category can be internationalized as well.

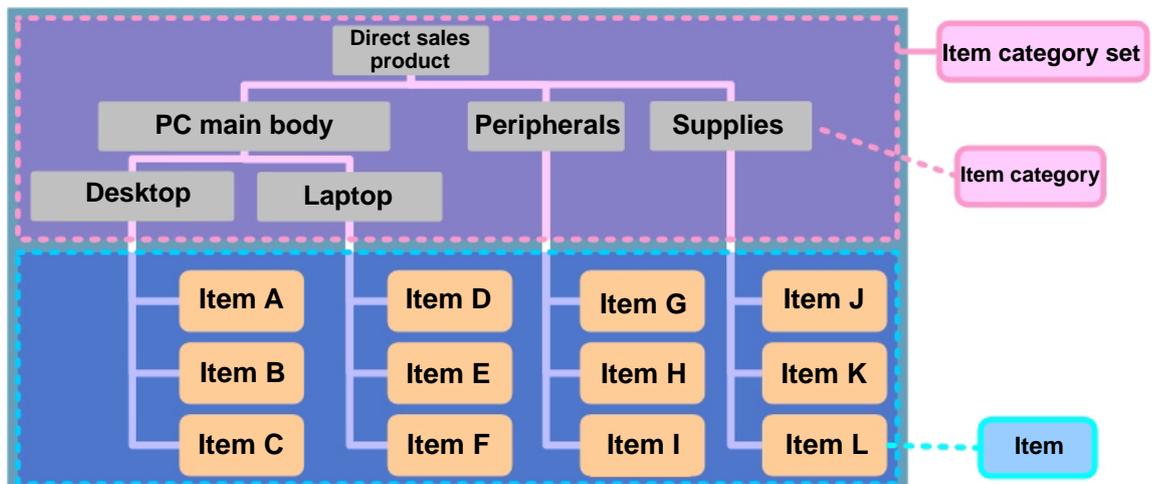
Item category grouping, item category grouping segment, item grouping, and item grouping segment can only be internationalized, but cannot be terminalized.



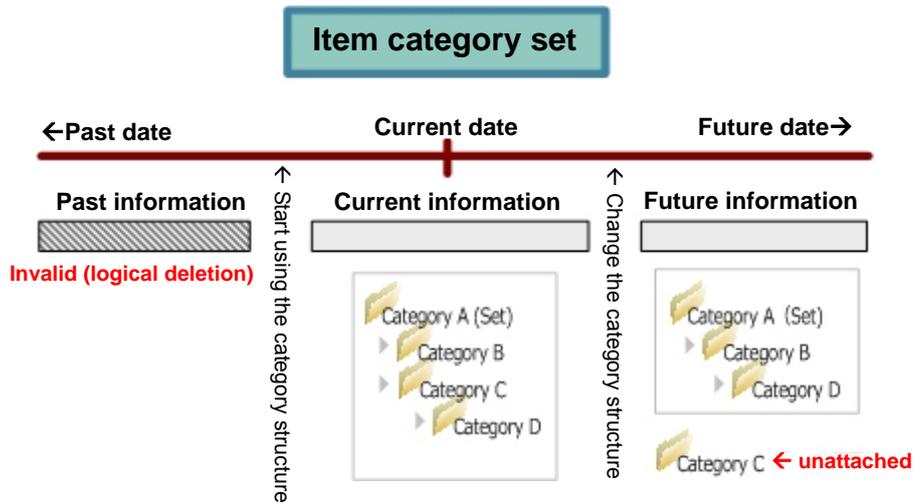
For each term, internationalized information can be configured.

1.6.1.2 Administration of item category/item

Hierarchies of the item category can be administered by registering them for each item category set. Items registered on the item master can be administered for each item category as may be necessary. To categorize the items, upon registering the item categories in a tree-like form, register the items to each appropriate category.



Structure information of item categories under the item category set can be terminalized, and the history of the structure can be maintained. Terminalization will be administered for each item category set.



In some term there may be an item category which exists but is not attached to the hierarchical structure. This is called an unattached item category.

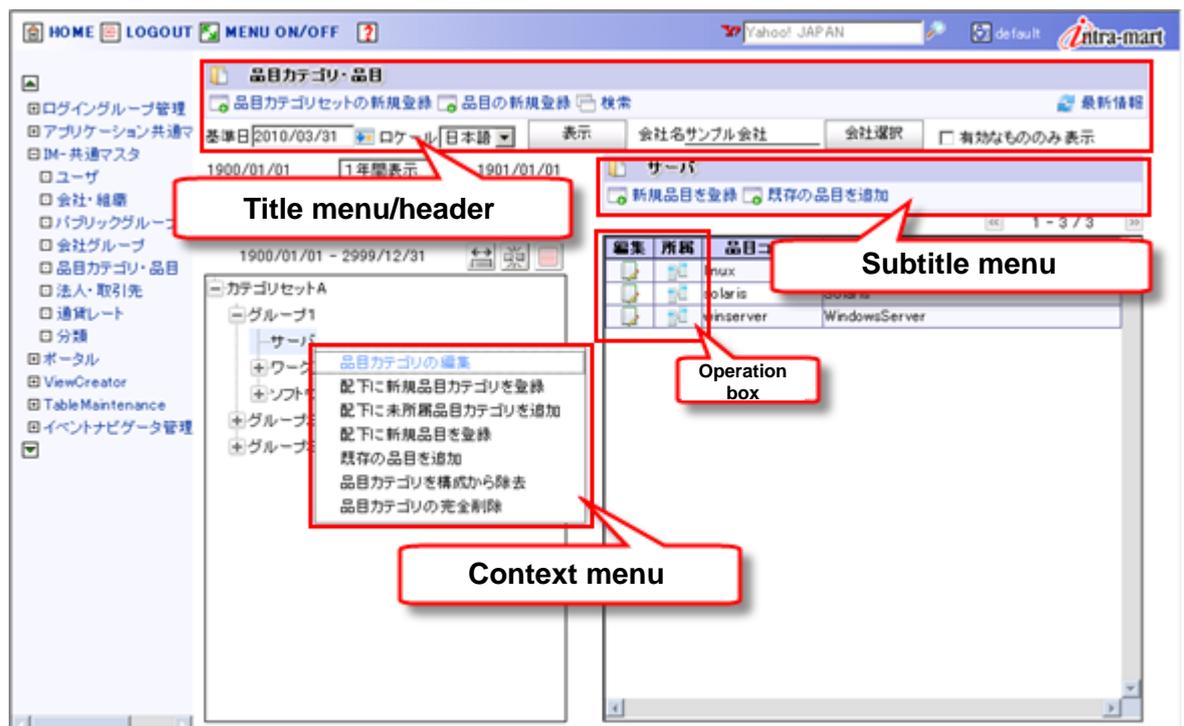


1.6.2 Item category/item configuration

Item category/item is administered here. Before registering an item, configure the item category, i.e. information for grouping and administering the item. To constitute the item category's hierarchical structure, at first create it as an item category set, and then create item categories belonging to lower hierarchies. By selecting [Item category/item] from the menu, screen for item category/item will be displayed.

The item category will be displayed in the leftside tree pane, and the items belonging to the item category selected in the tree will be listed up on the right.

In addition, by selecting an item category set in the tree, a term bar will be displayed above the tree, which represents the terminalization status for that item category set. Details on operation of term bar are explained in [1.11 Terminable information].



Title menu/header pane

[New item category set registration]

New item category registration screen will be opened. As a new set, item category will be created.

[New item registration]

New item registration screen will be opened. New item will be created as not being attached to any category.

Search

Transits to search screen.

[Refresh]

The entire screen will be refreshed.

Base date

Configure the base date of item category/item information displayed on the screen. By clicking the  icon, calendar subscreen for selecting the base date will be opened.

The date will not be reflected on the screen until clicking the [Display] button after changing the date.

Locale

Select the language for the item category/item information displayed on the screen.

This will not be reflected on the screen until clicking the [Display] button after changing.

[Display] button

If base date and/or locale is changed, click this button to redisplay the information on the screen.

Company name

Select the company to which the item is to be searched/registered. Click the [Select company] button to display subscreen for selecting and changing the company. Upon selecting, the screen will immediately redisplayed.

[Display only valid data] checkbox

Configure whether or not to display invalid ones as of the base date, in the item category tree and item list pane. Checking/checking off will cause the screen redisplayed immediately.

Context menu

[Edit item category]

Displays the screen for editing the selected item category.

[Create new subordinate item category]

Displays item category editing screen, where new item category will be created as a subordinate of the item category being selected.

[Add unattached item category as subordinate]

List of item category currently being unattached status will be displayed.

By selecting an item category from the list and clicking the [OK] button, it will be added as subordinate of the selected item category.



[Create new subordinate item]

New item registration screen will be displayed, configured as being attached to the selected item category.

[Add existing item]

Item search screen will be displayed.

By specifying search conditions and clicking the [Search] button, items which meet the conditions will be displayed. By selecting from the list the item to be attached to the selected item category and clicking the [OK] button, the selected item will be attached to that item category. In doing so, that user will not be registered if there is any other item already attached.



[Remove item category from structure]

Selected item category will be removed from the structure for the term being selected. Thereafter, this item category will be displayed by handling [Add unattached item category as subordinate] menu.

Upon removing, subordinate item category and item, if any, will be entirely removed from the structure, but information itself of the item category/item will not be deleted.

[Delete item category completely]

Selected item category will be deleted completely. Information of the full term and all the locales will be deleted.

Upon removing, subordinate item category and item, if any, will be entirely removed from the structure, but information itself of the item category/item will not be deleted.

If item category set is deleted, all the information under the relevant item category set will be deleted.

Subtitle menu pane

[Add new item]

Create new item under the selected item category.

This menu operates in the same way as [Create new subordinate item] in the context menu.

[Add existing item]

Attach existing item under the selected item category.

This menu operates in the same way as [Add existing item] in the context menu.

Operation box

 (Edit) icon

By clicking this, screen for editing the item selected in the item list will be displayed.

 (Attach) icon

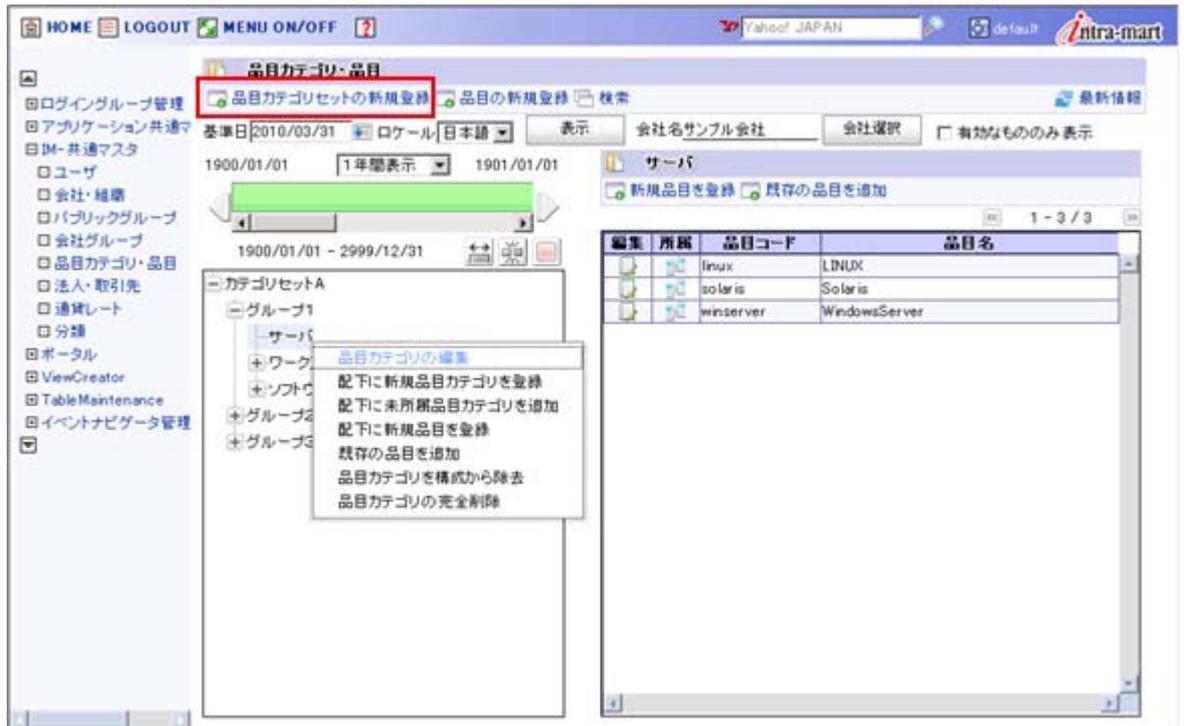
Opens the attachment term editing screen. The term during which the item is attached to the item category being selected in the item list can be edited.



1.6.2.1 Item category set configuration

- 1 To register a new item category, click the [New item category set registration] in the title menu.
When editing, in the context menu [Edit item category] or in the search result click the  icon for the target item category set.

In the left side of the screen, item category set having already been registered will be displayed in a tree-like format. On the right side, list of items attached to under the item category selected in the left side tree will be displayed.



The screenshot displays the '品目カテゴリ・品目' (Item Category/Item) management interface. The left sidebar contains a navigation menu with options like 'ログイングループ管理', 'アプリケーション共通マ', 'IM-共通マスタ', 'ユーザ', '会社・組織', 'パブリックグループ', '会社グループ', '品目カテゴリ・品目', '法人・取引先', '通貨レート', '分類', 'ポータル', 'ViewCreator', 'TableMaintenance', and 'イベントナビゲータ管理'. The main area shows a tree view of category sets under 'カテゴリセットA', including 'グループ1', 'サーバ', 'ワーク', 'ソフトウェア', 'グループ2', and 'グループ3'. A context menu is open over the 'サーバ' category, listing actions: '品目カテゴリの編集', '配下に新規品目カテゴリを登録', '配下に未所属品目カテゴリを追加', '配下に新規品目を登録', '既存の品目を追加', '品目カテゴリを構成から除去', and '品目カテゴリの完全削除'. The right side features a table of items under the 'サーバ' category.

編集	所属	品目コード	品目名
		linux	LINUX
		solaris	Solaris
		winserv	WindowsServer

2 New item category set registration screen will be displayed. Enter information of the item category set in the [Basic] tab.

At the top of the screen, term bar will be displayed in which the term to be created will be indicated. In the new item category set registration screen, item category set information will be displayed as being valid during the whole term from the system start date up to the system end date as configured in the system.

By clicking the button located at the lower right area of the term bar for changing the term, initially created term can be changed. Details on operation of terminalization are explained in [1.11 Terminable information].

Current locale	The locale being entered is displayed.
Item category code (required)	Enter the item category code. Once registered, it cannot be changed.
Name (required)	Enter the name.
Short name	Enter the short name.
Search name	Enter the search name.
Notes	Enter the notes.
Sort key (required)	Enter the sort key. Enter the display order in single-byte numerals.
[Other locale configuration] button	Screen for batch configuration of internationalized items will be displayed.



- Editing screen for item category set is shared with the one for item category.

3 Next, click the [Other locale configuration] button and enter multilingual information of the item category set.



+/- box

By clicking this, folded/displayed can be switched.

Checkbox (next to the language name)

If checked off, content in that language will not be updated.

Copy from (language name)

Copy the content from default language.

Move to top

When scrolling, by clicking this button screen display will be returned to the top.

Name (required)

Enter the item category name.

Short name

Enter the short name.

Search name

Enter the search name used for searching.

Notes

Enter the notes on the item category to be registered.

[OK] button

Establish the contents and return to the details screen.

Upon finishing entry, click the [OK] button and return to the item category details screen.

4 Click the [Register] button to register the item category set.

That the item category name registered is displayed in the tree pane can be confirmed.

[Register] button

Information being edited will be reflected on the database. Displayed only for new registration.

[Update] button

Information for the term being edited will be reflected on the database. This button is displayed only for editing.

[Delete] button

By clicking this, the item category set being displayed will be deleted for the entire term and for all the locales. If there are any subordinate item category, it will also be entirely deleted. This button is displayed only for editing.



● Editing the item category in the highest position of the tree pane corresponds to editing the item category set.



1.6.2.2 Item category configuration

Since the item category set being the head has been registered, then register the item categories which constitute the set.

1 To create item categories under the item category set having already been created, display the details screen of the item categories.

To add new item category under particular item category in the item category/item screen, select [Create new subordinate item category] from the context menu which is displayed by right-clicking the target item category in the tree pane.

The screenshot displays the Intra-mart Item Category Configuration interface. The left sidebar contains a navigation menu with options like 'ログイングループ管理', 'アプリケーション共通マ', 'IM-共通マスタ', 'ユーザ', '会社・組織', 'パブリックグループ', '会社グループ', '品目カテゴリ・品目', '法人・取引先', '通貨レート', '分類', 'ポータル', 'ViewCreator', 'Table Maintenance', and 'イベントナビゲータ管理'. The main content area is titled '品目カテゴリ・品目' and shows a tree view of item categories. The 'サーバ' (Server) category is selected, and a context menu is open over it. The menu items are: '品目カテゴリの編集', '配下に新規品目カテゴリを登録' (highlighted in red), '配下に未所属品目カテゴリを追加', '配下に新規品目を登録', '既存の品目を追加', '品目カテゴリを構成から除去', and '品目カテゴリの完全削除'. The main area also shows a table of item categories with columns for '種類' (Type) and '品目名' (Item Name). The table contains three rows: 'linux' (LINUX), 'solaris' (Solaris), and 'winserver' (WindowsServer).

種類	品目名
linux	LINUX
solaris	Solaris
winserver	WindowsServer

2 New item category registration screen will be displayed. Enter information of the item category in the [Basic] tab.

At the top of the screen, term bar will be displayed in which the term to be created will be indicated. In the new item category registration screen, item category information will be displayed as being valid during the whole term from the system start date up to the system end date as configured in the system.

By clicking the button located at the lower right area of the term bar for changing the term, initially created term can be changed. Details on operation of terminalization are explained in [1.11 Terminable information].

The screenshot shows a web application interface for setting up internationalized items. The main window is titled '国際化項目一括設定' (International Item Batch Setting). It features a left-hand navigation menu with various system management options. The main content area is split into two panels, one for '日本語' (Japanese) and one for 'Eten_US'. Each panel has a header with a locale selector and a '先頭へ' (Go to top) button. Below the headers are four input fields: '名称' (Name), '略称' (Short name), '検索名' (Search name), and '備考' (Notes). The '名称' field is marked as required with a red asterisk. A '決定' (OK) button is located at the bottom right of the screen.

Current locale

Item category code (required)

Name (required)

Short name

Search name

Notes

Sort key (required)

[Other locale configuration] button

The locale being entered is displayed.

Enter the item category code. Once registered, it cannot be changed.

Enter the name.

Enter the short name.

Enter the search name.

Enter the notes.

Enter the sort key. Enter the display order in single-byte numerals.

Screen for batch configuration of internationalized items will be displayed.

3 Next, click the [Other locale configuration] button and enter multilingual information of the item category.

This screen is used when more than one locale exist.

+/- box

By clicking this, folded/displayed can be switched.

Checkbox (next to the language name)

If checked off, content in that language will not be updated.

Copy from (language name)

Copy the content from default language.

Move to top

When scrolling, by clicking this button screen display will be returned to the top.

Name (required)

Enter the name.

Short name

Enter the short name.

Search name

Enter the search name.

Notes

Enter the notes.

[OK] button

Establish the contents and return to the details screen.

Upon finishing entry, click the [OK] button and return to the item category details screen.

4 Click the [Register] button to register the item category.

That the item category registered right now has been added to under existing category can be confirmed.

[Register] button

Information being edited will be reflected on the database. Displayed only for new registration.

[Update] button

Information for the term being edited will be reflected on the database. This button is displayed only for editing.

[Delete] button

By clicking this, the item category being displayed will be deleted for the entire term and for all the locales. Item attachment information of the relevant item category will be deleted, and its subordinate will be removed from the structure entirely, but the item category's information itself and item attachment information will not be deleted. This button is displayed only for editing.



- Editing the item category in the highest position of the tree pane corresponds to editing the item category set.

1.6.2.3 Item configuration

- Register items to under the item category registered as described so far.

1 Select the item category to attach the item to, and click [Register new subordinate item] in the context menu or in the subtitle menu. When editing, in the search result click the  icon for the target item. If [New item registration] in the title header is clicked, the item will be registered not being attached to any item category.



The screenshot displays the Intra-mart Item Configuration interface. The main content area shows a tree view of item categories. A context menu is open over the 'サーバ' (Server) category, with the option '配下に新規品目を登録' (Register new subordinate item) highlighted in red. The subtitle menu also has the option '新規品目を登録' (Register new item) highlighted in red. The table below shows the following items:

編集	所属	品目コード	品目名
		linux	LINUX
		solaris	Solaris
		winsrvr	WindowsServer

2 From the [Basic] tab in the displayed screen, enter item information.

HOME LOGOUT MENU ON/OFF ? Yahoo! JAPAN default Intra-mart

品目詳細(新規) 閉じる

1900/01/01 1年間表示 1901/01/01

1900/01/01 - 2999/12/31

基本 所属

現在のロケール 日本語 他ロケール設定

品目コード * linux

名称 * LINUX

略称 LINUX

検索名 LINUX

備考

ソートキー * 0

登録

Current locale

Item code (required)

Name (required)

Short name

Search name

Notes

Sort key (required)

[Other locale configuration] button

The locale being entered is displayed.

Enter the item code. Once registered, it cannot be changed.

Enter the name.

Enter the short name.

Enter the search name.

Enter the notes on the item category to be registered.

Enter the sort key. Enter the display order in single-byte numerals.

Screen for batch configuration of internationalized information will be displayed.

- 3 Next, click the [Other locale configuration] button and enter multilingual information of the item. This screen is used when more than one locale exist.

+/- box

Checkbox (next to the language name)

Copy from (language name)

Move to top

Name (required)

Short name

Search name

Notes

[OK] button

By clicking this, folded/displayed can be switched.

If checked off, content in that language will not be updated.

Copy the content from default language.

When scrolling, by clicking this button screen display will be returned to the top.

Enter the name.

Enter the short name.

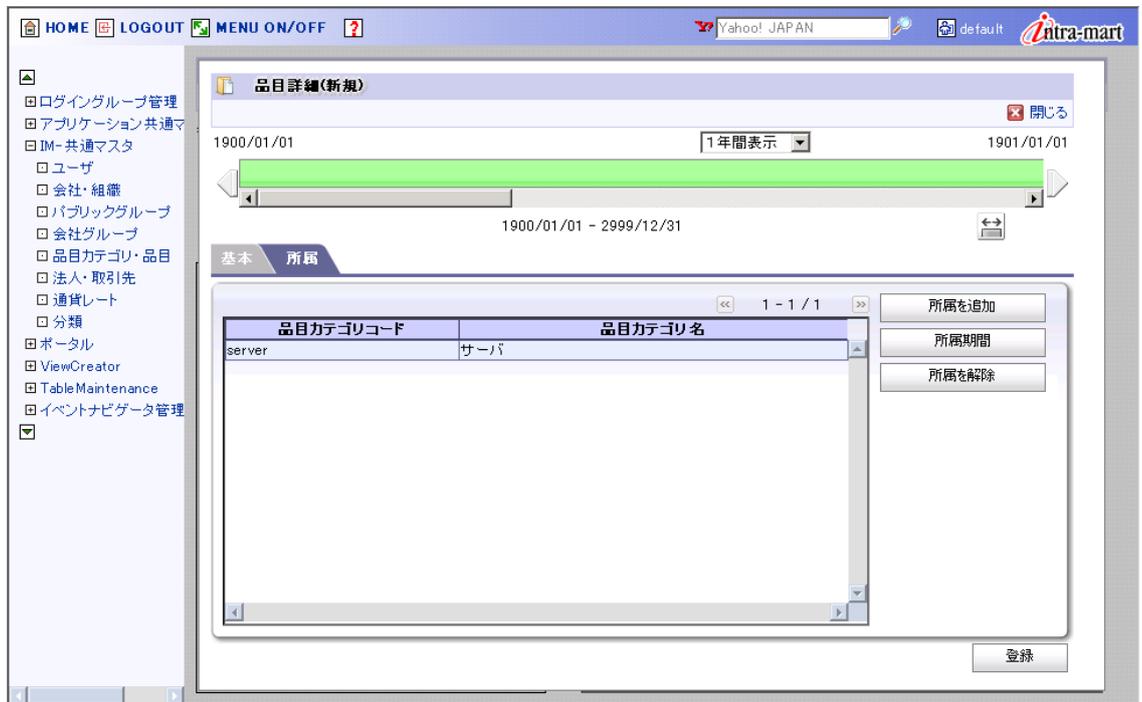
Enter the search name.

Enter the notes.

Establish the contents and return to the details screen.

Upon finishing entry, click the [OK] button and return to the item details screen.

- 4 Select [Attachment] tab, display the item category to which the item is attached.
An item may be attached to more than one item category concurrently. In addition, each attachment term can be configured respectively.



[Add attachment] button

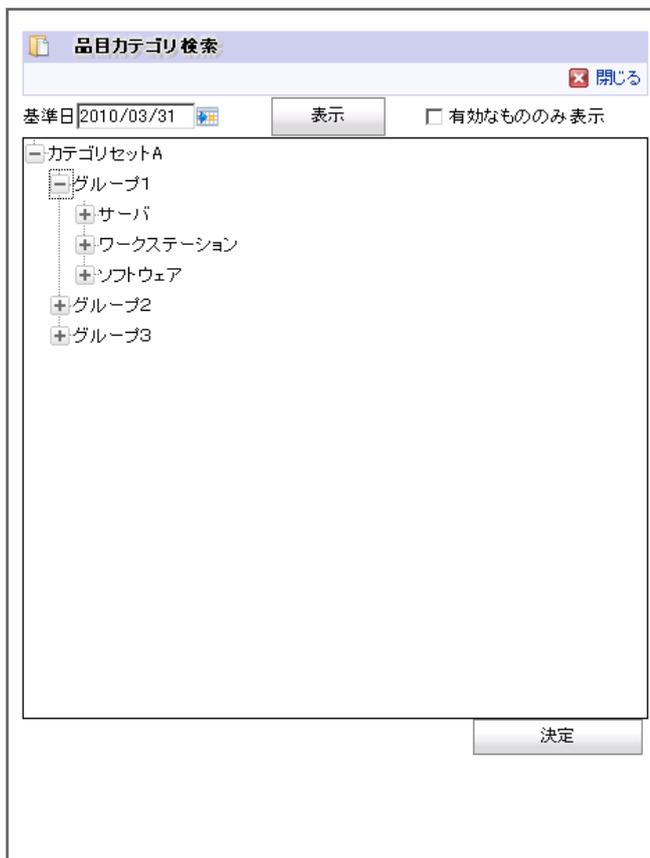
Click this button when adding an item category to which the item is attached.

This screen displays currently available item categories in a tree-like form.

To display the structure of a different term, by clicking the  icon to change the base date and then clicking the [Display] button, that changed base date will be displayed.

By selecting from the list the item category to be added as an attachment destination and clicking the [OK] button, selected item category will be added to the list.

In case of registration, attachment term cannot be changed.



Item category code

The category to which the item is attached will be displayed.

Item category name

Name of the category to which the item is attached will be displayed.

[Attachment term] button

By clicking this button, term editing screen will be displayed, in which the term during which the item being edited is attached to the selected item category can be edited. For operation of terminalizing the attachment, refer to [1.11 Terminable information].



By clicking the [Cancel attachment] button, the attachment will be completely cancelled.

By clicking the [Update] button, the content edited in this screen will be established and this screen will be closed.

[Cancel attachment] button

Attachment to the selected category will be cancelled. Selected category will disappear from the list.

5 Click the [Register] button to register the item.

[Register] button

Information being edited will be reflected on the database. Displayed only for new registration.

[Update] button

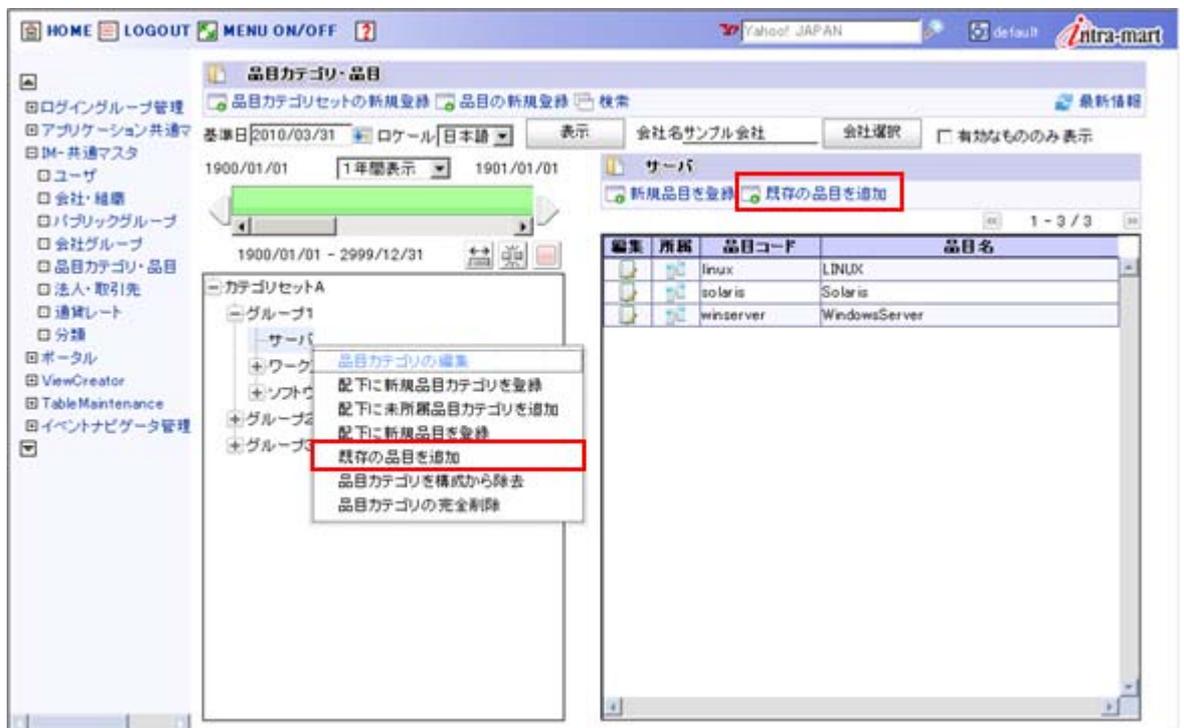
Information for the term being edited will be reflected on the database. This button is displayed only for editing.

[Delete] button

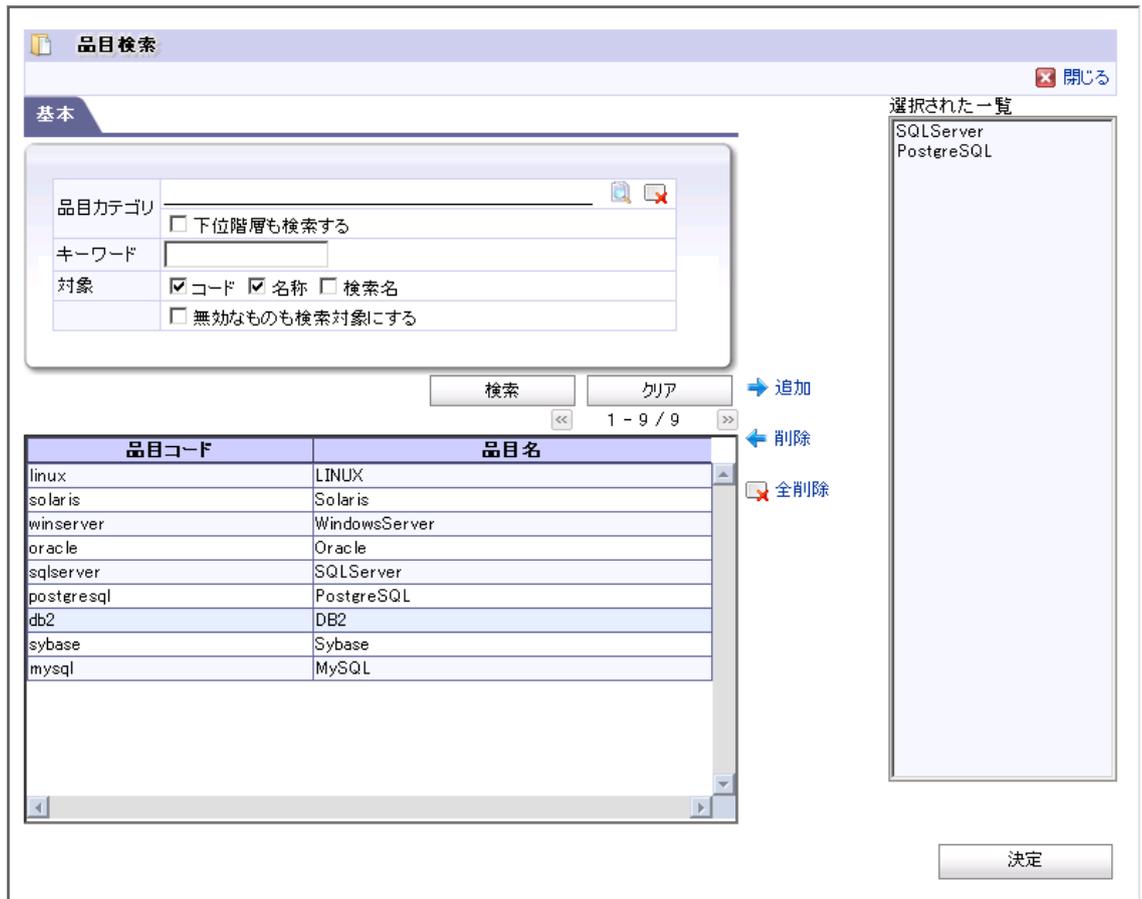
By clicking this, the item being displayed will be deleted for the entire term and for all the locales. This button is displayed only for editing.

■ Next, attach an item having been already registered.

- 1 Select the item category to attach the item to, and click [Add existing item] in the context menu or in the subtitle menu. When editing, in the search result click the  icon for the target item.

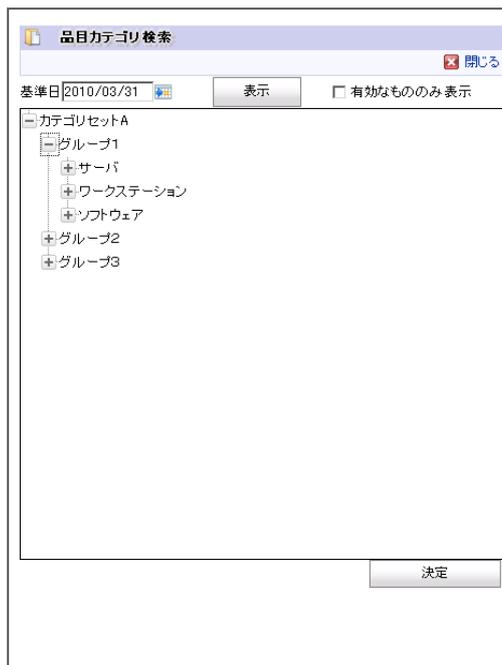


2 In the screen displayed by clicking the [Add existing item] menu, select the item to be attached.



Item category

If item category is selected as search target, it can be searched provided that it belongs to a particular category. By clicking the  icon, screen for selecting item category will be opened. By selecting item category and establishing it, its category name will be displayed in the blank textbox. By clicking the  icon, the target will be cleared.



[Include sub-hierarchies]

Check this box when searching throughout the item category specified in

Keyword	the item category pane. This is invalid if item category is selected as search target. Keyword for searching. Specify the search target for the keyword by checking the following checkboxes.
Target (in case of mass data mode, select just one of them))	
[code]	If [code] is checked, codes will be searched with the entered keyword.
[name]	If [name] is checked, names will be searched with the entered keyword.
[Search name]	If [search name] is checked, search names will be searched with the entered keyword.
[Include invalidated data]	Include invalidated data in the search result to be displayed. Invalidated data will be displayed in red characters.
[Search] button	By clicking this, search will be executed with the entered information.
[Clear] button	Search condition will be cleared.
Search result	
Item code	Item code will be displayed. By double-clicking, it will be added to the selected list.
Item name	Item name will be displayed. By double-clicking, it will be added to the selected list.
[Add]	Selected item will be added to the selected list.
[Delete]	Item selected in the selected list will be removed from the targets.
[Delete all]	All the items in the selected list will be deleted.

- 3 Click the  icon for the item displayed in the list to display the attachment term editing screen.
For operation of terminalizing the attachment, refer to [1.11 Terminable information].

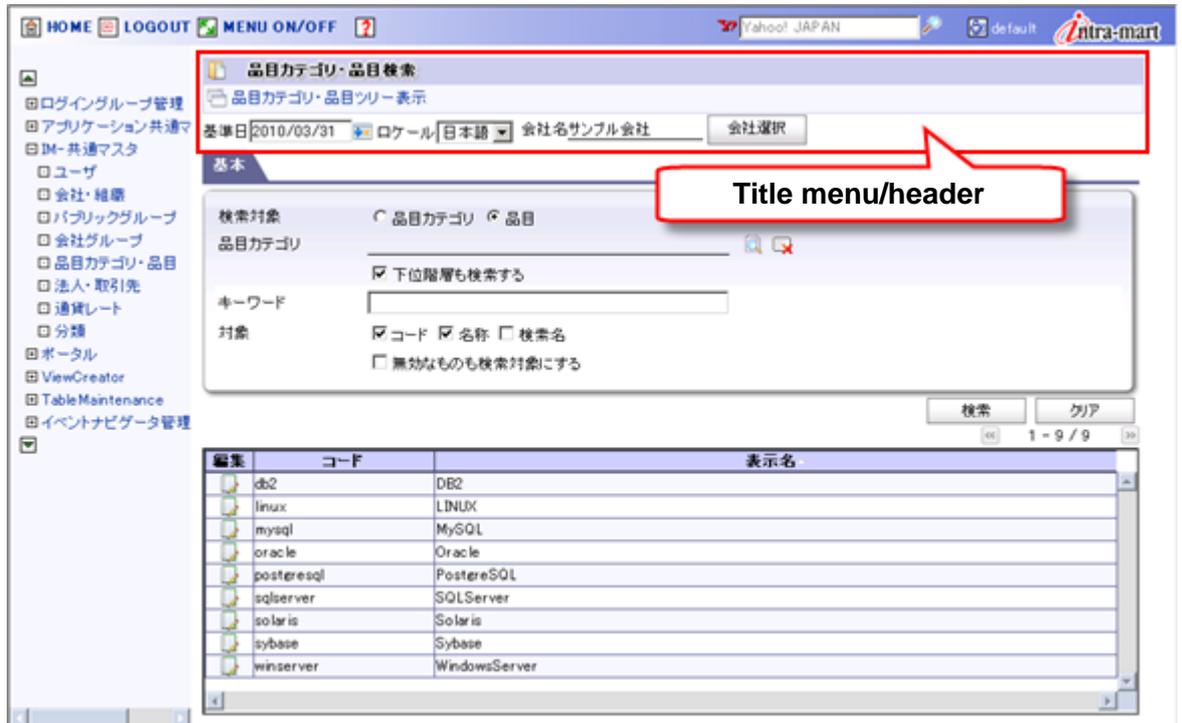


[Cancel attachment] button	Attachment of the item to the specified item category will be cancelled.
[Update] button	Edited content will be reflected on the database.



1.6.3 Item category/item search

Registered item category/item can be searched, referred and edited.



Title menu/header pane

[Item category/item tree display]

Transits to item category/item screen.

Base date

Enter the base date for searching. By clicking the  icon, calendar subscreen for selecting the base date will be opened.

Locale

Select the locale to be searched.

Company name

Select the company which administers the item, when searching the item. By additionally clicking [Select company] button, company list will be displayed from which the company to be specified for searching can be selected.

[Basic] tab

Search target

Select the search target, either item or item category.

Item category

If item category is selected as search target, it can be searched provided that it belongs to a particular category. By clicking the  icon, screen for selecting item category will be opened. By selecting item category and establishing it, its category name will be displayed in the blank textbox. By clicking the  icon, the target will be cleared. This is invalid if item category is selected as search target.

[Include sub-hierarchies]

Check this box when searching throughout the item category specified in the item category pane. This is invalid if item category is selected as search target.

Keyword

Keyword for searching. Specify the search target for the keyword by checking the following checkboxes.

Target (in case of mass data mode, select just one of them)

[code]

If [code] is checked, codes will be searched with the entered keyword.

[name]

If [name] is checked, names will be searched with the entered keyword.

[Search name]

If [search name] is checked, search names will be searched with the

[Include invalidated data]

entered keyword.

Include invalidated data in the search result to be displayed. Invalidated data will be displayed in red characters.

[Search] button

By clicking this, search will be executed with the entered information.

[Clear] button

Search condition will be cleared.

Search result



(Edit) icon

By clicking this, item category details screen or item details screen will be displayed.

Code

Item category code or item code will be displayed.

Display name

Item category name or item name will be displayed.

1.6.3.1 Item category/item search

- 1 Click [Search] in the item category/item screen.
Search screen will be displayed.

HOME LOGOUT MENU ON/OFF ? Yahoo! JAPAN default Intra-mart

品目カテゴリ・品目検索

品目カテゴリ・品目ツリー表示

基準日 [2010/03/31] ロケール [日本語] 会社名 [サンプル会社] 会社選択

基本

検索対象 品目カテゴリ 品目

品目カテゴリ

下位階層も検索する

キーワード

対象 コード 名称 検索名

無効なものも検索対象にする

検索 クリア

- 2 By clicking the [Search] button, display the target item category/item.
Search result will be displayed in the lower part.
From the search result by clicking the  icon, item category details screen or item details screen will be displayed.

HOME LOGOUT MENU ON/OFF ? Yahoo! JAPAN default Intra-mart

品目カテゴリ・品目検索

品目カテゴリ・品目ツリー表示

基準日 2010/03/31 ロケール 日本語 会社名 サンプル会社 会社選択

基本

検索対象 品目カテゴリ 品目

品目カテゴリ _____

下位階層も検索する

キーワード _____

対象 コード 名称 検索名

無効なものも検索対象にする

検索 クリア

<< 1 - 9 / 9 >>

編集	コード	表示名
	db2	DB2
	linux	LINUX
	mysql	MySQL
	oracle	Oracle
	postgresql	PostgreSQL
	sqlserver	SQLServer
	solaris	Solaris
	sybase	Sybase
	winserver	WindowsServer

ログイングループ管理
 アプリケーション共通マ
 IM-共通マスタ
 ユーザ
 会社・組織
 パブリックグループ
 会社グループ
 品目カテゴリ・品目
 法人・取引先
 通貨レート
 分類
 ポータル
 ViewCreator
 TableMaintenance
 イベントナビゲータ管理

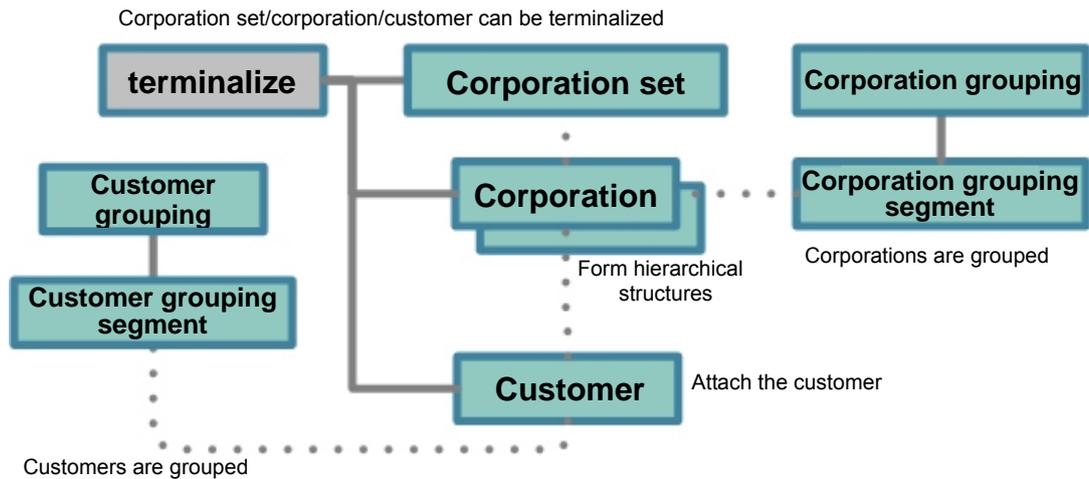
1.7

Corporation/customer master



1.7.1 Features of corporation/customer master

The corporation/customer master configuration provides the following features.



Information of corporation/customer can be terminalized. Hierarchical structure can be formed for a corporation.

That hierarchical structure can be configured as a unit called "corporation set", which can also be grouped. It is also possible to establish individual grouping for corporation/customer and to attach the relevant grouping segment to the grouping segment. The grouping segment is only valid for the grouping segment attached to it, and not applied to the hierarchical structure.

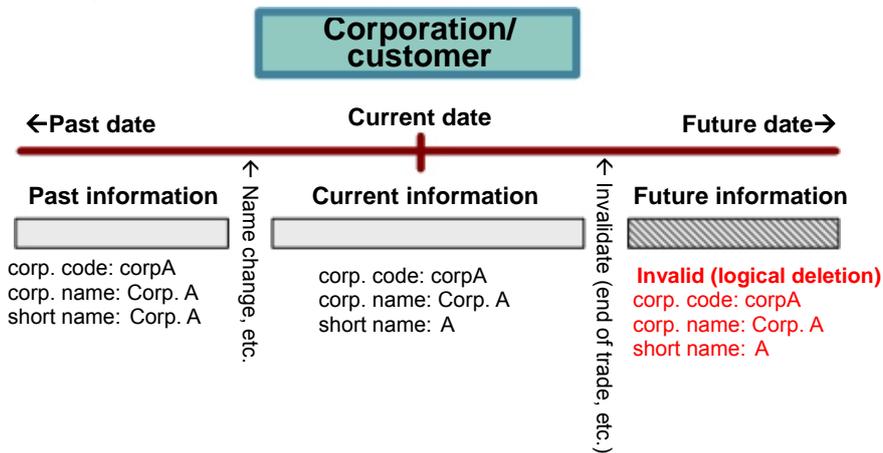


- For grouping and grouping segment of corporation/customer, only tables are provided and administration screens are not provided.

1.7.1.1 Terminalization of corporation/customer

Information of corporation, corporation set and customer can be terminalized and information such as name, short name, search name, sort key and notes can be maintained as history. Therefore, data can be handled with information as of the processing date. In addition, information of corporation/customer can be internationalized as well.

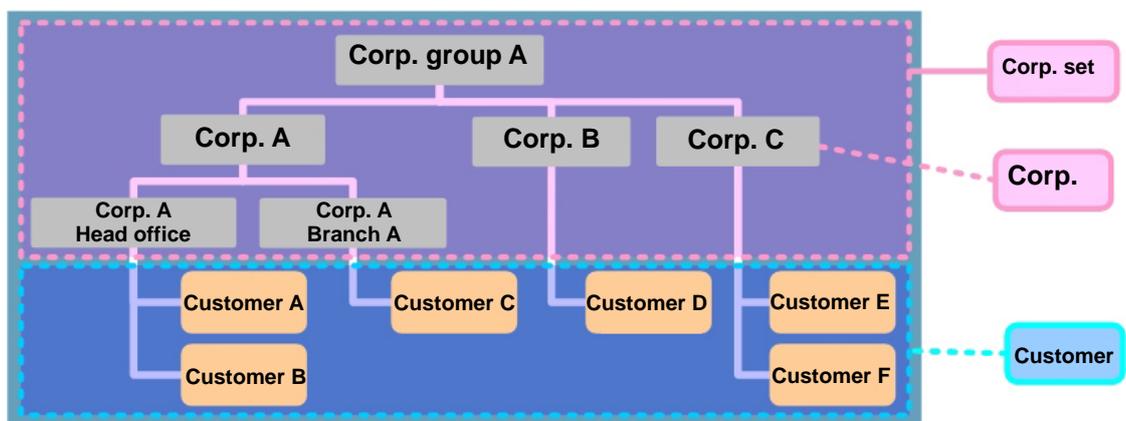
Corporation grouping, corporation grouping segment, customer grouping and customer grouping segment can only be internationalized, but cannot be terminalized.



For each term, internationalized information can be configured.

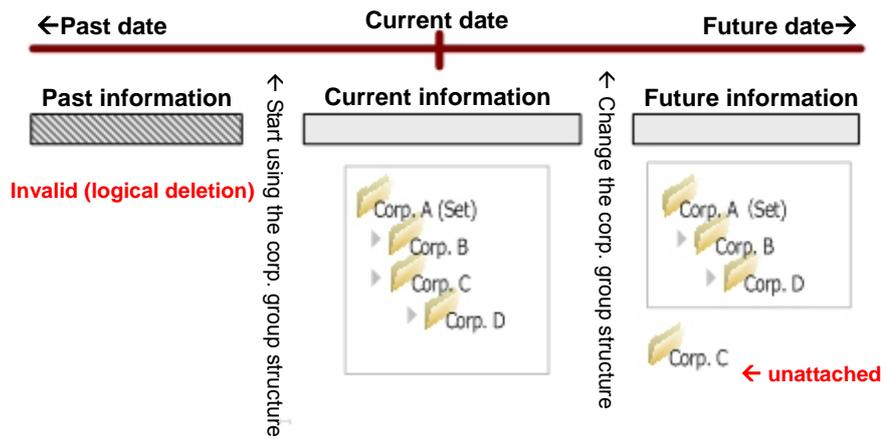
1.7.1.2 Administration of corporation/customer

Hierarchies of the corporation can be administered by registering them for each corporation set. Customers registered on the customer master can be administered for each item corporation as may be necessary. To categorize customers by corporation, upon registering the corporations in a tree-like form, register the customers to each appropriate corporation.



Structure information of corporations under the corporation set can be terminalized, and the history of the structure can be maintained. Terminalization will be administered for each corporation set.

Corporation set



In some term there may be a corporation which exists but is not attached to the hierarchical structure. This is called an unattached corporation.

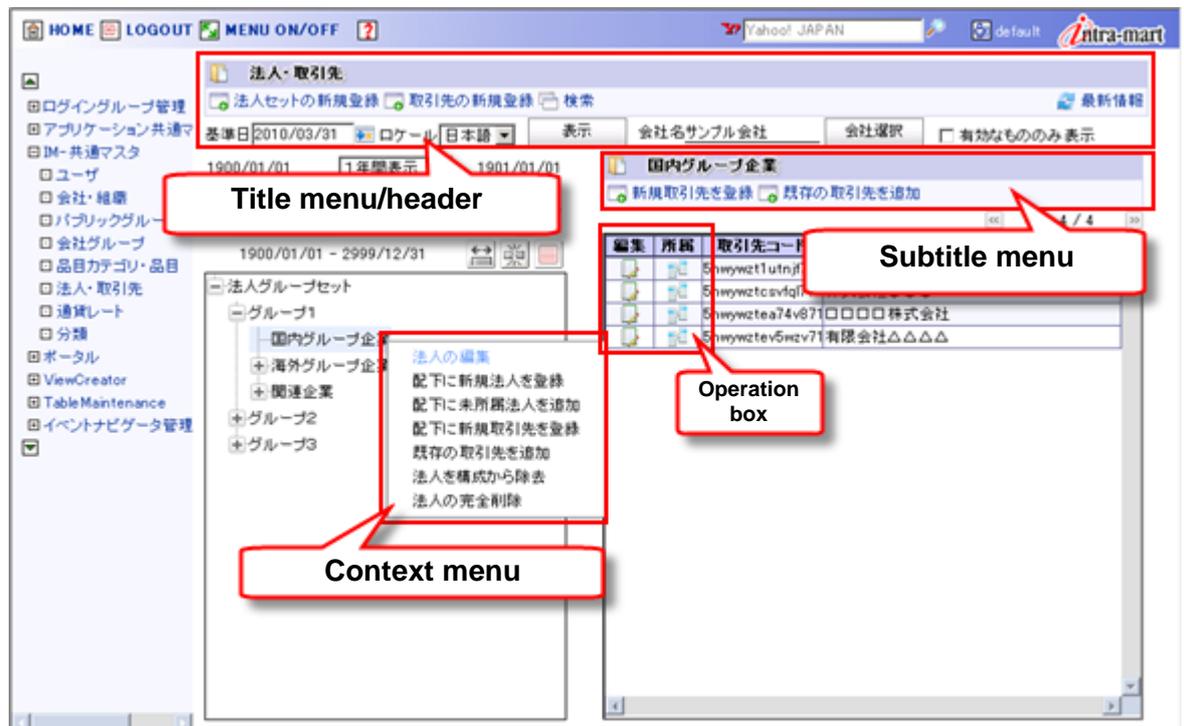


1.7.2 Corporation/customer configuration

Corporation/customer is administered here. Before registering a customer, configure the corporation, i.e. information for grouping and administering the customer. To constitute the corporation's hierarchical structure, at first create it as a hierarchical structure set, and then create corporations belonging to lower hierarchies. By selecting [Corporation/customer] from the menu, screen for corporation/customer will be displayed.

The corporation will be displayed in the leftside tree pane, and the customer belonging to the corporation selected in the tree will be listed up on the right.

In addition, by selecting a corporation set in the tree, a term bar will be displayed above the tree, which represents the terminalization status for that corporation set. Details on operation of term bar are explained in [1.11 Terminable information].



Title menu/header pane

[New corporation set registration]

New corporation registration screen will be opened. As a new set, corporation will be created.

[New customer registration]

New customer registration screen will be opened. New customer will be created as not being attached to any corporation.

Search

Transits to search screen.

[Refresh]

The entire screen will be refreshed.

Base date

Configure the base date of corporation/customer information displayed on the screen. By clicking the  icon, calendar subscreen for selecting the base date will be opened.

The date will not be reflected on the screen until clicking the [Display] button after changing the date.

Locale

Select the language for the corporation/customer information displayed on the screen.

This will not be reflected on the screen until clicking the [Display] button after changing.

[Display] button

If base date and/or locale is changed, click this button to redisplay the information on the screen.

Company name

Select the company to which the customer is to be searched/registered. Click the [Select company] button to display subscreen for selecting and changing the company. Upon selecting, the screen will immediately redisplayed.

[Display only valid data] checkbox

Configure whether or not to display invalid ones as of the base date, in the corporation tree and customer list pane. Checking/checking off will cause the screen redisplayed immediately.

Context menu

[Edit corporation]

Displays the screen for editing the selected corporation.

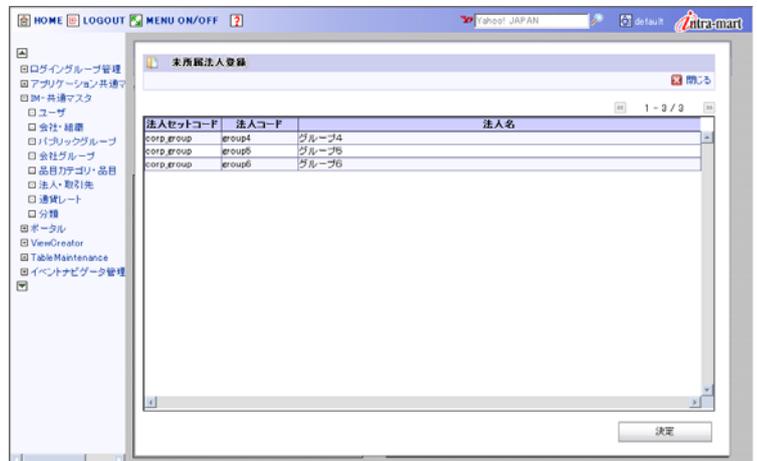
[Create new subordinate corporation]

Displays corporation registration screen, where new corporation will be created as a subordinate of the corporation being selected.

[Add unattached corporation as subordinate]

List of corporation currently being unattached status will be displayed.

By selecting a corporation from the list and clicking the [OK] button, it will be added as subordinate of the selected corporation.



[Create new subordinate customer]

New customer registration screen will be displayed, configured as being attached to the selected corporation.

[Add existing customer]

Customer search screen will be displayed.

By specifying search conditions and clicking the [Search] button, customers which meet the conditions will be displayed. By selecting from the list the customer to be attached to the selected corporation and clicking the [OK] button, the selected customer will be attached to that corporation. In doing so, that customer will not be registered if there is any other customer already attached.



[Remove corporation from structure]

Selected corporation will be removed from the structure for the term being selected. Thereafter, this corporation will be displayed by handling [Add unattached corporation as subordinate] menu.

[Delete corporation completely]

Upon removing, subordinate corporation and customer, if any, will be entirely removed from the structure, but information itself of the corporation/customer will not be deleted.

Selected corporation will be deleted completely. Information of the full term and all the locales will be deleted.

Upon removing, subordinate corporation and customer, if any, will be entirely removed from the structure, but information itself of the corporation/customer will not be deleted.

If corporation set is deleted, all the information under the relevant corporation set will be deleted.

Subtitle menu pane

[Add new customer]

Create new customer under the selected corporation.

This menu operates in the same way as [Create new subordinate customer] in the context menu.

[Add existing customer]

Attach existing customer under the selected corporation.

This menu operates in the same way as [Add existing customer] in the context menu.

Operation box

 (Edit) icon

By clicking this, screen for editing the customer selected in the customer list will be displayed.

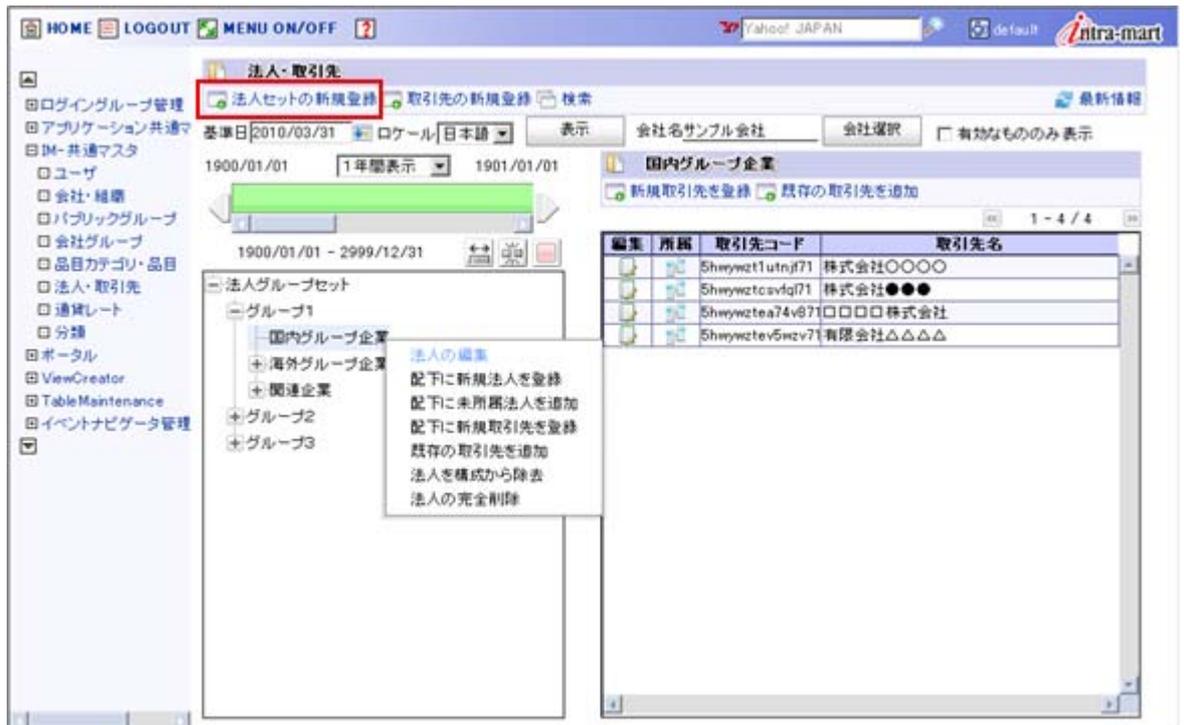
 (Attach) icon

Opens the attachment term editing screen. The term during which the customer is attached to the corporation being selected in the customer list can be edited.

1.7.2.1 Corporation set configuration

1 To register a new corporation, click the [New corporation set registration] in the title menu. When editing, in the context menu [Edit corporation] or in the search result click the  icon for the target corporation set.

In the left side of the screen, corporation set having already been registered will be displayed in a tree-like format. On the right side, list of customers attached to under the corporation selected in the left side tree will be displayed.



The screenshot displays the '法人・取引先' (Corporation/Customer) management interface. The left sidebar contains a navigation menu with items like '法人グループ管理', '会社・組織', and '法人・取引先'. The main area shows a tree view of '法人グループセット' (Corporation Group Set) with sub-nodes for '国内グループ企業' (Domestic Group Company), '海外グループ企業' (Overseas Group Company), and '関連企業' (Related Company). A context menu is open over the '国内グループ企業' node, listing actions such as '法人の新規登録' (New Corporation Registration), '配下に新規法人を登録' (Register new corporation under), and '法人の完全削除' (Complete deletion of corporation). The right side of the screen shows a table of customers under the selected group.

編集	所属	取引先コード	取引先名
		Shywwzt1utnjf71	株式会社○○○○
		Shywwztcsvlg71	株式会社●●●●
		Shywwztea74v871	□□□□株式会社
		Shywwztev5mzv71	有限会社△△△△

2 New corporation set registration screen will be displayed. Enter information of the corporation set in the [Basic] tab.

At the top of the screen, term bar will be displayed in which the term to be created will be indicated. In the new corporation set registration screen, corporation set information will be displayed as being valid during the whole term from the system start date up to the system end date as configured in the system.

By clicking the button located at the lower right area of the term bar for changing the term, initially created term can be changed. Details on operation of terminalization are explained in [1.11 Terminable information].



Current locale	The locale being entered is displayed.
Corporation code (required)	Enter the corporation code. Once registered, it cannot be changed.
Name (required)	Enter the name.
Short name	Enter the short name.
Search name	Enter the search name.
Country code	Enter the country code.
Zip code	Enter the zip code.
Address 1	Enter the address 1.
Address 2	Enter the address 2.
Address 3	Enter the address 3.
Telephone number	Enter the telephone number.
Extension number	Enter the extension number.
Fax number	Enter the fax number
Extension fax number	Enter the extension fax number.
Email address 1	Enter the email address 1.
Email address 2	Enter the email address 2.
URL	Enter the URL.
Notes	Enter the notes.
Sort key (required)	Enter the sort key. Enter the display order in single-byte numerals.
[Other locale configuration] button	Screen for batch configuration of internationalized items will be displayed.



- Editing screen for corporation set is shared with the one for corporation.

- 3 Next, click the [Other locale configuration] button and enter multilingual information of the configuration set.

The screenshot shows a web browser window with the title '国際化項目一括設定'. The browser's address bar shows 'Yahoo! JAPAN' and the page has a 'default' theme. The 'Intra-mart' logo is visible in the top right corner. The left sidebar contains a navigation menu with various system management options. The main content area is a form for configuring multilingual information. The form has two language tabs: '日本語' (Japanese) and '英語' (English), with the English tab selected. The form fields are as follows:

- 名称 (Name): Corporation Group Set
- 略称 (Short name): Corporation Group Set
- 検索名 (Search name): Corporation Group Set
- 国コード (Country code): [Empty]
- 郵便番号 (Zip code): [Empty]
- 住所1 (Address 1): [Empty]
- 住所2 (Address 2): [Empty]
- 住所3 (Address 3): [Empty]
- 電話番号 (Telephone number): [Empty]
- 内線番号 (Extension number): [Empty]
- FAX番号 (Fax number): [Empty]
- 内線FAX番号 (Extension fax number): [Empty]
- メールアドレス1 (Email address 1): [Empty]
- メールアドレス2 (Email address 2): [Empty]

At the bottom right of the form is a '決定' (OK) button. There are also buttons for '先頭へ' (Move to top) and '日本語からコピー' (Copy from Japanese).

+/- box

Checkbox (next to the language name)

Copy from (language name)

Move to top

Name (required)

Short name

Search name

Country code

Zip code

Address 1

Address 2

Address 3

Telephone number

Extension number

Fax number

Extension fax number

Email address 1

Email address 2

URL

Notes

[OK] button

By clicking this, folded/displayed can be switched.

If checked off, content in that language will not be updated.

Copy the content from default language.

When scrolling, by clicking this button screen display will be returned to the top.

Enter the corporation name.

Enter the short name.

Enter the search name used for searching.

Enter the country code.

Enter the zip code.

Enter the address 1.

Enter the address 2.

Enter the address 3.

Enter the telephone number.

Enter the extension number.

Enter the fax number

Enter the extension fax number.

Enter the email address 1.

Enter the email address 2.

Enter the URL.

Enter the notes on the corporation to be registered.

Establish the contents and return to the details screen.

Upon finishing entry, click the [OK] button and return to the corporation details screen.

4 Click the [Register] button to register the corporation set.

That the corporation name registered is displayed in the tree pane can be confirmed.

[Register] button

Information being edited will be reflected on the database. Displayed only for new registration.

[Update] button

Information for the term being edited will be reflected on the database. This button is displayed only for editing.

[Delete] button

By clicking this, the corporation set being displayed will be deleted for the entire term and for all the locales. If there are any subordinate corporation, it will also be entirely deleted. This button is displayed only for editing.



- Editing the corporation in the highest position of the tree pane corresponds to editing the corporation set.



1.7.2.2 Corporation configuration

Since the corporation set being the head has been registered, then register the corporations which constitute the set.

1 To create corporations under the corporation set having already been created, display the details screen of the corporations.

To add new corporation under particular corporation in the corporation/customer screen, select [Create new subordinate corporation] from the context menu which is displayed by right-clicking the target corporation in the tree pane.

The screenshot displays the '法人・取引先' (Corporation/Customer) management interface. The left sidebar contains a navigation tree with '国内グループ企業' (Domestic Group Company) selected. A context menu is open over this node, listing actions such as '配下に新規法人を登録' (Register new subordinate corporation), which is highlighted with a red box. The main content area shows a table of existing corporations under the selected group.

編集	所属	取引先コード	取引先名
		Shywwzt1utnj71	株式会社〇〇〇〇
		Shywwztcsvlg71	株式会社●●●●
		Shywwztea74v871	□□□□株式会社
		Shywwztev5mzv71	有限会社△△△△

2 New corporation registration screen will be displayed. Enter information of the corporation in the [Basic] tab.

At the top of the screen, term bar will be displayed in which the term to be created will be indicated. In the new corporation registration screen, corporation information will be displayed as being valid during the whole term from the system start date up to the system end date as configured in the system.

By clicking the button located at the lower right area of the term bar for changing the term, initially created term can be changed. Details on operation of terminalization are explained in [1.11 Terminable information].

法人詳細(新規)

1900/01/01 1年間表示 1901/01/01

1900/01/01 - 2999/12/31

基本

現在のロケール 日本語 他ロケール設定

法人コード * group1

名称 * グループ1

略称 グループ1

検索名 グループ1

国コード JPN

郵便番号 123-4567

住所1

住所2

住所3

電話番号

登録

Current locale

The locale being entered is displayed.

Corporation code (required)

Enter the corporation code. Once registered, it cannot be changed.

Name (required)

Enter the name.

Short name

Enter the short name.

Search name

Enter the search name.

Country code

Enter the country code.

Zip code

Enter the zip code.

Address 1

Enter the address 1.

Address 2

Enter the address 2.

Address 3

Enter the address 3.

Telephone number

Enter the telephone number.

Extension number

Enter the extension number.

Fax number

Enter the fax number

Extension fax number

Enter the extension fax number.

Email address 1

Enter the email address 1.

Email address 2

Enter the email address 2.

URL

Enter the URL.

Notes

Enter the notes.

Sort key (required)

Enter the sort key. Enter the display order in single-byte numerals.

[Other locale configuration] button

Screen for batch configuration of internationalized items will be displayed.

- 3 Next, click the [Other locale configuration] button and enter multilingual information of the corporation. This screen is used when more than one locale exist.

HOME LOGOUT MENU ON/OFF ? Yahoo! JAPAN default intra-mart

国際化項目一括設定 開じる

日本語

英語 先頭へ 日本語からコピー

名称 * Group1

略称 Group1

検索名 Group1

国コード

郵便番号

住所1

住所2

住所3

電話番号

内線番号

FAX番号

内線FAX番号

メールアドレス1

メールアドレス2

決定

+/- box

Checkbox (next to the language name)

Copy from (language name)

Move to top

Name (required)

Short name

Search name

Country code

Zip code

Address 1

Address 2

Address 3

Telephone number

Extension number

Fax number

Extension fax number

Email address 1

Email address 2

URL

Notes

[OK] button

By clicking this, folded/displayed can be switched.

If checked off, content in that language will not be updated.

Copy the content from default language.

When scrolling, by clicking this button screen display will be returned to the top.

Enter the name.

Enter the short name.

Enter the search name.

Enter the country code.

Enter the zip code.

Enter the address 1.

Enter the address 2.

Enter the address 3.

Enter the telephone number.

Enter the extension number.

Enter the fax number

Enter the extension fax number.

Enter the email address 1.

Enter the email address 2.

Enter the URL.

Enter the notes.

Establish the contents and return to the details screen.

Upon finishing entry, click the [OK] button and return to the corporation details screen.

4 Click the [Register] button to register the corporation.

That the corporation registered right now has been added to under existing corporation can be confirmed.

[Register] button

Information being edited will be reflected on the database. Displayed only for new registration.

[Update] button

Information for the term being edited will be reflected on the database. This button is displayed only for editing.

[Delete] button

By clicking this, the corporation being displayed will be deleted for the entire term and for all the locales. Customer attachment information of the relevant corporation will be deleted, and its subordinate will be removed from the structure entirely, but the corporation's information itself and customer attachment information will not be deleted. This button is displayed only for editing.



- Editing the corporation in the highest position of the tree pane corresponds to editing the corporation set.

1.7.2.3 Customer configuration

- Register customers to under the corporation registered as described so far.

1 Select the customer to attach the customer to, and click [Register new subordinate corporation] in the context menu or in the subtitle menu. When editing, in the search result click the  icon for the target customer. If [New item customer] in the title header is clicked, the corporation will be registered not being attached to any customer.

The screenshot displays the Intra-mart system interface for customer configuration. The main content area shows a search result for '国内グループ企業' (Domestic Group Company). A context menu is open over the '国内グループ企業' section, highlighting the option '配下に新規取引先を登録' (Register new subordinate customer). The table below shows the search results for customers.

編集	所属	取引先コード	取引先名
		Shywwzt1utnj71	株式会社○○○○
		Shywwztcsvlg71	株式会社●●●●
		Shywwztea74v871	□□□□株式会社
		Shywwztev5mzv71	有限会社△△△△

2 From the [Basic] tab in the displayed screen, enter customer information.

The screenshot shows the '取引先詳細(新規)' (New Customer Detail) screen. The left sidebar contains a navigation menu with items like 'ログイングループ管理', 'アプリケーション共通マ', 'IM-共通マスタ', 'ユーザ', '会社・組織', 'パブリックグループ', '会社グループ', '品目カテゴリ・品目', '法人・取引先', '通貨レート', '分類', 'ポータル', 'ViewCreator', 'Table Maintenance', and 'イベントナビゲータ管理'. The main content area has a header with 'HOME', 'LOGOUT', 'MENU ON/OFF', and a search bar. Below the header, there's a date range '1900/01/01' to '1901/01/01' and a '1年間表示' (1 year display) dropdown. The main form is titled '取引先詳細(新規)' and has two tabs: '基本' (Basic) and '所属' (Affiliation). The '基本' tab is selected, showing the following fields:

- 現在のロケール: 日本語 (Current locale)
- 取引先コード: * 5hwywzt1utnjf71 (Customer code)
- 名称: * 株式会社〇〇〇〇 (Name)
- 略称: 〇〇〇〇 (Short name)
- 検索名: 〇〇〇〇 (Search name)
- 担当者名: 山根 小次郎 (Responsible name)
- 国コード: (Country code)
- 郵便番号: (Zip code)
- 住所1: (Address 1)
- 住所2: (Address 2)
- 住所3: (Address 3)

There is also a '他ロケール設定' (Other locale configuration) button and a '登録' (Register) button at the bottom right.

Current locale	The locale being entered is displayed.
Customer code (required)	Enter the customer code. Once registered, it cannot be changed.
Name (required)	Enter the name.
Short name	Enter the short name.
Search name	Enter the search name.
Country code	Enter the country code.
Zip code	Enter the zip code.
Address 1	Enter the address 1.
Address 2	Enter the address 2.
Address 3	Enter the address 3.
Telephone number	Enter the telephone number.
Extension number	Enter the extension number.
Fax number	Enter the fax number
Extension fax number	Enter the extension fax number.
Email address 1	Enter the email address 1.
Email address 2	Enter the email address 2.
URL	Enter the URL.
Notes	Enter the notes.
Sort key (required)	Enter the sort key. Enter the display order in single-byte numerals.
[Other locale configuration] button	Screen for batch configuration of internationalized items will be displayed.
Current locale	The locale being entered is displayed.

- 3 Next, click the [Other locale configuration] button and enter multilingual information of the customer. This screen is used when more than one locale exist.

+/- box

Checkbox (next to the language name)

Copy from (language name)

Move to top

Name (required)

Short name

Search name

Country code

Zip code

Address 1

Address 2

Address 3

Telephone number

Extension number

Fax number

Extension fax number

Email address 1

Email address 2

URL

Notes

[OK] button

By clicking this, folded/displayed can be switched.

If checked off, content in that language will not be updated.

Copy the content from default language.

When scrolling, by clicking this button screen display will be returned to the top.

Enter the name.

Enter the short name.

Enter the search name.

Enter the country code.

Enter the zip code.

Enter the address 1.

Enter the address 2.

Enter the address 3.

Enter the telephone number.

Enter the extension number.

Enter the fax number

Enter the extension fax number.

Enter the email address 1.

Enter the email address 2.

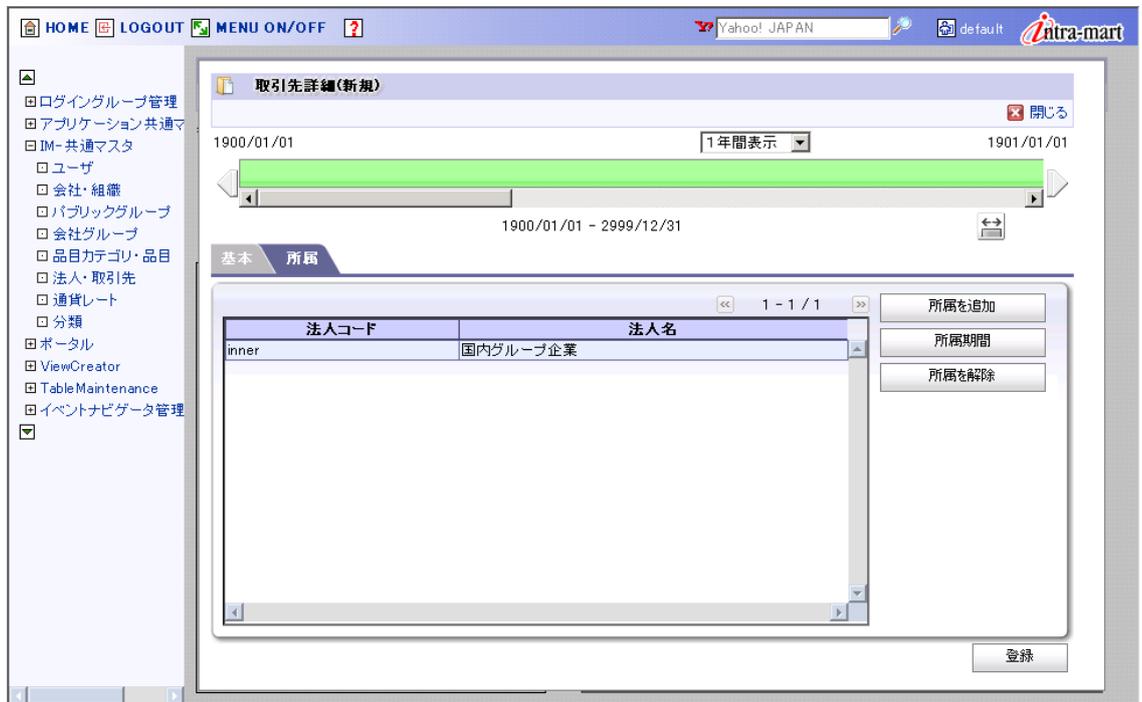
Enter the URL.

Enter the notes.

Establish the contents and return to the details screen.

Upon finishing entry, click the [OK] button and return to the customer details screen.

- 4 Select [Attachment] tab, display the corporation to which the customer is attached.
A customer may be attached to more than one corporation concurrently. In addition, each attachment term can be configured respectively.



The screenshot displays the '取引先詳細(新規)' (New Customer Details) page in the Intra-mart system. The page features a navigation menu on the left with various management options. The main content area includes a date range selector set to '1900/01/01' to '1901/01/01' with a '1年間表示' (1 Year Display) dropdown. Below this, there are tabs for '基本' (Basic) and '所属' (Affiliation). The '所属' tab is active, showing a table with the following data:

法人コード	法人名
inner	国内グループ企業

Buttons for '所属を追加' (Add Affiliation), '所属期間' (Affiliation Period), and '所属を解除' (Remove Affiliation) are located to the right of the table. A '登録' (Register) button is at the bottom right.

[Add attachment] button

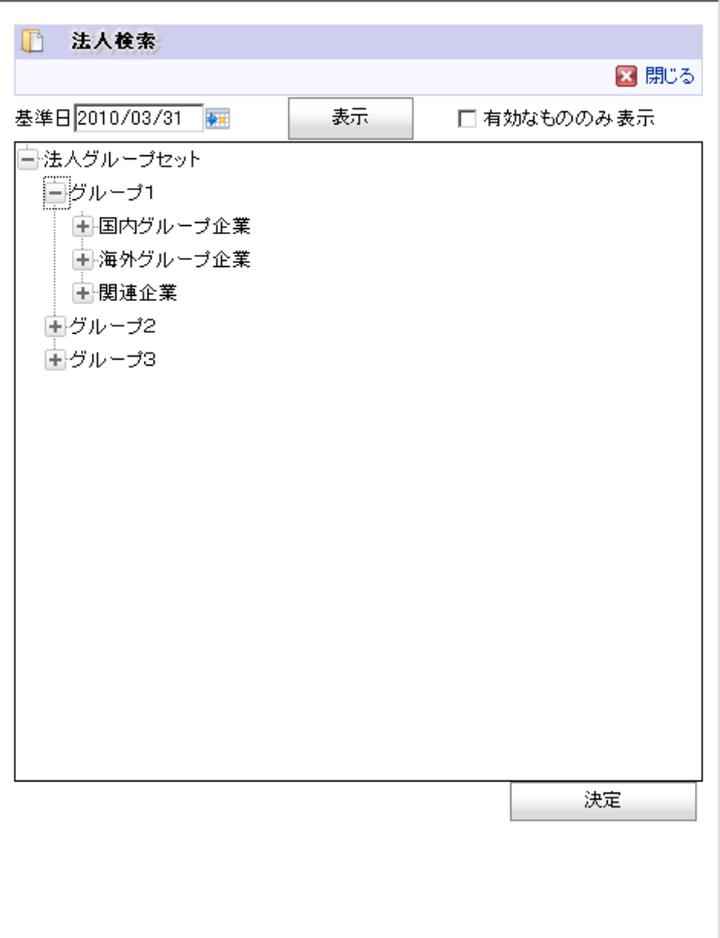
Click this button when adding a corporation to which the customer is attached.

This screen displays currently available corporations in a tree-like form.

To display the structure of a different term, by clicking the  icon to change the base date and then clicking the [Display] button, that changed base date will be displayed.

By selecting from the list the corporation to be added as an attachment destination and clicking the [OK] button, selected corporation will be added to the list.

In case of registration, attachment term cannot be changed.



Corporation code

Code of corporation being the attachment destination will be displayed.

Corporation name

Name of corporation being the attachment destination will be displayed.

[Attachment term] button

By clicking this button, term editing screen will be displayed, in which the term during which the customer being edited is attached to the selected corporation can be edited. For operation of terminalizing the attachment, refer to [1.11 Terminable information].



By clicking the [Cancel attachment] button, the attachment will be completely cancelled.

By clicking the [Update] button, the content edited in this screen will be established and this screen will be closed.

[Cancel attachment] button

Attachment to the selected corporation will be cancelled. Selected corporation will disappear from the list.

5 Click the [Register] button to register the customer.

[Register] button

Information being edited will be reflected on the database. Displayed only for new registration.

[Update] button

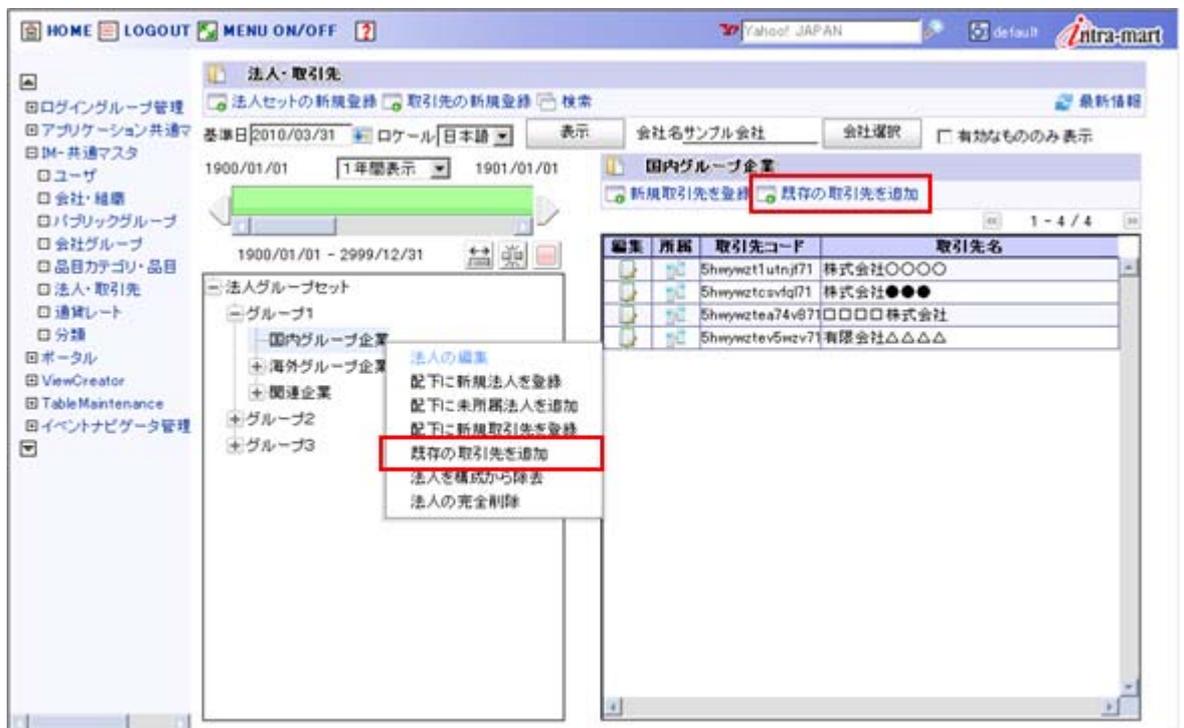
Information for the term being edited will be reflected on the database. This button is displayed only for editing.

[Delete] button

By clicking this, the customer being displayed will be deleted for the entire term and for all the locales. This button is displayed only for editing.

■ Next, attach to a corporation the customer having been already registered.

- 1 Select the customer to attach the customer to, and click [Add existing customer] in the context menu or in the subtitle menu. When editing, in the search result click the  icon for the target customer.



The screenshot displays the '法人・取引先' (Corporate Customer) management interface. The main content area shows search filters for '法人セットの新規登録' (New Registration of Corporate Set) and '取引先の新規登録' (New Registration of Customer). The search results are filtered by '国内グループ企業' (Domestic Group Company). A context menu is open over the '国内グループ企業' section, highlighting the '既存の取引先を追加' (Add Existing Customer) option. The table below shows the search results:

編集	所属	取引先コード	取引先名
		Shywwzt1utnjf71	株式会社○○○○
		Shywwztcavlg71	株式会社●●●●
		Shywwztea74v871	□□□□株式会社
		Shywwztev5mzv71	有限会社△△△△

- 2 In the screen displayed by clicking the [Add existing customer] menu, select the customer to be attached.

取引先検索

基本

法人

下位階層も検索する

キーワード

対象 コード 名称 検索名

無効なものも検索対象にする

検索 クリア

1 - 6 / 6

取引先コード	取引先名
5hwywt1utnj71	株式会社○○○○
5hwywtcsvg71	株式会社●●●
5hwywztea74v871	□□□□株式会社
5hwywztev5wzv71	有限会社△△△△
5hwywzgena4i71	◎◎コーポレーション
5hwywzgz8m8k71	☆☆☆会社

追加 削除 全削除

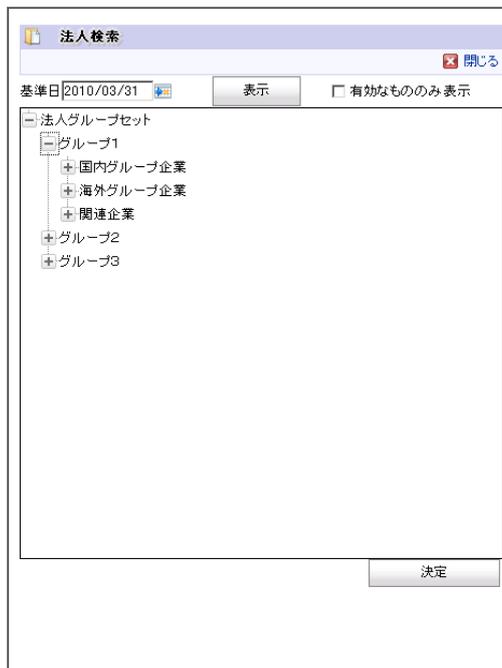
決定

選択された一覧

☆☆☆会社

Corporation

If corporation is selected as search target, it can be searched provided that it belongs to a particular corporation. By clicking the icon, corporation search screen will be opened. By selecting a corporation and establishing it, the selection will be displayed in the blank textbox. By clicking the icon, the target will be cleared.



[Include sub-hierarchies]

Check this box when searching throughout the corporation as specified in the Corporation pane. This is invalid if corporation is selected as search target.

Keyword

Keyword for searching. Specify the search target for the keyword by checking the following checkboxes.

Target (in case of mass data mode, select just one of them))

[code]

If [code] is checked, codes will be searched with the entered keyword.

[name]

If [name] is checked, names will be searched with the entered keyword.

[Search name]

If [search name] is checked, search names will be searched with the entered keyword.

[Include invalidated data]

Include invalidated data in the search result to be displayed. Invalidated data will be displayed in red characters.

[Search] button

By clicking this, search will be executed with the entered information.

[Clear] button

Search condition will be cleared.

Search result

Customer code

Customer code will be displayed. By double-clicking, it will be added to the selected list.

Customer name

Customer name will be displayed. By double-clicking, it will be added to the selected list.

[Add]

Selected customer will be added to the selected list.

[Delete]

Customer selected in the list will be removed from the targets.

[Delete all]

All the customers in the selected list will be deleted.

3

Click the  icon for the customer displayed in the list to display the attachment term editing screen. For operation of terminalizing the attachment, refer to [1.11 Terminable information].



[Cancel attachment] button

[Update] button

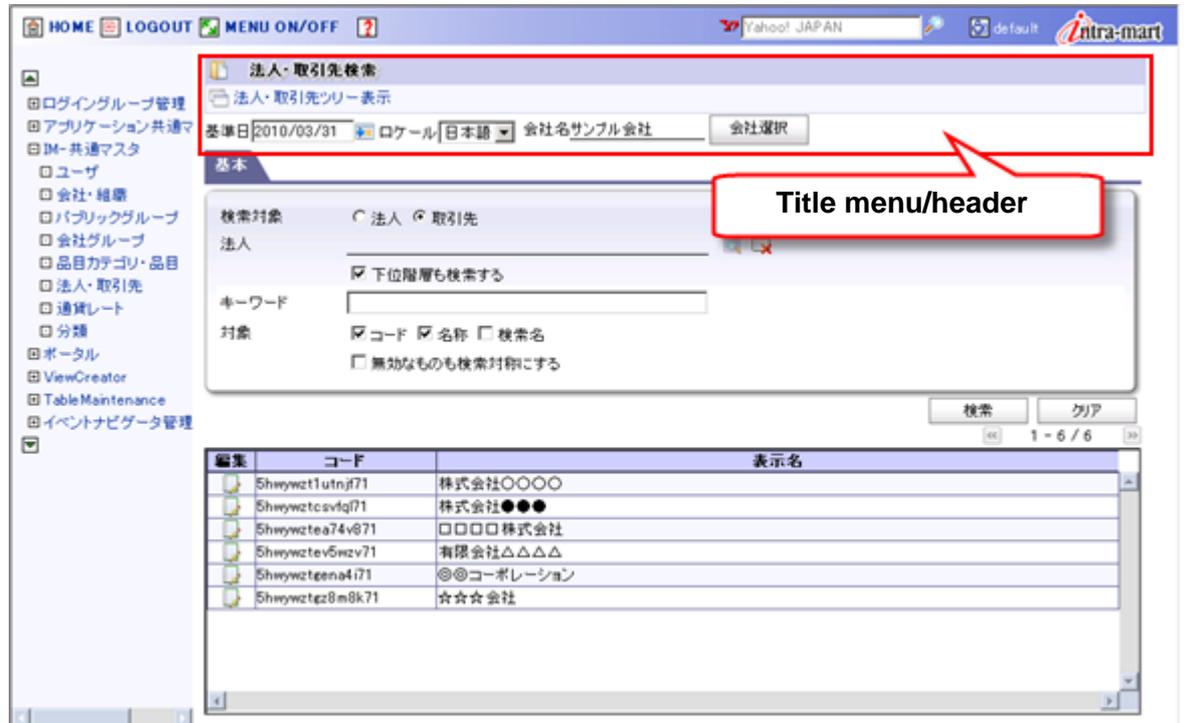
Attachment of the customer to the specified corporation will be cancelled.

Edited content will be reflected on the database.



1.7.3 Corporation/customer search

Registered corporations/customers can be searched, referred and edited.



Title menu/header pane

[Corporation/customer display]	tree	Transits to corporation/customer screen.
Base date		Enter the base date for searching. By clicking the  icon, calendar subscreen for selecting the base date will be opened.
Locale		Select the locale to be searched.
Company name		Select the company which administers the customer, when searching the customer. By additionally clicking [Select company] button, company list will be displayed from which the company to be specified for searching can be selected.
[Basic] tab		
Search target		Select the search target, either customer or corporation.
Corporation		If corporation is selected as search target, it can be searched provided that it belongs to a particular corporation. By clicking the  icon, screen for selecting corporation will be opened. By selecting corporation and establishing it, the selection will be displayed in the blank textbox. By clicking the  icon, the target will be cleared. This is invalid if corporation is selected as search target.
[Include sub-hierarchies]		Check this box when searching throughout the corporation as specified in the Corporation pane. This is invalid if corporation is selected as search target.
Keyword		Keyword for searching. Specify the search target for the keyword by checking the following checkboxes.
Target (in case of mass data mode, select just one of them))		
[code]		If [code] is checked, codes will be searched with the entered keyword.
[name]		If [name] is checked, names will be searched with the entered keyword.

[Search name]

If [search name] is checked, search names will be searched with the entered keyword.

[Include invalidated data]

Include invalidated data in the search result to be displayed. Invalidated data will be displayed in red characters.

[Search] button

By clicking this, search will be executed with the entered information.

[Clear] button

Search condition will be cleared.

Search result

 (Edit) icon

By clicking this, corporation details screen or customer details screen will be displayed.

Code

Corporation code or customer code will be displayed.

Display name

Corporation name or customer name will be displayed.

1.7.3.1 Corporation/customer search

- 1 Click [Search] in the corporation/customer screen.
Search screen will be displayed.

The screenshot shows the Intra-mart search interface. The top navigation bar includes HOME, LOGOUT, MENU ON/OFF, and a search bar with 'Yahoo! JAPAN' and 'default' options. The main header is '法人・取引先検索' (Corporation/Customer Search). Below the header, there are filters for '基準日' (2010/03/31), 'ロケール' (日本語), and '会社名' (会社名サンプル会社). The search form is titled '基本' and includes the following fields and options:

- 検索対象: 法人 取引先
- 法人: [Input field]
- 下位階層も検索する
- キーワード: [Input field]
- 対象: コード 名称 検索名
- 無効なものも検索対象にする

Buttons for '検索' (Search) and 'クリア' (Clear) are located at the bottom right of the form.

- 2 By clicking the [Search] button, display the target corporation/customer.
Search result will be displayed in the lower part.

From the search result by clicking the  icon, corporation details screen or customer details screen will be displayed.

The screenshot shows the Intra-mart search interface with search results displayed. The search form is the same as in the previous screenshot. Below the form, a table of results is shown with columns for '編集' (Edit), 'コード' (Code), and '表示名' (Display Name). The results are as follows:

編集	コード	表示名
	5hwywzt1utnjf71	株式会社○○○○
	5hwywztcsvfq71	株式会社●●●●
	5hwywztea74v871	□□□□株式会社
	5hwywztev5wzv71	有限会社△△△△
	5hwywztega4i71	◎◎◎◎コーポレーション
	5hwywztez8m8k71	☆☆☆会社

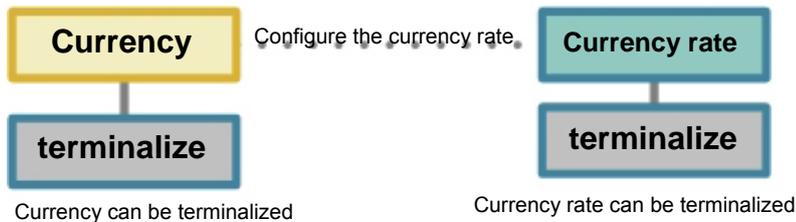
Navigation controls for the table include '<<' and '>>' arrows and the page number '1 - 6 / 6'.

1.8

Currency rate

1.8.1 Features of currency rate

Currency rate configuration provides the following features.



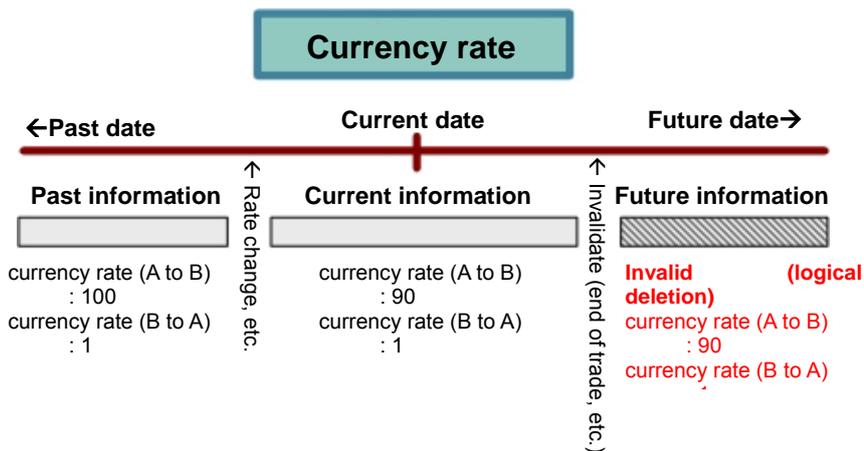
Currency rate varies depending on the time, but in order to administer it consistently, master table of currency rate which can be terminalized has been made available. By using it, exchange rates between various currencies can be configured for a particular term.



- Currency rate master is the one for registering exchange rates between various currencies. Before using currency rate master, currencies to be used for the currency master table need to be registered separately. Since currency table does not have maintenance screen, it will be registered directly on the database.

1.8.1.1 Terminalization of currency rate

Currency rate information can be terminalized and the rate information can be maintained as history. Therefore, data can be handled with information as of the processing date.



1.8.1.2 Administration of currency rate

Currency rates registered on the currency rate master can be administered by categorizing them for each foreign exchange (currency exchange) based on the reference currency.



1.8.2 Currency rate configuration

Registered currency rates can be searched, referred and edited.

編集	相手先通貨名	通貨ISOコード	レート
	人民元	CNY	0.08
	ユーロ	EUR	0.01
	UKポンド	GBP	0.0073
	USドル	USD	0.01105

Title menu/header pane

[New currency rate registration]

Details screen for registering new currency rate will be opened.

Base date

Enter the base date for searching. By clicking the icon, calendar subscreen for selecting the base date will be opened.

Locale

Select the locale to be searched.

[Basic] tab

Reference currency

Select the currency to be the reference for searching. It can be selected from the select box, as well as by clicking the icon to open search screen. The following screen will be displayed.

基準通貨選択

開じる

基本

キーワード

対象 コード 名前
 無効なものも検索対象にする

検索 クリア

<< 1 - 5 / 5 >>

通貨コード	通貨名	通貨ISOコード	通貨単位記号
jpy	日本円	JPY	¥
usd	USドル	USD	\$
eur	ユーロ	EUR	€
cny	人民元	CNY	¥
gbp	UKポンド	GBP	£

決定

By specifying search conditions and clicking the [Search] button, currencies which meet the conditions will be displayed, from which reference currency can be selected.

By clicking the  icon, the reference currency will be cleared.

If checked, currency rate which is presently invalidated will be displayed also in the search result. Invalidated currency rate information will be displayed in red characters.

Searching will be carried out with the selected reference currency.

Search condition will be cleared.

[Include invalidated data]

[Search] button

[Clear] button

Search result

 (Edit) icon

Counterpart currency

Currency ISO code

Rate

By clicking this, currency rate details screen will be displayed.

Counterpart currency will be displayed.

Currency ISO code will be displayed.

Exchange rate will be displayed.

1.8.2.1 Currency rate search

1 From the menu, click [IM-Common Master] – [Currency rate].



2 By clicking the [Search] button, display the target user.

Search result will be displayed in the lower part.

From the search result by clicking the  icon, currency rate details screen will be displayed.



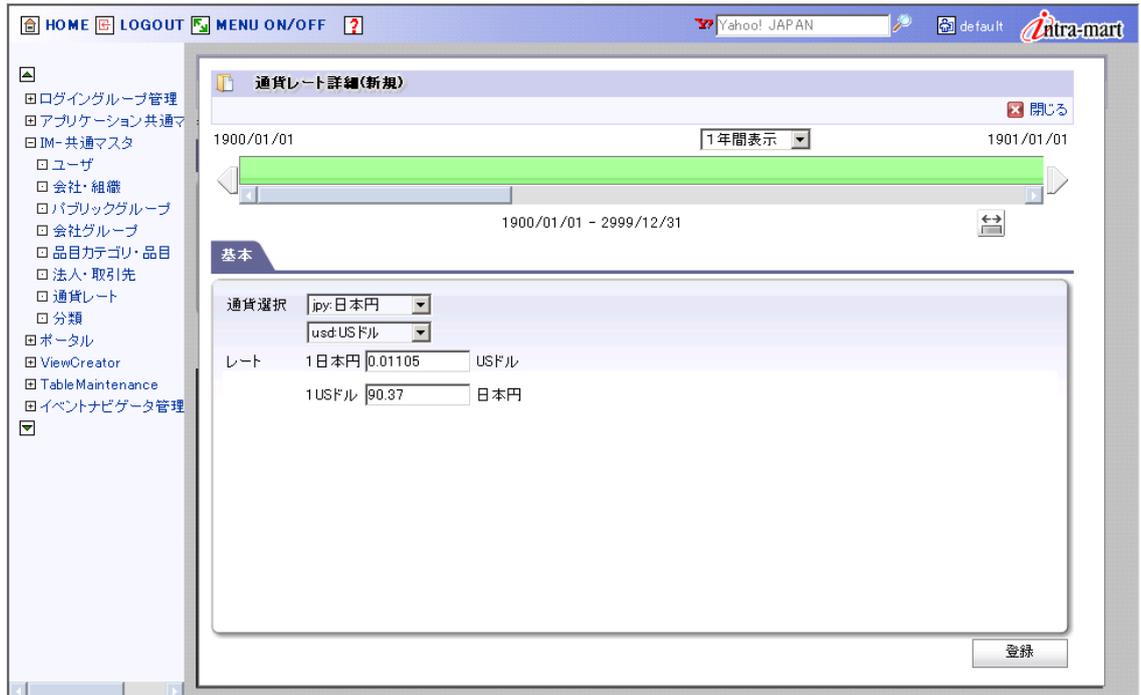


1.8.2.2 Currency rate configuration

1 In the Currency rate search screen, click [New currency rate registration]. When editing, in the search result click the  icon for the target reference currency.

At the top of the screen, term bar will be displayed in which the term to be created will be indicated. In the new currency rate registration screen, currency rate information will be displayed as being valid during the whole term from the system start date up to the system end date as configured in the system.

By clicking the button located at the lower right area of the term bar for changing the term, initially created term can be changed. Details on operation of terminalization are explained in [1.11 Terminable information].



Currency selection

Select the currency for which exchange rate will be set. Specify the reference currency from the upper list, and specify the counterpart currency from the lower list.

By selecting each of them, corresponding currencies will be displayed in the Rate pane.

Rate

Exchange rate of the currency selected in the Currency selection pane.

It is necessary to configure a set of bi-directional exchange rate.

2 Click the [Register] button to register the currency rate.

[Register] button

Information being edited will be reflected on the database. Displayed only for new registration.

[Update] button

Information for the term being edited will be reflected on the database. This button is displayed only for editing.

[Delete] button

By clicking this, the currency rate being displayed will be deleted for the entire term and for all the locales. Information of the relevant currency rate will be deleted, but information of the currency itself will not be deleted. This button is displayed only for editing.

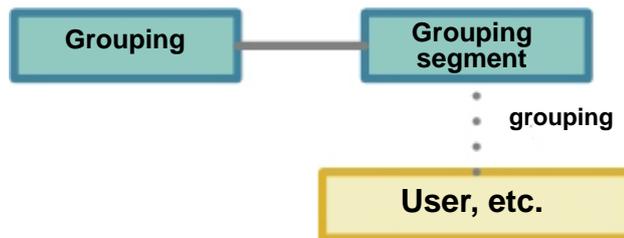
1.9

Grouping/grouping segment



1.9.1 Features of grouping/grouping segment

Grouping/grouping segment configuration provide the following features.



Grouping/grouping segment exist in configurations of user, company/department, public group, item category, corporation, and customer. There are no grouping/grouping segment across various masters.

For a grouping, more than one segment can be configured. Grouping can be configured as permitting attachments of single selection and multiselection. Grouping segment can be attached to the data of each master. In attaching, selection conditions as configured to the grouping should be determined.

Grouping/grouping segment can only be internationalized, but cannot be terminalized.



- For item category, item, corporation and customer, only tables are provided and administration screens are not provided.



1.9.1.1 Administration of grouping/grouping segment

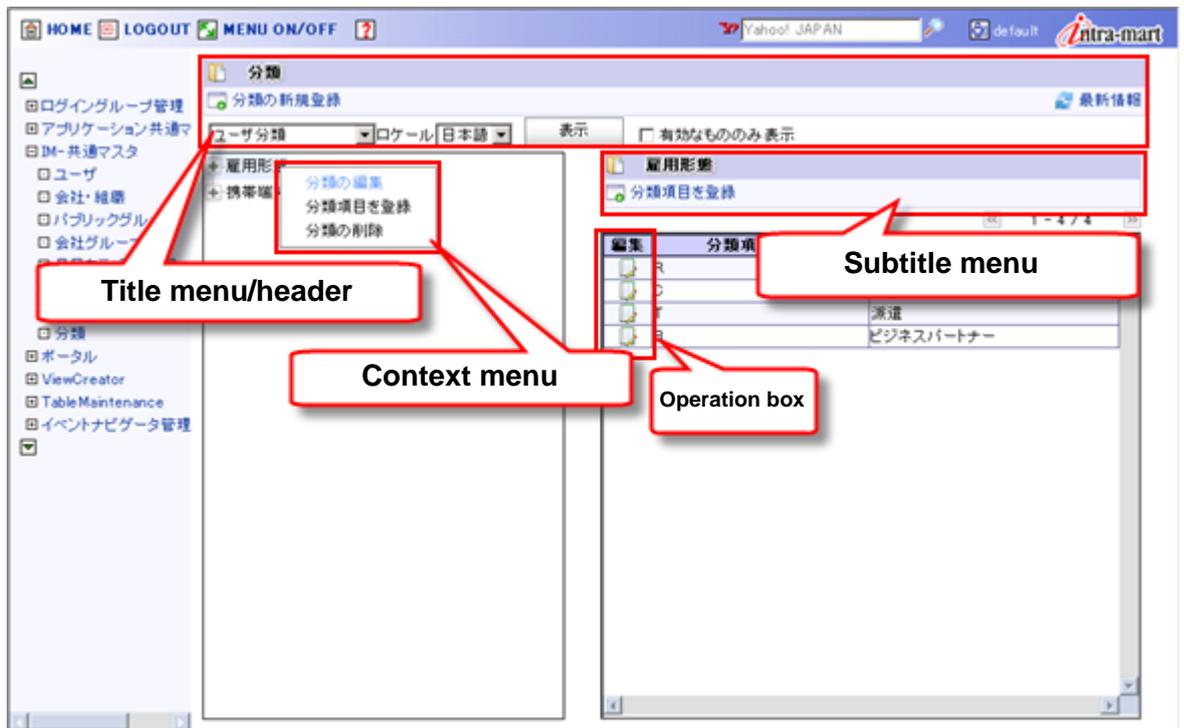
Grouping/grouping segment can be administered for each master. If not used, selection can be made for logical invalidation or physical deletion. If logical deletion is carried out, each master's attachment information will be physically deleted.



1.9.2 Grouping/grouping segment configuration

Grouping/grouping segment are administered here. To register a grouping segment, grouping need to be registered first. By selecting [Grouping] from the menu, screen for grouping/grouping segment will be displayed.

Grouping will be displayed in the leftside list, and grouping segment of the selected grouping will be displayed in the rightside list.



Title menu/header pane

- [New grouping registration]
- [Refresh]
- Master grouping
- Locale
- [Display] button
- [Display only valid data] checkbox

- Details screen for registering new grouping will be opened.
- The entire screen will be refreshed.
- Select the grouping for display and/or editing from user, department and public group.
- Select the locale to be searched.
- If master and/or locale is changed, click this button to redisplay the information on the screen.
- Configure whether or not to display invalid grouping and/or grouping segment. Checking/checking off will cause the screen redisplayed immediately.

Context menu

- [Edit grouping]
- [Register grouping segment]
- [Delete grouping]

- Displays the screen for editing the selected grouping.
- The grouping segment will be registered to the selected grouping.
- All the locale information of the selected grouping will be deleted.
- Information of all the grouping segment of the relevant grouping will be deleted.

Subtitle menu pane

- [Register grouping segment]

- The grouping segment will be registered to the selected grouping.

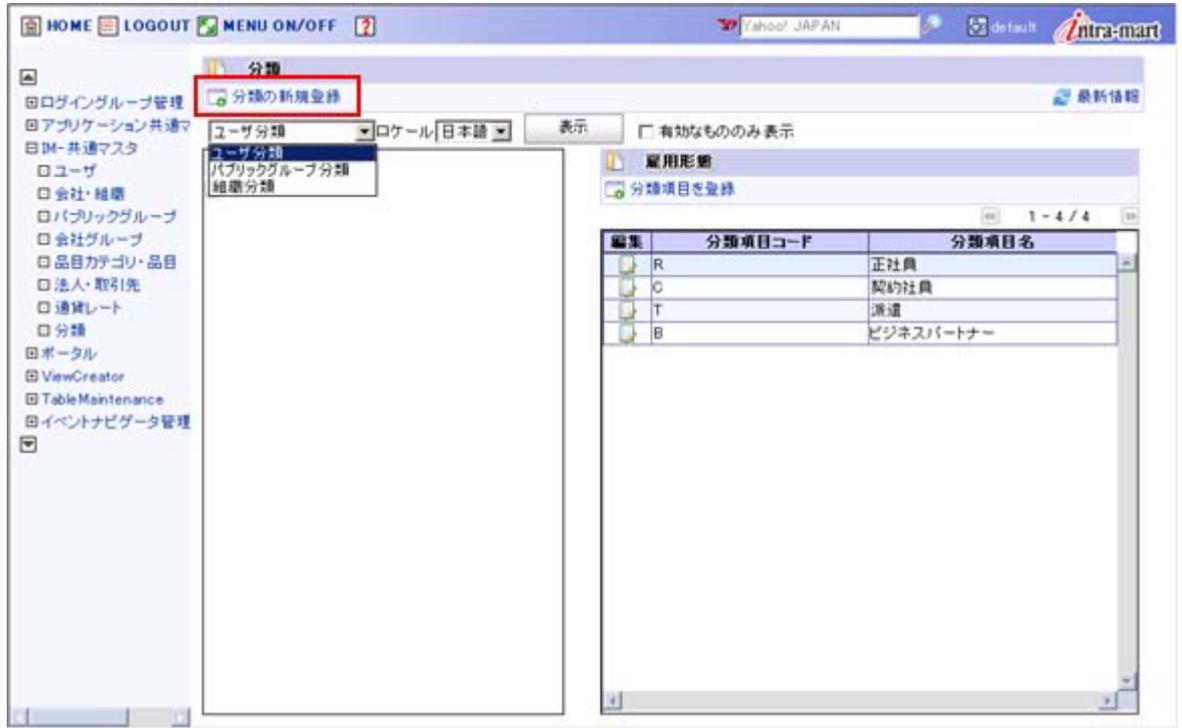
Operation box

-  (Edit) icon

- Opens the grouping segment editing screen. Selected grouping segment can be edited.

1.9.2.1 Grouping configuration

- 1 To register a new grouping, click the [New grouping registration] in the title menu. When editing, click [Edit grouping] in the context menu.



- 2 New grouping registration screen will be displayed. Enter information of the grouping in the [Basic] tab.

現在のロケール: 日本語 他ロケール設定

分類コード: * 5hwywjaikhe271

分類名: * 雇用形態

分類タイプ: 単一 複数

備考:

ソートキー: * 0

有効/無効: 有効 無効

Current locale

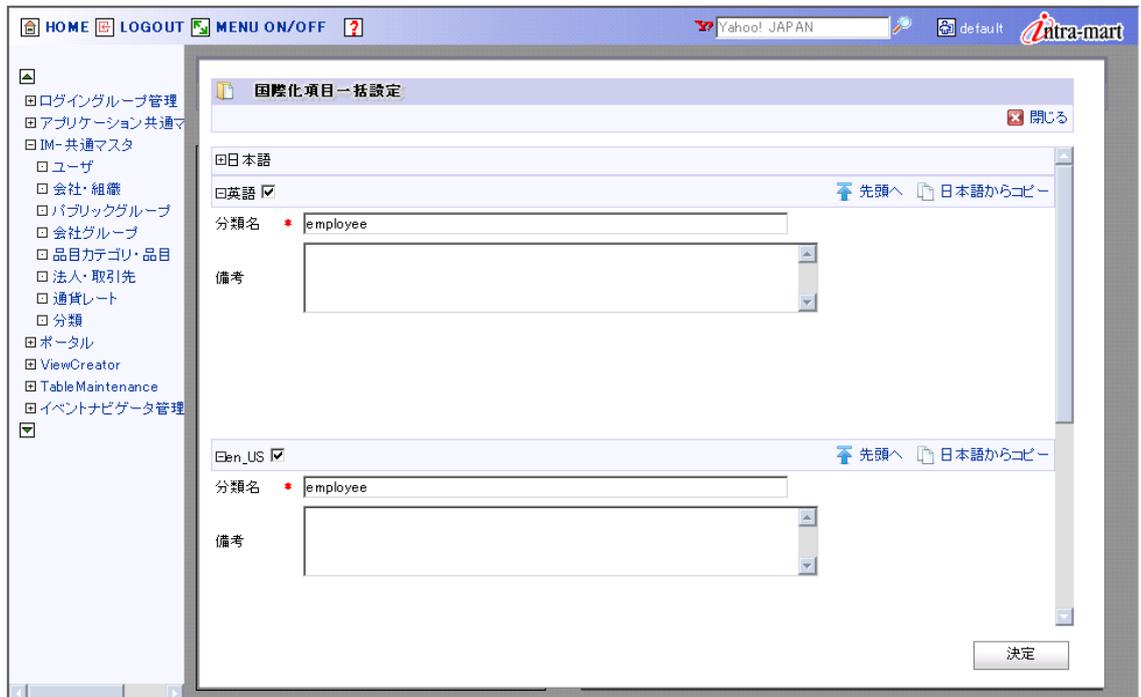
The locale being entered is displayed.

Grouping code (required)

Enter the grouping code. Once registered, it cannot be changed.

Grouping name (required)	Enter the grouping name.
Grouping type	Select either single or multi.
Notes	Enter the notes.
Sort key (required)	Enter the sort key. Enter the display order in single-byte numerals.
valid/invalid	Select whether to restore the logically deleted grouping (valid) or to logically delete the grouping (invalid).
[Other locale configuration] button	Screen for batch configuration of internationalized items will be displayed.

3 Next, click the [Other locale configuration] button and enter multilingual information of the grouping. This screen is used when more than one locale exist.



+/- box	By clicking this, folded/displayed can be switched.
Checkbox (next to the language name)	If checked off, content in that language will not be updated.
Copy from (language name)	Copy the content from default language.
Move to top	When scrolling, by clicking this button screen display will be returned to the top.
Grouping name (required)	Enter the grouping name.
Notes	Enter the notes.
[OK] button	Establish the contents and return to the details screen.

Upon finishing entry, click the [OK] button and return to the grouping details screen.

4 Click the [Register] button to register the grouping.

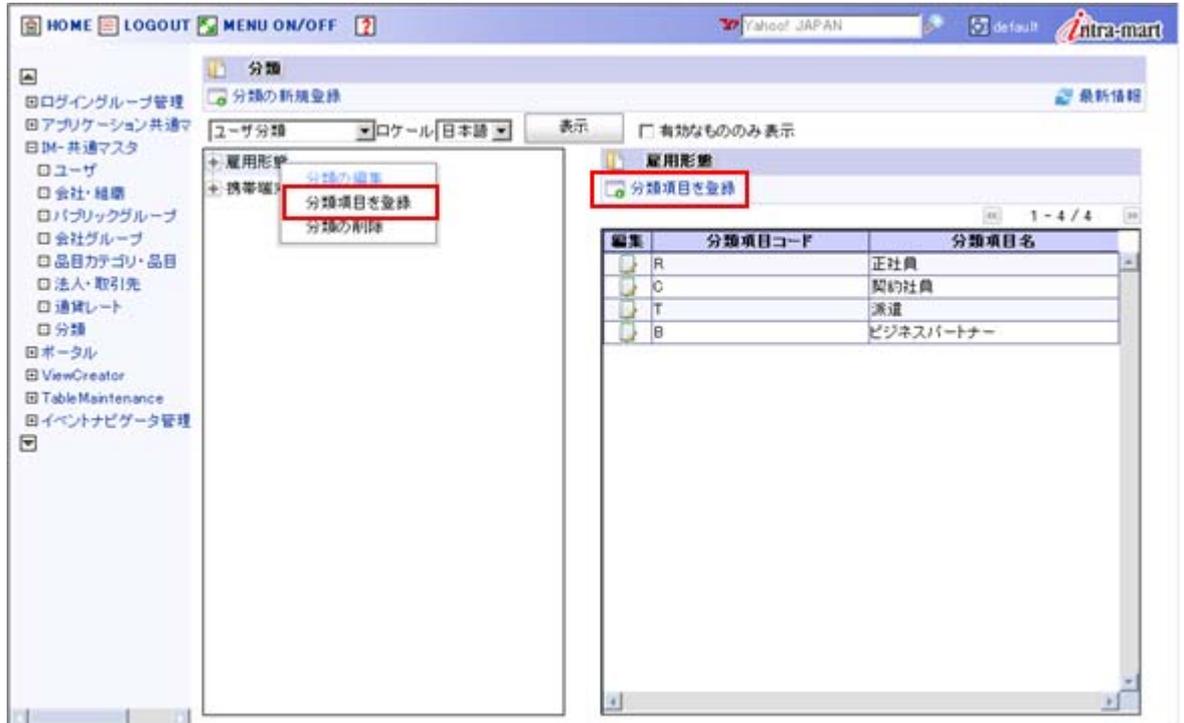
[Register] button	Information being edited will be reflected on the database. Displayed only for new registration.
[Update] button	Information for the term being edited will be reflected on the database. This button is displayed only for editing.
[Delete] button	By clicking this, the grouping being displayed will be deleted for all the

locales. Subordinate grouping segments will also be entirely deleted. If any target grouping attachment exists, it will be deleted. This button is displayed only for editing.

1.9.2.2 Grouping segment configuration

The grouping segment will be registered under the registered grouping.

- 1 Select the grouping to attach the grouping segment to, and click [Register grouping segment] in the context menu or in the subtitle menu. When editing, in the search result click the  icon for the target grouping segment.



- 2 New grouping segment registration screen will be displayed. Enter information of the grouping in the [Basic] tab.



Current locale	The locale being entered is displayed.
Grouping name	Grouping name will be displayed.
Grouping code (required)	Enter the grouping segment code. Once registered, it cannot be changed.
Grouping name (required)	Enter the grouping segment name.
Notes	Enter the notes.
Sort key (required)	Enter the sort key. Enter the display order in single-byte numerals.
valid/invalid	Select whether to restore the logically deleted grouping segment (valid) or to logically delete the grouping segment (invalid).
[Other locale configuration] button	Screen for batch configuration of internationalized items will be displayed.

3 Next, click the [Other locale configuration] button and enter multilingual information of the grouping segment.

This screen is used when more than one locale exist.

+/- box	By clicking this, folded/displayed can be switched.
Checkbox (next to the language name)	If checked off, content in that language will not be updated.
Copy from (language name)	Copy the content from default language.
Move to top	When scrolling, by clicking this button screen display will be returned to the top.
Grouping segment name (required)	Enter the grouping segment name.
Notes	Enter the notes.
[OK] button	Establish the contents and return to the details screen.

Upon finishing entry, click the [OK] button and return to the grouping segment details screen.

4 Click the [Register] button to register the grouping.

[Register] button	Information being edited will be reflected on the database. Displayed only
-------------------	--

[Update] button

[Delete] button

for new registration.

Information for the term being edited will be reflected on the database.
This button is displayed only for editing.

By clicking this, the grouping segment being displayed will be deleted for all the locales. If any target grouping attachment exists, it will be deleted.
This button is displayed only for editing.

1.10

Special expression

In IM-Common Master, data can be terminalized and internationalized. While data exist on the database, there may be some status of logical deletion where applications cannot be used.

In order to edit these data from administration side, such status is expressed in a manner different from ordinary status.



1.10.1 Logical deletion

The status where data has been logically deleted and hence cannot be used in each application is called “invalid”, and where it can be used is called “valid”.

Data in invalid status (logical deletion) is displayed in “red characters” on the screen.

Logical deletion can be configured for each term. In addition, invalidated data can be validated by terminalization operation.

The screenshot shows the Intra-mart administration interface. On the left is a navigation menu with categories like '組織' (Organization), 'ユーザー' (Users), and 'ポータル' (Portal). The main area displays a list of departments under the heading '株式会社NTTデータイントラマート'. The department names are in red text, indicating they are in a logically deleted state. A table on the right shows a list of users under the heading '人事部' (Human Resources Department). The table has columns for '所属' (Department), 'ユーザーコード' (User Code), and 'ユーザー名' (User Name). The user names are also in red text, indicating they are in a logically deleted state.

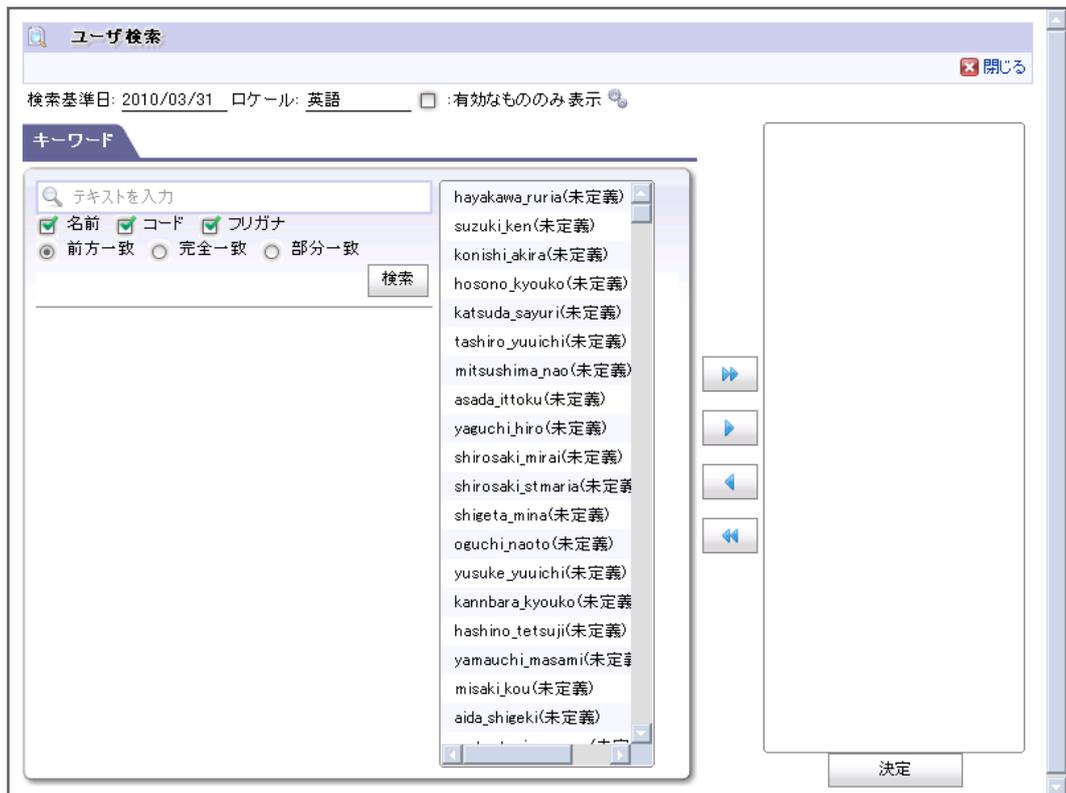
所属	ユーザーコード	ユーザー名
	hosokawa_mitsuomi	細川 光臣
	hirasawa_miyuki	平沢 美幸
	ando_ann	安藤 杏
	kawase_ikue	川瀬 郁恵
	tashiro_youko	田代 陽子
	oohata_masatoshi	大畑 雅功
	isomura_keiko	磯村 恵子
	shibuya_masayo	渋谷 昌代
	tannba_kenji	丹羽 賢二



1.10.2 Undefined locale

In IM-Common Master, if at least one locale exists, being made available by the system configuration in an environment where multilingualization is carried out (system locale), it will be treated as valid data. For example, in a status where Japanese locale and English locale have been configured in the system, data described only in Japanese and those only in English can be created.

In such rendering locales, non-existing data is expressed as “code (undefined)” when accessed. This expression method can be changed through properties.



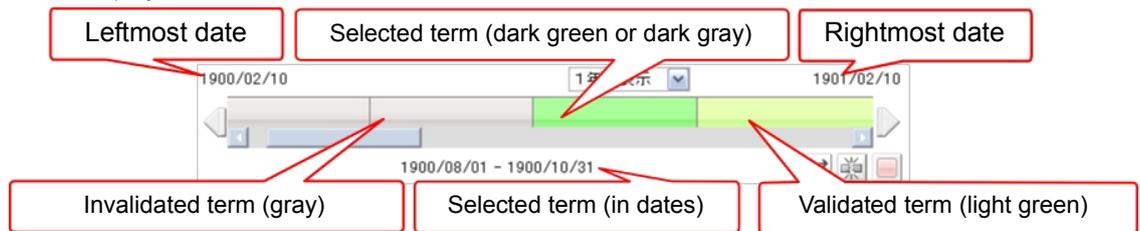
1.11

Terminable information

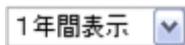


1.11.1 Operation of terminable information

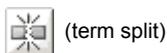
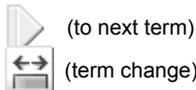
Registered data can be terminalized in the details screen. This section explains how to terminalize it. When editing information which can be terminalized, a bar indicating the term (term bar) like the following will be displayed.



It can be operated as follows. This bar can be operated in a similar way wherever it is.



Term bar



This corresponds to the horizontal full length of the display area. If changed, scale will be changed accordingly. Time scale is configured as "1 month", "3 months", "1 year", "3 years" and "10 years".

Renders the previous term from the term being selected to selected status.

Each term can be selected by clicking it.

In addition, term length can be changed by dragging the boundary. In doing so, processing to round the date will be automatically executed according to the rendering locale.

Renders the next term from the term being selected to selected status.

Start date and end date of the selected term can be changed.

By clicking this, calendar subscreen for specifying term will be opened, in which start date and end date can be specified.

Extending a term beyond the adjacent term will cause the term deleted. Conversely, if a term is shortened, adjacent term will be extended.

Selected term can be split.

By clicking this, calendar subscreen for selecting date will be opened, in which the date to be split can be specified.

This can be used only when editing, so will not be displayed when registering new information.

If selected term is currently valid, this is displayed as "invalidate" and if the term is currently invalid, this is displayed as "validate". By clicking this, status of valid/invalid can be switched.

Invalidated status means logical deletion. Generally, it is assumed that such term does not exist on the application side.

This can be used only when editing, so will not be displayed when registering new information.



1.11.2 Handling of end date of the term of validity

A term of validity is specified by the "Start date" and "End date". In this time, the system stores "the end date as end date specified by the user + 1" in the database.

Start date (January 1) <= Specified period of validity <= End date (March 31)
Start date (January 1) <= Term of validity in the system < End date (April 1)

The system displays the term of validity as "end date in the system - 1".



1.11.3 Handling of the system end date

System end date is a unique date of the system which remains unchanged since the system started operation. Default value of the system end date is 3000/01/01. According to [1.11.2 Handling of end date of the term of validity], available term of validity is 2999/12/31

System end date can be configured.

When configuring, describe the following specification on to the plugin.xml, using plug-in.

For details on plug-in, refer to "intra-mart WebPlatform/AppFramework Developers Guide".

```
<extension point="jp.co.intra_mart.master.config.system_end_date">
  <system-end-date name="standard" id="jp.co.intra_mart.master.config.system_end_date.standard" version="7.2" rank="0">
    <date year="10000" month="1" day="1"/>
  </system-end-date>
</extension>
```

extension point	jp.co.intra_mart.master.config.system_end_date
system-end-date.name	
year	Specify the year.
month	Specify the month.
day	Specify the day.

1.12 Mass data mode

Mass data mode aims to restrict searching which may cause lower response when a large amount of records expected to hit (e.g. search all).

Mass data mode is carried out for specifying search conditions and paging processing of search result.

When configuring, describe the following specification on to the plugin.xml, using plug-in.

For details on plug-in, refer to “intra-mart WebPlatform/AppFramework Developers Guide”.

```
<extension point="jp.co.intra_mart.master.config">
  <master_config name="standard" id="jp.co.intra_mart.standard" rank="1" version="7.2">
    <search max="1000" />
    <paginate mode="server" default_page_length="30" />
  </master_config>
</extension>
```

extension point

jp.co.intra_mart.master.config



- It is described in <%IM_ROOT%/plugin/jp.co.intra_mart.standard/plugin.xml.



1.12.1 Search configuration

Mass data mode when searching is restricted as follows.

- ❖ Entering search keyword is required.
- ❖ Search target is limited to just one.
- ❖ In the popup screen for searching, select either “left-hand matching ” or “exact matching”.
- ❖ Upper limit value is set for the search result. This will prevent data acquisition exceeding the upper limit.

master_config .search

max

Specify the maximum value of the search.



1.12.2 Paging

Mass data mode in case of paging processing for listing search results is restricted as follows.

- ❖ Operation in line feed needs inquiry to server every time.

master_config paginate

mode

server: inquiry to server every time.

client: gets all the results and does line feed only on client side.

default_page_length

Specify number of results displayed per page.



- In client mode, number of records (number of properties of the object) which can be acquired at once are restricted by upper limit value for each browser. If exceeded, there may be an error disabling data acquisition. Upper limit value varies depending on the browser.



Column

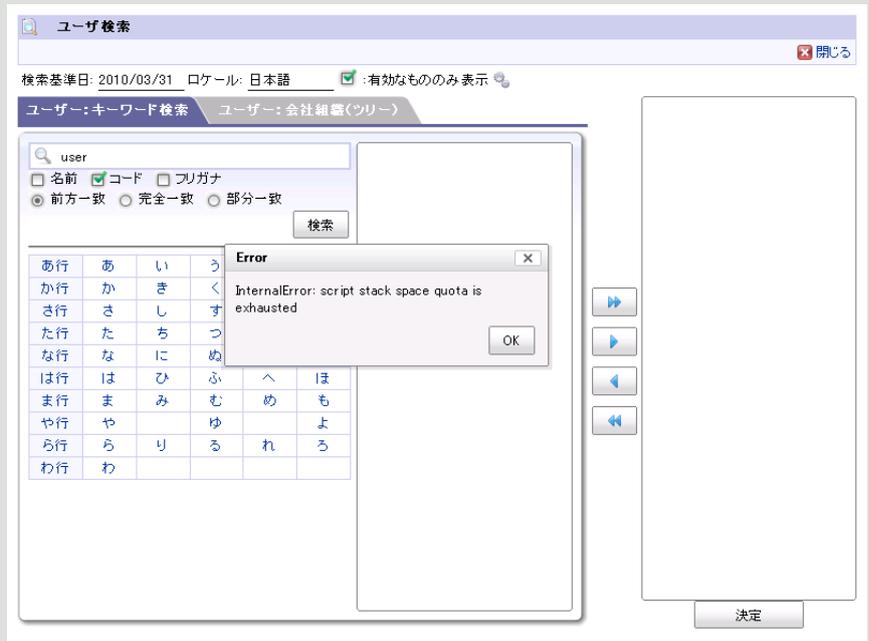
Screenshots indicating errors

Error contents in the event of exceeding upper limit values for object properties differ depending on the browser being used. Even in case of same screens, results on whether the properties can be acquired may differ depending on the number of properties to be acquired.

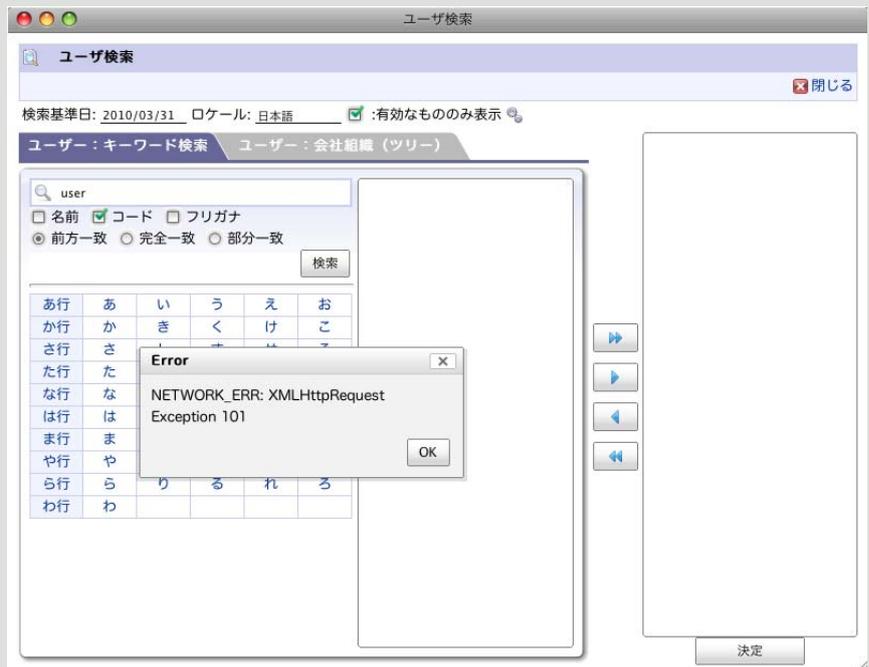
Internet Explorer



Firefox



safari



Chapter 2 Operation by general users

2.1

Introduction



2.1.1 Notes on use

In using IM-Common Master operation screen of general user menu, if synchronization is configured as valid, using the following menus should be avoided. If some data is handled from any of the following menus, synchronization may fail, and an error may occur during operation of IM-Common Master screen.

User configuration

Private group configuration

Transferred to User configuration/(IM-Common Master) private group.



- For details on synchronization, refer to the document “IM-Common Master Synchronization Specification”.

2.2

Private group master



2.2.1 Features of private group master

Private group master provides the following features.



Information of private group cannot be terminalized. Hierarchical structure cannot be formed.
Users are free to register/administer it personally.



2.2.1.1 Administration of private group

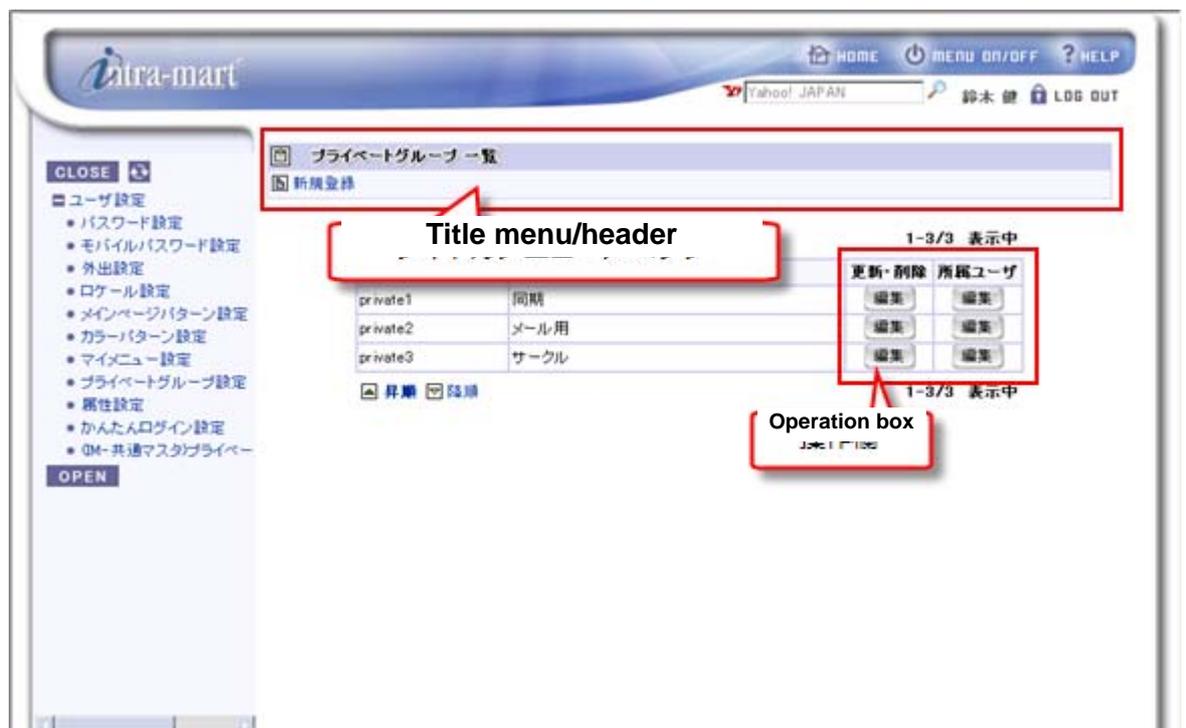
Private group can be administered for each user. Upon registering a private group, users attached to the private group will be registered.



2.2.2 Private group configuration

Private group is administered here.

From the menu for general users, by selecting [(IM-Common Master) Private group configuration], private group screen will be displayed.



Title menu/header pane

[New registration]

New private group registration screen will be opened.

Operation box

[Edit] (Update/delete)

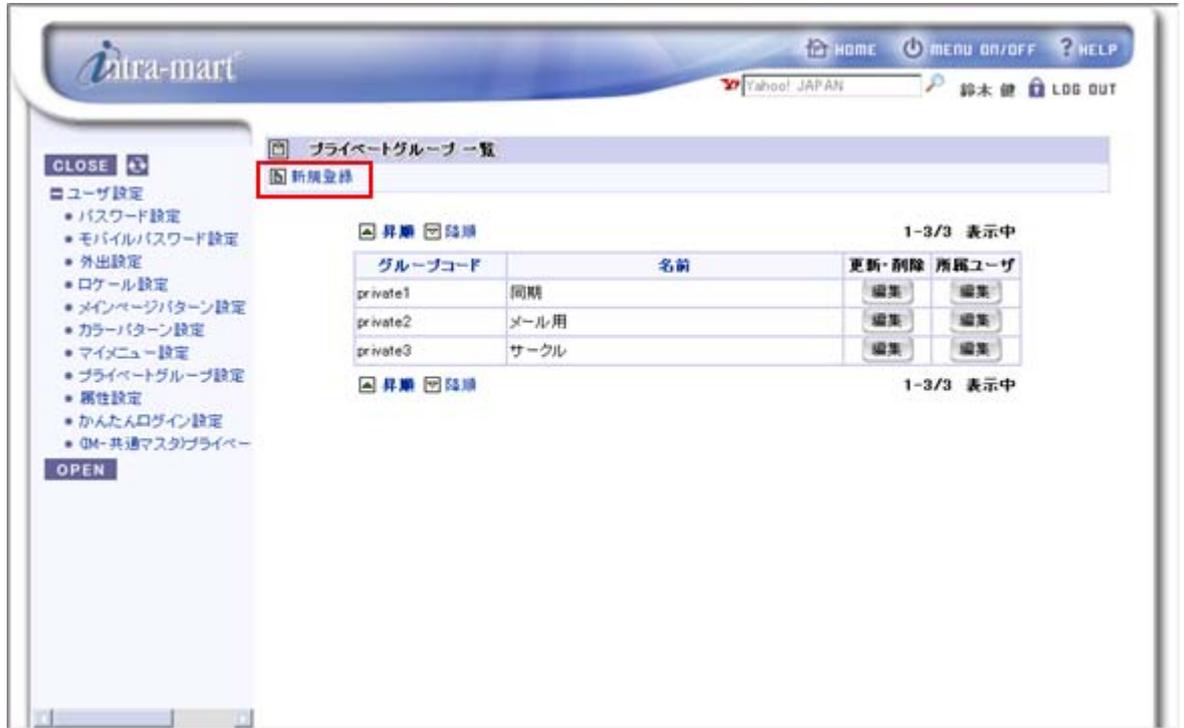
Opens the grouping segment editing screen. Selected grouping segment can be edited.

[Edit] (Attached user)



2.2.2.1 Private group configuration

- 1 To register a new private group, click the [New registration] in the title menu. When editing, click the [Edit] button in the Update/delete column.



- 2 New private group registration screen will be displayed. Enter information of the private group.

Group code (required)

Enter the private group code. Once registered, it cannot be changed.

Name (required)

Enter the private group name.

Reading (katakana)

Enter the reading in katakana (only for Japanese).

Notes

Enter the notes.

Sort key (required)

Enter the sort key. Enter the display order in single-byte numerals.

3 Click the [Register] button to register the grouping.

[Register] button

Information being edited will be reflected on the database. Displayed only for new registration.

[Update] button

Information being edited will be reflected on the database. This button is displayed only for editing.

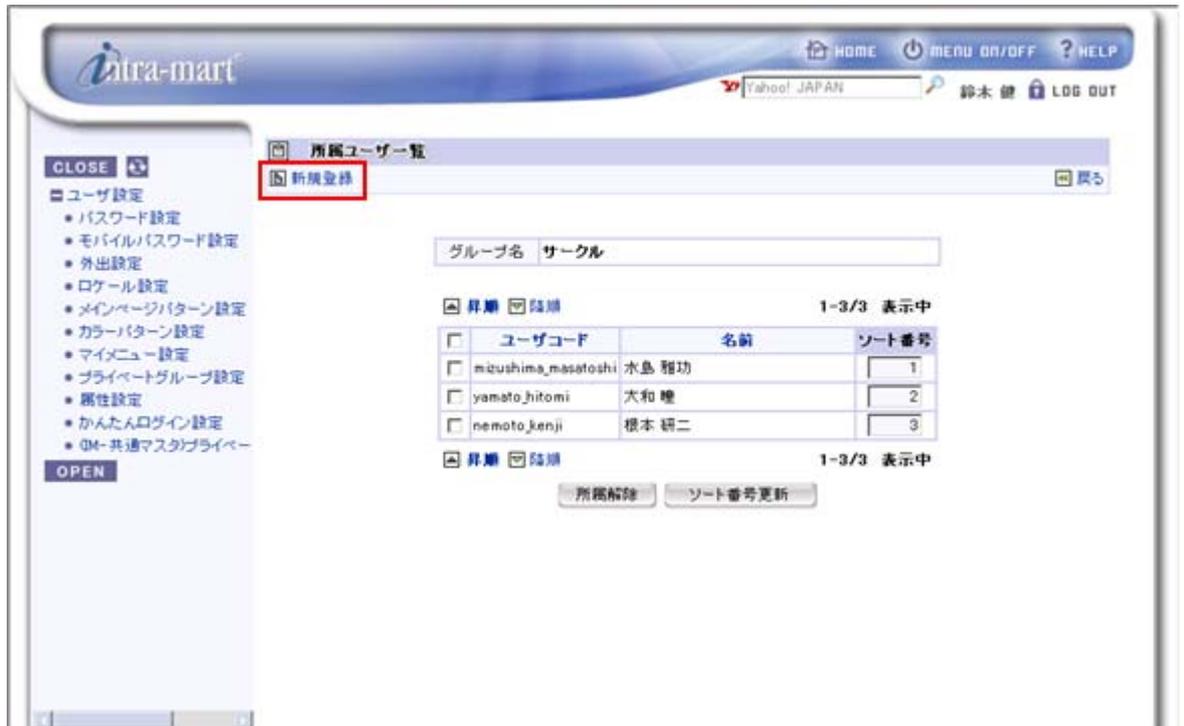
[Delete] button

By clicking this the private group being displayed will be deleted. This button is displayed only for editing.

2.2.2.2 Attached user configuration

Attach the user to under the private group registered as described so far.

- 1 Click the [Edit button] in the Update/delete column for the target private group, to display the attached user list. From the list of attached users, click [New registration] to display user search screen.



[New registration]

(checkbox)

Sort number

[Cancel attachment] button

[Update sort number] button

User search screen will be displayed. Select and register the attached user.

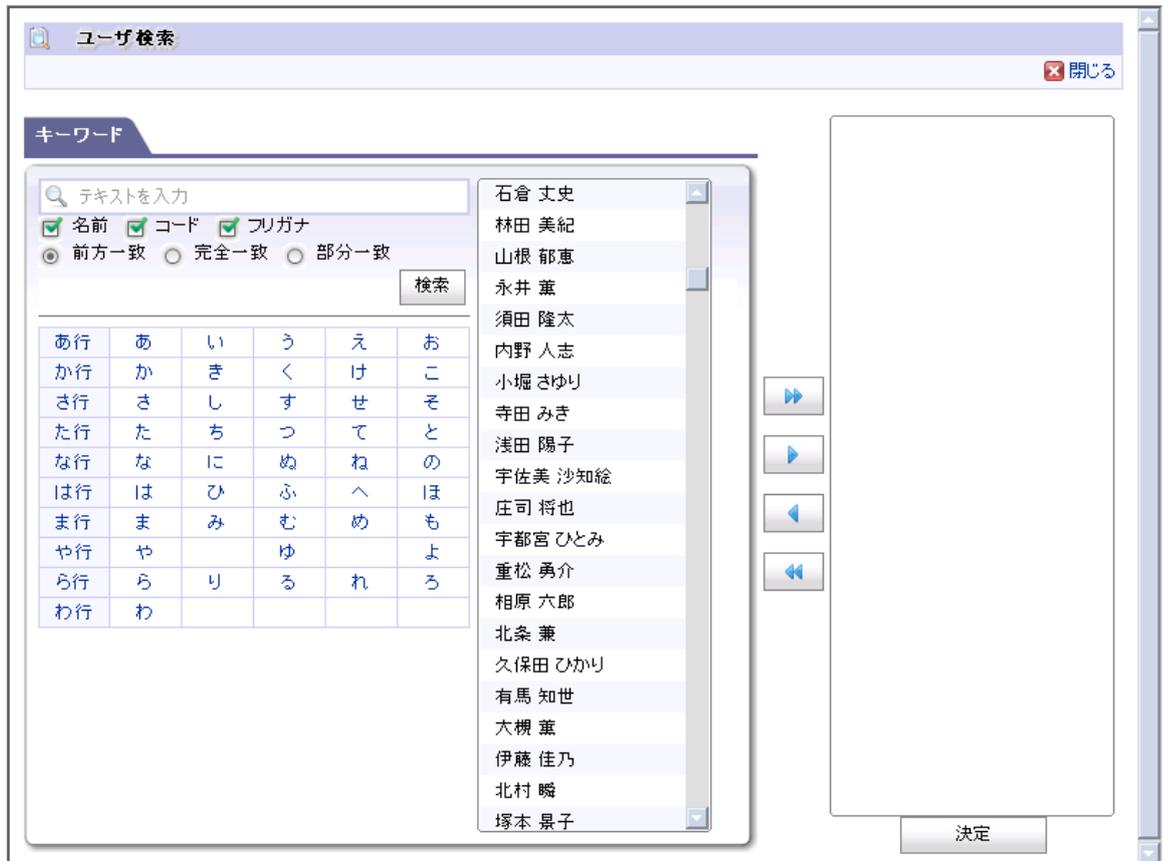
Upon checking this, the user can be deleted by clicking the [Cancel attachment] button.

Enter the sort key. Enter the display order in single-byte numerals.

Checked user can be removed from the group.

Information of sort number will be reflected.

2 In the screen displayed by clicking the [New registration] menu, select the user to be attached.



Search word

Enter the search word.

Target

[name]

If [name] is checked, user names will be searched with the entered keyword.

[code]

If [code] is checked, user codes will be searched with the entered keyword.

[reading]

If [reading] is checked, readings will be searched with the entered keyword (only for Japanese).

Search conditions

Select either left-hand matching/exact matching/partial matching.

[Search] button

Search with specified conditions will be executed.

Initial search

Search by the reading (only for Japanese)

Use condition may vary depending on the system locale.

User name:

User name of search result will be displayed. By double-clicking the name, the user will be a designated user.

▶▶ button

All the users of the search result will be configured as designated users.

▶ button

Selected user will be configured as designated user.

◀ button

Selected user as designated user will be excluded.

◀◀ button

All the designated users will be excluded.

Designated user

Corresponding user name will be displayed.

[OK] button

Attach the user configured as designated user. Main attachment and post cannot be specified.

By clicking the [OK] button, specified user will be attached to the group.

Chapter 3 Appendix

3.1

Text entry restrictions in operation screens

This section explains about text entry restrictions in each operation screen of intra-mart IM-Common Master.



3.1.1 Types of text entry restriction patterns

The text entry restrictions in each operation screen of intra-mart take the following patterns. In the following explanation of “applicable fields”, after the entry is a description in the format “Text entry restriction pattern X”.



3.1.1.1 Code related fields (text entry restriction pattern 1)

Only single-byte alphanumeric characters and symbols of hyphen, underscore, period, plus and exclamation can be entered.

■ Conditions

- Single-byte numerals (0 to 9)
- Single-byte English (a to z and A to Z)
- Character “_” (0x5f)
- Single-byte hyphen (-)
- Single-byte @ mark
- Single-byte period (.)
- Single-byte plus (+)
- Single-byte exclamation (!)



3.1.1.2 Password fields (text entry restriction pattern 2)

All single-byte visible text (except for spaces and asterisks (*)) can be entered.

■ Conditions

- Excluding control codes (0x00 to 0x1f, and 0x7f)
- Excluding spaces (0x20)
- Excluding asterisks (*)
- Excluding double-byte characters (e.g. Japanese characters)



- The user (account) password and mobile password for user operations can be restricted to text that can be entered using the password check function in the password history management. This checking mechanism is not carried out in administration screens.



3.1.1.3 Single-byte fields (text entry restriction pattern 3)

All visible single-byte characters can be entered.

■ Conditions

Excluding control codes (0x00 to 0x1f, and 0x7f)

3.1.1.4 Date fields (text entry restriction pattern 4)

Only date representation can be entered.

■ Conditions

Date (YYYY/MM/DD format)

3.1.1.5 Value input fields (sort keys, etc.) (text entry restriction pattern 5)

Only numerals can be entered.

■ Conditions

Single-byte numerals (0 to 9) only

Excluding double-byte characters (e.g. Japanese characters)

3.1.1.6 Names and notes, etc. (text entry restriction pattern 6)

All characters that can be entered from the keyboard can be entered.

■ Conditions

Excluding control codes (0x00 to 0x1f, and 0x7f)

Line feed code can be entered

Spaces (0x20) can also be entered

Double-byte characters (e.g. Japanese characters) can also be entered

3.1.1.7 Value input fields (real value) (text entry restriction pattern 7)

Only numerals and decimal points can be entered.

■ Conditions

Single-byte numerals (0 to 9) and period representing decimal point.

Excluding double-byte characters (e.g. Japanese characters)

3.1.1.8 Country code fields (text entry restriction pattern 8)

Only single-byte alphanumeric characters can be entered.

■ Conditions

Single-byte numerals (0 to 9)

Single-byte English (a to z and A to Z)

3.1.1.9 Zip code (text entry restriction pattern 9)

Only single-byte alphanumeric characters and hyphen can be entered.

■ Conditions

- Single-byte numerals (0 to 9)
- Single-byte English (a to z and A to Z)
- Single-byte hyphen (-)

3.1.1.10 Telephone number (text entry restriction pattern 10)

Only numerals, hyphen, plus, asterisk and hash sign can be entered.

■ Conditions

- Single-byte numerals (0 to 9)
- Single-byte hyphen (-)
- Single-byte plus (+)
- Single-byte asterisk (*)
- Single-byte hash sign (#)

3.1.1.11 URL (text entry restriction pattern 11)

All visible text characters can be entered except for the space*1.

■ Conditions

- Excluding control codes (0x00 to 0x1f, and 0x7f)
- Excluding spaces (0x20)
- Double-byte characters (e.g. Japanese characters) can also be entered



- * 1: As there exist Japanese language domains, single-byte alphanumeric character checking is not performed.

3.1.1.12 Supplement

■ Control codes

“Control codes” means the following characters.

Characters in the range from 0x00 to 0x1f

Character 0x7f (delete)

Codes which cannot be entered from ordinary keyboard are not particularly checked.



- These are characters that cannot be shown in the display and which cause a beep to sound when output to console.



3.1.2 Applicable fields



3.1.2.1 User configuration

User code	→	Text entry restriction pattern 1
User name	→	Text entry restriction pattern 6
Reading (Japanese)	→	Text entry restriction pattern 6
Country code	→	Text entry restriction pattern 8
Zip code	→	Text entry restriction pattern 9
Address 1	→	Text entry restriction pattern 6
Address 2	→	Text entry restriction pattern 6
Address 3	→	Text entry restriction pattern 6
Telephone number	→	Text entry restriction pattern 10
Extension number	→	Text entry restriction pattern 10
Fax number	→	Text entry restriction pattern 10
Extension fax number	→	Text entry restriction pattern 10
Mobile phone number	→	Text entry restriction pattern 10
Email address 1	→	Text entry restriction pattern 3
Email address 2	→	Text entry restriction pattern 3
Mobile email address	→	Text entry restriction pattern 3
URL	→	Text entry restriction pattern 11
Notes	→	Text entry restriction pattern 6
Sort key	→	Text entry restriction pattern 5
Password	→	Text entry restriction pattern 2
Password (confirm)	→	Text entry restriction pattern 2
Mobile password	→	Text entry restriction pattern 2
Mobile password (confirm)	→	Text entry restriction pattern 2
Term of validity	→	Text entry restriction pattern 4
Number of login failures	→	Text entry restriction pattern 5
Explanation	→	Text entry restriction pattern 6



3.1.2.2 Company/department configuration

Department code	→	Text entry restriction pattern 1
Name	→	Text entry restriction pattern 6
Short name	→	Text entry restriction pattern 6
Search name	→	Text entry restriction pattern 6
Country code	→	Text entry restriction pattern 8
Zip code	→	Text entry restriction pattern 9
Address 1	→	Text entry restriction pattern 6
Address 2	→	Text entry restriction pattern 6
Address 3	→	Text entry restriction pattern 6
Telephone number	→	Text entry restriction pattern 10
Extension number	→	Text entry restriction pattern 10

Fax number	→	Text entry restriction pattern 10
Extension fax number	→	Text entry restriction pattern 10
Email address 1	→	Text entry restriction pattern 3
Email address 2	→	Text entry restriction pattern 3
URL	→	Text entry restriction pattern 11
Notes	→	Text entry restriction pattern 6
Sort key	→	Text entry restriction pattern 5

3.1.2.3 Public group configuration

Public group code	→	Text entry restriction pattern 1
Name	→	Text entry restriction pattern 6
Short name	→	Text entry restriction pattern 6
Search name	→	Text entry restriction pattern 6
Notes	→	Text entry restriction pattern 6
Sort key	→	Text entry restriction pattern 5

3.1.2.4 Company group configuration

Company group code	→	Text entry restriction pattern 1
Name	→	Text entry restriction pattern 6
Short name	→	Text entry restriction pattern 6
Search name	→	Text entry restriction pattern 6
Notes	→	Text entry restriction pattern 6
Sort key	→	Text entry restriction pattern 5

3.1.2.5 Item category configuration

Item category code	→	Text entry restriction pattern 1
Name	→	Text entry restriction pattern 6
Short name	→	Text entry restriction pattern 6
Search name	→	Text entry restriction pattern 6
Notes	→	Text entry restriction pattern 6
Sort key	→	Text entry restriction pattern 5

3.1.2.6 Item configuration

Item code	→	Text entry restriction pattern 1
Name	→	Text entry restriction pattern 6
Short name	→	Text entry restriction pattern 6
Search name	→	Text entry restriction pattern 6
Notes	→	Text entry restriction pattern 6
Sort key	→	Text entry restriction pattern 5



3.1.2.7 Customer configuration

Customer code	→	Text entry restriction pattern 1
Name	→	Text entry restriction pattern 6
Short name	→	Text entry restriction pattern 6
Search name	→	Text entry restriction pattern 6
Contact name	→	Text entry restriction pattern 6
Country code	→	Text entry restriction pattern 8
Zip code	→	Text entry restriction pattern 9
Address	→	Text entry restriction pattern 6
Telephone number	→	Text entry restriction pattern 10
Extension number	→	Text entry restriction pattern 10
Fax number	→	Text entry restriction pattern 10
Extension fax number	→	Text entry restriction pattern 10
Email address 1	→	Text entry restriction pattern 3
Email address 2	→	Text entry restriction pattern 3
URL	→	Text entry restriction pattern 11
Notes	→	Text entry restriction pattern 6
Sort key	→	Text entry restriction pattern 5



3.1.2.8 Corporation configuration

Corporation code	→	Text entry restriction pattern 1
Name	→	Text entry restriction pattern 6
Short name	→	Text entry restriction pattern 6
Search name	→	Text entry restriction pattern 6
Country code	→	Text entry restriction pattern 8
Zip code	→	Text entry restriction pattern 9
Address	→	Text entry restriction pattern 6
Telephone number	→	Text entry restriction pattern 10
Extension number	→	Text entry restriction pattern 10
Fax number	→	Text entry restriction pattern 10
Extension fax number	→	Text entry restriction pattern 10
Email address 1	→	Text entry restriction pattern 3
Email address 2	→	Text entry restriction pattern 3
URL	→	Text entry restriction pattern 11
Notes	→	Text entry restriction pattern 6
Sort key	→	Text entry restriction pattern 5



3.1.2.9 Currency rate configuration

Currency rate (both direction) → Text entry restriction pattern 7



3.1.2.10 Grouping configuration

Grouping code	→	Text entry restriction pattern 1
Grouping name	→	Text entry restriction pattern 6
Notes	→	Text entry restriction pattern 6
Sort key	→	Text entry restriction pattern 5



3.1.2.11 Grouping segment configuration

Grouping segment code	→	Text entry restriction pattern 1
Grouping segment name	→	Text entry restriction pattern 6
Notes	→	Text entry restriction pattern 6
Sort key	→	Text entry restriction pattern 5



3.1.2.12 Private group configuration

Private group code	→	Text entry restriction pattern 1
Private group name	→	Text entry restriction pattern 6
Notes	→	Text entry restriction pattern 6
Sort key	→	Text entry restriction pattern 5

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