

Steps to Change the “E-Form” Field Size and Replace 2 Forms in “Export Overdue Client end Module”

The Client end Export Overdue module requires change due to change in the E-Form No. format.

The software is already installed on the user’s machine at C:\ drive.

Authorized Dealers Branches have to make changes in EXPOD_BRH directory while AD Head Offices have to make changes in both EXPOD_BRH and EXPOD_HO directories.

Steps to Modify Branch Office Software i.e; Directory EXPOD BRH

Follow the steps to change the field size of field “E-Form” and “PartNo”

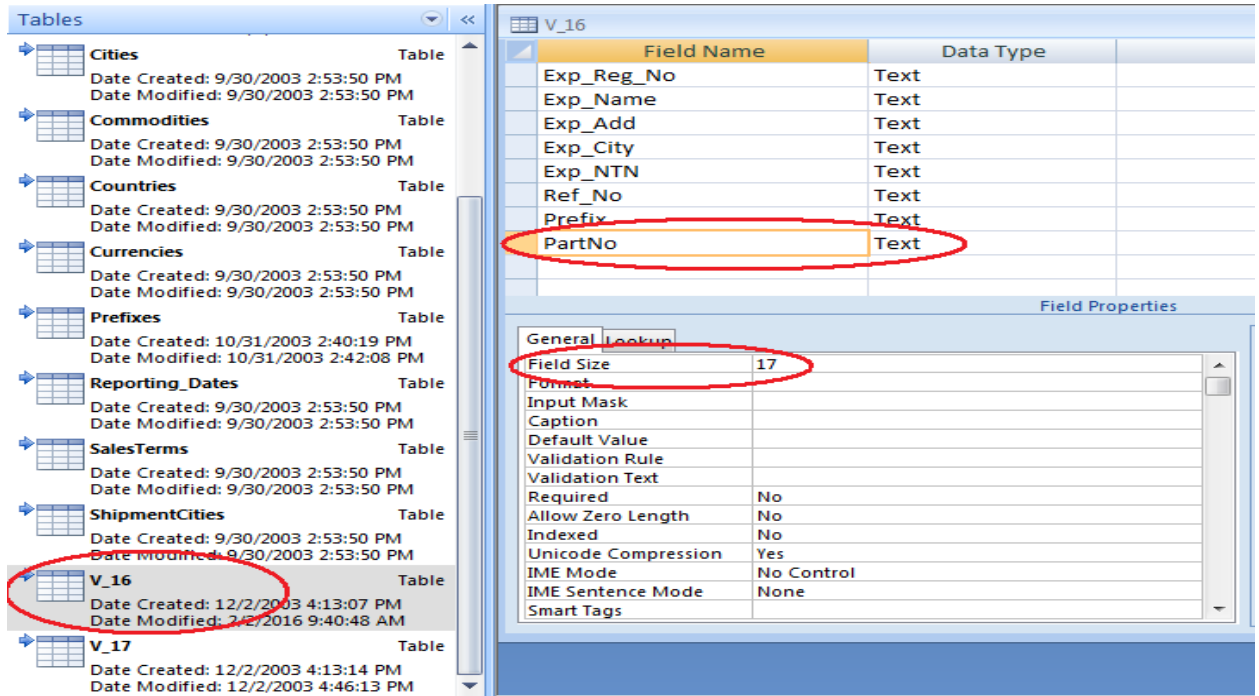
Open the Directory EXPOD_BRH, Following files are seen. Press Shift Button and open the file V_16_17.mdb(highlighted in below snapshot)

Name	Date modified	Type	Size
OUTPUT	12/15/2015 12:17 ...	File Folder	
Cities.mdb	10/1/2003 11:00 AM	Microsoft Office A...	232 KB
Commodities.mdb	10/1/2003 10:54 AM	Microsoft Office A...	1,252 KB
Countries.mdb	10/1/2003 11:00 AM	Microsoft Office A...	156 KB
Currencies.mdb	10/1/2003 11:00 AM	Microsoft Office A...	168 KB
Reporting_Dates.mdb	9/20/2003 1:13 PM	Microsoft Office A...	164 KB
SalesTerms.mdb	10/1/2003 10:56 AM	Microsoft Office A...	148 KB
ShipmentCities.mdb	10/1/2003 10:58 AM	Microsoft Office A...	116 KB
V_16_17.mdb	12/15/2015 3:35 PM	Microsoft Office A...	1,252 KB

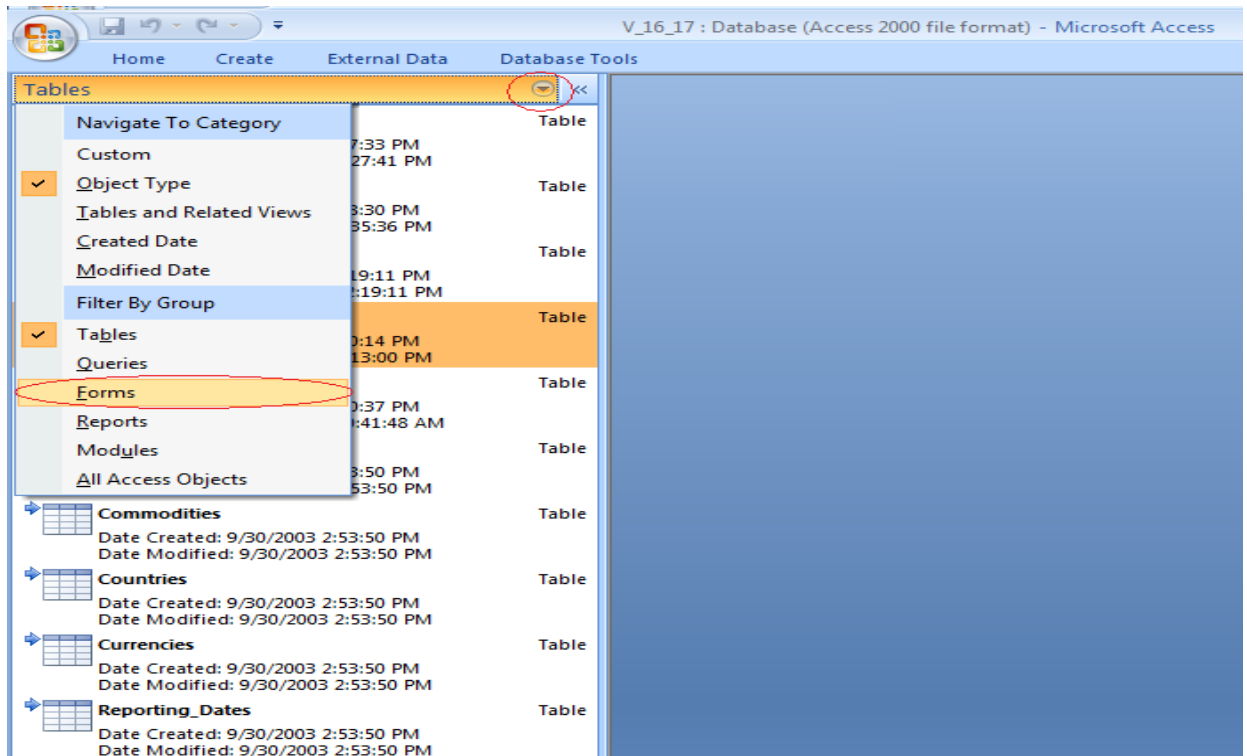
1. Open the table V-16 in Design View, or Select Table V-16, Right Click the mouse, select option <Design view >, Select field <E-Form>, currently the field size is 15, replace it with 50. Press save button.

The screenshot shows the Microsoft Access interface. The 'Tables' pane on the left lists several tables, with 'V_16' selected. The main window displays the design view of table 'V_16'. The 'Field Name' column lists: Bank_Code (Text), Branch_Code (Text), E_Form (Text), Rpt_Date (Date/Time), Comm_Code (Text), UOM (Text), Qty (Number), Curr_Code (Text), and Inv_Value (Number). The 'E_Form' field is highlighted with a red box. Below the table design, the 'Field Properties' window is open, showing the 'General' tab. The 'Field Size' property is set to 15, which is also highlighted with a red box.

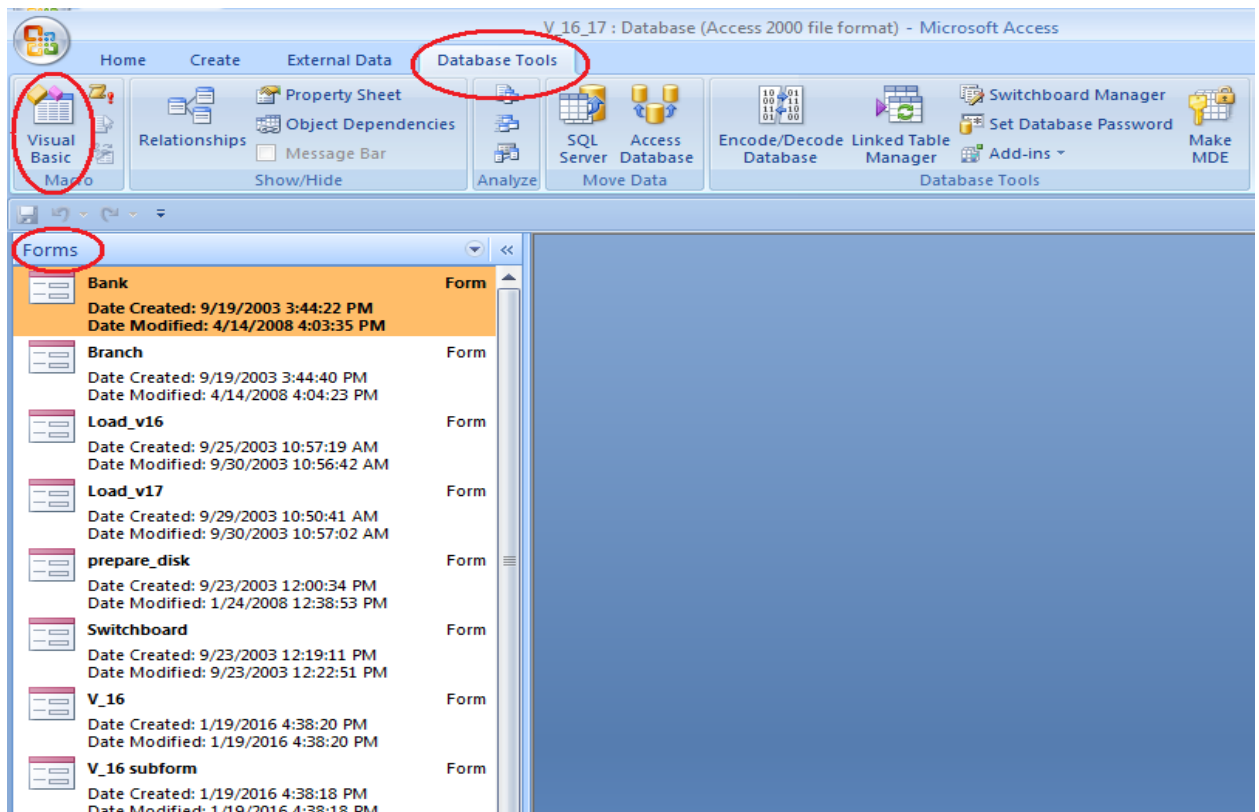
2. Select field <PartNo> (Last field in V-16 Table), currently the field size is 7, replace it with 17. Press save button.



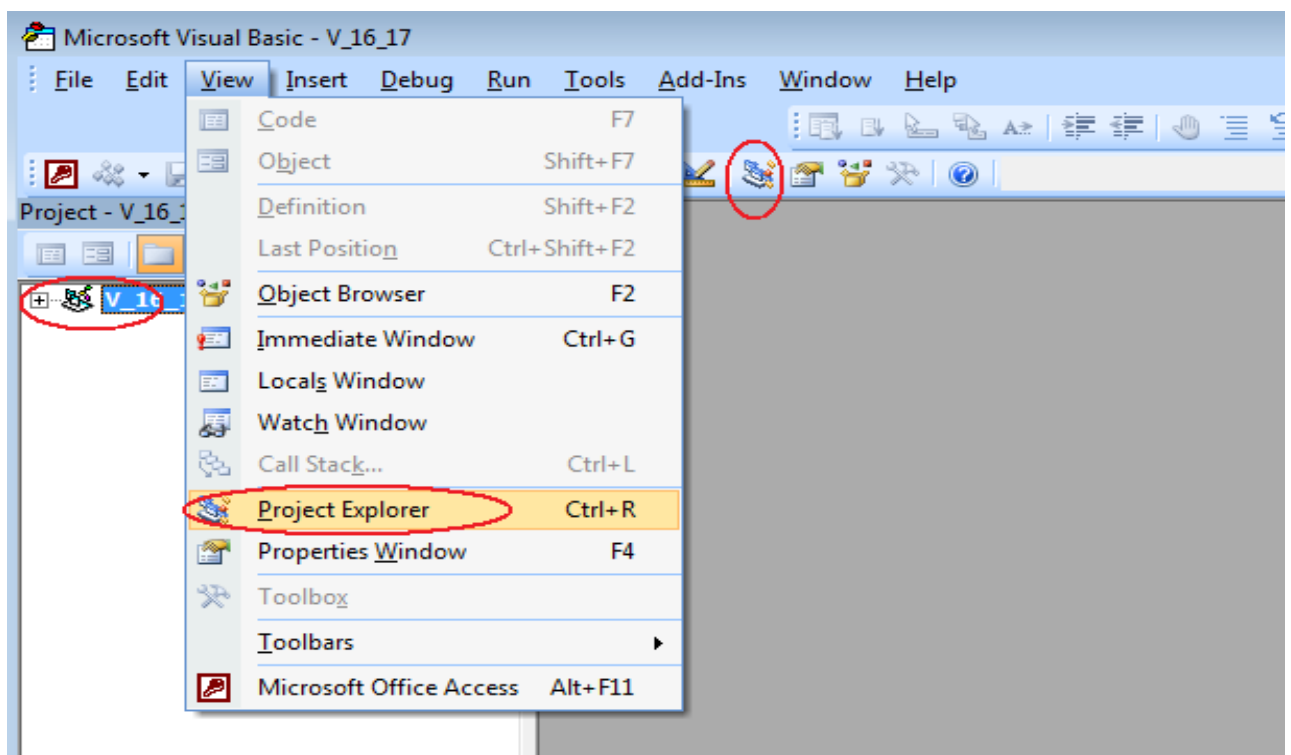
3. Click on the drop down list encircled in red and then select Forms



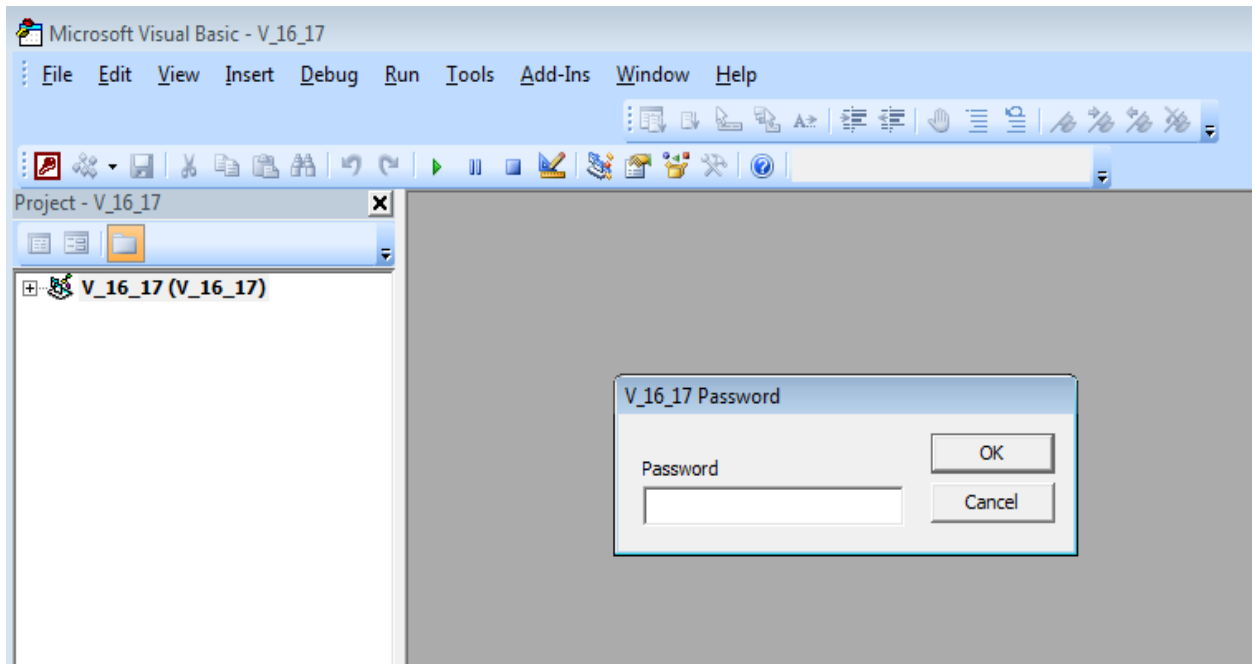
4. Select the Tab Page <Database Tools> and select/Click on the Icon <Visual Basic>



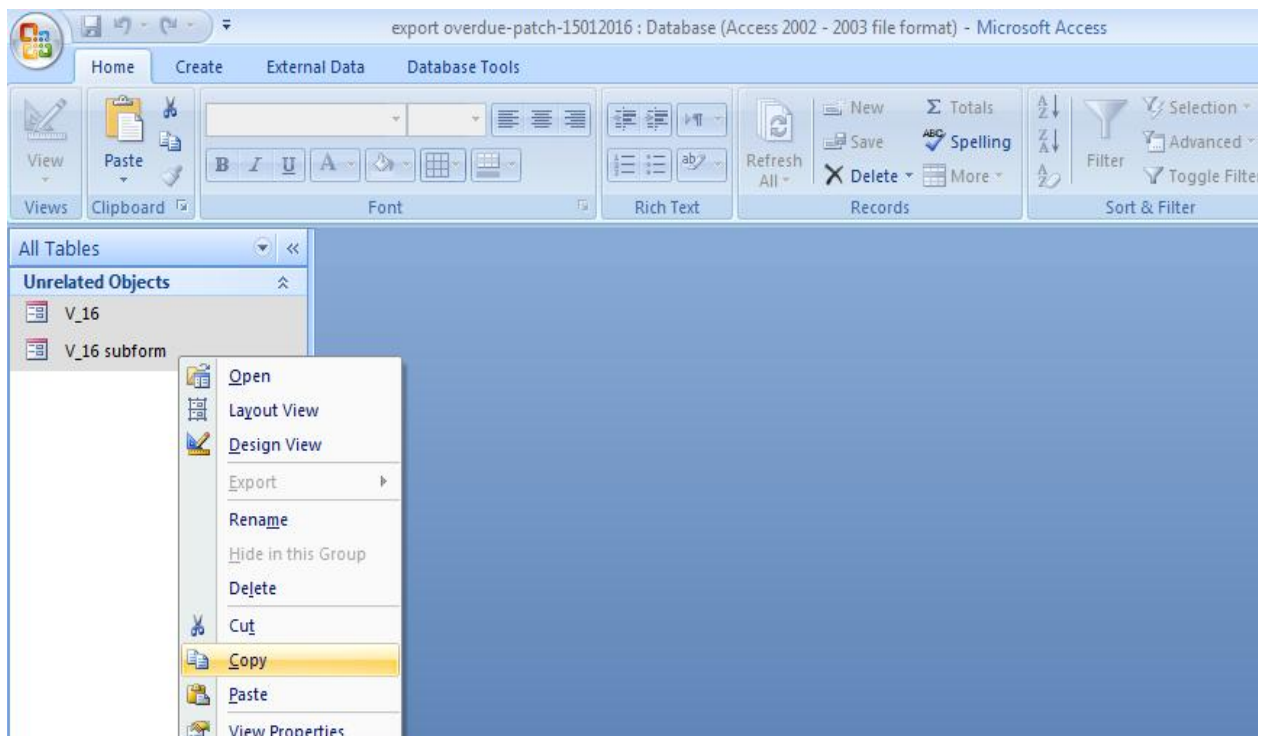
5. System will ask for password. If password screen does not appear then select "Project Explorer" from the "View" Tab. Click on V_16_17 , password screen will appear



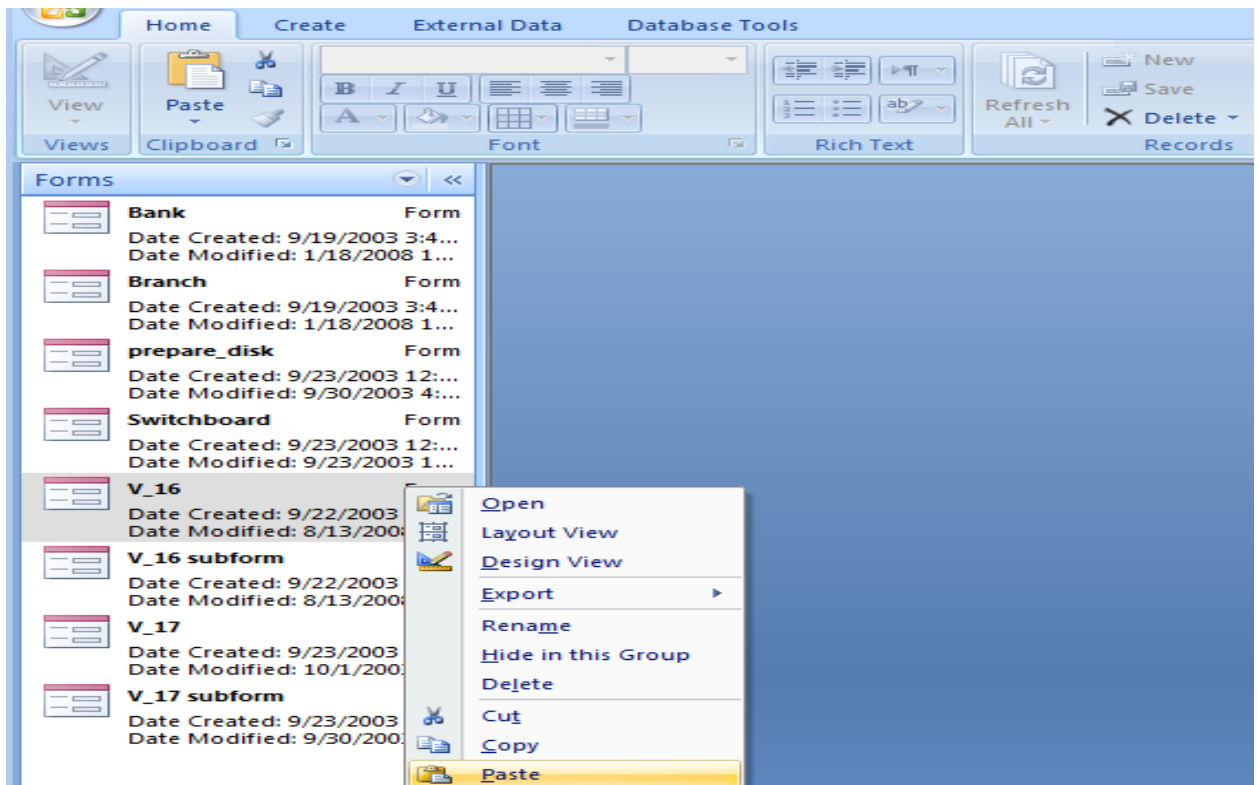
6. Enter password "ali". Press "OK" and close the window.



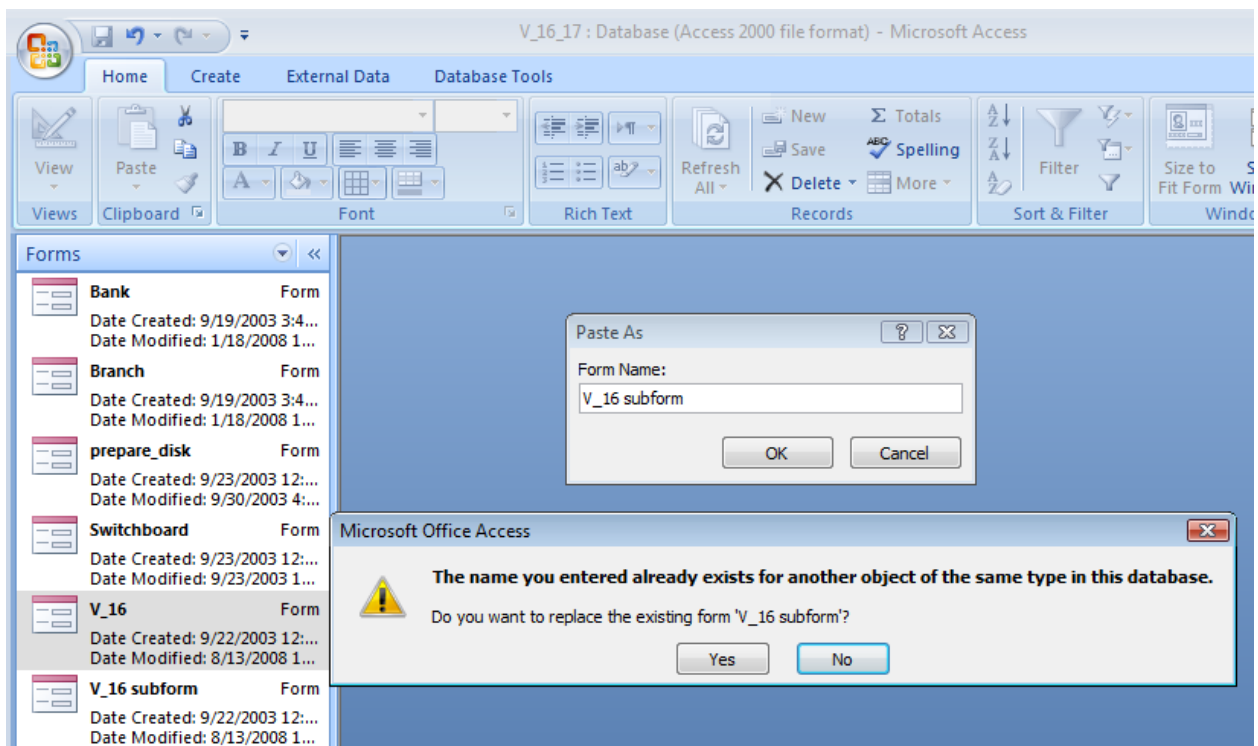
7. Open the patch file for Branch Office provided by SBP while pressing Shift Button. Then press Ctrl and click/select both the files (as seen in snapshot below) and select "Copy"

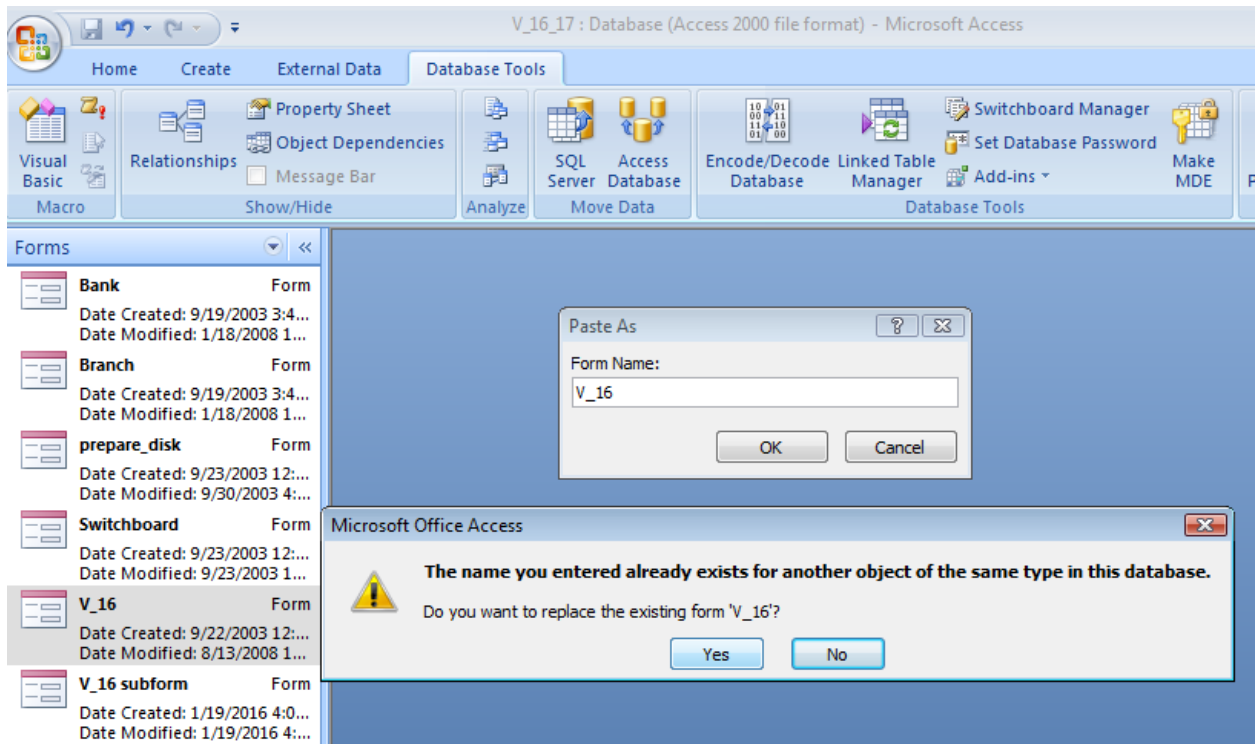


8. Switch to the already opened application and right click on V_16 Form, Select “Paste”.



9. System will ask to replace the forms. Press OK and Yes to get the forms replaced.





10. Close the application.
11. Execute the Branch application now. System is now capable to record old as well as new E-Form No. format. However, User should make sure that the entered E-Form number is correct in every aspect like format, length etc;. E-Form No. modification requests will not be entertained.

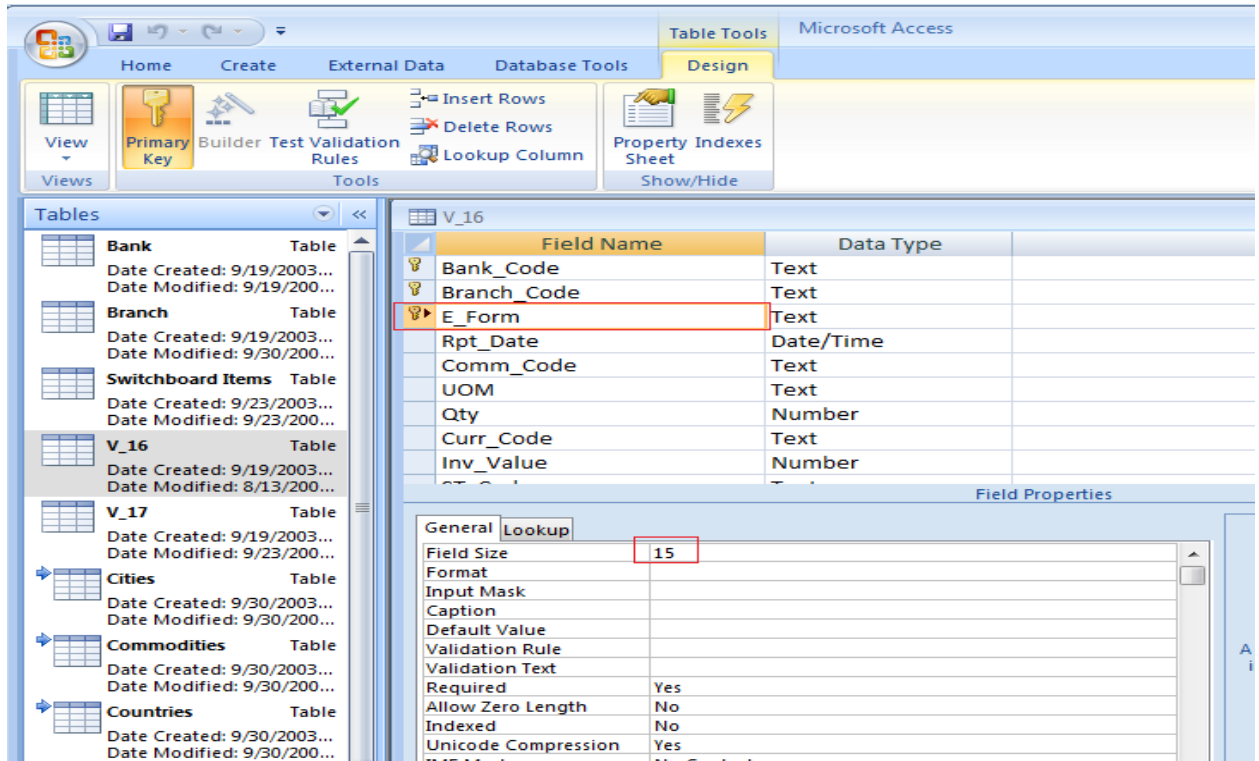
Steps to Modify Head Office Software i.e; Directory EXPOD HO

Follow the steps to change the field size of field “E-Form” and “PartNo”

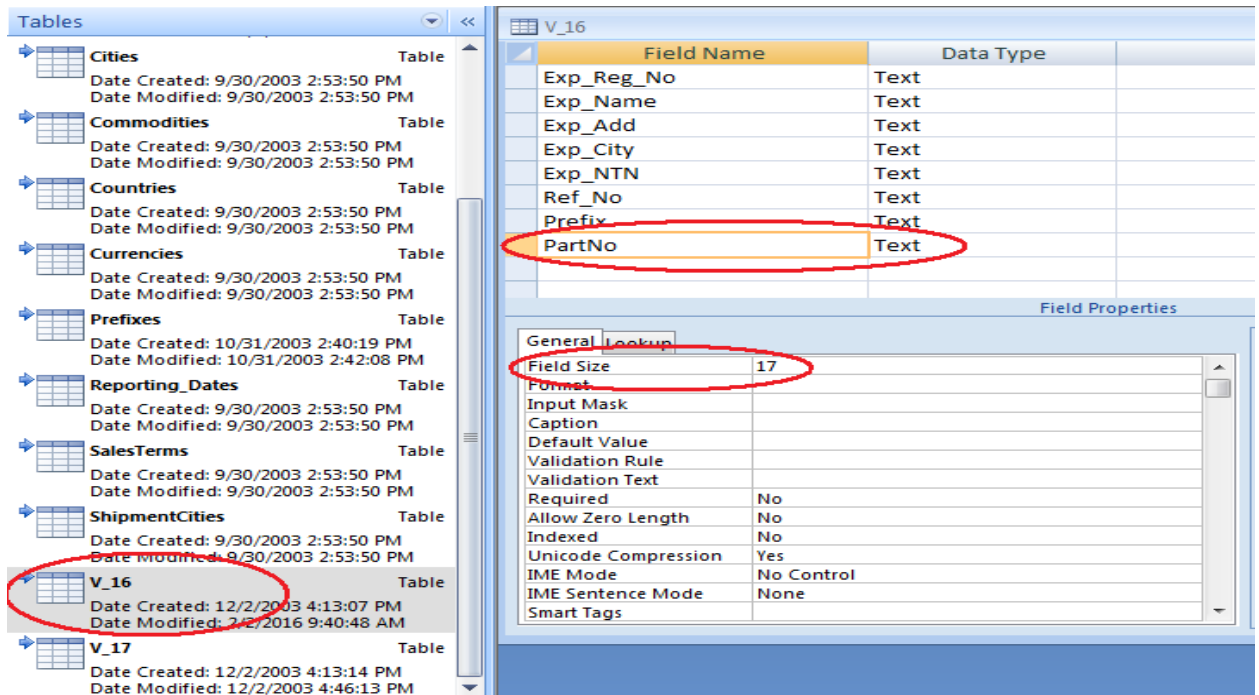
12. Open the Directory EXPOD_HO, Following files are seen. Press Shift Button and open the file V_16_17.mdb(highlighted in below snapshot)

Name	Date modified	Type	Size
Bank.mdb	2/2/2016 10:17 AM	Microsoft Office Access Database	156 KB
Cities.mdb	11/1/2003 10:27 AM	Microsoft Office Access Database	232 KB
Commodities.mdb	11/1/2003 10:27 AM	Microsoft Office Access Database	1,252 KB
Countries.mdb	11/1/2003 10:27 AM	Microsoft Office Access Database	156 KB
Currencies.mdb	11/1/2003 10:28 AM	Microsoft Office Access Database	168 KB
Prefixes.mdb	11/1/2003 10:28 AM	Microsoft Office Access Database	136 KB
Reporting_Dates.mdb	12/2/2003 2:59 PM	Microsoft Office Access Database	200 KB
SalesTerms.mdb	11/1/2003 10:28 AM	Microsoft Office Access Database	148 KB
ShipmentCities.mdb	11/1/2003 10:28 AM	Microsoft Office Access Database	116 KB
V_16.DBF	12/3/2003 10:15 AM	DBF File	2 KB
V_16.mdb	2/2/2016 10:20 AM	Microsoft Office Access Database	404 KB
V_16_17.mdb	2/2/2016 10:19 AM	Microsoft Office Access Database	2,172 KB
V_17.DBF	12/3/2003 10:15 AM	DBF File	1 KB
V_17.mdb	12/3/2003 2:03 PM	Microsoft Office Access Database	160 KB

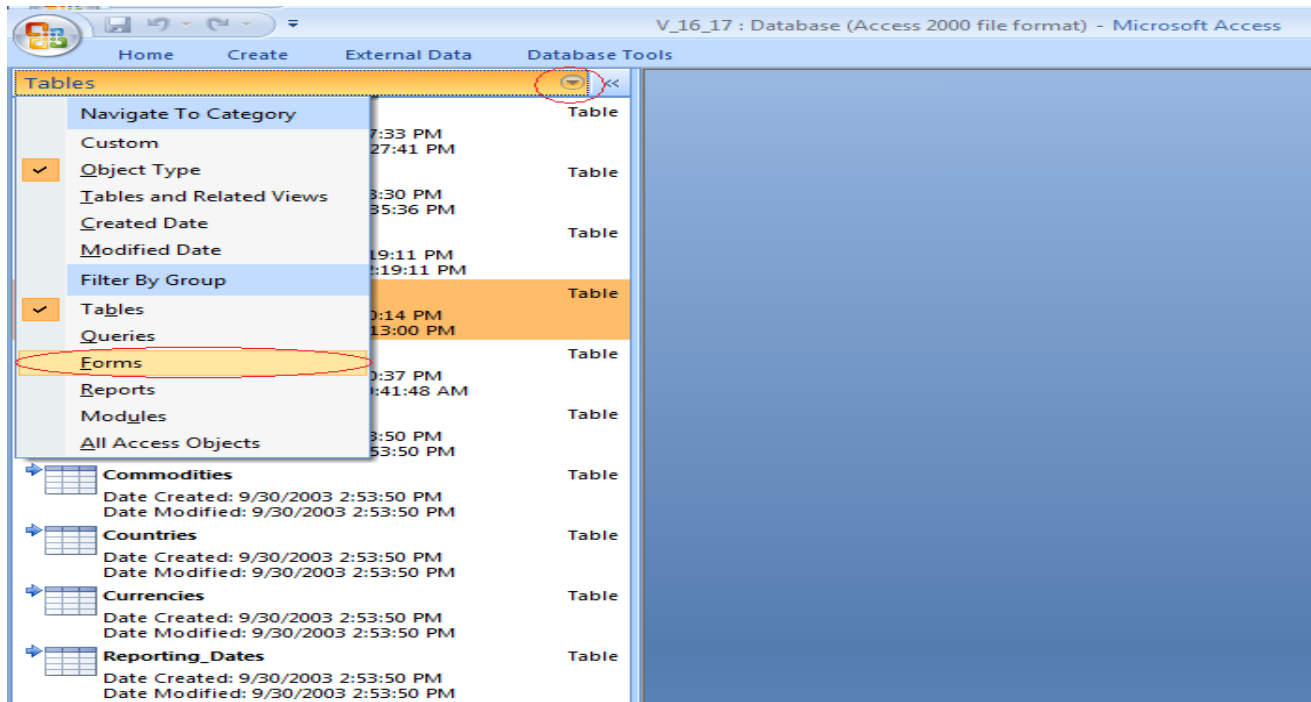
- Open the table V-16 in Design View, or Select Table V-16, Right Click the mouse, select option <Design view >, Select field <E-Form>, currently the field size is 15, replace it with 50. Press save button.



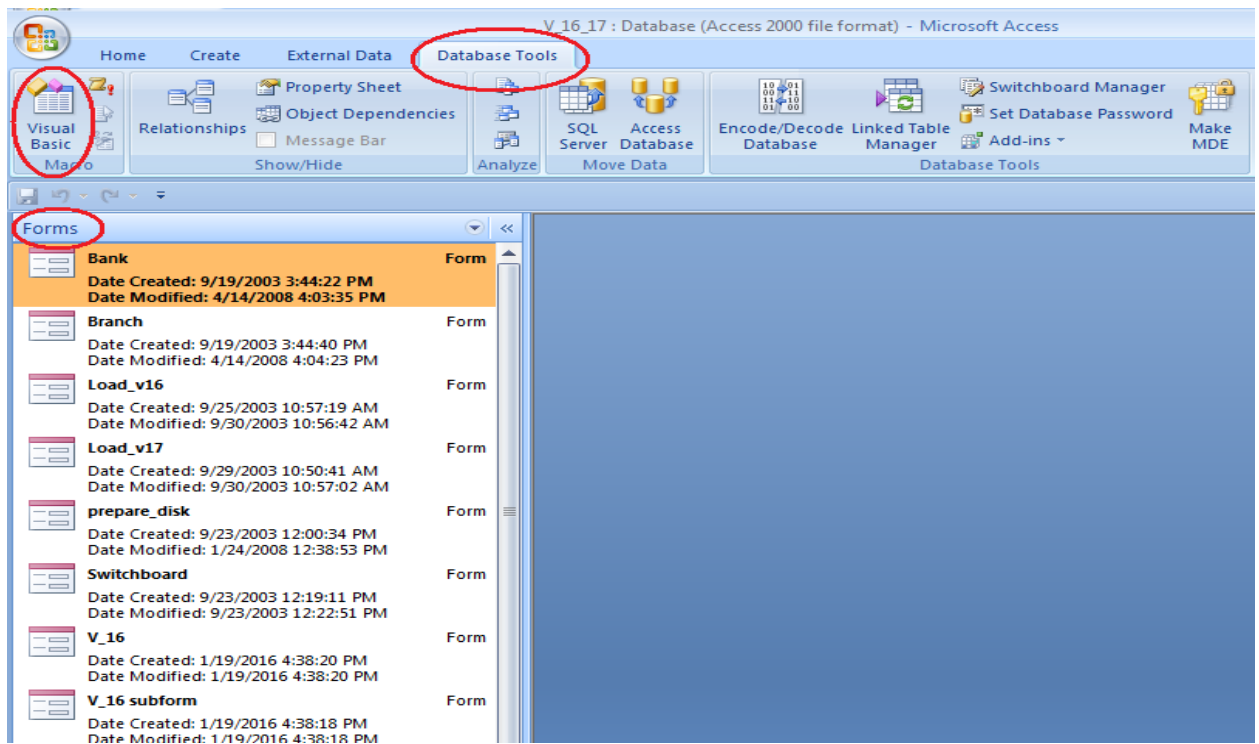
- Select field <PartNo> (Last field in V-16 Table), currently the field size is 7, replace it with 17. Press save button.



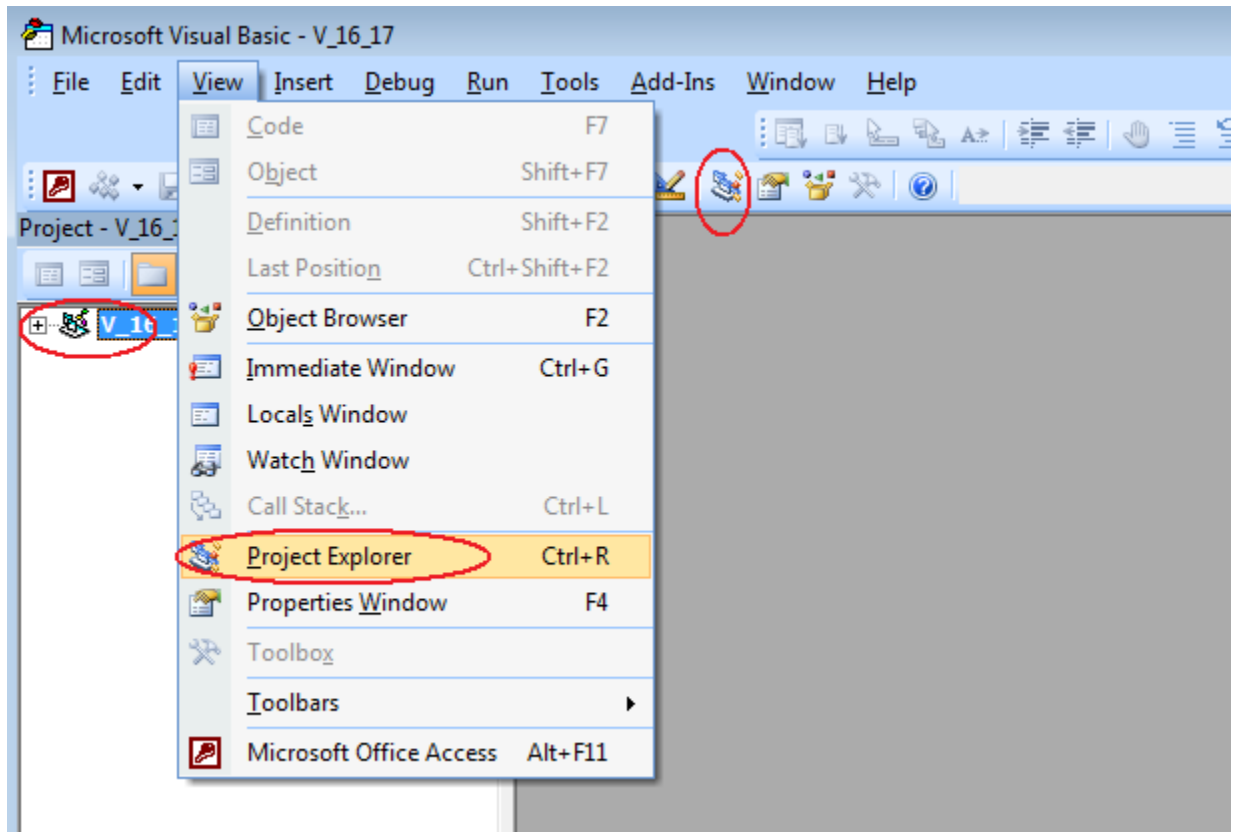
15. Click on the drop down list encircled in red and then select Forms



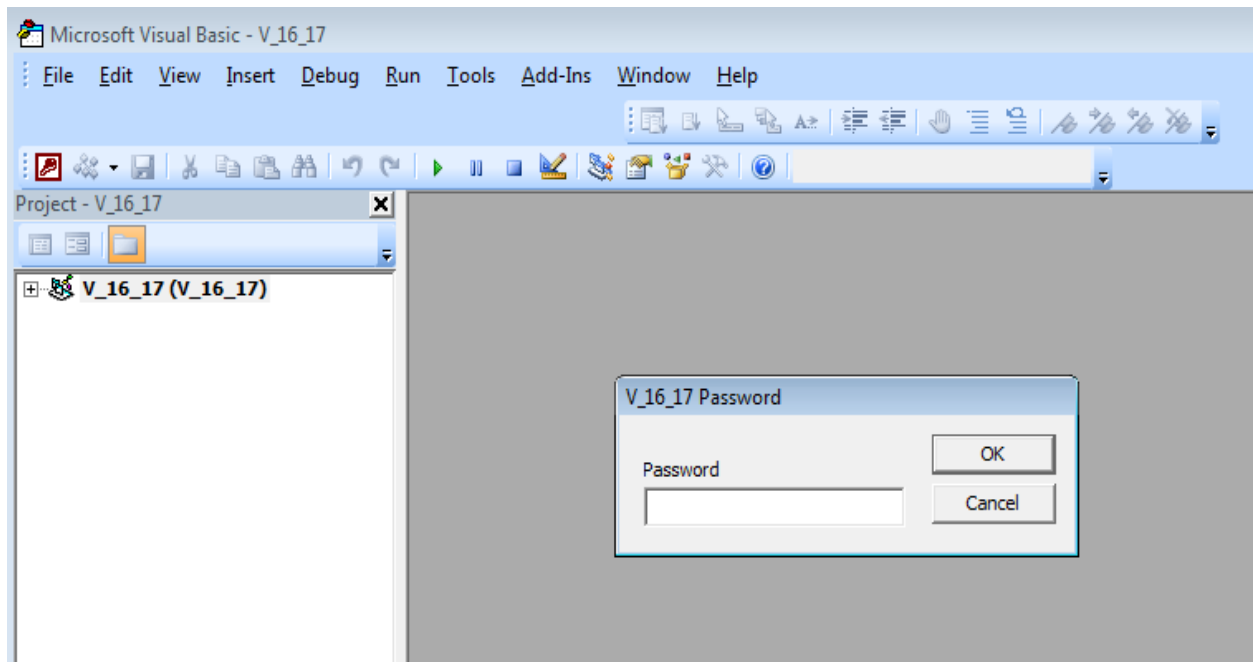
16. Select the Tab Page <Database Tools> and select/Click on the Icon <Visual Basic>



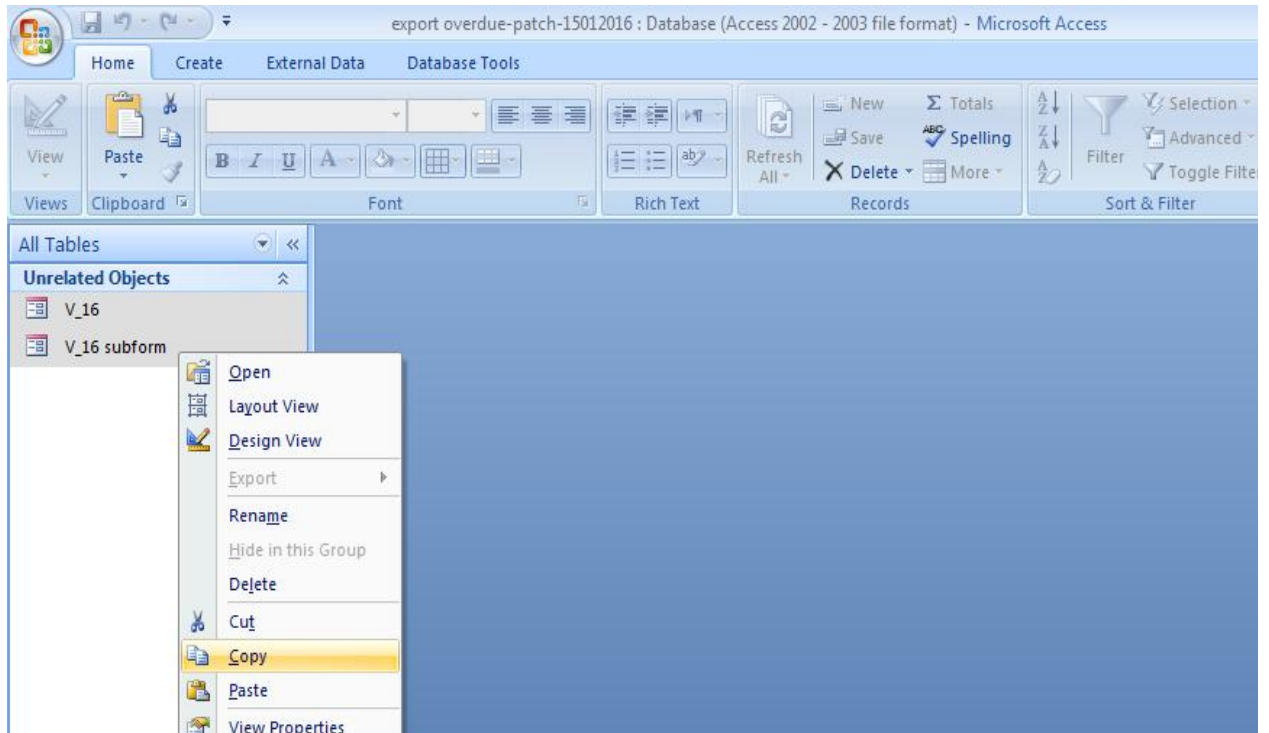
17. System will ask for password. If password screen does not appear then select “Project Explorer” from the “View” Tab. Click on V_16_17 , password screen will appear



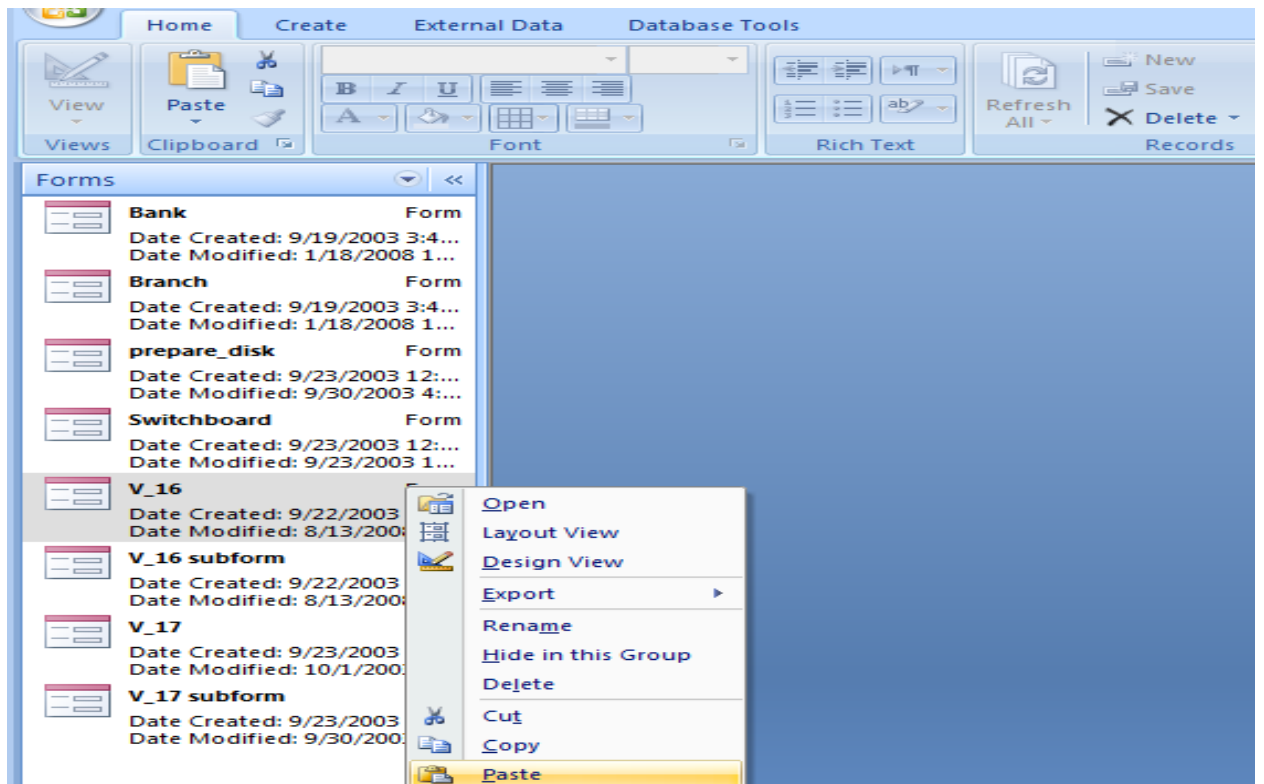
18. Enter password “ali”. Press “OK” and close the window.



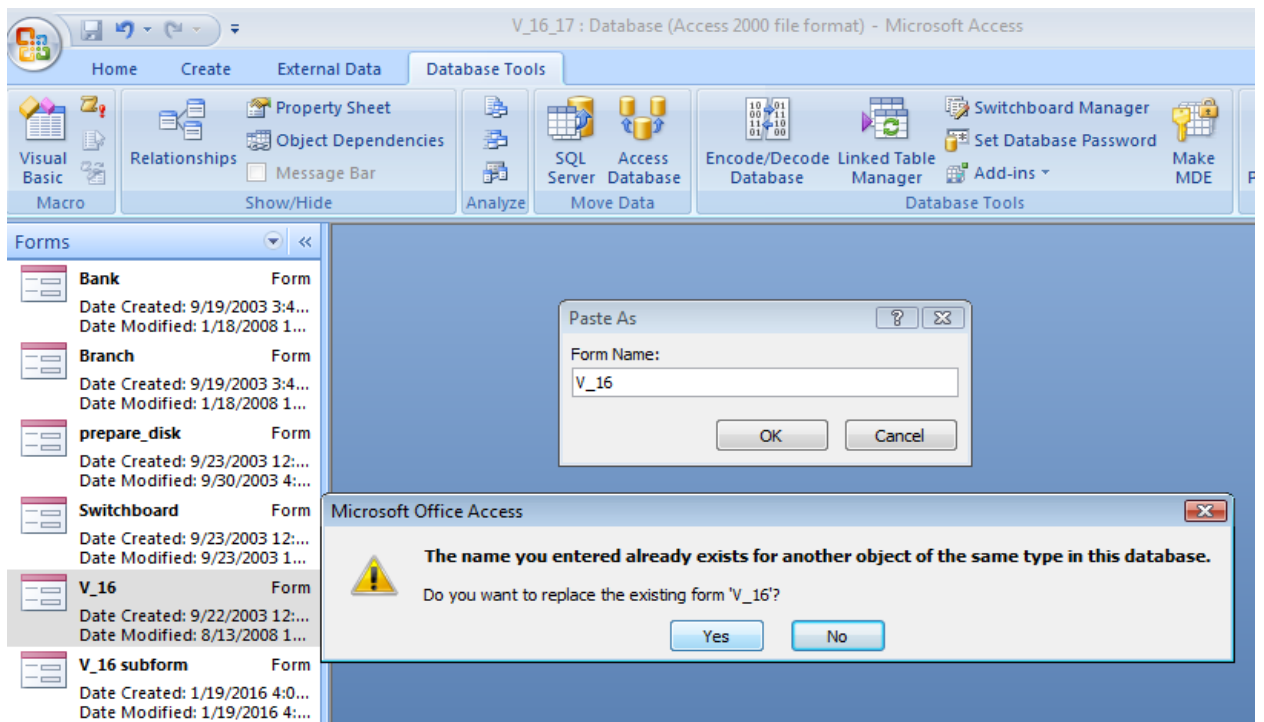
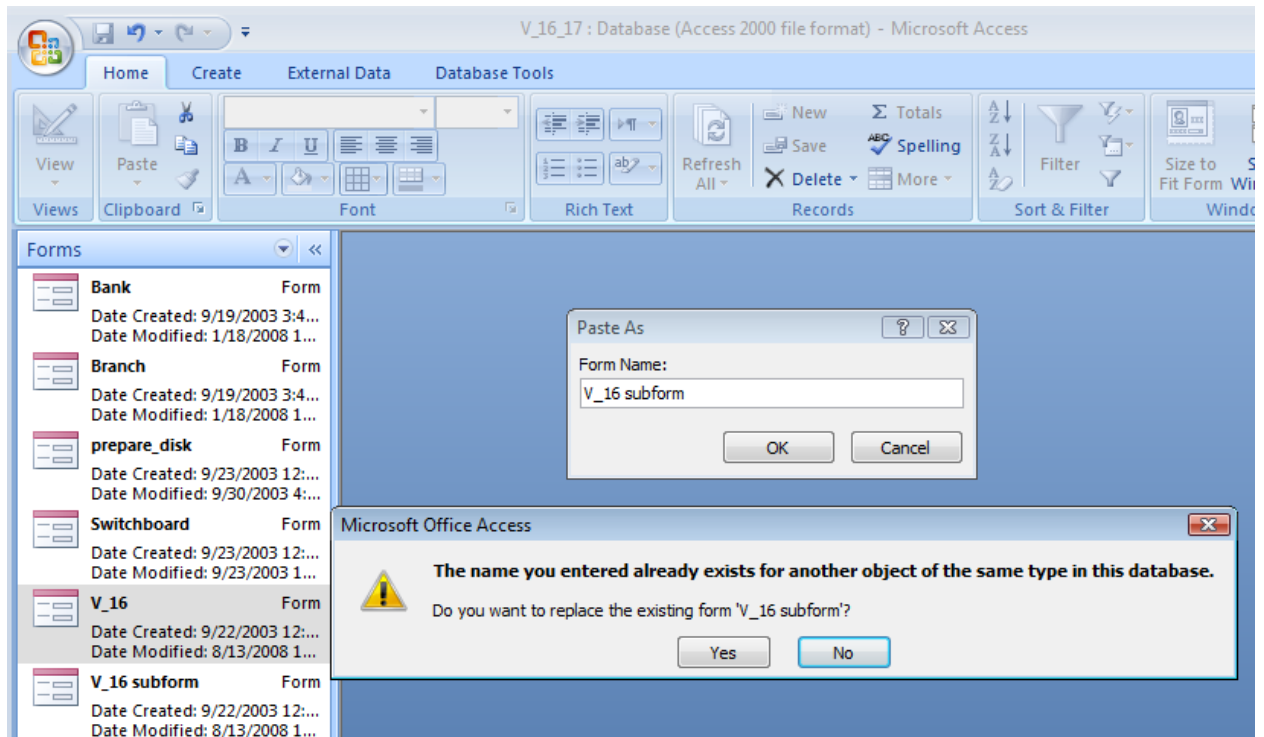
19. Open the patch file for HO provided by SBP while pressing Shift Button. Then press Ctrl and click/select both the files (as seen in snapshot below) and select “Copy”



20. Switch to the already opened application and right click on V_16 Form, Select “Paste”.



21. System will ask to replace the forms. Press OK and Yes to get the forms replaced.



22. Close the application.

23. Execute the HO application now. System is now capable to record old as well as new E-Form No. format. However, User should make sure that the entered E-Form number is correct in every aspect like format, length etc;. E-Form No. modification requests will not be entertained.