



User Guide

Section 5.4

County Coop Indicator Override

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Section 5.4 County/Coop Indicator Override

A. Introduction

The "County/Coop Indicator Override" link on the **COPS Home Page** provides the ability to allow for override to the County/Coop indicator. This process is a web based option from the COPS Home Page and allows updates on a bale-by-bale or bale range. There will also be a bale comment field. "County/Coop Indicator Override" is accessible by a selected group of KC/WDC users only.

B. Screens

1. Home Page (A_HOM_100)

The **COPS Home Page** allows the User to select options based on their User ID. The allowed options will be underlined, showing that the link is available.

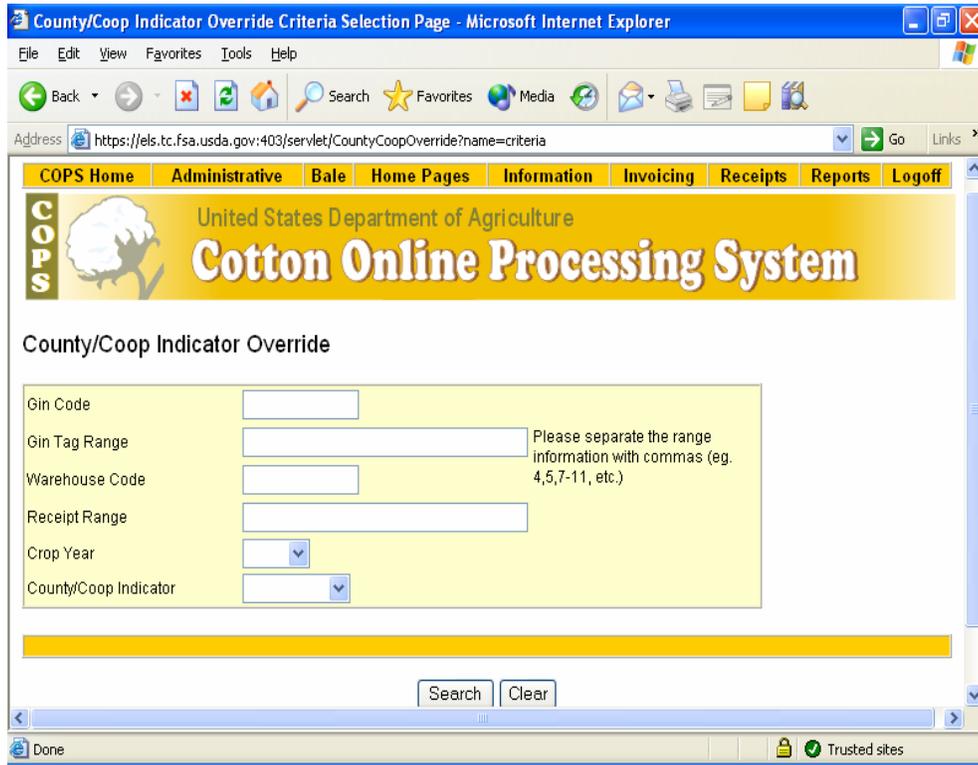
Along with the **Home Page**, there will appear on all screens (except on pop-up screens) along the top, a **Menu / Navigation bar** to assist in proceeding through the various menu options. A new link will be added to the Receipts tab called "County/Coop Indicator Override". Click this link.



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2. County/Coop Indicator Override (E_CIO_100)

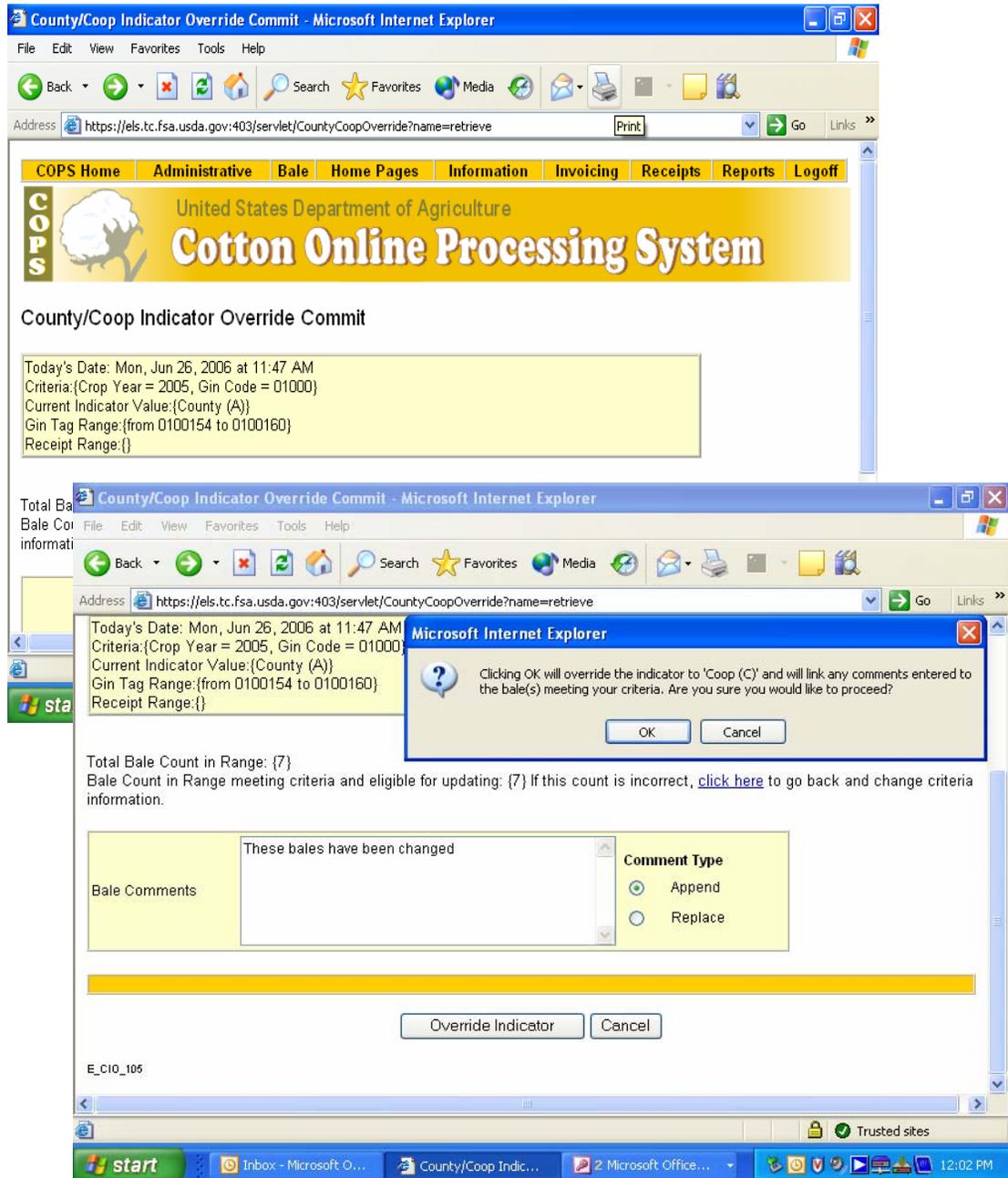
When the County/Coop Indicator Override option under the Receipts heading is selected, A criteria screen is displayed. Enter criteria and click “Search”.



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3. County/Coop Indicator Override Commit (E_CIO_105)

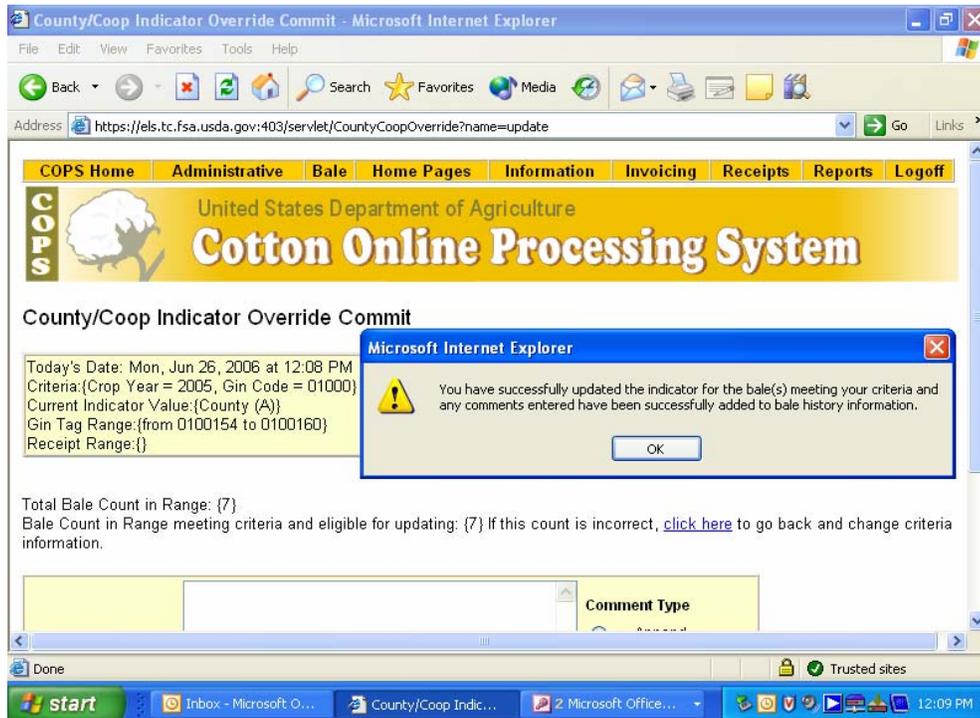
The County/Coop Indicator Override commit screen is displayed showing the bale count that met the criteria. Comments can be entered. Click “Override Indicator” to override the County/Coop Indicator and to save any comments entered. Click Ok proceed.



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4. County/Coop Indicator Override Commit (E_CIO_105)

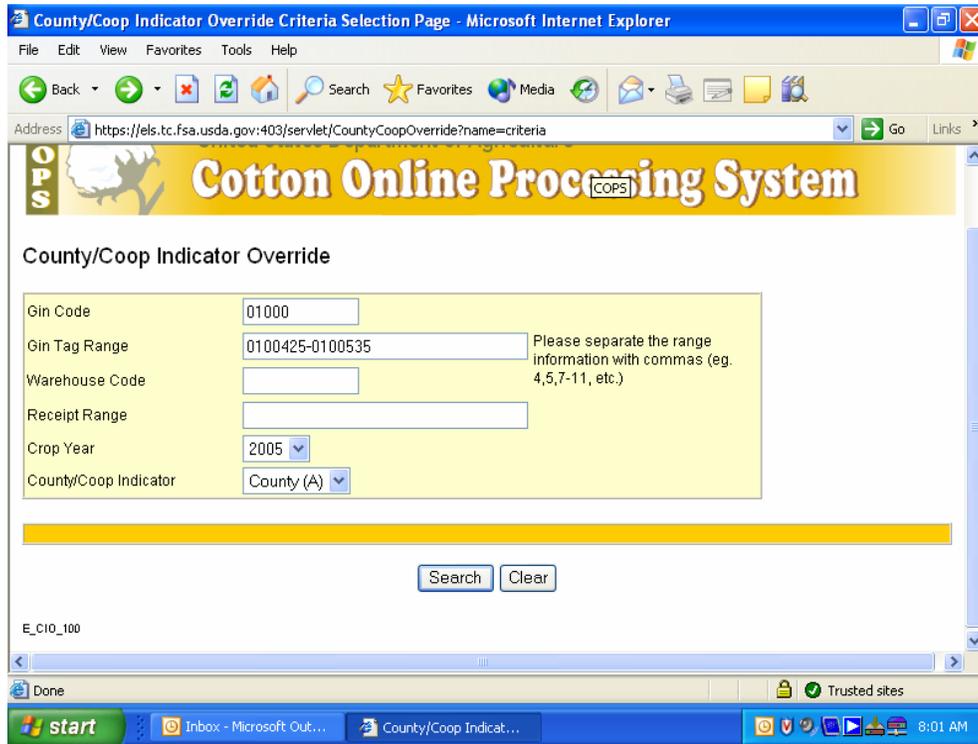
The screen is refreshed and an alert is displayed stating that you have successfully updated the indicator. After clicking OK, the criteria screen will be displayed.



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5. County/Coop Indicator Override (E_CIO_100)

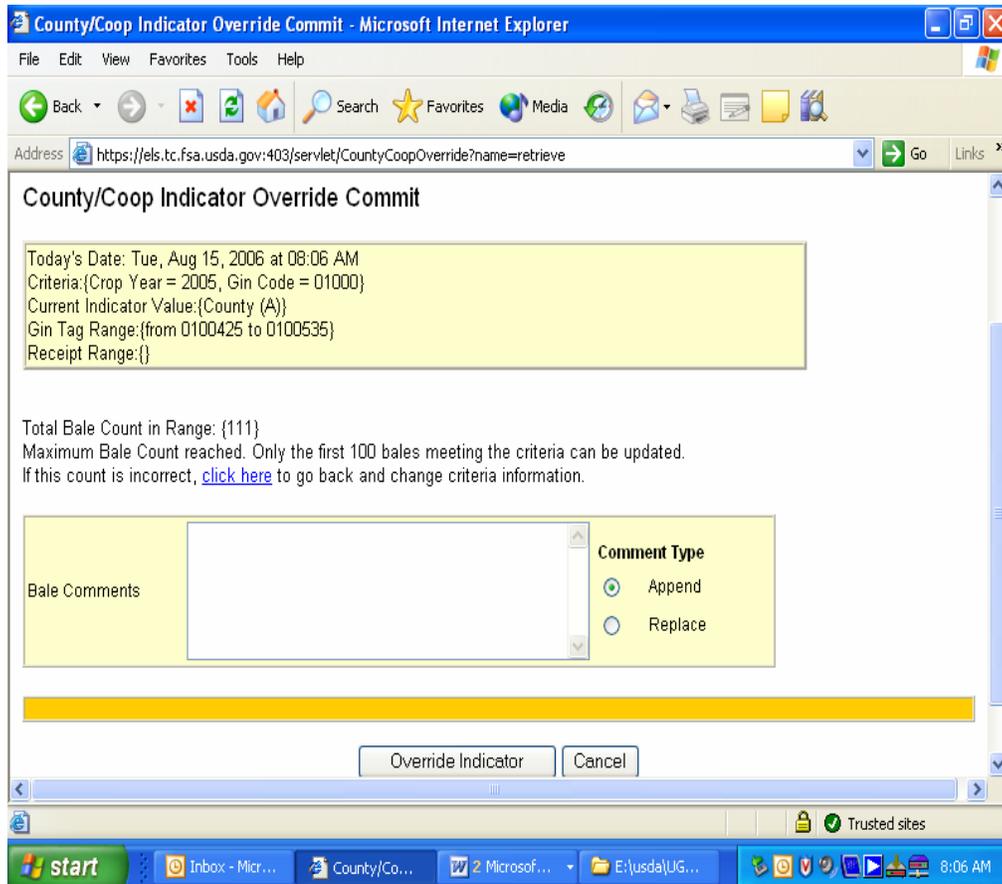
Enter criteria for 100 or more bales and click Search.



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6. County/Coop Indicator Override Commit (E_CIO_105)

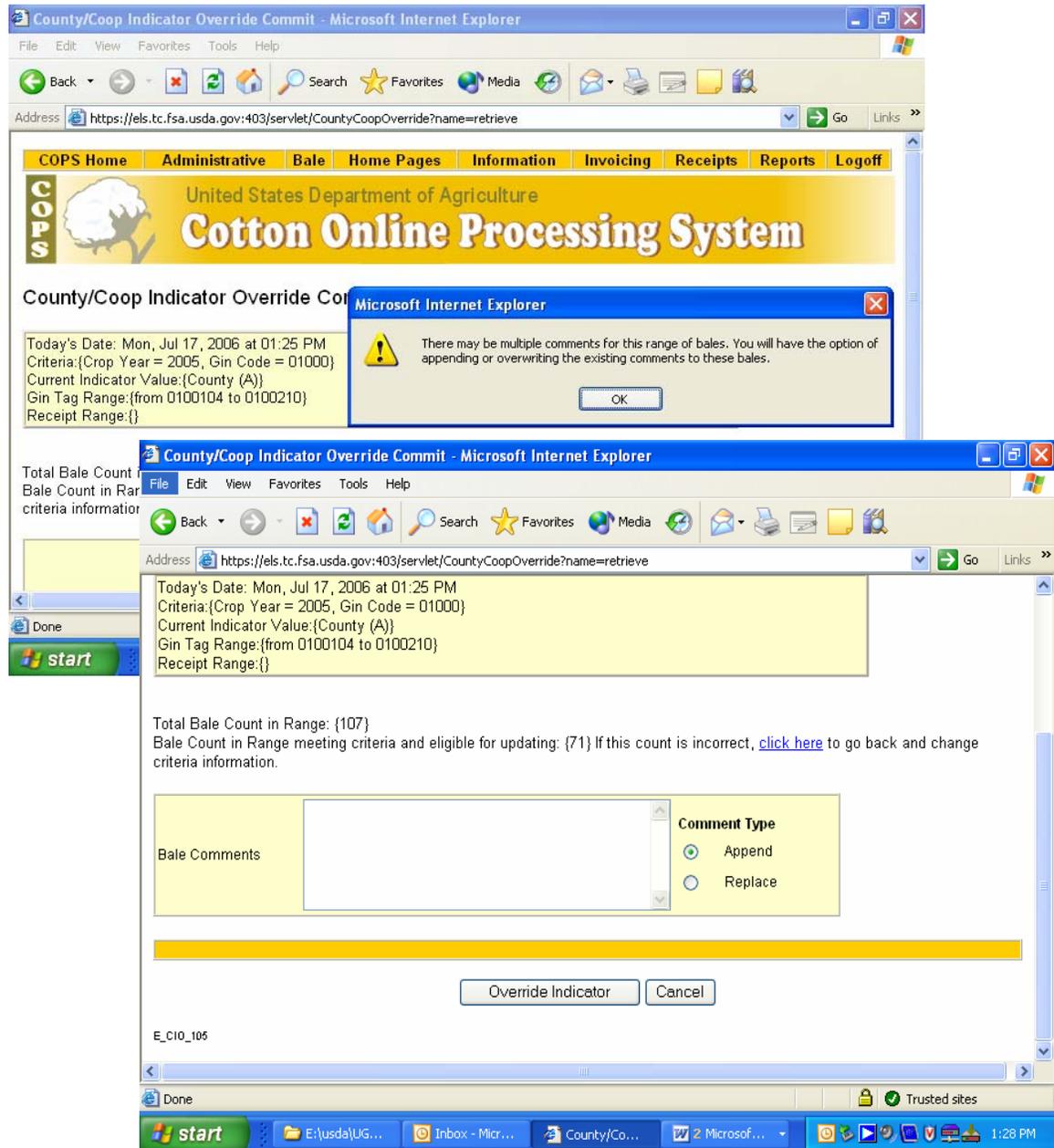
The commit screen is displayed with the maximum bale count message.
Type in the Bale Comments and Click Override Indicator.



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7. County/Coop Indicator Override Commit (E_CIO_105)

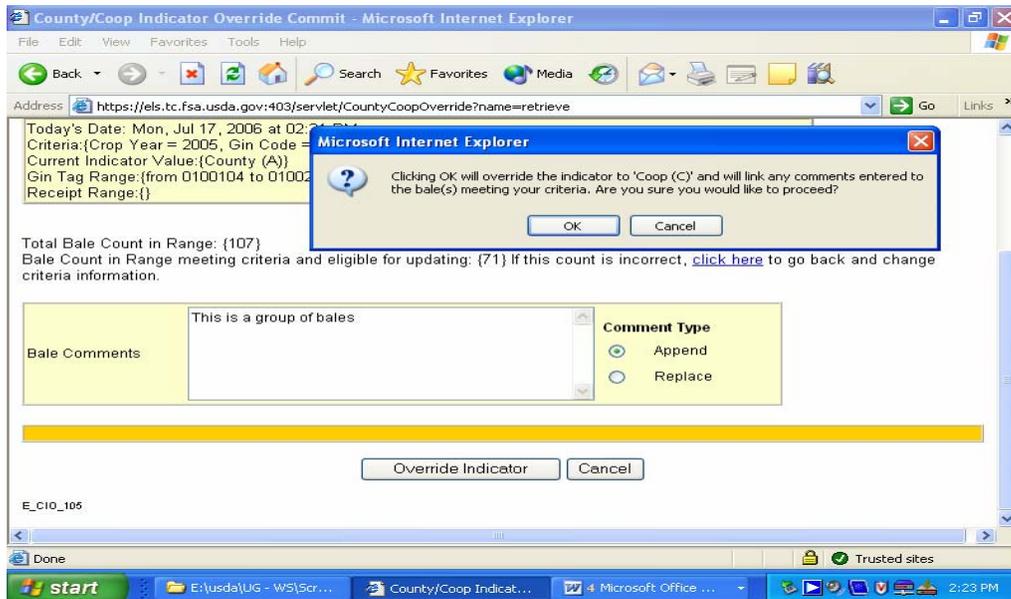
This commit screen is displayed when there are multiple comments for the bale range with the maximum bale count. Click “OK”. Type in Bale Comments and Click Override Indicator.



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8. County/Coop Indicator Override Commit (E_CIO_105)

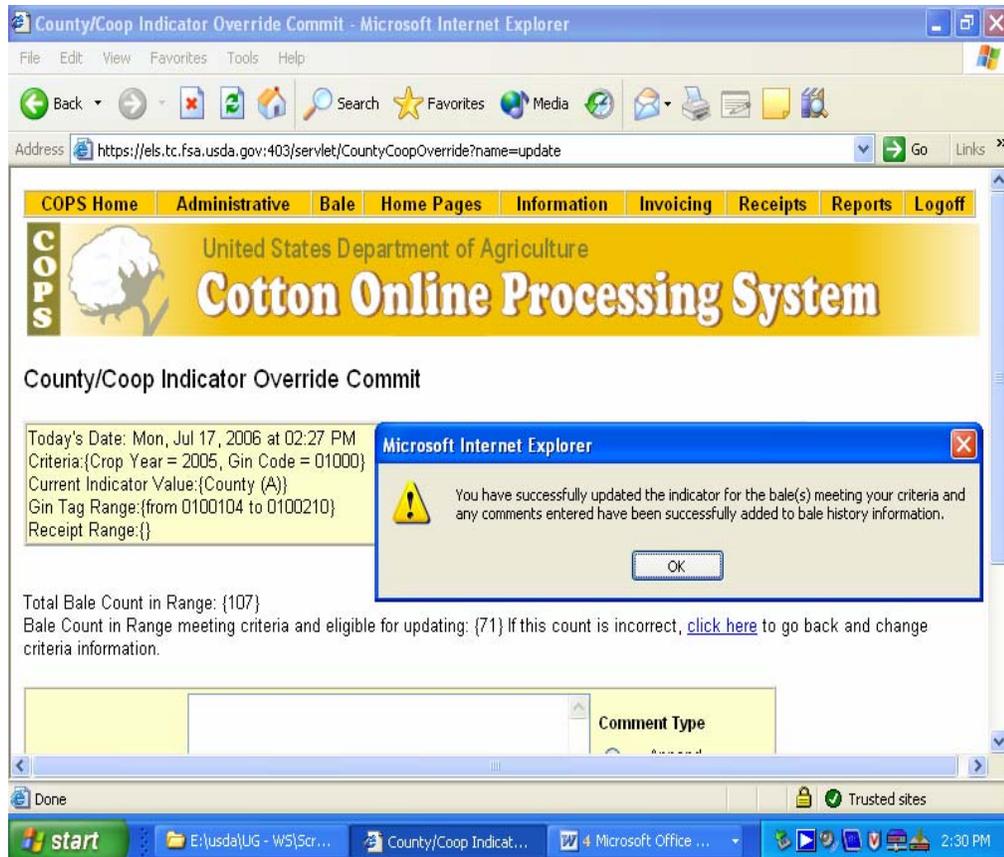
The County/Coop Indicator Override commit screen is displayed showing the bale count that met the criteria. Comments can be entered. Click “Override Indicator” to override the County/Coop Indicator and to save any comments entered. Click Ok proceed.



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9. County/Coop Indicator Override Commit (E_CIO_105)

The screen is refreshed and an alert is displayed stating that you have successfully updated the indicator. After clicking OK, the criteria screen will be displayed.



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C. County/Coop Indicator Override Access Instructions

If the Action is a letter (a), the corresponding results will have the same letter (a).

Step	Action	Results
1.	On the COPS Home Page , click the " County Coop Indicator " link under the Receipts heading.	♦ The County Coop Indicator Override screen (E_CIO_100) will be displayed (go to step 2).
2.	<p>On the County Coop Indicator screen (E_CIO_100) do one of the following:</p> <p>a. Enter 'Warehouse Code', 'Receipt Range', Crop Year' and 'County Coop Indicator' then click 'Search'. For a single receipt, enter the same receipt number in the 'to' and 'from' text boxes. For more than one range, add comas or dashes.</p> <p>b. Enter 'Gin Code', 'Gin Tag Range', Crop Year' and 'County Coop Indicator' then click 'Search'. For a single receipt, enter the same receipt number in the 'to' and 'from' text boxes. For more than one range, add comas or dashes.</p> <p>c. To reset and clear entry fields, click 'Clear'.</p> <p>d. Use the Navigation/Menu bar at the top of the screen to go to another option or Log off.</p>	<p>a. The County Coop Indicator screen (E_CIO_100) will be displayed. (Continue to step 3).</p> <p>b. The County Coop Indicator screen (E_CIO_100) will be displayed. (Continue to step 3).</p> <p>c. The County Coop Indicator Override screen (E_CIO_100) will be displayed with the previously entered data cleared. (Go to the beginning of this step 2).</p> <p>d. The County Coop Indicator Override screen (E_CIO_100) will close and the selected option will appear.</p>

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Step	Action	Results
3.	<p>On the County Coop Indicator Override Commit screen (E_CIO_105), do one of the following:</p> <ul style="list-style-type: none"> a. Enter comments and click the 'Override Indicator' button. b. To cancel the process, click "Cancel". 	<ul style="list-style-type: none"> a. A popup information message box appears to confirm the update. (Continue to step 4). b. The County Coop Indicator screen (E_CIO_100) will be displayed.
4	<p>On the County Coop Indicator popup confirmation message box, do the following:</p> <ul style="list-style-type: none"> a. To confirm the update, click 'OK'. b. To cancel your comments, click "Cancel". 	<ul style="list-style-type: none"> a. The County Coop Indicator Criteria screen (E_CIO_100) will be displayed. b. A popup information message box appears to confirm the cancellation.
5	<p>On the County Coop Indicator second popup confirmation message box, do the following:</p> <ul style="list-style-type: none"> a. To confirm the update, click 'OK'. 	<ul style="list-style-type: none"> a. The County Coop Indicator Criteria screen (E_CIO_100) will be displayed.

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D. Function Tables for Screens

1. Home Page (A_HOM_100) Screen Functions

Selection	Description
County Coop Indicator Override	Link to County Coop Indicator Override process. The County Coop Indicator Override screen will be opened.
Command Buttons	Functions
<i>None</i>	

2. County Coop Indicator Criteria (E_CIO_100) Screen Function

Selection	Description
Warehouse Code	Enter Warehouse code information
Gin Code	Enter Gin Code information.
Gin Tag Range From	Enter starting Gin Tag Number information.
Gin Tag Range To	Enter ending Gin Tag Number information.
Receipt Range From	Enter starting Receipt Number information
Receipt Range To	Enter ending Receipt Number information
Crop Year	Choose a crop year from the drop-down list.
County/Coop Indicator	Choose County (A) or Coop (C).
Command Buttons	Functions
Search	Searches for bales based on the criteria entered.
Clear	Clears all information entered. Information can be entered again.

3. County Coop Indicator Override Commit (E_CIO_105) Screen Functions

Selection	Description
Bale Comments	Enter bale comments.
Comment Type Append	Appends comments to bales.
Comment Type Replace	Replace bale comments.
Command Buttons	Functions
Override Indicator	Overrides the indicator and updates bale comments.
Cancel	Cancel the update to the override and bale comments.

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E. History / Revision Log

Version #	Date	Description
1.0	AUG 14, 2006	New option from COPS menu to allow for override to the County/Coop indicator.