

addmodifyarecord

Table of Contents

addmodifyarecord i

The record count is displayed under **Nbr of Records**. The + button is not displayed if there are existing records for the ED20, ED25, and ED90.

❑ Click to view the record details. The corresponding maintenance pop-up window opens with the record details.

If there are multiple records for a record type (ED40, ED45, ER25, ER27), click to toggle between the records.

- Make the necessary changes and click **Save**.
- Click **Close** to close the pop-up window.

❑ Click to delete a record. A warning message informing you that the selected record type will be deleted is displayed.

- Click **OK** to delete the record.
- Click **Cancel** to return to the Maintenance page without deleting the record.

For record types that may have multiple records (ED40, ED45), a pop-up window opens with a list of TRS position codes for the existing records. Select the TRS position code records to be deleted.

❑ Click **Select**. A warning message informing you that the selected record type will be deleted is displayed.

- Click **OK** to delete the record.
- Click **Cancel** to return to the Maintenance page without deleting the record.