

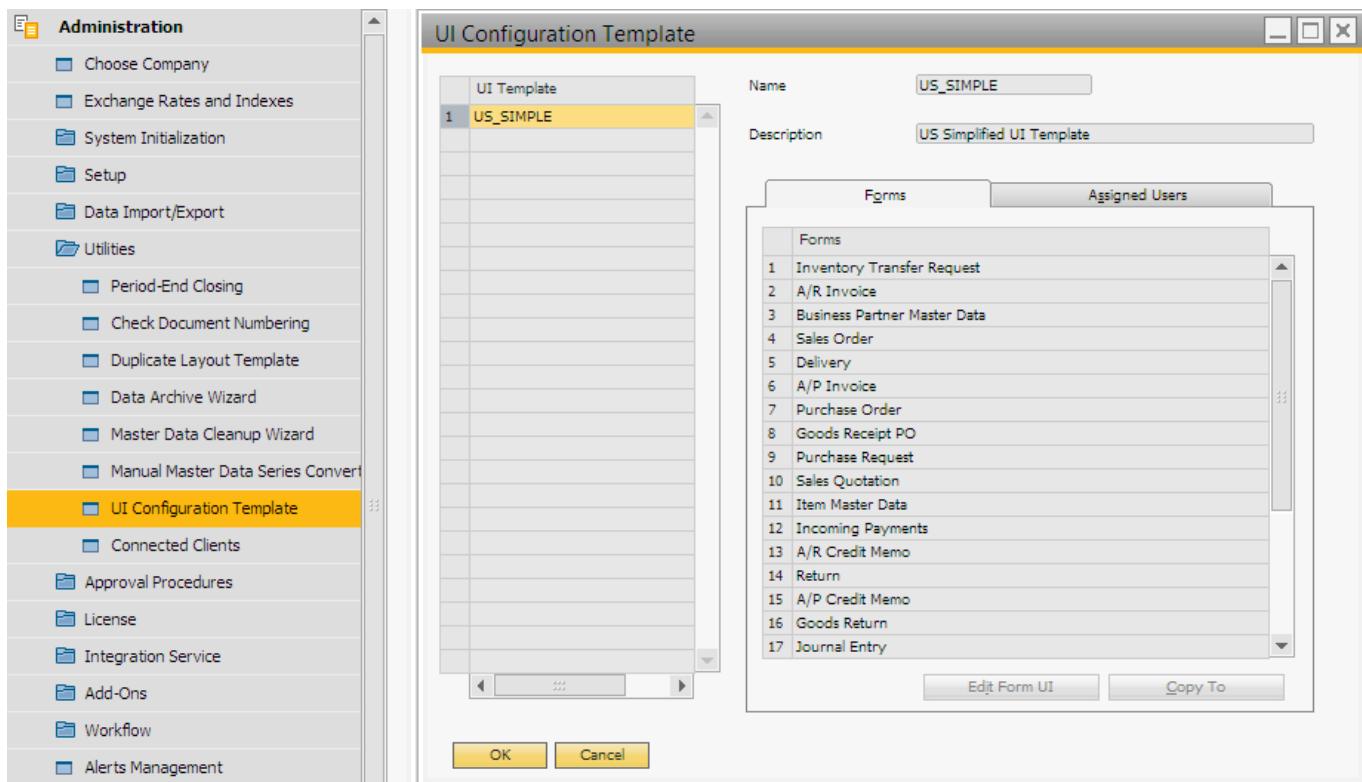
How to Customize Employee Master Data with UI Configuration Template

4.1. Overview

This documentation describes the standard SAP Business One UI Configuration function.

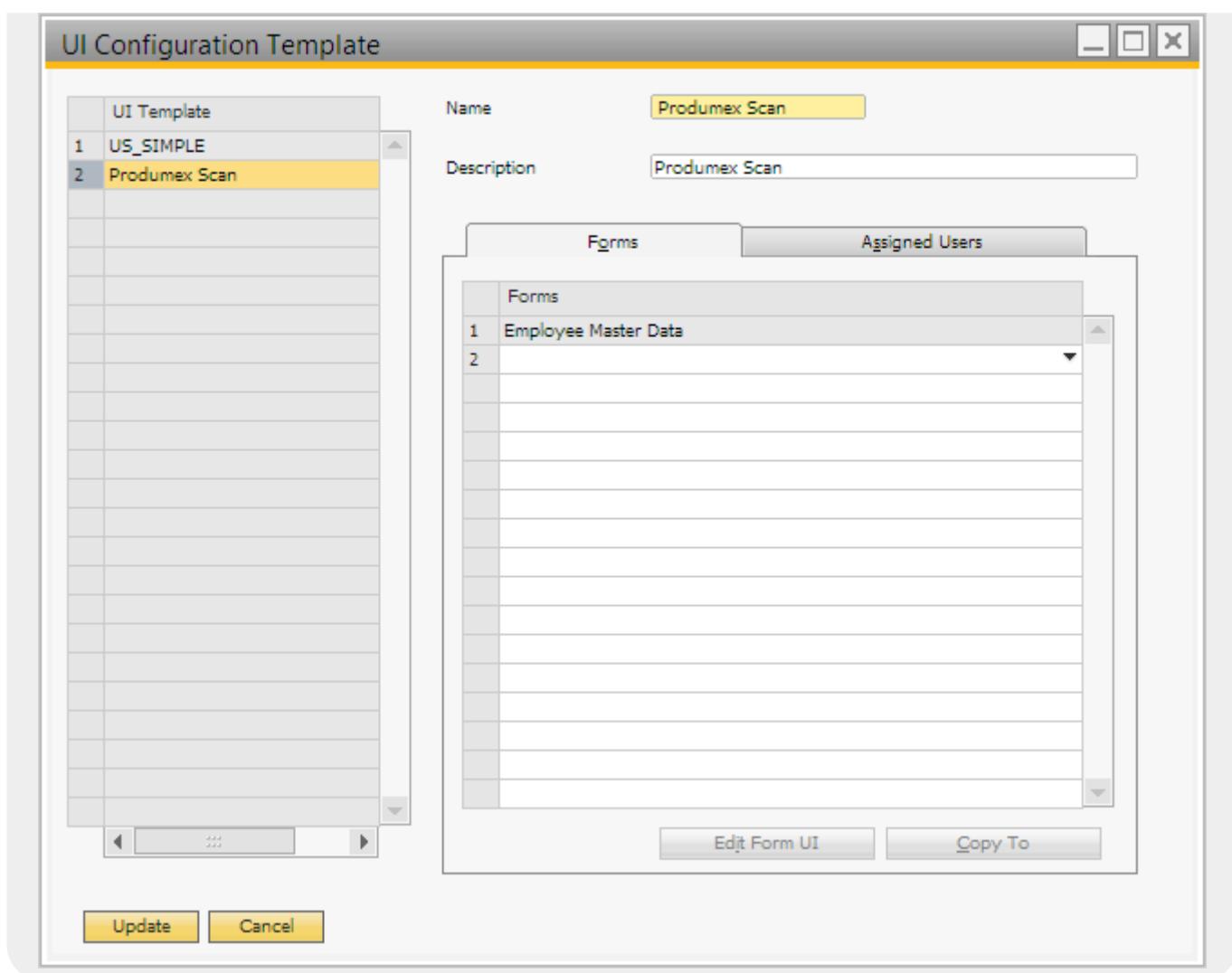
4.2. Create a configuration template

Open the UI Configuration Template form by following the path: Administration > Utilities > UI Configuration Template.



Go to 'Add' mode and create a new template. On the Forms tab add the Employee Master Data. It is possible to assign the template to selected users only on the Assigned Users tab.

We will name our template 'Produmex Scan'.



4.3. Edit the Employee Master Data UI

Select the Employee Master Data line and click on the *Edit Form UI* button. The Employee Master Data form will open in UI Edit Mode.

Employee Master Data - UI Edit Mode

First Name	Employee No.
Middle Name	Ext. Employee No.
Last Name	<input checked="" type="checkbox"/> Active Employee
Job Title	
Position	Office Phone
Department	Ext.
Branch	Mobile Phone
Manager	Pager
User Code	Home Phone
Sales Employee	Fax
Cost Center	E-Mail
	Linked Vendor

Address Membership Administration Personal Finance Remarks Attachments

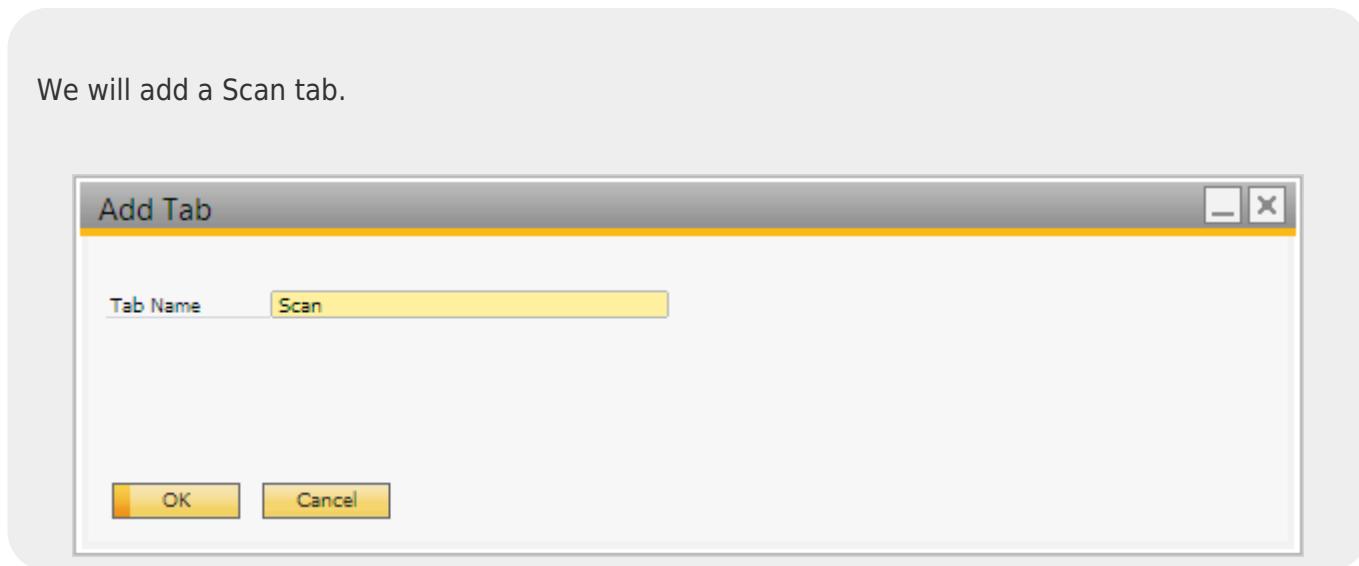
Work Address		Home Address	
Street	Street	Street	Street
Street No.	Street No.	Street No.	Street No.
Block	Block	Block	Block
Building/Floor/Room	Building/Floor/Room	Building/Floor/Room	Building/Floor/Room
Zip Code	Zip Code	Zip Code	Zip Code
City	City	City	City
County	County	County	County
State	State	State	State
Country	Country	Country	Country

Find Cancel

General

- Aut. for Batch Delivery No
- Aut. for Batch SO Creation No
- Aut. for Batch SO Transfer No
- Aut. for Batch Transfer No
- Aut. for Bin Attributes No
- Aut. for Bin Locking No
- Aut. for Cash and Carry No
- Aut. for Credit Note No
- Aut. for Free GR PO No
- Aut. for Goods Issue No
- Aut. for Goods Receipt No
- Aut. for Goods Receipt PO No
- Aut. for Issue for Prod. No
- Aut. for Mass Transfer No
- Aut. for Packing No
- Aut. for Picking No
- Aut. for Picking Delivery No
- Aut. for Print Labels No
- Aut. for Production Return No
- Aut. for Quick Counting No
- Aut. for Receipt By-Products No
- Aut. for Receipt from Prod. No
- Aut. for Recommendations No
- Aut. for Sales Issue No
- Aut. for Sales Return No
- Aut. for Stock Counting No
- Aut. for Stock Transfer No
- Aut. for Transfer Request No
- Default Printer
- Mobile Password
- PIN Code

To add a new tab, select the *Add tab* option from the right-click menu.



Drag the User Defined Fields and drop it on the new tab. After the field is placed on the tab, it can be resized. To arrange the UDFs on the tab, select multiple fields and align them with a right-click menu aligning option.

It is also possible to move standard SBO fields or standard SBO buttons from other tab as well. As the best practice, grab the button, place it on the header area, then go to the destination tab. Grab again

Last update:

2020/06/18 implementation:scan:customize_emd_sbo https://wiki.produmex.name/doku.php?id=implementation:scan:customize_emd_sbo
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the button and place it on the destination tab.

Please note: The Mobile User Preference and the Mobile User Printer button cannot be moved.

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