

 **Viewpoint**  
Jobpac Connect<sup>™</sup>

User Defined Fields with Unsecured  
Projects  
Function Guide  
Version: 1.0

## Document Control Table

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## Change History

Version	Date	Author	Description of Changes
1.0	30/04/2022	DMB	Initial Release

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# User Defined Fields with Unsecured Projects

## UDFs for Unsecured Projects

### For Existing Projects

If a user tries to change an existing project that has mandatory UDFs, then the following message displays. The user must go to Actions and select Enter UDFs and enter data against any mandatory UDF. The user cannot leave the UDF screen until this is done.

The screenshot shows the 'Unsecured Project Maintenance' interface. At the top right, there are buttons for 'ACTIONS', 'OK', and 'BACK'. The 'As at' field is set to 'OCT21'. The project name is 'UDF Test Job'. Below this, there are various input fields for dates (Expected/Actual Tender Date, Expected Award Date, Expected Start Date, Expected Finish Date), turnover, and margin. A modal error dialog box is displayed in the center, with a red exclamation mark icon and the text: '#1099 UDF with mandatory fields must be entered.' The dialog has an 'OK' button at the bottom right. The background form is partially obscured by the dialog.

This screenshot shows the same 'Unsecured Project Maintenance' interface. The 'ACTIONS' button is clicked, and a dropdown menu is visible. The menu items are: 'Assign Resources', 'Yearly Allocation', 'Text Maintenance', and 'Enter UDFs'. The 'Enter UDFs' option is highlighted with a mouse cursor. The rest of the form fields are visible in the background.

# User Defined Fields with Unsecured Projects

## For New Projects

After the project number and description is entered and OK selected, the UDF screen will display. User will not be able to leave this screen until mandatory UDFs are entered.

Unsecured Project Maintenance ACTIONS OK BACK

As at:

Project:

User Defined Fields Maintenance for - Unsecured Projects ACTIONS OK BACK

As at:

Project: TEST5 / New Project

Hide Apply < > ...

UDF No.	UDF Name	UDF Type	UDF Data Type	UDF Values (use Prompt)	UDF Free Format Data	UDF Date	UDF Values Description
1	WILL EPS BE PRINCIPAL	M	C				
2	CONTRACT TYPE	M	C				
3	EXPERTISE/SERVICES	M	C				
4	INDUSTRY SECTOR	M	C				

## UDF Data Upload

There is a bulk upload for Unsecured works. This can be used to establish the UDF values for all existing projects as a starting point.

This is available in the Screen where the UDFs are defined for the workids

User Defined Fields Maintenance for - Unsecured Projects ACTIONS OK BACK

Hide Apply ↑ + < > ...

From:  - Contains:  = All

To:  To:

**Upload -**

- 1 **Open Template**  
Click here to open a new template then populate with your new data and save locally. Or, skip this step if you have a template already prepared.
- 2 **Upload To Server**  
Click here to locate your excel file and upload it to the Jobpac Connect Cloud.
- 3 **Validate And Insert**  
Check additional upload options if you see any below, then click here to validate and insert the uploaded data into your database.

✕ Close

Wkid	Fld No
902	
902	
902	
902	

# User Defined Fields with Unsecured Projects

## Upload Of UnSecured Projects User Defined Fields

			Valid values: A = Alphanumeric C = Code D = Date N = Numeric			
3.0 N (M)	10 A (M)	3.0 N (M)	1 A (M)	10 A (M - If Type="C")	30 A (M - If Type = "A" or "N")	YYYY-MM-DD (M - If Type = "D")
Workid	Unsecured Project No	UDF No	UDF Type	UDF Code Value	UDF Numeric or Text Value	UDF Date Value