



### **Platform**

### **Overview**

The Force Systems Management module Platform process provides the ability to view, create, or update the platform information. The Platform is at the Force level, which means each of the Force Elements see the same platforms.

## **Navigation**

MASTER DATA MGMT > Platform > Platform page

### **Procedures**

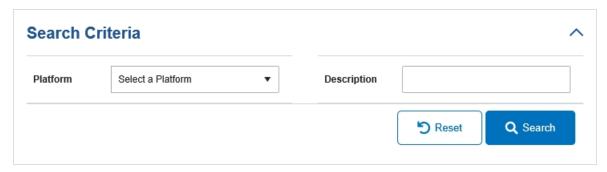
#### Search for a Platform

One or more of the Search Criteria fields can be entered to isolate the results. By default, all results are displayed. Selecting

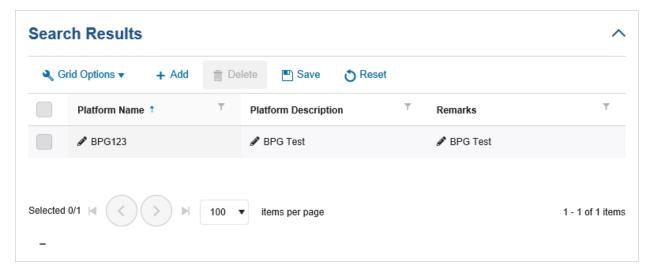
Reset

at any point of this procedure returns all fields to the default "All" setting.

1. In the Search Criteria box, narrow the results by entering one or more of the following optional fields:



- Use to select the Platform.
- Enter the Description in the field provided. This is a 1,024 alphanumeric character field.

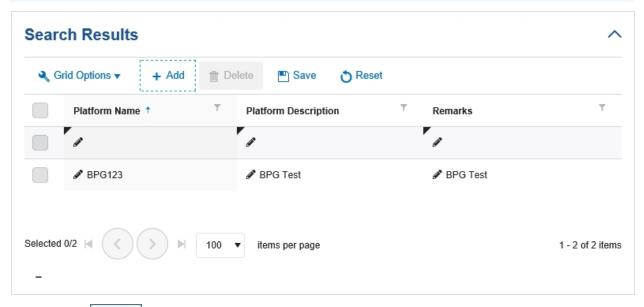








### Add a Platform



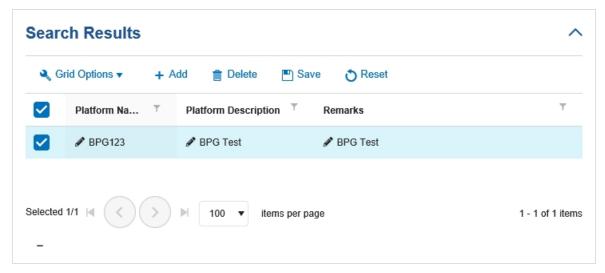
- 1. Select + Add . A new Search Results row appears.
- 2. Select in the Platform Name column. *An empty text field appears*.
- 3. Enter the Platform Name in the field provided. This is a 30 alphanumeric character field.
- 4. Select in the Platform Description column. *An empty text field appears.*
- 5. Enter the Platform Description in the field provided. This is a 1,024 alphanumeric character field.
- 6. Select in the Remarks column. *An empty text field appears.*
- 7. Enter the Remarks in the field provided. This is a 1,024 alphanumeric character field.
- 8. Select . The new Platform saves, and is no longer editable.





# **Update a Platform**

1. Select in front of the desired platform. The row is highlighted, and appears



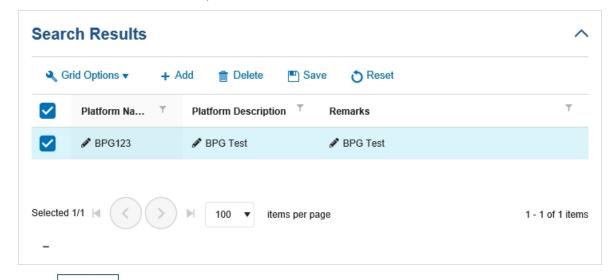
- 2. Select in the Platform Name column. The Platform Name appears in an editable text field.
- 3. Update the Platform Name, entering the revised name in the field provided. This is a 30 alphanumeric character field.
- 4. Select in the Platform Description column. The Platform Description appears in an editable text field.
- 5. Update the Platform Description, entering the revised information in the field provided. *This is a 1,024 alphanumeric character field.*
- 6. Select in the Remarks column. The Remarks appears in an editable text field.
- 7. Update the Remarks, entering the revised information in the field provided. This is a 1,024 alphanumeric character field.
- 8. Select . The revised Platform saves, and is no longer editable.





# **Delete a Platform**

1. Select in front of the desired platform. The row is highlighted, and appears.



2. Select . The **Delete Platform** pop-up window appears.







# **Delete a Platform**

### **Overview**

The Platform Delete process allows removal of a Platform from the Force Element.

## **Navigation**

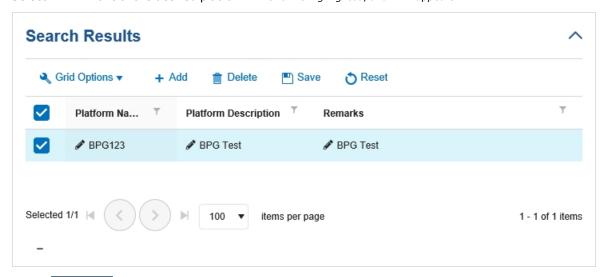
MASTER DATA MGMT > Platform > (desired record) > Delete a Platform pop-up window

### **Procedures**

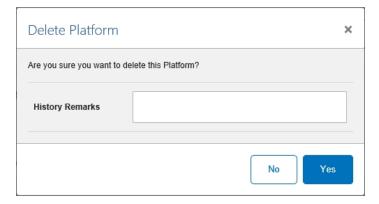
### **Delete a Platform**

Selecting ocancel at any point of this procedure removes all revisions and closes the page. Selecting retains the information and returns to the previous page. **Bold** numbered steps are required.

1. Select in front of the desired platform. The row is highlighted, and appears.



2. Select . The **Delete Platform** pop-up window appears.









- 3. Enter the History Remarks in the field provided. This is a 1,024 alphanumeric character field.
- 4. Select Yes . The **Delete Platform** pop-up window closes, and the Platform is removed from the Search Results grid.