

<i>Subject:</i> Client Range Table Entry
<i>Date:</i> October 2001
<i>Reference:</i> TA0153

The purpose of the client range table is to allow you to run a routine or produce reports for a group of clients that are not necessarily sequentially entered. Basically, you enter all the client numbers which are to be grouped together under a 2 letter code.

To enter in the Range Table information...

Choose 01 for Management Menu

Choose 06 for Client Management Menu

Choose 13 for Client Range Table Entry

The menu options for the Client Range Table entry are

(A)dd - to add a new code and its associated client numbers

(E)dit - to add, remove or change the client numbers associated with an existing code

(D)elete-to completely remove an existing code and all of its associated client numbers

(U)ndelete - to recall a code that you have deleted

(P)rint - to print the specified codes and the client numbers associated with it

(Q)uit - to exit this routine