How to Update Existing menus in Master Menu

Origin menus cannot be edited

- 1. Log in as Security user
- 2. On the user's menu panel go to System Manager folder then click Master Menu
- 3. Select a menu then click Edit button





- 5. Click Save toolbar button on Master Menu screen
- 1. Log in as Security user
- 2. On the user's menu panel go to System Manager folder then click Master Menu

Master Menu		~ □ ×	
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Details			
Menu List			
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System Manager	Menu		^ X
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Dashboard	Details		
Connections			
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Tabs	Module:	Dashboard	~
Mew Screen	Type:	Screen	~
- New Maintenance	Category:	Activity	~
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New Report	commund.	Dashboard.view.newScreen	
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Financial Reports	001		
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Inventory			
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- 5. Click Save toolbar button on Master Menu screen
- 1. Log in as Security user
- 2. On the user's menu panel go to System Manager folder then click Master Menu

3. Select a menu then click Edi	button
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Master Menu		~ □ ×	
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Connections Panels Panel Layout	Menu Name: Description: Module:	New Activity Screen New Activity Screen Desc Dashboard	
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General Ledger Financial Reports Cash Management Credit Card Reconciliation	⑦ ◘ ♀ E	idited	
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4. Edit the desired fields then click **Save** toolbar button



- 5. Click Save toolbar button on Master Menu screen
- 1. Log in as Security user
- 2. On the user's menu panel go to System Manager folder then click Master Menu

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Save Undo Close	
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Description: New Acti	vity Screen
Module:	~
Type: Screen	~
Category: Activity	¥
Dashboa	rd.view.NewActivity
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1 Inventory	
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- 5. Click Save toolbar button on Master Menu screen
- 1. Log in as Security user
- 2. On the user's menu panel go to System Manager folder then click Master Menu

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Menu List			
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Save Undo Close			
Menu Name:	New Activity Screen		
Description:	New Activity Screen		
Module:	Dashboard 🗸		
Type:	Screen	*	
Category:	Activity	*	
Command:	Dashboard.view.NewActivityScreen		
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Credit Card Recon Inventory	ciliation		
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- 5. Click Save toolbar button on Master Menu screen
- 1. Log in as Security user
- 2. Select and double click on Master Menu from the menu panel. Master Menu screen will open. blocked URL

Master Menu		
New Save	Edit Undo Delete Close	
Menu List		
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Menu		× ×
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Menu Name:	New Screen	
Description:	New Screen Description	
Module:	Dashboard	~
Type:	Screen	~
Command:	Dashboard.view.NewScreen	
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New Report	Menu Name:	Edited Screen	
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⊕ inancial Reports	Description.	New Screen Description	
🕀 🔜 Tank Management	Module:	Dashboard	~
Cash Management	Type:	Screen	~
Accounts Payable	Command:	Dashboard.view.NewScreen	
Help Desk			
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⊕ 📄 Payroll	(
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5. Click Save toolbar button on Master Menu screen