

Defining and Running a QuickFlow

Defining the QuickFlow code

Follow these steps to define the QuickFlow code.

Step	Action
1	Access the QuickFlow Code Validation Form (GTVQUIK).
2	Perform an Insert Record function.
3	Enter the QuickFlow validation code (up to four characters) in the Code field.
4	Enter a description in the Description field.
5	Click the Save icon.
6	Click the Exit icon.

Defining the forms

Follow these steps to define the series of forms used in a QuickFlow.

Step	Action
1	Access the QuickFlow Definitions Form (GUAQUIK).
2	Click the down arrow next to the QuickFlow field.
3	Select <u>QuickFlow Codes</u> from the Options list.
4	Select the QuickFlow code you created. <u>Note:</u> You can use the wildcard feature to search for a code, if necessary.
5	Click OK to select the code.
	Perform a Next Block function.
	Click in the Find field.
	Enter the first few letters of the form(s) you wish to add.
	Press Enter.
	Click a form to select it.
	Click the Insert icon to add it to the QuickFlow.
	Repeat this process as necessary to add the appropriate forms.
	Click the Save icon.
	Click the Exit icon.

Running a QuickFlow

Follow these steps to run a QuickFlow.

Step	Action
1	Access the QuickFlow Form (GUAQFLW) or use the Go To field.
2	Enter the QuickFlow code.
3	If using GUAQFLW, press Start . If using the Go To field, press Enter. <u>Result:</u> The QuickFlow opens, showing the first form in the QuickFlow.