

Reference serial status

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Reference serial status

A serial status is a reference value that describes the condition assigned to a serial number. Maintain these values in the **Reference list** area of **Configuration**.

Reference serial status

Use this page to review the values available to serial-number work and maintain the list.

If you need to...	Go to
Find the serial-status list	Find serial statuses
Understand the list and its field	Understand the serial-status screen
Add, edit, or remove a value	Add, edit, or remove a serial status
Handle access or item-count rules	Handle access and action branches
Resolve a validation or deletion message	When validation or deletion fails
Continue with reference-list guidance	Reference list data
Return to the configuration starting point	Configuration
Maintain a related reference value	Reference category

Before you start

Before maintaining a serial status, have access to the serial-status list and the permission required for the action you want to perform.

Before you start	What it affects
Your subscription includes the configured feature	The serial-status page and its controls can appear.
The list has loaded	The list and its page controls are available.

Before you start	What it affects
New-item permission is available	New is available.
Edit permission is available	The edit control is available.
Delete permission is available	The delete control is available.
More than one item exists	The delete action can be used without removing the final item.

Find serial statuses

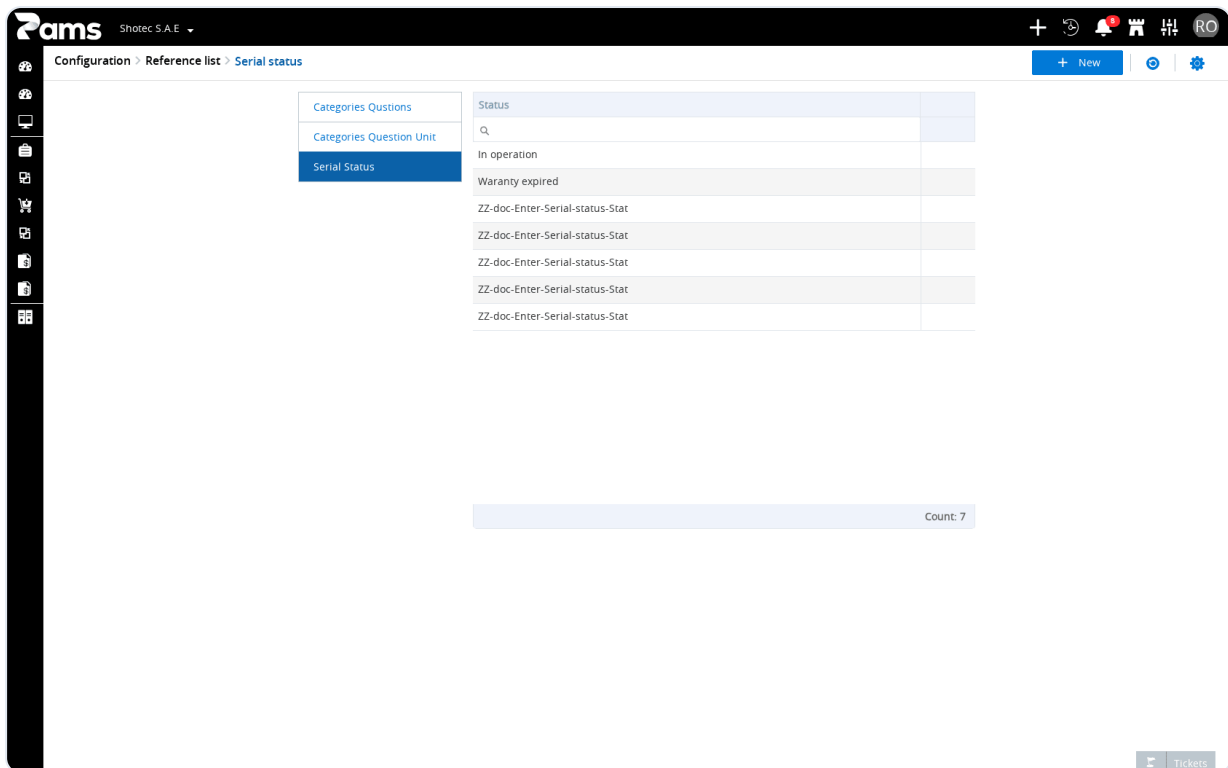
The serial-status list is where you review existing reference values before opening a maintenance form.

Prerequisites

- Your subscription includes the configured feature.
- The serial-status list is available to you.

Steps

1. Open **Configuration**.
2. Open **Reference list**.
3. Open **Serial status**.
4. Locate the value in the **Status** column.



Result: The serial-status list is on screen, with the **Status** column available for review.

Understand the serial-status screen

This screen includes a **Status** text field for entering one value and lists serial status values.

Screen element	What it does
Status column	Identifies each serial-status value in the list.
Status field	Accepts the serial-status text in the new or edit form.
New	Opens the new-item form when the new-item action is available.
Refresh	Refreshes the list.
Settings	Opens the list settings control.

The **Status** field is required. The list displays the **Status** column.

Add, edit, or remove a serial status

Use this section when you need to maintain one value in the serial-status list.

Add a serial status

Use the add path when a new reference value is needed.

Prerequisites

- The serial-status list has loaded.
- Your subscription includes the configured feature.
- New-item permission is available.

Steps

1. Select **New**.
2. In the new-item form, enter the serial-status text in **Status**.
3. Select **Save**.

Result: The new serial status is submitted from the form.

Edit a serial status

Use the edit path when an existing reference value needs to change.

Prerequisites

- The serial-status list has loaded.
- Edit permission is available.

Steps

1. Select the edit control in the row for the serial status you want to change.
2. Change the value in **Status**.
3. Select **Save**.

Result: The changed serial status is submitted from the edit form.

Remove a serial status

Use the delete path only when more than one serial-status item exists.

Note: Keep at least one serial-status item in the list.

Prerequisites

- The serial-status list has loaded.
- Delete permission is available.

- More than one serial-status item exists.

Steps

1. Select the delete control in the row for the serial status you want to remove.
2. Select **Delete** in the delete menu.

Result: The selected serial status is submitted for deletion.

Handle access and action branches

The controls available on this page depend on subscription access, permissions, list state, and the number of items in the list.

If...	Then...
The subscription does not include the configured feature	The serial-status list and its page controls do not appear.
New-item permission is unavailable	New does not appear.
Edit permission is unavailable	The edit control does not appear.
Delete permission is unavailable	The delete control does not appear.
The list has one item	Keep that item in the list.
The list has more than one item	The delete path is available.
The list is still loading	Wait until the list appears before selecting New or an edit/delete control.

Use the condition that matches your list before choosing a maintenance path.

When validation or deletion fails

Use the message shown on screen to choose the corrective action.

Message	What to do
Field is required	Enter a value before saving.
Status is required	Enter a value in Status before saving.
Forbidden characters detected. Please remove them and try again.	Remove the forbidden characters from Status , then save again.
Are you sure you want to delete this item?	Select Delete to continue, or Cancel to stop.

Message	What to do
Data updated Successfully	Return to the list and check the changed Status value.
Data saved Successfully	Return to the list and check the new row.
Data Deleted Successfully	Return to the list.
Related to Saved data, Can't be deleted	Keep the item while saved data relates to it.
Failed to Delete	Keep the item and return to the list.
Must have at least one item	Keep one serial-status item in the list.

After correcting the issue, return to the maintenance path that matches the action you were taking.

After maintaining a serial status

After you submit a valid form, continue at the reference list and check the **Status** column. Use [Reference list data](#) for broader reference-list guidance, or return to [Configuration](#) for another configuration area. For a related reference entity, open [Reference category](#).

Result: You are back at the reference-data area and can continue with another configuration task.