

## **Boiler Plate Text (Standard Text / AutoText)**

Boiler Plate Text allows setting up of blocks of standard text which may be easily dropped into the current cursor position of the various free text notes fields.

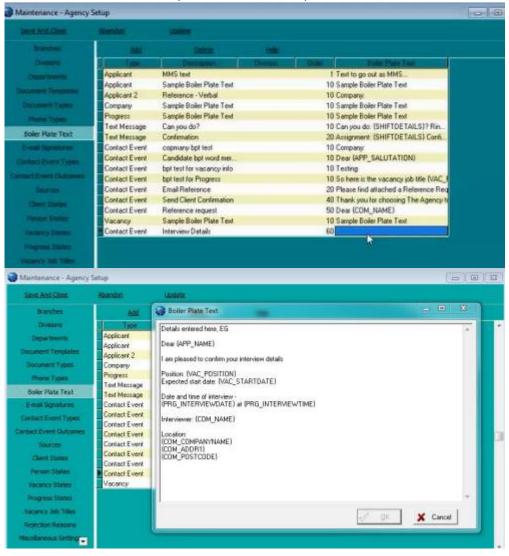
This is helpful for vacancy job description outlines, interview question outlines, contact events etc.

Set up in Maintenance> Agency Setup> Boiler Plate Text.

1/4

Select whether you want the text to be accessible from: Company Vacancy Contact Event Company Applicant Text Message

Double click on the boiler plate text field to open the box to enter the text.



2024/05/24 00:55

When inserting boiler plate fields, please make sure the fields are surrounded by {}s

2/4

## eg {APP\_NAME}, {COM\_NAME}

This allows the setting up of blocks of standard text which may be easily dropped into the current cursor position of the various free text notes fields. The below fields are available

SHIFTDETAILS

e.g. 01/02/2012 13:00-17:00

Applicant Fields : Acce			Vacancy,	
Boiler Plate Field	Table	Field		Example
APP_NAME	Person	Name		Mr Fred
Smith	D	C		Calle
APP_SURNAME	Person		name	Smith
APP_USURNAME	Person	Surname		SMITH
APP_FORENAMES	Person	Forenames		Fred
APP_UFORENAMES	Person	Forenames		FRED
APP_SALUTATION	Person		utation	Mr Smith
APP_ADDR1	Person	Addr1		Wester Newhouse
APP_ADDR2	Person	Addr2		Lilliesleaf
APP_ADDR3	Person	Addr3		
APP_TOWN	Person	Town		Melrose
APP_COUNTY	Person	County		Scottish Borders
APP_COUNTRY	Person	Country		Scotland
APP_POSTCODE	Person	Postcode		TD6 9JT
APP_DOB	Person	DOB		1/1/1990
APP_SEX	Person	Sex		Male
APP_NI Per	son	NI		AB123456C
APP_APPNUMBER	Person	AppNumber		123456
APP_PAYROLLNUMBER	Person	Payrollnumb	ber	1
APP_REGISTRATIONDATE	Person	Registratio	onDate	01/01/2010
APP_ADDRESS				Wester Newhouse,
Lilliesleaf, Melrose, T	D6 9JT			
APP PHN HOME TELEPHONE				01835 340034
APP PHN DAY TELEPHONE				01835 340034
APP PHN FAX				01835 XXXXXX
APP PHN E-MAIL				
Support@iqx.co.uk				
APP HEADERNAME				Mr Fred Smith
APP LISTOFCVS				xxxxxx
				100000
Company Fields : Acces	sible from (	Company, Vaca	ancy and	Progress
Boiler Plate Tab		ield	Example	
COM NAME Person		1010	Mr Fred	Smith
—		alutation		Smith
—	pany Nar			_imited
COM ADDR1 Company			•	er Newhouse
con_Abbiti Company	Adul	1 1	WESLE	



2024/05/24 00:55		3/4		Boiler Plate Text (Standard Text/AutoText			
COM ADDR2	Company	Addr2	Lilliesleaf				
COM_ADDR3	Company	Addr3					
COM_TOWN	Company	Town	Mel	lrose			
COM COUNTY	Company	County	So	cottish Borders			
COM COUNTRY		Company	Country	Scotland			
COM POSTCODE		Company	Postcode	TD6 9JT			
COM POSITION		Employment	Position	Developer			
COM DEPARTMENT		Employment	Department	Development			
COM ADDRESS				Wester Newhouse,			
Lilliesleaf, Me	lrose, TD	06 9JT					
COM HOME TELEPHO	ONE		(	91835 340034			
COM_DAY_TELEPHON	NE		(	91835 340034			
COM PHN FAX			(	91835 XXXXXX			
COM PHN E-MAIL			9	support@iqx.co.uk			
COM HEADERNAME				Mr Fred Smith, IQX			
Limited							
Boiler Plate Fie VAC_POSITION VAC_ENTRYDATE VAC_STARTDATE VAC_SALARY VAC_REFCODE VAC_REFCODE VAC_NOOFPOSTS VAC_EXPIRY	eld Tabl						
Progress fields Boiler Plate Fie PRG_STATUS PRG_ACTIONDATE PRG_INTERVIEWDAT PRG_INTERVIEWTIN	eld Tabl Prog Prog TE	.e Fie gress St	-				
Placement field		accossible f	From Diacomont	F			
Placement fields Boiler Plate Fie PLC_SALARY PLC_POSITION PLC_STARTDATE PLC_LEAVEDATE PLC_DEPARTMENT PLC_PLACEDATE	eld Tabl Plac	.e Fie		ample 20000 Desktop Support 01/01/2012			
Any additional phone types can be accessed (if present in the database) in							

Any additional phone types can be accessed (if present in the database) in the format of COM\_<phonetype name> Eg COM\_PHN\_SKYPE

Boiler Plate Text (Standard Text/AutoText)



2024/05/24 00:55

4/4

COM\_PHN\_FACEBOOK COM\_PHN\_LINKEDIN APP\_PHN\_SKYPE APP\_PHN\_FACEBOOK APP\_PHN\_LINKEDIN Only if the corresponding field is available.

Go back to Hints, Tips & Shortcuts

From: https://iqxusers.co.uk/iqxhelp/ - **iqx** 

Permanent link: https://iqxusers.co.uk/iqxhelp/doku.php?id=hat\_12&rev=1395228138



Last update: 2017/11/16 21:56