

Cello How-To Guide

Pickup List Management

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1 Pickup List Management

Pickup list feature of Cello simplifies the management of master data. Using this feature, any user can create master data using the screens provided by Cello.

Typically, developers might create separate physical tables to maintain master data for each data collection such as “Country”, “State”, “Categories” etc; this requires lot of development and maintenance effort and it becomes developer centric, because each time when the application administrator wants to add/manage a new master data, development effort is required.

Benefits of Pickup List

1. Reduce the overhead of Developers
2. Create/Manage Pick up List in Run Time
3. Highly Configurable
4. Map Pick up list to Custom Fields

1.1 Add Pickup Lists

Pickup list Feature is provided out of the box and there is no code level configuration or changes required.

Navigate to Configuration Management → Manage Pickup List

CelloSaaS admin@company.com | Change Tenant

My Account Subscription Tenant Access Control Configuration Business Events Notifications Workflow Reporting Monitor

Manage Pickup List Tenant: Company Add

Search GO

Name	Edit	Activate/Deactivate	Manage Values
Company Size			
Country			
Department			
Division			
Resolutions			
Self Registration Packages			

Show 10 entries Showing 1 to 6 of 6 entries

Manage Pickup List Screen

How-To – Pick up List Management

- Click on Create button to add a new Pick List as shown in the below Screenshot

The screenshot displays the CelloSaaS user interface for managing pickup lists. At the top, there is a navigation bar with icons for various system functions. Below this, the 'Manage Pickup List' section is visible, featuring a search bar and a table of existing pickup lists. The table lists fields such as Age, Company Size, Country, Department, Division, Resolutions, Self Registration Packages, and Sex. Below the table, there is a form titled 'Add Pickup List Details' with a text input field for the name and 'Cancel' and 'Add' buttons. A red arrow points to the 'Add' button in the top right corner of the 'Manage Pickup List' section.

The name of the Pick List will be displayed in the label of the pickup list. You can change the values without affecting the label value. After entering the Key-Pairs for the pickup list, specify whether the values are displayed in alphabetical order.



You can edit pickup lists when the field is in production. Be aware of the potential implications of this action. Make sure to provide a unique pickup list name. Avoid specifying a global pickup list name.

1.2 Manage Pick List Values

CelloSaaS admin@company.com | Change Tenant

My Account Subscription Tenant Access Control Configuration Business Events Notifications Workflow Reporting Monitor

Manage Pickup List Tenant: Company Add

Search GO

Name	Edit	Activate/Deactivate	Manage Values
Age			
Company Size			
Country			
Department			
Division			
Resolutions			
Self Registration Packages			
Sex			

Show 10 entries Showing 1 to 8 of 8 entries

CelloSaaS admin@company.com | Change Tenant

My Account Subscription Tenant Access Control Configuration Business Events Notifications Workflow Reporting Monitor

Country Pickup List Values Back Add

Search GO

Value	Name	Description	Edit	Activate/Deactivate
Greece	Greece	Greece		
Spain	Spain	Spain		

Show 10 entries Showing 1 to 2 of 2 entries

Edit Pickup List Value

Value* Name*

Description

Cancel Save

1.3 Mapping Pickup List to Custom Fields

Refer [Custom Fields](#) topic to learn the procedure to map Pickup list against a Custom Field.

1.4 Deactivate Pickup Lists

Hard Deleting the Pickup list is not allowed using the Dashboard, because the pickup list might have been used in any of the forms, and hence only de-activation of pickup list is allowed. Refer the below screenshot.

The screenshot shows the CelloSaaS dashboard interface. At the top, there's a navigation bar with icons for 'My Account', 'Subscription', 'Tenant', 'Access Control', 'Workflow', 'Reporting', and 'Monitor'. A modal dialog box is open in the center, asking for confirmation to deactivate a pickup list. Below the navigation, there's a 'Manage Pickup List' section with a search bar and a table. The table has columns for 'Name', 'Edit', 'Activate/Deactivate', and 'Manage Values'. The table lists several pickup lists: 'Company Size', 'Country', 'Department', 'Division', 'Resolutions', and 'Self Registration Packages'. At the bottom, there are pagination controls showing 'Showing 1 to 6 of 6 entries'.

1.5 How to use Custom Tables to store Pickup list data

CelloSaaS Pick up list data stored in a table called “dbo.PickupList”, which follows certain naming conventions and structure, in case if you do not want to use the default “dbo.PickupList “ table and instead create your own tables for maintaining the data, follow the below procedure.

Step1: Create a table and name it as “dbo.PickupList_<<TableName>>”.

Step2: Create the following fields

Column Name	Description	Type
PickupListValue_ID	Identifier Column	Uniqueidentifier, not null
PickupListValue_Value	Value Data	NVarchar(255), not null
PickupListValue_Description	Description of the value	NVarchar(Max), not null
PickupListValue_PickupListID	Pickup List ID	FK,Uniqueidentifier, not null
PickupListValue_TenantCode	Tenant ID	FK,Uniqueidentifier, null
PickupListValue_CreatedBy	Audit Field	Varchar(50),not null
PickupListValue_CreatedOn	Audit Field	Datetime, not null
PickupListValue_UpdatedBy	Audit Field	Varchar(50),not null
PickupListValue_UpdatedOn	Audit Field	Datetime, null
PickupListValue_Status	Audit Field	Bit, not null

Note: Column Naming Conventions must be followed as given in the above table.

Step3: Make an entry in the “dbo.PickupList” table for the newly created custom pickup list table. [Refer the below script].

```
INSERT INTO dbo].[PickupList]
    ([PickupList_ID]
    , [PickupList_Name]
    , [PickupList_TenantCode]
    , [PickupList_CreatedBy]
    , [PickupList_CreatedOn]
    , [PickupList_UpdatedBy]
    , [PickupList_UpdatedOn]
    , [PickupList_Status]
    , [PickupList_TableName])
VALUES
    ('450F9B19-C3B0-E211-87C3-000C29F3404B'
    , 'PickUp List Name', 'B590CD25-3093-DF11-8DEB-001EC9DAB123', '3398f837-
b988-4708-999d-d3dfe11875b3'
    , getdate(), '3398f837-b988-4708-999d-d3dfe11875b3', '3398f837-b988-4708-
999d-d3dfe11875b3', getdate(), false, 'PickUpList Table Name')
GO
```

Step 4: Navigate to Configuration Management → Manage Pickup List to manage the values.

The screenshot shows the CelloSaaS user interface. At the top right, the user is logged in as 'admin@company.com' and can 'Change Tenant'. The navigation bar includes icons for My Account, Subscription, Tenant, Access Control, Configuration, Business Events, Notifications, Workflow, Reporting, and Monitor. The 'Configuration' menu is active, leading to the 'Manage Pickup List' page. The page title is 'Manage Pickup List' and the current tenant is 'Company'. There is a search bar with a 'GO' button. Below the search bar is a table with the following data:

Name	Edit	Activate/Deactivate	Manage Values
Company Size			
Country			
Department			
Division			
Resolutions			
Self Registration Packages			

At the bottom of the table, there is a pagination control: 'Show 10 entries Showing 1 to 6 of 6 entries'.

2 Contact Information

Any problem using this guide (or) using Cello Framework. Please feel free to contact us, we will be happy to assist you in getting started with Cello.

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