

Dropdown Editor

A "drop-down editor" typically refers to a tools for creating and editing dropdown lists. It allows users to specify options within a dropdown menu, often used for user input or selection within web applications.

Adding Title

Settings >> Dropdown Editor

Select the Item Type for which the Title is to be added and Click Save option.

Item Type*

Designation

Title*

Office Assistant

Save

Cancel

Refresh

Active

Now, the required information is added under Item type Designation. Similarly we can add the Title for the required Item Type.

Item Type*

Select

Title*

Title

Save

Cancel

Refresh

Active

Editing Title

Settings >> Dropdown Editor

Select the Item Type and Click Edit option on the right side of the screen.

Item Type*

Select

Title*

Title

Save

Cancel

Refresh

Active

Disable Selected

Now, after editing the Title for the required Item type, Click Save option. Similarly we can edit the Title information for all the Item type in the system.

Item Type*

Designation

Title*

Administrative Officer

Save

Cancel

Refresh

Active

Disable Selected

Delete Item type

Settings >> Dropdown Editor

Select the Item type from the List using the check box and click Delete option or Disable selected option in the screen.

Item Type*

Select

Title*

Title

Save

Cancel

Refresh

Active

Disable Selected

| | Item Type ^ | Title | Value | Action |
|-------------------------------------|-------------|------------------------|-------|--------------|
| <input type="checkbox"/> | Designation | Title | Value | Search Reset |
| <input type="checkbox"/> | Designation | Service Facilitator | | |
| <input type="checkbox"/> | Designation | Registered Nurse | | |
| <input type="checkbox"/> | Designation | Administrative Officer | | |
| <input type="checkbox"/> | Designation | PCA/CNA | | |
| <input checked="" type="checkbox"/> | Designation | Administrator | | |
| <input type="checkbox"/> | Designation | Office Assistant | | |

Now, the required item type has been deleted and we can view them under Deleted list.

Item Type*

Select

Title*

Title

Save

Cancel

Refresh

Deleted

| | Item Type ^ | Title | Value | Action |
|--------------------------|-------------|------------------------|-------|--------------|
| <input type="checkbox"/> | Designation | Title | Value | Search Reset |
| <input type="checkbox"/> | Designation | Administrative Officer | | Active |

The deleted Item Type can also be restored by using the option Active on the right side of the screen.

Item Type*

Select

Title*

Title

Save

Cancel

Refresh

Deleted

| | Item Type ^ | Title | Value | Action |
|--------------------------|-------------|------------------------|-------|--------------|
| <input type="checkbox"/> | Designation | Title | Value | Search Reset |
| <input type="checkbox"/> | Designation | Administrative Officer | | Active |

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