

Quick Reference Guide

For Oracle Agile Engineering Data Management Application

Program Window	
Title Bar	The title bar contains the name of the program and information about the server, application, and user.
Menu Bar	The menu bar contains the main menus. The standard menus are Start, Edit, View, Extras and Help.
Toolbar	Toolbars contain buttons for commonly used actions.
Browser	The browser displays data in a tree structure. You can edit objects and save them. They are stored in the Global tab or are saved into Favorites (My Workplace tab).
Work Area	Area to work with masks or lists. There you will also find the trashbasket.
Message Window	The message window displays important information about the current session, including error messages. With the AutoHide feature, the message window can be hidden when not in use.

Version View Settings	
Current	This version view shows the latest revisions which have the current flag set.
Released	Shows objects that have been released (effective) at a certain date.
Development (extended)	In the Development (extended) view all revisions of an object that are in the state Current and Released are displayed.
Global	All objects are displayed.

Language Settings	
The language of user and interface data is set in the Representation mask (Tools>Options>Representation):	
Language of user interface	Select the language in which the program should be displayed. This affects menu bars, screen names, and the messages in the message window.
Language of user data	Select the language in which the user data should be displayed. This affects the overview and Favorites browsers as well as the records in forms and lists.

General Buttons	
	▶ Refresh
	▶ Query
	▶ Insert
	▶ Print
	▶ Edit
	▶ Copy
 or 	▶ Delete
	▶ Access Rights
	▶ Save Favorite or Saved Query
	▶ Opens intended list with multi level structure
	▶ Starts browser to display the multi level structure explosion
	▶ Change status of current object
	▶ Verify the signature

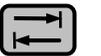
Basic Components	
Projects	
Items	
Documents	
Class	
Variants	
Folders	

Insert Mode	
In INSERT mode the following buttons appear:	
	▶ Store
	▶ Cancel
	▶ Overwrite-edit mode
	▶ Insert-edit mode
	▶ Delete content of actual field
	▶ Maximize actual field
	▶ Undo on last edit action
	▶ Undo on undo of last edit action

Context Menu – Standard Functions	
Refresh	Refresh form contents
Insert	Insert new record
Query	Query for one or more records
Print	Print selected records
Update	Edit current record
Copy	Copy selected record(s)
Delete	Delete selected record(s)
List	Open list

Query Mode	
In Query mode the following buttons appear:	
	▶ Fetch
	▶ Count
	▶ Cancel
	▶ Delete content of current field
	▶ Delete line

Search Operators	
Logical operators	
& logical AND	blanks required in front of and after character
logical OR (PIPE character)	
Wildcards	
% arbitrary length string	no blanks allowed in front of or after character
? single character	
String comparison operator	
<> unequal	no blanks allowed in front of or after character
> lexically greater then	
>= lexically greater then or equal	
< lexically less then	
<= lexically less then or equal	
Numeric operators (including money and dates)	
<> unequal	no blanks allowed in front of or after character
> greater than	
>= greater than or equal	
< less than	
<= less then or equal	

Important Keys	
	In Insert and Edit Mode: Go to the next field
 + 	Go to the field before
	Delete character before
	Delete actual character
	In edit mode, toggles between insert and overwrite mode
 + 	Insert new record
	Puts cursor to the last position of the field
	Go to start of field
	Cancel selection mask
 + 	In Edit Mode: Copy value of actual fields to other edited records in list view
 + 	Access to write-protected fields
 + 	Cut selected value into clipboard
 + 	Copy selected value into clipboard
 + 	Paste value from clipboard
 + 	Only for list in Select Mode: Expands a list with the internal fields of DataView

If You Still Need Help

For a complete **Online Help documentation** of the **Oracle Agile Engineering Data Management**, visit the Oracle® E-Delivery Web site at <http://edelivery.oracle.com> and select **Oracle Agile Applications** from the **Product Pack** list.

More general information on **Oracle's Agile Product Lifecycle Management Solutions** can be found at <http://www.oracle.com/applications/agile/index.html>

There you will also find the Agile contact information in case you need further help.

Oracle also offers you to gain insight into Oracle's Agile products by instructor-led trainings. Visit **Oracle University** at <http://education.oracle.com> and select one of the available trainings.

TTY Access to Oracle Support Services

Oracle provides dedicated Text Telephone (TTY) access to Oracle Support Services within the United States of America 24 hours a day, 7 days a week. For TTY support, call 800.446.2398. Outside the United States, call +1.407.458.2479

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