

# How to modify the lookup for quotes, holds, orders, and/or layaways to show all stores or all stations?

## Summary:

How to modify the lookup for quotes, holds, orders, and/or layaways to show all stores or all stations?

How to default Document Header lookup screen to show all stores / all stations?

How to 'Include other stores' by default on the Process Orders screen in Ticket Entry.

How to set the default value for the **Include other stations** checkbox, used when processing orders in Ticket Entry.

## Cause:

This requires a customization in the Data Dictionary on the **VT\_PS\_DOC\_HDR** table.

## Solution:

- Select **Setup / System / Configuration / Data Dictionary**.
- On the **System Data Dictionary** form, select the **VT\_PS\_DOC\_HDR** table and locate the applicable column that pertains to the document type to be modified.

\_INCL\_OTHR\_STAS\_ORDER

\_INCL\_OTHR\_STAS\_HOLD

\_INCL\_OTHR\_STAS\_LWY

\_INCL\_OTHR\_STAS\_ORDLWY

\_INCL\_OTHR\_STAS\_QUOTE

\_INCL\_OTHR\_STAS\_RPRNT

\_INCL\_OTHR\_STAS\_VOID

\_incl\_INCL\_OTHR\_STRS\_HOLD

\_INCL\_OTHR\_STRS\_LWY

\_INCL\_OTHR\_STRS\_ORDLWY

\_INCL\_OTHR\_STRS\_QUOTE

\_INCL\_OTHR\_STRS\_RPRNT

\_INCL\_OTHR\_STRS\_VOID

On the desired column, **Customize Column** and enter **Y** in the **Default value** field then  
Click **Save and Refresh** at the top right of the form.

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