

How To Configure PSD Logistics Data Fields

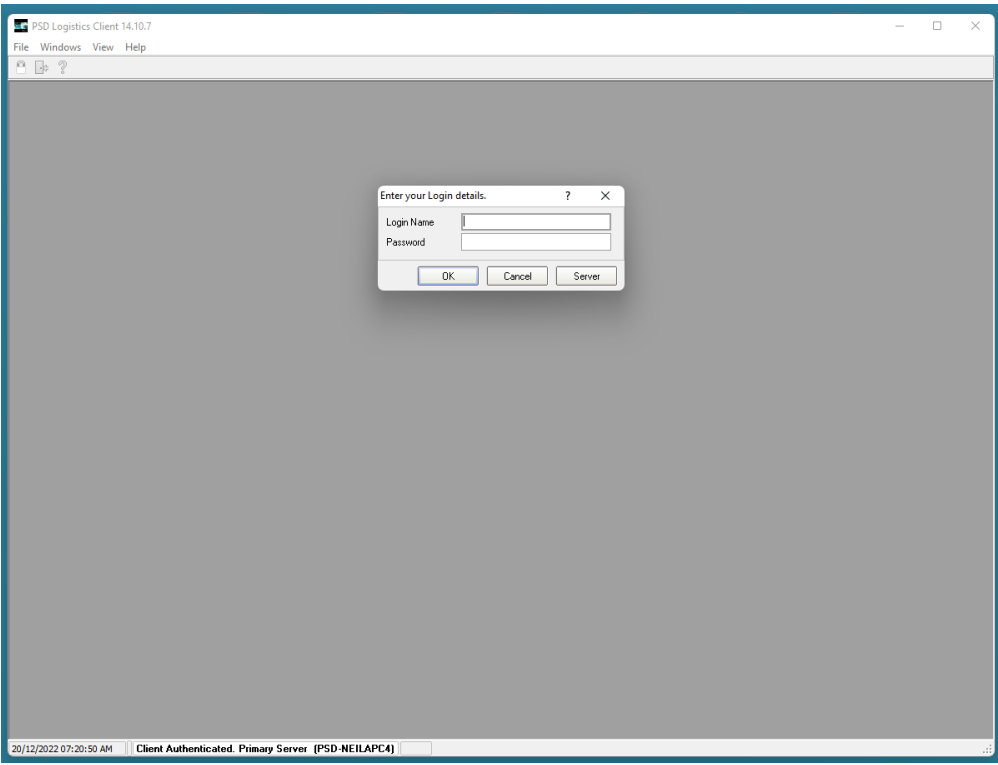

Last Updated 20/12/2022

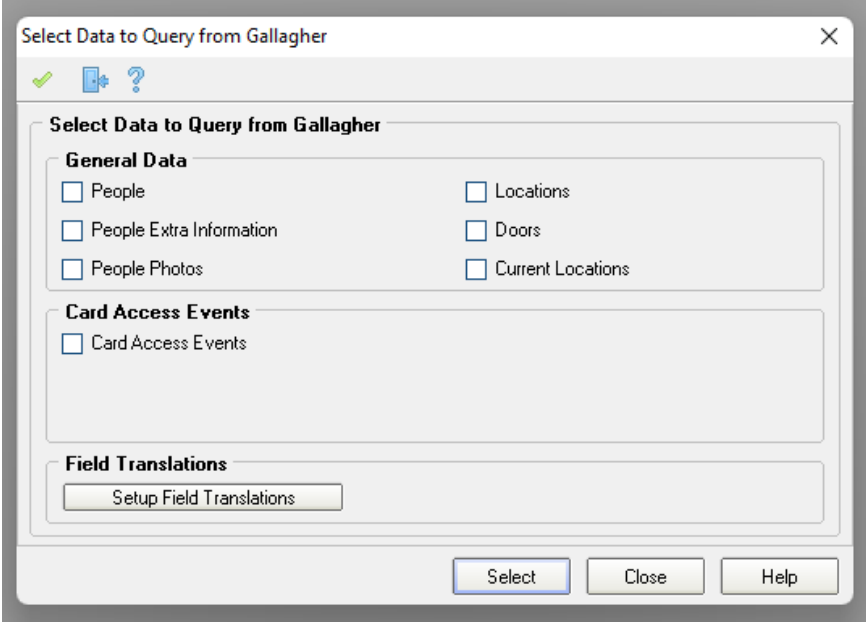
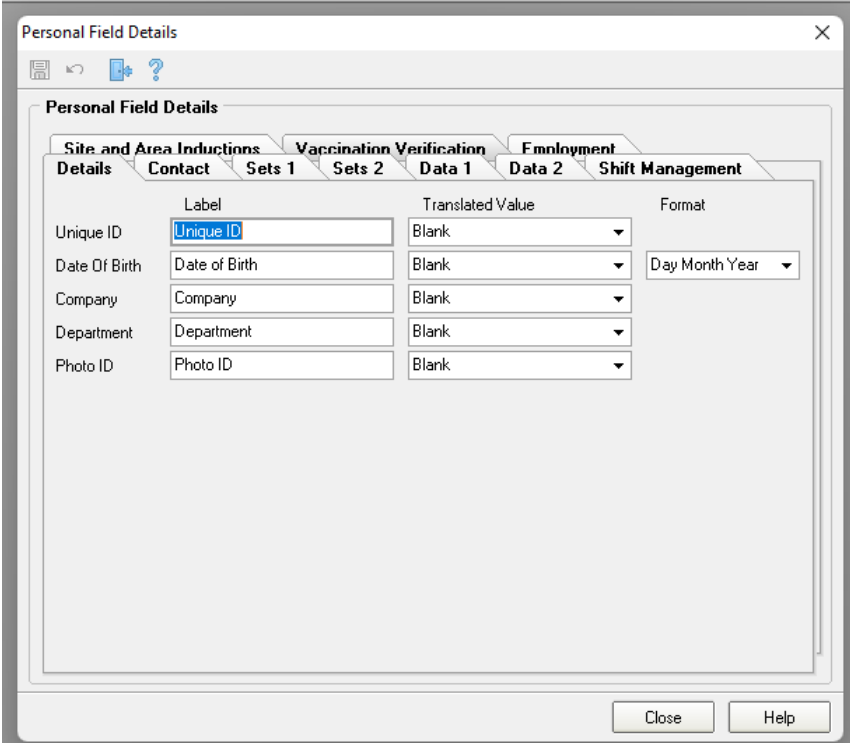
How do we map data from the access control system into PSD Logistics?

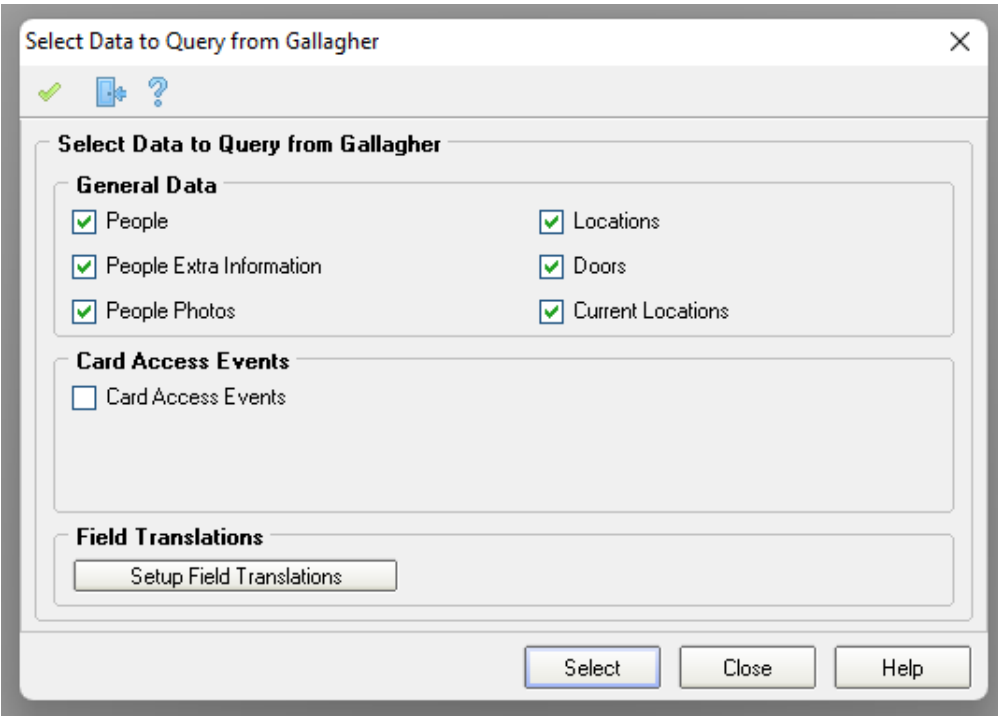
or

How do we create new data fields in PSD Logistics?

Solution

Step	Action
1	<p>Open a PSD Logistics Client by running PSDLogisticsClient.exe using “Run As Administrator”.</p> <p>The default folder for this application is C:\Program Files (x86)\PSDLogistics\Client\.</p>  <p>The screenshot shows the PSD Logistics Client application window titled "PSD Logistics Client 14.10.7". The window has a menu bar with "File", "Windows", "View", and "Help". A central dialog box titled "Enter your Login details." is open, featuring two input fields for "Login Name" and "Password", and three buttons: "OK", "Cancel", and "Server". The taskbar at the bottom shows the date and time as "20/12/2022 07:20:50 AM" and the system tray contains the text "Client Authenticated. Primary Server [PSD-NEILAPC4]".</p>
2	<p>Click the hammer icon, or select “Admin” -> “Logon As Administrator” to log in as a PSD Logistics administrator. If these options are not available, you do not have sufficient permissions to perform this operation. If this is the case, contact your PSD Logistics administrator.</p>  <p>The image shows a small icon of a hammer, which is used in the PSD Logistics client to initiate a logon as administrator process.</p>

Step	Action																								
3	<p>Select “Admin” -> “Database” -> “Query Access Management Software”. This will open the Select Data To Query From Access Control System window.</p> 																								
4	<p>Click the “Setup Field Translations” button. This will display the Personal Field Details window. This window first queries the access control software, so if it isn’t displayed immediately, please wait until all previous queries are completed first.</p>  <table border="1" data-bbox="391 1411 1165 1601"> <thead> <tr> <th></th> <th>Label</th> <th>Translated Value</th> <th>Format</th> </tr> </thead> <tbody> <tr> <td>Unique ID</td> <td>Unique ID</td> <td>Blank</td> <td></td> </tr> <tr> <td>Date Of Birth</td> <td>Date of Birth</td> <td>Blank</td> <td>Day Month Year</td> </tr> <tr> <td>Company</td> <td>Company</td> <td>Blank</td> <td></td> </tr> <tr> <td>Department</td> <td>Department</td> <td>Blank</td> <td></td> </tr> <tr> <td>Photo ID</td> <td>Photo ID</td> <td>Blank</td> <td></td> </tr> </tbody> </table>		Label	Translated Value	Format	Unique ID	Unique ID	Blank		Date Of Birth	Date of Birth	Blank	Day Month Year	Company	Company	Blank		Department	Department	Blank		Photo ID	Photo ID	Blank	
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5	You can create new data fields, or map a number of pre configured data fields using this display. Some tab sheets are only visible if the module is licenced.
6	<p>Pre-configured data fields are fields that must be used for their intended purpose, as they are used within PSD Logistics for various reasons. These include Unique ID, DOB, Company, Department and Photo ID in the Details tab sheet. Plus contact information in the Contact tab sheet such as Phone, Mobile, E-mail etc.</p> <p>Configurable data fields can be used for any reason. e.g. Skill Sets and People Extra fields can be used to record ESO qualifications, car colour, etc.</p>
7	Assign the various fields, and map them using the Translated Value drop down boxes. These boxes contain the data fields the data will be mapped to in the access control system.
8	Select "Save" and "Close"
9	<p>Select ALL data fields in the Select Data To Query window and query all data from the access control system.</p> 
10	Finally, see the Cardholder Manager on how to add the data field into the cardholder manager.