

Updated 27.10.22

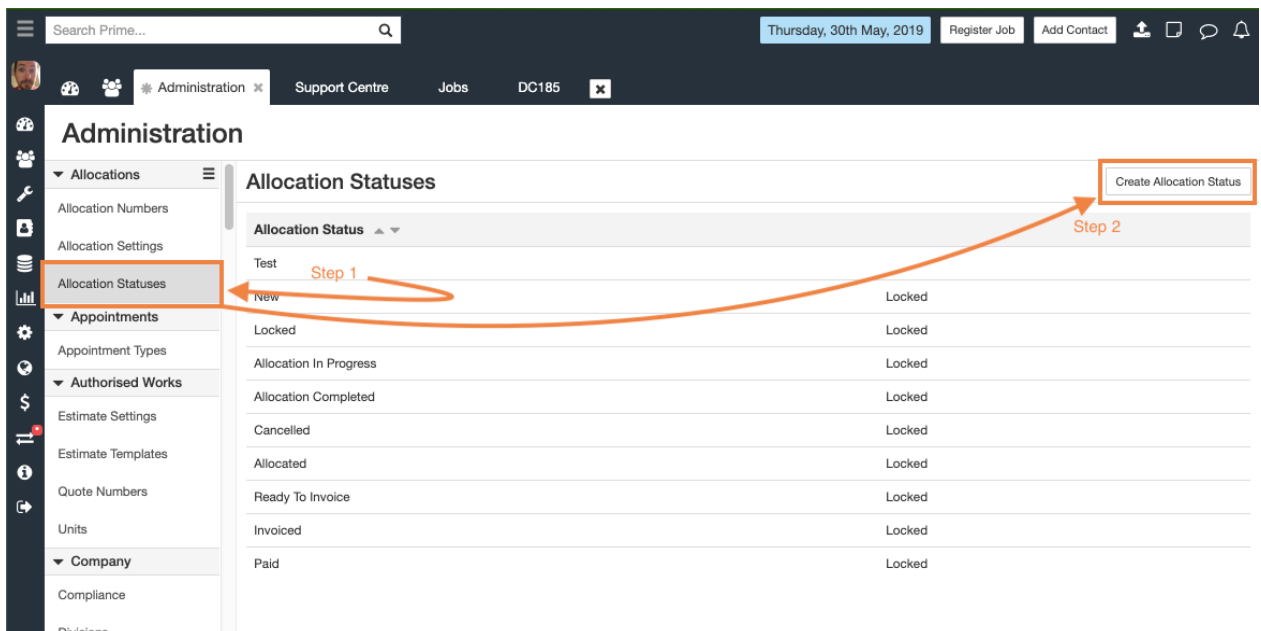
Prime Support Centre - Allocations

Prime Instructions | Allocations – Add Allocation Status

To add a new allocation type:

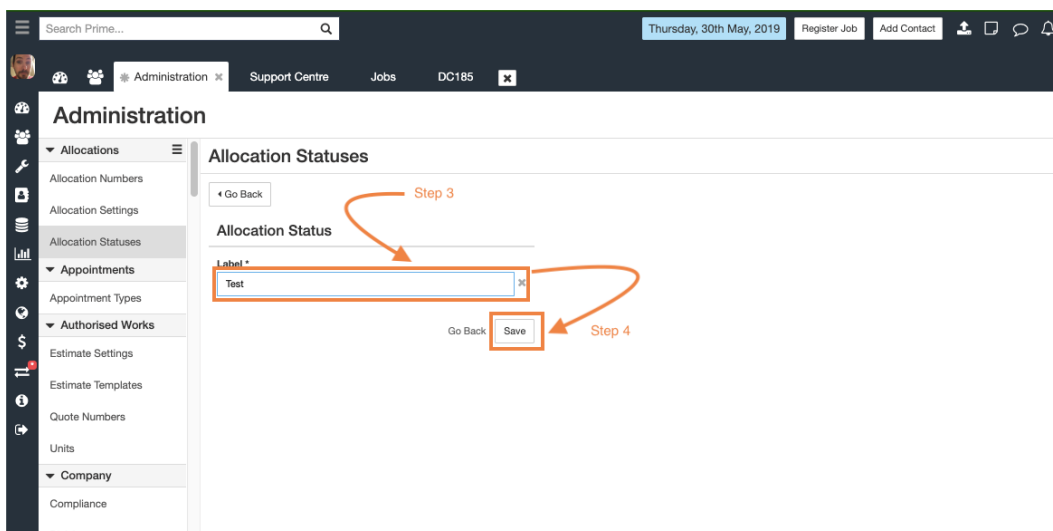
Step 1: Select 'Allocation statuses' from the menu on the left of the administration screen.

Step 2: Click 'create allocation status'.



The screenshot shows the 'Administration' section of the Prime Support Centre. The left-hand navigation menu has 'Allocation Statuses' highlighted with an orange box and labeled 'Step 1'. In the main content area, the 'Allocation Statuses' page is displayed, featuring a table of existing statuses. A 'Create Allocation Status' button is highlighted with an orange box and labeled 'Step 2'. An orange arrow points from the 'New' link in the table to the 'Create Allocation Status' button.

Allocation Status		
Test		
New		Locked
Locked		Locked
Allocation In Progress		Locked
Allocation Completed		Locked
Cancelled		Locked
Allocated		Locked
Ready To Invoice		Locked
Invoiced		Locked
Paid		Locked



The screenshot shows the 'Add Allocation Status' form in the Prime Support Centre. The 'Label' field is highlighted with an orange box and labeled 'Step 3', containing the text 'Test'. Below the form, the 'Save' button is highlighted with an orange box and labeled 'Step 4'. An orange arrow points from the 'Save' button back to the 'Label' field.

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Administration

- Allocations
 - Allocation Numbers
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- Appointments
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 - Estimate Templates
 - Quote Numbers
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Allocation Statuses

Create Allocation Statu

Allocation Status	
Test	
New	Locked
Locked	Locked
Allocation In Progress	Locked
Allocation Completed	Locked
Cancelled	Locked
Allocated	Locked
Ready To Invoice	Locked
Invoiced	Locked
Paid	Locked

The new allocation status will appear in this list