



## Activity Locks

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### Overview

The Activity Locks module allows a user with access to view or clear activity locks on a document or batch.

### Usage

The upper section of the screen displays document-level locks. The user name displayed is the Sales Pad user name. To clear a lock, highlight the item you wish to clear and click **Clear Lock**. To clear the locks on all documents click **Clear All**. If permissions do not allow a user to clear others' locks, only the user's own locks will clear.



**Note:** If you see a User ID of ??? ( Sales Pad) in the Batch Activity area, It is possible that a batch may be orphaned in SalesPad and will be displayed under Batch Activity view with a User ID of "??? ( Salespad)". To remove these orphaned batches, click the Clear Unused Batch Locks button. If that does not clear the lock, have your database administrator run the script below against the company database:

```
BEGIN TRAN
DELETE a FROM DYNAMICS..SY00800 AS a WHERE isnumeric(USERID) = 1 AND
BCHSOURC = 'Sales Entry'

--don't delete rows that have a dex_lock record (you can delete w/ activity locks)

AND NOT EXISTS (SELECT 1 FROM tempdb..dex_lock AS d WHERE d.row_id=a.USERID AND
table_path_name like '%SOP10100')
COMMIT TRAN
```

### Security

*Activity Locks\** - This will enable or disable the Activity Lock module.