

Knowledgebase > SalesPad > Utilities > Untab Retab Feature

Untab Retab Feature

Megan De Freitas - 2024-11-22 - Utilities

Overview

The Un-Tab feature, new in Sales Pad 4 .2, allows you to maximize forms so you can see more data on the screen when working in SalesPad. The un-tab feature enables you to right-click to the Un-Tab Window in order to maximize any tab or form. You can also rightclick Re-Tab Window within the un-tabbed window to return to the original tab or form.

Usage

Un-Tab Window

The feature works in the Customer Card or Vendor Card, as well as all Sales, Inventory, and Purchasing modules in Sales Pad. Using the Customer Card as an example, you can see how the window functions.

Click on **Customer Search** and open the Customer Card for the customer you're looking for. Click on the Item History Tab, right-click, and then select Un-Tab Window.

CE Appl	cation					\sim	5/30/2013	v4.2.0.	5 benv	(2 of	99 seats in-u	se) 🖃	1
lesPad oday	Sales Documer	its Sa Pi	ales Batch rocessing	Inventory Lookup	Jinventory Analysis Inventory Transfers Sales Transfers	Vendor Search	 Purchase Ord Purchasing A Backordered 	ler Search dvisor Items	Receiving	Quick Reports	Sales Analysis		
	Sales				Inventory .	4	Purchasi	ng	4	Repo	rts 🦼		_
Customer Sea	rch 🗶 😞 Sales Docur tefresh 📙 Save 🗔 ties	nents 🗙	Card: namics GP Primary Ad	[AARONFIT0	001] Aaron Fitz Electrical , Quote 👻 📄 Order	▼ Invoi	:e ▼ 📄 Retu ales Documents	rn •					
Customer:	AARONFIT0001		Bob Fitz One Microsoft Way Redmond, WA 98052-63		P1:(425) 555-0101 FX:(312) 555-0101	Туре	Doc#	Doc Date	Batch	PO	Total	Reg Ship	
Customer Name:	Aaron Fitz Electrical					FULFI	L FULORD	4/12/2017	FULORD		358.25	4/12/2017	
Cust Class:	USA-ILMO-T1	-			a@b.com	FULFI	L FULORD	4/12/2017	FULORD		49.85	4/12/2017	,
Price Level:	RETAIL	~				FULFIL	L FULORD	4/12/2017	FULORD		5,828.55	4/12/2017	1
Pay Terms:	NET 30	-	Default Shi	oning Informa	tion	FULFI	L FULORD	4/12/2017	FULORD		192.45	4/12/2017	
Sales Rep:	West, Paul		Method LC	CAL DELIVER	Y Whse:	ORDER	ORDST2	4/12/2017	ORDERS		930.20	4/12/2017	1
Sales Terr:	TERRITORY 1		Ship Cor	nolete		QUOT	QTEST 1	3/5/2017	SALES Q		85.60	5/9/2013	1
Currency:	Z-US\$		On Hold			QUOT	QTEST 1	4/12/2017	EMAIL		34,240.00		1
Trade Discount:	0.0	00 %	_			RETUR	N <u>RTN1002</u>	5/20/2013	RETURN		17.00	5/20/2013	
						RETUR	N <u>RTN1009</u>	5/28/2013	RETURN		51.00	5/28/2013	1
						RETUR	N <u>RTN1012</u>	5/28/2013	RETURN		641.47	5/28/2013	
						RETUR	N <u>RTN1013</u>	5/28/2013	RETURN		17.00	5/28/2013	1
						INVOI	E STDINV2	4/12/2017	SOP INV		673.80	4/12/2017	1
						INVOI	E STDINV2	4/12/2017	ORDER		42.75	5/6/2013	1
						INVOI	E STDINV2	4/12/2017	ORDER		42.75	5/6/2013	
						INVOI	E STDINV2	5/6/2013	ORDER		42.75	5/6/2013	П

By selecting Un- Tab Window, you launch the tab as a separate form that can be maximized, minimized, or resized as desired.

Months to Show:	6 🚔 🕞 Add One Time	Items 🔂 Adr	d Default Items	Refresh	Doc Types:	Quotes Orders	V Invoices V R	eturns	Group by Doc Type		
Ttem Number	Item Description	Quantity	Unit Cost	Unit Price	Doc Date	Sales Doc Type	Sales Doc Num	Source	Customer PO Num		
ACCS-HDS-1EAR	Headset-Single Ear	1	38.59	79.95	3/5/2017	QUOTE	QTEST 1022	Open			
128 SDRAM	128 meg SDRAM	2	152.10	135.20	4/12/2017	ORDER	ORDST2226	Open			
333PROC	333 Processor	1	238.50	239.95	4/12/2017	ORDER	ORDST2226	Open			
4.5HD	4.5 gig Hard Drive	2	184.50	189.95	4/12/2017	ORDER	ORDST2226	Open			
40X IDE	40x CD-ROM	1	39.60	39.95	4/12/2017	ORDER	ORDST2226	Open			
100XLG	Green Phone	2	55.50	59.95	4/12/2017	FULFILLMENTORDER	FULORD 1000	Open			
256 SDRAM	256 meg SDRAM	1	247.50	229.95	4/12/2017	FULFILLMENTORDER	FULORD 1000	Open			
BK MOUSE	Black Mouse	2	9.00	19.95	4/12/2017	FULFILLMENTORDER	FULORD 1003	Open			
CAP 100	Capacitor	1	0.02	9.95	4/12/2017	FULFILLMENTORDER	FULORD 1003	Open			
HDWR-LDS-0001	Network LDS/Card	1	2,700.00	5,409.95	4/12/2017	FULFILLMENTORDER	FULORD 1006	Open			
<u>KB104</u>	Keyboard	2	13.50	19.95	4/12/2017	FULFILLMENTORDER	FULORD 1006	Open			
PHON-BAS-0001	Phone Base	2	11.95	29.95	4/12/2017	FULFILLMENTORDER	FULORD 1008	Open			
PHON-FGD-0001	Phones-Hands Free Dua	1	57.22	119.95	4/12/2017	FULFILLMENTORDER	FULORD 1008	Open			
ANSW-PAN-2460	Panache KX-T2460 ans	3	73.25	149.95	4/12/2017	INVOICE	STDINV2260	Open			
100XLG	Green Phone	3	55.50	59.95	4/12/2017	INVOICE	STDINV2260	Open			
1-A3261A	Multi-Core Processor	1	16,000.00	32,000.00	4/12/2017	QUOTE	QTEST 1024	Open			
100XLG	Green Phone	10	55.50	59.95	5/28/2013	RETURN	RTN1012	Open			
HD-40	40 Gig hard drive	1	75.00	17.00	5/14/2013	INVOICE	STDINV2276	Open			
A100	Audio System	1	36.00	39.95	4/12/2017	INVOICE	STDINV2262	Open			
A100	Audio System	1	36.00	39.95	4/12/2017	INVOICE	STDINV2263	Open			
A100	Audio System	1	36.00	39.95	5/6/2013	INVOICE	STDINV2265	Open			

Re-Tab Window

You can also select Re-Tab Window in this separate form to be returned to the Customer Card. While you are in the new window, right-click at the top of the screen and select Re-Tab Window.

Item History (C	Card: [AARONFIT0001] Aaron Fitz Ele	ectrical)							1				x		
Months to Show:	6 🕀 🙀 Add One Time Items	Add Default Items	Refresh	Doc Types: 🔽 Quotes	[ini Restore Move			Group by Doc Type						
Item Number	Item Description	Quantity	Unit Cos	Unit Price	Do	Size			1	Sales Doc Num	Source	Customer PO Num	^		
HD-40	40 Gig hard drive	1	12.00	45.00	4/	Minimize				D6615	Open				
HD-50	50 Gig Hard Drive	1	12.00	49.00	4/	Maximiz	Maximize Re-Tab Window			D6615	Open				
HD-50	50 Gig Hard Drive	2	12.00	49.00	4/					D6539	Open				
HD-40	40 Gig hard drive	1	12.00	45.00	4/	Re-Tab V				D6623 Open					
HD-40	40 Gig hard drive	12	12.00	45.00	4/ ×	Close	Close			DC1208	Open	8798798			
HD-50	50 Gig Hard Drive	12	12.50	49.00	4/12/2	2017	URDER	ĸ		DC1208	Open	8798798			
HD-40	40 Gig hard drive	1	12.00	45.00	4/12/2	2017	ORDER			D6584	Open	AA-8989			
HD-40	40 Gig hard drive	1	12.00	45.00	4/12/2	2017	ORDER			D6723	Open	AA-9090			
HD-40	40 Gig hard drive	10	10.00	45.00	4/12/2	2017	ORDER			DC1285	Open	AA44444			
HD-50	50 Gig Hard Drive	12	19.00	49.00	4/12/2	2017	ORDER			DC1285	Open	AA44444			
A100	Audio System	12	22.50	39.00	4/12/2	2017	ORDER			DC1285	Open	AA44444			
HD-320-HS	320 GB Hard Drive-High Speed	1	0.00	89.00	4/12/2	2017	ORDER			DC1285	Open	AA44444			

This will return you to the original tab or form in the Customer Card.

The Un-Tab/Re-Tab Window feature is available for each item description in the Sales Pad Module, such as Contact Addresses, CRM, Note, A/ R, Sales Documents, etc.