

Appendix C - Defining Keywords to PAC

Keywords are tags defined by the user to identify and select PAC entities or objects for reporting purposes. Keywords are a PAC option, and may be defined at any time.

Keywords are first defined to the PAC system and subsequently assigned to PAC entities or objects. The Additional Options, available on many PAC screens, provide the "Keys" option for assigning predefined keywords to PAC entities. Direct commands currently are not available for processing keywords.

To access the PAC keyword sub-functions, enter Code K (Keywords) on the PAC Main Menu. Depending on your user profile, you will see the Keyword Menu or the Keyword Reporting Menu. The Keyword Menu which combines the maintenance and reporting menus, is referred to throughout this section.

```

08:35:50          ***** PREDICT APPLICATION CONTROL *****          1999-04-19
User PACUSR                      - Keyword Menu -

Code  Sub-Function                                Code  Sub-Function
----  -
A    Add a Keyword                                P    Purge Keyword
C    Copy Keyword                                 R    Rename Keyword
D    Display Keyword                              S    Select Keyword
E    Edit Description of Keyword                 ?    Help
L    List Keywords                               .    Exit
M    Modify Keyword
----  -

Code ..... _
Keyword ..... _____
New Keyword .. _____

Command ==>
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help           Exit                                     Canc
    
```

This document covers the following topics:

- Keyword and New Keyword Fields
- Keyword Menu Sub-Functions

Keyword and New Keyword Fields

The Keyword field is provided for entering the name of a new or existing keyword.

A keyword name must begin with an alphabetic character and may be up to 32 characters long. Embedded blanks are allowed, but they will be translated automatically to the underscore (_) character. If a duplicate keyword name is entered, an error message is displayed.

The New Keyword field is provided for use with the Copy and Rename functions to name the newly created keyword copy or to rename an existing keyword.

Keyword Menu Sub-Functions

The sub-functions listed on the Keyword Menu are described below:

Code	Sub-Function	Description
A	Add a Keyword	Add a new keyword.
C	Copy Keyword	Copy an existing keyword to a new keyword.
D	Display Keyword	Display a keyword and description on the Display Keyword screens.
L	List Keyword	Displays a list of keywords, and the number of times each keyword has been used.
M	Modify Keyword	Modify an existing keyword.
P	Purge Keyword	Purge a keyword.
R	Rename Keyword	Specify a new name for a keyword.
S	Select Keyword	Select a keyword from a list of keywords.

Note:

The sub-functions listed above, except Add, may be invoked from the Keyword Selection List displayed when sub-function S is selected.

Adding a Keyword

To add a keyword to PAC, enter Code A and a unique keyword name on the Keyword Menu.

Alternatively, enter the ADD KEYWORD direct command on the command line. Refer to the PAC Reference documentation for the correct syntax.

The Add a Keyword screen appears as shown in the following example:

```

10:28:29          ***** PREDICT APPLICATION CONTROL *****          1999-07-01
User PACUSR              - Add a keyword -
Key: NEWKEY                                Added:
Modified:
-----Keyword comments-----

Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help           Exit                                           Canc
    
```

(Optional) In the Keywords Comments field, enter comments.

Selecting a Keyword

To select a keyword from a list, enter Code S (Select a Keyword) on the Keyword Menu.

Alternatively, enter SELECT KEYWORD on the command line. Refer to the PAC Reference documentation for the correct syntax.

The Keyword Selection List appears:

```

08:37:06          ***** PREDICT APPLICATION CONTROL *****          1999-04-19
User PACUSR          - Keyword Selection List -

C Nr Keyword Name          Cnt Uses
- - - - -
_  1 DESC                  1
_  2 GENERATED            0
_  3 NEWKEY                0
_  4 SUPPLIED             14

          Mark Selection, Enter Number or 'T' (Top) __

Command ==>
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
          Help          Exit          Canc

```

The Keyword Selection List displays the names of the keywords defined to PAC and the number of entities that use each keyword.

Either mark the desired keyword with the cursor, or enter the number of the keyword (from the "Nr" column) in the Mark Selection... field.

The Keyword Menu reappears with the specified keyword displayed in the Keyword field.

Displaying/Modifying a Keyword Definition

You may display or modify information about a specific keyword.

From the Keyword Menu, enter Code D (Display Keyword) or M (Modify Keyword) and the complete keyword name.

The Display and Modify Keyword screens are similar to the Add Keyword screen. They display the name of the keyword; the date it was added (defined) to the PAC system; the date it was modified and comments, if any.

Press ENTER to access the Keyword Additional Description screen (not shown).

Listing Keywords

To display a list of keywords, enter Code L (List Keywords) on the Keyword Menu. To limit the list, you may add the complete name of the keyword where the list is to begin, or range notation.

The resulting List Keywords screen displays a list of keywords, the number of times each keyword has been used (in the Cnt Uses column), and comments entered for each keyword, if any.

Cnt	Keyword	Cnt uses	Comments
1	DESC	1	
2	GENERATED	0	
3	NEWKEY	0	
4	SUPPLIED	14	
***** End of Report *****			

MORE

Copying a Keyword

To copy a keyword, enter Code C (Copy Keyword) on the Keyword Menu along with the name of the keyword you wish to copy (Keyword field) and a name for the new keyword.

Alternatively, enter the COPY KEYWORD command on the command line. Refer to the PAC Reference documentation for the correct syntax.

On the resulting Copy Keyword screen, edit the attributes for the new keyword and press ENTER to confirm your modifications.

Renaming a Keyword

To change the name of an existing keyword, do the following from the Keyword Menu:

1. Enter R (Rename Keyword) in the Code field.
2. Enter the name of the keyword you wish to rename in the Keyword field.
3. Enter the new name for the keyword in the New Keyword field.
4. Press ENTER.

Alternatively, enter the RENAME KEYWORD direct command on the command line and press ENTER. Refer to the PAC Reference documentation for the correct syntax.

When the keyword has been renamed, the message "Keyword renamed successfully" appears at the bottom of the screen.

Purging a Keyword

To purge a keyword, enter function code P (Purge a Keyword) in the Code field, the name of the keyword you wish to purge in the Keyword field, and press ENTER.

Alternatively, enter the PURGE KEYWORD direct command on the command line. Refer to the PAC Reference documentation for the correct syntax.

From the Purge Confirmation window, you have the following options:

- Type Confirm at the cursor position and press ENTER, or press PF5, if you still wish to purge the keyword.
- Type a period (.) at the cursor position and press ENTER if you do not want to purge the keyword.
- Press PF3 to return to the Keyword Menu without purging the application.