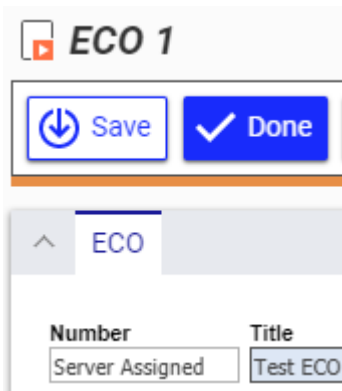


Configuring Item Number Sequences

A Sequence is an Item of the **Sequence** ItemType that defines a template for automatic sequential numbering of Items of the same ItemType.

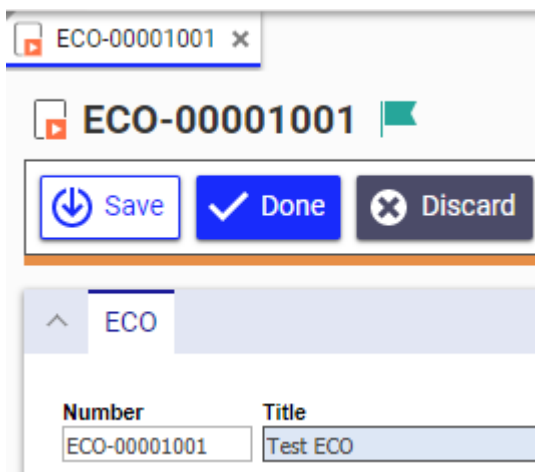
Out of the box, each Change Management ItemType is provided with a default Sequence configuration. It is possible to change the default configuration and/or configure other ItemTypes to use Sequences.

When creating an Item, the property with the Sequence configuration is not editable and contains the **Server Assigned** text.



The screenshot shows a form titled 'ECO 1'. Below the title, there are two buttons: 'Save' (with a download icon) and 'Done' (with a checkmark icon). Below these buttons, there is a tab labeled 'ECO'. Under the 'ECO' tab, there are two input fields: 'Number' and 'Title'. The 'Number' field contains the text 'Server Assigned', and the 'Title' field contains the text 'Test ECO'.

Once the Item is saved, the property gets the next sequential number according to the defined template.



The screenshot shows a form titled 'ECO-00001001'. Above the title, there is a tab labeled 'ECO-00001001' with a close button (X). Below the title, there are three buttons: 'Save' (with a download icon), 'Done' (with a checkmark icon), and 'Discard' (with an X icon). Below these buttons, there is a tab labeled 'ECO'. Under the 'ECO' tab, there are two input fields: 'Number' and 'Title'. The 'Number' field contains the text 'ECO-00001001', and the 'Title' field contains the text 'Test ECO'.



The following figure shows the Sequence configuration for the Express ECO ItemType, as an example.

The screenshot shows a web application window titled "123 Express ECO". Below the title bar is a toolbar with icons for Edit, Refresh, Undo, and other functions. The main content area is titled "Sequence" and contains the following configuration fields:

Name	Prefix	Initial Value	Current Value	Suffix
Express ECO	ECO-	1000	1001	

Pad With	Pad To	Step
0	8	1

To define a template, the **Sequence** Item view provides the following fields:

- **Name** – The Sequence Item name.
- **Prefix** – A constant group of alphanumeric characters at the beginning of the generated Item numbers. For example, in the **ECO-xxxx1001-AC** Item number, **ECO-** is the **Prefix**.
- **Initial Value** – The numeric value that begins the Sequence.
- **Current Value** – The last-assigned numeric value in a Sequence. An Item number to be generated next will be **Current Value** incremented by **Step**. For example, if ECO-xxxx**1001**-AC is the last number and Step is 1, then the next sequence will be ECO-xxx**1002**-AC.
- **Suffix** – A fixed group of alphanumeric characters at the end of the generated Item numbers. For example, in the ECO-00001001-**AC** Item number, **-AC** is **Suffix**.
- **Pad With** – A character filling the required number of spaces. For example, the ECO-xxxx**1001**-AC Item number has eight sequential numbers, four of which are unused and filled with x. Thus, **Pad With** is x.
- **Pad To** – The total number of characters for the number excluding the Prefix and Suffix. For example, the ECO-xxxx**1001**-AC Item number has eight characters. Thus, **Pad To** is 8.
- **Step** – A numeric value by which the sequential numbers of an Item number are incremented.

To access or create a Sequence, click the Navigation button null and select **Administration > Sequences**.

To use a Sequence on an ItemType, set the **Data Type** as **Sequence** and the **Data Source** as **Sequence Item Name** on the **item_number** property.

Express ECO

Express ECO

Edit

ItemType

Properties

RelationshipTypes

Views

Server Events

Actions

Properties

Hidden

Name ↑	Label	Data Type	Data Source [...]	L...
is_released	Released	Boolean		
item_number	Number	Sequence	Express ECO	
keyed_name		String		1...

