

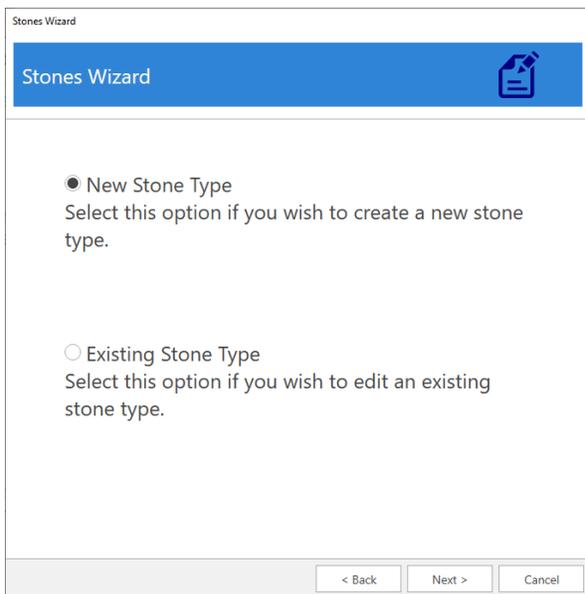
Stones Wizard

The **Stones Wizard** allows you to customize your stone lists. You can use it to create new stone types or to modify existing stones. It allows you to customize which fields appear on the stones form.

Create New Stone Type

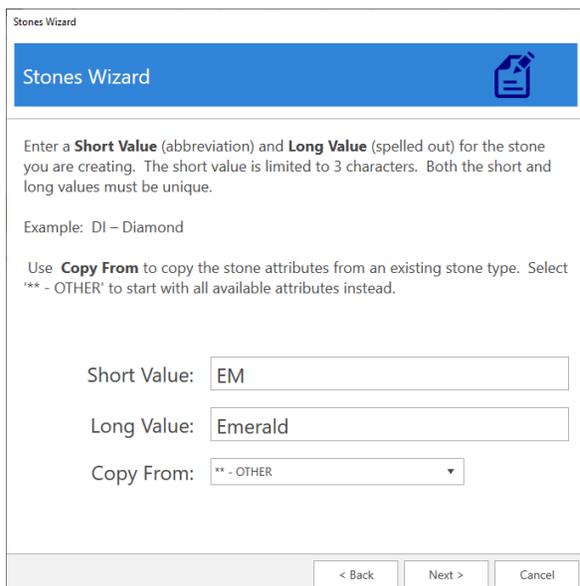
To use the wizard to add a new stone:

1. Click **Inventory > Stones > Wizard**.
2. Click **Next**.



The screenshot shows the 'Stones Wizard' window with a blue header bar containing the title 'Stones Wizard' and a document icon. Below the header, there are two radio button options. The first option, 'New Stone Type', is selected and includes the text 'Select this option if you wish to create a new stone type.' The second option, 'Existing Stone Type', is unselected and includes the text 'Select this option if you wish to edit an existing stone type.' At the bottom of the window, there are three buttons: '< Back', 'Next >', and 'Cancel'.

3. Select **New Stone Type** and click **Next**.
4. Enter a **Short Value** and **Long Value** for your stone.



The screenshot shows the 'Stones Wizard' window with a blue header bar containing the title 'Stones Wizard' and a document icon. Below the header, there is instructional text: 'Enter a **Short Value** (abbreviation) and **Long Value** (spelled out) for the stone you are creating. The short value is limited to 3 characters. Both the short and long values must be unique.' An example is provided: 'Example: DI – Diamond'. Below this, there is a note: 'Use **Copy From** to copy the stone attributes from an existing stone type. Select **** - OTHER** to start with all available attributes instead.' There are three input fields: 'Short Value:' with the text 'EM', 'Long Value:' with the text 'Emerald', and 'Copy From:' with a dropdown menu showing '** - OTHER'. At the bottom of the window, there are three buttons: '< Back', 'Next >', and 'Cancel'.

5. Use the **Copy From** drop-down to specify an existing stone to copy details from. To start with all available fields, select '** - Other'. Then click **Next**.
6. Stone attributes are split into six groups. You can uncheck a group to stop it from showing up. Select the groups you wish to display, then click **Next**.

Wizard

Stones Wizard

Stones Wizard

Stone Attribute Groups

Choose which attribute groups you wish to make available. On the next screen, you customize each available attribute individually. This includes the ability to hide specifying displaying without hiding the entire group.

- A **Show Coloration Group**
Includes: Clarity, Hue/Color, Saturation, Tone, Direct'N', Pattern, Fluor
- B **Show Cut Group**
Includes: Table, Crown, Girdle Min, Girdle Max, Pavilion, Culet, Major Sym, Minor Sym.
- C **Show Enhancements Group**
Includes: Identification, Enhancement
- D **Show Finish Group**
Includes: Polish, Finish, Texture, Nacre, Uniformity
- E **Show Quality Group**
Includes: Make, Cost/CT, Lab, Report #, Inscription

Add Stone Form from Item Record

Add Stone

Stone Type

Count

Type OTHER

Shape

Dimensions Varied

TWT

Weight Min Max

Length

Width

Depth

Coloration A

Clarity

Color

Saturation

Tone

Direct'n

Pattern

Fluor

B **Cut**

Table mm %

Crown

Girdle

Girdle Max

Pavilion

Culet

Major Sym

Minor Sym

Floor

D **Finish**

Luster

Finish

Nacre

E **Quality**

Cut

Cost/CT

Lab

Report #

Inscription

Supplier Info

Supplier

Invoice #

Date Rcvd

Retail / Cost

Retail

Cost

Re-Cost

C **Enhancements**

Identification

Enhancement

7. This screen allows you to customize the individual stone attributes.

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Stone Attributes

Instructions

This is a list of all potential stone attributes. The currently selected attribute displays in the lower left. Use the **Show/Hide** radio button to determine whether this field appears and use **Label** to name it. The available **Data Type** choices will vary by attribute. **Text** will provide a field where any characters can be entered. **Number** will only accept a number. And **List** will link to a predefined list of choices.

Stone Field Name	Hide or Show	Label
Certification	Show	Report #
Clarity	Show	Clarity
Cost Per CT	Show	Cost/CT
Crown Mm (Field Only)	Show	
Depth (Label Only)	Show	

Currently selected attribute

Whether to show attribute on stone form

Label that appears on stone form

Available data types vary by attribute

For attributes linked to lists of choices, whether to use default or create your own custom list

Certification

Hide Show

Label

Data Type

Text Number List

List Name

Default Custom

Edit List

To define your own list of choices, choose **Custom** and use the **Edit List** button.

< Back Next > Cancel

8. Available **Data Types** vary by attribute. **Text** provides a field that accepts any characters, **Number** provides a field that only accepts numbers, and **List** links to a list of predefined choices.
9. Make desired changes, then click **Next** and **Finish** to save your changes.

Working with Stone Attributes

Each stone attribute has a **Data Type**. This defines how it appears when adding stones.

For example, **Certification** will display on the stone form as **Report #** and will have a **Text** box that accepts any input.

Wizard

Certification

Hide
 Show

Label:

Data Type
 Text
 Number
 List

List Name
 Default
 Custom
[Edit List](#)

Stone Form

Quality

Cut:

Cost/CT:

Lab:

Report #:

Inscription:

Some attributes will give you the option of changing **Data Type**. For example, **Finish** can either be a **Text** box or linked to a **List**.

Wizard

Finish

Hide
 Show

Label:

Data Type
 Text
 Number
 List

List Name
 Default
 Custom
[Edit List](#)

Finish

Polish:

Finish:

- Shiny
- Dull
- Sparkly
- Less Shiny
- Fancy

And some attributes are hardcoded to only accept **Numbers**.

Wizard

Table Mm

Hide
 Show

Label:

Data Type
 Text
 Number
 List

List Name
 Default
 Custom
[Edit List](#)

Cut

Table:

Crown:

Girdle:

Girdle Max:

Pavillion:

Editing Existing Stones

To use the wizard to update existing stones:

1. Click **Inventory > Stones > Wizard**.
2. Click **Next**.
3. Select **Existing Stone Type** and click **Next**.

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Selection Criteria

Select the Stone Type you wish to modify.

Stone Types: [Edit Stone Types](#)

- DI - DIAMOND
- RU - RUBY
- SA - SAPPHIRE
- EM - EMERALD
- PL - PEARL
- AQ - AQUA

< Back Next > Cancel

4. Use the drop-down to choose the stone you wish to edit. The **Edit Stone Types** link will let you change the short value, long value, and order these appear.
5. The remaining steps of the wizard are the same as creating a new stone. Refer to Step 6 in the previous section.