

Online GeorgiaFIRST Training

Query Course 4: Using Run-Time Prompts in Your Query

Session Description:

This is the fourth course in the series of PeopleSoft Financials Web Query courses. This course details how to use run-time prompts in your queries. By employing run-time prompts, you can input different parameters into your query each time you run it, without having to edit the query's criteria. In order to listen to the audio portions of this course, headphones are required.

To enroll, complete the **Online GeorgiaFIRST Training Enrollment Form** and email to helpdesk@usg.edu. Once enrolled, you will receive login and course access instructions.

Objectives:

- Define run-time prompt
- Identify what run-time prompts do
- Define the components on the 'Edit Prompt Properties' page
- Identify how to define a run-time prompt
- Identify how to use wild cards with a run-time prompt
- Identify how to add multiple prompts in a query
- Identify how to use prompts with the "between" condition type
- Identify how to use prompts with the "in list" condition type

Lessons:

- Lesson 1: Overview of Run-Time Prompts
- Lesson 2: Building Queries with Run-Time Prompts
- Lesson 3: Building Queries with Multiple Run-Time Prompts
- Lesson 4: Using Run-Time Prompts with the "Between" Condition Type
- Lesson 5: Using Run-Time Prompts with the "In List" Condition Type

Training Hours:

- 2 Training Hours

Prerequisites:

- Query 3 – Adding Selection Criteria to Your Query

Course Number:

- PSFINQY10-005