



# **ENCLOSURE CUSTOMIZATION**

How to customize the Enclosure module to suit your needs and save you data entry time.

## Contact support@Species360.org

The Enclosure module can be customized in Institution Preferences, My Preferences and by Column Customization.

#### **Institution Preferences**

You have the following options to set Institution Preferences for Enclosures:

- Enclosure Category for New Enclosures
  - The default Category when you add a new Enclosure can be Terrestrial or Aquatic. This can be edited at the time of addition.
- Enclosure Type for New Enclosures
  - The default Types available source from what was selected for Category. This can be edited at the time of addition.
- Allow Multiple Enclosure Assignment
  - Checking this box allows you to assign animals to more than one enclosure at a time.
  - Automatic move out dates will not be recorded when an animal is moved if this is active.
  - The way your Enclosure Tree is organized may be impacted as you do not have to create combinations of exhibits and holding areas.
- Default Enclosure
  - The default Enclosure for new Accessions. This can be edited during the Accession.

#### My Preferences

All Institution Preferences are available as My Preferences **EXCEPT** for Allow Multiple Enclosure Assignments.

### **Column Customization**

The columns displayed in an Enclosure results grid can be customized to display the information you want to see. Find out more in this <u>column customization help document</u>.

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