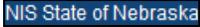
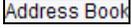
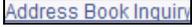


Working With Exits Lesson

1.	Exits can be found in applications all through out NIS. In this exercise we will access them through the Address Book Inquiry screen.
2.	Click the NIS State of Nebraska link. 
3.	Click the Address Book link. 
4.	Click the Address Book Inquiry link. 
5.	Click in the Alpha Name field.
6.	Enter the desired information into the Alpha Name field. Enter a valid value e.g. "*husker*" .
7.	Click the Find (Ctrl+Alt+I) button. 
8.	The Row, Report, and Tools Exits can be found in the tool bar.
9.	Click the Row (Ctrl+Alt+R) button. 
10.	The Row Menu appears giving you additional options.
11.	Click the Report (Ctrl+Alt+P) button. 
12.	The Report Menu appears giving you additional options.
13.	Click the Tools (Ctrl+Alt+T) button. 
14.	The Tools Menu appears giving you additional options.
15.	In this next exercise we will use an option under the Row Exit. The purpose is to simply demonstrate how the Exits within NIS give you additional options.
16.	Click the 500014 option. 

17.	Click the Row (Ctrl+Alt+R) button. 
18.	Click the Who's Who menu. <input type="text" value="Who's Who"/>
19.	To scroll to the right click in the open area of the scroll bar.
20.	Click in the Remark field. <input type="text"/>
21.	Enter the desired information into the Remark field. Enter a valid value e.g. " Special Mailing ".
22.	Press [Tab].
23.	Enter the desired information into the Salutation Name field. Enter a valid value e.g. " Dear Concerned Citizen ".
24.	Click the OK (Ctrl+Alt+O) button. 
25.	Click the Cancel (Ctrl+Alt+L) button. 
26.	In this next exercise you will use a Form Exit.
27.	Click the Select (Ctrl+Alt+S) button. 
28.	Click the Form (Ctrl+Alt+F) button. 
29.	Click the Who's Who menu. <input type="text" value="Who's Who"/>
30.	To scroll to the right click in the open area of the scroll bar. Click the object.
31.	Click in the Remark field. <input type="text" value="Special Mailing"/>
32.	Press [Delete].
33.	Press [Tab].
34.	Press [Delete].

35.	Click the OK (Ctrl+Alt+O) button. 
36.	Click the Cancel (Ctrl+Alt+L) button. 
37.	Click the Close (Ctrl+Alt+L) button. 
38.	You have successfully completed this lesson. End of Procedure.