# Toggle field codes

When opening a document template for an individual letter or mail merge, if the fields are not showing correctly, ie. the toggle field codes are showing instead:




Turn off the toggle field codes by using ALT F9 and this will show the document with the field data showing correctly.

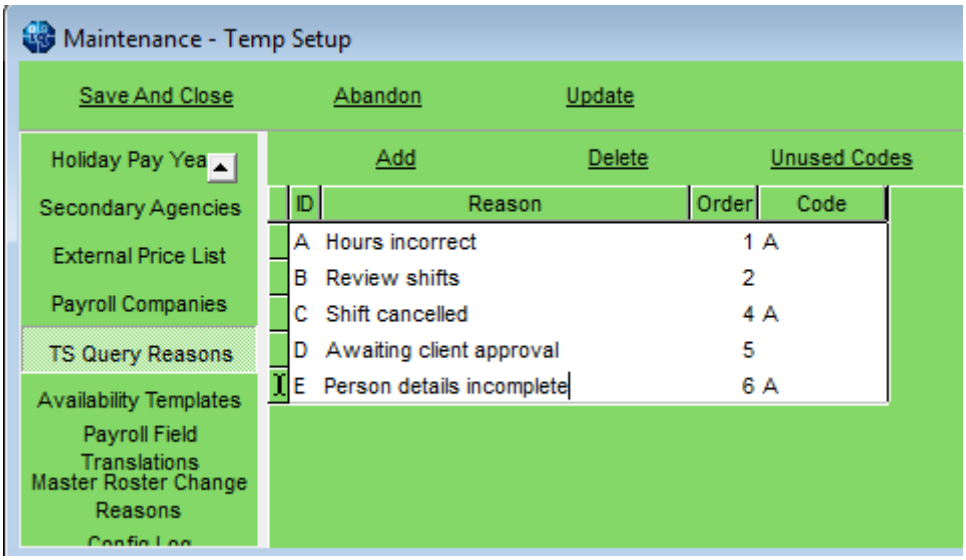



## New field 'Code' used to filter Timesheet Query Reasons

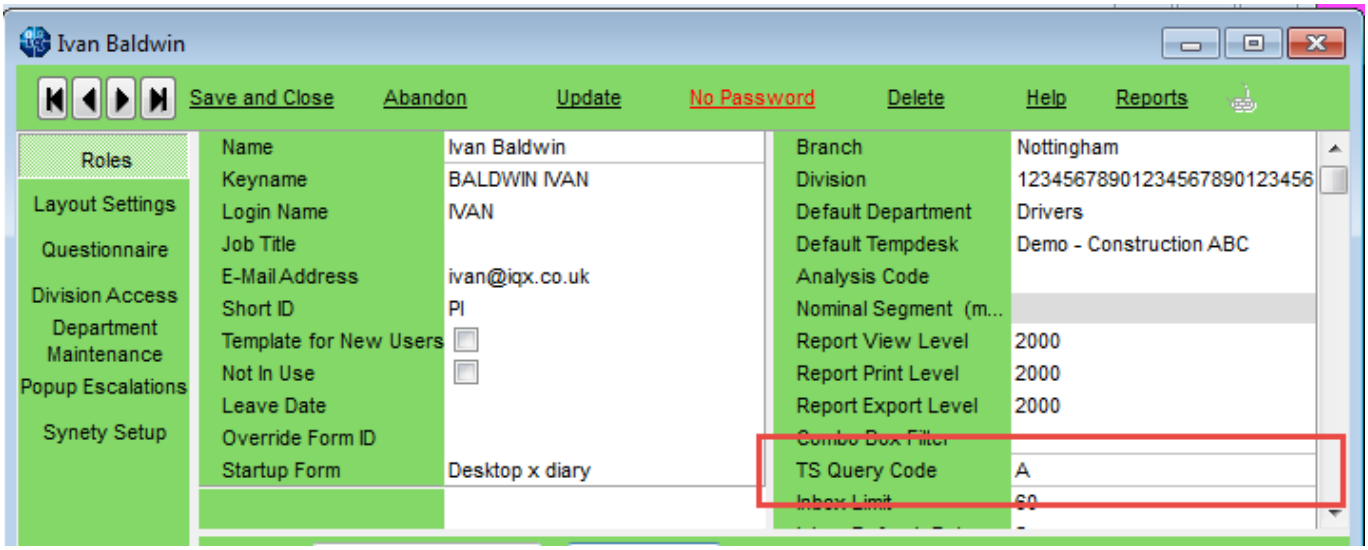
**(2.15.11+)**

A new field has been added allowing control over the choice of reasons available to a user when querying a provisional timesheet. Querying a provisional timesheet will allow the timesheet to be referred back for corrections or further approval.

To access this feature: Maintenance – Temp Setup – TS Query Reasons – Insert selected query codes. (alphanumeric works best).

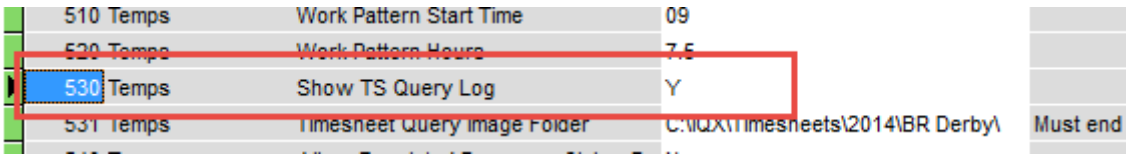


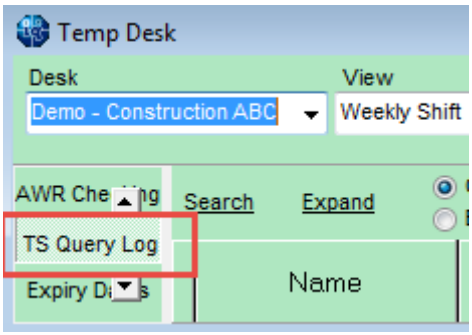

Maintenance – Users – Select User – Insert User's TS Query code.




Note if the query codes are left blank both in Temp Desk setup and in the user record the user will have access to all TS Query Codes.

To set up the TS Query Log – Maintenance – General Settings – Temps – No 530 - Y.






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