

Departments Table

The Departments table holds records that relate to the different departments in your company. Each Department record typically stores the department name, a main contact, and contact information for that main contact. In the out-of-the-box system, the Departments table holds ten default Department records.

- Customer Support
- Development
- Finance
- HR
- IT
- Marketing
- Sales
- Legal
- Operations
- Procurement

<div>EditClose</div>		Department: Procurement	
Department	Email	History	« »
ID	11		
Department Name	Procurement		
Department Head	Richard Morton	Department Head Email	rmorton@example.com
Department Head Cell Phone	Department Head Phone 555-444-5555		

Use Case

Department records can be created by members of the Admin, Admin Import, and Business Admin groups. As a background table, other tables link to the Departments table. Notably, the Department, Department Manager, and Department ID fields in the Employees subtable are linked to the Department Name, Department Head, and ID fields of the Departments table, respectively.

Automation

The Standard System Demo does not contain any rules, or actions, in the Departments table by default.

Ownership

Department records are owned by the user whose Login matches the Creator Login field in a Department record. Simply put, a Department record is owned by the user who created it.