Countries Table and States Table

The Countries table and the States table are two very similar tables used to store country and state records, respectively.

Country records are used to store a country's full name, as well as their respective ISO2 code (2-letter abbreviation) and ISO3 code (3-letter abbreviation). The Standard System Demo contains a full list of Agiloft-compatible countries along with their codes. State records are used to store state's full name, state abbreviation, and the country of origin. The Standard System Demo's States table holds records for all 50 states, but also holds records for each of the Canadian provinces.

Use Case

Both Country and State records can be created by members of the Admin, Admin Import and Business Admin groups. Links to these tables are used in a variety of places in the Standard System Demo, such as Locations, Opportunities, Companies, People, Quotes, and Contracts tables.

These links allow you to modify the information in the State and Country tables to fit your ideal presentation style. For example, an address of a company's headquarters can be shown as United States, CA in the Location record, and as USA, California in a Contract record without changing stored information manually. Any required formatting can be chosen and quickly changed if needed, without manually editing each record.

Another use for Countries and States tables is creating easily maintainable lists for users to choose from. This helps to avoid misprints, inconsistencies, and other potential errors.

Country and State records can be created directly from their corresponding tables, or using an import from an Excel spreadsheet. Import can be useful when a large array of new records need to be added. For example, a good time to use import would be when you need to add a list of states or provinces for a country that is not already included in the Standard System Demo.

Ownership

Both Country and State records are owned by the user who creates them. Specifically, a record is owned by the user whose Login matches the Creator Login field.