Resetting the numbers in the CFS file is fast and easy, first:



Click on the 'Setup' button at the top left of the CFS screen, a new screen appears (below):

Do Not change the Gi that	obal 24 Time, Giobal Color, or G the changes are necessary. A These fields affect the functi
Enter Supervisor code	Global 24 Time 24:00:00
	Global Color
Supervisor Override	Global Self Join
	Return to Data En

Enter your CFS Supervisor code into the field (shown above) click the 'Supervisor Override' button. Then another screen appears (below):

CFS Setup Screen			
Normally the only (they are glob	fields that need al and only affec Shift	to be reset are th to the station from	e Shift and Dispacher fields which you are working)
	Dispatcher		
Occasionally you may need to reset the call numbers, check with the shift supervisor as this field is not global and any changes affect all stations			
Reset N	ext Call Number To		Click after entering Next Call #
Do Not change the Global 24 Time, Global Color, or Global Self Join fields unless you are positive that the changes are necessary. A Supervisor code is required. These fields affect the function of the CFS module			
	Global 24 Time	24:00:00	
Supervisor Override Globa	Global Color		
	Global Self Join	-Other Call(s)	
Return to Data Entry			

Enter the number you want displayed on the next call into the 'Reset Next Call Number To' field.

Click the yellow 'Click after entering Next Call #' button. Then click the 'Return to Data Entry' button.