

PICNIC Required Objects

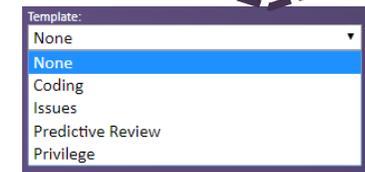
3a. Create a Required Panel

This PICNIC explains how to create a panel that requires user action (a tag or folder selected) and carries forward coding decisions from the previous document (Code Like Previous).

Steps

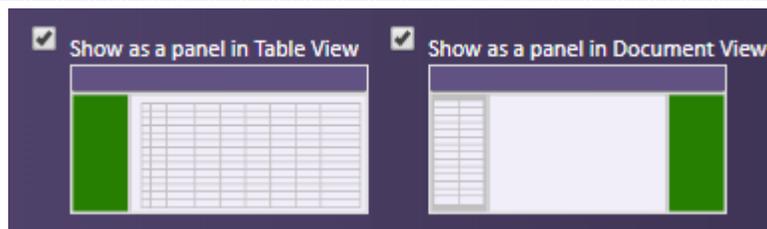
1. Open the **Indexes** tile in **Database Administration**.
2. Click **New** and choose **Folder/Coding Panel**.
3. Provide a panel **Name** and **Location**.
4. Add the **Required** and **Code Like Previous** properties to the panel. Click **Add**.
The new panel will appear in the list of panels.

If you can, select an existing template to immediately add specific folders and structure.



Template:
None
Coding
Issues
Predictive Review
Privilege

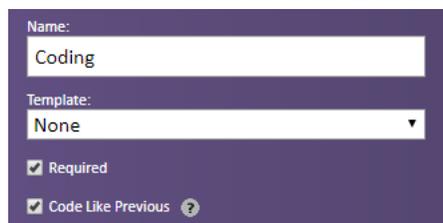
Location



Notes

- Panels in Table View are typically used for organization of documents.
- Panels in Document View are typically used for coding or designation of documents.

Properties



Name:
Coding

Template:
None

Required

Code Like Previous 

Required. A user must select a tag/folder on the panel in Document View before they can navigate to the next document.

Code Like Previous. A user can copy the folder/tag coding from the last document they coded in one click.