

PARTNERS TRAINING SESSION 4



The screenshot displays the 'Basic Info' tab of the Comidor App Builder. At the top, there are three buttons: 'Save' (green), 'Save and notify' (green), and 'Cancel' (red). Below these is a horizontal navigation bar with ten steps: 1. Basic Info (active), 2. Data Model, 3. Table, 4. Forms, 5. Widgets, 6. Tabs, 7. Workflow, 8. Event Scripts, 9. Overview, and 10. Publish. The main form area contains the following fields and options:

- Application Type:** A text input field.
- Report Entity:** A dropdown menu with a search bar. The dropdown is open, showing 'Table Application' (selected) and 'Report Application'. To the right is a checkbox labeled 'Is existing entity'.
- Application Name:** A text input field.
- Description:** A large text area.
- Is process enabled:** A checked checkbox.
- Access Rights:** A text input field.
- Locked:** An unchecked checkbox.
- Has customizations:** An unchecked checkbox.
- Has application parameters:** An unchecked checkbox.



App Builder

Comidor platform offers the ability to build your own apps through **App Builder**, without using coding.

Making simple or more complicated Apps is easier than ever, even for non-developer users.

Comidor guides you with simple steps, in order to publish your idea.

Types of Applications

1. Table applications
 1. Process enabled
 2. Non-process enabled apps (Data driven)
2. Report applications
3. Kanban applications



Table applications

There are two types of table applications:

- Process enabled

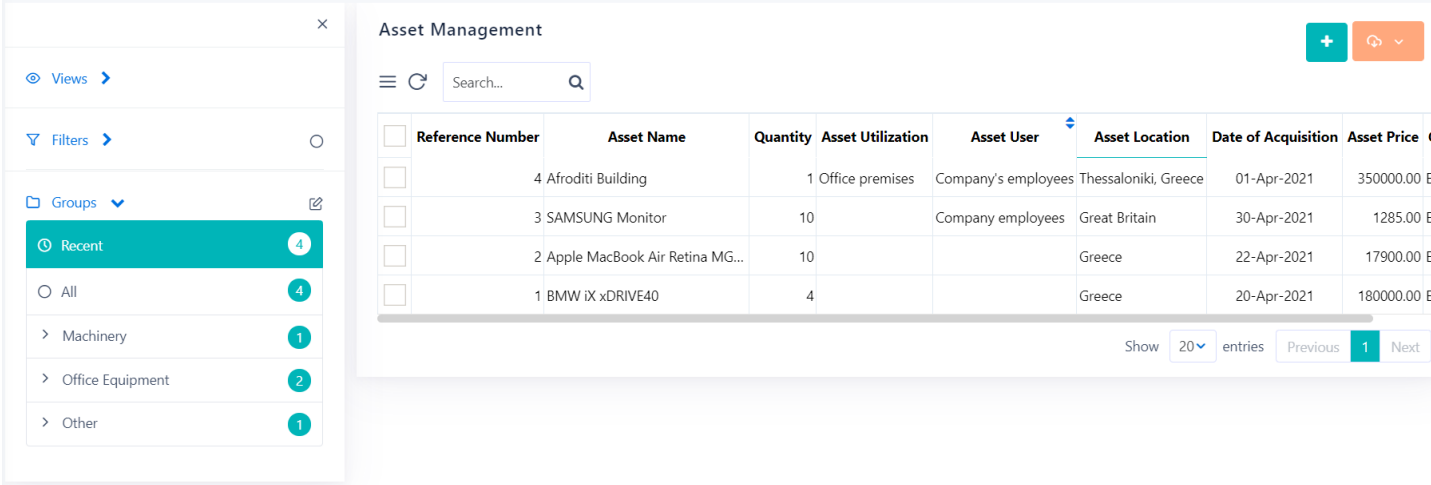
Choose this type when you want to monitor process enabled records, with scheduling, state, workflow steps, completion, etc.

- Non-process enabled

Select this type of table application, when you want to create a table of data driven records. No workflow can be related to this type.

Users can apply the following actions in table applications:

- Access the table(access rights are specified by the designer)
- Print or export the table results
- Apply filters, categorise and search within each table
- Enter, edit or delete each record



The screenshot displays the Comidor Asset Management interface. On the left is a sidebar with a 'Groups' section containing 'Recent' (4 items), 'All' (4 items), 'Machinery' (1 item), 'Office Equipment' (2 items), and 'Other' (1 item). The main area shows a table with columns: Reference Number, Asset Name, Quantity, Asset Utilization, Asset User, Asset Location, Date of Acquisition, and Asset Price. The table contains four rows of data. At the bottom right, there are pagination controls showing 'Show 20 entries' and 'Previous 1 Next'.

Reference Number	Asset Name	Quantity	Asset Utilization	Asset User	Asset Location	Date of Acquisition	Asset Price
4	Afroditi Building	1	Office premises	Company's employees	Thessaloniki, Greece	01-Apr-2021	350000.00 E
3	SAMSUNG Monitor	10		Company employees	Great Britain	30-Apr-2021	1285.00 E
2	Apple MacBook Air Retina MG...	10			Greece	22-Apr-2021	17900.00 E
1	BMW iX xDRIVE40	4			Greece	20-Apr-2021	180000.00 E

- View records in table or graph views
- In graph view, pie, bar or stack charts can be easily created with real-time data and desired filtering.

Create a non process enabled App



Application example: Asset management

Step 1. Basic Info

1. Select the **Application Type** (Table)
2. Start typing a name for the **Entity** you are creating in the database.
3. Give the **Application Name** and **Description**
4. Uncheck the option is Process enabled. Non-Process enabled apps can Not be linked with a [Workflow](#). (step 7 will not be available)
5. **Access Rights:** determine which users will be able to see the application in the User Apps menu.
6. You can lock your app, so only your user can edit the app.

The screenshot shows the 'Basic Info' step of the Comidor application creation process. At the top, there is a progress bar with 10 steps: Basic Info (1), Data Model (2), Table (3), Forms (4), Widgets (5), Tabs (6), Workflow (7), Event Scripts (8), Overview (9), and Publish (10). Step 1 is currently active. The form contains the following fields and options:

- Application Type:** A dropdown menu set to 'Table Application'.
- Entity:** A text input field containing 'ASSET_MNGM'. To its right is a checkbox labeled 'Is existing entity'.
- Application Name:** A text input field containing 'Asset Management'.
- Description:** A large text area for the application description.
- Is process enabled:** A checkbox that is currently unchecked.
- Access Rights:** A dropdown menu set to 'Everyone'.
- Locked:** A checkbox that is currently unchecked.
- Has customizations:** A checkbox that is currently unchecked.
- Has application parameters:** A checkbox that is currently unchecked.

At the top right of the form are 'Save' and 'Cancel' buttons. At the bottom right is a small owl icon.

Create an App

Step 2. Data Model

In the Data Model, you can add all fields that you wish to be used in the App. You can either click on the “+” to create your own [custom fields](#) from scratch or import an Excel/CSV file.

- **User fields types:** Text, Memo (Paragraph), Number, Binary File, Drop-down list (Key-Value or Comidor Database lists), Excel, Currency, Checkbox, Date, more.

Note that, since you left “is Process enabled” unchecked, you can only use the fields displayed in the Data model in your app.

Do not forget to reload the DB after you created all the fields, so that the other users can see them.



Asset Management

Data Model

Next: Table

Summary

Basic Info

Data Model

Table

Forms

Widgets

Tabs

Workflow

Event Scripts

Overview

Publish

Search...

+

Import Excel/CSV

Import Data

ASSET_MNGM.USR_ASSET_TYPE

Basic Info

Entity★

ASSET_MNGM

Label★

Asset Type

☒

Auto-generate name

Column name★

USR_ASSET_TYPE

Field as viewed in database

Type★

List (Key | Value)




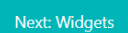


Key	Value
1	Inventory

Create an App

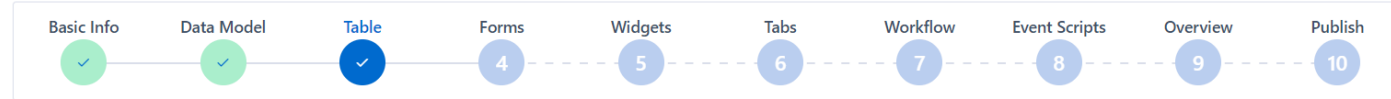
Step 3. Table

- In step 3, you can determine which columns you wish your App to have in the main table. By default, all fields that were added to the Data Model will be displayed in this table.
- You can add more Columns, by clicking on the “+” icon and selecting the desired field.
 - Note that, you can also add record database related fields as columns(e.g., date created, creator)
- Re-arrange the position of each column with drag-n-drop.
- Add label to the column name, set Prefix or Suffix to be displayed before or after the value of each entry, select the preferred alignment and other properties.

Asset Management

   Forms   

Summary



×

Groups

Recent

7

All

7

> false

7

Table Columns

Search...

<input type="checkbox"/>	Position	Label	Column	<input type="checkbox"/>
<input type="checkbox"/>	0		ASSET_MNGM.USR_ASSET_NAME	
<input type="checkbox"/>	1		ASSET_MNGM.USR_ASSET_TYPE	
<input type="checkbox"/>	2		ASSET_MNGM.USR_ASSET_UTILIZATION	
<input type="checkbox"/>	3		ASSET_MNGM.USR_ASSET_USER	
<input type="checkbox"/>	4		ASSET_MNGM.USR_ASSET_LOCATION	
<input type="checkbox"/>	5		ASSET_MNGM.USR_DATE_OF_ACQUISITION	
<input type="checkbox"/>	6		ASSET_MNGM.USR_ASSET_PRICE	

Show

20

entries

Previous

1

Next

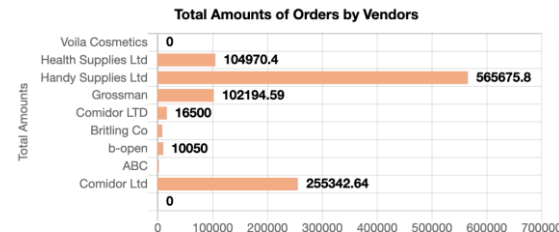
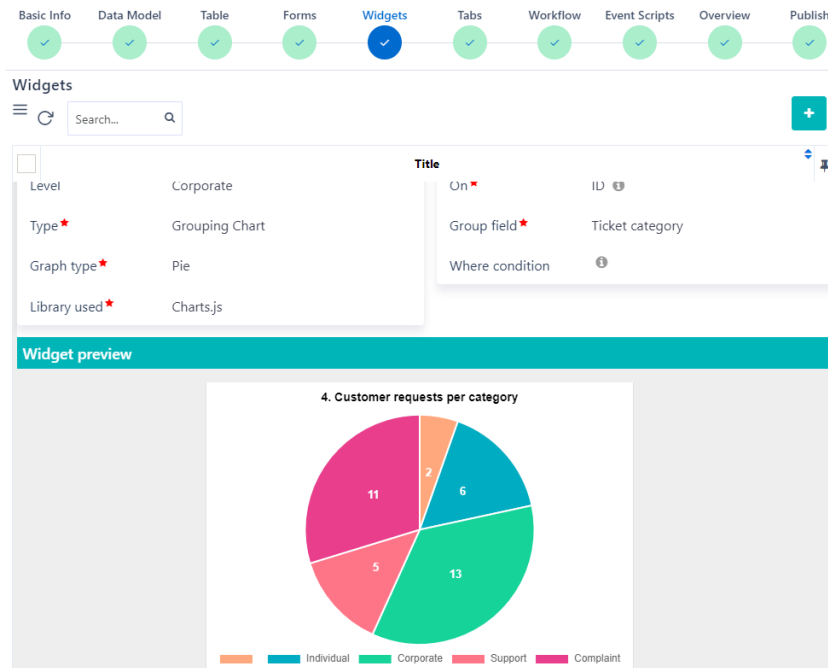
Create an App



Step 4. Forms

- Forms can be used as Main forms in a Process or as forms inside the Activities.
 - Design your form easily, with drag-n-drop of fields, and group them with Sections. Don't forget to Publish your form after finishing your design.
 - Multiple Columns, Paragraphs and Style may be added inside a Form
 - Forms may have its own view and change rights
 - Fields added inside forms may be “read only” or “read/write” per form
 - Fields added inside forms may be mandatory or not
 - Forms may be supported with scripts
 - Create 1 main form and select primary: replace existing form, to be the default form of each record

The screenshot displays the Comidor form design tool interface. At the top, there are tabs for 'Design', 'Fullscreen', and 'Publish'. On the left, a 'Blocks' panel contains icons for 'Panel', 'Section', 'Code', 'Paragraph', and 'Style'. Below this is a 'Misc' panel with a 'Group' icon. The 'Fields' panel on the left shows a search bar and a list of fields for 'ASSET_MNGM', including ID, OWNER_ID, VALID_FROM, VALID_TO, ACCESS_CODE, CHANGE_CODE, CREATE_USER, CREATE_DATETIME, UPDATE_USER, and UPDATE_DATETIME. The main design area on the right shows a form layout with three sections: 'Description of Asset' (containing Asset Name, Asset Description, and Asset Type), 'Asset Usage' (containing Asset Utilization, Asset User, and Asset Location), and 'Financial Details' (containing Date of Acquisition and Asset Price). Each field is represented by a text input box, a dropdown menu, or a date picker.



Create an App

Step 5. Widgets

- Comidor [Widgets](#) are the ideal choice for data visualization. Get the freshest data on a visualization you define.
- Create your own personalized dashboard in seconds.
- Combine multiple views of data to get richer insight.

Widgets types

- Reports
 - date report
 - table report
 - timeline report
- Grouping
 - Pie
 - Bar
 - Horizontal bar
 - Line - (charts & apex)
 - Doughnut
 - Progress
 - Tube
 - Radar
- Conditional grouping



Create an App

- **Step 6. Tabs**

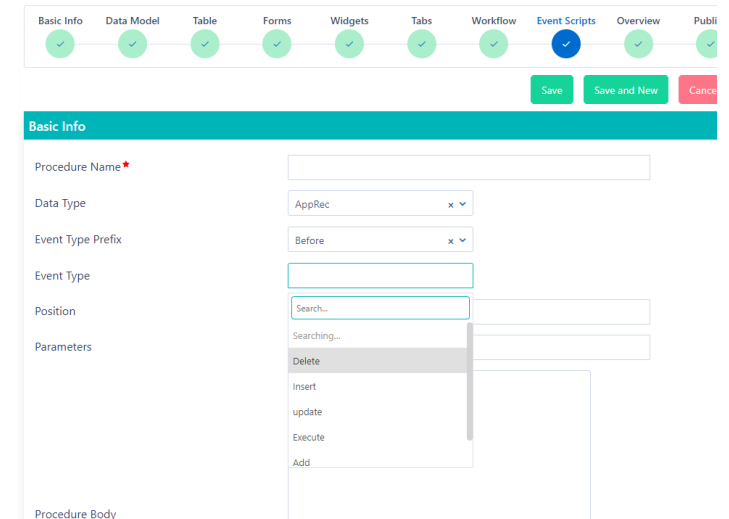
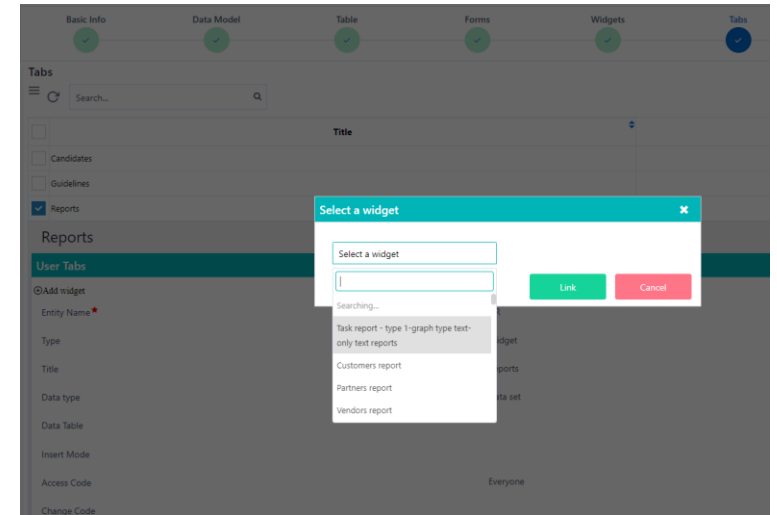
- Use tabs to have complete control over the accessibility of your application.
- The tabs can appear inside records (as a tab at the left part of the record) or at the summary table of the application.
- A tab can be a table from any Comidor entity, HTML, or a widget.

- **Step 7. Workflow**

- Step 7, is only available if you had checked is Process Enabled, in step 1.

- **Step 8. Event Scripts**

- In this step, you can write scripts for a certain Data Type to be executed before/after/on a specific event.
- Choose the **Data Type** (apprec, task, process, dataset) and define where you want the script to be applied
- An Event Type can be inserted, updated, deleted, etc.
- In the **Procedure Body** add your code.
 - This is for advanced users to write their procedures.



Create an App

Step 9. Overview

- In this step, you can make the configuration of the Application.
- Decide if you wish to include from the **Basic options** ([Notes](#), [Tags](#) and [Links](#), create, edit and/ or delete an entry, include print/export options)
- **Customise your data** by
 - setting a Prefix and Suffix, an Incremental Number Field
 - Defining a **Primary Field**
 - Defining to whom each entry is assigned to, send notifications, Admin 1,2, and Supervisor.
- Fully customise the app layout, by selecting font sizes and colors in **CSS Design** options.
- **Step 10. Publish**
 - Your app is ready to be used!

Asset Management

(0)

Overview

Next: Publish

Summary

Basic Info

Data Model

Table

Forms

Widgets

Tabs

Workflow

Event Scripts

Overview

Publish

Configuration

Basic Options

Data Customization

Include notes

Include tags

Include links

Insert Mode

Update Mode

Delete Mode

Allow user layout change

Allow print

Allow export

Prefix

ASSET.

Suffix

Incremental No Field

Reference Number

x

Starting From

1

Level 1 Categorization

Asset Type

x

Level 2 Categorization

Level 3 Categorization

Primary Field (Record Identity: Appears in lists etc) *

Asset Name

x

Text Primary Field

Ordering

Ascending

Asset Management

Summary

Basic Info

Data Model

Table

Forms

Widgets

Tabs

Workflow

Event Scripts

Overview

Publish

The application is now published! Click on the button below to publish changes

Publish Changes

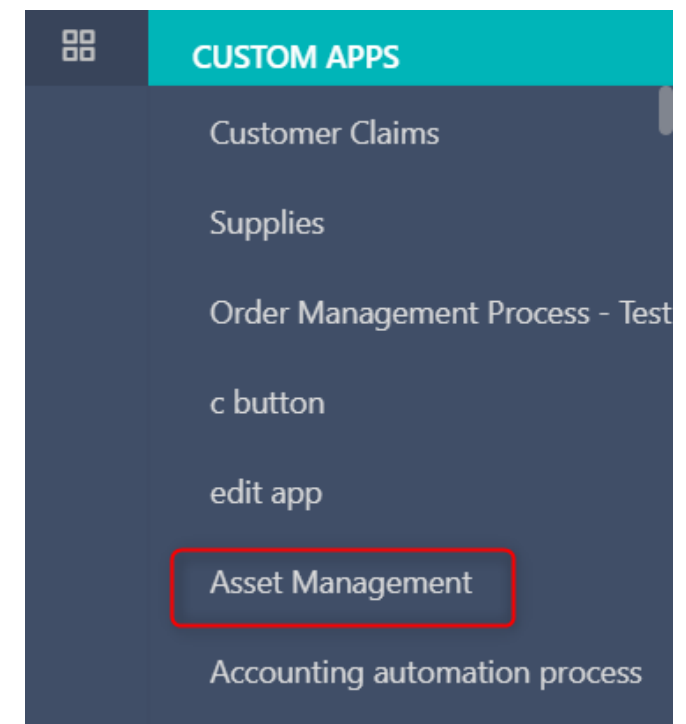
Run your application

All published apps can be access by the main menu> Custom Apps.

- By clicking on the “+” icon you can create a new entry of this app. (In order to see the + icon, you should have checked first the respective option in the Overview step of App builder) A new tab will open with the form that was created in the App Builder. Fill in the fields and click on Save to add this entry.
- If you have selected the primary form of the app to be also visible in the quick add menu, you can easily initiate this App, from quick add and by clicking on the name of this form.

Other actions:

Users can import/ export/ edit/ delete applications in App builder.



Reference Number	Asset Name	Quantity	Asset Utilization	Asset User	Asset Location	Date of Acquisition	Asset Price	Currency
3	SAMSUNG Monitor	10		Company employees	Great Britain	30-Apr-2021	1285.00	Euros
2	Apple MacBook Air Retina MG...	10			Greece	22-Apr-2021	17900.00	Euros
1	BMW iX xDRIVE40	4			Greece	20-Apr-2021	180000.00	Euros

Report applications

Comidor platform offers the ability to build easily your own Report applications through App Builder.

In report type apps you need only 3 steps:

- 1. **Basic info:** specify name of the app, type (report), the entity that you want to create the report for, and access rights.
- 2. **Table:** choose the fields to be displayed as columns in your report app, the fields that you want to be filters and re-arrange their position.
- 3. **Publish!** Your report app is ready to be used

This screenshot shows the 'Basic Info' configuration step in the App Builder. The top navigation bar includes steps: Basic Info (1), Data Model (2), Table (3), Forms (4), Widgets (5), Tabs (6), Workflow (7), Event Scripts (8), Overview (9), and Publish (10). The 'Application Type' is set to 'Report Application'. The 'Report Entity' is 'Asset Management'. The 'Application Name' is 'Assets report'. The 'Access Rights' dropdown is open, showing options: 'Everyone', 'Users' (selected), 'Alexandra Birnie', 'Ayda Stralbroek', 'Clark Kent', and 'Comidor User'. There are 'Save' and 'Cancel' buttons at the top right.

This screenshot shows the 'Table' configuration step for the 'Assets Report'. The top navigation bar highlights 'Table' as step 3. The 'Report Entity' is 'Asset Management'. A search bar is present with the text 'please select fields from the list'. Below it, a list of fields is shown: 'Management.ID', 'Management.OWNER.ID', and 'Management.VALID_FROM'. The 'Configuration' section on the right has two tabs: 'Basic Options' and 'Data Customization'. 'Basic Options' includes checkboxes for 'Include notes', 'Include tags', 'Include links', 'Update Mode', 'Delete Mode', and 'Allow user layout'. 'Data Customization' includes fields for 'Prefix', 'Suffix', 'Incremental No Field', and 'Level 1, 2, 3 Categorization'. 'Next: Publish' is highlighted in the top right.

This screenshot shows the final 'Assets Report' application. It features a search bar with 'Asset Type' set to 'Office Equipment' and 'Reference Number' as a filter. Below the search bar are buttons for 'Fetch', 'Print', and 'Export .xls'. A table displays the report data:

Asset Type	Asset Name	Asset Utilization	Asset Location	Reference Number
Office Equipment	Apple MacBook Air Retina MGN63GR/A		Greece	2
Office Equipment	SAMSUNG Monitor		Great Britain	3

Kanban applications

A Kanban application helps teams create Kanban boards and visualize simple records. This application type is suitable for simple cases that don't require a workflow design and a huge amount of data to be processed.

In report type apps you need only 5 steps:

1. **Basic info:** specify name of the app, type (Kanban App), and access rights.
2. **Data Model:** add all fields that you wish to be used in the App.
 - **User field types needed:** Text for the title of the app, DB list for grouping by, a Drop-down list for border field, list free for users, Date.
3. **Table:** choose the fields to be displayed in the create/edit form of each record and rearrange their position.
4. **Overview:** Configure the user fields for the following parameters: Title, group by, user, date, border field and border colors map.
5. **Publish!** Your Kanban app is ready to be used

The screenshot displays the 'User Skills' application configuration interface. The top navigation bar includes tabs for Basic Info, Data Model, Table, Forms, Widgets, Tabs, Workflow, Event Scripts, and Overview. The 'Data Model' tab is currently active, showing a table with columns 'Label' and 'Type'. The 'Table' tab is also visible, showing a table with columns 'Field Value' and 'Colour'. The 'Configuration' tab is active, showing settings for Title Field, Group By Field, User Field, Date Field, Border Field, and Border Colours Map. The 'Basic Info' tab is also visible, showing settings for Entity, Label, Column name, and Type.

User Skills

Summary

Basic Info Data Model Table Forms Widgets Tabs

Application Type Kanban App x

Report Entity Search...

Entity* Searching...
Table Application
Report Application
Kanban App

Application Name* Search...

Access Rights Everyone x

Data Model

Label	Type
Certificate	Binary
Level	Number
Skill category	Text

Basic Info

Entity* USERSKILLS

Label* Skill category ☐ Auto-generate name

Column name* USR_SKILL_CATEGORY Field as viewed in database

Type* List (DB)

Configuration

Title Field Skill x v

Group By Field Skill category x v

User Field User x v

Date Field Certified at x v

Border Field Level x v

Border Colours Map

Field Value	Colour
Basic Knowledge x v	warning x v
Advanced Knowledge x v	info x v
Proficient Knowledge x v	success x v

View Kanban application

User Skills

Languages

English
01-Sep-2021
Languages

AB

German
06-Sep-2021
Languages

AG

Italian
01-Sep-2021
Languages

AB

Chinese
01-Sep-2021
Languages

AB

+ Add New Item

Qualitative

Analytical Skills
Qualitative

CM

Management
Qualitative

RN

+ Add New Item

Quantitative

Statistics
Quantitative

AG

Economics
Quantitative

AG

Accounting
21-Sep-2021
Quantitative

AB

+ Add New Item

Technical

Java programming
Technical

RN

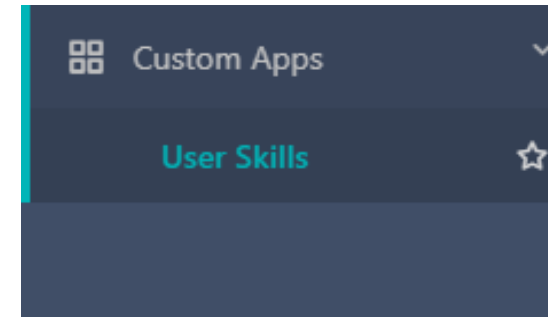
C++
Technical

CM

+ Add New Item

All published apps can be access by the main menu> Custom Apps.

- You can see as many boards as the number of options in the **Group by field**. (e.g., Skill categories).
- By clicking on the “+ Add New Item” icon you can create a new record of this app in this board.
- A new form will open with the fields that were defined in table step of the App Builder. Fill in the fields and click on Save to add this entry.
- Click on a record (any box) and you can apply any changes in the edit record form.
- Drag-n-drop a record(box) from one board to another to change its category.
- Delete a record



EDIT RECORD

Skill

Chinese

Level

Advanced Knowledge

User

Alexandra Birnie

Certified at

01/09/202

Skill category

Languages



Business Rules

Comidor offers a variety of features in order to apply business rules in processes.

In workflow designs you can include:

- Gateways
- Default or conditional paths
- Field rules
- Field Validations
- Shell commands
- Scripts before save

Business Rules

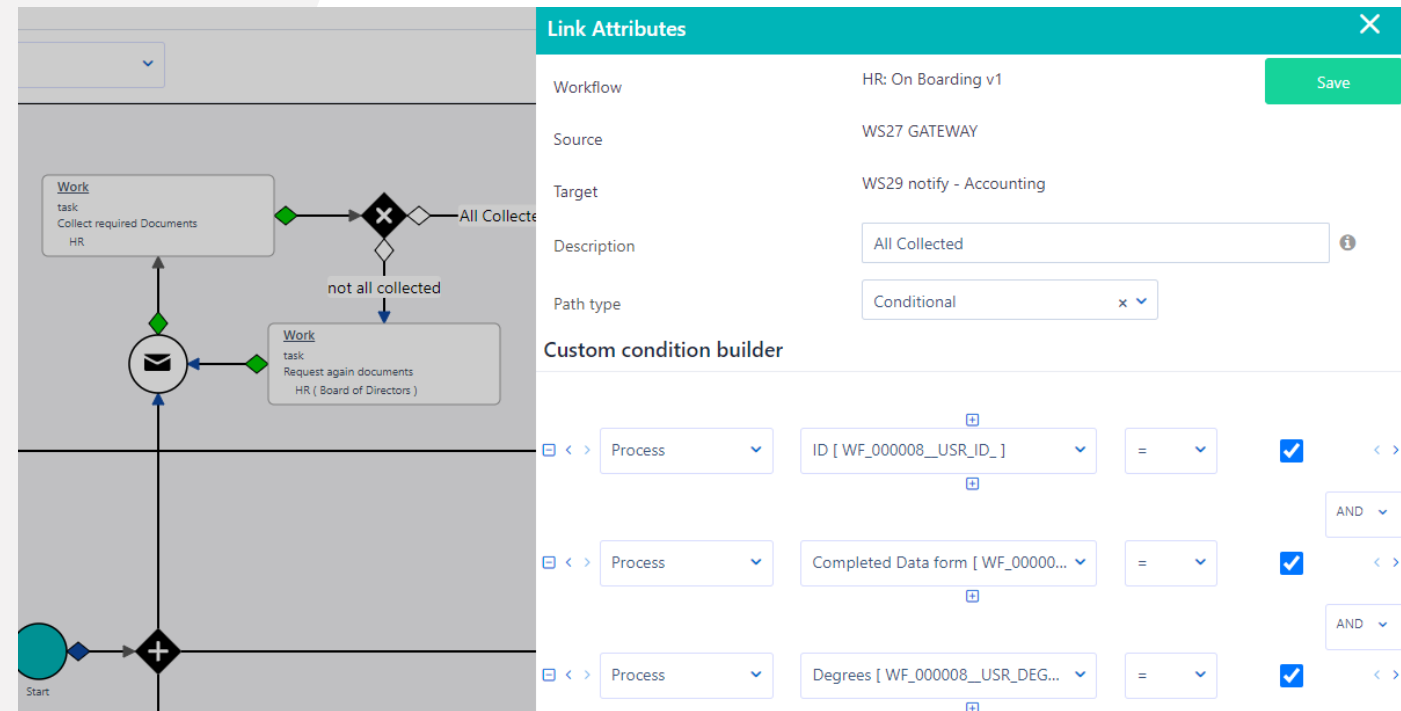
Gateways

- A gateway is used to determine branching, forking, merging and joining of paths drawn by sequence flow
- In Comidor we have exclusive, inclusive and parallel gateways



Conditional Paths

- Conditional Flow –shows the order of activities; it may hold a condition (**conditional flow**) or stand as default flow.
- It connects activities/events/gateways with each other.
- They connect elements being in the same pool/lane. You can add advanced conditions (custom fields criteria)



Business Rules

Field Rules

The field rules functionality enables you to hide or show fields inside forms when certain conditions are met.

Create custom condition scenarios for fields and select in which scenario the fields are going to be shown or hidden.

Select more than one scenario – field condition for a specific field. This enables you to cover multiple scenarios.

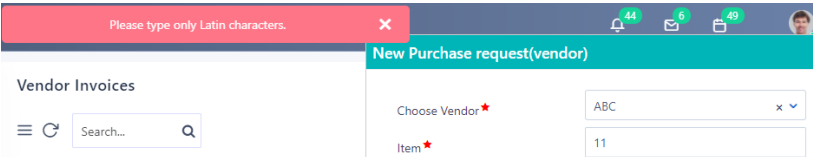
Eliminate the number of forms that need to be created and make your adjustments to one simple form. Hide sensitive information which should be displayed only for certain users, roles or groups in a workflow.



Field Validation

In **form designer**, you can set desired properties to each user field:

- Apply pattern (regular expression) and pattern error messages (e.g., `^[A-Za-z]+$` for the end user to enter only Latin characters and in case the user enters something different the system will populate the error message.



- Hide user fields if their value is not set, or only when they have value – depending on your scenario.

Business Process Document

Business Process Guidelines

Risks1

Controls3

Policies7

SPP2

KPIs0

All Documents

Analytics

Design

Versions4

User Fields3

Field Rules0

User Forms11

Update Log

OWNERSHIP

Field Conditions

	Rule title	Field	Created by
<input type="checkbox"/>	Show line manager rejection comments	Line Manager Comments	Richard Newton

Show line manager rejection comments

Basic Info

Rule title*

Show line manager rejection comments

Action*

Show

Field*

Line Manager Comments

Appearing in form*

Line Manager Review

Custom condition builder

Purchase Order ...

Line Manager Review [USR_LINE_...

=

Rejected

Publish condition

Panel

Section

Choose Vendor*

Item*

Quantity requested*

Unit price

Total amount

Expected Date of delivery*

Payment Terms

Pattern

^[A-Za-z]+\$

Pattern Error Message

Please type only Latin characters.

Required

☒

Alignment

Auto

Placeholder

Element CSS

Element CSS Class

Label position

Label size

Hidden

postValue

True

False

Only if value is not set

Only if value is set

Business Rules

Shell Commands and Script before save

You can add scripts to a workflow design within forms to the "script before save" section and/or to the Shell Command component of the workflow design.

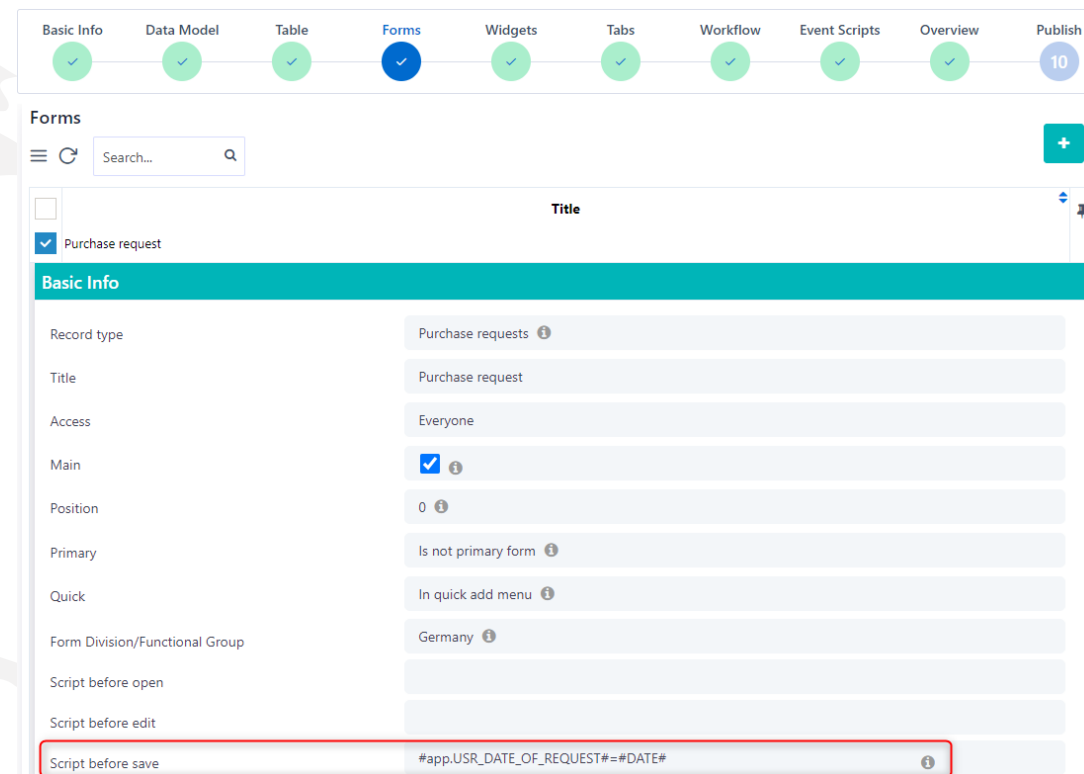
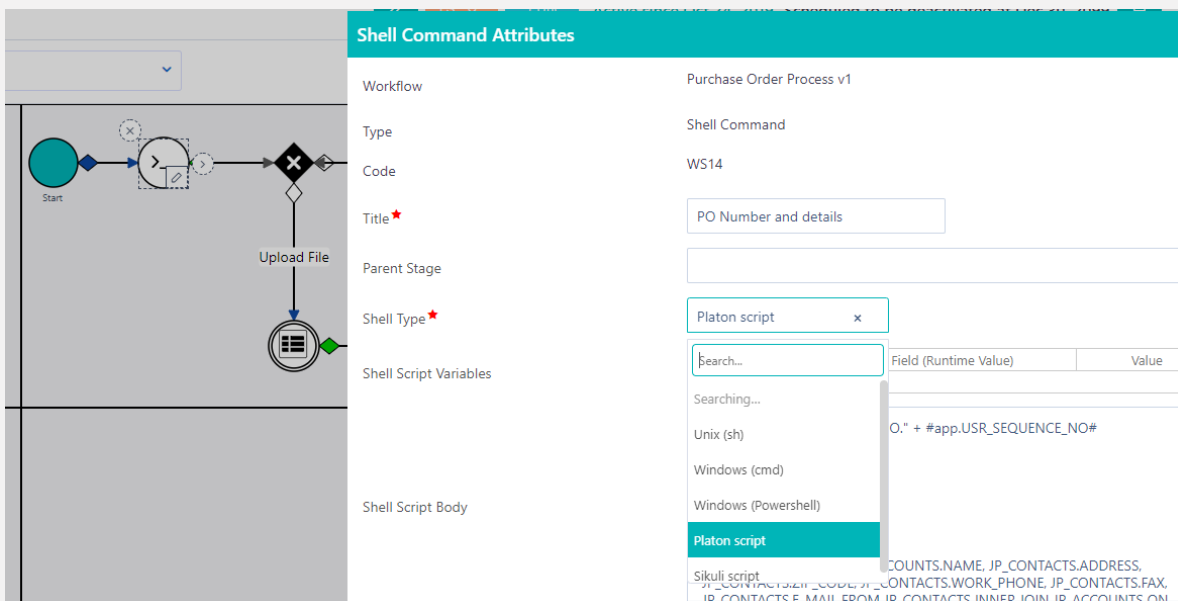
Add **Shell Commands** in various steps of your workflow design.

The Shell Type can be Unix (sh), Windows (cmd), Windows (Powershell), Platon script



If you add a script within forms to the "script before save" section, the script will run after the user saves the form/completes a task with this form. We commonly add a "script before save" to check the user's input and populate error messages.

This will remove the need to add a shell script in the workflow itself. Additionally, if the application is not process enabled you can still have a shell script by adding it here.

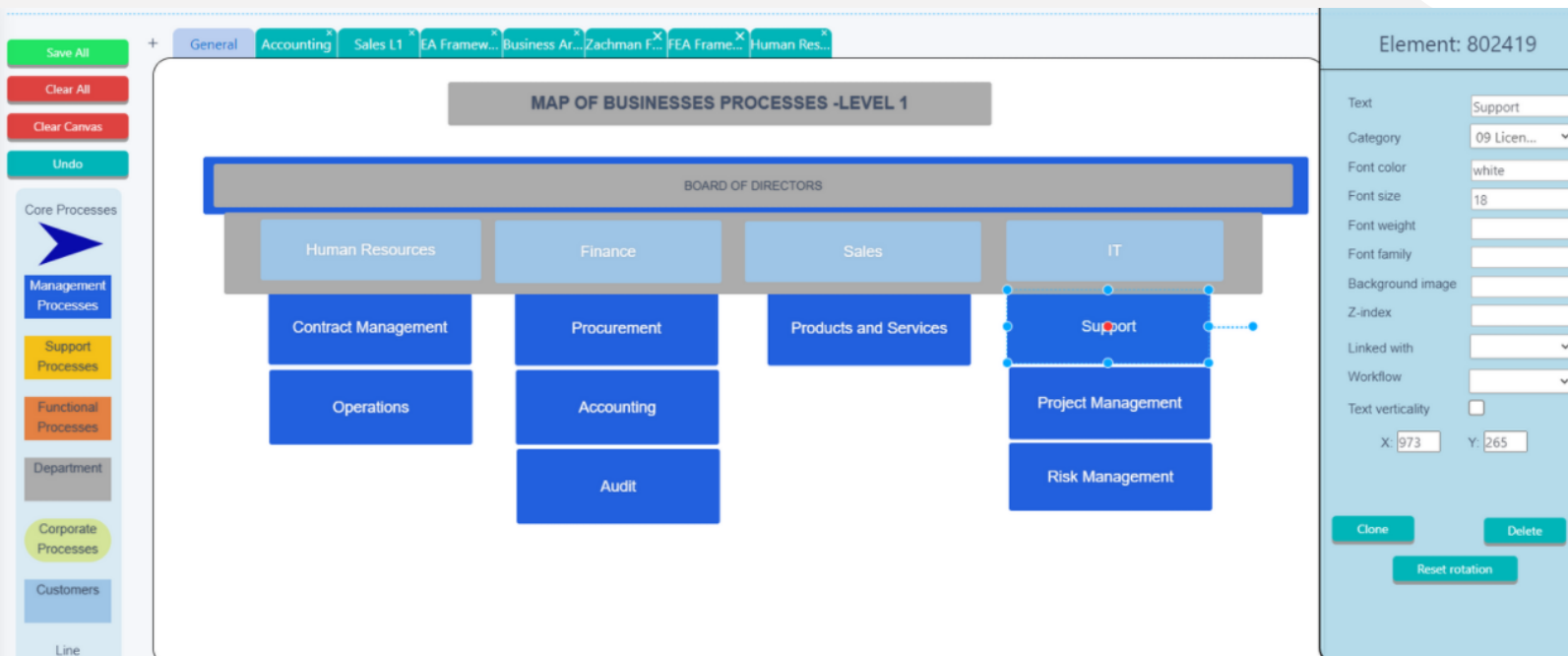


Business Architecture

Design and execute your business strategy. Comidor Business Architecture provides you with all the necessary functions to make your organisation more efficient and productive.

Enterprise Canvas

- Connect every department of your organisation with workflows
- Create objects with a seamless drag-and-drop function, and build relationships between them



Operating Model

- Design and execute your strategy with Comidor Business Architecture
- Incorporate a top-down enterprise overview
- Design any framework, TOGAF, Zachman, FEA, Gartner's, or your unique one
- Interact with the final multi-level diagram that you designed within Enterprise Canvas
- Get a 360 ° view of all business processes per department
- Improve visibility and minimise the business disruption

[Find out more.](#)

Training Objectives

- Understand the application types
- Create a non-process enabled application following 10 simple steps
- Create a report type application
- Create a Kanban app
- Learn how to execute and monitor applications
- Create visual reports with Widgets
- Apply business rules to workflow designs
- Learn how to design the Business architecture





Thank you!