## Merge Template

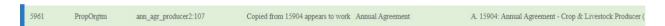
I am using a design tool called "PHPGrid." I am only using basic features. The look and feel of this screen will likely change as development progresses.

Do not modify an existing row before you duplicate it. If you have permission to edit rows on this screen you will see this form. Enter an existing row\_id in the box and press [Duplicate Row].

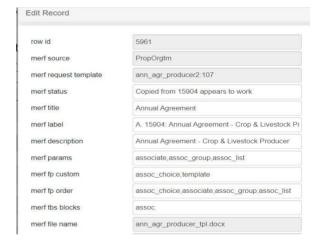


A new row will be created like this

- The "Request Template" will have a number after it
- The "status" will say "Copied From ..."
- The "Label" will have AA and the row it was copied from at the front so it will sort at the top while testing.



If you double-click a row, an edit form will open. You cannot edit the grayed-out columns. You can save and close by pressing Shift-Enter. You can close without changing by pressing Escape or click the [X] at the top right.



There are also buttons at the bottom if you scroll to the end.



Technically it doesn't matter if you edit the existing row or the copy but until we are confident it works as designed I think we should edit the duplicate. Procedurally, we should mark the status as "Active" when it should be live, and mark the status of the copied row as "Archive".