Frequency

What it does:

This table sets up the frequency options used in the system, such as how frequently a scheduled report should run, how often a reoccurring fee should be assessed, etc.

Adding the table entry

Menu | Tables | Generic Validation Tables |

- **Code** – Choose a code. It can be 1-4 characters.
- **Short description** – The short description can be up to 15 characters
- **Long description** – The long description is what the users see, it can be up to 50 characters long.

Click the **Update** button to save your work.