

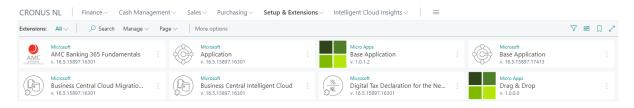
## Drag & Drop APP

This document will describe all the necessary information for the use of the Drag & Drop extension, created by Micro-Apps. The extension can be used by storing the files within the Business Central database.

#### Installation:

The installation of the Drag & Drop app is available via the Microsoft Marketplace for Business Central extensions/apps. From here you can automatically install the extension and make it available within every company within your Business Central environment.

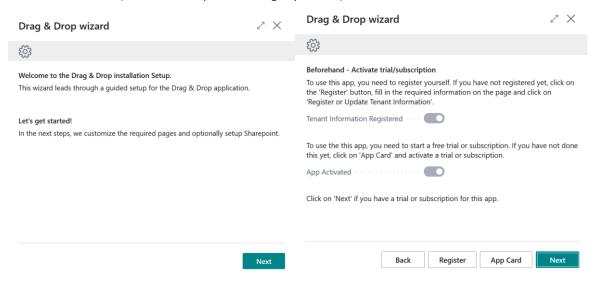
For the correct working of the app, make sure that the setting of the Micro Apps Base App is set for "allowing HttpClient Request".



## Drag & Drop app Setup:

After the installation has been completed, the page **Drag & Drop Wizard** is available in Business Central. With this configuration wizard we can set up the drag & drop application step by step.

Once the installation is complete, the app needs to be set up. This can be done with the <u>Drag & Drop</u> <u>Wizard</u>. This wizard contains all the necessary steps to completely set up the extension. The first step is to register yourself and to activate the trial or subscription. With the trial, you can use the app two weeks free of charge. After the trial period, you need to activate the subscription. Make sure both fields are checked (like the example in the right picture.)



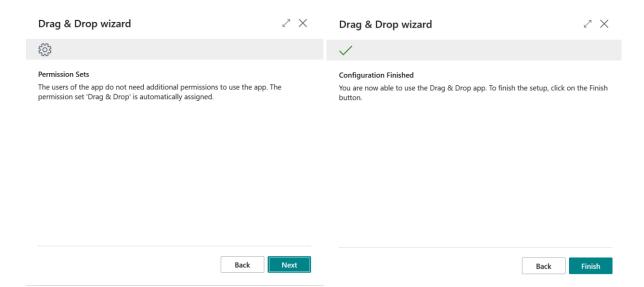
#### Setup Drag & Drop objects.

This wizard page displays the pages on which the drag & drop app currently is enabled, you may change here the pages on which the drag & drop fact box is shown. You may not add pages that aren't in the list yet. Micro-Apps will be updating the list in newer versions with more pages. If you wish to exclude the fact box from one of the provided pages, simply uncheck the corresponding checkbox at the end of the line.

Drag & Drop wizard					2	$\times$
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Select wich pages need to be Drag & Droppable (We recommend leaving all pages selected).						
Drag & Drop Objects						À
	Page ID †		Page Name		Drag & Droppable	
$\rightarrow$	<u>21</u>	÷	Customer Card			^
	22		Customer List			
	26		Vendor Card			
	27		Vendor List			
	30		Item Card			
	31		Item List			
	41		Sales Quote			~
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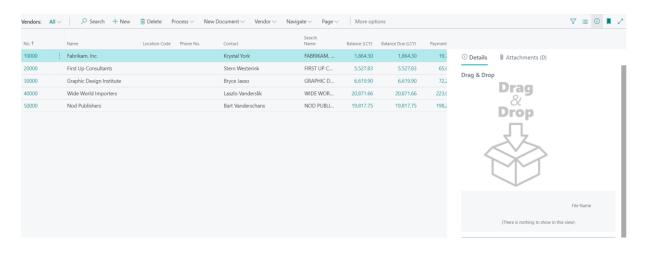
#### **Permissions Sets**

To make sure that the users have the correct permissions to add files via the Drag & Drop app. the permission set 'Drag & Drop' is automatically assigned to every user.



# Using Drag & Drop

Using the Drag & Drop app is fairly straight forward, after the installation and setup of the app a fact box will appear on the page that are enabled for the setup page. You may just simply drag and drop a file to this fact box, the file will be added to the record that was selected.



In the image above, the file would have been added to the record of vendor Fabrikam, Inc. The drag and drop fact box is also visible for the card page. Files that are added via the list page will also be visible when the card is opened.

# **Deleting files**

To delete an added file you need to use the fact box to delete the item. This can be done by clicking the three-dotted square and choose **delete line**. The file will be deleted from the fact box.