Group Constraint Limits
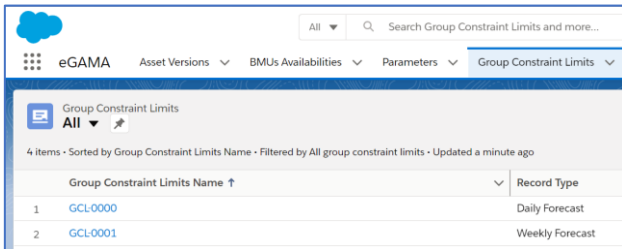
Under Group Constraint Limits, you can view and edit Daily and Weekly constraint limit Forecasts for any active constraint groups. This is used by NAP users to feed constraint data into Margin calculation reporting.
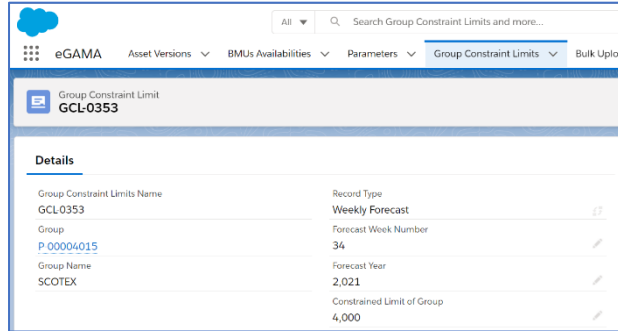
Log in as a NAP User:

1. Select whether you are entering a daily or weekly forecast:
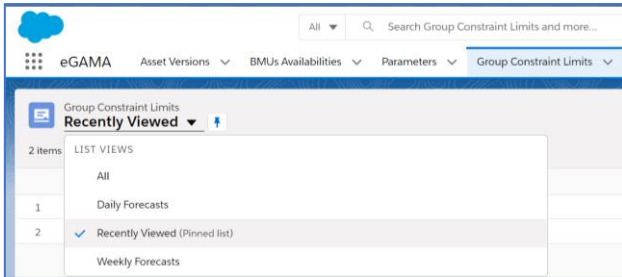
2. To view/edit a forecast, click its **Group Constraint Limits Name**:

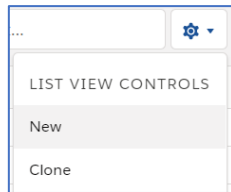3. Make changes to any of the fields by clicking the relevant "pencil" icon:

4. Click [Save]

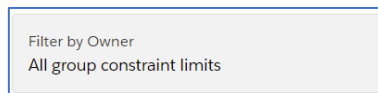### Clone, Filter, Sort, Update Multiple Records

This will enable you to rapidly update multiple dates for the same Group Name

1. Select view top left, e.g. **All**, **Daily Forecasts**, etc., click **Clone** at **List Controls** top right:
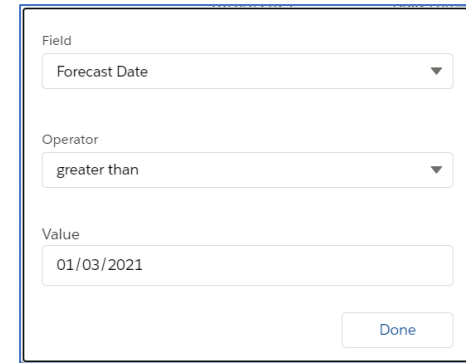

2. Input a **List Name**, select **Only I can see this view**, then click **Save**

3. Filter records by clicking [▼]; click an existing filter to amend it, e.g.

and/or click **Add Filter**, select a **Field**, **Operator** and **Value** and click **Done**:


4. Click **Save** top right to apply your filters

5. Sort records in your cloned list by click the column header you wish to sort by – the arrow shows the sort order – click the header again to change the order: [Forecast Date ↓]

6. Update multiple values in your list by ticking the rows you wish to change, then editing the required field in one of those rows; tick the box **Update x selected items** and click **Apply**:
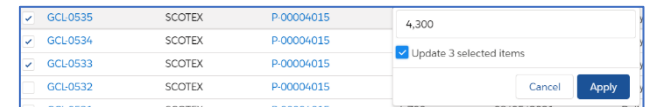
Selected items are amended to the new value:
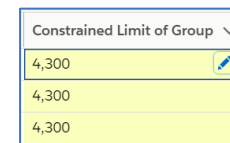
7. Click [Save] at the bottom of the screen to update your changes.