Working with Entries

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The list of Resource Entries is under the **Resources** Tab. To access it, you may either click on the Resources Tab, or select "Entries" from the Resource Tab dropdown menu.

Resource Tab / Entry List User Interface

1) Alphabetical Filter: Entries are organized by the first letter of the name. Click on a letter to see entries starting with that letter.

2) Add Entry Button: Click to add a new entry.

3) Pagination: Click to view additional pages of Entries under the selected letter.

4) Viewing Options: Select "Table View" or "Chart View" .

Table View (shown above), lists the Entries, Allocations, and Zone Count along with color-corded Category and Section information.

Chart View graphically shows the entries in filterable, hierarchy form.

5) Search Box: This text box allows the user to enter in criteria to filter the list of Entries.

6) Category: Color-coded Category indicator. The Category name will appear upon mouseover. Clicking on the Category box when the hand icon appears will redirect to a filtered list of entries of that Category.

7) Section: Color-coded Section indicator. The Section name will appear upon mouseover. Clicking on the Section box when the hand icon appears will redirect to a filtered list of entries of that Section.
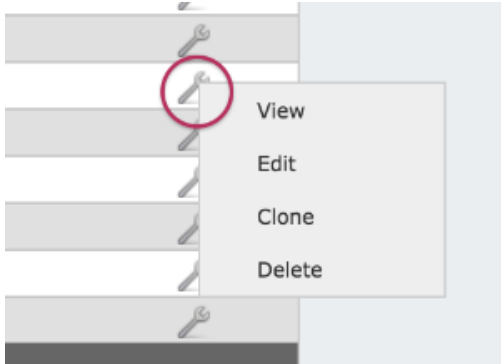
8) Name: A list of the Resource Entry names. Clicking on a name will take the user to that resource's individual entry page.

9) Allocations: The number of IP blocks assigned to that resource.

10) Zone Count: The number of zones assigned to that resource.

11) Action Menu: The Action Menu (wrench icon) gives a list of additional actions to perform on the zone

Entry List Action Menu

Clicking on the Action Menu in the Entry List View will bring up the following options:

View: Opens the resource's Entry page

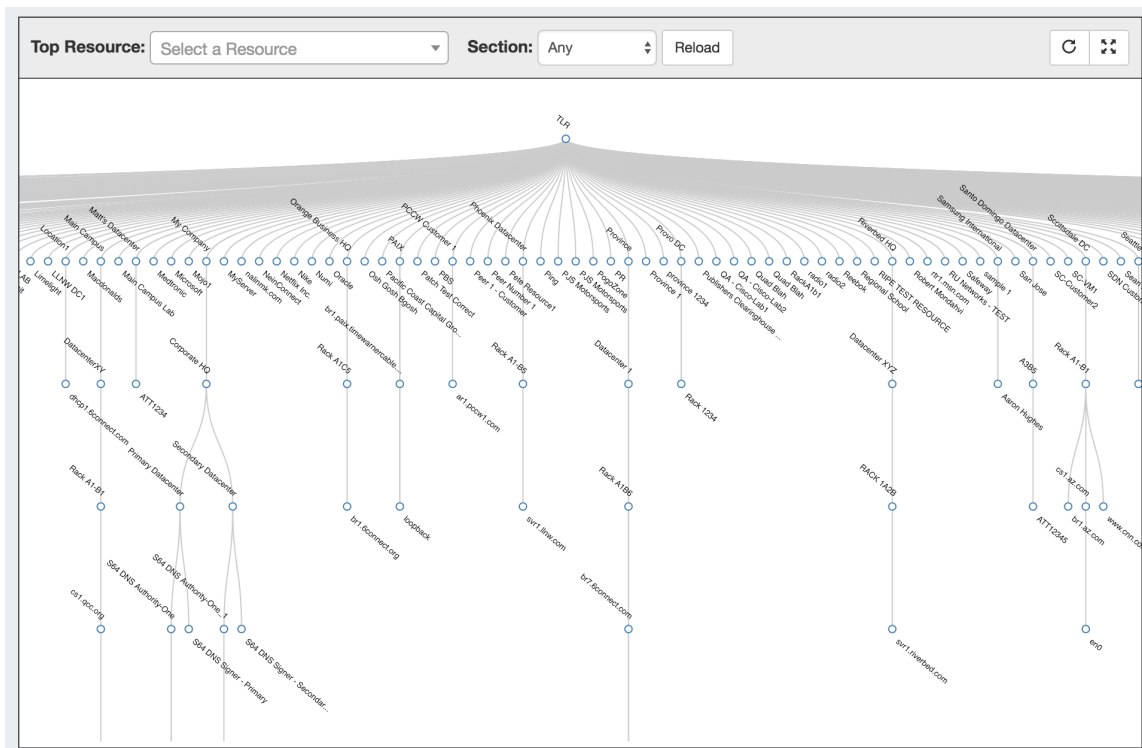**Edit:** Opens to the resource's Edit page

Clone: Opens the clone resource page for the selected resource

Delete: Deletes the resource, if appropriate permissions exist.

Chart View

Chart View illustrates the resources created in a node-based tree.

Select the Top Resource and/or the Section Type from the dropdown menus to limit the view, if desired, and then click "Reload". Users will only be able to view sections of the resource tree on which they have view permissions.

While viewing the main chart, you may:

- View in horizontal or vertical tree mode by clicking the "Switch Chart Orientation" button.
- View fullscreen by clicking the "View Fullscreen" button.
- Left click and drag within the tree view, or scroll wheel in/out to change the area viewed.
- Single or double-clicking on a node with children will collapse or expand the tree at that resource.
- Clicking and dragging a resource node to another resource will relocate the resource to be a child of the resource it is dropped on.

Hovering over a specific Resource or node, then right clicking will open a context menu with the following options:

Quick View: Shows summarized details about the resource and its children, and links to the Resource Entry page(s).
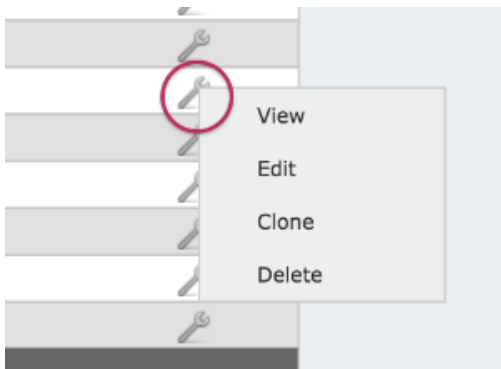
Edit: Opens to the resource's Edit page

Clone: Opens the clone resource page for the selected resource

Delete: Deletes the resource, if appropriate permissions exist.

The Resource Entry Page (View Resource)

The Resource Entry Page displays details for an existing Resource and any associated Gadgets. Here, users may edit the Resource's fields, clone the resource, add child resources, and perform Gadget-level actions such as assigning and managing IPAM Blocks, Contacts, generate DNS Zones, add Field information, and manage Peering Sessions.

Open the page by clicking on a Resource name from the Resource List, or select "View" from the Action Menu for the resource in the Entry List.

The Resource Entry page displays basic details about the Resource, including name, id, section, and category.

Additional information and actions are available to perform for the Resource, depending on which Gadgets are enabled for the associated Section:

> ⓘ **Note**
>
> A few things to keep in mind on Gadgets:
>
> - Not all Gadgets are appropriate for all Resource types - some are suited for Routers, Servers, etc.
> - Some Gadgets (marked "Legacy") may not be available to new ProVision users or newer versions of ProVision.
> - Some Gadgets may be specialized for very specific use cases or connect with other products.

Currently Available Gadgets:

- **ACP ("Workflows") Gadget:** Connector to ProVision's API Composer Platform. Executes selected ACP Workflows.
- **Contact Info**: Displays phone, address, and billing details for the Resource.
- **Contacts:** Assigns Contacts to the Resource from the Contact Manager.
- **DHCP Server Management (Legacy):** Manage a DHCP Server details and pools.
- **DHCP Customer Configuration (Specialized):** Assign and Configure DHCP Pools from APNIC Blocks.

- **DNS**: Lists DNS Zones associated with the Resource and links to the zone's DNSv3 page.
- **DNS Autogenerator:** Autogenerates DNS forward and reverse zones for the resource, based on assigned IP Blocks.
- **Document Storage:** Load, View, and Download assorted image or text documents.
- **Field Gadget**: View and Edit data and information fields associated with the current resource.
- **IPAM (Legacy):** Manage IP Blocks.
- **IPAMv2:** Manage IP Blocks - supports additional functionality over the old IPAM Gadget.
- **Notes:** Type and view short text notes.
- **Peer Groups**: View and assign Router Peer Groups.
- **Peering Sessions:** View and manage peering sessions.
- **Peering VRFs:** Manage Peering VRFs.
- **Resource Linkage Gadget:** Create a reciprocal link to another resource.
- **Resource Linkage - Linked IPs Gadget:** View the IPs assigned to Linked Resources.
- **Resource View:** Displays the basic Resource entry information - name, section, etc.
- **Reverse API Console:** Display custom reverse API content.
- **Tech Info:** Display NS and Technical RIR info.

From here, you can work with your selected Gadgets, performing tasks such as assigning DNS zones, IP Blocks, assign Contacts, and more.

See the Gadgets Page for detail on working with individual Gadgets.

Create an Entry

To create a new Entry, click on the "Add Entry" button from the Resource Tab / Entry List Page.

This will take you to the Add Entry page.

Fill in the Name of your new Resource Entry, select a Section (the chosen Section determines what gadgets will show on your new resource's Entry page), the Parent Resource, Category, and enter a Custom ID number if desired.

When complete, click the "Create" button. If you wish to exit without saving your changes, click "Cancel".

Once the Entry is created, the **Resource Entry** page loads for that Resource, displaying whatever gadgets are enabled for the associated Section
.

MyNewEntry (1023)

ID: 3743
Section: Customer
Category: Customer

From here, you can work with your selected Gadgets, performing tasks assigning IP Blocks, Contacts, and more.

See the Gadgets Page for detail on working with individual Gadgets.

Edit or Delete an Entry

To edit or delete an Entry, go to the bottom of that resource's Entry Page, and select "Edit".

MyNewEntry (1023)

ID: 15117
Section: Customer
Category: Customer

Clone   Add Child   Edit

This will bring up the Edit Entry Page, where you can edit basic information such as Name, Section, Parent, Category, or Custom ID.

When done, hit the "Save" button.

Basic Information		Name (required)	Section
		MyNewEntry	Customer
		Parent	Category
		TLR	Customer
		Custom ID	
		1023	

Delete   View   Save

If you wish to delete the Entry, select the "Delete" button.

> ⓘ **Note**
>
> If an entry has children, the delete option will not be available. Child Entries must be deleted before a Parent Entry can be deleted.

Export Resource Fields

Resource Entry pages have an "Export As CSV" button that generates a .csv file containing the Resource's basic field information.

To export the Resource, click the "Export as CSV" button in the header on the Resource Entry Page.

A QA Entry

ID: 14917
Section: Resource Holder
Category: QA

The downloaded .csv file will contain the fields containing values from the Resource Info, Contact Info, Tech Info, and Resource Field Gadget(s), with the field name in the first column, and the field values in the second column.

	A	B	C
1	Name	A QA Entry	
2	Section	Resource Holder	
3	Category	QA	
4	Created	2019-06-27T13:32:02-0700	
5	Modified	2020-01-13T12:34:51-0800	
6	Street 1	123 Main St.	
7	City	Sometown, CA	
8	Zip	12234	
9	Street 1	123 Main St.	
10	City	Sometown, CA	
11	Zip	12234	
12	Phone Main	123456789	
13	Last Billing Date	awd	
14	Country	DZ	
15	Country	DZ	
16	Residential Customer Privacy Enable	TRUE	
17	ns1	ns1	
18	Contract Number	12345	
19	Notes	Test	
20			
21			
22			
23			

Add Child Entries

Adding a Child Entry creates a resource underneath the current resource in the hierarchy.

To add a Child Entry, at the bottom of the Resource Entry page, click "Add Child".

Fields

Abuse POC:
Bob Smith

GIS Data:
No

Clone   Add Child   Edit

This brings up the Add Entry dialog. Looking at the top navigation breadcrumbs, you can see that we are adding an Entry underneath the resource "MyNewEntry".

Fill out the Name, Section, Category, and Custom ID (if desired), and hit the "Create" button. The Parent field is pre-selected for you.

Resources / **Entries** / **MyNewEntry** / **Add Entry**

Fundamentals

Name (required)
NewChildEntry

Section
Data Center

Parent
MyNewEntry

Category
Uncategorized

Custom ID
126

Cancel   Create

Once created, the Child Entry will show in a list at the bottom of the Parent Entry page.

Child Entries

Name	Type	Category
NewChildEntry	Data Center	Uncategorized

Resource Clone

Cloning an Entry duplicates the Entry and, if desired, any Child Entries existing under it.

This feature can be used to quickly and efficiently create multiple resources with same format, field information, or similar hierarchy structure. One example may be a datacenter with x number racks with y number of servers on each. One rack, with its servers as child entries could be created, and then cloned until the necessary quantity is reached. As text field information is copied during the clone, changes in individual server information would still need reviewed and updated. Think of cloning as creating a template from an existing Resource Entry.
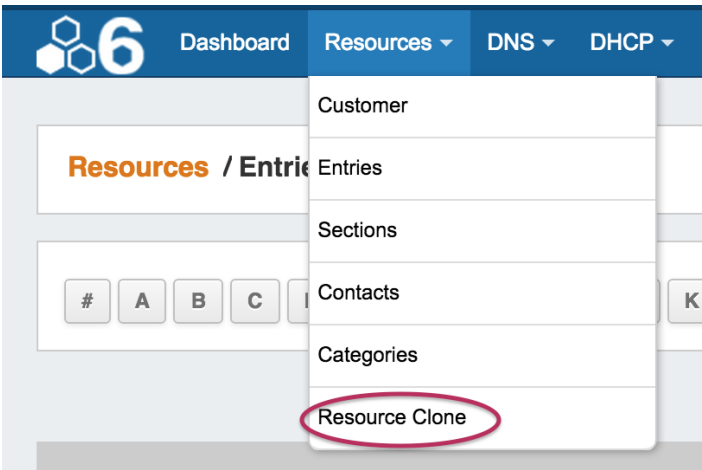
Information Cloned: Format of the original Resource (which gadgets are enabled, location, fields), contact / tech information, field information, and (if selected) Child Entries, and Child Entry sections, fields, and field informaiton - in general, items that are chosen or input at the entry creation, or input into text fields.

Information not Cloned: IP Blocks, DNS Zones, uploaded documents - in general, items that are *assigned* to the entry rather than input into fields.

To Clone an Entry

The Resource Clone feature may be accessed from either the **Resources** Tab dropdown menu, or from a Resource Entry page.

From the **Resources** Tab dropdown, select "Resource Clone". This will take you to the Resource Clone page.

You may also select "Clone" from the bottom of a Resource Entry page, in which case the Entry page you clicked "Clone" from will be automatically selected as the resource to clone.

Once on the Resource Clone Page, enter the Resource to clone, Parent Resource, and the New Name for the clone. If you wish for all children of that resource (and their children, if applicable) to be cloned, check the "Clone Resource Children" checkbox. When complete, click the "Clone Resource" button.

To repeatedly clone the resource, simply change the "New Name" field (if you want the subsequent clones to have a different name), and click "Clone Resource" again. You may repeatedly click "Clone Resource" and each click will produce a new clone.

When done, you may click on the link provided for the most recently created clone, or hit the back button from your browser to return to the parent resource.

> ✅ **Tip**
>
> Review the cloned resources using the chart view to see the hierarchy structure!

Additional Information

Continue on to the following pages for additional information on working with Resources in Provision:

- The Resource System
- Customizing Sections
- Customizing Fields
- Gadgets
- Contact Manager