Settings - Tenant - Addresses

Information in italics is intended to provide guidance while writing documentation and in general should be removed when a doc is at a v.1 stage.
The italics are suggestions to help guide what might go in a particular section. If you feel a section does not apply to the app or feature, please keep the section but just add that it does not apply.
If you feel it makes more sense for your documentation, you can move sections up and down.

Purpose

Addresses provides a centralized place to provide addresses to be used in FOLIO apps.

These are generally addresses for the libraries themselves that are using FOLIO.

For example, Libraries can add their addresses in this area of settings, and then Orders uses those addresses as select values for Billing and Shipping addresses.

Unclear what other apps use this? Please add information

This setting for addresses is separate from the Organizations app where vendor information is configured.

Permissions

Describe permissions that apply to the app or section you are outlining. Include default permissions and permission sets; dependencies that exist with permissions in other apps/parts of FOLIO.
Describe action-based permissions (if any) that apply to the app or section you are outlining, including permission dependencies and associated functional workflows.
Describe what each permission does, in language accessible to non-IT library staff.

There is one permission for this area of Settings:

- Settings (tenant): Can manage tenant addresses

There are no action-based permissions for this area of Settings. If that changes, please update this document.

UX/UI

Out of the box fields include:

- Name
    - This is the value that will appear in app dropdown menus so you want it to be understandable to staff
    - Uniqueness not required - see 🔴 **MODCONF-38** - Tenant Addresses does not enforce unique naming OPEN for bug report
- Address
    - Text box
    - Designed to fit postal address, but could be used for other information theoretically, as long as it fit your library's FOLIO workflow
    - Uniqueness not required
- Last updated
    - Auto-generated
    - Day and username of last user to update record
- Actions
    - Pencil icon - edit
    - Trash icon - delete

Searching

There is no search functionality available in this section of FOLIO.

Functional workflows

Describe available tasks that can be conducted in the app. To document those tasks, create a new page and link it to this page.
Describe action-based permissions that are connected to these functional workflows, if any.

- Creating, Modifying, Deleting Tenant Addresses

Reporting

Describe available in-app reports, including parameters for the reports, and associated permissions.
If there are developed LDP reports/queries for this app / area of FOLIO, describe those reports as well.
List any fields that may not be available in the LDP (e.g., for privacy reasons.)

Integrations

Describe any APIs that interact with the app. Provide links to the API / module information in Github.
Describe integrations that individual libraries may wish to develop for this app / area of FOLIO, if relevant.
If existing integrations have been developed by adopting libraries, provide links to the integration in Github or wherever the information can be found.

Describe and include any permanent links such as a link structure to records, searches, etc

Considerations for Implementation

Describe decisions or implications that need to be considered when implementing this feature.

Include topics such as order of operations during implementation or affects of implementing in a certain way.