

# Editing Vendor Records

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We have enhanced the functionality around editing vendor records to allow multiple users, who have access to edit vendors based on their roles, to edit records for the same vendor at the same time. This is to help dealers increase productivity and efficiency so that they can service important vendors, ensuring their accounts are reconciled and paid in a timely fashion.

This enhancement will allow, for example, one user to edit or pay bills while a second user edits a purchase order.

SedonaOffice does prevent users from editing the same element at the same time. For example, if one user is editing a vendor record such as address, phone number, or a specific bill, credit, purchase order, payment, etc. a second user cannot edit the same record. The second user will receive a message stating the record is locked. The second user can wait for the record to unlock or leave the record and return later.

These are the elements that cannot be edited at the same time by different users:

- Edit bills
  - Pay bills
  - Edit credits
  - Edit POs (purchase orders)
  - Edit receipts
  - Edit returns
  - Edit parts
  - Bill using purchase order number
  - Bill using receipt number
  - Delete vendor
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