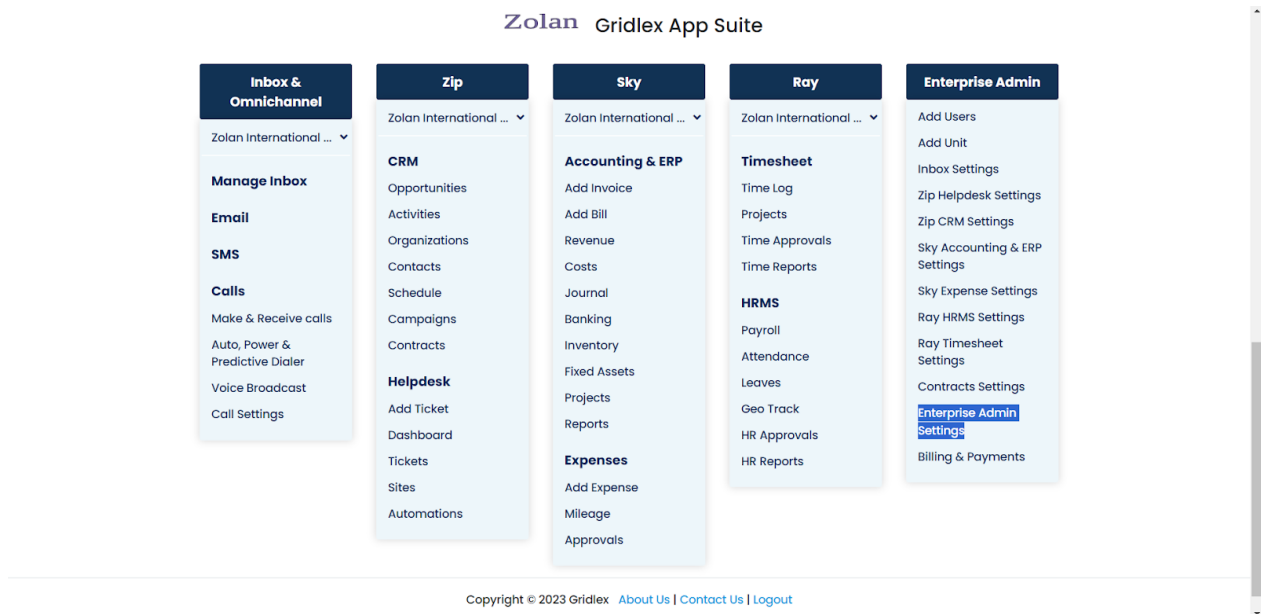
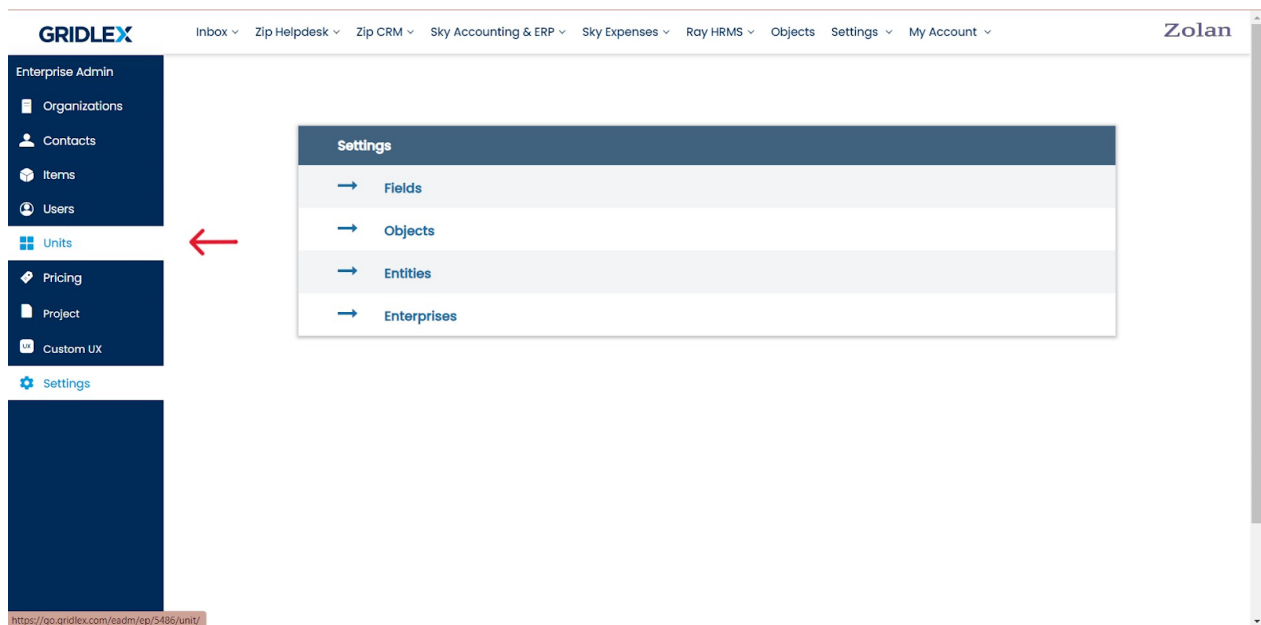


Follow the below steps to add unit types in Gridlex App Suite.

Step 1: Log in to your Gridlex App Suite account and click on the "Enterprise Admin Settings" option under the Enterprise Admin tab.



Step 2: From the left navigation bar, select "Units."



Step 3: Click on “Add Unit Type” from the menu bar.

Unit Name	Unit Type	Shape	Entity Mapped	Status
Super Admin	Zolan Unit Type		Zolan International Entity	Active
Dua Unit - Ray	Zolan Unit Type		Zolan International Entity	Active
Zip Helpdesk Demo	Zolan Unit Type		Zolan International Entity	Active
Sandeep	Zolan Unit Type		Zolan International Entity	Active
Marketing Unit	Zolan Unit Type		Zolan International Entity	Active
Zolan Ray	Zolan Unit Type		Zolan International Entity	Active

Step 4: Now, add the unit type name and description. The unit type ID is auto-generated and the enterprise is added by default. Once done, click “Add.”

Unit Type ID: 1189799437057290241

Enterprises *(Warning: Cannot be Edited later): Zolan

Unit Type Name: Zolan Marketing

Unit Type Description: Marketing department of Zolan organization.

Add

Your unit type is created and you can view it under “Unit Types” tab.

GRIDLEX

Inbox

Zip Helpdesk

Zip CRM

Sky Accounting & ERP

Sky Expenses

Ray HRMS

Objects

Settings

My Account

Zolan

Enterprise Admin

Organizations

Contacts

Items

Users

Units

Pricing

Project

Custom UX

Settings

Units

Add Unit

Unit Types

Add Unit Type

Unit Type Name	Unit Type Description	Enterprise
Zolan Marketing	Marketing department of Zolan organization.	Zolan
Zolan Sales	Sales department of Zolan organization.	Zolan
Zolan Unit Type		Zolan

If you need any help with any feature, data migration of your old data, or anything at all, just email apps@gridlex.com and our team will be here to help you. Remember, that one of **Gridlex’s** core values is Customer Success. We want you to be successful.