

## Add

This is the data-entry form for the '**Third-Party Verification Tests (Physical and Chemical)**' section after clicking '**Add**' from the menu bar of that section.

Here's the step-by-step procedure in filling-up the form:

### To Add

From '**Third-Party Verification Tests (Physical and Chemical)**' section menu > **Add**,

1. **Test Date & Time** - input the date and time, use the date picker;
2. **Name of Test Lab** - select the name of the test laboratory from choices;
3. **Third-Party Test Name** - select the test name from choices;
4. **Test Classification** - select from choices;
5. **Reference No.** - input the reference number from invoice;
6. To save the data, first click '**Ready to Save**' to enable the '**Save Data**' button;
7. Click the '**Save Data**' button. *Dialog panel* exits and newly saved data is displayed at the bottommost row of the '**Third-Party Verification Tests (Physical and Chemical)**' section grid control.

