

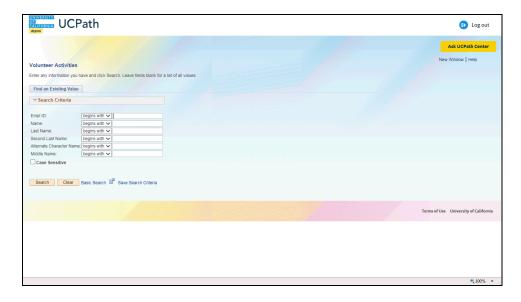
The **Update/Display** action type enables you to access current and future effective-dated rows in the database.

Specifically, you can:

- •Insert, change and delete future rows of data.
- •View current and future rows of data.

You also use this action type to access tables that are not effective-dated.

Step	Action
1.	UCPath uses many different types of elements to organize information on pages and to enable you to enter data, including data-entry, functional and data processing elements.
	<b>Update/Display</b> retrieves only current and future rows. You can change future rows but not current rows. You also can add a new current row.
	In this example, use the <b>Volunteer Activities</b> page.
	Navigator > Workforce Administration > Personal Information > Biographical > Volunteer Activities OR
	Global Search > Volunteer Activities
2.	When accessing component pages that are not effective-dated, the default page action is <b>Update/Display</b> .
	Notice that the search page for <b>Volunteer Activities</b> does not provide choices for any actions.





Step	Action
3.	In this example, one of your psychiatry employees has been volunteering at the LA Downtown Women's Center. She ended her volunteer service on September 1, 2017.
	You must update this job-related volunteer information.
	Click in the <b>Empl ID</b> field.
4.	Enter the desired information into the <b>Empl ID</b> field.
	For this example, enter 10070630.
5.	Click the <b>Search</b> button.  Search
6.	The <b>Volunteer Activities</b> page for the employee appears. You must enter the end date for this activity.
	Click in the <b>End Date</b> field.
7.	Enter the desired information into the <b>End Date</b> field.
	For this example, enter 09/01/17.
8.	Click the Save button.
9.	You have successfully updated the information for this employee and committed the data to the UCPath tables.  End of Procedure.