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Rulebook template word

By using Microsoft Word, you can write your rules in ordinary English. You then format these rules with the styles provided on the Oracle Policy Modery tab to enable them to be compiled in a format that can be used by the Oracle Terms engine. Before you start writing rules, you need to change some of the default settings in Word. What do you want to do? Prepare Word for writing rules Understand Oracle Policy Modification Format and Structure Write a rule in Word-preparation Word for writing rules Some normal settings in Microsoft Word will interfere with rule creation by Oracle Policy Modification, so you need to make the following changes to Word Settings: AutoCorrect In Tools | AutoCorrect Options | AutoCorrect tab (in Word 2003), or Word Options | Trial | AutoCorrect Options | AutoCorrect tab (in Word 2007 and later): Uncheck Capitalize first letter of sentences Uncheck Capitalize first letter of table cells Remove text if you type AutoFormat if you type in Tools | AutoCorrect Options | AutoFormat as you tab (in Word 2003), or Word Options | Trial | AutoCorrect Options | AutoFormat as you type tab (in Word 2007 and later): Uncheck Straight quotes with smart quotes Uncheck Auto Bulleted Lists Uncheck Auto-numbered lists Uncheck Format Start of List item like the one before unchecking Set left – and first-indent with tabs and backspaces uncheck Define styles based on your formatting measurement units and style area set the units of measurement to Centimeters and the Style Area Width to about 3cm – it will help you see what happens to The Oracle Policy Modulation styles. For Word 2003: In Tools | Options | General tab, change measuring units to centimeters. In Tools | Options | View tab, set the Style area width at 3cm. For Word 2007 and later, the Show Styles button in the Document group of the Oracle Policy Modeting tab provides a shortcut to display the style area. The settings to do it manually in Word 2007 and can be found later in Word Options | Advanced | Display: Change Show measurement in units from: to Centimeters. Set the style area width in draft and review view: to 3cm. Note that you need to select the Draft or Caution document views while using Word to view it. TIPS: Make sure that the rule language and the dictionary language are synchronized in Microsoft Word (e.g. if the rule language is English (American), the dictionary language must be in Word English (USA).). For extremely complex projects that contain either very large rule documents (70+ pages) or large numbers of rule documents, you also need to turn off automatic saving, backup, and background repetition to improve the performance of Microsoft Word with Oracle Policy Modeling. Understand Oracle Policy Modification Format and Structure Oracle format is very strict to avoid consistency and completeness of rules and logical ambience. In particular, styles and identity play an important role in recognising the meaning of rules. Indentation and styles are used to separate the conditions of the conclusion, and conditions from different levels of each other. Clear conditions are separated on different lines, and placing and or between conditions has special meaning. Rules must be marked in Word using oracle policy modelling styles to be recognised by the Oracle Policy Modelling Compiler. The styles appear in the Oracle Policy Modeling Toolbar and in the document templates attached to all Word documents created by Oracle Policy Modeling. Oracle Policy Modeing seeks these styles when you unilize your rules to determine the different line components. Each style

has a unique style name and color to easily identify it. Text that is not in the Oracle Policy Modelling Styles is ignored by the Oracle Policy Modeler. The rule below shows an example of the OPM styles that would be applied in Word using the Conclusion and Level Styles on the Oracle Policy Modelling tab: the claimant is eligible for living grants if OPM - concluded that the claimant lives alone and OPM - level 1 the plaintiff complies with the age criteria OPM - level 1 the claimant meets the claimant Termia OP – level 2 the claimant is older than 65 and OPM – level 3 the claimant is a man OPM – level 3 or OPM – level 2 the claimant meets the female age criteria OPM – level 2 the claimant is older than 60 and OPM – level 3 the claimant is a woman OPM – level 3 Write a rule in Word to write a rule in Word : Create and open a Word document in your project. In Word, you will see the Oracle Policy Modification toolbar. (If the toolbar is not visible in Word 2003, go to View | Toolbars | Oracle Policy Modelling to open it.) This toolbar is what you will use to format your rules in Oracle Policy Mode modestyles. Puts the cursor on a new empty line in the Word document. Typing the person is happy if. This will form your rule conclusion. Put the cursor somewhere in this text, and click the Conclusion button on the Oracle Policy Modelling toolbar. Place the cursor at the end of the line (after the if) and press the Enter key to start a new paragraph. Level 1 style will automatically be applied to the new paragraph. You will see that the Level 1 style has been stopped slightly from the Conclusion style to highlight the difference in rule levels. Type the sun is shiny. That's it! You have just created a rule in Word. Download these Business Rules Templates (MS Word/Excel) to explain the appropriate action (i.e. rule) to be taken and any ambiguity about the correct course of action to be followed, Use these Business Rules Templates to describe how policies or practices applicable to a specific business activity. If you model your business processes, you can capture business rules as separate elements and weave them into your process flow. In addition, you can customize these templates to create functional business rules to calculate values and perform tasks for financial, budgets and workflows. Download Now for \$7.99 Benefits A business rules are a set of activities designed to produce a specific output. It is used to capture the specific ordering of working activities, including inputs, outputs, triggers and actions. These Business Rules templates will help you: Automate complex decision-making processes; reduce the likelihood of human error capture business logic so that it can be changed after deployment if you need to enforce your business processes enforcing company business policy Ensuring regulatory compliance MS Word Templates: Blue and Red Themes Once you have defined a set of business rules, you can reuse them in other processes. You get two templates in the zip file. One blue theme, the other red. The red theme of the MS Word template has exactly the same content as the blue theme. You can change the color scheme by updding the styles. NB: Let me know if you need any help with this. Microsoft Word Business Rules Template - 15 Pages Business Rules Launch Business Rules Table Group Business Rules Free Excel Template Business Rules Template - Empty Business Rules Template - Sample Business Rules Template: Contents Return 1 Introduction 1.1 Goal 1.2 Scope 1.3 Definitions, Acronyms, and abbreviations 1.4 References 1.5 Review 2 Business Rule #1 2.1 Business Rule name #2.2 Business Rule name #3 Business Rule #2 3.1 Business Rule name ## 3.2 Business Rule name ##4. Group Business Rules 4.1 Group of business #1 4.2 Group of business rules #2 5. Schedule Business Rules Template Pack The templates are in Microsoft Word and Excel format and can be downloaded online for only \$7.99. The template package includes the following documents: 2 x Business Rules Templates 15 Pages Business Rules Template 1 x Excel File Download Now for \$7.99 Product Specifications File Format: The templates are in Microsoft Word (.docx) and Excel format (.xlsx). 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