
How to change the body template of the PO line communications

- **Product:** Alma
-

Description

When I access the Communications tab of a vendor record, I can start a communication with a vendor after selecting a PO line. There is a prepopulated body containing title and line information. Can this body be changed?

Resolution

The information is generally hardcoded, and it is not possible to add elements or change their sequence.

However, you can remove elements by disabling the labels in the PO line claims letter. Note that this will also disable the elements in the PO line claims letter itself.

-
- **Article last edited:** 25-Oct-2023