UNIVERSITY OF
CAMBRIDGE
The CHRIS Project

12 Inheritance

Throughout Trent you will see references to 'inherited values'. Inheritance is used to allow information to be applied to many levels of the organisation without having to enter it at every individual level and can save a lot of time as repetitive actions can be eliminated.

For example by setting annual weeks worked at 52.25 at the highest level all units, posts and positions within it will inherit this number of weeks.

The basic rule is that values attached to the organisation structure are used in payments and calculations for a person unless they are overridden at position level.

There are a number of items that can be inherited through Trent, including:

- Addresses, Contacts and Location
- Terms and Conditions
- Grades
- Patterns (e.g. working patterns)
- Hours
- Payroll elements
- Payment details

12.1 How does inheritance work?

At any point in the structure, Organisation, Unit, Post or Position, the user can attach attributes to be inherited. These may for example be grades, elements, locations, addresses or terms and conditions.

These attributes are then inherited down to each unit, post or position below the point at which they are attached.

12.1.1 Inherited items

Inheritance items are accessed through the relevant details form (Unit Post or Position). The fact that an item is inherited can be seen by the presence of an inheritance icon next to the item.

12.1.2 Overrides

If the inheritance is not valid or appropriate, the attribute can be removed or replaced by

another value. If it is replaced, then on that page there will be a not-inherited icon next to the item. Where inherited items are overridden, it is very important to be aware of the impact this has on the rest of the organisation structure and more importantly the information that is attached to it. When inheritance is overridden at a point in the structure, any items below that point in the structure will then inherit the new value.

12.1.3 Viewing Inheritance Charts

To see what is inherited and/or to change the inheritance back to the original value, open the inheritance chart form. Inheritance chart option is found on the menus for Position, Post, Organisation and Unit. The image below shows the menu for Position with the inheritance item working weeks selected.
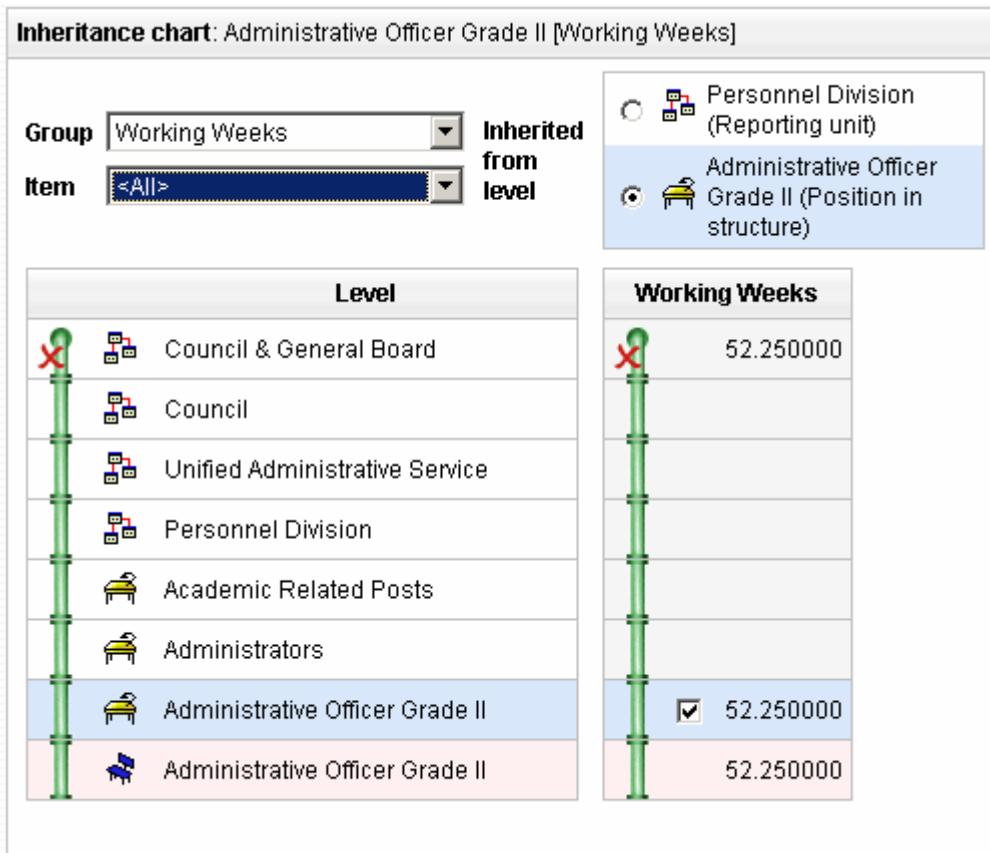
The Level column shows the route of Inheritance down through the organisation structure.

The rows of information relate to the level within the organisation under the respective column.

The other column, in this example working weeks show the inheritance details for the selected group.

At the top level, the unit Council and General Board have 52.25 working weeks and this is inherited down through the structure so that all units, positions, posts and people who work under Council and General Board will share the same value for working weeks (unless other wise changed)

Each inheritable item is shown with a symbol to show whether the value has been inherited or has been overridden. The inheritance icons that can be displayed on the chart are as follows:

Icon	Description
	This icon appears at the top of the inheritance list. It inherits no details from above

	but does pass its own inheritance items downwards onto the next level.
‖	**Inherit**. The icon shows that the details will be inherited from the level above.
✗	**Override**. This icon indicates that the level has had an inheritance override applied to it.

There is a tick box in the penultimate level under Working weeks details. This enables you to break inheritance at this point and in so doing stop an item being inherited further down.

If it is ticked the final level will inherit the details from this level. If it is not ticked then the inheritance is broken at this point.
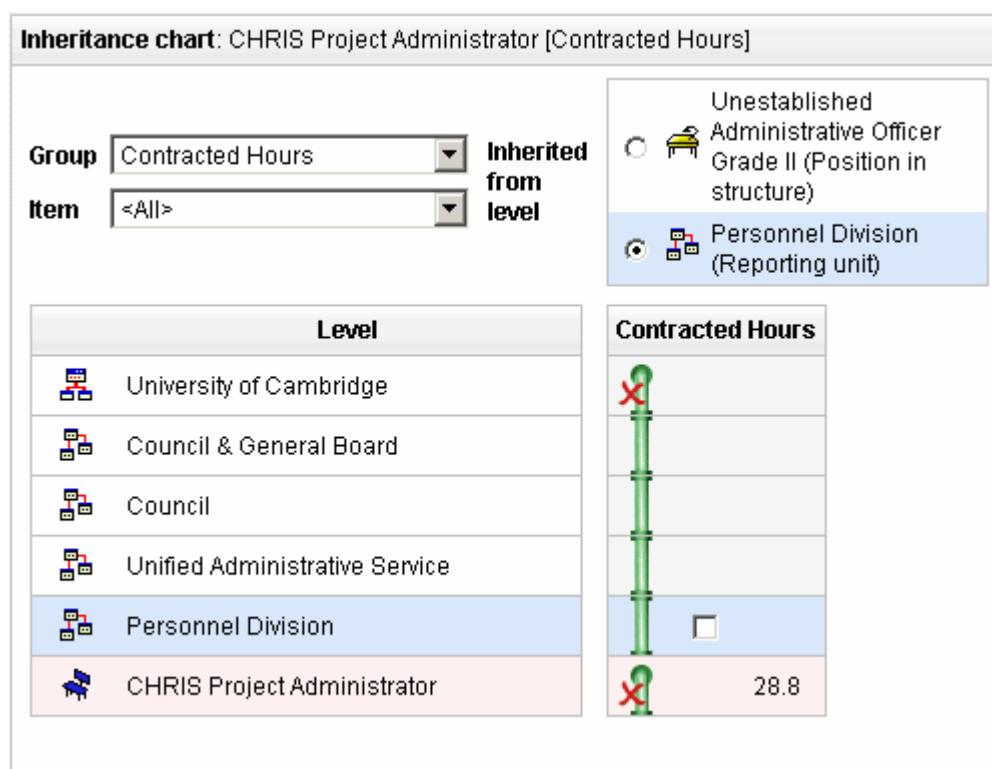
In this example contracted hours are overridden as this administrator works a 4 day week.