## Fast•Class File

Client Data System

## Volume 64: Anea Code Change

## To Update Phone Numbers in CDS after an Area Code Change:

- Verify the prefixes affected by the area code change.
- From the main screen in CDS, select **Database** in the menu bar.
- In the Database menu, select Maintenance.
- In the Maintenance menu, select Area Code Change.
- CDS will open the Area Code Change tool.

🗖 Area Code Change 🛛 💈	K
Old Area Code	
Following list contains all the prefixes in the 'Old Area Code'. Please select one or more prefixes whose area codes have changed.	
Refresh Select All	
New Area Code	
Update Close Help	

Figure 1: The Area Code Change tool.

- Enter the old area code in the **Old Area Code** field.
- Click the **Refresh** button.
- The Area Code Change tool will display all phone number prefixes associated with the old area code.
- Select the prefixes affected by the change in area codes.
- Enter the new area code in the New Area Code field.

🗖 Area Code Change 🛛 🔀
Old Area Code 560
Following list contains all the prefixes in the 'Old Area Code'. Please select one or more prefixes whose area codes have changed.
☐ 276 ⊠ 356 ⊠ 568 ☐ 798 ☐ 977
Refresh Select All
New Area Code 353
Update Close Help

## Figure 2: The Area Code Change tool (Old and New Area Codes entered, prefixes selected).

- Click the **Update** button.
- The selected prefixes will be updated with the new area code.

After phone numbers have been updated, the **Area Code Change** tool can be used to verify the updated telephone number prefixes.

- Enter the new area code in the **Old Area Code** field.
- Click the **Refresh** button.
- The **Area Code Change** tool will display the prefixes associated with the new area code.