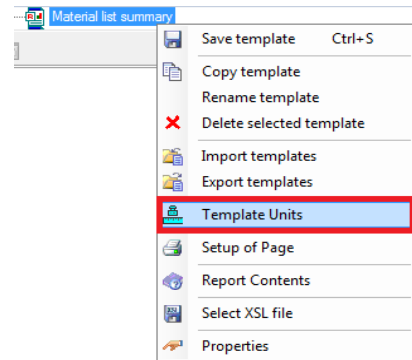
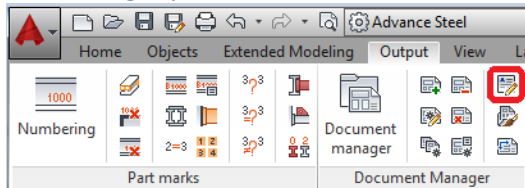


BOM-EXTERNAL-HOW TO HAVE TRAILING ZEROS

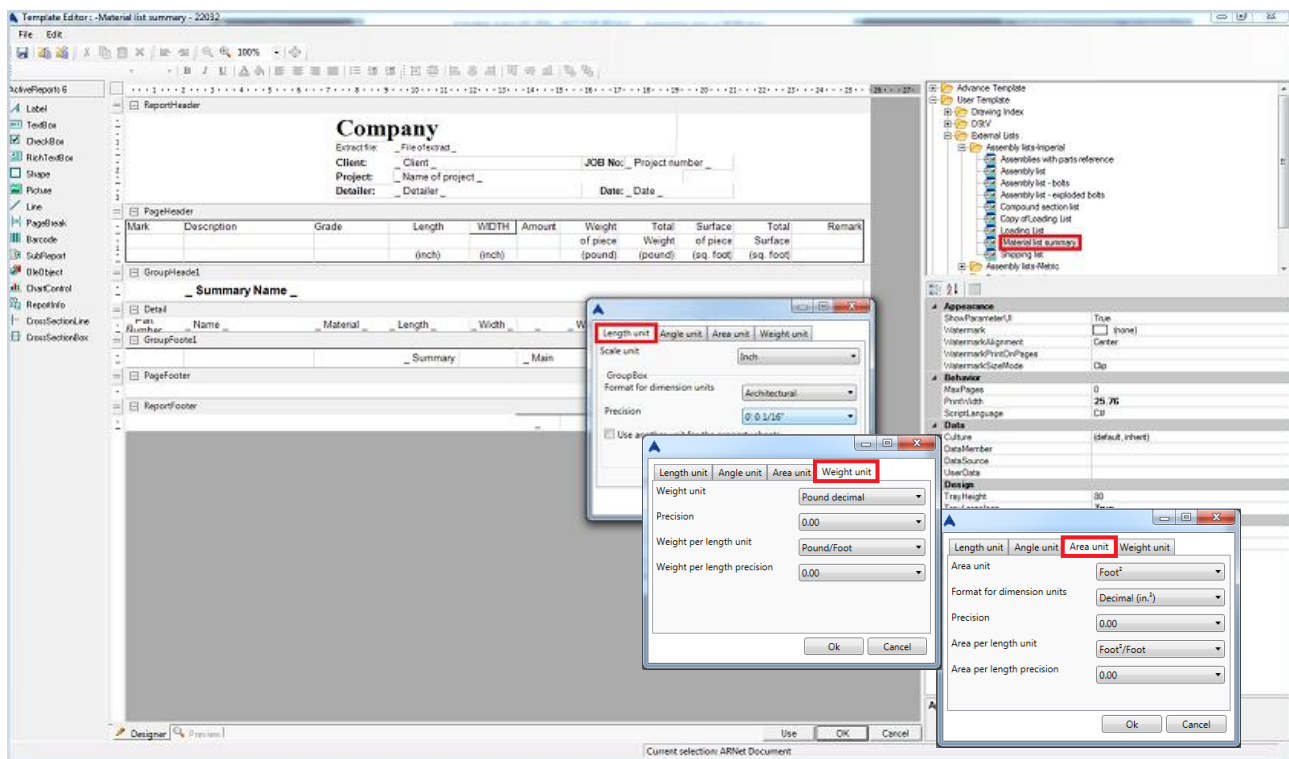
After creating an extract you can edit your desired template units by right clicking on it and selecting the **Template units** from the list.

Remember to make a copy before modifying the template.

1. Open the **BOM Editor** from the **Output** tab on the **Document Manager** panel.



2. **Select** your desired template by right clicking on it and selecting the **Template units** from the list



3. Select the **Length unit** tab and make the following changes seen above.
4. Select the **Weight unit** tab and make the following changes seen above.
5. Select the **Area unit** tab and make the following changes seen above.
6. Select **OK** after making the following changes seen above.
7. Select **Use** and when prompted to save the changes, select **Yes**.

