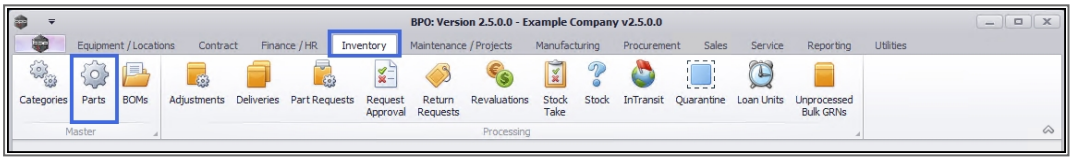
INVENTORY

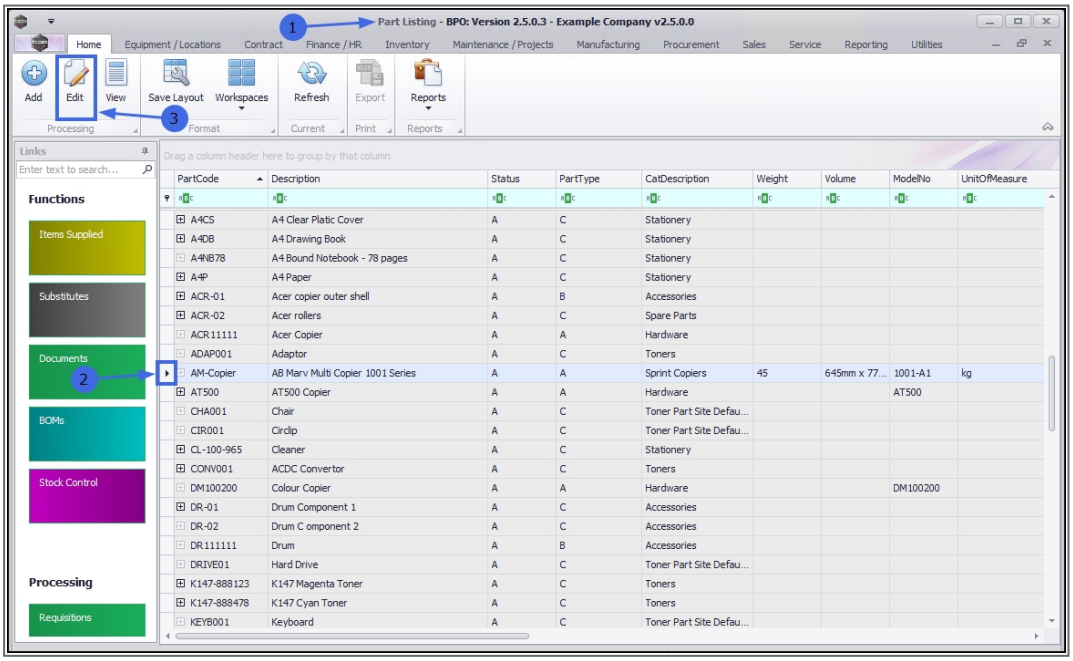
PARTS – EDIT PART DEFINITION DEFAULTS

The information in the part definition **Defaults** panel may need to be edited. For example, you may wish to change the part site warehouse ***selection*** or change the ***primary*** site warehouse.

Ribbon Access: *Inventory > Parts*



1. The ***Part Listing*** screen will display.
2. Select the ***row*** of the part definition where you wish to make changes to the part site ***Defaults*** information.
3. Click on ***Edit***.



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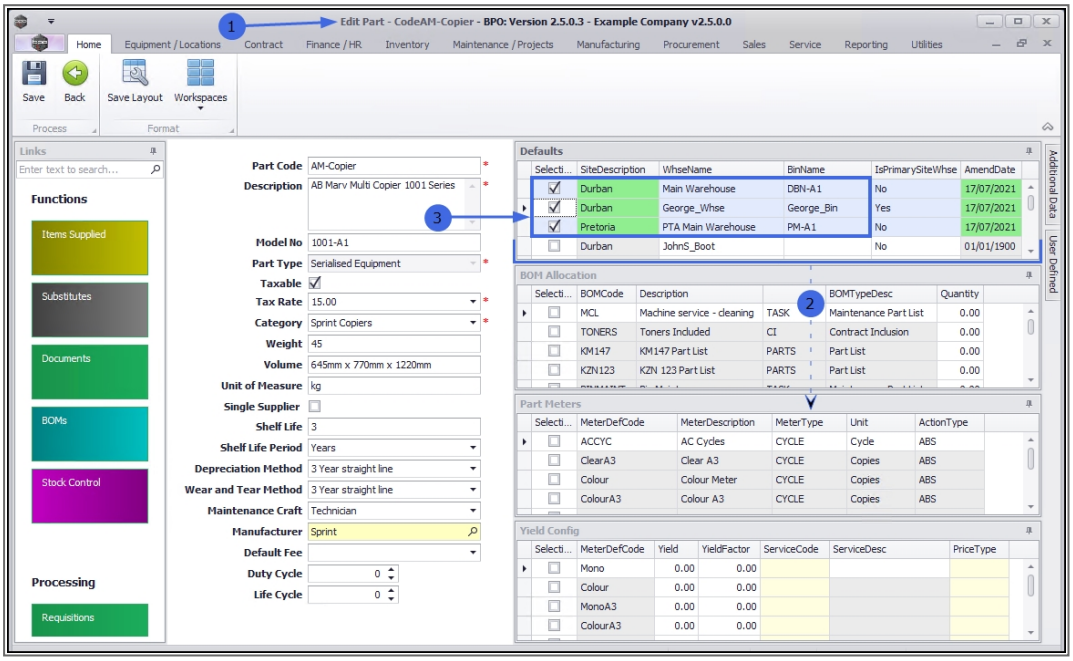
1. The ***Edit Part - Code []*** screen will display.
2. Expand the ***Defaults*** panel if necessary to make it easier to work in.
3. Note that the site warehouses currently linked to the part definition are: ***Durban*** - *Main Warehouse*, ***Durban*** - *George Warehouse* and ***Pretoria*** - *PTA Main Warehouse*.



EDIT PART SITE WAREHOUSE SELECTION

To edit a **site warehouse**(s) linked to the part definition, you will either wish to link a new site warehouse(s) or unlink a current site warehouse(s).

1. To link a new site warehouse, ensure that you mark the ***Selection*** check box in the row of the site warehouse.
2. To unlink a current site warehouse, ensure that you unmark the ***Selection*** check box in the row of the site warehouse.
    - In this example, the ***Durban*** - ***Main Warehouse*** is being unlinked and the ***Durban*** - ***ChrisH_Whse*** is being linked.

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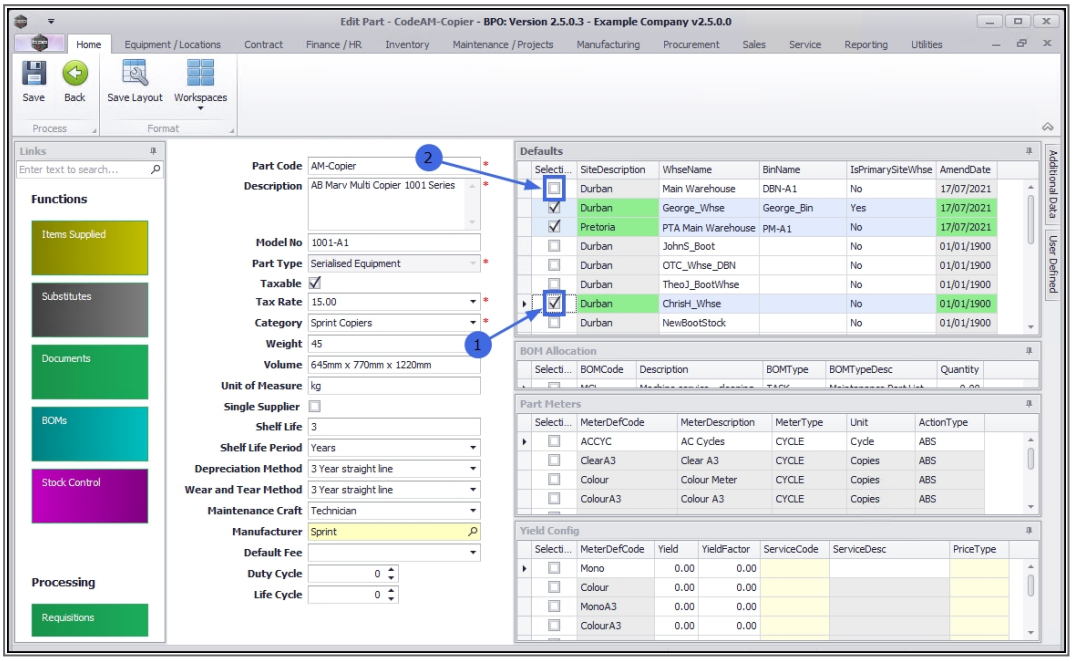
Note: You will need to link a *BinName* to the newly linked site warehouse before you can *Save* your changes. See how to Add a Part Site Warehouse Bin or *Edit a Part Site Warehouse Bin* (below) for more information.



EDIT PART SITE WAREHOUSE

To edit a **Warehouse Name**:

1. Click in the ***WhseName*** field to reveal an ***ellipsis*** button.
2. Click on this button to display the ***Select...*** pop up screen.
3. Select the row of the alternative warehouse description in the data grid and click on ***OK***.

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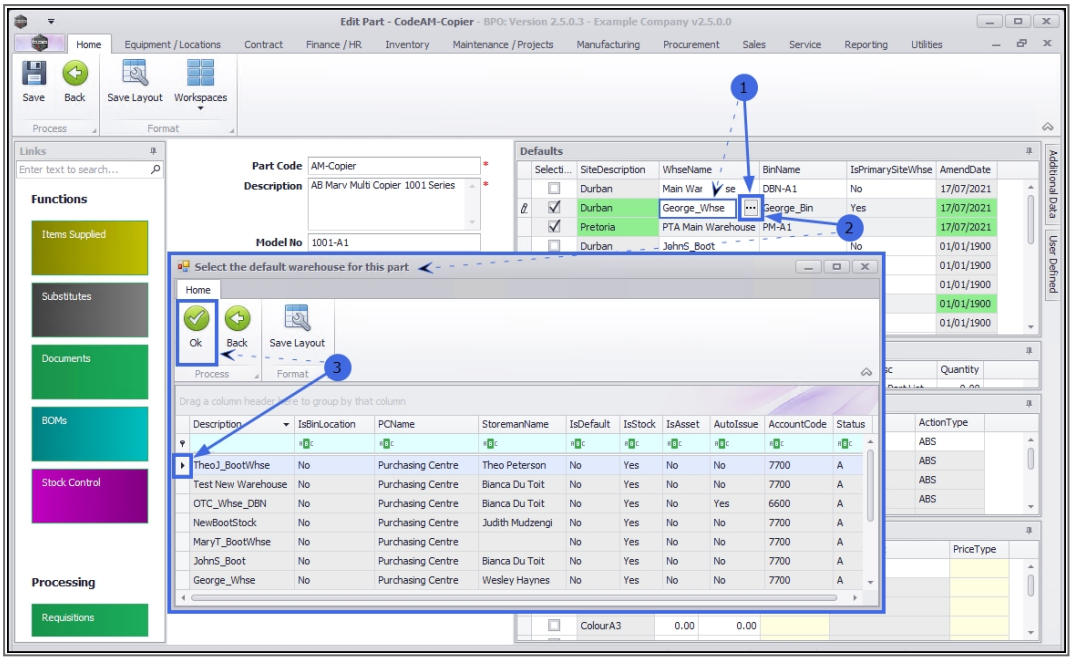

1. The selected warehouse name will now populate the ***WhseName*** field.
2. Note that the ***BinName*** field is now unpopulated. A bin specific to this warehouse will need to be selected before you can ***Save*** your changes.

Note: See how to Add a Part Site Warehouse Bin or *Edit a Part Site Warehouse Bin* (below)for more information.

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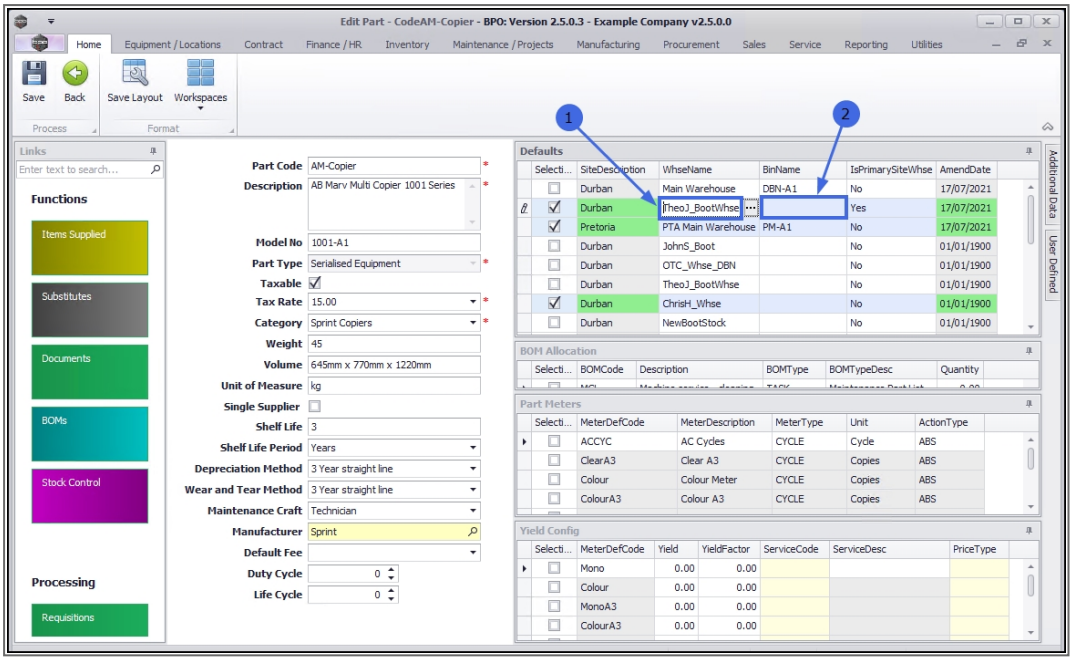

EDIT PART SITE WAREHOUSE BIN

To edit a **Bin Name**:

1. Click in the ***BinName*** field to reveal an ***ellipsis*** button.
2. Click on this button to display the ***Select...*** pop up screen.
3. Select the ***row*** of the alternative bin description in the data grid and click on ***OK***.

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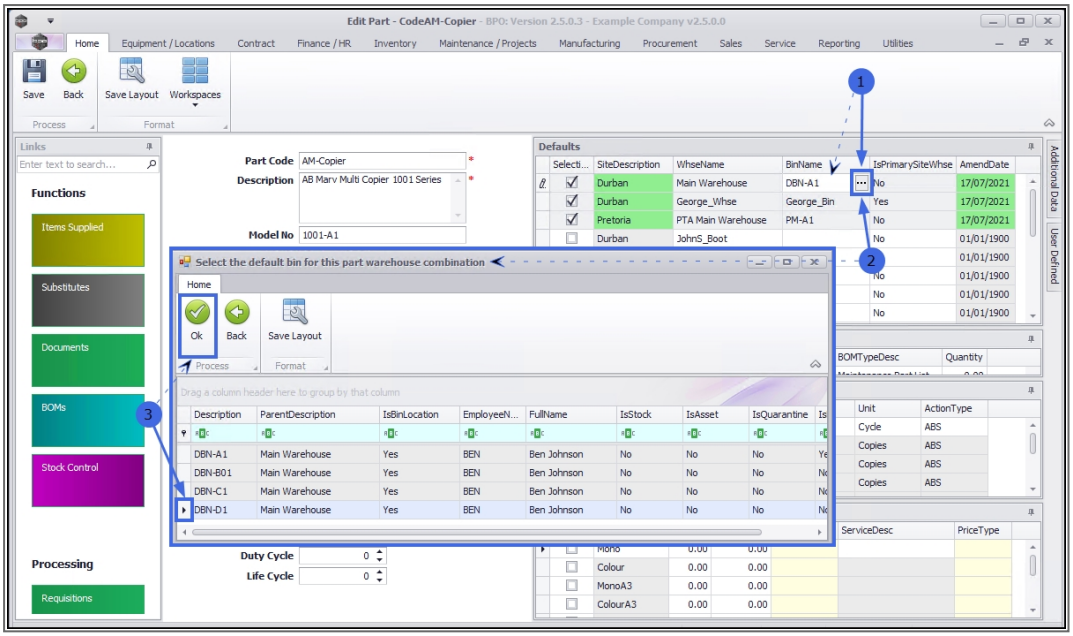

1. The selected bin name will now populate the ***BinName*** field.

EDIT PRIMARY PART SITE WAREHOUSE

You may wish to change the **primary site warehouse**. For example, one of the newly selected site warehouses may need to be linked as the primary one.

To edit the **primary site warehouse**:

2. Ensure that you are in the row of the warehouse that you wish to make the ***primary*** default warehouse. Click in the ***IsPrimarySiteWhse*** field to reveal an arrow button.

> **Note:** The *IsPrimarySiteWhse* field will be populated with "*No*" at this point.

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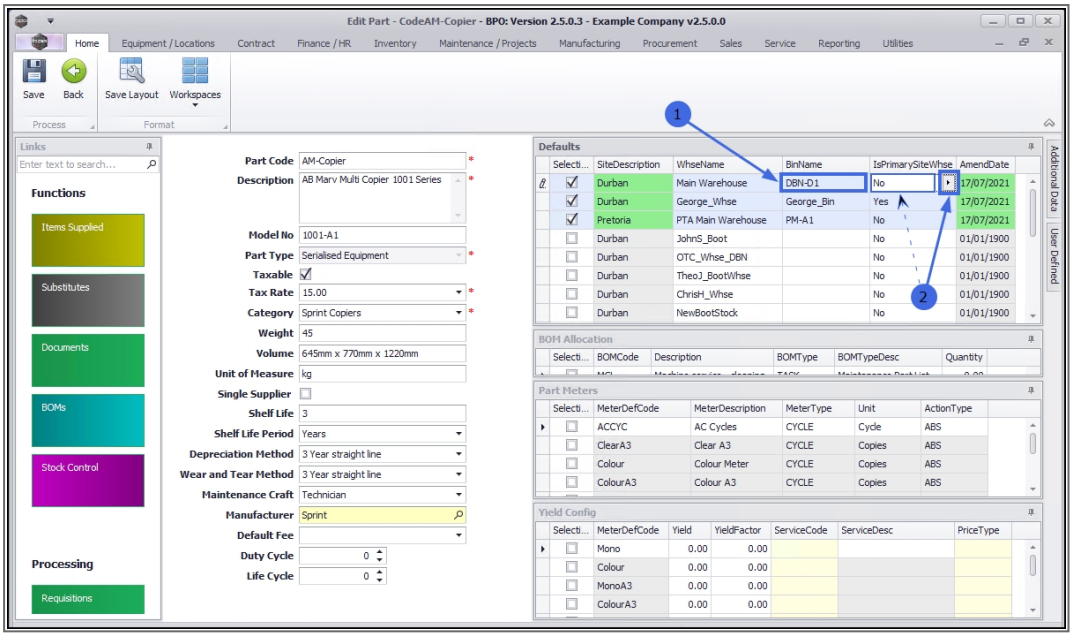
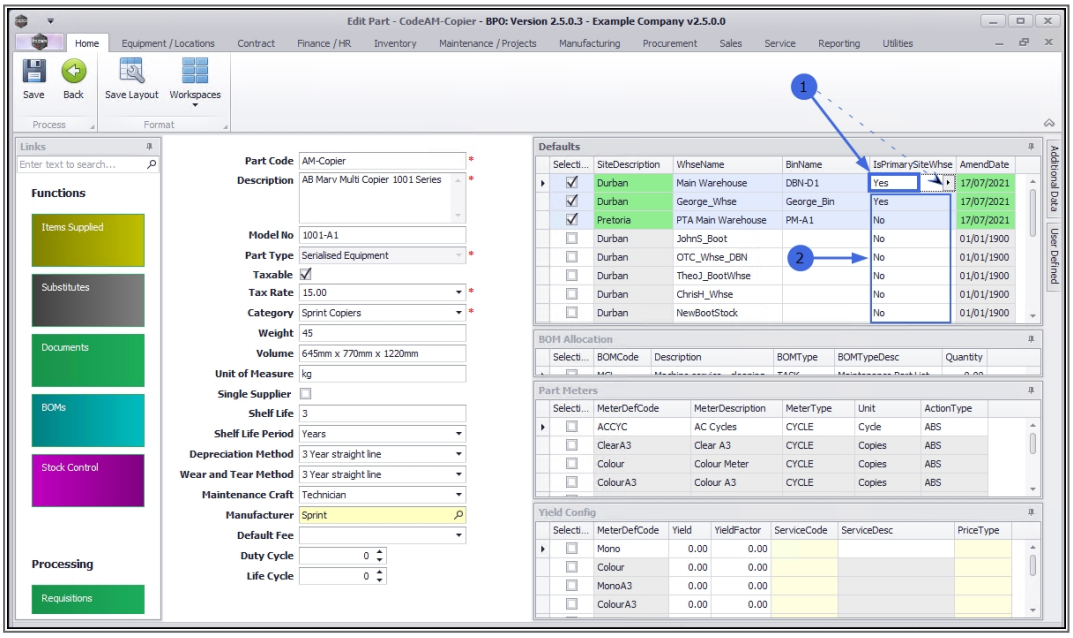


1. Click on the ***arrow*** button to edit the text to "***Yes***".
2. It is important to ensure that no other warehouses in the *same site* are selected as the primary site warehouse. The system will not allow you to save the changes if there is more than one ***IsPrimarySiteWhse*** field within the same site marked as "Yes".



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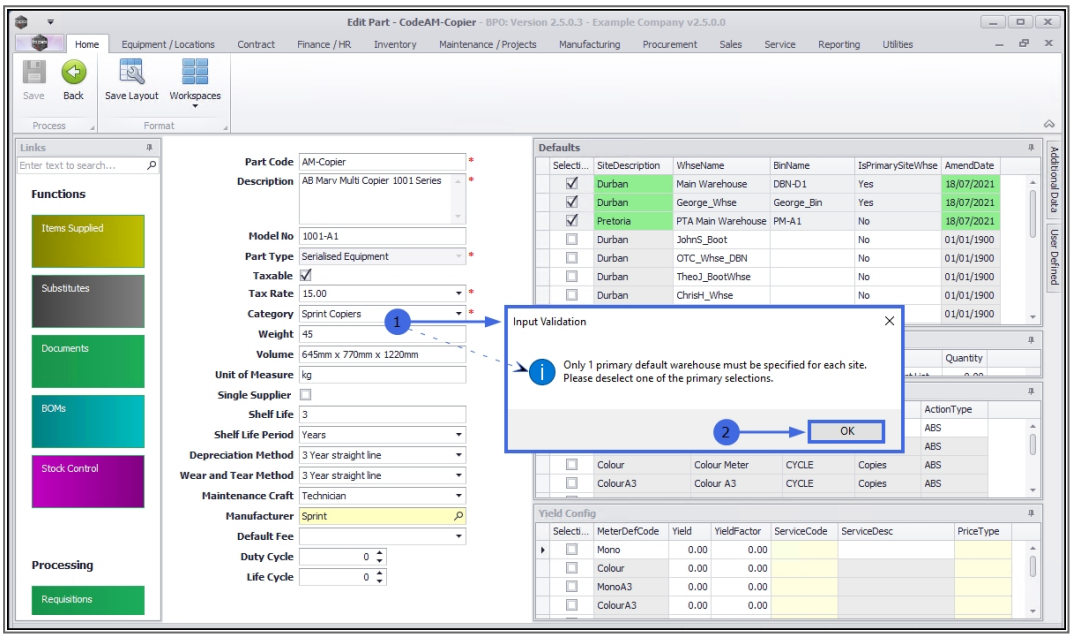
1. An ***Input Validation*** message will pop up stating:
    - *Only 1 primary default warehouse must be specified for each site. Please deselect one of the primary selections.*
2. Click on ***OK*** and go back and deselect the appropriate warehouses.

> **Note**: You can select a primary warehouse ***per site*** e.g. the Durban site and the Pretoria site can each have a primary default warehouse.



SAVE CHANGES

When you have finished editing the details in the part definition ***Defaults*** panel, click on ***Save***.

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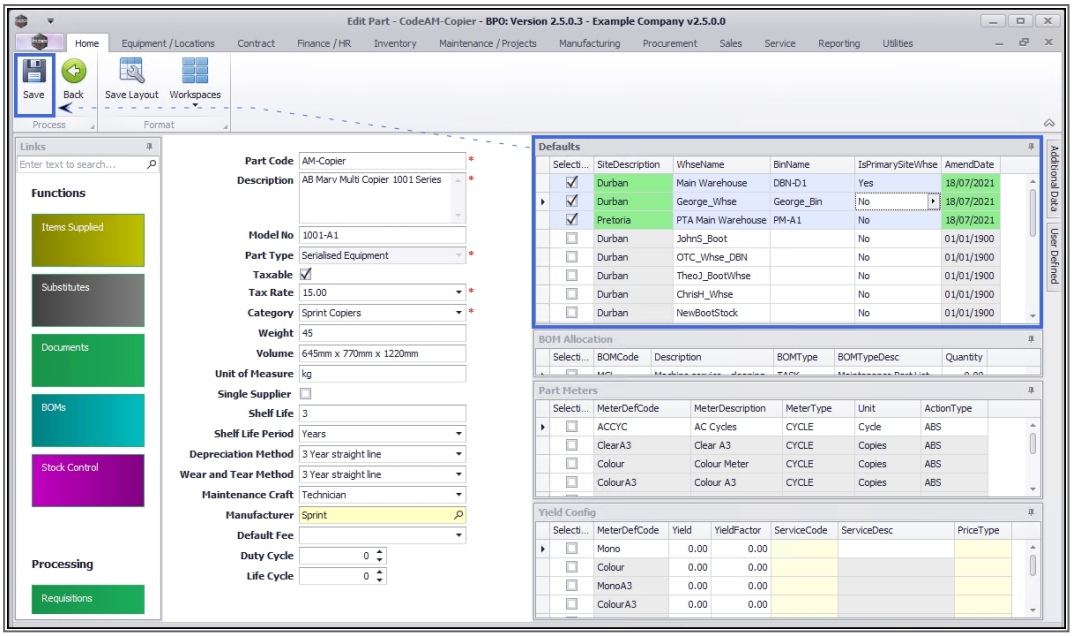

Your changes will be ***saved*** and you will return to the ***Part Listing*** screen.

Related Topics

- Edit Part Definition Details
- Edit Part Definition BOM Allocation
- Edit Part Definition Part Meters
- Edit Part Definition Yield Config
- Edit Part Definition Additional Data
- Edit Part Definition User Defined

MNU.026.041

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