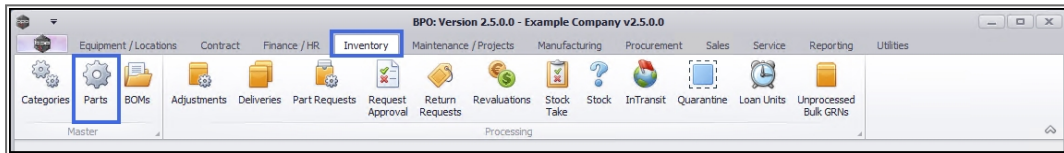


## INVENTORY

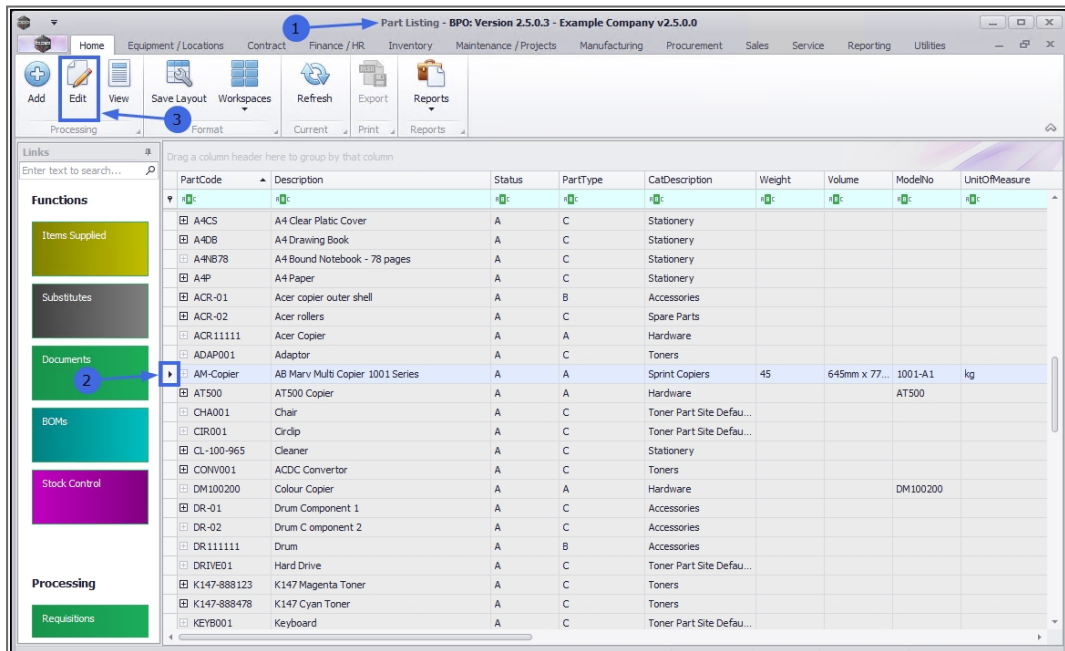
### PARTS - EDIT PART DEFINITION DEFAULTS

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.

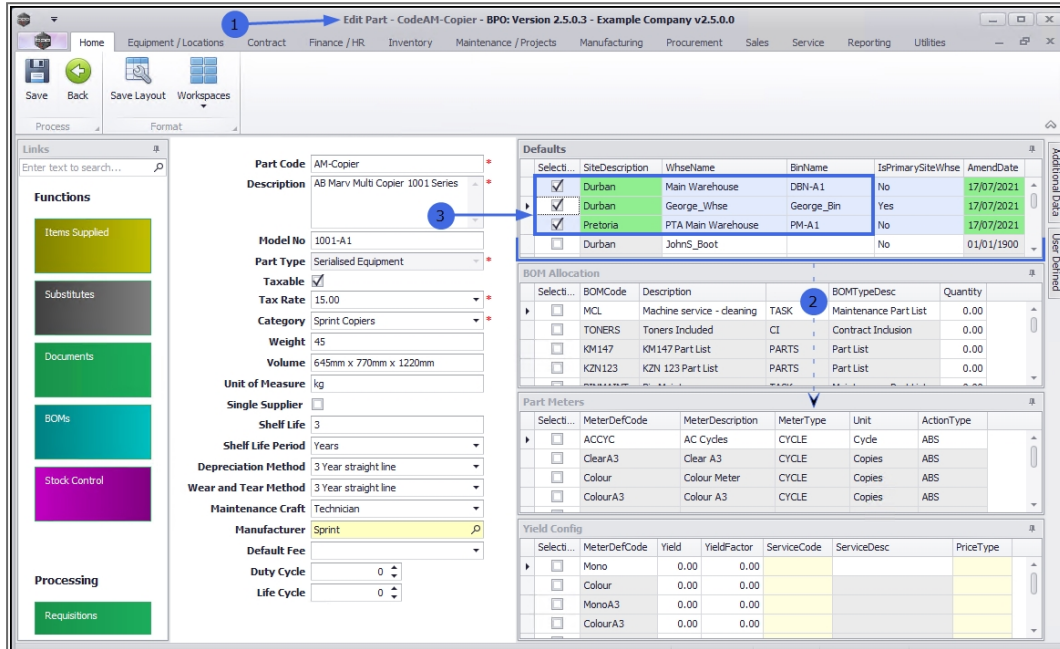
**Ribbon Access:** *Inventory > Parts*



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**.



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**.

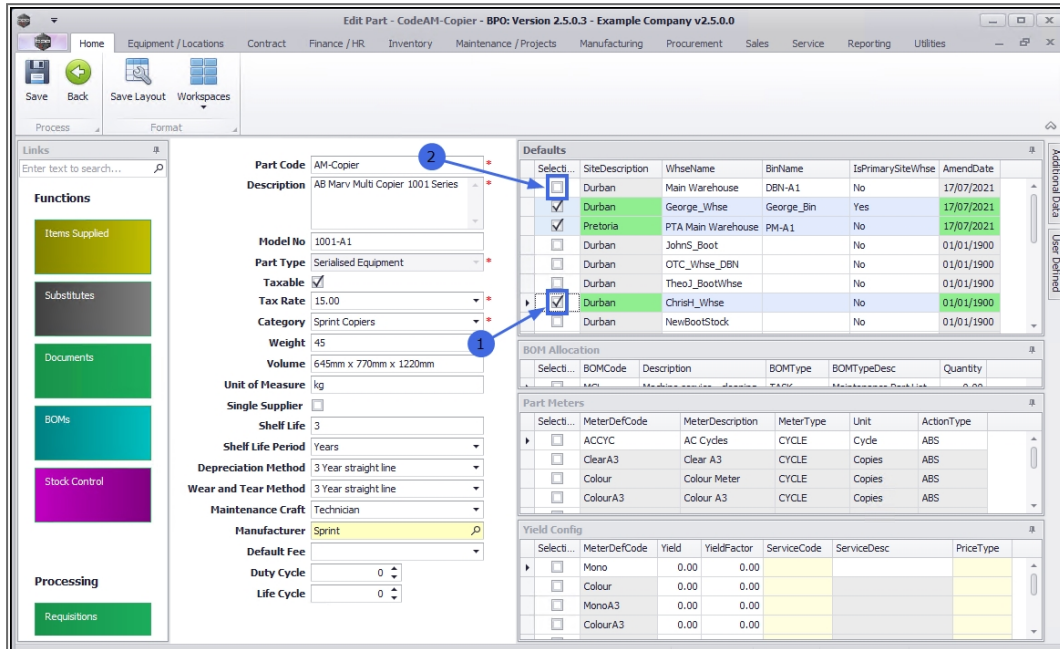


## EDIT PART SITE WAREHOUSE SELECTION

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.

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.

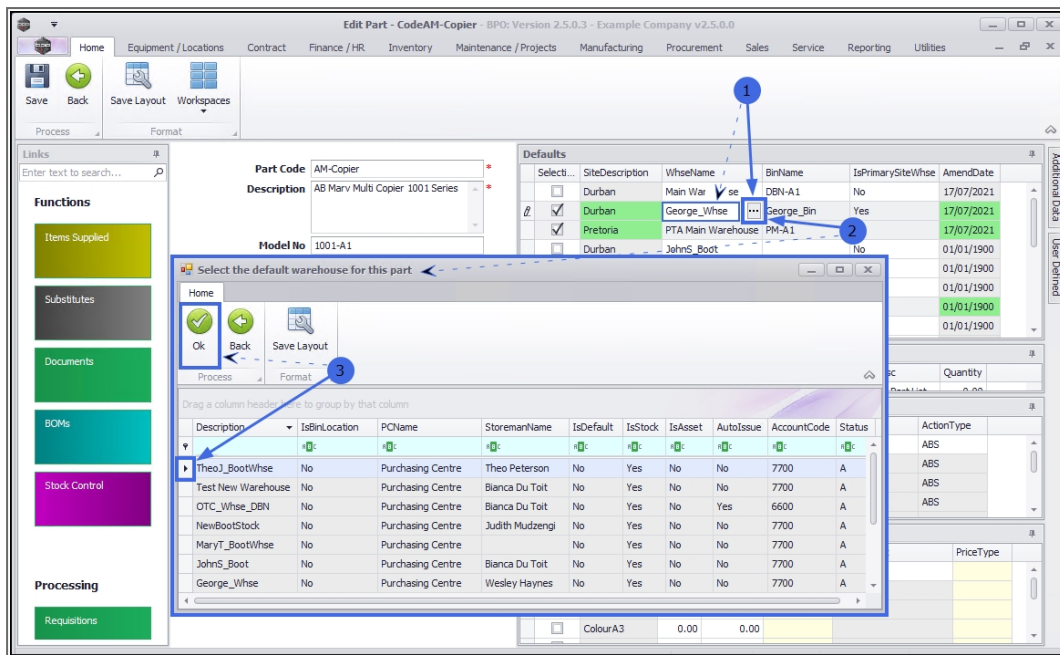


Select	SiteDescription	WhseName	BinName	IsPrimarySiteWhse	AmendDate
<input type="checkbox"/>	Durban	Main Warehouse	DBN-A1	No	17/07/2021
<input checked="" type="checkbox"/>	Durban	George_Wlse	George_Bin	Yes	17/07/2021
<input type="checkbox"/>	Pretoria	PTA Main Warehouse	PM-A1	No	17/07/2021
<input type="checkbox"/>	Durban	JohnS_Boot		No	01/01/1900
<input type="checkbox"/>	Durban	OTC_Wlse_DBN		No	01/01/1900
<input type="checkbox"/>	Durban	TheoJ_BootWhse		No	01/01/1900
<input checked="" type="checkbox"/>	Durban	ChrisH_Wlse		No	01/01/1900
<input type="checkbox"/>	Durban	NewBootStock		No	01/01/1900

## EDIT PART SITE WAREHOUSE

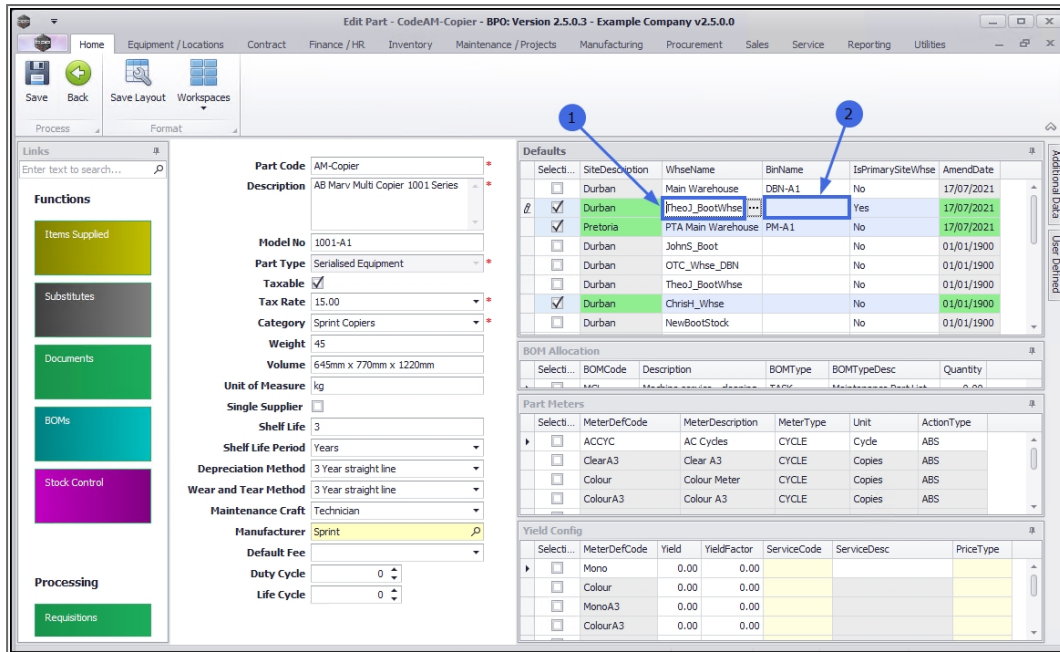
To edit a **Warehouse Name**:

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**.



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.

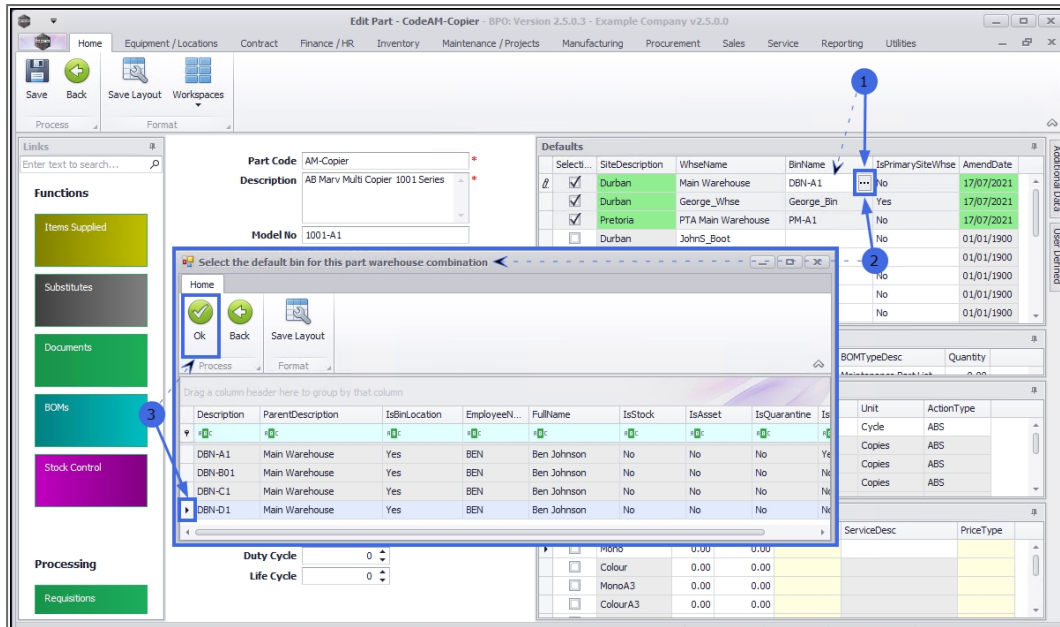
**Note:** See how to [Add a Part Site Warehouse Bin](#) or [Edit a Part Site Warehouse Bin](#) (below) for more information.



## 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**.



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.



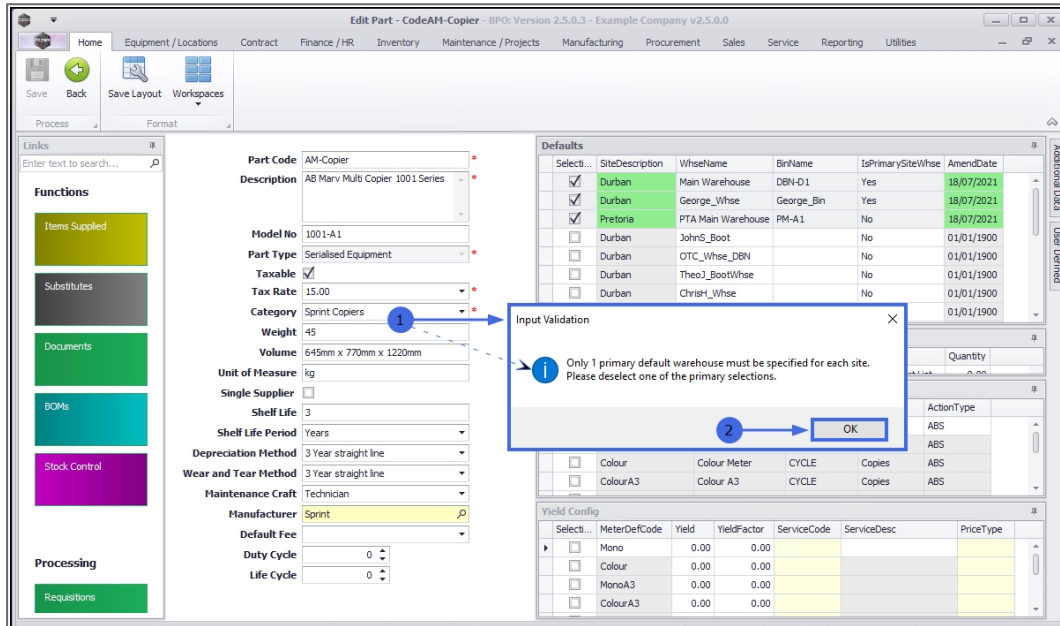
Select...	SiteDescription	WhseName	BinName	IsPrimarySiteWhse	AmendDate
<input checked="" type="checkbox"/>	Durban	Main Warehouse	DBH-D1	No	17/07/2021
<input checked="" type="checkbox"/>	Durban	George_Whse	George_Bin	Yes	17/07/2021
<input checked="" type="checkbox"/>	Pretoria	PTA Main Warehouse	PM-A1	No	17/07/2021
<input type="checkbox"/>	Durban	Johns_Boot		No	01/01/1900
<input type="checkbox"/>	Durban	OTC_Whse_DBN		No	01/01/1900
<input type="checkbox"/>	Durban	Theo1_BootWhse		No	01/01/1900
<input type="checkbox"/>	Durban	Christ_Whse		No	01/01/1900
<input type="checkbox"/>	Durban	NewBootStock		No	01/01/1900

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".

Select...	SiteDescription	WhseName	BinName	IsPrimarySiteWhse	AmendDate
<input checked="" type="checkbox"/>	Durban	Main Warehouse	DBH-D1	Yes	17/07/2021
<input checked="" type="checkbox"/>	Durban	George_Whse	George_Bin	Yes	17/07/2021
<input checked="" type="checkbox"/>	Pretoria	PTA Main Warehouse	PM-A1	No	17/07/2021
<input type="checkbox"/>	Durban	Johns_Boot		No	01/01/1900
<input type="checkbox"/>	Durban	OTC_Whse_DBN		No	01/01/1900
<input type="checkbox"/>	Durban	Theo1_BootWhse		No	01/01/1900
<input type="checkbox"/>	Durban	Christ_Whse		No	01/01/1900
<input type="checkbox"/>	Durban	NewBootStock		No	01/01/1900

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**.



CO3 Technologies

Home Equipment / Locations Contract Finance / HR Inventory Maintenance / Projects Manufacturing Procurement Sales Service Reporting Utilities

Save Back Save Layout Workspaces

Process Format

Links  
Enter text to search...

Functions  
Items Supplied  
Substitutes  
Documents  
BOMs  
Stock Control  
Processing  
Requisitions

Part Code AM-Copier  
Description AB Marv Multi Copier 1001 Series  
Model No 1001-A1  
Part Type Serialised Equipment  
Taxable ☒  
Tax Rate 15.00  
Category Sprint Copiers  
Weight 45  
Volume 645mm x 770mm x 1220mm  
Unit of Measure kg  
Single Supplier ☐  
Shelf Life 3  
Shelf Life Period Years  
Depreciation Method 3 Year straight line  
Wear and Tear Method 3 Year straight line  
Maintenance Craft Technician  
Manufacturer Sprint  
Default Fee  
Duty Cycle 0  
Life Cycle 0

Defaults

Select	SiteDescription	WhseName	BinName	IsPrimarySiteWhse	AmendDate
<input checked="" type="checkbox"/>	Durban	Main Warehouse	DBN-D1	Yes	18/07/2021
<input checked="" type="checkbox"/>	Durban	George_Whse	George_Bin	No	18/07/2021
<input checked="" type="checkbox"/>	Pretoria	PTA Main Warehouse	PM-A1	No	18/07/2021
<input type="checkbox"/>	Durban	JohnS_Boot		No	01/01/1900
<input type="checkbox"/>	Durban	OTC_Whse_DBN		No	01/01/1900
<input type="checkbox"/>	Durban	Theo1_BootWhse		No	01/01/1900
<input type="checkbox"/>	Durban	ChrisH_Whse		No	01/01/1900
<input type="checkbox"/>	Durban	NewBootStock		No	01/01/1900

BOH Allocation

Select	BOMCode	Description	BOMType	BOMTypeDesc	Quantity
<input type="checkbox"/>	M01	Machine and/or device	SAP	Machine and/or device	0.00

Part Meters

Select	MeterDefCode	MeterDescription	MeterType	Unit	ActionType
<input type="checkbox"/>	ACCYC	AC Cycles	CYCLE	Cycle	ABS
<input type="checkbox"/>	ClearA3	Clear A3	CYCLE	Copies	ABS
<input type="checkbox"/>	Colour	Colour Meter	CYCLE	Copies	ABS
<input type="checkbox"/>	ColourA3	Colour A3	CYCLE	Copies	ABS

Yield Config

Select	MeterDefCode	Yield	YieldFactor	ServiceCode	ServiceDesc	PriceType
<input type="checkbox"/>	Mono	0.00	0.00			
<input type="checkbox"/>	Colour	0.00	0.00			
<input type="checkbox"/>	MonoA3	0.00	0.00			
<input type="checkbox"/>	ColourA3	0.00	0.00			

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](#)

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