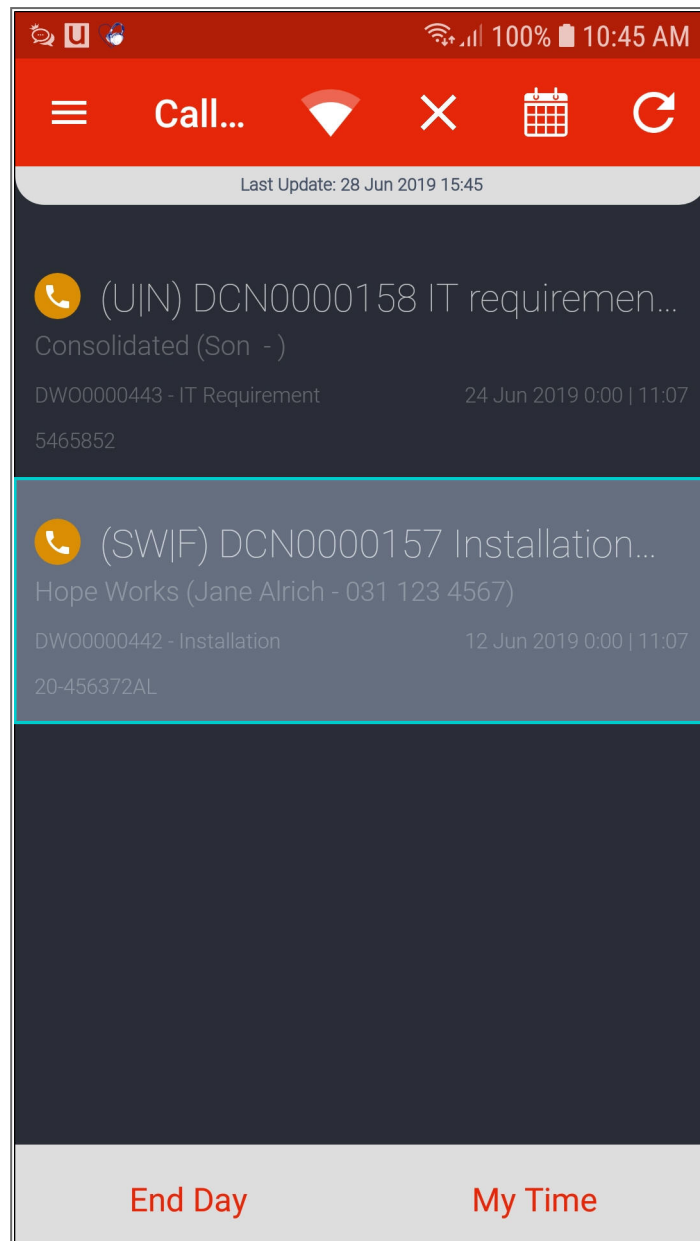


TECHCONNECT




SITE PART AUDIT




SITE PARTS

- You can view a list of parts, audit parts and do parts swap outs on the site you are currently working on.
- This functionality only works with **BPO_V2**.
- The IsVersionBPO2 flag must be set to **Yes** in **BPO Configurator**.
- Click on the call / project you wish to work on.





- The **Call** screen will be displayed.
- Click on the **Side Menu**.




100%
10:48 AM

Call

Hope Works (HOP001)

20-456372AL

DCN0000157 / DWO0000442

STATUS

Start Work

TYPE

Installation

DESCRIPTION

DCN0000157 Installation

MACHINE INFORMATION

Model Name: SP2020-854A

Serial No.: 20-456372AL

Warranty status: No

Part Description: SP2020 Drum Alternate

LOCATION INFORMATION

Area:

Address: 26 Lavendar , 94A Crompton St, Pinetown Central, Pinetown

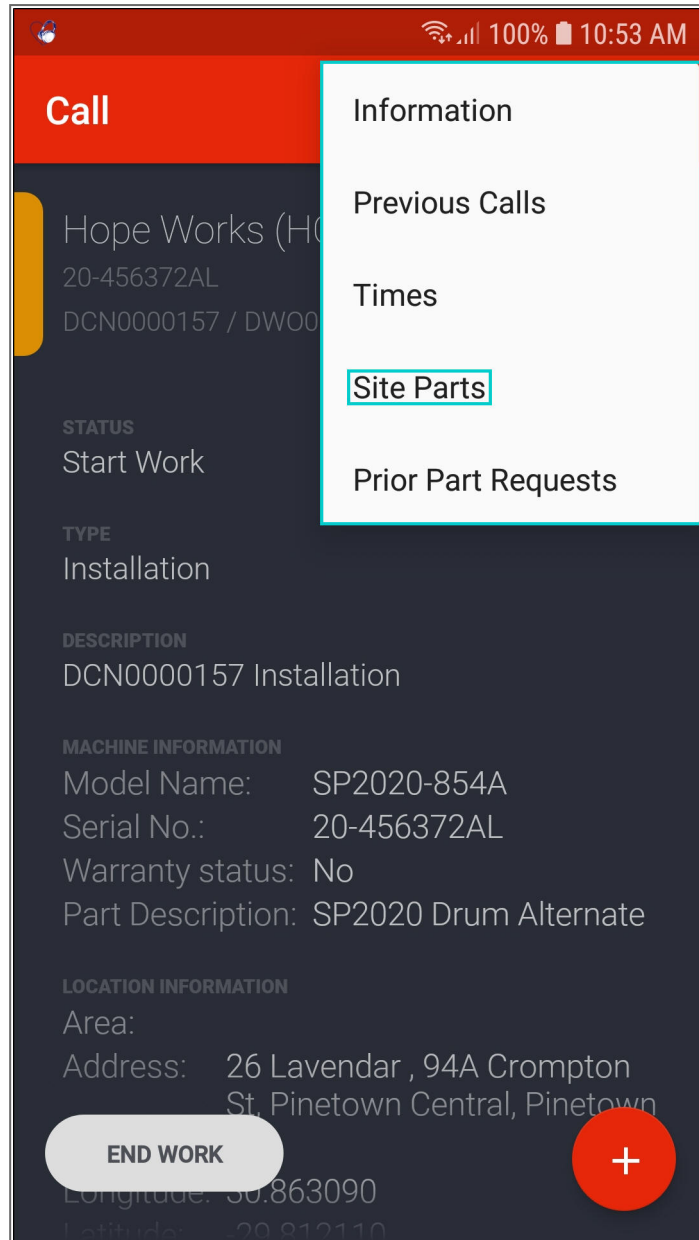
Longitude: 30.863090

Latitude: 30.919110

END WORK

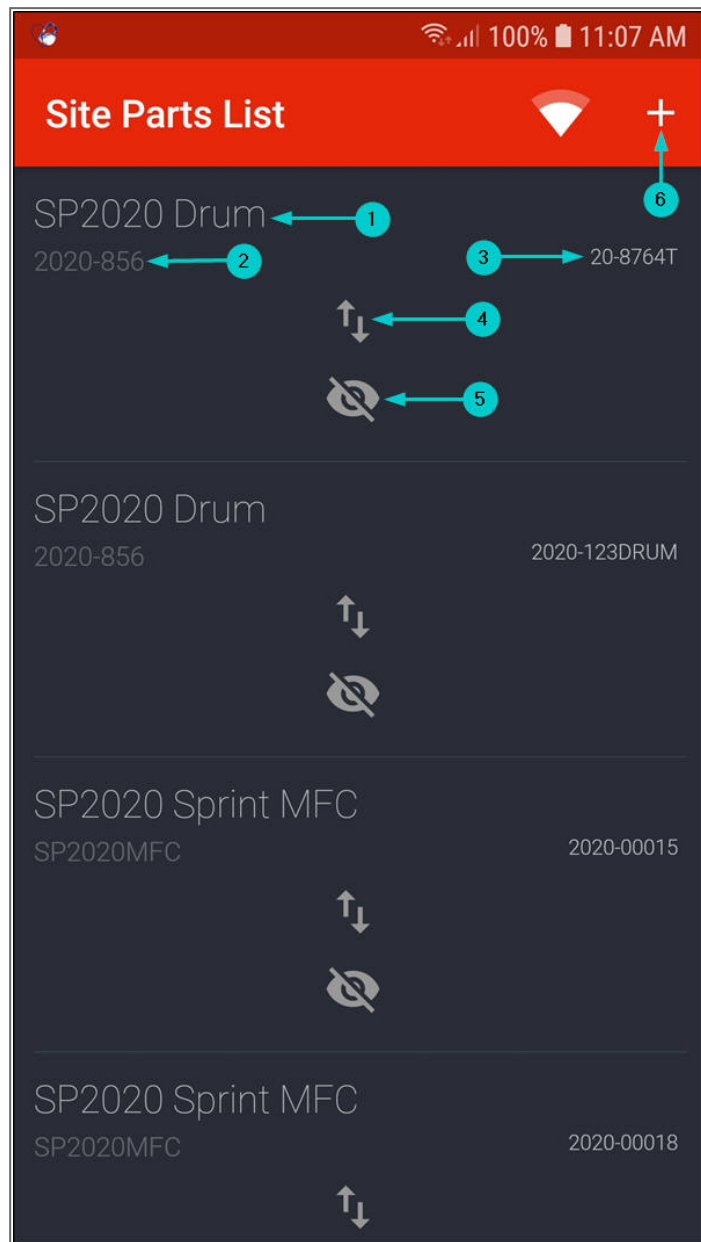
+

- A **Side Menu** will be displayed.
- Click on **Site Parts**.



- Assets that should be at the address according to **BPO** transactions are displayed in the **Site Parts List** screen showing the;
 - the part description,
 - part code,
 - serial number,
 - swap out icon,

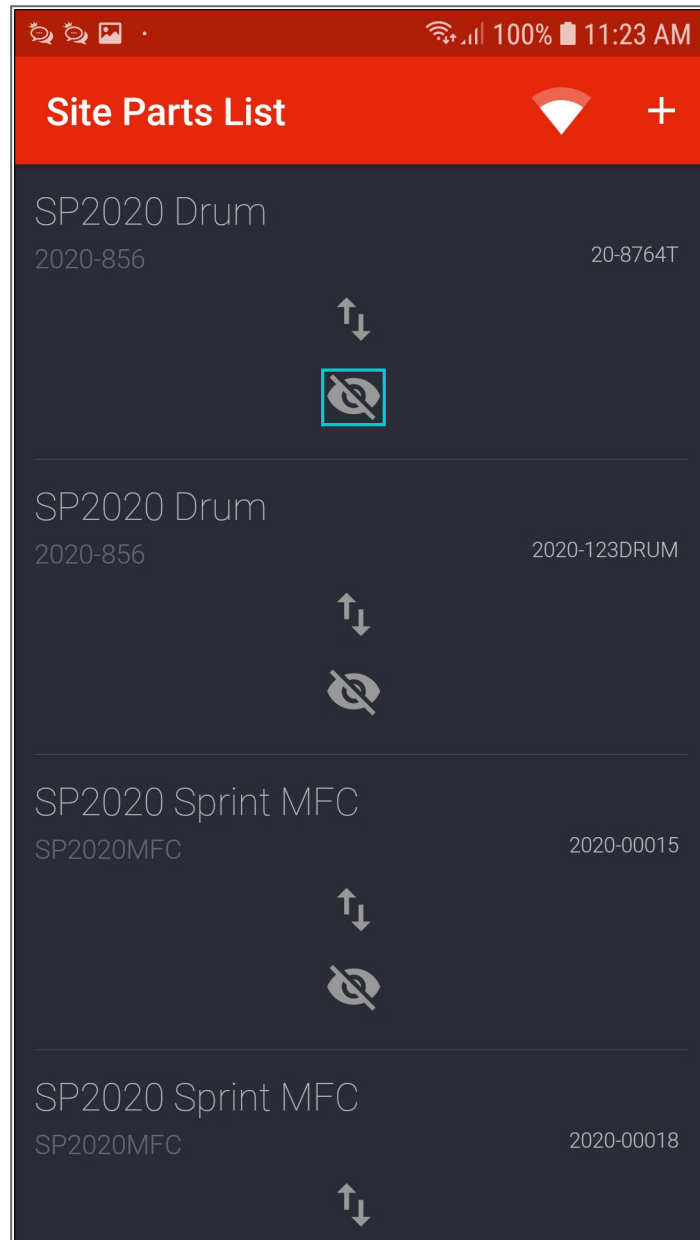
5. missing part icon
6. and add part icon.



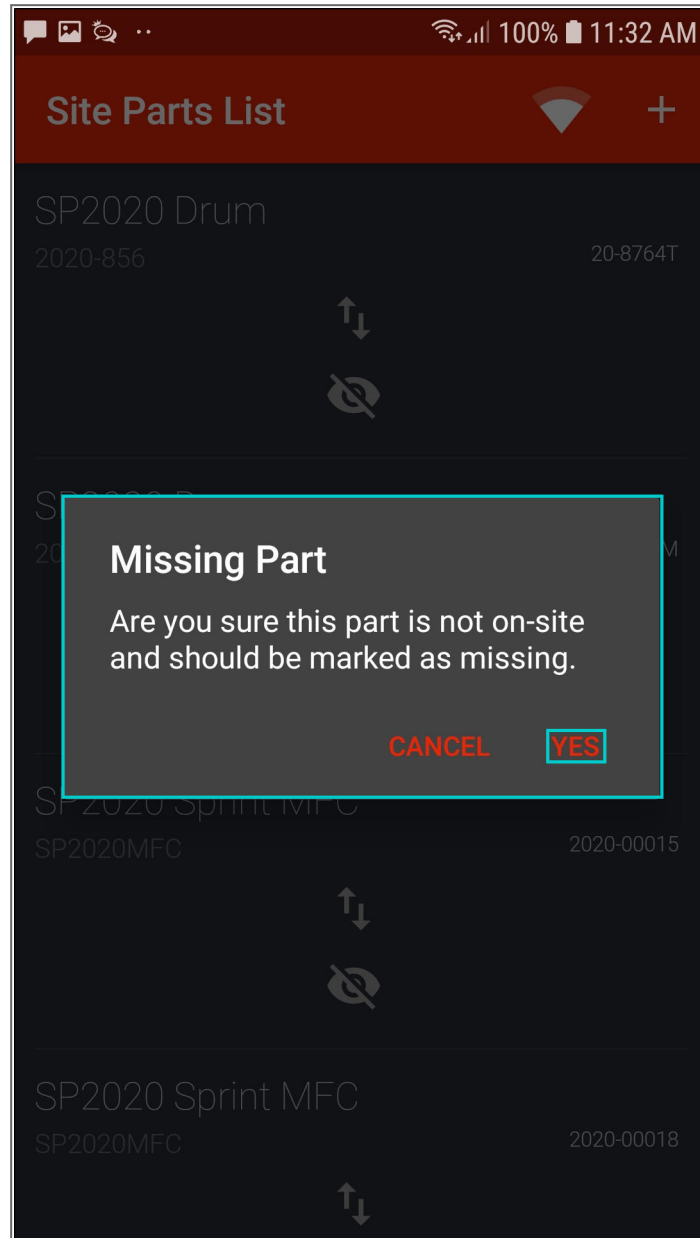
PARTS AUDIT

MARK A PART AS MISSING

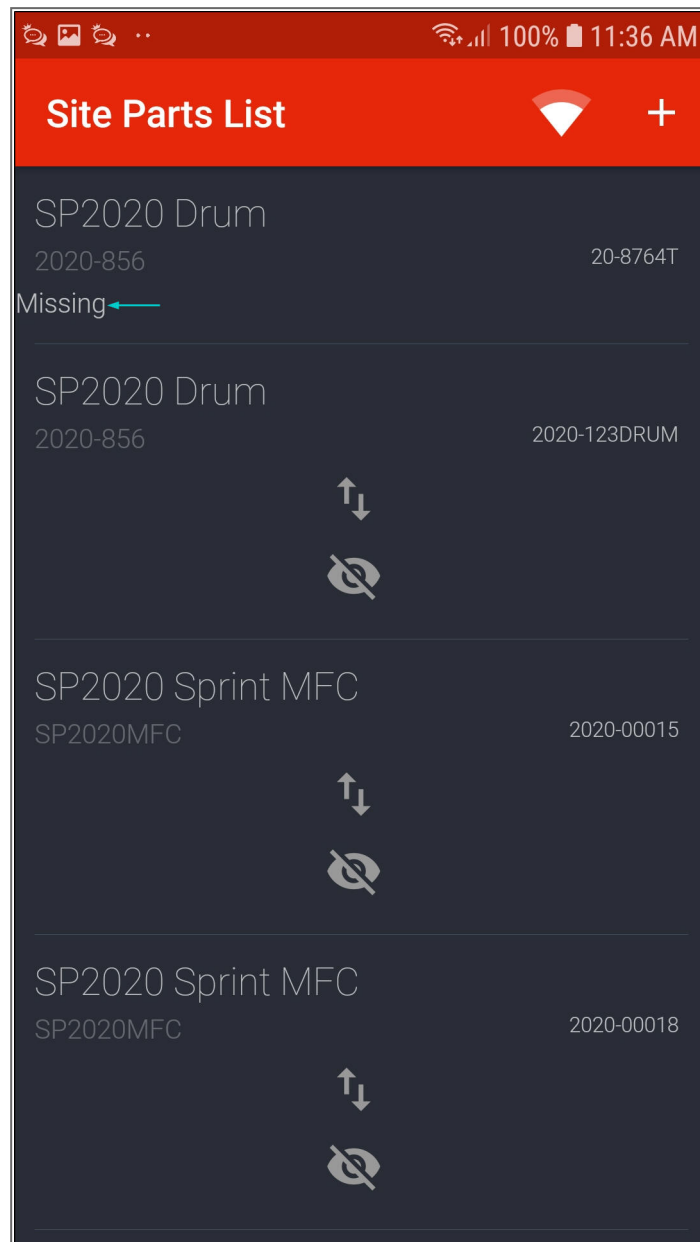
- If a part displayed on the part list is missing on site,
- click on the **Missing Part** icon to mark the part as missing.



- A **Missing Part** message box will pop up asking you;
 - *Are you sure this part is not on-site and should be marked as missing?*
- Click on **Yes**.

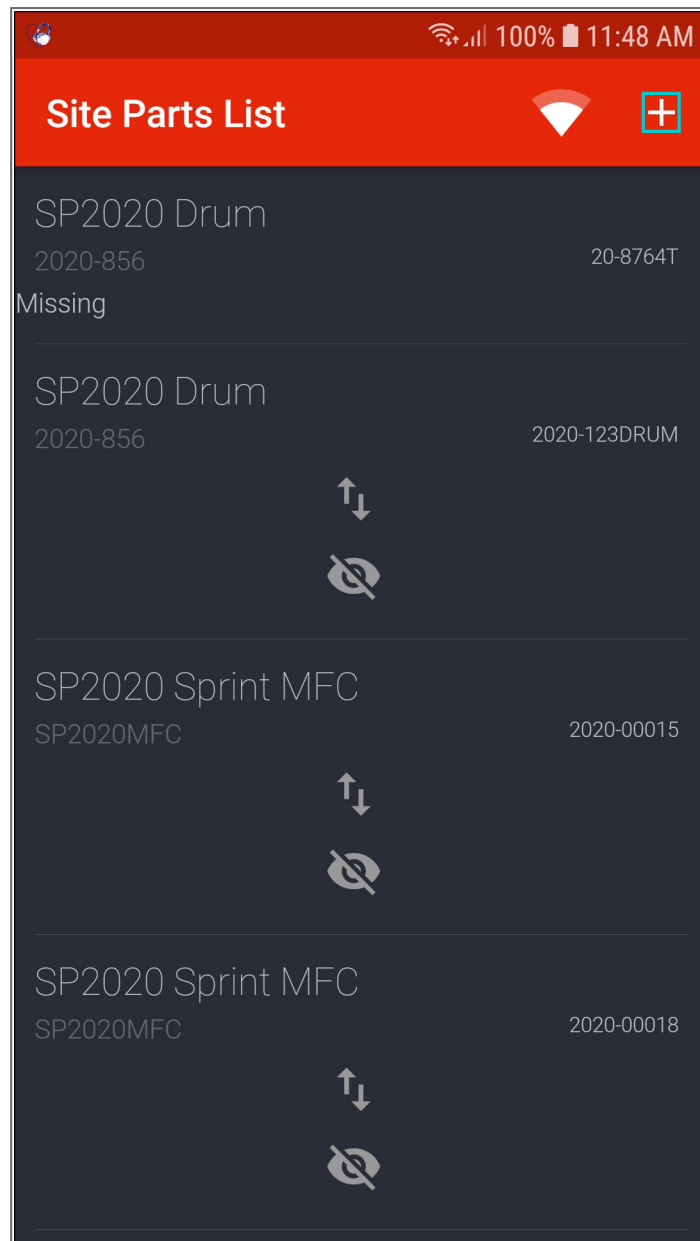


- The part will now be marked as **Missing** in the **Site Parts List** screen.



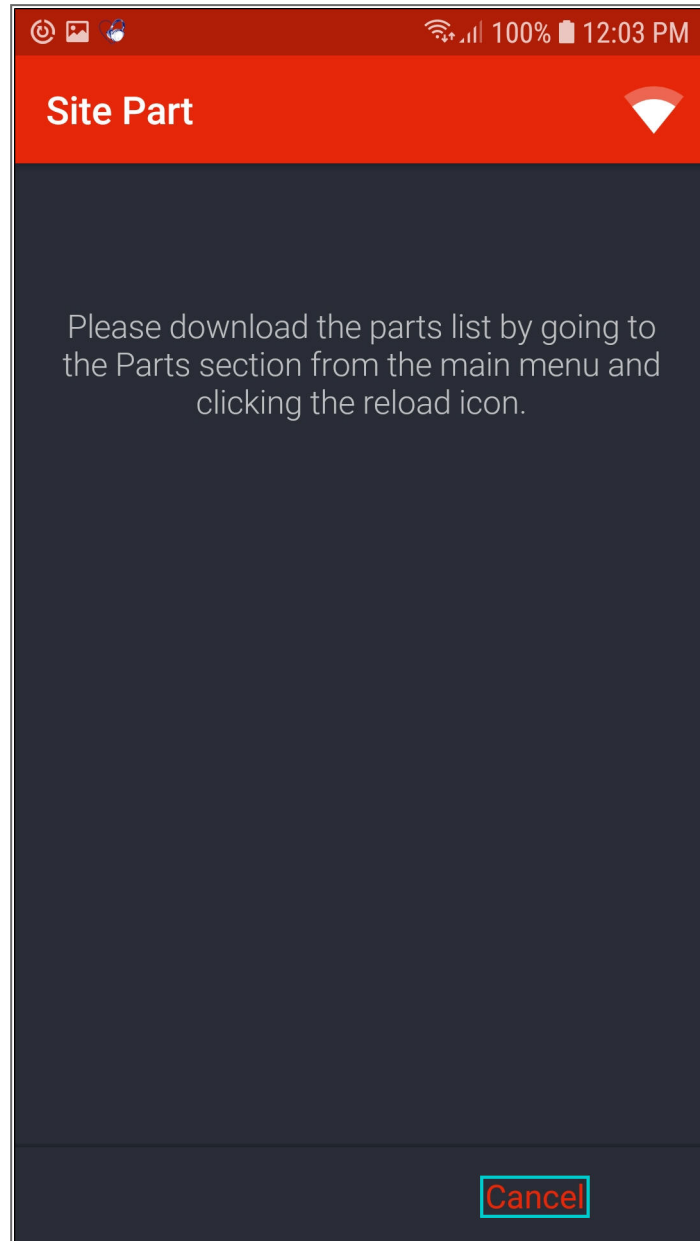
ADD A MISSING PART

- If a part is not displayed on the part list but is on site,
- click on the **Add Part** icon to add the part.



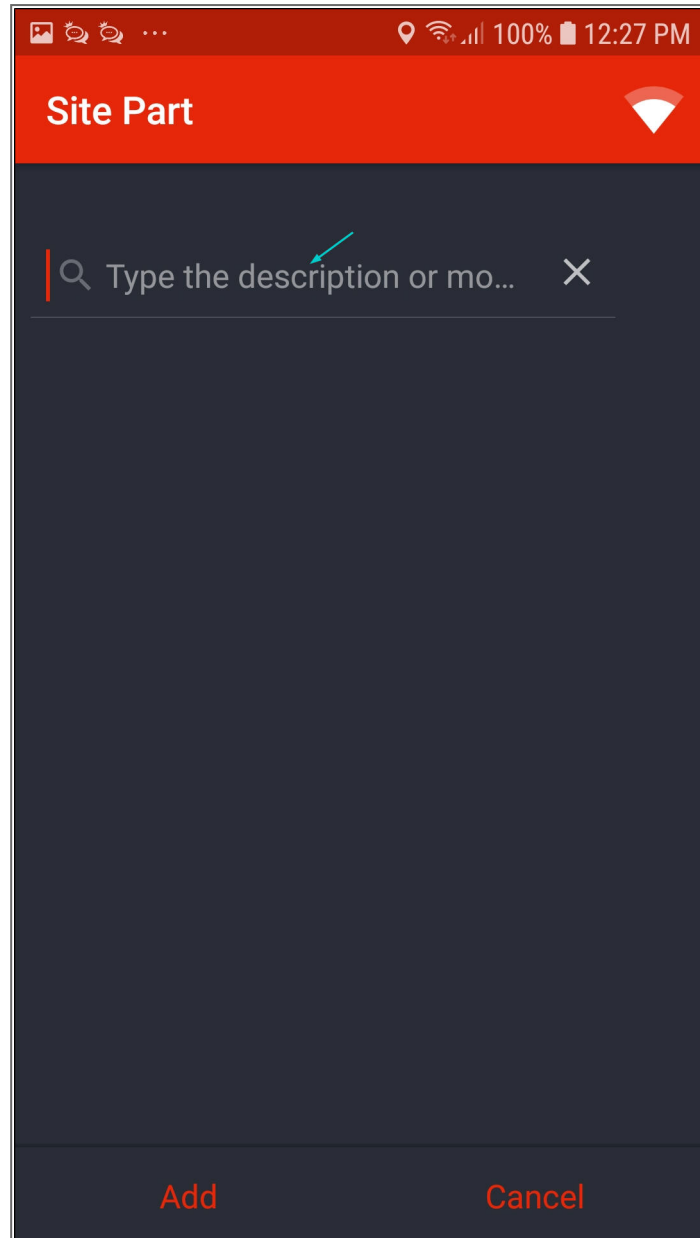
- The **Site Part** screen will be displayed. You will either receive
 1. a message informing you;
 - *Please download the parts list by going to the Parts section from the main menu and clicking on the reload icon.*

- Click on **Cancel**. **Refresh** your parts database and start the process of **adding a missing part** again.

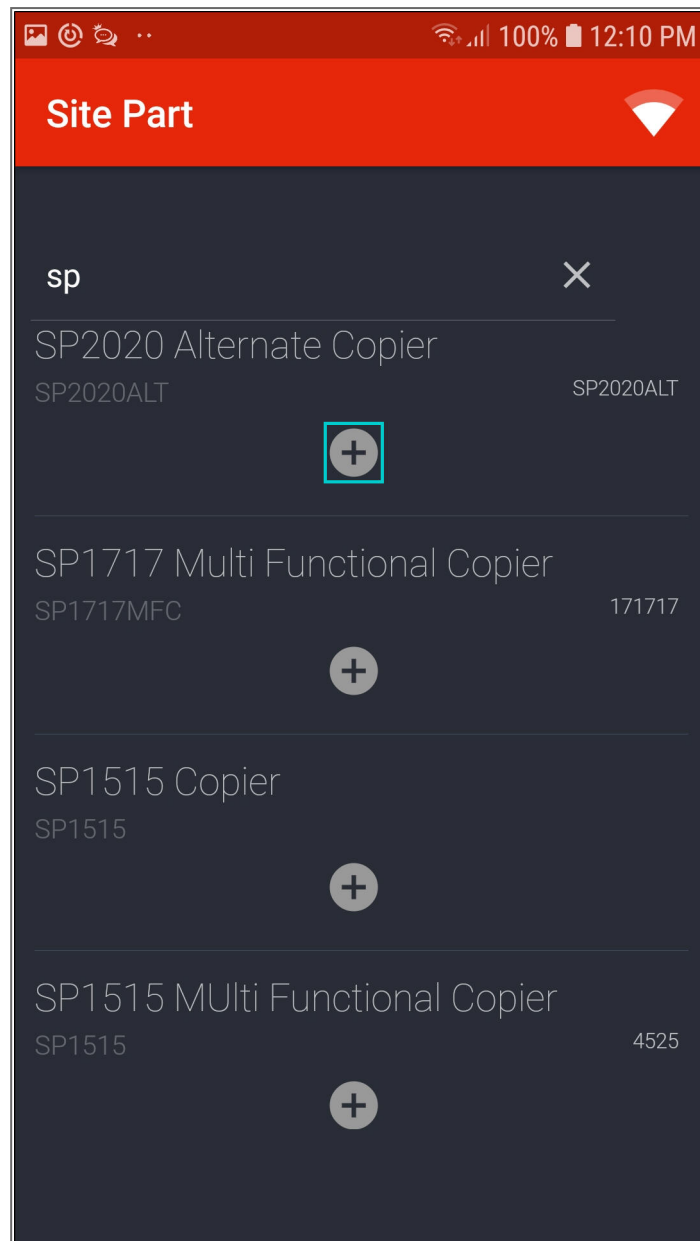


2. or a **Search** field will be displayed.

- In the **Search** field, type in the part description or model of the part you wish to add.



- A list of part codes that match your description will be displayed.
- Click on the '+' icon on the part code you wish to add.



Site Part

sp

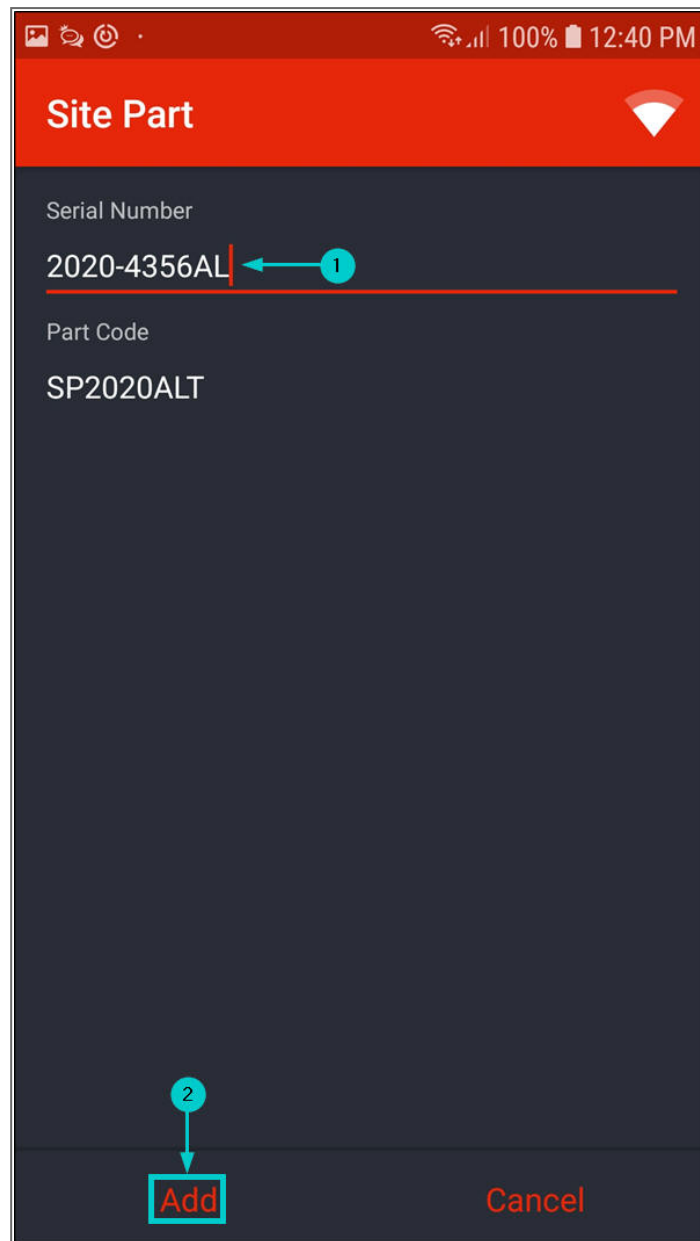
SP2020 Alternate Copier
SP2020ALT

SP1717 Multi Functional Copier
SP1717MFC

SP1515 Copier
SP1515

SP1515 Multi Functional Copier
SP1515

1. In the **Serial Number** field, type in the serial number of the part you wish to add.
2. Click on **Add**.



Site Part

Serial Number

2020-4356AL

Part Code

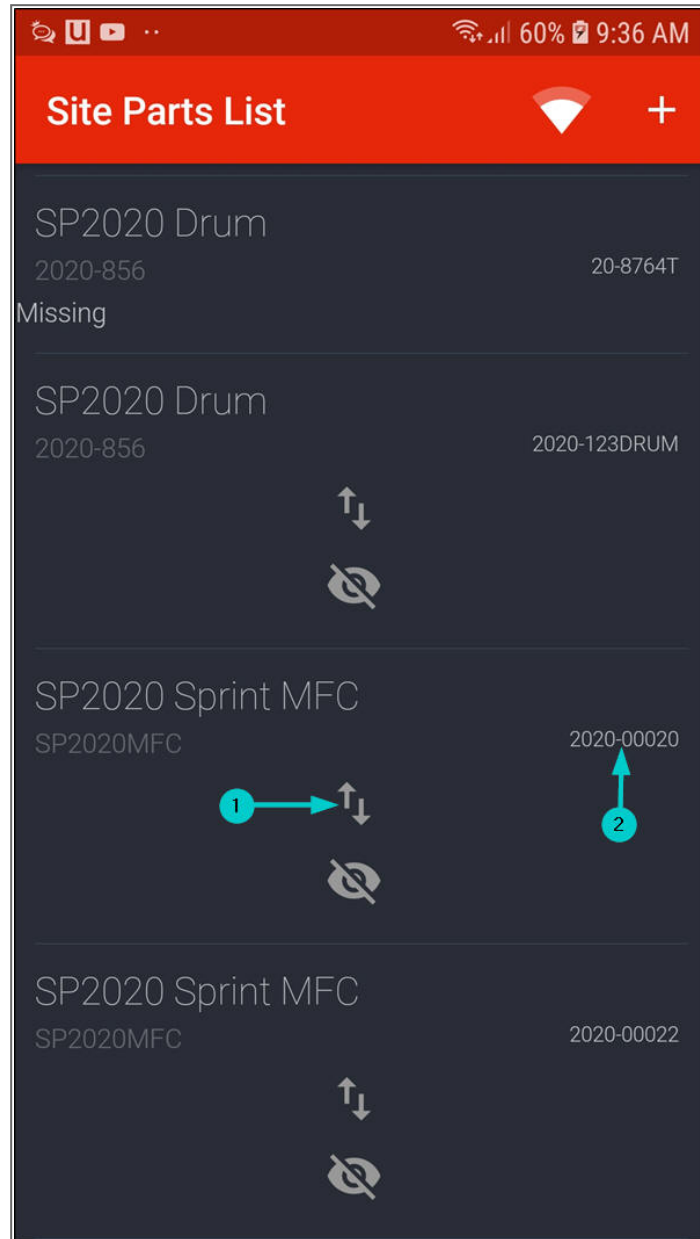
SP2020ALT

Add Cancel

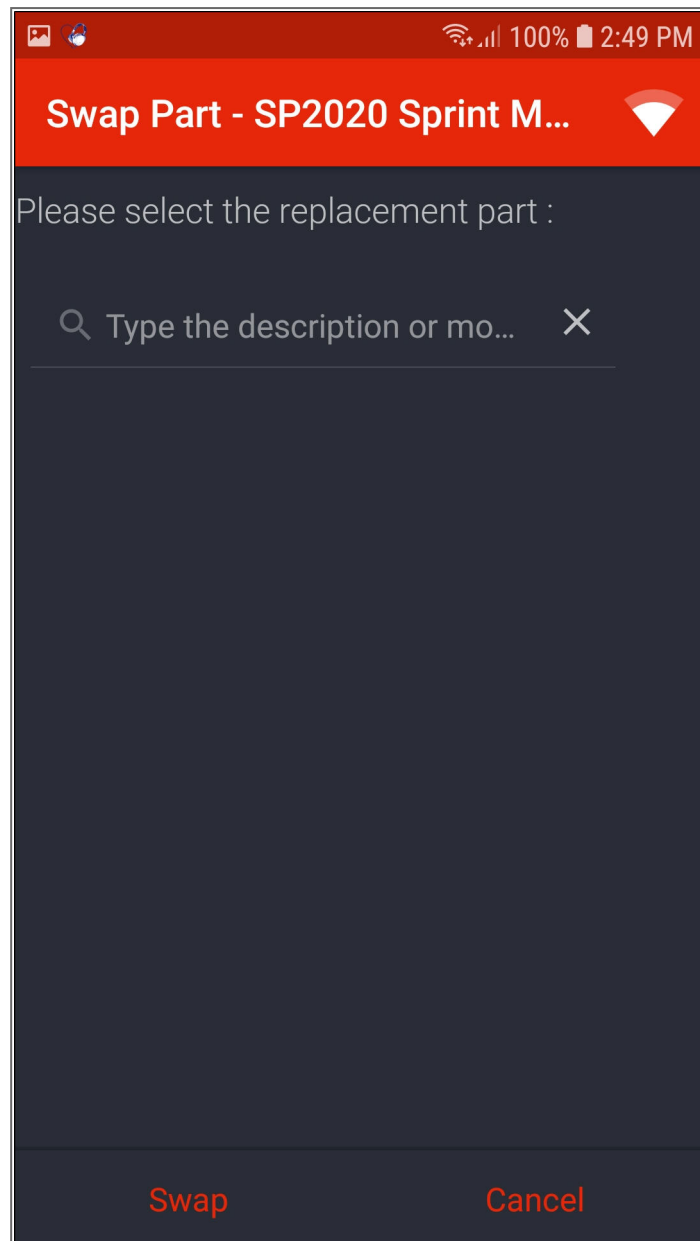
- You will return to the **Site Parts List** screen.
- The part will now be displayed in the **Site Parts List** screen.

SWAP OUTS

1. Click on the **Swap Out** icon on the part you wish to swap out.
2. In this image, serial number **2020-00020** has been selected.

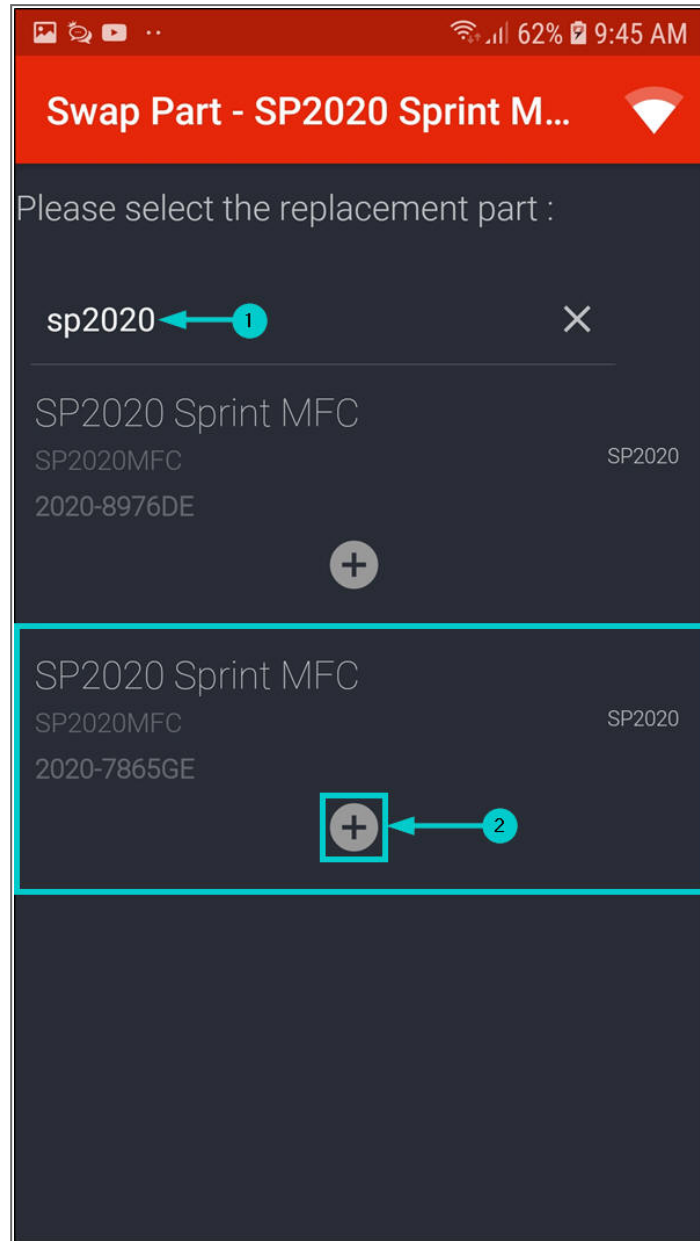


- The **Swap Part - []** screen will be displayed.



1. Type in the description or model of the replacement part.
 - A list of parts in your boot stock warehouse which match your description / model will be displayed.
2. Click on the '+' sign on the part you wish to add as a replacement.

- In this image, serial number **2020-7865GE** has been selected.



1. The details of the replacement item will be displayed.
2. Click on **Swap**.

Serial Number
2020-7865GE

Part Code
SP2020MFC

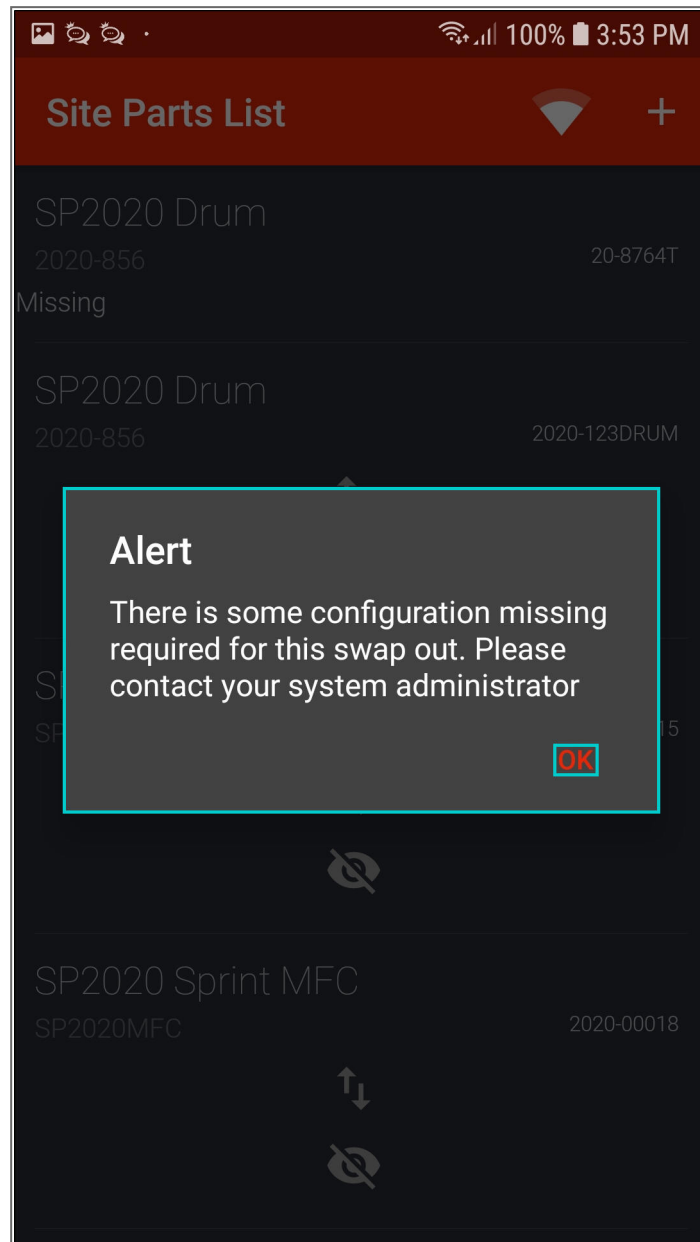
Part Description
SP2020 Sprint MFC

Swap Cancel

- **Note:** If you try to swap out an item that is not linked to a contract, an **Alert** message in the **Site Parts List** screen will pop up telling you;
 - *There is some configuration missing required for this swap out. Please contact your system*

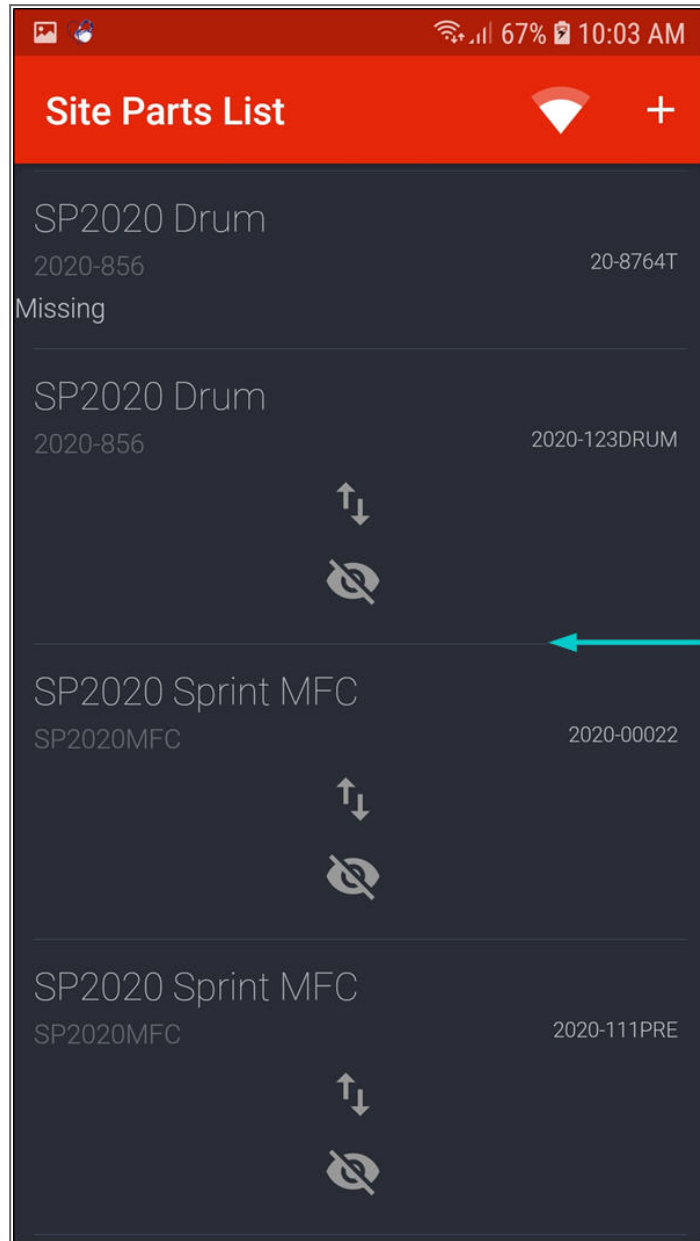
administrator.

- Click on **Ok** and make sure the item is linked to a contract.



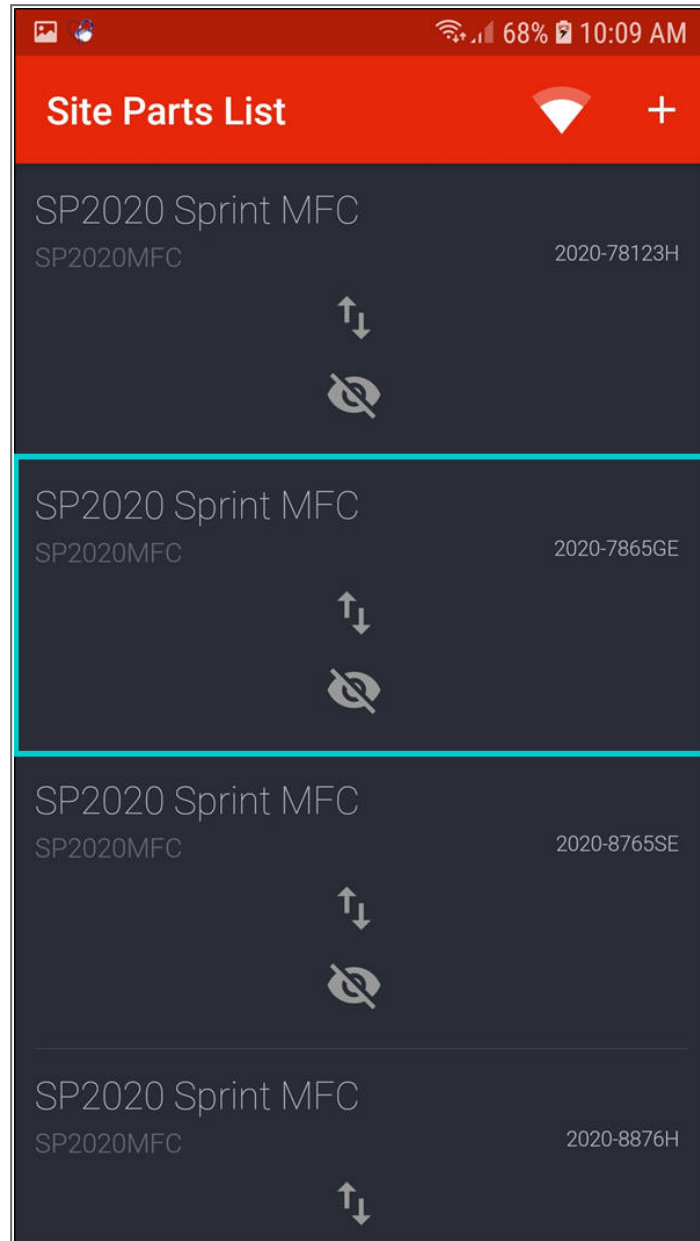
- The part that was swapped out will no longer be displayed in the **Site Parts List** screen, it will now be in the **Asset Warehouse** in **BPO**.

- In this image, serial number **2020-00020** is no longer displayed in the **Site Parts List** screen.



- The replacement part will now be displayed in the **Site Parts List** screen.

- In this image, serial number **2020-7865GE** is now displayed in the **Site Parts List** screen.



MNU.150.007