

We are currently updating our site; thank you for your patience.

EQUIPMENT

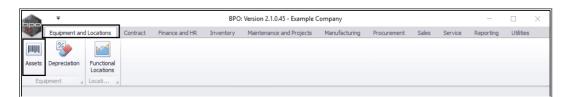
ASSETS - WARRANTIES - VIEW, ADD, EDIT

Warranties can be assigned:

- i. Either through the <u>auto apply warranty</u> feature when the asset is GRN'd.
- ii. Or by assigning the machine to the warranty.

Follow the process below to **view**, **add** or **edit** a Warranty directly from the Asset Listing (**Machine List for []**) screen.

Ribbon Access: Equipment and Locations > Assets



The Machine List for [] screen will be displayed.

SELECT THE SITE AND STATUS

- Although it is not necessary in this process, it good practice to begin a process by selecting the **site** where an asset is linked.
 - In this image **Durban** is selected.



Home Equipment	t and Locations Contract Finance and HR Ir	ventory Main	tenance and Projects	Manufacturing	Procurement Sa	es Service Rep	orting Utilities	_ 8	2 3
Add Edit Delete	View Save Layout Workspaces Save Filte	Durban ID 0	All Sites	÷.	× 🛍 🕯	Print Export	Reports		
Maintenance	⊿ Format		Durban Pretoria	Pro	cess 🦼	Print _ R	eports 🔺		
Links	Drag a column header here to group by that	colum ³	Cape Town						
Enter text to search	Description	P		ю	CustomerName	DeptName	StartDate 🔻	Status	C
Functions	9			_					
	Drum	× 2020-050	/0/0-9004	11.			31 May 2017	A	A
WO History	Drum	2020-856	2020-8749				31 May 2017		A
	Drum	2020-856	2020-6537				31 May 2017		A
	Drum	2020-856	2020-3425				31 May 2017		A
Project History	Sprint copier	SP 18 18	1818-5362				31 May 2017		н
	Sprint copier	SP1818	1818-4352				31 May 2017		н
	Sprint copier	SP1818	1818-2345				31 May 2017		н
Meters	Sprint copier	SP 18 18	1818-0088				31 May 2017		н
Pieters	SP 19 19 Sprint Colour MFC	SP1919	1919-9326	1919			30 Oct 2017		н
	SP2020 Sprint Colour Multi Functional Cop	ier SP2020	2020-102040	SP2020	Hope Works	Technical	30 Oct 2017	A	н
	Sprint copier	SP1818	1818-5454				30 May 2017	A	н
History	SP6161 Sprint Copier	SP6161	1616-5437t	SP6161			30 Mar 2017	A	н
	SP6161 Sprint Copier	SP6161	1616123a	SP6161			30 Mar 2017	A	н
	SP6161 Sprint Copier	SP6161	1616-234	SP6161			30 Mar 2017	A	н
BOM	Sprint copier	SP1818	2020-9867LU				30 Jun 2017	A	н
	Sprint copier	SP1818	TEST123-789				30 Jul 2014	A	н
	AT500 Copier	AT500	AT5000000002	AT500			28 Nov 2017	Α	н
Warranties 1	AT500 Copier	AT500	AT5000000001	AT500			28 Nov 2017	Α	н
	Acer copier outer shell	ACR-01	12313				28 Feb 2017	Α	A
	Acer copier outer shell	ACR-01	12312				28 Feb 2017	A	A
Notes	Acer copier outer shell	ACR-01	12311				28 Feb 2017	Α	A
	Acer copier outer shell	ACR-01	12344				28 Feb 2017	Α	A
	Acer copier outer shell	ACR-01	4377654				28 Feb 2017	Α	A
Documents	Acer copier outer shell	ACR-01	12343				28 Feb 2017	Α	A
Documents	Acer copier outer shell	ACR-01	12342				28 Feb 2017	Α	A

 This screen will open by default in the All status. You do <u>not</u> need to change this status in order to view or add asset warranties. If this screen is already open in another status e.g. Internal Assets, then click on the drop-down arrow and select from the list, the right status that contains the asset you wish to work with.

SELECT THE ASSET

- 2. Select the **row** of the **asset** where you wish to **view** or **add** a warranty.
- 3. Click on the Warranties tile.



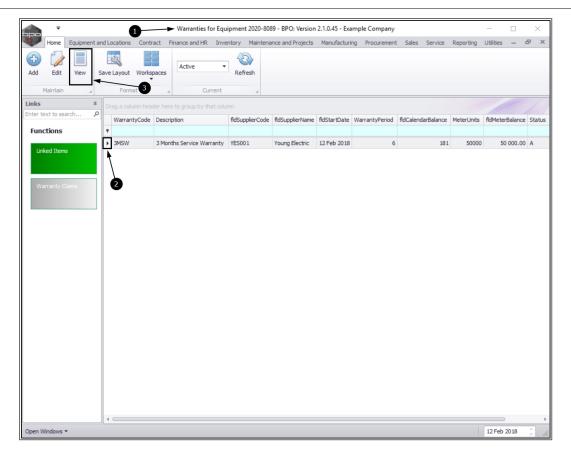
Assets - Warranties - View, Add, Edit

/	Home	Equipmen	t and Loc	ations Contract	Finance a	and HR Inv	entory	Maintenance an	d Projects Ma	nufacturing	Procurement Sa	les Service F	Reporting Utilitie	es —	8	
}		×		21			Durb	an 🔻	42. 4				<u> </u>			
dd	Edit	Delete	View	Save Layout	Workspaces	Save Filter	All	•	Refresh Re	value Conv	ert Buy Back	Print Export	Reports			
100	Lon	Delete	vic.ri	Save Edyout	*	buve rinter	All	•	reen carr	voice corri	buy buck	*	*			
	Mainter	nance	4		Format		4	Current	4	Proce	SS A	Print 🖌	Reports 🖌			
inks			д.													
nter te	ext to sea	rch	Q	Description				PartCode	SerialNo	ModelNo	CustomerName	DeptName	StartDate •	Chabun	/	
	nctions			P				PartCode	Seriaino	Modelino	Customerivame	Deptivame	StartDate	Status		
Fu	nctions															
l v	VO Histor	v		SP2020 Sprint				SP2020	3453d	SP2020			23 Mar 2017			
				SP2020 Sprint				SP2020	9876a	SP2020			23 Mar 2017			
				SP2020 Sprint	t Colour Mult	Functional C	opier	SP2020	w2345	SP2020			23 Mar 2017			
				Drum				2020-856	dr3425				23 Mar 2017			
F	roject His	story		SP2020 Sprint			opier	SP2020	r12345	SP2020	Apple Juice Inc	Sales Depart.				
				K147 Kyocera				1458-96523	SIN1351234		Young Electric	Sales Depart.		A		
-				SP1919 Sprint				SP1919	19-369	1919	Varia Electric	Color Decent	23 Jun 2016	A		
Ν	leters			New Machine SP2020 Sprint		Europhica C	enier	NMACH SP2020	NM123654 2020-8089	SP2020	Young Electric Hope Works	Sales Depart. Technical	23 Jun 2016 23 Feb 2017	A		
				 SP2020 Sprint SP2020 Sprint 				SP2020 SP2020	2020-8089	SP2020 SP2020	Hope Works	Technical	23 Feb 2017 23 Feb 2017			
-				SP2020 Sprint				SP2020	2020-8088	SP2020 SP2020	Derton Technol		23 Feb 2017 23 Feb 2017			
H	listory			SP2020 Sprint				SP2020	2020-8087	SP2020 SP2020	Hope Works	Technical	23 Feb 2017 23 Feb 2017			
				SP2020 Sprint				SP2020	2020-8086	SP2020	Derton Technol		23 Feb 2017 23 Feb 2017			
				SP2020 Sprint				SP2020	2020-8083	SP2020	Hope Works	Technical	23 Feb 2017 23 Feb 2017			
E	IOM			SP2020 Sprint				SP2020	2020-8083	SP2020	Hope Works	Technical	23 Feb 2017 23 Feb 2017			
				SP2020 Sprint				SP2020	2020-8081	SP2020	Hope Works	Technical	23 Feb 2017			
				SP2020 Sprint				SP2020	2020-0001	SP2020	Derton Technol		23 Feb 2017			
N	Varrantie	s	1	SP2020 Sprint				SP2020	2020-9190	SP2020	Hope Works	Technical	23 Feb 2017			
				SP2020 Sprint				SP2020	2020-9196	SP2020	Derton Technol		23 Feb 2017			
				SP2020 Sprint				SP2020	2020-9195	SP2020	Derton Technol		23 Feb 2017			
	lotes			SP2020 Sprint				SP2020	2020-9194	SP2020	Derton Technol		23 Feb 2017			
				SP2020 Sprint				SP2020	2020-9999	SP2020			22 May 2017			
				Staple Unit				2020-998	998-12345				22 May 2017			
				SP2121 Copie	r			SP2121					22 May 2017			
Ľ	ocument	5		Copier				SP 1020	1020-10102	SP 1020			22 Jun 2015	A		
				Conier				CD 1020	1020 10105	CD 10 20	Apple Juice Tec	Color Doport	22 1-0 2015			

VIEW WARRANTY

- 1. The Warranties for Equipment [] screen will be displayed.
 - If there are any currently linked warranties, they will be listed in this screen.
 - ° Relevant details, such as warranty expiry can be viewed.
- 2. If there is <u>more than one</u> linked warranty in the list, select the **row** of the warranty that you wish to view.
- 3. Click on **View**.





- 1. The Edit Customer Warranty [] screen will open.
- 2. As you clicked on the **View** button to open this screen (and not the **Edit** button), all the information in this screen is **uneditable**. There is a **Back** button but no **Save** button.
- 3. Here you can view the selected warranty and validity information.
- 4. Click on the tabs to bring the relevant frame to the fore:
 - The **Applicable Meters** frame displays a list of the Meter Types linked to the warranty.
 - The **Site Defaults** frame displays a list of the Sites linked to the warranty.

Click on **Back** to return to the **Warranties for Equipment []** screen.

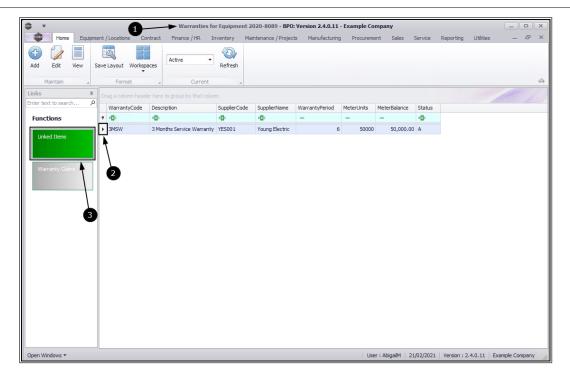


															_
		t Customer Warra										-			<
Home Equip	ment and Locations Contract	Finance and HR	Inventory Ma	aintenance a	and Pi	rojects N	Manufacturing P	Procurement	Sales	Service	Reporting	Utilities	-	8	х
(-)															
Back Save Layo	ut														
▲	-2														
Mai ∡ Format	4					4arked	Description	Unit		MeterWarra	and loite				_
Warranty Code	3MSW				•		Mono meter	Copies		Meterwarr	10				-
Description	3 Months Service Warranty			A	-	\checkmark	Colour Meter	Copies			10				
							Mono A3	Copies			0				
	C. and an Ularran by			· ·			Colour A3	Copies			0				
Туре	Supplier Warranty	Ŧ					Clear A3	Copies			0				
Period Details															
Period Type	Months	- Peri	ods	6 🌲											
Meter unit type	Copies made	 Meter U 	nits 5000	0 0											
Aggregate Meters															
				_											
	1														
	3														
							4								
							/ \								
						/									
Warranty Code Description Type Period Details Period Type Meter unit type Aggregate Meters				. I	_	*	•								_
1					Ap	plicable Me	ters Site Defau	lts							
Open Windows 🔻												12 Feb 2	2018	-	

VIEW LINKED ITEMS

- 1. In the Warranties for Equipment [] screen,
- 2. Select the **row** of the warranty where you wish to view the associated items.
- 3. Click on the Linked Items tile.



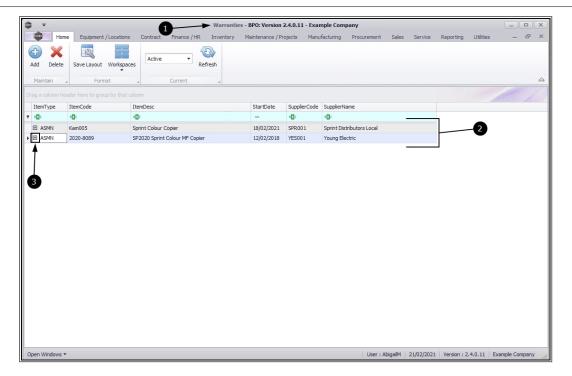


- 1. The **Warranties** listing screen will open. The list will <u>only</u> display the items linked to the selected warranty.
- 2. In this example there are **2** items currently linked.
 - Note: From this screen you can also follow the process to add another customer asset to this warranty, if required.

VIEW METERS OF THE LINKED ITEMS

3. Click on the **expand** icon in a row of a linked item.





- 1. You will be able to view the linked **Items Meters** in the expanded frame.
- Collapse the frame and Close the screen to return to the Warranties for Equipment [] screen.



-	Ŧ			Warranties -	BPO: Version	2.4.0.11 - Exar	nple Company						x
	Home	Equipment / Location	s Contract Finance / H	R Inventory N	laintenance / Pr	ojects Manu	facturing Procurer	ient Sales	Service	Reporting	Utilities	- 8	×
Ad		Save Layout Workspa	ces Active -	Refresh			-					2	\$
		der here to group by that	-	-									
		ItemCode	ItemDesc		StartDate	SupplierCode	SupplierName				/	1	
9		n C	REC.		=	REC	REC						
E	ASMN	Kam005	Sprint Colour Copier		18/02/2021	SPR001	Sprint Distributors Lo	cal					
١	ASMN	2020-8089	SP2020 Sprint Colour MF Co	pier	12/02/2018	YES001	Young Electric						
	MeterDesc Colour Meter	MeterWarran Sta	tReading CurrentRea 1,100.00 1,100.00	MeterBalance 10.00									
Оре	en Windows 🔻						U	er : AbigailM	21/02/2021	Version : 2	4.0.11 E	kample Company	,

Close the Warranties for Equipment [] screen to return to the Machine List for [] screen.

		Warranties for Equipment	2020-8089 - BPO: Ver	sion 2.4.0.11 - Ex	cample Company			_ _ _
Home Equipme	ent / Locations Contrac	t Finance / HR Inventory M	aintenance / Projects	Manufacturing	Procurement Sa	les Service	Reporting Utilitie	s _ 🗗 🗙
	ave Layout Workspaces	Active Refresh						
Maintain 🔺	Format	d Current d						~
Links # Enter text to search P								
		Description	WarrantyPeriod	MeterUnits	MeterBalance	Status		
Functions	♀ # □ ¢	n 🗖 c	-	-	-	RBC		
Linked Items	▶ 3MSW	3 Months Service Warranty	6	50000	50,000.00	A		
Warranty Claims								
Open Windows 🕶					User : Abigai	M 21/02/2021	Version : 2.4.0.11	Example Company



ADD A WARRANTY

- 1. In the Machine List for [] screen, select the site where you wish to proceed.
- 2. Ensure that you select the **row** of the asset where you wish to **add** a warranty.
- 3. Click on the **Warranties** tile.

	Home E	quipment	/Locations	ontract Fina	ance / HR	Inventory Mainte	nance / Proje	cts Manufact	uring Proc	urement Sales	Service	e Reporting	Utilitie	s —	8
Add Ed	dit Delete	View	Save Layout	Workspaces	Save Filter	Durban 👻	Refresh	Revalue Conv	ert Buy Back	Print Export	Rep				
	are belete		Save Edyour	*	Saverner	All	Renearr	CONTRACT CONTRACT	are buy buck		Tacpa				
Ma	aintenance		24	Format		Current	4	Proce	SS	4 Print	A Repo	rts 4			(
Links															
inter text to	o search	2	AssetRegNo	PartCode	Description	1	CategoryDe	sc ParentType	ModelNo	SerialNo	Status	StartDate	 Asset 	IsFixedAsset	WOA
Project	History	Ŷ	A D C	* 0 0	8 1 C		8 0 0	# 1 C	R C	R D C	R C	=	R C	1 0 0	8 D C
			AREG000394	SP500	Sprint Cold	ur Copier	Hardware	WHSE		Kam003	A	14/04/2020	No	No	No
			AREG000395	SP500	Sprint Cold		Hardware	WHSE		Kam004	A	14/04/2020	No	No	No
Meters		-	AREG000396	SP500	Sprint Cold		Hardware	WHSE		Kam005	A	14/04/2020	No	No	No
	-		AREG000397	AT500	AT500 Cop		Hardware	SINV	AT500	wge12	A	16/04/2020	No	No	No
2	9		AREG000398	AT500	AT500 Cor		Hardware	WKOR	AT500	asdf456	A	16/04/2020	No	No	No
10.1				KZN-122TFB	Kruger ZN	Fax Machine	Hardware	WHSE	ZN122	sin 12345568	A	16/04/2020	No	No	No
History			SIN 123	1458-96523	K147 Kyoc	era Colour Copier	Kyocera Mu	ltif WHSE	K147	sin123	A	16/04/2020	No	No	No
			AREG000365	SP2020	SP2020 Sp	rint Colour MF Copier	Hardware	WHSE	SP2020	SP2020-CON00	A	17/04/2020	No	No	No
			AREG000399	16-856	Drum for S	P1616	Spare Parts	WHSE			A	21/04/2020	No	No	No
BOM			AREG000400	SP2020	SP2020 Sp	rint Colour MF Copier	Hardware	WHSE	SP2020	Test01	A	22/04/2020	No	No	No
			AREG000401	SP2020	SP2020 Sp	rint Colour MF Copier	Hardware	WHSE	SP2020	Tes02	A	22/04/2020	No	No	No
		_	AREG000402	17-856	Drum for S	P1717	Spare Parts	WHSE		SP1717-01	A	24/04/2020	No	No	No
Warrant	ties	1	AREG000403	17-856	Drum for S	P1717	Spare Parts	WHSE		SP1717-02	A	24/04/2020	No	No	No
			AREG000404	17-856	Drum for S	P1717	Spare Parts	WHSE		SP1717-03	A	24/04/2020	No	No	No
	<u>,</u>		AREG000405	17-856	Drum for S	P1717	Spare Parts	WHSE		SP1717-04	A	24/04/2020	No	No	No
Notes			AREG000406	17-856	Drum for S	P1717	Spare Parts	WHSE		SP1717-05	A	24/04/2020	No	No	No
			AREG000407	17-856	Drum for S	P1717	Spare Parts	WHSE		SP1717-06	Α	24/04/2020	No	No	No
			AREG000408	17-856	Drum for S	P1717	Spare Parts	WHSE		SP1717-07	Α	24/04/2020	No	No	No
Docume	ents 3		AREG000409	17-856	Drum for S	P1717	Spare Parts	WHSE		SP1717-08	A	24/04/2020	No	No	No
			AREG000410	PCMON001	PC Monitor	- Samsung	Accessories	WHSE		2020-9193	Α	18/01/2021	No	No	Yes
			AREG000412	SP2020	SP2020 Sp	rint Colour MF Copier	Hardware	WHSE	SP2020	000001	A	11/02/2021	No	No	No
Mainton			AREG000411	SP500	Sprint Cold	our Copier	Hardware	WHSE		AKM001002	A	15/02/2021	No	No	No

- 1. The Warranties for Equipment [] screen will open.
- 2. Note the **12MSW** warranty already linked to this asset.
- 3. Click on Add.



	-	Warranties for Equipme	ent Kam005 - BPO: Ve	ersion 2.4.0.11 -	Example Company	,			_ 0	x
Home Equipme	nt / Locations Contra	act Finance / HR Inventory	Maintenance / Projects	Manufacturing	Procurement	Sales Ser	rvice Reporti	ng Utilities	- 8	×
Add Edit View Sa	ve Layout Workspaces	Active Refresh								\$
Links #		re to group by that column							17	
Enter text to search P			Warrant David	Mada and Indian	Mater Delanas	Chathan			1	
Functions	WarrantyCode	Description	WarrantyPeriod	MeterUnits	MeterBalance	Status				
	 12MSW 	12 Month Supplier Warranty	- 12							
Warranty Clams	2									
Open Windows 🕶					User :	AbigailM 18/	/02/2021 Versio	on: 2.4.0.11	Example Company	1

- 1. The Select a Warranty screen will pop up.
- 2. Select the **row** of the warranty you wish to add.
- 3. Click on **Ok**.

Home		Active	Inventory Refresh	Maintenance / Proj	ects Manufact	uring Proci	urement S	Sales Se	ervice Repor	ting Utilities	-	8
Maintain	Select a War	ranty									x	1
ks	Home											1
er text to search Functions Linked Items	Ok Back	Save Layout									\$	
	Drag a column hea	ader here to group by that column									1	
	WarrantyCode	Description	Туре	TypeDesc	WarrantyPeriod	PeriodType	MeterUnits	UnitType	UnitTypeDesc	MetersAggregated	Status	
	9 a🔤c	a 🗖 c	8 0 0	R E C	-	a n c	-	8 0 0	8 0 C	REC	* 0 :	
	24MSW	24 Month Supplier Warranty	SUPP	Supplier Warranty	24	Months	10000	Copies	Copies made	No	A	
	1YSW	1 Year Supplier Warranty	SUPP	Supplier Warranty	1	Years	56000	Copies	Copies made	Yes	A	
	▶ 3MSW	3 Months Service Warranty	SUPP	Supplier Warranty	6	Months	50000	Copies	Copies made	No	A	
	wct	warranty code test	SUPP	Supplier Warranty	500	Months	0			No	A	
	TES	Testing 2	SUPP	Supplier Warranty	2	Months	5000	Copies	Copies made	No	A	
	TES1	TEST	SUPP	Supplier Warranty	6	Months	0			No	A	
	F1YW	Full 1 Year Warranty - unit and	SUPP	Supplier Warranty	1	Years	50000	Copies	Copies made	No	A	
	TNWED	Test new time based warranty	SUPP	Supplier Warranty	5	Years	0			No	A	
	TN	Test New	SUPP	Supplier Warranty	1	Years	0			No	A	
	TN3	Test New 3	SUPP	Supplier Warranty	1	Years	5000	Copies	Copies made	No	A	
	NewW	New warranty	SUPP	Supplier Warranty	13	Bi-annual	4	Copies	Copies made	No	A	

Help v2024.5.0.7/1.0 - Pg 10 - Printed: 21/08/2024



1. The Add New Warranty Association screen will open.

WARRANTY DETAILS

- 2. This will populate with the <u>warranty definition</u> Description and Type.
 - You cannot edit this information from this screen.

ASSET

- This will populate with the asset Serial No., Part Description and Model No., if applicable.
 - $^\circ~$ You cannot edit this information from this screen.

PERIOD DETAILS

- 4. This will populate with the **Period Type** and **Warranty Period** as set up on the warranty definition.
 - Note: In this frame, the Supplier, Start Date and End Date fields are editable.

SUPPLIER

5. Click on the **search** button in the **Supplier** field.



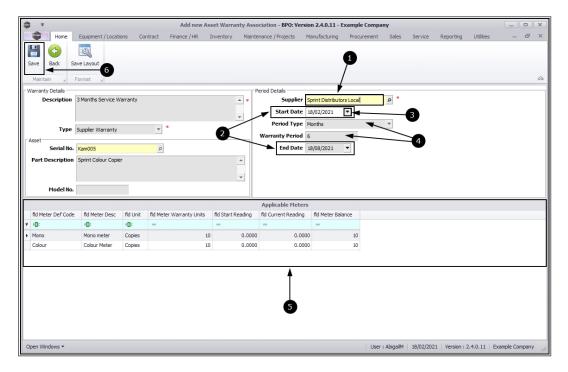
				-									
	=			1	Add new Ass	et Warranty Asso	ciation - BPO: Version	n 2.4.0.11 - Example	Company				×
1		Home	Equipment / Location	ons Cor	ntract Finance / HR I	nventory Mainte	nance / Projects Ma	anufacturing Procu	rement Sales	Service	Reporting Utilit	ies — 🗗	×
	ave Ba	dk Sa	ave Layout		2								
	Maintain	4	Format 🔺										\diamond
Fw	arranty De	tails		-		P	eriod Details				_		
Ŀ	Desc	ription	3 Months Service W	arranty		*	Supplier		4 م				
						-	Start Date 18	8/02/2021 💌			•		
Ŀ		_	-		*	<u> </u>	Period Type M	onths	*	•			
닏		Туре	Supplier Warranty		*		Warranty Period 6			-4			
[^	isset 50	erial No.	kam005		Q		End Date 18	3/08/2021 -					
			Sprint Colour Copie	r									
L			opinit concer copie										
						-							
	Мо	odel No.											
	•						Applicable Meters						
	fid Meter	Def Code	fid Meter Desc	fld Unit	fld Meter Warranty Units	fld Start Reading		fid Meter Balance					
٩	n E c		* D ¢	n o c	=	-	=	-					
	Mono		Mono meter	Copies	10	0.0000	0.0000	10					
	Colour		Colour Meter	Copies	10	0.0000	0.0000	10					
Γ		3											
0	oen Window	NS ¥							User : AbigailM	18/02/2021	Version : 2.4.0.1	1 Example Company	
0									ood - Abigaini	10/02/2021	1010101112111011	- comple company	11.

- 1. The Select the Supplier screen will pop up.
- 2. Select the **row** of the supplier that you wish to link to this warranty.
- 3. Click on **Ok**.

	Home	Equipment / Locat	tions Contrac	t Finance / HR In	ventory Mainter	ance / Projects	Man	ufacturin	ig Procurer	nent Sales	Service	Reporting U	tilities	-	₽
•			-					_						_	
3		Velayout	Select the s	supplier										×	
	Maintain 🔺 F	Format ⊿	Home												
W	arranty Details			52										- F	_
	Description	3 Months Service													
			Process	Format										\diamond	
	Туре	Supplier Warrant													
A						SupplierType	Statue	Class	VATNo	MinOrderAmt	FreightTerms	FreightCarrier	Currency	TaxF	
										=		REC	REC	-	
	Part Description	Sprint Colour Co		-	-	-	-	-	-		-		ZAR	- 1	
	6											The Courier	ZAR		
	Back Save Layout Maintain Format Description 3 Months Service Type Supplier Warran Asset Serial No. Kam005 Part Description Sprint Colour Co Model No. fld Meter Def Code fld Meter Des Colour Colour Meter Colour Colour Meter											The council	USD	- 11	
Save Back Select the supplier Home Home Description 3 Months Server Process Format Save Layout Process Process Format Suppler Cold Suppler Cold Supple		DHL	ZAR												
						GEN	A	PS	3245064654	0.00			ZAR		
	fld Meter Def Code	fld Meter Des	TEST001	-	Tam	GEN	I	PS		0.00			ZAR		
Ŷ	REC	1 0 0	PRI0001	Printer World (Pty) Ltd	Maggie Seegers	3PTY	I	PS	456123789	0.00	30 days fro	Wheels with	USD		
×	Mono	Mono meter	APD001	Apple Distributors	Sammy Jones	GEN	A	PT	345678201	0.00		swift	ZAR		
	Colour	Colour Meter	PRI002	Printer World	Maggie Sage Jo	3PTY	I	PS	456123789	0.00	10 days fro	Wheels with	USD	- 0	
			GME001	Game Suppliers	Jackie Peters	GEN	I	PS	23458902	0.00			ZAR		
			PRI001	Printer World	Maggie Sage	GEN	A	PT	23451678	0.00	30 days fro	Wheels with	ZAR		
			PRI005	Printer World 2	Richard Sage	GEN	A	PT	98076523	0.00	30 days fro	Wheels on Wi	ZAR		
			PRI006	Printer WorldLtd	Mary Matthews	3PTY	I	PS	765894210	0.00	30 days fro	Wheels on Wi	USD		
			PRI007	Printer World Forex	Matthew Sage	SHPA	A	PT	768594444	0.00	60 days fro	Wheels on wi	USD		
			PRI010	Printer World	Maggie Sage	GEN	Α	PT	456123789	0.00	30 days fro	Wheels with	ZAR		
			PRI0011	Printer World	Maggie Sage	GEN	I	PT	456123789	0.00	30 days fro	Wheels with	ZAR		
			PRI0012	Printer World	Maggie Saggie	GEN	Α	PT	13456789	0.00	30 days fro	Wheels with	ZAR		
			TW1001	Twinkle Office Automat.	Gary Marks	GEN	A	SE	9876543210	0.00	30 day	Wing It Couri	ZAR		



- 1. The **Supplier** field will now populate with the selection in the previous step.
- Note that the Start Date will populate with the <u>current</u> date and in this example, the End Date will auto populate 6 months after the Start Date, as the Warranty Period is 6 months.
 - If it was a **12** month Warranty Period then the End Date will auto populate **12** months after the Start Date.
- 3. You can click on the **drop-down arrow** and select an <u>alternative</u> Start Date, if required. The End Date will re-calculate to be **6** months ahead of your selected date.
- 4. The **Period Type** and **Warranty Period** are uneditable in this screen.
- 5. The **Applicable Meters** frame contains details of the meter types linked to this warranty. The details are uneditable from this screen.
- 6. When you have finished adding the details, as required, click on **Save**.



- 1. You will return to the Warranties for Equipment [] screen.
- 2. The added warranty can now be viewed in this screen.
- 3. Close this screen to return to the Machine List for [] screen.



• •	1	Warranties for Equipment						_ _ x
	nt / Locations Contrac		aintenance / Projects	Manufacturing	Procurement Sa	eles Service	Reporting Utilitie	s – 🗗 🗙
🔂 🍃 📃		Active -						3
Add Edit View Sa	ave Layout Workspaces	Refresh						•
Maintain	Format	4 Current 4						\$
Links # Enter text to search								///
	WarrantyCode	Description	WarrantyPeriod	MeterUnits	MeterBalance	Status		
Functions	♀ # 	R B C	-	-	-	RBC		
Linked Items	▶ 3MSW	3 Months Service Warranty	6	50000	50,000.00	-	← 2	
	3MSW 1YSW	3 Months Service Warranty 1 Year Supplier Warranty	6	50000 56000	50,000.00 56,000.00		•	
		appiner trainenty		55000	55,550,00			
Warranty Claims								
Open Windows 🕶					User : Abigai	M 21/02/2021	Version : 2.4.0.11	Example Company

EDIT A WARRANTY

- 1. In the Machine List for [] screen,
- 2. Select the **Site** you wish to work in.
- 3. Select the **row** of the asset where you wish to **edit** the warranty.
- 4. Click on the **Warranties** tile.



Home Equipm	ent / Locations Co	ontract Finan	ce / HR Inventory Maintena	nce / Projects	Manufacturing	Procurer	ment Sales S	ervice	Reporting U	tilities	- 8	
	23		Durban •		•	Ť.		1				
Add Edit Delete V	/iew Save Layout	Workspaces	Save Fifter All 🗸	Refresh Ret	alue Conver	t Buy Back	Print Export	Rep	orts			
Maintenance		Format 2	Current		Process		Print	Repo	who -			
	1	T Official	a contene	*	110000		4 11110	a recpe			1	
nks #		er here to group										
iter text to search P	AssetRegNo 🔺	PartCode	Description	CategoryDesc	ParentType	ModelNo	SerialNo	Status	StartDate	Asset	IsFixedAsse	e
Functions	P REC	4 0 0	R B C	REC	e 🛛 C	88 C	REC	RBC	-	s C C	a 🛛 c	
	AREG000392	SP500	Sprint Colour Copier	Hardware	WHSE		Kam001	A	14/04/2020	No	No	
WO History	AREG000393	SP500	Sprint Colour Copier	Hardware	WHSE		Kam002	A	14/04/2020	No	No	
	AREG000394	SP500	Sprint Colour Copier	Hardware	WHSE		Kam003	A	14/04/2020	No	No	
	▶ AREG000395	SP500	Sprint Colour Copier	Hardware	WHSE		Kam004	A	14/04/2020	No	No	
Project History	AREG000396	SP500	Sprint Colour Copier	Hardware	WHSE		Kam005	A	14/04/2020	No	No	
3	AREG000397	AT500	AT500 Copier	Hardware	SINV	AT500	wge12	A	16/04/2020	No	No	
	AREG000398	AT500	AT500 Copier	Hardware	WKOR	AT500	asdf456	A	16/04/2020	No	No	
Meters	AREG000399	16-856	Drum for SP1616	Spare Parts	WHSE			A	21/04/2020	No	No	
	AREG000400	SP2020	SP2020 Sprint Colour MF Copier	Hardware	WHSE	SP2020	Test01	A	22/04/2020	No	No	
	AREG000401	SP2020	SP2020 Sprint Colour MF Copier	Hardware	WHSE	SP2020	Tes02	A	22/04/2020	No	No	
1 Patron	AREG000402	17-856	Drum for SP1717	Spare Parts	WHSE		SP1717-01	A	24/04/2020	No	No	
History 4	AREG000403	17-856	Drum for SP1717	Spare Parts	WHSE		SP1717-02	A	24/04/2020	No	No	
T	AREG000404	17-856	Drum for SP1717	Spare Parts	WHSE		SP1717-03	Α	24/04/2020	No	No	
	AREG000405	17-856	Drum for SP1717	Spare Parts	WHSE		SP1717-04	A	24/04/2020	No	No	
BOM	AREG000406	17-856	Drum for SP1717	Spare Parts	WHSE		SP1717-05	Α	24/04/2020	No	No	
	AREG000407	17-856	Drum for SP1717	Spare Parts	WHSE		SP1717-06	Α	24/04/2020	No	No	
	AREG000408	17-856	Drum for SP1717	Spare Parts	WHSE		SP1717-07	Α	24/04/2020	No	No	
Warranties 1	AREG000409	17-856	Drum for SP1717	Spare Parts	WHSE		SP1717-08	Α	24/04/2020	No	No	
	AREG000410	PCMON001	PC Monitor - Samsung	Accessories	WHSE		2020-9193	Α	18/01/2021	No	No	
	AREG000411	SP500	Sprint Colour Copier	Hardware	WHSE		AKM001002	Α	15/02/2021	No	No	
Notes	AREG000412	SP2020	SP2020 Sprint Colour MF Copier	Hardware	WHSE	SP2020	000001	Α	11/02/2021	No	No	
	SIN 123	1458-96523	K147 Kvocera Colour Copier	Kvocera Multif	WHSE	K147	sin123	A	16/04/2020	No	No	

- 1. The **Warranties for Equipment** [] screen for the selected asset will open.
- 2. In this example there is only <u>one</u> warranty linked to this asset.
- 3. If there is <u>more than one</u> warranty, ensure that you select the **row** of the one that you wish to work with.
- 4. Click on **Edit**.



₫ =	0	Warranties fo	r Equipment Kam	004 - BPO: Ve	ersion 2.4.0.11 -	- Example Com	ipany				X
Home Equipme	nt / Locations Cont						ent Sales Service	Reporting	Utilities	- 6	×
Add Edit View Sa	ave Layout Workspace	Active •	Refresh								
Maintain 🔺	4 Format	4 Current	4								\Diamond
Links 4											
Enter text to search P	WarrantyCode	Description	WarrantyPeriod	MeterUnits	MeterBalance	SupplierCode	SupplierName	StartDate	Status		
Functions	9 REC	R B C	-	=	=	a 🛛 c	a 🖬 c	-	8 C		
Linked Items	12MSW	12 Month Supplier Warranty	12	200000	200,000.00	SPR001	Sprint Distributors Local	14/04/2020	A		2
	6										
Open Windows 🕶						Use	r : AbigailM 21/02/2021	Version : 2.4	.0.11 Exar	mple Compa	ny //

- 1. The Edit Customer Warranty [] screen will open.
- 2. Make the required changes in the relevant fields
- If you wish to make changed to the associated Site(s), click on the Site Defaults tab to open the frame and enable editing.
- 4. When you have made your changes, click on **Save**.



	uipment / Locations		ner Warranty - 12 Mo ce / HR Inventory			BPO: Version 2.4 Manufacturing			Reporting	Utilities		a x a x
Maintain J Form												
Warranty Code 12	2MSM/	*			Marked	Description	Unit	MeterWar				
	2 Month Supplier Warra				•	Mono meter	Copies	100000				
Description 12	2 Month Supplier Warra	anty		^ *	\checkmark	Colour Meter	Copies	100000				
						Mono A3	Copies	0				
		- *				Colour A3	Copies	0				
Type Su	upplier Warranty	• •				Clear A3	Copies	0				
Period Details						MCONMETERS	Copies	0				
						MCONASSETS	Copies	0				
Period Type Mo		•		2 🗘								
Meter unit type Co Aggregate Meters		▼ Me	ter Units 200000	D 🗧 📘								
					2	3	•					
				[Applicable Met	Site Defaults	_					
Open Windows 🔻							User : /	AbigailM 21/02/20	Version : 2	.4.0.11 Ex	ample Comp	any

- 1. You will return to the **Warranties for Equipment** [] screen.
- 2. Close this screen to return to the Machine List for [] screen.

\$ =	0	Warranties for Equipmen	t Kam004 - BPO: Vers	ion 2.4.0.11 - Exa	ample Company			_ – ×
Home Equipme	nt / Locations Contract	t Finance / HR Inventory N	laintenance / Projects	Manufacturing	Procurement Sa	les Service	Reporting Utilitie	s _ 🖻 🗙
Add Edit View Sa	We Layout Workspaces	Active Refresh						2
Maintain 🔺	Format	Current 4						\diamond
Links 4								
Enter text to search P	WarrantyCode	Description	WarrantyPeriod	MeterUnits	MeterBalance	Status		
Functions	₽ 8 0 0	* 0 ¢	=	-	=	a 🛛 c		
Linked Items	▶ 12MSW	12 Month Supplier Warranty	12	200000	200,000.00	A		
Warranty Claims								
Open Windows 🕶					User : Abigai	M 21/02/2021	Version : 2.4.0.11	Example Company
Open Windows 🕶					User : Abigail	M 21/02/2021	Version : 2.4.0.11	Example Company



NOTE ON DELETING A WARRANTY

You <u>cannot</u> delete a warranty from an asset in this screen. Follow the process to <u>open the Warranties listing</u> screen, then select the specific warranty and click on the <u>Linked Items</u> tile. In the subsequent screen, select the **row** of the asset which is to be 'unlinked' from the selected warranty and click on the **Delete** button. Save the deletion and return to the **Machine List for** [] screen. When you select the row of the asset and then click on the **Warranties** tile, the asset will <u>no longer</u> be linked to the warranty.

MNU.007.019