

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

# **INVENTORY**

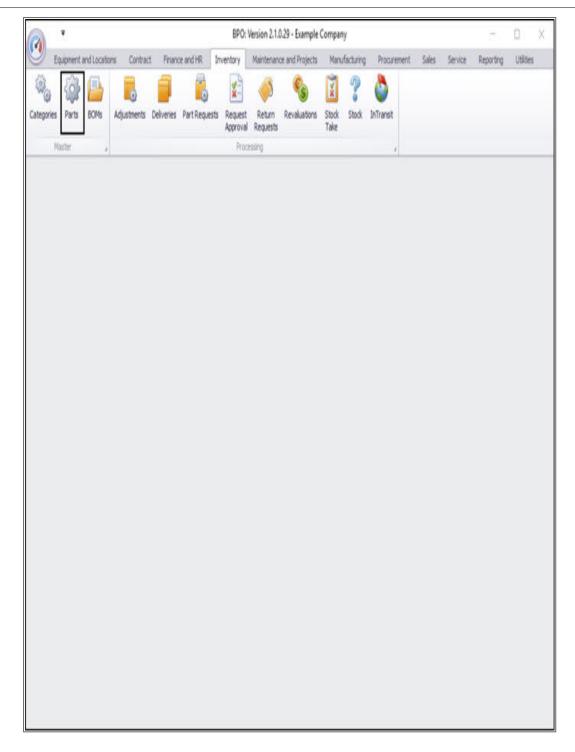
## LINK METER DEFINITIONS

By linking one or more meter definitions to a serialised (A-Class) item, the defined meters will be automatically linked when the item is received into store. For example, if you link 'Mono' and 'Colour' meters to a copier part code, when you receive the machine into store - those two meters will already be linked to the machine.

Ribbon Access: Inventory > Parts



#### Link Meter Definitions



The **Part Listing** screen will be displayed.



#### **SELECT THE PART**

- Click on the row selector in front of the serialised part number you wish to link a meter definition to.
- Click on **Edit**.

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3		Part Listing -	BPO: Version 2.1	.0.29 - Exan	nple Company			3. (	) X
🕘 Home Equipment	t and Locations Contract	Finance and HR Inventory	Maintenance and	Projects	Manufacturing	Procurement Sales Service	Reporting	Utites -	8
Add Edit Delete	Save Layout Workspace								
Processing a	Format.	Current  Print							
nter text to search	٥	here to group by their colorer						1	1
y caro	PartCode	Description		Status	PartType	CatDescription	Weight	Volume	Model
Functions	*								
NAME AND ADDRESS.	8 26789-101	101 Black Toner		A	c	Toners			
Items Supplied	B A44878	A4 Bound Notebook - 78 pages	ķ	A	c	Stationery			
	E A4CB	A4 Cardboard Backing		A	c	Stationery			
	E A4CS	A4 Clear Platic Cover		A	C	Stationery			
Substitutes	E A408	A4 Drawing Book		A	c	Stationery			
	E A#P	A4 Paper		A	c	Toners			
	E CONVOD1	ACDC Convertor		A	¢	Toners			
Documents	► ACR11111	Acer Copier		A	A	Hardware			
	E ACR-01	Acer copier outer shell		A	8	Accessories			
	1 ACR-02	Acer rollers		A	С	Spare Parts			
BOMs	ADAP001	Adaptor		A	c	Toners			
	€ 9855632	Ar Freshner		A	c	Stationery			
_	E AT500	AT500 Copier		A	A	Hardware			AT50
N ROMANNON I	E 147258	Black Toner		A	с	Toners			
Stock Control	IE 1616-147K	Black toner SP 1616		A	c	Toners	35.7	0	
	🗄 1717-147K	Black Toner SP1717		A	с	Toners	0.5		147K
	E \$919-147K	Black Toner SP 1919		A	с	Toners			
	E 2020-147K	Black toner SP2020		A	с	Toners			
	E CHA001	Chair		A	с	Toher Part Site Defa			
Processing	E CIROO1	Crdp		A	с	Toner Part Site Defa			
	E CL-100-965	Cleaner		A	c	Stationery			
Requisitions	⊞ 540-147K	Compatible black toner		A	с	Toners			
	E SP1020	Copier		A	A	Hardware			SP 103
	E 300	Copier		A	A	Kyocera Multifunctio	2	2	300



#### **ADD PART METERS DETAILS**

- The Edit Part screen will be displayed.
- The **Part Meters** docking panel is on the right hand side of this screen.
- This is where you will **link** the **meter definitions** to this serialised part.

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Home Equipment and	Locations Contract Finance	and HR Inventory Mainte	enance and Proj	ects	Manufact	uring Procure	ement Sales Servic	e Reporting	Utilites -	ð	
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Documents	Model No	2222			۵	TONERS	Toners Included		α		
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rrocessing	Wear and Tear Method	5 Year Straight Line		7		PartCode ACR11111	PartDesc Acer Copier			Metr	
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• Tick the check box at the beginning of the row of the meter that you wish to link to this part.



• In this image, the **Colour Meter** and **Mono Meter** have been selected.

### **SAVE PART METERS**

• When you have finished adding the required Part Meters information, click on **Save**.

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Requisitions	Maintenance Craft	Technician		-	0	ACR11111	Acer Copier			Co	ŝ
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	Default Fee	Service	*			ACR11111	Acer Copier			Co	
Purchase Orders	interventer 64 T.C.			17	_		Construction of the second				

• The selected meters will be linked to this part and you will return to the **Part Listing** screen.



A *		Part Listing - I	PO: Version 2.1	.0.29 - Exan	nple Company			- 0	X
Home Equipment a	nd Locations Contract	Finance and HR Inventory	Maintenance and	Projects	Manufacturing	Procurement Sales Service	e Reporting	Utites -	8
Add Edit Delete	Save Layout Workspace	es Refresh Export							
Processing 2	Format	a Current a Print a							
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inter text to search A	PartCode	Description		Status	PartType	CatDescription	Weight	Volume	Model
Functions	•								
	26789-101	101 Black Toner		A	c	Toners			
Items Supplied	B A49878	A4 Bound Notebook - 78 pages		A	c	Stationery			
	E A4CB	A4 Cardboard Backing		A	c	Stationery			
	E A4CS	A4 Clear Platic Cover		A	c	Stationery			
Substitutes	E A408	A4 Drawing Book		A	с	Stationery			
	E AP	A4Paper		A	c	Toners			
	E CONVOOI	ACDC Convertor		A	c	Toners			
Documents	• 🗉 ACR11111	Acer Copier Acer copier outer shell		A	A	Hardware	10		2222
	E ACR-01			A	8	Accessories			
	1 ACR-02	Acer rollers		A	c	Spare Parts			
BOMs	ADAP001	Adaptor		A	с	Toners			
bura	₩ 9855632	Air Freshner		A	с	Stationery			
_	E AT500	AT500 Copier		A	A	Hardware			AT50
NAMES OF A	E 147258	Black Toner		A	с	Toners			
Stock Control	₿ 1616-147K	Black toner SP 1616		A	¢	Toners	35.7	0	
	E 1717-147K	Black Toner SP1717		A	c	Toners	0.5		147K
	E SP19-147K	Black Toner SP 1919		A	c	Toners			
	E 2020-147K	Black toner SP2020		A	c	Toners			
	E CHA001	Chair		A	C	Toner Part Site Defa			
Processing	E CIROO1	Crdp		A	c	Toner Part Ste Defa			
	E CL-100-965	Cleaner		A	с	Stationery			
Requisitons	E 540-147K	Compatible black toner		A	C	Toners			
	E SP1020	Copier		A	A	Hardware			SP 102
	III 300	Copier		A	A	Kyocera Multifunctio	2	2	300
Purchase Orders	E 111108.	Cvan Toner		1	с	Toners			

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