

## **INVENTORY**

## **PARTS - EDIT PART DEFINITION DETAILS**

Part definition **details** may need to be **edited** after having been added and saved to the system.

## Ribbon Select Inventory > Parts



- The **Part Listing** screen will be displayed.
- Select the **row** of the part definition where you wish to edit the details.
- Click on Edit.

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- The Edit Part [] screen will open.
- Make the required changes to the relevant part definition **details** fields.



Note: The Part Type field is greyed out and uneditable in this screen.

• In this example, the **Part Description** detail is to be edited.

⊕ • Edt	Part - CodeWM-Copier 1001 - Nucleus Service: Vers	sion 2023.11.	I. 10 - All Things E	xample Company				Ŧ	- 1	or x
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Depreciation Method 5 Year Straight Line +		Part N	eters							Ŧ
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- When you finished editing the required fields -
- Click on Save.

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• The edited details will be **saved** and you will return to the **Part Listing** screen.



- The part definition **row** will be selected.
- The edited details will be reflected in the **column** of the selected row.
- In this example, the **Description** column reflects the change made in the **Edit Part []** screen.
- Close the screen when you are done.

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			3528-4933		dup Roller	A	-	Retail - Office Supplies - Spares	1	1		ea	2.00		Yes	VAT	15.00			Jan 1 1900 12:004	
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## **Related Topics**

- Edit Part Definition Defaults
- 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.026.040