In Transit Viewer

Overview

The Materiel Management/Inventory Control Point module Intransit Viewer page displays all materiel that is shipped to the customer, but not yet received by the customer.
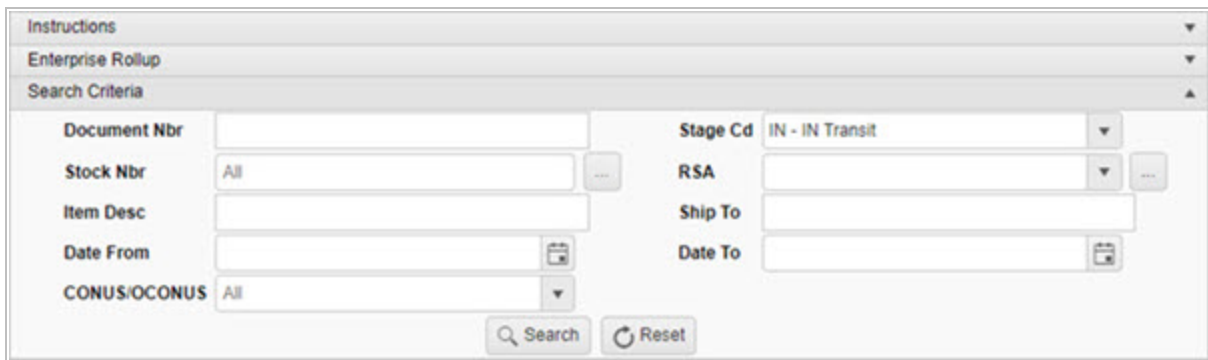
Navigation

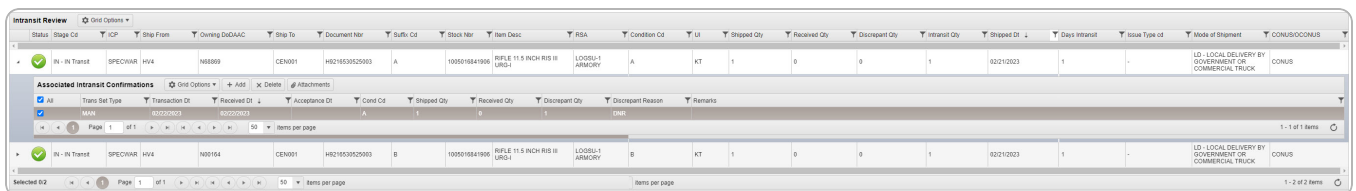MATERIEL MGMT > Intransit Review > Intransit Viewer page

Procedures

Search for an Inventory In Transit

One or more of the Search Criteria fields can be entered to isolate the results. By default, all results are displayed. Selecting ⟳Reset *at any point of this procedure returns all fields to the default "All" setting.*

1. In the Search Criteria box, narrow the results by entering one or more of the following optional fields.

2. Select 🔍 Search . *The Search Results appear.*

Add an Associated Transit Confirmation

Navigation

MATERIEL MGMT > Intransit Review > ▶ > + Add > Add Associated Transit Confirmations pop-up window

Procedure

Add an Associated Transit Confirmation

Selecting ⊘ Cancel *at any point of this procedure removes all revisions and closes the page.* **Bold** *numbered steps are required.*

1. Select + Add . *The* **Add Associated Transit Confirmations** *pop-up window appears.*

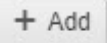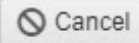> **Add Associated Intransit Confirmations** ✕
>
> Instructions ▼
>
> Received Dt
> 2/22/2023 📅
>
> * Received Qty
> 1
>
> Discrepant Qty
>
> Discrepant Reason
> Select an Item ▼
>
> Attachments
> 📎 Attach...
>
> Add / Edit Remarks
>
> + Add   ⊘ Cancel

2. Use [icon] to select the Received DT, or enter the date (MM/DD/YYYY HH:MM) in the field provided.

3. Enter the Received QTY in the field provided. *This is a 10 numeric character field.*

4. Select [✓ Add]. *The* **Add Associated Transit Confirmations** *pop-up window closes, and the new confirmation appears in the Associated Intransit Confirmations grid in green.*
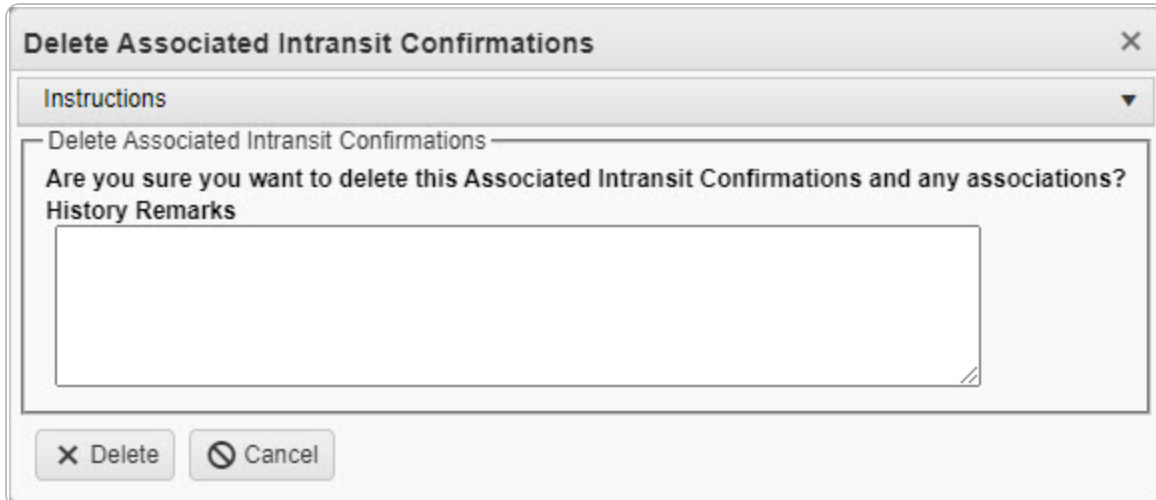
Delete an Associated Transit Confirmation

Navigation

Procedure

Delete an Associated Transit Confirmation

Selecting ⊘ Cancel *at any point of this procedure removes all revisions and closes the page.* **Bold** *numbered steps are required.*

1. Select ✕ Delete . *The **Delete Associated Transit Confirmations** pop-up window appears.*

Delete Associated Intransit Confirmations

Instructions ▼

┌─ Delete Associated Intransit Confirmations ─
Are you sure you want to delete this Associated Intransit Confirmations and any associations?
History Remarks

✕ Delete   ⊘ Cancel

2. Select ✕ Delete . *The **Delete Associated Transit Confirmations** pop-up window closes, and the confirmation is removed from the Associated Intransit Confirmations grid.*
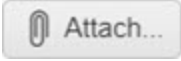
Add an Attachment

Overview

The Attachment Add process provides the ability to attach a file to a record.

Navigation

MATERIEL MGMT > Intransit Review > Intransit Viewer > [📎 Attach...] > Attachments page
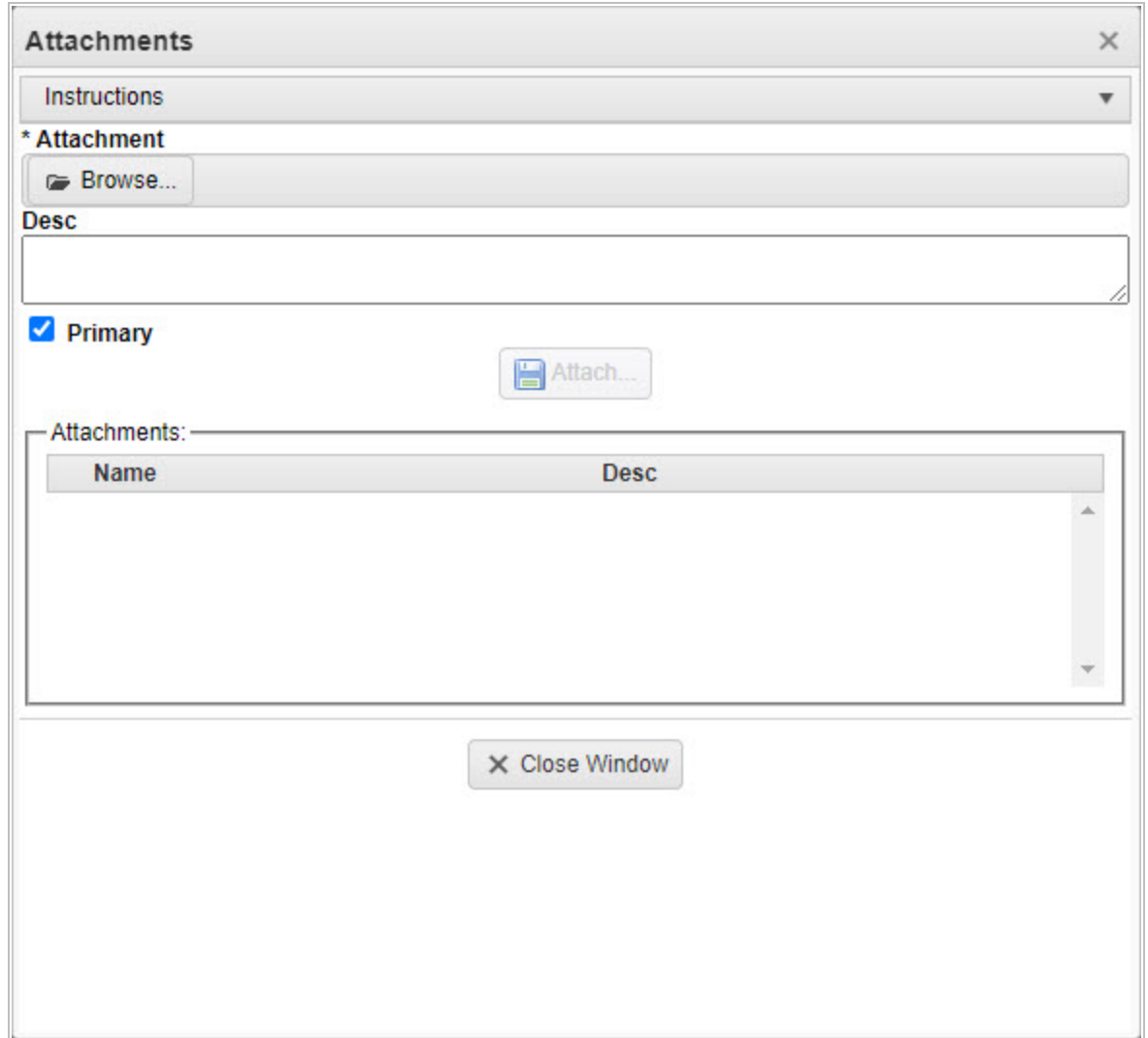
Procedure

> ### Add an Attachment
>
> *Selecting* [🚫 Cancel] *at any point of this procedure removes all revisions and closes the page.* **Bold** *numbered steps are required.*
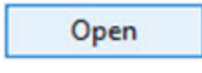
1. Select [Attach...] . *The **Attachments** page appears.*

Attachments   ✕

Instructions	▼

* Attachment

[📂 Browse...]

Desc

_____

☑ Primary

[💾 Attach...]

Attachments:
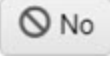
Name	Desc

[✕ Close Window]

2. Select [📂 Browse...] . *The Windows **Choose File to Upload** pop-up window appears.*

3. Select [Open] . *The **Choose File to Upload** pop-up window closes, and the file name appears in the top of the window.*

4. Select [💾 Attach...] . *The file name appears in the bottom of the window.*

5. Repeat Steps 2 - 6 to attach multiple documents.

Note: The image shows the DPAS Help Reference Guide header.

Remove an Attachment

A. Select ✖ next to the desired document. *The **Delete Attachment** pop-up window appears.*

B. Choose one of the following options:

- Select ⊘ No to cancel the deletion.

- Select ✔ Yes to confirm the deletion. *The **Attachment Deleted** pop-up window appears.*

C. Select ✔ OK to complete the process. *The document is removed.*

> **Note**
> Select the 💾 part of 💾✖ to save the attachment directly to the computer. Follow the prompts to download the attachment.

6. Select ✖ Close Window. *The **Attachments** pop-up window closes, and the file appears in the Attachments field of the **Add an Associated Transit Confirmation** pop-up window.*