Browse for a Dispatch ID

Overview

The Dispatch ID Browse pop-up window allows searching for dispatching assets in the DPAS catalog.
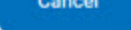
Navigation

DPAS Modules > *VARIOUS PROCEDURAL STEPS* > 🔍 > Dispatch ID Browse pop-up window

Procedures

Browse for a Dispatch ID

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.*

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

1. Select 🔍 . *The* **Dispatch ID Browse** *pop-up window appears*.

DispatchId   close or Esc Key

Search By

Dispatch Id	[ ]	Dispatched To	Select an Item ▾
Dispatch Sts Cd	Select an Item ▾	Equip Pool	Select an Item ▾
Dispatcher	Select an Item ▾		

Search   Reset

Cancel

2. Select [Search]. *The Search Results display in the Dispatch ID Grid below.*

DispatchId								close or Esc Key

Search By

Dispatch Id	UP2019121900001	Dispatched To	Select an Item
Dispatch Sts Cd	Select an Item	Equip Pool	Select an Item
Dispatcher	Select an Item		

[Search] [Reset]

Select	Dispatch Id	Dispatch Sts Cd	Dispatcher	Dispatched To	Dispatch Cd	Equip Pool	Asset Id	Serial Nbr	Secondary Serial Number	UII
Select	UP2019121900001	RQ - Requested		DJB - BRITT, DARRYL	A - Ad-Hoc	UP - UTOPIA PLANETIA	NCC17010018	NCC1764		

[Cancel]

3. Click the Select hyperlink next to the desired Dispatch ID. *The pop-up window closes and the selected Dispatch ID appears in the previous screen.*