



MANUFACTURER PART NBR

Overview

The Warehouse Management module Manufacturer Part Number process provides the ability to have a central reference to the CAGE, Manufacturer Name, Manufacturer Model Number, and Manufacturer Part Number.

Navigation

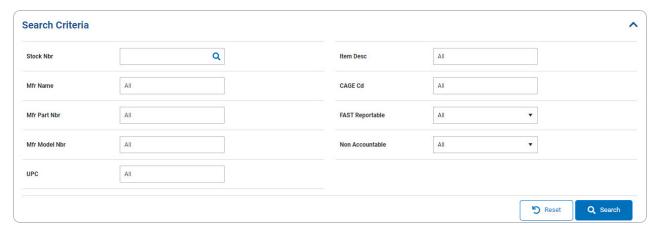
CATALOG MGMT > MANUFACTURER PART NBR > MANUFACTURER PART NBR page

Procedures

Search for a Manufacturer Part NBR

One or more of the Search Criteria fields can be entered to isolate the results. By default, all results are displayed. Selecting 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 of the following optional fields.





Help Reference Guide







Add a Manufacturer Part Nbr

Navigation

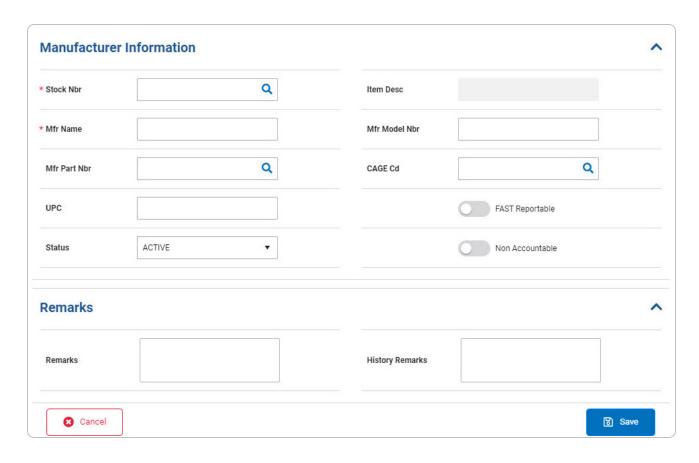
CATALOG MGMT > MFR PART NBR > + Add > Add MANUFACTURER PART NBR slide-out

Procedures

Add a Manufacturer Part Nbr

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

1. Select + Add . The Add MANUFACTURER PART NBR slide-out window appears.





Help Reference Guide

- **A.** Enter the STOCK NBR, or use \(\frac{Q}{2} \) to browse for the entry. This is a 15 alphanumeric character field.
- **B.** Enter the MFR NAME in the field provided. This is a 36 alphanumeric character field.
- 2. Select . The new Manufacturer Part Number appears at the top of the Search Results Grid.





Update a MANUFACTURER PART NBR

Navigation

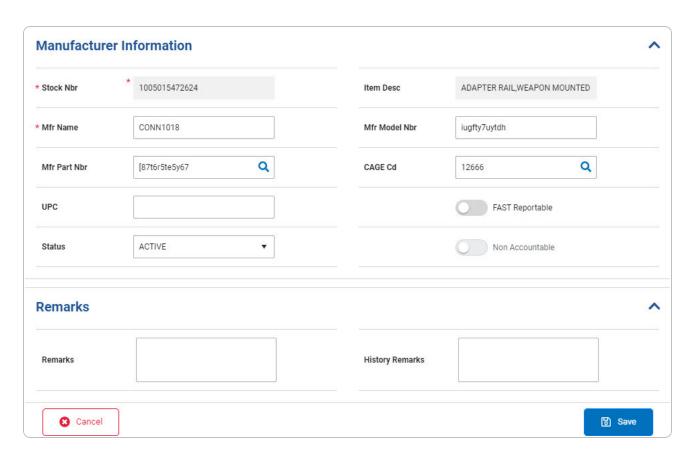
CATALOG MGMT > MFR PART NBR > Edit MANUFACTURER PART NBR slide-out

Procedures

Update a Manufacturer Part NBR

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

1. Select Little Edit Manufacturer Part NBR slide-out window appears.





Help Reference Guide

- **A.** Verify the STOCK NBR.
- **B.** Update the MFR NAME, entering the revised name in the field provided. *This is a 36 alphanumeric character field.*
- 2. Select Select Results Grid. The revised Manufacturer Part Number appears at the top of the Search





Delete a MANUFACTURER PART NBR

Navigation

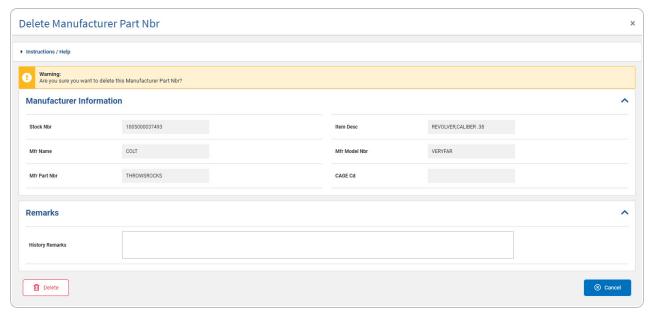
CATALOG MGMT > MFR PART NBR > Delete MANUFACTURER PART NBR pop-up

Procedures

Delete a MFR PART NBR

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

1. Select Delete Manufacturer Part NBR pop-up window appears.



- **1.** Verify the STOCK NBR.
- **2.** Verify the MFR NAME.
- 2. Select . The Manufacturer Part Number is removed from the Search Results Grid.

7

