



Container Overview

Overview

The Warehouse Management module Container process provides the ability to add, update, delete, view, and print a Container record that is directly associated with a specific warehouse or facility location within a specific logistics program.

Containers are created using a specific container type and are created based on parameters designated within the selected container type. Containers can be permanent (durable) non-expendable or non-permanent expendable.

Additionally, some containers require serial number tracking, while others do not. In ELMS, each new container created within a facility is assigned a unique CONTAINER ID if one is not entered.

Navigation

WAREHOUSE MGMT > Container > Container page

Procedures

Search for a Container

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.

Instructions

Search Criteria

Container ID	All	...	Container Desc	All
Container Type	All	▼	Stock Nbr	All
Serial Nbr	All		Location Desc	All
Location ID	All	...	Freeze Location	All
Location Status	ACTIVE	▼		

Search Reset





2. Click . The results appear in the Container grid.

Container	Grid Options	+	Add	View	Labels	Attachments										
All Primary	Contents	Warehouse	Container Id	Container Desc	Container Type	Stock Nbr	End Item Qty	Serial Nbr	Mixed Stock Nbr	Mixed Cond	Mixed Lots	Zone	Location	Location Status	Freeze Location	Container Type Active
<input type="checkbox"/>		COLUMBUS	COL00000000000000000001	STORAGE	STORAGE		18		Yes	Yes	Yes	A&T	1017 - 336	ACTIVE	No	ACTIVE
<input type="checkbox"/>		COLUMBUS	COL00000000000000000002	SECURE STORAGE	STORAGE		3		Yes	Yes	Yes	TRAINING B	J&R02 - J&R02 LOCATION	ACTIVE	No	ACTIVE
<input type="checkbox"/>		COLUMBUS	COL00000000000000000157	LONGTERM STORAGE	CONNEX		0	000001	Yes	Yes	Yes	JBABWHSE	WHSE W100 - STOCK ROOM	ACTIVE	No	ACTIVE

View Container Details

1. Select in the desired Container record row. The **Container Details** pop-up window appears.

Container Details ✕

Container Id: COL00000000000000000001 - STORAGE
 Location: 1017 - 336
 Zone: A&T - THE BORO

Capacity Detail

	Max	Current	% Capacity
Qty	0	18	N/A
Weight	0.00	0.00	N/A
Cube	0.00	0.00	N/A

Content Details ⚙ Grid Options

Stock Nbr	Item Desc	Cond Cd	Prj Cd	Owning DoDAAC	On Hand Qty
5120013551734	WRENCH,TORQUE	A - Svcb(w/o Qual)		HC1001	1
5120013551734	WRENCH,TORQUE	G - Unsvcb(Incomp)		HC1001	1
5120013551734	WRENCH,TORQUE	G - Unsvcb(Incomp)		HC1001	1
8465014456274	MODULAR SLEEP SYSTE	A - Svcb(w/o Qual)		HC1001	15

1 - 4 of 4 items

2. Click . The **Container Details** pop-up window closes.

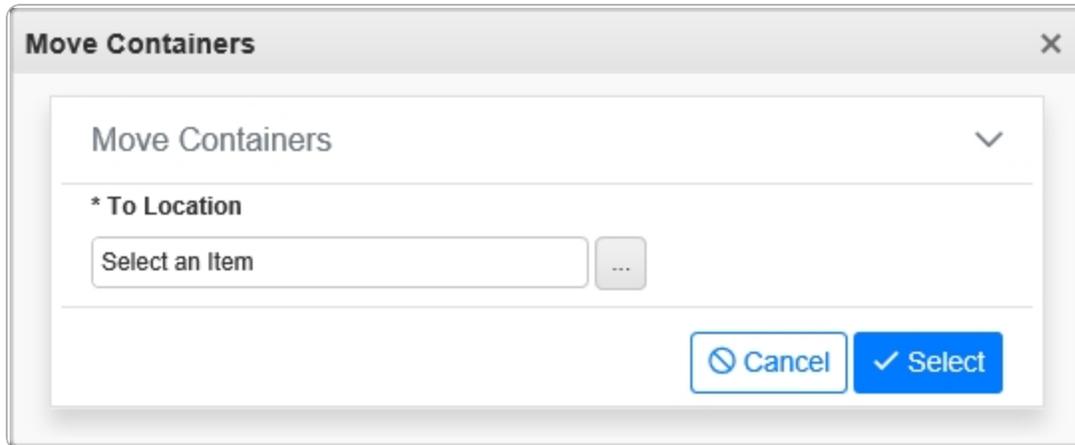
Move a Container

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

1. Click to select the desired entry. The Container is highlighted, and , , , , and become available.



2. Select  **Move**. The **Move Containers** pop-up window appears.



The screenshot shows a window titled "Move Containers" with a close button (X) in the top right corner. Inside the window, there is a dropdown menu labeled "Move Containers" with a downward arrow. Below this is a section labeled "* To Location" containing a text input field with the placeholder text "Select an Item" and a small grey button with three dots "...". At the bottom right of the window are two buttons: "Cancel" (with a circular arrow icon) and "Select" (with a checkmark icon).

3. Enter the To Location, or use  to browse for the entry. This is a 25 alphanumeric character field.
4. Select  **Select**. The Container appears in green, with a revised Location, at the top of the grid.

Print a Container Label

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

1. Click to select the desired entry. The Container is highlighted, and  **Edit**,  **Delete**,  **Move**,  **Labels**, and  **Attachments** become available.
2. Select  **Labels**. The **Print Label Request** pop-up window appears.





Print Label Request

Print Labels

Printer Language: Select an Item ▼

Label Size: J - 3.00 X 2.00 ▼

Include RFID:

Label Type: CON Qty: 1 ▼

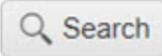
3. Select  . The Label prints from the selected printer, and the **Windows Print** pop-up window closes.





Add a Container

Navigation

WAREHOUSE MGMT > Container >  Search >  Add > Add Container pop-up window

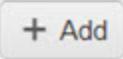
Procedures

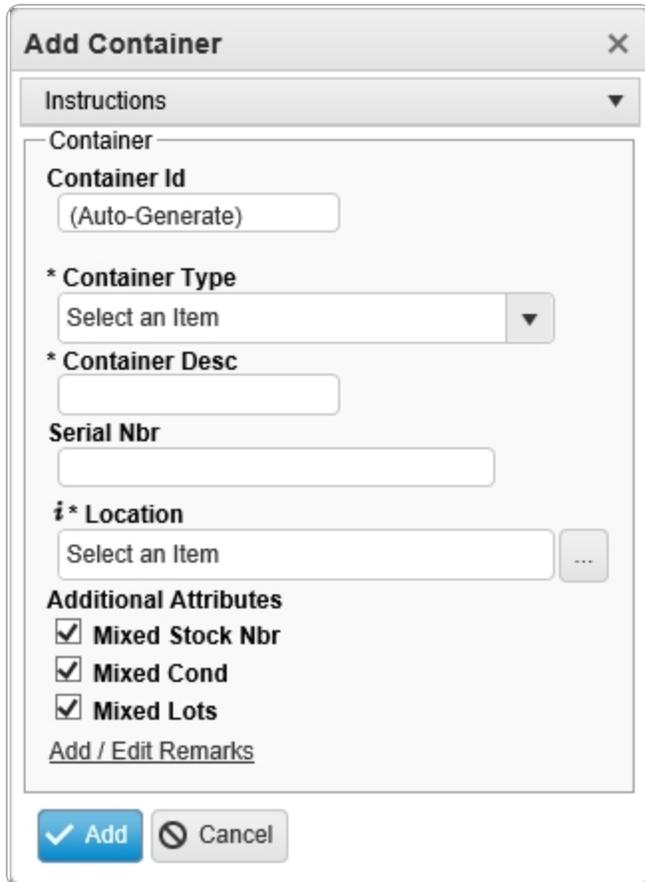
Add a Container

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





1. Select . The **Add Container** pop-up window appears.



The screenshot shows the 'Add Container' dialog box. It has a title bar with a close button (X). Below the title bar is a dropdown menu labeled 'Instructions'. The main content area contains several fields: 'Container Id' with a text box containing '(Auto-Generate)'; '* Container Type' with a dropdown menu showing 'Select an Item'; '* Container Desc' with a text box; 'Serial Nbr' with a text box; 'i * Location' with a dropdown menu showing 'Select an Item' and a help icon (i) and a search icon (...). Below these fields is a section for 'Additional Attributes' with three checked checkboxes: 'Mixed Stock Nbr', 'Mixed Cond', and 'Mixed Lots'. At the bottom of the dialog are two buttons: a blue 'Add' button with a checkmark and a grey 'Cancel' button with a circle and slash.

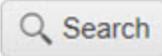
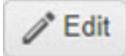
2. Use  to select the Container Type.
3. Enter the Container DESC in the field provided. *This is a 1,024 alphanumeric character field.*
4. Use  or  to assist with the Location entry. *This is a 20 alphanumeric character field.*
5. Select . The new Container appears in green at the top of the grid.





Update a Container

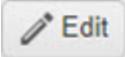
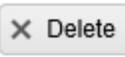
Navigation

WAREHOUSE MGMT > Container >  Search > (desired record) >  Edit > Update Container pop-up window

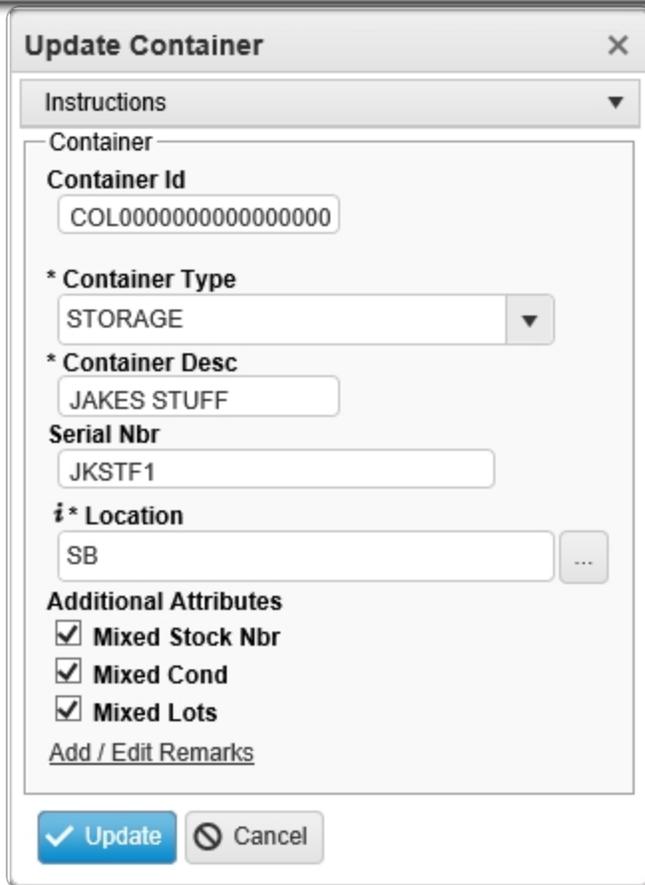
Procedures

Update a Container

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

1. Click to select the desired entry. The Container is highlighted, and  Edit,  Delete,  Move,  Labels, and  Attachments become available.
2. Select  Edit. The **Update Container** pop-up window appears.





The screenshot shows a dialog box titled "Update Container" with a close button (X) in the top right corner. Below the title bar is a section labeled "Instructions" with a dropdown arrow. The main content area contains the following fields and options:

- Container**
 - Container Id**: Text input field containing "COL00000000000000000000".
 - * Container Type**: Dropdown menu showing "STORAGE".
 - * Container Desc**: Text input field containing "JAKES STUFF".
 - Serial Nbr**: Text input field containing "JKSTF1".
 - i * Location**: Text input field containing "SB" and a small "..." button to the right.
- Additional Attributes**
 - Mixed Stock Nbr
 - Mixed Cond
 - Mixed Lots
- [Add / Edit Remarks](#)

At the bottom of the dialog are two buttons: a blue "Update" button with a checkmark icon and a grey "Cancel" button with a circle-slash icon.

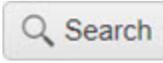
3. Update the Container Type, using  to select the desired kind.
4. Update the Container DESC, entering the revised description in the field provided. *This is a 1,024 alphanumeric character field.*
5. Select . *The revised Container is saved, and reflected in the grid.*





Delete a Container

Navigation

WAREHOUSE MGMT > Container >  Search > (desired record) >  Delete >
Delete Container pop-up window

Procedures

Delete a Container

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

1. Click to select the desired entry. The Container is highlighted, and , , , , and  become available.
2. Select . The **Delete Container** pop-up window appears.



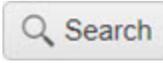
3. Select . The Container is removed from the grid.





Add Attachments to a Container

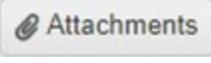
Navigation

WAREHOUSE MGMT > Container >  Search > (desired record) >  Attachments > Attach Files pop-up window

Procedures

Attach a Document to a Container Record

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

1. Click to select the desired entry. *The Container is highlighted, and  Edit,  Delete,  Move,  Labels, and  Attachments become available.*
2. Select  Attachments. *The **Attach Files** pop-up window appears.*



3. Select  Attach... . *The **Attach Files** pop-up window appears.*

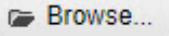




Attach Files ✕

Instructions ▼

*** Attachment**

 Browse...

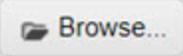
Desc

Primary  Attach...

Attachments:

Name	Desc
------	------

✕ Close Window

4. Select  . The Windows **Choose File to Upload** pop-up window appears.
5. Select  . The file name appears in the bottom file list.





Attach Files ✕

Instructions ▼

*** Attachment**

Desc

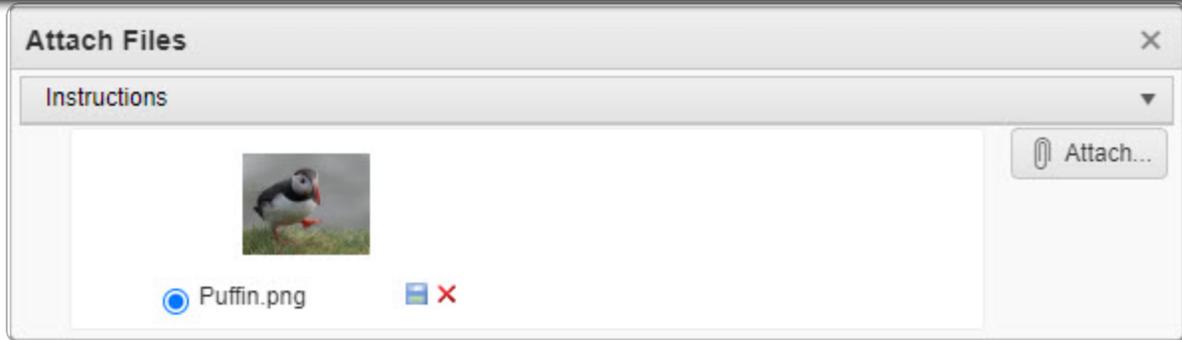
Primary

Attachments:

Name	Desc	
<input checked="" type="radio"/> Puffin.png	Puffin Picture	✕

- Repeat Steps 4 - 8 to attach multiple documents.
- Select the desired in the Primary column. *The designated attachment, , is the Primary Attachment.*





8. Select . The **Attach Files** pop-up window closes.

