

Repair Parts Catalog

Add an End Item & Repair Part

 In the DPAS Warehouse Management module, navigate to Repair Parts Catalog from the Catalog Mgmt menu - The Results Grid displays a list of all currently available End Item records. The Repair Parts Catalog works in conjunction with the Inspection process. During the Inspection process of an End Item, available repair parts replace non-functioning parts on the End Item.

- 2. Select the Add button An entry appears on the Repair Parts Catalog results grid.
- Enter the End Item number or use the Browse button to select the desired Stock Number to be the End Item.
- Select the Add button to save the End Item The End Item record appears highlighted in green.



- 6. Enter the Repair Part number or use the Browse button to select the desired Stock Number to be the Repair Part.
- 7. Click the Pencil, and use the Incremental buttons to enter the Quantity. *To add more Repair Parts to the End Item record, repeat steps 5-7. Continued on next page.*



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Repair Parts Catalog

Add an End Item & Repair Part (cont'd)

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Repair Parts Catalog

Update a Repair Part

- 1. From the Repair Part Catalog landing page, locate the desired End Item record and select the Expansion arrow on the left the Repair Parts grid displays.
- 2. To add a new Repair Part, select the Add button and repeat the steps from the above process.
- 3. To change the quantity of a Repair Part, select the Pencil icon of the desired entry the Quantity field displays.
- 4. Enter the correct number or use the Incremental buttons to update the quantity.
- 5. To delete a Repair Part, select the Mark Deleted button of the desired entry the entry is greyed out for removal.
- 6. Select the Save Changes button to process the transaction.

Updating a record focuses primarily on the updating of repair parts , located within the Repair Parts Catalog record on the Repair Parts grid. The End Item is only an association between an asset and the items used to repair the asset.

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Delete an End Item Record

- 1. From the Repair Part Catalog landing page, locate the desired End Item record and select the Checkbox on the left.
- 2. Select the Delete button the Delete Repair Parts Catalog pop-up window displays.
- 3. Enter comments in the History Remarks field. This field is optional.
- 4. Select the Delete button to complete the transaction the End Item record is removed from the Repair Parts Catalog results grid.



