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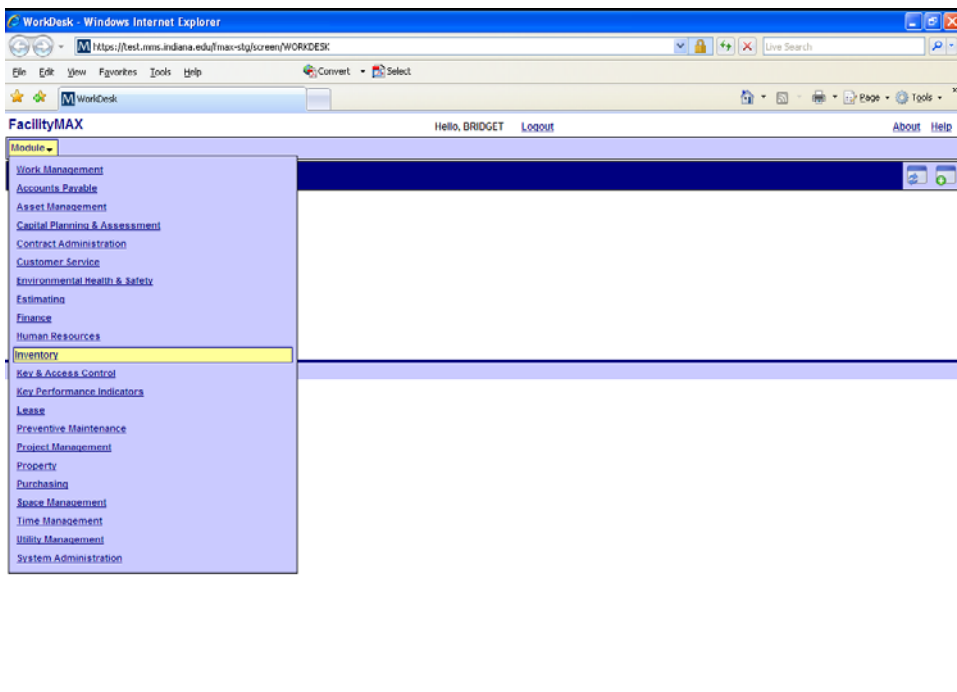
812-856-2407  
Pager: 812-337-4710

In this manual you will learn to

- Add a new inventory part to part profile screen
- Set up a bin in the warehouse bin definition screen
- Set the mark up on a part in the warehouse definition screen
- Create an inventory adjustment for initial part entry
- Associate parts in vendor catalogs

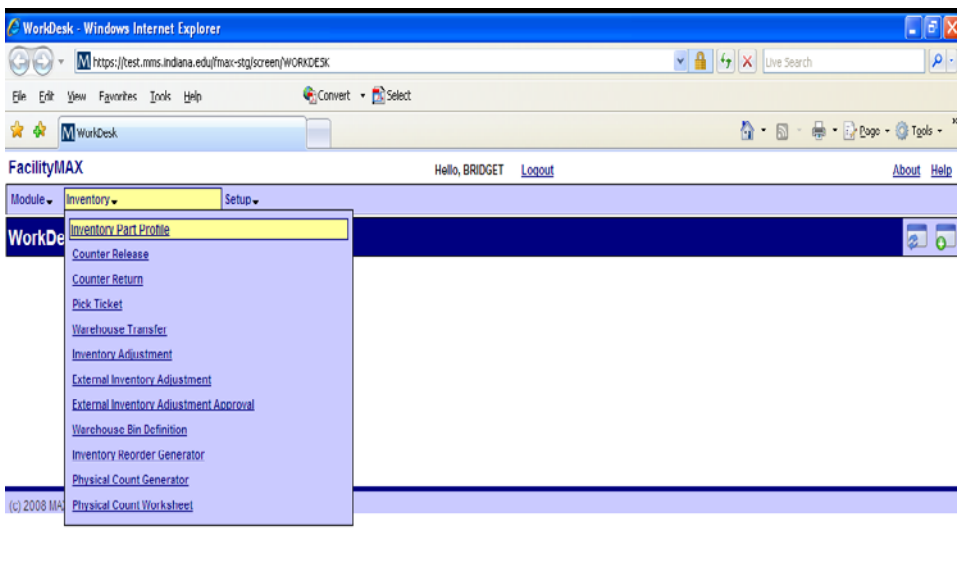
# Inventory

## Adding a part



From the Module Menu, choose Inventory.

From the Inventory Menu, choose Inventory Part Profile.



Inventory Part Profile - Windows Internet Explorer

https://test.mms.indiana.edu/mms-slg/screen/WORKDESK

File Edit View Favorites Tools Help

Inventory Part Profile

FacilityMAX Hello, BRIDGET Logout About Help

Module Inventory Setup

Inventory Part Profile View: Select

Part	Editor		Edit Date			
Description						
Classification			Attributes			
Class			Type			
Commodity			Cycle Code			
Item			Manufacturer			
			Model			
			MSDS Number			
			MSDS Required			
Cost			Analysis			
Average Cost	\$0.00		Last Issue			
On Hand Value	\$0.00		Last Commitment			
			Last Receive			
			Last Adjustment			
Quantity			On Hand	0.0000		
			Committed	0.0000		
			On Order	0.0000		
			Expected	0.0000		

Done

Above you will see a blank Part Profile Screen. Click on the new icon.  
 Below you can see that I have filled in the fields for the part. Description, Class, Commodity, item, type, MSDS required, Active, and UOM.  
 Once you fill in the blanks, click on save.

Inventory Part Profile - Windows Internet Explorer

https://test.mms.indiana.edu/mms-slg/screen/INVENTORY\_PART\_EDIT

File Edit View Favorites Tools Help

Inventory Part Profile

FacilityMAX Hello, BRIDGET Logout About Help

Module Inventory Setup

Inventory Part Profile View: Select

Part	B12TESTINGPART34		Editor	BILGENTRY	
Description	THIS IS A REALLY BIG TESTING PART FOR TRAINING		Edit Date	Jul 02, 2009 01:56 PM	
Classification			Attributes		
Class	B-PLUMBING		Type	Material	
Commodity	BPP PLUMBING RELATED		Cycle Code		
Item	B-CHROME		Manufacturer		
	BPP CHROME / PLUMBING		Model		
	B-ELL		MSDS Number		
	BPP ELL, CHROME		MSDS Required	No	
Cost			Analysis		
Average Cost	\$0.00		Last Issue		
On Hand Value	\$0.00		Last Commitment		
			Last Receive		
			Last Adjustment		
Quantity			On Hand	0.0000	
			Committed	0.0000	
			On Order	0.0000	
			Expected	0.0000	

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Done

Inventory Part Profile - Windows Internet Explorer

https://test.fms.indiana.edu/fms-sql/screen/INVENTORY\_PART\_VIEW/?path=B12TESTINGPART34

Inventory Part Profile

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Module Inventory Setup

Inventory Part Profile View: Select

Part	<b>B12TESTINGPART34</b>		Editor	BLGENTRY	
Description	THIS IS A REALLY BIG TESTING PART FOR TRAINING		Edit Date	Jul 02, 2009 01:56 PM	

<b>Classification</b>		<b>Attributes</b>	
Class	B PLUMBING	Type	Material
	BPP PLUMBING RELATED	Cycle Code	
Commodity	B-CHROME	Manufacturer	
	BPP CHROME / PLUMBING	Model	
Item	B-ELL	MSDS Number	
	BPP ELL, CHROME	MSDS Required	No

<b>Cost</b>		<b>Analysis</b>		<b>Quantity</b>	
Average Cost	\$0.00	Last Issue		On Hand	0.0000
On Hand Value	\$0.00	Last Commitment		Committed	0.0000
		Last Receive		On Order	0.0000
		Last Adjustment		Expected	0.0000

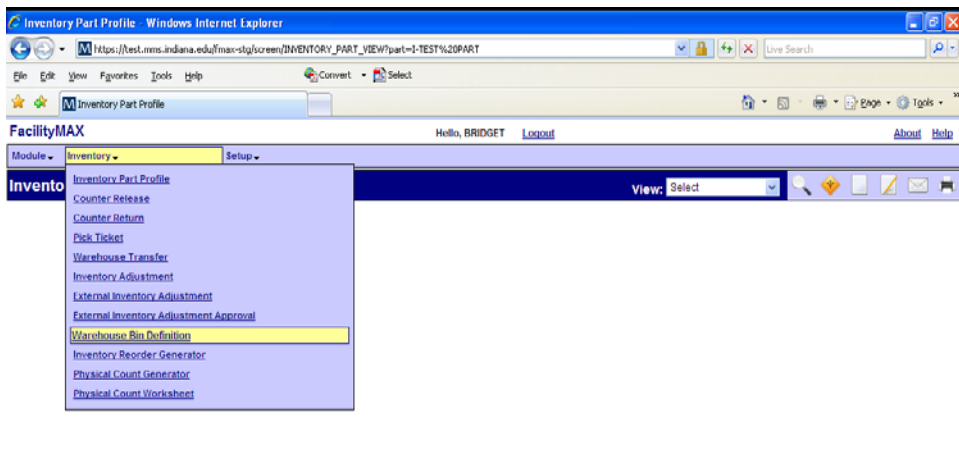
Record 1 of 2

Done

Here is the saved part profile screen.

# Warehouse Bin Definition

Adding a bin and associating a part



You are still using the Inventory Module, but this time from the Inventory Menu, choose Warehouse Bin Definition. Below, you will see what the blank Warehouse Bin Definition screen looks like. Click on the NEW icon.

The screenshot shows the "Warehouse Bin Definition" screen within the FacilityMAX application. The browser window title is "Warehouse Bin Definition - Windows Internet Explorer". The address bar shows the same URL as the previous screenshot. The FacilityMAX interface shows the "Module" set to "Inventory" and "Setup". The "Warehouse Bin Definition" menu item is selected. The main content area contains a form with several sections:

Bin		Editor	Active
		Edit Date	
Description			Warehouse
			Part

Quantities		Cycle Count	
Quantity		Bin Order	
Minimum Quantity		Cycle Code	
Maximum Quantity		Start Date	
Reorder Level		Frequency	
Reorder Quantity			
Target Level			

At the bottom of the screen, there is a "Done" button and a search bar.

FacilityMAX Hello, BRIDGET Logout About Help

Module Inventory Setup

### Warehouse Bin Definition

View: Select

Bin	<b>B-SHELF-34</b>	Editor	BLGENTRY	Active	Yes
		Edit Date	Jul 02, 2009 09:49 AM		
Description	THE BIG METAL SHELF IN BACK OF STOREROOM			Warehouse	BMAIN
				Part	B12TESTINGPART34
				THIS IS A REALLY BIG TESTING PART FOR	

Quantities		Cycle Count	
Quantity	0	Bin Order	1
Minimum Quantity	2	Cycle Code	
Maximum Quantity	7	Start Date	2 Jul 2009
Reorder Level	3	Frequency	
Reorder Quantity	4		
Target Level			

(c) 2009 AssetWorks Inc.  
Done

Name your bin, add a description of the location, choose your warehouse and part. Put in your quantities for reordering purposes. Choose bin order if there is more than one bin with this part. Click the save icon once you have filled in the blanks.

FacilityMAX Hello, BRIDGET Logout About Help

Module Inventory Setup

### Warehouse Bin Definition

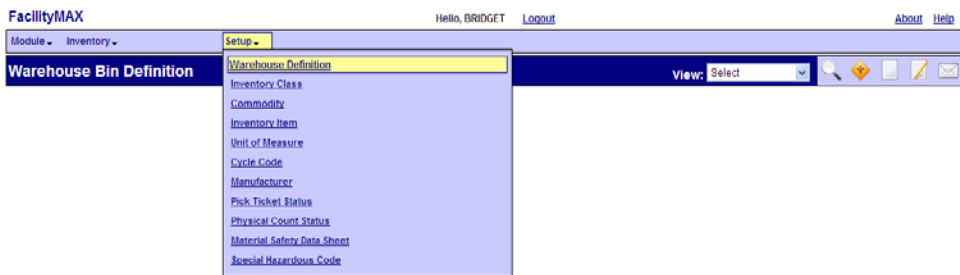
View: Select

Bin	<b>B-SHELF-34</b>	Editor	BLGENTRY	Active	Yes
		Edit Date	Jul 02, 2009 09:52 AM		
Description	THE BIG METAL SHELF IN BACK OF STOREROOM			Warehouse	BMAIN
				Part	B12TESTINGPART34
				THIS IS A REALLY BIG TESTING PART FOR	

Quantities		Cycle Count	
Quantity	0	Bin Order	1
Minimum Quantity	2	Cycle Code	
Maximum Quantity	7	Start Date	Jul 02, 2009
Reorder Level	3	Frequency	
Reorder Quantity	4		
Target Level			

Record 1 of 1

# Warehouse Definition – Update ONLY



Now we need to take a look at the Warehouse Definition. This time look at the setup drop down menu and go to warehouse definition.

FacilityMAX Hello, BRIDGET Logout About Help

Module Inventory Setup

Warehouse Definition View: Select

Warehouse		Editor		Active	
Description				Disable Release/Returned To Validation	

Location		Organization		Days of Operation	
Region		Institution		Sunday	
Facility		Department		Monday	
Property		Organization		Tuesday	
Location				Wednesday	
				Thursday	
				Friday	
				Saturday	

Done

FacilityMAX Hello, BRIDGET Logout About Help

Module Inventory Setup

### Warehouse Definition

View: Select

Warehouse		Editor		Active	
Description		Edit Date		Disable Release/Returned To Validation	

<b>Location</b>	<b>Organization</b>	<b>Days of Operation</b>
Region	Institution	Sunday
Facility	Department	Monday
Property	Organization	Tuesday
Location		Wednesday
		Thursday
		Friday
		Saturday

BMAIN

Internet 100%

BMAIN

Done Internet 100%

At the very bottom right of the screen, enter the warehouse name and click on the filter icon. In this case I am using BMAIN. (I have enlarged the picture for you)  
Click on the edit icon.

FacilityMAX Hello, BRIDGET Logout About Help

Module Inventory Setup

### Warehouse Definition

View: Select

Warehouse	BMAIN	Editor	SCKIAPP	Active	Yes
Description	BPP MAIN STOREROOM	Edit Date	Jun 27, 2008 09:04 AM	Disable Release/Returned To Validation	No

<b>Location</b>	<b>Organization</b>	<b>Days of Operation</b>
Region	Institution	Sunday
Facility	Department	Monday
Property	Organization	Tuesday
Location		Wednesday
		Thursday
		Friday
		Saturday

Internet 100%



FacilityMAX Hello, BRIDGET Logout About Help

Module Inventory Setup

### Warehouse Definition

View: Select

Warehouse	<b>BMAIN</b>	Editor	SCKIAPP	Active	<input checked="" type="checkbox"/>
		Edit Date	Jun 27, 2008 09:04 AM		
Description	BPP MAIN STOREROOM			Disable Release/Returned To Validation	<input type="checkbox"/>

<b>Location</b>	<b>Organization</b>	<b>Days of Operation</b>
Region	Institution	Sunday
BL	BA	<input checked="" type="checkbox"/>
BLOOMINGTON	BLOOMINGTON ALIX	Monday
Facility	Department	Tuesday
SERVICE BLDG	BA-B2	<input checked="" type="checkbox"/>
1000 N RANGE RD	BLOOMINGTON ALIX PHYSICAL PLANT	Wednesday
Property	Organization	Thursday
BL430	BA-POSTO	<input checked="" type="checkbox"/>
SERVICE BLDG	BLOOMINGTON ALIX-PHYSICAL PLANT STORES	Friday
Location		Saturday
		<input checked="" type="checkbox"/>

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Done Internet 100%

Once you have clicked the **edit** icon, the fields turn red. Go to the view drop down menu and click on Inventory Parts.

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Module Inventory Setup

### Warehouse Definition

View: Select

Warehouse	<b>BMAIN</b>	Editor	SCKIAPP	Active	<input checked="" type="checkbox"/>
		Edit Date	Jun 27, 2008 09:04 AM		
Description	BPP MAIN STOREROOM			Disable Release/Returned To Validation	<input type="checkbox"/>

<b>Location</b>	<b>Organization</b>	<b>Days of Operation</b>
Region	Institution	Sunday
BL	BA	<input checked="" type="checkbox"/>
BLOOMINGTON	BLOOMINGTON ALIX	Monday
Facility	Department	Tuesday
SERVICE BLDG	BA-B2	<input checked="" type="checkbox"/>
1000 N RANGE RD	BLOOMINGTON ALIX PHYSICAL PLANT	Wednesday
Property	Organization	Thursday
BL430	BA-POSTO	<input checked="" type="checkbox"/>
SERVICE BLDG	BLOOMINGTON ALIX-PHYSICAL PLANT STORES	Friday
Location		Saturday
		<input checked="" type="checkbox"/>

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Module Inventory Setup

### Inventory Parts

Warehouse: **BMAIN** Editor: SKNIAPP  
 Edit Date: Jun 27, 2008 09:04 AM

Description: BPP MAIN STOREROOM

Page 1 of 23 Results 1 - 250 of 5,552

Part	Description	UOM	Average Cost	Markup Percent
<a href="#">W021000</a>	WELDING ROD FALCO 808 1/8"	BO	0	10
<a href="#">B-A/C CHILLER</a>	A/C CHILLER	EA	0	0
<a href="#">B-A/C DX UNIT</a>	A/C DX UNIT	EA	0	10
<a href="#">B-A/C HEAT PUMP</a>	A/C HEAT PUMP	EA	0	10
<a href="#">B-A/C TOWER</a>	A/C TOWER	EA	0	0
<a href="#">B-A/C-DX SYS</a>	A/C< 50 LB UNITS	EA	0	10
<a href="#">B-AHU BLDG SYS</a>	BLDG SYS SP&RF	EA	0	10
<a href="#">B-AHU EXP</a>	AHU EXP	EA	0	0
<a href="#">B-AHU SYS</a>	AHU SYS	EA	0	10
<a href="#">B-AIR COMP</a>	AIR COMP	EA	0	0
<a href="#">B-BACKFLOW DEVICE</a>	BACKFLOW DEVICE	EA	0	0
<a href="#">B-BOILER</a>	HEAT BOILER	EA	0	10
<a href="#">B-BUILDINGS</a>	BUILDING	EA	0	10
<a href="#">B-CHAR LIFT</a>	CHAIR LIFT	EA	0	0
<a href="#">B-COLD LOOP</a>	CHILLED WATER CLOSED LOOPS	EA	0	10
<a href="#">B-CYCLOTRON CEILING</a>	CYCLOTRON CEILING	EA	0	0
<a href="#">B-CYCLOTRON CEILING</a>	CYCLOTRON CEILING	EA	0	0

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Done Internet 100%

Notice there are several pages and the page navigation buttons are on the TOP of this page.

Find your part and click on it

Inventory Parts - Windows Internet Explorer

https://test.fims.indiana.edu/fims-otg/screen/vd\_INVENTORY\_PARTS\_VIEW Certificate Error Live Search

Inventory Parts Page Tools

FacilityMAX Hello, BRIDGET Logout About Help

Module Inventory Setup

### Inventory Parts

<a href="#">B0000200</a>	SIZE 0 COMBINATION STARTER ALL BRADLEY NO 512 ASH-24 W/120V	EA	512.24	10
<a href="#">B0001050</a>	JOHNSON SYSTEM AIR CONDITIONING CONTROL COMPRESSOR (USED)	EA	2500.05	10
<a href="#">B0005000</a>	REFURBISHED FIBERGLASS SIGN MATERIAL PANEL FINISH BOTH SIDES	EA	0	10
<a href="#">B0005040</a>	SLIDE FOR FIBERGLASS SIGNS	EA	16	10
<a href="#">B0008000</a>	R-11 RECLAIMED REFRIGERANT GAS	LB	5	10
<a href="#">B0100026</a>	J-C 007 IN ORIFICE RESTRICTOR AQUA R-3710-2007	EA	2.05	10
<a href="#">B0100070</a>	J-C PNEUMATIC TEMPERATURE INDICATOR 3-1/2" DIAL 0 TO 100 DEG	EA	53	10
<a href="#">B0100100</a>	PEN-SIZE LOW VOLTAGE DETECTOR 24-90V AC SYSTEM	EA	30.11	10
<a href="#">B0100800</a>	MATERIAL NOT IN INVENTORY	EA	0	10
<a href="#">B0120000</a>	THIS IS A REALLY BIG TESTING PART FOR TRAINING	EA	0	0
<a href="#">B0200150</a>	ADHESIVE ARMSTRONG 520 16 OZ. CAN	EA	6.54	10
<a href="#">B0200190</a>	BELT SANDING 60 GRIT 2" X 48" NORTON 78072721205	EA	1.20	10
<a href="#">B02001100</a>	BELT PORTABLE SANDER 60 GRIT 3" X 24" NORTON 78072721755	EA	2.3	10
<a href="#">B02001150</a>	BELT PORTABLE SANDER 100 GRIT 3" X 24" NORTON 78072721745	EA	2.00	10
<a href="#">B02001550</a>	BLADE MASONRY 6-1/2" X 1/8" X 1/2"-5/8" BORE	EA	5.74	10
<a href="#">B02001850</a>	BLADE MASONRY 7" X 1/8" X 5/8" BORE	EA	2.91	10
<a href="#">B02002850</a>	CORK GREENSTEEL T-30 7/32" X 48" X 98"	LF	9.9	10
<a href="#">B02004150</a>	CEILING ACOUSTIC OMNIC FLOOREE REG FINISH 24" X 48" X 5/8	EA	2.16	10
<a href="#">B02004160</a>	CEILING TILE ACOUSTIC 12" X 12" X 3/4" ARMSTRONG NO 580 CRR	EA	2.37	10
<a href="#">B02004320</a>	CEILING TILE ACOUSTIC 24" X 24" X 3/4" ARMSTRONG NO 584 CR	EA	3.84	10
<a href="#">B02004320</a>	CEILING ACOUSTIC CLASSIC DESIGN LAY-IN 24" X 24" X 5/8" ARMS	EA	1.85	10

http://test.fims.indiana.edu/fims-otg/screen/vd\_INVENTORY\_PARTS\_VIEW# Internet 100%

Inventory Parts - Windows Internet Explorer

https://test.fms.indiana.edu/fms-sql/screen/AVD\_INVENTORY\_PARTS\_DETAIL\_EDIT

Inventory Parts

FacilityMAX Hello, BRIDGET Logout About Help

Module Inventory Setup

Inventory Parts View: Select

Part	<b>B12TESTINGPART34</b>	Editor	BLGENTRY	Warehouse	BMAIN
		Edit Date	Jul 02, 2009 09:52 AM	Average Cost	\$0.00

<b>Markup</b>	
Account	BA-5625100
Subcode	PHYSICAL PLANT-STORES MRKUP
Markup Percent	10

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Done

Fill in the Account number, Subcode and Mark up percentage. You can use the zoom icon on the account and subcode if needed. Click on the green done flag. Click the green done flag on the parts list page and then click on save on the warehouse definition page.

Inventory Adjustment - Windows Internet Explorer

https://test.fms.indiana.edu/fms-sql/screen/INV\_ADJ\_VIEW?transNum=711568

Inventory Adjustment

FacilityMAX Hello, BRIDGET Logout About Help

Module Inventory Setup

Inventory Adjustment

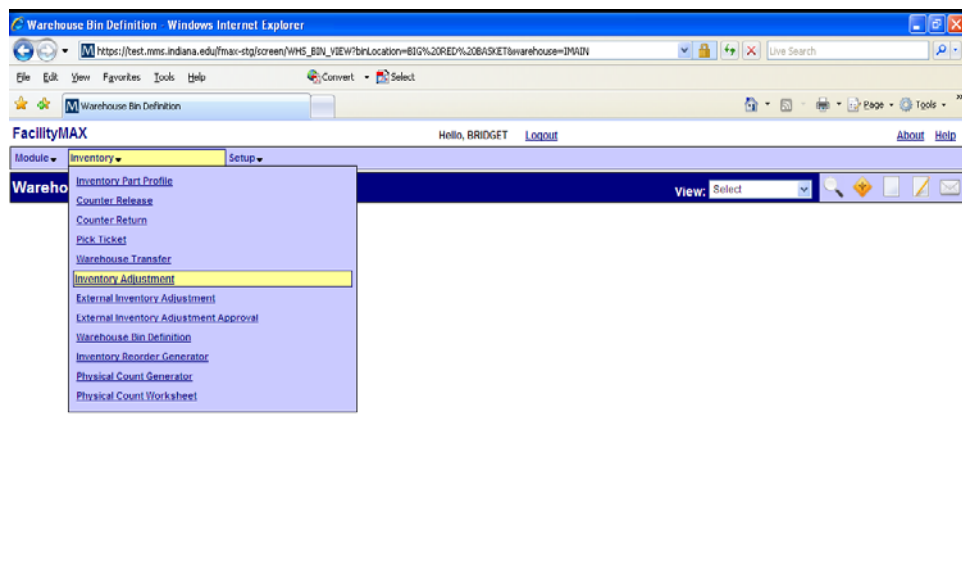
Transaction	<b>711568</b>	Editor	BLGENTRY	Transaction Type	INVENTORY ADJUSTMENT
		Edit Date	Jul 02, 2009 02:28 PM		
Description	MY TEST PART ENTRY				

<b>Part</b>	<b>Adjustment</b>
Warehouse	BMAIN
	BPP MAIN STOREROOM
Part	B12TESTINGPART34
Bin	B-SHELF-34
	THIS IS A REALLY BIG TESTING PART FOR TRAINING
Current Unit Cost	2.0000
Current Quantity	35
Unit Cost	2.0000
Quantity	35.0000

Done

# Inventory Adjustment

## Initial part entry



You are still in the inventory module, but this time choose inventory adjustment from the inventory menu. Below you will see a blank inventory adjustment screen. Click the new icon.

The screenshot shows a web browser window titled 'Inventory Adjustment - Windows Internet Explorer'. The address bar shows a URL from test.mms.indiana.edu. The page header includes 'FacilityMAX' and a user greeting 'Hello, BRIDGET'. The navigation menu shows 'Module' and 'Inventory' selected. The 'Inventory Adjustment' option is selected in the dropdown menu. The main content area displays a form for entering transaction details.

Transaction		Editor	Transaction Type
		Edit Date	
Description			

Part		Adjustment	
Warehouse		Unit Cost	
Part		Quantity	
Current Unit Cost	0.0000		
Current Quantity	0		

First we will start by doing an adjustment to enter a brand new part. The blue box above gives you the choice of Quantity, cost or Initial Entry adjustments. For this example we are choosing Initial Entry.

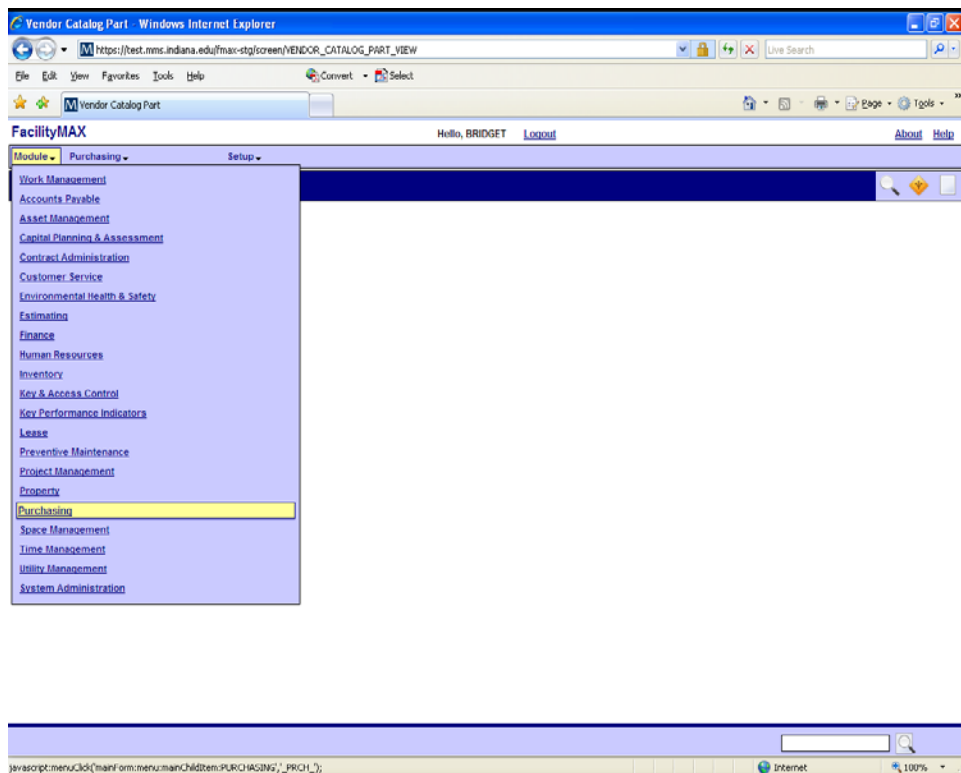
A transaction number is assigned. Enter a description of the adjustment. **This is very important to document so that others know why you made an adjustment.** Fill in the warehouse, part, bin, unit cost and quantity. You can now click on the save icon.

Transaction		Editor		Transaction Type	
711568		BLGENTRY		INVENTORY ADJUSTMENT	
Description		Edit Date			
MY TEST PART ENTRY		Jul 02, 2009 02:28 PM			

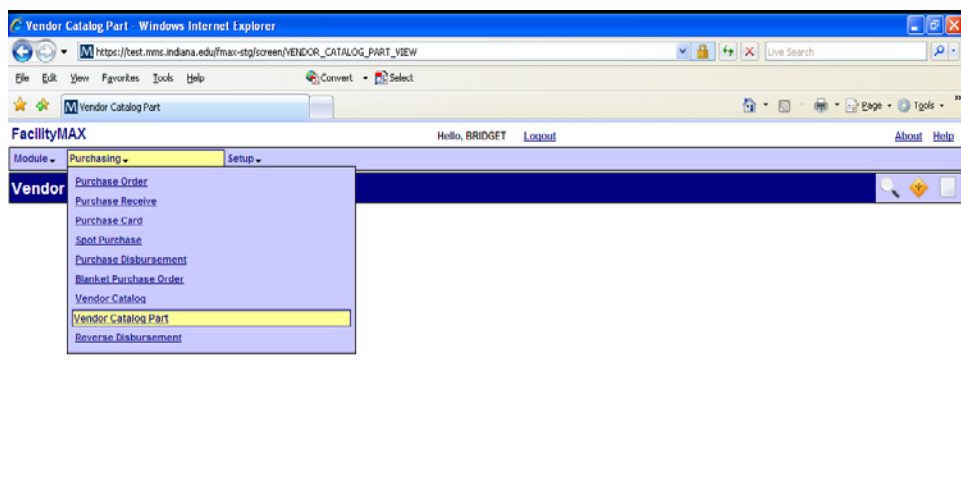
Part		Adjustment	
Warehouse	BPP MAIN STOREROOM	Unit Cost	2.0000
Part	B12TESTINGPART34		
Bin	B-SHELF-34	Quantity	35.0000
THIS IS A REALLY BIG TESTING PART FOR TRAINING			
Current Unit Cost	2.0000		
Current Quantity	35		

# Vendor Catalog Part

## Associate a part and vendor



Now let's associate our part to a vendor catalog. You will need to select Purchasing from the Module Menu. Then from the Purchasing menu, choose Vendor Catalog Part.



Vendor Catalog Part - Windows Internet Explorer

https://test.mms.indiana.edu/fmac-stg/screen/VENDOR\_CATALOG\_PART\_VIEW

File Edit View Favorites Tools Help

Vendor Catalog Part

FacilityMAX Hello, BRIDGET Logout About Help

Module Purchasing Setup

**Vendor Catalog Part**

Contractor

Address Code

Vendor	Inventory	Classification
Vendor Part	Inventory Part	Class
UOM	UOM	Commodity
Unit Cost	Unit Cost \$0.0000	Inventory Item
Subledger	Issue Factor	
Lead Time	Preference	
Active		

This is dealing with one part and one vendor. The Vendor Catalog deals with multiple parts for a vendor. Click on the new icon at the top right.

Choose your contractor/address code, enter the vendor part number, a description, UOM, Cost, lead time, and INV part number. Click zoom and the rest will auto fill. This is where you change the issue factor if needed. Click on save once you have all of the information entered.

Vendor Catalog Part - Windows Internet Explorer

https://test.mms.indiana.edu/fmac-stg/screen/VENDOR\_CATALOG\_PART\_EDIT

File Edit View Favorites Tools Help

Vendor Catalog Part

FacilityMAX Hello, BRIDGET Logout About Help

Module Purchasing Setup Reports RECEIVE DISBURSE

**Vendor Catalog Part**

Contractor 00011120000

Address Code BIC LOTS

Vendor Part VENDORTESTINGPART34

UOM EA

Unit Cost 1.00

Subledger Material

Lead Time 5

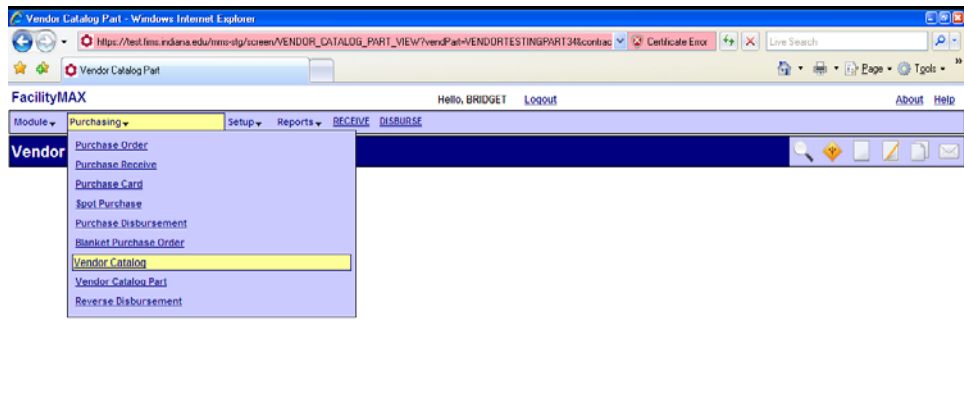
Active Yes

Inventory	Classification
Inventory Part 012TESTINGPART34	Class B-PLUMBING
UOM EA	Commodity B-CHROME
Unit Cost \$1.0000	Inventory Item B-ELL
Issue Factor 1	
Preference	

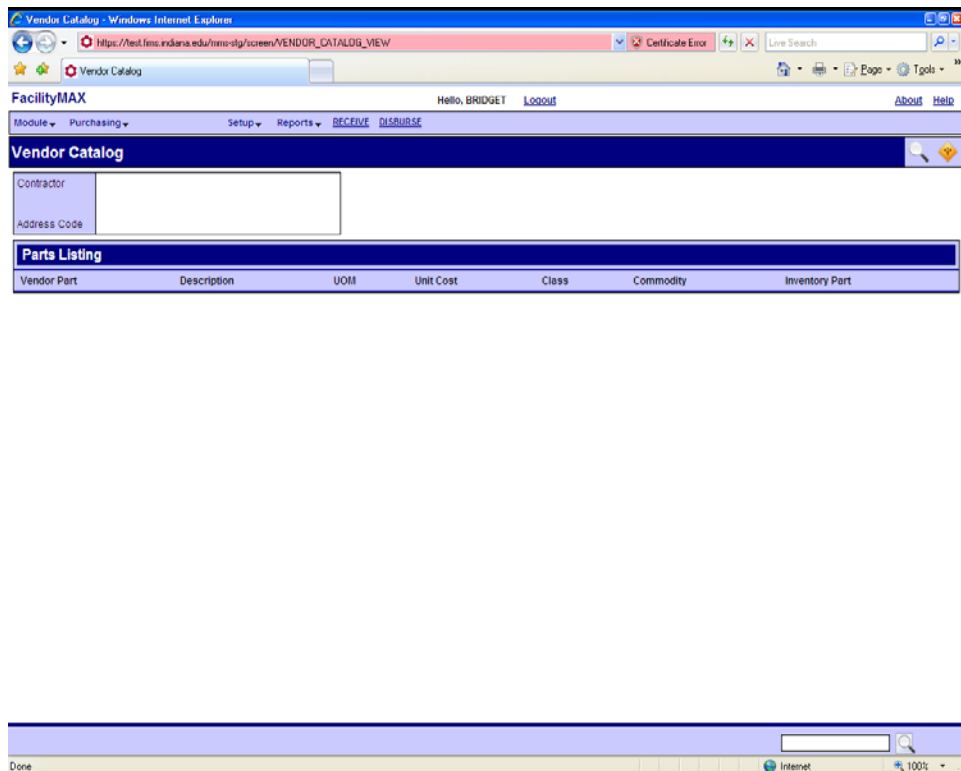
(c) 2009 AssetWorks Inc.

Done

# Vendor Catalog



Staying in the purchasing module, select vendor catalog from the purchasing menu this time. Lets look at the Vendor Catalog. Click on the search icon in the upper right corner.





Vendor Catalog

FacilityMAX Hello, BRIDGET Logout About Help

Module Purchasing Setup Reports RECEIVE DISBURSE

**Vendor Catalog**

**Contractor**

Contractor

Description

**Address Code**

Address Code

I am looking for Big lots by description so I am going to use CONTAINS in my drop down menu. You can look by the contractor number also if you know it. Click the execute search icon.

Vendor Catalog

FacilityMAX Hello, BRIDGET Logout About Help

Module Purchasing Setup Reports RECEIVE DISBURSE

**Vendor Catalog**

Contractor	Description	Address Code
00011126900	BIG LOTS	BL
00011126900	BIG LOTS	IN

There are two results. Make sure you choose the right address code. We want BL

Vendor Catalog

FacilityMAX Hello, BRIDGET Logout About Help

Module Purchasing Setup Reports RECEIVE DISBURSE

**Vendor Catalog**

Contractor 00011126900

Description BIG LOTS

Address Code BL

**Parts Listing**

Vendor Part	Description	UOM	Unit Cost	Class	Commodity	Inventory Part
VENDORIT2TRGPART24	THIS IS JUST A PART USED FOR TRAINING MANUALS	EA	\$1.0000	B-PLUMBING	B-CHROME	B12T1E3TRGPART24

My test part is the only one for Big Lots but if there were more in the catalog they would all be listed here.

Vendor Catalog Part - Windows Internet Explorer

https://test.fms.indiana.edu/fms-slg/screen/VENDOR\_CATALOG\_PART\_EDIT

Vendor Catalog Part

FacilityMAX Hello, BRIDGET Logout About Help

Module Purchasing Setup Reports **RECENT** **DISBURSE**

### Vendor Catalog Part

Contractor	56101671701	SOUTH CENTRAL COMPANY, INC.	
Address Code	BL		

<b>Vendor</b>	<b>Inventory</b>	<b>Classification</b>
Vendor Part	Inventory Part	Class
12TESTING34PART	B12TESTINGPART34	B PLUMBING
THIS IS THE TESTING PART FOR MANUALS	THIS IS A REALLY BIG TESTING PART FOR	BPP PLUMBING RELATED ITEMS
UOM	UOM	Commodity
EA	EA	B CHROME
EACH	Unit Cost	BPP CHROME / PLUMBING
Unit Cost	\$1.0000	B-ELL
Subledger	Issue Factor	BPP ELL_CHROME
Material	1	
Lead Time	Preference	
2		
Active		
Yes		

I have added this part to the South Central catalog so that I can show how the part screen looks with two vendor's associated to the part.

If I go back to my Part Profile screen and pull up the part, I can look at the associated information. Here I have pulled up the part, I am going to click edit to show you how to set your vendor preference. Look at the drop down menu at the top of the screen.

Inventory Part Profile - Windows Internet Explorer

https://test.fms.indiana.edu/fms-slg/screen/INVENTORY\_PART\_EDIT

Inventory Part Profile

FacilityMAX Hello, BRIDGET Logout About Help

Module Inventory Setup

### Inventory Part Profile

View: Select

Part B12TESTINGPART34 Editor BLGENTRY

Description THIS IS A REALLY BIG TESTING PART FOR TRAINING

Class B-PLUMBING

Commodity B CHROME

Item B-ELL

Attributes

Type Material

Cycle Code

Manufacturer

Model

MSDS Number

MSDS Required No

Active Yes

UOM EA

UOM Fractional No

<b>Cost</b>	<b>Analysis</b>	<b>Quantity</b>
Average Cost	Last Issue	On Hand
\$1.00		25.0000
On Hand Value	Last Commitment	Committed
\$25.00		0.0000
	Last Receive	On Order
		0.0000
	Last Adjustment	Expected
	Jul 02, 2009 02:57 PM	25.0000

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Done

The screenshot shows the FacilityMAX Vendors screen. At the top, there's a navigation bar with 'Module', 'Inventory', and 'Setup' menus. Below this, the 'Vendors' section is active. A table lists two vendors for the part 'B12TESTINGPART34'.

Line	Vendor	Address Code	Description	Preference	Reorder Method	Type	Blanket Number	Bank	Account
1	0001120900	BL	THIS IS JUST A PART USED FOR TRAINING MANUALS						
2	35101071701	BL	THIS IS THE TESTING PART FOR MANUALS						

At the bottom of the screen, there is a footer with the text '(c) 2009 AssetWorks Inc.' and a 'Done' button.

You can see that there are 2 vendors associated with this part. Lets click on the second vendor which is South Central.

Here I will enter 1 in the preference field so that this will be the first vendor selected when this part is ordered. Select the re-order method and if you choose PO for that, fill in the PO type. Click on the done flag. To get back to vendors, click on the done flag again to get back to the part screen. Click save.

The screenshot shows the FacilityMAX Vendor Preference Edit screen for vendor 35101071701. The screen is divided into three main sections: Contractor, Purchase Order, and Purchase Card.

Contractor		Purchase Order		Purchase Card	
Contractor	35101071701	PO Type	<input type="text"/>	Bank	<input type="text"/>
Address Code	BL	Blanket Number	<input type="text"/>	Account	<input type="text"/>
Preference	1				
Reorder Method	<input type="text"/>				

The 'Contractor' section also includes a description: 'THIS IS THE TESTING PART FOR MANUALS'. The 'Purchase Order' and 'Purchase Card' sections have input fields for 'PO Type', 'Blanket Number', 'Bank', and 'Account'.

Inventory Part Profile - Windows Internet Explorer

https://test.fms.indiana.edu/fms-olg/screen/INVENTORY\_PART\_VIEW?path=B12TESTINGPART34

Inventory Part Profile

FacilityMAX Hello, BRIDGET Logout

Module Inventory Setup

### Inventory Part Profile

View: Select

Part: **B12TESTINGPART34** Editor: BLGENTRY Edit Date: Jul 02, 2009 01:56 PM

Description: THIS IS A REALLY BIG TESTING PART FOR TRAINING

Classification

Class	B PLUMBING	Type	Material
Commodity	BPP PLUMBING RELATED	Cycle Code	
Item	B-CHROME	Manufacturer	
	BPP CHROME / PLUMBING	Model	
	B-ELL	MSDS Number	
	BPP ELL, CHROME	MSDS Required	No

Attributes

Active: Yes UOM: EA UOM Fractional: No

Cost

Average Cost	\$1.00
On Hand Value	\$25.00

Analysis

Last Issue	
Last Commitment	
Last Receive	
Last Adjustment	Jul 02, 2009 02:57 PM

Quantity

On Hand	25.0000
Committed	0.0000
On Order	0.0000
Expected	25.0000

Done

You can also view the associated warehouses by clicking on warehouse on the drop down menu.

Warehouses - Windows Internet Explorer

https://test.fms.indiana.edu/fms-olg/screen/BIN\_VIEW

Warehouses

FacilityMAX Hello, BRIDGET Logout

Module Inventory Setup

### Warehouses

Part: **B12TESTINGPART34** Editor: BLGENTRY Edit Date: Jul 02, 2009 01:56 PM

Description: THIS IS A REALLY BIG TESTING PART FOR TRAINING

Line	Warehouse	Bin	Description	Quantity
1	B12AN	B-SHELF-34	THE BIG METAL SHELF IN BACK OF STOREROOM	25

Done