Parts App – Digital Asset Control
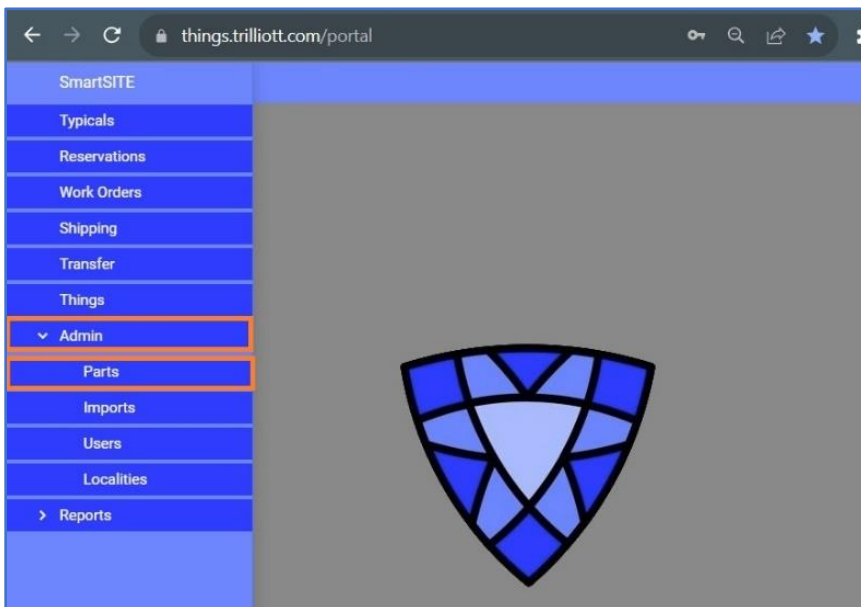
Overview:

This app is used to create parts, search for parts, and edit properties of your current inventory. It's an overarching app used by all apps. Functions of the Parts App:
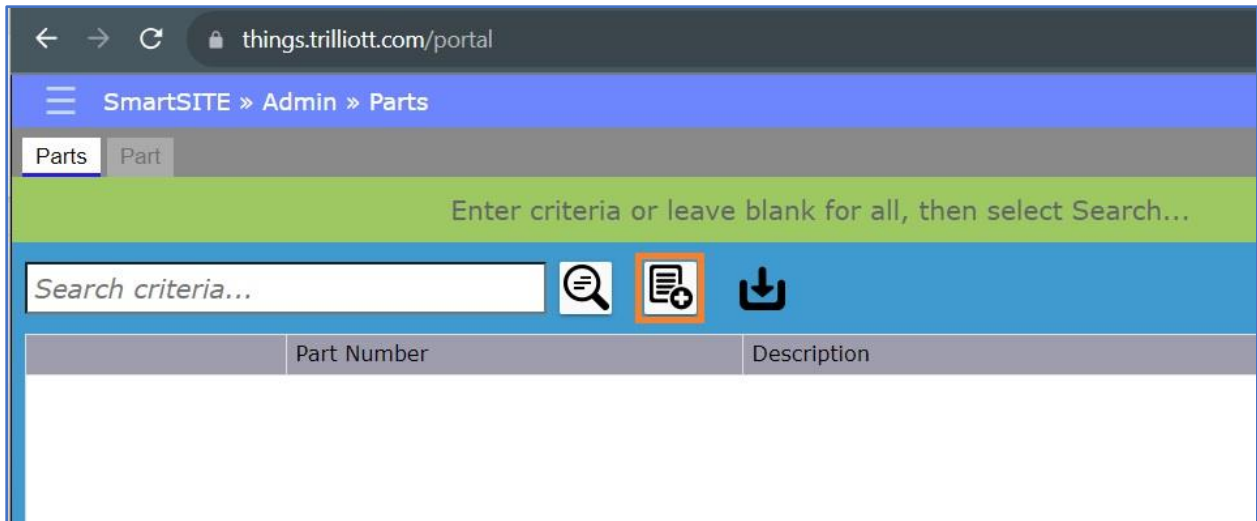
1. Create Parts
2. Search Parts
3. Edit Parts
   - Add Properties and Pictures
   - Reset Changes
   - Save Changes
   - Edit Properties and Pictures
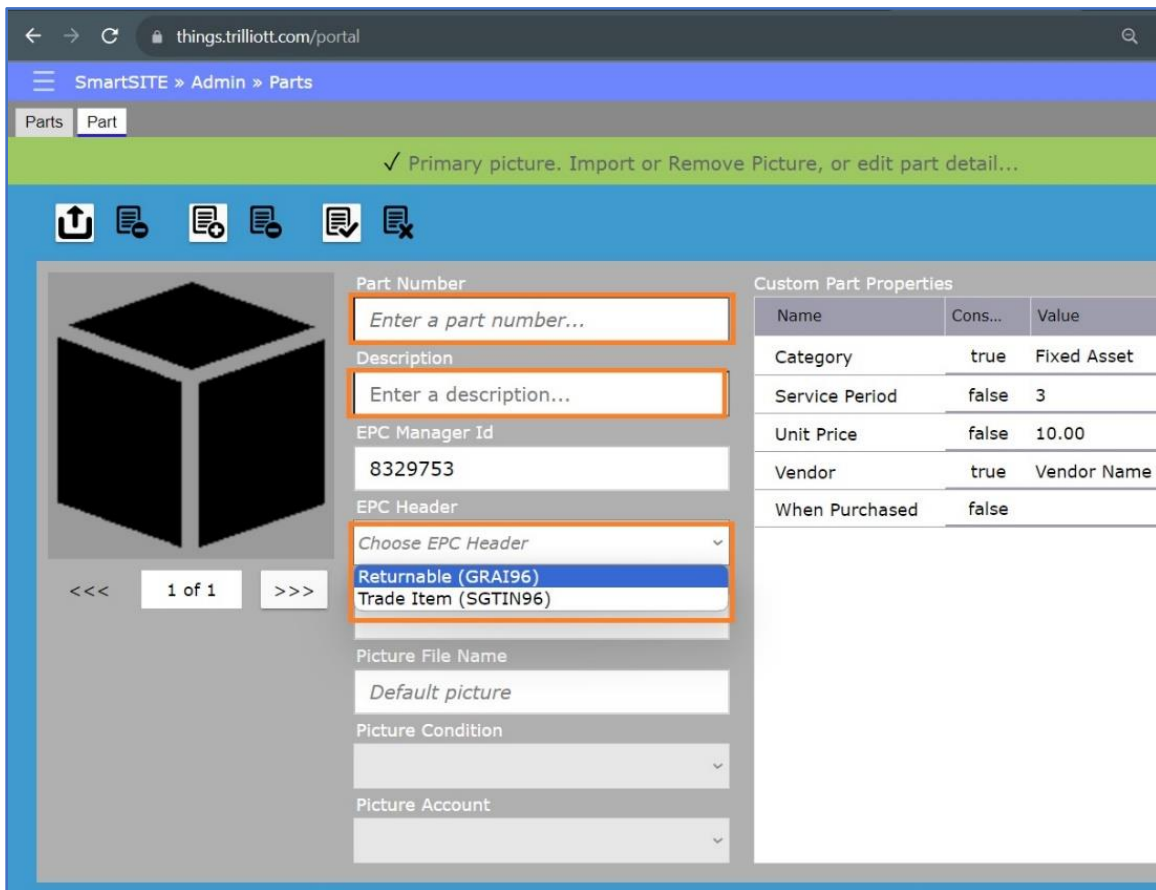
Dashboard Workflow – Create Parts:

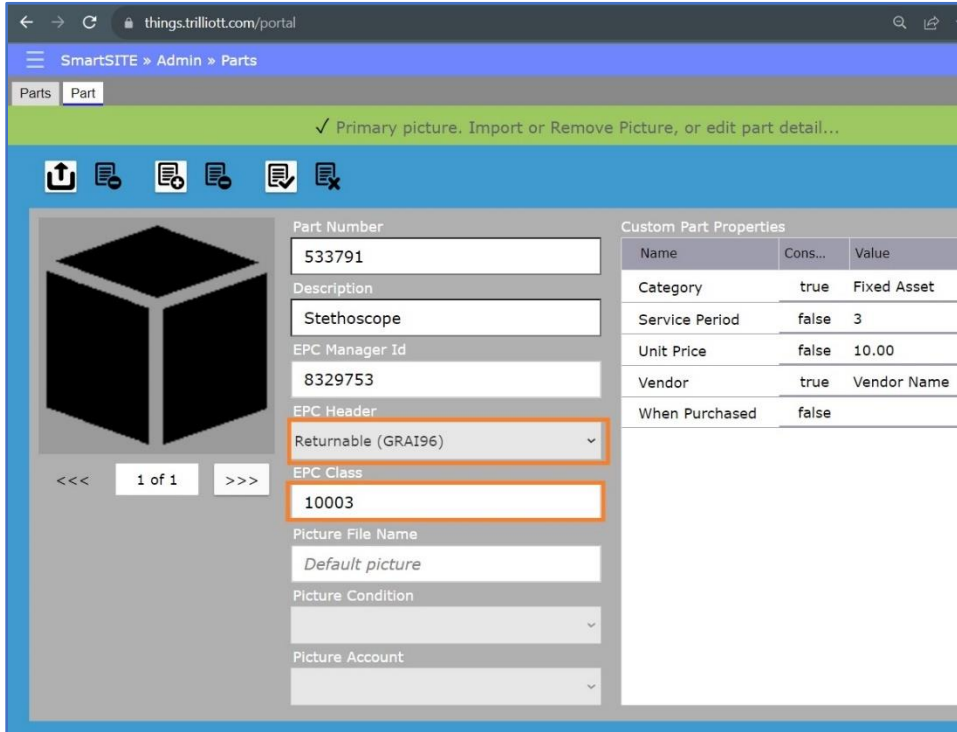1. To access the Parts App, click on the Admin dropdown then click Parts.

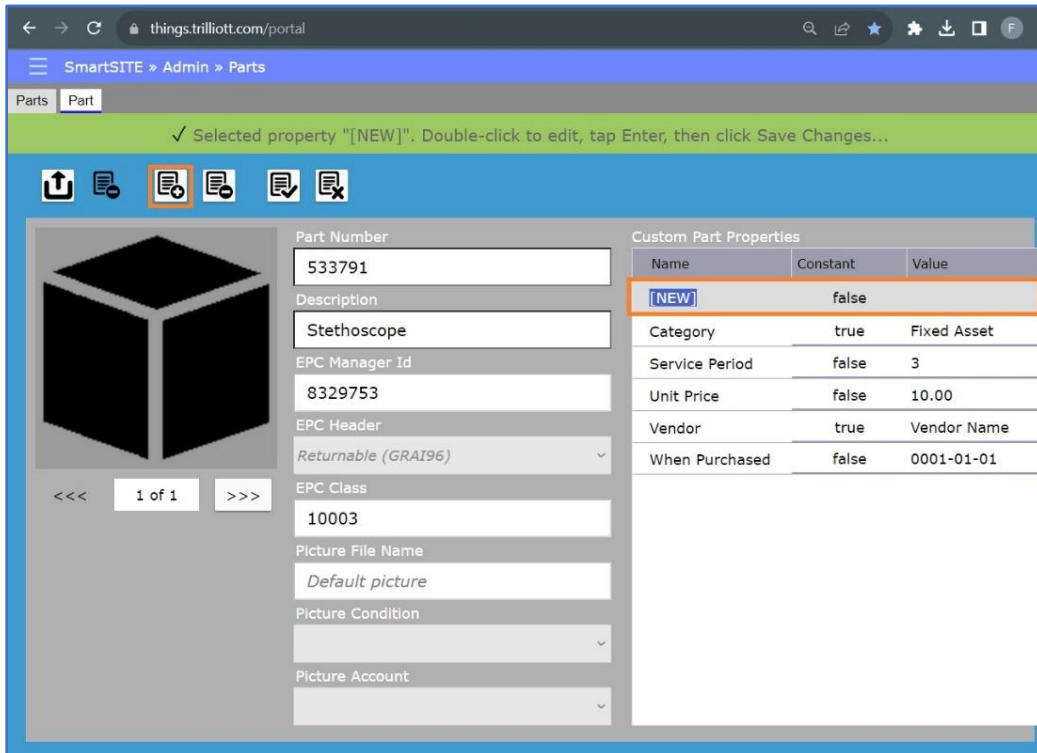2. To add a part to your inventory, click CREATE PART button.

3. You will be redirected to the Part tab. Here you enter the properties indicated below. The EPC Manager field cannot be changed as it represents a specific user account.
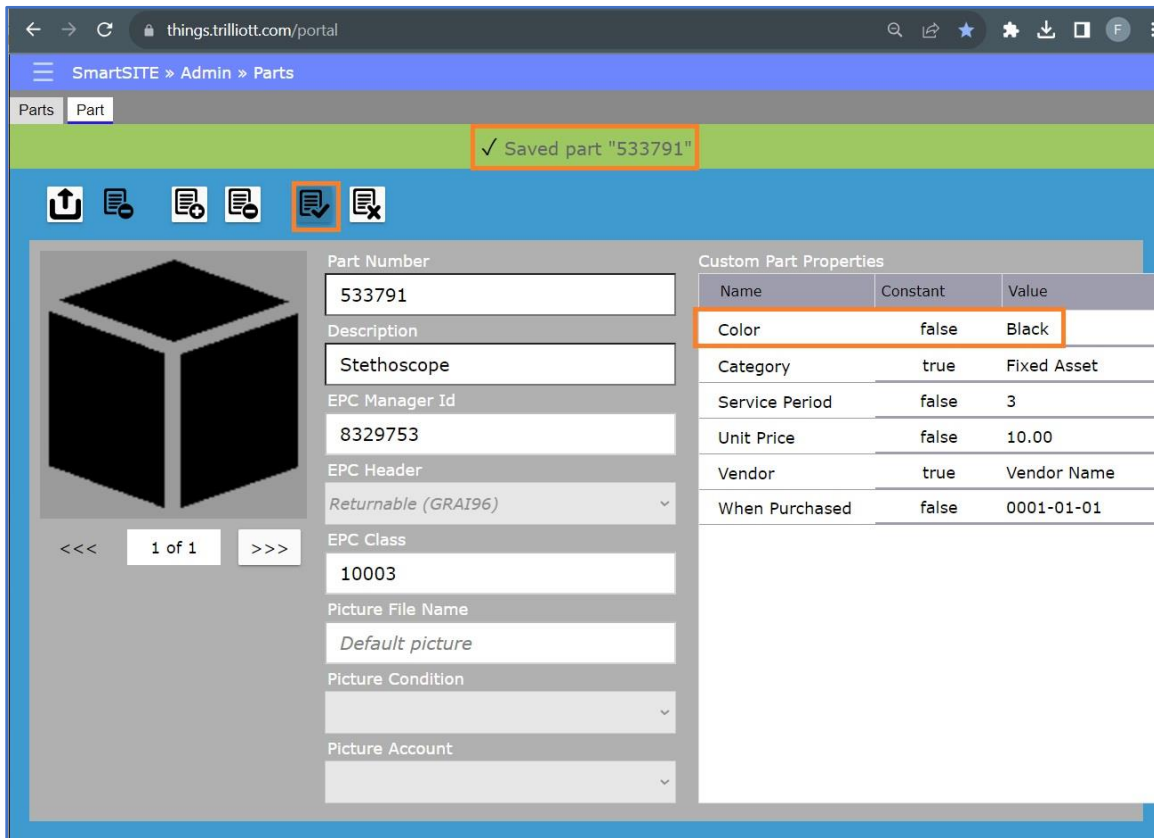
4. When you select EPC Header, the box below will display the previously defined EPC Class. EPC class cannot be edited in the Dashboard.

5. To add new Custom Part Property row, click ADD PROPERTY button. Double click the row items to enter the part properties.
   - Constant "true" meaning:
     - For this Part, all Patient Monitors are grey in color for every Kind of this Part
     - Therefore under the Constant column "true" will be entered, as it is true that all Patient Monitors are grey in color
   - Constant "false" meaning:
     - An example of a "false" Constant might be Unit Price, so unique prices can be entered for each Kind of Part
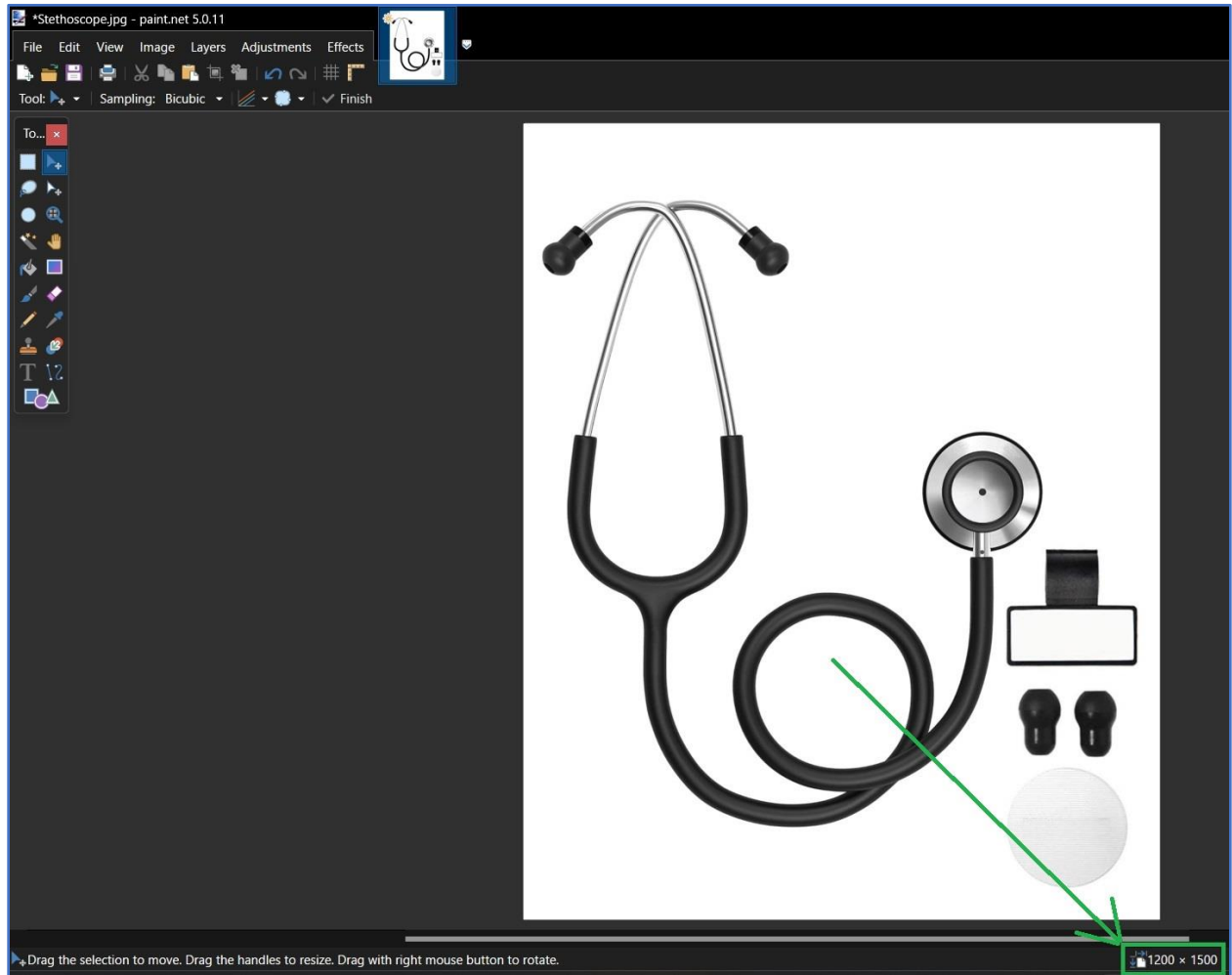
6. Click the SAVE CHANGES button to save your work. You will see the new property row displayed and the success message at the top middle of screen. Proceed to next step to add a picture.
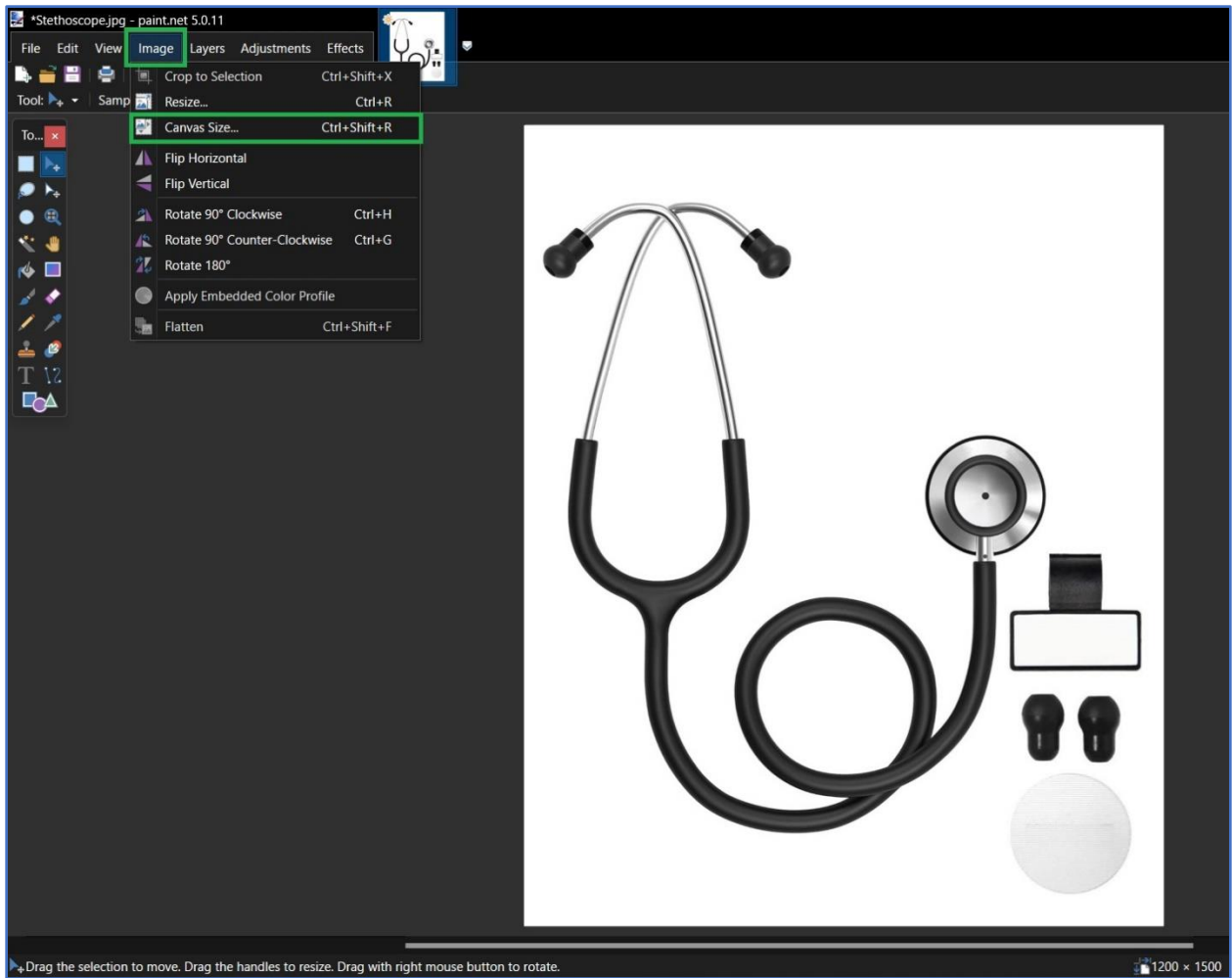

7. To add a part picture, either take a picture with a camera or upload an existing picture file. The picture should be square-shaped so it isn't distorted when uploaded.
   a. If using a camera, set your camera lens to square, take picture and save to your computer.
   b. If using a picture that isn't square-shaped, follow instructions below:

8. Open the picture in a photo editing program. You can download a free editing tool from https://www.getpaint.net/
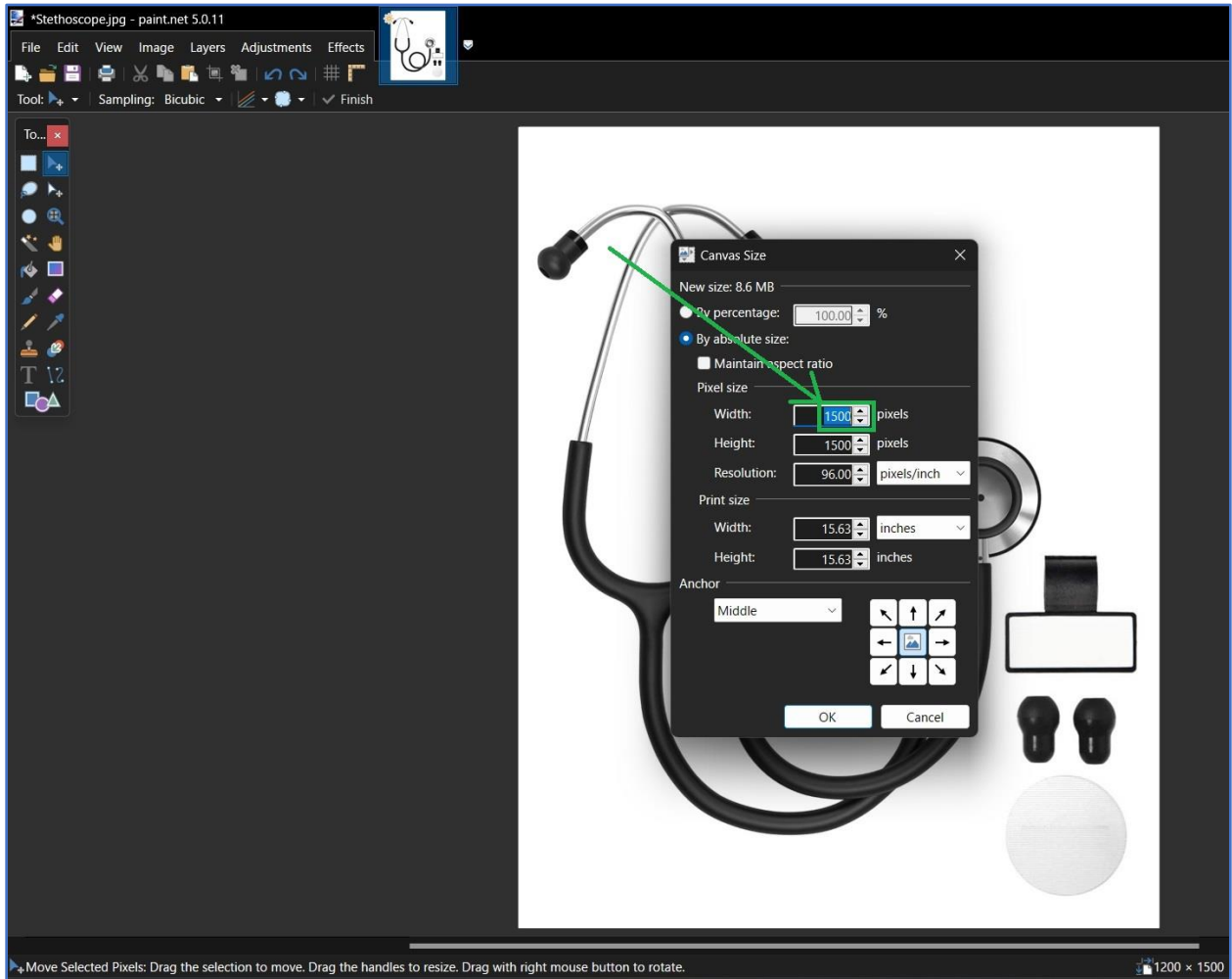
9. Navigate to your picture file location and click the Open button. Notice that the dimensions at bottom right are not equal (1200 x 1500), thus the picture is not square.
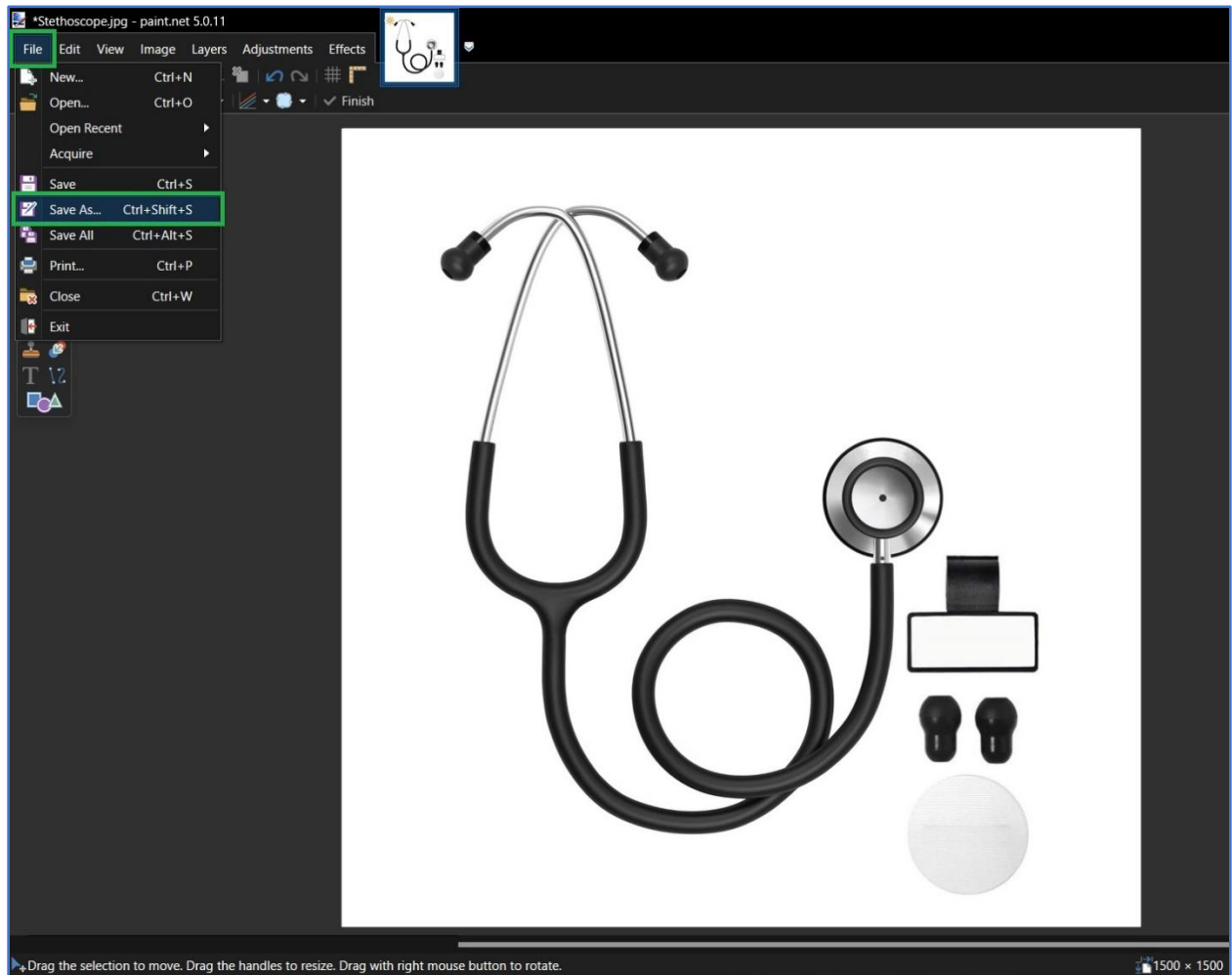
10. Click on the Image tab up top and select Canvas Size… from the dropdown menu.
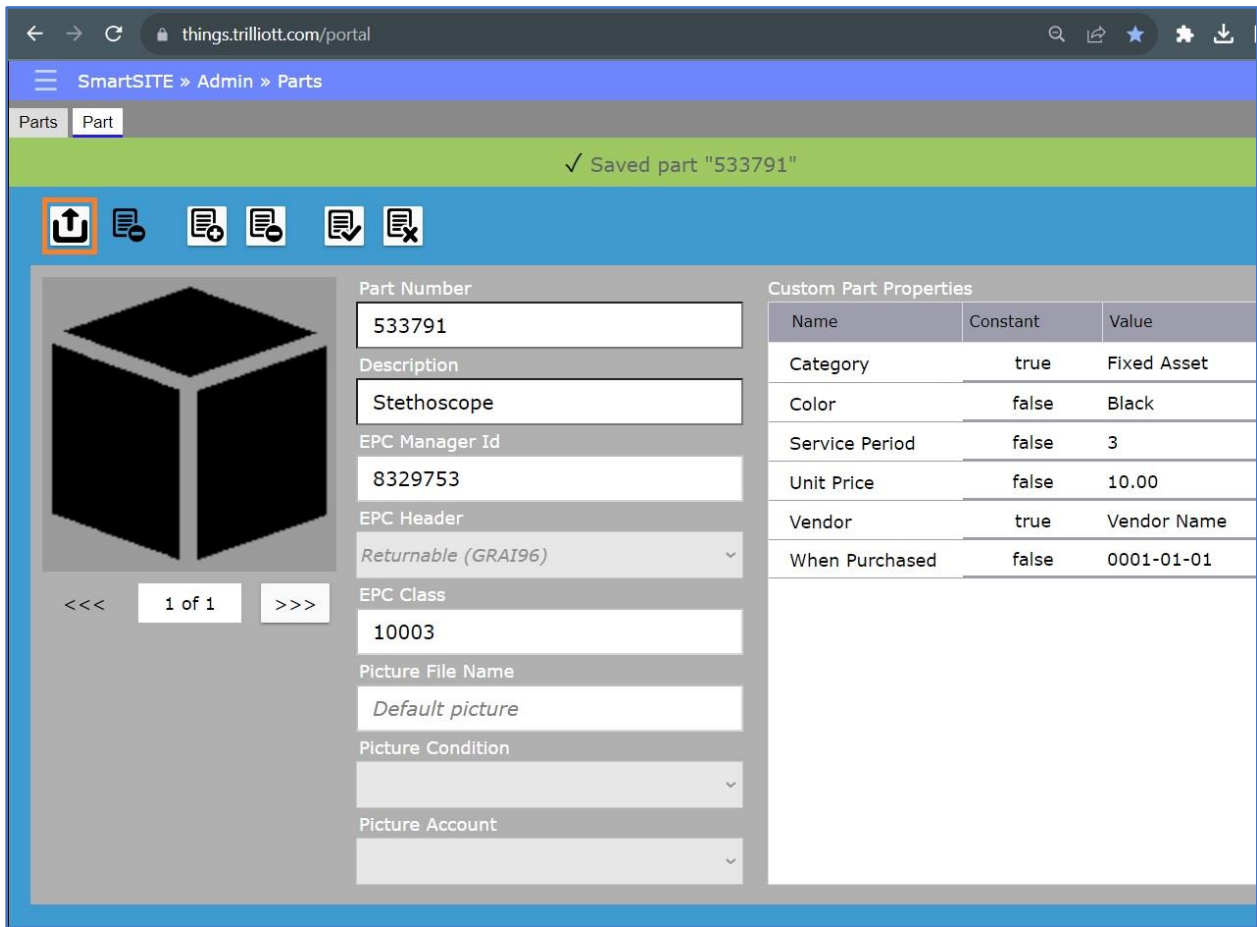
11. Notice that the picture below has a height greater than its width. Thus the width needs to be increased to match the height (1500 x 1500), shaping the picture into a square.
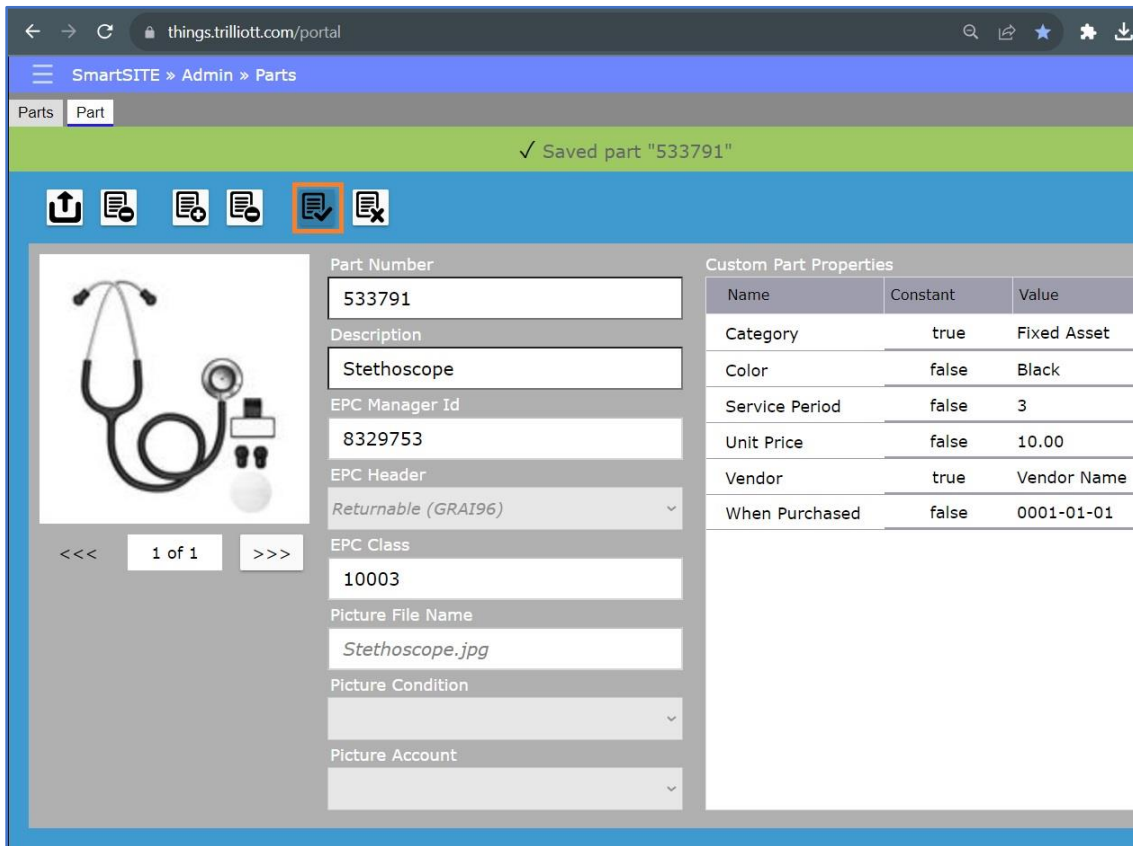   - Change your dimensions then click the Ok button.

12. Click on File at the top right, then select Save as from the dropdown menu.
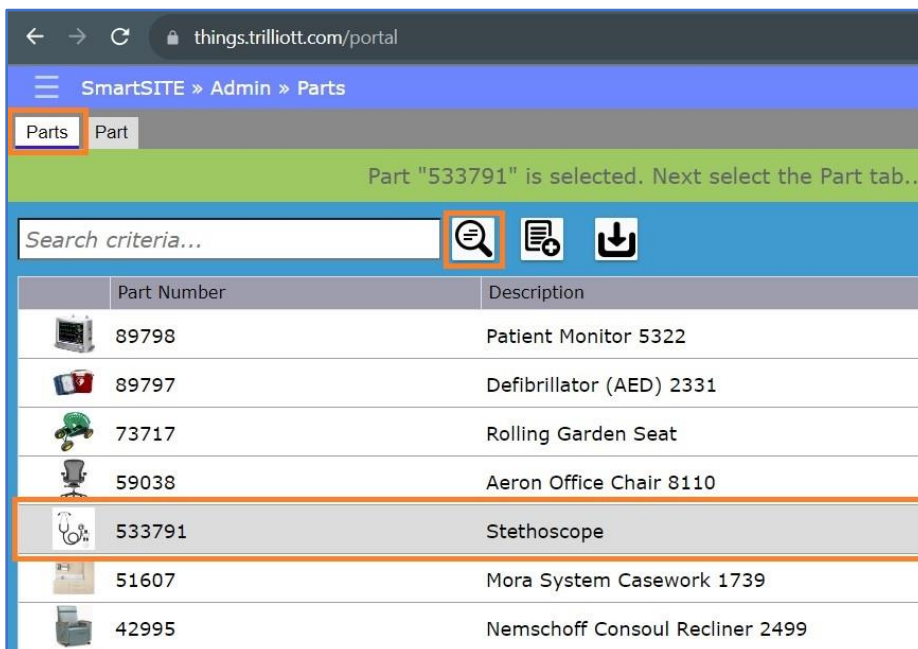   - Navigate to your desired file location and save the picture.

13. Navigate back to your internet browser to SmartSITE. Near top left of screen, click the IMPORT PICTURE button.
    - Navigate to your picture's file location, select the file, then click Open.

14. At top middle of screen, click the SAVE CHANGES button. The part has now been added to your inventory database.
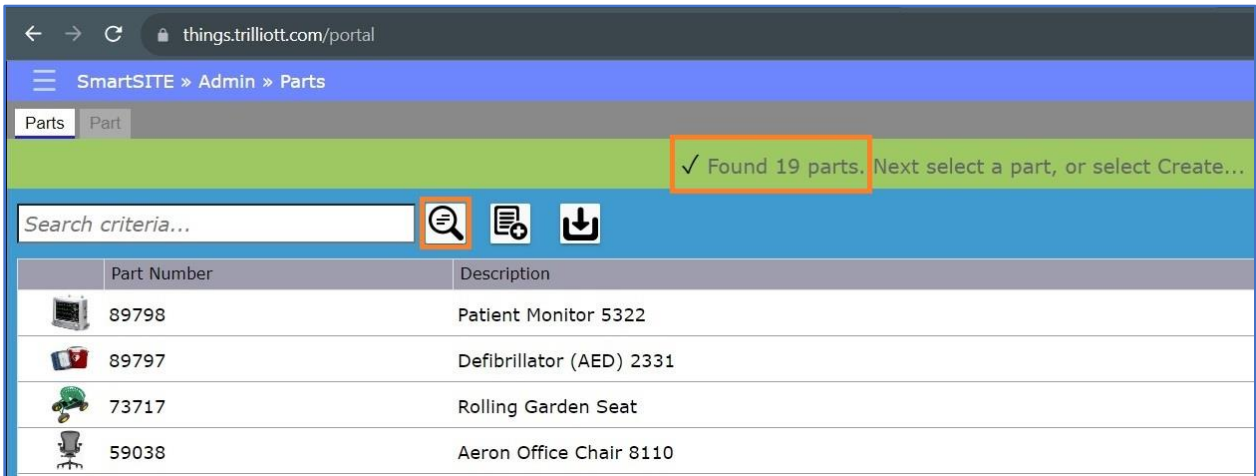

15. To view the part you added, at top left of screen click the Parts tab. At top middle of screen, you can click the SEARCH button to refresh your inventory list. The new part will appear on screen.
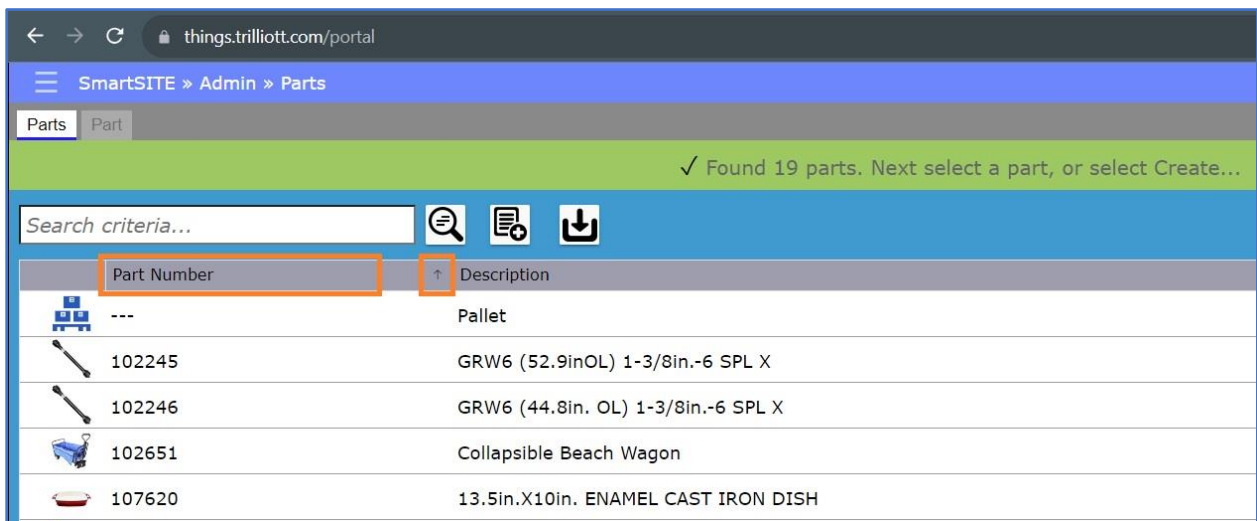
Dashboard Workflow – Search Parts:

1. To search for existing Parts in your inventory, in middle of screen click the SEARCH hourglass button.
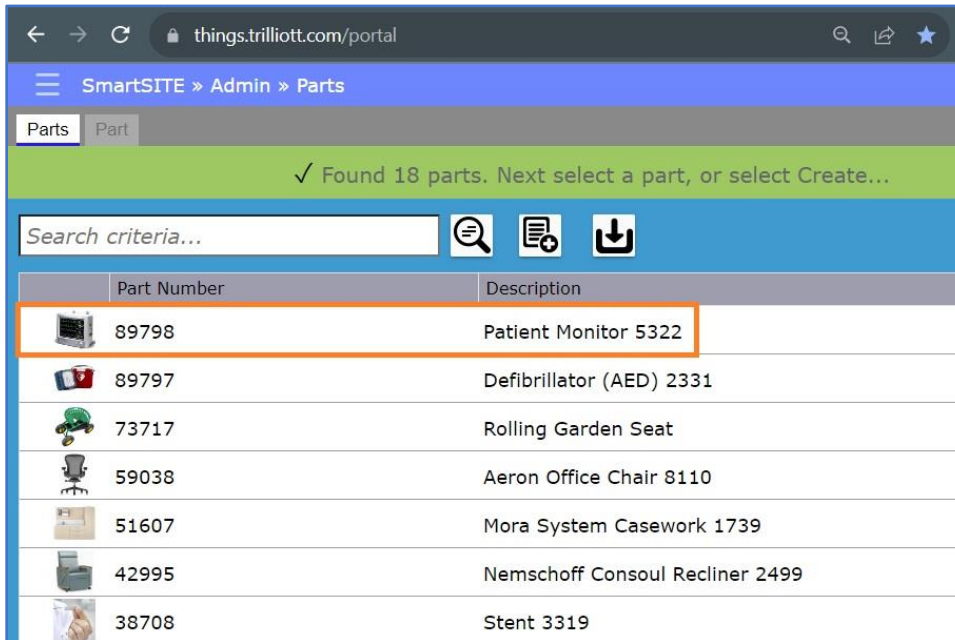   - Notice at top of screen is displayed the number of Parts found.

2. To sort inventory, click the column headers. For example:
   - Click the Part Number header and the parts numbers will display in ascending order. On the far right side of the header box, an up-arrow will appear.
   - Click the header box again and the part numbers will display in descending order. On the right side of the header box, a down-arrow will appear.
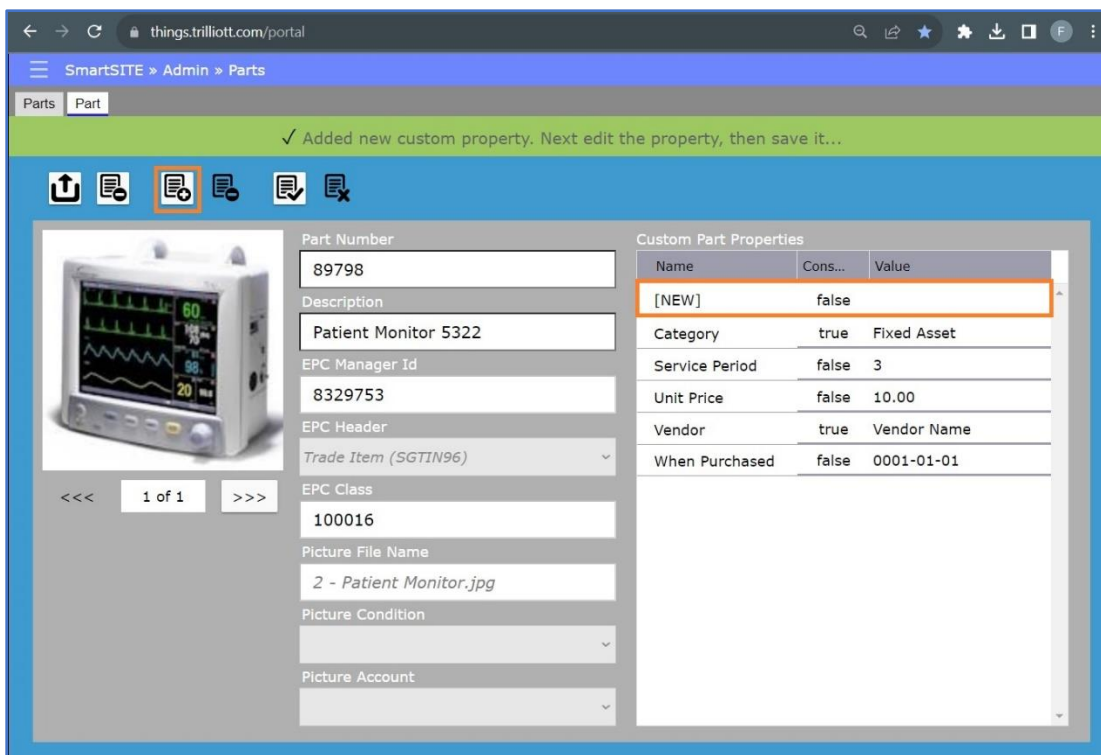
Dashboard Workflow – Edit Parts:
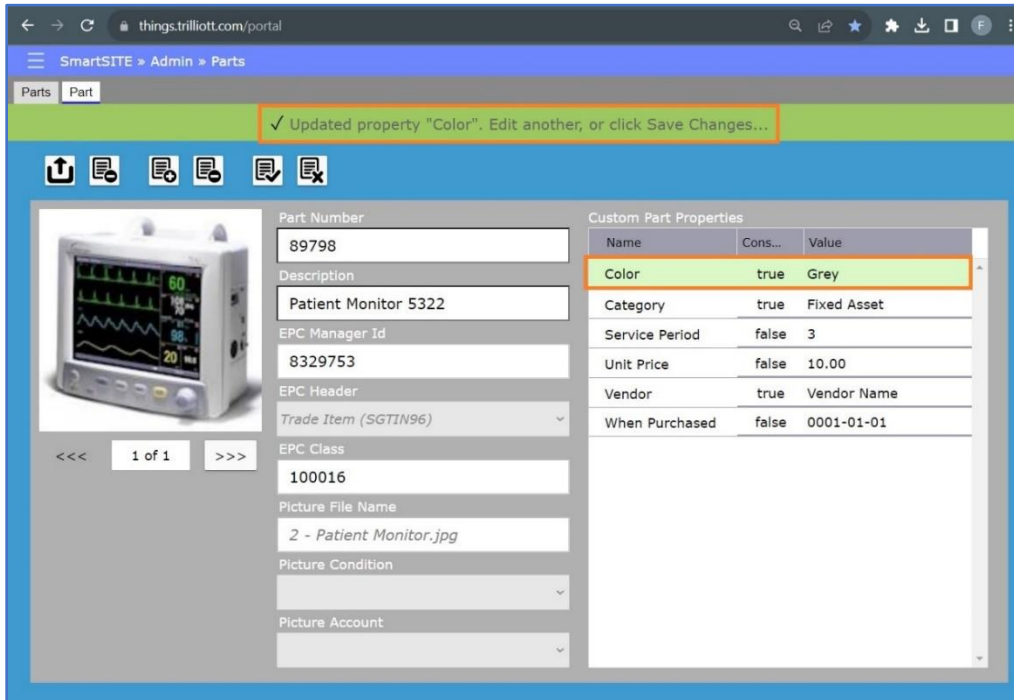
Add Properties and Pictures:

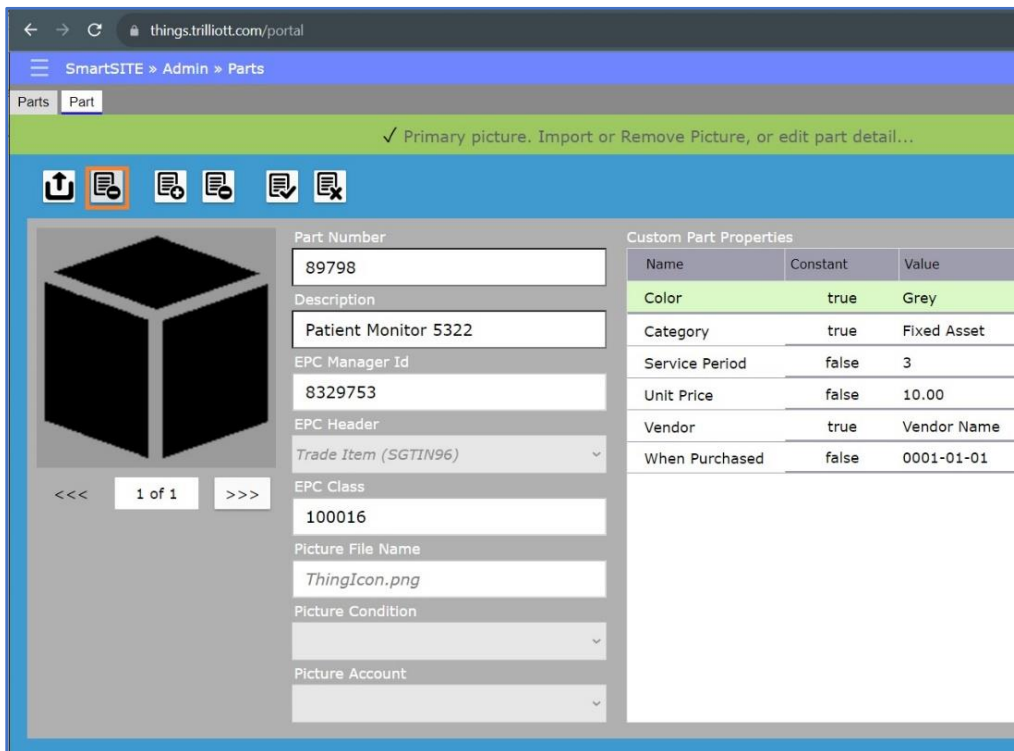1. Click on a part to view its properties, add properties, and upload or change its picture.

2. At top left of screen, click on ADD PROPERTY button. On the right of screen under Custom Part Properties, a new row will appear.
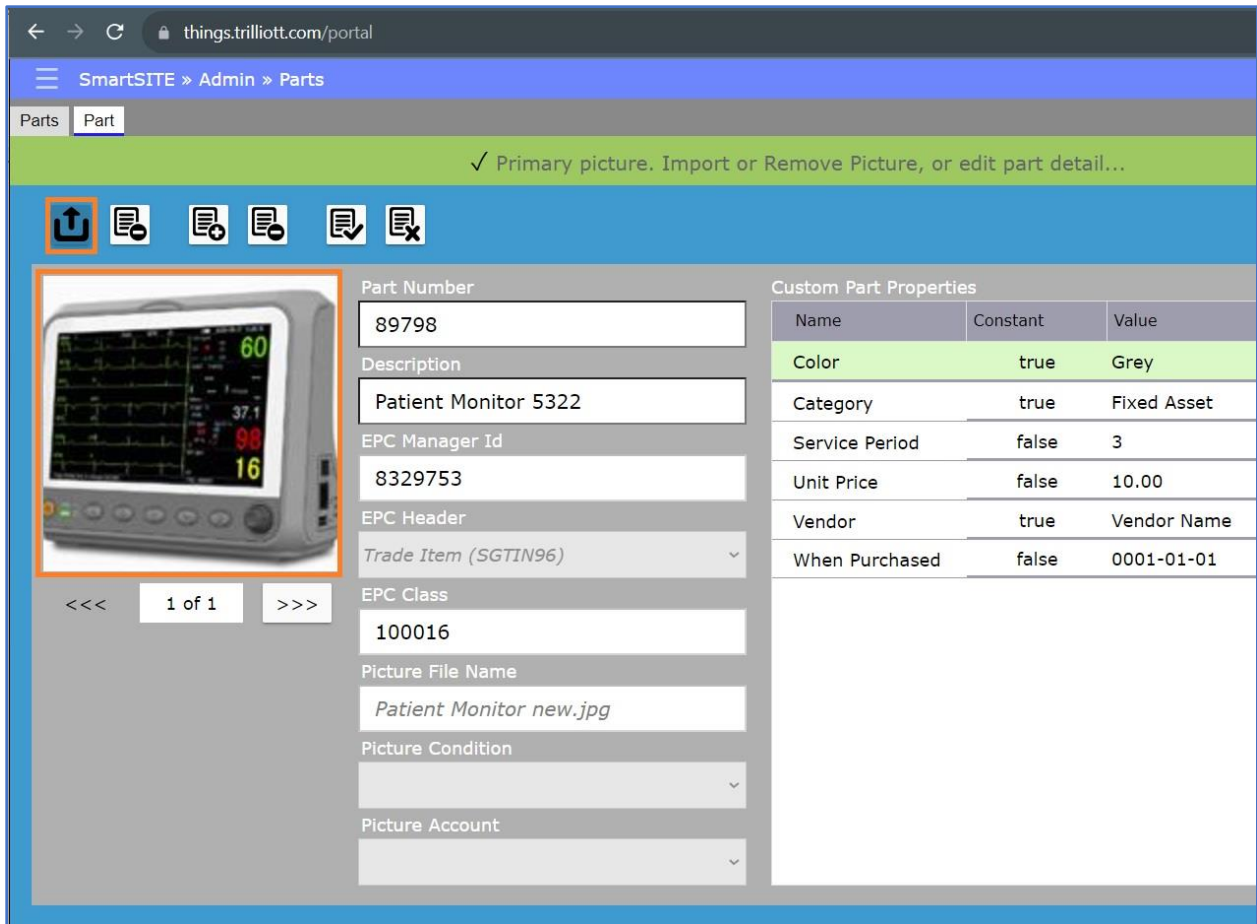
3. Double click the boxes under Name, Constant, and Value columns. Type in the new properties to be added.

   • Once your entries are complete, the top row under Custom Part Properties will turn green and the text display at top middle of screen will appear.

4. The part's picture may be replaced by clicking on the REMOVE PICTURE button.

5. Click IMPORT PICTURE. Navigate to your picture's location and click Open.
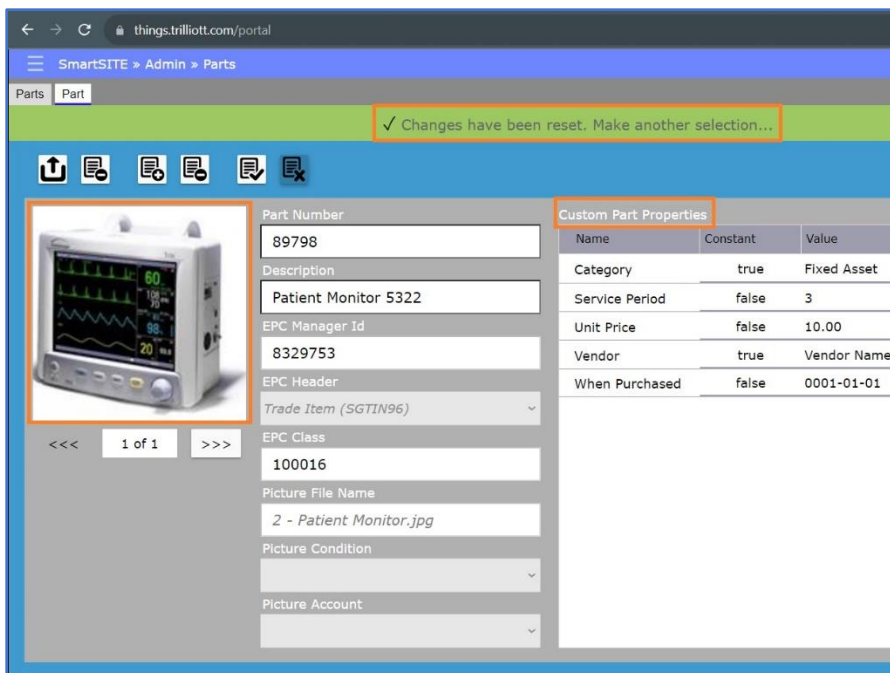

6. Note that your work has not yet been saved. Proceed to the **Save Changes** step to save your work.

7. To reset your changes before you have saved, proceed to the **Reset Changes** step.

Reset Changes:

1. Before you save your work, you can reset the changes you've made. Click the RESET CHANGES button.

2. Note that the picture has reverted to the previous picture, and the Color property that was added under Custom Part Properties has disappeared. At top middle of screen, the result is displayed.

3. You may now proceed to the **Save Changes** step.

Save Changes:

1. Click the SAVE CHANGES button. Your data row entered under Custom Part Properties will turn white and the text display at top middle of screen will appear.

Edit Properties:

1. Under Custom Part Properties, double click boxes under Constant and Value columns to edit.

2. To save your changes, click the SAVE CHANGES button. For the color row, note that the Constant value has been changed to false.

3. To remove an existing property, under Custom Part Properties double-click the row to be removed. The text display at top middle of screen will appear.

4. Click the REMOVE PROPERTY button. Note that the row you selected has now disappeared. At top middle of screen, note the text box instructions.

5. To save your changes, click the SAVE CHANGES button.