



# Browse for a Stock Number — Utilization

## Overview


The Stock Number Browse pop-up window allows searching for assets in the ELMS catalog.

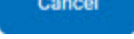
## Navigation

ELMSModules > *VARIOUS PROCEDURAL STEPS* >  > STOCK NBR Browse pop-up window

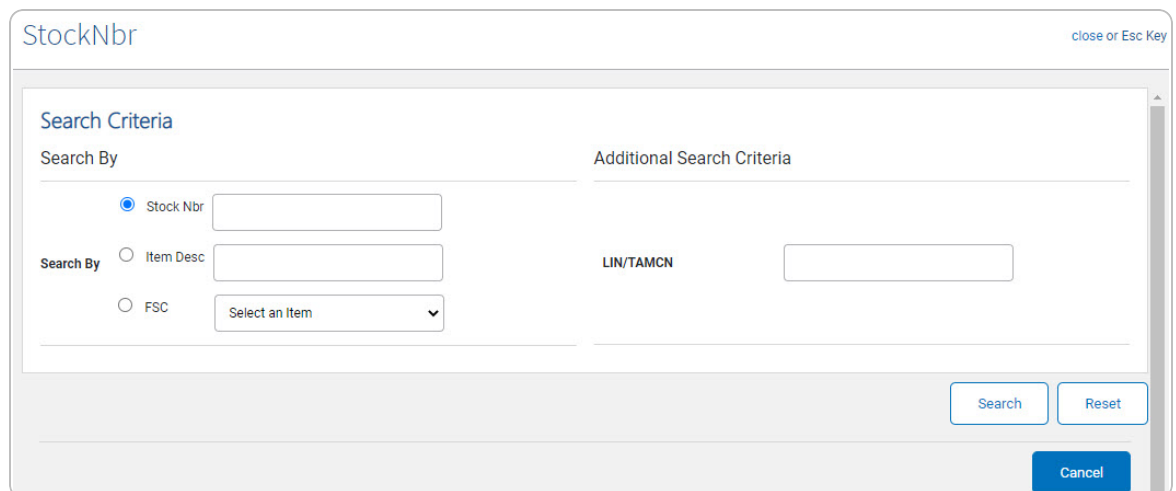
## Procedures

### Browse for a STOCK 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.

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

1. Select . The **STOCK NBR Browse** pop-up window appears.



2. Select ☐ next to the desired Search By Criteria. Depending upon what ☐ is chosen:







## Help Reference Guide

### Note



Only choose one of the three options. STOCK NBR is the default option.

- Enter the STOCK NBR in the field provided. *This is a 15 alphanumeric character field.*
- Enter the ITEM DESC in the field provided. *This is a 1024 alphanumeric character field.*
- Use  to select the FSC.

3. Select . *The Search Results display in the STOCK NBR Grid below.*

StockNbr

close or Esc Key

Search Criteria

Search By

☐ Stock Nbr
 ☒ Item Desc
 ☐ FSC

Additional Search Criteria

LIN/TAMCN

Search

Reset

| Select                 | Stock Nbr     | Item Desc                    | FSC  | LIN/TAMCN | ECC | Util Measure Cd | Util Measure Desc | Util Meter |
|------------------------|---------------|------------------------------|------|-----------|-----|-----------------|-------------------|------------|
| <a href="#">Select</a> | 234001X510267 | VEHICLE UTILITY 4X2 GASOLINE | 2340 |           |     | M               | Miles             | Yes        |

Cancel

4. Click the Select hyperlink next to the desired STOCK NBR. *The pop-up window closes and the selected STOCK NBR appears in the previous screen.*

