



Search for a Manufacturer Inquiry — Criteria

Overview

The Property Accountability module Manufacturer Inquiry process provides the ability to search for Manufacturer records.

Navigation

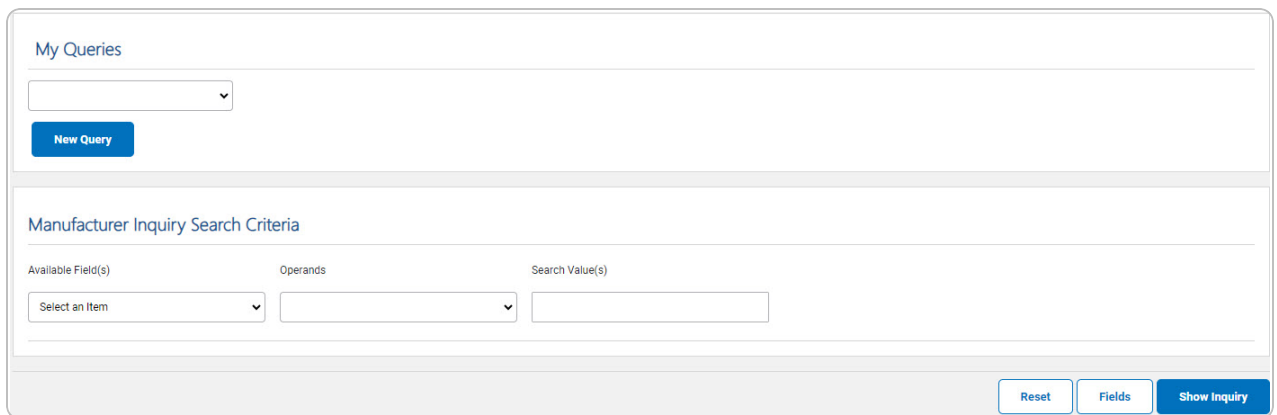
Inquiries > Catalog > Manufacturer > Manufacturer Inquiry Search Criteria page

Procedures

Search for a Manufacturer Inquiry — Criteria

One or more of the Search Criteria fields can be entered to isolate the results. By default, all results are displayed. Selecting [Reset](#) at any point of this procedure returns all fields to the default "All" setting.

1. In the Search Criteria box, choose which available field to use in the search.



The screenshot shows the 'Manufacturer Inquiry Search Criteria' interface. At the top, there is a 'My Queries' section with a dropdown menu and a 'New Query' button. Below this, the 'Manufacturer Inquiry Search Criteria' section contains three columns: 'Available Field(s)', 'Operands', and 'Search Value(s)'. The 'Available Field(s)' column has a dropdown menu with 'Select an Item' as the current selection. The 'Operands' and 'Search Value(s)' columns are empty. At the bottom right, there are three buttons: 'Reset', 'Fields', and 'Show Inquiry'.

2. Choose which Available Field(s) to use in the search.

- A. Use  to select the first Available Field.





Note



Adding another Available Field  automatically populates an additional search criteria row.

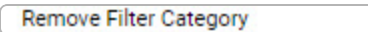
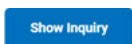
Note



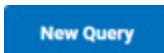
Select  to modify the fields used in the inquiry. *The Fields Selection page opens.*

3. Choose which Operands to use in the search.
 - A. Use  to select the first Operands.
4. Choose which Search Value(s) to use in the search.
 - A. Use  to select the first Search Value.

Remove an Available Field Row

- a. Use  to select desired Available Field.
 - b. Select . *The desired row is removed.*
5. Select . *The **Manufacturer Inquiry — Results** page appears.*

Add a My Queries Inquiry

1. Select . *The page refreshes, and My Queries changes from a drop-down field to a text field.*





Help Reference Guide

My Queries

Test 2

Delete Query New Query Update Query

Manufacturer Inquiry Search Criteria

Available Field(s)	Operands	Search Value(s)
Stock Nbr	=	
Select an Item		

Reset Fields Show Inquiry

- Enter the Query Name in the field provided. *This is a 90 alphanumeric character field.*
- Select **Add Query**. The Query and the information entered in the Search Criteria grid are added to My Queries. Select **Cancel Query** to disregard the Query.
- Select **Fields**. The **Manufacturer Inquiry — Select Fields** page appears.
- OR
- Select **Show Inquiry**. The **Manufacturer Inquiry — Results** page appears.

Select a My Queries Inquiry

- Use  to select the desired saved query. The page refreshes, and the selected query information appears in the search criteria grid.

My Queries

New Query

Manufacturer Inquiry Search Criteria

Available Field(s)	Operands	Search Value(s)
Select an Item		

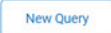
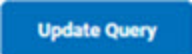
Reset Fields Show Inquiry

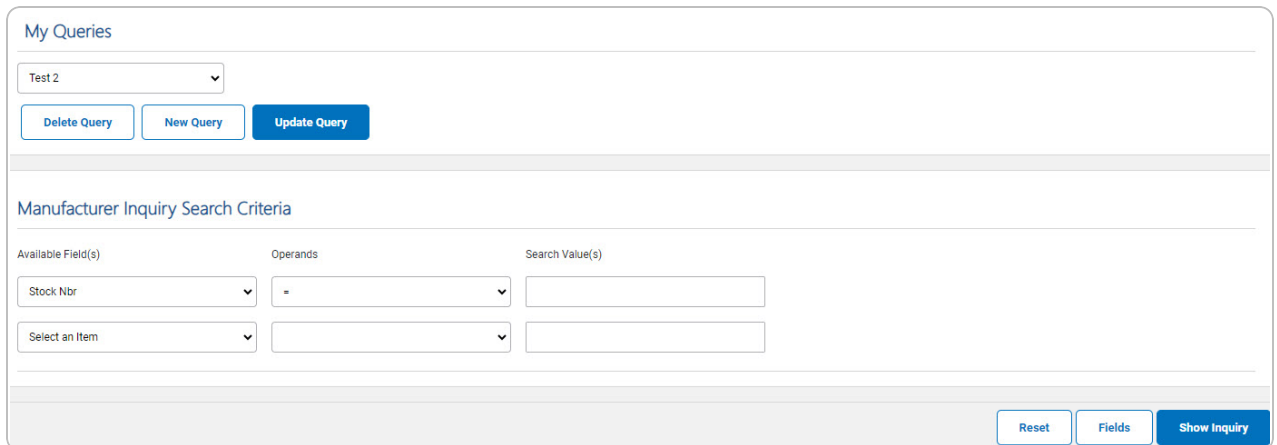




2. Select . The **Manufacturer Inquiry — Select Fields** page appears.
- OR
- Select . The **Manufacturer Inquiry — Results** page appears.

Update a My Queries Inquiry

1. Use  to select the desired saved query. The page refreshes, the search criteria fields change, and  is joined by  and . The selected query information appears in the search criteria grid.



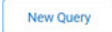
Available Field(s)	Operands	Search Value(s)
Stock Nbr	=	
Select an Item		

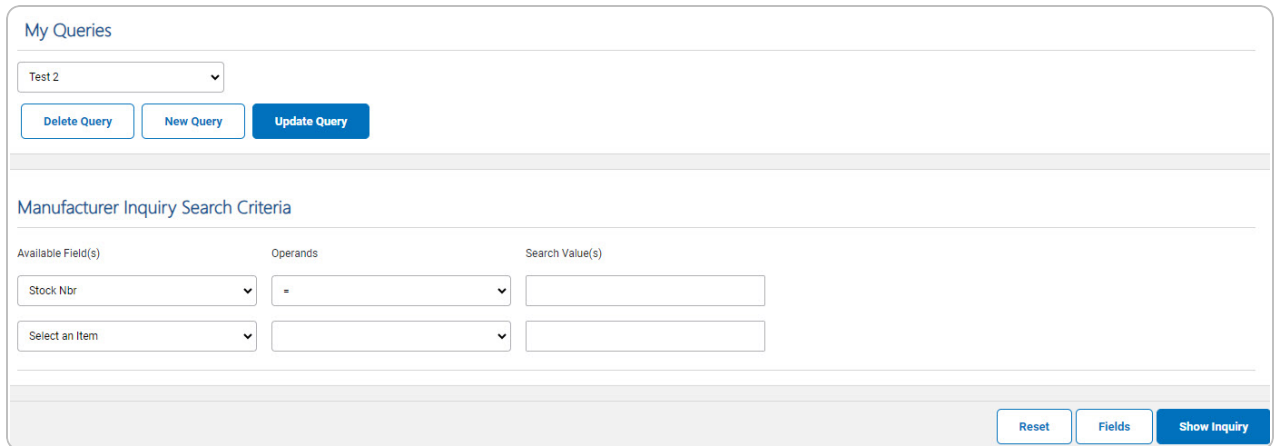
2. Select . The query information is updated.
- Select . The **Manufacturer Inquiry — Select Fields** page appears.
3. OR
- Select . The **Manufacturer Inquiry — Results** page appears.





Delete a My Queries Inquiry

1. Use  to select the desired saved query. *The page refreshes, and  is joined by  and .* The selected query information appears in the search criteria grid.



The screenshot shows the 'My Queries' section with a dropdown menu set to 'Test 2' and three buttons: 'Delete Query', 'New Query', and 'Update Query'. Below this is the 'Manufacturer Inquiry Search Criteria' section, which contains a table with columns for 'Available Field(s)', 'Operands', and 'Search Value(s)'. The table has two rows: the first row has 'Stock Nbr' in the first column, '=' in the second, and an empty text box in the third; the second row has 'Select an Item' in the first column, an empty dropdown in the second, and an empty text box in the third. At the bottom right of the form are three buttons: 'Reset', 'Fields', and 'Show Inquiry'.

2. Select . *The query information is removed.*

Revise the Fields for the Inquiry

- Select . The **Manufacturer Inquiry — Select Fields** page appears.





Search for a Manufacturer Inquiry — Results

Navigation

Inquiries > Catalog > Manufacturer > Search Criteria > [Show Inquiry](#) > Manufacturer Inquiry Search Results page

Procedures

Export the Manufacturer Inquiry Results

[Cancel](#)

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

1. Select  to choose the print format (Excel, PDF, or Word). The procedure leaves the application based on the selection made.





Help Reference Guide

Rows Retrieved = 5000

Mfr Name	Mfr Part Nbr	Mfr Model Nbr	Non-Actbl	Stock Nbr
(DW) DRUM WORKSHOP	12" DRUM		NO	771000F002233
(DW) DRUM WORKSHOP	14" DRUM		NO	771000F002233
(DW) DRUM WORKSHOP	16" DRUM		NO	771000F002233
(DW) DRUM WORKSHOP	20" DRUM		NO	771000F001415
005000739421 MFR NM	005000739421 MFR PRT NBR	TT	NO	005000739421
02 STATION	9305-6		NO	599900F004646
04164TD772000MANUFACTURER			NO	04164TD772000
1 CLIENT	CAM-CCP500K		NO	676000F002598
1 CLIENT	PCC-ADVI		NO	676000F008912
1-800-EA-189	EA-189	EA-189	NO	STOCKNBRFA189
1-800-F-5N	F-5N	F-5N	NO	STOCKNBRF5N
1-800-FA-18C	FA-18C	FA-18C	NO	STOCKNBRFA18C
1-800-FA-18D	FA-18D	FA-18D	NO	STOCKNBRFA18D
1-800-MH-60L	MH-60L	MH-60L	NO	STOCKNBRMH60L
1-800-SH-60F	SH-60F	SH-60F	NO	3399009
100 SIERRA NEVADA CORPORATION	121025-100		NO	5865016282190
1005000680001 MFR NM	1005000680001 PRT NBR	1005000680001 MDL NB	NO	1005000680001
12345	12345	12345	NO	MYSERIALSTOCK12
1324578 MFR NM	1324578 MFR PRT NBR	1324578 MFR MDL NBR	NO	1324578
1M	1M		NO	580500F000920
1MILLION-MFR	200032993939393	XXX93939393939393	NO	NAVY-1MILLION
1MILLION-MFR-PPE	XXX2829303983983939393	XXX9393939393939393	NO	NAVY-PPE-1-MIL
1ST AMERICAN METALS INC	7C119-01		NO	702000F001552
1ST AMERICAN METALS INC	7C119-01		NO	702100F000567
2LODA OSYSTEMS ENGR	Z-LOADER		NO	396001F002200
200 SIERRA NEVADA CORPORATION	121025-200		NO	5865016282190
2000F1-IR	SPECTROPHOTOMETER		NO	665000F000487
2005	002	002	NO	432001F007361
2320002358354MFR	2320002358354MPN	2320002358354	NO	2320002358354
250-DWCF-MFR	DKDK9393939393939393	SSSS93939393939393	YES	NAVY-250-DWCF
250-OTHER-MFR	XZKXZ78282828282823	ABV3902728929929	YES	NAVY-250-OTHER
2LOOGERHEAD, 200SSAMER	LH-4000PCS		NO	589500NCE5802
2TONE	22211		NO	7710002457760
3 COM	3C16611		NO	704200F001851
3 D SYSTEM INC	302450		NO	702000F001552
3 D SYSTEM INC	302450		NO	702100F000567
3 D SYSTEM INC	30P2400		NO	702000F001552
3 D SYSTEM INC	30P2400		NO	702100F000567
360 SYSTEMS	DR-550		NO	583600F002179
3COM	0100/7E1F007951		NO	589500F002598
3COM	0300/78B2V2F8D598		NO	589500F002598
3COM	0648		NO	702500F008541
3COM	0701		NO	704500F008369

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For Official Use Only

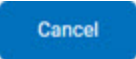
1 of 117

Cancel

Note



To reach the optional fields, refer to the Manufacturer Inquiry — Field Selection page.

2. Select . The **Manufacturer Inquiry Search Criteria** page appears.

Search the Results

1. Select the empty field .
2. Enter the characters or words to search. *Entries are not case sensitive.*
3. Select  to search for the entry. *The entry appears highlighted in the file.*
4. Select  to find the next matching value. *This feature is available if multiple results are found.*





Select Fields for the Manufacturer Inquiry

Navigation

Inquiries > Catalog > Manufacturer > Search Criteria > > Manufacturer Inquiry
Fields Selection page

Procedures

Choose the Extracted Inquiry File Details

Selecting at any point of this procedure removes all revisions and closes the page, whereas selecting returns all fields to the default "All" setting. **Bold** numbered steps are required.





Help Reference Guide

1. Select **Fields**. The **Manufacturer Inquiry** page appears.

Field Selection

Extract Excel File ☒

Extract Id

Extract Text, Comma Separated File ☐

Privacy Type

Private

My Selections

New Selection List

☐	Field	Field Description
☒	Mfr Name	The full name of a specific manufacturer.
☒	Mfr Part Nbr	Number used to record the make or model of a specific piece of equipment.
☒	Mfr Model Nbr	The specific number assigned to identify the make/model of an asset.
☒	Non-Actbl	Non Accountable is displayed Yes or No.
☒	Stock Nbr	Number assigned to each like asset of supply purchased, stocked or distributed within the Federal government. For turn-in of assets, if valid Stock Number not available, use FSC and description.
☐	CAGE Cd	Controlling activities including manufacturers, vendors, and government agencies that control the development of specifications/standards, control the design, or manufacture items of supply, sometimes control the specifications/standards themselves.
☐	Catalog Name	Database name associated with the origin of the catalog record.
☐	Estbd By	The name of the entity inserting this row.
☐	Estbd Dt	The date this row was inserted into the database.
☐	Item Desc	The description of an asset. For an asset with a valid national stock number, Item Description field will be automatically filled with Approved Item Name from the Fed Log.
☐	Last Tran Dt	Date when the last transaction took place. Automatically assigned by the system.
☐	Last Updtd By	Last updated by (user id)
☐	Status	The active flag is set if the lookup record is active and available under default conditions

Cancel

Reset

Show Inquiry

Submit

2. Choose the desired file type:

- Click ☒ to select Extract Excel File. The extracted file on the **View Inquiry Extract** page is an **.XLS** file.

OR

Click ☐ to select Extract Text, Comma Separated File. The extracted file on the **View Inquiry Extract** page is a **.CSV** file.

3. Enter an unique identifier in the Extract Id field provided. This adds the identifier to the link on the **View Inquiry Extract** page, and does not change the file name.

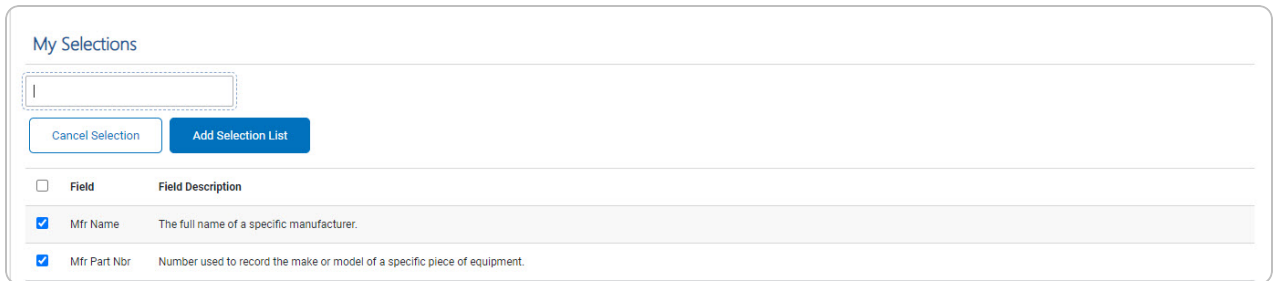




4. Use  to select the Privacy Type.

Add a Selection List

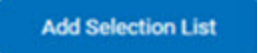
1. Select . *The page refreshes, and Selections changes from a drop-down field to a text field.*

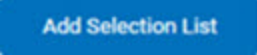
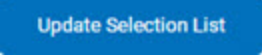


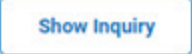
Note



Selecting  at any time from this point of the procedure removes all revisions and returns My Selections to a drop-down field.

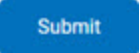
2. Select . *The page refreshes, and the selected list is added.*

 is replaced by  and .

Select  for small volumes of data. *The **Manufacturer Inquiry — Results** page appears.*

- 3.

OR

Select  for large volumes of data. *The **Manufacturer Inquiry Transaction Status** page appears.*





Use a Predetermined Field Selection List

1. Use  to display the Selection List.



My Selections

☐	Field	Field Description
☒	Mfr Name	The full name of a specific manufacturer.
☒	Mfr Part Nbr	Number used to record the make or model of a specific piece of equipment.

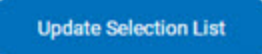
Select  for small volumes of data. *The **Manufacturer Inquiry — Results** page appears.*

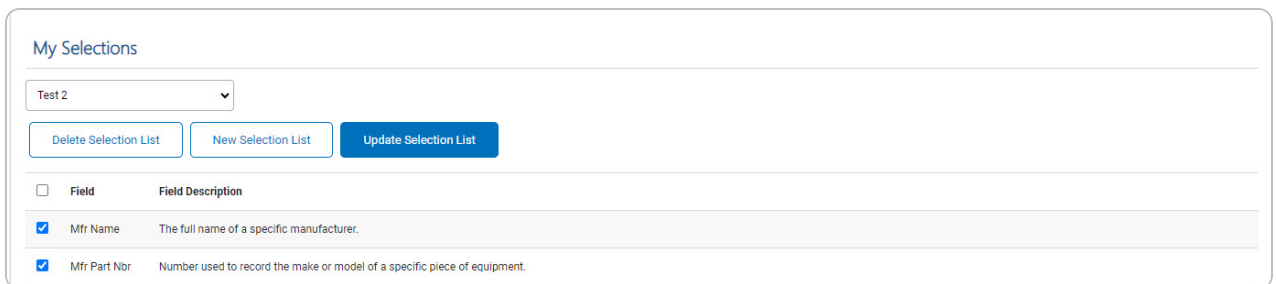
- 2.

OR

Select  for large volumes of data. *The **Manufacturer Inquiry Transaction Status** page appears.*

Update a Selection List

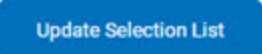
1. Use  to select the desired Selection List. *The page refreshes, the search criteria fields change, and  is joined by  and .*



My Selections

Test 2

☐	Field	Field Description
☒	Mfr Name	The full name of a specific manufacturer.
☒	Mfr Part Nbr	Number used to record the make or model of a specific piece of equipment.

2. Select . *The page refreshes.*

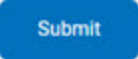




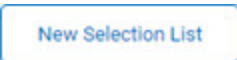
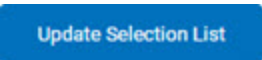
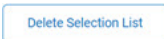
Select  for small volumes of data. The **Manufacturer Inquiry — Results** page appears.

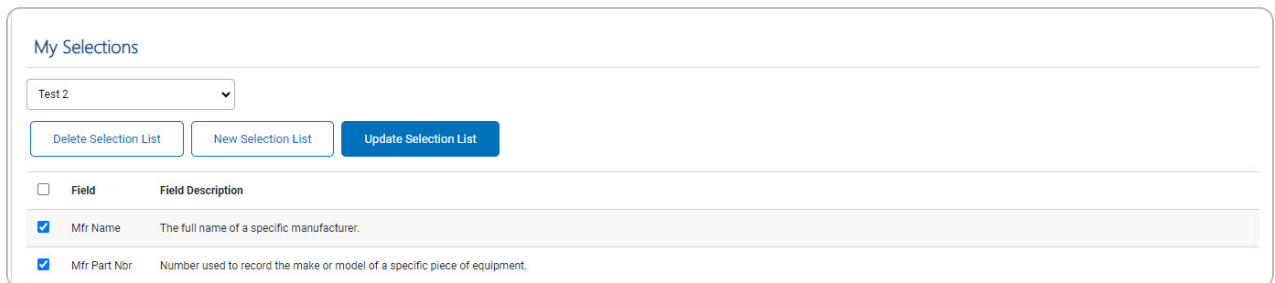
3.

OR

Select  for large volumes of data. The **Manufacturer Inquiry Transaction Status** page appears.

Delete a Selection List

- Use  to select the desired Selection List. The page refreshes, the search criteria fields change, and  is joined by  and .



Field	Field Description
☒ Mfr Name	The full name of a specific manufacturer.
☒ Mfr Part Nbr	Number used to record the make or model of a specific piece of equipment.

- Select . The page refreshes and the list is immediately deleted.

Modify the Fields Used for the Inquiry

Selecting  at any point of this procedure removes all revisions and closes the page.

Bold numbered steps are required.

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. Select [Fields](#). The **Manufacturer Inquiry** page appears.

Field Selection

Extract Excel File ☒

Extract Id

Extract Text, Comma Separated File ☐

Privacy Type

Private

My Selections

New Selection List

☐ Field	Field Description
☒ Mfr Name	The full name of a specific manufacturer.
☒ Mfr Part Nbr	Number used to record the make or model of a specific piece of equipment.
☒ Mfr Model Nbr	The specific number assigned to identify the make/model of an asset.
☒ Non-Actbl	Non Accountable is displayed Yes or No.
☒ Stock Nbr	Number assigned to each like asset of supply purchased, stocked or distributed within the Federal government. For turn-in of assets, if valid Stock Number not available, use FSC and description.
☐ CAGE Cd	Controlling activities including manufacturers, vendors, and government agencies that control the development of specifications/standards, control the design, or manufacture items of supply, sometimes control the specifications/standards themselves.
☐ Catalog Name	Database name associated with the origin of the catalog record.
☐ Estbd By	The name of the entity inserting this row.
☐ Estbd Dt	The date this row was inserted into the database.
☐ Item Desc	The description of an asset. For an asset with a valid national stock number, Item Description field will be automatically filled with Approved Item Name from the Fed Log.
☐ Last Tran Dt	Date when the last transaction took place. Automatically assigned by the system.
☐ Last Updtd By	Last updated by (user id)
☐ Status	The active flag is set if the lookup record is active and available under default conditions

Cancel

Reset

Show Inquiry

Submit

2. Select the fields required for the inquiry. The first 5 fields are automatically selected.

Note



The number of fields selected determines the amount of data returned from the data-base. The more data returned, the longer the inquiry takes.

Select [Show Inquiry](#) for small volumes of data. The **Manufacturer Inquiry — Results** page appears.

- 3.





OR

Submit

Select for large volumes of data. The **Manufacturer Inquiry Transaction Status** page appears.

