



Browse for an Exchange

Overview

The Exchange Browse pop-up window allows searching for replacement assets in the ELMS catalog.

Navigation

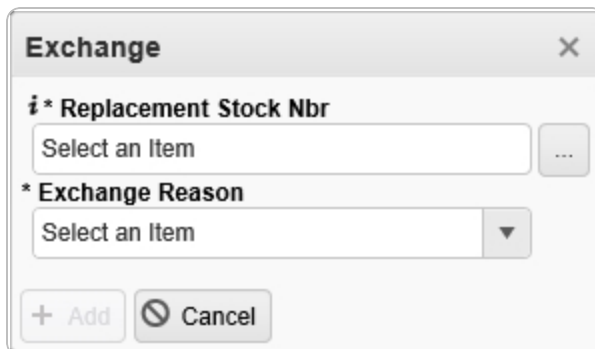
ELMS Warehouse Module > *VARIOUS PROCEDURAL STEPS* >  > Exchange Browse pop-up window

Procedures

Browse for a Replacement Stock Number

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

1. Select . The **Exchange Browse** pop-up window appears.



The pop-up window titled "Exchange" contains the following fields and buttons:

- * Replacement Stock Nbr**: A text field with the placeholder "Select an Item" and a small "..." button to its right.
- * Exchange Reason**: A dropdown menu with the placeholder "Select an Item".
- At the bottom: "+ Add" and "Cancel" buttons.

2. Use  or  to assist with the REPLACEMENT STOCK NBR entry. This is a 15 alphanumeric character field. When the field is entered, additional fields appear.





Help Reference Guide

Exchange

i * Replacement Stock Nbr

1015000833028

...

* Replacement Inventory

Select Assets

* Exchange Reason

Select an Item

Stock Nbr

LIN/TAMCN

Item Desc

Color

Size

TRAINING EQUIPMENT

+ Add

Cancel

3. Use  to select the Exchange Reason.

Exchange

i * Replacement Stock Nbr

1015000833028

...

* Replacement Inventory

Select Assets

* Exchange Reason

Damaged

Stock Nbr

LIN/TAMCN

Item Desc

Color

Size

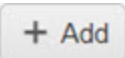
TRAINING EQUIPMENT

Replacement Items

ICN	Quantity	Serial Nbr	Cond Cd	Location Id	Container Id
A0000000000002387894	1	10000000000001	F	KOOLCUBE	

+ Add

Cancel

4. Select . The Exchange cell changes from  to

Reason: DM - Damaged

Exchange

Cancel

, and the replacement asset is ready to be exchanged.

