



Collateral Item

Overview

The WAREHOUSE MGMT module Collateral Item process provides the ability to associate one or more collateral items with its Parent Item (STOCK NBR), which integrates into the responsibility of maintaining the User Catalog that is associated with the Logistics Program.

The process views what items are associated with another item. For example, when someone requests to be issued skis, the warehouse clerk uses this process to view what collateral items may need to be issued to outfit the requester such as boots, poles, bindings, etc.

Navigation

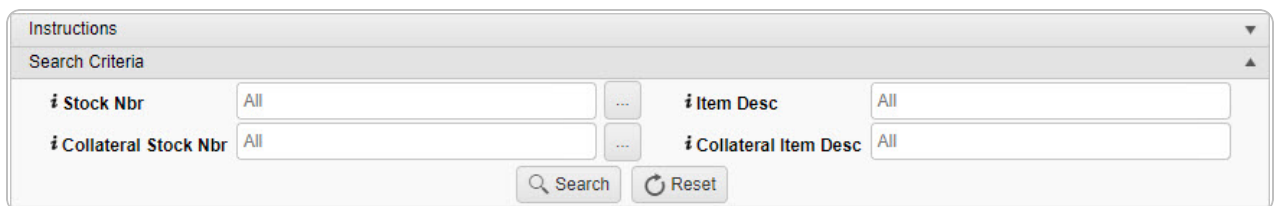
CATALOG MGMT > Collateral Item > Collateral Item page

Procedures

Search for a Collateral Item

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. In the Search Criteria box, narrow the results by entering one of the following optional fields.



The screenshot shows a web form titled "Instructions" with a "Search Criteria" section. It contains four input fields: "i Stock Nbr", "i Collateral Stock Nbr", "i Item Desc", and "i Collateral Item Desc". Each field has a dropdown menu currently set to "All". There are also "Search" and "Reset" buttons at the bottom of the form.

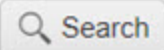
- Use  or  to assist with the STOCK NBR entry. This is a 15 alphanumeric character field.
- Use  or  to assist with the COLLATERAL STOCK NBR entry. This is a 15 alphanumeric character field.





Help Reference Guide

- Enter the ITEM DESC, using  to assist with the entry. *This is a 256 alphanumeric character field.*
- Enter the COLLATERAL ITEM DESC, using  to assist with the entry. *This is a 256 alphanumeric character field.*

2. Select . *The Search Results are displayed in the Collateral Item grid.*

Collateral Item

+ Add

⚙ Grid Options

		Stock Nbr	Item Desc	Mgmt Cd	Primary ...	Remarks
▶	✕ Delete	8465004313776	SKIS	A - Serial Number Managed		
▶	✕ Delete	846501S987693	TRAIN PACK ASSEMBLED	B - Bulk Managed		

⏪

⏩

1

▶

◀

⏪

⏩

▶

◀

⏪

⏩

50

items per page

1 - 2 of 2 items

Update a COLLATERAL STOCK NBR

1. Click  next to the desired Collateral Item record. *The record expands to display the COLLATERAL STOCK NBR entries.*

Collateral Item

+ Add

Grid Options ▼

	Stock Nbr ↑	Item Desc ▼	Mgmt Cd ▼	Primary ...	Remarks ...	
✕ Delete	8465004313776	SKIS	A - Serial Number Managed			

+ Add

Save Changes

Cancel

Grid Options ▼

Browse...

Collateral Stock Nbr ↑

Collateral Item Desc ▼

Collateral Mgmt Cd ▼

Collateral Stocking UI ▼

Collateral Qty ▼

✕ Mark Deleted	3040004037879	SHOE,SKIS	A - Serial Number Managed	EA - Each	2
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1

50 ▼

items per page

1 - 1 of 1 items

▶	✕ Delete	846501S987693	TRAIN PACK ASSEMBLED	B - Bulk Managed		
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1

50 ▼

items per page

1 - 2 of 2 items

2. Select  under the Collateral QTY column to change the quantity. *The field changes to allow an entry.*





Help Reference Guide

Collateral Item + Add Grid Options ▼

	Stock Nbr ↑	Item Desc	Mgmt Cd	Primary ...	Remarks
X Delete	8465004313776	SKIS	A - Serial Number Managed		

+ Add ✓ Save Changes Cancel Grid Options ▼

Browse...

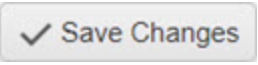
	Collateral Stock Nbr ↑	Collateral Item Desc	Collateral Mgmt Cd	Collateral Stocking UI	Collateral Qty
X Mark Deleted	3040004037879	SHOE,SKIS	A - Serial Number Managed	EA - Each	2

50 items per page 1 - 1 of 1 items

X Delete 8465019987693 TRAIN PACK ASSEMBLED B - Bulk Managed

50 items per page 1 - 2 of 2 items

3. Enter or use  to choose the Collateral QTY.

4. Select . The row is saved and becomes read-only.





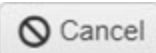
Add a Collateral Item

Navigation

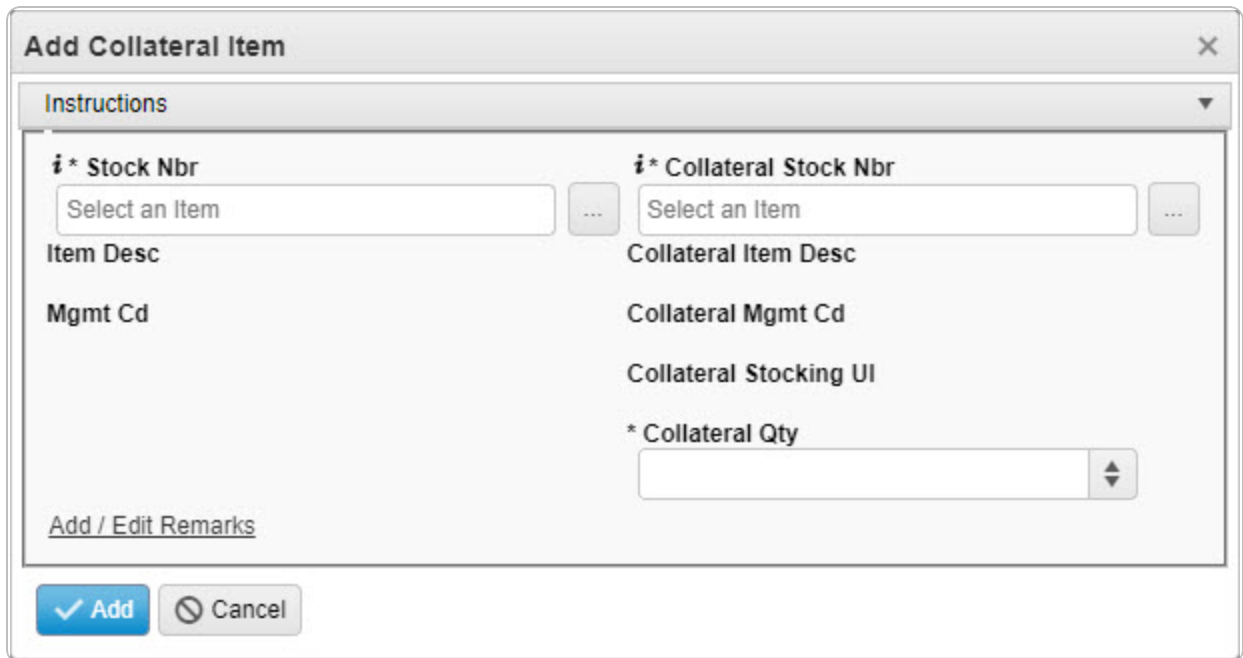
CATALOG MGMT > Collateral Item >  > Add Collateral Item pop-up window

Procedures

Add a Collateral Item

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

1. Select . The **Add Collateral Item** pop-up window appears.



2. Enter the STOCK NBR, or use  to browse for the entry. The *ITEM DESC* and *MGMT CD* automatically populate.





Help Reference Guide

- Enter the COLLATERAL STOCK NBR, or use  to browse for the entry. *The COLLATERAL ITEM DESC, COLLATERAL MGMT CD, and COLLATERAL STOCKING UI automatically populate.*
- Enter or use  to choose the Collateral QTY.
- Select . *The new Collateral Item record is added to the top of the Collateral Item grid (highlighted in green).*

Collateral Item

+ Add

Grid Options

	Stock Nbr	Item Desc	Mgmt Cd	Primary ...	Remarks
Delete	6510014999285	WOUND PACK,HEMOSTATIC TREATMENT	B - Bulk Managed		BPG Test
Delete	846501S987693	TRAIN PACK ASSEMBLED	B - Bulk Managed		

1

50

items per page

1 - 2 of 2 items

Add a COLLATERAL STOCK NBR

- Click  next to the desired Collateral Item record. *The record expands to display the COLLATERAL STOCK NBR entries.*

Collateral Item

+ Add

Grid Options ▾

	Stock Nbr ↑ ▾	Item Desc ▾	Mgmt Cd ▾	Primary ...	Remarks ...	
✕ Delete	8465004313776	SKIS	A - Serial Number Managed			

+ Add

Save Changes

Cancel

Grid Options ▾

Browse...

Collateral Stock Nbr ↑ ▾

Collateral Item Desc ▾

Collateral Mgmt Cd ▾

Collateral Stocking UI ▾

Collateral Qty ▾

✕ Mark Deleted	3040004037879	SHOE,SKIS	A - Serial Number Managed	EA - Each	2
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1

50 ▾

items per page

1 - 1 of 1 items

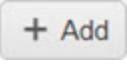
✕ Delete	846501S987693	TRAIN PACK ASSEMBLED	B - Bulk Managed			
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1

50 ▾

items per page

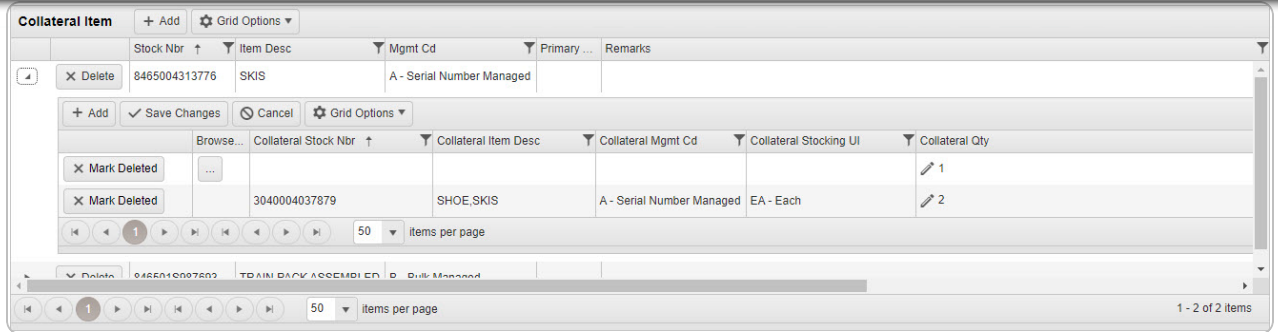
1 - 2 of 2 items

- Select . *A new blank row appears, to insert a new entry.*





Help Reference Guide



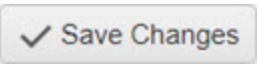
Stock Nbr	Item Desc	Mgmt Cd	Primary	Remarks	Collateral Stock Nbr	Collateral Item Desc	Collateral Mgmt Cd	Collateral Stocking UI	Collateral Qty
8465004313776	SKIS	A - Serial Number Managed							1
3040004037879	SHOE,SKIS	A - Serial Number Managed					EA - Each		2

- Enter the COLLATERAL STOCK NBR, or use  to browse for the entry. *This is a 15 alpha-numeric character field.*

Note



If an incorrect COLLATERAL STOCK NBR is selected, use  again to browse and select the correct COLLATERAL STOCK NBR.

- Select  to change the default quantity in the Collateral QTY column. *Enter the new quantity, or use  to change the quantity.*
- Select . *The row is saved and becomes read-only.*





Delete a Collateral Item

Navigation

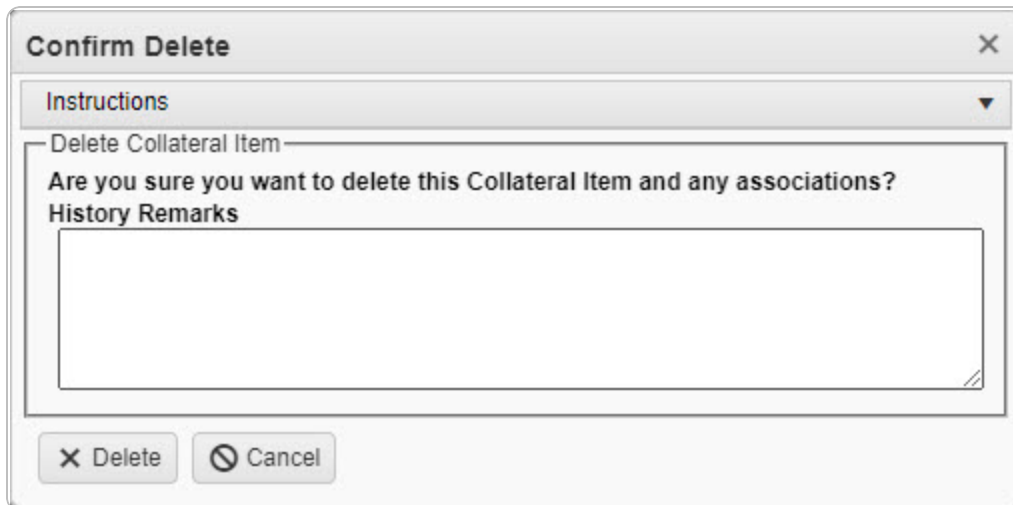
CATALOG MGMT > Collateral Item >  (desired record) >  > Confirm Delete
(Delete Collateral Item) pop-up window

Procedures

Delete a Collateral Item

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

1. Select . The **Confirm Delete (Delete Collateral Item)** pop-up window appears.



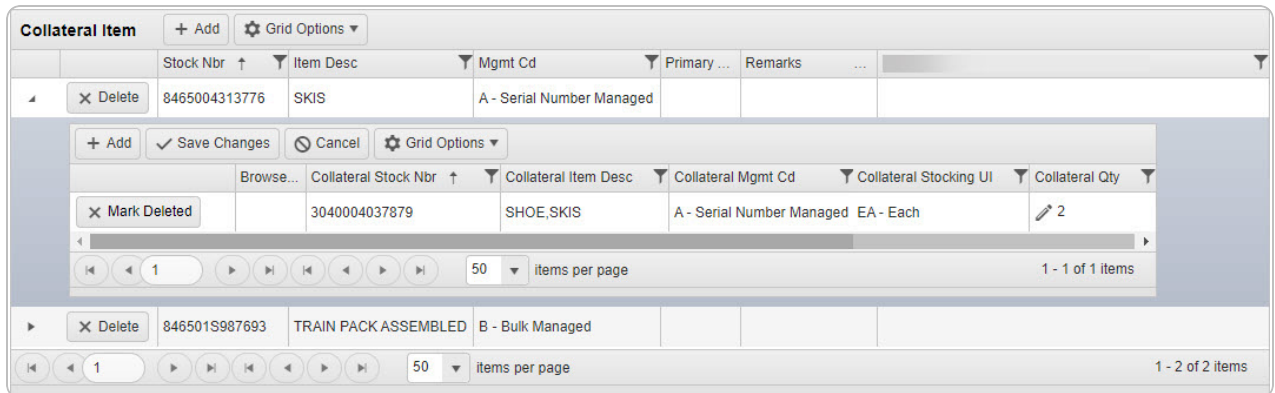
2. Select . The Collateral Item is removed from the grid.





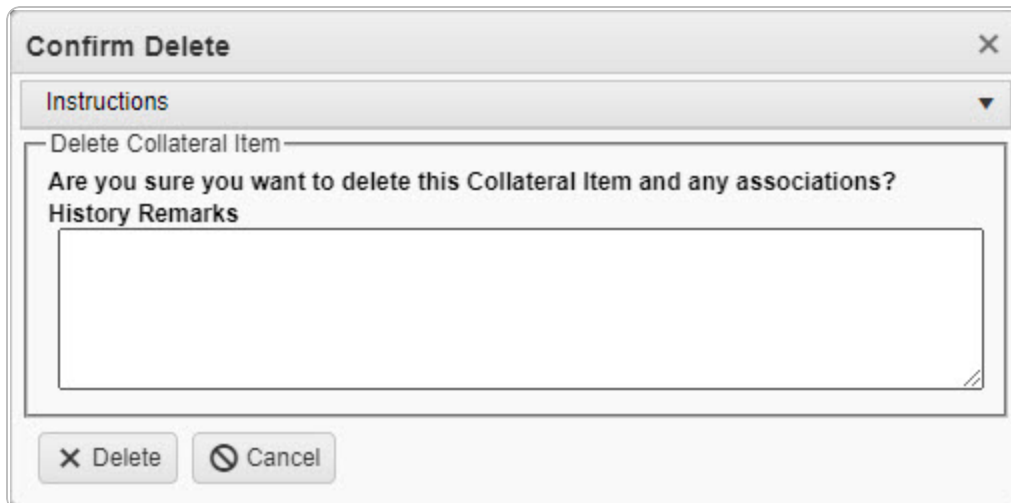
Delete a COLLATERAL STOCK NBR

- Click  next to the desired Collateral Item record. *The record expands to display the COLLATERAL STOCK NBR entries.*



Collateral Item																				
	Stock Nbr ↑	Item Desc	Mgmt Cd	Primary ...	Remarks															
	8465004313776	SKIS	A - Serial Number Managed																	
 Add  Save Changes  Cancel  Grid Options <table border="1"> <thead> <tr> <th></th> <th>Browse...</th> <th>Collateral Stock Nbr ↑</th> <th>Collateral Item Desc</th> <th>Collateral Mgmt Cd</th> <th>Collateral Stocking UI</th> <th>Collateral Qty</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td>3040004037879</td> <td>SHOE,SKIS</td> <td>A - Serial Number Managed</td> <td>EA - Each</td> <td>2</td> </tr> </tbody> </table>								Browse...	Collateral Stock Nbr ↑	Collateral Item Desc	Collateral Mgmt Cd	Collateral Stocking UI	Collateral Qty			3040004037879	SHOE,SKIS	A - Serial Number Managed	EA - Each	2
	Browse...	Collateral Stock Nbr ↑	Collateral Item Desc	Collateral Mgmt Cd	Collateral Stocking UI	Collateral Qty														
		3040004037879	SHOE,SKIS	A - Serial Number Managed	EA - Each	2														
      50 items per page 1 - 1 of 1 items																				
	846501S987693	TRAIN PACK ASSEMBLED	B - Bulk Managed																	
      50 items per page 1 - 2 of 2 items																				

- Select . *The **Confirm Delete** pop-up window appears.*

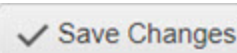


Confirm Delete

Instructions

Delete Collateral Item
Are you sure you want to delete this Collateral Item and any associations?
History Remarks

 Delete
  Cancel

- Select . *The pop-up window closes and the entry is grayed out.*
- Select . *Entries marked for deletion are removed from the Collateral Item record.*

