

Asset Locations

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 **Warning:** This is an incomplete guide.

This screen allows you to maintain the Asset counts at locations in the system.

You can query data by and/or choose to display data as follows:

- *Location Code.*
- *Location Name.*
- *Owner Code.*
- *Transport Unit Code.*
- *Description.*
- *Quantity.*

The following actions are available on the Details panel:

-  **New** - create a new record.
-  **Save** - save a new record or changes to an existing record.
-  **Delete** - delete an existing record.
-  **Help** - help on this screen.
-  **Undo** - undo change made since last save.
-  **Clear** - clear all fields.
-  **Toggle** - toggle display of all accordion headers.

You can change or add the following information:

- *Location Code* - the location of the asset.
- *Location Name* - the location name.
- *Owner Code* - the owner code. You can enter the value directly or
- *Transport Unit Code* the transport unit. You can enter this directly or use the  **Lookup** button. The screen will display a list of all transport unit types. You can select a transport unit by clicking the row, or cancel entry by closing the window.
- *Description* - the description of the asset.
- *Quantity* - the quantity of this transport unit at the location.

