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Click on Asset Manager and Tagged Assets to view our main Asset Manager screen.

JOBS (30)	EQUIPMENT (1342)	ASSET MANAGER 🗸	ENTERPRISE ^	
		TAGGED ASSETS		
		VEHICLES	30)	
		+ ADD JO	B	

Our system has locations and statuses. Locations are the places where your assets are located now.

Warehouses – Places where you store equipment when not in use.

Vehicles – All vehicles that transport equipment and are equipped with a gateway.

Jobs – All jobs that have equipment currently located at them, including closed jobs.

Gateways – Stand alone gateways used for temporary warehouse situations.

Unnamed – Any location that does not meet one of the above location requirements.





Statuses are the current status of each piece of equipment.



Available – Ready to be deployed.

On Job – Currently on an active job.

Missing – Equipment not scanned by a gateway or a phone in X days (the default is 7 days).

Maintenance - Equipment needs attention before being ready to deploy.

Lost – This status is set in the equipment list. Once set, you will not see it unless you specifically select lost equipment in the equipment list.

USING LOCATIONS AND STATUSES

If you select "Warehouses" and "Vehicles" for locations and Available for the status, you will see all the equipment that is at a warehouse or on a vehicle and is available to be deployed.

You can use our search tool to search for equipment at a location or you can search for the name of an individual piece of equipment. You can also use the "Label" drop down to search for all equipment with the same label applied to it.

l	Search by	Location	Address	City	State	Zip Code	Label
l	Location 🔺						Search 👻
	Location Equipment	e one or more) <u>Select All</u>				Equipment Sta	tuses (choose one or mor



USING THE MAP VIEW

By default, all of the locations on the left are shown on the map.



In order to automatically zoom in on a location, turn off all pins by clicking on the "View Locations in Map" button. All locations are now deselected. Click on one to zoom directly to that location. Clicking on an icon will display the equipment at that location.



Clicking on the table view will give you a list of locations with equipment in rows and the amount of equipment by Xactimate categories in columns. You can add custom columns when adding new equipment into the system.





LABELS

You can add labels to your system in the Settings section or on the fly in the equipment list. Select the equipment you want to label using the selection box on the left. Click "Manage Labels" at the bottom of the screen.



Manage Labels (2)	×
You can manage Labels for the Selected Equipment:	
02001-Axial Focus	×
02007-Axial Focus	×

Please choose your option:





You can add or remove labels. You can also add an existing label or click "+ add label" to create the label on the fly.

O Add Labels Remove Labels
Labels
Click to choose labels
🗌 #5 Isuzu
08- INT
880 Butler Rd Murfreesboro
☐ Missing <2/1/24
□ Missing <4/3/24
Test
Uer 2.1
Warehouse Physical 022824
XYZ Customer
+ Add Label

Close the labels drop down menu to get the save button

Labels	\mathbf{N}
#5 Isuzu ×	
#5 Isuzu	
08- INT	
880 Butler Rd Murfreesboro	

Click the save button to save the changes

O Add Labels	Remove Labels	
Labels		
#5 Isuzu ×	J	Ŧ
SAVE	CANCEL	



OTHER NAVIGATION

Click on the "Map" or "Satellite" view to change your map.



Click on this icon for a full-screen view



Click on the blank area of any card to select the corresponding icon on the map with an equipment summary. Click on the "Equipment" button to go to a list of each piece of equipment at that location. Click on the "View Details" button on the icon equipment summary to g_k to the "table" view with locations and Xactimate categories.

