

WAREHOUSE & INVENTOR

## WAREHOUSE ISSUE PART TO WORK TASK

Provides guidance for how to issue parts to a work task.

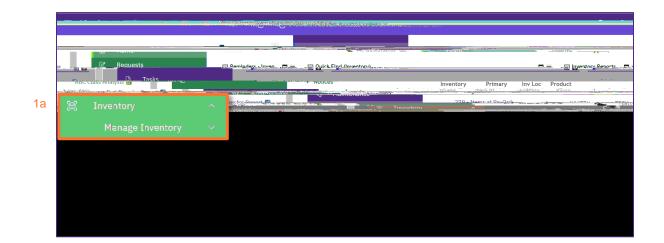
#### DIRECTIONS:



From the Facilities Connect Home Screen, navigate to the hamburger menu:

Click on thenventory section dropdown arrow.

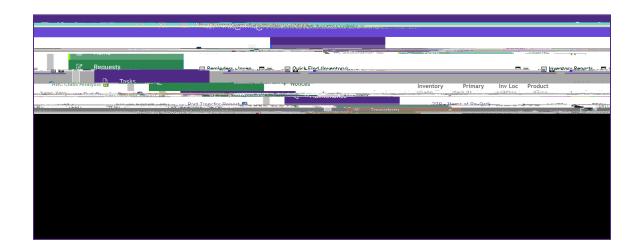
Click on the Manage Inventory section dropown arrow.



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#### On the Manage Inventory drop-down menu:

#### Click ontems.





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DIRECTIONS:



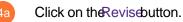


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#### DIRECTIONS:



From the Inventory Itempage,

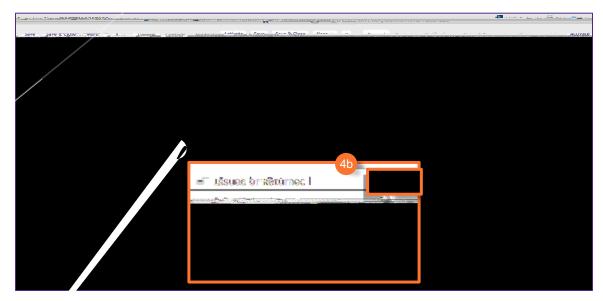


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Scroll down to bottom of the page, in thesued or Returnedection.

#### Click on thessuebutton.





# Received the steer packet

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#### DIRECTIONS:



(cont.) Upon clicking, a Task search window will popup,

Enter the Work Task ID# in the ID search and press Enter

Click the Work Task radio button on the left.

#### ClickOK.

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On the Issue/Loan Transaction window:

Check to make sure the WT is listed undeference.

Click the Postbutton to Issue the part(s).

