Parker Tracking System

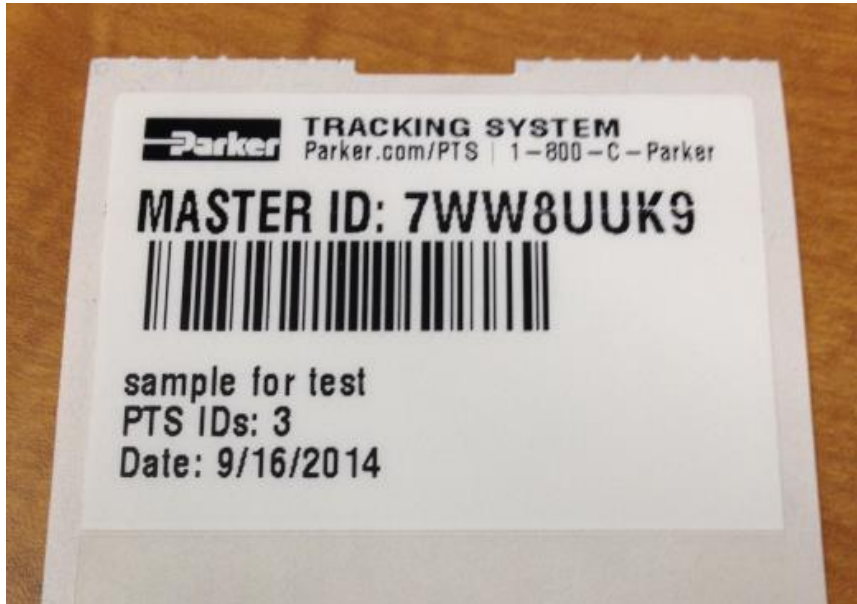## PTS Pro: Master Tag

Fast. Easy. Accurate.

Table of Contents

PTS Pro Master Tag

Notice:

The Pro module is a subscription based function of PTS and is only available to users that are enrolled; for additional information regarding Pro subscription please contact your PTS representative.

1: Navigation

Master tag is a useful tool for assigning multiple PTS ID's to one tag. A good example would be a piece of equipment with many assets. A user might need to scan one tag to look at a complete list of assets at a glance.
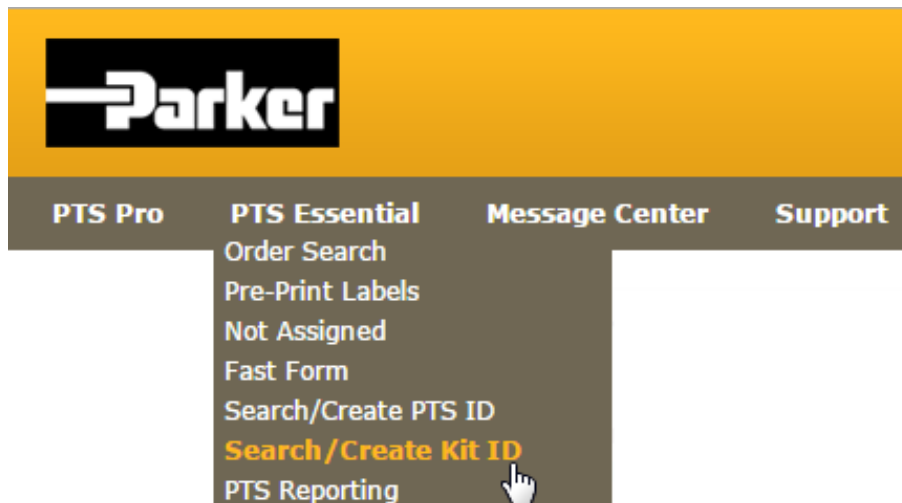
Options

There are two different ways to make a master tag:

1. From New Kit
2. Create a Master Tag

This guide will show you both beginning with creating a master tag at the beginning of the process.

1: From New Kit

To print a master tag when creating a new kit, begin by *clicking* **'Search/Create Kit ID'** from the PTS Essential navigation toolbar:
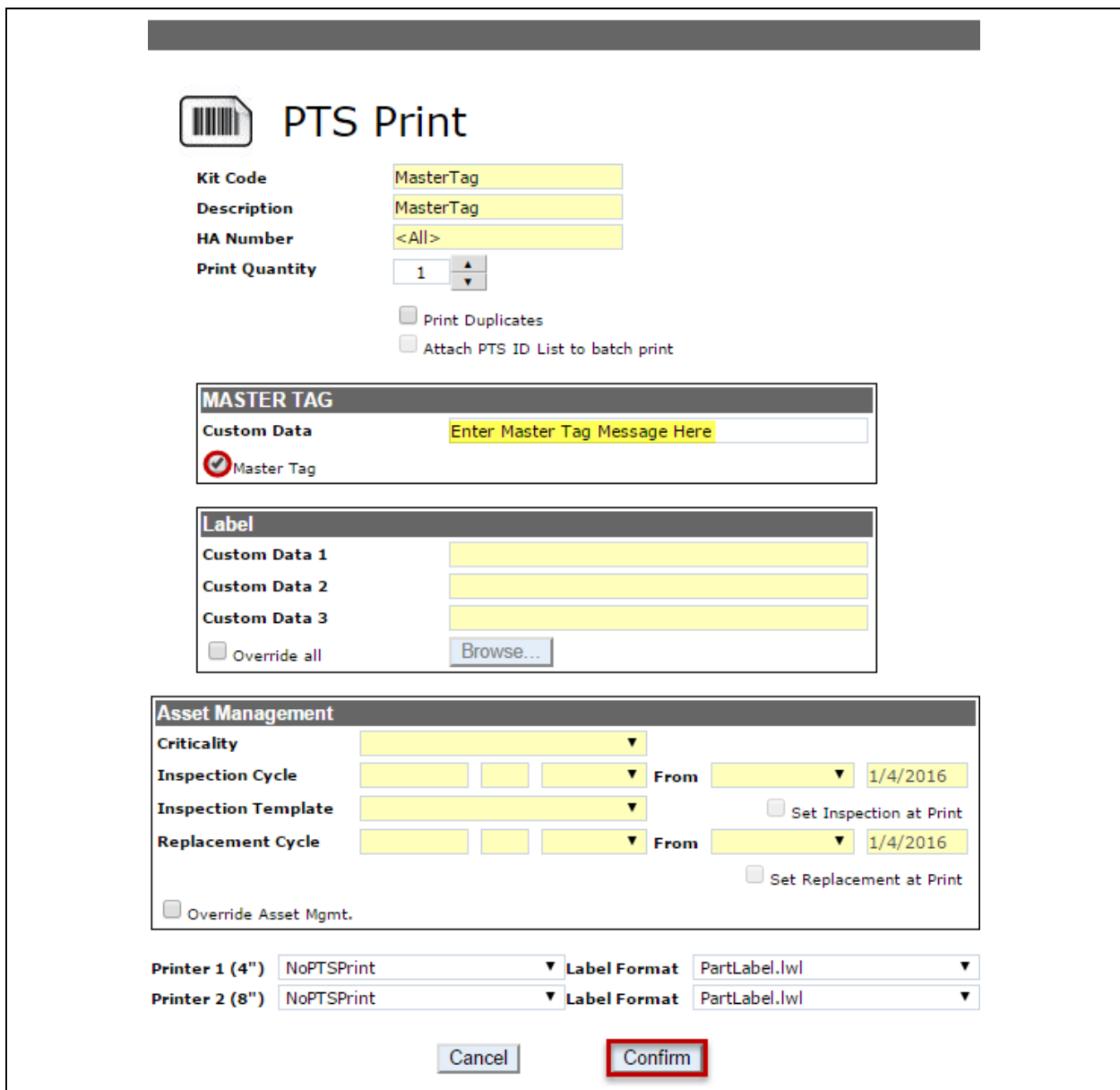

Follow the instructions from the guide titled **"PTS Guide_Kits"** found on the PTS Support page.

1.2: Print Screen

Once the user reaches the print screen, there will be a master tag option that appears just above the custom data lines.

By clicking this check box, tags selected for printing will be automatically linked to a master tag which will be generated, along with the other tags, once the **'Confirm'** button is clicked.

1.3: Asset Management

Once a master tag is created, the user can search for the master tag ID the same as any other PTS ID with one key difference: search results will be a list of PTS ID's instead of one ID.

The page will redirect to the **'Asset Management'** page and return results that look similar to the following:

ASSET MANAGEMENT

☑ Search Parameters

| Select All | Maintain | Export | Inspect | Reprint | DataBook | Assign Owner | Master Tag | Replace |

Total Assets: 9
* Asterisk indicates the ID is part of a Master Tag. Export to view details.

1

	PTS ID	Location 1 / Location 2	Crit.	Equip. / Vin/Serial	Product:Modifier / Assembly	Next Insp.	Replace		
☐	3OE135UM	722803 / NU FLOW MIDWEST		/ EB000052	HOSE			▤	✖
⊘	HGA7BTHO	Building 1 / Free text	Med	equip / 123456	HOSE	10/30/2016	10/30/2020	▤	✖
⊘	4DF94MXF		Med	equip / 123456	HOSE	10/30/2016	10/30/2020	▤	✖
☐	GG7QGJPQ				HOSE / 451TC0303101010			▤	✖

2: From Asset Management

2.1: Asset Management Search

The user can also select a group of pre-existing PTS records together with a master tag. First, click on the 'Asset Management' page from the PTS essential navigation toolbar.

Second, complete an asset search (refer to the PTS quick reference guide titled **"Search for Assets"** for more information).

Choose assets by clicking the check boxes to the left of each line item.

2.2: Assign Master Tag

After all required PTS ID's are selected, *click* the button titled **'Master Tag'.**

ASSET MANAGEMENT

☑ **Search Parameters**

| Select All | Maintain | Export | Inspect | Reprint | DataBook | Assign Owner | Master Tag | Replace |

Total Assets: 9
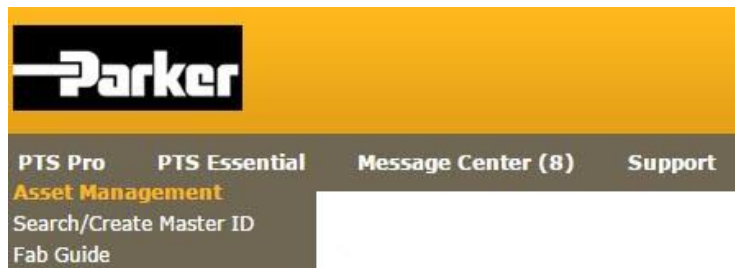* Asterisk indicates the ID is part of a Master Tag. Export to view details.

1

	PTS ID	Location 1 / Location 2	Crit.	Equip. / Vin/Serial	Product:Modifier / Assembly	Next Insp.	Replace		
☐	3OE135UM	722803 / NU FLOW MIDWEST		/ EB000052	HOSE			📋	✖
⊘	HGA7BTHO	Building 1 / Free text	Med	equip / 123456	HOSE	10/30/2016	10/30/2020	📋	✖
⊘	4DF94MXF		Med	equip / 123456	HOSE	10/30/2016	10/30/2020	📋	✖
☐	GG7QGJPQ				HOSE / 451TC0303101010			📋	✖

2.3: Print

Enter custom text that should appear on the master tag in the field below. Select the appropriate printer from the drop down menu and *click* **'Confirm'** to print the Master Tag.

MASTER TAG

Custom Data	Enter Master Tag Message Here

✔ Master Tag

Printer 1 (4")	NoPTSPrint	**Label Format**	PartLabel.lwl ▼
Printer 2 (8")	NoPTSPrint	**Label Format**	PartLabel.lwl ▼

Cancel   Confirm