



# Parker Tracking System

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## PTS Pro: Master Tag

Fast. Easy. Accurate.

Release 7.16 | Version 1

**Parker Hannifin Corporation**

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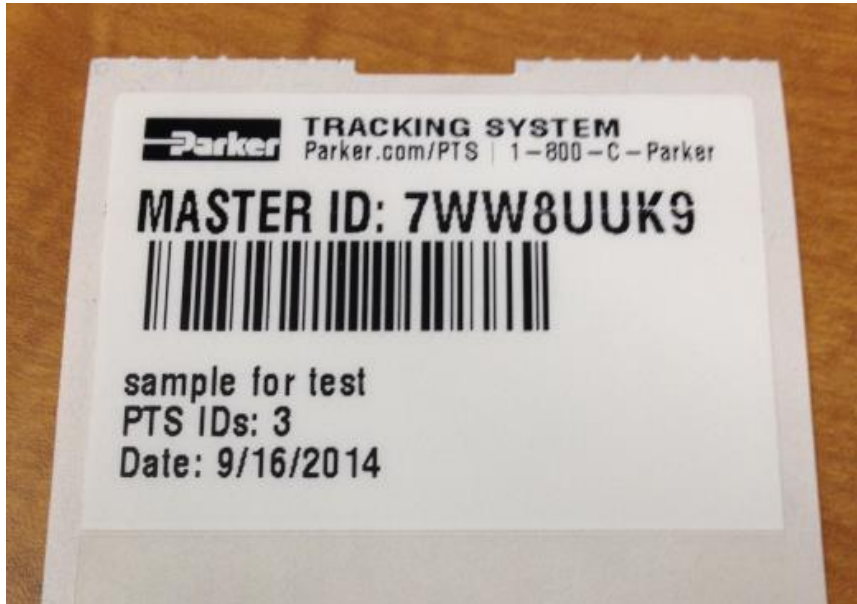
## PTS Pro Master Tag

**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

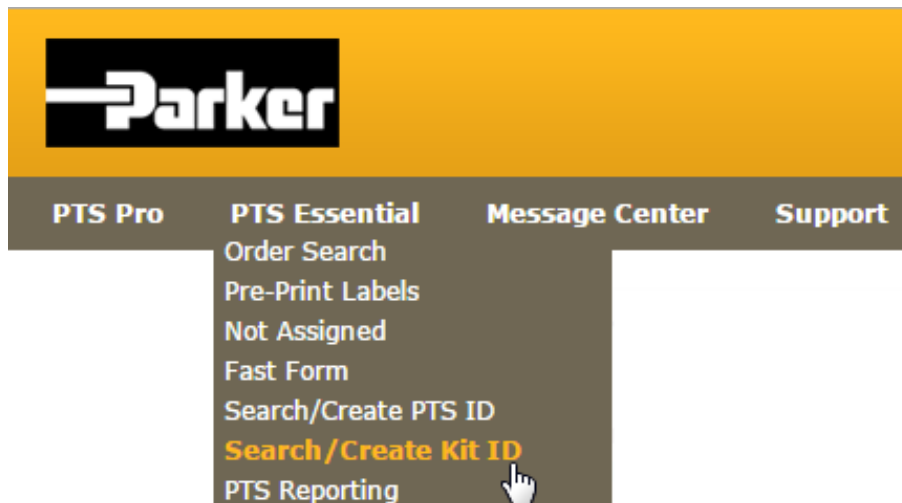
There are two different ways to make a master tag:

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:

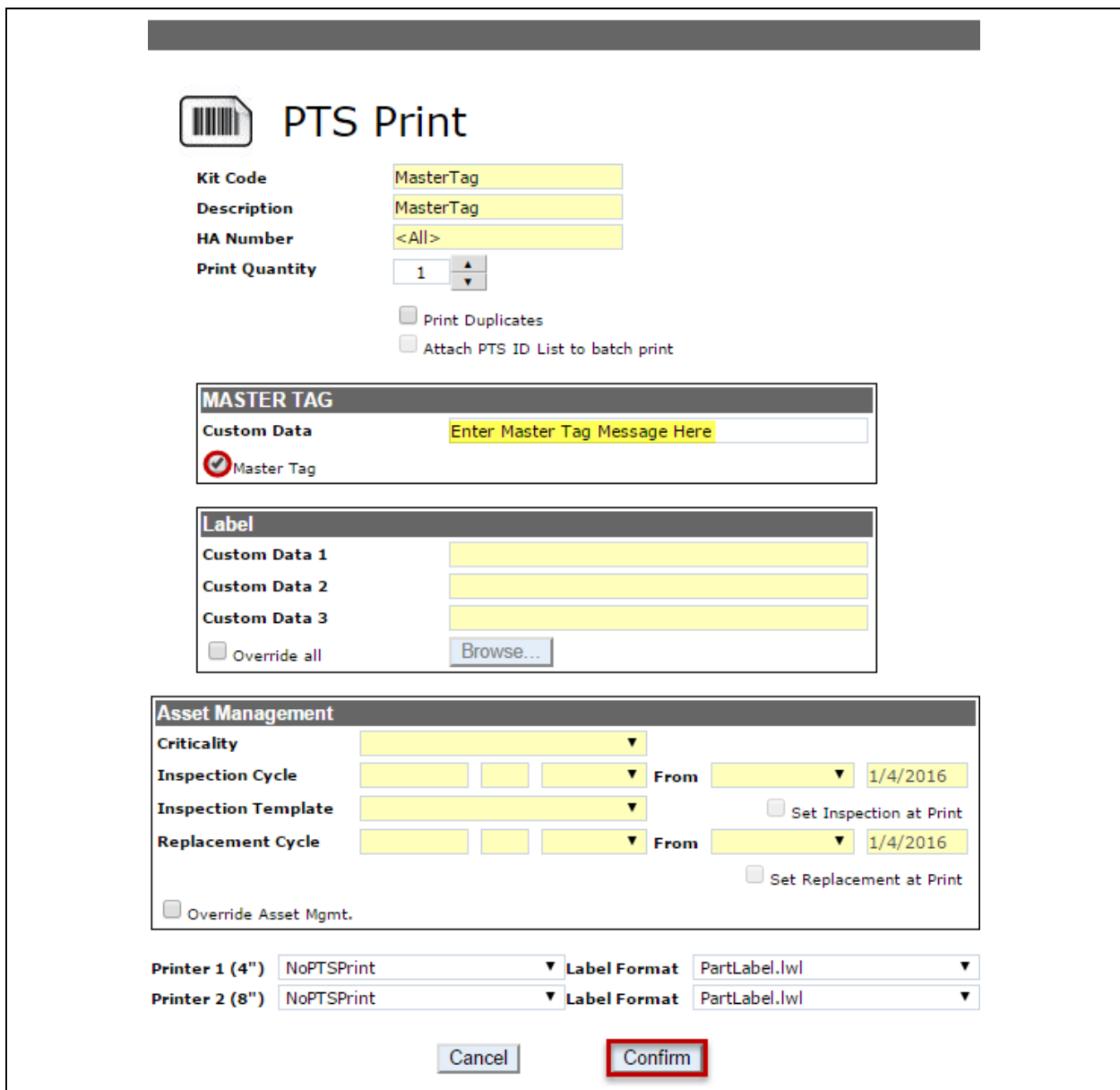


Follow the instructions from the guide titled [“PTS Guide Kits”](#) found on the PTS Support page.

## 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.



The screenshot displays the 'PTS Print' interface. At the top left is a barcode icon. The main title is 'PTS Print'. Below this, there are several input fields: 'Kit Code' (MasterTag), 'Description' (MasterTag), 'HA Number' (<All>), and 'Print Quantity' (1). There are two checkboxes: 'Print Duplicates' and 'Attach PTS ID List to batch print'. Below these is a 'MASTER TAG' section with a 'Custom Data' field containing 'Enter Master Tag Message Here' and a checked 'Master Tag' checkbox. The 'Label' section has three 'Custom Data' fields and an 'Override all' checkbox with a 'Browse...' button. The 'Asset Management' section includes 'Criticality', 'Inspection Cycle', 'Inspection Template', and 'Replacement Cycle' dropdowns, each with a 'From' date field set to 1/4/2016. There are checkboxes for 'Set Inspection at Print' and 'Set Replacement at Print', and an 'Override Asset Mgmt.' checkbox. At the bottom, there are two printer settings: 'Printer 1 (4")' and 'Printer 2 (8")', both set to 'NoPTSPrint' and 'PartLabel.lwl'. A 'Cancel' button and a 'Confirm' button (highlighted with a red box) are at the bottom center.



### 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

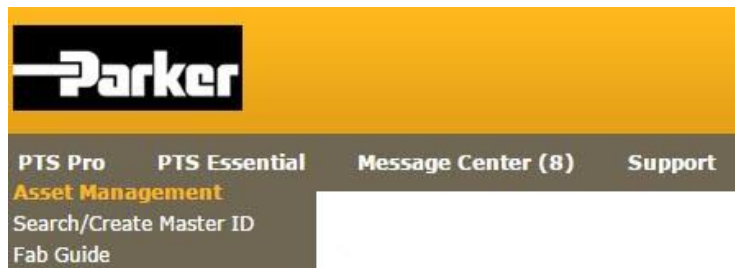
PTS ID	Location 1	Crit.	Equip.	Product:Modifier	Next Insp.	Replace			
	Location 2		Vin/Serial	Assembly					
<input type="checkbox"/> 30E135UM	722803 NU FLOW MIDWEST		EB000052	HOSE					
<input checked="" type="checkbox"/> HGA7BTHO	Building 1 Free text	Med	equip 123456	HOSE	10/30/2016	10/30/2020			
<input checked="" type="checkbox"/> 4DF94MXF		Med	equip 123456	HOSE	10/30/2016	10/30/2020			
<input type="checkbox"/> 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	Crit.	Equip.	Product:Modifier	Next Insp.	Replace				
	Location 2		Vin/Serial	Assembly						
<input type="checkbox"/> 30E135UM	722803			HOSE						
	NU FLOW MIDWEST		EB000052							
<input checked="" type="checkbox"/> HGA7BTHO	Building 1	Med	equip	HOSE	10/30/2016	10/30/2020				
	Free text		123456							
<input checked="" type="checkbox"/> 4DF94MXF		Med	equip	HOSE	10/30/2016	10/30/2020				
			123456							
<input type="checkbox"/> 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**

Master Tag

<b>Printer 1 (4")</b>	<input type="text" value="NoPTSprint"/>	<input checked="" type="checkbox"/>	<b>Label Format</b>	<input type="text" value="PartLabel.lwl"/>
<b>Printer 2 (8")</b>	<input type="text" value="NoPTSprint"/>	<input checked="" type="checkbox"/>	<b>Label Format</b>	<input type="text" value="PartLabel.lwl"/>