# Parker Tracking System

## PTS Pro: Transfer an Asset

Fast. Easy. Accurate.

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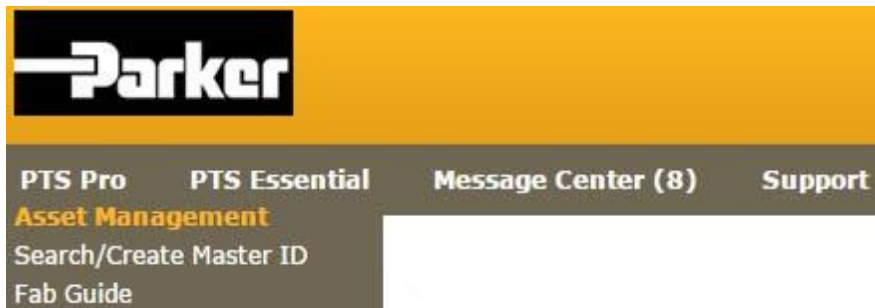
# PTS Pro Transfer an Asset

**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.*

➕ *Begin by contacting PTS Customer Service to affiliate the two accounts to complete transfer(s).*

# 1: Navigation

From the PTS main menu, click the **'Asset Management'** in the PTS Pro navigation toolbar.

## 2: Asset Management Search

Perform an asset search using the instructions from the **'Pro Search for Asset(s)'** module and *click* 'Search.'



Click the check box next to the assets to transfer or *click* the **'Select All'** button to choose all the assets displayed.

# 3: Assign Owner

After selecting assets, *click* on the  Assign Owner  button to begin the transfer.

## 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 | ▤ | ✖ |

# 4: Transfer Ownership

A list of affiliated accounts will appear.  *Click* on the 📇 button to assign ownership and complete the transfer.

ASSET MANAGEMENT

Assigning 1 assets to another account. Proceed

Back | Cancel                                         Search: <Account>  <Company>

|  | 1 |  |  |  |  |  |  |  |
|---|---|---|---|---|---|---|---|---|
| Assign | Company | Account Code | Location | Location | Address 1 | Address 2 | City | State |
| 📇 | Parker Pro Read | PRORTEST | | | | | | |
| 📇 | PTS TEST CUSTOMER | PTS TEST | | 6035 Parkland Blvd | | Cleveland | OH | 44124 |
| 📇 | PTS Tech Tour | TechTour | | | | | | |
|  | 1 |  |  |  |  |  |  |  |

*Select* **'Proceed'** to assign the selected records to the new Account.  To cancel the process select  Cancel

ASSET MANAGEMENT

Are you sure you would like to 1 PTS ID to Parker Pro Read? Proceed

Back | Cancel                                         Search: <Account>  <Company>

|  | 1 |  |  |  |  |  |  |  |
|---|---|---|---|---|---|---|---|---|
| Assign | Company | Account Code | Location | Location | Address 1 | Address 2 | City | State |
| 📇 | Parker Pro Read | PRORTEST | | | | | | |
| 📇 | PTS TEST CUSTOMER | PTS TEST | | 6035 Parkland Blvd | | Cleveland | OH | 44124 |
| 📇 | PTS Tech Tour | TechTour | | | | | | |
|  | 1 |  |  |  |  |  |  |  |