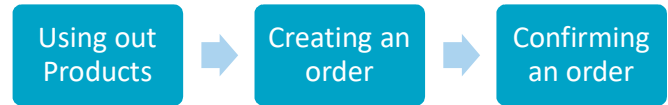


How To – Use Items out when consumed

Click below to go to each section



The screenshot shows the 'BODYSHOP' interface. At the top, there are tabs for '& Returns', 'Catalog', 'Inventory Levels', 'Usage', 'Settings', and 'Reports'. The 'Usage' tab is selected and highlighted with a green circle '1'. Below the tabs are three buttons: 'Use Items' (with a green circle '2'), 'Export', and 'Associate with a Repair Order'. A date field shows '03/07/2018'. Below this is a 'General Usage' section with a sub-section 'Use Items'. A text box contains 'Mixing Room'. Below that, there is a 'Technician 1' field with a green circle '3' and a 'Select Repair Order' dropdown. A search field contains '40' with a green circle '4'. Below the search field, a list of items is shown, with the first item 'T40X/E2 TEST ENVIROBASE... per EA EACH' highlighted. An 'Add' button is next to it. At the bottom right, there are 'Cancel' and 'Save' buttons, with a green circle '5' over the 'Save' button. At the very bottom, there is a table header with columns 'Inventory Area', 'Billable', and 'Used By'.

1. Click in USAGE
2. Click in USE ITEMS
3. Select Technician – if applicable
4. Scan products or type code manually and click «ADD». Repeat process for the next product.
5. Once all products are used, click in SAVE