

# Devices

This screen is used to maintain the device information. Some of the fields are only relevant to a specific device type but may not be relevant to another device type.

## Field Description

**Device Type** - Use this field to assign a device type for the selected device. Select a device type from the drop down list or click the ellipsis button on this field to open the Device Type screen where you can add, edit, or delete device types. The system defined combo box options are Tank, Flow Meter, and Regulator.

**Manufacturer** - When a device was purchased, information from the company where the device was manufactured was available. You can enter the exact manufacturer's ID or if your company assigns such ID, then enter that information in this field.

**Model Number** - Enter a device's model number if you have them.

**Serial Number** - Enter a unique identifier for the device. Most of the time, a serial number is assigned by a company to track an item. This can be a device serial number when it was purchased or if your company assigns such number, then enter that number in this field.

**Bulk Plant Number** - Use this field to specify the location of the consumption site at which the device is attached or to be attached. If you know the Location No., then use it to find that location, otherwise use the Location Name. This field will be automatically updated during [Pick up and Transfer Back to Bulk Plant Location](#) action.

**Description** - Enter a description of the device.

**Ownership** - This field is used to denote whether the device is Company Owned, Customer Owned, Lease or Lease to Own. Select from the combo box options. The default value in this field will depend on how you create the device. See also [How to Create a new Device](#)

**Asset Number** - Enter a Fixed Asset Number in this field. This is used to associate an asset number to a device.

**Purchase Date** - Enter the date when the device was purchased.

**Purchase Price** - Enter the price of the device when it was purchased.

**Manufactured Date** - Enter the date when the device was manufactured.

**Regulator Type** - This field is only applicable if a device is a regulator (Device Type is set as Regulator). Use this field to assign a regulator type for the selected device. Select a regulator type from the drop down list or click the ellipsis button on this field to open the Regulator Type screen where you can add, edit or delete regulator types.

**Inventory Status** - Use this field to denote the physical location of the device. Select an inventory status type from the drop down list or click the ellipsis button on this field to open the Inventory Status Type screen where you can add, edit or delete inventory status types.

**Comment** - Enter any comment on this field related to the device.

**Installed on Tank** - Use this field to identify that a selected device is installed on a Tank. That is why the selected device should not be a tank (Device Type is not a Tank). Select a tank's serial number from the drop down list to which the device is installed. Once a tank serial number has been selected, clicking the ellipsis button will open another Devices screen where the selected tank's information is shown.

**Lease Number** - This is a read-only field and will show Lease Number entered in the Lease screen for the selected device.

**Tank Size** - Use this field if the device is a tank (Device Type is a Tank). In this field, enter the tank's size.

**Tank Capacity** - Use this field if the device is a tank (Device Type is a Tank). Enter the tank capacity in this field. As the device is added to a consumption site, the Tank Capacity field in the Consumption Sites screen > Site tab > Site Information section is updated, summing all attached devices Tank Capacity.

**Tank Reserve** - This field is computed based on the Default Reserve Percent entered in the Company Preferences. You can change the value if necessary.  $\text{Tank Reserve} = \text{Tank Capacity} * (\text{Default Reserve Percent}/100)$

**Tank Type** - This field is only applicable if a device is a Tank (Device Type is set as Tank). Use this field to assign a tank type for the selected device. Select a tank type from the drop down list or click the ellipsis button on this field to open the Tank Type screen where you can add, edit or delete tank types. This is a required field when Device Type is set to Tank.

**Est Gallons in Tank** - If Estimated Gallons in Tank information are available, enter that in this field. Otherwise leave this blank. This field will be automatically updated during Pick up and Transfer Back to Bulk Plant Location action.

**Underground check box** - This field is only applicable if a device is a Tank (Device Type is set as Tank). Check this checkbox if the device is planted underground, otherwise uncheck if above ground.

**Meter Type** - This field is only applicable if a device is a Flow Meter or Meter (Device Type is set as Flow Meter or Meter). Use this field to assign a meter type for the selected device. Select a meter type from the drop down list or click the ellipsis button on this field to open the [Meter Type screen](#) where you can add, edit or delete meter types.

**Meter Cycle** - This field is only applicable if a device is a Flow Meter or Meter (Device Type is set as Flow Meter or Meter). Use this field to assign a meter cycle of the selected device. This field accepts numeric values only.

**Meter Status** - This field is only applicable if a device is a Flow Meter or Meter (Device Type is set as Flow Meter or Meter). Use this field to assign whether the Meter Status is "Active" or "Inactive".

**Meter Reading** - This field is only applicable if the device is a Flow Meter or Meter (Device Type is set as Flow Meter or Meter). If the data are available, enter that in this field. Otherwise leave this blank. This field will be automatically updated during [Pick up and Transfer Back to Bulk Plant Location](#) action.

## Pages

- [How to Open a Device record](#)
- [How to Create a new Device](#)
- [Regulator Type](#)
- [Inventory Status](#)
- [Tank Type](#)
- [How to Duplicate a Device](#)
- [Manufacturer](#)
  - [How to Add a Manufacturer](#)
  - [How to Open the Manufacturer Screen](#)

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## Field Description

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**Manufacturer ID** - When a device was purchased, information from the company where the device was manufactured was available. You can enter the exact manufacturer's ID or if your company assigns such ID, then enter that information in this field.

**Manufacturer Name** - Like the previous field, enter if you have this information.

**Model Number** - Enter a device's model number if you have them.

**Serial Number** - Enter a unique identifier for the device. Most of the time, a serial number is assigned by a company to track an item. This can be a device serial number when it was purchased or if your company assigns such number, then enter that number in this field.

**Bulk Plant Number** - Use this field to specify the location of the consumption site at which the device is attached or to be attached. If you know the Location No., then use it to find that location, otherwise use the Location Name. This field will be automatically updated during [Pick up and Transfer Back to Bulk Plant Location](#) action.

**Description** - Enter a description of the device.

**Ownership** - This field is used to denote whether the device is Company Owned, Customer Owned, Lease or Lease to Own. Select from the combo box options. The default value in this field will depend on how you create the device. See also [How to Create a new Device](#)

**Asset Number** - Enter a Fixed Asset Number in this field. This is used to associate an asset number to a device.

**Purchase Date** - Enter the date when the device was purchased.

**Purchase Price** - Enter the price of the device when it was purchased.

**Manufactured Date** - Enter the date when the device was manufactured.

**Regulator Type** - This field is only applicable if a device is a regulator (Device Type is set as Regulator). Use this field to assign a regulator type for the selected device. Select a regulator type from the drop down list or click the ellipsis button on this field to open the [Regulator Type](#) screen where you can add, edit or delete regulator types.

**Inventory Status** - Use this field to denote the physical location of the device. Select an inventory status type from the drop down list or click the ellipsis button on this field to open the Inventory Status Type screen where you can add, edit or delete inventory status types.

**Comment** - Enter any comment on this field related to the device.

**Installed on Tank** - Use this field to identify that a selected device is installed on a Tank. That is why the selected device should not be a tank (Device Type is not a Tank). Select a tank's serial number from the drop down list to which the device is installed. Once a tank serial number has been selected, clicking the ellipsis button will open another Devices screen where the selected tank's information is shown.

**Lease Number** - This is a read-only field and will show Lease Number entered in the [Lease](#) screen for the selected device.

**Tank Size** - Use this field if the device is a tank (Device Type is a Tank). In this field, enter the tank's size.

**Tank Capacity** - Use this field if the device is a tank (Device Type is a Tank). Enter the tank capacity in this field. As the device is added to a consumption site, the Tank Capacity field in the Consumption Sites screen > Site tab > Site Information section is updated, summing all attached devices Tank Capacity.

**Tank Reserve** - This field is computed based on the Default Reserve Percent entered in the Company Preferences. You can change the value if necessary.  $\text{Tank Reserve} = \text{Tank Capacity} * (\text{Default Reserve Percent}/100)$

**Tank Type** - This field is only applicable if a device is a Tank (Device Type is set as Tank). Use this field to assign a tank type for the selected device. Select a tank type from the drop down list or click the ellipsis button on this field to open the [Tank Type](#) screen where you can add, edit or delete tank types. This is a required field when Device Type is set to Tank.

**Est Gallons in Tank** - If Estimated Gallons in Tank information are available, enter that in this field. Otherwise leave this blank. This field will be automatically updated during [Pick up and Transfer Back to Bulk Plant Location](#) action.

**Underground check box** - This field is only applicable if a device is a Tank (Device Type is set as Tank). Check this checkbox if the device is planted underground, otherwise uncheck if above ground.

**Meter Type** - This field is only applicable if a device is a Flow Meter or Meter (Device Type is set as Flow Meter or Meter). Use this field to assign a meter type for the selected device. Select a meter type from the drop down list or click the ellipsis button on this field to open the [Meter Type](#) screen where you can add, edit or delete meter types.

**Meter Cycle** - This field is only applicable if a device is a Flow Meter or Meter (Device Type is set as Flow Meter or Meter). Use this field to assign a meter cycle of the selected device. This field accepts numeric values only.

**Meter Status** - This field is only applicable if a device is a Flow Meter or Meter (Device Type is set as Flow Meter or Meter). Use this field to assign whether the Meter Status is "Active" or "Inactive".

**Meter Reading** - This field is only applicable if the device is a Flow Meter or Meter (Device Type is set as Flow Meter or Meter). If the data are available, enter that in this field. Otherwise leave this blank. This field will be automatically updated during [Pick up and Transfer Back to Bulk Plant Location](#) action.