

# Configuration: System Parameters



This guide provides essential instructions for configuring system parameters, specifically focusing on managing alternative reference IDs for assets. By following the steps outlined, users can effectively set and track asset numbers, ensuring seamless asset management. It's particularly useful for individuals responsible for maintaining accurate records in their systems, allowing for efficient asset tracking and organization. Accessing this guide will enhance your understanding of system configuration and improve your asset management processes.

## Introduction

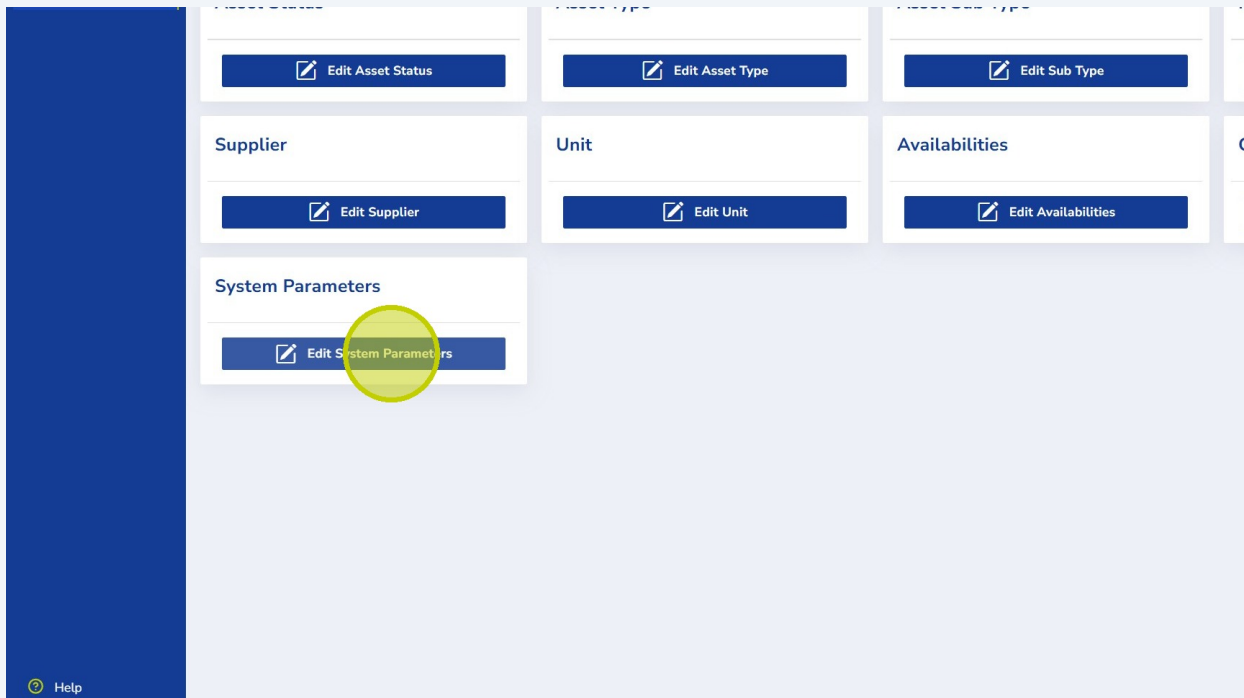
1

This section of the guide looks at the configurable aspects that have been developed which dictates how certain parts of the module behave. Click Configuration.

The screenshot displays the 'micad pro' software interface. On the left, a navigation menu highlights 'Configuration' with a yellow circle. The main content area shows the details for a 'Fire Door - 00004' asset. At the top, it indicates 'Asset ID: 4', 'Status: Broken' (with a yellow dot), and 'Asset Health: Good' (with a green bar). Below this, there are tabs for 'GENERAL', 'GROUP', 'PHYSICAL INFO', 'LOCATION', 'CUSTOM INFO', 'DOCUMENTS', and 'FINANCIALS'. The 'PHYSICAL INFO' tab is active, showing a table of asset details. To the right of this table is an 'AVAILABILITY TO USE' section with a table of days.

PHYSICAL INFO		AVAILABILITY TO USE
Asset Status	Broken	Standard Hours (7 day w
Asset ID	4	Mon
Alt Reference ID	DEV-RU-RU-00004	Tue
Asset Health	Good	Wed
Barcode	AV123456	Thu
Asset Type	Fire Doors	Fri
Asset Sub Type	ANAESTHETICS GEN EQUIP	Sat
Asset Description	Fire Door - 00004	Sun
Manufacturer	SCHMITZ	MEDIA
Model	CO2	
Serial Number	5618A0B6-483A-49	
Unit	Single	

## 2 Click "Edit System Parameters"



## 01: Alt Reference Configuration

### 3 As part of an asset's physical info you can configure the alt reference field to automatically populate based on certain criteria.



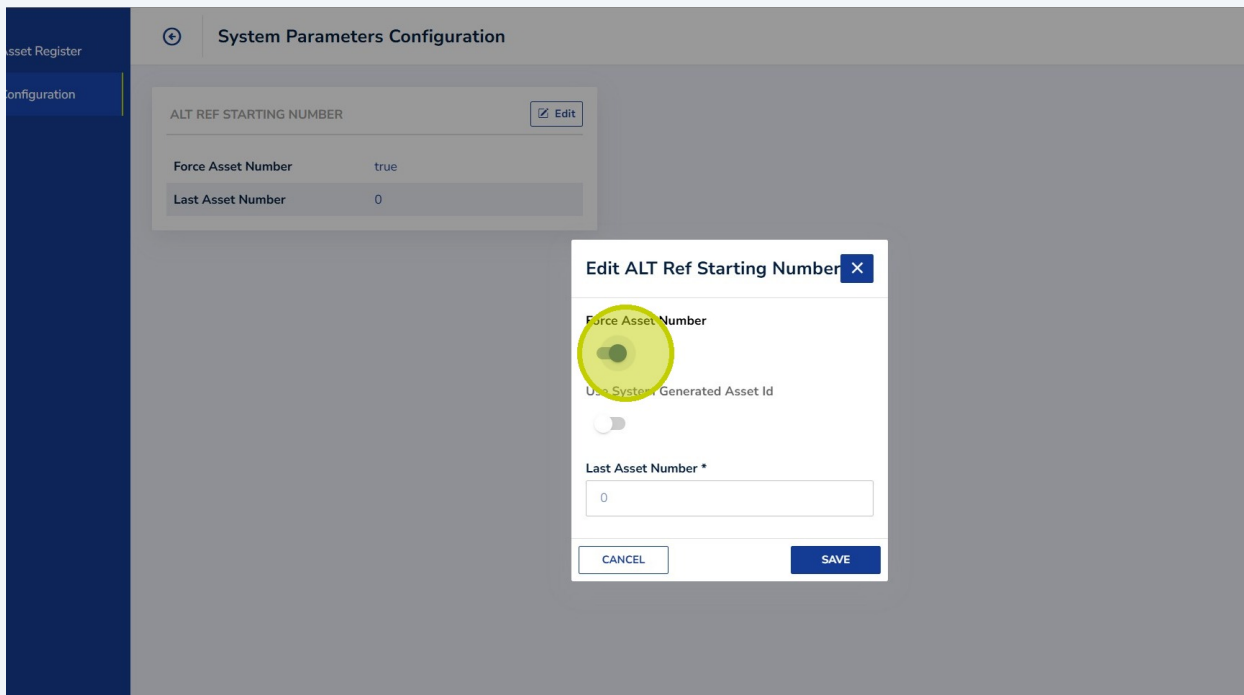
4

In system parameters click edit on the 'Alt Ref Starting Number' tile. We will now look at the three options and their use cases.

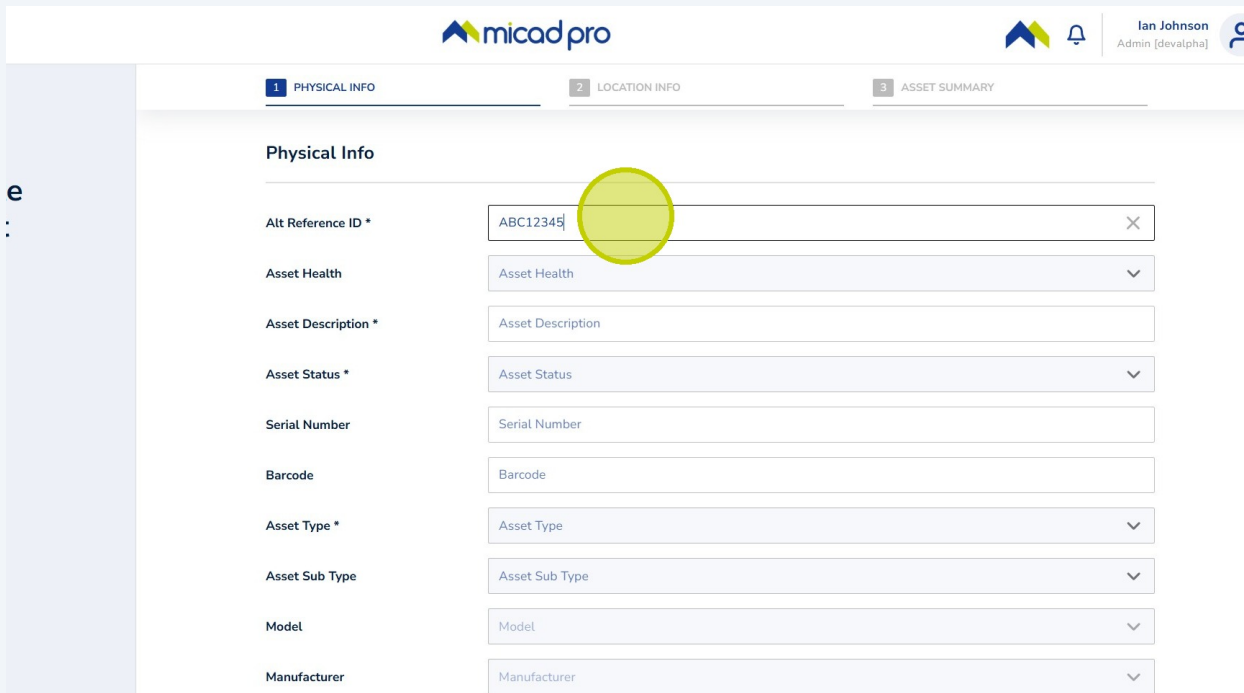


## 01: Force Asset Number

## 5 Setting Force Asset Number to Active,

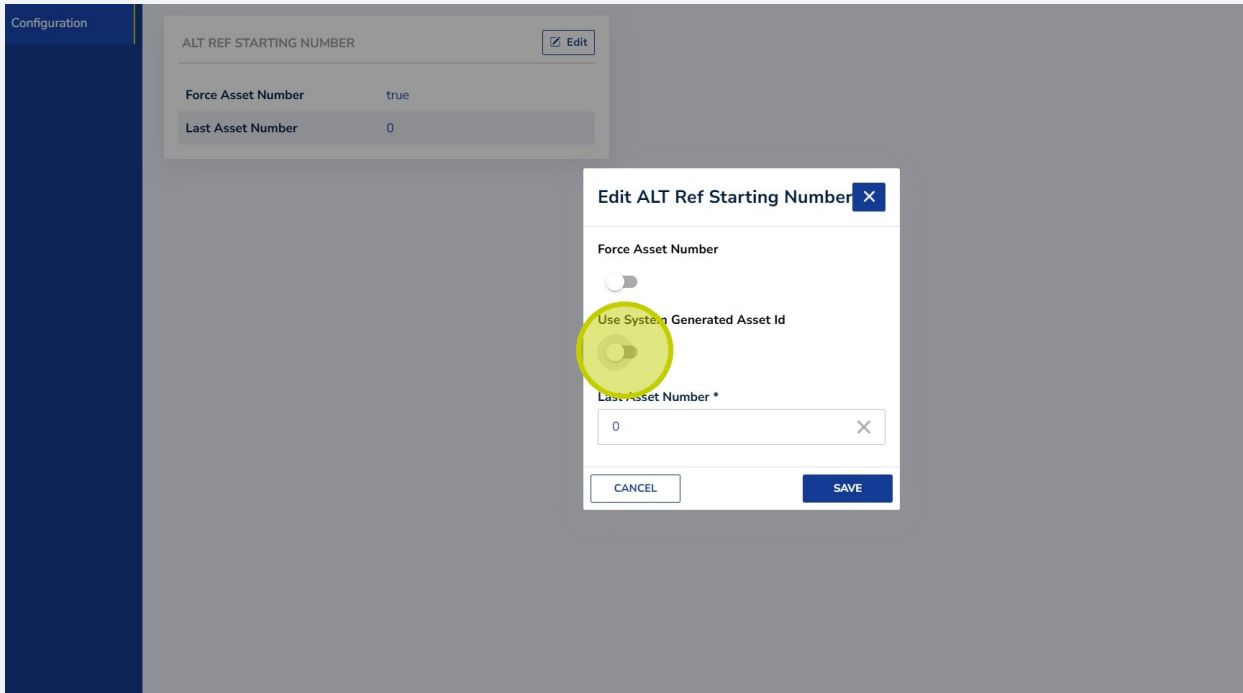


6 means that when creating an asset it will allow you to enter what value you wish in the alt reference field.

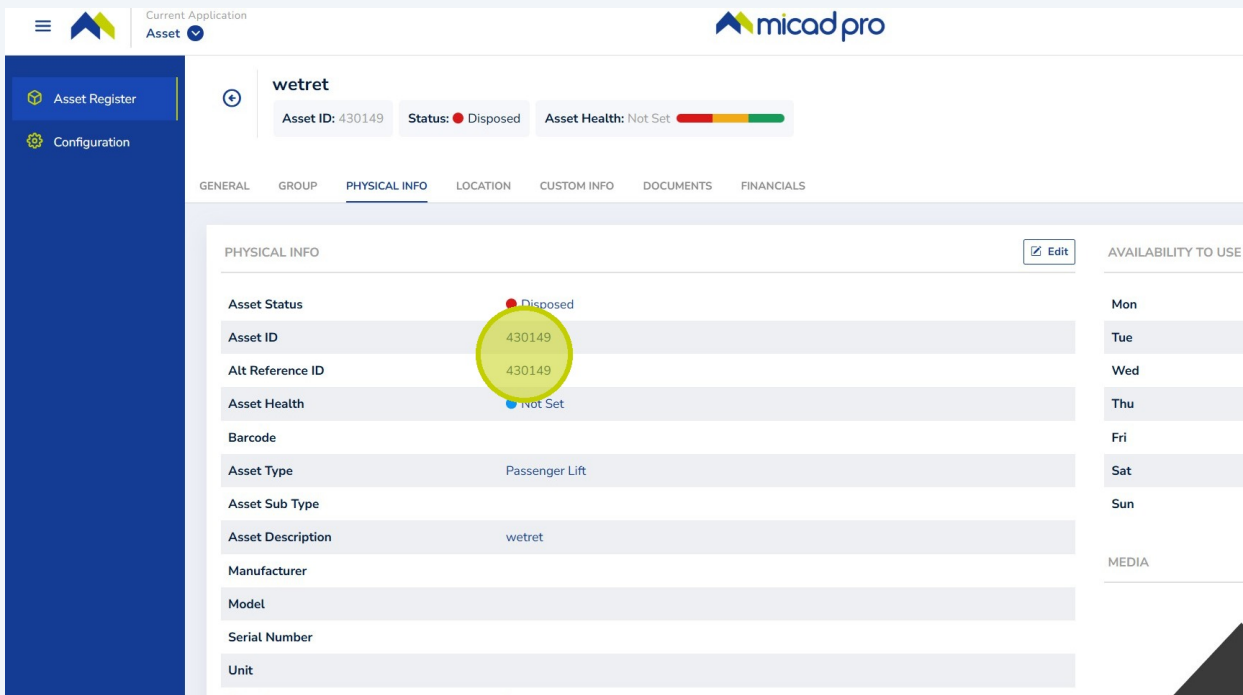


## 01: Use System Generated Id

7 If use system generated asset ID is selected,

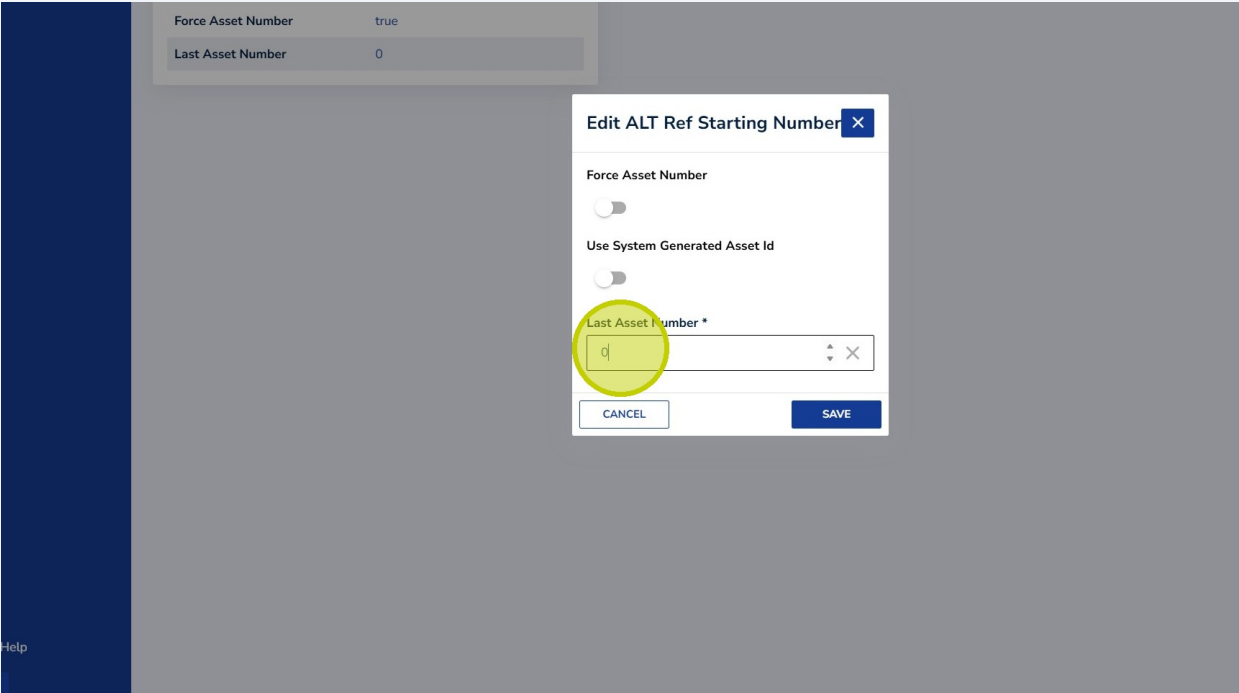


8 this will populate the alt reference field with the same ID as the unique ID created in the database

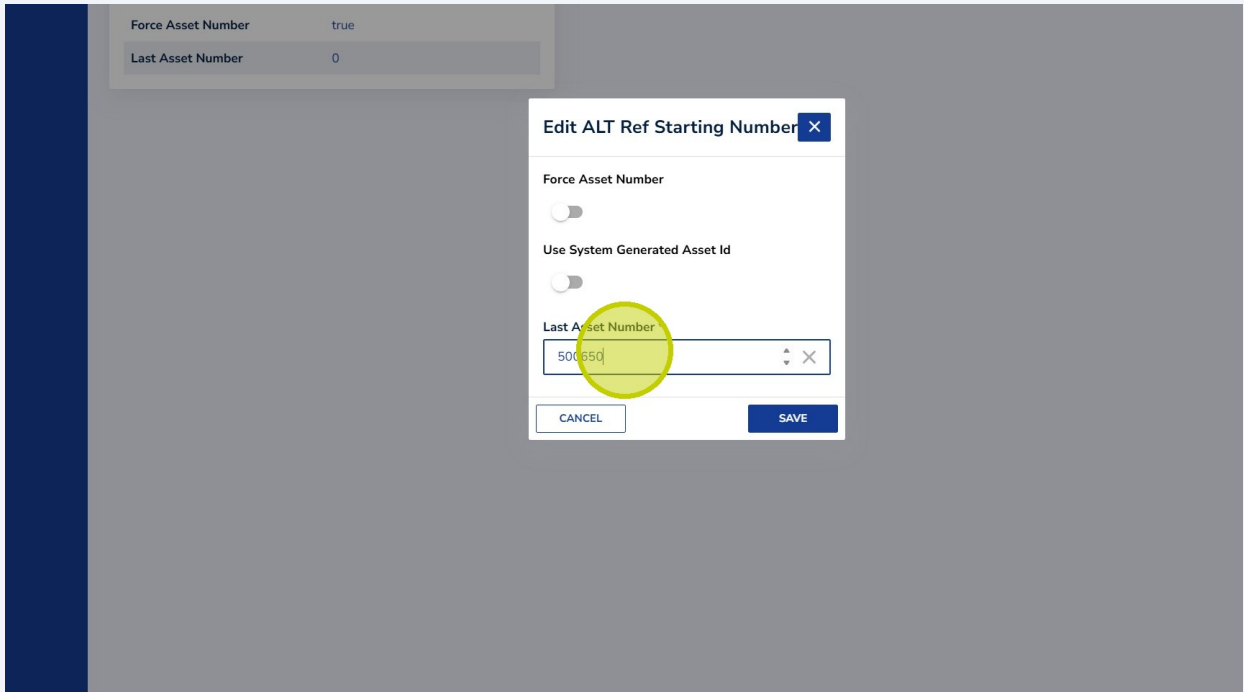


# 01: Last Asset Number

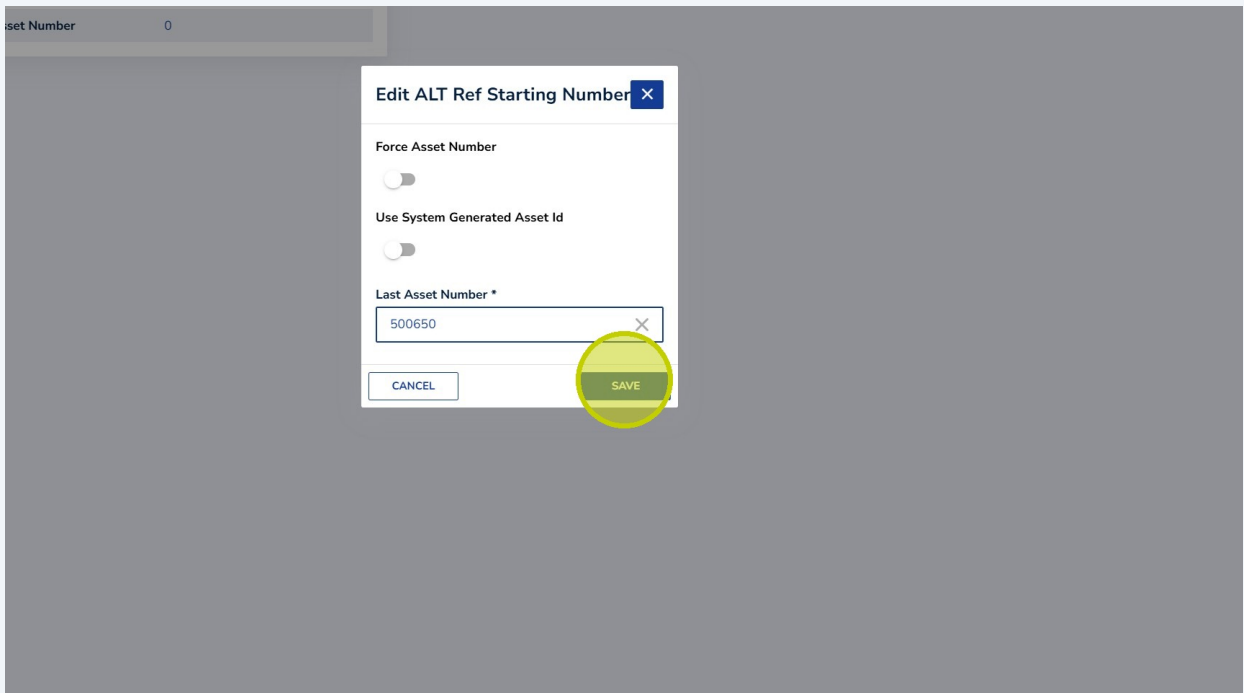
9 Finally if the first two options are set to inactive, the last asset number option will become available.



**10** In here you can dictate the last number the alt reference contained



**11** Click "Save"



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After creating the asset the value in the Alt Reference field will have increased by an increment of 1 and will do each time an asset is added.

The screenshot shows the Micaad Pro interface for an asset named 'sdasd'. The asset ID is 430165, the status is 'Disposed', and the asset health is 'Not Set'. The 'PHYSICAL INFO' tab is active, and the 'Alt Reference ID' field is highlighted with a yellow circle, showing the value 500651. Other fields include Asset Type (Test Type 01), Asset Description (sdasd), and Quantity (1). The 'AVAILABILITY TO USE' section shows a calendar view with days from Mon to Sun.

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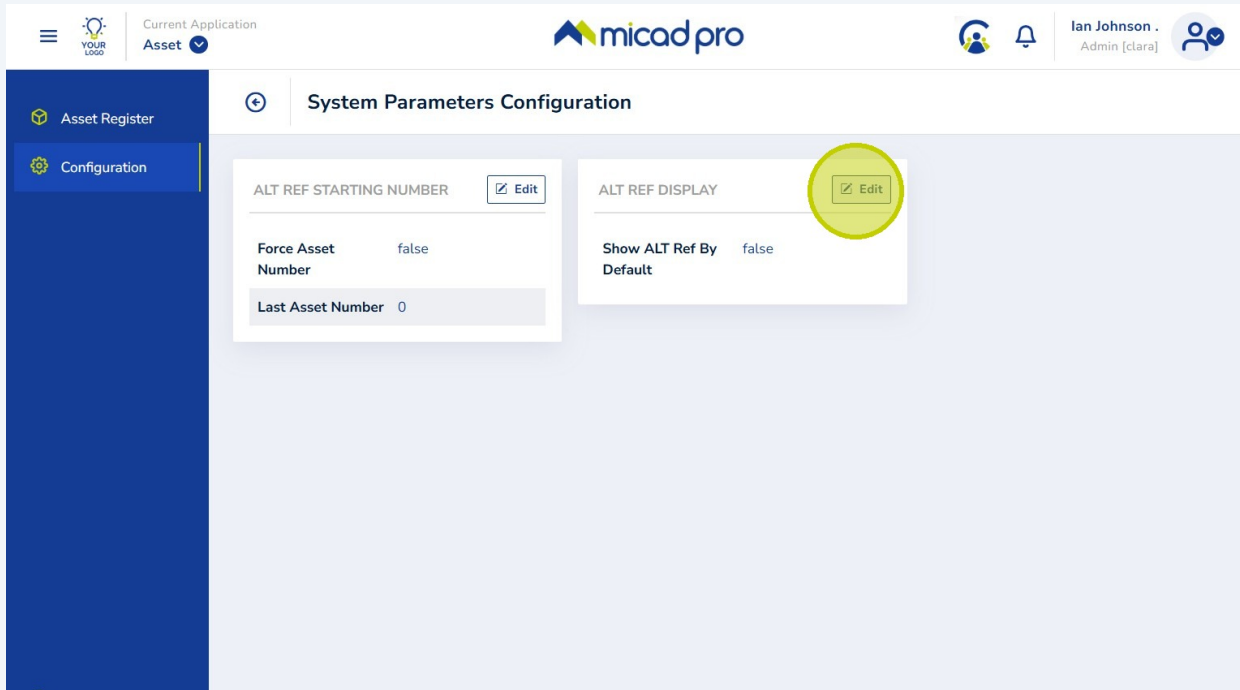
Returning to **Configuration > System Parameters > Alt Ref Starting Number** will display the last used number.

The screenshot shows the Micaad Pro 'System Parameters Configuration' interface. The 'ALT REF STARTING NUMBER' section is visible, with an 'Edit' button. The 'Last Asset Number' field is highlighted with a yellow circle and contains the value 50052. The 'Force Asset Number' field is set to 'false'.

## 02: ALT Ref Display

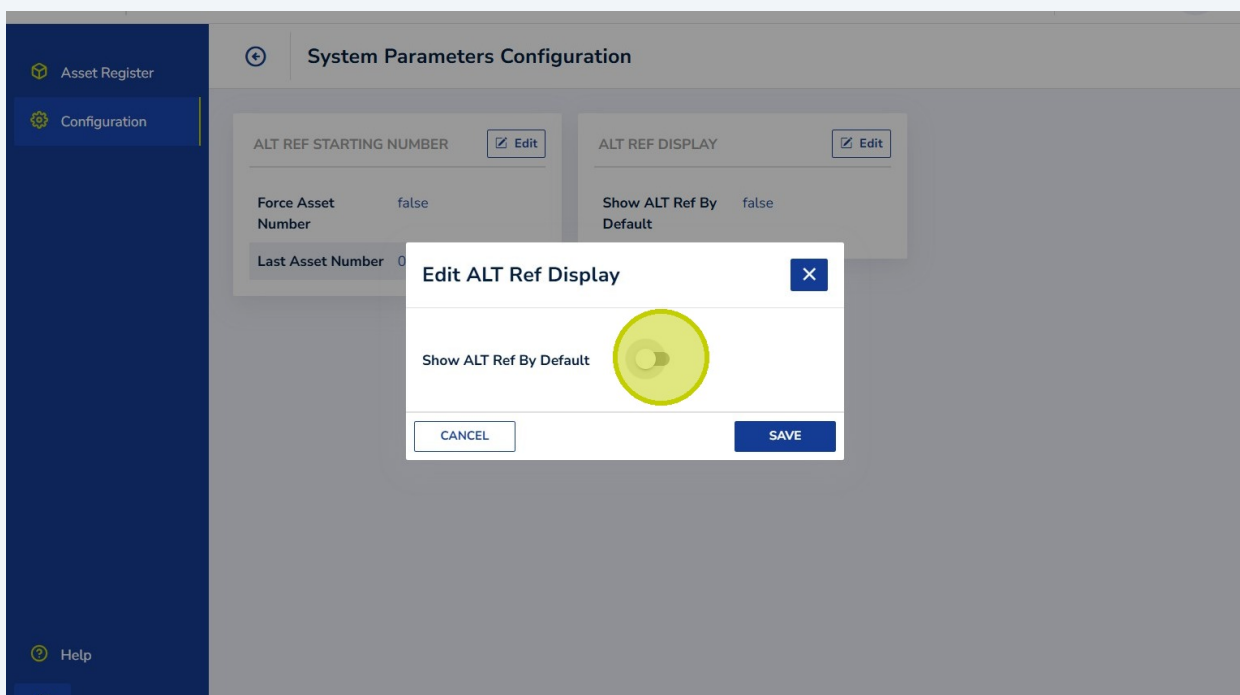
14

You can now choose whether to show the ALT Reference as the main ID when opening an asset. Click Edit

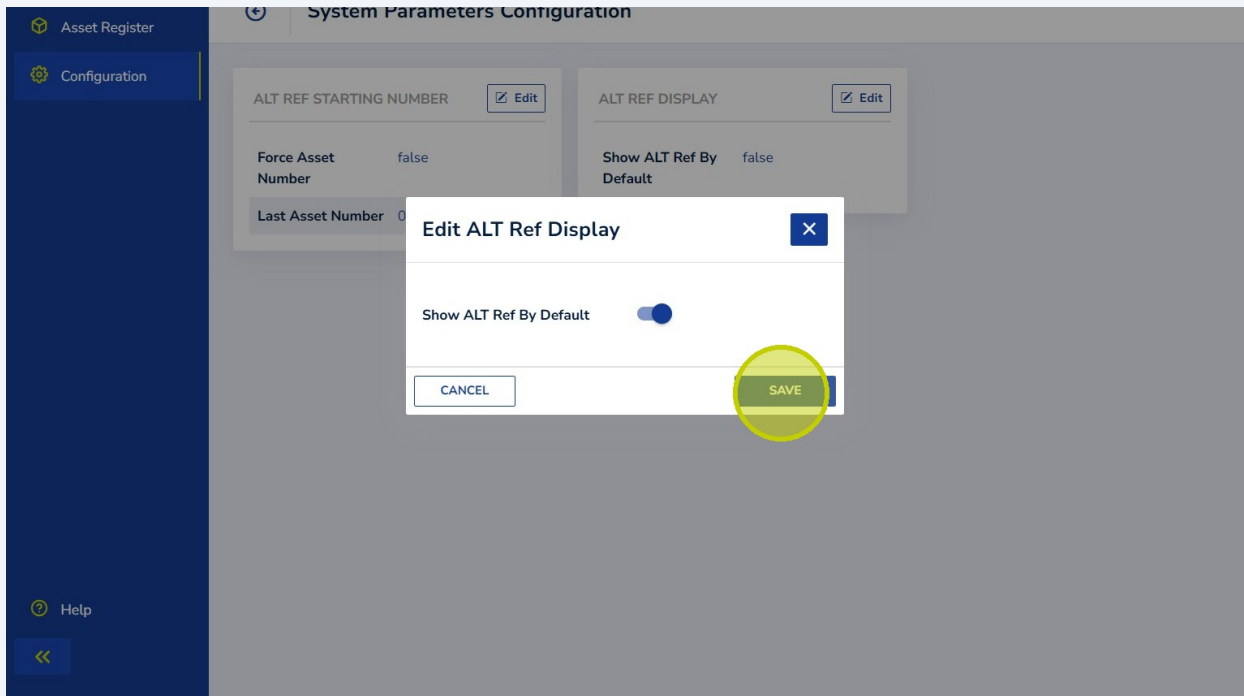


15

Set "Show ALT Ref By Default" to True



## 16 Click "Save"



## 17 As you can see when opening an asset the Alt Ref will be displayed rather than the system generated id.

