

## DRI Club Loyalty Gift – Adding Part for iPhone

1. Open work order and tap **Costs** to access Parts and Labor



29947: Deliver Club Loyalty Gift

Unit #12202 (1 Bdrm)  
Not Occupied  
Reported By: Staff A, J (Front Office (High))

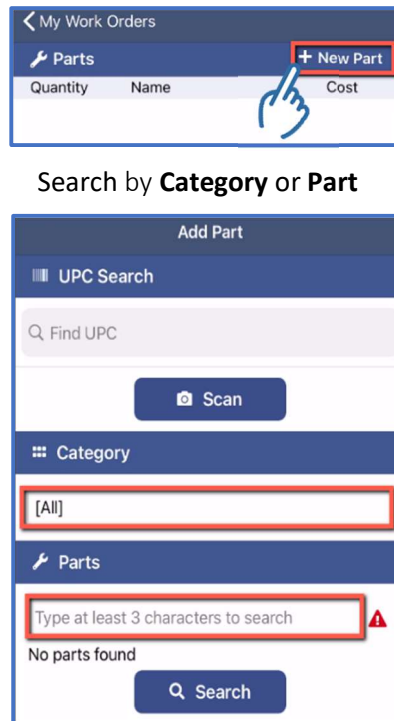
Entered by: Tree, Denise  
Expected Start: 4/8/2021 11:13:50 AM

Description

Deliver Club Loyalty Gift - 1 DRI Club Loyalty: Bluetooth Speaker

Details Comments (0) Costs (0) Unit Notes (0)

2. Tap **New Part**



My Work Orders

Parts + New Part

Quantity Name Cost

Search by **Category** or **Part**

Add Part

UPC Search

Find UPC

Scan

Category

[All]

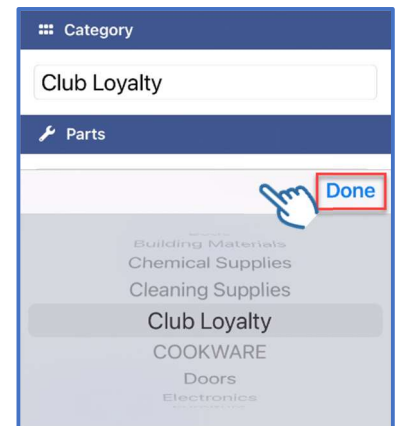
Parts

Type at least 3 characters to search

No parts found

Search

3. Select a **Category** from the list Or type at least 3 characters into the **Parts** field



Category

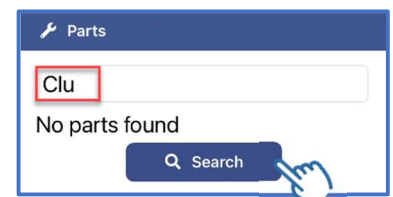
Club Loyalty

Parts

Done

Building Materials  
Chemical Supplies  
Cleaning Supplies  
Club Loyalty  
COOKWARE  
Doors  
Electronics

Tap **Search**



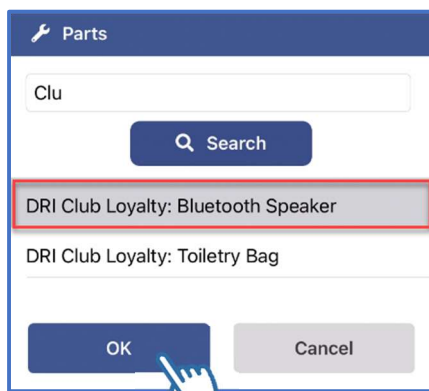
Parts

Clu

No parts found

Search

4. Select **Stock Item** from list, tap **OK**



Parts

Clu

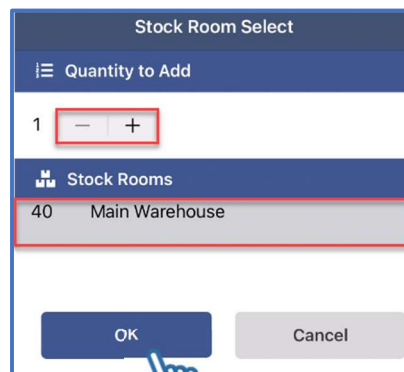
Search

DRI Club Loyalty: Bluetooth Speaker

DRI Club Loyalty: Toiletry Bag

OK Cancel

5. Choose **Quantity** and **Stock Room** tap **OK**



Stock Room Select

Quantity to Add

1 - +

Stock Rooms

40 Main Warehouse

OK Cancel

6. Confirm information is correct

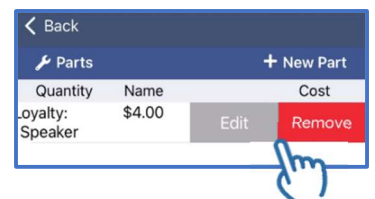


Back

Parts + New Part

| Quantity | Name                                | Cost   |
|----------|-------------------------------------|--------|
| 1 ea     | DRI Club Loyalty: Bluetooth Speaker | \$4.00 |

To Edit Stock Item, swipe left and tap **Edit** or **Remove**



Back

Parts + New Part

| Quantity         | Name   | Cost |             |
|------------------|--------|------|-------------|
| loyalty: Speaker | \$4.00 |      | Edit Remove |