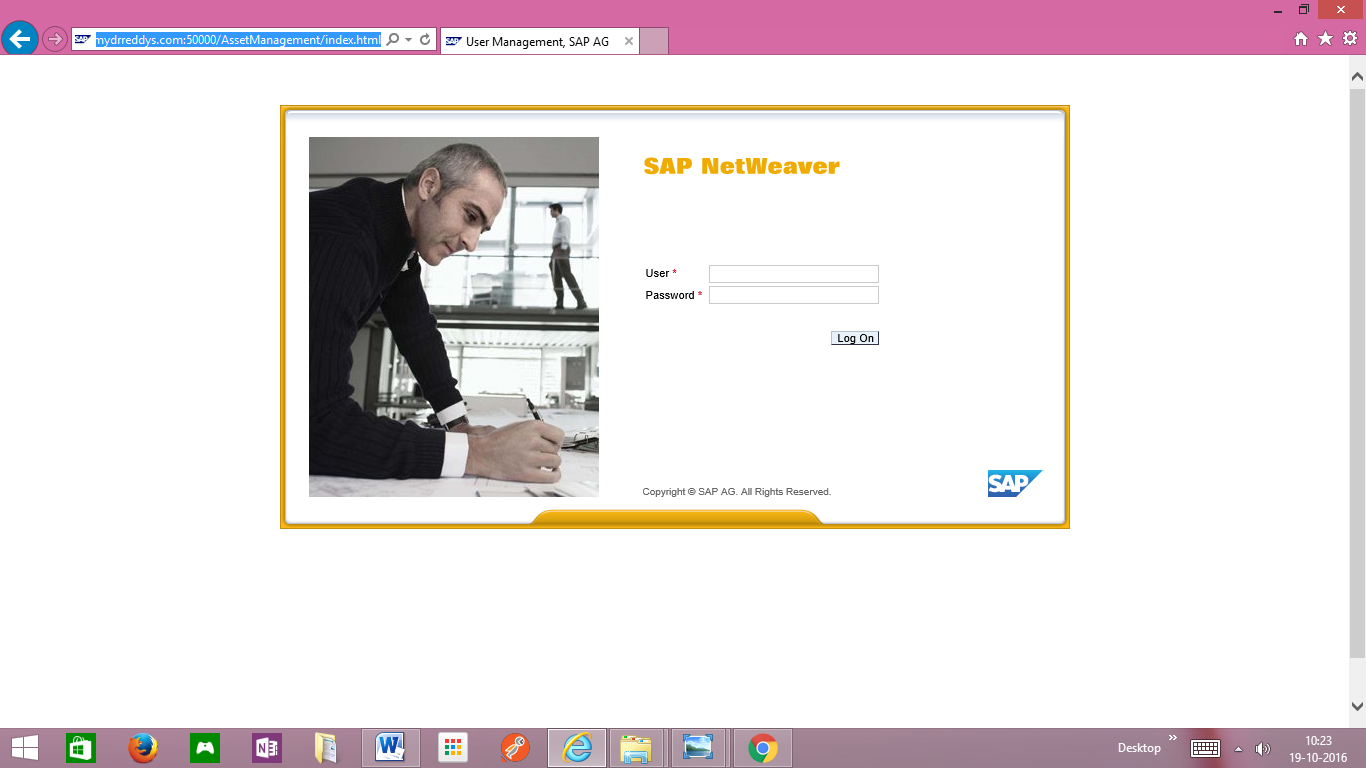
Asset Transfer Flow

Click on the link

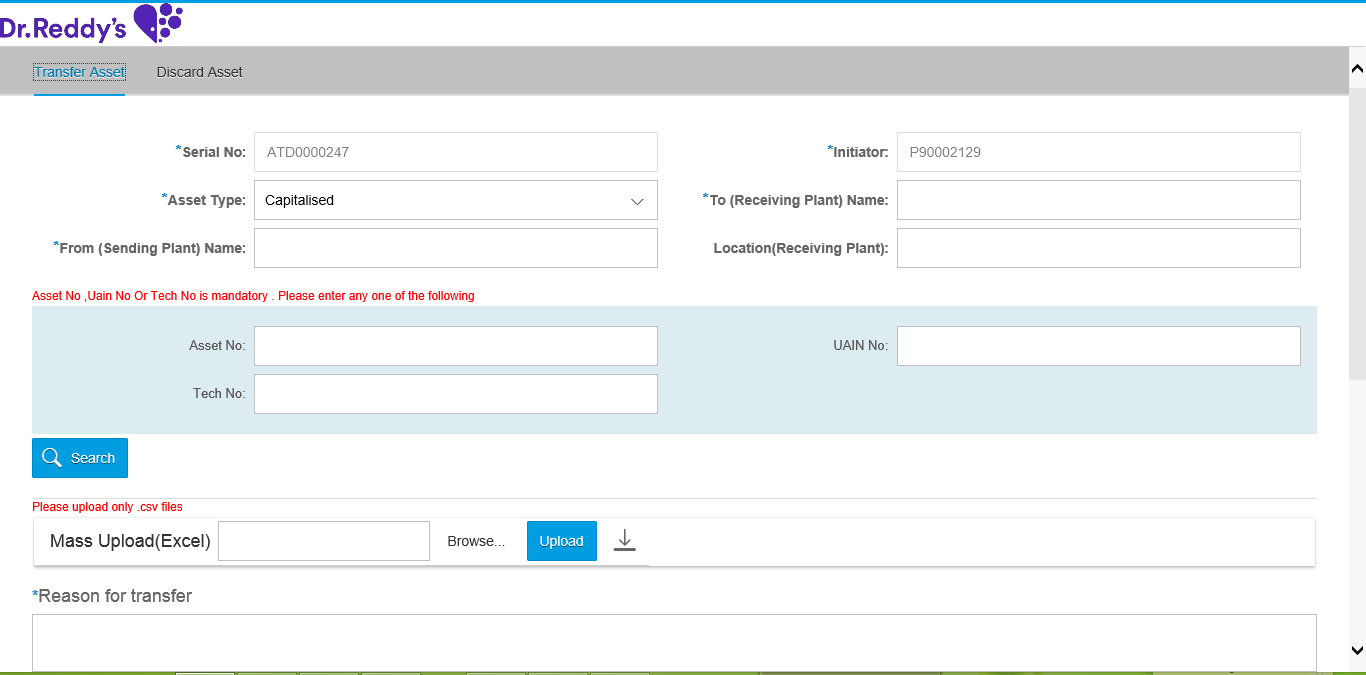


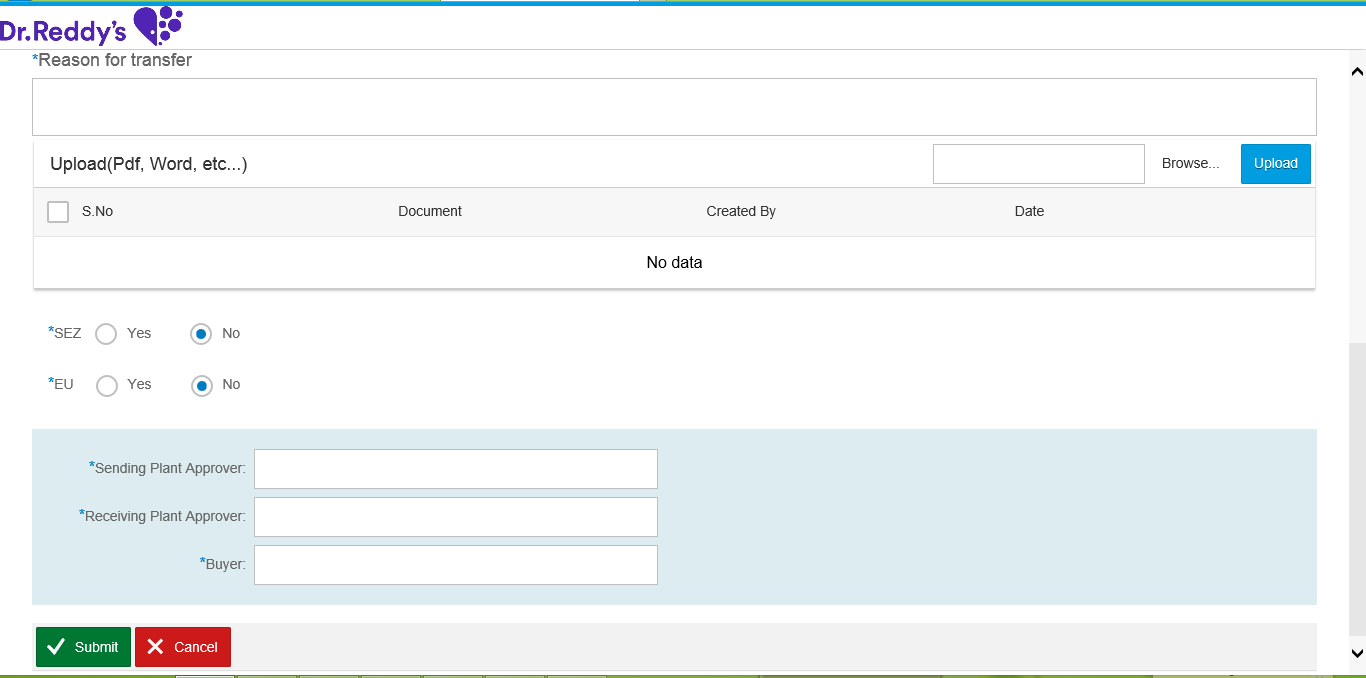
Enter the credentials and login

Username: p90002129

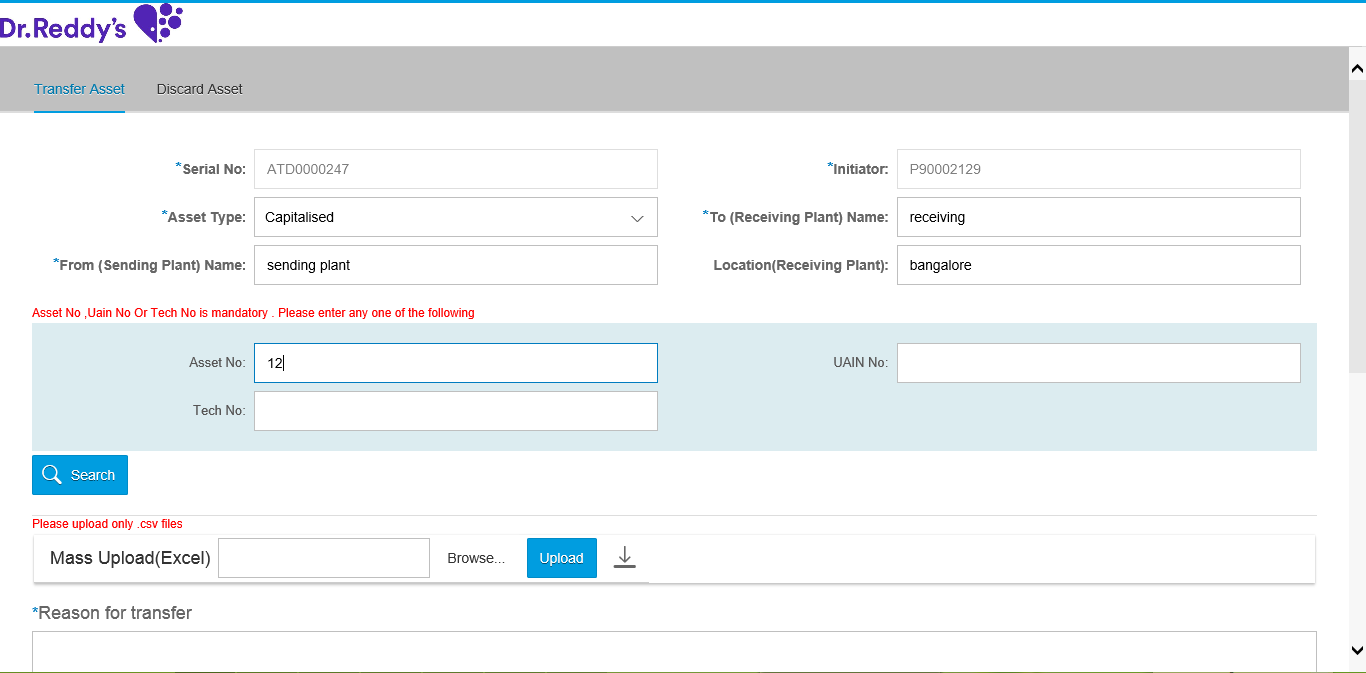
Password: Drl@1234

This is the initial screen .The serial number and initiator is auto populated .

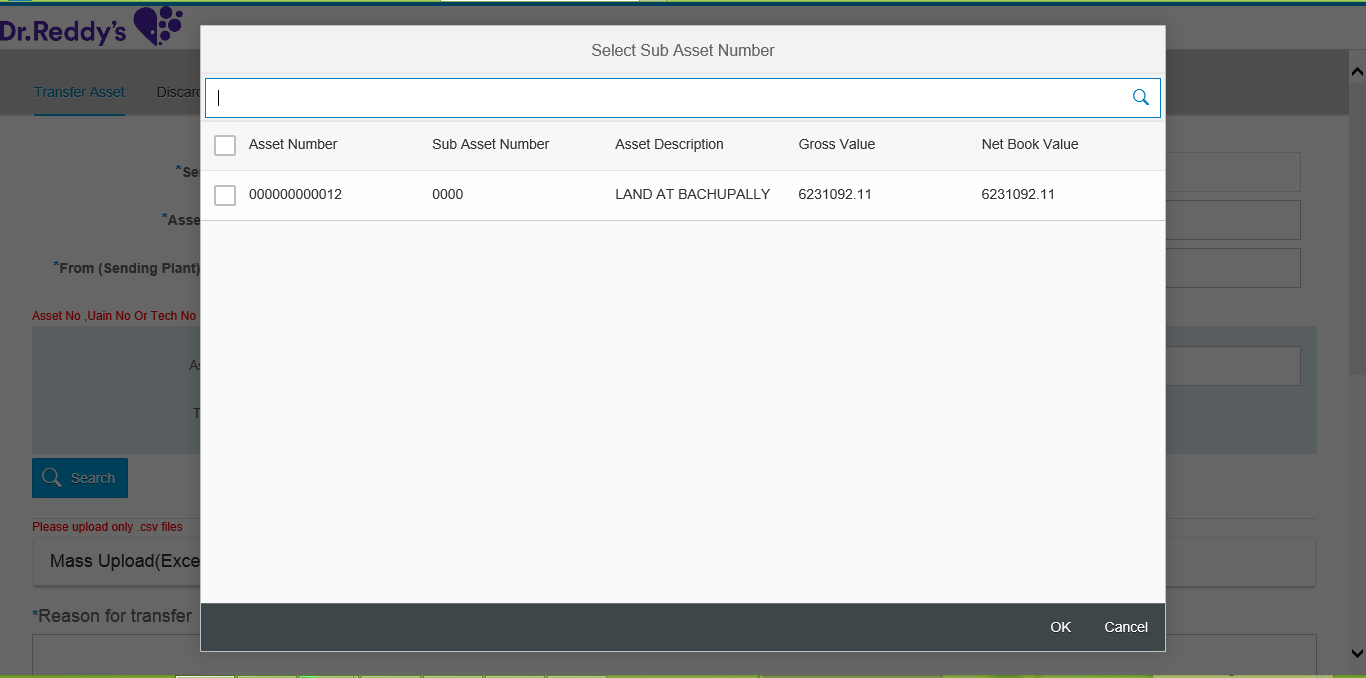




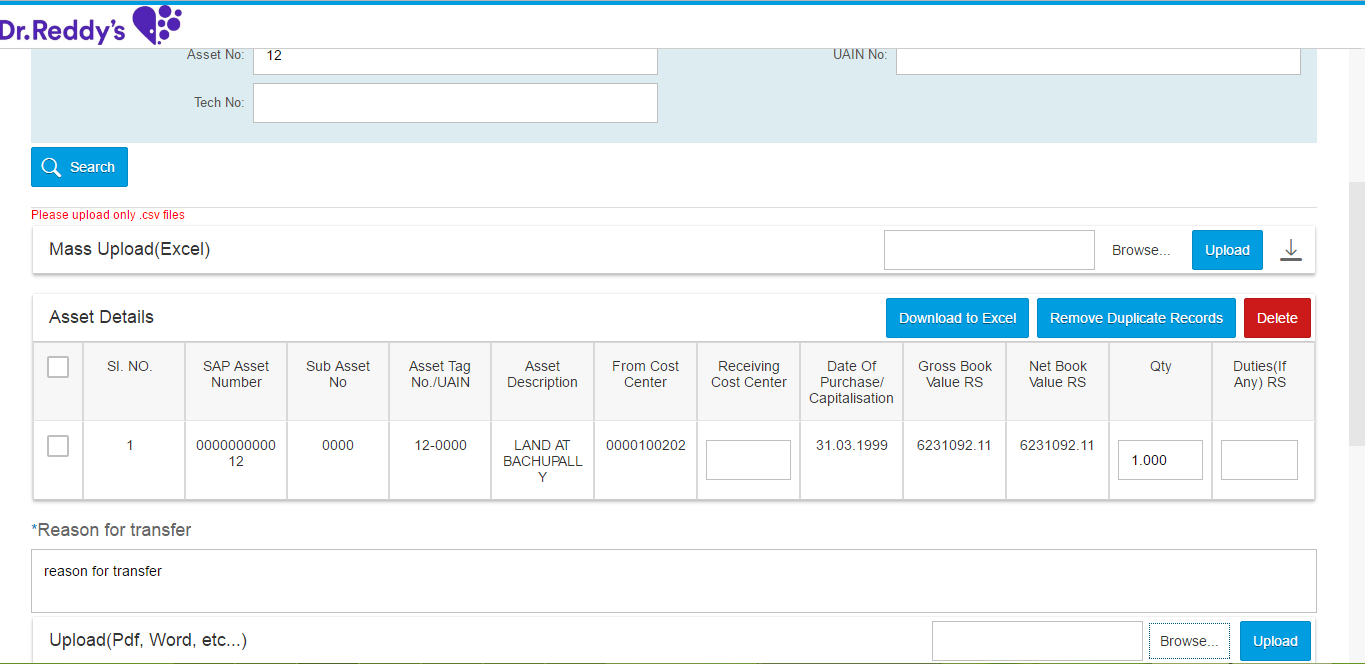
2.Enter a valid asset number



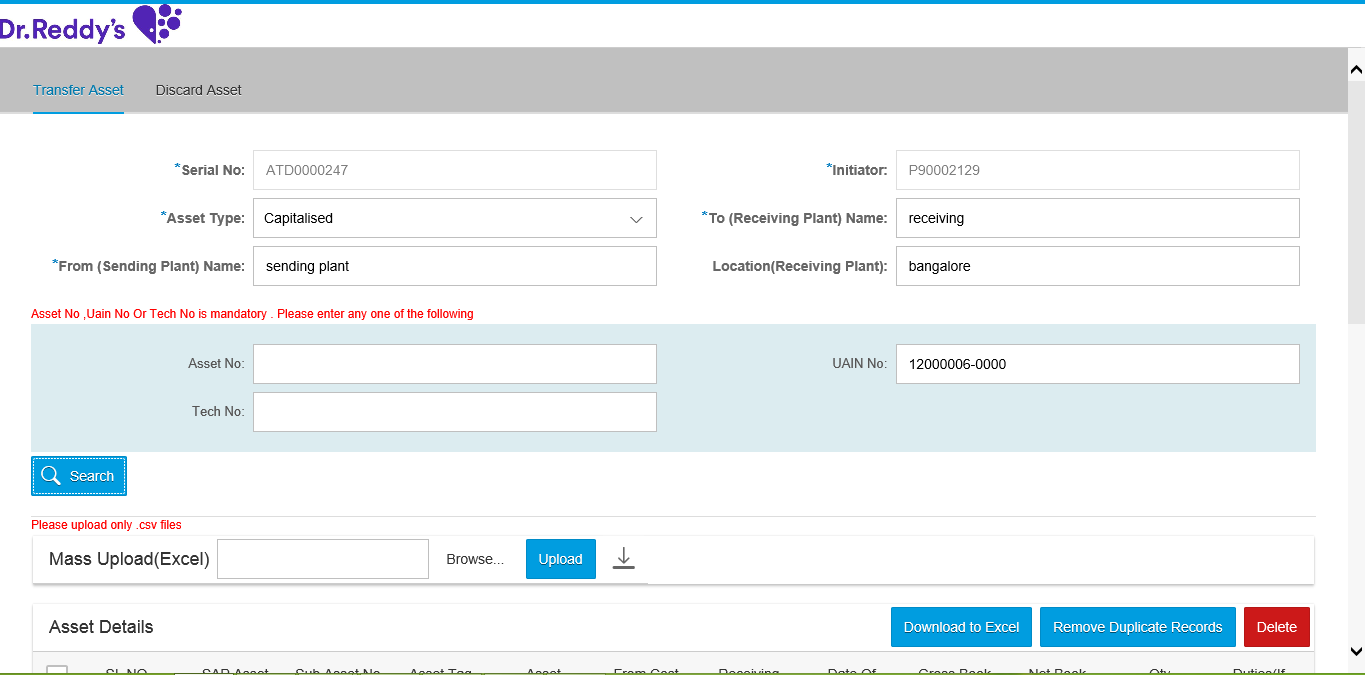
Click on Search . the below pop up is displayed with results



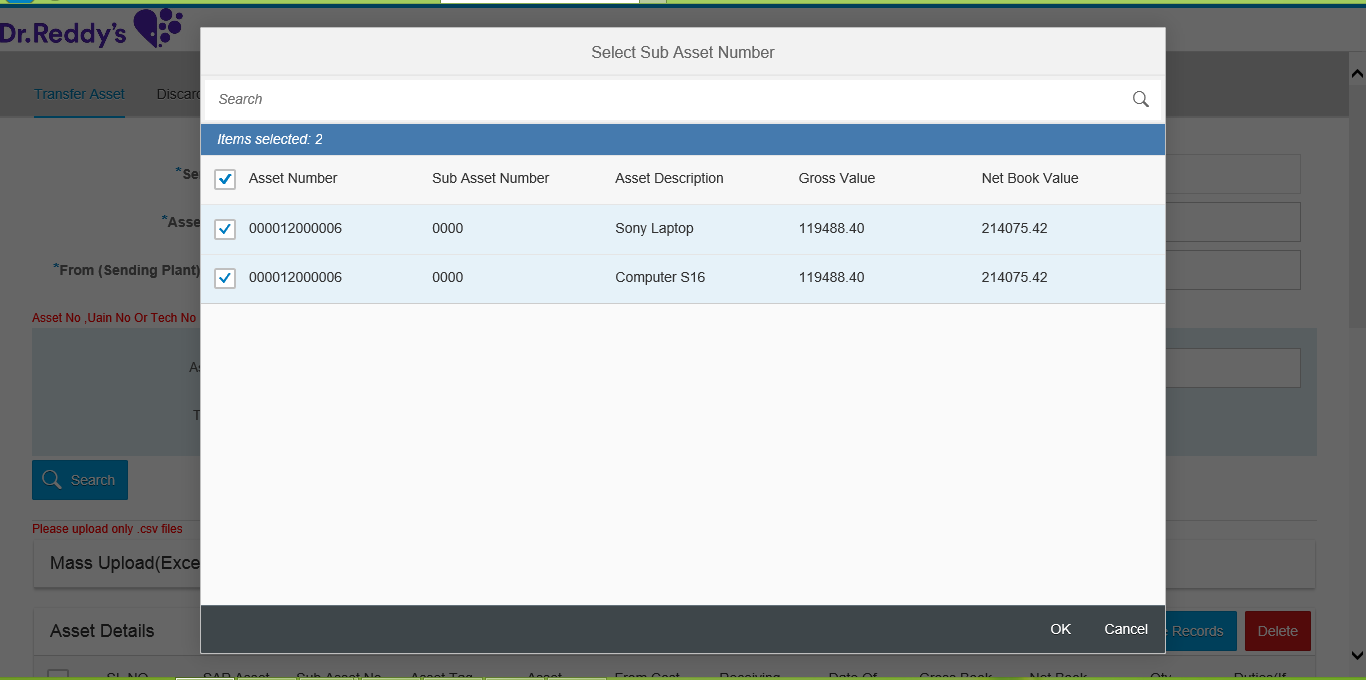
Select an entry and click on OK . The asset details get populated in table



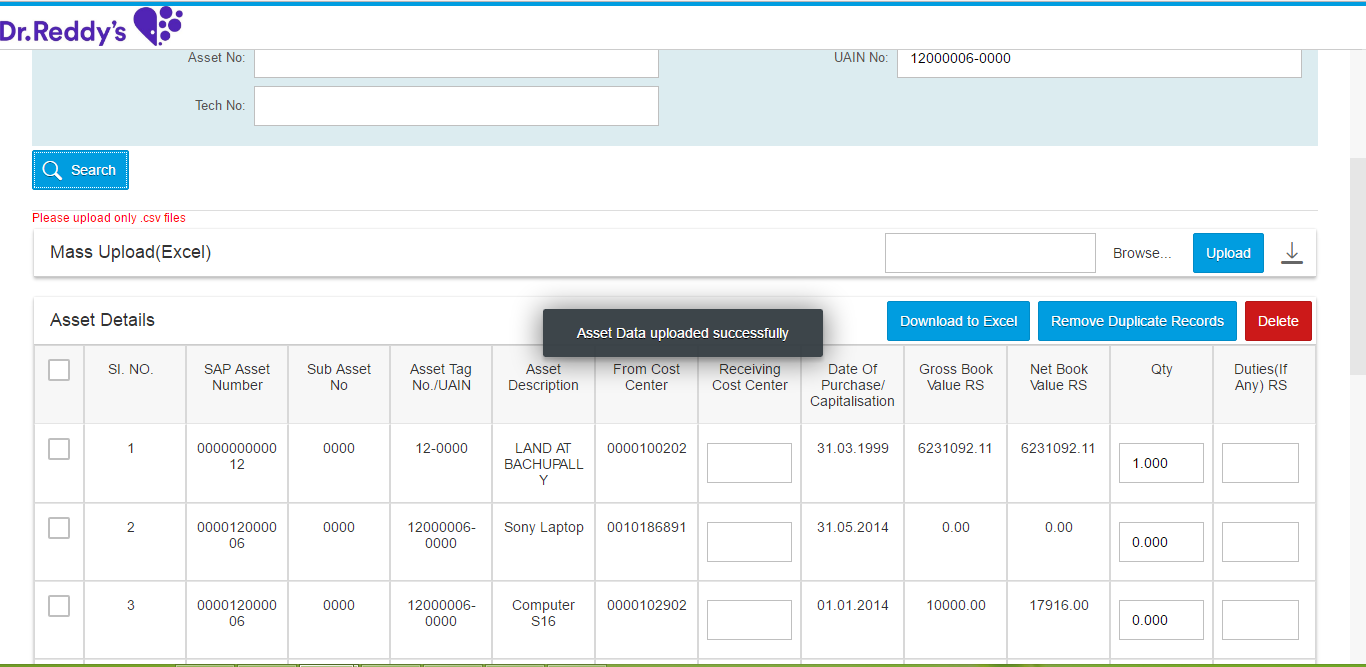
3. Enter a valid UAIN number

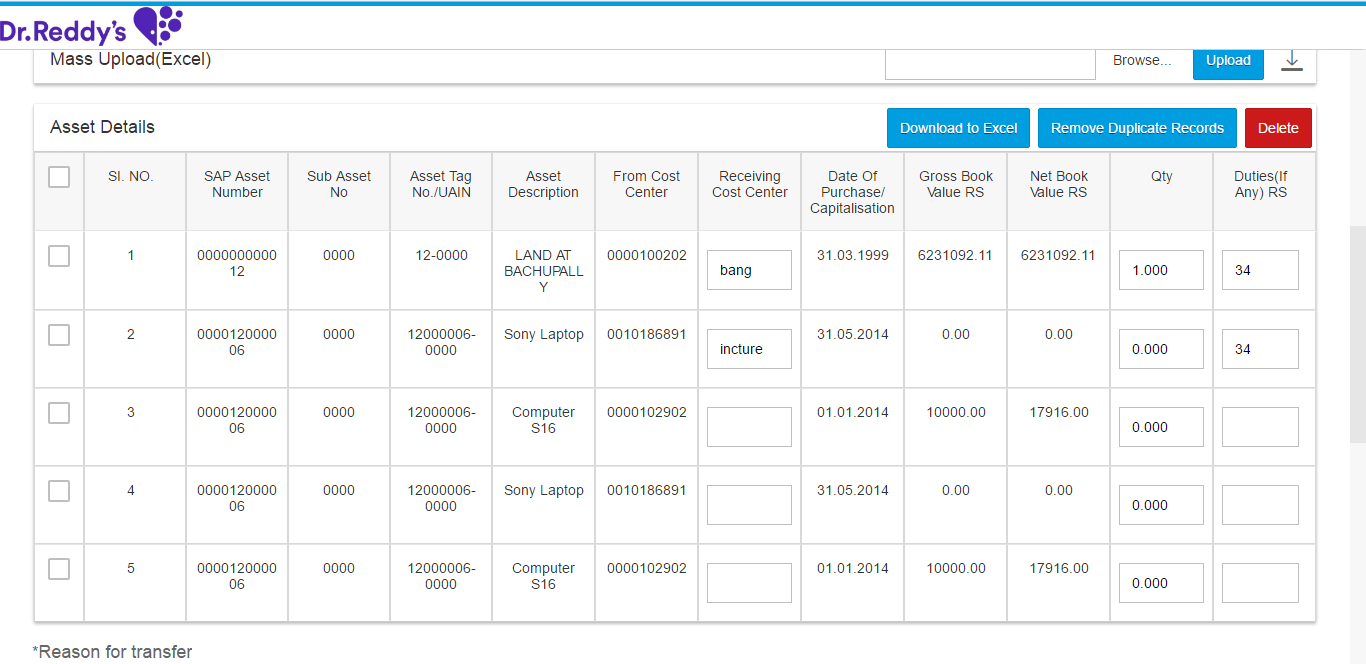


Click on search . The UAIN details appear in the pop up

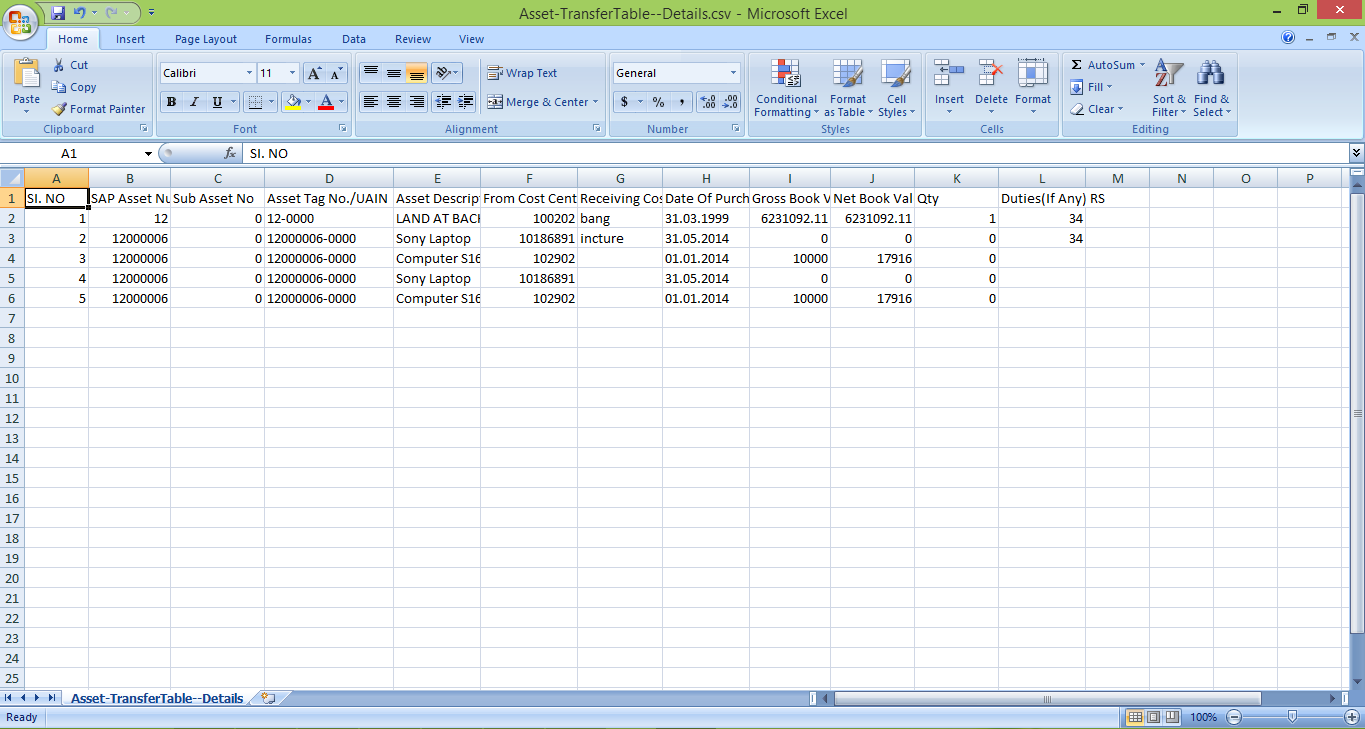


The asset details table is populated with search results

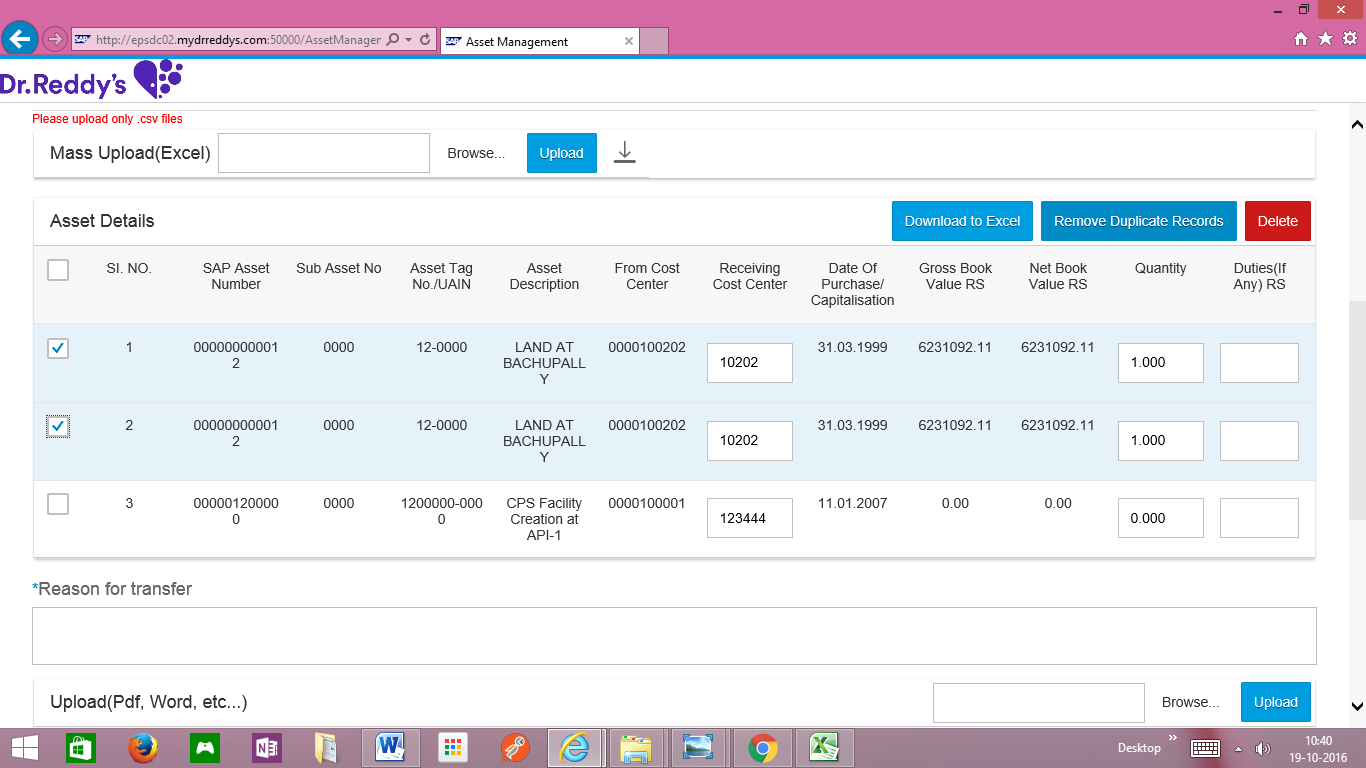




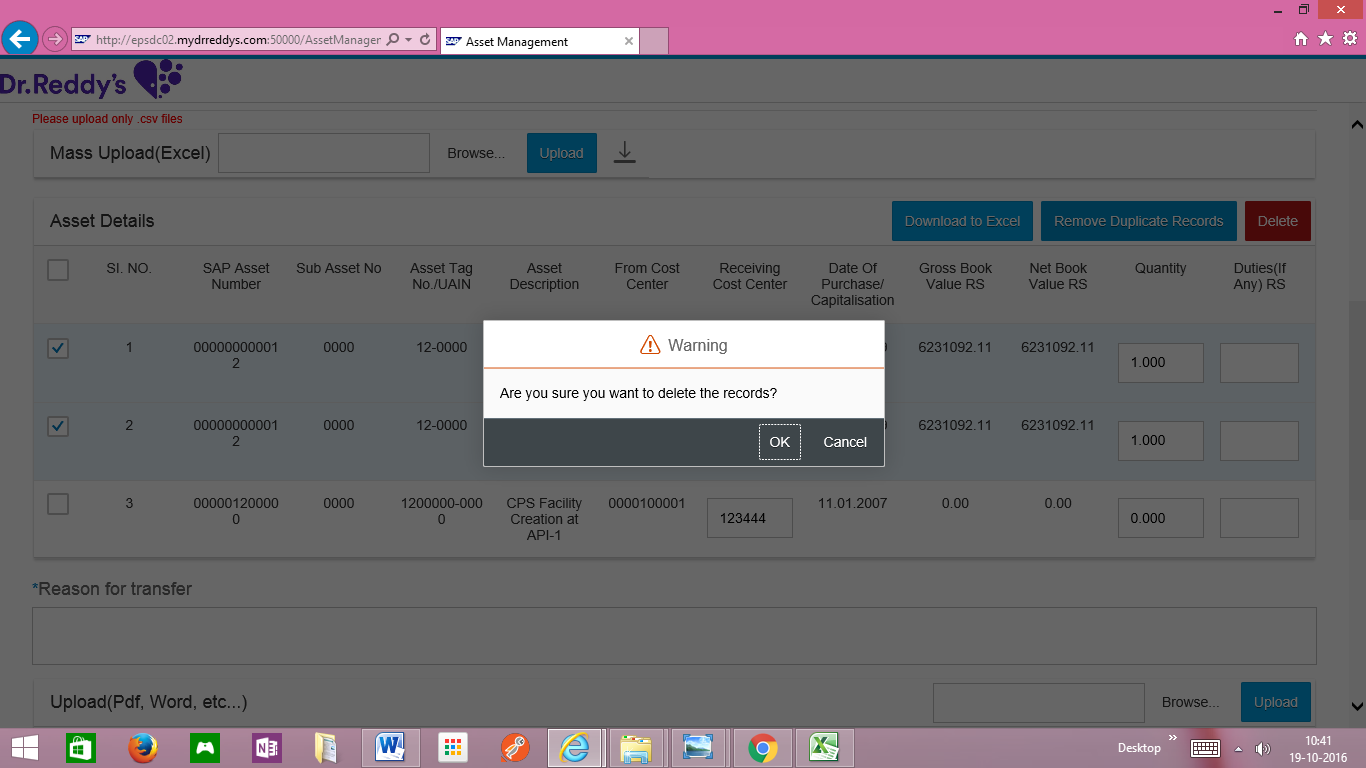
Click on download to excel to download the table data to csv



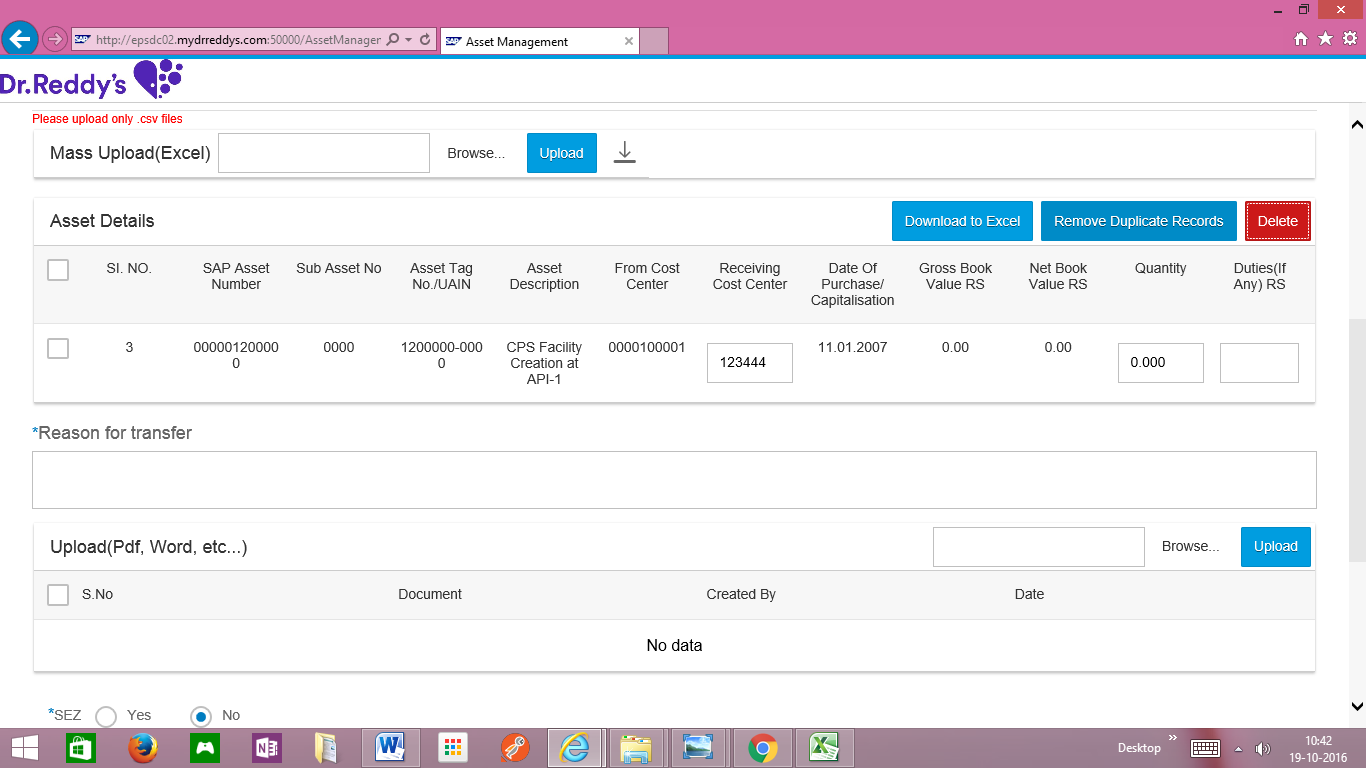
4.To delete records from table select the records



Click on delete button

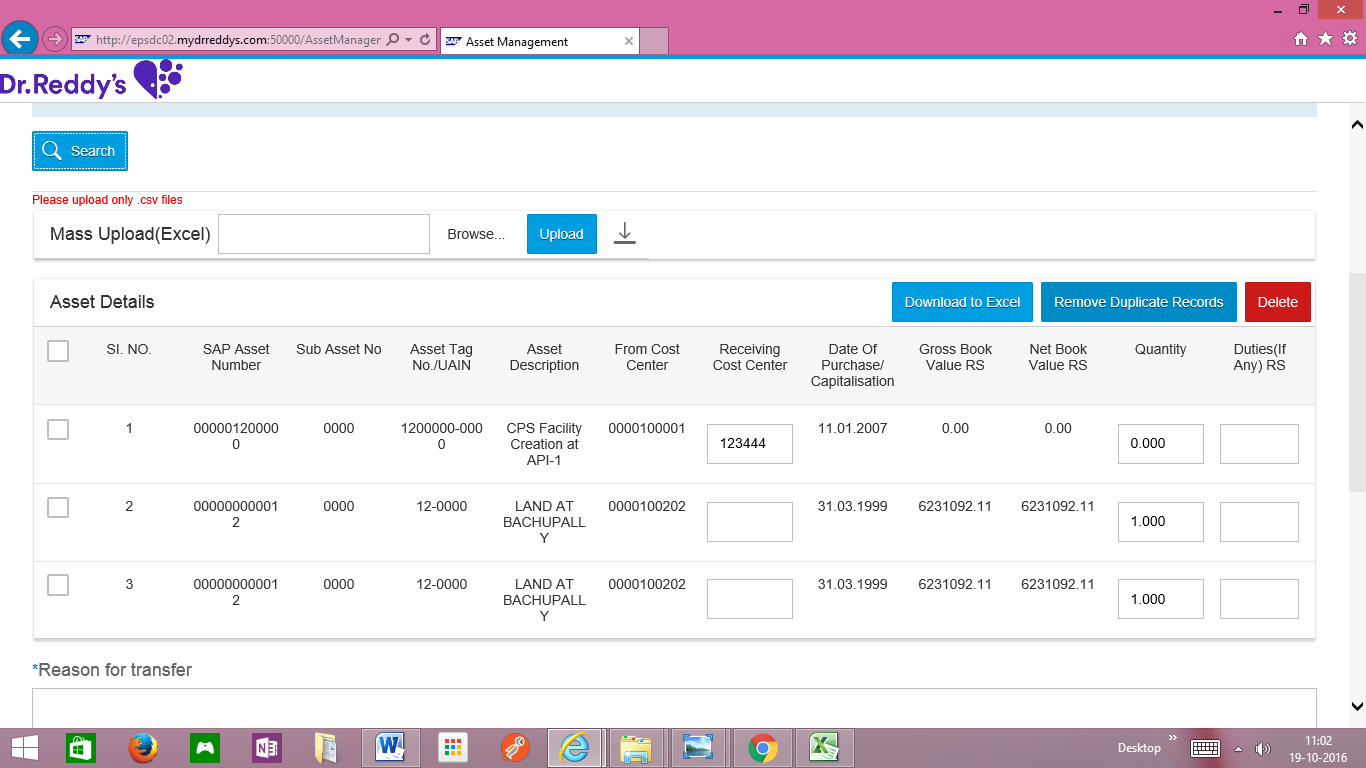


Click on ok to delete the selected records

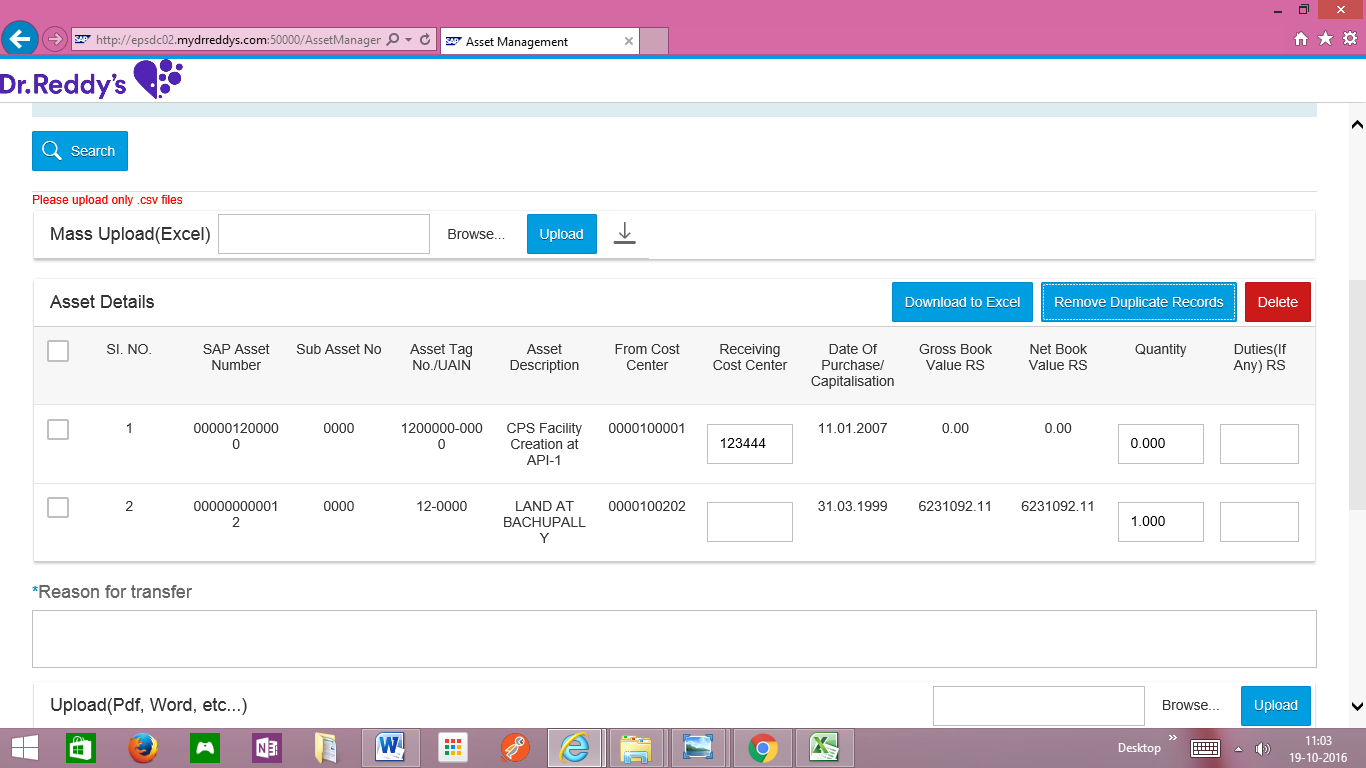


5. Remove Duplicates

Click on remove duplicates button to remove the duplicate records

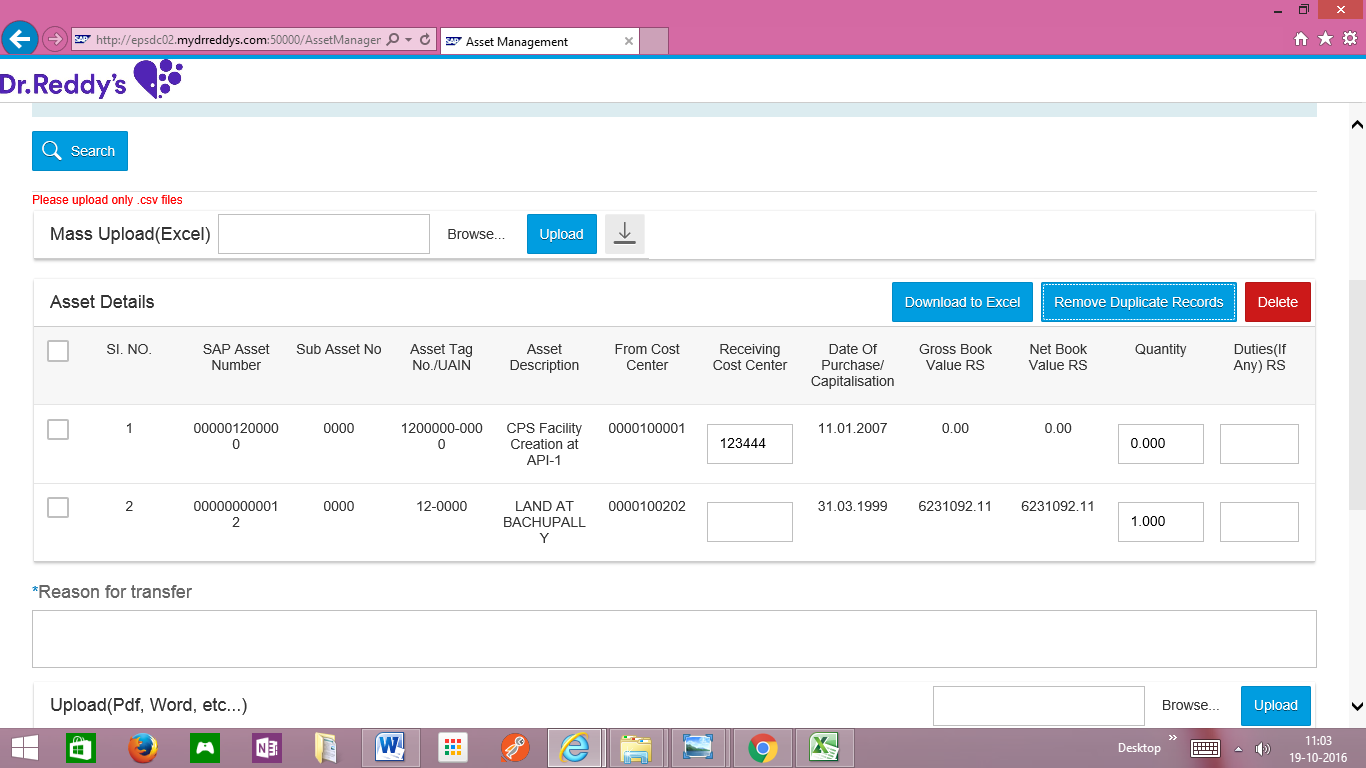


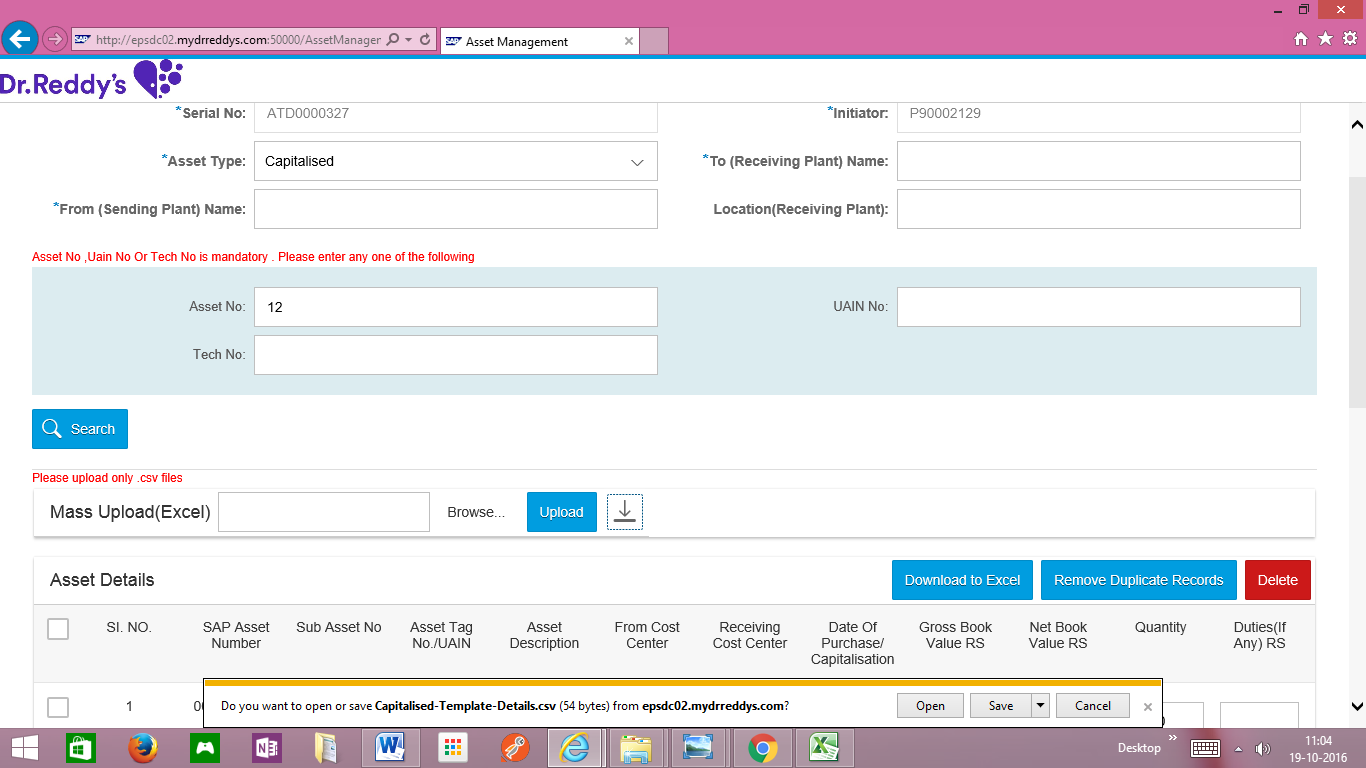
After removing duplicate records

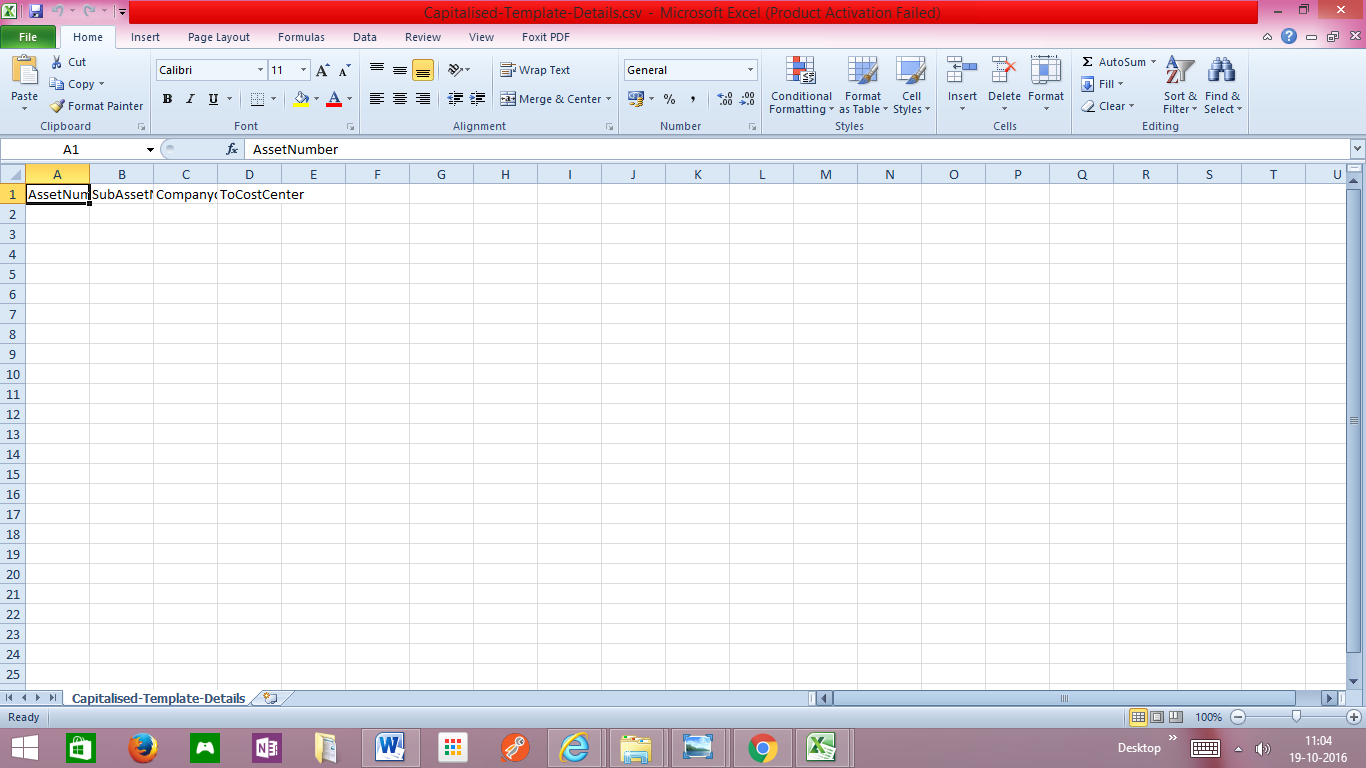


Mass Upload

Click on download icon to download template

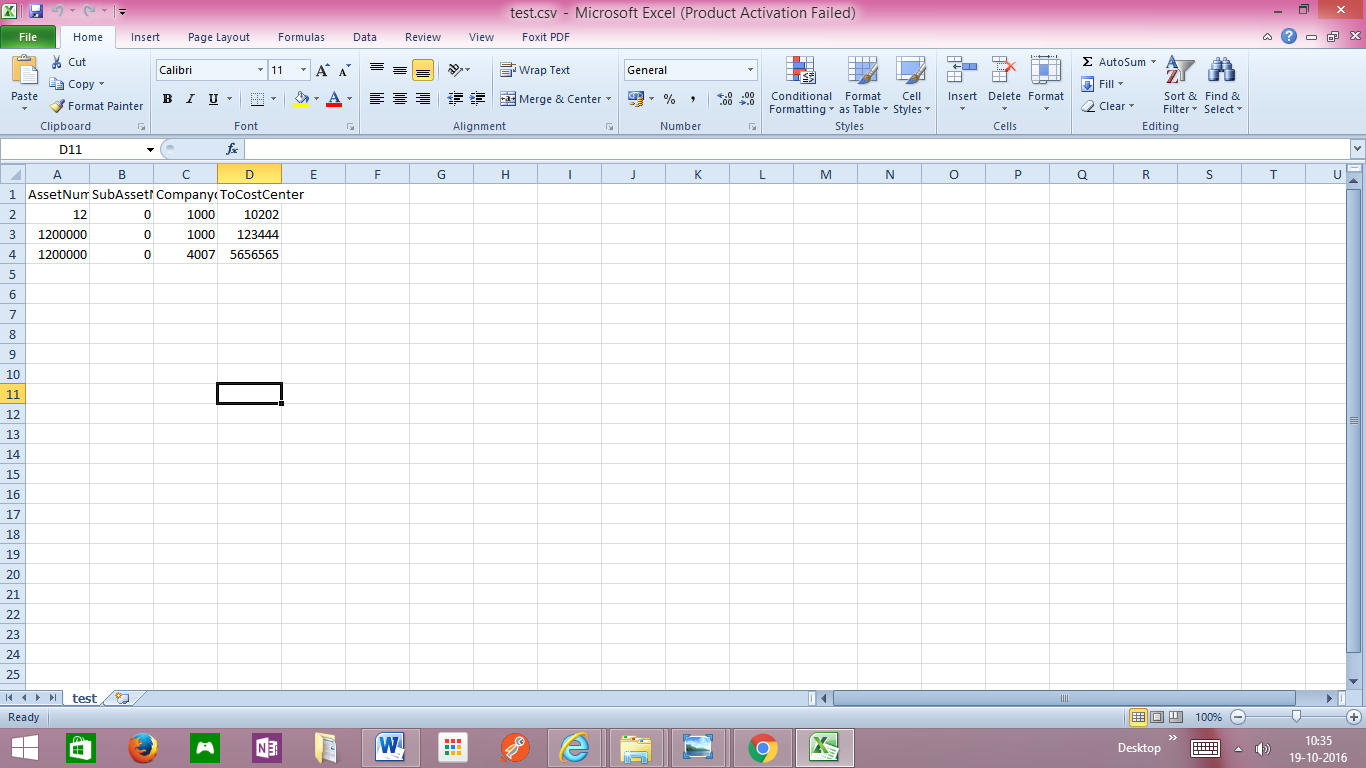




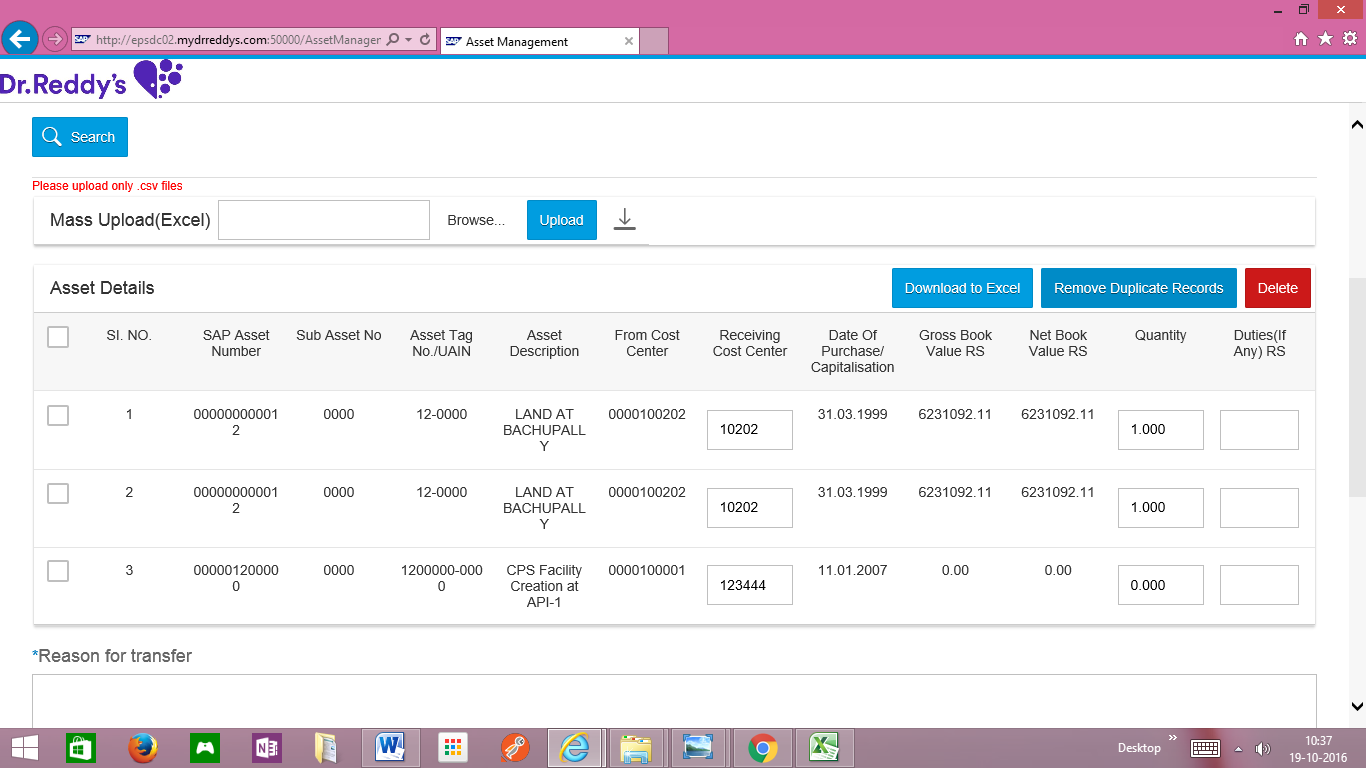


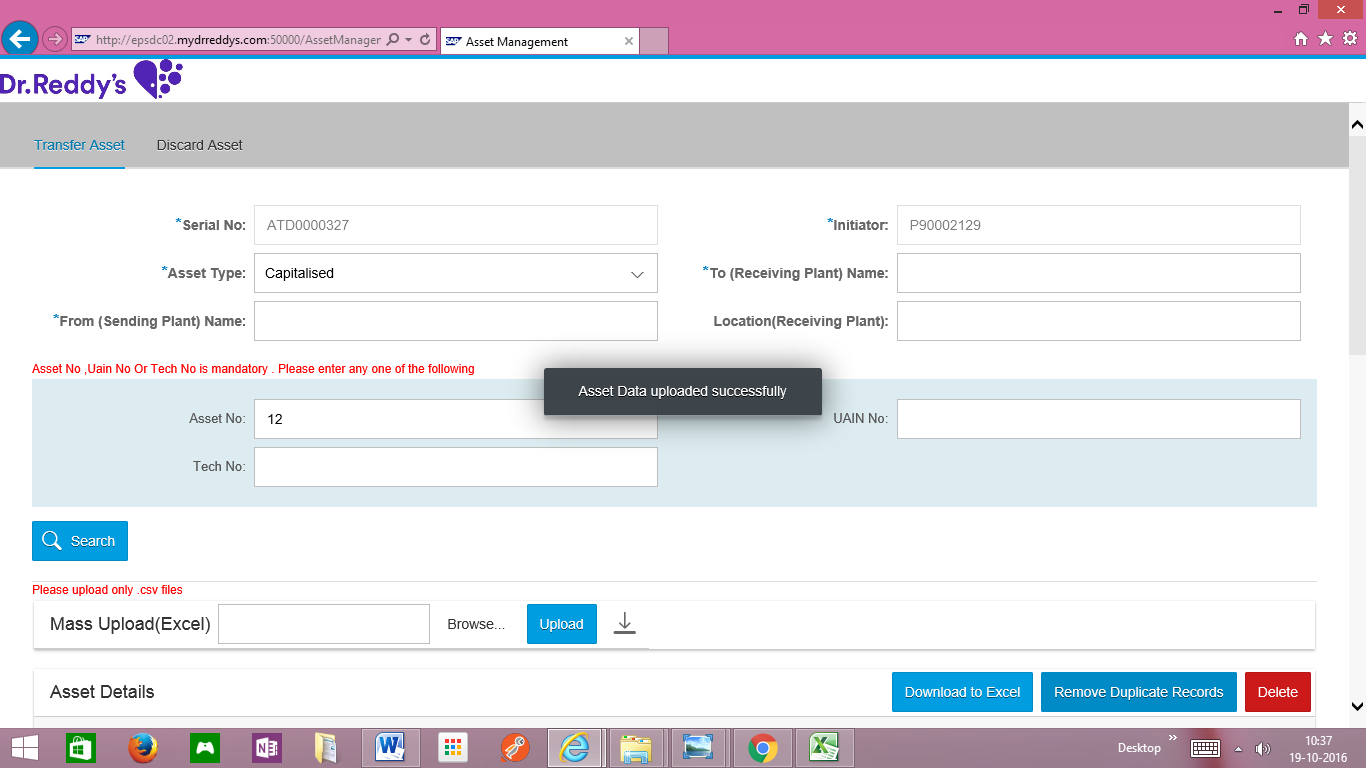
Click on browse .

Select the file with the data to be uploaded



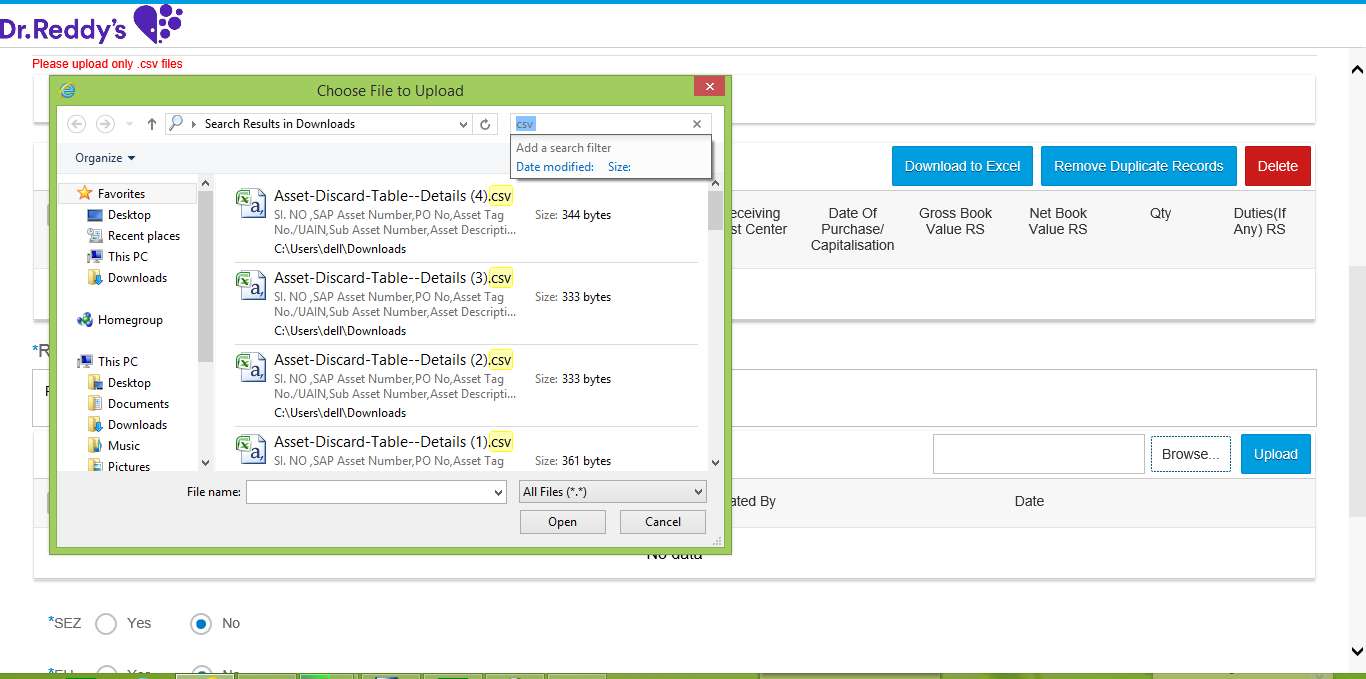
Browse the file and click on upload



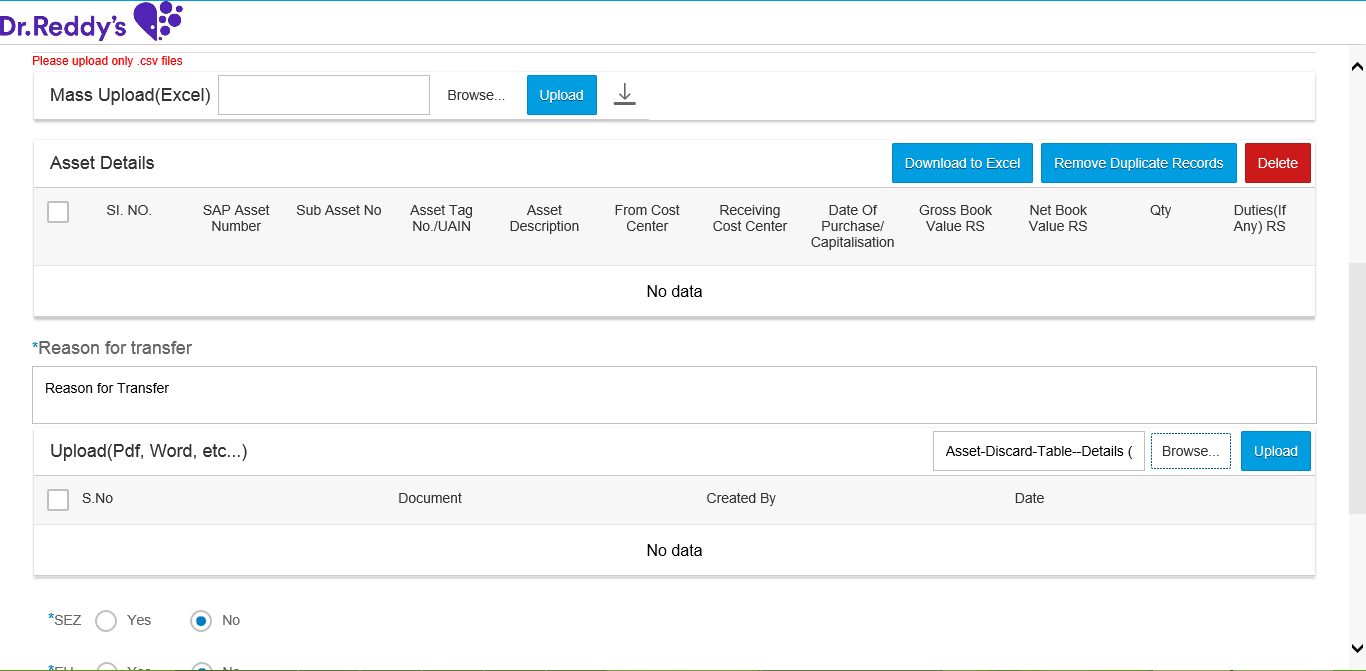


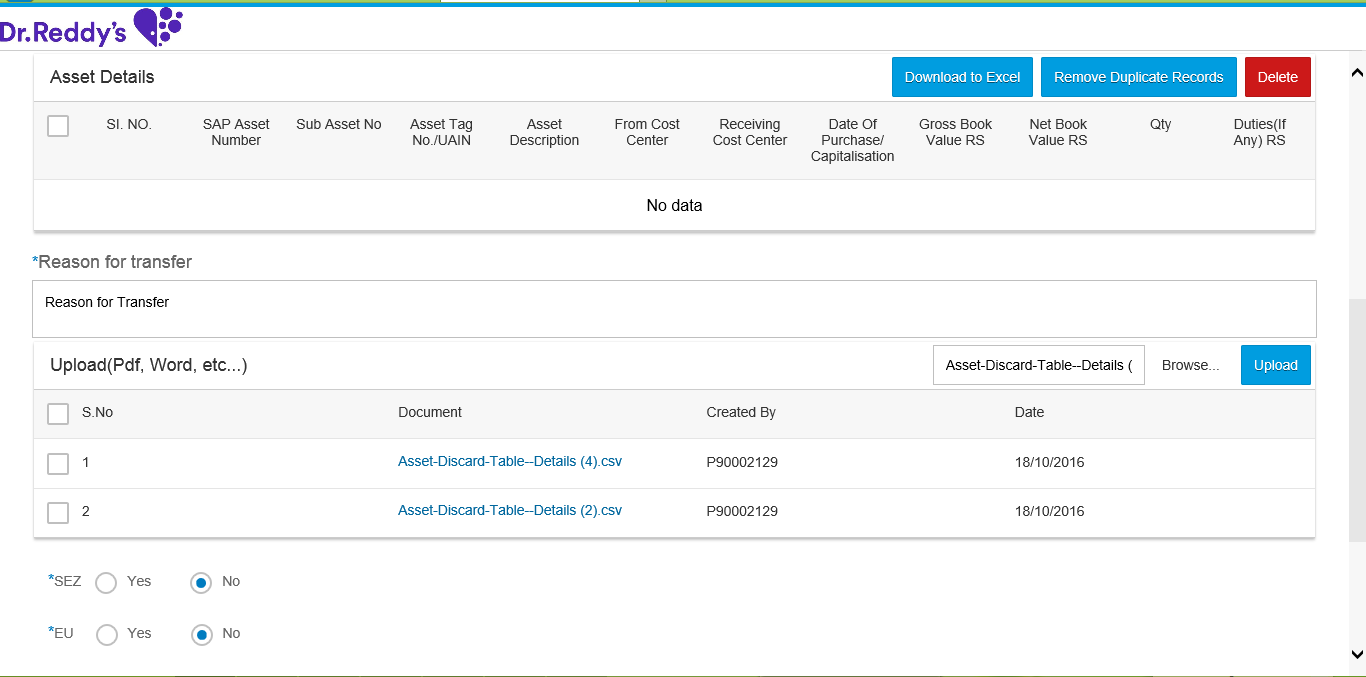
Upload supporting document feature

1.Click on browse to browse a file



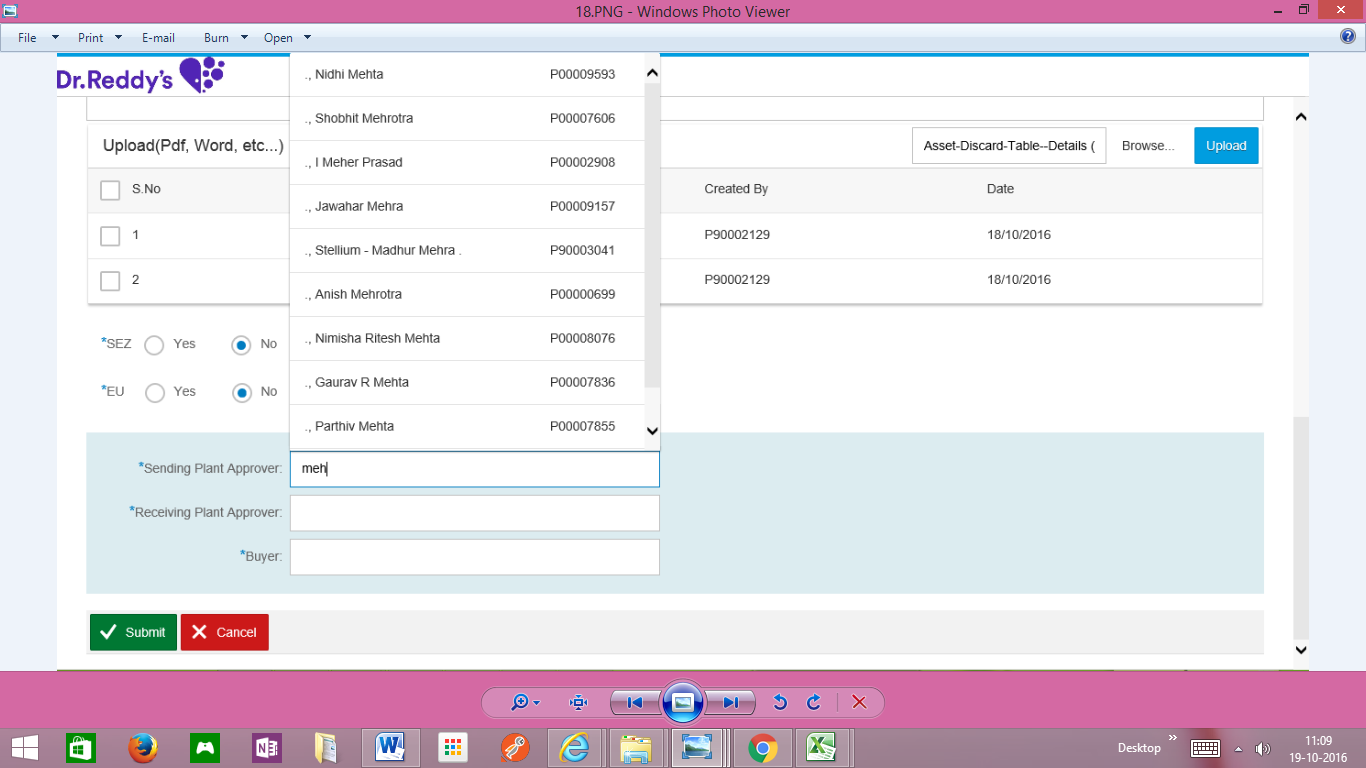
Click on upload to upload to upload the file

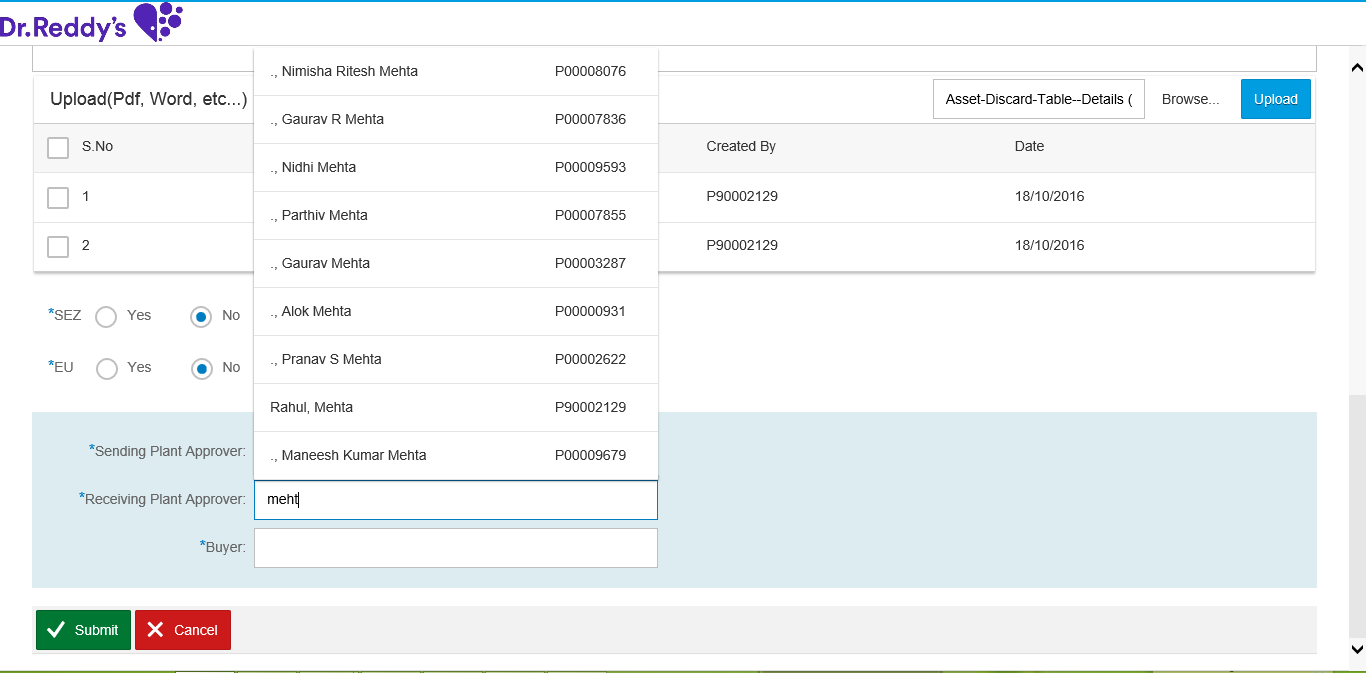




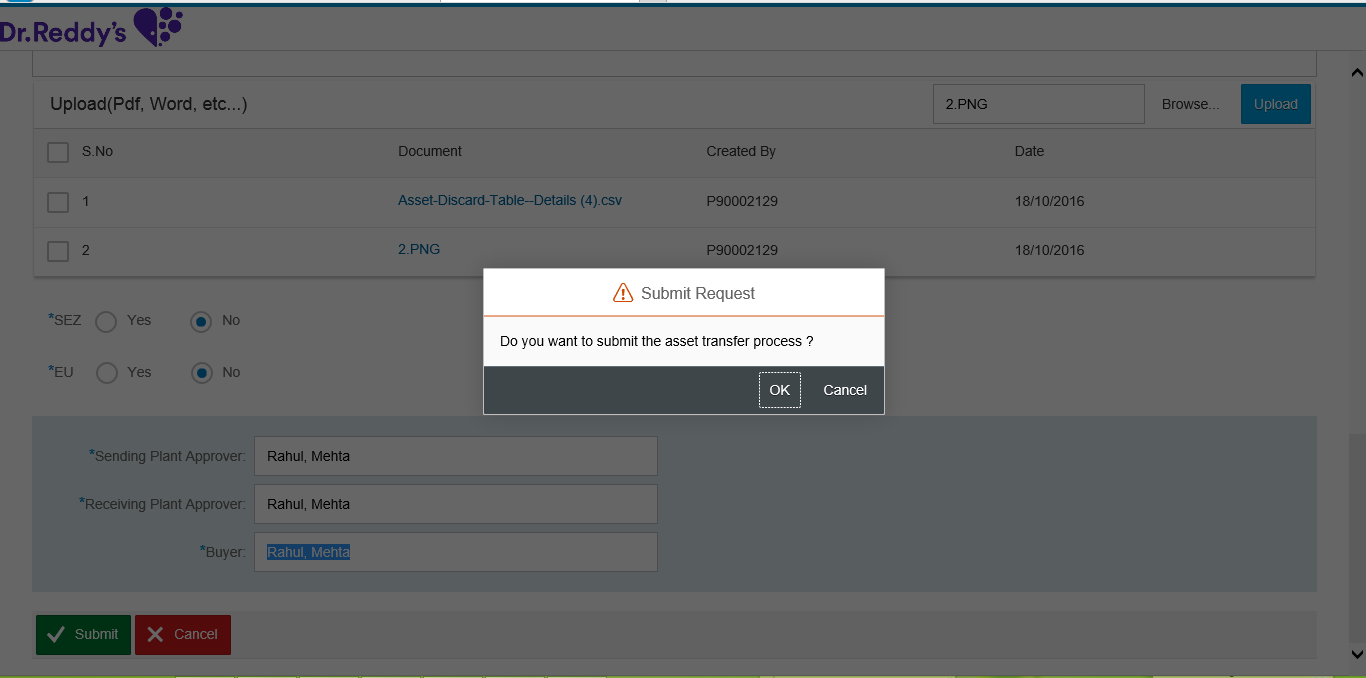
Multiple files can be uploaded

Sending plant approver id , receving plant approver id and buyer id is auto suggest

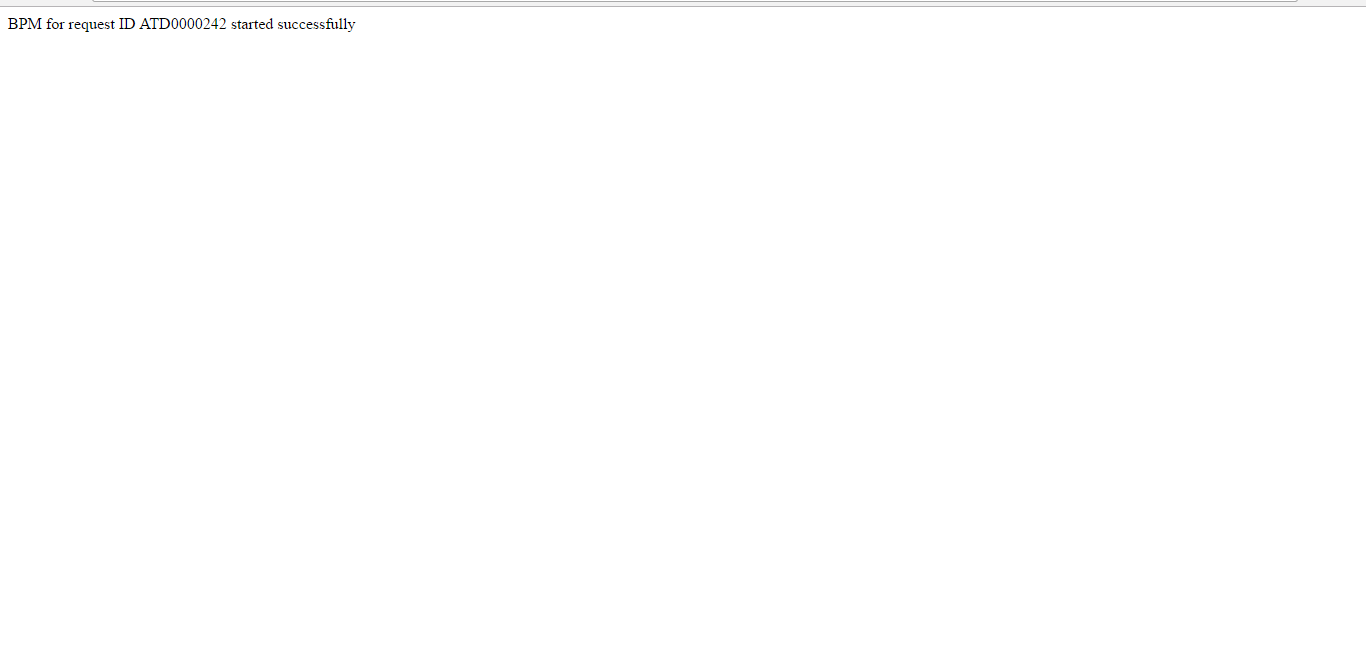




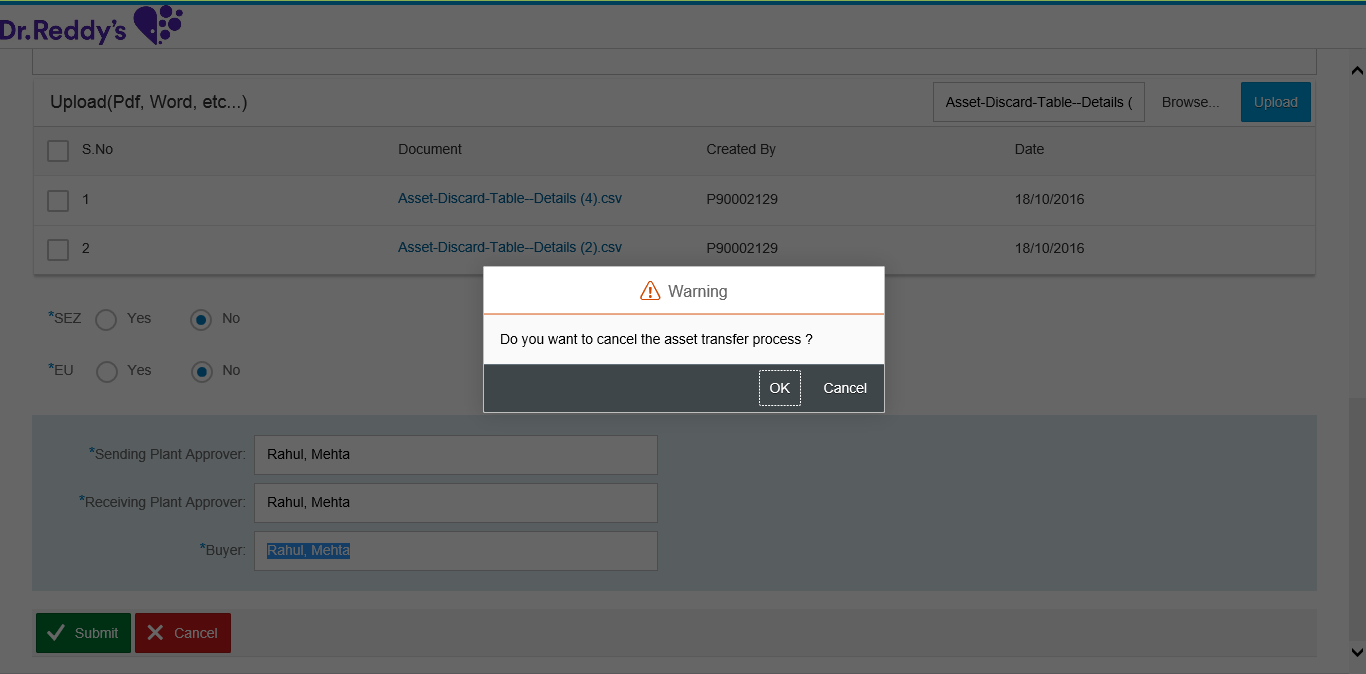
Submit transfer request



Click on ok



Click on cancel button to cancel request

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