

## Serialized Item Tracking (SIT)

Serialized Item Tracking (SIT) is a collection of features that allow **ContainerTRACKER®** to track items individually based on the item type (blue box, Big tank, etc.) and a unique serial number. When moving or configuring serial #s all user selections are picked from a list. This eliminates data entry errors. Serial #s can be ignored at individual locations and treated as bulk items. This is useful in some distribution systems where items cannot be read individually at all locations. Inventory and Transaction reports can be selected to list individual serial #s that were moved or are in inventory.

### Features

*Add Serial Numbers* – Allows a user, with appropriate permissions, to add serial numbers manually or load them from a file. The user selects the item type and the location before adding serial numbers to the system. This ensures that every serialized item in the system is located in the system; items cannot be in the system but not at a location. When serial numbers are added they are checked to reject any duplicates.

*Delete/Edit Serial Numbers* – Allows a user, with appropriate permissions, to remove serial #s from the system or edit the serial # if entered incorrectly. This function restricts editing of serial #s that have been moved (have a history). The user can override this restriction. When serial #s are removed, inventory totals are adjusted and an entry is made in the change log automatically. This ensures that system inventories are always accurate and there is an audit trail for system changes that effect inventory.

*Outloops* – When the first two dates in the serial item information are activated and filled in they are used to monitor outloops. An outloop is a date that an item needs attention. This is often done for items that require periodic testing or maintenance like DOT rated tanks or OSHA compliant lifting slings. There is an outloop report that identifies items in the system due for attention based on a selected time frame (last 90 days, past due now).

*Locate Serial Number* – allows the user to locate an item in the system by selecting the item type, and the serial number from a list.

*Reset Serial Item Counts* – Usually the **ContainerTRACKER®** database is located on a network so it can be accessed by several users and backup-up at appropriate intervals. Certain type of network errors may cause the DB to lockup or lose data. Although this is very rare, when it happens it could theoretically effect item counts in the DB. This maintenance function recounts the serial #s at every location in the system and ensures that the inventories are accurate. This is also useful when a system is being reconfigured for an alternate location.

*Serial Item Information* – Allows the system to maintain individual histories on each item in the system. This history is made up of 20 fields of information that administrators can label and define. Four of these fields are date fields. The first two date fields can be used to define outloops explained below.

*Show Information for Last Move* – Sometimes it is important to know what was in a container or tank the last time it was used. If the system includes the 'User Defined Information (UDI)' feature, and trip information is entered as a serial # moves, this feature identified the user defined transaction information that accompanied the items last move.

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*Show Serial # History* – Creates a report that identifies the movement history for an item in the system. When selected, the report is displayed in the report viewer. From the viewer it can be printed, exported or emailed when the system has these options.

*Show Serial # Information* – Creates a report that identifies the information specific to an item. This information could include purchase date, initial cost, expected life, configuration of the item, associated equipment, etc. When selected, the report is displayed in the report viewer. From the viewer it can be printed, exported or emailed when the system has these options.