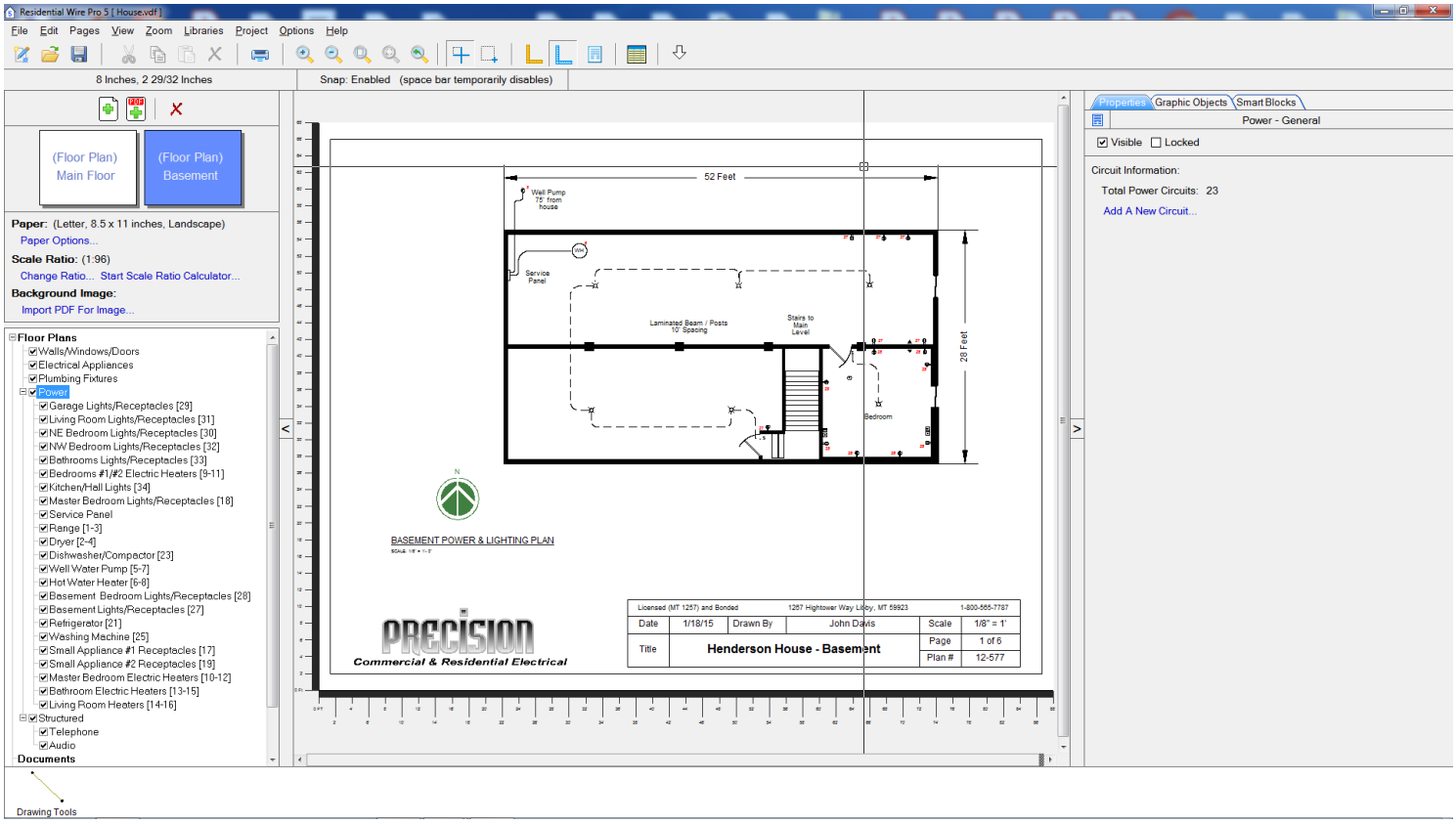
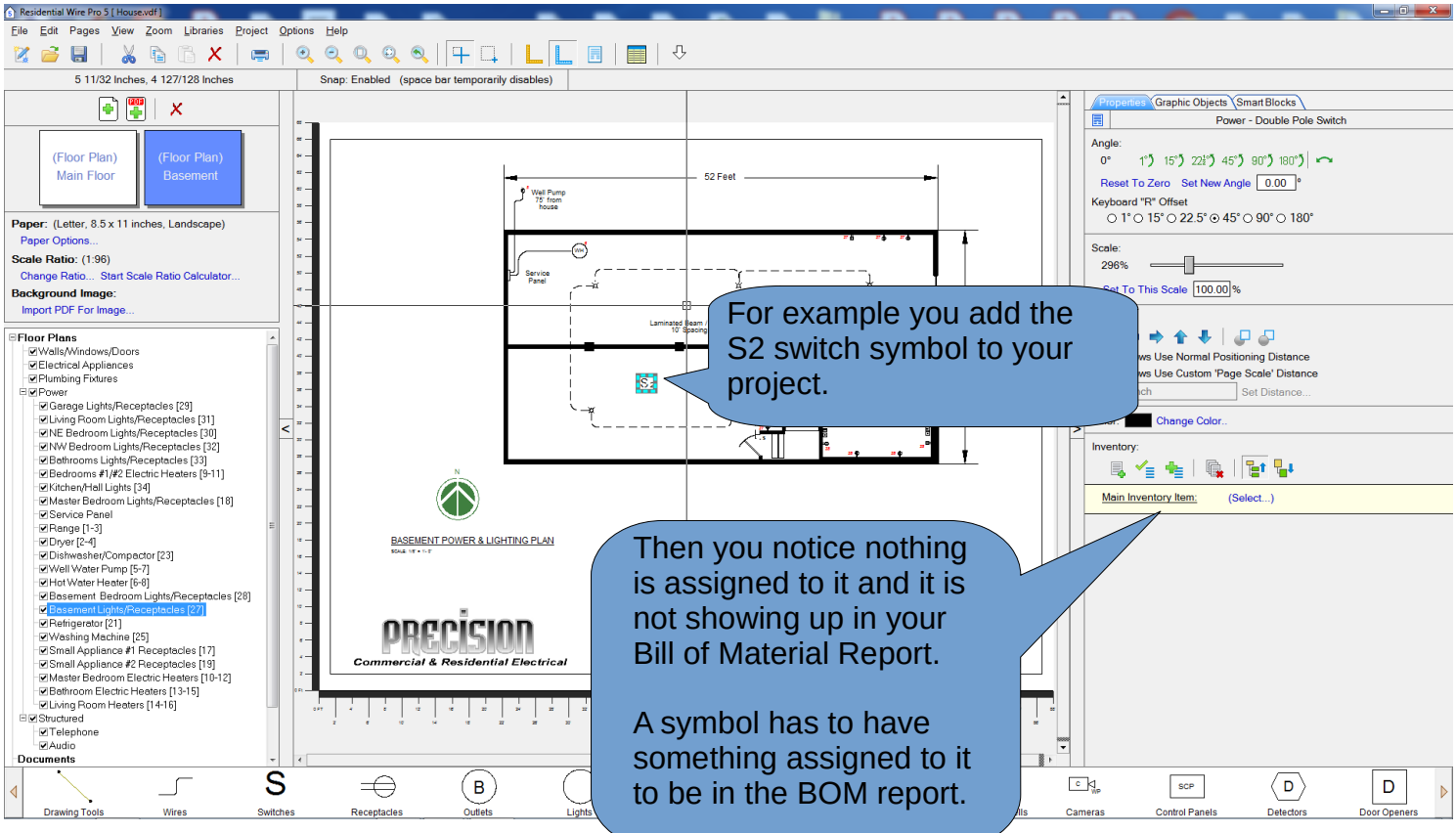
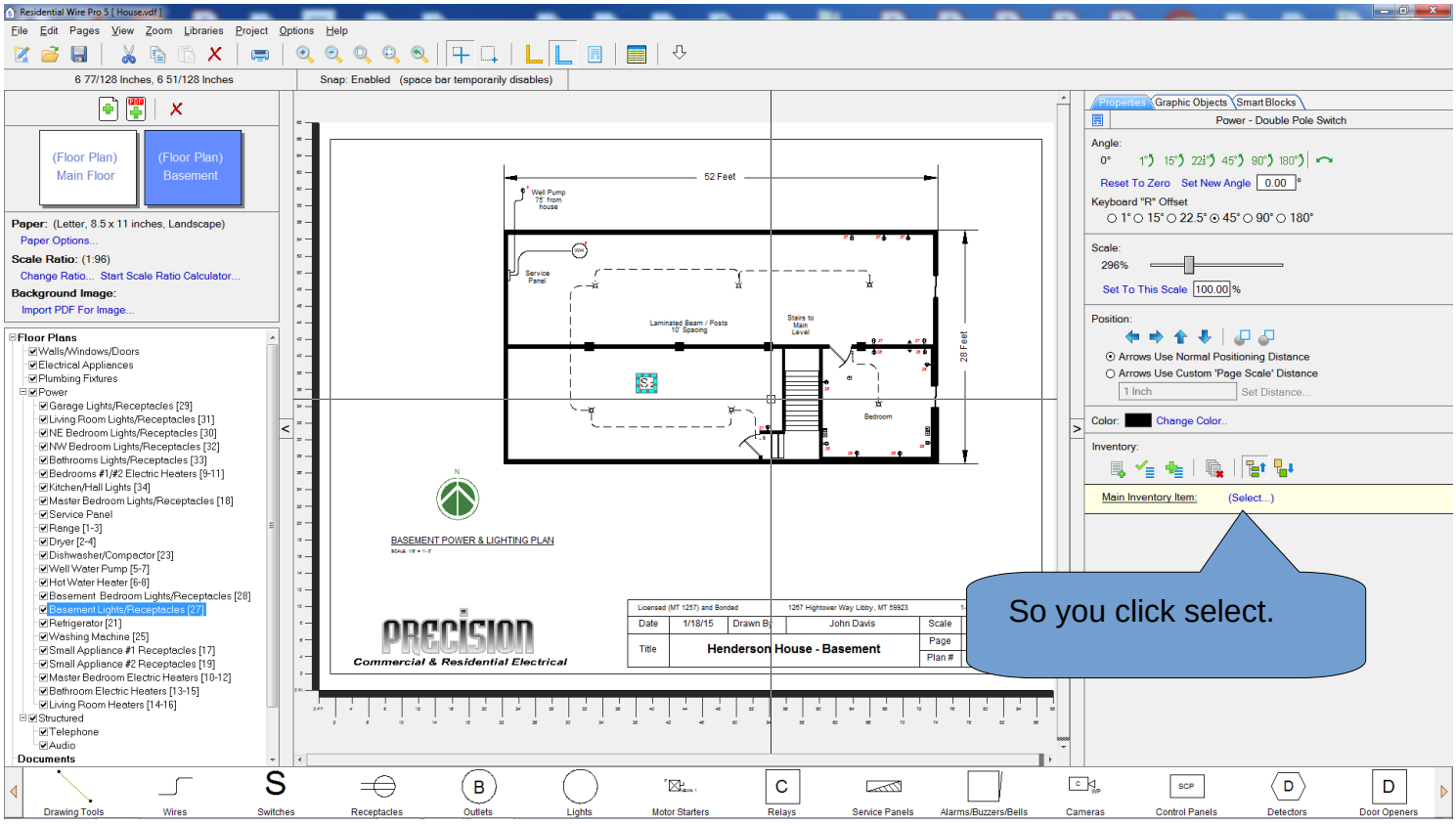
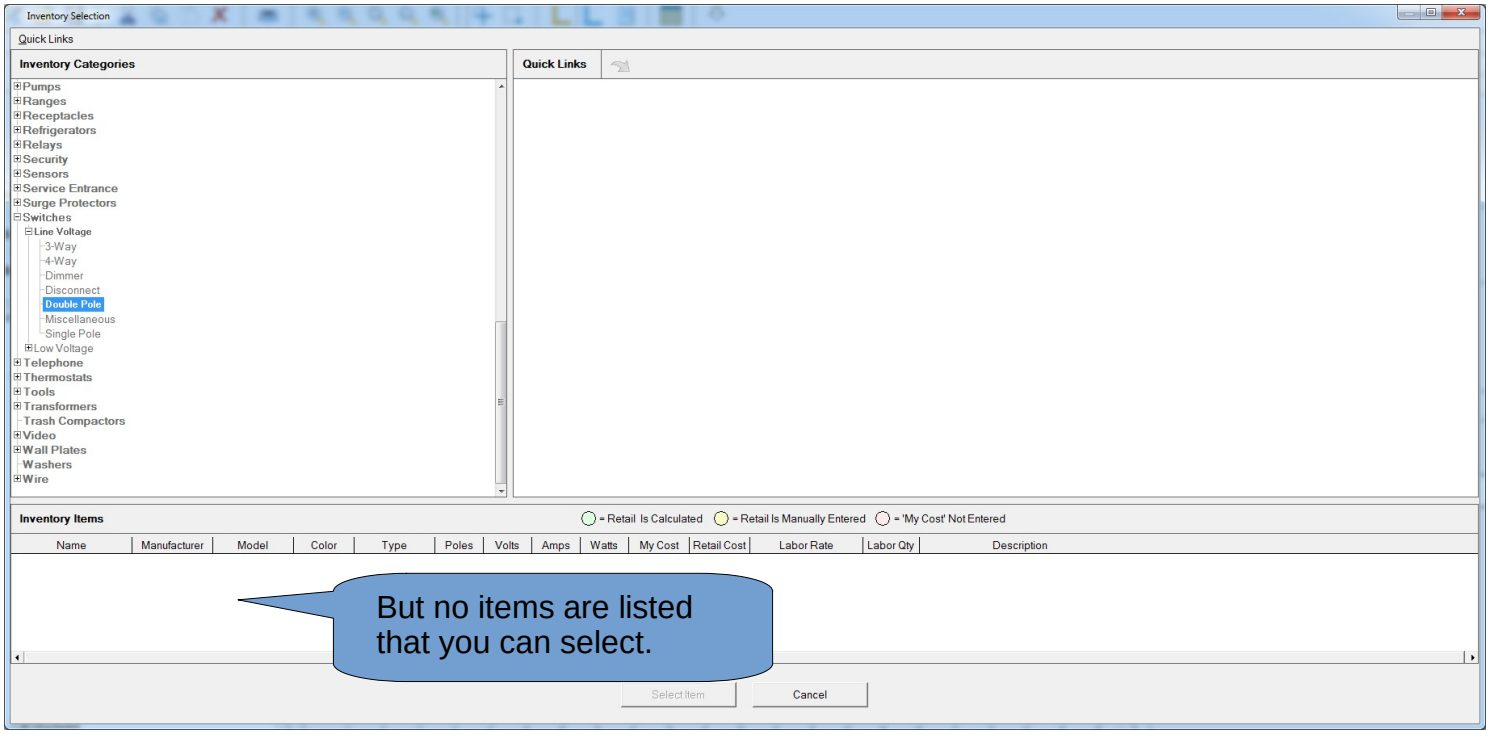
Adding an item to the Inventory Database





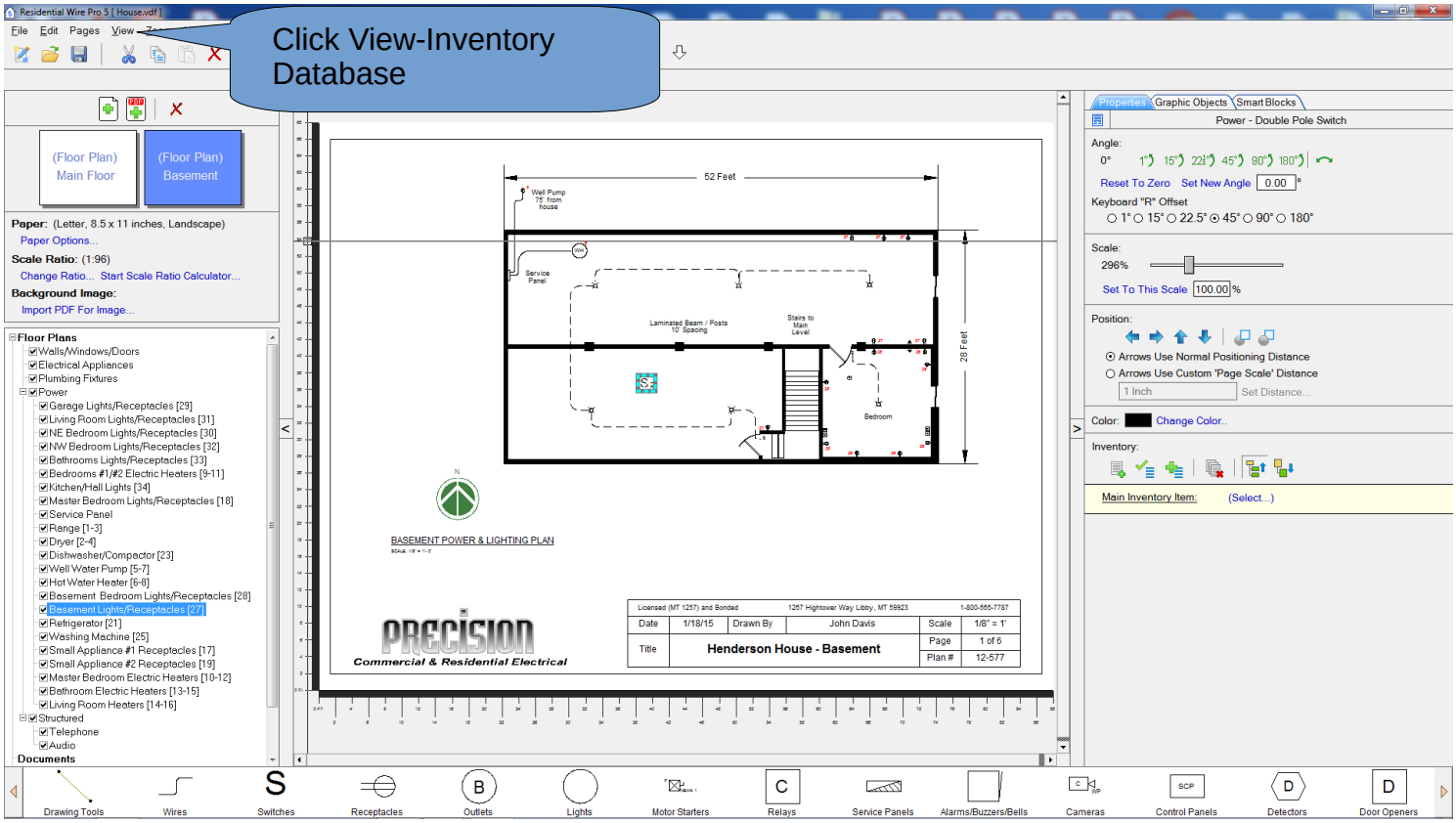


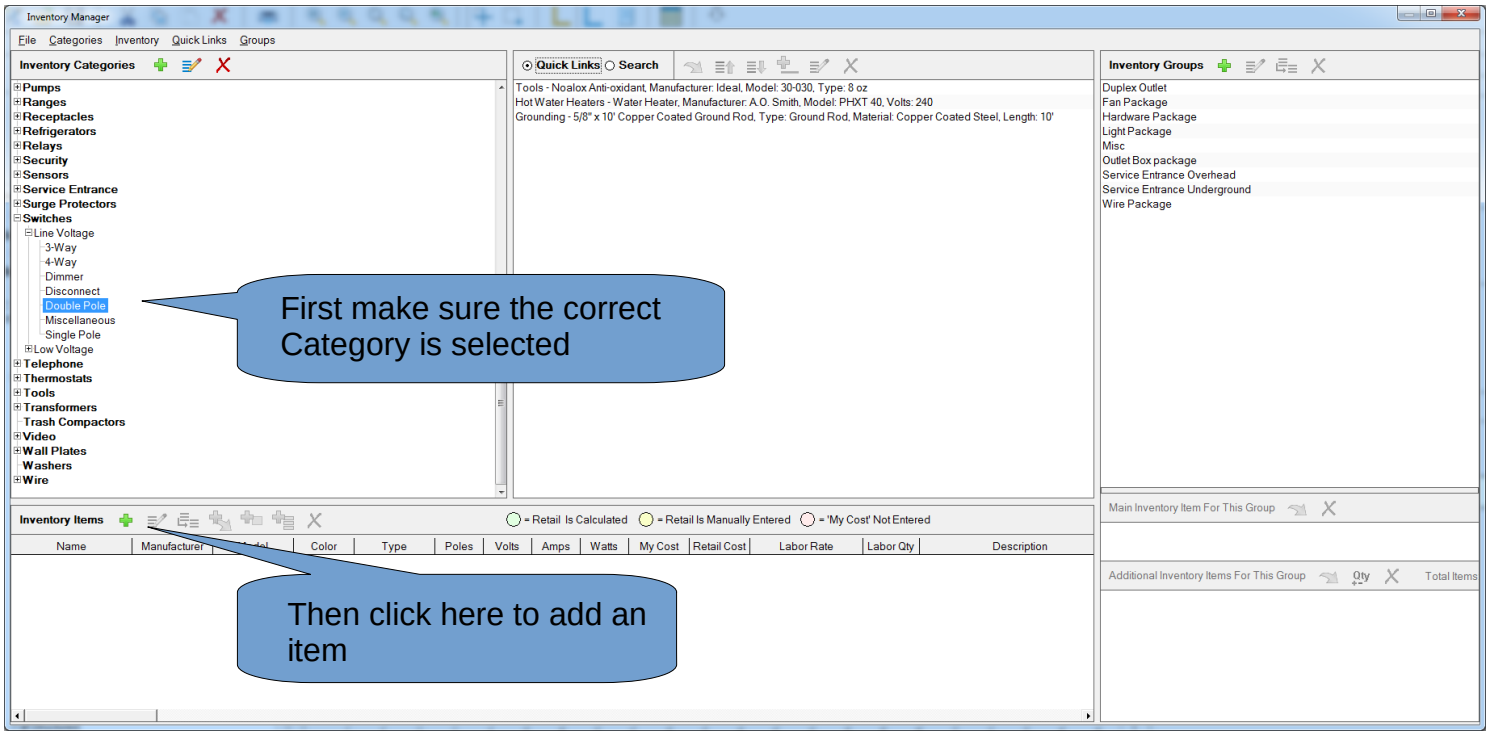


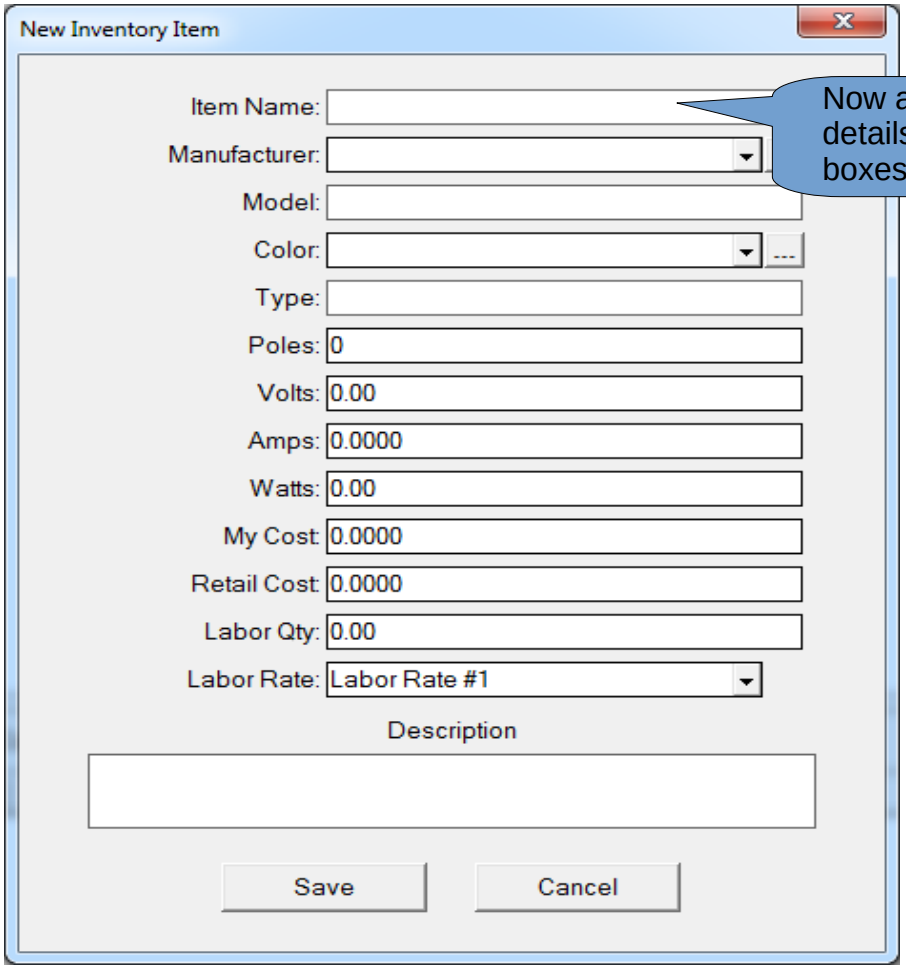
Our database only has some items assigned to some symbols as samples. You will need to add your own items and prices.

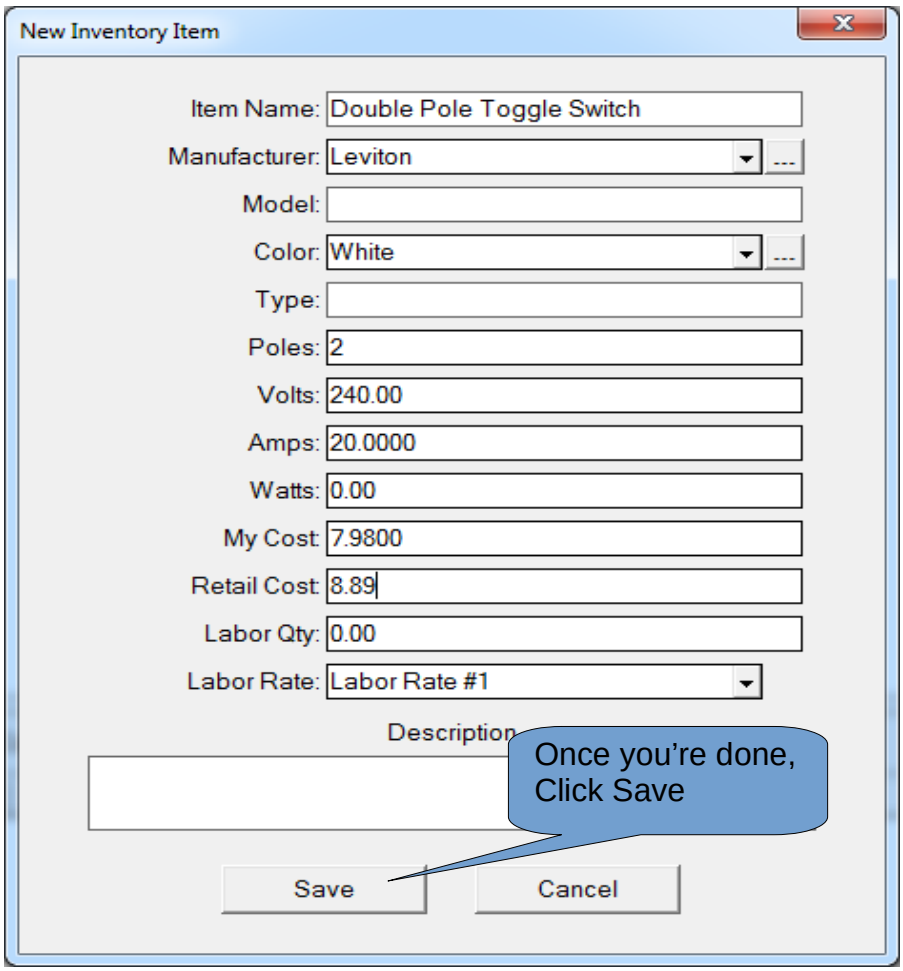
Now lets add a double pole switch to the database so it can be assigned to the S2 symbol.

Close the Inventory Selection screen, if it is still open.

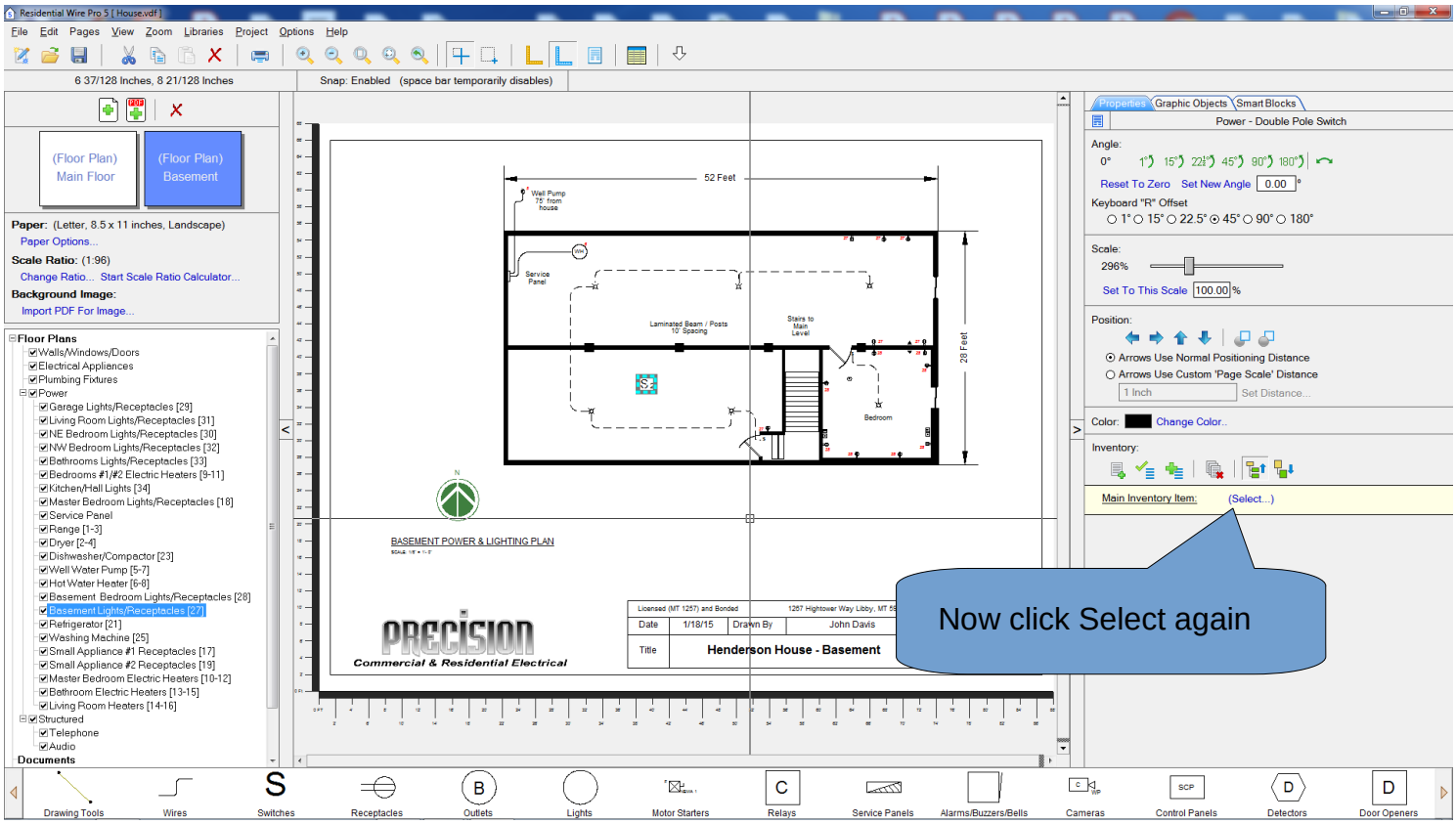




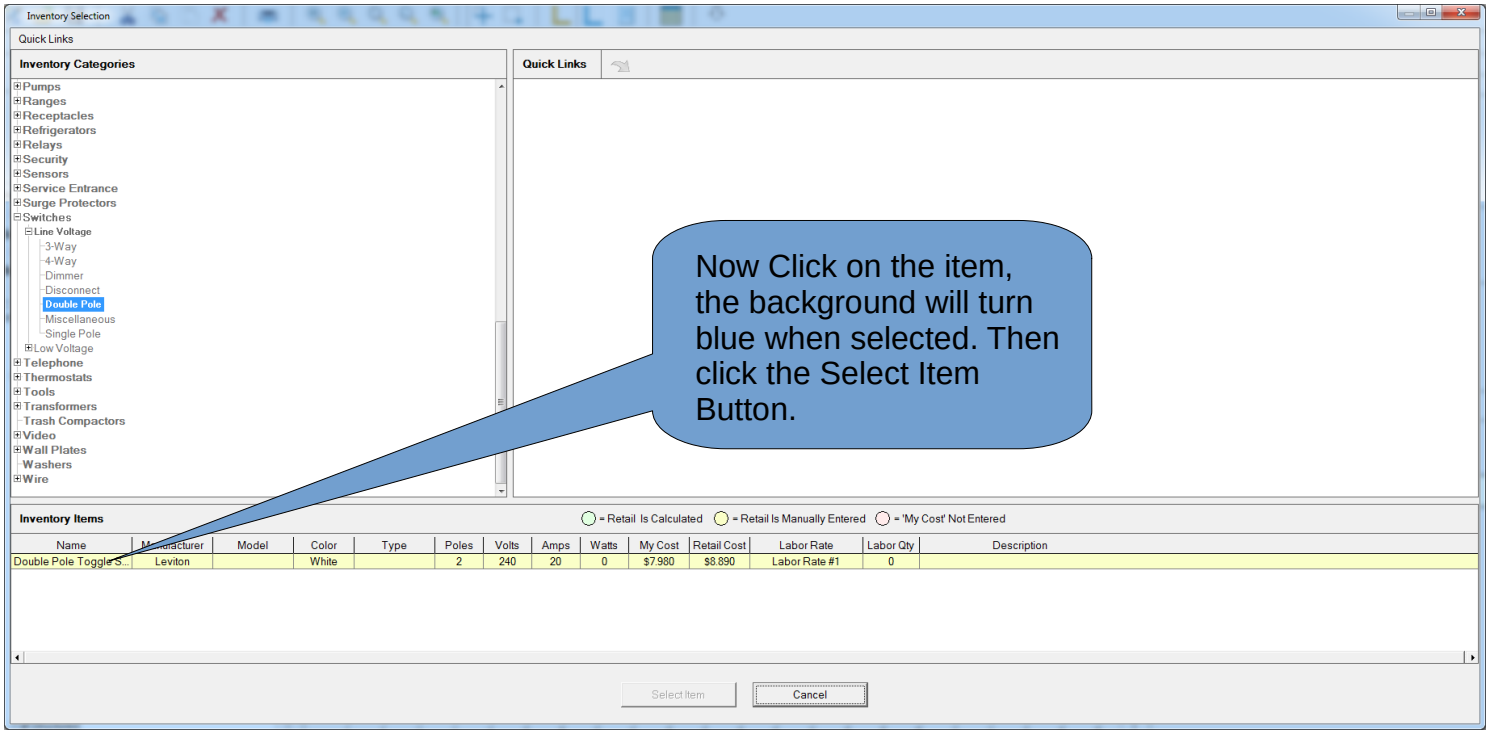

New Inventory Item
Item Name:
Manufacturer:
Model:
Color:
Type:
Poles: 0
Volts: 0.00
Amps: 0.0000
Watts: 0.00
My Cost: 0.0000
Retail Cost: 0.0000
Labor Qty: 0.00
Labor Rate: Labor Rate #1
Description
Save
Cancel
Now add the item's details to the various boxes.


New Inventory Item
Item Name: Double Pole Toggle Switch
Manufacturer: Leviton
Model:
Color: White
Type:
Poles: 2
Volts: 240.00
Amps: 20.0000
Watts: 0.00
My Cost: 7.9800
Retail Cost: 8.89
Labor Qty: 0.00
Labor Rate: Labor Rate #1
Description
Save
Cancel
Once you're done, Click Save

Now close the Inventory Manager



Now click Select again



Now Click on the item, the background will turn blue when selected. Then click the Select Item Button.

Now that one S2 symbol you placed in the project will have the Leviton Double pole switch assigned to it. If you want the S2 symbol to always have that assignment do this: Select the S2 symbol, but before you place in in your project click Select, and follow the same procedure as above. Now whenever you use that symbol it will have that assignment.