Web Application

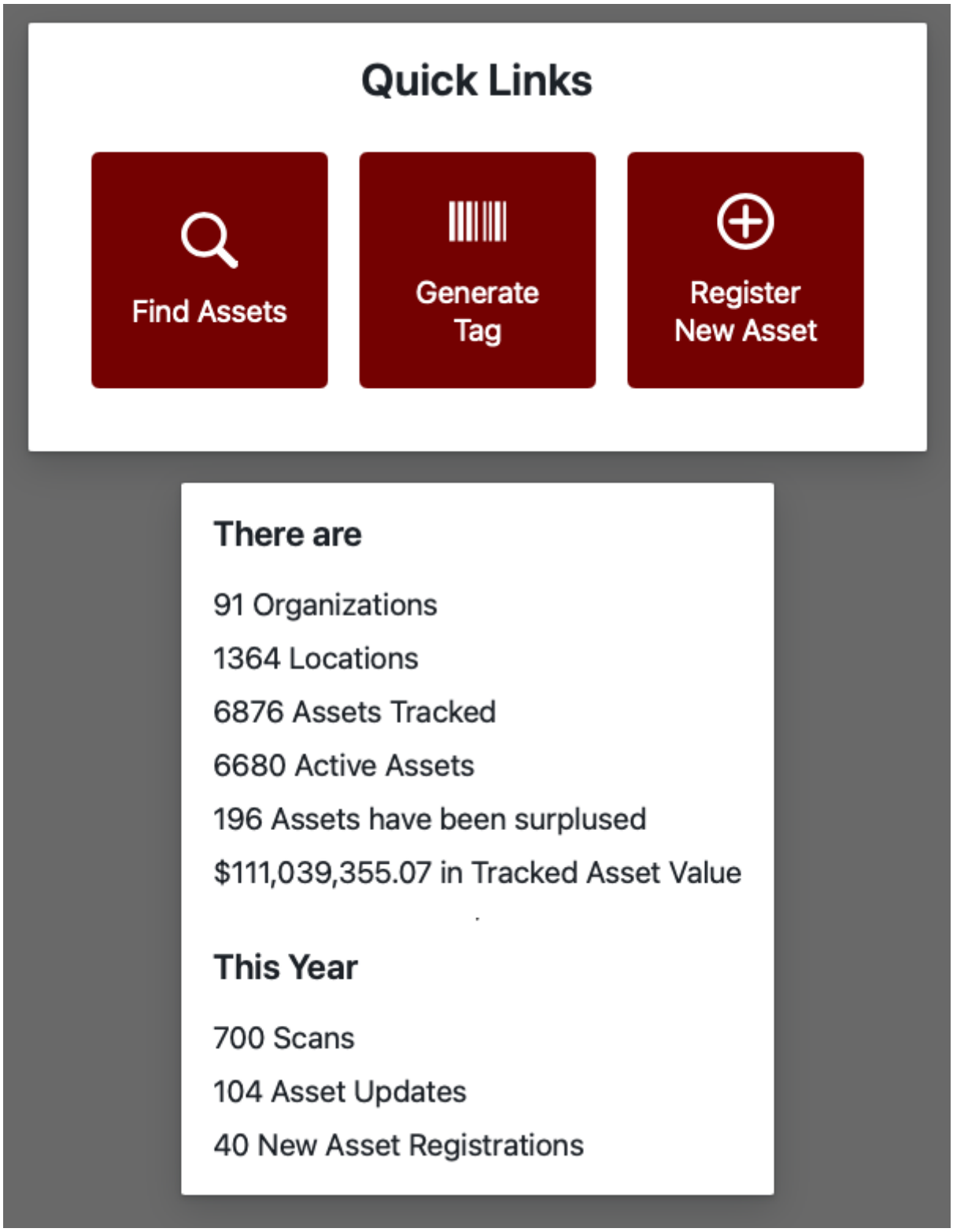
- Main Interface
- Managing Users
- Managing Organizations
- Asset Detail Interface

Main Interface

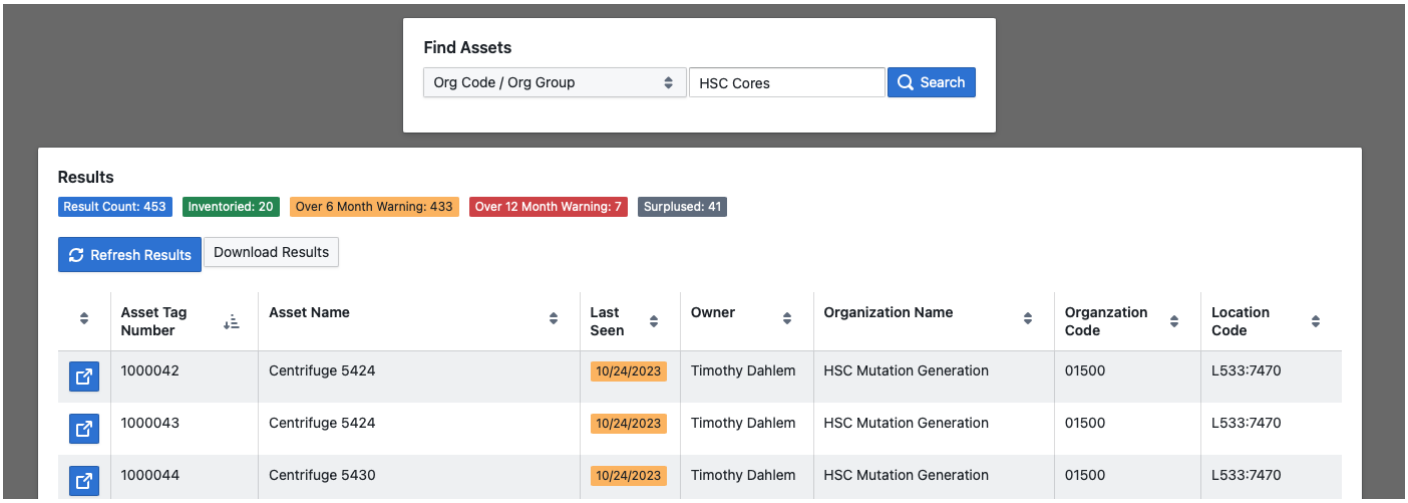
Front Page

The front page interface contains quick links for common actions and system overview statistics. Available quick links include:

- Find Assets - The Main Search Interface
- Generate Tag - Generate UU branded ZPL RFID Labels (Administrators Only)
- Register New Asset - Web Interface Asset Registration (Administrators Only)



Asset Search Interface



Most actions in the inventory system start in the asset search interface. The interface is divided into 3 sections.

- **Find Assets** - The search box at the top of the interface allows for the searching by default system fields as well as more focused searches on specific organizational fields. Under the system fields section there are the following options:
  - Tag Number - Search by partial match for an asset by tag number
  - Org Code / Org Group - Search for assets by partial match to the code of their parent organization. This option also allows you to search by partial match for grouped organizations (e.g. if an organization is grouped by tag)

  - Location Code / Location Group - Search for assets by partial match to the code of their location. This option also allows you to search by partial match for grouped locations (e.g. if an location is grouped by tag)

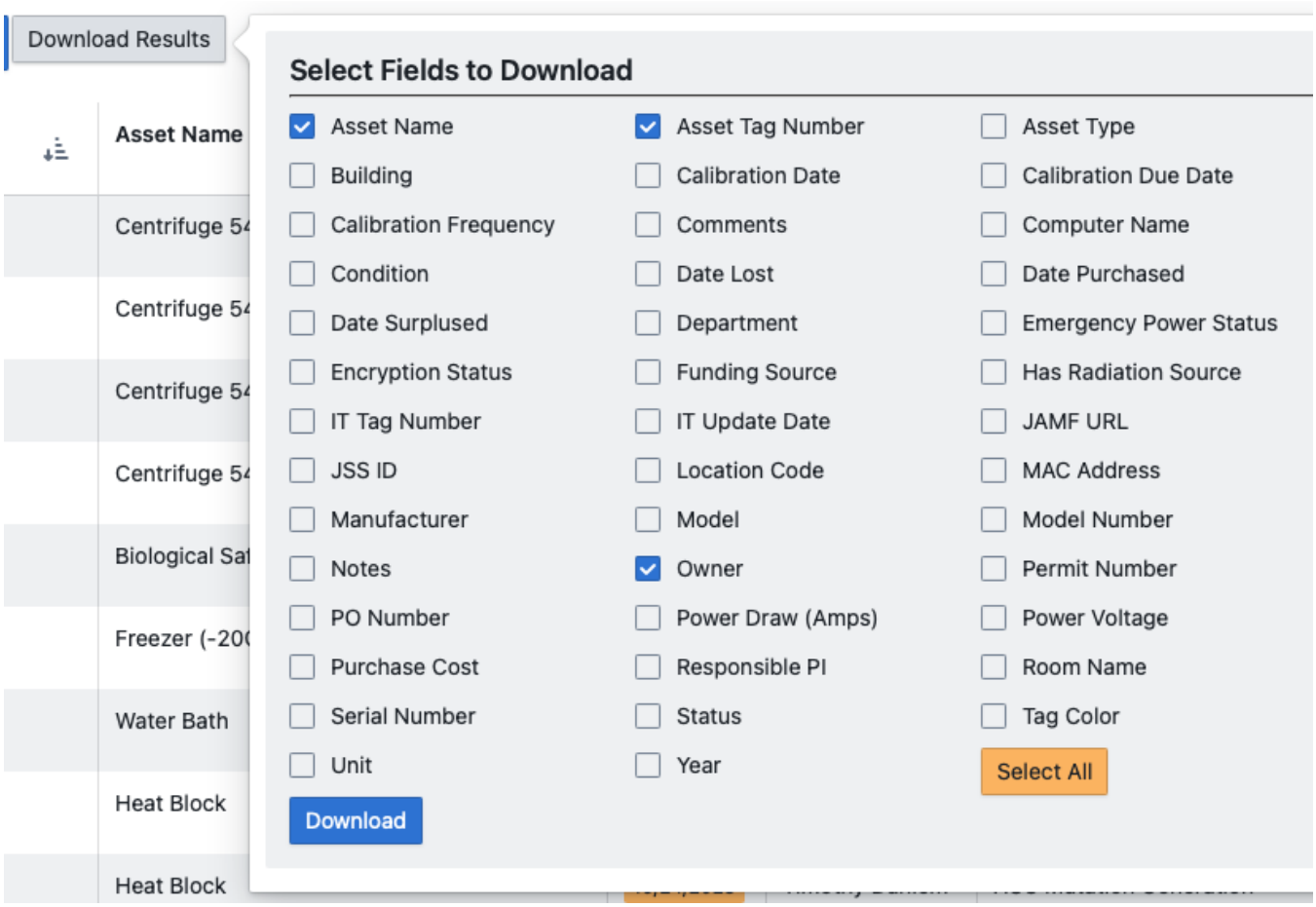
- **Results Header** - The results summary section is 5 colored tags located above the search results list that communicates the status of the inventory process for the loaded search results.

  - **Result Count** - The number of assets that match the search criteria. This tag is always blue.
  - **Inventoried** - The number of assets in the list that have a "Last Seen" date within the last 6 months. If there are no assets that meet this criteria the tag will be gray with white text.

- **Over 6 Month Warning** - The number of assets in the list that have a "Last Seen" date over 6 months ago but less than 12 months. If there are no assets that meet this criteria the tag will be gray with white text.
- **Over 6 Month Warning** - The number of assets in the list that have a "Last Seen" date over 12 months ago. If there are no assets that meet this criteria the tag will be gray with white text.
- **Surplused** - The number of assets in the list that have been marked as "Surplused" in the "status" field (if available). This tag is always gray with white text.

- **Results Download Interface** - Allows the user to download a CSV of the search results with the included fields



- **Asset Result List** - List of results that match the search criteria. The results may be sorted by any of the result columns.

	Asset Tag Number	Asset Name	Last Seen	Owner	Organization Name	Organzation Code	Location Code
	1000042	Centrifuge 5424	10/24/2023	Timothy Dahlem	HSC Mutation Generation	01500	L533:7470

Result columns include:

- **Open Button** - Open the asset details in a new window. Also occurs when clicking anywhere on the row
- **Asset Tag Number**
- **Date Last Seen** - The tag color for the last seen date matches which category the asset belongs to in the summary / results header section

- **Owner** - Name of the asset owner (if available)
- **Organization Name** - The name of the organization the asset belongs to (if set in organization config)
- **Organization Code**
- **Location Code**

Managing Users

Search List

Available Search Fields

- ID
- Username
- First Name
- Last Name

User Details

- ID
- Username - Should be uNID's where possible
- Tags - User Groupings
- System Tags - User Groupings
- First Name
- Last Name
- Email Address
- Phone Number
- Department
- Administrative Set Password Interface - Should not be used if uNID/DUO login is required for the user
- User Roles Manager
- User Organization Roles Manager

Managing Organizations

Organization Search

Available Fields

- ID
- Code
- Name

Organization Details

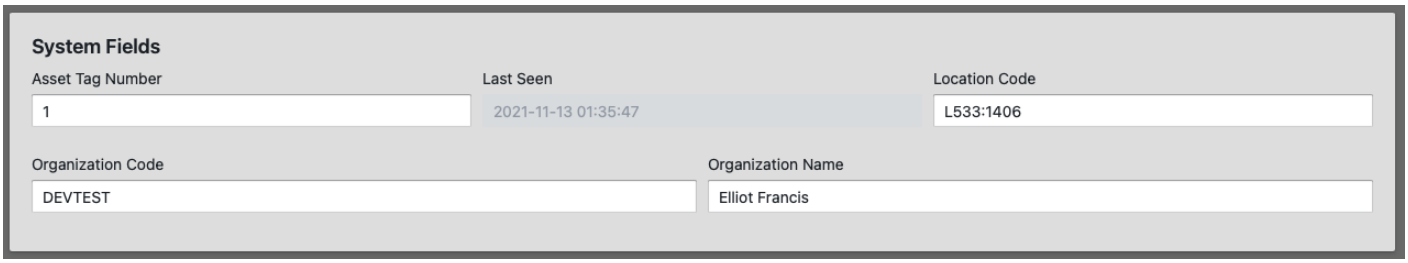
- ID
- Code
- Name
- Tags
- Contact Email
- Field Configuration
  - Fields that an organization requires appear in this area. These fields come in 5 Types:
    1. **String** - General Text Storage Field
    2. **Date** - Datetime Storage Field
    3. **Floating Point Number**
    4. **Value Picker** - Configurable Option / Value Selection Fields
    5. **Action Buttons**
       - Set Value - Set a different field to a fixed value
       - Set Now - Set a target field to the current date and time
       - Set Future - Set a target field to a date offset from now
       - Set Relative - Set a target field to a date offset relative to another field
       - Equation - Calculate a value for a target field based on other numerical values in the asset data (uses MathJS)

Custom Field Configuration

<Documentation Needed>

Asset Detail Interface

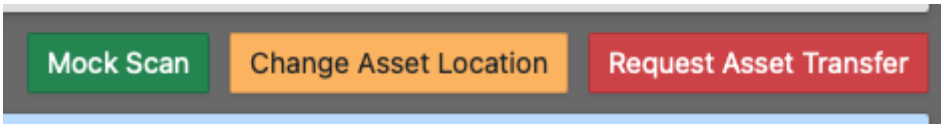
System Fields



System fields are automatically managed and cannot be edited directly

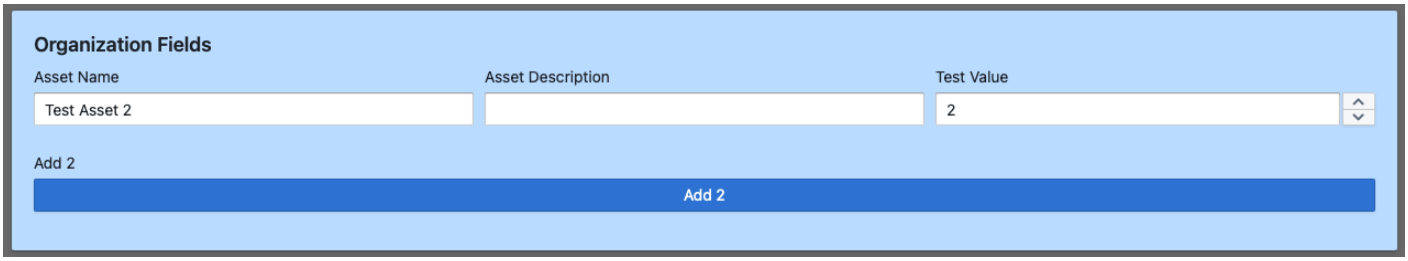
- Asset Tag Number
- Last Seen - Date this asset was last scanned
- Location Code - The code of the location the asset is assigned to
- Organization Code - The code of the organization the asset is assigned to
- Organization Name - The name of the organization the asset is assigned to

Special Action Buttons



- Mock Scan (Administrator Only) - Select a location to mock a RFID/Optical Code Scan.
- Change Asset Location - Move an asset to a new location
- Request Asset Transfer - Create an asset transfer request for this asset.

Organization Fields



Fields that an organization requires appear in this area and are defined by either the system default organization OR the custom configuration for a given organization. These fields come in 5

Types:

1. **String** - General Text Storage Field
2. **Date** - Datetime Storage Field
3. **Floating Point Number**
4. **Value Picker** - Configurable Option / Value Selection Fields
5. **Action Buttons**
   - Set Value - Set a different field to a fixed value
   - Set Now - Set a target field to the current date and time
   - Set Future - Set a target field to a date offset from now
   - Set Relative - Set a target field to a date offset relative to another field
   - Equation - Calculate a value for a target field based on other numerical values in the asset data (uses MathJS)

Files

Reference Image

Displays the reference image for this asset

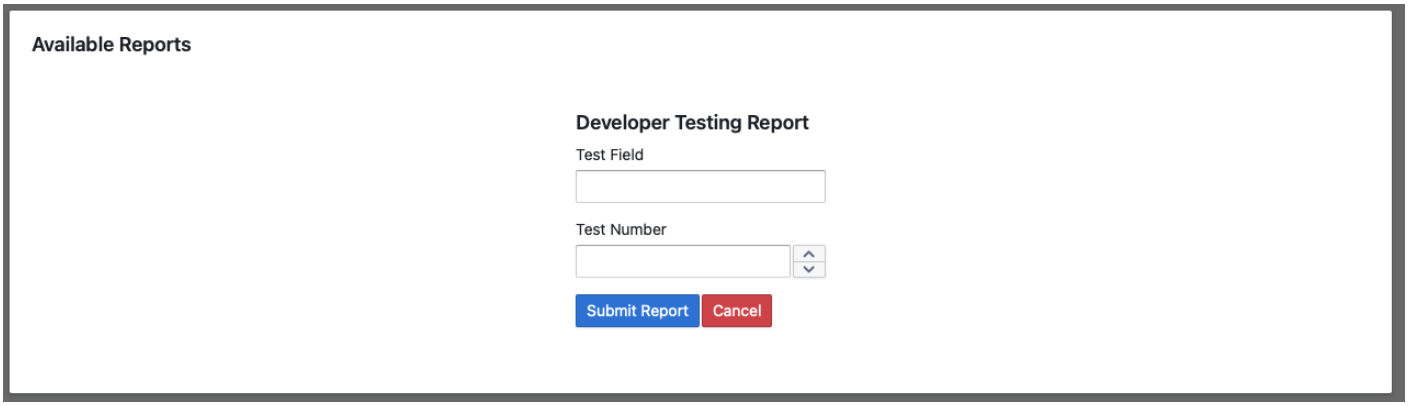
Attached Files

Displays a list of files attached to this asset. Files may be managed from this interface as well.

Other Fields

If an asset has been transferred from another organization or the organization field configuration has changed then it is possible that an asset will have depreciated or extra data fields. Rather than deleting these fields their information is retained and displayed here. These fields are NOT editable.

Reports Interface



Organizations that have custom reports may select and submit them from this interface. Submitting a report will create a custom asset history entry with the report data and configuration.

Asset History

Every action performed on an asset is recorded in the asset history log. Due to the potential length of the asset history it is not loaded by default. To view the asset history click the "Load History" button. This will load the complete asset history and the details of each entry can be viewed by clicking on the corresponding row.

