



## Disposition Notice for Machine Dealers



You can assign dispositions to machines. A machine disposition shows the overall status of the machine, whether it's on hand, rented, leased, sold, and so forth. The disposition is adjusted based on the changes to the status of the machine equipment. If you plan to use the new disposition feature, you must perform the following steps after loading your software update.

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**Note:** Text-based software does not include the Machine Disposition feature. Once you set up Machine Disposition Parameters, do not add or sell a machine using the text-based (EZG) and (EZO) screens. Machines sold in these text-based screens are not recognized in graphical Ensite Pro.

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### Set the Use Machine Disposition Parameter to Y

- 1 Double-click  Keyop Menu.
- 2 Double-click  Parameters.
- 3 Double-click Serialized.
- 4 Double-click General Configuration.
- 5 Set the Use Machine Disposition box to **Y**. *This box must be set to Y to use this feature.*
- 6 Save your changes.

### Run the Conversion Program in the (Z) System Utilities Screen

- 1 Go to the (Z) screen and select the [B4] option.
- 2 At the Enter File Name prompt, type ;SPCSTDP8
- 3 Enter unit number 04 in the Enter Unit # field.
- 4 Press Enter. The conversion is run.

### Set Additional Disposition Parameters

- 1 Double-click  Keyop Menu.
- 2 Double-click  Parameters.



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- 3 Double-click Serialized.
- 4 Double-click Machine Disposition.
- 5 Double-click Password.
- 6 Click the Change Password box and enter a password restricting the ability to change the disposition of a machine in the Disposition box shown in the Machine Detail window.
- 7 Click the Overwrite Password box and enter a password restricting the ability to overwrite the disposition of a machine.
- 8 Save your changes.
- 9 In the Machine Disposition Parameters, double-click General Configuration.
- 10 The Machine Disposition Parameter Set Up dialog box opens. Click the (+) plus sign to the left of the System Dispositions box. The default dispositions appear, On Hand, Rent, and Lease. The Disposition Text box contains the default text for each corresponding disposition.  

You can change the default text. Right-click the disposition you want to change. The Disposition Text box opens. Enter the new text over the existing text.
- 11 You can add unavailable dispositions. An unavailable disposition indicates that the machine is unavailable. It is not ready to be sold, loaned, or leased. If you frequently demo machines, you might want to create a disposition for inspecting the condition of a machine before placing it back on hand, or you might want to set up a disposition to scrap the machine for parts.  

Right-click the Unavailable Dispositions Edit section of the dialog box. Click Add New. In the New Disposition box, enter the disposition you are adding, Clean Up, Scrap for Parts, or Trash for example. Press Enter. The text you entered is added to the Unavailable Dispositions section of the dialog box. (Once you've added unavailable dispositions, you have the option to Delete when you right-click.)
- 12 The Default Set Up for Actions section of the dialog box contains the disposition and the corresponding action you perform. For example, when receiving new machines, the default disposition is on-hand. To change it, click the down arrow and select the option.
- 13 When you finish, close the dialog box and save your changes.

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**Note:** After you set up parameters and run the conversion file, you can use dispositions when selling machines. When the Assign System/Serial Number dialog box opens in Serialized order entry, the disposition of the machine is displayed. This allows you to search through the machines by disposition status. After the machine is placed on the order and sold to the customer, the disposition of the machine appears as Sold. You can also view machine dispositions when the machine is a trade-in. The Disposition box appears in the Machine Trade-In dialog box. When performing a return, the Disposition box lets you specify the disposition of the machine being returned, On-Hand, Trash, and so on. When final-receiving machines in Purchase Order Entry, you can assign dispositions to each machine. An additional Disposition box and the Item Disposition Quantities dialog box has been added to the Machine Detail Master tab so you can quickly view the machine quantities and dispositions of all your machines.

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