

# Assets Parts

All parts can be registered in the module Assets Parts. The properties can be saved per part, along with the necessary order information. As MXSuite uses a central database, parts can easily be linked to various ships. The categorization ensures that parts are stored in an orderly fashion.

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# What do the colours in the overview mean?

The following colors are used in the overview:

- red: the actual stock is less than the minimum stock requirements.
- orange: actual stock is not sufficient for completing a task.
- red exclamation mark: this is a critical part.

<input type="checkbox"/>				Part number	Description	Own code	Unit	Price per unit	Currency	Actual stock	Minimum
<input type="checkbox"/>	...	●		12	Set screw RVS	100.0755	pcs	1,00	EURO	351,00	200,00
<input type="checkbox"/>	...	◆	!	1234	fuel filter	RG1234	pcs	0,00	EURO	-36,00	20,00
<input type="checkbox"/>	...	◆	!	2080120	Mobilgard HSD 15W40, bulk	100.7675	Liter	2,00	EURO	1.480,00	1.500,00
<input type="checkbox"/>	...	▲		2S 1251	Control cable	100.0735	pcs	0,00	EURO	1,00	0,00

# How do I add a part?

1. Click on **New...**
2. Complete all required fields.

Part details associated with location Mastex Trader

**General details** | Supplier | Comments | Category | Documents | Stock from other locations | Crewing

**General details**

Description:

Part number:

Own code:  

Image:   

Is critical:

Is operational critical:

HazMat docs required:

**Stock details**

Actual stock:  

Minimum stock:  

Maximum stock:  

**Details**

Manufacturer:  Drawing no.:

Catalog no.:  Pos no.:

Budget code:   Ship drawing no.:

3. Click on **Save & close.**

**Own code:** There is an option that allows you to generate the code automatically. This own code is used as a reference during the import process. During the import process, MXSuite will check whether the part is present using the own code. If the own code is present during import process, the part will be overwritten. If the own code is not present, a new part will be created.

**Material declaration document:** This function allows you to link a material declaration document to a part. You can find it at **Documents > Material declaration document.**

# How do I link extra suppliers to a part?

1. Right-click on a part and select **Edit...**
2. Go to the tab **Suppliers**
3. Click on **Select suppliers** and make a selection
4. Enter the part information for the selected supplier, such as price, unit, order number, Declaration of compliance, etc.

Part details associated with location Mastex Trader

General details **Supplier** Comments Category Documents Stock from other locations Crewing

Select suppliers Remove

	Supplier name	Price per unit	Currency	Unit	Delivery time	Order code	Preferred	Declaration of compliance
<input type="checkbox"/>	A & A Thorpe	425		pcs		AT-1423	<input type="checkbox"/>	 
<input type="checkbox"/>	A. Nobel en Zn	422		pcs		MX-84t28	<input type="checkbox"/>	 
<input type="checkbox"/>	ADT Fire & Secu...	427		pcs		RD214-215	<input type="checkbox"/>	 

Save Save & close Close

5. Click on **Save & close**.

# How do I make a part visible for another location?

1. Right-click on a part and select **Edit...**
2. Go to the tab **Stock from other locations.**
3. Select the location where the part must be visible.

Part details associated with location Mastex Trader

General details   Supplier   Comments   Category   Documents   Stock from other locations   Crewing

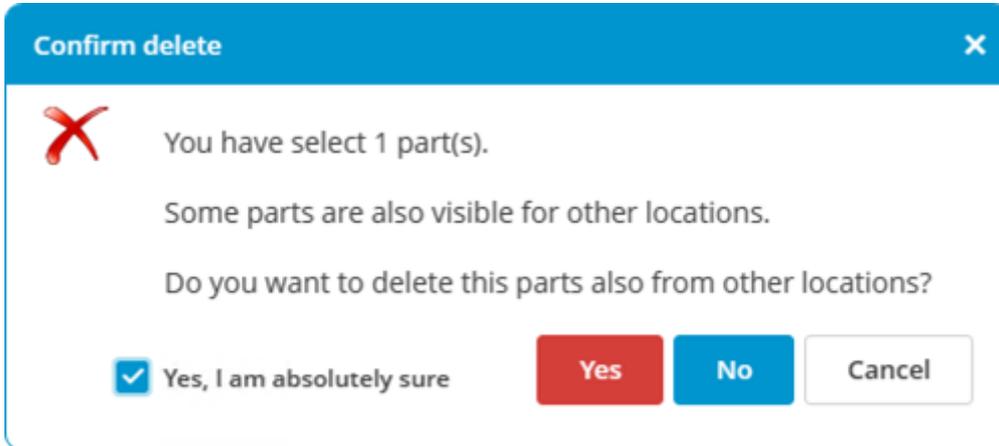
Location Name	Actual stock	
<input type="checkbox"/> Mastex Cruise	0	Move stock to other location
<input type="checkbox"/> Mastex General Cargo	0	Move stock to other location
<input type="checkbox"/> Mastex Guard	0	Move stock to other location
<input type="checkbox"/> Mastex Tanker	0	Move stock to other location
<input checked="" type="checkbox"/> Mastex Trader	0	Move stock to other location
<input type="checkbox"/> Mastex Trader II	0	Move stock to other location
<input checked="" type="checkbox"/> Mastex tug	0	Move stock to other location
<input type="checkbox"/> MXSuite inlander	0	Move stock to other location

4. Click on **Save & close.**

Use the Export and Import feature to assign multiple parts at once to another location.

# How do I delete a part?

1. Right-click on an part and select **Delete...** (you can select multiple parts at once).
2. Click on **Yes** to delete the part from all locations. Click on **No** to delete the part from the selected location only.



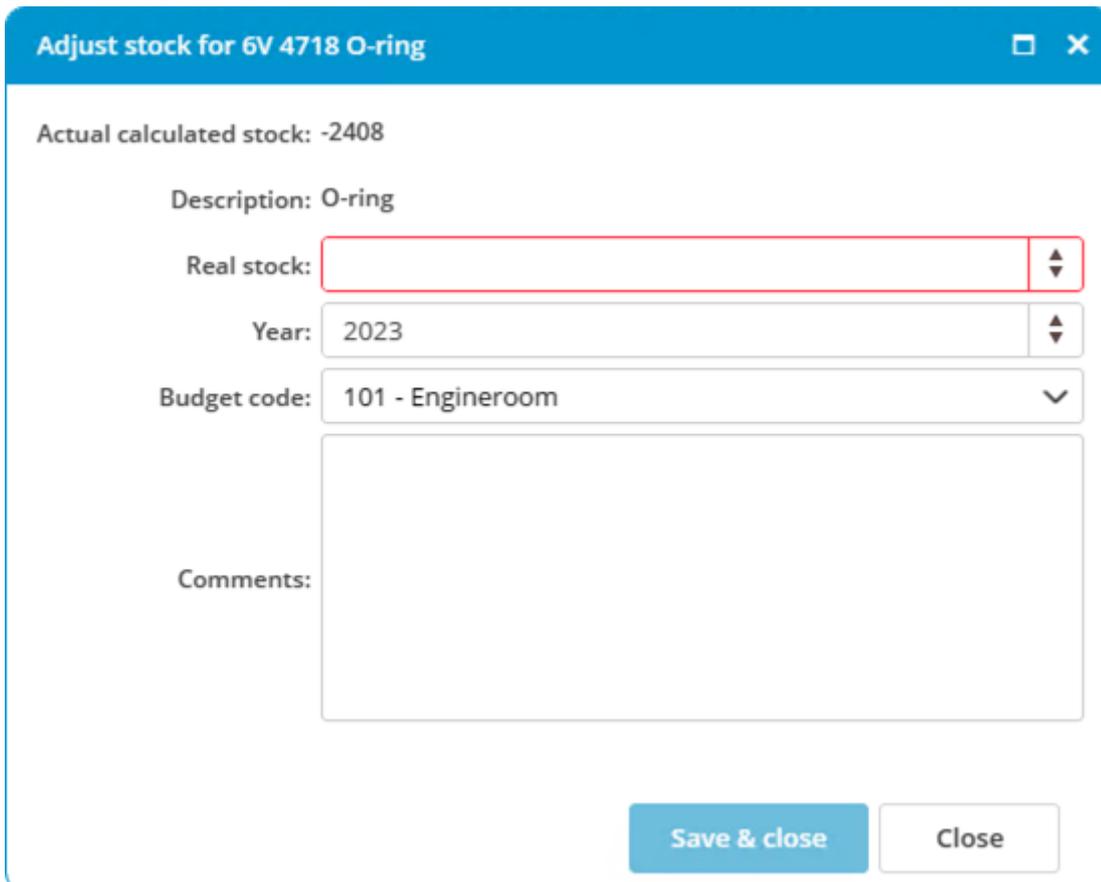
# How do I adjust the stock?

The stock is automatically adjusted when:

- a maintenance task is executed to which parts are linked.
- a purchase order is marked as delivered.

Follow the steps below to adjust the stock manually:

1. Right-click on a part and select **Adjust stock...**
2. Enter the **Real stock**.



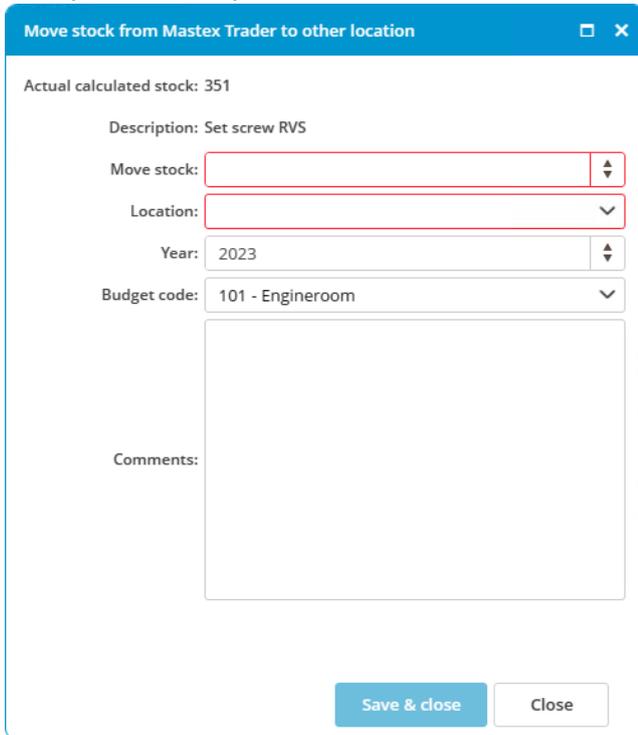
The screenshot shows a dialog box titled "Adjust stock for 6V 4718 O-ring". The dialog contains the following fields and controls:

- Actual calculated stock:** -2408
- Description:** O-ring
- Real stock:** An input field with a red border and a spinner control on the right.
- Year:** 2023, with a spinner control on the right.
- Budget code:** 101 - Engineroom, with a dropdown arrow on the right.
- Comments:** A large empty text area.
- Buttons:** "Save & close" (blue) and "Close" (white).

3. Click on **Save & close**.

# How do I move stock to another location?

1. Right-click on a part and select **Edit...**
2. Go to the tab **Stock from other locations.**
3. Click right of the location name on **Move stock to other location.**
4. Complete all required fields.



The screenshot shows a dialog box titled "Move stock from Mastex Trader to other location". It contains the following fields and controls:

- Actual calculated stock:** 351
- Description:** Set screw RVS
- Move stock:** A text input field with a red border and a small up/down arrow icon on the right.
- Location:** A dropdown menu with a red border and a downward arrow icon on the right.
- Year:** A text input field with a red border and a small up/down arrow icon on the right, containing the value "2023".
- Budget code:** A dropdown menu with a red border and a downward arrow icon on the right, containing the value "101 - Engineroom".
- Comments:** A large empty text area.
- Buttons:** "Save & close" (blue) and "Close" (white) buttons at the bottom right.

5. Click on **Save & close.**

A change will be made based on the selected ledger account. This keeps the budget up to date. This change can be consulted in the history.

# How do I link a part to a category?

1. Right-click on a part and select **Edit...**
2. Go to the tab **Category**.
3. Select the category where the article should be displayed.
4. Click on **Save & close**.

Part details associated with location Mastex Trader

General details Supplier Comments **Category** Documents Stock from other locations Crewing

- ▶  100 Superstructure
- ▼  200 Engines & propulsion
  - ▼  210 Main engines
    - 210.1 Main Engine PS
    - 210.2 Main Engine SB
  - ▶  211 Reduction Gear
  - 214 Propeller Shaft & Bearings
    - 214.1 Propeller shaft installation PS
    - 214.2 Propeller shaft installation SB
  - 221 Rudder
    - 221.1 Rudder PS
    - 221.2 Rudder SB
    - 222 Steering gear
  - 223 Bow Thruster Installation
    - 223.1 Bow Thruster Engine

Save Save & close Close

If a part is created while a category is selected, the article will be linked to the selected category.

# How do I link a part to a supplier?

1. Right-click a part and select **Edit...**
2. Navigate to the **Supplier** tab.
3. To set a preferred supplier check the box in the **preferred** column.

Part details associated with location Mastex Trader

General details **Supplier** Comments Category Documents Stock from other locations Crewing

Select suppliers Remove

	Supplier name	Price per unit	Currency	Unit	Delivery time	Order code	Preferred	Declaration of compliance
<input type="checkbox"/>	IHC Lagersmit	0	EURO	pcs		100.0208	<input checked="" type="checkbox"/>	 

Save Save & close Close

# How do I specify hazardous material documents?

1. Right-click on a part and select **Edit...**
2. Go to the tab **General details**.
3. Select the option **HazMat docs required**.

**General details** | Supplier | Comments | Category | Documents | Stock from other locations | Crewing

**General details**

Description:  
Potmeter stuwstand

Part number:  
100.0127

Own code:  
100.0127

Image:

Is critical  
 Is operational critical  
 HazMat docs required

**Stock details**

Actual stock:  
1

Minimum stock:

Maximum stock:

Last issued:  
10/05/2023 09:46

4. Go to the tab **Supplier**.
5. Add the Declaration of compliance.

**General details** | **Supplier** | Comments | Category | Documents | Stock from other locations | Crewing

Select suppliers | Remove

	Supplier name	Price per unit	Currency	Unit	Delivery time	Order code	Preferred	Declaration of compliance
<input type="checkbox"/>	Veth Propulsion BV	0	EURO	pcs		100.0127	<input checked="" type="radio"/>	

6. Go to the tab **Documents**.
7. Add the Material Declaration document.

**General details** | **Supplier** | Comments | Category | **Documents** | Stock from other locations | Crewing

**Material declaration document**

Material declaration:

No file selected.

When the option **HazMat doc required** is selected, this will be visible on a printed purchase order for this part.