

# How do I link spare part(s) to a task?

1. Right-click on a maintenance task and select **Edit task...**
2. Go to the tab **Parts**.
3. Click on **Select Part(s)...**

Task part selection

Search...

Inventory

Drag a column header and drop it here to group by that column

<input type="checkbox"/>	Part number	Description	Own code	Actual stock	Budget code
<input type="checkbox"/>	12	Set screw RVS	100.0755	351,00	101 - Engineroom
<input type="checkbox"/>	1234	fuel filter	RG1234	-36,00	100 - Fixed repairs
<input type="checkbox"/>	2080120	Mobilgard HSD 15W40, bulk	100.7675	1.470,00	465 - Lubricants
<input type="checkbox"/>	25 1251	Control cable	100.0735	-54,00	101 - Engineroom
<input type="checkbox"/>	6V 4718	O-ring	100.0171	-2.408,00	101 - Engineroom
<input type="checkbox"/>	7C 2377	Shaft Assy	100.0136	12,00	101 - Engineroom
<input type="checkbox"/>	8366 40113	Adjusting plate 1,45 mm	100.1085	12,00	101 - Engineroom
<input type="checkbox"/>	ABB Sace S2B 112,,,160A	Circuit Breaker 160 A	100.9106	-2,00	101 - Engineroom
<input type="checkbox"/>	LF 3376	Oil Filter	100.0953	0,00	101 - Engineroom

1 - 9 of 9 item

50 items per page

Save & close Close

4. Select the part(s) (you can select multiple parts using Ctrl or Shift).
5. Click on **Ok**.
6. Enter the quantity of parts needed. When completing the task, the stock of the selected parts will be updated.

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