

# VM3COP5.01 Receipt of Sensors for Recycling.

Open Packaging:

Update Computer System.



Click Contact Management in Intrastats,

**Customer Management**

Company/Hospital Name/ Scan Opera 0 Account Number

  

Enter Name of Hospital or Company Returning the Sensors or type in Opera Account Number,

| Contact             | Company                          |
|---------------------|----------------------------------|
| Number Contacts :11 | <b>Airedale General Hospital</b> |

Click the Company/Hospital Name,

If Company / Hospital Does not Exist in the Database Add New Company / Hospital.

**\*\* Add New Company / Hospital \*\***

|                                   |                     |
|-----------------------------------|---------------------|
| Opera                             | Contact             |
| <input type="checkbox"/> 00002280 | Number Contacts :11 |

Select From the List the Contact name of the person whom returned the sensors,

|   |                         |
|---|-------------------------|
| <b>Airedale General Hospital</b>  |                         |
| Skipton Road<br>Steeton<br>Keighley<br>BD20 6TD<br>Tel: 01535652511<br>Opera: <b>00002360</b><br>Type: Customer |                         |
| <b>Edit Address</b>   | <b>Add Contact Name</b> |
| <b>Contact</b>  | <b>Department</b>       |
| <b>Andrew Hutchinson</b>  | Medical Electronics     |
| <b>D J Hopkins</b>  | Opthalmology            |
| <b>Graham Beck</b>  | Supplies Department     |
| <b>H Barker</b>   | Service Department      |
| <b>J H Brash</b>  | Obstetric Unit          |
| <b>P Cobbald</b>  | Cardiology              |
| <b>P Cryer</b>  | Accident & Emergency    |

If name is not in the List Add new Contact name.  
Then click the name

|   |                            |
|---|----------------------------|
| 00002360  |                            |
| <b>Airedale General Hospital</b>  | <b>D J Hopkins</b>         |
| Skipton Road<br>Steeton<br>Keighley<br>BD20 6TD<br>Tel: 01535652511<br>Opera: <b>00002360</b><br>Type: Customer | Mr Hopkins<br>Opthalmology |
| <b>it / Call</b>  | <b>Attach Document</b>     |
| <b>Loan / Demo</b>  | <b>SRS Repair</b>          |
| <b>Project</b>  | <b>Sensor Recycle</b>      |
| <b>History</b>  |                            |

Click Sensor Recycle,

|                                  |                    |
|----------------------------------|--------------------|
| <b>Airedale General Hospital</b> | <b>D J Hopkins</b> |
| Skipton Road                     | Mr Hopkins         |
| Steeton                          | Opthalmology       |
| Keighley                         |                    |
| BD20 6TD                         |                    |
| Tel: 01535652511                 |                    |
| Opera: <b>00002360</b>           |                    |
| Type: Customer                   |                    |

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Add New Returns:

|                         |  |
|-------------------------|--|
| Sensor Manufacturer     | <input type="text" value="Draeger"/>           |
| Model                   | <input type="text" value="6850645 (0110023)"/> |
| Number Sensors Returned | <input type="text" value="5"/>                 |
| Commit                  | <input type="button" value="Commit"/>          |

Fill in the Form starting with the Sensor Manufacturer,  
the Model List will provide a list of the chosen manufacturers Sensors,  
Enter the number of Sensors Returned.

Once Committed, the screen will flick back to the Contacts page so if they have returned multiple  
types of sensors you can quickly jump to add other returns.