



Process

Documentation

Department:

Customer Support

Last Updated:

6/13/2025 10:37 AM

NAME OF PROCESS

Adding Equipment Specifications

Use Case / Objectives

Adding equipment specifications is helpful for counter and sales teams when they need to quickly determine if a unit meets a customer's specific requirements. Specifications can include key details like dimensions, lift capacity, fuel type, or any other relevant information that helps match the right equipment to the job.

Unlike attributes, specifications are never sensitive (attributes, for instance, may include purchase price, etc.) Specifications can be printed out for customers on request without the concern of sharing sensitive data.

Configuration, Training, and Reporting

This document assumes you know how to perform basic Search functionality to find information in the system (i.e., F4 search). The steps for this are not included within this document.

Field definitions for applicable tasks are available in the Reference Glossary. To view these definitions either click on the screen name in the task or scroll to the end of the documentation to view the Glossary.

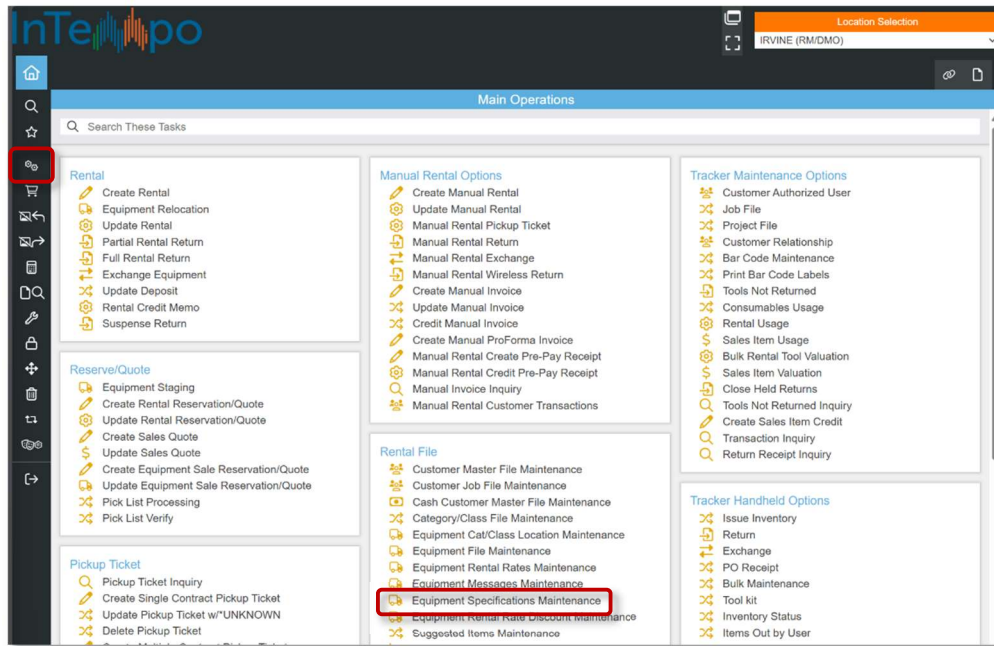
Menu options to access:

Main Operations > Equipment Specification Maintenance

Entering Equipment Specifications

Process Steps

1. Log into the [Roleplay Environment](#) using your credentials.
2. Click on the **Main Operations** menu.
3. In the **Rental File** section, click on **Equipment Specifications Maintenance**.



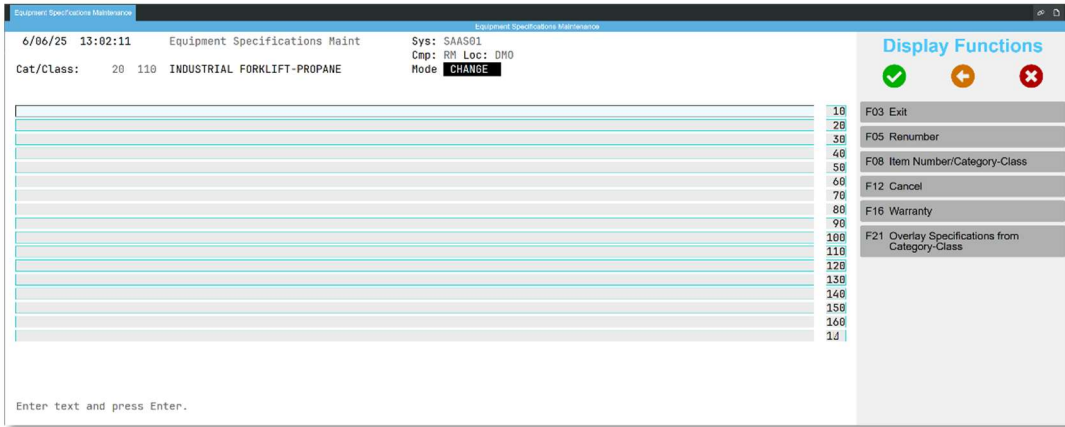
4. Type the *Cat/Class* or the *Equipment #* in the corresponding fields. To search for any of these values, press **F4** in either field.
 - a. Press enter.



- On the **Equipment Specifications Maint** screen, each specification detail should be entered on its own line. If including a reference link (such as a product page or spec sheet), enter it on the top line so it is easy to identify when specs are printed or reviewed later.

If your entry exceeds the character limit of a single line, continue the remaining text on the next available line below it.

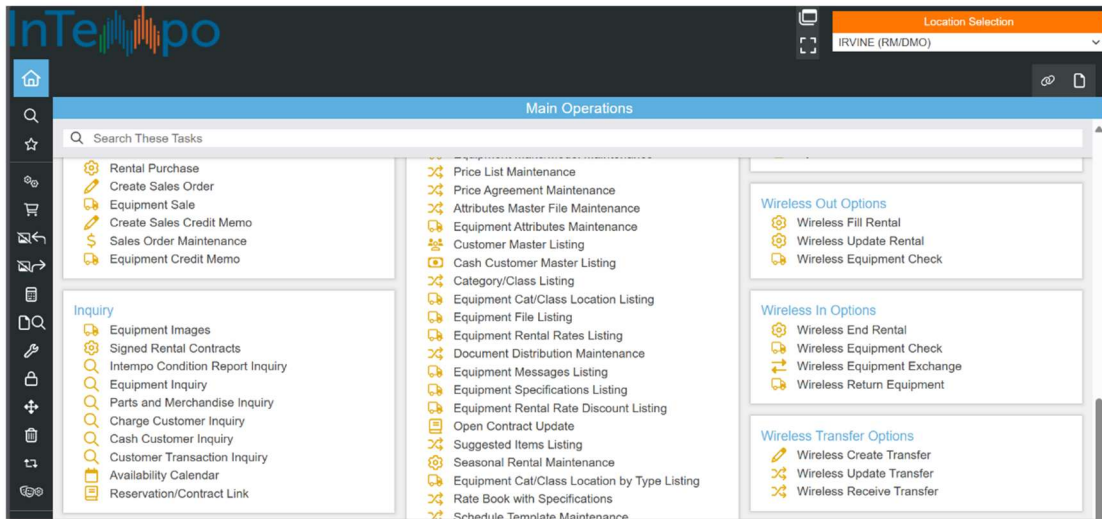
Once all specifications for the item are entered, press Enter to save.



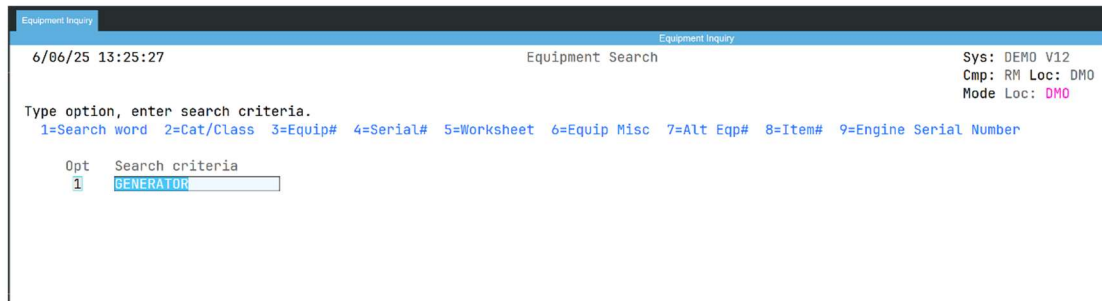
Viewing Equipment Specifications

Process Steps

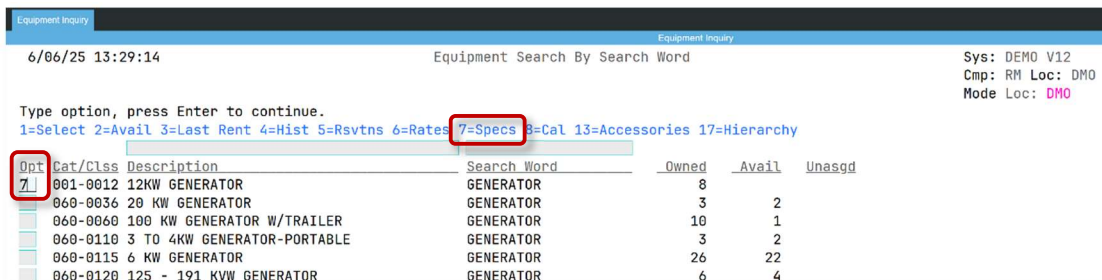
1. Log into the [Roleplay Environment](#) using your credentials.
2. Click on the **Main Operations** menu.
3. In the **Inquiry** section, click on **Equipment Inquiry**.



4. Use the search field to search by *word*, *cat/class*, or *equipment number*.
 - a. Press enter.



5. The list of equipment matching the criteria populates.
 - a. In the *Opt* column, type a 7 (Specs) next to the equipment you'd like to view.



6. The specifications will appear.
 - a. Press enter when you're finished reviewing the text.

```
Equipment Inquiry
6/06/25 13:34:09 Equipment Specifications Inquiry Sys: SAAS01
Cat/Class: 1 12 12KW GENERATOR Cmp: RM Loc: DMO
Mode INQUIRY

HTTP://WWW.GOOGLE.COM
STANDBY OUTPUT 13 KW
PRIME OUTPUT 12 KW
GENERATOR RPM 3600 RPMS
GENERATOR DESIGN REVOLVING FIELD SELF-VENTILATED DIP-PROOF SINGLE
RING
VOLTAGE REGULATION - (NO LOAD TO FULL LOAD) 1.5 %
POWER FACTOR 1
ARMATURE CONNECTION SERIES
EXCITATION BRUSHLESS WITH AVR
NO. POLES 2 POLE
FREQUENCY 60 HZ
AVAILABLE VOLTAGES - SINGLE PHASE 120V 120/240 VOLTS
AMPS - SINGLE PHASE 120V 50 (2 SETS) AMPS
AMPS - SINGLE PHASE 240V 50 AMPS
INSULATION CLASS F
SOUND LEVEL DB(A) - FULL LOAD AT 23 FEET 67 DB(A)
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Reference Glossary

Field Definitions for Tasks

Equipment Specification Maintenance

- *Category/Class* - Displays the category/class for which you are entering specifications. If you are entering specifications for a piece of equipment, this field displays the category/class to which that equipment belongs.
- *Equipment Number* - If you are entering specifications for a piece of equipment, this field displays the number of that equipment.
- *Make* - If you are entering specifications for a piece of equipment, this field displays the manufacturer's make of the equipment.
- *Model* - If you are entering specifications for a piece of equipment, this field displays the manufacturer's model of the equipment.
- *Text Lines* - Enter the text for each specification.
- *Line Number* - The sequence number for the specification line. Change this number if you need to insert a new specification between two existing specifications. For instance, if you have specifications for sequences 10 and 20 and you decide that you need a new specification after sequence 10 but before sequence 20, you can change the default sequence of 30 (with no specifications associated with it) to sequence 15 and type a specification on that line. When you press **Enter**, the program inserts your new specification in the appropriate order.