

## Partner Portal- Care Plan Tab – Equipment

### Entering Equipment to Create a Job (order)

**Equipment Information** – select the equipment for subscriber (create a job).

In this section you can choose one of the following 3 options for selecting the equipment:

1. Select Serial/CS number for the equipment from inventory.
2. Add a Serial/CS number for the equipment if the inventory is not loaded.
3. Select the equipment and indicate that the ID information will be provided later.

#### 5. Equipment

Equipment Information

Cellular PERS with Halo  Cellular PERS with FDP  Landline PERS with Halo  Mobile PERS

Service Type	Device Type	Serial Number	CS#	Profile
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Choose Service Type Choose Device Type Choose Serial Number Choose CS#

Option 1 – Select Serial/CS number from inventory:

Step 1 – Select the type of equipment for the subscriber.

Equipment Information

Cellular PERS with Halo

Activity&Away  
Cellular PERS  
Landline PERS  
Mobile PERS  
Buttons  
Select

Step 2:

- Select the Device Type

Cellular PERS with Halo  Cellular PERS with FDP

Service Type Device Type

Cellular PERS HomeSafe Wireless 7200C CS  
Assent I22  
HomeSafe Wireless 7200C CS  
Select

Step 3:

- Select Serial Number or CS# via dropdowns if inventory is entered in MAS

Cellular PERS with Halo  Cellular PERS with FDP  Landline PERS with FDP  Landline PERS with Halo

Service Type Device Type Serial Number CS#

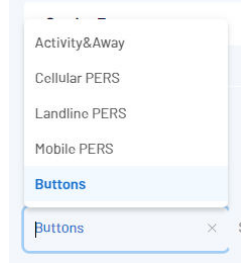
Cellular PERS HomeSafe Wireless 720... Select Select

Once selected, the Equipment type with the Serial/CS# is now in the job (order) for the subscriber.



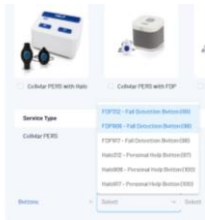
**Step 4:**

- Add button as appropriate.



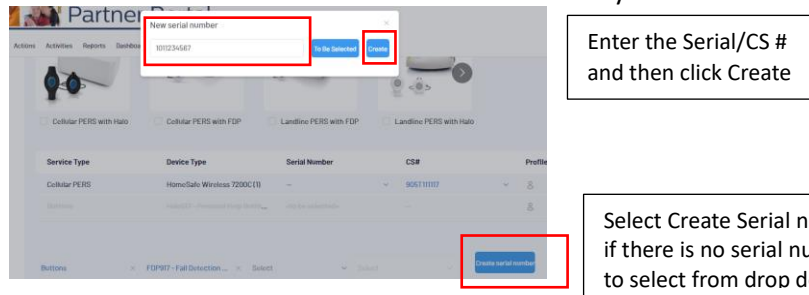
**Step 5:**

- Select button type.



**Step 6:**

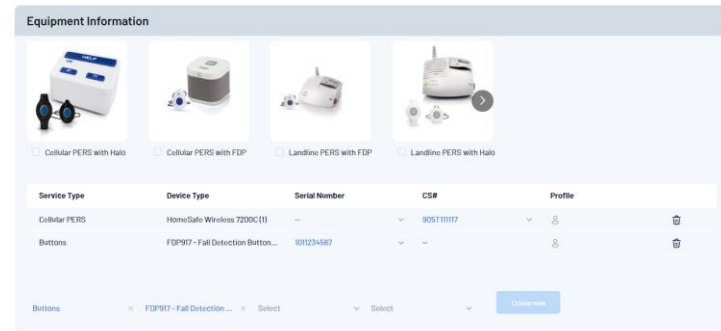
- Select Serial Number or CS# if it is inventory or enter the serial/CS number



Enter the Serial/CS # and then click Create

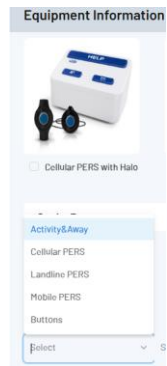
Select Create Serial number if there is no serial number to select from drop downs

When you have all the equipment for the desired service your job (order) is complete.



Option 2 - Add a Serial/CS number for the equipment if the inventory is not loaded.

Step 1 – Select the type of equipment for the subscriber.



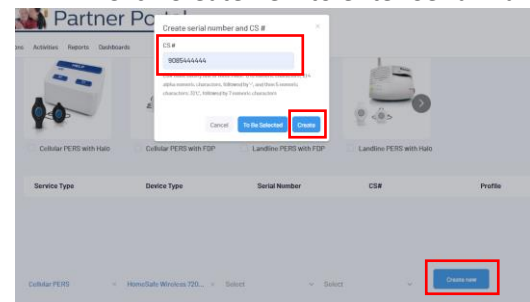
Step 2:

- Select the Device Type



Step 3:

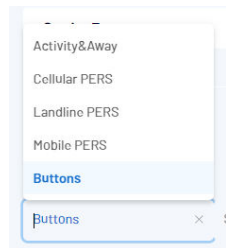
- Click Create new to enter Serial Number or CS#



- Enter Serial/CS #
- Click Create

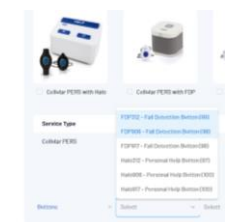
Step 4

- Add button as appropriate.



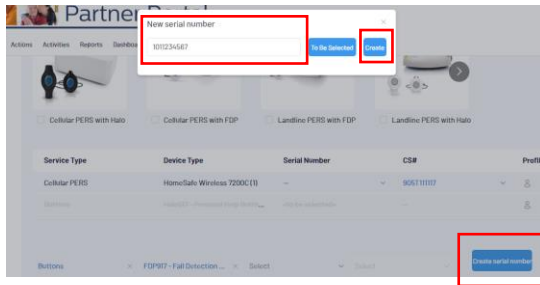
Step 5:

- Select button type.



## Step 6:

- Select Serial Number or CS# if it is inventory or enter the serial/CS number

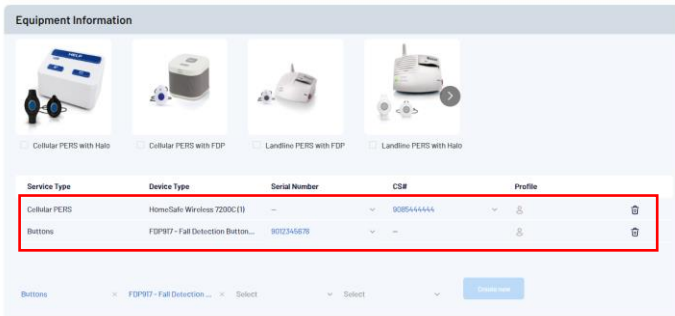


Enter the Serial/CS #  
and then click Create

Select Create Serial number  
if there is no serial number  
to select from drop downs

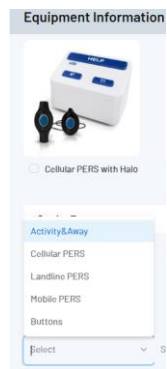
- Click Create serial number to enter the ID information.
- Note there is still an option to click <To Be Selected> if the ID information will be called in later.

When you have all the equipment for the desired service your job (order) is complete.



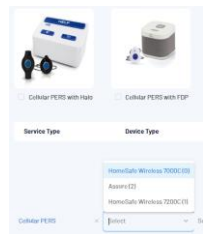
Option 3 – Select the service/equipment and indicate that the ID information will be provided later.

Step 1 – Select the type of equipment for the subscriber.



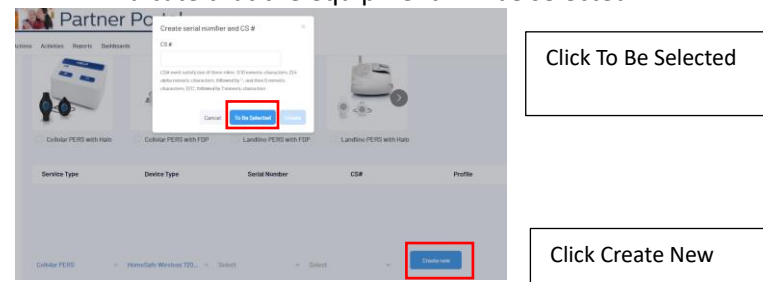
Step 2:

- Select the Device Type



Step 3:

- Indicate that the equipment will be selected.

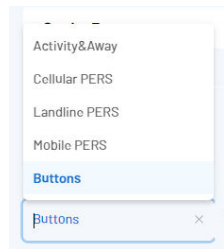


Click To Be Selected

Click Create New

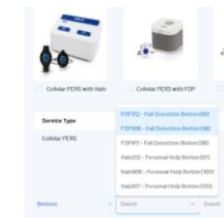
Step 4

- Add button as appropriate.

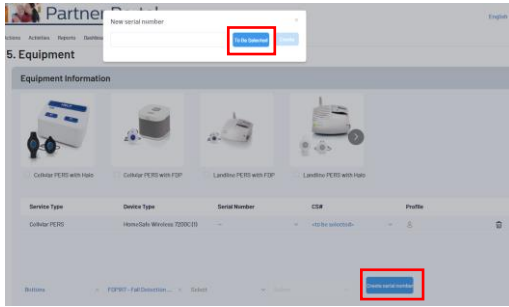


Step 5

- Select button type.



- Select Create serial number to note that the ID information will be provided later.



Click To Be Selected

Click Create Serial number

When you have all the equipment for the desired service your job (order) is complete.

