



How to Create an Item Page

This guide demonstrates how to create an item page.

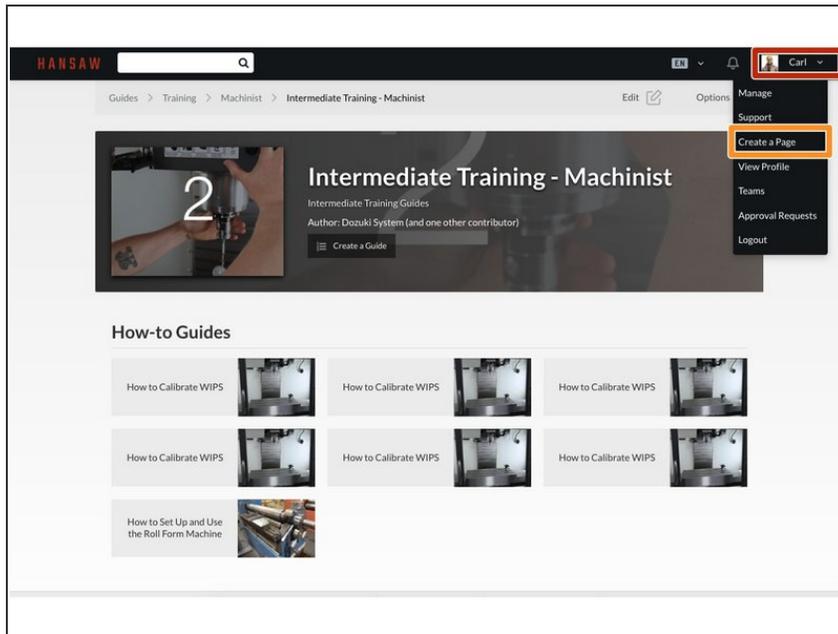
Written By: Dozuki System



INTRODUCTION

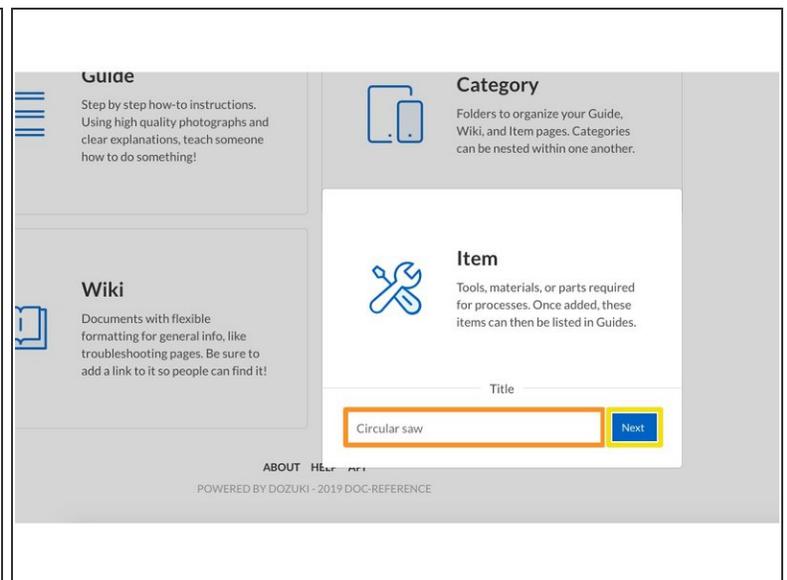
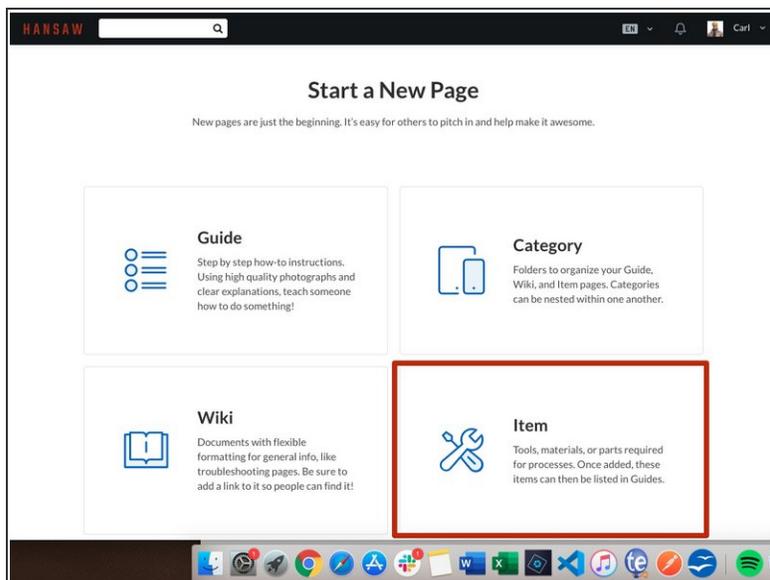
This guide demonstrates how to create an item page.

Step 1 — Create a Page



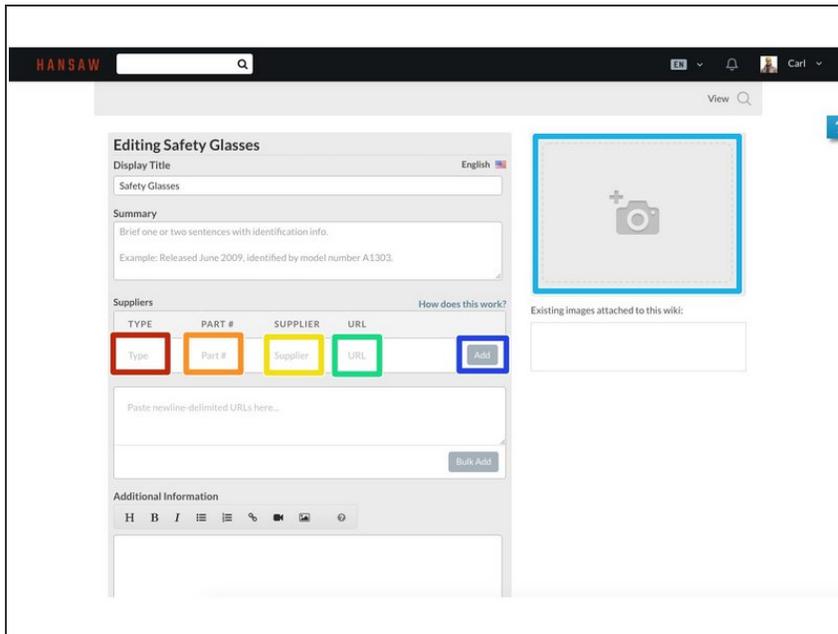
- Click on your user menu on the right side of the site header.
- Select **Create a Page** from the drop-down menu.

Step 2 — Create a Title



- Start a new page. Select **Item**.
- Enter the new Item Page Title in the text box.
- Click **Next**.

Step 3 — Add Details



- You can now customize the page for the item.
 - Enter the Item type.
 - ⓘ For example, is the item a Part or Tool?
 - Enter in the **Part Number**.
 - Enter in the **Supplier Information**
 - Enter the **URL** where the item can be purchased.
 - Add an image of the item by selecting the grey, **Add an Image** box and uploading a photo.
- After customizing the page, click **Save**.

To reassemble your device, follow these instructions in reverse order.