



# **Enterprise Article Management**

The Article Management option of Xytech Enterprise can be used in two kinds of rental-type situations: “renting” aesthetically chosen items, such as, costumes, and renting items that have accessories that are required but are not necessarily billable or of primary importance. Possible users may include creative personnel, such as, set designers, costume designers, and prop masters, or more traditional rental employees, such as, schedulers, warehouse staff, and service/maintenance engineers.

Xytech Enterprise Article Management is an optional addition to the Scheduling and Rental modules.

## **BENEFITS**

- ▶ **Manage an unlimited number of items in a flexible, multi-tier classification hierarchy.**
- ▶ **Advanced search capabilities allow quick “shopping cart” selection of items that can be narrowed down throughout the creative design process.**
- ▶ **See photos of items while you search.**
- ▶ **Templates package frequently rented sets of articles together for effortless addition to work orders.**
- ▶ **Include an unlimited amount of customized search criteria to make searching for articles easier.**

## **Use in Large Rental Operations or Creative Design Environments**

Within Xytech Enterprise, articles may be records that represent accessory rental items that are generally packaged together with a primary item, do not need to be detailed on work orders or invoices, and are not necessarily billable (e.g., cables, bag, and tripod for a camera package). A group of articles can be attached to a main resource, allowing you to schedule that resource without having to list all of the necessary accessories but still be able to track those associated items.

An article may also represent props or other items that are chosen based on an aesthetic or creative basis as opposed to a technical or specification-related basis. Creative designers are able to see photos of each article, have them organized in creative categories, and use advanced searching capabilities that allow “shopping cart” selection of items that can be narrowed down throughout the creative design process.



*The camera would be the primary resource and the rest of the items would be represented by articles in this camera package.*

## **Multi-Tiered Classification Structure**

Article records within Xytech Enterprise represent a specific item, whether you have one of these items or more than one. To make these individual articles very simple to locate in the system, they can be associated with multiple levels of generic categories. For instance, you may have an article called Black Metal Folding Chairs, which belongs to a category called Metal Folding Chairs, which itself is further classified by being in a category called Chairs, and so on. Up to five levels of classification are available, giving you superior flexibility in organizing and utilizing your inventory.

Article Code	Description	Barcode	Qty On Hand	Article Type
SMFC001	Silver Metal Folding Chairs	SMFC001	100	
BMFC001	Black Metal Folding Chairs	BMFC001	100	
COFFEETABLE2	Coffee Table - Oval, Cherry Wood	COFFEETABLE2	1	Furniture
QUEEN'SJEWEL	Queen' Crown, Faux Diamond Encrusted	QUEEN'SJEWELDCRO		Costume Accessory
BLACKPARASOL	Black Lacy Parasol	BLACKPARASOL1		Costume Accessory

7 Rows Retrieved

New Clear Edit Close

## Choose Articles by Their Photos

By adding a thumbnail picture to each article record, you can easily select items based on appearance during the search process. This helps creative personnel better pick items based on aesthetic reasons, such as choosing the props for a particular set or the individual garments that will make up a costume. In addition to the thumbnail, you can attach many other photos to each article, giving the designer the ability to see the item in different angles and settings.

## Bundles Allow You to Shop for Articles and Create Packages of Accessories

With the Article Bundle application, you can search for particular articles, view their

thumbnails and full-sized pictures, and then add ones that you think you might want to use to a bundle, which acts much like a shopping cart. From your list of possible articles, you can then easily narrow down your choices until you are ready to assign items to a work order.

In addition, if you don't want particular accessories that accompany a main item (e.g., cables, bag, and stand for a camera) to appear on a work order or invoice, you can create a bundle and tie them to that primary item. This makes it easy to connect a custom set of articles with a resource on the fly and still keep billing documents simple, listing just the most important items.

## Create Templates of Common Article Sets

If you have commonly rented sets of articles, you can create special templates that group those collections together. A collection can be linked to one key resource record and automatically added to orders whenever that resource is scheduled.

You can establish templates that either represent a generic collection of articles (e.g., a living-room set, an Elvis costume) or a specific collection of articles (e.g., the *Seinfeld* living-room set, the 1968 Elvis comeback costume).

## Fully Customizable Search Criteria

In addition to the standard searchable fields available on article records, you can also set up completely customizable sets of search criteria. There is no limit to the number of custom fields you can define, so you can enter as much additional data about each record as needed. And any information entered into your custom fields is completely searchable.

## Required Modules

**Enterprise Workflow Management Core System • Enterprise Scheduling**

## Related Options

**Enterprise Rental • Enterprise Service Maintenance**

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