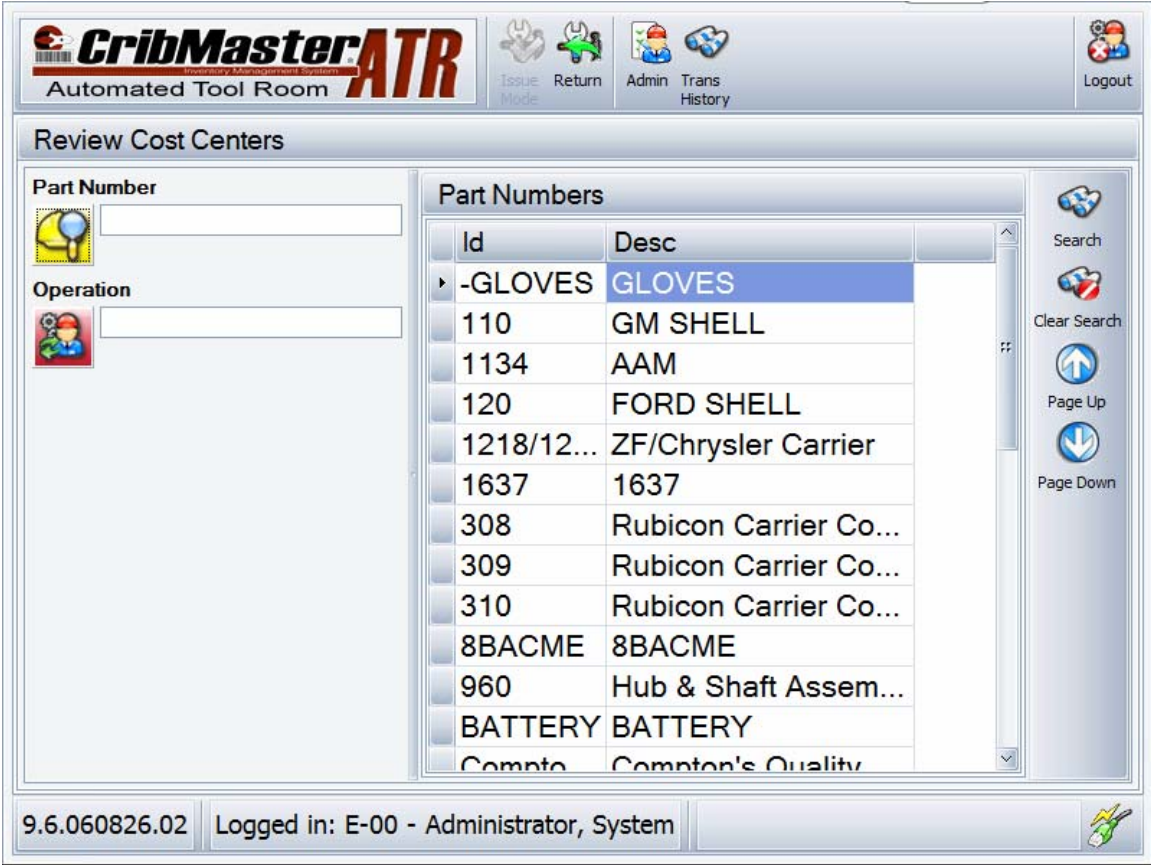
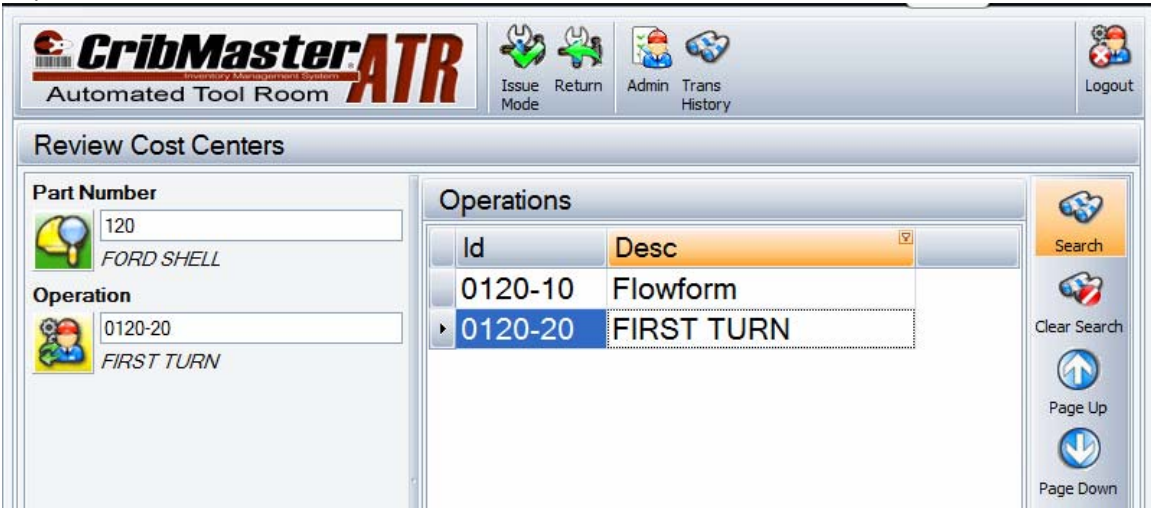


How To Issue An Item

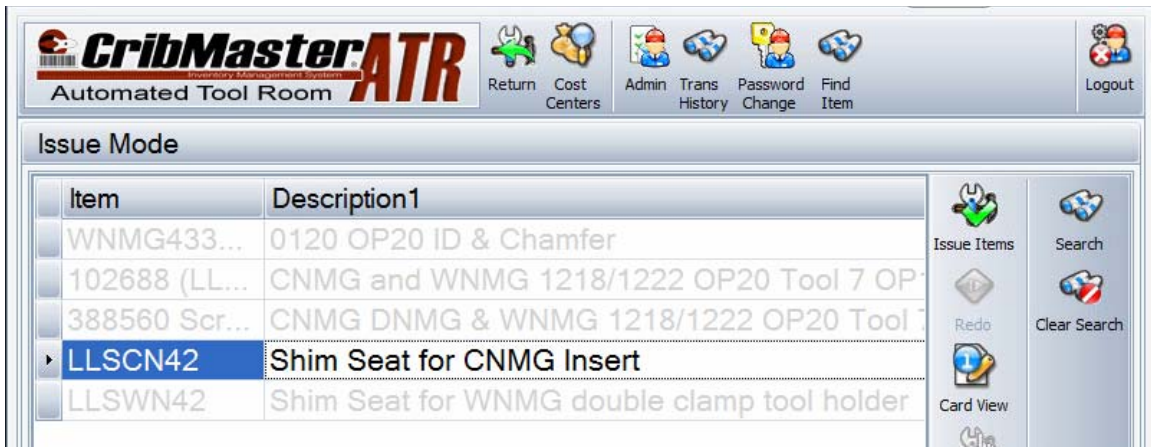
1. Log into the ATR using your ID number.
2. Once logged in, you will be asked to select the "Part Number" cost center. Scroll through the list and single tap the appropriate cost center.



3. You will then be taken to a screen that lists the "Operation" cost centers that are assigned to the "Part Number" cost center you selected in the previous set. Single tap the appropriate "Operation" cost center.



4. A list of items that are assigned to the "Operation" cost center you selected will now appear. Single tap the item you'd like to issue and tap the "Issue Items" button.



5. The CribMaster machine will then unlock the appropriate drawer/locker and allow you to take the item. Tap the "Logout" button to end your session.