

Fix Reconciliation Issues.

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Select the Sites Option.

The screenshot shows the ONE TO ONE PLUS web application interface. The main content area is titled "Inventory Audits" and contains a table with the following data:

Completed	Inventory Audit	Start	End	Total Sites	Total Assets	Reconciled	Unreconciled	Reconcil
	Test	5/1/20	5/14/20	8	823	22	802	13
	Test Audit 2	5/15/20	6/15/20	2	763	0	763	0

The value "8" in the "Total Sites" column for the "Test" audit is highlighted with an orange box. The interface also includes a search bar at the top, a navigation menu on the left, and a "50" dropdown menu in the top right corner of the table area.

Select Reconciliation Issues for the Site That You Wish to Resolve.

Search

Home > Audits > Test Demo School District | Burt Lancaster

Test - Sites ← Audits

50

Completed	Site	Total Locations	Total Assets	Reconciled	Unreconciled	Reconciliation Issues	Actions
	DES	3	33	1	32	1	⋮ 🖨
	DHS	21	480	14	466	5	⋮ 🖨
	DMS	5	283	5	278	5	⋮ 🖨
	DSD	0	3	0	3	0	⋮ 🖨
	EMS	0	22	1	21	1	⋮ 🖨
	ESI	0	1	0	1	0	⋮ 🖨
✓	NCCC	0	0	0	0	0	⋮ 🖨
	Transfer	0	1	0	1	0	⋮ 🖨

- Dashboard
- Assets
- Manage
- Assign
- Turn In
- Print Labels
- Bulk Update
- Bulk Assign
- Quick Add
- Inventory Audit
- Students
- Staff
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- Tasks
- Invoices

Use the Select All Button, if the Issue is the Same for Each Asset. If Not, Select the Issue to Resolve.

The screenshot displays the ONE TO ONE PLUS software interface. The main header includes the logo, a search bar, and navigation links for 'Home', 'Audits', 'Audit', and 'Site Reconciliation Issues'. The user is logged in as 'Burt Lancaster' from 'Demo School District'. The left sidebar contains navigation options like 'Dashboard', 'Assets', 'Manage', 'Assign', 'Turn In', 'Print Labels', 'Bulk Update', 'Bulk Assign', 'Quick Add', and 'Inventory Audit'. The main content area is titled 'DHS - Reconciliation Issues' and features a table with columns: 'Audit Date', 'Audited By', 'Errors', 'Reconciled Location', 'Asset ID', 'Asset S/N', and 'Model'. A modal window titled 'Correct Assets' is overlaid on the table, containing three dropdown menus for 'Site', 'Assigned to Location', and 'Held by Location', along with 'Submit' and 'Cancel' buttons. An orange box highlights a square icon in the 'Audit Date' column of the table.

Audit Date	Audited By	Errors	Reconciled Location	Asset ID	Asset S/N	Model
5/16/20, 10:07 PM				DSDAP25CG51501WL	AP251501WL	Activpar
5/16/20, 10:15 PM				525	9000125	Student
5/16/20, 10:18 PM				8006	35012306	Thinkpa
5/16/20, 10:16 PM				343586	1901248291	Activpar
5/16/20, 10:17 PM				15264646546	15264646546	Activpar

View the Issue for the Asset in this Area.

The screenshot displays the ONE TO ONE PLUS web application interface. The top navigation bar includes the logo, a search bar, and user information for 'Demo School District' and 'Burt Lancaster'. The main header shows the breadcrumb 'Home > Audits > Audit > Site Reconciliation Issues' and a 'Test' button. The left sidebar contains a menu with options like Dashboard, Assets, Manage, Assign, Turn In, Print Labels, Bulk Update, Bulk Assign, Quick Add, and Inventory Audit. The main content area is titled 'DHS - Reconciliation Issues' and features a table with columns: Audit Date, Audited By, Errors, Reconciled Location, Asset ID, Asset S/N, and Model. A modal window titled 'Correct Assets' is overlaid on the table, containing three dropdown menus for 'Site', 'Assigned to Location', and 'Held by Location', along with 'Submit' and 'Cancel' buttons. The 'Errors' column header in the table is highlighted with an orange box.

Audit Date	Audited By	Errors	Reconciled Location	Asset ID	Asset S/N	Model
5/16/20, 10:07 PM				DSDAP25CG51501WL	AP251501WL	Activpar
5/16/20, 10:15 PM				525	9000125	Student
5/16/20, 10:18 PM				8006	35012306	Thinkpa
5/16/20, 10:16 PM				343586	1901248291	Activpar
5/16/20, 10:17 PM				15264646546	15264646546	Activpar

Select the Correct Button.

The screenshot displays the ONE TO ONE PLUS software interface. The main header includes the logo, a search bar, and navigation links. The breadcrumb trail reads: Home > Audits > Audit > Site Reconciliation Issues. The user is identified as Burt Lancaster from Demo School District. The page title is 'DHS - Reconciliation Issues'. A table lists audit records with columns for Audit Date, Audited By, Errors, Reconciled Location, Asset ID, Asset S/N, and Model. The 'Correct' button in the top right of the table is highlighted with an orange box. A modal window titled 'Correct Assets' is open, featuring three dropdown menus for 'Site', 'Assigned to Location', and 'Held by Location', and 'Submit' and 'Cancel' buttons.

	Audit Date	Audited By	Errors	Reconciled Location	Asset ID	Asset S/N	Model
<input checked="" type="checkbox"/>	5/16/20, 10:07 PM				DSDAP25CG51501WL	AP251501WL	Activpar
<input type="checkbox"/>	5/16/20, 10:15 PM				525	9000125	Student
<input type="checkbox"/>	5/16/20, 10:18 PM				8006	35012306	Thinkpa
<input type="checkbox"/>	5/16/20, 10:16 PM				343586	1901248291	Activpar
<input type="checkbox"/>	5/16/20, 10:17 PM				15264646546	15264646546	Activpar

Select the Option to Resolve the Issue and Click Submit.

The screenshot displays the ONE TO ONE PLUS web application interface. The main content area is titled "DHS - Reconciliation Issues" and contains a table with columns: Audit Date, Audited By, Errors, Reconciled Location, Asset ID, Asset S/N, and Model. The table lists several assets with their respective IDs and S/N numbers. A modal dialog titled "Correct Assets" is overlaid on the table, featuring three dropdown menus: "Site", "Assigned to Location", and "Held by Location". The "Assigned to Location" dropdown is highlighted with a red rectangle. Below the dropdowns are "Submit" and "Cancel" buttons. The left sidebar contains navigation options such as Dashboard, Assets, Manage, Assign, Turn In, Print Labels, Bulk Update, Bulk Assign, Quick Add, Inventory Audit, Students, Staff, Locations, and Tasks.

Audit Date	Audited By	Errors	Reconciled Location	Asset ID	Asset S/N	Model
5/16/20, 10:07 PM				DSDAP25CG51501WL	AP251501WL	Activpar
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Watch for the Success Bar at the Top of the Screen.

The screenshot displays the ONE TO ONE PLUS application interface. At the top, a dark blue header contains the logo on the left, a search bar in the center, and user information on the right: 'Demo School District' and 'Burt Lancaster'. Below the header, a breadcrumb trail reads 'Home > Audits > Audit > Site Reconciliation Issues'. A green success bar with the text '1 asset was successfully updated' is positioned at the top of the main content area. The main content area is titled 'DHS - Reconciliation Issues' and includes a search bar, a dropdown menu, and action buttons for 'Correct', 'Delete', and 'Export'. A table below lists reconciliation issues with columns for 'Audit Date', 'Audited By', 'Errors', 'Reconciled Location', 'Asset ID', 'Asset S/N', and 'Model'. The table contains four rows of data. On the left, a sidebar menu lists various navigation options: Dashboard, Assets (with a dropdown), Manage, Assign, Turn In, Print Labels, Bulk Update, Bulk Assign, Quick Add, Inventory Audit, Students, Staff, Locations, Tasks, and Invoices.

Home > Audits > Audit > Site Reconciliation Issues

1 asset was successfully updated

DHS - Reconciliation Issues

Search [] [] [Correct] [Delete] [Export] 50 [v]

	Audit Date	Audited By	Errors	Reconciled Location	Asset ID	Asset S/N	Model
<input type="checkbox"/>	5/16/20, 10:15 PM	Burt Lancaster	Not Assigned to Location	DHS Inventory	525	9000125	Student Chair
<input type="checkbox"/>	5/16/20, 10:18 PM	Burt Lancaster	Not Held by Location Held Site Mismatch	DHS Inventory	8006	35012306	Thinkpad 11E
<input type="checkbox"/>	5/16/20, 10:16 PM	Burt Lancaster	Not Assigned to Location	DHS Inventory	343586	1901248291	Activpanel 2
<input type="checkbox"/>	5/16/20, 10:17 PM	Burt Lancaster	Not Assigned to Location	DHS Inventory	15264646546	15264646546	Activpanel 2

- Dashboard
- Assets [v]
- Manage
- Assign
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- Inventory Audit
- Students >
- Staff >
- Locations >
- Tasks >
- Invoices >

Follow These Steps Until All Issues are Resolved.

The screenshot displays the ONE TO ONE PLUS software interface. At the top left is the logo. A search bar is located at the top center. The breadcrumb trail reads 'Home > Audits > Audit > Site Reconciliation Issues'. The user is identified as 'Demo School District' and 'Burt Lancaster'. A green notification bubble states '1 asset was successfully updated'. The main heading is 'DHS - Reconciliation Issues'. Below this is another search bar and a dropdown menu. Action buttons for 'Correct', 'Delete', and 'Export' are visible, along with a page size selector set to '50'. A table lists reconciliation issues with columns for Audit Date, Audited By, Errors, Reconciled Location, Asset ID, Asset S/N, and Model. The first row is highlighted with an orange box. A sidebar on the left contains navigation options: Dashboard, Assets (with a dropdown), Manage, Assign, Turn In, Print Labels, Bulk Update, Bulk Assign, Quick Add, Inventory Audit, Students, Staff, Locations, Tasks, and Invoices.

Home > Audits > Audit > Site Reconciliation Issues

1 asset was successfully updated

DHS - Reconciliation Issues

Search [] [] [Correct] [Delete] [Export] 50

	Audit Date	Audited By	Errors	Reconciled Location	Asset ID	Asset S/N	Model
<input type="checkbox"/>	5/16/20, 10:15 PM	Burt Lancaster	Not Assigned to Location	DHS Inventory	525	9000125	Student Chair
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<input type="checkbox"/>	5/16/20, 10:17 PM	Burt Lancaster	Not Assigned to Location	DHS Inventory	15264646546	15264646546	Activpanel 2

Students > Staff > Locations > Tasks > Invoices >