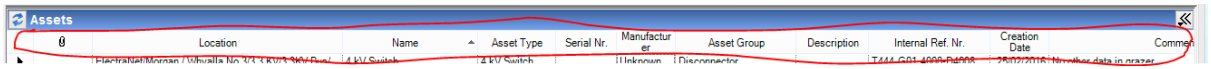
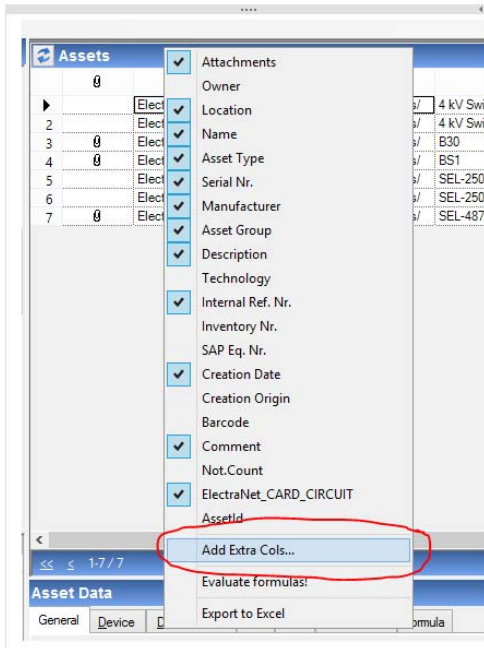


How to add “DeviceID” Field in the Assets window.

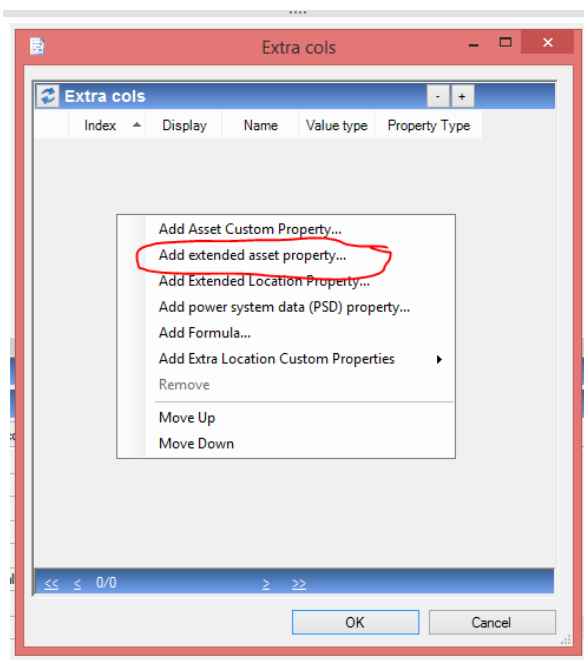
1. Right-click the topmost row of the “Assets” window.



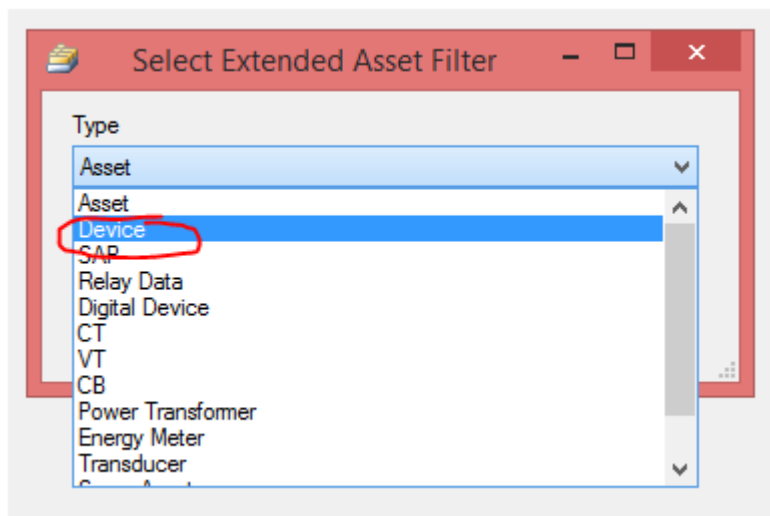
2. Select/Click “Add Extra Cols...”. The “Extra cols” window will pop-up.



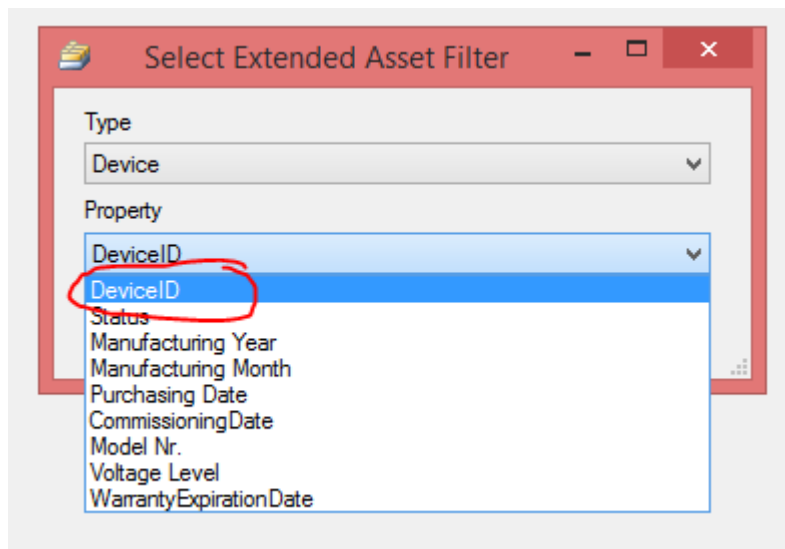
3. Right click inside “Extra cols” window and select/click “Add extended asset property...”
Another menu window will pop-up.



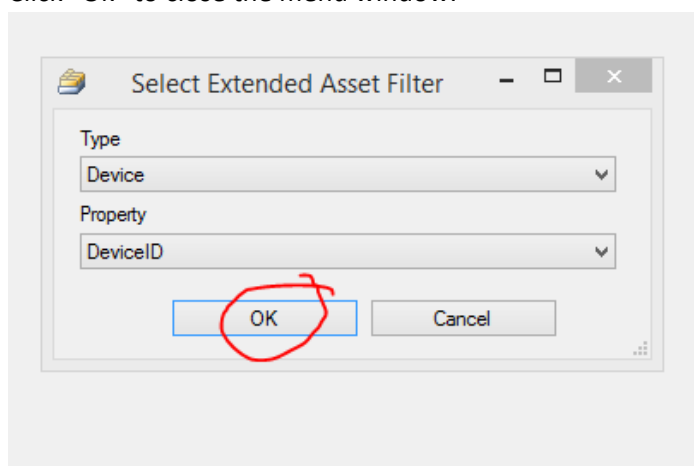
- Under the "Type" drop down box, select "Device"



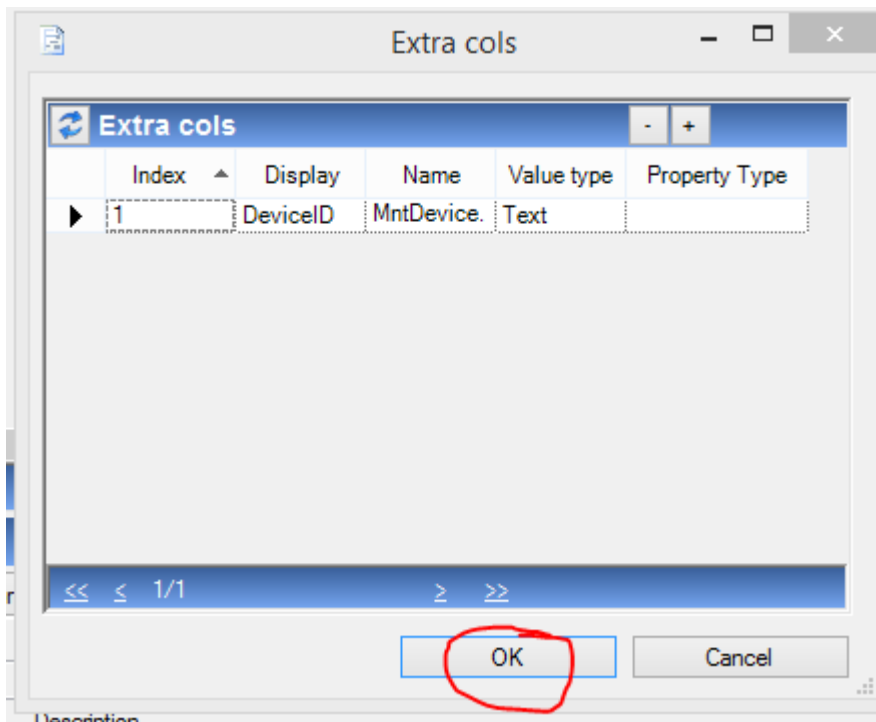
- Under the "Property" drop down box, select "DeviceID"



- Click "Ok" to close the menu window.



7. Click "Ok" to close "Extra cols" window.



New "DeviceID" Field will be added at the right most column of the "Assets" window.

Name	Asset Type	Serial Nr.	Manufacturer	Asset Group	Description	Internal Ref. Nr.	Creation Date	Comment	DeviceID
PAS	PAS		Siemens	Protection Device	Remote I/O M	T282-SSS-NBAY-RTU	16/07/2015		350 282/PAS-SYS-001
2 PAS	PAS		Siemens	Protection Device	Remote I/O M	T282-SSS-NBAY-RTU2	02/05/2016		350 282/PAS-SYS-002
3 PASCC	SICAM PASCC		Siemens	Protection Device	Substation Co	350 282/PASCC-SYS-00	02/05/2016		350 282/PASCC-SYS-001

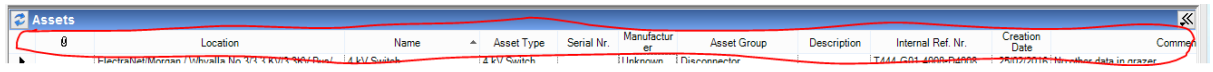
Note: As required, you may need to slide the "Assets" window bottom bar to the right in order to be able to see this added field. Unfortunately, IPS does not allow yet re-arrangement of the column fields, however, it allows them to be hidden.

Remarks:

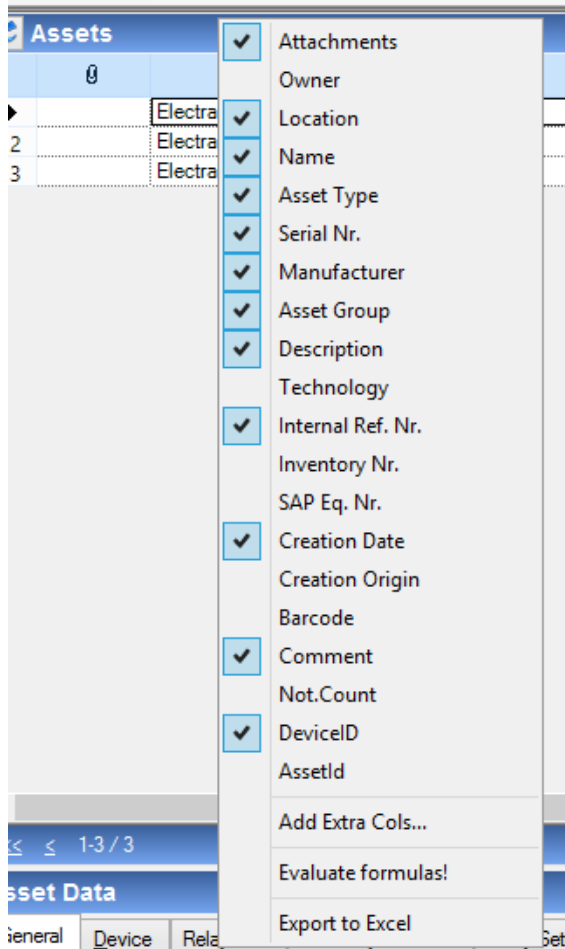
You can add other fields using the above procedure. Simply select any other fields available from the drop down menu in Step 4 and Step 5.

How to Hide Insignificant Fields in “Assets” Window:

1. Right-click the topmost row of the “Assets” window.



2. Tick/untick the field that is relevant to your work.



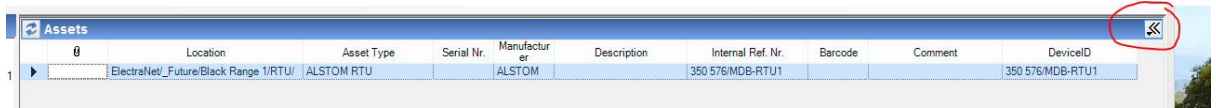
Note: Unfortunately, IPS only allows 1 field at a time. In order to do more fields, repeat steps 1 and 2 until all the desired outcome is achieved.

Here is a sample “Asset” window after the tweaks.

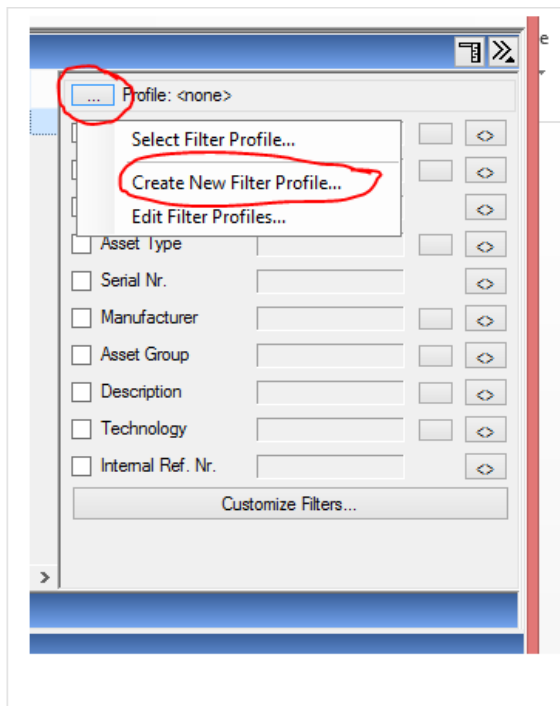
0	Location	Asset Type	Serial Nr.	Manufacturer	Description	Internal Ref. Nr.	Creation Date	Barcode	Comment	DeviceID
1	ElectraNet/Ardrassan/West/RTU/	PAS		Siemens	Remote I/O Module	T282-SSS-NBAY-RTU	16/07/2015	10031830		350 282/PAS-SYS-001
2	ElectraNet/Ardrassan/West/RTU/	PAS		Siemens	Remote I/O Module	T282-SSS-NBAY-RTU2	02/05/2016	10031836		350 282/PAS-SYS-002
3	ElectraNet/Ardrassan/West/RTU/HMI/	SICAM PASCC		Siemens	Substation Controller		02/05/2016			350 282/PASCC-SYS-001

How to Save Window as a Profile:

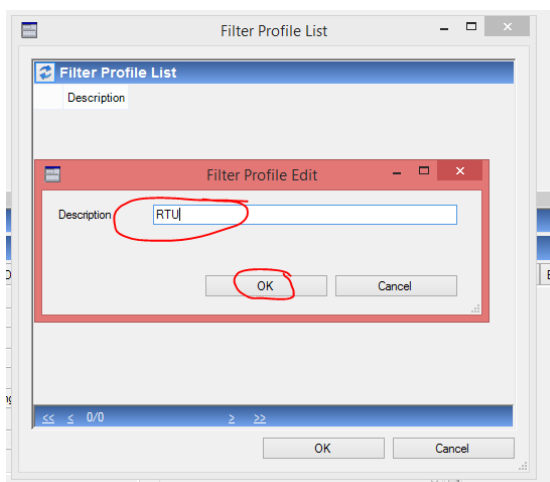
1. If the Profile window is minimised, Click “ << ” button found at the upper right corner of the “Assets” window. Otherwise, proceed to Step 2.



2. Click “...” button and select “Create New Filter Profile...” from the dropdown menu.

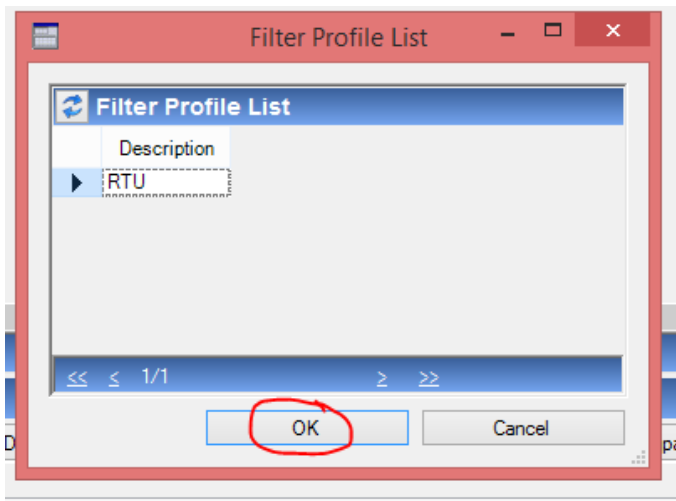


3. Fill out the “Description” box with a name for this profile. Example below: “RTU”

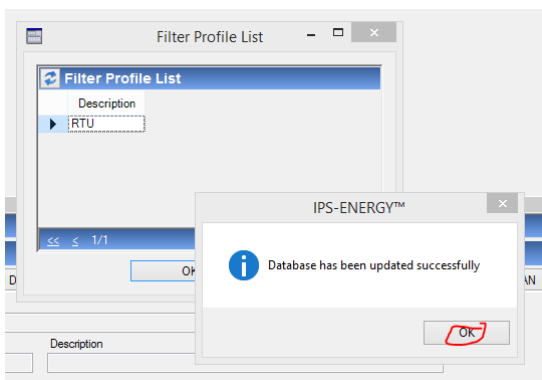


Then click “OK” to dismiss window.

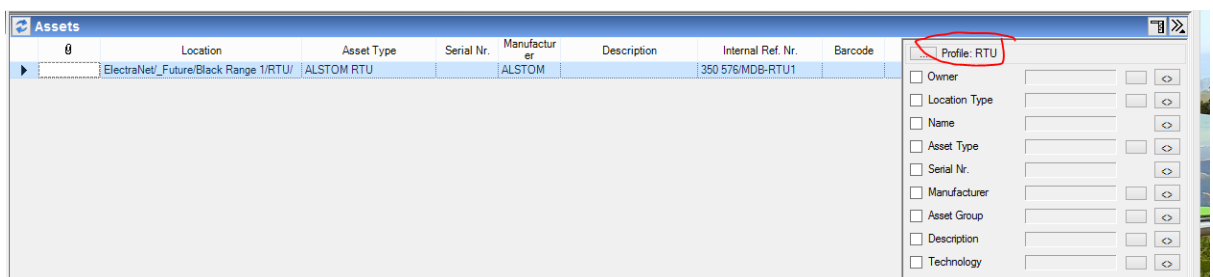
- Click "Ok" again to dismiss the "Filter Profile List" window.



- Click "Ok" on the confirmation message.



- Profile is now saved with all the Asset fields selected from previous procedures.



Remarks:

You can do more profiles depending on your requirements. This is in order to be easily swapped each time depending on your needs.