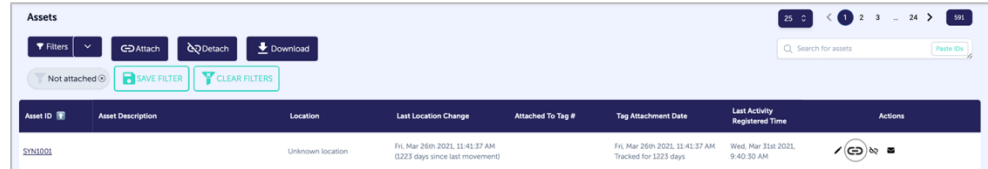



How to attach an asset tag to equipment:

- 1** Go to Assets or Tags page in My Site. Locate the asset or tag and select the Attach icon in the Actions column.
- 2** Input the asset and/or asset tag ID in the Tag Attachment window (asset or tag ID field may auto-populate depending on selections in Step 1). Select Next.
- 3** Set the custom properties for the asset. Asset details ensure that assets can be easily searched for using a variety of data and identifying information. Click Submit.



Asset ID	Asset Description	Location	Last Location Change	Attached To Tag #	Tag Attachment Date	Last Activity Registered Time	Actions
5782001		Unknown location	Fri, Mar 26th 2021, 11:41:37 AM (223 days since last movement)		Fri, Mar 26th 2021, 11:41:37 AM Tracked for 1223 days	Wed, Mar 31st 2021, 9:40:30 AM	

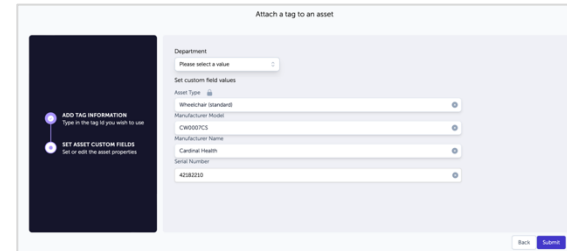


Attach a tag to an asset

Attachment of a tag to an asset allows Cognosos to follow the asset and collect essential information about it.

Tag ID: 200002308

Asset ID: 50803



Attach a tag to an asset

Department: Please select a value

Set custom field values

Asset Type:

Manufacturer Name:

Manufacturer Model:

Manufacturer Name:

Cardinal Health:

Serial Number:

4288203

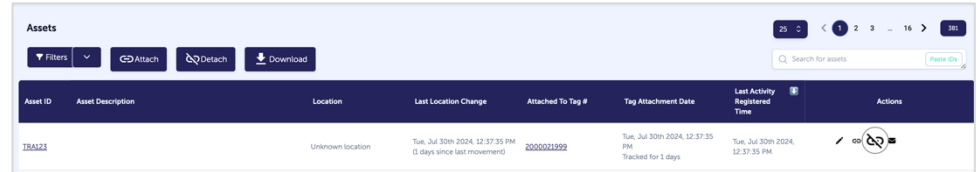
Need Assistance? Check out the Cognosos Luminate Healthcare Knowledge Base or contact us at support@cognosos.com.


How to detach an asset tag from equipment:

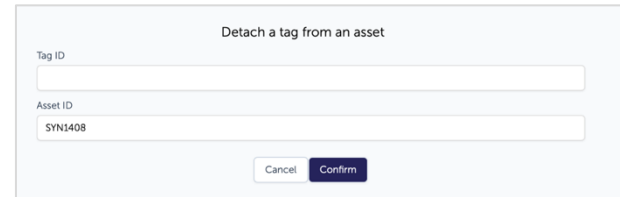
- 1 Go to Assets or Tags in My Site. Locate the asset or tag and choose Detach from the Actions column.

- 2 If initiated from Assets, the Asset ID is populated; if from Tags, the Tag ID is populated. Click Confirm to continue.

- 3 You may also perform attach/detach in a single step with the Replace Tag option in Asset Details.



Asset ID	Asset Description	Location	Last Location Change	Attached To Tag #	Tag Attachment Date	Last Activity Registered Time	Actions
T5A123		Unknown location	Tue, Jul 30th 2024, 12:37:35 PM (1 days since last movement)	200001222	Tue, Jul 30th 2024, 12:37:35 PM Tracked for 1 days	Tue, Jul 30th 2024, 12:37:35 PM	



Detach a tag from an asset

Tag ID

Asset ID

The tag will have a status of Not Attached. This removes the association between tag and asset; the asset can not be monitored until a new tag is attached.



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