

GAS-TRAK ONLINE USER GUIDE

RETURNING CYLINDERS



Your Cylinder Tracking, Reporting and Stock Management Solution.





RETURNING CYLINDERS

1. Click on **Cylinder stock** icon





2. Click on the cylinder you are returning



0



3. Click on return – wholesaler





- 4. Enter your return reference (provided by the wholesaler)
- 5. Click ok





Return multiple cylinders to wholesale

1. Click on the **cylinder stock** icon





2. Click on the **minus** symbol in the top right had corner





- 3. Click in the box of the cylinders you wish to return
- 4. Click on the save icon in the top right-hand corner





- 5. This will then bring up a reference box
- 6. Enter your return reference (provided by the wholesaler)
- 7. Click ok





Returning to stock

1. Click on **cylinder stock** icon





- 2. Click on the cylinder you wish to return to stock
- 3. Click on Return-Stock





Returning multiple cylinders to stock

1. Click on **cylinder stock** icon



2. Click on the **minus** in the top right-hand corner

9:34 ⊝		📲 🗟 🖓 all 81% 🗎	
	÷	Cylinder Stock	-
Sarah		* 0	?° 3
S	ARAH (6)		^
	AM021354]
	ACETYLENE (90/100)		
	No Rental Data		
	Contains: ACETYLENE		
	Purity (Min): 0.0 %		
	AM021355		j
	ACETYLENE (100/100)		
	No Rental Data		
	Contains: ACETYLENE		
	Purity (Min): 100.0 %		
	LM357951		Í
	ACETYLENE (0/11)		
	No Rental Data		
	Contains:		
	Purity (Min): 0 %		
	LM765880		1
	ACETYLENE (0/10)		
	No Rental Data		
	Contains:		
	Purity (Min): 0 %		
	LM778899		1
	ACETYLENE (0/12)		
	No Rental Data		
	Contains:		
	Purity (Min): 0 %		
	ME123409)
	ACETYLENE (10/10)		
	No Rental Data		
	Contains: ACETYLENE		
	Dunik (Min) 100.00		



3. Click on **stock** in the headings this will highlight the box in magenta 4. Click in each box of the cylinders you wish to return





- 5. Click on the **save** icon in the top right-hand corner
- 6. Enter a reference number if needed
- 7. Click ok





YOUR GAS-TRAK ONLINE SUPPORT TEAM:

Phone: +44 (0) 1275 376600 Email: support@gastrakonline.com Web: www.gastrakonline.com



Your Cylinder Tracking, Reporting and Stock Management Solution.

