



GAS-TRAK ONLINE

USER GUIDE



TRANSFERRING CYLINDERS BETWEEN ENGINEERS

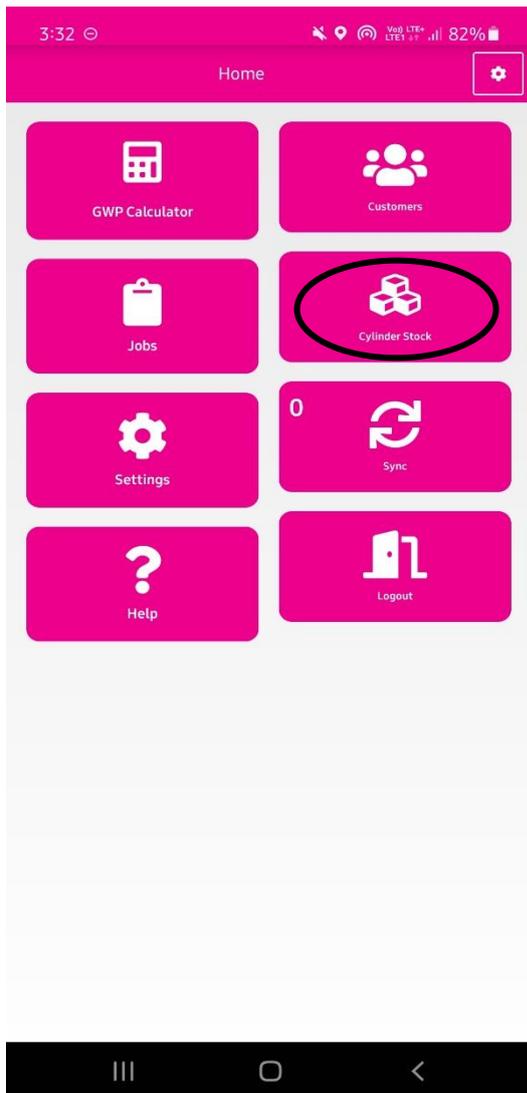


Your Cylinder Tracking, Reporting and Stock Management Solution.

TRANSFERRING CYLINDERS BETWEEN ENGINEERS

The engineer who has the cylinder will need to transfer the bottle to stock

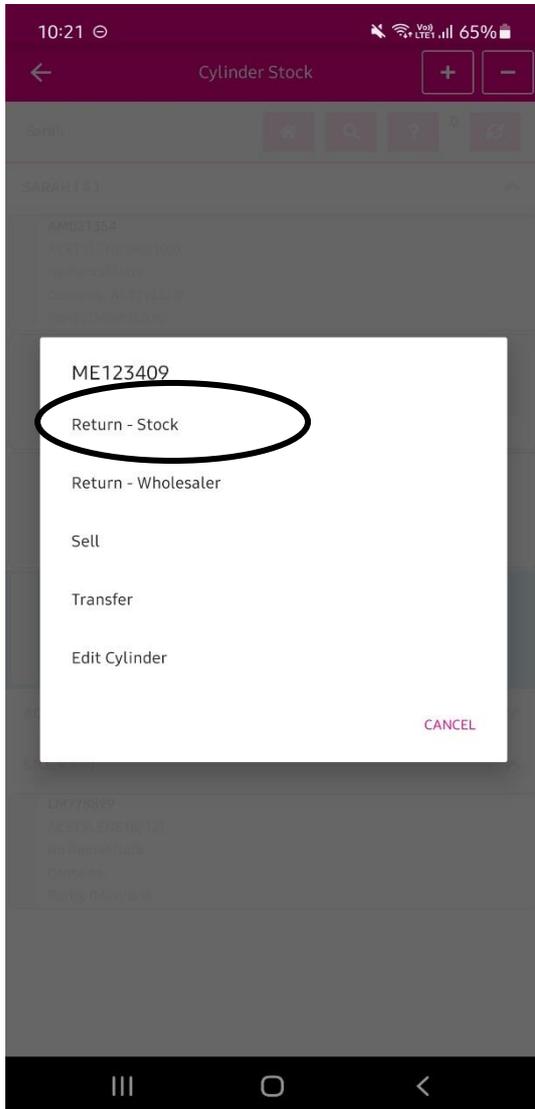
1. Click on cylinder stock



2. Click on the serial number

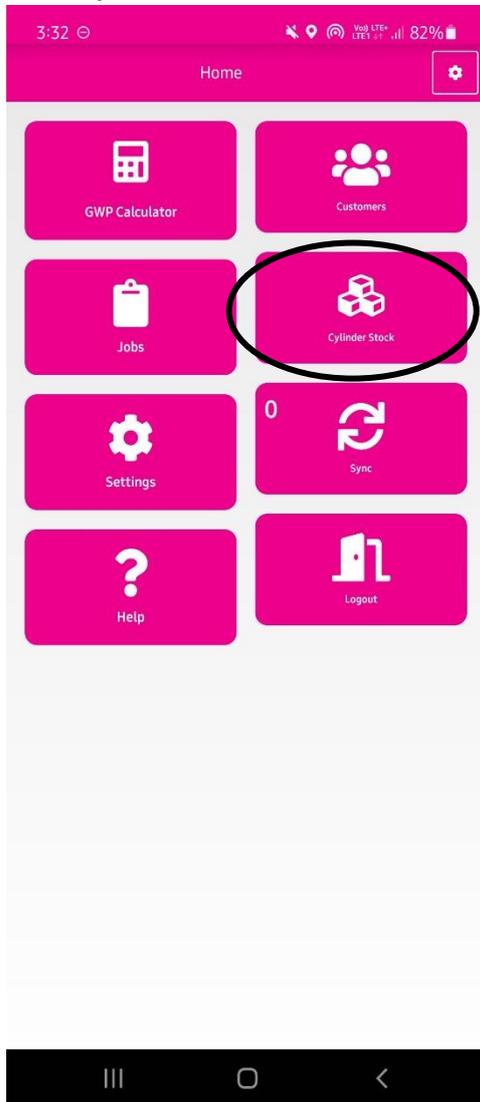


3. Click **Return – Stock**

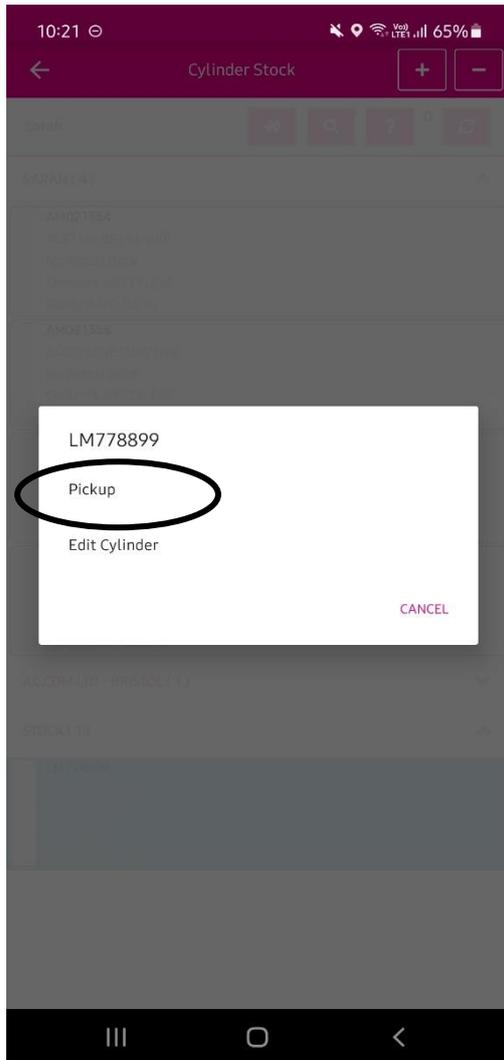


The engineer who needs the bottle

1. Click on **cylinder stock**



2. Scroll to the bottom of the page to find the cylinder number or alternatively click on the magnifying glass in the top right-hand corner and type the cylinder number in and click on it.
3. Click **pick up**





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