

#### 4.8.9 Transaction Processing For Converting Single Case To Component Item

If an item was inadvertently handled as a single-case record rather than part of a Component System, the Convert Case to Component System function allows the online conversion of an existing single-case record to a component system item. The Component System Property Case Number and the next available Property Item Identifier are assigned to the converted item.

The data is verified to ensure the following: the Property Case Number entered is a single case, the case is not NSMS property, the single case and the component system agree in transferring to a DRMO or reporting to the same GSA Region (i.e., all record items must be transferred to a DRMO or all are reported to the same GSA Region). The Component Property Case Number is assigned by the system to this converted item, along with the next Item Id.

If no Component Property Case Number is entered or if entered and no record was found, the user is given the option to create a new component system from two or more existing single case records or to cancel the conversion process. This conversion process allows conversion of up to twenty-eight single case records to a component system during a single conversion session.

**NOTE:** The initiation of this conversion process may create a performance problem or impose time constraints for completing this function. The user may have to wait a little longer than normal before the final success message appears on the screen. There is a direct relationship between the number of records involved in the processing and the time it takes to complete the process, i.e., the more records the longer time it takes to complete the processing. Processing may involve changing the component system level indicators (i.e., component system hazardous materials indicator, precious metals indicator, component system demilitarization code, and component system artifact indicator).

**NOTE:** When navigating through NPDMS, the Fastpath name (limited to eight characters) is displayed on the fourth line starting at the center of the screen.

**NOTE:** The screen field data areas in the UOG are shown with either blanks, lines, or asterisks. Field data areas that are blank are not modifiable and display data if it is available. Field data areas with lines are modifiable and may be optional unless conditionally tied with other screen fields. If the field data area is tied to another field, NPDMS displays an appropriate warning or error message if an entry is required. Field data areas with asterisks require entry of data and may be modified if pre-filled by the system.

- From the NPDMS MAIN MENU (NDO000MB) type 5 at Enter Selection to access the TRANSACTION MENU (ND5000MA).
- Press <Enter>.

The TRANSACTION MENU (ND5000MA) is displayed.

```

ND5000MA / ND5000PA      NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM      03/01/01
                          TRANSACTION MENU                               14: 29: 04
                          TX                                           MSXXX

                          Selections:

1  Add                      8  Reversal
2  Change                   9  Convert Case to Component
3  Delete                  10 Convert Component to Case
4  Receipt                 11 Enter SRD and GSA Control No
5  Sales                   ?  In any field for Help
6  Exchange (Trade-In)    .  Exit Transaction Process
7  Freezes and Dispositions
   (Includes Scrap and Surveys)

Enter Selection: _____
Prop Case No:   804101 _____      Item Id: _____
ECN:           _____      Cust Acct No: _____
ERN:           _____      (For Reversal only)
Trans Id:      _____      (Process Final Disposition w/o Freeze)

Navigation:
Enter- PF13- - PF14- - PF15- - PF16- - PF17- - PF18- - PF19- - PF20- - PF21- - PF22- - PF23- - PF24- - -
      HELP LOPF PREV RVW  CNCL                                CLEAR                                EXIT
  
```

#### INPUT DATA

- Enter Selection input value = 9
- Prop Case No
- Press <Enter>.

Action is performed based on the input on the TRANSACTION MENU (ND5000MA).

#### 4.8.9.1 Add Item To Component System

This allows the user to convert a Single Case to a Component System Item.

- From the Transaction Menu, type **9** at Enter Selection and the Property Case Number to access the CONVERT CASE TO COMPONENT SYSTEM screen (ND4700MA).
- Press <Enter>. The CONVERT CASE TO COMPONENT SYSTEM screen (ND4700MA) displays either one of two screens, one for Controlled Property or one for Non-Controlled Property.

Appropriate data fields are populated and displayed by the system.

#### Controlled Property

```

NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM      03/01/01
ND4700MA / ND4700PA      CONVERT CASE TO COMPONENT SYSTEM      14: 30: 21
                               CO CA                               MSXXX

Prop Case No: 804101 1060S161      Cust Acct No: 33001
Local Ref No: MARSHALL SPACE FLIGHT CENTER      Turn-In Doc No:
Initiators Name:      Org Code:      Phone: ( 205 ) 544 - 5555
Item Name: COMPUTER, DIGITAL      NSN: 1010
Mfg's Code:      Mfg's Name: GATEWAY 2000      Mfg Year: 2000
Model No: BATC      Part No: 6670
Serial No: 161666      MMA Code:      CC: A4      Cap Sens Code: X
Item Desc:
Qty: 12      Unit of Measure: EA      Unit Acq Cost: 2500.00
Warehouse Loc:      Contr Prop:      Tag No:
Reimbursement Code: 2      Grantee Prop:      Contr/Grantee No:
Exc/Sale: Unclaimed Prop: Date Found: / / Fair Mkt:
Shelf Life Type 1 Exp Date: 03 / 03 / 01 Ext Date: / /
Haz Mat Code:      Precious Metals Code: A
Combine with (Component System) Prop Case No: 804101 _____

Navigation:
Enter- PF13-- PF14-- PF15-- PF16-- PF17-- PF18-- PF19-- PF20-- PF21-- PF22-- PF23-- PF24---
      HELP LOPF PREV RVW CNCL EXIT
    
```

or

**Non-Controlled Property**

```

NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM      03/01/01
ND4700MA / ND4700PA      CONVERT CASE TO COMPONENT SYSTEM      14: 30: 21
                               CO CA                               MSXXX

Prop Case No: 804101 1060S161      Cust Acct No: 33001
Local Ref No: MARSHALL SPACE FLIGHT CENTER      Turn-In Doc No:
Initiators Name:      Org Code:      Phone: ( 205 ) 544 - 5555
Item Name: COMPUTER, DIGITAL      NSN: 1010
Mfg's Code:      Mfg's Name: GATEWAY 2000      Mfg Year: 2000
Model No: BATC      Part No: 6670
Serial No: 161666      MMA Code:      CC: A4      Cap Sens Code: X
Item Desc:
Qty: 12      Unit of Measure: EA      Unit Acq Cost: 2500.00
Warehouse Loc:      Contr Prop:      Tag No:
Reimbursement Code: 2      Grantee Prop:      Contr/Grantee No:
Exc/Sale: Unclaimed Prop: Date Found: / / Fair Mkt:
Shelf Life Type 1 Exp Date: 03 / 03 / 01 Ext Date: / /
Haz Mat Code:      Precious Metals Code: A
Combine with (Component System) Prop Case No: 804101 _____

Navigation:
Enter- PF13-- PF14-- PF15-- PF16-- PF17-- PF18-- PF19-- PF20-- PF21-- PF22-- PF23-- PF24---
      HELP LOPF PREV RVW CNCL EXIT
    
```

**INPUT DATA**

- Combine with (Component System) Prop Case No
- Press <Enter>.



If new Component System equals **Y**, the pop-up window (ND4700MC) is displayed; if **C** to Cancel is entered, then the system displays the TRANSACTION MENU (ND5000MA) along with a message: 'Activity Cancelled By User No Action Taken'.

|                     |          |   |                        |                               |
|---------------------|----------|---|------------------------|-------------------------------|
| ND4700MA / ND4700PA |          | NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM<br>CONVERT CASE TO COMPONENT SYSTEM<br>CO CA |                        | 03/01/01<br>14:35:36<br>MSXXX |
| Prop Cas            | ND4700MC | Enter Property Case Numbers to Convert<br>Single Cases to Component                   |                        | 5                             |
| Local Re            |          | FEDSTRIP AAC: 804101  |                        | 00                            |
| Initiato            |          | Prop Case No: 1060S161  |                        | X                             |
| Item Na             |          | _____   | _____                  |                               |
| Mfg's Co            |          | _____   | _____                  |                               |
| Model               |          | _____   | _____                  |                               |
| Serial              |          | _____   | _____                  |                               |
| Item De             |          | _____   | _____                  |                               |
| Q                   |          |   |                        |                               |
| Warehous            |          |   |                        |                               |
| Reimburs            |          |   |                        |                               |
| Exc/Sale            |          |   |                        |                               |
| Haz Mat             |          |   |                        |                               |
| Combine             |          |   |                        |                               |
| Navigati            |          | Print SF-120 Correction: _  |                        |                               |
| Enter- PF           |          |   | Enter 'C' to Cancel: _ | --                            |
| HE                  |          |   |                        |                               |

**INPUT DATA**

- Prop Case No (Additional Prop Case No to be converted to the new component system)
- Print SF-120 Correction input value = **C** or **blank** (only if reported to GSA)
- Enter 'C' to Cancel input value = **C** or **blank**
- Press **<Enter>**. If Print SF-120 Correction equals **C**, pop-up window ND5100MD displays for entry of correction data; if Prop Case No is entered, the CONVERT CASE TO COMPONENT SYSTEM screen (ND4110ME) is displayed or; if you typed **C** to Cancel, NPDMS displays the TRANSACTION MENU (ND5000MA) along with a message: 'Activity Cancelled By User No Action Taken'.







converted Single Item, and generates an E01 Add Transaction to the Transaction File for the addition of the Single Item to the Component System. NPDMS returns to the Transaction Menu (ND5000MA) screen and displays the message 'Single Case Conversion Successful'.