

# Adding Resources and Items to Resource Manager

Catalog:

Data to enter when we acquire a new model "resource":

"Make": Lenovo

"Model": 300e (School temporary while in covid mode)

"Description": 300e 3rd Gen MP56-10000 touchscreen month/year acquired

"User Type": Student

Staff

District

"Year of Manufacture": 20xx

Data to enter when acquiring a new device "item":

Must have-

"Barcode": Asset tag

"District Identifier": Hostname/ Network address

As of Sept 2023- "Barcode" and "District Identifier" are the same

"Serial Number": Serial number of the computer

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