

# How to edit an asset?

[help2.fracttal.com/hc/en-us/articles/25227545006605-How-to-edit-an-asset](https://help2.fracttal.com/hc/en-us/articles/25227545006605-How-to-edit-an-asset)

In order to edit a previously created asset:

1. Select the asset in question from the list.
2. Click on the “Edit” button (the button is active only when an asset is selected).

The screenshot shows the 'Assets' management interface. At the top, there is a search bar and a user profile 'MT'. Below the search bar, there are tabs for 'List' and 'Treemap'. A table of assets is displayed with columns: Enabled, Out of Service, Description, Code, Nom, Fabricant, and Model. The second row is selected, and the 'Edit' button (represented by a pencil icon) is highlighted with a red box. The table contains the following data:

Enabled	Out of Service	Description	Code	Nom	Fabricant	Model	
<input type="checkbox"/>	Yes	No	Camioneta { ZYQ146 } Chana	ZYQ146	Camioneta	Chana	
<input checked="" type="checkbox"/>	Yes	No	Balanza Camionera Electrónica Mettler Toledo { ZXCVB } METTER T...	ZXCVB	Balanza Camionera Electrónica Mettler Tole...	METTER TOLEDO	IND560
<input type="checkbox"/>	Yes	No	ZEEVEE { ZVGP-004 } ZEEVEE	ZVGP-004	ZEEVEE	ZEEVEE	ZVPROXXX
<input type="checkbox"/>	Yes	No	ZEEVEE { ZVGP-003 } ZEEVEE	ZVGP-003	ZEEVEE	ZEEVEE	ZVPROXXX
<input type="checkbox"/>	Yes	No	ZEEVEE { ZVGP-002 } ZEEVEE	ZVGP-002	ZEEVEE	ZEEVEE	ZVPROXXX
<input type="checkbox"/>	Yes	No	ZEEVEE { ZVGP-001 } ZEEVEE	ZVGP-001	ZEEVEE	ZEEVEE	ZVPROXXX
<input type="checkbox"/>	No	No	Zunchadora { ZUN001 } IPAC	ZUN001	Zunchadora	IPAC	
<input type="checkbox"/>	Yes	No	BOCINA { ZSUR-SC-SARA-PI-EA-B00001 } YAMAHA	ZSUR-SC-SARA-PI-E...	BOCINA	YAMAHA	
<input type="checkbox"/>	Yes	No	MOLINO { ZSUR-SC-SARA-BA-EB-M0001 } SANREMO	ZSUR-SC-SARA-BA-E...	MOLINO	SANREMO	SRQ63M
<input type="checkbox"/>	Yes	No	Travelling Gate limit switch { ZSH-1501 }	ZSH-1501	Travelling Gate limit switch		
<input type="checkbox"/>	Yes	No	ARCHIVADOR TIPO BIBLIOTECA { ZS-03 } MUMA	ZS-03	ARCHIVADOR TIPO BIBLIOTECA	MUMA	AR46559
<input type="checkbox"/>	Yes	No	ARCHIVADOR PUESTO DE TRABAJO { ZS-02 } MUMA	ZS-02	ARCHIVADOR PUESTO DE TRABAJO	MUMA	AR46558
<input type="checkbox"/>	Yes	No	ARCHIVADOR OTROS { ZS-01 } MUMA	ZS-01	ARCHIVADOR OTROS	MUMA	AR46557

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3. This will open the asset information to be edited accordingly.

Assets  
Equipment

Old Version

DR150 LYE12F ( 0003-A1 ) SUZUKI

Save

QR Code

Is part of: // Mundo Melissa/ Personal/

Code: 0003-A1

Norm: DR150 LYE12F

Fabricant: SUZUKI Model: 2021

Núm\_serie: LC6JK4P0M0002010 Outros 1: 149CC

Outros 2: 4T Barcode: Priority: High

Type: Motocicleta Group 1: Vehiculo Group 2: Enduro

Supplier: Suzuki la 33 Purchase date: 2020-10-01

Hours of average daily use: 01:00 Visible to all:

Planned Maintenance: Plan de Mantenimiento Motos

Public QR

Out of Service: Yes  
Enabled

Information  
You have pending changes to save!

Details

- General
- Custom Form
- Health Status **beta**
- Financial
- Third Parties
- Spare Parts and Supplies
- Historical

4. Finally, after editing the desired fields, click on the “Save” button to finish editing.

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