

Asset Classes & Sub Classes

The *Asset Classes* area allows you to view, edit, delete, and create new *Asset Classes & Sub Classes* to help categorise your assets. Asset classes are important for PPM association. When creating a Planned Schedule by Asset you can choose the Asset Class so you will be provided with a list of all Assets in that Asset Class to activate that Planned Schedule to.

To create a new class select the *Add Asset Class* button at the top-left of the page:

To create a new Asset Sub Class click the Green Arrow to reveal the Sub Class option:

The screenshot shows a web interface for managing Asset Classes. At the top left, there is a green button labeled '+ ADD ASSET CLASS'. Below this is a table with columns: Asset Class, Asset Class Code, # Assets, and actions (EDIT, DELETE). The table contains two rows: 'AC Units' with code 'AC1' and 9 assets, and 'Boilers' with code '' and 11 assets. Below the table, there is a section for 'ADD ASSET SUB CLASS' with a green arrow icon. A message box states 'No Asset Sub Classes set up yet'.

Asset Class	Asset Class Code	# Assets	
AC Units	AC1	9	EDIT DELETE
+ ADD ASSET SUB CLASS			
No Asset Sub Classes set up yet			
Boilers		11	EDIT DELETE

This will create a new blank row in the list for you to populate with an Asset Class title and Asset Class Code. Select *Update* when you have finished inputting the data in order to save the new Class and add it to the list.

You can also *Edit* and / or *Delete* the *Asset Class* information once it has been added to the list.

The *Asset Classes* list also shows how many Assets are associated with that particular Class, as seen in the screenshot above.