

# OneSight IT Operations

Inventory Misc Use

Optical Lab

User Guide



**ONESIGHT**

EssilorLuxottica Foundation

## Overview

This document will go over the process of accessing and using the Inventory Misc Use application.

## Access

To access Inventory Misc Use, please navigate to Onesighclinics.org. Once the home page loads please click on “Optical Lab” found at the top.




You will now be on the Optical Lab page. Please click on the application option for Inv Misc Use.



**Record Misc Inventory Use**

You will be brought to the system access login page. Use your user name and password and press the blue button at the bottom to login.

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System Access*Version 6.0*

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**User Name:**

**Password:**

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Enter your project specific login and password.  
Logins expire at the end of the project.

**LOGIN**

## **Record Misc Inventory**

You will now be on the Record Misc Inventory Page. You will see the clinic name first. Next, you will see the first section labelled “Record Lens Use” which has the following fields.

**Lens Sku** – The lens sku you want to record.

**Reason** – The reason for recording the lens sku to the left. It has a dropdown with options of Lab Breakage, Defective, Incorrect Packaging, Damaged, Other, and Dispensing Breakage.

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RECORD MISC INVENTORY*Version 6.0*

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Clinic Name

**Record Lens Use**

**Lens Sku:**

**Reason:**

**Lens Sku:**

**Reason:**

The next section is labelled “Record Frame Use” and has the following fields.

**Frame Sku** – The frame sku you want to record.

**Reason** – The reason for recording the frame sku to the left. It has a dropdown with the options of Lab Breakage, Defective, Incorrect Packaging, Damaged, Other, and Dispensing Breakage.



The form titled "Record Frame Use" contains two fields. On the left is a text input field labeled "Frame Sku:". To its right is a dropdown menu labeled "Reason" with "Select" as the current option.

The next section is labelled “Record QP Use” and has the following fields.

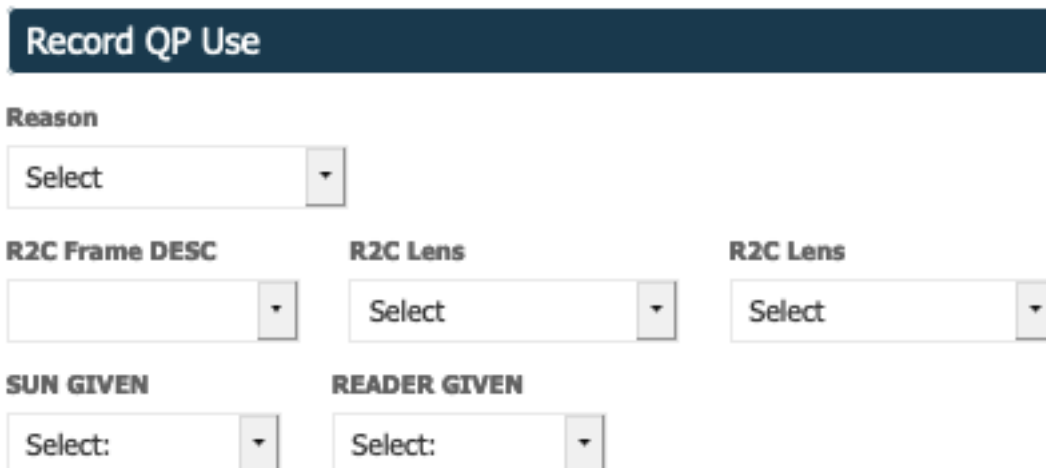
**Reason** – The reason for the QP use. It has a dropdown with the options of Lab Breakage, Defective, Incorrect Packaging, Damaged, Other, and Dispensing Breakage.

**R2C Frame Desc** – Dropdown with multiple Ready 2 Clip options.

**R2C Lens** – Dropdown with multiple Ready 2 Clip lenses.

**Sun Given** – Dropdown with option of Male or Female.

**Reader Given** – Dropdown with option of +1.00 through +2.00.



The form titled "Record QP Use" contains five dropdown menus. The first is "Reason" with "Select" as the option. Below it are three dropdowns: "R2C Frame DESC", "R2C Lens", and another "R2C Lens", all with "Select" as the option. At the bottom are two more dropdowns: "SUN GIVEN" and "READER GIVEN", both with "Select:" as the option.

The next section is labelled “Misc Use Notes” and has a blank notes options where you can type any information related to what you selected above. Once you are finished you can click on the blue button at the bottom labelled “Submit” and you are done!

### Misc Use Notes

SUBMIT