

Summary

A user should add an Inventory Item Type to the PrepMod system as a one-time activity. Once an Inventory Item Type has been added, it will show up as a drop-down option on other forms when users are adding or editing inventory in the system.

Key Steps

Step 1: From the menu bar, select **Item Type**.



Step 2: On the Item Type Management form, enter a name for the item type.

Item Type Management

The form titled "Item Type Management" contains several input fields: "Name *" (highlighted in yellow), "Information Statement URL En", "Information Statement URL Es", "Information Statement URL Pt", and "Information Statement URL Zh". A blue "Create" button is located at the bottom of the form.

Step 3: Select *Create*.

The item type is added to the list. The new item type will be available for selection when you are adding or editing inventory items.

Item Type Management

The form titled "Item Type Management" is identical to the one above, but the "Create" button at the bottom is highlighted in yellow.

Additional Resources

- PrepMod User Manual
- PrepMod Clinic Activity Report
- PrepMod Clinic Day Tasks
- PrepMod Clinic Planning
- PrepMod In Clinic Handbook