

# ASA Online Help

For ASA Users



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## ASA (Aftersales Support Application)

### Symbols used in this help document:

\* Parts of the program marked by an asterisk are not available if only CAPS has been installed.

• The dot refers to individual work steps.

> The arrow refers to additional explanation of the section.

## 1 APPLICATION BASICS

In ASA (Aftersales Support Application), there are often a number of different ways of doing the same thing. Only the most commonly used methods will be described in the explanations in this guide (i.e. choosing functions using the mouse). However, it is also possible to combine procedures (i.e. using keyboard and mouse). Select whichever variation is most convenient for you. For the purposes of this introduction, we assume that you are familiar with the basics of PC operation. Please also take into consideration any information relevant to your computer or operating system.

ASA has been designed for use with Windows 10 64bit and later, and Windows Server 2016 64-bit or later for terminal server installations.

**Please note:** the above is subject to change depending on Microsoft's support status.

The minimum supported resolution is 1024x768, however, higher resolutions are recommended.

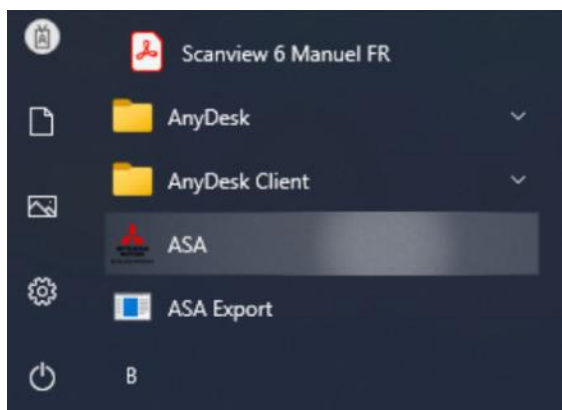
Disk space required: at least 4 GB per market for a full installation and online updates.

An Internet connection is required. Download times for online updates vary depending on the size of the update.

**Please note:** depending on the ASA version, market, and your operating system, some of the screenshots and descriptions in this guide may differ from the ASA version you have installed.

### 1.1 STARTING ASA

- To start ASA, click Start and select ASA from the start menu.



Or alternatively, double click the ASA icon on your desktop.



ASA starts with the default market.

If you have not checked latest ASA's Terms and Conditions, Privacy Policy and Data processing (EU General Data Protection Regulation (GDPR)), T&C and data protection regulations window is displayed.

T&C and data protection regulations

Terms and Conditions
Please read and confirm our Terms and Conditions.

Click here to read our Terms and Conditions
☐ I accept the Terms and Conditions for ASA.

Privacy Policy
Please read our Privacy Statement.

Click here to read our Privacy Policy
☐ I have read the Privacy Policy

Data processing
According to the EU General Data Protection Regulation (GDPR), we are obligated to enter into a Data Processing Agreement with you.

Click here to read the Data Processing Agreement
☐ I accept the Data Processing Agreement

OK

- Click on each link, read the conditions, and check the checkboxes.
- After checking all checkboxes, click the OK button.

**Please note:** If you want to check any of ASA's T&C and data protection regulations, please go to [Info about ASA](#).

If you have not registered your account data, the registration screen will be displayed.

Account data

Company ID

Username

Password

Test & Save

Forgot account data

Internet proxy server configuration

Username

Password

OK

Cancel

- Enter the Company ID, username and password which you received from LexCom or from your ASA administrator (and if user authentication is necessary for the proxy server, enter your Username and Password for the proxy server), then click the Test & Save button.

> If you click the  icon, the entered password will become visible.

- Once you have registered successfully, the OK button will be enabled - click the OK button.

> If you forgot your password, click on "Forgot account data" and follow the instructions on the subsequent page..

> If click the Cancel button, ASA won't start.

> Find your account data before launching ASA again.

If you have not registered your email address in your user data, you will see the following message:


ASA Message

No. 64 Type Info

Your eMail address is not specified.  
Please add a valid eMail address in your user data.

OK

Edit



- Click the Edit button to edit your user data.



- Click the OK button to continue loading ASA.

For security reasons, users have to reenter their password every 4 weeks. You will see the following message:

The 'Account data' dialog box is shown. It has a blue header bar. Below it, there are three input fields: 'Company ID' with the value 'test123', 'Username' with the value 'testuser', and 'Password' which is empty. To the right of the password field is an eye icon. Below these fields are two buttons: 'Test & Save' and 'Forgot account data'. A horizontal line separates this section from the 'Internet proxy server configuration' section below. This section has two more input fields: 'Username' and 'Password', both empty. At the bottom of the dialog are 'OK' and 'Cancel' buttons.

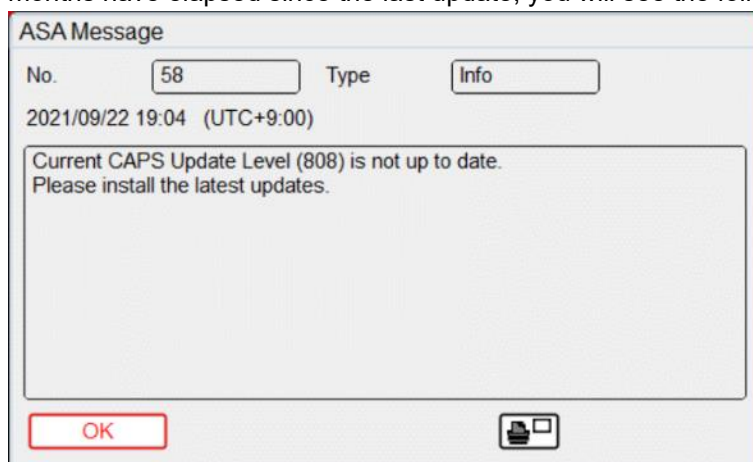
- Enter your password and click the Test and Save button to save it.
- After saving your password, click the OK button to close the Account Data window and continue loading ASA.

Once per day, upon launching ASA, users must agree to ASA's copyright agreement. You will see the following message:

The 'ASA Message' dialog box is shown. It has a title bar. Below it, there are two input fields: 'No.' with the value '63' and 'Type' with the value 'Info'. Below these is a timestamp: '2021/09/16 17:01 (UTC+9:00)'. A large text area contains the following text: 'Usage of the ASA-CAPS Parts Information Catalog' followed by 'I understand that I am not allowed to disclose ASA contents (incl. reproduction and reprinting) to third parties without written permission of the copyright holders.' At the bottom left is an 'Accept' button, and at the bottom right is a printer icon.

- Click the Accept button to accept the terms of ASA's copyright agreement.

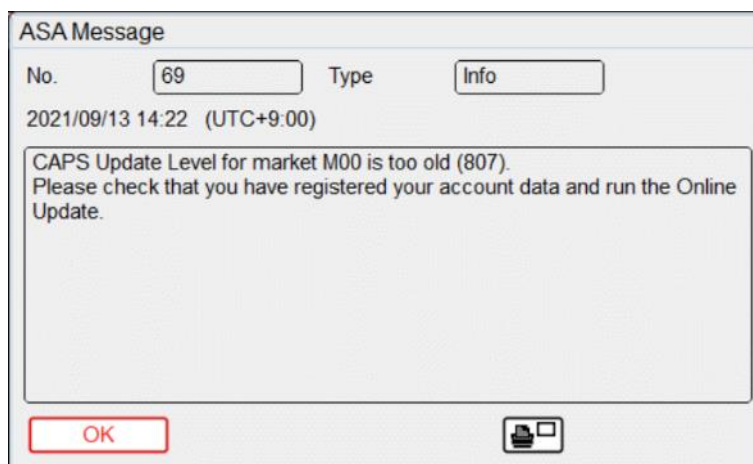
Every time ASA is started, ASA checks whether your currently installed data is up to date. If three months have elapsed since the last update, you will see the following message:



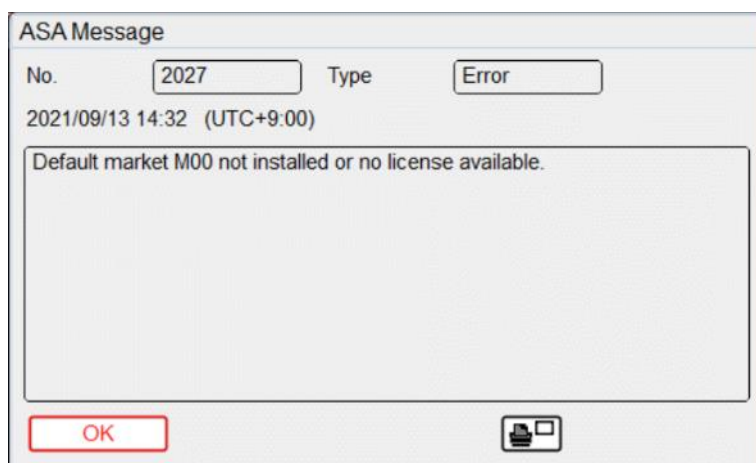
- Click the OK button to continue loading ASA. Please update ASA at your earliest convenience.

ASA also automatically checks at regular intervals whether a new update is available. This is a function that may be switched off in ASA Configuration (See: [Configuring updates](#)).

> If six months have elapsed since the last update, you will see the following message:



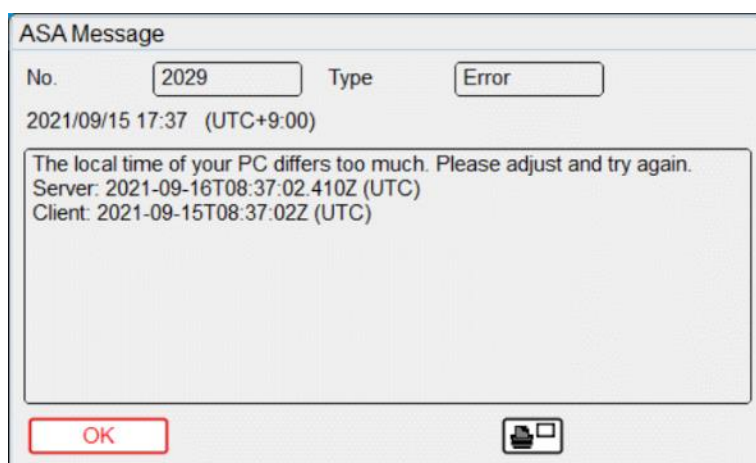
- When you click the OK button, you will see the following message because there is no valid data:



- Click the OK button to continue loading ASA without valid market data.

> To continue using ASA, run the online update to update your data.

> If the system clock of your PC is off by more than 6 hours, you will see the following message:



- Click the OK button. Correct the system clock of your PC, then start ASA again.

If an ASA news article has been published, the ASA News window will be displayed (alternatively, the ASA News window will appear every time a new article is published.)

This window can be configured to only appear when there are unread news items by adjusting the settings in ASA Configuration (See also: [Show ASA News only for new/unread information](#)).

ASA News

New		Back number
No	Title	Issued
1	New function (ASA-NEWS)	2018/03/01
2	New function (Maker memo)	2018/03/01
3	New function (Quick PNC selection)	2018/03/01
4	Improvement for Applicable Vehicle Models info.	2018/03/01

Close Open Mark Total Line: 4

- Select a news item and double click it to read its contents.
- After reading the news, click on the **Close** button.



**Please note:** If you want to read an ASA news item again, please click  in the toolbar.

## 1.2 FUNCTIONS

Most functions within the program can be performed by using the mouse. You will only need to use the keyboard when entering text. Some functions can only be performed by using a mouse.

### Selecting buttons and input boxes

You have several options to select input boxes and buttons:

#### Using the mouse

- Left click the desired button.

or

- Click in the desired input box. The cursor will flash in the input box.
- Enter the desired text using the keyboard and confirm your entry with ENTER.

#### Using a keyboard

- Press F5 while on the CAPS page. The system will identify the next logical step, and the cursor will blink in the appropriate input box.

or

- Press TAB until the desired button is selected. -> The currently selected button is highlighted with a red outline.
- Press ENTER.

or

- Press TAB until the desired input box is selected. The cursor will flash in the edit box.
- Input the desired text and press ENTER.

If you have pressed TAB too many times and wish to go back to the preceding button or input box:

- Use the key combination SHIFT+TAB to revert to the previously selected button or input box.

The information in an edit box can be copied or cut using the following shortcuts:

CTRL+C to copy the data to the clipboard without deleting the contents of the edit box.

CTRL+X to copy the data to the clipboard and delete the original contents in the edit box.

You may also enter data into an edit box by using CTRL+V to paste the contents of the clipboard.

### 1.3 KEY COMBINATIONS

Many operations can also be performed using function keys and key combinations. Each key (e.g. ESC, ENTER) that has been assigned a function will be described in the text below. Using a key combination means pressing down two or more keys at the same time.

For example, there is a character enclosed in round brackets next to each menu item in the [menu bar](#). These letters are for controlling the program using key combinations. When pressed together with the ALT key, the bracketed letter acts as a control command.

If you wish to use a key combination to, for example, open the menu "**Edit (E)**" in the menu bar, you should follow the guidelines below:

- Press and hold down ALT.
- Next, press the "**E**" key.

-> Key combinations which use CTRL are listed next to the respective menu item. For example, to save a file you can use the key combination **CTRL+S (File -> Save via the menu)**.

For more information about function keys and shortcuts, refer to [Hotkeys and shortcuts](#).

### 1.4 CONTEXT MENU

After opening ASA, you can open a convenient context menu on the CAPS page. All available menu items in the context menu are marked as enabled.

- Right click anywhere on the PNC search result list to open the context menu.

The following menu items are, depending on the current workspace, available in the context menu:

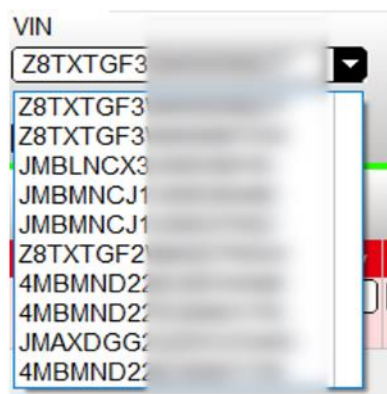
- Cut
- Copy
- Paste
- [Part Information](#)
- [Illustration](#)
- [SPN](#)
- [Value Selection](#)
- [Add to my PNCs](#)
- [Memo](#)
- [Applicable Models](#)
- [SIM\\*](#)
- [Set Repl. Part No](#)
- [Set All Repl.](#)
- [Line Clear](#)
- [Area Clear](#)

The context menu items will be explained in further detail in the latter parts of this guide.

## 1.5 PULL-DOWN LISTS

Pull-down lists are opened via a small white triangle in a black box. After clicking the triangle, a list is opened which displays user-defined data (e.g. chassis numbers/VINs) or data from the ASA program itself.

The following example shows a drop-down list of chassis numbers/VINs.



After opening the pull-down list:

- Move the mouse over the desired chassis number/VIN.
- Click the chassis number/VIN.

That chassis number/VIN then gets entered into the input box.

## 1.6 PROGRAM OPERATION VIA THE MENU BAR

Program operations in ASA may be performed via the menu bar.



- Click an entry on the menu bar to open the corresponding menu.
- or
- Press the corresponding [Key combination](#) e.g. ALT+E, to open the "**Edit (E)**" menu.

In this guide, program operation using the menu is explained using the corresponding menu paths.

For example, if you wish to open the "Setup File" submenu, you will be requested to follow the menu-path: **File -> Setup File -> Open**.

## 1.7 PROGRAM OPERATION VIA THE TOOLBAR

Many functions can be performed by clicking the icons on the toolbar. The toolbar is determined by the current workspace and, therefore, the type and number of symbols displayed will differ accordingly.



CAPS Main Page toolbar with the External Application Interface function activated



Illustration page toolbar

- Click the desired icon to activate the function.
- > The name of each function can be displayed as a [tool tip](#).

## 1.8 TOOL TIPS

If you don't remember which function is executed by each button, you can display the function name in a little tool tip:

- Hover the mouse pointer over the button whose function you wish to display. A short description of each button is displayed in a little tool tip (see below).

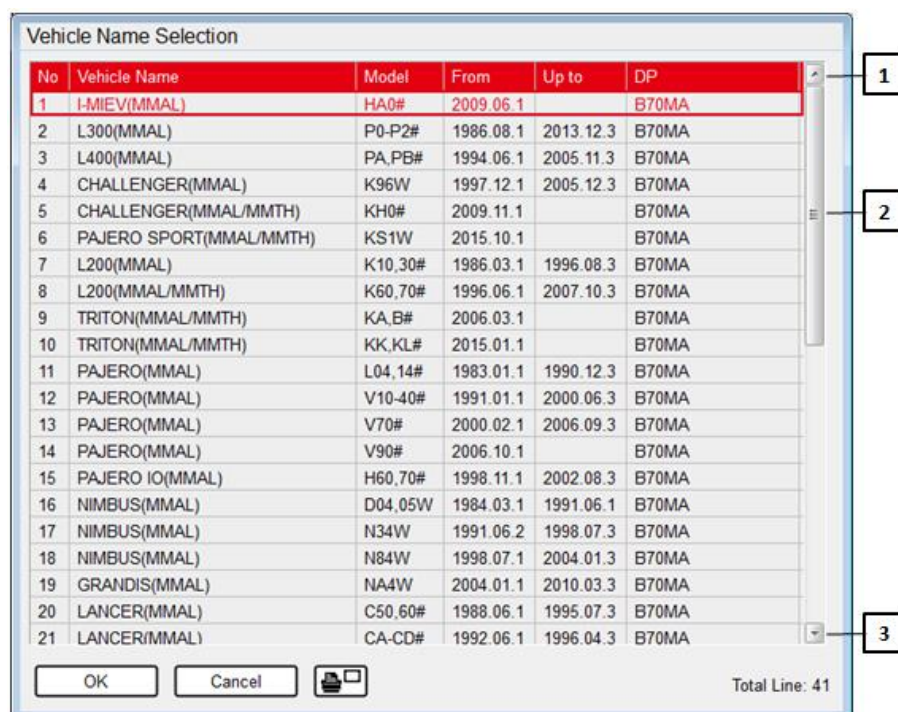


You can also display a tool tip for the descriptions of PNCs in illustrations, and for the description of an illustration in the illustration preview area of the main group overview, subgroup overview, and illustration page.

**Please note:** When the acquired PNC list of the CAPS main page or the PNC list on the illustration page is in a language other than English or Japanese, the PNC description tool tip will be displayed in English.

## 1.9 USING THE SCROLLBAR

Some ASA functions display extensive lists. These cannot be displayed entirely on-screen but can be browsed via a scrollbar. The following screenshot shows a scrollbar on the right-hand side of the screen.



- Click on the small triangle (1) and the list scrolls up.
- or
- Click on the small triangle (3) and list scrolls down.
- or
- Click on the scrollbar (2) and keep the mouse button pressed.
  - Move the mouse pointer up or down; the list moves up or down respectively.






## 1.10 CANCEL FUNTION (ESC)

At several points in the program, the "cancel" function provides the option to end the application without completing any tasks.

- Press ESC or click the "Close" or "Cancel" button.

## 1.11 PRINTING

Several printing options are available in ASA:

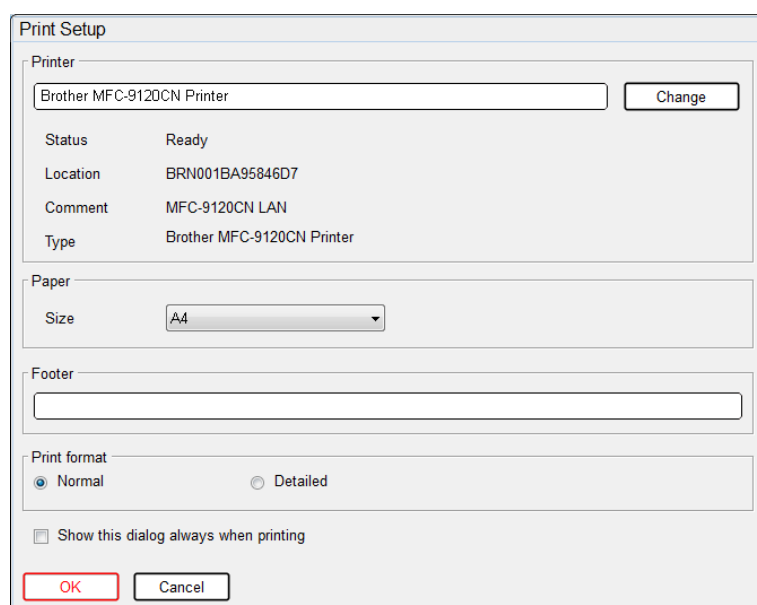
- Click the  button on the toolbar to print out the current workspace. Either the "Print Setup" window is opened, or the print job will start.
- Click the  button on the toolbar to print out a screenshot. The "Print" window will open.
- Click the  button on the toolbar to open print preview. The "Print Setup" window will open.

or

- To use the print function, follow the menu path **File -> Print** or **File -> Print Preview** or **File -> Print Screen** from the menu bar.

> If necessary, change the printer options in the "Print Setup" window before clicking on "Print". To do so, follow the menu path **File -> Print Setup**.

### 1.11.1 PRINTING SETUP



The "Print Setup" dialog box is shown with the following fields and options:

- Printer:** A text field containing "Brother MFC-9120CN Printer" and a "Change" button.
- Status:** Ready
- Location:** BRN001BA95846D7
- Comment:** MFC-9120CN LAN
- Type:** Brother MFC-9120CN Printer
- Paper:**
  - Size:** A4 (dropdown menu)
- Footer:** A text field.
- Print format:**
  - ☒ Normal
  - ☐ Detailed
- ☐ Show this dialog always when printing
- Buttons:** OK and Cancel

To make changes in the print setup menu, select Print Setup from the File menu. The Print Setup window is divided into four sections.

## Printer

By clicking the Change button, you can select any locally installed printer. Click this button to choose the printer you wish to use.

## Paper

You can select the paper size here. There are currently three paper sizes to choose from: A4, Legal and Letter.

## Footer

Enter any information which you would like to appear below the Total sum line.

### Print Format

Select the level of detail in the information you wish to print out.

[illegible]

### Show dialog checkbox

By selecting the "Show this dialog always when printing" checkbox, the Print Setup window will be displayed prior to every print job.

## 1.12 ASA FILES

The save function in ASA allows you to save all the relevant data which has been input up to the present. Upon saving, the data is written to an ASA file in the XML format. This XML file can be opened in a text editor but may not be edited. When an ASA file is opened, all current data is overwritten.

To save: Select the menu item **File -> Save...** or press CTRL+S.

Select a directory, enter a file name, then click the Save button.

To open: Select the menu item **File -> Open...** or press CTRL+O and select which ASA file to open.

### 1.13 SETUP FILE

To use your configuration on another computer or to make a backup, follow the menu path **File -> Setup File -> Save**. Select the directory where you wish to save this configuration file and give it a name.


This configuration file can be loaded by following the menu path **File -> Setup File -> Open**.


### 1.14 SWITCHING BETWEEN PROGRAMS

If you switch between programs frequently, you don't have to exit the current program each time; rather, you can use a key combination to switch back and forth between programs:

- Press and hold ALT.
- Press TAB repeatedly until the desired program is visible in the small info window in the middle of the screen.
- Release the ALT key.

### 1.15 SWITCHING BETWEEN ASA AND DESKTOP

If you wish to switch to the desktop without shutting down ASA, you can click the  button (top right-hand corner in the title bar) to minimize each open application to an icon.

- Click the  button to minimize ASA.
- Click the ASA icon on the lower edge (taskbar) of the screen to return to the application.

### 1.16 CUSTOMIZING THE USER INTERFACE

#### Displaying/Hiding the status bar

You can hide and redisplay the status bar (at the bottom edge of the ASA window).

- Select the menu path View -> Status bar to hide or display the status bar.


> The status bar is visible if a check is set next to the menu item "Status bar".

> The ASA version number, the current update number, and the current date are all displayed in the status bar. Additionally, if the result of your account check is not "ok" then a yellow warning icon will show

### 1.17 EXITING ASA

- Click the  button.

or

- Click the  button in the title bar of the ASA window in the top right-hand corner
- or
- Follow the menu path **File -> Exit**.

## 1.18 RESTARTING ASA

- Use the menu path **File -> Restart**.

## 1.19 BOOKMARK FUNCTION

Using bookmarks, you can easily return to a previous point in your work. For example, if you are processing an extensive order, but then have to serve another customer who only requires a single part, then you can save your place in the extensive order with the bookmark function and process the other order. After which you can return to the bookmarked order.


The bookmark saves all your current work.

- Click the  button to save the current CAPS page information using a bookmark.

Save Bookmark				
Market	VIN	Model	Classification	Last change
M60		K14T		2020/05/25 14:44
Unused				
M60	JMAXDGG2	GG2W	XDHHZR6	2020/08/17 17:52

OK Cancel

- Select the slot you wish to save your bookmark in and click the **OK** button.

- Click the  button to open the saved CAPS page information.

Open Bookmark				
Market	VIN	Model	Classification	Last change
M60		K14T		2020/05/25 14:44
Unused				
M60	JMAXDGG2	GG2W	XDHHZR6	2020/08/17 17:52

OK Cancel

- Select which bookmark to open and click the **OK** button.

> Up to 3 bookmarks can be saved in ASA, regardless of the number of installed markets.

All of the data which you entered or queried will be saved in the bookmark. Therefore, the current page will be saved in the bookmark. For example, by bookmarking your data while viewing an illustration, you can easily return to your data by opening the bookmark.

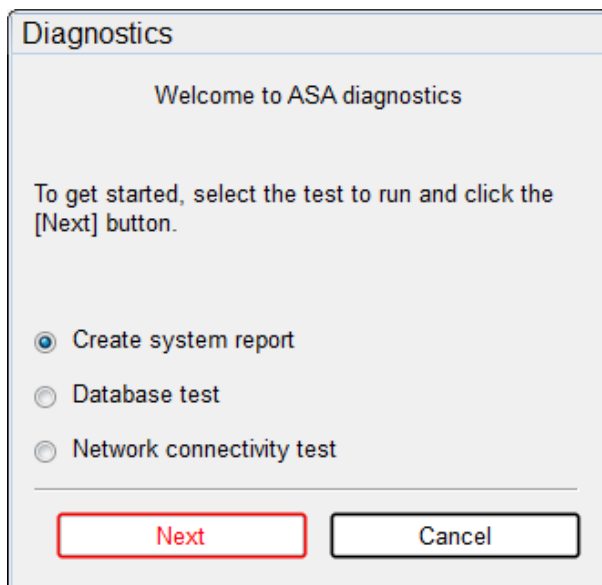
## 1.20 ASA DIAGNOSIS

The diagnostics function allows you to create 3 different reports for support purposes.

- To start the diagnosis process, click on the **Help → ASA Diagnosis** menu item.

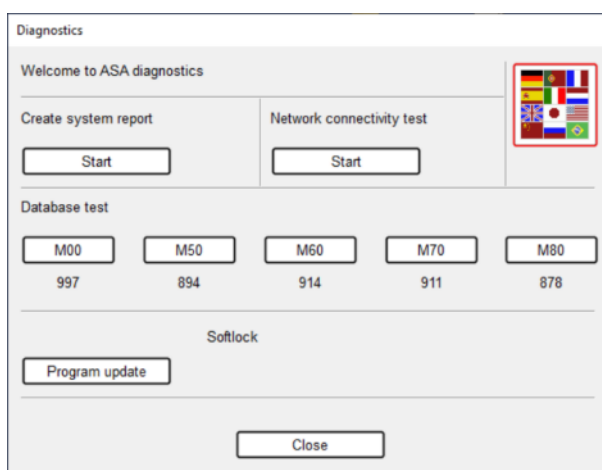
or

- Run the ASADiag.exe program directly in the \MMC\ASA\ASADiag\ folder. The **Diagnostics** window will be displayed.



- Select the type of diagnostic test you wish to run and click on the **Next** button.

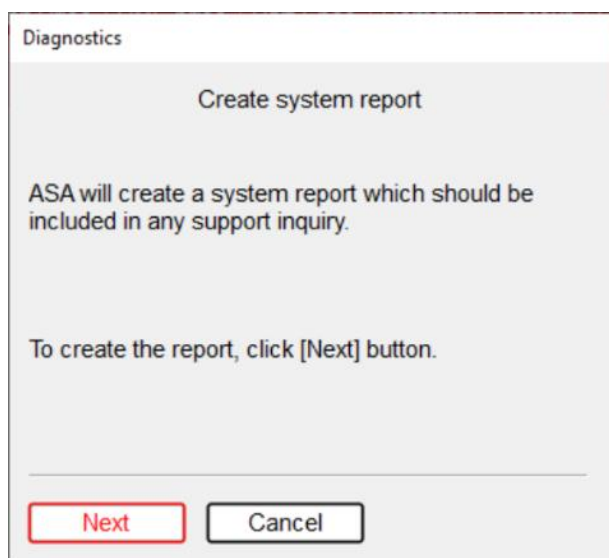
or



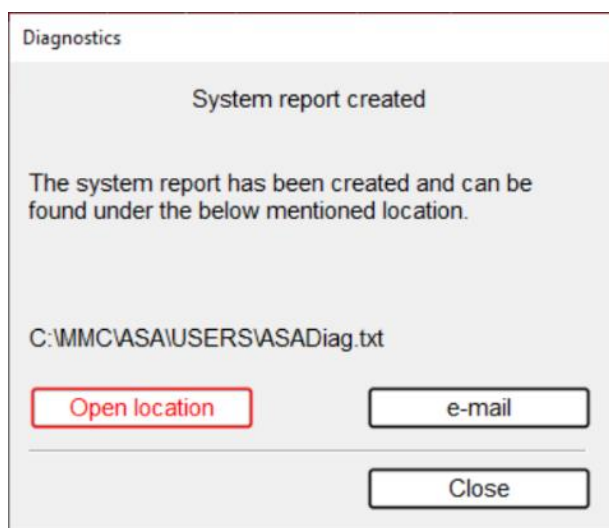
- Click on the **Start** or market (e.g. **M00**) button of the diagnosis you wish to run and click on the **Next** button.

### 1.20.1 CREATE SYSTEM REPORT

Select the **Create system report** radio button and click the **Next** button. The **Create system report** window will be displayed.



Click **Next** to have ASA create a system report. The finished report is available in the Users folder of your ASA installation, the corresponding path is displayed on the results page.



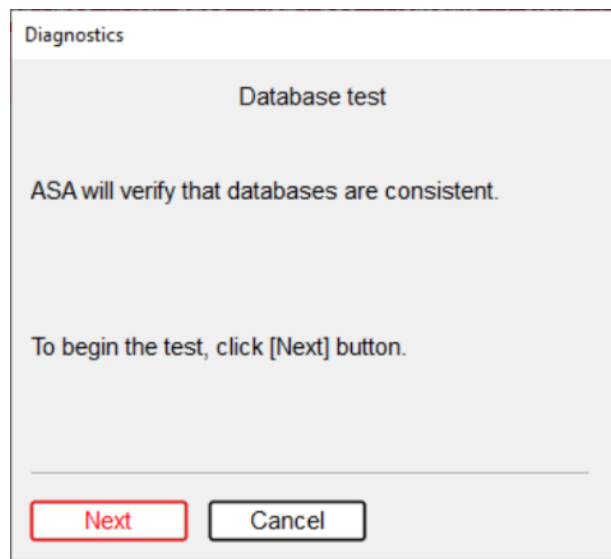
From the results page you can open the contents of the results or attach the report directly to an e-mail.

**Please note:** this function only works if an e-mail client has been installed.

## 1.20.2 DATABASE TEST

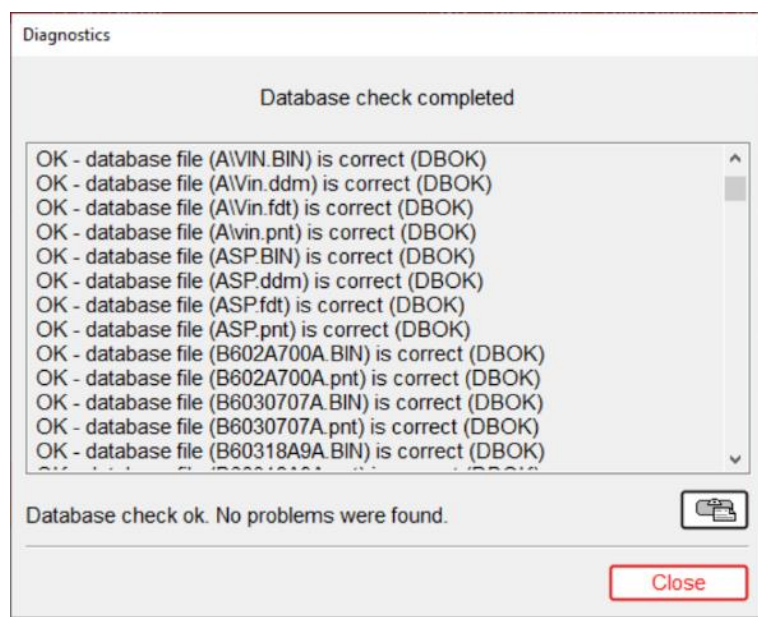
With this test, you can check if the ASA data that is currently in-use is correct.

Select the **Database test** radio button and click on the **Next** button. The **Database test** window will open. Click the **Next** button to carry out the Database test.



**Please note:** since this can take a while across a LAN, you have the option of clicking on **Cancel** during the test. No resultant file will be created if the test is cancelled.

Once the test has finished the results are displayed in the results window. At the bottom it says whether any problems were found. You can copy the data directly to your clipboard or you can find the corresponding file in the **Users** folder (called ASADBCheck.txt).

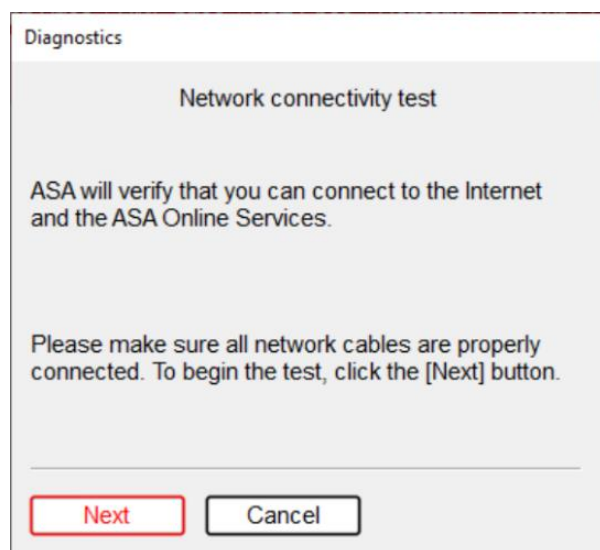


### 1.20.3 NETWORK CONNECTIVITY TEST

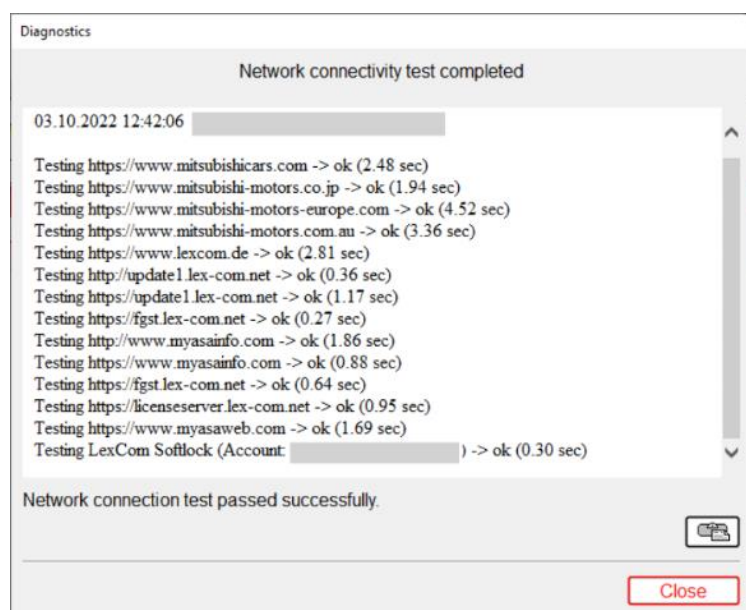
The **Network connectivity test** checks whether certain URLs can be reached using ASA – i.e. whether the online updates should work or not.

This test can help you troubleshoot a slow connection by measuring the time it takes to call up certain important URLs.

Click the **Start** button on the network connectivity test. The network connectivity test window will open. Click the **Next** button to carry out the test.



Since this test can take some time depending on the connection, it is possible to exit this test by clicking the **Cancel** button while the test is running.



In the results window you can see how long it took to reach the test URLs. Each URL that could not be reached has an error code next to it. The results of the test can be copied to your clipboard or can be found in a text file in the Users folder (ASAConnectionTest.txt).



## 1.21 REPORT DATA ISSUE

You can report a data issue by clicking on **Help → Report data issue**. This function is made available once you have selected an illustration or entered parts data in ASA.

Please enter a title and a description of the problem and click **OK**.

Part No (Replace PartNo)	PNC	Part Name Part Spec	Unit Price	Ord Qty
MB698011	62000	FACE KIT,FR BUMPER TYPE A-1		1

For the next step, enter your data (Sender) and that of the appropriate recipient (Importer/Distributor).

By clicking on **Print** or **E-mail**, the report is created and saved to the specified directory and printed out or added as an attachment in your default e-mail client.

## 1.22 REGISTERED ACCOUNT INFORMATION

Your account ID and username are displayed in the title bar.

## ASA (Aftersales Support Application) - Test account/Test user

You can also check your account status via Info **about ASA** (please see the next section).

In account data, you can register, check, and update your account data (refer to Section [Enter account data](#)).

### 1.23 INFO ABOUT ASA

You can display the current ASA version, your account check status, data level, SOFTLOCK status, OSS Licenses, and ASA's terms and conditions by clicking through to the **Help** → **Info about ASA** menu item.

Info about ASA

ASA Version 2.9 OK

Copyright (C) 2015 - 2024, LexCom Informationssysteme GmbH

Last online account check:  
2024/08/22 11:39:06 - Company ID:  Username:  Status: Valid

Update M00 CAPS:	948	(2024-08-09)	
Update M00 CALC:	153	(2024-07-26)	
Update M50 CAPS:	845	(2024-08-09)	
Update M60 CAPS:	865	(2024-08-09)	
Update M70 CAPS:	862	(2024-08-09)	
Update M80 CAPS:	829	(2024-08-09)	
			Add-ON MMC Memo: 69 (2024-04-24)
News:	6	(2024-01-09)	
Abbreviations:	2	(2023-02-03)	
			Add-ON Media Center: 2024-02-08 06:49:28

SOFTLOCK OSS Licenses

Privacy Policy Data processing Terms and Conditions

By clicking on the “Privacy Policy”, “Data Processing” or “Terms and Conditions” links, the relevant page of information will be opened.

By clicking on the “OSS Licenses” link, a window which displays the license information for the Open Source Software used in ASA will open.

By clicking on the “SOFTLOCK” link, the SOFTLOCK status information window will open.

Supportinfo about Softlock

Internet: connected

Session: active valid for 03:59:53 (hh:mm:ss)

Authorization: active valid for 03:44:54 (hh:mm:ss)

Emergency: inactive

OK


A session is automatically renewed every 4 to 18 hours. A message will be displayed 30 minutes before the session expires, please restart ASA when that occurs.

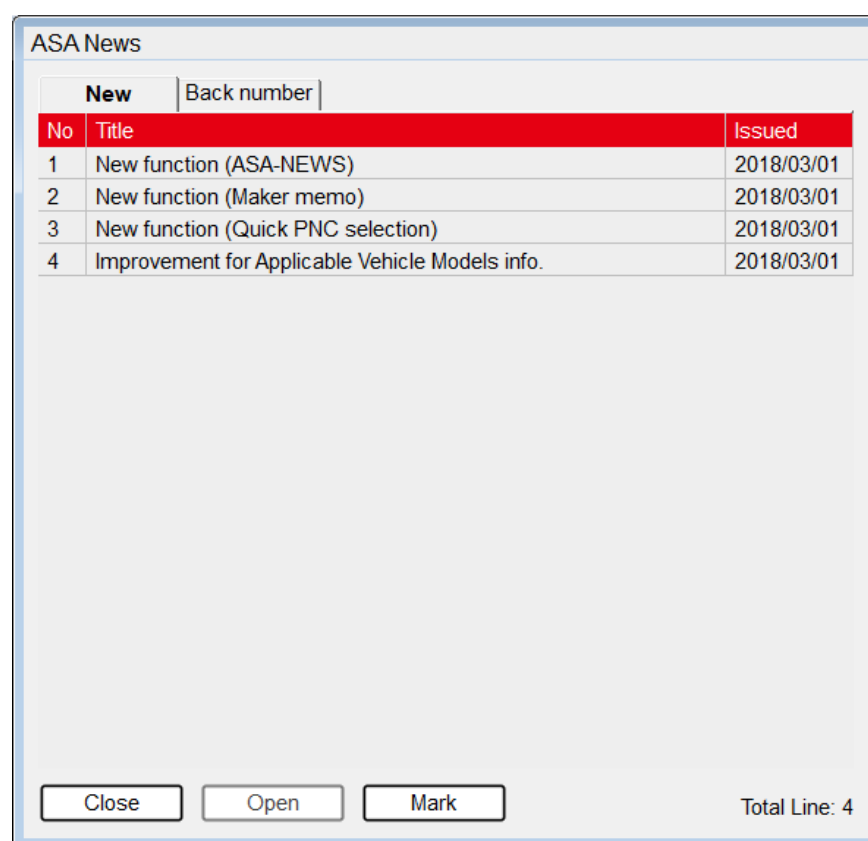
> If ASA is left idle for more than 4 hours, ASA will be terminated, and the license will be released.

> If ASA cannot connect to the license server due to a network failure, etc., ASA will switch to emergency mode for up to 24 hours. Online services (online update, photo upload etc.) are not available in emergency mode.

## 1.24 ASA NEWS

You can display ASA related news published by Mitsubishi Motors Corporation (MMC).

- Click the  button to open the "ASA News" window.



Select the news to read and click the **Open** button.

## 1.25 START FEEDBACK

Please send us your comments and requests regarding ASA via the Feedback function.

You can send Feedback via the Help menu.

- Select the Help -> Feedback menu item.

**Please note:** Please do not submit support inquiries via the feedback menu.

## 1.26 START ASA WEB

You can start ASA WEB from the Help menu.

- Select the Help -> ASAWeb menu item.

**Please note:** After successful license migration to ASA WEB, ASA will be close, and ASA WEB will become activated.

## 1.27 START MYASAINFO

You can start myASainfo from the Help menu.

- Select the Help -> myASainfo menu item.

## 1.28 CHECK ADD-ONS INFORMATION PDF

You can check add-ons information PDF files from the Help menu.

- Select the Help -> ADD-ONS menu item.

## 1.29 START PARTSLINK24

You can open partslink24 from the Help menu.

- Select the Help -> partslink24 menu item.

## 1.30 ERROR MESSAGES

### 1.30.1 CAPS ERROR LIST

Message No.	Cause	Message
54	This message is displayed if the file is missing.	File does not exist [FileName].
1002	This message is displayed if an unknown or invalid Chassis No/VIN is entered.	Data not available.
1003	This message is displayed if you tried to enter a classification, main group, subgroup or part name (version 1.3 and later) but the model information is missing.	Vehicle model wrong or not inputted.
1004	This message is displayed if the SPN (Service Parts News) for a part no. cannot be displayed	No file for SPN.
1007	This message is displayed if Part Name is not registered for a particular vehicle.	Word not available.
1008	This message is displayed if there is an invalid MG or SG in the Group Change dialog	MG or SG not available.
1009	This message is displayed if an invalid SPC model is entered.	SPC-Model not available.
1012	This message is displayed if more than 999 PNCs have been entered.	The maximum number of PNCs has been reached.

1013	This message is displayed if no applicable model is found for the specified part number in the specified data package.	No applicable Model in data package.
1015	This message is displayed if you try to open a bookmark or an ASA file which has been manually edited.	Corrupted file.
1016	This message is displayed if the update check interval has elapsed.	The update interval has elapsed, check for an update now?
1021	The production period used was invalid (e.g. 2001120).	The Production Period is invalid ([ProdPeriod]).

### 1.30.2 GENERAL ERROR LIST

Message No.	Cause	Message
50	This message is displayed if there is something wrong with the INI settings.	ASAMAIN.INI not found.
52	This message is displayed if ASA cannot read or set entries from or to the INI file.	Can not open file: ASAMAIN.INI File=file name Section=[section name] Entry=entry name
53	This message is displayed if ASA cannot read or set entries from or to the INI file.	Write error in configuration file. File=file name Section=[section name] Entry=entry name
56	This message is displayed if a bookmark, ASA file or new UOE file cannot be saved.	Error writing to file [FileName].
58	This message is displayed if the data is older than 3 months.	Current CAPS update ([update level]) is not up to date. Please install the latest updates.
69	This message is displayed if the data is older than 6 months.	CAPS Update Level for market Mxx is too old ([update level]). Please check that you have registered your account data and run the Online Update.
72	This message is displayed if ASA could not bind a Softlock license. * Admin users can click the link to myASAinfo to check the license status.	No license.
73	This message is displayed if the Softlock session has expired.	The session has expired. Please restart ASA.
74	This message is displayed if no admin client has been defined.	No Admin Client has been defined yet.  No updates will be carried out.  Please check the documentation Available at <a href="http://www.myasainfo.com">www.myasainfo.com</a> on how to setup an admin client.

76	This message is displayed when the Softlock is working offline.	The connection to the server could not be established. You are working offline now.
77	This message is displayed when the Softlock session is due to expire soon.	Your session expires in 30 minutes. Please restart ASA.
601	This message is displayed if not all of the proper settings have been made in the ASA Configuration utility for the user defined communication.	Connection user settings are incomplete.
602	This message is displayed if the file for the user defined communication process cannot be written.	Cannot create output file.
605	This message is displayed if the communication button is pressed, and ASA cannot execute the program specified in the configuration utility.	Could not find program!
1022	This message appears if you tried to install DVD data, but the ASA DVD could not be found.	Could not start setup due to missing or invalid DVD. Please insert the proper ASA DVD and try again.
1023	This message appears if you attempt to reset your data using the All Clear function.	Are you sure you wish to reset your data?
1026	This message appears if there are multiple illustration pages available in a sub-group / SPN.	Please use all illustrations to choose the parts for the selected vehicle.
2002	This message appears if an update is started but updcheck.exe cannot be found.	UpdCheck.exe call failed!
2004	This message is displayed if the DVD is corrupt.	An invalid DVD was found. Please remove!
2014	This message is displayed if there is a problem with the printer e.g. the printer driver is not installed.	Printer initialization failed! Please check if your printer is installed correctly and selected.
2015	One possible cause for this message is, if the DLL required for printing is missing or ASA is denied access to it.	Printer initialization failed! Please check you ASA installation.
2016	This message is displayed if ASA has a problem writing or creating the ASA temporary print file.	Printer initialization failed! Please check your hard disk if it's not full or write protected.
2017	The directory specified by the user in the ASA Configuration tool was invalid (e.g. a read only drive).	Could not create the following directories. [ListOfDirectories]
2019	This message is displayed if the path that you set in the Memo configuration window to share your memos in is not available when ASA starts. By clicking the OK button ASA starts anyway.	Could not access shared memo path ([memo path])!
2028	This message is displayed if user profile could not be updated.	ASA could not update your user profile. Please contact your ASA Support.
-	If no memos were found for copying (either local to server or server to local) this message is displayed.	No memos found for copying.

-	If it is not possible to access the folder in which the memos are stored, then the memo file cannot be created and cannot be saved.	Error while accessing memo file [file path and name].
-	If the folder that was entered in the Memo configuration is no longer valid and you try copy memos to this folder, then you will see this message. Also, if you select an invalid path and you click on the OK button to save your settings you will see this message (e.g. if you selected the floppy drive without a floppy inserted).	Warning! Path is invalid. Please enter a valid path.

## 2 CAPS

### 2.1 CAPS PAGE LAYOUT

CAPS (**C**omputerized **A**utomatic **P**art Searching **S**ystem)

By double-clicking the ASA icon, the ASA CAPS page will open. Several settings can be made here via the appropriate menus. This page enables you to perform model and part searches, as well as sending off orders for parts.

#### 2.1.1 CAPS PAGE FUNCTIONS

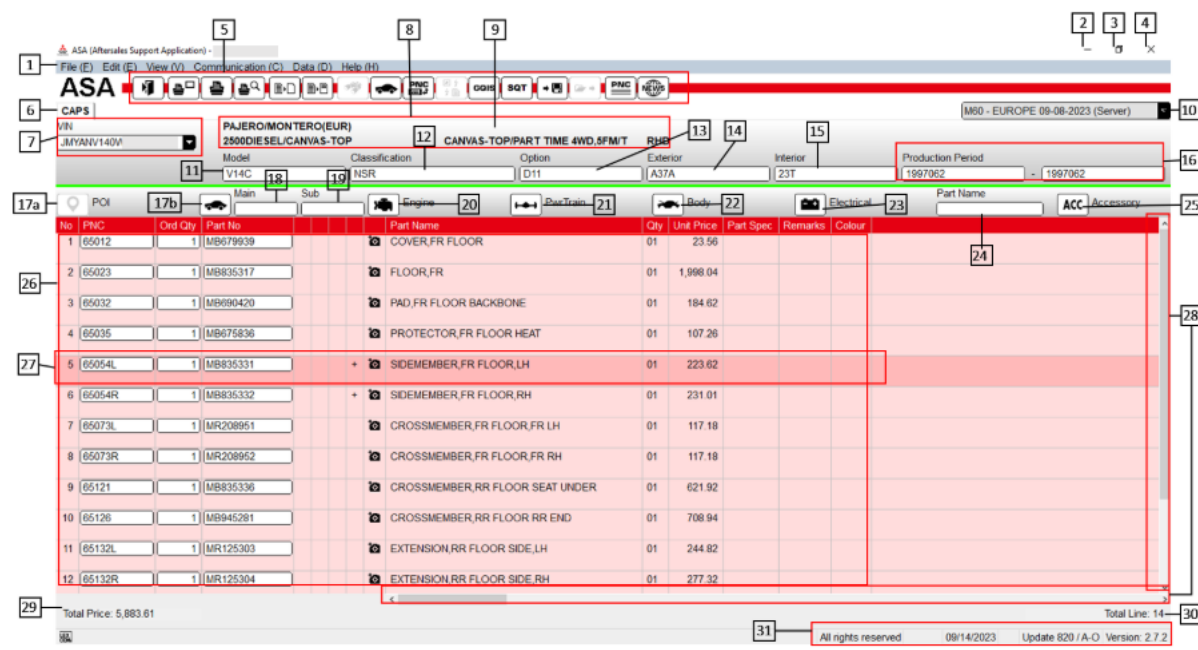
##### 2.1.1.1 CAPS PAGE FUNCTION SPECIFIC FOR THE JAPANESE MARKET

1. Input box for entering a chassis number with an integrated [pull-down list](#) for opening previously entered chassis numbers.
2. A button which indicates that special equipment information is available for the entered chassis number. By clicking the **SP** button, the special equipment information is displayed. You can also access this information via the View -> Special Equipment menu item.
3. Input box to search via SPC model identification.

A specified model number is mapped to one model which can then be used either as a basis for a chassis number or in combination with a classification.



## 2.1.1.2 CAPS PAGE FUNCTION



### 1. Menu bar.

File menu: Has commands for opening/saving ASA files, exporting data, opening/saving PNC files, opening/saving bookmarks, print functions and settings, and opening/saving configurations.

Edit menu: Has commands for cutting, copying and pasting, format copying, clearing input, moving to different sections, selecting all, and searching.

View menu: Has commands for zooming and moving through illustrations. Commands which let you display lists of selected PNCs, reserved groups, special equipment, memo lists, publication lists, SPN lists, and a command which lets you toggle the status bar on or off.

Communication menu: Has a command for communicating with external programs.

Data menu: Allows you to install DVD data (starts the installation of either the CAPS or CALC\* DVD) and to start the online update (only available for a full installation and admin client). If you have adjusted the appropriate setting in the ASA Configuration Utility (refer to Section [Price data reference](#)), you can import a custom price list (external price update).

Help menu: Has commands for opening the online help file and displaying application information.

2. Minimize button: for reducing the window to a button on the task bar.

3. Restore/Maximize button: for reducing the window size or enlarging it to full screen size.

4. Close button: for exiting the program.

5. Toolbar.

6. Tabs for switching from CAPS to CALC\* or DES\*. Please note: CALC and DES may or may not be available for your particular market(s).

7. Input box for entering a VIN with an integrated [pull-down list](#) for opening previously entered VINs.
8. Displays the model name.
9. Displays additional model information.
10. Change market (if available).
11. Input box to search using a model code.

Use this edit box to enter model data manually or from a list.

12. Input box to search using a model classification code.

Use this edit box to enter corresponding classification data manually or from a list.

13. Input box for an option code.

Use this edit box to enter an option code which corresponds to the model.

14. Input box for an exterior code.

Use this edit box to enter exterior codes for the model.

15. Input box for an interior code.

Use this edit box to enter interior codes for the model.

16. Input boxes for entering a production period.

You are free to choose the production period of the specified vehicle. If you enter an illegal from or to date (e.g. 9999999) an error message will be displayed. If you entered the vehicle data using a VIN, it does not matter whether you change the production period, ASA will always use the one associated with the entered VIN.

The Production Period consists of 7 digits and 3 sections:

1. The year (4 digits)
2. The month (2 digits)
3. The block of time during the month (1 digit).

Each month is subdivided into 3 blocks.

- 1 = start of the month
- 2 = middle of the month
- 3 = end of the month

- 17a. Button for opening the **POI (Point Of Interest)** groups overview.

By clicking this button, move to the **POI** groups page for the selected model.

**Please note:** This button is displayed when there are models with graphical navigation data in the current market, and it is activated when the selected model has graphical navigation data.

17b. Button for opening the illustrated main group overview.

By clicking this button, the view changes to the main groups view for the selected model.

18. Input box for entering the desired main group or opening the main group selection list. Double click or select the View -> List menu item to display a list of all the available main groups.

19. Input box for entering the desired sub group or opening the sub-group selection list. Double click or select the View -> List menu item to display a list of all the sub groups corresponding to the selected main group.

20. Button for opening the illustrated engine overview.

Click to display all the sub groups belonging to the engine category.

21. Button for opening the illustrated power train overview.

Click to display all the sub groups belonging to the power train category.

22. Button for opening the illustrated body overview.

Click to display all the sub groups belonging to the body category.

23. Button for opening the illustrated electrical overview.

Click to display all the sub groups belonging to the electrical category.

24. Edit box for entering part names or generic part names.

Use this edit box to search for a part using the part name.

25. Button for opening the accessory catalog (where available).

26. List of acquired PNCs.

1. The part numbers which were found are displayed.

2. Enter part numbers manually to find the representative PNCs.

3. The red part number appearing underneath the regular part number is the replacement part number.

4. Other information regarding the part number is also displayed: part name, quantity, unit price, etc.

**Please note:** Up to 999 PNC entries can be displayed in the list.

27. Text cursor: for displaying which data entry of a part is selected.

By left clicking an edit box the whole line is selected. By right clicking a line the context menu is displayed which allows you to use the cut, copy, paste options as well as viewing the part information, illustration, any available SPNs or value selection parts, memos, applicable models for this part.

28. A [scrollbar](#) for scrolling through lists which go beyond the height or width of the screen.

29. Displays the total price.

The result of all the prices of the items in the list added together is displayed in the sum total line.

Total Price: 19.71 \*

At least one of the parts does not have a part unit price.

**Please note:** If there is an asterisk next to the result, a tooltip “At least one of the parts does not have a part unit price” will be displayed when mouse is hovered over it.

30. Displays the total number of lines in the parts overview list.

31. Status bar displaying the current date and information on the current ASA status.

## 2.1.2 OPENING OPTION CODE INFORMATION

OPC list information can be opened for the option code filled by the VIN search or entered.

CAPS | Ext. orders | partslink24 | M60 - EUROPE 2020-08-07

VIN: JMAXDGG | OUTLANDER PHEV(EUR) | 2000 PLUG-IN HYBRID | H-LINE(4WD).PHEV | RHD

Licence plate: | Model: GG2W | Classification: XDHHZR6 | Option: T60 | Exterior: X40A | Interior: 98P | Production Period: 2016032 - 2016032

- Double-click the Option code to open the OPC list.

**Please note:** OPC list may contain options that are not actually on the customer's vehicle.

## 2.1.3 OPENING PART INFORMATION

Part information can be opened for every part added to the parts list (see screenshot below). Using the two tabs, display the spec information or, in cases where a part has been superseded, information about the new part. A button for a screenshot printout is also available for the opened part information.

Part No. Information

Part No: ME997992

Spec Info | Replacement

PNC: 01010A

Part Name: ENGINE ASSY,SHORT

Shape:

Color:

Standard: 4M40

Material:


Size:

Remarks:

Maker Code:

Close

- Select the part for which you wish to open the part information by clicking on it.


- Press the right mouse button and click on the menu item "Part Information".
- If appropriate, click on "Replacement" to open information on the replacement part.
- Click the  button to print a screenshot of the part information.
- Click the "Close" button to leave the part information window.

> The Part Information window can also be displayed via the context menu in the Part Number Selection window.

---

#### 2.1.4 OPENING THE ILLUSTRATION PAGE

Open the illustration for the queried parts at any time.

- Select the desired part in the parts list by clicking on it.
- Click the  button.

or

- Press the right mouse button and select the menu item "Illustration".

---

#### 2.1.5 FORMAT COPY

The format copy function allows you to copy the displayed CAPS data via the clipboard to a text file. Format copy contains amongst other things, the model name, the currently used ASA version, and all PNCs currently on display.

- Select the Edit -> Format Copy menu item.


or

- User the key combination CTRL+SHIFT+C.

---

#### 2.1.6 OPENING APPLICABLE MODELS

Parts are often suited for different models. You can display the applicable models for each part.

- Select the part for which you wish to see the applicable models by clicking it.
- Click the  button.

or


- Press the right mouse button and select the menu item "Applicable Models".

Applicable Vehicle Models

Part No	PNC	Name
MS452348	45281	SCREW,STEERING COLUMN

No	Model	Classification	OPC	From	Up to	Main	Sub
1	A182A	ALL		1982.04.1	1983.03.3	42	650
2	A183A	ALL		1982.04.1	1988.03.3	42	650
3	A184A	ALL		1986.12.1	1988.03.3	42	650
4	A187A	ALL		1988.04.1	1990.03.3	42	650
5	C11A	ALL		1986.01.1	1987.04.3	42	010
6	C11A	ALL		1983.10.1	1986.11.3	42	650
7	C11A	ALL		1983.10.1	1986.10.3	51	310
8	C11V	ALL		1986.01.1	1987.04.3	42	010
9	C11V	ALL		1985.01.1	1986.11.3	42	650
10	C12A	ALL		1986.01.1	1987.04.3	42	010
11	C12A	ALL		1983.10.1	1986.11.3	42	650
12	C12A	ALL		1983.10.1	1986.10.3	51	310
13	C12V	ALL		1986.01.1	1987.04.3	42	010
14	C12V	ALL		1985.01.1	1986.11.3	42	650

Close Select  Total Line: 606

> If no model has been selected yet in ASA, you can do so by choosing an applicable model from the list and pressing the Select button. The selected model data is entered in the Model edit box. If a model is already present in ASA, the Select button is deactivated.

### 2.1.7 MEMO AND PICTURE FUNCTIONS

You can check the memos from the manufacturer Mitsubishi Motors (MMC) for a chassis/VIN or a part.



You can write your own memos for each chassis or part. If a memo has been saved for a chassis/VIN or part, an icon is automatically displayed.

> Memos can be shared with colleagues, depending on your memo settings. (refer to Section [Memo configuration](#))

For example, if a memo has been saved or provided by a manufacturer for a chassis/VIN or a part number, a memo icon will be displayed (see screenshot below).

VIN

JMYXNGA2WP 

No	PNC	Ord Qty	Part No			Part Name	Qty	Unit Price	Part Spec	Remarks	Colour
1	56	1	465		+	BRACKET,BRAKE HOSE,LH	01	30.97			
2	56	1	465		+	BRACKET,BRAKE HOSE,RH	01	28.21			

You can upload pictures for each chassis or part. If a picture has been saved for a chassis/VIN or a part, a red camera icon will be visible.

- > When no picture is saved for a part number, a black camera icon is displayed.
- > Pictures are shared with ASA, ASA WEB and ASA SQT users who are registered under the same Company ID.

**Please note:** Other users' updates are not immediately reflected in the color of the icon.

VIN

1	<input type="text" value="62022B"/>	<input type="text" value="1"/>	<input type="text" value="ME"/>						CLIP,FR BUMPER	02	4.29	12.8		BLACK	
2	<input type="text" value="62022C"/>	<input type="text" value="1"/>	<input type="text" value="MF"/>						CLIP,FR BUMPER	03	4.43	8.8		BLACK	

### 2.1.7.1 SAVING A NEW MEMO

## 1 Part memo

- Select the part for which you wish to save a memo by clicking on it.
  - Press the right mouse button and click the menu item "Memo".
- > If the [Local] or [Shared] tab is not selected, click either the [Local] or [Shared] tab.
- Write your memo in the input box and click "Save".

## 2 Chassis/VIN memo

- Right click in the background of VIN information and select the Memo menu item.
- > If the [Local] or [Shared] tab is not selected, click either the [Local] or [Shared] tab.
- Write your memo in the input box and click "Save".

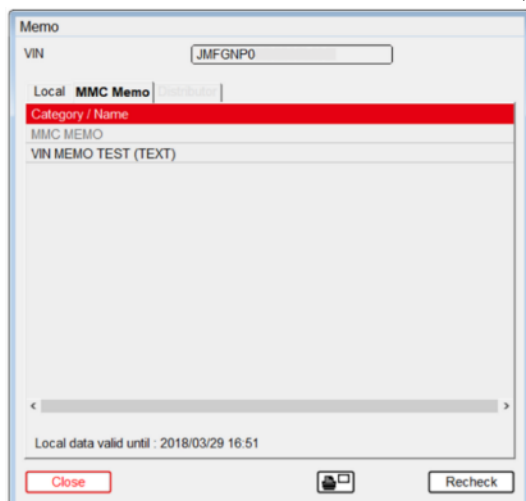
The memo icon will be displayed every time this chassis number/VIN is used on the local computer.

## 2.1.7.2 OPENING A MEMO

- Click the memo icon next to a VIN or part number. The corresponding memo is displayed in the "Memo" window.

## 1 Manufacturer (MMC) memo

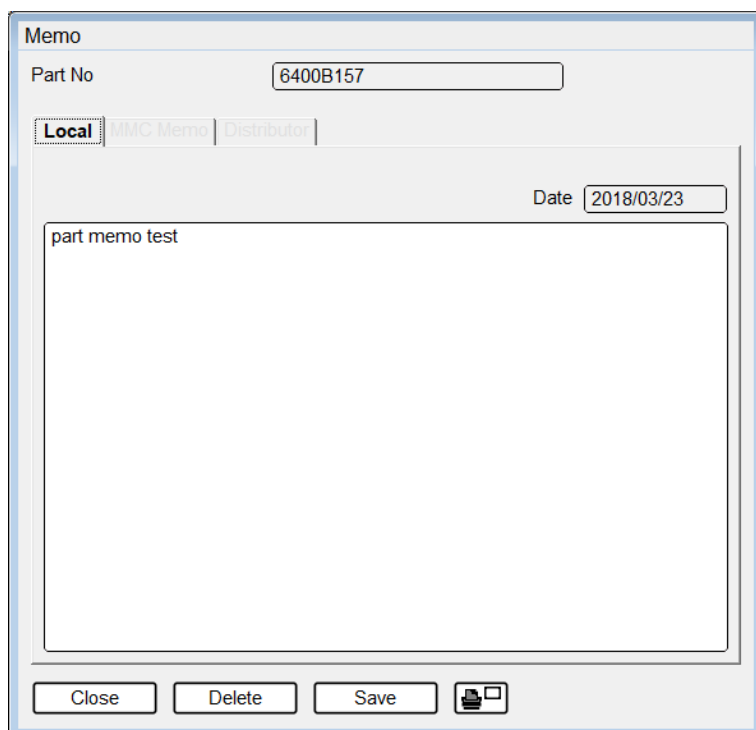
> If there are memos from the manufacturer, the [MMC Memo] tab is visible.



- Select the memo you wish to read, then double click it.

## 2 Saved memos

> If the [Local] or [Shared] tab is not selected, click either the [Local] or [Shared] tab.



### 2.1.7.3 DELETING A SAVED MEMO

- Click the memo icon next to the VIN or part number. The "Memo" window will open.

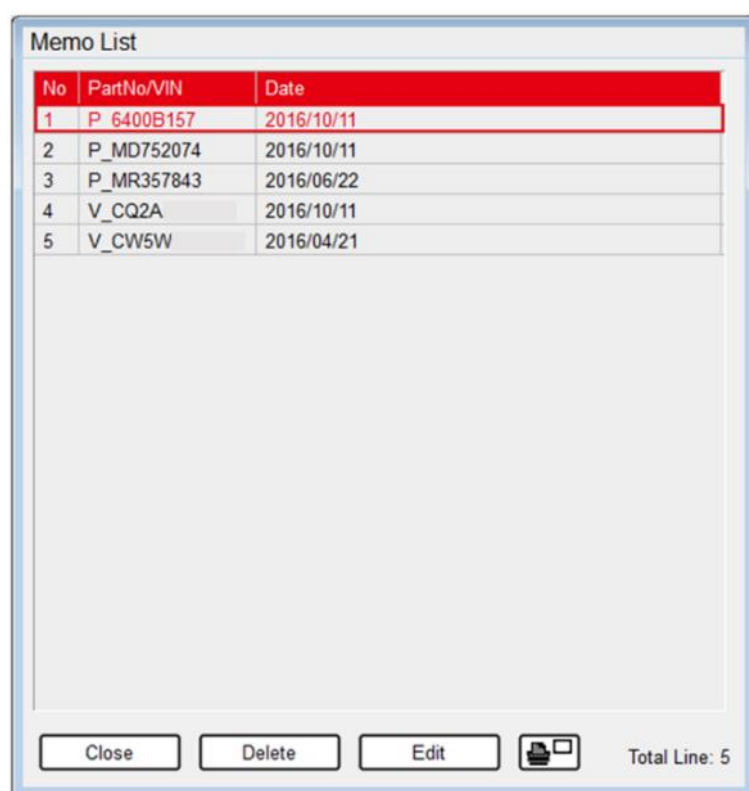
> If neither the [Local] nor [Shared] tab is selected, click either the [Local] or [Shared] tab.



- Click "Delete". A system message with the question "Are you sure you wish to delete this memo?" Will be displayed.
- Click "Yes" to confirm the deletion process.

#### 2.1.7.4 SAVED MEMO LIST

You can display the Memo List by selecting the menu path **View -> Memo List**. The list displays all the Chassis Number/VIN and Part Number memos which have been saved on the local computer. To view a memo from the list either double click the list entry or select the entry and click the **Edit** button. To delete a memo, click on the list entry and click the **Delete** button. To close the list, click the **Close** button or press ESC.



#### 2.1.7.5 SAVING A NEW PICTURE

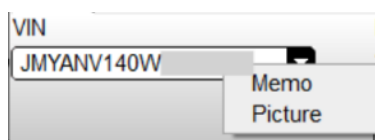
##### 1 Part picture

- Click the camera icon next to the part for which you wish to save a picture. The "Memo" window will open.

> If the [Pictures] tab is not selected, click the [Pictures] tab.

- Click the camera icon and select a picture to save.

##### 2 Chassis/VIN picture



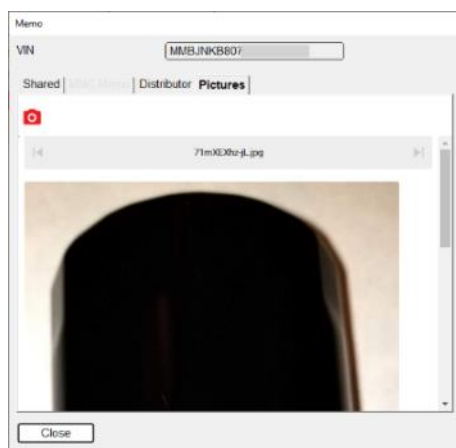
- Right click in the background of the VIN information and select the Picture menu item.

> If the [Pictures] tab is not selected, click the [Pictures] tab.

- Click the camera icon and select a picture to save.

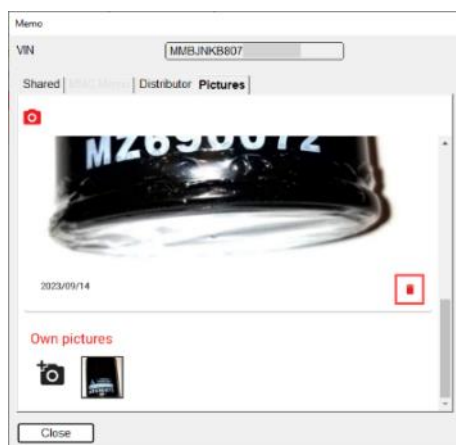
#### 2.1.7.6 OPENING A PICTURE

- Click the red camera icon next to the VIN or part number. The corresponding picture will open in the "Memo" window




#### 2.1.7.7 DELETING A SAVED PICTURE

- Click the red camera icon next to the VIN or part number. The corresponding picture is displayed in the "Memo" window.
- Click the trash can icon to delete the picture.



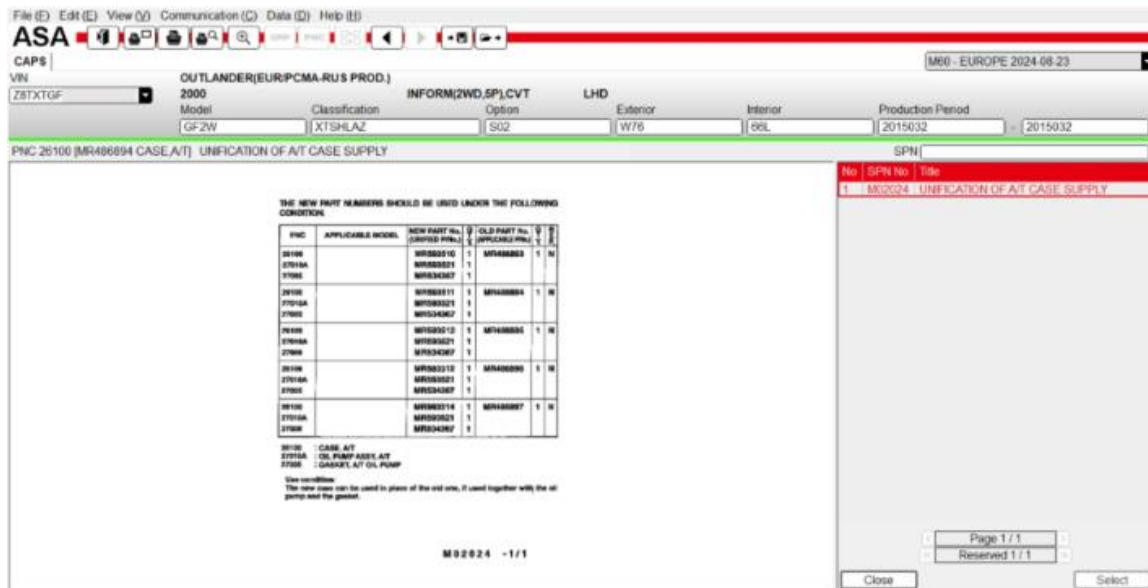
#### 2.1.8 "SERVICE PARTS NEWS" ICON (SPN)

An icon is displayed in the parts list if there is relevant SPN available (see screenshot below).


No	PNC	Ord Qty	Part No		Part Name	Qty	Unit Price	Part Spec
1	26100	1	MR486894		CASE,A/T			CASE-A/T
2	26299	1	MR410053		PLUG,A/T CASE			PLUG-A/T CASE

- Click the icon to open the SPN illustration.

**Please note:** A warning will be displayed when the SPN has multiple pages. This warning can be turned off in the ASA Configuration (refer to Section [Show reminder at multi-page illustrations/SPN](#)).



>To transfer part numbers to the PNC list, select them from the illustration and click the Select button.

SPN can be enlarged by clicking the magnifying glass icon  in the toolbar or by using the mouse wheel, just like zooming in and out of parts illustrations. (See [2.4.3](#))

- To display the list of SPNs, select the **View -> SPN List** menu item.

File (E) Edit (E) View (V) Communication (C) Data (D) Help (H)

**ASA**

CAPS | MITSUBISHI 380(MMAL/MMAL) 380 LS,55FA/T

VIN: 6MMD84 Model: 3800 Classification: SYDERJ Option: L80 Exterior: A73D Interior: 04S Production Period: 2006021

UNIFICATION OF A/T CASE SUPPLY

THE NEW PART NUMBERS SHOULD BE USED UNDER THE FOLLOWING CONDITION:

PNC	APPLICABLE MODEL	NEW PART No. (UNIFIED PNC)	OLD PART No. (APPLICABLE PNC)	Q	R
28103		MD400439	MD762848	1	N
28209		MD410053	MD762848	1	N
28223		MD762848		1	
28140			MD762848	1	N
28278P			MD762848	1	N
28103		MD400439	MD762848	1	N
28209		MD410053	MD762848	1	N
28223		MD762848		1	
28140			MD762848	1	N
28278P			MD762848	1	N

28103 : CASE, A/T  
28209 : PULLEY, A/T CASE  
28223 : OIL FILTER, A/T VALVE BODY  
28140 : OIL FILTER, A/T CASE  
28278P : STEEL A/T CASE

For the spec condition, refer to next page.

M00002#-1/2

No	SPN No	Title
1	M00002	UNIFICATION OF A/T CASE SUPPLY
2	M00005	UNIFICATION OF CYLINDER BLOCK ASSY SUPPLY
3	M00017	UNIFICATION OF THERMOSTAT CASE SUPPLY
4	M00021	UNIFICATION OF FUEL PRESSURE SENSOR SUPPLY
5	M00022	UNIFICATION OF FUEL PUMP PROTECTOR SUPPLY
6	M00023	UNIFICATION OF 6G7 CYLINDER HEAD ASSY SUPPLY
7	M00025	NOTIFICATION OF SUPERSEDE PART NUMBER
8	M00048	UNIFICATION OF TORQUE CONVERTER SUPPLY
9	M00053	UNIFICATION OF CRANKSHAFT SPROCKET SUPPLY
10	M00056	UNIFICATION OF REZONANCE TANK SUPPLY
11	M00058	UNIFICATION OF CRANK ANGLE SENSOR SUPPLY
12	M01001	UNIFICATION OF M/T MAIN SHAFT SUPPLY
13	M01005	UNIFICATION OF AUTO TENSIONER SUPPLY
14	M01008	UNIFICATION OF WATER OUTLET FITTING SUPPLY
15	M01009	UNIFICATION OF M/T 3RD GEAR SUPPLY
16	M01010	UNIFICATION OF A/T BREATHER PIPE BRACKET SUPPLY
17	M01012	UNIFICATION OF OIL FILTER STUD SUPPLY
18	M01020B	UNIFICATION OF M/T SHIFT RAIL SUPPLY
19	M01021	UNIFICATION OF LOW & REV ANNULUS GEAR SUPPLY

Page 1/2  
Reserved 1 / 1600

Close Select

**Please note** that the Select button will only be activated once you have selected a part number.

SPN can be searched by either number (No) or Title.

- Enter the part of an SPN No or Title text (e.g. torque) in the "SPN" input box.
- Press ENTER.

## 2.1.9 "VALUE SELECTION" ICON

An icon is displayed in the parts list if a value selection part is available (see screenshot below).


No	PNC	Ord Qty	Part No		Part Name	Qty	Unit Price
1	04150	1	MD135737		OIL FILTER	01	
			MD360935				
2	04150	1	MD332687		OIL FILTER	CC	
			1230A152				

- Click the icon to display the Value Selection window.
- Click on the Change button in the "Value Selection" window to use the displayed part number.

Value Selection

Part No	Name	PNC	Unit Price
MD135737	OIL FILTER	04150	

No	Part No.	Remarks	Unit Price
1	MZ690115		

Change Cancel  Total Line: 1

By clicking the Change button in the Value Selection window, the part number in the list is replaced by the Part No displayed in the window.

## 2.1.10 "FREQUENTLY SELECTED WITH..." ICON

A + icon is displayed in the parts list if PNCs that are often selected together with the currently selected PNC are available (see screenshot below).

ASA CAPS | M70 - AUSTRALIA 2018-09-21

VIN: JMFGRPG L300(MMAL) 2400/2WD(VAN)<87M> DX(DOOR/PANEL VAN/MP),5FM/T

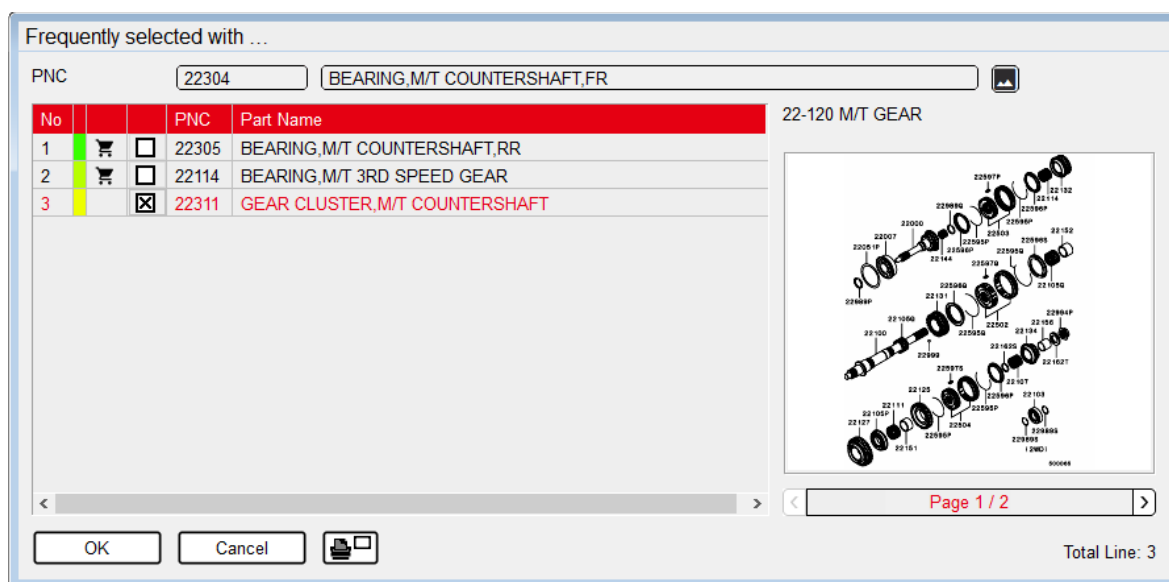
Model: P04V Classification: GSNERB Option: 000 Exterior: W37A Interior: 78D Production Period: 2009041 - 2009041

Main Sub Engine ParTrain Body Electrical Part Name ACC Accessory

No	PNC	Ord Qty	Part No	Unit Price	Part Spec	Remarks	Colour
29	22134	1	MR246700		N=25		
30	22156	1	MD703786				
31	22989P	1	MD701729		2.30		
32	22114	1	MD701760		NEEDLE.40		
33	22107	1	MD723201		NEEDLE.40		
34	22304	1	MR453264		TAPER ROLLER.52		
35	22305	1	MR453264		TAPER ROLLER.52		

Total Price: 0 \* Total Line: 35

- Click the + icon to display the "Frequently selected with..." window.
- Check the box and click the OK button in the "Frequently selected with..." window to add PNCs to the acquired PNC list.



> The color indicator shows the relevance level.


> If the PNC is already in the search result list, the cart icon is displayed.

### 2.1.11 DELETE FUNCTION

Several delete functions are available:


#### All Clear

To delete all old entries (even vehicle data) in order to start a new search process:

- Click the  button.
- or
- Select the Edit -> All Clear menu item.
- or
- Press F3

#### Area Clear

To delete only the contents of the parts list:

- Click the  button.
- or
- Press the right mouse button and click on the menu item "Area Clear".
- or
- Select the Edit -> Area Clear menu item.

or

- Press SHIFT+F3.

### Line Clear

To delete just one part number from the parts list:

- Select the part you wish to delete by clicking on it.
- Press the right mouse button and click the menu item "Line Clear".

or

- Select the Edit -> Line Clear menu item.

or

- Press the DEL key.

> The deletion process is carried out immediately after clicking the respective button or menu item and cannot be undone.

## 2.1.12 EDITING THE PARTS LIST

### Setting a replacement part

If a part can be replaced, it is written in red in the parts list.

No	PNC	Ord Qty	Part No	Part Name	Qty	Unit Price	Part Spec
1	28020	1	MD758691	OIL FILTER,A/T VALVE			
			MD758684				
2	14610	1	MD360866	COIL,IGNITION			

Cut  
Copy  
Paste  
  
Part Information  
Illustration F2  
SPN  
Value Selection  
Add to My PNCs  
Memo  
Applicable Models  
SIM  
  
Set Repl. Part No  
Set All Repl.  
  
Line Clear  
Area Clear Shift+F3  
  
Add to ext. orders  
Add all to ext. orders

To activate the replacement part number in the parts list:

- Select the desired line by clicking on it.
- Press the right mouse button to open the context menu.

- Move the mouse pointer to the menu item "Set Repl. Part No".
- Click the menu item.

The displayed replacement part number is moved to the "Part No" input box.

If you want to activate all available replacement part numbers in the PNC list: You can also select the Edit -> Set All Repl. menu item or use the context menu item to toggle all entries that have both a part number and a replacement part number.

### Editing entries

The white input boxes in the parts list (e.g. "PNC", "Ord Qty" and "Part No") may subsequently be edited. The procedure to change the data stays the same. The following example explains how to edit the field "Ord Qty" (order quantity):

- Click the desired input box in the "Ord Qty" column. The cursor will flash in the input box.
  - Double click to select the value.
- > The system's default order quantity is always 1.
- Enter the desired amount on your keyboard.
  - Press ENTER to confirm the changes.

## 2.1.13 COMMUNICATION

To use the communication function, please first adjust the relevant settings in the "Common 1" tab of the system settings (see Section [Setting connections](#)).

There are two scenarios in which the communication button becomes activated (depending on the user's settings):

1) ASA is contacted by the system defined in settings.

or

2) The minimum required information, (model, classification, and a PNC) has been selected.

To connect please do the following:

- Click the  button on the toolbar.

or

- Select the menu path **Communication -> Communication**.

> The data may remain on-screen or be reset depending on the settings made in the "Common 2" tab of the system settings (see Section [Clear all after connection](#)).

If you are using COMbox as the DMS interface, you can select the parts you want to send to the DMS from your parts list.



Parts Selection

VIN: JMYANV1  
Order Number: 9  
Customer No.: test0813

ASA

PNC	Part No	Parts Name	Qty
<input checked="" type="checkbox"/>	75087	MB872655 NUT,FR SEAT	1
<input checked="" type="checkbox"/>	75627	MB872628 ROD,FR SEAT SLIDE ADJUSTER	1
<input checked="" type="checkbox"/>	75093C	MB872651 BUSHING,FR SEAT	1
<input checked="" type="checkbox"/>	76191E	MS240190 BOLT,FR SEAT	1

DMS

Part No	Parts Name	Qty
MB669381	LATCH,BACK DOOR	1
MU481024	CLIP,BACK DOOR LOCKING	1
MU240090	BOLT,BACK DOOR LOCKING	1

Append Cancel

Total Line: 4

Total Line: 3

## 2.1.14 VALIDATION FUNCTION



The icon that starts this function is activated after the VIN and part has been searched.

The validation function allows you to check whether the selected part is applicable to the VIN. The results are displayed with four types of icons. If ASA finds a replacement, you can swap the parts.

Part validation result

VIN: MMBJRKA4


	PNC	Part number	Ord Qty	
<input type="checkbox"/>	XC04C0	MZ527538EX	1	?
<input type="checkbox"/>	XC04A0	MZ527590EX	1	?
<input type="checkbox"/>	04150	MZ690412	1	—
<input checked="" type="checkbox"/>	04150	1230A114	1	✗
<input checked="" type="checkbox"/>	04150	1230A045	1	✓
<input checked="" type="checkbox"/>	04150	MD360935	1	—
<input type="checkbox"/>	04150	MZ691140	1	—


Apply


Cancel



: (Green Check) Part is applicable

: (Red Cross) Part is not applicable

: (Black Line) Cannot Judge

: (Question icon) Part Number not Found

: (Rotating Arrows) ASA found replacement

After validation is complete, only the parts selected in the checkboxes will be reflected in the parts list on the CAPS main page.

### 2.1.15 SEARCH FUNCTION

The search function is available for all PNCs which are listed without a part number. If you wish to reselect a new part number for your PNC from a list of several part numbers, please do the following:

- Delete the current part number.

Click the  button on the toolbar.

or

- Use the menu path **Edit -> Search**.

### 2.1.16 SIM\* IN THE CONTEXT MENNU

The SIM function is available for every PNC in the parts list. To activate this function, do the following:

- Select the desired line by clicking on it.
- Press the right mouse button to open the context menu.
- Move the mouse pointer to the menu item "SIM".
- Click the menu item.

This function is only available if the DES component of ASA has been installed.

Please make sure that you entered the correct "SIM connection target" in the "DES" tab in the ASA Configuration Utility (see Section 3.1 in the CALC help file).

**Please note** that the SIM function and the applicable settings may only be available in certain markets even though it is a function available on the CAPS screen.

### 2.1.17 IMPORT/ EXPORT FUNCTION

#### IMPORT

Using the import function, you can import externally created parts lists into ASA. The format of the file is mentioned in the pop-up message, also the sample file is available.

To import: Select the menu item **File ->Import**, select a file.

The file format needs to be tab-delimited text file.

<u>Items</u>	<u>Description</u>	<u>Mandatory/Optional</u>	<u>Max length</u>	<u>Restriction</u>
<u>1st</u>	<u>Parts Number</u>	<u>Mandatory</u>	<u>17</u>	<u>Alphanumeric</u>
<u>2nd</u>	<u>Quantity</u>	<u>Optional</u> <ul style="list-style-type: none"> <li>• <u>Default as 1</u></li> </ul>	<u>3</u>	<u>Number</u>
<u>3rd</u>	<u>VIN</u>	<u>Optional</u>	<u>17</u>	<u>Alphanumeric</u>

## EXPORT

The export function lets you save the data displayed in CAPS to a text file. The format of the data saved is the same as the function **Edit -> Format Copy**.

To export: Select the menu item **File ->Export**, enter a file name and select a directory.

### 2.1.18 PNC QUICK PICK (MY PNCS AND PRESENT PNCS)

To use the My PNCS or Preset PNCS function, you must first specify a model.

My PNCS function lets you save frequently used PNCS of your own.

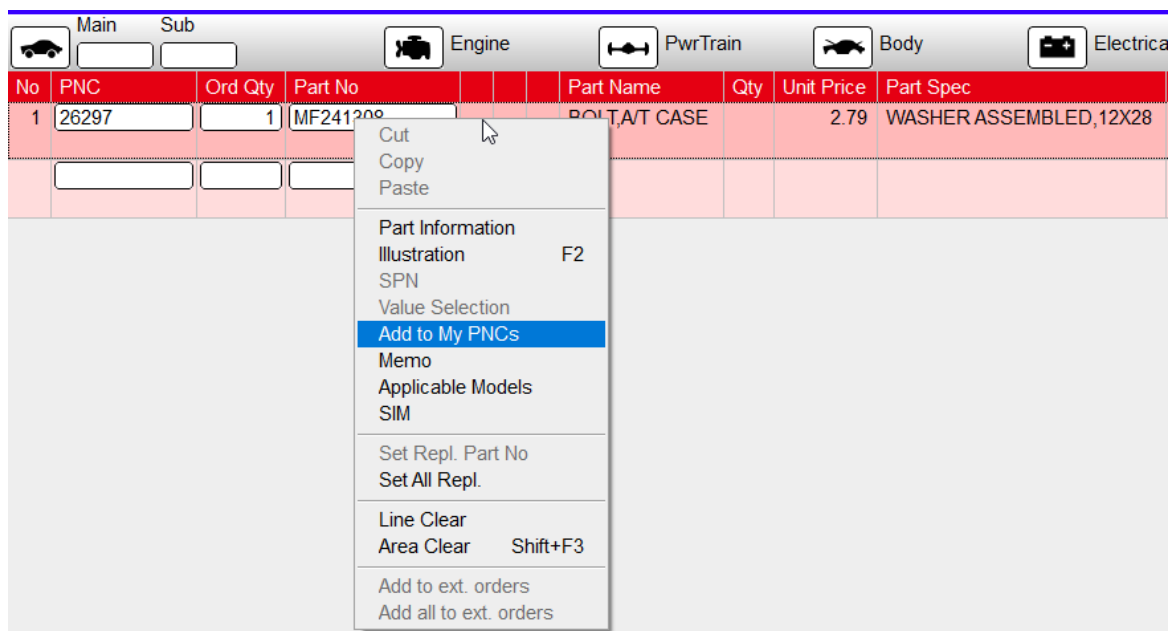
> To use the My PNCS function, you need to add PNCS to My PNCS.

Preset PNCS is a list of PNCS defined by the manufacturer (MMC).

PNC Quick pick (My PNCS and Preset PNCS) helps you to quickly input frequently used PNCS.


#### Adding PNCS to My PNCS

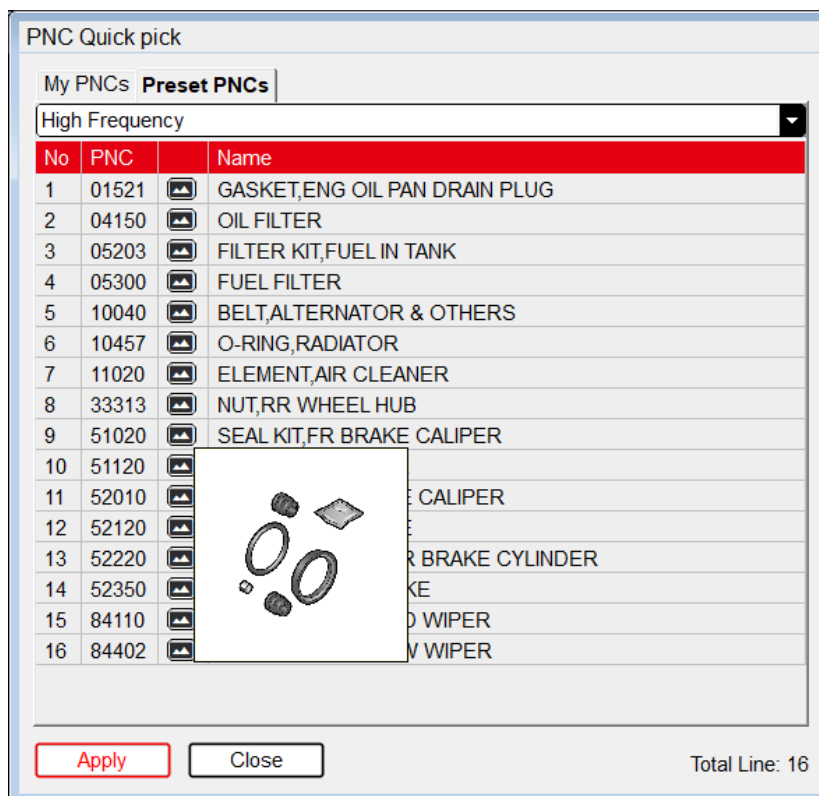
You can add My PNCS from the parts list (see illustration).





- Right click a PNC in the parts list. Click the menu item "Add to My PNCs".

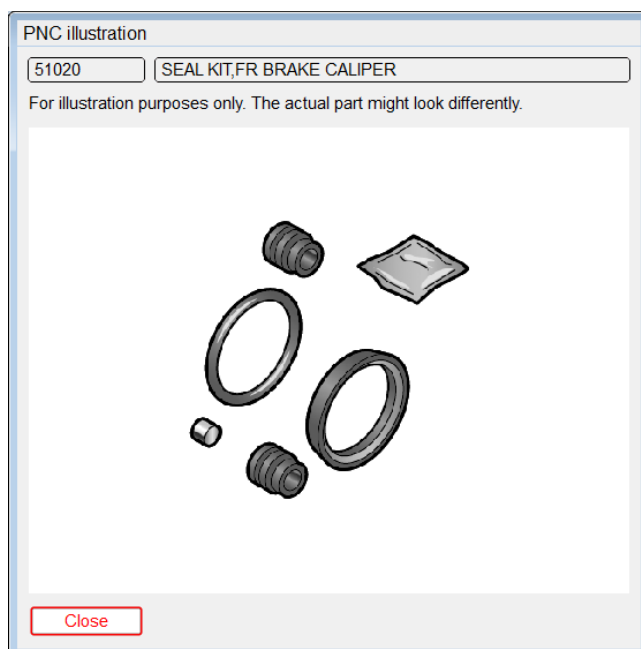
### Opening the PNC Quick pick

- Click the  button to open the "PNC Quick pick" window.



> If a PNC illustration is available, the  icon is present. Move the mouse pointer over the icon to display a small illustration in a tooltip.

- Click the  icon to display a large illustration in a dedicated window.



Disclaimer: For illustration purposes only. The actual part may appear different.

### Searching for multiple PNCs at once using My PNCs or Preset PNCs

- Click the “My PNCs” or “Preset PNCs” tab.
- Select the desired Parts Name Code (PNC) by clicking it. Selected PNCs are highlighted in red.
- Click “Apply”. All selected PNCs will be transferred to the parts list on the CAPS page.

> In cases when there is no unique part number for a PNC, the Part Number Selection window will open, there you can select the desired part number (refer to Section [Adding PNCs to the parts list](#)).

### Deleting PNCs from My PNCs.

> If the [Preset PNCs] tab is selected, click the [My PNCs] tab.

- Select the PNCs you wish to delete by clicking them. Selected PNCs are highlighted in red.
- Click “Delete”. All selected PNCs will be deleted from My PNCs.

## 2.1.19 PNC FILES

The save PNC files function allows you to save all the PNCs that have been entered up to the present. This file does not contain any information except for the PNCs themselves. The resulting Part Number will change with different Chassis No/VINs.

To save: Follow the menu path **File -> PNC File -> Save**, enter a name for the PNC file and select a directory.

To load: Follow the menu path **File -> PNC File -> Open**, select the PNC file and click the Open button.

## 2.1.20 EXTERNAL PRICE UPDATE FILES

In order to update ASA with a custom price file, please make sure that you have activated the external price update function. To do this, please refer to [Price data reference](#) for more information. Once this setting has been activated, you can import the part / price data from a text file. The format of the file must be as follows:

Part Number<TAB>Price<CR/LF>

Part Number<TAB>Price<CR/LF>

Etc.

These entries must be sorted alphabetically in order to be imported. The description of the two fields, part number and price, are as follows:

Field Name	Length	Restriction
Part Number	17	A to Z and 0 to 9
Price	8.2 <b>Please note</b> when using "JPY YEN", no decimal points should be used, and the maximum entry length is 10 characters.	0 to 9 and.(decimal point)

To import the list of parts and prices, click the External Price Update menu item in the Data menu. This starts the Price Update program. Using the Browse button, select the price file which you wish to import. Please note that this function is only available to users who have a full ASA installation or are using the admin client in a network installation.

External Price Update

Please select an external price file

Currency code

USD

Conversion Progress

0 %

Then, select the currency code from the list and click the OK button. The Price Update program converts the prices and restarts ASA upon completion of the conversion process.

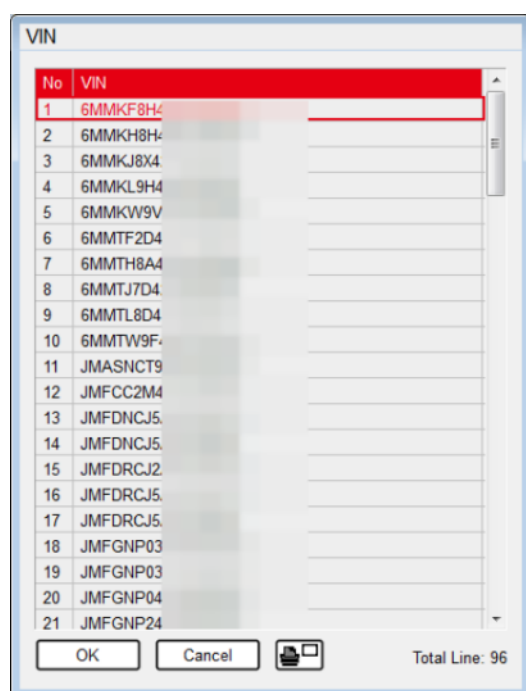
**Please note:** Any part numbers not in the price list will not have a price displayed. The imported prices are not modified in any way i.e. they are not multiplied by any applicable VAT.

If you are using this function with an admin client, the imported prices will be saved to the server where they will be available for all markets and for all clients.

## 2.1.21 VIN SEARCH FUNCTION

By entering the last 6 to 8 digits of a VIN in the VIN edit box, ASA will display all VINs which end with the entered digits. For example, to find and select a VIN that end with 000001, do the following:

- Enter 000001 in the VIN edit box and press ENTER.
- Select the appropriate VIN from the resulting list and press ENTER.



- The information regarding the VIN is displayed in the vehicle info area.

**Please note:** This function is only available in markets outside of Japan.


### 2.1.22 EXTERNAL APPLICATION INTERFACE

To use the External Application Interface function, please check the "Use External Application Interface" checkbox in the "Common 1" tab of the ASA Configuration Utility (see [Setting External Application Interface](#)).

The External Application Interface allows 2-way communication between an external application (defined in the ASAConExt.ini file) and ASA.

The External Application Interface button is active once data has been entered in the PNC list.

To send VIN, model & classification, and parts information please do the following:

- Click the  button on the toolbar.
  - or
  - Follow the menu path **Communication -> External Application Interface**.
- > The data remains on-screen.

### 2.1.23 GQIS INTERFACE

**Please note:** The target user will receive the ID and user manual etc.

## 2.2 MODEL SEARCH

To display vehicle-specific parts a model must first be specified. Several options are available for a model search. You may start a model search immediately after starting the program on the CAPS page.

### 2.2.1 MODEL SEARCH USING A CHASSIS NUMBER/VIN

Specific vehicle identification is made possible by entering a chassis number.

For the Japanese market version of ASA, please do the following:

- Click in the left "Chassis No" input box. The cursor flashes in the left input box.
- Enter the first four characters (e.g. NA4W) of the chassis number using the keyboard.
- Press TAB. The cursor flashes in the right input box.
- Enter the next five characters (e.g. 17550) of the chassis number using the keyboard.

> The prefix of zeros can be omitted.

- Press ENTER.

> All the other vehicle data (model, classification, option codes etc.) are automatically displayed in the corresponding input boxes.

In non-Japanese markets please do the following:

- Click in the "VIN" input box.
- Enter the 17-digit VIN.
- You can also enter the last 6 to 8 digits of the VIN and press ENTER to use the VIN search function (see Section [VIN search function](#) for more information).

### Entering chassis numbers/VINs using the pull-down list



Previously entered chassis numbers/VINs are automatically saved by ASA. Use the convenient pull-down menu to once again input a previously searched chassis number/VIN.

- Click the small pull-down triangle next to the input box.
- Move the mouse pointer to the desired chassis number/VIN.
- Click the desired chassis number/VIN.

> Up to 10 previously entered chassis numbers/VINs per market can be saved in ASA.

#### **Using an SPC number to enter a model (Japanese market only)**

By entering an SPC number, you can set the model that you need for your search.

- Click in the SPC edit box.
- Enter the number.
- If the SPC is valid, the first half of a chassis number should appear when ENTER is pressed.

**Please note:** This function is only available for the Japanese market.

### 2.2.2 MODEL SEARCH USING MODEL AND CLASSIFICATION CODES

If you do not know the chassis number/VIN, you can select a vehicle by entering the model code and classification. The "Model" and the "Classification" must be entered in the corresponding input boxes. The input boxes "Option", "Exterior", "Interior" and "Production Period" are optional.

> It is possible to carry out a part search using only a model. However, to get more accurate results, please also enter a classification.

#### **Keyboard input**

- Click in the "Model" input box. The cursor will flash in the "Model" input box.
- Enter the model code using the keyboard.
- Press ENTER to confirm the entry. The cursor will then flash in the "Classification" input box.
- Enter the classification code using the keyboard.
- Press ENTER to confirm the entry. The cursor will then flash in the "Option" input box.

#### **Input from list**

- Double click in the "Model" input box. The vehicle name selection list will open.
- Scroll up or down in the list as needed (see [scrollbar](#)).
- Double click the desired vehicle name. The "Vehicle Model Code Selection" window will open.
- Double click the desired model code.
- The model code appears in the "Model" input box and the cursor flashes in the "Classification" input box.

- Press ENTER. The classification codes are displayed in the "Classification Code Selection" window.
- Scroll up or down the list as needed.
- Double click the desired classification code.

> If the desired entry is already selected after opening, click "OK" or press ENTER to confirm the selected entry.

#### 2.2.2.1 MODEL SEARCH USING OPTION CODES

If you know the option code, you can enter it in the "Option" input box.

- Click in the "Option" input box. The cursor will flash in the input box.
- Enter the option code using the keyboard.
- Press ENTER.

> If the option code is invalid, the edit box will reset.

#### 2.2.2.2 MODEL SEARCH USING EXTERIOR CODES

If you know the vehicle's exterior code, you can enter it in the "Exterior" input box.

- Click in the "Exterior" input box. The cursor will flash in the input box.
- Enter the exterior code using the keyboard.
- Press ENTER.

#### 2.2.2.3 MODEL SEARCH USING INTERIOR CODES

If you know the vehicle's interior code, you can enter it in the "Interior" input box.

- Click in the "Interior" input box. The cursor will flash in the input box.
- Enter the interior code using the keyboard.
- Press ENTER.

#### 2.2.2.4 MODEL SEARCH USING PRODUCTION PERIODS

If you know the vehicle's production period, you can enter it in the "Production Period" input boxes.

- Click in the left "Production Period" input box.
- Enter the "from" production date using the keyboard.
- Press TAB.
- Enter the "to" production date using the keyboard.

- Press ENTER.

> Please make a note of the correct format for entering dates. The production period is 7 digits long and split into 3 groups:

1: Year (4 digits) 2: Month (2 digits) 3: Period (1 digit)

Valid digits for the period are 1, 2, and 3.

1: first third of the month

2: second third of the month

3: last third of the month

> ASA checks whether the format of the production period is valid or not.

**Please note** that ASA will display an error message if invalid values have been entered.

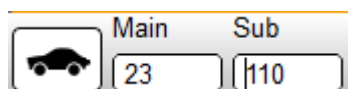
## 2.3 PARTS SEARCH

Model and classification must be specified prior to starting a part search. Once this is done, you can do a classic part search via the vehicle's main and sub groups. You can also search in the POI (Point Of Interest) or graphical navigation view. However, it is also possible to search using a part name or by entering a term. You may also enter any known part numbers directly.

### 2.3.1 SELECTING MAIN AND SUB-GROUPS

There are buttons and input boxes available for searching for parts.

Once you have entered some model information, and you know both the main and sub group, you can enter the respective numbers directly in the input boxes.



The image shows a user interface for searching parts. It features a car icon on the left. To its right are two input fields. The first field is labeled 'Main' and contains the number '23'. The second field is labeled 'Sub' and contains the number '110'.

Click in the "Main" input box.

- Enter the main group code using the keyboard (e.g. 23).
- Press TAB. The cursor will flash in the "Sub" input box.

→ If you entered an invalid main group and press TAB, the Main Group list will be displayed.

- Enter the sub-group code using the keyboard (e.g. 110).

→ If you entered an invalid sub group and press TAB, the Sub Group list will be displayed (but only if the entered main group is valid).

- Press ENTER. The [illustration](#) of the selected main and sub group is displayed.

#### 2.3.1.1 OPENING THE MAIN GROUP LIST

Once you have entered some model information, you can also select the desired main group from the main-group list.

- Double click in the "Main" input box. The "Main Group Selection" window will open.
- Scroll up or down as needed (see [scrollbar](#)).
- Double click the desired main group. The cursor will flash in the "Sub" input box.

No	Main	Name
1	11	ENGINE
2	12	LUBRICATION
3	13	FUEL
4	14	COOLING
5	15	INTAKE & EXHAUST
6	16	ENGINE ELECTRICAL
7	21	CLUTCH
8	22	MANUAL TRANSMISSION
9	23	AUTOMATIC TRANSMISSION
10	26	FRONT AXLE
11	27	REAR AXLE
12	31	WHEEL & TIRE
13	33	FRONT SUSPENSION
14	34	REAR SUSPENSION
15	35	BRAKE
16	37	STEERING
17	42	BODY
18	43	DOOR
19	51	EXTERIOR
20	52	INTERIOR
21	53	SEAT

OK Cancel Total Line: 25


### 2.3.1.2 OPENING THE SUB-GROUP LIST

You can also select the desired sub group from the sub group list. The main group must have already been entered in the input box.

- Double click in the input box "Sub". The "Sub Group Selection" window will open.
- Double click the selected sub group. The corresponding [illustration](#) of the selected sub group will be displayed.

Sub Group Selection

No	Sub	Name	
1	020	SHORT ENGINE ASSY	
2	090	ENGINE OVERHAUL GASKET KIT	
3	100	LIQUID GASKET	
4	110	ROCKER COVER	BREATH...
5	120	CYLINDER HEAD	CYLINDE...
6	130	CYLINDER BLOCK	OIL LEVE...
7	140	COVER,REAR PLATE & OIL PAN	OIL STRA...
8	210	PISTON & CRANKSHAFT	BEARING...
9	230	CAMSHAFT & VALVE	TIMING B...
10	320	OIL PRESS SWITCH OR GAUGE UNIT	
11	510	ENGINE MOUNTING & SUPPORT	

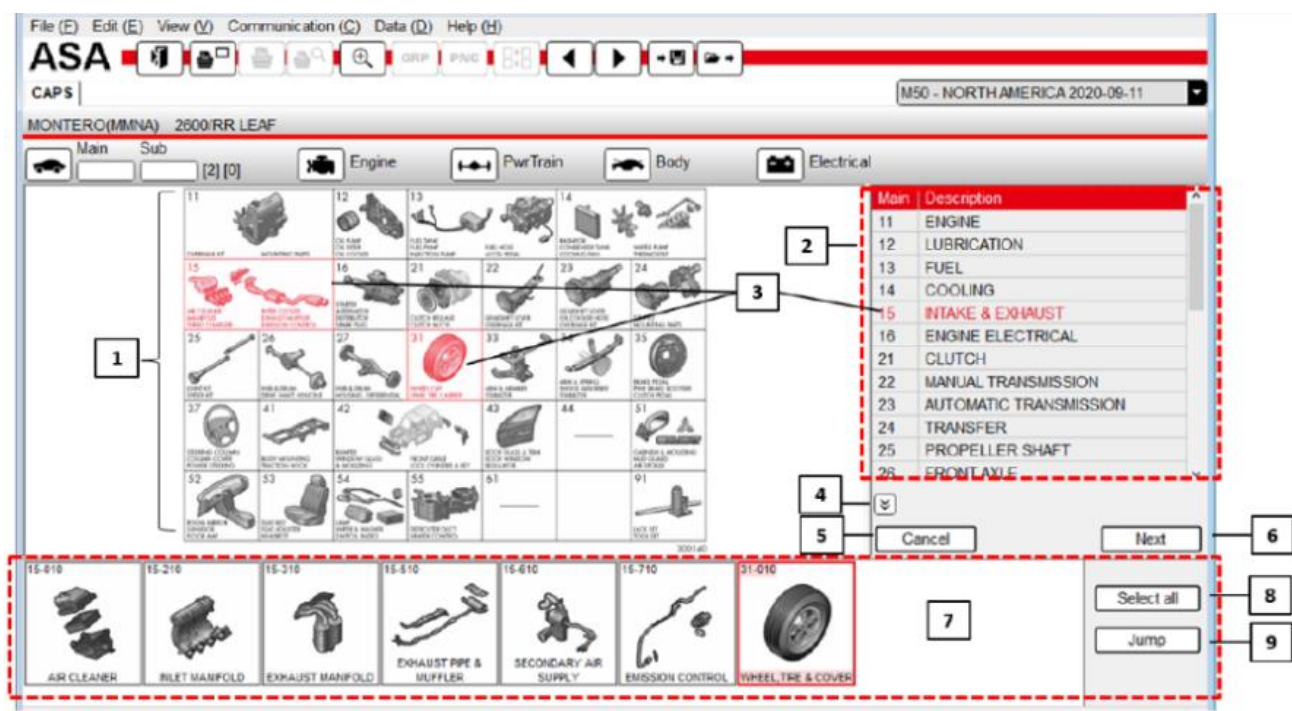
OK Cancel  Total Line: 11

### 2.3.2 OPENING THE MAIN-GROUP OVERVIEW

If you do not know the main and sub group, you can start the search via the main-group overview.

- Click the  icon. The illustrated main-group overview will open.

## Functions of the main-group overview

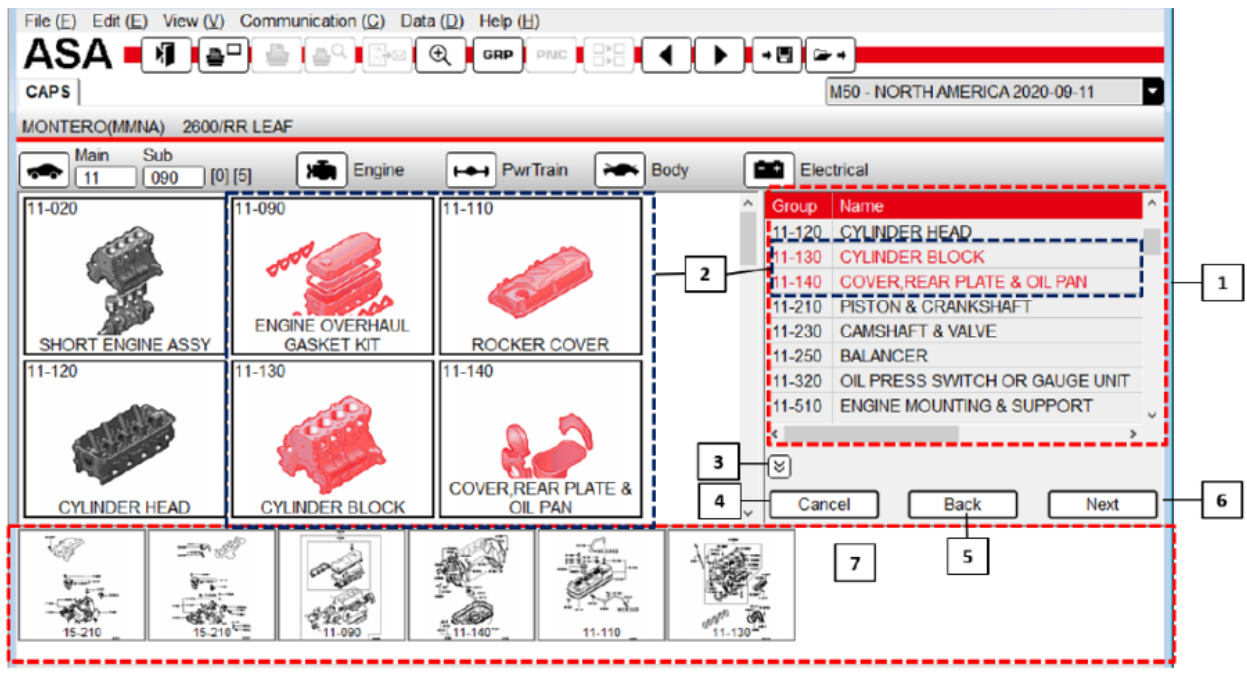


1. Illustrated display of the main groups.
2. List of the main groups.
3. Selected main group(s) are highlighted in both the illustration and the list.
4. Button for displaying/hiding the bottom sub group preview area.
5. Button to cancel the current process and return to the CAPS page.
6. Button to display the sub-group overview for all the selected main groups.
7. Sub group preview area: displays the sub groups' thumbnails for all the selected main groups, and control buttons.
8. Button to select all sub groups in the preview area.
9. Button to display selected illustration.

### 2.3.3 SUB GROUP OVERVIEW

By clicking the Next button on the main group overview, the sub group overview is displayed.

After selecting the required sub groups, click on the Next button to display the corresponding illustrations (please refer to [Illustrations page](#)).



1. List of sub groups.
2. Selected sub groups are highlighted in both the thumbnail and the list.
3. Button for displaying/hiding the bottom illustration preview area.
4. Return to the main CAPS screen.
5. Return to the main group overview screen.
6. Click here to display corresponding illustrations.
7. Illustration preview area: displaying the illustration's thumbnail for all the selected sub groups.

### 2.3.4 OPENING SELECTED SUB GROUPS

There are four buttons available for part searches (see the following illustration).

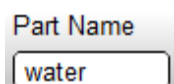


Via these buttons, it is possible to open pre-defined sub group overviews on four topics: "Engine", "Power Train", "Body" and "Electrical".

> For more information on the sub group illustration screen, refer to [Sub group overview](#).

### 2.3.5 ENTERING PART NAMES

Once you have entered model information, you may also start a parts search using a parts description (part name). The following input box is available to use this search.



- Enter the desired name (e.g. SPRING) in the "Part Name" input box.
- Press ENTER. Either a word list window opens, and you have to select the appropriate term (e.g. if you entered "SPRING " with a space at the end), or the PNC Selection window opens.

#### Word Selection window:

The Word Selection window displays a table with two columns: 'No' and 'Word'. The first two rows are highlighted in red.

No	Word
1	WATER
2	WATERPROOF

At the bottom, there are buttons for 'OK', 'Cancel', and a printer icon. The text 'Total Line: 2' is displayed on the right.

If you input only a letter or a word fragment, ASA might not be able to determine one specific word and will therefore display a list of all possible words. These are all the words found in ASA which start with the query. This means, some of the words do not apply to the model and classification currently used and will not return a result if selected.

The PNC Selection window is displayed in two cases: if the entered search term was unique and available for the model and classification; or if a term selected from the Word Selection list was available for the model and classification.

The PNC Selection window displays a table with five columns: 'No', 'PNC', 'Name', 'Main', and 'Sub'. The first row is highlighted in red.

No	PNC	Name	Main	Sub
1	10010	WATER PUMP KIT	14	110
2	10021	GASKET, WATER PUMP	14	110
3	10034	PIPE, WATER PUMP INLET	14	120
4	10048	STAY, WATER PUMP	14	110
5	10088V	BOLT, WATER PUMP	14	110
6	10088X	BOLT, WATER PUMP	14	110
7	10088Y	BOLT, WATER PUMP	14	110
8	10088Z	BOLT, WATER PUMP	14	110
9	10118	FITTING, COOLING WATER INLET HOSE	14	120
10	10198Q	BOLT, COOLING WATER LINE	14	120
11	10198S	BOLT, COOLING WATER LINE	14	120
12	10198W	BOLT, COOLING WATER LINE	14	120
13	10199Q	O-RING, COOLING WATER LINE	14	120
14	10801	GAUGE UNIT, WATER TEMPERATURE	14	120

At the bottom, there are buttons for 'OK', 'Cancel', and two printer icons. The text 'Total Line: 14' is displayed on the right.




- Select the desired Parts Name Code (PNC) by clicking it.
- > Press CTRL and click on multiple entries to select more than one PNC at a time.

- Click "OK".

or

- Double click the desired PNC. The part will be added to the parts list.
- Click "Cancel" to close this window without making a selection.

- Click the  button to print out a screenshot.

### 2.3.6 PNC DIRECT INPUT

You can enter PNCs directly in the list (PNC column).

> If the PNC does not correspond to the vehicle information, it cannot be entered.

> By entering a part of a PNC (at least 2 numbers or letters), ASA will display all corresponding PNCs available in the PNC Selection window.

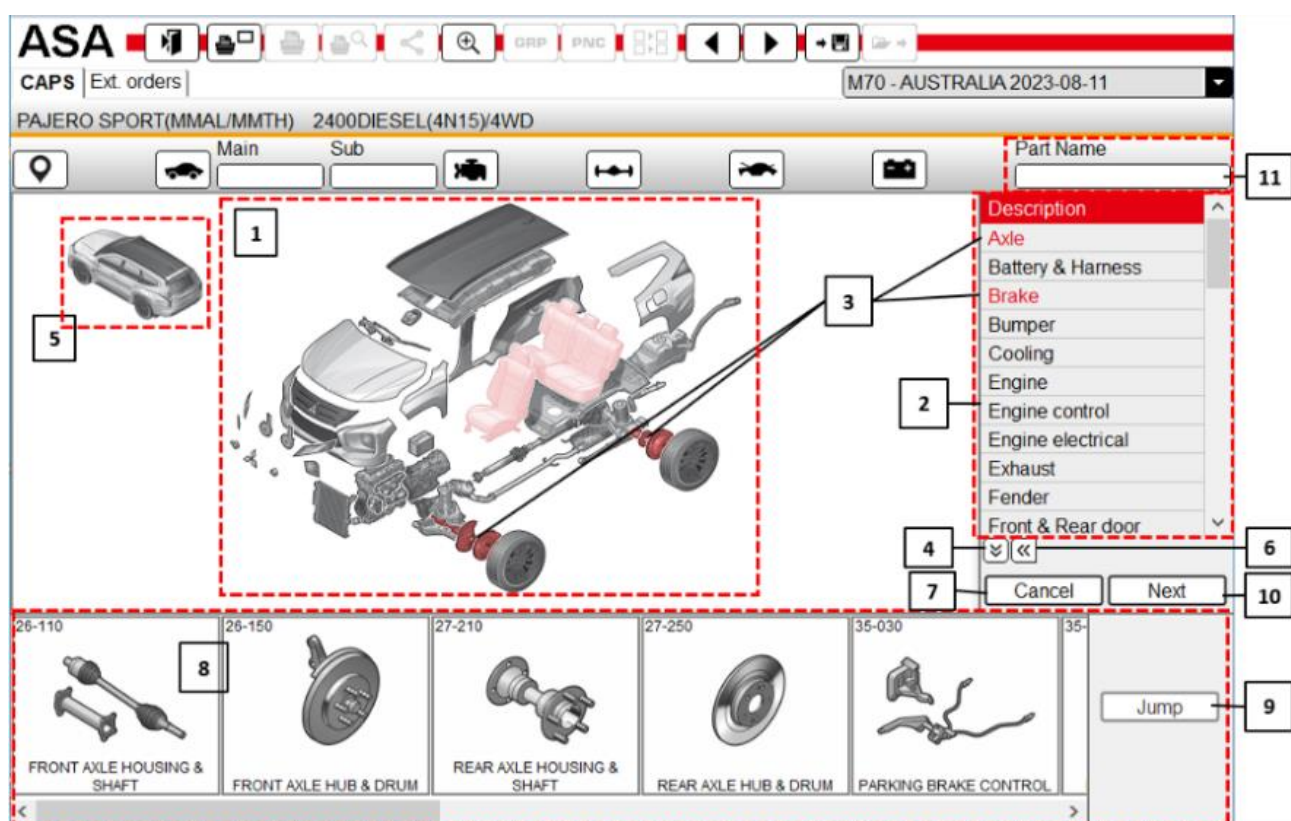
No	PNC	Ord Qty	Part No
	<input type="text"/>	<input type="text"/>	<input type="text"/>

### 2.3.7 OPENING THE POI (POINT OF INTEREST) GROUPS OVERVIEW

If you do not know the main and sub group, you can start the search via the POI group overview.

- Click the  icon. The illustrated POI groups overview is opened.

#### Functions of the POI (Point Of Interest) groups overview

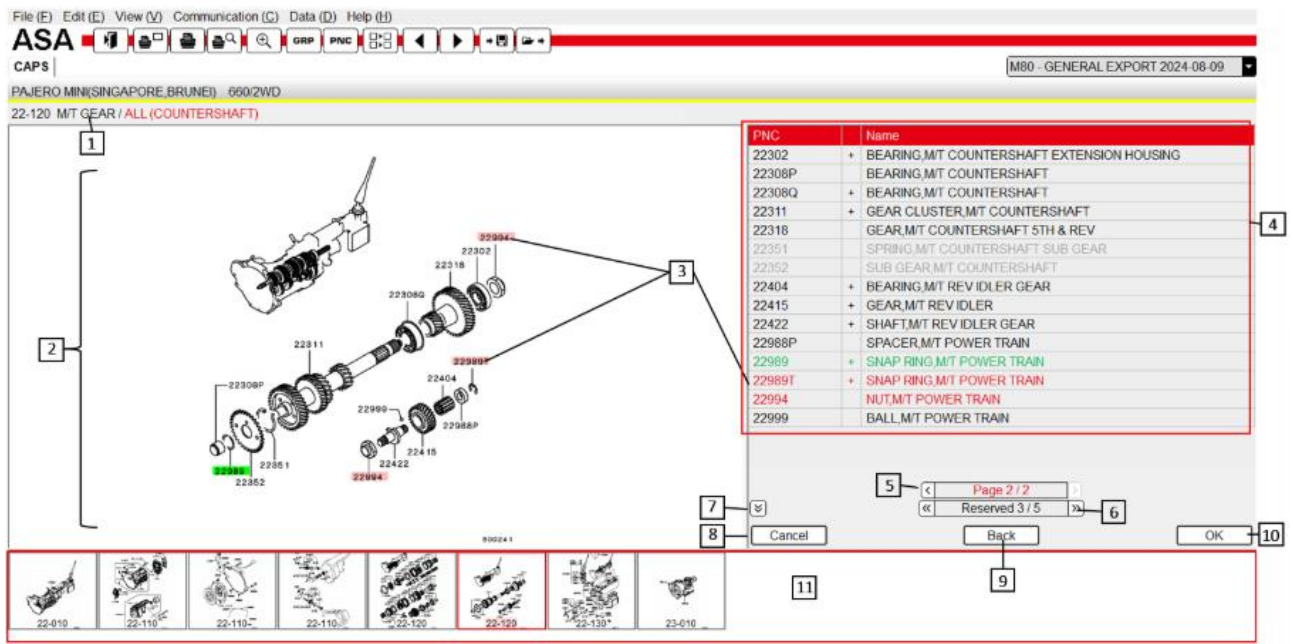


1. Illustrated display of the POI groups.
2. List of the POI groups.
3. Selected POI group(s) are highlighted in both the illustration and the list.
4. Button for displaying/hiding the bottom sub group preview area.
5. Change view Button: change the illustration view. Front view <-> Back view
6. Button to change the illustration view. Single view <-> Double view
7. Cancel button: cancel the process, and go back to the CAPS page.
8. Sub group preview area: displays the sub group's thumbnails of all the selected POI groups and added by part name search.
9. Jump button: move to selected illustration page.
10. Next button: move to corresponding illustration page.
11. Part Name search: the subgroups that include the searched part name will be added to the Sub group preview area.

## 2.4 ILLUSTRATIONS PAGE

The illustration page is displayed after the sub-group selection page or graphical navigation page. From here you can add the desired parts to the parts list, open the reserved group and reserved PNC overview or switch directly to different main and sub groups.

## 2.4.1 SETUP OF THE ILLUSTRATIONS PAGE



1. Display of the main and sub group as well as the illustration name.

2. Illustration.

3. Selected PNCs are highlighted in both illustration and list. All selected parts are added to the parts list on the CAPS page after the selection has been confirmed.

4. List of the PNCs in the illustration. PNCs for NO DATA are displayed in gray.

A + icon is displayed next to the selected PNC if a PNC's "Frequently selected with..." is available. This function may be switched off in the ASA Configuration (refer to Section [Recommendations on illustrations](#)).

5. Displays the opened and total illustration pages of this sub group, with buttons for browsing in the illustration pages.

6. Displays the opened and total reserved sub groups, with buttons for browsing in the reserved sub groups.

7. Button for displaying/hiding the bottom illustration preview area for reserved sub groups.

8. Button to cancel the process. The CAPS page is displayed again.

9. Button to return to the sub-group overview.

10. Button to confirm the selection. All selected PNCs are transferred to the parts list on the CAPS page.

11. Illustration preview area: displays the illustration's thumbnails of all the reserved sub groups.

## 2.4.2 PNC SELECTION

When using the illustration for part searches, you can select PNCs directly from the illustrations or list.

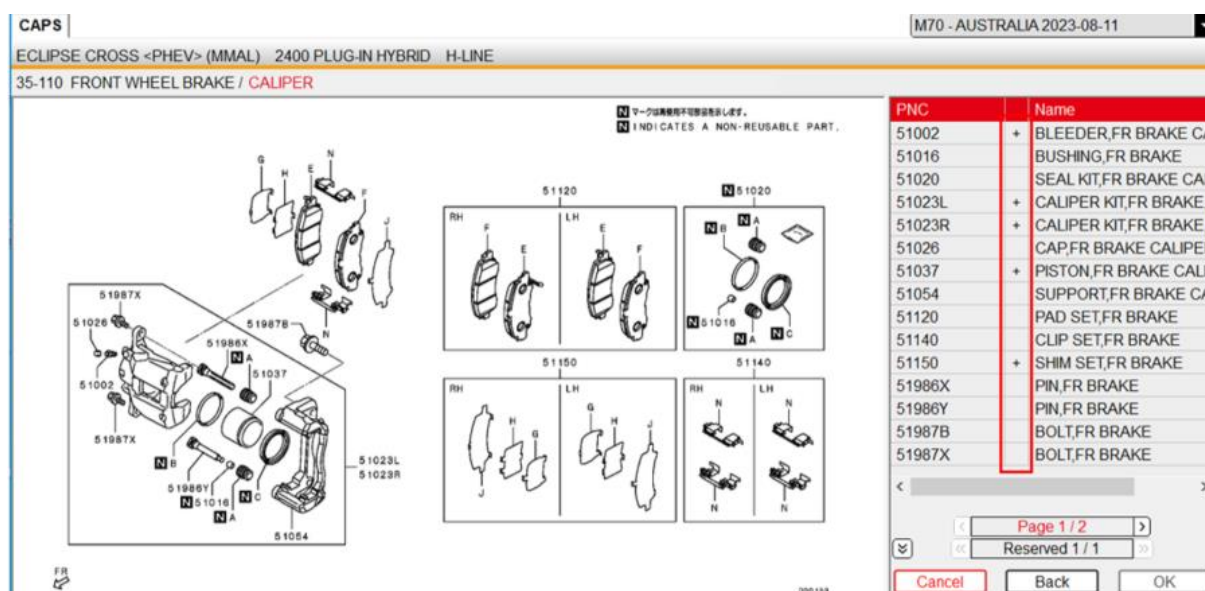
- Click the PNC hotspot on the illustration.

or

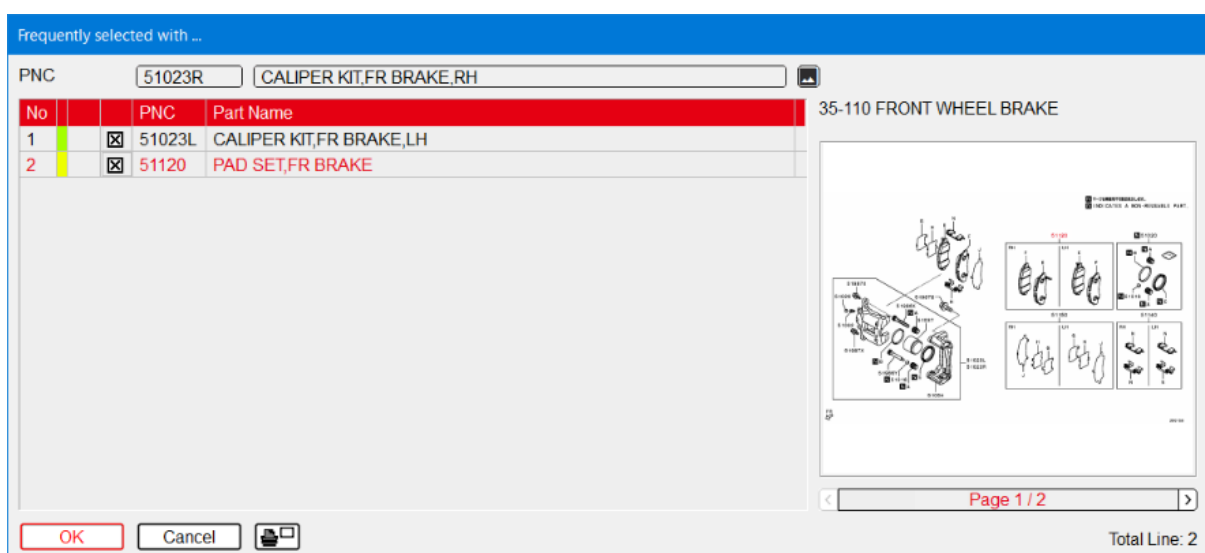
- Click the PNC in the list.

or

- Click the + icon in the list to open the "Frequently selected with..." window.



- Check the parts and click the OK button.



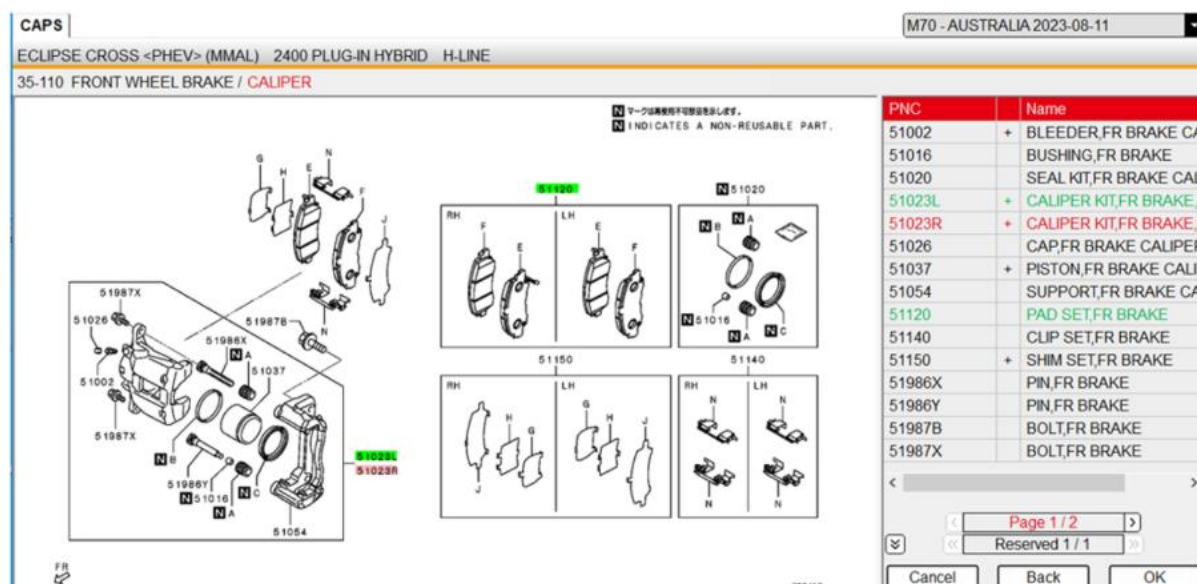
or

- Use shortcut key CTRL+A for selecting all PNCs in the illustration.

or

- Pull the mouse pointer over the illustration.
- Press the left mouse button, drag and release it to select all PNCs in the selected area.

> When selecting a PNC, the PNCs on this illustration which are frequently selected at the same time are highlighted in green.



> If you wish to unselect all the PNCs in the illustration, Use the shortcut ALT+A to unselect all PNCs in the illustration.

> If you wish to unselect all the PNCs in the selected area, while press and hold down ALT, press the left mouse button, drag and release it to select the area to unselect PNCs.

- By clicking OK, the selection is confirmed, and the results are displayed in the PNC list on the CAPS main screen.

> If several part numbers are possible for a selected PNC, the Part Number Selection window is displayed (refer to the illustration in section [Adding PNCs to the parts list](#)).

## 2.4.3 ILLUSTRATIONS PAGE FUNCTIONS

Most functions of the illustration page can be performed using the buttons on the toolbar. After selecting the desired PNCs, they can be transferred to the CAPS page.

### 2.4.3.1 ZOOMING IN ON AN ILLUSTRATION

You can display an enlarged and more detailed view of every parts illustration, SPN and main group overview.

- Click the  button on the toolbar.

- Pull the mouse pointer over the illustration. The mouse pointer turns into a magnifying glass when hovered over the illustration segment.
- Press the left mouse button and keep it pressed.
- Move the magnifying glass across the illustration while holding the mouse button pressed. While doing so a frame is created which defines the picture segment to be enlarged.
- Release the mouse button. The selected picture segment is now enlarged.

> You can now move the enlarged picture segment using the [scrollbar](#) on the right and lower screen edge.

**To return to the original complete view:**

- Click the  button on the toolbar.

> The zoom function can also be deactivated/activated by selecting the menu path **View -> Zoom**.

### Zoom in/out by mouse wheel


Parts illustrations and SPN can also be enlarged / shrunk via the mouse wheel.

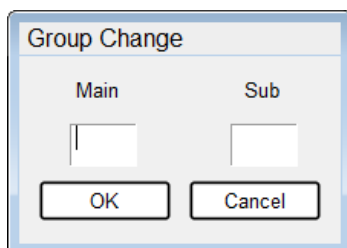
### Sub group overview

By using the zoom function with the sub group overview, you cannot select specific parts of the bitmaps to enlarge. All bitmaps are enlarged to one size.

## 2.4.3.2 CHANGING THE MAIN AND SUB GROUP

You can change the main and sub group without leaving the illustration page.

- Click the  button on the toolbar. The "Group Change" window is opened.




- Click in the "Main" input box. The cursor flashes in the input box.
- Enter the desired main-group number in the input box using the keyboard.
- Press TAB. The cursor flashes in the "Sub" input box.
- Enter the desired sub-group number in the input box using the keyboard.
- Press ENTER or click on "OK". The desired illustration is displayed.

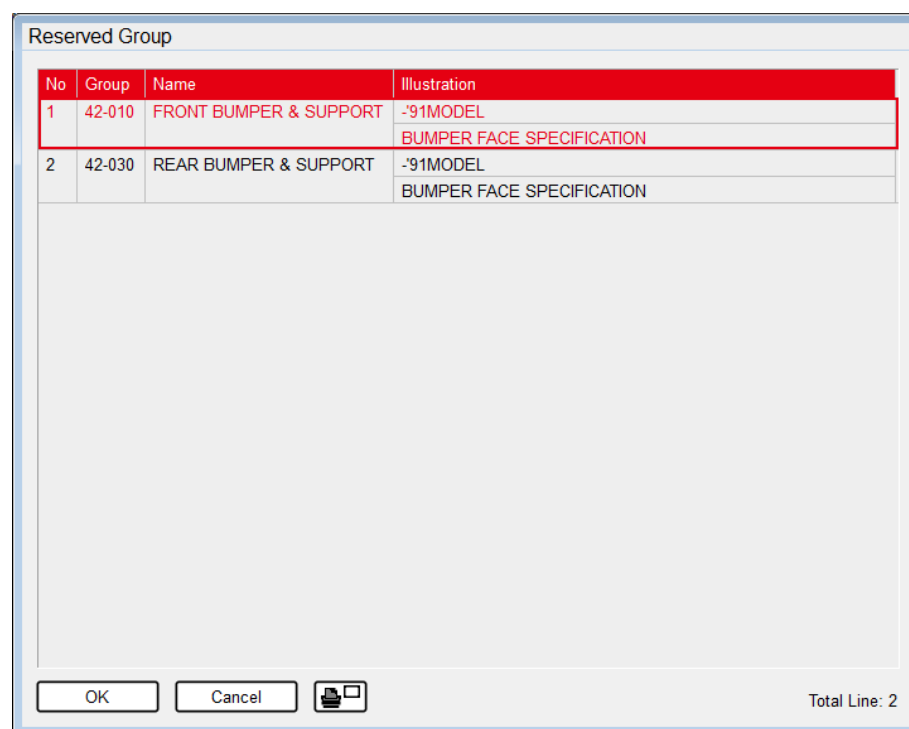
> In case of an invalid main or sub-group number, the system will point this out to you.

- > You can also change the group by selecting the menu path View -> Group Change.
- > It is also possible to just enter a main group.

### 2.4.3.3 OPENING THE RESERVED GROUP

If reserved groups are available, the corresponding icon on the toolbar is active. Using the Reserved Group window, you can jump directly to the illustrations of all of the reserved groups.

Click the  button. The "Group" window will open, and the available reserved groups will be displayed in a list.





- Select the desired list entry by clicking on it.
  - Click "OK".
- or
- Double click on the desired list entry. The corresponding illustration will be displayed.
  - Click "Cancel" if you wish to close the window without making a selection.

### 2.4.3.4 BROWSING ILLUSTRATION PAGES

In some sub groups, multiple illustration pages are available. If multiple illustration pages exist, the number of pages is displayed on the lower right of illustration page under "Page". Also, a warning message will be displayed in this case. To turn off such warnings, change the appropriate setting in ASA Configuration (see Section [Show reminder at multi-page illustrations/SPN](#)).



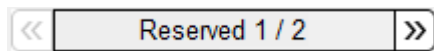




- Click the  button to browse forwards.
- Click the  button to browse backwards.

#### 2.4.3.5 BROWSING SELECTED SUB GROUPS

If several sub groups were selected in the sub group overview, all of them can be browsed as well.

The number of selected sub groups is displayed on the lower right under "Reserved".



- Click the  button to browse forwards.
- Click the  button to browse backwards.

#### 2.4.3.6 REF JUMP

Some parts illustration not only show PNCs but also contain references to other illustrations. These are marked as "(REF XX-XXX)". By double clicking on this link, the appropriate illustration will be displayed, and the subgroup is added to your list of reserved groups.



### 2.5 PART NUMBER SEARCH

The part number search is started when vehicle information and a PNC have been entered. It depends on the vehicle information whether the resulting part number is unique to the PNC or whether a selection of part numbers is displayed.

#### 2.5.1 SPECIFIC PART NUMBER FOUND

If a specific part number was found for a PNC, it is displayed in the part search list.

No	PNC	Ord Qty	Part No		Part Name	Qty	Unit Price	Part Spec	Remarks
1	62000	1	MR376539	!	FACE KIT,FR BUMPER	01		W/SENSOR HOLE	SUPPLIED IN SIN
			MR555726					W/SENSOR HOLE	SUPPLIED BY CC

#### 2.5.2 ADDING PNCS TO THE PARTS LIST



To add PNCs from the illustration page to the CAPS page, just select the desired PNC. It is also possible to select all the PNCs at once by pressing CTRL+A. Selected PNCs are highlighted in red and are listed in the list (4). If you right click in the part search list, a context menu is opened with two delete functions.

Once you have selected all the PNCs you wish to query, click the OK button. All the PNCs will be added to the parts list.

### Part Number Selection window

In cases when there is not a unique part number for the PNC, the Part Number Selection window is displayed where you can select the desired part number.

> While keeping the CTRL key pressed, you can select as many different part numbers from the list as needed.

### Context menu

The screenshot shows the 'Part Number Selection' window. At the top, it displays 'PNC 62000', 'Part Name FACE KIT,FR BUMPER', 'Model PA4W', and 'Classification'. Below this is a table with columns: No, From, Up to, Applicable Models, Part No, Qty, OPC, Part Spec, Remarks, and Colour. Row 3 is highlighted in red. A context menu is open over row 3, showing options: 'Part Information', 'Applicable Option', and 'OPC Name'. The 'Part Information' option is selected.

No	From	Up to	Applicable Models	Part No	Qty	OPC	Part Spec	Remarks	Colour
1	1994.03.1	1997.05.3	ALL	MR162718 MR162717	01			SUPPLIE... TO PAINTI...	WHITE D-GRAY M...
2	1997.06.1	1998.04.3	HSEGE,HSEHE2,NSEGE, >>>>	MR376032 MR376027	01			SUPPLIE...	WHITE D-GRAY M...
3	1997.06.1	1998.04.3	HSEGE,HSEHE2,NSEGE, >>>>	MR376539 MR555726	01	QV3	W/SENS...	SUPPLIE... SUPPLIE...	WHITE NATURAL(...
4	1998.05.1	1999.04.3	HSEUE	MR376032 MR376027				SUPPLIE...	WHITE D-GRAY M...
5	1998.05.1	2002.07.3	NSEUE7	MR476703 MR555727	01		W/AIRDA... W/AIRDA...	SUPPLIE... SUPPLIE...	WHITE NATURAL(...
6	1999.05.1	2002.07.3	NLEME	MR376032 MR376027	01			SUPPLIE...	WHITE D-GRAY M...

At the bottom of the window, there is an 'OK' button, a printer icon, and a 'Total Line: 6' label.

The context menu for the Part Number Selection window is displayed by right clicking an entry on the list.



### 1. Part Information

Displays the part information window for that particular part (for more information refer to Section [Opening part information](#)). This function is not available, however, if the no part number was displayed (i.e. \*NO DATA\*).

### 2. Applicable Option

A list is displayed showing all the possible options for that particular OPC. These options can be entered in conjunction with the appropriate classification in the vehicle (blue) area of the CAPS main screen.



Applicable Option Code		
DELICA SPACE GEAR/CARGO		2400/2WD/SHORT(WAGON)<95M->
62000 FACE KIT,FR BUMPER		PA4W
1997.06.1 - 1998.04.3 MR376539 01 QV3		
No	Classification	Option
1	HSEGE	090, 094, 0W0, 290, 291, 297, 2N4, 2ND, 2W4, 2WJ
2	HSEHE2	090, 094, 097, 0W0, 0W4, 1W4, 290, 291, 297, 2N4, 2N7, 2ND, >>>>
3	NSEGE	090, 094, 097, 0W0, 0W4, 1W4, 290, 291, 294, 297, 2N4, 2N7, >>>>
4	NSEGE1	090, 094, 097, 0N0, 0W0, 0W4, 1W4, 290, 291, 294, 297, 2N4, >>>>

Close   Total Line: 4

### 3. OPC Name

This window displays all OPC valid for this PNC.

OPC Name		
DELICA SPACE GEAR/CARGO		2400/2WD/SHORT(WAGON)<95M->
PA4W		
No	OPC	Name
1	QV3	CORNER SENSOR

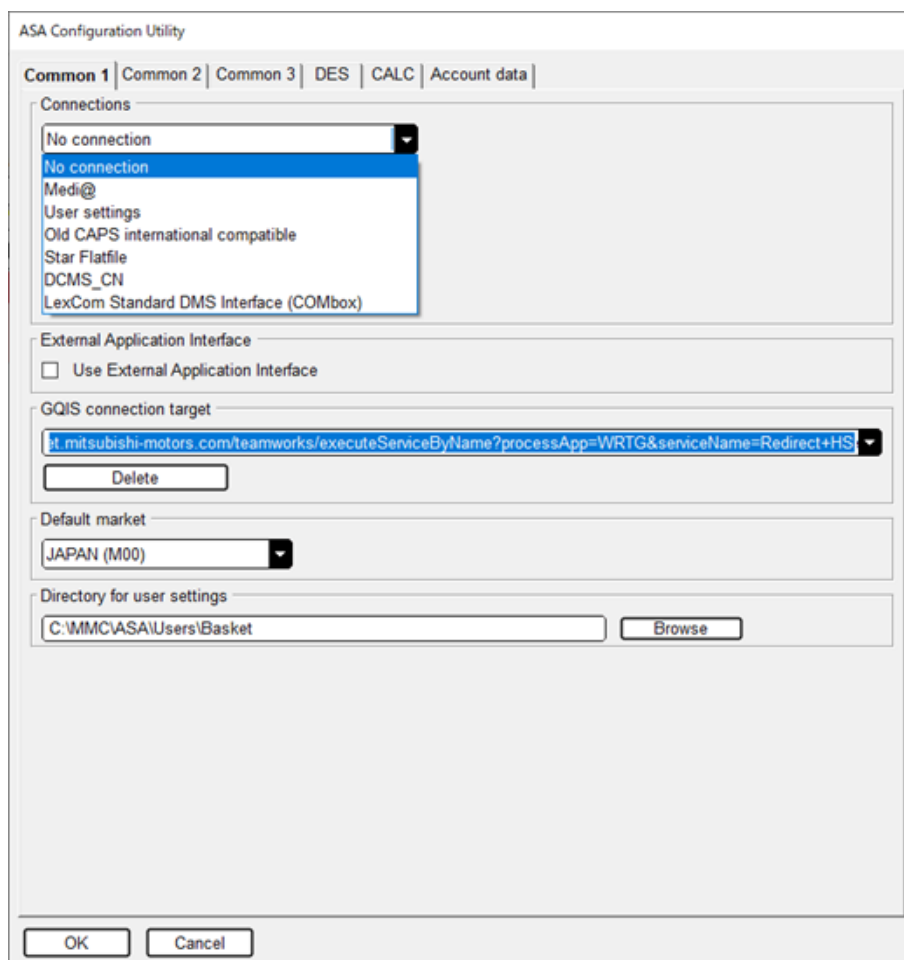
Close   Total Line: 1

## 3 SYSTEM SETTINGS

Some ASA functions depend on the system configuration. The system configuration can be set by clicking on the "Setup" menu item".

### 3.1 "COMMON1" TAB

- Follow the menu path **File -> Setup**. The "Common 1" workspace is opened in the "ASA Configuration Utility".



**Please note:** You may or may not see configuration information on DES and CALC depending on the installation type you chose and whether DES and CALC are available for your market or not. For example, the screenshot above was taken using a Japanese ASA DVD installation.

#### 3.1.1 SETTING CONNECTIONS

You can select the desired connection using the pull-down list.

- Click on the pull-down triangle if you wish to change the default connection entry.
- Move the mouse pointer to, for example, the "Medi@" menu item, if you want ASA to communicate with your "Medi@" system (which is only used in Japan).
- The User settings menu item lets you set the file format, the export directory and file, and which program should be launched when pressing the Communication button.

#### User settings details

- CAPS/CALC connection export format:
- Select the format of the communication output.
- Export directory and file:
- Enter the location and the name of the file in which your data should be saved.
- Launch program at connection:
- Specify the program you wish to launch when communication is carried out.

**Special note: How to pass VIN data to ASA and export the Old CAPS international compatible format:**

In order to pass ASA a VIN as a parameter from a DMS, you have to set the following settings:

- Select Old CAPS international compatible from the Connections drop down menu (please do not confuse this with the same entry in the User settings connections).
- Enter an export directory (default is C:\WINCAPS). The C:\WINCAPS also contains the CAPS.exe file.
- In the "Launch program at connection" edit box, you can specify which program you wish to run after the communication button has been clicked.

After ASA restarts, you can close ASA, call the CAPS.exe file with a VIN parameter (e.g. c:\WINCAPS\CAPS.exe JMA0NV460RJ000001) from your DMS and ASA will be started with the VIN. Please note that CAPS.exe will stop running as soon as ASA is started.

Once you have selected PNCs in ASA for the VIN, click the Communication button and any program you entered previously will be started.

**Star Flatfile:**

In order to export ASA data in the Star Flatfile format, please select the Star Flatfile entry from the Connections pull-down list. Fill out the "Export directory" and "Launch program" edit boxes as needed and click OK. ASA will restart and you can enter your vehicle and parts data. The Communication button is activated once you have entered parts data on the PNC list. Press the Communication button in order to export the data in Star Flatfile format.

**DCMS\_CN:**

This communication process is only used in China.

**LexCom Standard DMS Interface (COMbox):**

If your DMS supports the LexCom Standard DMS Interface (COMbox), ASA can connect to your DMS. Please contact LexCom for details.

After installing COMbox, it is necessary to adjust the following settings:

- Select the LexCom Standard DMS Interface (COMbox) from the Connections drop down menu.
- Click the **Configuration** button. The "Configuration" window will open.

- Enter the location of the COMbox Service, e.g. `http://PC-name-where-COMbox has-been-installed:50080/service`.

Test: queries the COMbox connection in real-time and displays connection results for better troubleshooting.

Log: opens the log file from the most recent connection history with the COMbox for better troubleshooting.

- Enter the Dealer number that is transferred to the DMS.
- (If Price data reference is "LexCom Standard DMS Interface (COMbox)"), select a Currency code.

### 3.1.2 SETTING EXTERNAL APPLICATION INTERFACE

You can choose whether you wish to use an External Application Interface. The function is active when it is checked.

By activating this function, the "External Application Interface" button is displayed in the toolbar and the "External Application Interface" menu item is visible in the Communication menu.

> Click on the function "Use External Application Interface". Each click alternately checks and un-checks the checkbox.

> Click "OK" to confirm your selection.

### 3.1.3 SETTING GQIS (GLOBAL QUALITY INFORMATION SYSTEM)

When you receive GQIS login information and notification of your GQIS target URL, please copy and paste the URL into the "GQIS connection target" box in the Common 1 tab in the ASA Configuration Utility.

### 3.1.4 SETTING DEAFULT MARKET

If you have several ASA markets installed, you can choose which market ASA opens to by default.

**Please note:** When you restart ASA, ASA will start with the current market.

### 3.1.5 DIRECTORY FOR USER SETTINGS

This will be the default directory in which to save your user data.

-> User data includes, for example, ASA files, PNC files, setup files, memo files, and export files.

- Click "Browse".
- Select your desired directory to save to in the "Browse folders" window.
- Click "OK".
- Click "OK" in the "ASA Configuration Utility" window to save your changes.

or

- Click "Cancel" to exit without saving any changes.

### 3.2 "COMMON 2" TAB

In this workspace you can select the language and font size, adjust the date format, set the reference for the prices displayed in ASA, set the memo reference, activate or deactivate automatic updates, and modify the update configuration.

- Follow the menu path **File-> Setup**.
- Click the "Common 2" tab.

> To change several default values at once, make the necessary changes, and then confirm them by clicking "OK".

The screenshot shows the 'ASA Configuration Utility' window with the 'Common 2' tab selected. The window has a title bar and a menu bar with options: Common 1, Common 2 (selected), Common 3, DES, CALC, and Account data. The main area contains several configuration sections:

- Language:** A dropdown menu showing 'English (GB)'.
- Font Size:** A dropdown menu showing '12'.
- Date format:** Three radio buttons: 'Year/Month/Day' (selected), 'Month/Day/Year', and 'Day/Month/Year'.
- Price data reference:** A dropdown menu showing 'LexCom Standard DMS Interface (COMbox)'.
- Recommendations:** A dropdown menu showing 'Online'.
- Admin Client:** A section with the text 'Please specify exactly one PC in the network as Admin Client'. It includes a label 'Current Admin Client' followed by '< This PC >' and two buttons: 'Activate' and 'Deactivate'.

At the bottom of the window, there are two buttons: 'Update configuration' and 'Memo configuration'. At the very bottom, there are 'OK' and 'Cancel' buttons.

### 3.2.1 LANGUAGE

- Click on the pull-down triangle to change the default language.
- Move the mouse pointer to, for example, the "Japanese" menu item.
- Click on the "Japanese" menu item.
- Click "OK" to confirm your selection.

> Additional languages are added to the pull-down list depending on your registered account data.

### 3.2.2 FONT SIZE

The font settings relate to all the alphanumeric characters (e.g. the font size) displayed in ASA.

- Click on the pull-down triangle to change the font size.
- Move the mouse pointer to the desired menu item.
- Click on the desired menu item.
- Click "OK" to confirm your selection.

### 3.2.3 DATE FORMAT

You can choose between three display types.

- Select the desired display type by clicking on it.
- Click "OK" to confirm your selection.

### 3.2.4 PRICE DATA REFERENCE

You can choose the desired reference of the price data with the help of the pull-down list.

- Click on the pull-down triangle if you wish to change the default reference.
- Move the mouse pointer to the desired menu item.
- Click on the desired menu item.

How to import custom price lists (external price data)

In order to activate the import function for an external price list, select the "External Price Data" menu item from the pull-down list. After you click the OK button, ASA is will restart. Now the "External Price Update" menu item is available in the Data menu. See the section [External Price Update files](#) for more details.

### 3.2.5 ADMIN CLIENT (CLIENT INSTALLATION ONLY)

Set the admin client to perform online updates.

- Click the "Activate" button

**Please note:** The admin client user must have "write" permissions on the ASA\_SERVER folder.

### 3.2.6 UPDATE CONFIGURATION

ASA is updated automatically via the internet by default.

If the update is to occur via your LAN.

- Click on the "Update configuration" button. The "Update configuration" window will open.
- Select "LAN".
- Enter the LAN update directory in the input box (use the "Search" button if needed).
- Click "OK" in the "Update configuration" window.
- Click "OK" to save your settings

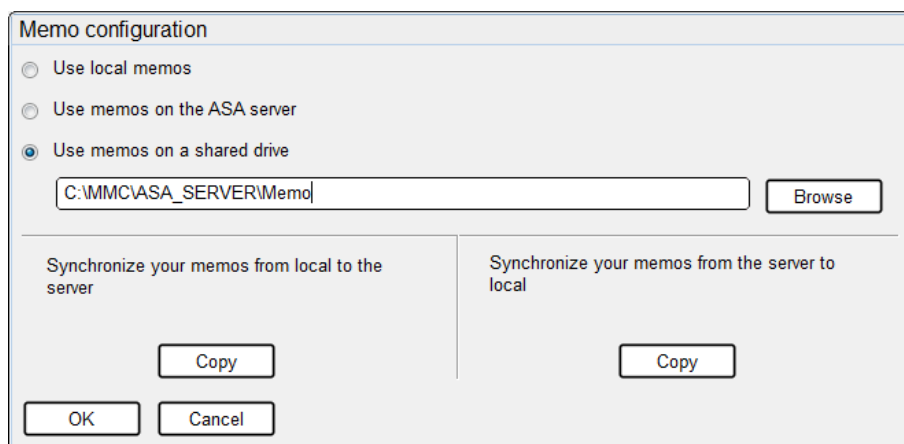
If you wish to carry out the online updates manually, we recommend switching off the automatic online updates first.

- Click on the "Update configuration" button. The "Update configuration" window will open.
- Click on the "Disable automatic Online Update" checkbox.
- Click "OK" in the "Update configuration" window.
- Click "OK" to save your settings.

### 3.2.7 MEMO CONFIGURATION

This functionality allows you to share memos within a network. You can establish where you wish to save your memos, copy memos back and forth, and resolve file naming conflicts in cases where multiple memos have the same name but different content.

- Click the "Memo configuration" button. The "Memo configuration" window will open.



The screenshot shows the "Memo configuration" dialog box. It has a title bar "Memo configuration". Inside, there are three radio buttons: "Use local memos", "Use memos on the ASA server", and "Use memos on a shared drive". The third option is selected. Below the radio buttons is a text input field containing "C:\MMC\ASA\_SERVER\Memo" and a "Browse" button. At the bottom, there are two sections. The left section is titled "Synchronize your memos from local to the server" and contains a "Copy" button. The right section is titled "Synchronize your memos from the server to local" and contains a "Copy" button. At the very bottom are "OK" and "Cancel" buttons.

The following options are available:



## Using local memos

This is the default setting for a full ASA installation. All the memos are saved in your Users\Memo folder (for example, C:\MMC\ASA\M60\Users\Memo). Check your "Directory for user settings" in the Common 1 tab for your path. The Copy buttons for synchronizing your memos with those in another folder are not available for this option and are deactivated.

## Using memos on the ASA server

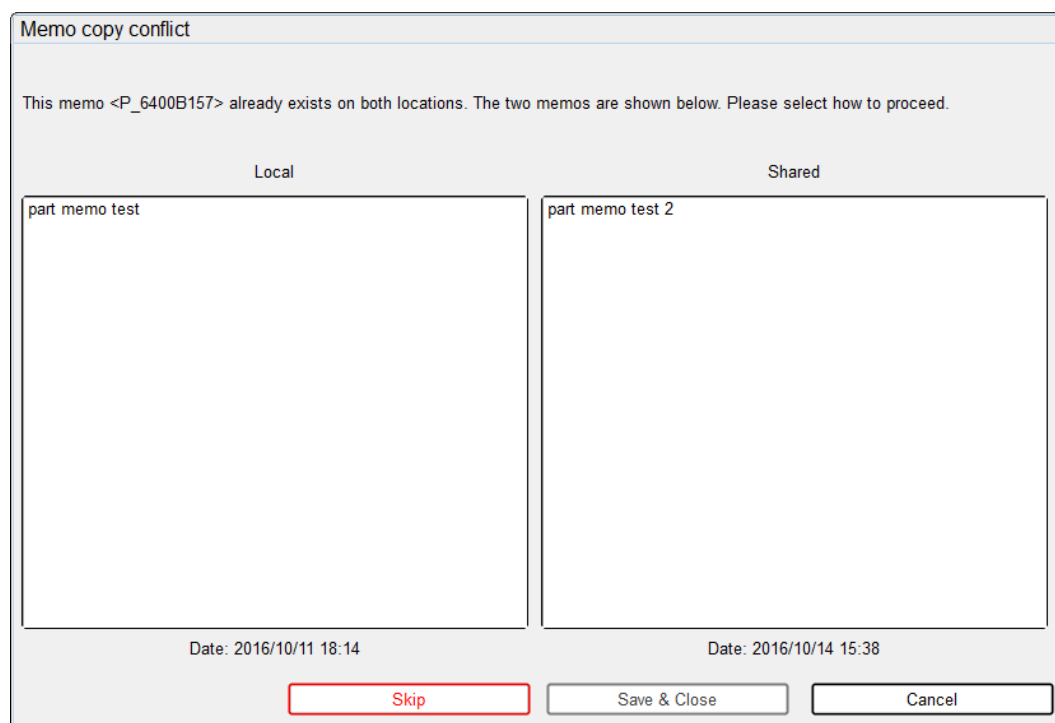
This option is only available if you are using an ASA client and is also the default setting in this case. The memo folder used in this case cannot be changed and is located in the ASA\_SERVER folder. Therefore, the Browse button and the corresponding edit field containing the path are not displayed. The Copy buttons may be used to synchronize any local memos you may have with those on the server (see below).

## Using memos on a shared drive

If you select this option, you may specify any folder to which you have access to, by using the Browse button. If you are using an ASA client, then the memo folder of the ASA server is set as the default path. If you are using a full installation, then no path is set by default. The folder may be a local or a shared folder which you have previously mapped to a drive. Here too you can use the Copy buttons to synchronize your local memos with those on the shared drive (see below).

## Copying memos to and from a local / shared folder

There are two copy options available: from the local folder to the shared folder, and from the shared folder to the local folder. All the memos in one folder are copied to the other. If there are any conflicting memos, i.e. memos which have the same name because they belong to the same part number or VIN, but the contents are not identical, a conflict resolution window will be displayed.



The dialog box is titled "Memo copy conflict". It contains the text: "This memo <P\_6400B157> already exists on both locations. The two memos are shown below. Please select how to proceed." Below this text are two side-by-side text areas. The left area is labeled "Local" and contains the text "part memo test". The right area is labeled "Shared" and contains the text "part memo test 2". Below these text areas are two dates: "Date: 2016/10/11 18:14" for the Local memo and "Date: 2016/10/14 15:38" for the Shared memo. At the bottom of the dialog are three buttons: "Skip" (highlighted with a red border), "Save & Close", and "Cancel".

The "Memo copy conflict" window displays the content of the two memos. The target memo is displayed in an editable text area (the local memo in this case). The source memo can now be copied to the editable text area and saved using the "Save & Close" button. If you are sure that all the memos in the shared folder are correct, you can also click on "Overwrite all". If you click "Overwrite all", you will not be prompted if there are any further conflicting memos. This function is only available when copying from a shared folder to a local folder. By clicking the "Skip" button you leave the target memo as is. By clicking the "Cancel" button the copying process is stopped but any memos which have already been copied remain in the corresponding folder.

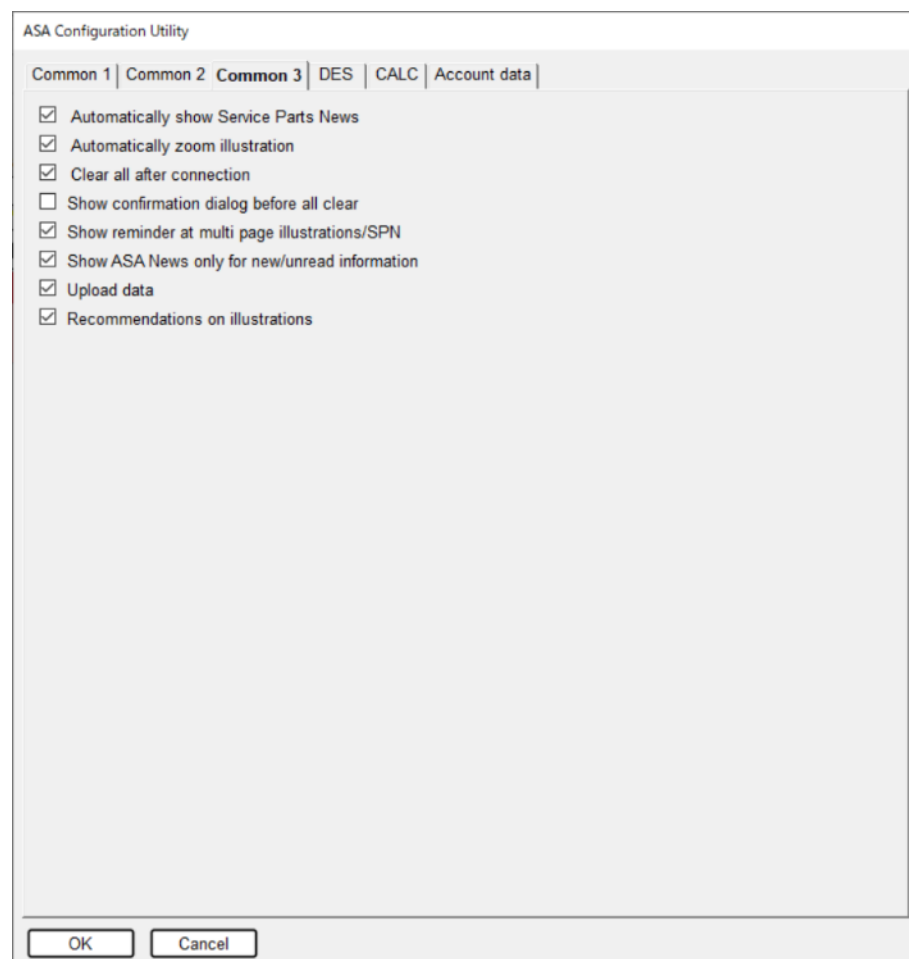
**Please note:** Your settings for the memo configuration will only be saved once you have clicked the OK button in the Memo configuration window followed by clicking the OK button in the ASA Configuration Utility.

### 3.3 "COMMON 3" TAB

In this workspace you can activate or deactivate some automatic ASA functions.

- Follow the menu path **File-> Setup**.
- Click the "Common 3" tab.

> To change several default values at once, make the changes and then confirm them by clicking "OK".



### 3.3.1 AUTOMATICALLY SHOW SERVICE PARTS NEWS

You can choose whether service parts news displays automatically. The function is active when it is checked.

- Click on the function "Automatically show Service Parts News". Each click alternately checks and un-checks the checkbox.
- Click "OK" to confirm your selection.

### 3.3.2 AUTOMATICALLY ZOOM ILLUSTRATION

You can choose whether you wish illustrations to be automatically enlarged. The function is active when it is checked.

- Click on the function "Automatically zoom illustration". Each click alternately checks and un-checks the checkbox.
- Click "OK" to confirm your selection.

### 3.3.3 CLEAR ALL AFTER CONNECTION

You can choose whether the data should be automatically deleted after a data transfer. The function is active when it is checked.

- Click on the function "Clear all after connection". Each click alternately checks and un-checks the checkbox.
- Click "OK" to confirm your selection.

### 3.3.4 SHOW CONFIRMATION DIALOG BEFORE ALL CLEAR

You can choose whether you wish to see a warning popup every time you carry out the All Clear function (via F3 function key, All Clear button on the toolbar or menu item in the Edit menu).

- Click on the function "Show popup when pressing All Clear". Each click alternately checks and un-checks the checkbox.
- Click "OK" to confirm your selection.

### 3.3.5 SHOW REMINDER AT MULTI-PAGE ILLUSTRATION/SPN

By default, this option is on so that if an illustration or SPN has multiple pages, a warning message will be displayed. Uncheck this checkbox so that this warning message is no longer displayed.

### 3.3.6 SHOW ASA NEWS ONLY FOR NEW/UNREAD INFORMATION

You can choose whether you wish to see the ASA News window every time you start ASA, or only when there is new/unread ASA news.

- Click on the function "Show ASA News only for new/unread information". Each click alternately checks and un-checks the checkbox.
- Click "OK" to confirm your selection.

### 3.3.7 UPLOAD DATA

By default, ASA collects PNC search results data for future improvements to ASA. If you do not wish to participate, please uncheck the "Upload data" checkbox.

### 3.3.8 RECOMMENDATIONS ON ILLUSTRATION

You can choose whether you wish to use recommendations on illustrations or not. The function is active when its checkbox is checked.

- Click on the function "Recommendations on illustrations". Each click alternately checks and un-checks the checkbox.
- Click "OK" to confirm your selection.

## 3.4 "ACCOUNT DATA" TAB

### 3.4.1 ENTER ACCOUNT DATA

Enter the Company ID, username and password. If you do not have this information you can click on **Forgot account data** and have LexCom send it to you again.

Once you have entered your account data, click the **Test & Save** button to authenticate the data and to install all available ADD-ONS.

The screenshot shows the 'ASA Configuration Utility' dialog box with the 'Account data' tab selected. The dialog has a title bar and a menu bar with options: Common 1, Common 2, DES, CALC, and Account data. The main area contains several input fields and buttons. The 'Company ID' field is filled with 'testaccount'. The 'Username' field is filled with 'testuser'. The 'Password' field is filled with seven dots. Below these fields are two buttons: 'Test & Save' (highlighted in red) and 'Forgot account data'. Below these buttons is a section titled 'Account administration' with a button labeled 'Administration'. Below that is a section titled 'ADD-ONS' with a button labeled 'View ADD-ONS'. At the bottom left, there is a checkbox labeled 'Advanced' which is currently unchecked. At the bottom right, there are two buttons: 'OK' and 'Cancel'.

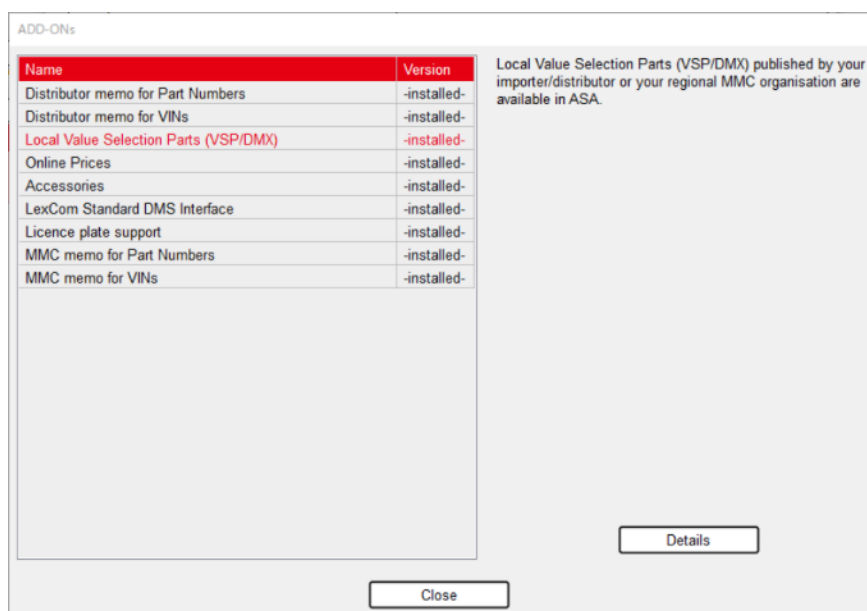
### 3.4.2 ACCOUNT ADMINISTRATION

Click the **Administration** button to check your user data in myASAinfo. ASA administrators can use this button to create additional users, check the company data, etc.

As an administrator, please make sure that every ASA user at your location uses a unique username.

### 3.4.3 ADD-ONS

Click on the **View ADD-ONS** button to display a list of all installed ADD-ONS. By clicking on each ADD-ON and then clicking on the **Details** button you can find out more about the displayed ADD-ON.



The screenshot shows a window titled "ADD-ONS". It contains a table with two columns: "Name" and "Version". The table lists several add-ons, all of which are marked as "-installed-". The "Local Value Selection Parts (VSP/DMX)" entry is highlighted in red. To the right of the table, there is a text box stating: "Local Value Selection Parts (VSP/DMX) published by your importer/distributor or your regional MMC organisation are available in ASA." At the bottom of the window, there are two buttons: "Close" and "Details".

Name	Version
Distributor memo for Part Numbers	-installed-
Distributor memo for VINs	-installed-
Local Value Selection Parts (VSP/DMX)	-installed-
Online Prices	-installed-
Accessories	-installed-
LexCom Standard DMS Interface	-installed-
Licence plate support	-installed-
MMC memo for Part Numbers	-installed-
MMC memo for VINs	-installed-

Local Value Selection Parts (VSP/DMX) published by your importer/distributor or your regional MMC organisation are available in ASA.

Details

Close

### 3.4.4 ADVANCED

By marking the **Advanced** checkbox, you can enter your proxy server configuration if necessary.

By clicking the **Log** button, you can see your login history.

By clicking on the **Reset** button all account data is deleted. This data must then be re-entered and confirmed with the **Test & Save** button.

ASA Configuration Utility

Common 1 | Common 2 | **Account data**

Company ID  
testaccount

Username  
testuser

Password  
.....

Test & Save    Forgot account data    Log    Reset

Account administration  
Administration

ADD-ONS  
View ADD-ONS

Internet proxy server configuration  
Username  
Password

☒ Advanced

OK    Cancel

## 4 HOTKEYS AND SHORTCUTS

The following function keys or key combinations make program use quicker and more efficient:

### 4.1 CAPS PAGE FUNCTION KEYS

**Main screen:**

F1	Help
F2	Selection list (depends on position of cursor)
F3	All clear
SHIFT+F3	Area clear
F4	Open SP window
F5	Move cursor to next area
F6	Communication
F7	Print
SHIFT+F7	Print screen
F10	Search/Re-search

**Illustration screen:**

F1	Help
F2	Selected PNC list
F3	All clear (and return to CAPS main screen)
F7	Print
SHIFT+F7	Print screen
F11	Previous page
SHIFT+F11	Previous reservation
F12	Next page
SHIFT+F12	Next reservation

**4.2 KEY COMBINATION**

ALT+F	Opens the "File" menu
ALT+E	Opens the "Edit" menu
ALT+V	Opens the "View" menu
ALT+C	Opens the "Communication" menu
ALT+D	Opens the "Data" menu
ALT+H	Opens the "Help" menu
ALT+A	Unselect all PNCs in an illustration

CTRL+O	Opens a saved ASA file
CTRL+S	Saves data to an ASA file
CTRL+A	Select all PNCs in an illustration
CTRL+P	Print
CTRL+X	Cut
CTRL+C	Copy
CTRL+V	Paste
CTRL+SHIFT+C	Copies the contents of a list (when used on a list) Format copy (when used on the main ASA window)

## 5 ABOUT

### 5.1 PRODUCTION INFORMATION

ASA communicates with order systems, among others. All follow-on costs occasioned by an order process, such as for the transfer of data, will not be borne by LexCom. LexCom accepts no responsibility for any costs incurred as a result of setting up and running the Internet connection. LexCom gives no guarantee that the data administered in ASA are correct and accepts no liability on this account. Associated follow-on costs will also not be accepted.

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