

Replace Product Function

1. Navigate to the **Inventory** page using the three-line menu in the top left of the screen
2. Select a product
3. Click on the **red three dot menu**
4. Click **Placement**
5. Click on the **red three dot menu**
6. Click **Replace Product**
7. Select the product you want to replace the current one with
8. Select the **unit of measure/conversion factor/barcode**
9. Every **Asset Title** is automatically be selected, click on the **blue circle with the checkmark** to unselect
10. Click **Apply to Selected**
11. Click **Ok**

[Video: Replace Product Function]