Bodycote Asset Manager **User Manual**

This user manual outlines the basics that you will need to use the Bodycote Asset Manager. The system has been designed to be as straightforward and user-friendly as possible.

1. THE SEARCH AND FILTER BAR

When you log on to the asset manager, all the assets available to you will listed on the main page.

	T MANAGER + ADD ASSET			<u>*</u> -
Search	२ 🖉 reset			+ ADD ASSET
Select categories 🔹	Divisions Region	ns • Markets	▼ Processes	• Tags •
Displaying 1 to 24 of 357 assets.			ORDER BY:	Date
Y		America di Science de		

The search and filter bar is there to help you find the asset(s) that you are looking for. You can either search using a specific keyword or filter the results using the set of dropdowns (categories, divisions, regions etc) in the grey bar. You can also change the order of your search results, either by date or name and either ascending or descending order.

The reset button will clear any search or filters selections made and return all the available results.

The '+ Add asset' button enables you to upload one of your own assets to the system - subject to administrative approval.

Search	A C RESET	4		▲ + ADD ASSET
Select categories •	Divisions Aerospace, Defence & Energy Automotive & General Industrial	Regions Markets		Tags Tags Descending
	Group Supplier		the second se	
			Ministration of the second second	



dam.bodycote.com

Bodycote Asset Manager User Manual

2. THE DOWNLOAD PROCESS

Once you have found the asset you need:

- Simply click on the asset to go to the asset detail page here you will find all the available information for the asset you selected
- Select the size of the asset you require
- Provide the 'Reason for download' please note this is a required field and you will not be able to download an asset unless it is filled in. This section is very important, please include as much information as you can
- Click the 'Download asset' button.

COLYCOLO ASSET MANAGER + ACOASSET	BOCLYCOLO ASSET MANAGER + ADD ASSET
Vacuum brazed joint x500	Vacuum brazed joint x500
Vecuum brazed joint with silvestcopper/hickel alloy	Vacuum brazed joint with alive/toopper/ricel aloy
seven bread for an analytic for the seven	variant matura form and confident inne and
Asset info:	Asser Info:
ID: 407	10:407
Critigories: Photograph / Microstructure	Conegories: Photography Tags: Micrograph / Microstructure
Regions: Fance	lagi: Motograph / Motograph / Motographica
Process: Brazing, Metal Joining	Process: Brazing, Metal Joining
Original file info:	Original file info:
Filename: 1634225938_Picture2.jog	Filename: 1034225996_Picture2.jpg
Flesion: 34.0 Kb	Filesze: 34.0 Kb
Filetype: imagn/peg	Filetype: image/peg
VIEW EXIF DATA	VIEW EXIF DATA
Choose image size	Choose image size
Originsi: 2.4 x 1.87 @300dpi /16 x 635tovi Osmait: 0.6 x 0.47 @300dpi /16 v 153pvi	O friginal: 2.4 x 1.8' 43000dpi //18x K35be0 O Small: 0.6 x 0.4' 43000dpi (189 x 135be0
() Medium: 12 × 0.9° 40300dpi (356 × 207 ₂ ω) () Large: 18 × 1.3° 40300dpi (359 × 400 ₂ ω)	O Medum: 1.2 x 0.9° d000cpi 009 x287po O Large: 1.8 x 1.3° d000cpi 009 x287po
Reson for download	Reson for download
C BACK 0 DOWINLOAD ASSET ±	C BACK Q DOWNLOAD ASSET ±
Cdycole asset manager + add asset	BODYCOLO ASSET MANAGER #120 ASSET
BOLYCOR ASSET MANAGER +ADDASSET	BOCYCOLE ASSET MANAGER #ACOAMSET
Citycolo Asser MANAGER + AGO Asser Vacuum brazed joint x500	Codycole Asser MANAGER + ADD Adder
Vacuum brazed joint x500 Vacuum braad joint with silvetteeperthedul allay	Vacuum brazed joint x500 Vacuum travel joint outh subactorgaments allay
Vacuum brazed joint x500 Vecum texed joint with silvestreget-holds alay	Vacuum brazed joint x500 Vacuur braini joint with sharitopperprivate ality Asset info:
Vacuum brazed joint x500 Vacuum braad joint with silvetteeperthedul allay	Vacuum brazed joint x500 Vacuum travel joint outh subactorgaments allay
Vacuum brazed joint x500 Vecum brased joint with silvestogenetical alwy	Vacuum brazed joint x500 Vecum transform with sharetogenerosal ally
Vacuum brazed joint x500 Vacuum brased joint with silvertopperhisted allay Added state: D: 467 Geogene Photoperay Tage: Monoppi/ Microstructure Regions: Fance	Vacuum brazed joint x500 Vecum transfirm with wheetogenerities aliny Associate Case for Case for Encloyed Allocations Tage Monopuly Monopuly allocations Regions: France
Vacuum brazed joint x500 Autor brand girl with interdegenhand alw	Vacuum brazed joint x500 Notes the table to generate a law of the table t
Vacuum brazed joint x500 Vacuum brazed joint x500 Vacuum brazed joint with intercognolified allow Vacuum brazed joint with int	Vacuum brazed joint x500 Vacuum travel jain with shartopperformat allow Asset Infi: De dia Congress: Produgterly Tage: Minorgaph / Monstructure Regiss: Brook Regiss: Brook Regiss
Vacuum brazed joint x500 Vacuum brazed joint with illertopperhideliality Anarchite: B. 47 Chargener: Fintamently Process: Fintamently Process: Fintamently Process: Fintamently Process: Fintamently Process: Fintamently Process: Fintamently Fintament: Fintament: Fintament: Fintament: Fintament	Vacuum brazed joint x500 Water brand jeer with subschappenheidel alley Asse info: Br 27 Gengenen Profettigent/ Monsterbulker Brgen: forme Monster Brenng Mendi Joing Organise Info: Organise Info: Dengement: Mitsizzenzel, Profetta Joing Dengement: Mitsizzenzel, Profetta Joing Dengement: Mitsizzenzel, Profetta Joing
Vacuum brazed joint x500 Vacuum brazed joint with Westgeperhead allay Kase title: Die for Degrees: Restragsary Tage Monogen / Meestuckue Regrees: Restrags. Metal Joineg Origin file foil: Presen: 31.9 foil	Assume brazed joint x500 Assume trans joint with whetherperentricole alory Assume trans Assume trans Brazers Phonograph Regions: Pronog Regions: Pronog Brazers Manda Regions: Pronog Brazers: Brazerg, Mindu Johng Brazers: Brazerg, Braz
Vacuum brazed joint x500 Vacuum brazed joint with illertopperhideliality Anarchite: B. 47 Chargener: Fintamently Process: Fintamently Process: Fintamently Process: Fintamently Process: Fintamently Process: Fintamently Process: Fintamently Fintament: Fintament: Fintament: Fintament: Fintament	Vacuum brazed joint x500 Water brand jeer with subschappenheidel alley Asse info: Br 27 Gengenen Profettigent/ Monsterbulker Brgen: forme Monster Brenng Mendi Joing Organise Info: Organise Info: Dengement: Mitsizzenzel, Profetta Joing Dengement: Mitsizzenzel, Profetta Joing Dengement: Mitsizzenzel, Profetta Joing
Vacuum brazed joint x500 Vacuum brazed joint with Westgeperhead allay Kase title: Die for Degrees: Restragsary Tage Monogen / Meestuckue Regrees: Restrags. Metal Joineg Origin file foil: Presen: 31.9 foil	Assume brazed joint x500 Assume trans joint with whetherperentricole alory Assume trans Assume trans Brazers Phonograph Regions: Pronog Regions: Pronog Brazers Manda Regions: Pronog Brazers: Brazerg, Mindu Johng Brazers: Brazerg, Braz
Vacuum brazed joint x500 Jacob Hand yield with withologoach hand witholog	Vacuum brazed joint x500 Joint strategy American Brazenia:
Vacuum brazed joint x500 Joan transport with interception list with with	Sector trade digital table Are refit:
Processed point x500 Scarce dark with whethequest head with with the experimental withe experimental with the experimental with the e	Vacuum brazed joint x500 Joint the interconnectivate attract Aren rich: Drayets:
Vacuum brazed joint x500 Justice in the interpretation of the inter	Vacuum brazed joint x500 Car share Car share <
Vacuum brazed joint x500 Start lead yield with intercognitional and it Inter the 0.47 Carginas (Interpreting) Departs (Interpreting) Provement Wood Starts (Interpreting)	Vacuum brazed joint x500 Joint State Are state Brain State
Account brazed joint x500 State and year and index provided an	Description Compare:
Account brazed joint x500 State and year and index provided an	Description Compare:
<section-header></section-header>	Description Compare:
Account brazed joint x500 State and year and index provided an	Description Compare:
<section-header></section-header>	Description Compare:



dam.bodycote.com

Bodycote Asset Manager **User Manual**

3. THE LIGHTBOX FUNCTIONALITY

The purpose of a lightbox is to help you collect together a set of different assets for a project. The lightbox tool enables you to create a new lightbox or add an asset to an existing lightbox (if you have previously created one).

To create a new lightbox:

- Hover over the asset (a lightbulb icon will appear)
- Click the icon
- An 'Add to lightbox' pop-up will appear
- Enter the name of your lightbox
- Click the 'Save changes' button.

If you have previously created a lightbox you can either add the selected asset to it or create a new lightbox.

Bodycola asse						<u>*</u> •				
Search	Q C RESET		Search	۹	© reset +	ТАВ			+ AD	D ASSET
Select categories *	Divisions • Regio	ns 🔹	Select categories •				reate new lightbox	× .	Tags	•
Displaying 1 to 24 of 357 assets.			Displaying 1 to 24 of 357 assets.		- I	Name			Date • Desce	ending *
Visual State Visual State Visual State	Brazed joint microstructure x200	Brazed joint micr. x100	Vacuum brazed joint x500	Br	razed joint micro x200	structure	CLOS	E SAVE CHANGES	Titanium allo microstructure	
								807200	1. 10 2 1.	

4. REQUEST A 'STOCK IMAGE' ASSET

Stock image assets cannot be downloaded directly from the system, they have to be requested.

- Use the 'Categories' dropdown to select 'Stock image'
- Select the asset you wish to request
- Click through to the detail page
- Provide the 'Usage requirements' please note this is a required field and you will not be able to request an asset unless it is filled in. This section is very important, please include as much information as you can
- Click the 'Request download' button
- An administrator will then receive and review your request
- Subject to administrative approvals the asset will then be emailed to you.



dam.bodycote.com