Bulk Repairs (Multiple Instruments)

Inventory · https://docs.dacapoinventory.com/doc/bulk-repairs-multiple-instruments/

Send several instruments (or supplies) to repair in one pass instead of opening a ticket for each item.

How to open Bulk Repairs

1. Go to **Inventory** (Manage Inventory).
2. Select the instruments that need repair.
3. Use the bulk repair tool / icon, or **Scan Instruments for Bulk Repair**.
4. The Bulk Repairs page opens in a new tab.

For supplies, the same bulk repair flow can open with a supplies flag from Manage Supplies.

Complete the tickets

1. Confirm the selected count looks right (if the list is empty, go back and select items first).
2. Optional: use Repair QuickFill for common vendors or notes.
3. Enter vendor, issue, and other repair details.
4. Submit.

Tips

- Vendor digest emails may wait until your district’s scheduled repair digest day/time.
- The system may warn if the same instrument already has a same-day repair entry.
- Double-check serials before the truck leaves so the right cases go to the shop.