



# How to Add Parts and Tools

This guide demonstrates how to add parts and tools to a Dozuki guide.

Written By: Dozuki System



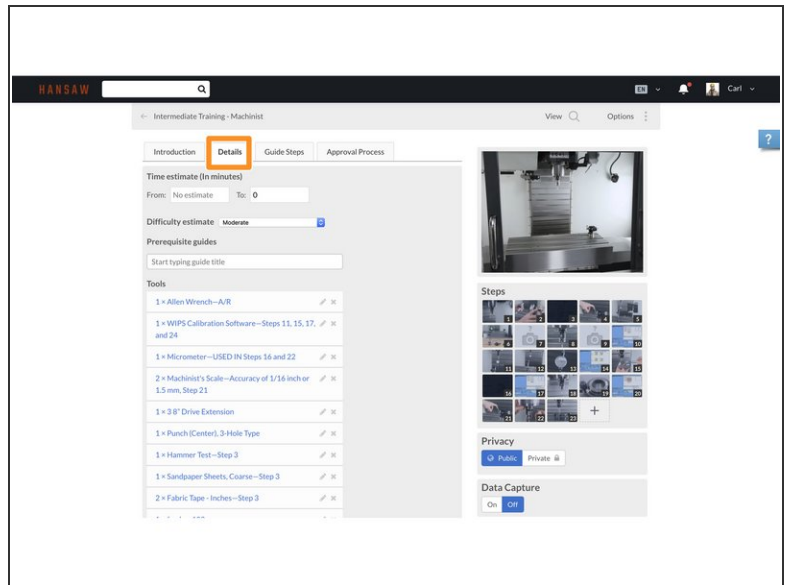
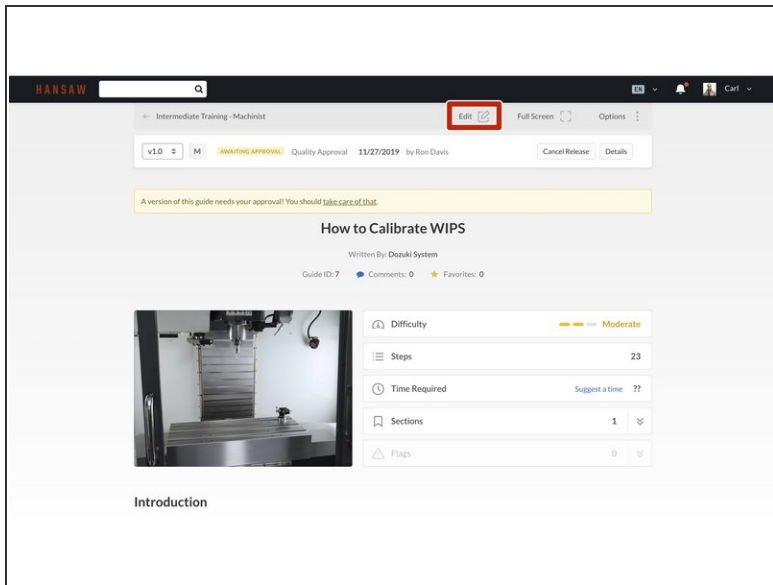
## INTRODUCTION

This guide demonstrates how to add parts and tools your guide page.

### Reminder

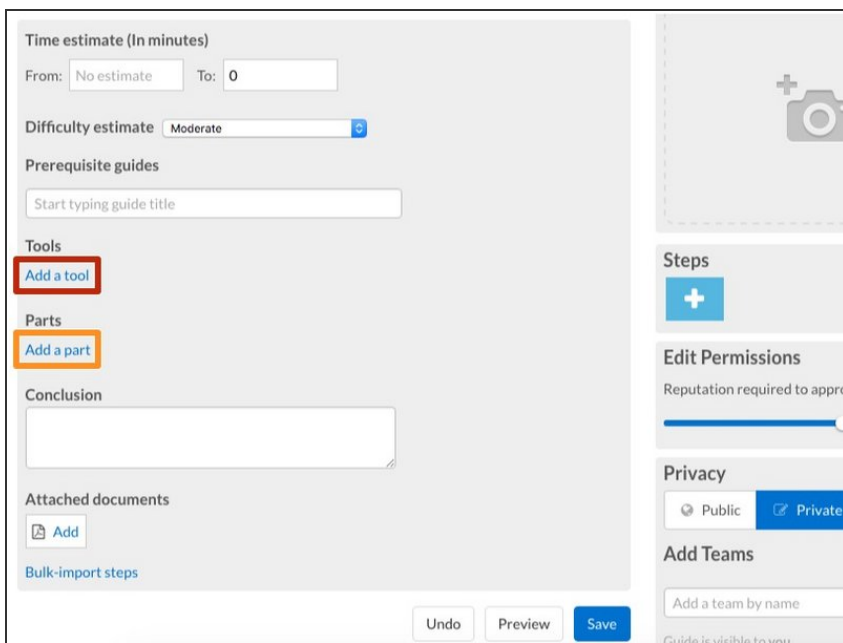
*Any changes made to a guide, with the exception of tags and the default language, create a new draft of the guide.*

## Step 1 — How to Add Parts and Tools



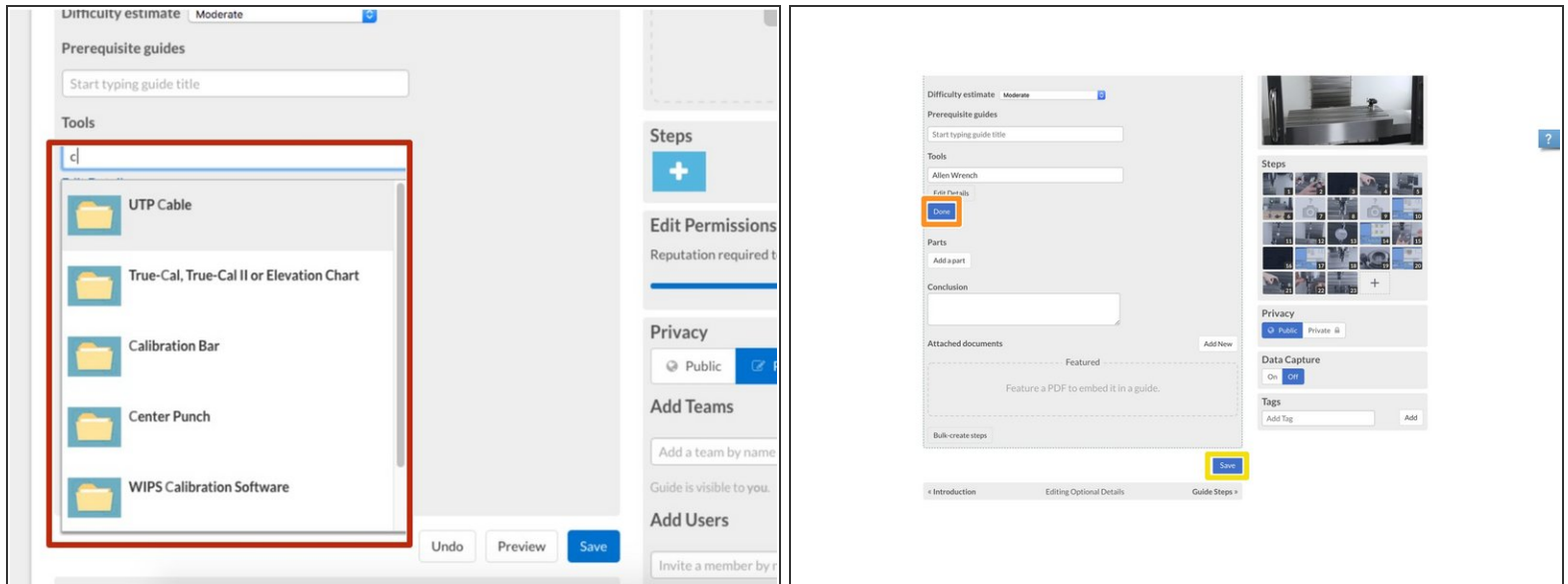
- Click on the **Edit** button in the upper-right of the guide, under the site header.
- Click on the **Details** tab to add parts and/or tools.

## Step 2



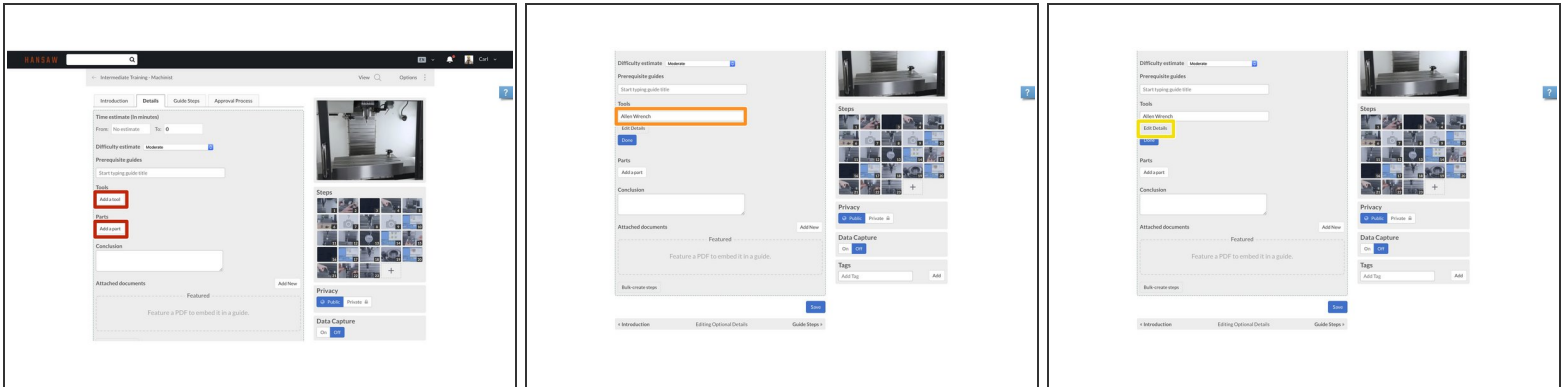
- Click on the **Add a tool** button to add tools to the guide.
- Click on the **Add a part** button to add parts to the guide.

## Step 3



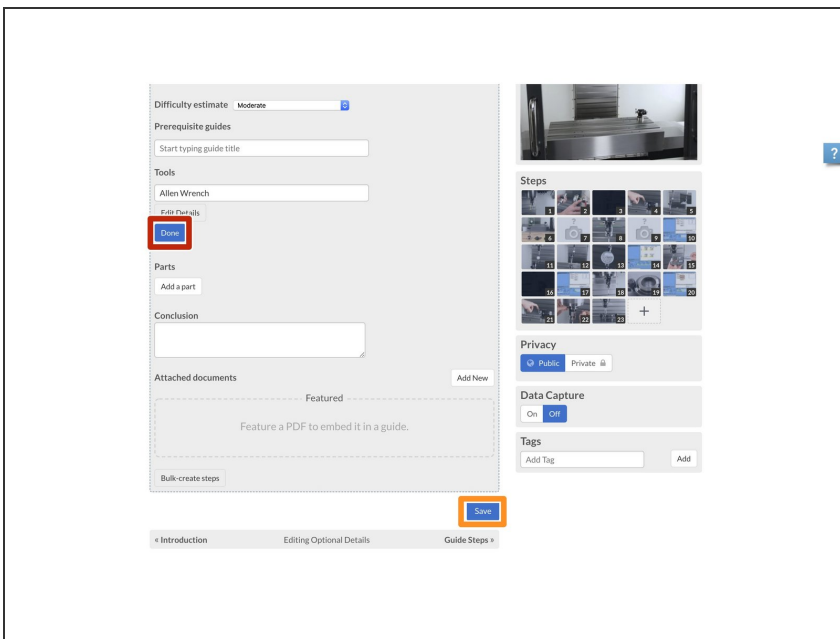
- Begin typing in the name of the part or tool that you are adding.
  - If the part or tool already exists on your site, it will appear in a drop-down menu. Select this part by clicking on it.
  - If you have no further information to add, click on the **Done** button.
  - Click on the **Save** button.
- ✦ After you have added all of the required parts and tools, be sure to click **Save**.

## Step 4



- If your part or tool does not exist in the system, click on the **Add a tool** or the **Add a part** button, accordingly.
- In the text field, type in the name of the part or tool that you are adding.
- If you want to add additional details about the part or tool, click on the **Edit Details** button.
- ❗ Here you can add in the **Type**, **Quantity** and any additional **Notes** about the part or tool. Enter in a brief summary or an optional product link.

## Step 5



- When you are finished, click on the **Done** button.
- Click on the **Save** button.
- ★ After you have added all required parts and tools, be sure to click **Save**.

To reassemble your device, follow these instructions in reverse order.