

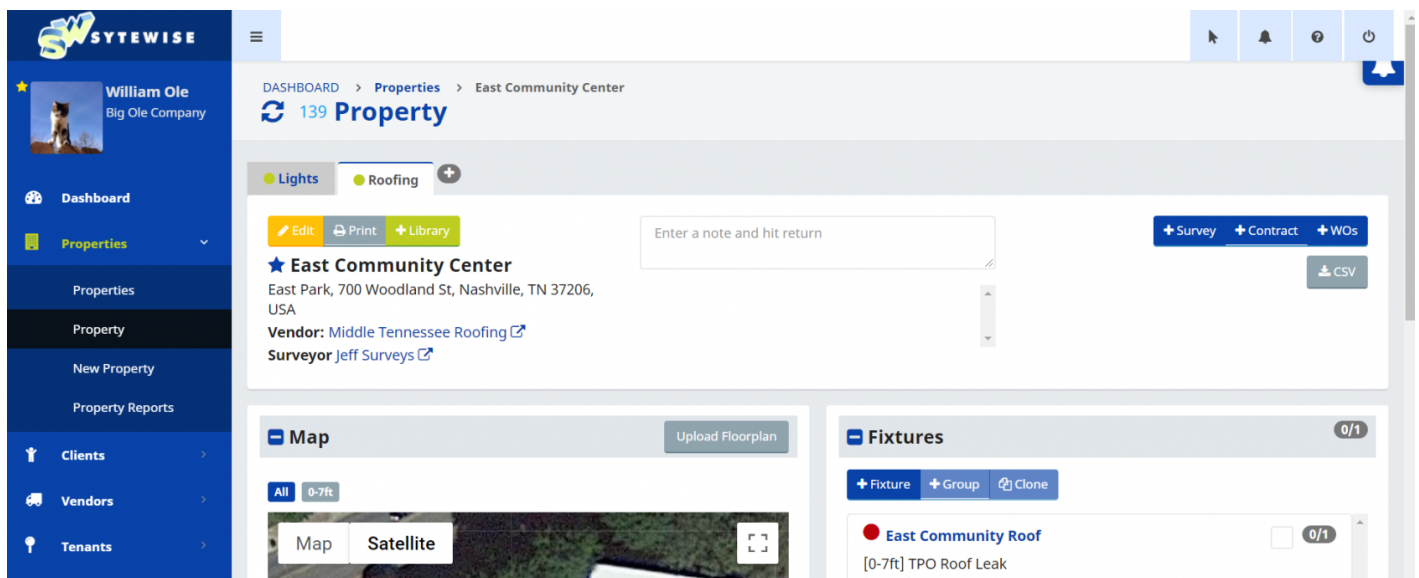
Create A Fixture

You can create a new Fixture in the following three ways:

- Create a brand new fixture from scratch
- Clone an existing Fixture from the same property
- Add a Fixture from the Fixture Library

Create a New Fixture from Scratch

Go to the **Property Page** where you want to Add a **Fixture**. On the Property Page locate the **Fixture Window**



Select the +Fixture Button to open the Create Fixture Window.

Create A New Fixture



New Fixture

Library

Fixture Name

Wall Pack 1

Description

Wall Pack at the Back Door

Height

8-16ft

Vendor

Anchor Electric

Close

Save

Enter the Fixture Name and Description for the Fixture you want to Create.

Tip: Selecting good naming conventions for your property is super important. It allows you to find devices easily and makes searching for Fixtures by Type easier. It is worth putting some thought into how you name your Fixtures. For some tips on Naming Conventions, look [here](#).

The Height and Default Vendor are already filled. The height defaults to 0-7ft. Change it to match the height of the fixture you are adding.

The Vendor shows the Default Vendor for the selected Trade on the Selected Property. You can select a different Vendor to associate with this Fixture.

Once you enter the Name and Description and select the Height and Vendor, click Save and the Fixture Page for this Fixture will Appear.

DASHBOARD > Properties > 284 - Thoroughbred Square I > Wall Pack 1

5793

Fixture

Property

Edit

Print

Library

Wall Pack 1

[8-16ft] Wall Pack at the Back Door

Property: 284 - Thoroughbred Square I

Vendor: Anchor Electric

Enter a note and hit return

Add a Photo

Choose File

No file chosen

Must be a jpg, gif or png no more than 1600px.

Fixture Map

Hide Map

Fixture LatLng (move icon to change)

35.945244,-86.826302

Save

Set To Current Location

Map

Satellite

Parts in Fixture

Save

New Part

Clone Part

Once on the Fixture Page you will need to:

- Locate your Fixture on the Map
- Add Parts to the Fixture
- Edit any Fixture Details

Revision #3

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