



Capture DOT Numbers for Tires

The following guide illustrates how to capture DOT Numbers within a tire line item on an Estimate or Repair Order.

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DOT Number Capture

Step 1 — Capture DOT Numbers for Tires

- Click on the **Extra** tab within an estimate or RO.

The screenshot shows the Omnique Shop Mgmt interface for Repair Order 0-3818. The left sidebar contains navigation links: DASHBOARD, APPOINTMENTS, CUSTOMERS, TICKETS, TIMECLOCK, PARTS/LABOR, REPORTS, ADMINISTRATION, and CONFIGURATION. The main content area displays the repair order details, including customer information, vehicle details, ticket info, and fees/coupon. The 'EXTRA' tab is highlighted with a red box and an arrow, indicating the next step in the process.

Step 2 — Capture DOT Numbers for Tires

- Click on the item's **Action's Menu**, then click **Edit Extra Fields**.
- Click on the dial to mark that the part **Is a Tire**.

The screenshot shows the Omnique Shop Mgmt interface for the 'PARTS & LABOR' section. The 'EXTRA' tab is selected, and the 'Tire?' checkbox is highlighted with a green box and arrow. The 'Action's Menu' is also visible, with 'Edit Extra Fields' highlighted. The interface shows a list of parts and labor items, including 'Brakes / ABS' and 'Brake Parts'.

Step 3 — Capture DOT Numbers for Tires

The screenshot shows the 'PARTS & LABOR' section of the Omnicore Shop Manager. The 'EXTRA' tab is selected. The 'Extra Field Type' dropdown is set to 'DOTNumber'. The 'Extra Field Data' field is empty, with a red 'x' and the message 'This field is required'. A red box highlights the 'Add Extra Data Field' button. A green checkmark is visible in the top right corner of the form area.

- Click **Add Extra Data Field**.
- Select **DOTNumber** from the drop down Extra Field Type.
- Enter DOT number in Extra Field Data.
- Click on the **Green Check Mark** to save changes.