How to Add a Resource

Enter your USC (Shibboleth) user name and password.


In the Resource Maintenance – Click on the Add Resource button, at the bottom of the page.
3. The Resource Maintenance – Add/Edit screen requires input of information in order to add or update a resource. Select radio buttons where shown.

4. Once the resource has been created, go back into Item Maintenance - Add and create this resource as an item. Assign the resource to the item by selecting it in this field:
This is where resource maintenance pulls the pricing for services on the resource.