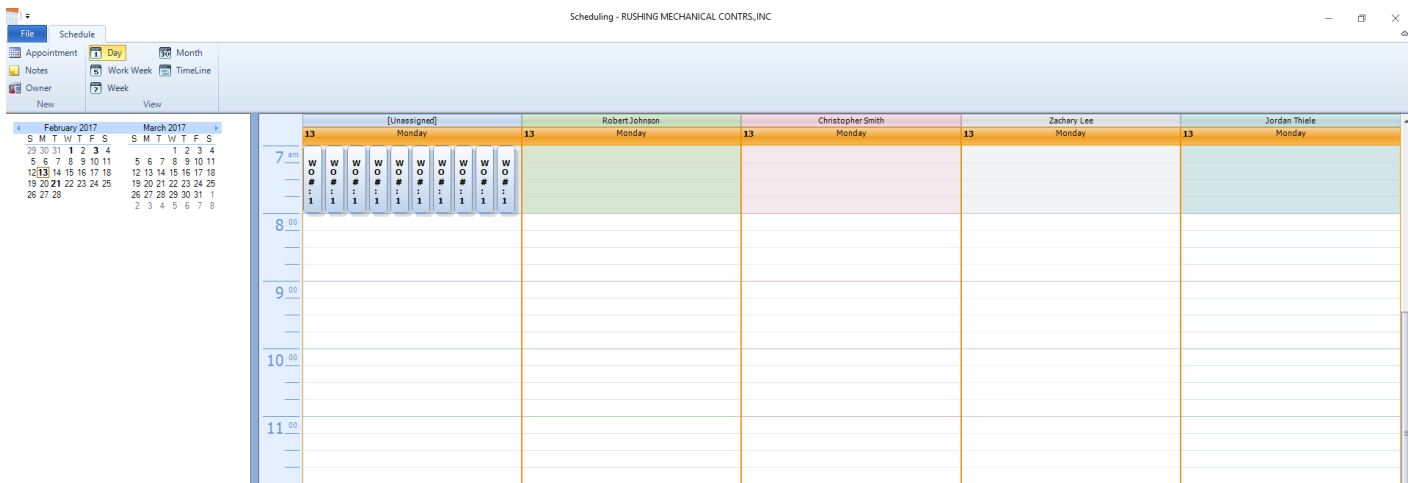
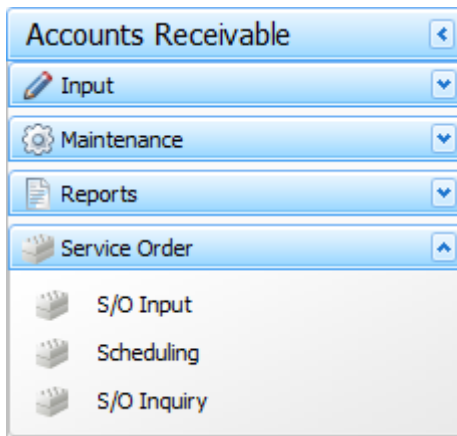




Scheduling

Scheduling allows you to see scheduled service calls at a glance or quickly arrange service calls on the schedule and to complete the dispatched time completing the job. Scheduling has real-time live updates should more than one person be viewing the schedule at the same time.

From the Main Menu (Accounts Receivable > Service Order > Scheduling)



Calls will show in the unassigned block until they become scheduled. Once the call is assigned to a tech and schedule, it shows in that tech's column at the time scheduled.

	[Unassigned]	Robert Johnson	Christopher Smith									
	13 Monday	13 Monday	13 Monday									
7 am	<table border="1"> <tr> <td>WO #: 1354</td> <td>WO #: 1357</td> <td>WO #: 1357</td> <td>WO #: 1357</td> <td>WO #: 1355</td> <td>WO #: 1356</td> <td>WO #: 1358</td> <td>WO #: 1357</td> <td>WO #: 1357</td> </tr> </table>	WO #: 1354	WO #: 1357	WO #: 1357	WO #: 1357	WO #: 1355	WO #: 1356	WO #: 1358	WO #: 1357	WO #: 1357		
WO #: 1354	WO #: 1357	WO #: 1357	WO #: 1357	WO #: 1355	WO #: 1356	WO #: 1358	WO #: 1357	WO #: 1357				
8:00												
9:00			<div style="border: 1px solid black; padding: 5px;"> SCHEDULED WO#: 13588 CUST: test DESC: schedule test TKT: 9815 </div>									
10:00		<div style="border: 1px solid black; padding: 5px;"> SCHEDULED WO#: 13587 CUST: A1 Express DESC: test TKT: 9814 </div>										
11:00												
12 pm												
1:00												

Once the call has been dispatched through the service order input screen, the schedule shows a separate block. The scheduled can be extended time-wise by simply dragging the bottom border of the scheduled block. To complete a call through Scheduling, click and drag the bottom line of the dispatched block to your desired time.

