



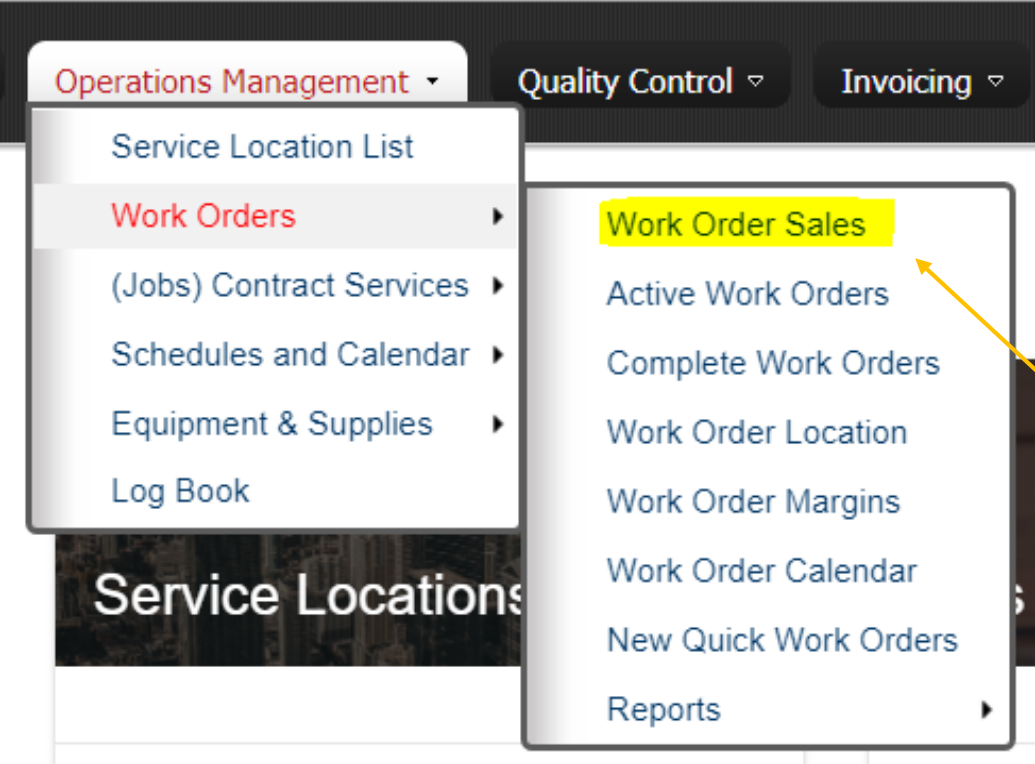
Quote to Invoice

Printing Work Orders

Assigning Work Orders

Printing Work Orders

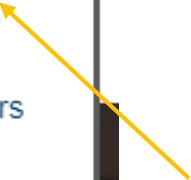
1. Hover over Operations Management



2. Hover over Work Orders



3. Click Work Order Sales



You will see the Work Order Sales Grid

Work Order Sales

Work Orders

This is a list of work orders.

Quick Find	New Work Orders	Report	Print Batch Work Order Ticket	View: Work Orders										
Actions	Work Order#	Service Location	Work Order Type	Service	Branch	Contact Name	Date To Complete	Job Number	Sales Person	Created By	Current Status	Created On	Service Location Number	
view	35379	TSG Bethlehem	Recurring	Hourly Cleaning	HQ	Rossi, Maria	6/26/2018	Brite Test	Jaime Maddison	n/a				
view	35378	TSG Bethlehem	Recurring	Hourly Cleaning	HQ	Rossi, Maria	6/25/2018	Brite Test	Jaime Maddison	n/a	Sales Person	Created By	Current Status	Created On
view	35377	TSG Bethlehem	Recurring	Hourly Cleaning	HQ	Rossi, Maria	6/22/2018	Brite Test	Jaime Maddison	n/a	Jaime Maddison	Ascending	n/a	
view	35376	TSG Bethlehem	Recurring	Hourly Cleaning	HQ	Rossi, Maria	6/21/2018	Brite Test	Jaime Maddison	n/a	Jaime Maddison	Descending	n/a	
view	35375	TSG Bethlehem	Recurring	Hourly Cleaning	HQ	Rossi, Maria	6/20/2018	Brite Test	Jaime Maddison	n/a	Jaime Maddison	Clear Filter from Current Status	n/a	
view	35374	TSG Bethlehem	Recurring	Hourly Cleaning	HQ	Rossi, Maria	6/19/2018	Brite Test	Jaime Maddison	n/a	Jaime Maddison	Text Filters	n/a	
view	35373	TSG Bethlehem	Recurring	Hourly Cleaning	HQ	Rossi, Maria	6/18/2018	Brite Test	Jaime Maddison	n/a	Jaime Maddison	Filter...	n/a	
view	35372	TSG Bethlehem	Recurring	Hourly Cleaning	HQ	Rossi, Maria	6/15/2018	Brite Test	Jaime Maddison	n/a	Jaime Maddison	Completed	n/a	
									Jaime Maddison	n/a	In Process	n/a		
									Jaime Maddison	n/a	In Process	n/a		
									Jaime Maddison	n/a	In Process	n/a		
									Jaime Maddison	n/a	In Process	n/a		
									Jaime Maddison	n/a	In Process	n/a		
									Jaime Maddison	n/a	In Process	n/a		

Filter any column by clicking the arrow

By filtering you can see only the information that matters to you. Filter multiple times for detailed reports.