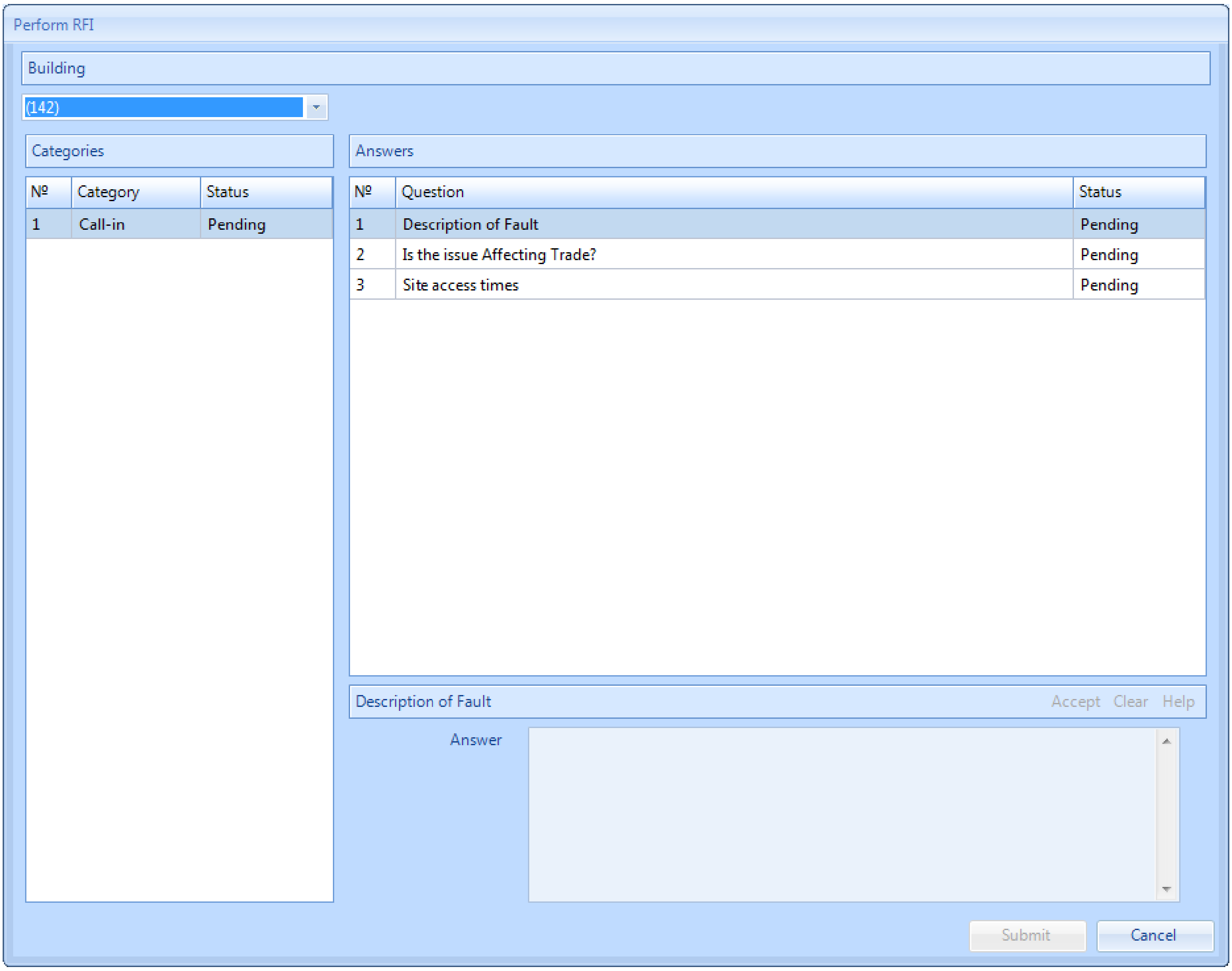
Completing RFI's

Wed, Jan 17, 2024 Helpdesk Work Page

Some Work Orders will have RFI's associated that need to be performed at certain stages of the Work Order's life cycle. They can occur during Creation, Start Job, Stop Job and once the Work Order has been completed. Below is an example of an RFI:



All that is required is for the questions to be answered and, once they have all been answered, click "Submit" to proceed with the Work Order. If a mistake was made upon filling out the RFI then the User can then edit the RFI on the Work Order from the Agent Actions.

Online URL: https://ostarasystems.knowledgebase.co/article.php?id=262