Fix Types

🛗 Wed, Jan 17, 2024 🛛 🖿 Equipment and Services

This is where Fix Types are configured. The "Fix Type" menu shows a list of all the Fix Types specifically available to the Client. These are used on completion of a Work Order. Click on "Fix Types" to configure Client Fix Types.

1. The first step is to select the Client that will be used. For information on how to do this, see the Client Selection page.

2. Next, a list of all the Fix Types associated with the selected Client is shown. Ticking and un-ticking a Fix Type will determine whether it is available to use on Work Order completion.

Demo Residential Fix Types						
Add Item	Update Cancel					
Added	Code	ADDED				
Cleaned	Description	Added				
	Definition	Added				
Moved Repaired						
 ✓ Replaced ✓ Reset 	V	Is Service?				
	V	Requires Part?				
			Save	Cancel		

3. To add a new item to the list, click the "Add Item" button and populate the Code, Description & Definition fields. It is also possible say whether the Fix Type is a service or equipment, simply by clicking the "Is Service?" button. Users can also decide if the Fix Type will relate to any Parts during the stop job process by ticking the "Requires Parts?" tick box. Once that is done, click the "Update" button.

Demo Residential Fix Types							
Add Item	Update Cancel						
Added	Code						
Cleaned	Description						
Cleaned Out	Definition						
Moved							
Replaced							
✓ Reset ✓ NEW ITEM - Please enter item details		Is Service?					
		Requires Part?					
			Save	Cancel			
			Sure	Contract			

4. Sometimes items may need to be edited and this can be done easily by clicking on it in the left hand side of the screen and then updating the information in the right hand side.

The Code, Description and Definition fields can all be modified in this way.

Once ready, click "Update" to save the information.

Demo Residential Fix Types						
Add Item	Update Cancel					
	Code	ADDED				
Cleaned	Description	Added				
Cleaned Out	Definition	MODIFIED				
Moved						
✓ Replaced		Is Service?				
V Nese		Paguiras Dart?				
	×.	Requires Part:				
			Save	Cancel		

5. Once all the changes have been made, click "Save" to apply them.

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