Building Event Search

💾 Wed, Jan 17, 2024 🛛 🖿 Building Events

To find a Building Event, follow these steps:

1. Click on the "Building Event Search" button at the top of the screen. This will bring back all Building Events that have been set up.

							Building Events
Client	Equipment/Service Types	Work Order Types	Is Active	Event Type	End Date	Start Date	Event Descripti
Filter	Filter	Filter	•	Filter			Filter
Demo Office	Oil Replenishment		Yes	Work Order Creati	31/12/2013	28/11/2011	Fuel Orders - If
Demo Office	Advantage Card Machin	BUILDING FABRICATION, CASH OF	Yes	Work Order Creati	31/01/2013	01/12/2011	Store 00548 - D
Demo Office		LIFT	Yes	Work Order Creati	31/12/2011	05/12/2011	Lift Services Di
Demo Office	Intruder Alarm Activatio	SECURITY	Yes	Work Order Creati	20/01/2015	20/01/2012	Intruder Alarm
Demo Office	Advantage Card Machin	BUILDING FABRICATION, CASH OF	Yes	Work Order Creati	20/01/2015	20/01/2012	White City Per
Demo Office	Glazing , Window	BUILDING FABRICATION, EXTERNAL	Yes	Work Order Creati	20/01/2015	20/01/2012	Window Manif
Demo Office	Lock and Keys, Safe	CASH OFFICE , SECURITY	Yes	Work Order Creati	23/01/2015	23/01/2012	Store Keys:Add
Demo Office	Advantage Card Machin	BUILDING FABRICATION, CASH OF	Yes	Work Order Creati	25/01/2015	25/01/2012	Permit to Wor
Demo Office	Advantage Card Machin	BUILDING FABRICATION, CASH OF	Yes	Work Order Creati	31/01/2015	31/01/2012	NOTIFICATIO
Demo Office	AHU Package Unit, Air	HVAC	No	Work Order Creati	01/01/2013	08/02/2012	HVAC REPAIRS
Demo Office	Lamps, LED Lamps, Ligh	BUILDING FABRICATION, LIGHTING	Yes	Work Order Creati	15/02/2015	15/02/2012	ACCESS ISSUE
Demo Office	Asbestos Removal, Mon	HEALTH AND SAFETY	Yes	Work Order Creati	24/02/2015	24/02/2012	NOTIFICATIO
Demo Office	AHU Package Unit, Air	HVAC	Yes	Work Order Creati	19/03/2015	19/03/2012	RE-ALLOCATE:
Demo Office	AHU Package Unit, Air	HVAC	Yes	Work Order Creati	19/03/2015	19/03/2012	RE-ALLOCATE:
Demo Office	Advantage Card Machin	BUILDING FABRICATION, CASH OF	Yes	Work Order Creati	05/04/2013	05/04/2012	CONFIRMED A
Demo Office	Cleaning, Consumables	CLEANING	Yes	Work Order Creati	09/04/2012	06/04/2012	NOT AUTHORI
Demo Office	BMS Bureau, BMS Discre	HVAC, LIGHTING	Yes	Work Order Creati	25/04/2015	25/04/2012	BMS TRIAL:Sto
Demo Office	Electronic Digilock, Fire	FEU, SECURITY	Yes	Work Order Creati	01/08/2012	25/04/2012	CODES DIGI L
Demo Office	Cleaning, Consumables	CLEANING	Yes	Work Order Creati	07/05/2012	07/05/2012	NOT AUTHORI
Demo Office	Advantage Card Machin	BUILDING FABRICATION, CASH OF	Yes	Work Order Creati	09/09/2012	01/06/2012	OLYMPIC AFF
Demo Client		REFRIGERATION	Yes	Work Order Creati	29/01/2013	01/06/2012	Please use con
Demo Client	Cat5 Cabling, Cat5 Patc	ELECTRICAL	Yes	Work Order Creati	12/09/2012	01/06/2012	Please use con
Demo Client	Cat5 Cabling, Cat5 Patc	ELECTRICAL	Yes	Work Order Creati	09/01/2013	01/06/2012	Please use con
Demo Office	Cleaning, Consumables	CLEANING	Yes	Work Order Creati	05/06/2012	04/06/2012	NOT AUTHORI
Demo Office	Advantage Card Machin	BUILDING FABRICATION, CASH OF	Yes	Work Order Infor	31/08/2012	25/06/2012	Please do NOT
Demo Client	Cat5 Cabling, Cat5 Patc	ELECTRICAL	Yes	Work Order Creati	06/11/2012	25/06/2012	Please use con
Demo Client	Ambient Cold Room, A	REFRIGERATION	Yes	Work Order Creati	29/01/2013	01/07/2012	Please use con
Demo Client	Cat5 Cabling, Cat5 Patc	ELECTRICAL	Yes	Work Order Creati	12/02/2013	01/07/2012	Please use con
Demo Office	Central Battery Unit, Cir	ELECTRICAL	Yes	Work Order Infor	01/08/2012	06/07/2012	E.M MACKENZ
Demo Client	Cat5 Cabling, Cat5 Patc	ELECTRICAL	Yes	Work Order Creati	08/11/2012	06/07/2012	Please use con
Demo Client	Ambient Cold Room, A	REFRIGERATION	Yes	Work Order Creati	25/09/2012	09/07/2012	Please use con

2. By double clicking on an Event, the User will have access to all Event details that have already been set up. This can also be done by highlighting the line and clicking on the "Edit" button.

3. The User will then be show the Edit Building Event screen. In here, it's possible to change any aspect of the Event from the description to the Building all the way down to the Equipment/Service Type.

Edit Building Event	
Event Description	Fuel Orders - If you receive any calls from a store wishing to order fuel please pa
Start Date	28 November 2011
End Date	31 December 2013
Pre-Event Highlight Days	0 ‡
	💿 Info for Work Order 🛛 💿 Not Available
	Info for Work Order Creation
Buildings	(00003) Kirkby In Ashfield, (00005) Earl's Court, (00006) Tower Bridge, (00008) London Bridge, (00009) Mapperley, (00010) Vauxhall, (00011) Eastwood, (00012) Mansfield, (00014) Newark, (00015) Colchester
Work Order Types	Click here to make a selection
Equipment/Service Types	Oil Replenishment
	OK Cancel

4. Clicking on "OK" will save any new information. Clicking on "Cancel" will exit this screen without saving.

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