

Building Event List

To view Building Events, click the "Building Event List" button. This will then display a list of all Building Events for all Clients in the system. Each Event is shown with a Description, Start and End Dates, the type of Event, whether it is Active or not, the affected Work Order Types and Equipment/Service Types and the Profiles they are applicable to.

Building Events

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Event Description	Start Date	End Date	Event Type	Is Active	Work Order Types	Equipment/Service Types	Profiles
Filter...	Filter...	Filter...	Filter...	<div></div>	Filter...	Filter...	Filter...
New Store - This store has been open...	10/06/2014	09/06/2015	Work Order Creation Information	Yes			
New Store - This store has been open...	19/06/2014	18/06/2015	Work Order Creation Information	Yes	ELECTRICAL, LIFT	Circuit Breaker, Electrica...	
New Store - This store has been open...	18/07/2014	17/07/2015	Work Order Information	Yes			
New Store - This store has been open...	18/12/2014	17/12/2015	Work Order Creation Information	Yes	CATERING, CLEANING, DECORATING		
Access Requirements - From 1st July ...	01/07/2015	01/07/2018	Not Available on Work Order	Yes			
News Item - New Site!	14/06/2016	14/08/2016	News Item	Yes			Store User
Please order your consumables in a n...	15/06/2016	15/08/2016	News Item	Yes			External Resource Head ...

7 results

Close

Edit

To view/edit a Building Event, select the Event from the list and click the Edit button or double click the Event. This will open the Edit Building Event screen. If any changes are needed, make them here and click "OK" to apply them. Clicking "Cancel" will close the screen without making changes.