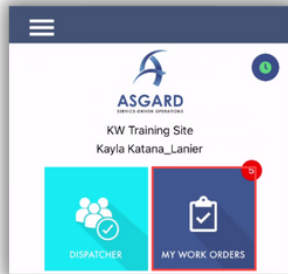
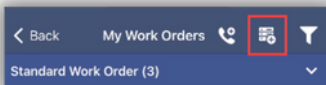




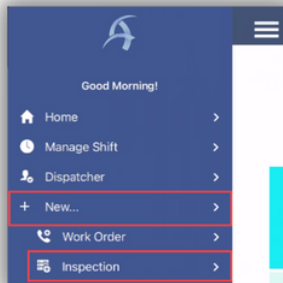
Step 1: Tap Dispatcher or My Work Orders



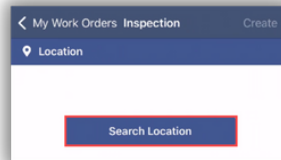
Tap the List icon



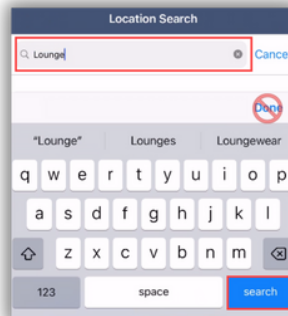
Or from the Hamburger Menu



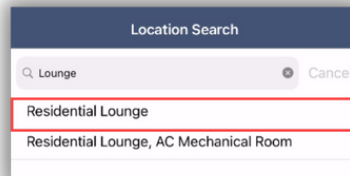
Step 2: Tap Search Location



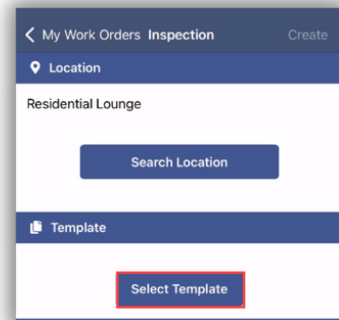
Enter at least 3 Characters.
Tap Search



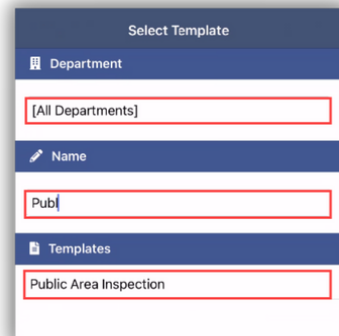
Tap the location



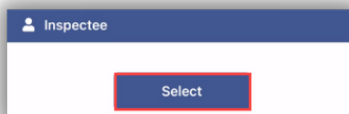
Step 3: Tap Select Template



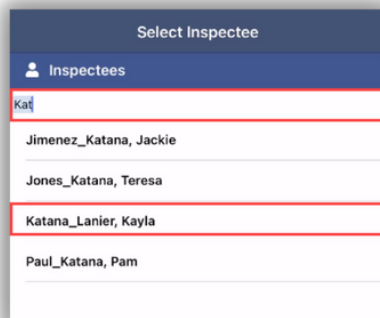
Filter by **Department** or type
Inspection Name, Tap to select
Inspection Template



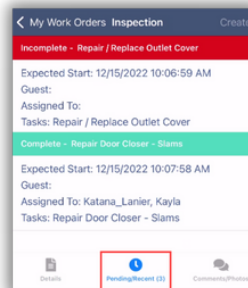
Step 4: Tap Select to choose an Inspectee, if needed



Choose an Inspectee, or
type name to filter



Step 5: Pending/Recent button indicates any work orders within 14 days

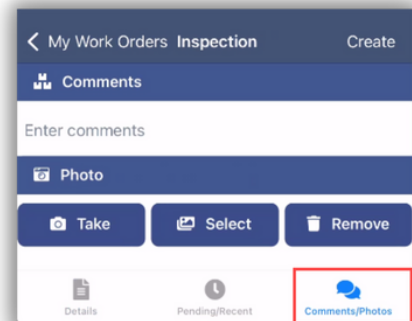


Incomplete
in **Red**
Complete
in **Green**

Tap **Details** to return, not
the Back arrow

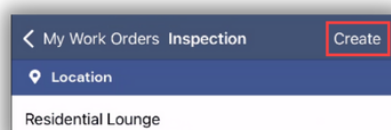


Step 6: Add Comments/Photos, if needed

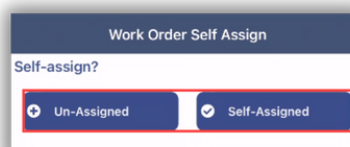


Only one comment/photo
can be added at creation

Step 7: Return to Details Screen tap Create



Tap Self-Assign or Unassign



Success! Tap OK

