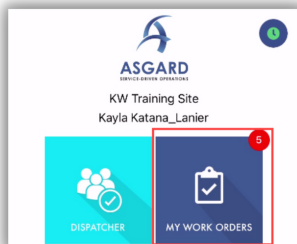
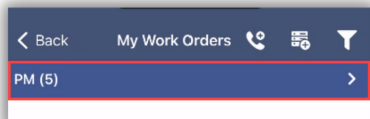




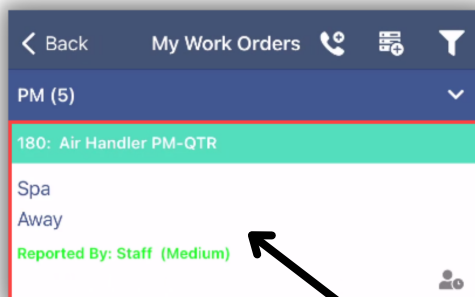
Step 1: Tap My Work Orders



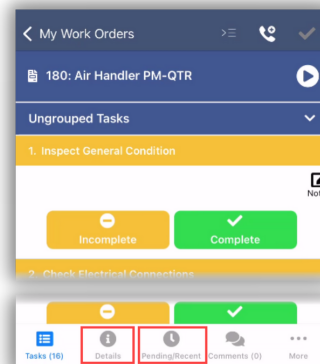
Then the PM Banner



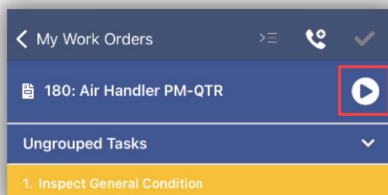
Step 2: Tap to open and view the PM Task List



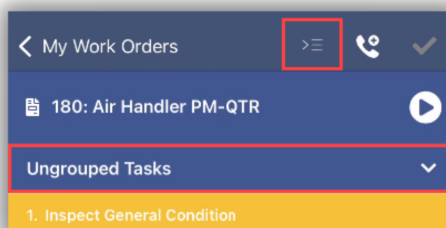
Details and Pending/Recent provide more information



Step 3: Press Play button to start the PM



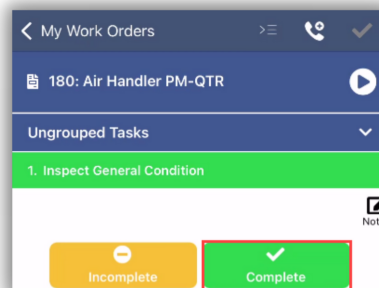
Quick Collapse: compresses sublocation banners; Expand using the **banner arrow**



Tasks can be grouped by:

- Ungrouped List
- Grouped by Sublocation

Step 4: When the work is done, mark each task Complete



Add **Notes**, if needed

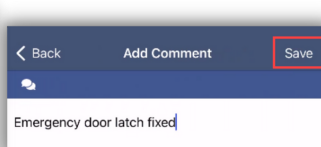
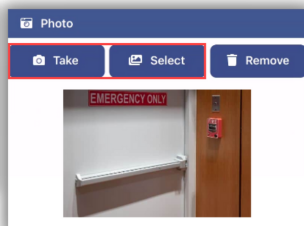
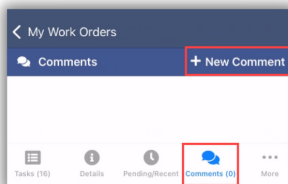


Step 5: Add Comments/Photos

Tap **New Comments**

Take a **Photo** or **Select** from Gallery

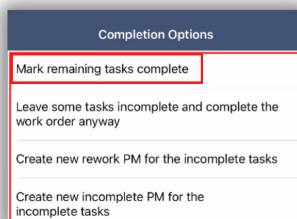
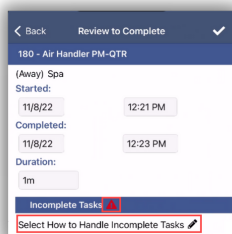
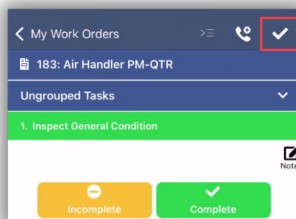
A **Comment** is required when adding a Photo



Save

Step 6: Tap Checkmark to Review

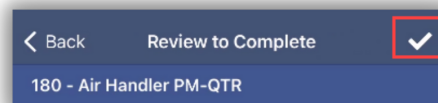
A **warning** will appear if any tasks are left **Incomplete**



Tap the **pencil icon** to resolve

Select **Action** from list

Step 7: Tap Checkmark to complete



Success! Tap OK

