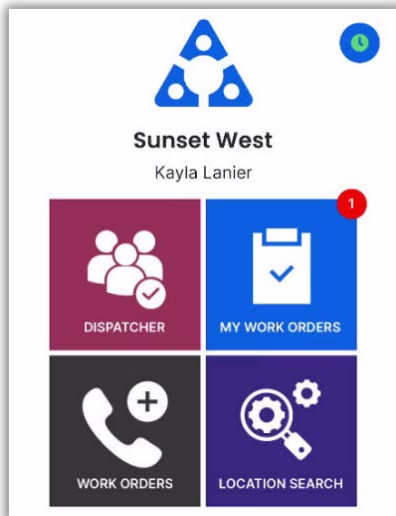
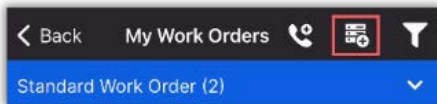


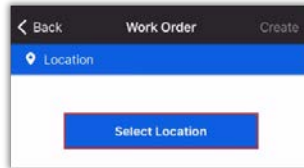
## Step 1: Tap Dispatcher or My Work Orders.



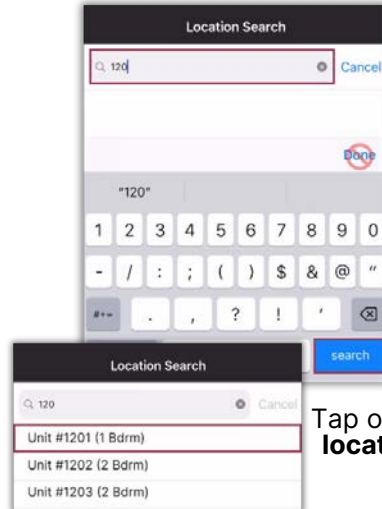
Tap the **List** icon.



## Step 2: Tap Search Location.

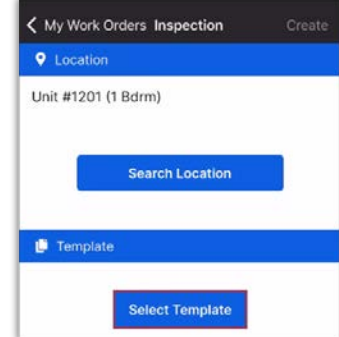


Enter at least 3 Characters.  
Tap **Search**.

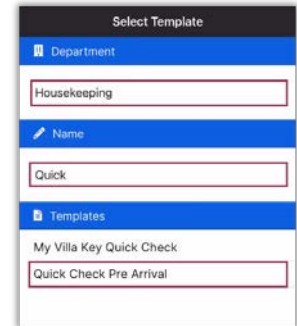


Tap on the  
**location**.

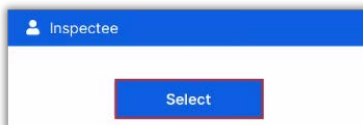
## Step 3: Tap Select Template.



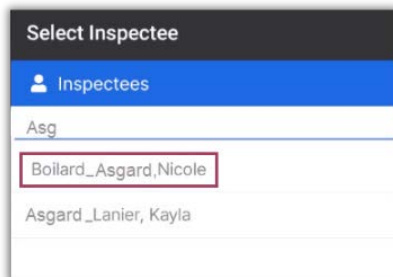
Filter by **Department** or type **Inspection Name**, Tap to select Inspection Template.



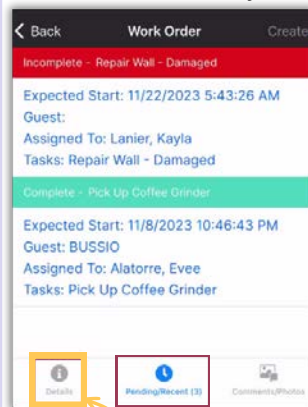
## Step 4: If you are inspecting someone's work, tap Select to choose the Inspectee.



Choose an Inspectee, or type name to filter.



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

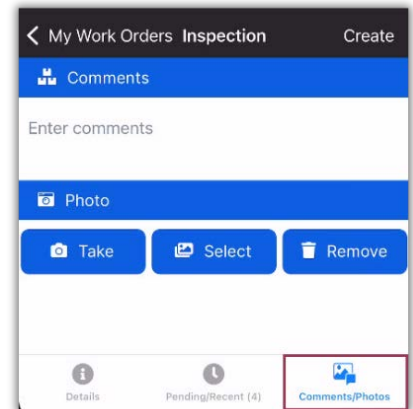


Incomplete  
in **Red**

Complete  
in **Green**

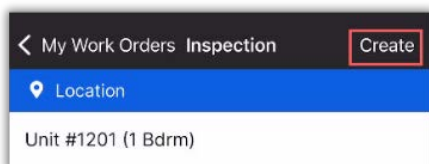
Tap **Details** to return to your inspection, not the Back arrow.

## Step 6: Add Comments/Photos, if needed.

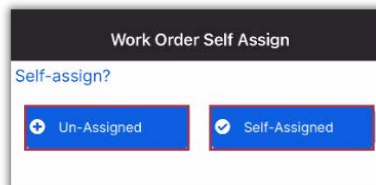


Only one comment/photo can be added at creation.

## Step 7: Tap Create.



## Tap Self-Assign or Unassign.



## Success! Tap OK.

