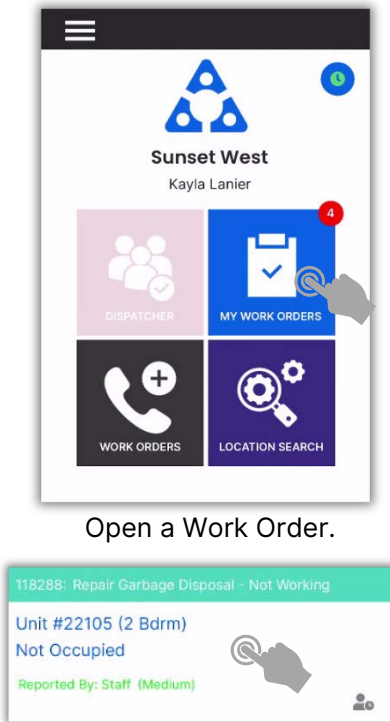
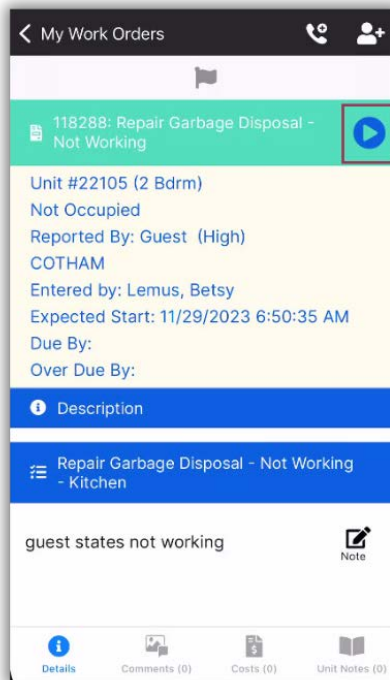


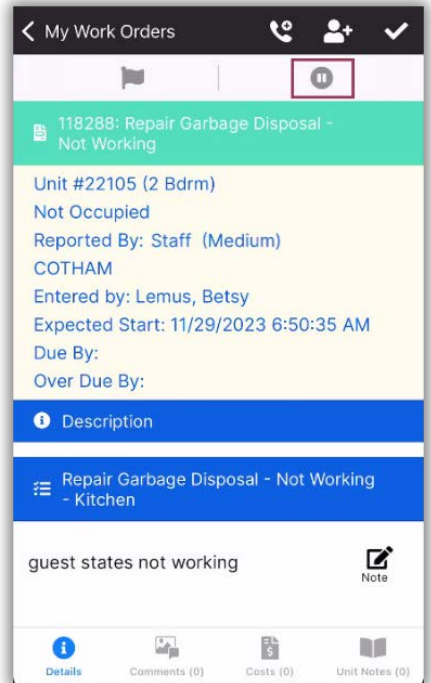
### Step 1: Tap My Work Orders.



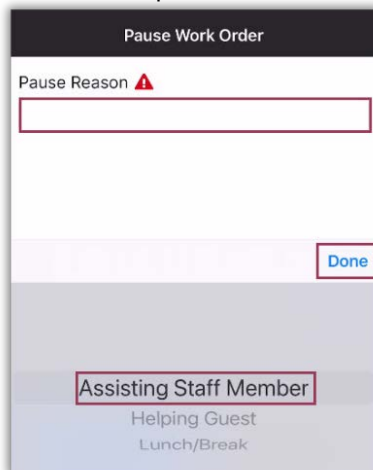
### Step 2: Work Orders must be Started in order to be Paused. Tap the Start icon.



### Step 3: Press the Pause icon to pause work time.



### Step 4: Select a Pause Reason, tap Done.

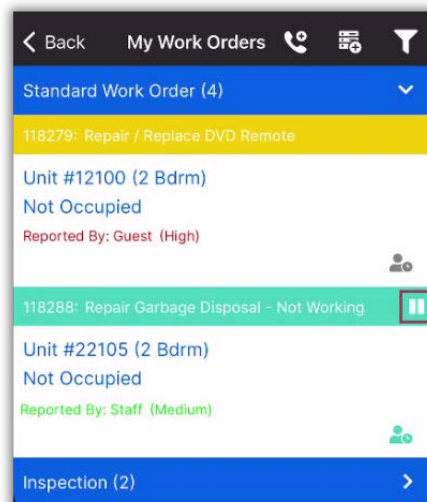


Tap Pause.



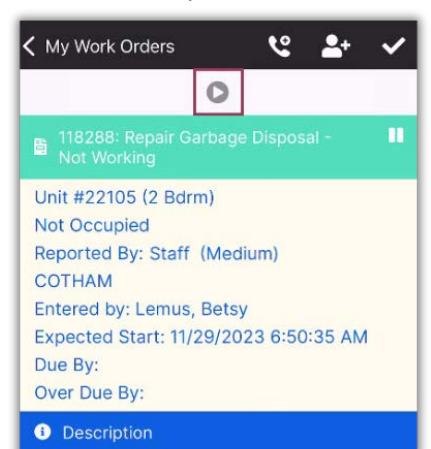
If there are no Pause Reasons listed, your organization has elected not to allow the Pause functionality

### Step 5: Paused Work Orders will be marked by the Pause symbol on the Work Order's banner.



! Since the Pause feature **only** pauses work time, work orders **can** go overdue during the paused period.

### Step 6: To resume the Work Order, press Start.



Tap Yes to Confirm Resume.

