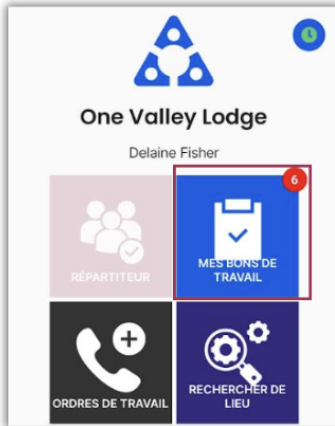


**Etap 1: Tape Lòd Travay mwen yo.**



**Sèk wouj** la endike kantite lòd travay yo te ba ou.



**Etap 2: Bann ble yo divize Supertip yo**

- Lòd Travay Estanda
- Enspeksyon yo
- PM's

Klase pa **Priorite**

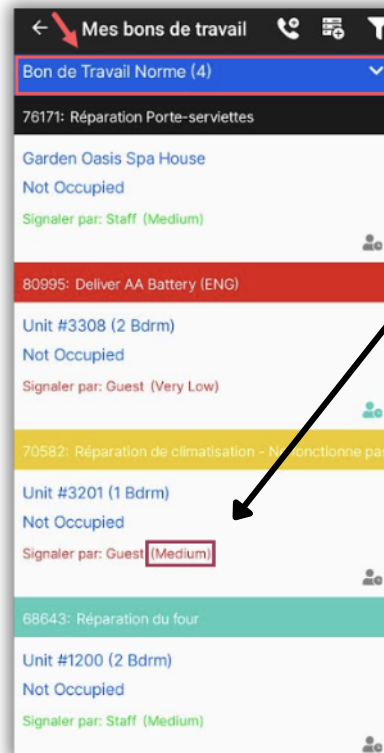
Epi pa **estati**

**Nwa: Eta Retravail**

**Wouj: Eta Anreta**

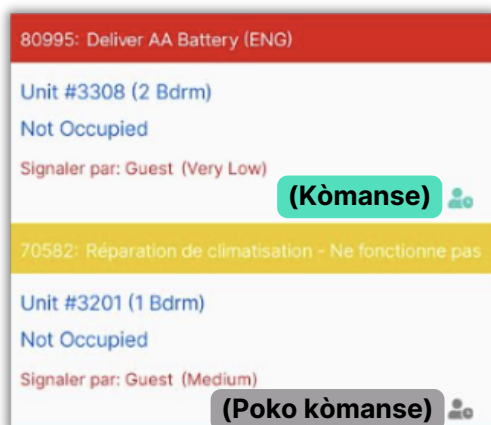
**Jòn: Eta Dat Limite**

**Vèt: Eitati OK**



**Etap 3: Aperçu rapid Lòd Travay la montre:**

- ID Lòd Travay
- Non Travay la
- Kote
- Rapòte pa



**Pi bon pratik yo:**

- Lòd Travay ki make an **wouj** yo rapòte pa **envite** yo gen priorite sou **Anplwaye** ki make an **vèt** yo rapòte.
- Lòd Travay ki **anreta** yo gen priorite sou Lòd Travay ki **dwe fèt** oswa ki **OK**.

**Etap 4: Tape sou yon Lòd Travay pou ouvri li epi wè plis detay.**

- Kòmantè
- Detay sou Lòd Travay
- Soulokasyon
- Nòt



**Définisyon Ikòn**



Kreye yon nouvo Lòd Travay Estanda



Atribye/Reatribye (baze sou pèmasyon)



Kòmanse Lòd Travay