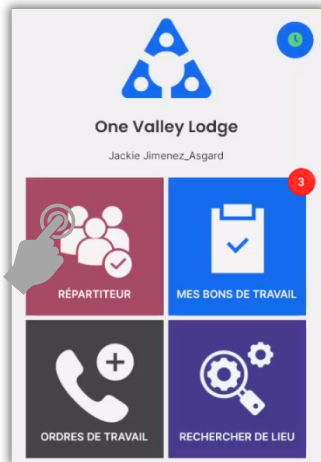
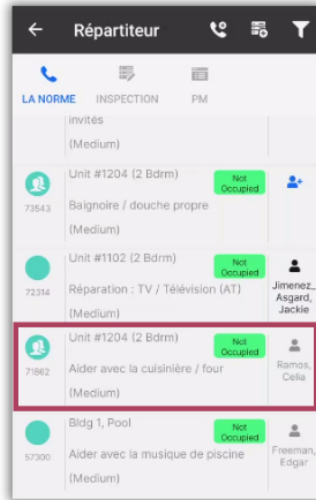


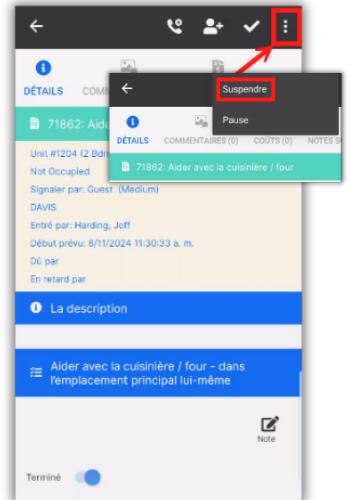
Etap 1: Tape **Dispatcher** sou ekran prensipal la.



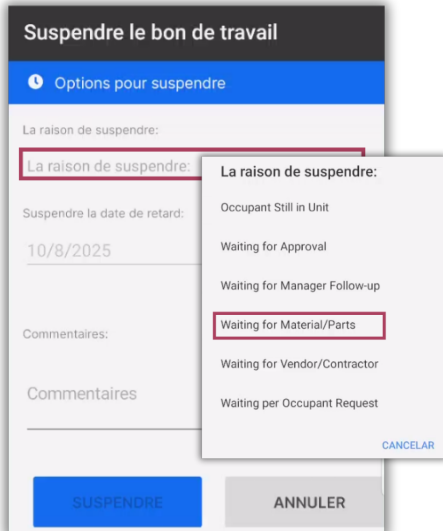
Etap 2: Tape pou louvri Lòd Travay la.



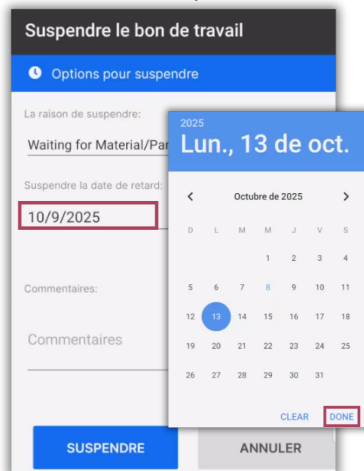
Etap 3: Tape sou twa **ti pwen** yo epi chwazi **Sispann**.



Etap 4: Chwazi yon **rezon pou sispansyon an**.

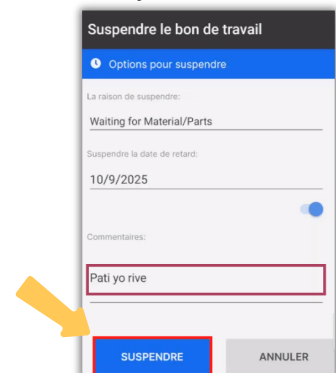


Etap 5: Si sa nesèsè, tape sou **Sispann Dat Depase** pou chanje dat depase a.

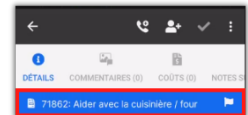


Chwazi yon nouvo dat, peze **Done 'Fin'**.

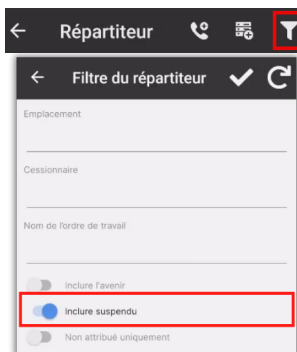
Etap 6: Ajoute **kòmantè** pou plis enfòmasyon ak klarifikasyon.



Lòd Travay ki sispann yo gen yon banyè ble.

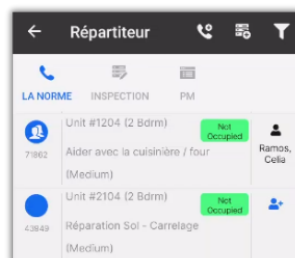


Etap 7: Pou w ka wè Lòd Travay ki sispann yo, **filtre** pou **enkli sispann** yo.

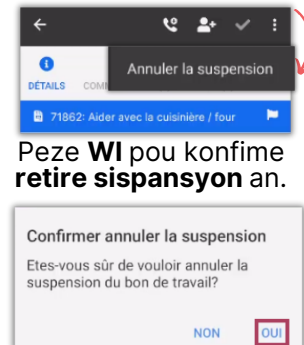


Lis Dispatcher la montre Lòd Travay ki sispann yo kòm:

Sèk ble ak yon ikon blan pou **Rapòte pa Envite** ak/oswa **Sèk ble** pou rapò ki fèt pa anplwaye yo.



Etap 8: Pou w retire sispansyon sou yon lòd travay, tape sou twa **ti pwen** yo epi chwazi **Retire Sispansyon**.



Peze **WI** pou konfime retire sispansyon an.

