Project NextGen

Igniting change, uniting teams.



Starting a Workorder

What would we do without workorders? Thankfully, accessing and starting them is easy with Touchstone. Once logged in, just follow the steps below. The full process is available on the Knowledge Hub.

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WE - Wayne Enterprises							
Wed, 01 Dec 2027	Planned finish Fit, 31 Dec 2027	Duration 671 hours, 59 minutes	1	ASSION Priority 3 RCT			Open
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WA1234567Annually-Service-Electrical	UPS Systems		Conctons 🖌	Planned start Mon, 28 Apr 2025	Planned finish Mon, 28 Apr 2025	Duration 6 hours, 0 minutes	
WE - Wayne Enterprises							
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6 hours, 0 minutes	738 hours, 0 minutes			4) Fro	m this view, you	can select Spec to	C
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Key Change

- Cleaner screen with easier navigation
- Intuitive menu changes with your screen
- Live and responsive you and your team can see the same information

Tips

- The process will be familiar
- When in a work order title is displayed at

the top of the screen

Don't forget to sync



The full process will be uploaded to the knowledge hub, when available - scan here