

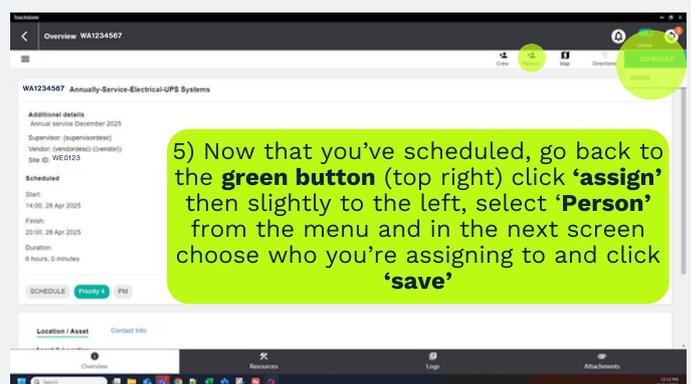
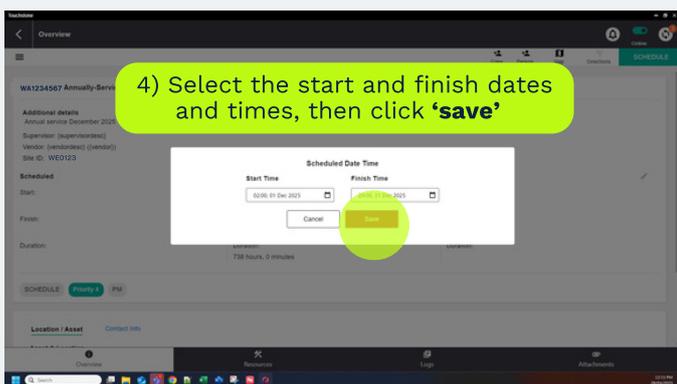
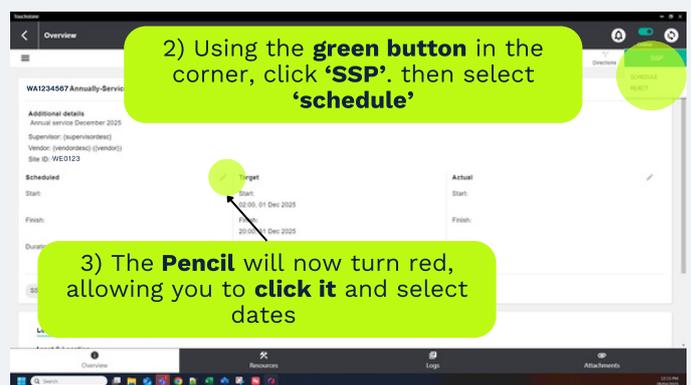
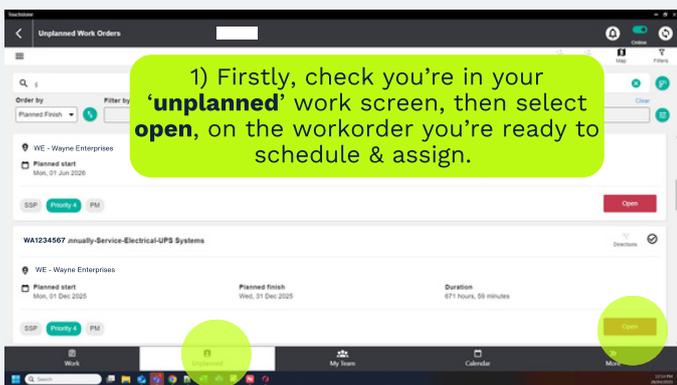
Project NextGen

Igniting change,
uniting teams.



Scheduling & Assigning a Workorder

Once you've received a workorder and it's appearing in your 'unplanned' work screen, it's ready to be scheduled and assigned, here's the basic steps to follow.



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

- Use the green button
- Ensure you're checking the priority levels
- The bottom menu changes depending what screen you're in.

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

