

Partner Portal- Jobs Tab

In the Jobs tab, you can view all open jobs (subscribers) within your program.

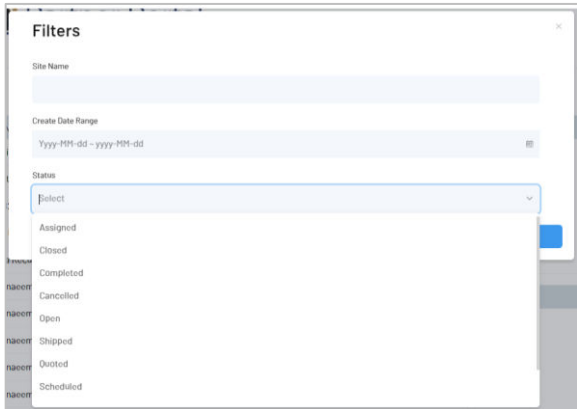
Jobs								Filter	Equipment			
Job#	Status	Type	Site Name	City	Sys Type	Cs#	Created Date	Compl	View	Type	Cs#	Serial Number
500000107	Assigned	Installation	Verification B2BTest	Framingham	L7200C	905T111111	12-21-2023, 02:57 PM		View			
500000106	Completed	Installation	Confirmation B2BTest	Framingham	L890AT	901T111111	12-21-2023, 02:48 PM 12-21-202		View			
500000104	Completed	Installation	Alyse B2BTesting	Framingham	L690AT	901T111111	12-21-2023, 01:36 PM 12-21-202		View			
100000764	Completed	Installation	Lauren RecurTest	Framingham	L7200C	905T111116	01-12-2024, 04:21 PM 01-12-202		View			
100000759	Completed	Installation	Christina RecurTest	Framingham	L890AT	901T111118	01-12-2024, 12:11 PM 01-12-202		View			
100000719	Assigned	Installation	naeem5 naeemtest5	Middletown	L890AT	-	01-10-2024, 03:16 PM		View			
100000718	Assigned	Installation	naeem4 naeemtest4	Tukwila	L7200C	-	01-10-2024, 12:12 PM		View			
100000716	Assigned	Installation	naeem3 naeemtest3	Rush & Division	L890AT	-	01-10-2024, 02:01 PM		View			
100000715	Assigned	Installation	naeem2 naeemtest2	Windsor	L890AT	-	01-10-2024, 02:53 PM		View			
100000714	Assigned	Installation	naeem1 naeemtest1	Kentlands	L690AT	-	01-10-2024, 02:41 PM		View			

Actions	
Action Type	Comment

Comments		
Change Date	Emp	Comment

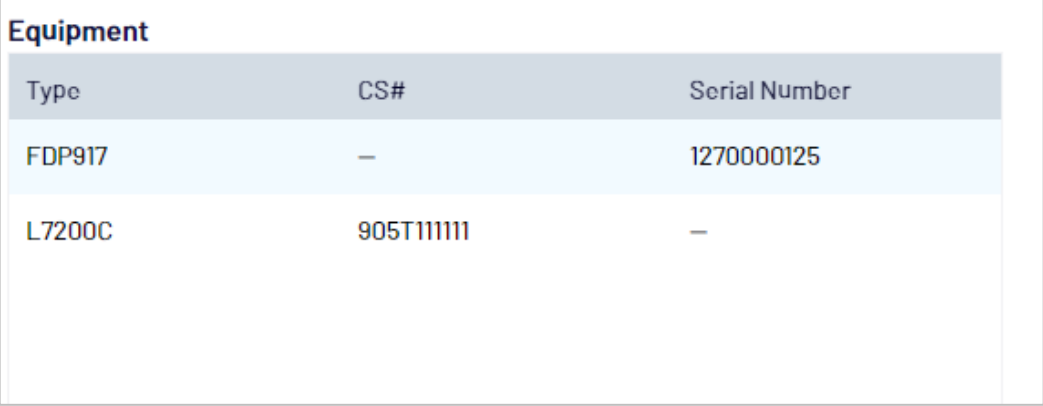
Page Size 10

1 2 3 4 5 6 7 8 9

Section	Detail
1	<p>Jobs – view of all open jobs within the program</p> <p>Filter</p>  <p>Filter – you can filter which job to access by selecting the filter and then putting the fields that will get to the desired job (s)</p> <p>Columns in the list</p> <p>Job # – the job number assigned from the CRM</p> <p>Status – status of the job</p> <ul style="list-style-type: none"> Assigned – assigned to be installed Completed – installation job was completed Cancelled – job was cancelled Open – job was created but not assigned or completed Shipped – job was shipped Quoted – job was quoted Scheduled – job was scheduled for installation

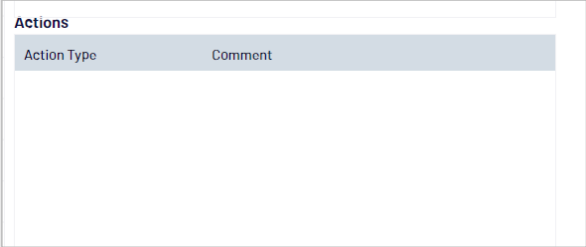
Type – type of job
 Installation – job is for installation of equipment
 Swap/Upsell – job is to exchange type of equipment
 Site Name – name of the site
 City – city address for the subscriber
 Phone – phone number of the subscriber
 Sys Type– type of equipment
 Cs# – ID number of the equipment
 Created Date – date the job was created
 Completed Date – date the job was completed
 Actions – select icon to view the job details

Equipment – summarizes the equipment in the job.




Equipment			
Type	CS#	Type	Serial Number
FDP917	–		1270000125
L7200C	905T111111		–

Actions – details any actions requested with the job. Actions are work that needs to be completed on the site.



Actions	
Action Type	Comment

Comments – displays comments added when the job was creates.



Comments		
Change Date	Emp	Comment

Job Details – displays the details of the job.

Go Back

Job Details	
Job #	Site Name
500000106	Confirmation B2BTest
Status	Site Address
Completed	11 Lawrence Street , 01702, MA
Type	Sys Type
Installation	L690AT
Assigned To	Create Date
HealthCare Services #TT200, Program	2023-12-21
CS #	Complete Date
901T11111	2023-12-21

Add comment

Close job

[Add reminder](#)

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- Add comment – opportunity to add comments as needed
- Close job – is unavailable; job will be closed when device is tested
- Center will automatically close the job
- Add reminder – add a reminder as needed