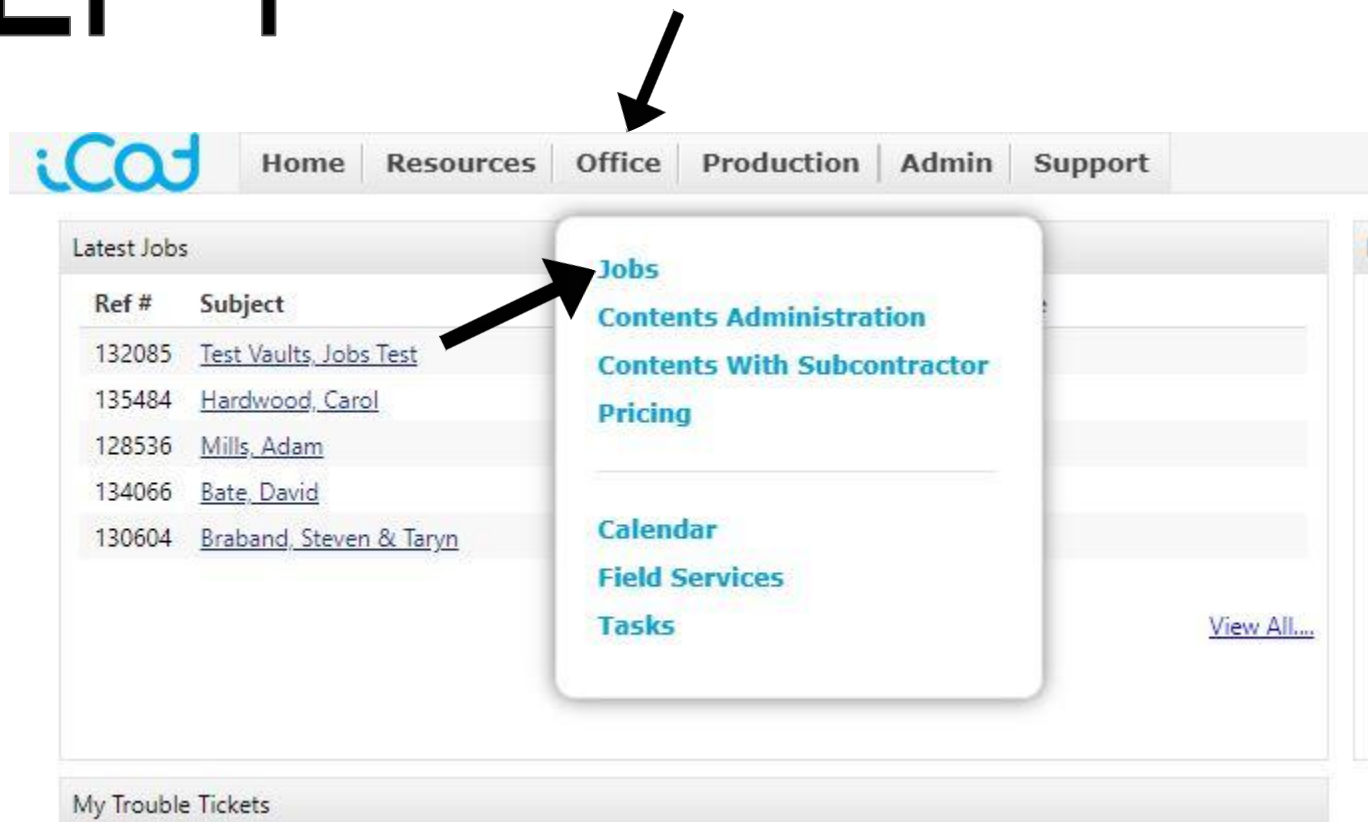


Job Tasks.....

We are adding a tasks to know when are we going to the 5 stages. To have a record on which task is already done.

The next few pages are the steps on how to make a Job Tasks.

STEP 1



The screenshot shows the iCat website interface. At the top is a navigation bar with the iCat logo and links for Home, Resources, Office, Production, Admin, and Support. An arrow points to the 'Office' link. Below the navigation bar is a 'Latest Jobs' section containing a table with job references and subjects. An arrow points to the 'Jobs' link in a dropdown menu that appears when 'Office' is clicked. The dropdown menu lists 'Jobs', 'Contents Administration', 'Contents With Subcontractor Pricing', 'Calendar', 'Field Services', and 'Tasks'. A 'View All...' link is also present at the bottom right of the 'Latest Jobs' section.

Navigation Bar: iCat | Home | Resources | Office | Production | Admin | Support

Latest Jobs Table:

Ref #	Subject
132085	Test Vaults, Jobs Test
135484	Hardwood, Carol
128536	Mills, Adam
134066	Bate, David
130604	Braband, Steven & Taryn

Office Dropdown Menu:

- Jobs
- Contents Administration
- Contents With Subcontractor Pricing
- Calendar
- Field Services
- Tasks

[View All...](#)

My Trouble Tickets

STEP 2

[Home](#)[Resources](#)[Office](#)[Production](#)[Admin](#)[Support](#)

Name

--SELECT--

Claim Cause

--SELECT--

Status

--SELECT--

Claim #

Adjuster

Ref #

--SELECT--

Type Job Reference

Claim Type

Insurance Co

Address



Actions



Ref #

Name

Adjuster

Claim Cause

Status

Created Date

[126894](#)

Test Sample, Robert

AJ Sample

Fire

New

11-02-2018



1

2

3

4



Page size: 20



STEP 3

»Test Sample, Robert - 110218 / Fire / Residential / New

Claim Details

Claim#
Insurance
Branch
Adjuster
Deductible
Limits

110218
USAA CASUALTY INSURANCE COMPANY
Test do not use
AJ Sample

Contact Details

Address 9800 FREDE
Country United State
Postal Code 78288
Fax #

Claim Note

Approve For Disposal

Client Authorization

Adjuster Authorization: Pending

Client Completed NSVR

Client Access To NSVR

Show Pricing Graphs on Adjuster Portal

Est. Move-In Date

External Job Reference Number

+ New



Job Info



Refresh



Send Email



Reports



Job Config



Generate Barcodes



Task



Trouble Ticket



Field Service

Task

Field Service


Trouble Ticket

Notes

Documents

Packaging Materials

STEP 4

 **Add Task**

Job List : 126894

Add Task

Task Type: Activity

Start Date: 04-02-2019

Description:

Assign Task

Assigned To: --SELECT--

Assignment Note:

Subject: Walk-Thru

Due Date:

Priority: Normal

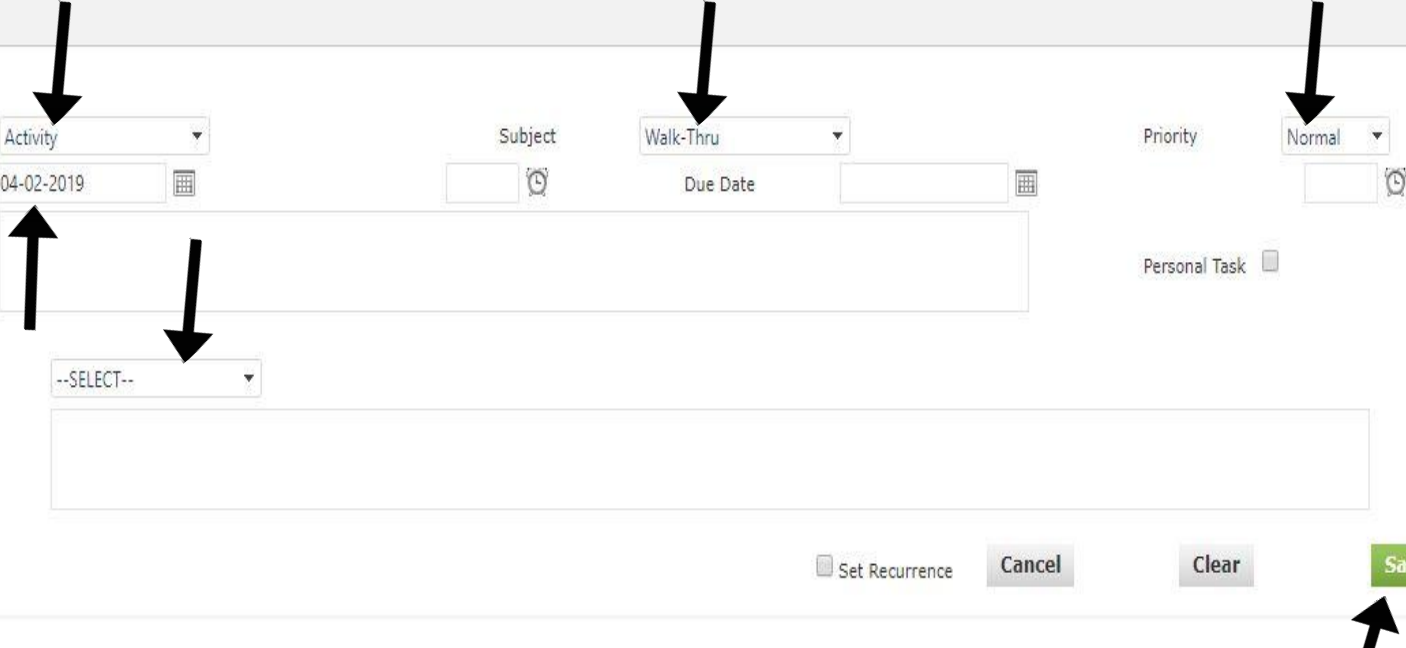
Personal Task: ☐

☐ Set Recurrence

Cancel

Clear

Save



STEP 5

»Test Sample, Robert - 110218 / Fire / Residential / New

Claim Details

Claim#
Insurance
Branch
Adjuster
Deductible
Limits

110218
USAA CASUALTY INSURANCE COMPANY
Test do not use
AJ Sample








Contact Details

Address 9800 FREDI
Country United Stat
Postal Code 78288
Fax #

Claim Note

Approve For Disposal
Client Authorization
Adjuster Authorization: Pending
Client Completed NSVR
Client Access To NSVR
Show Pricing Graphs on Adjuster Portal
Est. Move-In Date

External Job Reference Number

 New  Job Info  Refresh  Send Email  Reports  Job Config  Generate Barcodes

Job Action Plan Job Task Field Service Trouble Ticket Notes Documents Packaging Materials

No Records Found

STEP 6

Record Inserted Successfully

»Test Sample, Robert - 110218 / Fire / Residential / New

Claim Details

Claim# 110218
Insurance USAA CASUALTY INSURANCE COMPANY
Branch
Adjuster Test do not use
Deductible AJ Sample
Limits

Approve For Disposal

Client Authorization

Adjuster Authorization: Pending

Client Completed NSVR

Client Access To NSVR

Show Pricing Graphs on Adjuster Portal

Est. Move-In Date

Contact Details

Address 9800 FREDERICKSBURG ROAD
Country United States Province/State Texas
Postal Code 78288 Phone 7145865966
Fax # E-mail franciscomontoyaecrpro@gmail.com

Claim Note

 Edit

City SAN ANTONIO
Cell
Other Contact

External Job Reference Number

 New  Job Info  Refresh  Send Email  Reports  Job Config  Generate Barcodes

Job Action Plan Job Task Field Service Trouble Ticket Notes Documents Packaging Materials History Check List

Subject Task Type --SELECT-- Priority --SELECT--
Status Pending Clear Search Delete

<input type="checkbox"/>	Subject	Task Type	Action Plan	Start Date Time	Due Date Time	Priority	Status
<input type="checkbox"/>	 Walk-Thru	Activity		Apr-02-2019 12:00 AM	-- [Due: 0Days]	Normal	Pending

  1  