Maintenance

How to add a new customer   Application ► Customer ► New Customer

What to do if the customer is not having an id   Application ► Customer ► Generate Id No

How to change customer details   Application ► Customer ► Modify customer

How to create new application   Application ► Application ► New application

How to Change application details   Application ► Application ► Modify application

How to create a new appointment   Schedule ► Appointment ► Create Appointments

How to create New service estimate   Estimation ► Service Estimate New ► New

How to change new service estimate   Estimation ► Service Estimate New ► Update

How to create new estimate   Estimation ► Estimate ► New

How to modify new estimate   Estimation ► Estimate ► Modify

How to Approve / Reject Estimate   You can find estimates to be approved from system

                                    Dashboard or you can go to Estimation ► Estimate ► approve / Reject

How to search existing application   Application ► Search Application

How to undo rejected estimate   Estimation ► Estimate ► undo rejects

How to create a job   Estimation ► Job creator

How to allocate job to a contractor   Manage jobs ► job contractor ► Job Allocation

How to revise a job   Manage jobs ► Jobs ► Revise jobs

How to approve revised Job   Manage jobs ► Jobs ► Approve Revise jobs

How to undo rejected Jobs   Manage jobs ► Jobs ► Undo rejected jobs

How to finish the job   Manage jobs ► NC job Finalize ► NC job finish

How to Prepare Contractor Bill   Manage Jobs ► Job contractor ► Contractor Bill

How to download contractor bill	Manage jobs ► Job contractor ► Contractor Bill manage
How to Send to Billing Data	Mange Jobs ► Billing ► Send to Billing
How to go to estimate batch approval	Estimation ► Estimate ► Batch approvals
How to add Maintenance jobs	Manage jobs ► Jobs ► Maintenance Jobs
How to do job batch approvals	Manage jobs ► Jobs ► Batch approvals