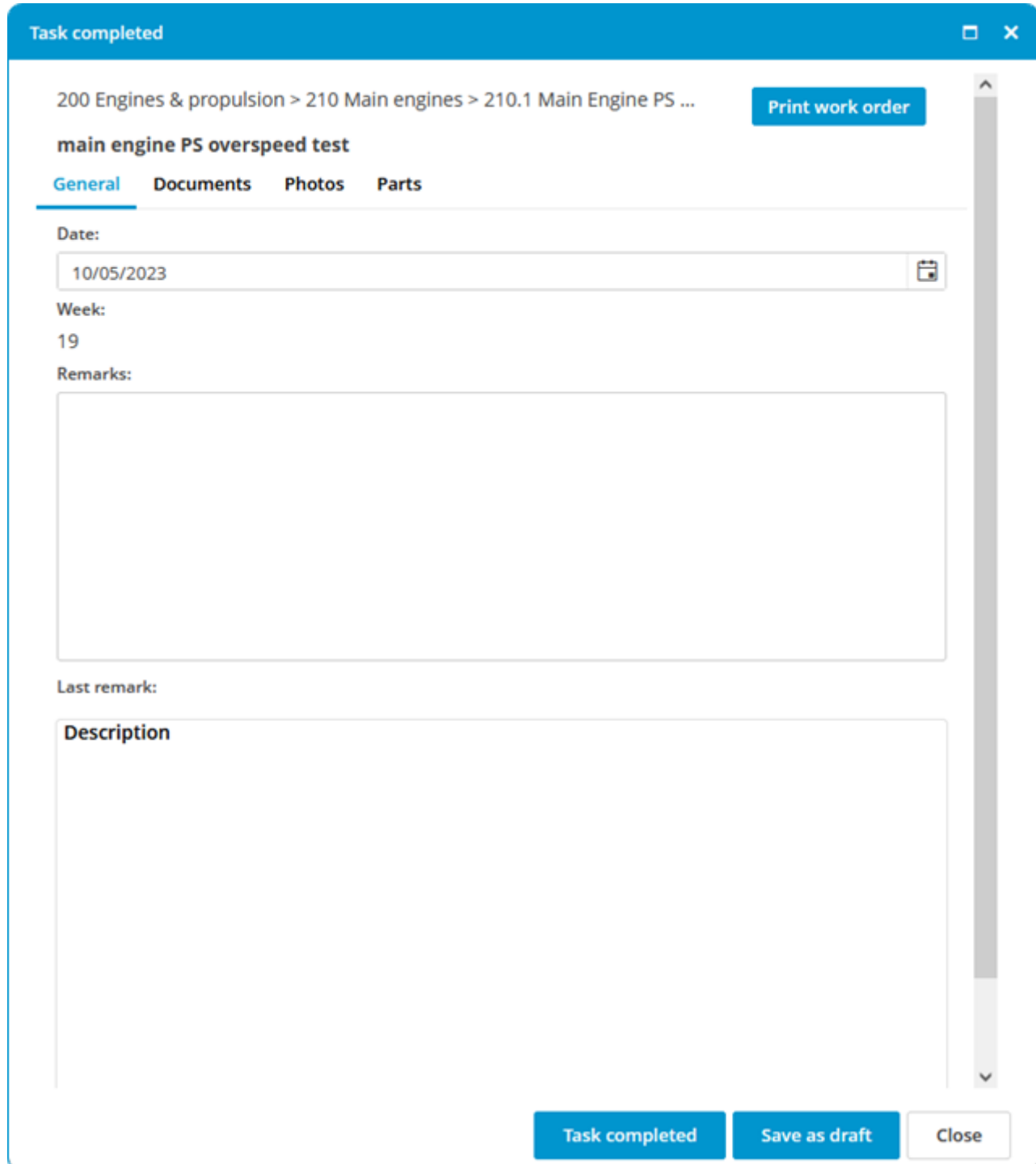


How do I mark a task as complete?

A task can be performed from the work list and the module Maintenance.

1. Double-click on a **task**.
2. Enter a **Remark**.



The screenshot shows a 'Task completed' dialog box with a blue header bar. The breadcrumb path is '200 Engines & propulsion > 210 Main engines > 210.1 Main Engine PS ...'. A 'Print work order' button is in the top right. The task title is 'main engine PS overspeed test'. Below the title are tabs for 'General', 'Documents', 'Photos', and 'Parts'. The 'General' tab is active, showing a 'Date' field with '10/05/2023' and a calendar icon, a 'Week' field with '19', and a large 'Remarks' text area. Below the remarks is a 'Last remark:' section with a 'Description' text area. At the bottom are three buttons: 'Task completed', 'Save as draft', and 'Close'. A vertical scrollbar is on the right side of the dialog.

3. Click on **Task completed**.
4. The task will disappear from the work list and will be added back to the list at a predetermined interval.

Optional:

Documents: Here you can add documents to this task completion.

Photos: Here you can add photos to this task completion.

Parts: Here you can add parts to this task completion.

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