

We are currently updating our site; thank you for your patience.

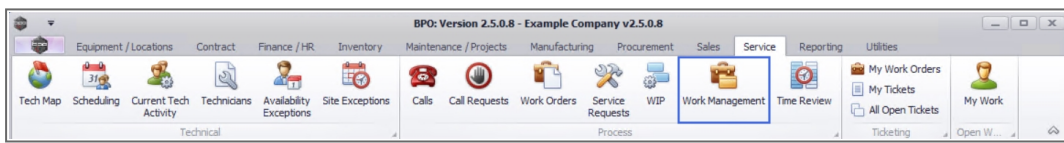
SERVICE

WORK MANAGEMENT – PRINT CALL NET DELIVERIES REPORT


You can use the **Print Call Net Deliveries** report function where the work order is linked to a **Call**.

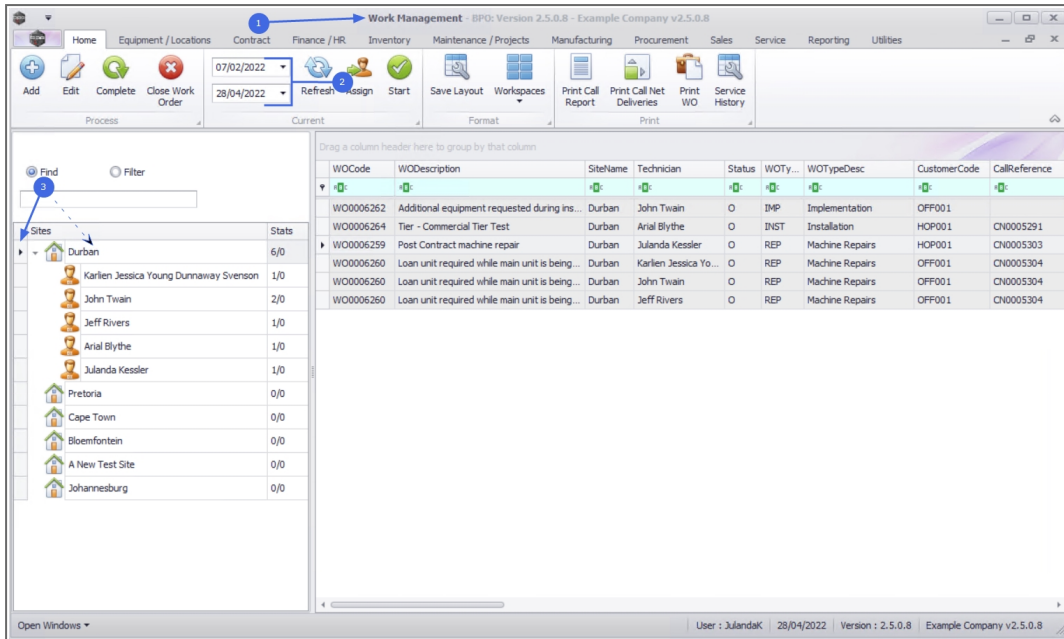
This report consolidates all **stock issues** linked to the selected work order.

Ribbon Access: Service > Work Management



1. The **Work Management** screen will be displayed.
2. Select the **date range** that will contain the **work order** you wish to assign.
3. Select the **Site** where the work order was issued.
 - The example has **Durban** selected.

Click on the **Refresh** button  to update the screen.

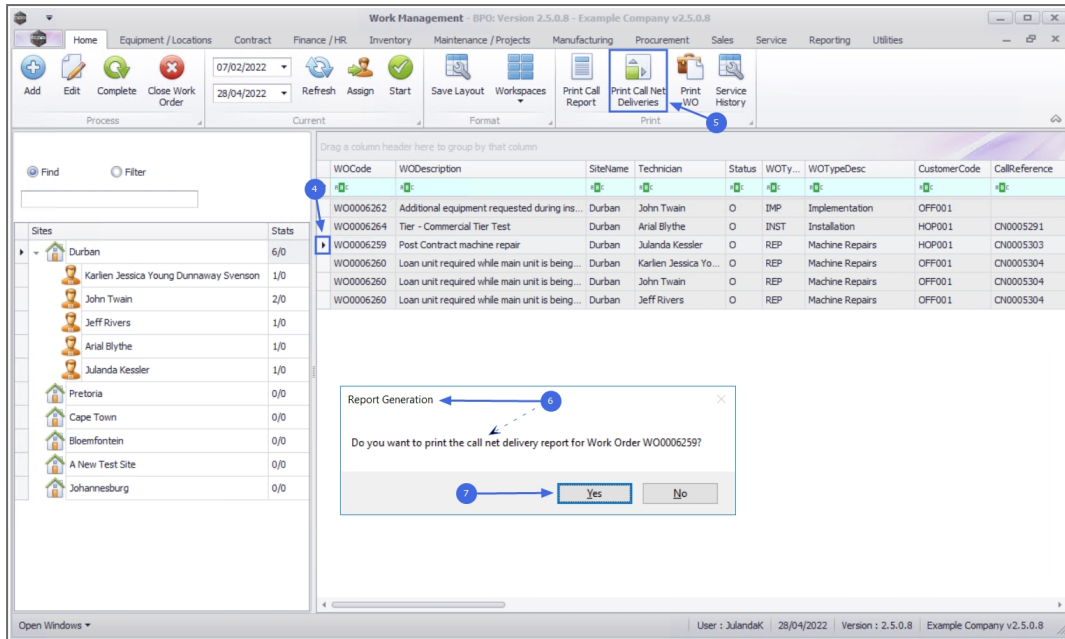


- Click on the **row** of the work order you wish to print a Call Delivery Note for.



Note that the Print Call Report function is only available for work order linked to a call.

- Click on **Print Call Net Deliveries**.
- When you receive the **Report Generation** message to confirm;
 - Do you want to print the call net delivery report for **Work Order [work order number]**?
- Click on **Yes**.



8. The Call Delivery Note will display in the **Report Preview** screen.
9. From this screen you can make cosmetic changes to the document, as well as **Save, Zoom, Add a Watermark, Export** or **Email** the Call Report.
10. Click on **Close** to return to the **Work Management** screen.

