

Job Toolbar-Custom Fields

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The Custom Fields form is used to enter and track additional information pertinent to the Job. Reports may be designed from the information saved on this form using the Job Query Builder or a third-party reporting application.

If your company is using QuoteWerks or WeEstimate, some or all of the SedonaOffice Custom Fields may be mapped to the Custom Fields available within QuoteWerks or WeEstimate. Once a Job is created from a QuoteWerks Order or WeEstimate Quote, any information saved in the mapped Custom Fields will automatically fill into the Job Custom Fields form.

- Note: The Checkbox 1 field is reserved by SedonaOffice and is used to mark the job when all commissions have been paid. This field is used in conjunction with multiple Job Commission reports. Do Not Re-Label this field or use for any other purpose.

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