

SedonaSetup - JM - Job Status

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Job Statuses are used to track the progress of the job.

When a new Job is created, the system will automatically set the job status to the status assigned to the first task listed on the job task list.

As job tasks are approved, the job status will automatically advance to the status assigned to the next task on the list.

When all job tasks have been approved, the software will automatically change the Job Status to Completed.

Once a job is closed, the system will automatically update the job status to Closed.

SedonaOffice has five pre-defined Job Statuses, each of which have a particular purpose, and may not be deleted.

- Closed
- In-Progress
- Job Completed
- Re-Opened
- Reversed

You may add as many additional Job Statuses as needed.

The color assigned to each Job Status was used on the legacy Job Schedule board; this Schedule Board is being retired and SedonaSchedule is now being used to schedule Job Appointments.

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