

Daily Service Snapshot

Last Modified on 01/31/2024 1:31 pm EST

The Daily Service Snapshot Report is a custom report designed to print counts of tickets as of a selected date. The report will display the total amount invoiced, the count of tickets completed and resolved on the as of date selected.

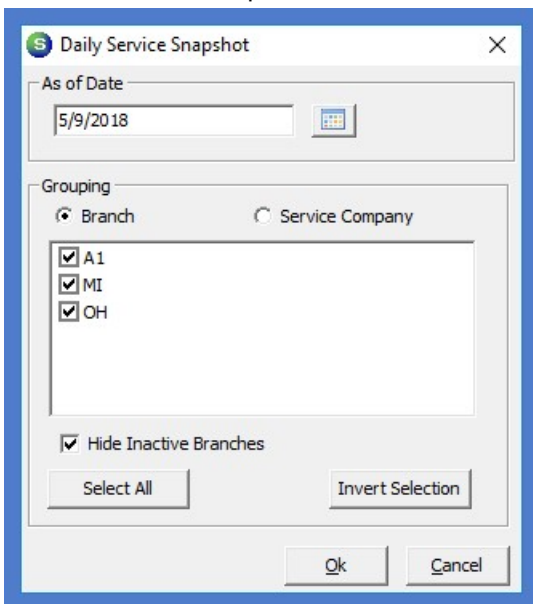
Included are counts of open Service Tickets, Service Tickets where a Technician has been assigned, open Inspection Tickets, Inspection Tickets where a Technician has been assigned, and Tickets marked as Go Back.

Once the desired options have been selected on the report options form, click the OK button to display the report in Print Preview mode.

Report Selections

As of Date - Enter the cut-off date for ticket information to be included on the report.

Grouping - The report default is to group by Branch. The other grouping option is Service Company; the User must select one of the two options.



The screenshot shows a dialog box titled "Daily Service Snapshot" with a close button (X) in the top right corner. The dialog is divided into two main sections: "As of Date" and "Grouping".

The "As of Date" section contains a text input field with the date "5/9/2018" and a calendar icon to its right.

The "Grouping" section has two radio buttons: "Branch" (which is selected) and "Service Company". Below these is a list box containing three items: "A1", "MI", and "OH", each with a checked checkbox to its left. Below the list box is a checkbox labeled "Hide Inactive Branches" which is also checked.

At the bottom of the "Grouping" section are two buttons: "Select All" and "Invert Selection".

At the very bottom of the dialog box are two buttons: "Ok" and "Cancel".