

WeSuite Import Queue

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To import a job from WeSuite open the job queue and click the WeSuite button at the top. You will be presented with a list of quotes that are available for import. Highlight the job you need and click create. You will first be asked if the job is for an existing customer/site/system, or a new customer. If you select existing you will need to search for the existing customer, if you select new you will need to provide further information for the creation of the new customer. In both cases the new job will also be created. Both the new customer, and new job can then be found as normal in Sedona.

Example from a customer's database of the WeSuite import queue. Change orders show in red and must be imported from within the job, not from this screen:

Job #	Description	Customer #	Site Name	Address	City	Created	Start Date	Type	Status	Units	Open Install
5151-1	Sidney Electric-LMH...	SIDE02	Sidney Electric	2250 Central Point ...	Lima	6/3/2014		Com Fire	Reversed	54	0.00
5177-1	ODOT Warrensville...	ODOTW18	ODOT D12 Warrensville FSNF	25609 Emery Rd	Warrensvill...	6/11/2014		STS Install	Reversed	320	-7371.29
5210-1-0-2	Audio Assista										
5243-2-0-2	Eldo Middle S										
5269-1	Boiler Monitor										
5371-09	Camera IP A										
5392-11	Key fobs	8558	C & J Electric			5/17/2019	5/17/2019	Chad Sider			
5398-5	Intercom for	8562	Challenge Electric Inc.			2/5/2019	2/11/2019	Chad Sider			
5408-2	Replace Cam	8222	Westfield Group			12/3/2018	12/31/2018	Richard Concho			
5410-2	Conduit & Str	8192	O'Reilly Auto Parts Distribut...			4/25/2019	4/29/2019	Andrew Donnick			
5419-1	Charles River	8169	Carder, Tim A & Theres M			1/8/2019	1/8/2019	Dane Marsee			
5419-8	Client Area C	8014	Springfield City Schools			1/4/2019	1/11/2019	Chad Sider			
5435-1	Marysville Vid	7964	Ohio Turnpike Commission			2/4/2019	2/26/2019	Andrew Donnick			
5435-2	Marysville Vid	7964	Ohio Turnpike Commission			12/4/2018	12/4/2018	Andrew Donnick			
5468-3	Metakote Me	7960	DHL			5/6/2019	6/3/2019	Richard Concho			
5573-1-0-2	Access Contr	7871	Kahle Electric Inc.			10/25/2018	11/14/2018	Ben Wiestholer			
5575-4-0-2	BWB Phase 1	7871	Kahle Electric Inc.			1/22/2019	1/22/2019	Ben Wiestholer			
5581-1	Add Camera	7871	Kahle Electric Inc.			1/22/2019	1/22/2019	Ben Wiestholer			
5654-11	Independenc	7799	West Ohio Community Action ...			5/1/2018	7/10/2018	Chad Sider			
5654-58	Replacement	7777	ODOT District 4			8/7/2018	12/5/2018	John Kostelac			
5667-2-0-2	Panic Device	7763	Cincinnati State			11/14/2018	11/20/2018	Ben Wiestholer			
5694-1	Electric Locks	7740	ODOT District 4 HQ			9/26/2018	12/9/2018	John Kostelac			
5736-11	PAR Phase 3	7740	ODOT District 4 HQ			11/15/2019	11/17/2019	John Kostelac			
5887-2	GA Wetzler 2	7717	ODOT District 6			9/20/2018	10/16/2018	John Kostelac			
5912-2-0-2	Camera Syst	7717	ODOT District 6			10/31/2018	11/16/2018	John Kostelac			
6016-1	Dust Collecto	7639	ODOT District 4			4/18/2018	5/22/2018	John Kostelac			
6119-1	Fire alarm pe	7561	ODOT District 3			10/9/2018	10/31/2018	John Kostelac			
6161-2	Add Access C	7381	ODOT 7 FSNF Proposals 2017			3/9/2018	8/13/2018	John Kostelac			
6224-1	Camera and	7143	Ottawa Glandorf Local Schools			8/21/2018	8/29/2018	Dane Marsee			
6413-1	Add Two Res	7038	Scotts Company, The			12/14/2017	12/18/2017	John Kostelac			
6479-1	Sony Camera	7038	Scotts Company, The			1/4/2018	1/4/2018	John Kostelac			
6570-1	Video Surveil	7038	Scotts Company, The			1/4/2018	1/4/2018	John Kostelac			
6693-3	Equipment Of	7038	Scotts Company, The			1/4/2018	1/4/2018	John Kostelac			
6719-1	Labor to Inst	7038	Scotts Company, The			1/4/2018	1/5/2018	John Kostelac			
6720-2	Equipment Of	7038	Scotts Company, The			1/9/2018	1/9/2018	John Kostelac			
6771-1	Test of STS T	6982	Ohio Department of Developm...			6/14/2017	10/19/2017	Ben Wiestholer			
6812-1	Add Access C	6926	North Ridgeville Police Depart...			10/12/2017	1/2/2018	Dane Marsee			
6894-1	Serendy Livin	6741	West Ohio Community Action ...			7/31/2018	10/15/2018	Ben Wiestholer			
6925-1	Access Contr	6688	Scotts Company, The			4/5/2019	4/5/2019	John Kostelac			
6925-3	Security Syst	6583	ODOT District 2			10/12/2018	10/31/2018	John Kostelac			
6926-5-0	Deadbat Re	6511	Scotts Company, The			11/9/2017	2/6/2017	John Kostelac			
6970-1	Ottawa Gland										
7038-1	Fire Detector										
7044-1	Procter & Ga										
7369-1	Domestic Gas										
7413-1	Erica Liverv										

Change Orders are shown in red and are shown here for display purposes only. Change orders must be imported from inside of the job in SedonaOffice.

Create Job Close