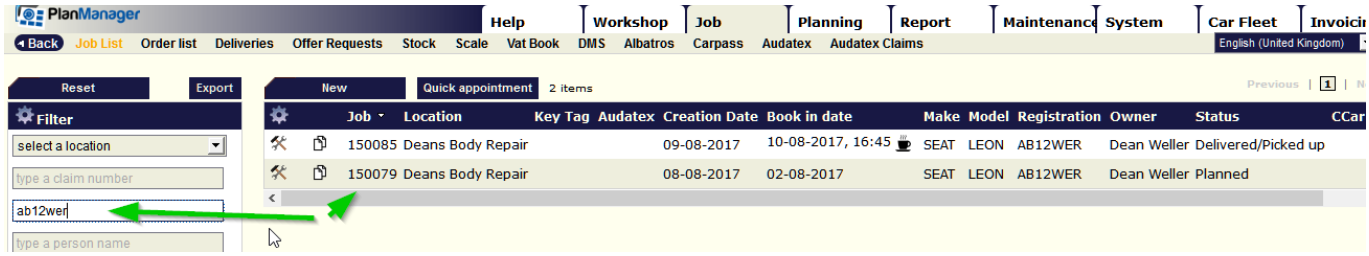
Copying a job.

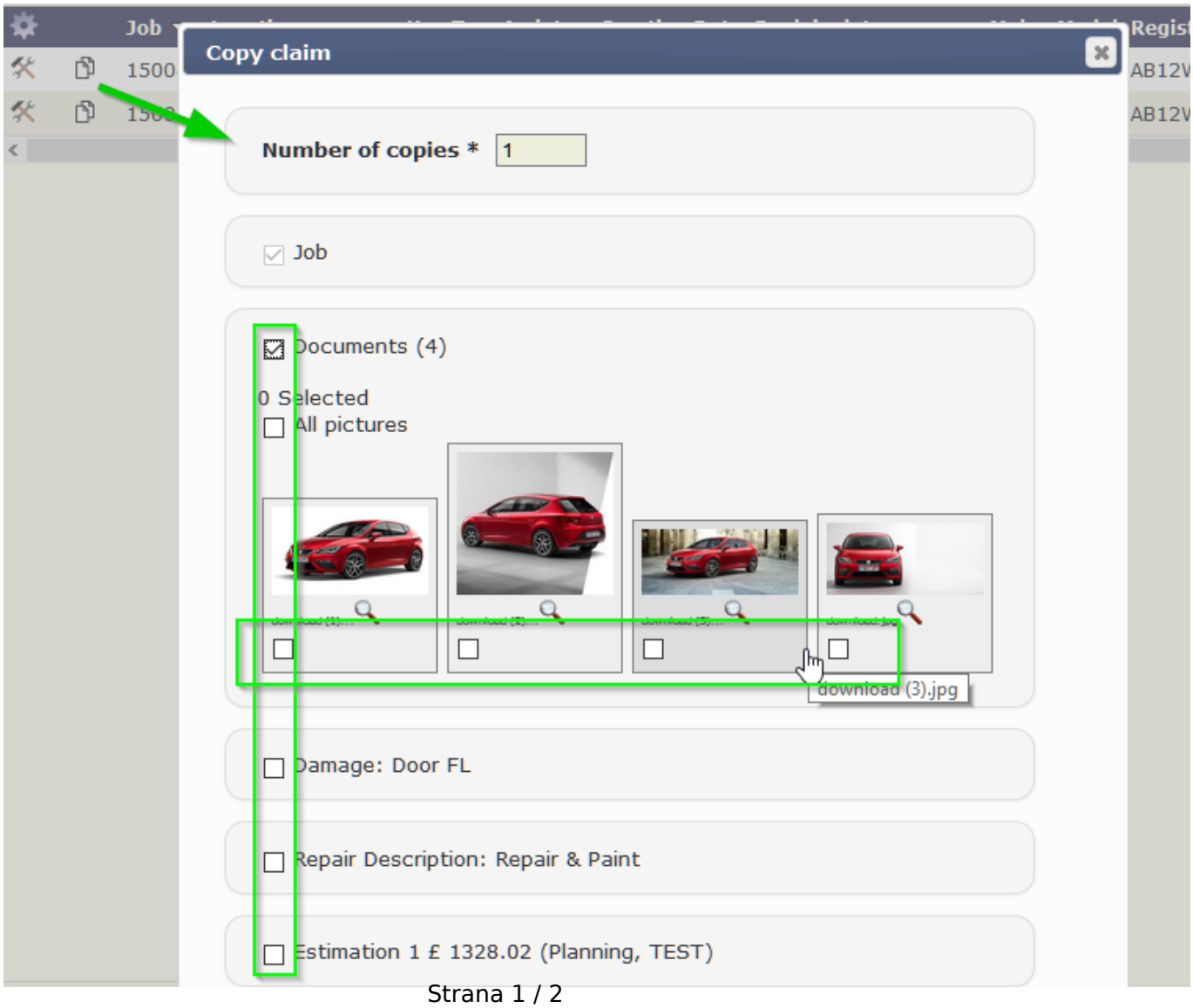
Copying a job.

When a known customer brings his (known) car in for a new job, there is an easy way to copy his / her data.

First you have to look up the existing job(s), using the filter on the left:



In the job list you will see this symbol , when you click this you'll see next screen:



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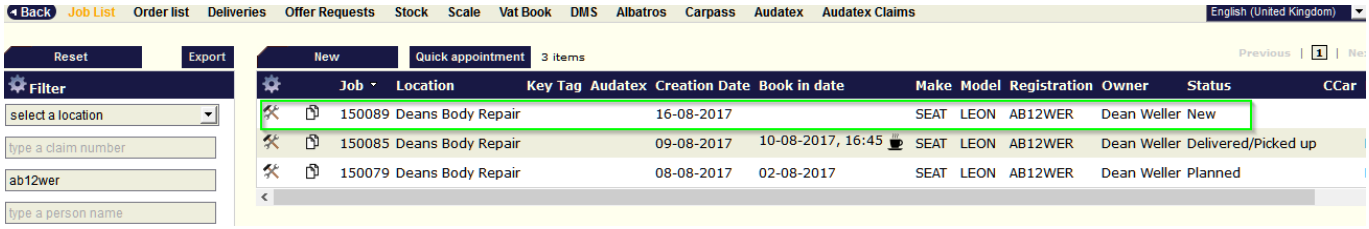
Here you indicate wether you want to copy the job (car + owner + insurer, etc) or job + documents (you can select the pictures you want to copy) and eventually one of the estimations. Once you click “Copy claim” a new claim is created with the ticked info.



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