## Jobs Copying a job.

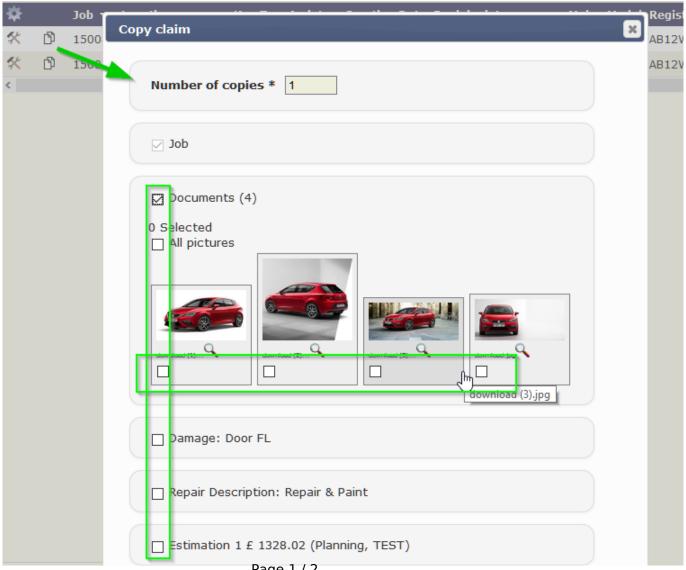
Copying a job.

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  $\Box$ , when you click this you'll see next screen:



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## **Jobs**

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" with the ticked info.

Copy claim

a new claim is created

| ■ Back Job List Order list Deliveries | s Offer I  | Requests | Stock Sca         | le Vat I | Book DN | Albatro   | s Carpass   | Audatex   | Audatex Claim | S    |       |              |              | English    | (United Kingdom) |
|---------------------------------------|------------|----------|-------------------|----------|---------|-----------|-------------|-----------|---------------|------|-------|--------------|--------------|------------|------------------|
| Reset Export                          | New        |          | Quick appointment |          | 3 items | 3 items   |             |           |               |      |       |              | Previous   1 |            | evious   1   Ne: |
| <b>♥</b> Filter                       | <b>‡</b>   | Job 🕆    | Location          |          | Key Tag | Audatex ( | reation Dat | e Book in | date          | Make | Model | Registration | Owner        | Status     | CCar             |
| select a location                     | <b>%</b> D | 150089   | Deans Bod         | / Repair |         | :         | 16-08-2017  |           |               | SEAT | LEON  | AB12WER      | Dean Welle   | New        | 1                |
| type a claim number                   | <b>*</b> D | 150085   | Deans Bod         | Repair   |         | (         | 9-08-2017   | 10-08-2   | 017, 16:45 🌦  | SEAT | LEON  | AB12WER      | Dean Welle   | Delivered, | Picked up        |
| ab12wer                               | <b>*</b> D | 150079   | Deans Bod         | Repair   |         | (         | 8-08-2017   | 02-08-2   | 017           | SEAT | LEON  | AB12WER      | Dean Welle   | Planned    | 1                |
| type a person name                    | <          |          |                   |          |         |           |             |           |               |      |       |              |              |            |                  |

Unique solution ID: #1603

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Last update: 2021-11-10 15:50