

# Jobs

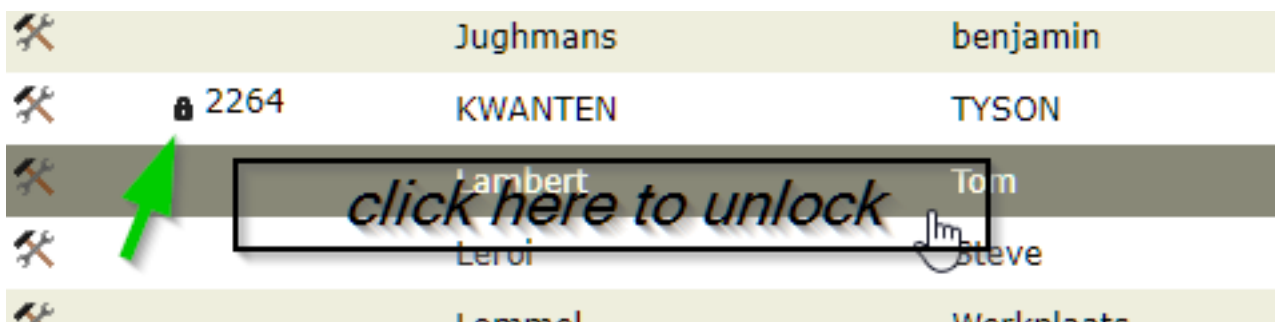
## How to unlock a job.

To avoid problems with wrong data in a file, PlanManager will block the "X" folder to other users when a user opens the "X" folder.

When the user goes to another page, the record is released.

However, sometimes there is an error: for example, with a power failure. The folder then remains blocked for 2 h after the last modification.

It is perfectly possible to unlock a folder quickly if the user no longer has the file open. Go to Maintenance - organisation - personnel. In the list of users, you will see a small lock and the side folder number of the user who blocked this same folder. If you click it, you will be asked for confirmation. After confirmation, the file will be immediately released.



Unique solution ID: #1576  
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Last update: 2021-11-10 15:51