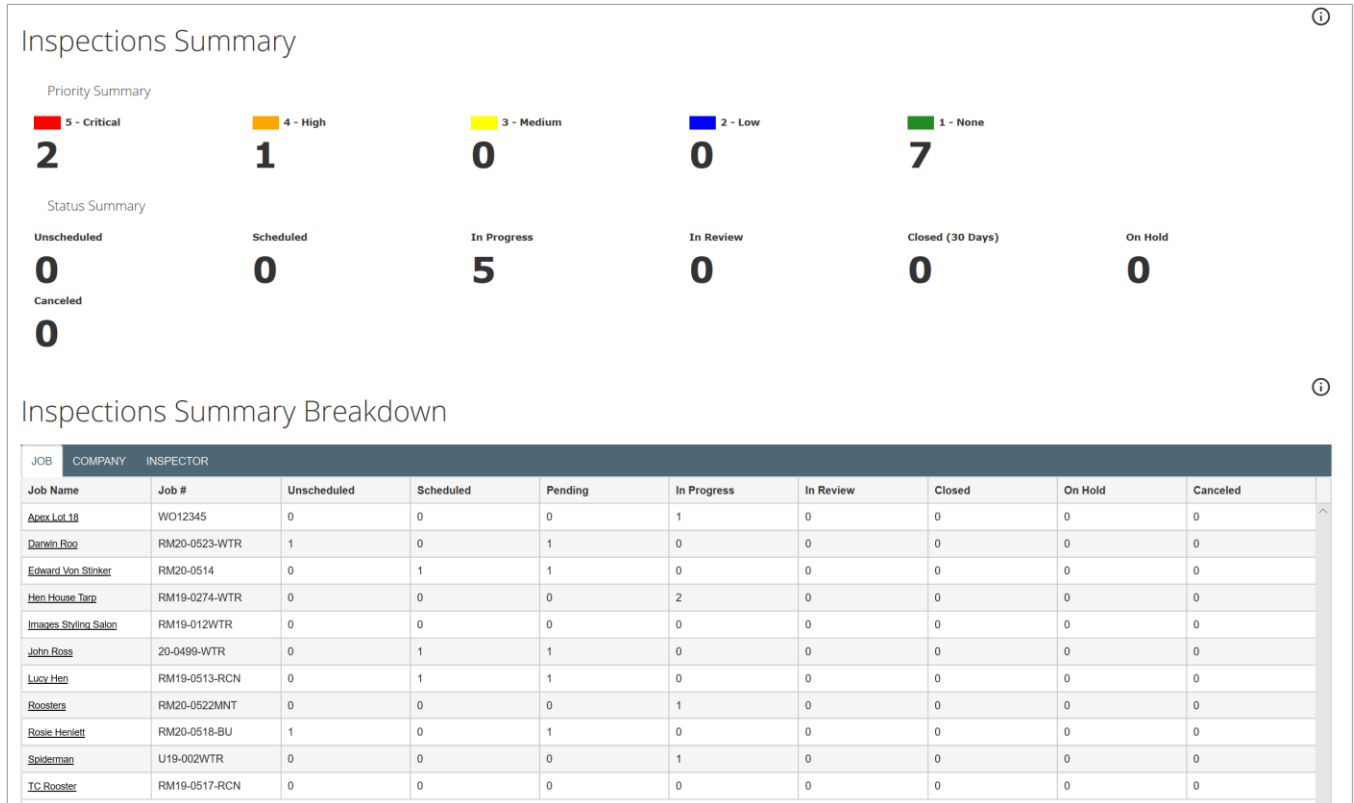


## Inspections Dashboard

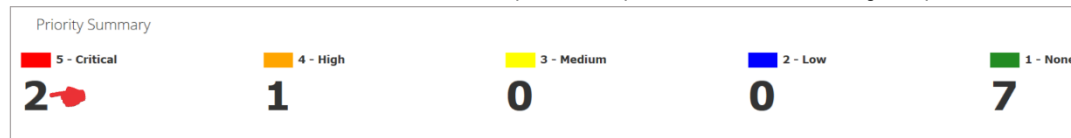
This document will provide you with a more detailed understanding of the dashboards and the required information for an accurate population of information on the dashboards. Each dashboard panel has an information icon, this is provided on each panel with a description of what is included on the displayed panel. Additional icons will be provided to the user on select dashboards, hover over the icon to display the definition the icon function. Click on the icons to perform the action or function. *\*\*Employee Permissions will apply with the function/action of icons such as Print and Export. The Administrator manages these permissions within the Employee information in your database. Employee Permissions are located at Settings→ System Setup→ Employee, Permissions.*

### Inspections Dashboard

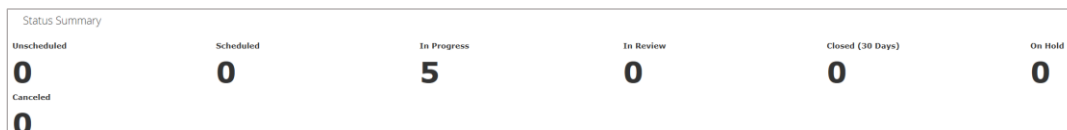
Inspection Summary provides the user with a Priority Summary listing Inspections in statuses.



Click on the number listed underneath the status to open the Inspection Browser to manage Inspections.



Status Summary provides the user with the number of Unscheduled, Scheduled, In Progress, In Review, Closed (30 Days) On Hold and Canceled.





## Inspections Dashboard

Inspections Summary Breakdown provides the user a breakdown of Inspections by either Job, Company or Inspector.

JOB	COMPANY	INSPECTOR	Unscheduled	Scheduled	Pending	In Progress	In Review	Closed	On Hold	Canceled
Job Name	Job #									
Apex Lot 18	WO12345		0	0	0	1	0	0	0	0
Darwin Roof	RM20-0523-WTR		1	0	1	0	0	0	0	0
Edward Von Sinker	RM20-0514		0	1	1	0	0	0	0	0
Hen House Tarp	RM19-0274-WTR		0	0	0	2	0	0	0	0
Images Styling Salon	RM19-012WTR		0	0	0	0	0	0	0	0

Click on the Job Name to open the Inspection in the job to adjust or manage the Inspection.

JOB	COMPANY	INSPECTOR	Unscheduled	Scheduled	Pending	In Progress	In Review	Closed	On Hold	Canceled
Job Name	Job #									
Apex Lot 18	WO12345		0	0	0	1	0	0	0	0
Darwin Roof	RM20-0523-WTR		1	0	1	0	0	0	0	0
Edward Von Sinker	RM20-0514		0	1	1	0	0	0	0	0
Hen House Tarp	RM19-0274-WTR		0	0	0	2	0	0	0	0
Images Styling Salon	RM19-012WTR		0	0	0	0	0	0	0	0

Click on the Company Name to open the Inspection Browser with all the Inspections associated with the company, here select the Inspection to adjust or manage.

JOB	COMPANY	INSPECTOR	Unscheduled	Scheduled	Pending	In Progress	In Review	Closed	On Hold	Canceled
Company Name	Company Code									
Big Dads Insurance			0	1	1	0	0	0	0	0
Crane & Construction			0	0	0	1	0	0	0	0
Hercules Insurance			0	1	1	0	0	0	0	0
House of Hills Insurance			0	0	0	2	0	0	0	0
L. Woods, Inc.			0	0	0	1	0	0	0	0
Roosters Property Management			1	0	1	0	0	0	0	0
State Casual			0	1	1	0	0	0	0	0
USAA Insurance			1	0	1	0	0	0	0	0

Click on the Inspector Name to open the Inspection Browser with all the Inspections assigned to the Employee, here select the Inspection to adjust or manage.

JOB	COMPANY	INSPECTOR	Unscheduled	Scheduled	Pending	In Progress	In Review	Closed	On Hold	Canceled
Primary Inspector										
Dave Dyer			0	1	1	0	0	0	0	0
Kathleen Mische			2	3	4	0	0	0	0	0
Lisa Feltz			0	1	1	0	0	0	0	0
Rob Lode			0	0	0	1	0	0	0	0

