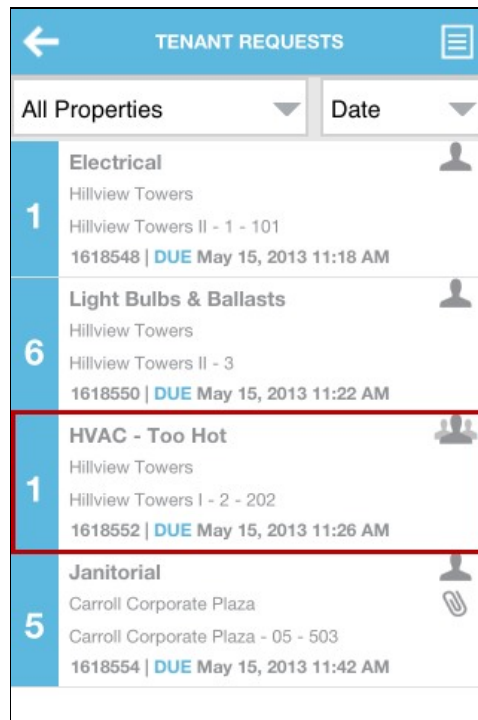


Accepting a Broadcasted Work Order

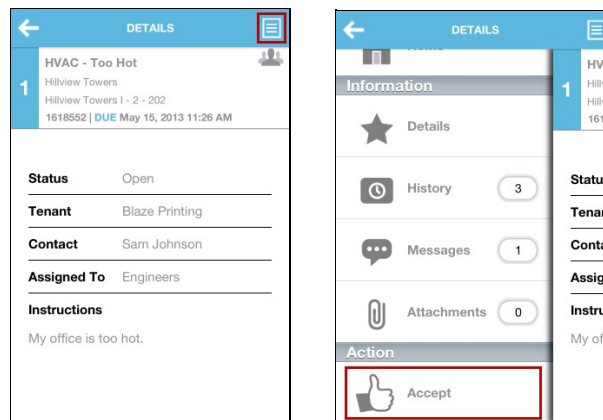
Accepting a Broadcasted Work Order:

Before you can begin working with a broadcasted work order, you must accept it first. Broadcasted work orders are displayed in your Tenant Request list and marked with a special icon (👥).

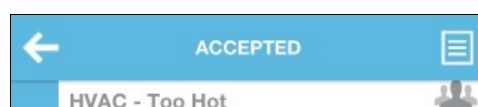
1. Open the Tenant Request list and select the broadcasted work order you would like to accept.



2. From the work order details, press the **Options** button (☰), and then select **Accept**.



3. Enter any applicable notes and then press **Submit**. The work order has now been accepted.



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Hillview Towers

Hillview Towers I - 2 - 202

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Note

Cancel

Submit