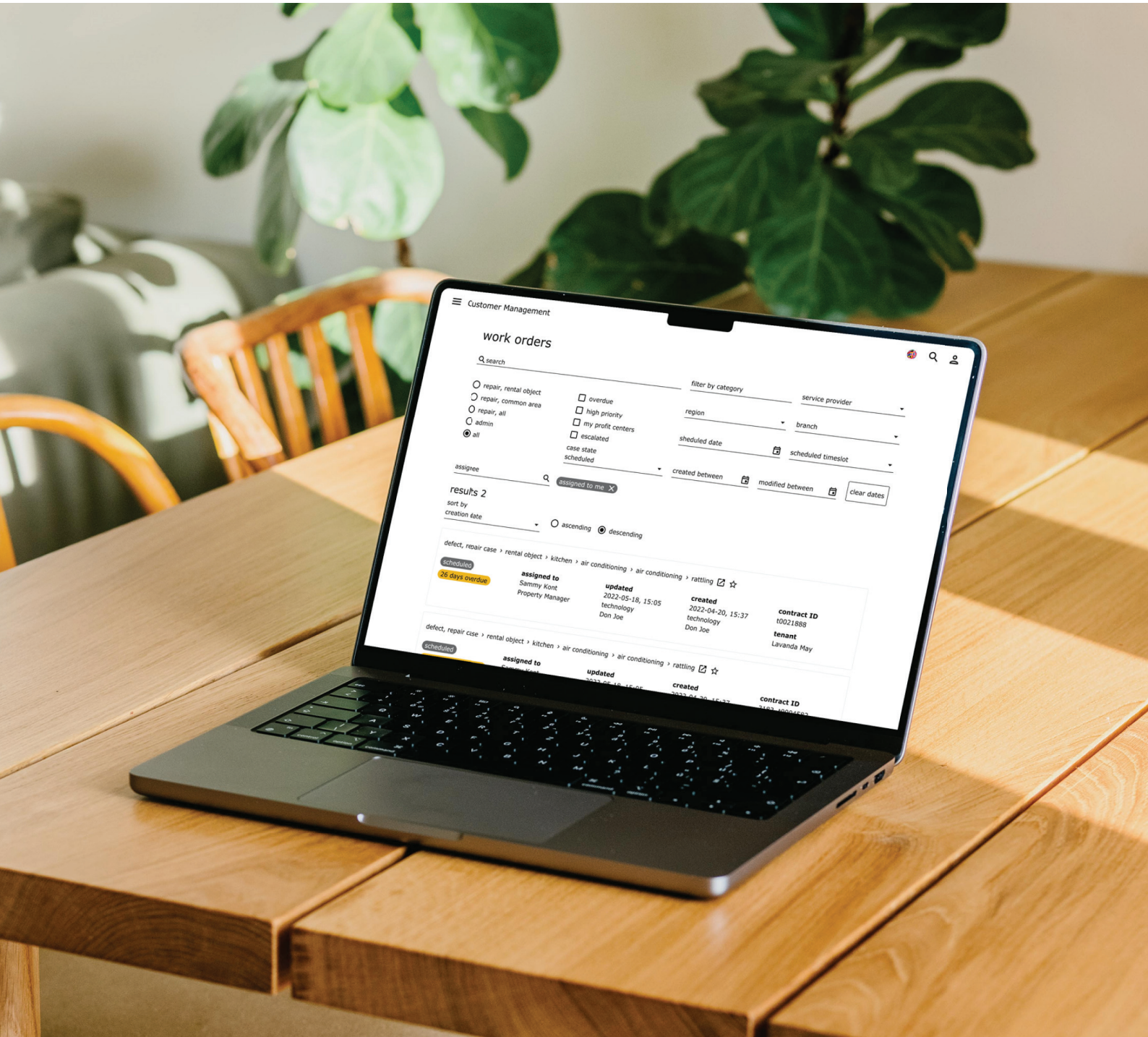


tenant administration

# Work Order Application



## *essentials*

The Work Order Application handles repairs and tenant requests.

Assign responsible staff, remind of due dates, and prioritize the important issues with automated processes.

Schedule appointments with tenants and mandate service providers.

Provide *a better living* by minimizing the time of resolution.

The application offers

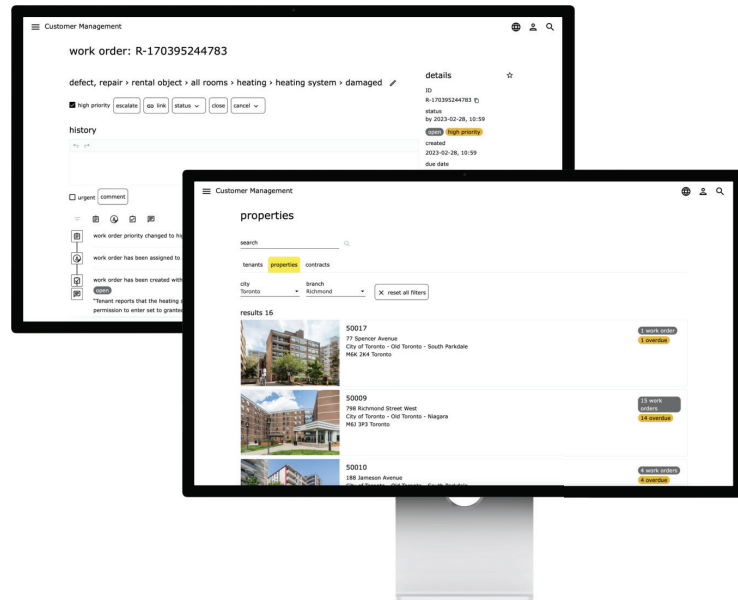
- closure of 86 percent of cases within five days and 94 percent within ten days
- monitoring of the work order lifecycle by tracking, assigning, processing, and reporting tenant issues
- mobile access for service staff to review, record actions, and confirm repairs

# functions

The application provides an overview of all relevant work orders.

Focus on your tasks with personalized to-do lists.

Create work orders for tenants or on property level for common areas.



## create work orders

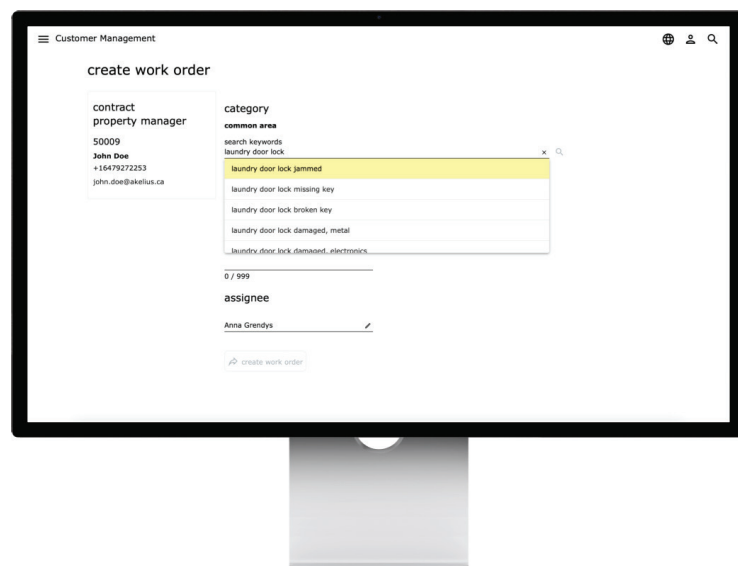
Work orders require at least information on location and category.

Tenant and contract information are optional.

The application automatically assigns the work order to the person who is responsible, and sets the required handling time.

Escalate urgent cases.

Provide transparency to all involved staff with the history function in the logbook.

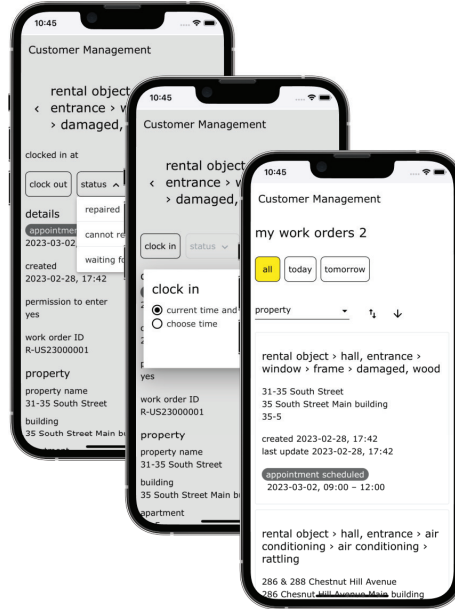


## handle work orders on your mobile device

Internal repair staff need work orders on-site.

The Work Order Application is available as a mobile version.

The application shows the work orders assigned to the user.



## communicate with service provider

Handle the communication with the service providers in the application.

Get a quotes for repairs with one click.

Service providers can obtain direct access to the application.

