

## **OUR MISSION**

At Liberty Military Housing, our mission is to provide military families with exemplary service in a quality home environment, employees with unparalleled opportunities for personal and professional development, and military partners with quality homes and vibrant neighborhoods.

# YARDI MOBILE FOR ANDROID

#### TABLE OF CONTENTS

Our Mission	]
Our Core Values	3
YARDI Setup	4 - 5
Completing a Work Order	6 - 14
Documenting Arrival Time	15 - 17
Helpful Features	18 - 19

## OUR CORE VALUES

WE ACCOMPLISH OUR MISSION THROUGH:

#### Commitment

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We passionately strive each day to deliver on our mission to serve our residents, our partners, and each other.

#### Balance

We all take responsibility for creating and maintaining a healthy work-life balance for ourselves and each other.

## Respect

We strive to treat others as we would like to be treated.



#### Empowerment

Each of us is encouraged to take initiative, ownership, and make good business decisions in the best interest of those we serve.



Integrity

We are always honest and truthful, we do what is right - ALWAYS.



#### Communication

Our interactions with each other are respectful, we listen with an open mind, provide honest feedback, and we are receptive to new ideas.

#### YARDI SETUP

Follow the steps below to setup YARDI Mobile on an Android device.





#### YARDI SETUP

5)	Тар	Scheduled	WO	Alerts

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Configuration	
Connection	
Web Addresses	
Default Web Address: Train	
Default Database: TEST	و
YardiOne	
Subdomains	
General	
Sync Record Count	50 🧕
Scheduled WO Alert	15 minutes before
Disable Unassigned WO Notifications	Off 🧕
Data Storage	Phone Memory 🧕
Version	5.4



Follow the steps below to complete a work order in YARDI Mobile.





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W0 Info	Labor	Material	Image	V
Call Date:	Nov 12, 2	2021 1:58 PM		
Property:	prop042	а		
Property Name:				
Unit:	00002			
Address:	00002 T San Dieg	raining Street 10, CA 92105 Un	ited States	
Occupant Name:	t027059	5 Training		
Bill To:				
Asset:				
Template:				
Priority:	03 - Rou	tine		
Caller Name:	Chris			
Caller Phone:	(214) 22	2-2222		
Caller Email:	test@lps	i.zzc		
Brief Desc:	11-repair	hole in closet w	vall in be	
OK To Enter:	No			
Category:	Interior -	Apt/Home		
SubCategory:	Hole in V	Vall/Ceiling		
Location	2nd Bed	room		
Follow up OK?	EMAIL O	NLY		
Hot Ticket?	NO			

Caller Name: Chris Caller Phone: (214) 222-2222 Caller Email: test@lpsi.zzc 11-repair hole in closet wall in be Brief Desc: 2nd bedroom closet has a hole in the wall where mice chewed through, please fill in the hole and repair it /am Problem Desc: OK To Enter: No ۲ Access Notes: Pending / Appointment Call  $oldsymbol{igo}$ Category: Scheduled SubCategory: Location: In Progress Follow up OK?: On Hold Hot Ticket?: Request Reassignment On Call?: First Contact Pets?: Response Method: Review - Cancel Appointment Requ Home Arrival Time Tenant Responsible: Work Completed Maint Notes: Status: Call ۷ ۳ Reason:

Scroll down and tap Status

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🔀 WO #592094	48 🛄 💾
Caller Name:	Chris
Caller Phone:	(214) 222-2222
Caller Email:	test@lpsi.zzc
Brief Desc:	11-repair hole in closet wall in be
Problem Desc:	2nd bedroom closet has a hole in the wall where mice chewed through, please fill in the hole and repair it /am
OK To Enter:	No
Access Notes:	pte n pets y dogs /am
Category:	Interior - Apt/Home
SubCategory:	Hole in Wall/Ceiling
Location:	2nd Bedroom
Follow up OK?:	EMAIL ONLY
Hot Ticket?:	NO
On Call?:	NO
Pets?:	YES
Response Method:	Home Phone
Appointment Reque	NO
Tenant Responsible:	No
Maint Notes:	
Status:	Call
Reason:	

• • • • • •	🔌 🗟 🛇 99% 🗎 6:4
🔀 WO #592094	•
Caller Name:	Chris
Caller Phone:	(214) 222-2222
Caller Email:	test@lpsi.zzc
Brief Desc:	11-repair hole in closet wall in be
Problem Desc:	2nd bedroom closet has a hole in the wall where mice chewed through, please fill in the hole and repair it /am
OK To Enter:	No
Access Notes:	pte n pets y dogs /am
Category:	Interior - Apt/Home
SubCategory:	Hole in Wall/Ceiling
Location:	2nd Bedroom
Follow up OK?:	EMAIL ONLY
Hot Ticket?:	NO
On Call?:	NO
Pets?:	YES
Response Method:	Home Phone
Appointment Reque	NO
Tenant Responsible:	No
Maint Notes:	
Status:	Home Arrival Time
Passon:	

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💥 wo #592	0948		<b>N</b>	۵	*	
Ô	44	(2)				٩
WO Info	Labor	Material	h	mage	1	Voice
Call Date:	Nov 12, 2	2021 1:58 PM				
Property:	prop042	а				
Property Name:						
Unit:	00002					
Address:	00002 T San Dieg	raining Street Io, CA 92105 Uni	ited Stat	es		
Occupant Name:	t027059	5 Training				
Bill To:						
Asset:						
Template:						
Priority:	03 - Rou	tine				
Caller Name:	Chris					
Caller Phone:	(214) 22	2-2222				
Caller Email:	test@lps	i.zzc				
Brief Desc:	11-repair	r hole in closet w	all in be			
OK To Enter:	No					
Category:	Interior -	Apt/Home				
SubCategory:	Hole in V	Vall/Ceiling				
Location	2nd Bed	room				
Follow up OK?	EMAIL O	NLY				
Hot Ticket?	NO					

#### The Date/Time will auto

popul	
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	#5000040
	_
Date In:	12/9/21
Time In:	6:41 PM
Date Out:	
Time Out:	
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Tech Notes:	
	Complete
	Delete

Tap the **Clock** icon















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Image

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Call Date:	Nov 12, 2	021 1:58 PM				
Property:	prop042a	а				
Property Name:						
Unit:	00002					
Address:	00002 Tr	aining Street	nited State	0		
Occupant Name:	+027050	5 Training	niteu State	5		
Bill To:	1027039	5 maining				
Asset:						
Template:						
Priority:	02 - Perit	ine				
Caller Name	Chric					
Caller Phone	(214) 22	7-2222				
Caller Email	test@loo	i 770				
Brief Desc:	11 ropeir	hole in closet	wall in he			
K To Enter	No	noie in cioset	an in be			
Category:	Interior	Ant/Home				
SubCategory:	Hole in M	/all/Ceiling				
ocation	2pd Rede	nom				
Follow up OK2	EMAIL O					
rollow up orti	ENALE OF					
Dnce the	e resic	dent s	igns,			
Dnce the ap <b>Save</b>	e resic	dent s	igns,			
Hot Ticket? Once the ap <b>Save</b>	NO Presic	dent s	igns,			
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Hot Ticket?	NO Presic	dent s	igns,		_	
Hot Ticket?	NO Presic	dent s	igns,			
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Hot Ticket?		dent s	igns,			

Enter the resident's name (22) and tap **OK** 



#### (24) Tap Labor

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<b>i</b>	<u>.</u> 0	(2)	<b>≜</b> <sup>0</sup>	٩
WO Info	Labor	Material	Image	Voice
Call Date:	Nov 12, 3	2021 1:58 PM		
Property:	prop042	а		
Property Name:				
Unit:	00002			
Address:	00002 T San Dieg	raining Street Jo, CA 92105 Unit	ed States	
Occupant Name:	t027059	5 Training		
Bill To:				
Asset:				
Template:				
Priority:	03 - Rou	tine		
Caller Name:	Chris			
Caller Phone:	(214) 22	2-2222		
Caller Email:	test@lps	si.zzc		
Brief Desc:	11-repai	r hole in closet w	all in be	
OK To Enter:	No			
Category:	Interior -	Apt/Home		
SubCategory:	Hole in V	Vall/Ceiling		
Location	2nd Bed	room		
Follow up OK?	EMAIL C	NLY		
Hot Ticket?	NO			





*	WO #5922492	Ľ	WU #3922	2492
				L.
Date In:	12/9/21		Date In: 12/9	0/21
Time In	6:58 PM		Time In: 6:58	PM
Date Ou	t: 12/9/21		Date Out: 12/9	0/21
Time Ou	t: 7:00 PM		Time Out: 7:00	PM
Notes:		*	Notes:	
	[trn042 12/9/21 7:00 PM]		[trn0	142 12/9/21 7:00 PM]
Tech N	nesident stated there was a light overhead light bulb out, replaced	out in the 2nd bedroom, found light bulb, checked for proper	Tech Notes: Resid overh	dent stated there was a light out in the 2nd bedroom, foun head light bulb out, replaced light bulb, checked for proper
	operation and it is working prope	rly. AL	oper	ation and it is working properly. AL
	Delete		Co	elete
Go I and	back to the Main	Menu	YARDI M	lobile will then Sync
Go I and	back to the Main tap <b>Sync</b>	Menu 41 %0 97% 1655 PM	YARDI M and Upd	lobile will then Sync l <b>ate</b>
Go I and	Dack to the Main tap <b>Sync</b>	Menu 41 7-0 97% & 6-53 PM 2 : 3 0	YARDI M and Upd	lobile will then Sync late nce S My Work Orders
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) Go l and	Dack to the Main tap <b>Sync</b>	Menu	YARDI M and Upd	Iobile will then Sync late
Go l and	Dack to the Main tap <b>Sync</b> My Work Order Constant Constant My Work Order	Menu *I *-99% 0.53 PM C : 0 50	YARDI M and Upd	Iobile will then Sync late
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Go I and	Dack to the Main tap <b>Sync</b> Maintenee My Work Order My Work Order My Work Order	Menu 1 7-09 97% 0 653 PM 2 : 50 50 0	(32) YARDI Mand Upd	Iobile will then Sync late NI *:0.97% My Work Orders Unassigned Completed 0
Go I and	A Completed	Menu	YARDI Mand Upd	Iobile will then Sync late Ince C My Work Orders 0 Unassigned 50 Completed 0





### **ON CALL - DOCUMENTING ARRIVAL TIME**

Follow the steps below to document your arrival time in YARDI Mobile.





Appliances Nov 17, 2021

Plumbing

5920949 Appliance Nov 16, 2021

5920952

Not Scheduled

02 - Urgent 5920947

08-laundry room flooded downstairs

10-Kitchen sink backed up, both sides

12-fridge and freezer are not cooling

prop042a

Kitchen Sink

prop042a Refrigerator

prop042a Lock Out

00002

00002 Scheduled

00002

Call

## **ON CALL - DOCUMENTING ARRIVAL TIME**

lap <b>Edit</b>						1	
		_	N 80 4	00% 🗎 11-42 AM			
W0 #5920	1940	/		32 E		WO #5920	940
	••	uite a state a		· ·			
WO Info	Labor M	Material	Image	Voice		Caller Name:	Gioria
						Caller Phone:	(214) 222-2222
Call Date:	Nov 17, 2021 8	8:00 AM				Caller Ernall.	02 Corpora water heater laak
Property:	prop042a					bilei Desc.	Hot water heater in the garage is leaking w
Property Name:						Problem Desc:	PVC pipe and there is a puddle on the floor also found that some drywall has gotten w
Unit:	00002					OK To Enter:	Yes
Address:	00002 Training San Diego, CA	g Street 92105 United St	tates				
Occupant Name:	t0270595 Train	ning				Access Notes:	pte - yes; pets - yes, secured. //tj
Bill To:						Category:	Appliances
Asset:						SubCategory:	Leak/Water Intrusion
Template:						Location:	Garage
Priority:	01 - Emergenc	y				Follow up OK?:	PHONE ONLY
Caller Name:	Gloria					Hot Ticket?:	YES
Caller Phone:	(214) 222-222	2				On Call?:	NO
Caller Email:	test@lpsi.zzc					Pets?:	YES
Brief Desc:	03-Garage wat	ter heater leak				Response Method:	Home Phone
OK To Enter:	Yes					Appointment Reque.	NO
Category:	Appliances					Tenant Responsible:	No
SubCategory:	Leak/Water Int	trusion				Maint Notes:	
Location	Garage					Status:	Call
Location Follow up 0K? HotTicket? Tap <b>First</b>	Garage PHONE ONLY YES	:t				Status: Reason: Tap Save	Call
Location Follow up OK? Hot Ticket? Tap <b>First</b>	Garage PHONE ONLY YES	:t	<b>\$</b> \$\$\$09	99% <b>1</b> 11:44 AM		Status: Reason: Tap Save	Call ଅଧି ବ
Location Follow up 0K? Hot Ticket? Tap <b>First</b>	Garage PHONE ONLY YES Contac	:t	¥!≪©9	99% 🕯 11:44 AM		Status: Reason: Tap Save	Call 
Location Follow up 0K? Hot Ticket? Tap <b>First</b> <b>**</b> • • • • • • <b>**</b> • • • • • Caller Name:	Garage PHONE ONLY YES Contac	t	<b>କ୍ଷା କାର</b> : []	99% 🛙 11:44 AM		Tap Save	Call 41 © 940 Gloria
Location Follow up 0K? Hot Ticket? Tap <b>First</b> <b>X</b> wo #5920 Caller Name: Caller Phone:	Garage PHONE ONLY YES Contac 9940 Gloria (214) 222-222	2 2	<b>শ্য</b> হ:ত (	99% 🗈 11:44 AM	NOTE	Status: Reason: Tap Save Sale A Caller Name: Caller Phone:	Call ۲۰۰۹ ۲۰۰۹ Gloria (214) 222-2222
Location Follow up 0K? Hot Ticket? Tap <b>First</b> <b>X</b> wo #5920 Caller Name: Caller Phone: Caller Email:	Garage PHONE ONLY YES Contac 9940 Gloria (214) 222-222 test@lpsi.zzc	2 2	41 %.0 [	992 <b>8</b> 11:44 AM	NOTE:	Status: Reason: Tap Save Save Caller Name: Caller Phone: Caller Email:	Call ۲۰۰۰ ۲۰۰۰ Gloria (214) 222-2222 test@lpsi.zzc
Location Follow up 0K? Hot Ticket? Tap <b>First</b> <b>X</b> wo #5920 Caller Name: Caller Phone: Caller Email: Brief Desc:	Garage PHONE ONLY YES CONTAC Gloria (214) 222-222 test@lpsi.zzc 03-Garage wat	2 rer heater leak	¥1 ≈⊙0	99 <b>1.∎ 11.44 AM</b>	NOTE: When changing	Status: Reason: Tap Save Save Caller Name: Caller Phone: Caller Email: Brief Desc:	Call کار Gloria (214) 222-2222 test@lpsi.zzc 03-Garage water heater leak
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Location Follow up 0K? Hot Ticket? Tap First Caller Name: Caller Phone: Caller Email: Brief Desc: Problem Desc; OK To Enter:	Garage PHONE ONLY YES CONTAC Gloria (214) 222-222 test@lpsi.zzc 03-Garage wat Hot water heat PVC pipe and 1 also found that also found that the set	2 2 ter heater leak ter in he garage there is a puddle	위 중요 [] is leaking wate is leaking wate as gotten wet.	99% 🛙 11:44 AM	NOTE: When changing work orders to this Status, you must	Status: Reason: Tap Save Save Caller Name: Caller Phone: Caller Fmail: Brief Desc: Problem Desc: OK To Enter:	Call Call Call Call Call Value Call Call Call Call Call Call Call Cal
Location Follow up 0K? Hot Ticket?	Garage PHONE ONLY YES CONTAC Gloria (214) 222-222 test@lpsi.zzc 03-Garage wat Hot water heat PVC pipe and f also found tha yes pte - yes; pets	2 2 ter heater leak ter in the garage there is a puddle there is a puddle there is a puddle there is a puddle	¥I ♥⊙♥ I is leaking wate on the floor. Re as gotten wet. /tj	991 11.44 AM	NOTE: When changing work orders to this Status, you must have called the resident to	Status: Reason: Tap Save Save Caller Name: Caller Phone: Caller Fmail: Brief Desc: Problem Desc; OK To Enter: Access Notes:	Call Call Call Call Call Call Call Call
Location Follow up 0K? Hot Ticket? Tap First Caller Name: Caller Phone: Caller Email: Brief Desc: Problem Desc: OK To Enter: Access Notes: Category:	Garage PHONE ONLY YES CONTAC Gloria (214) 222-222 test@lpsi.zzc 03-Garage wat Hot water heat PVC pipe and i also found tha Yes pte - yes; pets: Call	2 ter heater leak ter in le garage there is a puddle there is a puddle there is a sound of the sound of the sound of the - yes, secured. //	- ¥I ♥⊙ □ is leaking wate on the floor. Re as gotten wet. /tj	99% 🛙 11:44 AM	NOTE: When changing work orders to this Status, you must have called the resident to gather more	Status: Reason: Tap Save Save Caller Name: Caller Phone: Caller Fmail: Brief Desc: Problem Desc: OK To Enter: Access Notes: Category:	Call Call Call Call Call Call Call Call
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Location Follow up 0K? Hot Ticket? Tap First Caller Phone: Caller Phone: Caller Phone: Caller Email: Brief Desc: Problem Desc: OK To Enter: Access Notes: Category: SubCategory: Location:	Garage PHONE ONLY YES CONTAC Gloria (214) 222-222 test@lpsi.zzc 03-Garage wate PVC pipe and 1 also found tha Yes pte - yes; pets: Call Scheduled In Progress	2 ter heater leak ter in the garage there is a puddle there is a puddle - yes, secured. //	4 € © ( is leaking wate on the floor. Re as gotten wet. /tj	992 11.44 AM	NOTE: When changing work orders to this Status, you must have called the resident to gather more information and inform them of	Status: Reason: Tap Save Save Caller Name: Caller Phone: Caller Phone: Caller Email: Brief Desc: Problem Desc: OK To Enter: Access Notes: Category: SubCategory: Location:	Call Call Call Call Call Call Call Call
Location Follow up 0K? Hot Ticket?	Garage PHONE ONLY YES CONTACC OPAC Gloria (214) 222-222 test@lpsi.zzc 03-Garage wat Hot water PVC pipe and tal so found tha Yes Pte - yes; pets Call Scheduled In Progress On Lind	2 2 ter heater leak there is a puddle there is a	4 € © 0 I is leaking wate on the floor. Re as gotten wet. ftj	97% 11:44 AM	NOTE: When changing work orders to this Status, you must have called the resident to gather more information and inform them of	Status: Reason: Tap Save Save Caller Name: Caller Phone: Caller Phone: Caller Email: Brief Desc: Problem Desc: OK To Enter: Access Notes: Category: SubCategory: Location: Follow up OK7;	Call         Call         Gloria         (214) 222-2222         test@lpsi.zzc         03-Garage water heater leak         Hot water heater in the garage is leaking w         PVC pipe and there is a puddle on the floo also found that some drywall has gotten w         Yes         pte - yes; pets - yes, secured. //tj         Appliances         Leak/Water Intrusion         Garage         PHONE ONLY
Location Follow up 0K? Hot Ticket? Tap First Caller Phone: Caller Phone: Caller Phone: Caller Email: Brief Desc: Problem Desc: 0K To Enter: Access Notes: Category: SubCategory: Location; Eollow up 0K?: Hot Ticket?	Garage PHONE ONLY YES CONTACC Gloria (214) 222-222 test@lpsi.zzc 03-Garage wat PCC pipe and 1 also found tha Yes Call Scheduled In Progress On Hold	2 er heater leak ter in the garage there is a puddle there is a puddle there is a puddle there is a puddle	KI ♥ ♥ ♥ ■ Is leaking wate is leaking wate is a gotten wet. /tj	92 11:44 AM	NOTE: When changing work orders to this Status, you must have called the resident to gather more information and inform them of you arrival time	Status: Reason: Tap Save Save Caller Name: Caller Phone: Caller Email: Brief Desc: Problem Desc: OK To Enter: Access Notes: Category: SubCategory: Location: Follow up OK2; Hot Ticket2;	Call         Call         Call         Call         Call         Call         Call         Call         Gloria         (214) 222-2222         test@lpsi.zzc         03-Garage water heater leak         Hot water heater in the garage is leaking w         PVC pipe and there is a puddle on the floor also found that some drywall has gotten w         Yes         pte - yes; pets - yes, secured. //tj         Appliances         Leak/Water Intrusion         Garage         PHONE ONLY         YES
Location Follow up 0K? Hot Ticket?	Garage PHONE ONLY YES CONTACC Gloria (214) 222-222 test@lpsi.zzc 03-Garage wat PVC pipe and 1 also found that also found that Yes Call Scheduled In Progress On Hold Request Reas	2 2 rer heater leak ter in the garage there is a puddled ts some drywall h - yee, secured. //	¥I €⊙ I is leaking wate on the floor. Re as gotten wet. /tj	97 11.44 AM	NOTE: When changing work orders to this Status, you must have called the resident to gather more information and inform them of you arrival time	Status: Reason: Tap Save Save Caller Name: Caller Phone: Caller Phone: Caller Email: Brief Desc: Problem Desc: OK To Enter: Access Notes: Category: SubCategory: Location: Follow up OK2: Hot Ticket2: On Call2:	Call         Station         Call         Gloria         (214) 222-2222         test@lpsi.zzc         O3-Garage water heater leak         Hot water heater in the garage is leaking w         Yes         Pte - yes; pets - yes, secured. //tj         Appliances         Leak/Water Intrusion         Garage         PHONE ONLY         YES         NO
Location Follow up 0K? Hot Ticket?	Garage PHONE ONLY YES CONTACC Gloria (214) 222-222 test@lpsi.zzc 03-Garage wat PCC pipe and 1 also found that also found that yes Call Scheduled In Progress On Hold Request Reas	2 2 ter heater leak ter in the garage there is a puddle there is a	¥I €⊙ € I I I I I I I I I I I I I	99 11.44 AM	NOTE: When changing work orders to this Status, you must have called the resident to gather more information and inform them of you arrival time	Status: Reason: Tap Save Save Caller Name: Caller Phone: Caller Phone: Caller Phone: Caller Email: Brief Desc: Problem Desc: OK To Enter: Access Notes: Category: SubCategory: Location: Follow up OK2: Hot Ticket2: On Call2: Pets2:	Call         State         Gloria         (214) 222-2222         test@lpsi.zzc         O3-Garage water heater leak         Hot water heater in the garage is leaking w         Yes         pte - yes; pets - yes, secured. //tj         Appliances         Leak/Water Intrusion         Garage         PHONE ONLY         YES         NO         YES
Location Follow up OK? Hot Ticket?	Garage PHONE ONLY YES CONTACC Gloria (214) 222-222 test@lpsi.zzc 03-Garage wat Hot water heat PVC pipe and f also found tha also found tha Scheduled In Progress On Hold Request Reas First Contact	2 2 ter heater leak ter in the garage there is a puddle there is a puddle there is a puddle ter in the garage signment	KI SON I is leaking wate on the floor. Re as gotten wet. /tj	99 1 1.44 AM	NOTE: When changing work orders to this Status, you must have called the resident to gather more information and inform them of you arrival time	Status: Reason: Tap Save Tap Save Caller Name: Caller Name: Caller Phone: Caller Fmail: Brief Desc: Problem Desc: OK To Enter: Access Notes: Category: Sub Category: Location: Follow up OK2: Hot Ticket2: On Call2: Pets2: Response Method:	Call         Call <t< td=""></t<>
Location Follow up OK? Hot Ticket?	Garage PHONE ONLY YES CONTACC Gloria (214) 222-222 test@lpsi.zzc 03-Garage wat Hot water heat PVC pipe and 1 also found tha also found tha Scheduled In Progress On Hold Request Reas First Contact Review - Canc Home Arrival	2 2 ter heater leak ter in the garage there is a puddled there is a puddled ter in the garage there is a puddled there is a puddled there is a puddled ter is a puddled there is a puddl	KI ♥♥♥ I sleaking wate is leaking wate on the floor. Re as gotten wet. /tj	991 11.44 AV	NOTE: When changing work orders to this Status, you must have called the resident to gather more information and inform them of you arrival time	Status: Reason: Tap Save Tap Save Caller Name: Caller Phone: Caller Phone: Caller Phone: Caller Phone: Caller Phone: Caller Phone: Caller Phone: Caller Caller Phone: Caller Caller Phone: Caller Caller Phone: Caller Ph	Call         Call <t< td=""></t<>
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Location Follow up OK? Hot Ticket?	Garage PHONE ONLY YES CONTACC Gioria (214) 222-222 (214) 222 (214) 22 (214	2 2 er heater leak ter in the garage there is a puddit t some drywall h is signment el tel Time ted	KI ©⊙ ∩ Is leaking water Is leaking water Is on the floor, floor (tj) (tj)	921 1144 AM	NOTE: When changing work orders to this Status, you must have called the resident to gather more information and inform them of you arrival time	Status: Reason: Tap Save Tap Save Caller Name: Caller Phone: Caller Phone: Caller Phone: Caller Email: Brief Desc: Problem Desc: OK To Enter: Access Notes: Category: SubCategory: Location: Follow up 0(2) Hot Ticket? On Call? Pets? Response Method: Appointment Reque Tenant Responsible Maint Notes: Status:	Call         Call         Call         Call         Call         Call         Call         Call         Call         State         Gloria         (214) 222-2222         test@lpsi.zzc         O3-Garage water heater leak         Hot water heater in the garage is leaking w         PVC pipe and there is a pudde on the flow         PVC pipe and there is a pudde on the flow         Qalso found that some drywall has gotten w         Yes         Pte - yes; pets - yes, secured. //tj         Appliances         Leak/Water Intrusion         Garage         PHONE ONLY         YES         NO         YES         NO         NO         NO         First Contact



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## **ON CALL - DOCUMENTING ARRIVAL TIME**

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			¥ 80	오 100% 💼 11:43 AM		<b>%</b>
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0	44	(2)	È	٩	Caller Name: Gloria	
WO Info	Labor	Material	Image	Voice	Caller Phone: (214) 222-2222	
0.11.0.1.1	1				Caller Email: test@lpsi.zzc	
Property:	prop042a	1 8:00 AM			Brief Desc: 03-Garage water	heater leak
Property Name:	p				Hot water heater Problem Desc: PVC pipe and th also found that s	in the garage is leaking w ere is a puddle on the floor ome drywall has gotten w
Unit:	00002	ing Street			OK To Enter: Yes	
Address: Occupant Name:	San Diego, C t0270595 Tr	raining	d States		Access Notes; pte - yes; pets - y	es, secured. //tj
Bill To:					Category: Appliances	
Asset:					SubCategory: Leak/Water Intru	ision
Template:					Location: Garage	
Priority:	01 - Emerger	ncy			Follow up OK?: PHONE ONLY	
Caller Name:	Gloria				Hot Ticket?: YES	
Caller Phone:	(214) 222-22	222			<u>On Call?:</u> NO	
Caller Email:	test@lpsi.zz	ic .			Pets?: YES	
Brief Desc:	03-Garage w	/ater heater leal	¢		Response Method: Home Phone	
OK To Enter:	Yes				Appointment Reque NO	
SubCategory:	Appliances	Intrusion			Tenant Responsible: No	
Location	Garage				Maint Notes:	
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Follow up OK?	PHONE ONL	Y			Status: First Contact	
Follow up OK? Hot Ticket?	PHONE ONLY YES	val Tim	ne		Status: First Contact Reason: Tap Save	
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#### **HELPFUL FEATURES**

Use the helpful features below when using the YARDI Mobile app.





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#### **HELPFUL FEATURES**

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*	Unassigned Work Order		Q =
Nove	ember 7, 2016		
	<b>5920959</b> Electrical Nov 7, 2016 22-livingroom fixture	prop042a Ceiling Fan	00002 Scheduled
	<b>5922503</b> Electrical Nov 7, 2016 22-livingroom fixture	prop042b Ceiling Fan	00002 Scheduled
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WO # Unit Call Date Scheduled Date Priority Category Status Due Date



#### NOTE:

Ensure notes are accurate before saving.

