

Perform a task

Task

Subject

Test

Description

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Test

Start date

2020-01-02 09:21

End Date

2020-01-02 09:21

Agent

Automated Test

Team

Utviklere

Status

Not started

Phase

Analyze

Object search

Email agent

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NEW WORK LOG

SERVICE LOG FOR TASKS

Registered	Description	Agent	Time Spent
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SAVE

SAVE AND CLOSE

DELETE

a

1. Open the task from the «Maintenance» tab or from «Servicedesk» tab by clicking it
2. Fill out check boxes and fields.
3. You can save by clicking «Save», and complete the task later.
4. Click «Save and close» when you have completed the task.
5. The task is now disappearing from your list