

Action Options Pick List

The *Action Options Pick List* displays a variety of available selections. Not all options are available for all Users.

<i>Cancelled by Agency</i>	Displays all jobs cancelled by the Agency.
<i>Cancelled by FM</i>	Displays all jobs cancelled by FM's to DPTI Building Management Contract Managers.
<i>Disputed</i>	Displays all jobs currently in dispute.
<i>Fixed Price</i>	Displays jobs with a Fixed Price pending.
<i>Held</i>	Displays all jobs on <i>hold</i> pending further information (e.g. budget approval).
<i>Pending</i>	Displays new work waiting to be released. This is the default status.
<i>Pre-Active</i>	Not yet allocated a Job Number and sent to the FM for action.
<i>Released</i>	After release and before being sent to the FM during normal nightly processing.

Note:

DPTI Contract Managers have additional choices available such as:

- Active
- All
- Archived and;
- Completed.

Action Options Pick List

The screenshot displays a software interface with a top navigation bar containing the following items: Welcome, Budget, Schedules, Work Request, Agreement (highlighted with a red circle), Job Tracking, Approvals, Job History, Job Billing, Invoicing, Asset List, Tax Invoice, and Reject. Below the navigation bar is a table with columns: Action, Status, Ident, Asset, Asset Zone, Agreement Type, Work Description, Est. Cost, Fixed Price, AG, Status, and Agency. The 'Agreement Type' column has a dropdown menu open, showing a list of options: ACTIVE, ALL, ARCHIVED, CANCELLED BY AG..., CANCELLED BY FM, COMPLETED, DELETED, DISPUTED, FIXED PRICE, HELD, PENDING, and PRE-ACTIVE. The 'Status' column has another dropdown menu open, showing a list of options: Schedules, Minor Work, Programmed Maint., Property Services, Advice To Client, Select, AS, and Clear. The 'Status' dropdown is currently set to 'PENDING'.