EnergyService Technicians

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This section is for the setup of service Technicians. Technician Types will be created and then assigned to a Technician based on their specialty.

Technician Types



- 1. Select **Technicians** from the *EnergyService* menu.
- 2. Choose Technician Types.
- 3. Press Ctrl+C to create.
- 4. Seq will automatically be assigned once saved.
- 5. Enter the Technician Type description (Ex: Tank Installer, HVAC Installer) and then press the Down Arrow or

F4 to enter another type.

6. Press Ctrl+Q to save.

Technicians

Technicians					
Seq Name	Type Te	ch Type			EF User ID 🔺
2	1 H	VAC INSTAL	LER		
3	1 H	VAC INSTAL	LER		
4	1 H	VAC INSTAL	ER		
5	3 SE	ERVICE TEC	HNICIAN A	/C CERT	
6	1 H	VAC INSTAL	LER		
7	2 SE	ERVICE TEC	HNICIAN		
8	2 SE	ERVICE TEC	HNICIAN		
9	5 TA	NK INSTALL	.ER		
				_	
	Technician Hours				
	Day (Sunday =1)	Start Time	End Time	-	
	1	06:00	21:00		
	2	06:00	21:00		
	3	06:00	21:00		
	4	06:00	21:00		
	5	06:00	21:00		
	6	06:00	21:00		Exit
	7	06:00	21:00	-	Exit

- 1. Select **Technicians** from the *EnergyService* menu.
- 2. Choose Technicians.
- 3. Press Ctrl+C to create.
- 4. Seq will automatically be assigned once saved.
- 5. Enter the Name of the Technician.
- 6. Press F5 to select the Type of Technician or specialty for this Technician.
- 7. Enter an EF User ID for the Technician.
- 8. Enter one line for each Day (1 through 7) the Technician is on duty.
- 9. Enter the Start Time and End Time for each day the technician is available.

- 10. Press the Down Arrow or F4 to enter another Technician.
- 11. Press **Ctrl+Q** to save when finished.