

How to generate a corrective WO?

help.fracttal.com/hc/en-us/articles/25200015086093-How-to-generate-a-corrective-WO

To generate a corrective Work Order (WO), it is possible to add an unplanned task from any of the following views in the work orders modules: **Kanban**, **Calendar**, and **Pending Tasks**. This option is useful when a corrective intervention needs to be performed on an unscheduled basis.

In the selected view, click the "Add" button located in the lower-right corner to create the unplanned task.

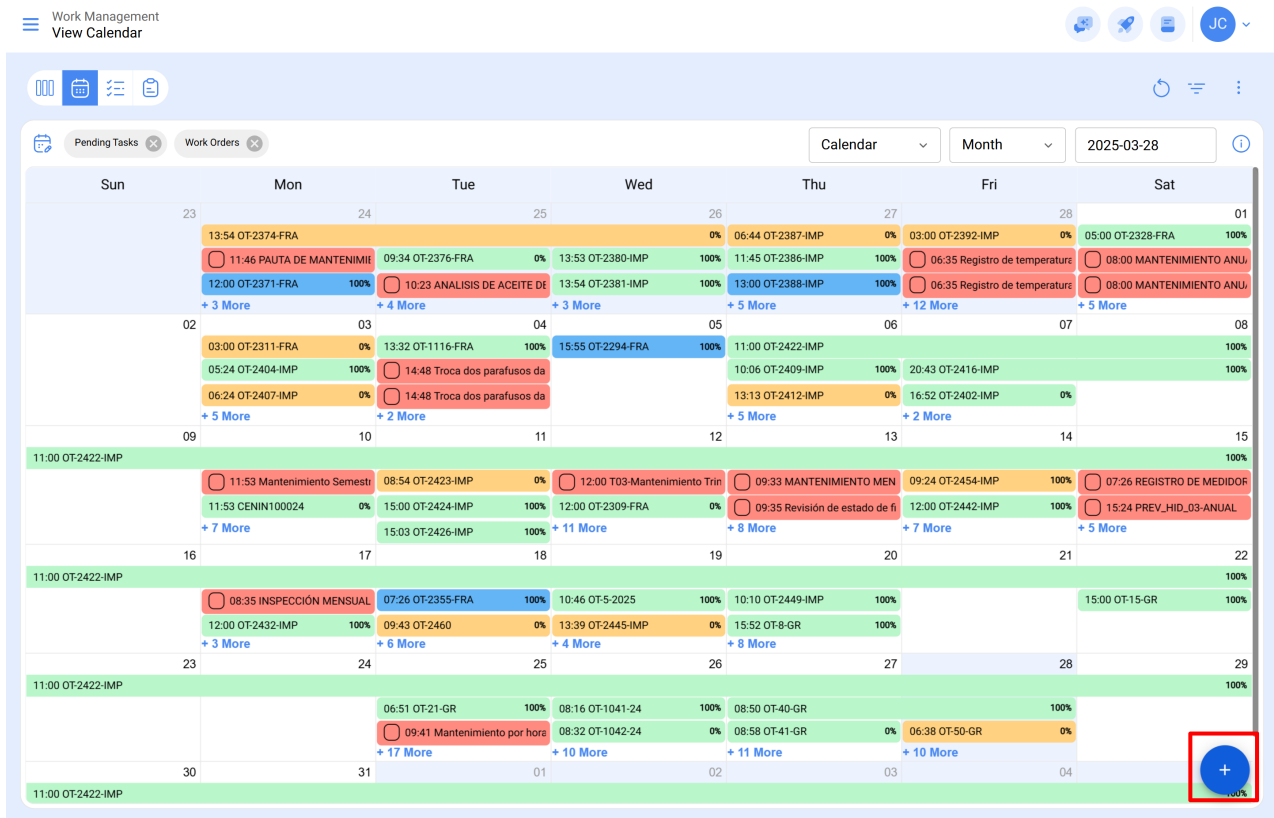
Kanban view

The screenshot displays the 'Work Management View Kanban' interface. It features four main columns representing different stages of work order processing:

- Pending Tasks (171):** Contains three task cards. The first card is for 'PLANTA DE LAVADO { LASMAY-01 }' with task 'INVENTARIO'. The second card is for 'HOYO 15 { GRU-AV-G03-CG1-HY15 }' with task 'LIMPIEZA Y CORTE'. The third card is for 'PROCESO { PROC-01 }' with task 'EVALUACIÓN DE EQUIPO'.
- WOs in Process (2747):** Contains three task cards. The first card is for 'HORNO 01' with task 'solicitud de baja de activo'. The second card is for 'MODULO 303-1' with task 'CAMBIO DE MODULO 303'. The third card is for 'SALA 303 { EQ.AC-S303 }' with task 'MANTENCION SALA'.
- WOs in Review (216):** Contains three task cards. The first card is for 'MOTOR 1' with task 'INSPECCION DE FUGAS'. The second card is for 'TRACTOR ALEXANDER' with task 'INSPECCION DE FUGAS'. The third card is for 'COMPRESOR RECIPROCANTE 01 ZHONGHE 250 KG' with task 'No enciende máquina'.
- Closed WOs:** Contains three task cards. The first card is for 'CENTRO COMERCIAL' with task 'FALLO DE CADENA'. The second card is for 'SALA 1 { EQ.AC-100 }' with task 'MANTENCION SALA'. The third card is for 'COMPRESOR RECIPROCANTE 01 ZHONGHE 250 KG' with task 'Comprobación'.

A red box highlights a blue '+' button in the bottom right corner of the 'Closed WOs' column, indicating the location to click to add a new task.

Calendar View



Pending Tasks (List view)

Work Management
Pending Tasks

Search...

Actual Schedule Date: Mar 31/2025

	Code	Asset	Task	Trigger	Delay	Planned Maintenance	Auto Schedule Date...	Actual
☐	LASMAY-01	PLANTA DE LAVADO { LAS...	INVENTARIO	Event NECESIDAD DE INVEN...	0	01. PLAN MANTTO. HPU BO...	2025-03-28 11:53	2025
☐	GRU-AV-G03...	HOYO 15 { GRU-AV-G03-CG1...	LIMPIEZA Y CORTE	Date Every 1 Day(s)	0	PLAN DE TAREAS PARA HO...	2025-03-28 13:00	2025
☐	PROC-01	PROCESO { PROC-01 }	EVALUACIÓN DE EQUIPO	Event EVALUACION DE EQUI...	1	PLAN DE MTTO EQUIPO DE ...	2025-03-26 19:15	2025
☐	Robus-2	{ Robus-2 } INOVA TP 924	FALLA DETECTADA	Non Scheduled Tasks	2		2025-03-25 20:51	2025
☐	P0300701-I...	{ P0300701-ID101-FW-DV1-...	INSPECCIÓN TRIMESTRAL	Date Every 3 Months	275	Protocolo R6451-05 Sistem...	2024-06-25 20:05	2024
☐	P0300701-I...	{ P0300701-ID101-FW-DV1-...	INSPECCIÓN MENSUAL	Date Every 1 Months	336	Protocolo R6451-05 Sistem...	2024-04-25 20:05	2024
☐	EQ.ECV-00	{ EQ.ECV-00 } GENERADOR	INSPECCION SEMANAL	Date Every 1 Week(s)	2	PLAN DE TAREAS 'ACTIVO 1'...	2025-03-26 12:00	2025
☐	EQ.ECV-03	{ EQ.ECV-03 } UNIDAD OLEO...	INSPECCION SEMANAL (MI...	Date Every 1 Wednesday	2	PLAN REAL ECV (EQUIPO 1)	2025-03-26 12:00	2025
☐	EQ.ECV-03	{ EQ.ECV-03 } UNIDAD OLEO...	INSPECCION SEMANAL (VIE...	Date Every 1 Friday	0	PLAN REAL ECV (EQUIPO 1)	2025-03-28 12:00	2025
☐	GR12	{ GR12 } 401	Mantenimiento por horas	Reading Each 500 Hora (Hr) ...	3	Locomotora GR12	2025-03-25 09:41	2025
☐	ELCO-ELTE-01	EL CORRAL { ELCO-ELTE-01 }	El molino 1 no funciona	Non Scheduled Tasks	8		2025-03-20 17:00	2025
☐	GRU-AV-G03...	HOYO 17 { GRU-AV-G03-CG1...	HOYO INUNDADO	Non Scheduled Tasks	8		2025-03-20 16:58	2025
☐	SIPA	{ SIPA } MANTENIMIENTO SIPA	SEMANAL (100 HORAS)	Date Every 1 Week(s)	8	PLAN DE MANTENIMIENTO	2025-03-19 20:00	2025

Showing 50 of 105

+

Once you click on the "Add" option, we begin creating the **Work Order (WO)** by filling in the relevant fields associated with the asset.

1

Asset

2

Task

3

Sub Tasks

4

Resources

Filter

Asset

Asset can't be blank

Incident date2025-03-28 17:02Requested ByJonas Campos

☐ Has the asset failed?

Next >

1

Asset

2

Task

3

Sub Tasks

4

Resources

Filter

Asset

{ MON-FA-0001 } MONTADORA - FA

Incident date2025-03-28 17:02Requested ByJonas Campos

☒ Has the asset failed?

Fault Type

ELETRICA

Fault Cause

Bateria

Fault Detection Method

display

Fault Severity

Medium

Type of damage

None

It caused disruption of other assets?

000:00

☒ Asset out of service

Since when2025-03-28 17:04

Next >

After registering the information related to the asset, we will proceed by including the fields associated with the task.

✓

Asset

1

Task

3

Sub Tasks

4

Resources

Filter

Task Description

TAREA CORRECTIVA

Note

Task type

CORRECTIVA

×

Group 1

×

Group 2

×

Priority

Medium

×

Estimated Duration

000:10

Request Number

☐ Has this task already been completed?

Options:

☒ Send to pending tasks
 ☐ Send To WO's in Process

Actual Schedule Date

2025-03-28 17:12

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Next >

In the next step, we will define the information related to the subtasks included in the **Work Order (WO)**.

✓

Asset

✓

Task

3

Sub Tasks

4

Resources

Order	Description	Type	Group/Part	Required	Attachment Required
1	Procedure	Text		No	No
2	TEST	Number		No	No
3	TEST2	Verification		No	No
4	DATE	Date and time		No	No

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Next >

+

Next, we will associate the resources required to complete the WO and finalize its creation.



Asset



Task



Sub Tasks



Resources

		Qty	Unit	Description	Type	Unit Cost	Total cost	Resource Source
		1	LITROS	DETERGENTE { DET-001 }	Inventory	\$ MXN 0,00	\$ MXN 0,00	
		1	UNIDAD	CABLE AWG 6 { CAB-0001 }	Inventory	\$ MXN 0,00	\$ MXN 0,00	

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Finish >

