

# How to bulk cancel Work Orders with Fractal HUB? – Help Center

 [help.fractal.com/hc/en-us/articles/40705020015757-How-to-bulk-cancel-Work-Orders-with-Fractal-HUB](https://help.fractal.com/hc/en-us/articles/40705020015757-How-to-bulk-cancel-Work-Orders-with-Fractal-HUB)

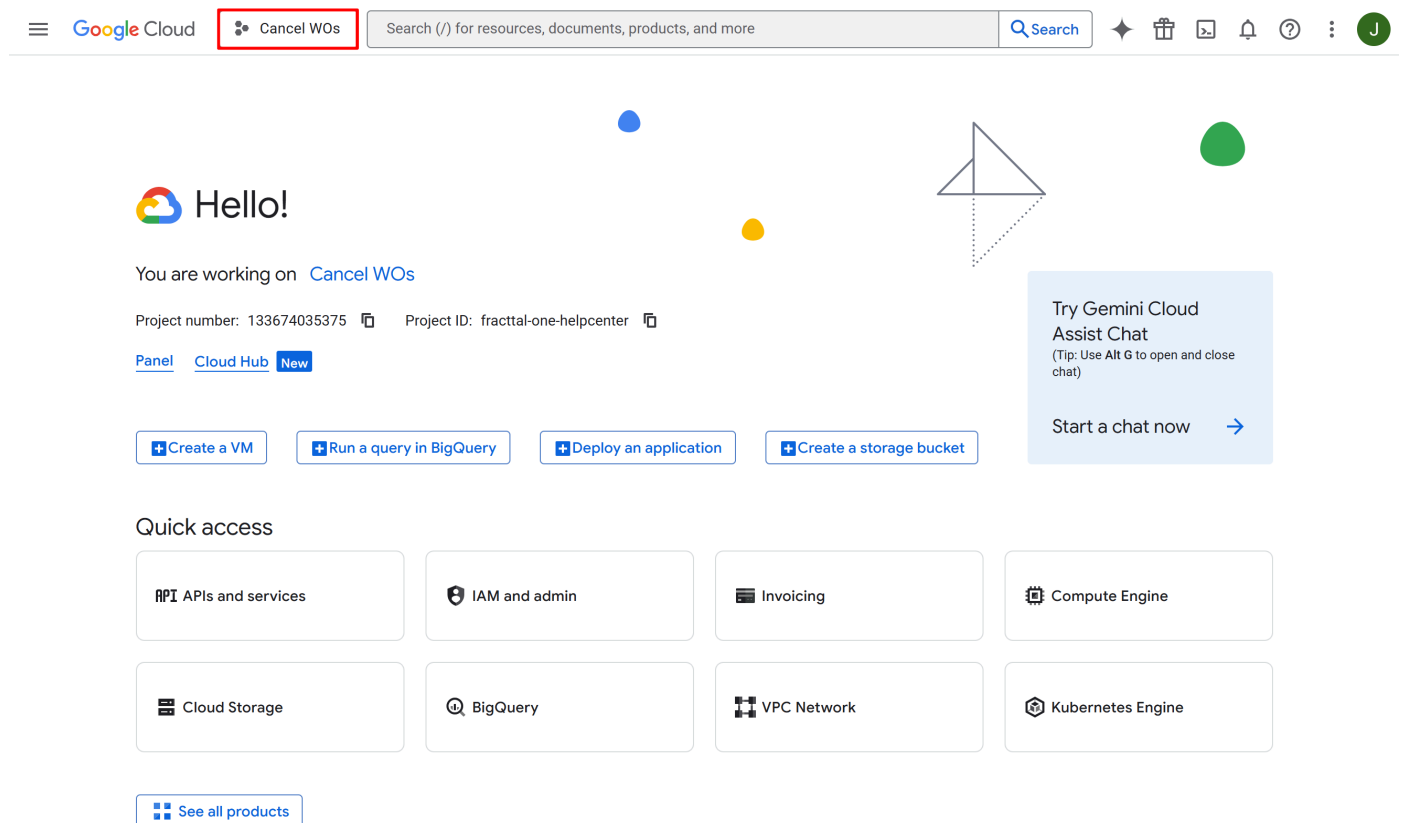
With **Fractal Hub**, it is possible to automate the **bulk cancellation of Work Orders (WOs)** by integrating your Fractal instance with **Google Sheets**. This functionality is ideal for optimizing management and saving time when deactivating WOs that will no longer be executed.

This practical guide shows how to configure and run this process in **four phases**: Google Cloud configuration, Fractal configuration, spreadsheet preparation, and flow execution.

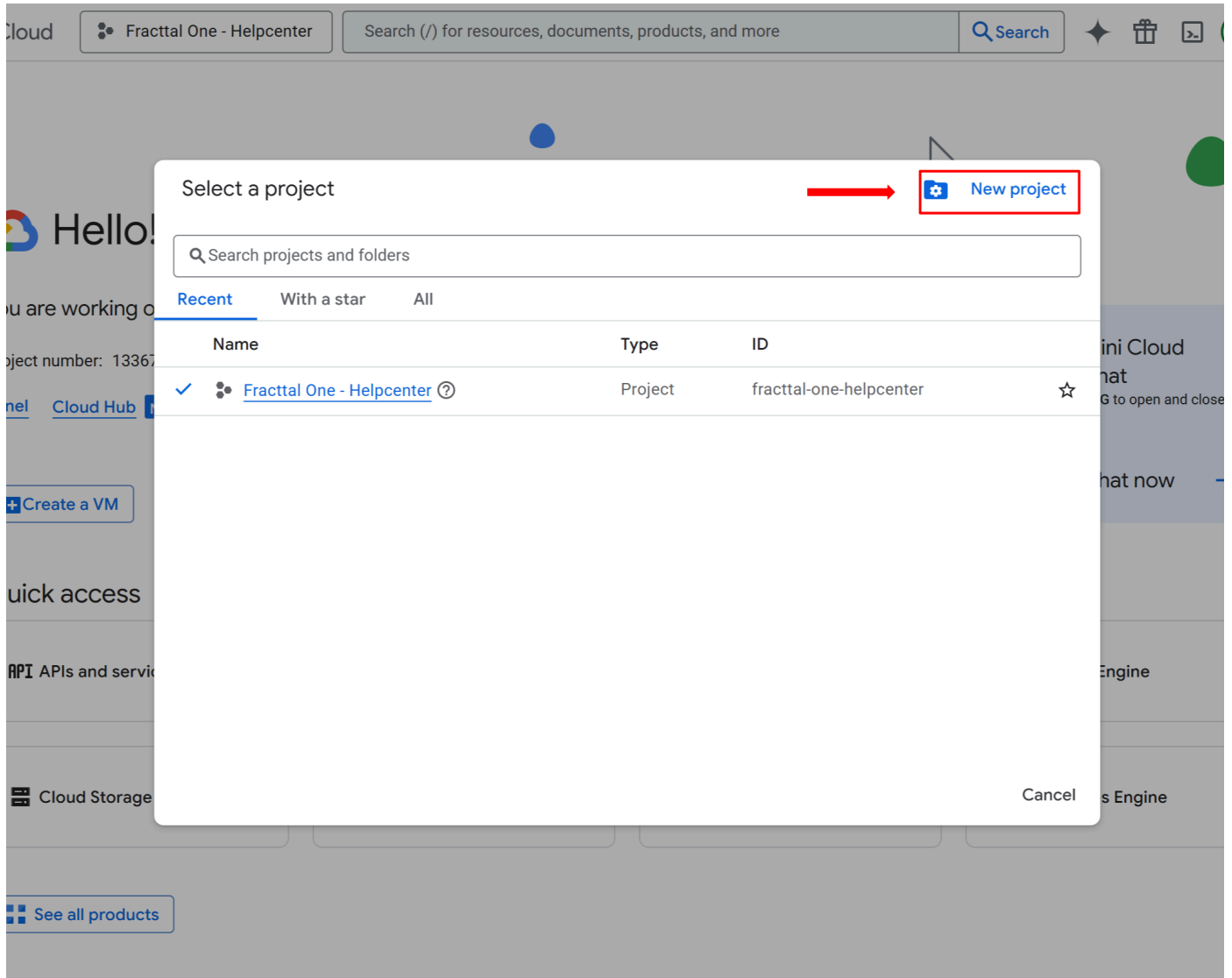
## Phase 1: Google Cloud Platform (GCP) Configuration

Before interacting with Fractal, you must configure the Google Cloud environment to authorize access to Google Sheets.

1. Access **GCP** with your Google account and click the **project selector** in the top bar next to the log



2. If you do not have a project, click **“New project”**, assign it a descriptive name (e.g., Cancel WOs), and click **“Create.”**



## New project



You have 11 projects remaining in your quota. Request an increase or delete projects. [Learn more](#).

[Manage Quotas](#)

Project name \*

Cancel WOs



Project ID: core-yew-476613-u4. It cannot be changed afterwards. [Edit](#)

Location \*

Nenhuma organização

[To search for](#)

Parent folder or organization


To create

Cancel



You must enable the APIs that allow Fracttal to read and write data in Google Drive and Sheets.

1. In the main search bar, go to “**APIs & Services.**”

Google Cloud [Cancel WOs](#) Search (/) for resources, documents, products, and more [Search](#) ✦

 **Hello!**


You are working on [Cancel WOs](#)


Project number: 133674035375  Project ID: fracttal-one-helpcenter 


[Panel](#) [Cloud Hub](#) [New](#)


[+ Create a VM](#) [+ Run a query in BigQuery](#) [+ Deploy an application](#) [+ Create a storage bucket](#)


**Quick access**


 **APIs and services**


 IAM and admin


 Invoicing

 Compute Engine

 Cloud Storage

 BigQuery

 VPC Network

 Kubernetes Engine

[See all products](#)

Try Gemini C  
Assist Chat  
(Tip: Use Alt G to o  
chat)

Start a chat r

2. Click “+ ENABLE APIS AND SERVICES.”

Google Cloud

Cancel WOs

Search (/) for resources, documents, products, and more

Search

API

APIs and services

APIs and services

+ Enable APIs and Services

Enabled APIs and Services

Library

Credentials

OAuth Permission Screen

Page usage agreements

1 hour6 hours12 hours✓ 1 day2 days

Traffic

No data available for the selected period.

UTC-318:0029 de out.06:00

Errors

No data available for

UTC-318:0029

Median latency

No data available for the selected period.

UTC-318:0029 de out.06:00

FilterFiltro

Name	↓ Requests	Errors (%)	Latency, median (ms)	95'
------	------------	------------	----------------------	-----

### 3. Search for and enable the following APIs, one by one:

Google Cloud Cancel WOs Q





APIs and services / API Library / Procurar

API API Library → Q DRIVE X

API Library > "DRIVE"

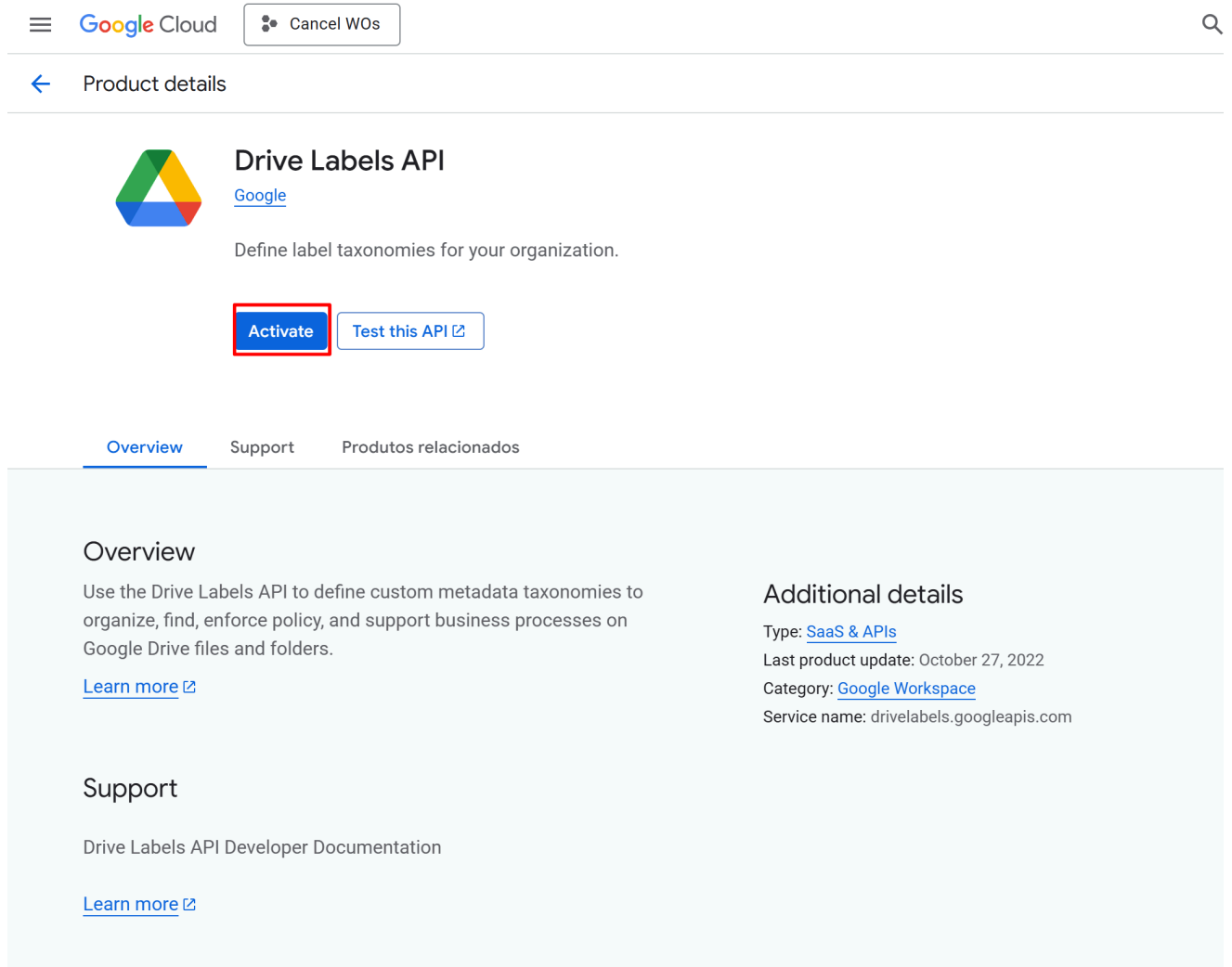
Filter Type to filter

10 results

Visibility	^		<b>Drive Labels API</b> Google Use the Drive Labels API to define custom metadata taxonomies to organize, find, enforce policy, and more.
Public	(10)		
Category	^		
Analysis	(2)		<b>Google Drive API</b> Google Enterprise API <span>?</span> With the Google Drive API, you can access resources from Google Drive to create files, manage files, and more.
Big Data	(3)		
Databases	(1)		
Maps	(1)		
DevOps	(1)		<b>Google Drive Activity API</b> Google Enterprise API <span>?</span> With the Google Drive Activity API, you can retrieve information about a user's Google Drive activity. functionality on top of the Google Drive API for your app to display activity on a user's files, track changes, alert a user to new comments or changes to files.
Health and biological sciences	(1)		
Google Enterprise APIs	(6)		
Developer stacks	(1)		
Storage	(2)		<b>Eventarc API</b> Google Enterprise API <span>?</span> Eventarc lets you asynchronously deliver events from Google services, SaaS, and your own apps using a reactive approach. Eventarc requires no infrastructure management – you can optimize product development and deployment.
Google Workspace	(4)		

- o Google Drive API
- o Drive Labels API
- o Google Drive Activity API
- o Google Sheets API

4. For each API, select it from the results and click “**Enable.**”



Google Cloud Cancel WOs

Product details

## Drive Labels API

Google

Define label taxonomies for your organization.

**Activate** Test this API

Overview Support Produtos relacionados

### Overview

Use the Drive Labels API to define custom metadata taxonomies to organize, find, enforce policy, and support business processes on Google Drive files and folders.

[Learn more](#)

### Support

Drive Labels API Developer Documentation

[Learn more](#)

### Additional details

Type: [SaaS & APIs](#)

Last product update: October 27, 2022

Category: [Google Workspace](#)

Service name: drivelabels.googleapis.com

The service account will act as a “robot user” that Fractal uses to securely access your spreadsheet.

1. Under **APIs & Services**, go to **Credentials** in the left menu.

Google Cloud

Cancel WOs

Search (/) for resources, documents, products, and more

Search

API APIs and services

Enabled APIs and Services

Library

Credentials

OAuth Permission Screen

Page usage agreements

Credentials

+ Create credentials

Delete

Restore deleted credentials

Create credentials to a

Remember

API Keys

Name

No API key to display.

OAuth 2.0 Client IDs

Name

Date of creation ↓

Type

No OAuth clients to be displayed.

Service accounts

E-mail

Name ↑

No service account to display.

<1

2. Click “+ CREATE CREDENTIALS” and select **Service account**.





Google Cloud

Cancel WOs

Search (/) for resources, documents, products, and more

Search

IAM and admin / Service accounts / Create a service account

IAM

PAM

Main access limit

Organizations

Identity and organization

Policy Troubleshooter

Policy Analyzer

Organizational policies

Service accounts

Workload Identity Fede...

Employee Identity Fede...

Labels

Tags

Settings

Privacy and security

Identity-Aware Proxy

Papers

Manage resources

Release Notes

<I

Create a service account

1 Create a service account

Service account name

CANCEL WO

Display name for this service account

Service account ID \*

cancel-wo

X

↺

Email address: <id>@cancel-wos.iam.gserviceaccount.com

Service account description

Describe how the service account will be used.

Create and continue

2 Permissions(optional)

3 Main points with access(optional)

Completed

Cancel

4. Click **“Create and continue”**, then **“Done.”**.

Google Cloud Cancel WOs Search (/) for resources, documents, products, and more Search

IAM and admin / Service accounts / Create a service account

← Create a service account

1 Create a service account

Service account name CANCEL WO

Display name for this service account

Service account ID \* cancel-wo X ↺

Email address: <id>@cancel-wos.iam.gserviceaccount.com

Service account description

Describe how the service account will be used.

Create and continue ←

2 Permissions(optional)

3 Main points with access(optional)

Completed Cancel

<|

5. Back in the **Service Accounts** list, click the account you just created and go to the **Keys** tab.

Google Cloud Cancel WOs Search (/) for resources, documents, products, and more Search

IAM and admin / Service accounts / Service account: 110176955530315689159

- IAM
- PAM
- Main access limit
- Organizations
- Identity and organization
- Policy Troubleshooter
- Policy Analyzer
- Organizational policies
- Service accounts**
- Workload Identity Fede...
- Employee Identity Fede...
- Labels
- Tags
- Settings
- Privacy and security
- Identity-Aware Proxy
- Papers
- Manage resources
- Release Notes

### CANCEL WO

Details Permissions **Keys** Metric Records Main points with access

#### Service Account Details

Name  
CANCEL WO Save

Description Save

E-mail  
cancel-wo@cancel-wos.iam.gserviceaccount.com

Unique ID  
110176955530315689159

#### Service account status

Deactivating the account allows you to preserve the policies without having to delete it.

Activated

Deactivate service account

#### Advanced settings

▼

6. Click “Add key” ► “Create new key.”

Google Cloud Cancel WOs Search (/) for resources, documents, products, and more Search

IAM and admin / Service accounts / Service account: 110176955530315689159 / Keys

← CANCEL WO

Details Permissions **Keys** Metric Records Main points with access

### Keys

**Warning:** Service account keys can pose a security risk if compromised. We recommend avoiding downloading service account keys from public repositories. [Learn more about the best way to authenticate service accounts in Google Cloud.](#)

**Info:** Google automatically disables service account keys detected in public repositories. This behavior can be customized using the "iam.serviceAccountKeyExposureResponse" organization policy. [Learn more](#)

Add a new key pair or upload a public key certificate for the existing pair.

Block service account key creation using [organization policies](#) [Learn more about configuring organization policies for service accounts](#).

**Add key ▾** ←

- Create new key
- Upload a current key

Key	Date of creation	Expiration date
[Empty row]		

7. Select **JSON** as the key type (recommended) and click **“Create.”**

Cancel WOs

Search (/) for resources, documents, products, and more

Search

4

ce accounts / Service account: 110176955530315689159 / Keys

← CANCEL WO

DetailsPermissionsKeysMetricRecordsMain points with access

Keys

Service account keys can pose a security risk if compromised. We recommend avoiding downloading service account keys. Instead, use [Workload Identity Federation](#) to connect to Google Cloud.

Google Cloud IAM

A file containing the private key will be downloaded. Store the file securely because this key cannot be recovered if lost.

Key type

☒ JSON

Recommended

☐ P12

For backward compatibility using code in P12 format.

Cancel

To create

Add a new key pair

Block service account access to Google Cloud APIs by configuring organization-wide policies

Add key

Type

Status

Nenhuma linha a ser exibida

```
{
  "type": "service_account",
  "project_id": "fracttal-one-helpcenter",
  "private_key_id": "7883df46cbe890dab39a08ca04b9dee90beea55b",
  "private_key": "------BEGIN PRIVATE KEY-----\nMIIEvQIBADANBgkqhkiG9w0BAQ\n\nTlnuExutniehbH4NUWzxxv0PeXGUDVdivvgCZPMCEzwtKyUQwh4sxxj6HkN22EQ0F\n\nQanksvQI1VbxcknKyIaPN6DI7+Z0UV000gxD/sXOBbqcQkKNCnuAeys1h1jMT/Ca\n\nnh1HE\n\nAQY9pkEzwyH3St4+1jo54pi3N6PYLSL3d31ItHoqhsYE5Vbi67pJWOLH/Q3fi8DQ\n\nniZLu\n\nIKZ91dn6wRGCSee6keV1AYEgxpU/4ZpUusRJoI8TTHY2Feg9/d0s0s6dIdEv+ZyF\n\nnFuF0\n\nT8d30xTyW59sUJEs87E6wW/1A9AN3cVygR0vNokOvKhC3sS4SF1YD36gmQe0cTkA\n\nnqthY\n\nnzyjCj0ezZ06NOx5G1dLYAgx1EzK65P0vKdbu1LiLcQKBgQD4fz5GPHHKCavPCE+v\n\nnn7FM\n\nn2Z1ibRocGfE1AUoG98TdLUhoKWuhXq5sbi+Dx2IyI4qVisjMPPrPZuIQkrnyhR/xf\n\nnxwTfj\n\nn5JsBF87XuX55Rjon/TD/HVBjGZ1yWwVn7h1zsxrklSKCnbVVCzvREnR9P7NK/b1F\n\nnfkDA\n\nnD1wVtc5gLwKBgQDAhCv11Cw/31A42/KIWErOtI4IbnCMY2W0brVgHoASEEWLmNRK\n\nnC2swl\n\nnDmlHSa/cskZKZrP78FP7yASwOnIZrSBrv08aLFBidCiwgBKqUBFOKhMmKQKBgHod\n\nnFHhw\n\nnftkcupNrh8taGa4hFscrwLR9Cm282i0jUMOu6NDqha9nMCIr5f1bh+t8hV0AY21H\n\nnrBzZ\n\nnfx0xk4STFdGnu4HY0wYYvGRt0x19mAxxrAuH2Dp0Lj0FyhgyZjLyoFU10na/DFc2g\n\nnYpgZ\n\nnfc1G/xZKKvDwsy5aAMuow9Q=\n\n-----END PRIVATE KEY-----\n",
  "client_email": "crear-medidores@fracttal-one-helpcenter.iam.gserviceaccount.com",
  "client_id": "109485397999581941586",
  "auth_uri": "https://accounts.google.com/o/oauth2/auth",
  "token_uri": "https://oauth2.googleapis.com/token",
  "auth_provider_x509_cert_url": "https://www.googleapis.com/oauth2/v1/certificate",
  "client_x509_cert_url": "https://www.googleapis.com/robot/v1/metadata/x509/crear-medidores@fracttal-one-helpcenter.iam.gserviceaccount.com",
  "universe_domain": "googleapis.com"
}
```

**Note:** A `.json` file will be downloaded automatically. This file contains private credentials and is critical for the connection. Store it securely—you will not be able to download it again.

## Phase 2: Fractal One Configuration

Now configure the connection in Fractal so it can use the Google credentials.

- In your **Fractal One** instance, go to **Settings ► Auxiliary Catalogs ► Connections** and click ( + ) to add a new connection.

The screenshot shows the 'Settings' page in Fractal One. The left sidebar contains various settings categories, with 'Auxiliary Catalogs' highlighted by a red arrow. The main content area is titled 'Activación Fractal - Español - 477' and features a 'Save' button. A red box highlights the 'Type' dropdown menu, which is currently set to 'Connections'. Below this is a table with columns 'Description' and 'Type'. The table lists 26 connections, with the first few visible. A red box highlights a blue circular button with a white plus sign in the bottom right corner of the table area, used to add new connections.

Description ↑	Type
ACTUALIZAR CODIGOS GLOBE	Google Sheet (Service Account)
Actualizar equipos globe Fabian	Google Sheet (Service Account)
AFJ CONEXION GOOGLE SHEET	Google Sheet (Service Account)
AFJ - Notificaciones 09.06.2025	WhatsApp
ASOCIAR ACTIVOS A MTTO_PRUEBA	Google Sheet (Service Account)
cancel wo	Google Sheet (Service Account)
Conexion con GoogleSheet Fabian	Google Sheet (Service Account)
Conexion google sheet	Google Sheet (Service Account)
Conexión Google Sheet	Google Sheet (Service Account)

- In the **Type** field, select **Google Sheet (Service Account)**.





Type

Connections

Description ↑	Type
AFJ - Notificaciones 09.06.2025	WhatsApp
ASOCIAR ACTIVOS A MTTO_PRUEBA	Google Sheet
cancel wo	Google Sheet
Conexion con GoogleSheet Fabian	Google Sheet
Conexion google sheet	Google Sheet
Conexión Google Sheet	Google Sheet
CONEXIÓN GOOGLE SHEET FERNANDO	Google Sheet
CONEXION GS - AFJ SEPT2025	Google Sheet

Showing 26 of 26

←  

Type

Google Sheet (Service Account) ▼

Description

Description no puede estar en blanco

Type

service\_account

project\_id \*

private\_key\_id \*

.....

private\_key \*

must have required property 'private\_key'

client\_email \*

must have required property 'client\_email'

client\_id \*

must have required property 'client\_id'

Complete the form fields using the information from the **.json** file downloaded earlier.

Settings

Activación Fractal - Español - 477

- General
- User Accounts
- Business Calendar
- Modules
- Financial
- Auxiliary Catalogs
- Document Management
- Transactions Log
- Security
- API Connections
- Guest Portal
- Account

Connections

Description ↑	Type
AFJ - Notificaciones 09.06.2025	WhatsApp
ASOCIAR ACTIVOS A MTTO_PRUEBA	Google Sheet
cancel wo	Google Sheet
Conexion con GoogleSheet Fabian	Google Sheet
Conexion google sheet	Google Sheet
Conexión Google Sheet	Google Sheet
CONEXIÓN GOOGLE SHEET FERNANDO	Google Sheet
CONEXION GS - AFJ SEPT2025	Google Sheet

Showing 26 of 26

←

Google Sheet (Service Account)

Description

cancel wo

Type

service\_account

project\_id \*

fractal-one-helpcenter

private\_key\_id \*

.....

private\_key \*

.....

client\_email \*

cancel-wo@fractal-one-helpcenter.iam.gserviceaccount.com

client\_id \*

108638941031353961356

client\_x509\_cert\_url \*

https://www.googleapis.com/robot/v1/metadata/x509/cancel-wo@fractal-one-helpcenter.iam.gserviceaccount.com

↑ ✓

Click **“Save.”**

Settings

Activación Fractal - Español - 477

- General
- User Accounts
- Business Calendar
- Modules
- Financial
- Auxiliary Catalogs
- Document Management
- Transactions Log
- Security
- API Connections
- Guest Portal
- Account

Connections

Description ↑	Type
AFJ - Notificaciones 09.06.2025	WhatsApp
ASOCIAR ACTIVOS A MTTO_PRUEBA	Google Sheet
cancel wo	Google Sheet
Conexion con GoogleSheet Fabian	Google Sheet
Conexion google sheet	Google Sheet
Conexión Google Sheet	Google Sheet
CONEXIÓN GOOGLE SHEET FERNANDO	Google Sheet
CONEXION GS - AFJ SEPT2025	Google Sheet

Showing 26 of 26

←

Google Sheet (Service Account)

Description

cancel wo

Type

service\_account

project\_id \*

fractal-one-helpcenter

private\_key\_id \*

.....

private\_key \*

.....

client\_email \*

cancel-wo@fractal-one-helpcenter.iam.gserviceaccount.com

client\_id \*

108638941031353961356

client\_x509\_cert\_url \*

https://www.googleapis.com/robot/v1/metadata/x509/cancel-wo@fractal-one-helpcenter.iam.gserviceaccount.com

↑ ✓

The API user that will execute the flow must have permission to modify WOs.

1. Go to **Settings ► API Connections ► Consumers / OAuth**.
2. Make sure you have a consumer created and associated with a **Permission Group** that allows editing WOs.  
(See article: [Create OAuth consumers](#).)
3. To verify permissions, go to **Settings ► User Accounts ► Permissions**.
4. Select the corresponding permission group and ensure that under **Tasks ► Work Orders ► In Progress**, the **Edit** option is enabled.

This permission allows the WO status to be changed to **Canceled**.

### Phase 3: Preparing and Executing the Process

---

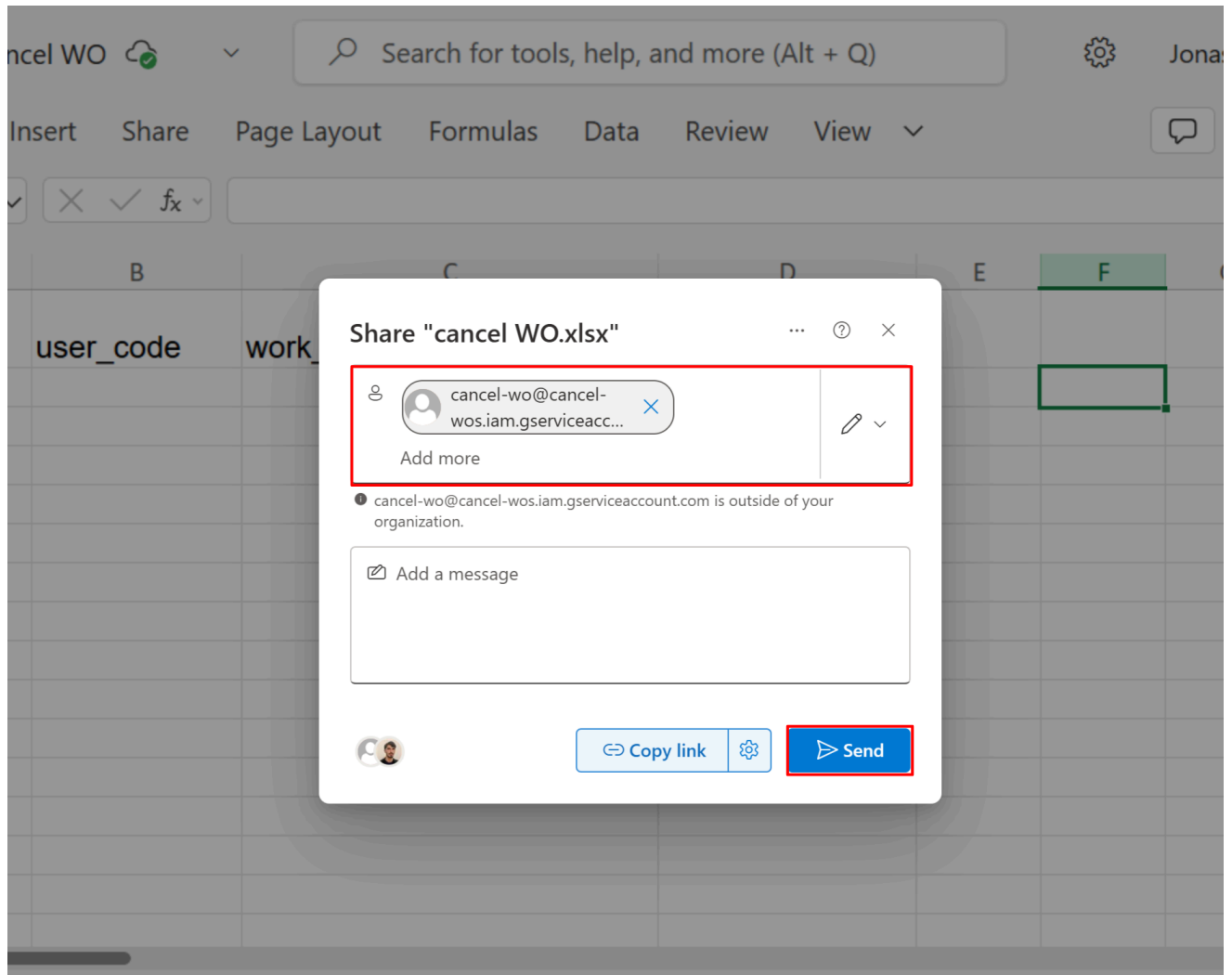
With the configurations complete, the next step is preparing the data.

1. Create a new spreadsheet in **Google Sheets**.
2. Name it descriptively (e.g., *Cancel WOs*).
3. In the first row, create the following columns:
  - **A : folio** – WO IDs to be canceled
  - **B : user\_code** – Fractal user code that will register the cancellation
  - **C : work\_orders\_status\_cancel** – Cancellation reason (must exactly match an existing reason in Fractal)
  - **D : note** – Optional cancellation note

	A	B	C	D
1	folio	user_code	work_orders_status_cancel	note
2				
3				
4				

4. **Critical step:** Click **“Share”** and add the **service account email** (`client_email` from the `.json` file).  
Assign it the **Editor** role.

This is mandatory for Fractal to read and write to the sheet.



To avoid errors, only attempt to cancel WOs that meet the following criteria:

1. In **Fractal One**, go to **Task Plan ► Work Orders** and switch to **List View**.
2. Apply these filters:

**Status:** In Progress

Work Management  
Work Orders

☐ ☐ ☐ ☒

ID del Estado: En Proceso ☐ Estado de la Tarea: No Iniciada ☐

<input type="checkbox"/>	ID de Orden de Trabajo	Estado	Código	Activo
<input type="checkbox"/>	OT1873MTTO	Open WO's	001-CF07	{ 001-CF07 } CAMIO
<input type="checkbox"/>	OT1864MTTO	Open WO's	ACT.LOC-0022	BCI { ACT.LOC-0022
<input type="checkbox"/>	OT1858MTTO	Open WO's	ACT.LOC-0020	BCI { ACT.LOC-0020
<input type="checkbox"/>	OT1857MTTO	Open WO's	ACT.LOC-0019	BCI { ACT.LOC-0019
<input type="checkbox"/>	OT1856MTTO	Open WO's	ACT.LOC-0018	BCI { ACT.LOC-0018
<input type="checkbox"/>	OT1855MTTO	Open WO's	ACT.LOC-0017	BCI { ACT.LOC-0017
<input type="checkbox"/>	OT1854MTTO	Open WO's	ACT.LOC-0016	BCI { ACT.LOC-0016
<input type="checkbox"/>	OT1853MTTO	Open WO's	ACT.LOC-0015	BCI { ACT.LOC-0015
<input type="checkbox"/>	OT1851MTTO	Open WO's	ACT.LOC-0013	BCI { ACT.LOC-0013
<input type="checkbox"/>	OT1850MTTO	Open WO's	ACT.LOC-0012	BCI { ACT.LOC-0012

Showing 200 of 3005

Filter

Asset Work Management WOs

Status

Open WO's

☒ Open WO's

☐ Complete WO's

☐ Closed

☐ Cancelled

WO Closure date

--- / --- / ---

Date WO in Review

--- / --- / ---

Labels

Percentage of Completion

Value %

Clear Filters Apply Filters

Progress Percentage: = 0

Work Management  
Work Orders

☐ ☐ ☐ ☒

ID del Estado: En Proceso ☐ Estado de la Tarea: No Iniciada ☐

<input type="checkbox"/>	ID de Orden de Trabajo	Estado	Código	Activo
<input type="checkbox"/>	OT1873MTTO	Open WO's	001-CF07	{ 001-CF07 } CAMIO
<input type="checkbox"/>	OT1864MTTO	Open WO's	ACT.LOC-0022	BCI { ACT.LOC-0022
<input type="checkbox"/>	OT1858MTTO	Open WO's	ACT.LOC-0020	BCI { ACT.LOC-0020
<input type="checkbox"/>	OT1857MTTO	Open WO's	ACT.LOC-0019	BCI { ACT.LOC-0019
<input type="checkbox"/>	OT1856MTTO	Open WO's	ACT.LOC-0018	BCI { ACT.LOC-0018
<input type="checkbox"/>	OT1855MTTO	Open WO's	ACT.LOC-0017	BCI { ACT.LOC-0017
<input type="checkbox"/>	OT1854MTTO	Open WO's	ACT.LOC-0016	BCI { ACT.LOC-0016
<input type="checkbox"/>	OT1853MTTO	Open WO's	ACT.LOC-0015	BCI { ACT.LOC-0015
<input type="checkbox"/>	OT1851MTTO	Open WO's	ACT.LOC-0013	BCI { ACT.LOC-0013
<input type="checkbox"/>	OT1850MTTO	Open WO's	ACT.LOC-0012	BCI { ACT.LOC-0012

Showing 200 of 3005

Filter

Creation Date

--- / --- / ---

WO Closure date

--- / --- / ---

Date WO in Review

--- / --- / ---

Labels

Percentage of Completion

=

Value %

0

Note

Work Order Parent

Created by

Rating

Clear Filters Apply Filters

# Task Status: Not Started

Work Management  
Work Orders

Filter

Asset

Work Management

WOs

☐

☑

☑

☑

ID del Estado: En Proceso

Estado de la Tarea: No Iniciada

	ID de Orden de Trabajo	Estado	Código	Activo
<input type="checkbox"/>	OT1873MTTO	Open WO's	001-CF07	{ 001-CF07 } CAMIO
<input type="checkbox"/>	OT1864MTTO	Open WO's	ACT.LOC-0022	BCI { ACT.LOC-0022
<input type="checkbox"/>	OT1858MTTO	Open WO's	ACT.LOC-0020	BCI { ACT.LOC-0020
<input type="checkbox"/>	OT1857MTTO	Open WO's	ACT.LOC-0019	BCI { ACT.LOC-0019
<input type="checkbox"/>	OT1856MTTO	Open WO's	ACT.LOC-0018	BCI { ACT.LOC-0018
<input type="checkbox"/>	OT1855MTTO	Open WO's	ACT.LOC-0017	BCI { ACT.LOC-0017
<input type="checkbox"/>	OT1854MTTO	Open WO's	ACT.LOC-0016	BCI { ACT.LOC-0016
<input type="checkbox"/>	OT1853MTTO	Open WO's	ACT.LOC-0015	BCI { ACT.LOC-0015
<input type="checkbox"/>	OT1851MTTO	Open WO's	ACT.LOC-0013	BCI { ACT.LOC-0013
<input type="checkbox"/>	OT1850MTTO	Open WO's	ACT.LOC-0012	BCI { ACT.LOC-0012

Showing 200 of 3005

☐ Only view pending tasks

Description

Planned Tasks ?

ALLYESNO

Task with out of service

ALLYESNO

Equipment downtime?

ALLYESNO

Work Request Number

Task Status

Not Started

Resource Type

Clear Filters

Apply Filters

Click **Apply Filters**.

Export the results using **Bulk Export data (.xlsx or .csv)**.

Search...

ado: En Proceso

Estado de la Tarea: No Iniciada

3

Export

Bulk export data

Estado	Código	Activo	Fuera de servicio	Tarea
Open WO's	001-CF07	{ 001-CF07 } CAMIONETA-SUV (FU)	No	Mtto ciclico (mtt
Open WO's	ACT.LOC-0022	BCI { ACT.LOC-0022 }	No	MANTENIMIEN1
Open WO's	ACT.LOC-0020	BCI { ACT.LOC-0020 }	No	MANTENIMIEN1
Open WO's	ACT.LOC-0019	BCI { ACT.LOC-0019 }	No	MANTENIMIEN1
Open WO's	ACT.LOC-0018	BCI { ACT.LOC-0018 }	No	MANTENIMIEN1
Open WO's	ACT.LOC-0017	BCI { ACT.LOC-0017 }	No	MANTENIMIEN1
Open WO's	ACT.LOC-0016	BCI { ACT.LOC-0016 }	No	MANTENIMIEN1
Open WO's	ACT.LOC-0015	BCI { ACT.LOC-0015 }	No	MANTENIMIEN1
Open WO's	ACT.LOC-0013	BCI { ACT.LOC-0013 }	No	MANTENIMIEN1
Open WO's	ACT.LOC-0012	BCI { ACT.LOC-0012 }	No	MANTENIMIEN1

Copy the WO IDs into the folio column of your Google Sheet.

	A	B	C	D
1	folio	user_code	work_orders_status_cancel	note
2	OT1864MTTO			
3	OT1858MTTO			
4	OT1857MTTO			
5	OT1856MTTO			
6	OT1855MTTO			
7	OT1854MTTO			
8	OT1853MTTO			
9	OT1851MTTO			
10	OT1850MTTO			
11	OT1849MTTO			
12	OT1848MTTO			

Where to find user\_code

Fill in the `user_code`, `work_orders_status_cancel`, and `note` columns for all rows.



	A	B	C	D
1	folio	user_code	work_orders_status_cancel	note
2	OT1864MTTO	PV-AN-001	Error de lectura	ok
3	OT1858MTTO	PV-AN-001	Error de lectura	ok
4	OT1857MTTO	PV-AN-001	Error de lectura	ok
5	OT1856MTTO	PV-AN-001	Error de lectura	ok
6	OT1855MTTO	PV-AN-001	Error de lectura	ok
7	OT1854MTTO	PV-AN-001	Error de lectura	ok
8	OT1853MTTO	PV-AN-001	Error de lectura	ok
9	OT1851MTTO	PV-AN-001	Error de lectura	ok
10	OT1850MTTO	PV-AN-001	Error de lectura	ok
11	OT1849MTTO	PV-AN-001	Error de lectura	ok
12	OT1848MTTO	PV-AN-001	Error de lectura	ok


## Phase 4: Configure and run the flow in Fracttal Hub


With the spreadsheet ready and the data prepared, the final step is to build the automation in Fracttal Hub.


Go to Fracttal Hub and create a new flow. Assign it a clear description.





	Last Date	Trigger
de horometro	2024-11-22 18:15	Schedule
n Fracttal One	2024-09-05 21:53	Event
le nuevas órdenes de servicio de Whatsapp (P...	2025-07-02 12:54	Event
RUEBA WHATSAPP_SEBASTIAN O	2025-10-09 13:41	Event
WhatsApp - Jonas 12082025	2025-08-12 14:01	Event
E ACTIVO_GOOGLE SHEET_PUEBA_001	2025-10-01 21:33	Manual
25. Conex. Wpp	2025-06-09 09:57	Event
5 ACTUALIZAR Y CREAR ACTIVOS.	2025-09-01 10:51	Manual
	2024-12-17 23:06	Manual
O_PRUEBA	2023-03-22 17:51	Manual
DORES_PRUEBA	2025-09-24 03:36	Manual
<div><div></div><div></div><div></div></div>		





Save 

Enabled 

 Required Information  
SOURCE\_REQUIRED  
TARGET\_REQUIRED  
MAP\_REQUIRED

 Flow


 Execution history


 Event queue

Flow settings


Description


Cancel WOs

 Trigger


 Source


Source




 Select One

Filter



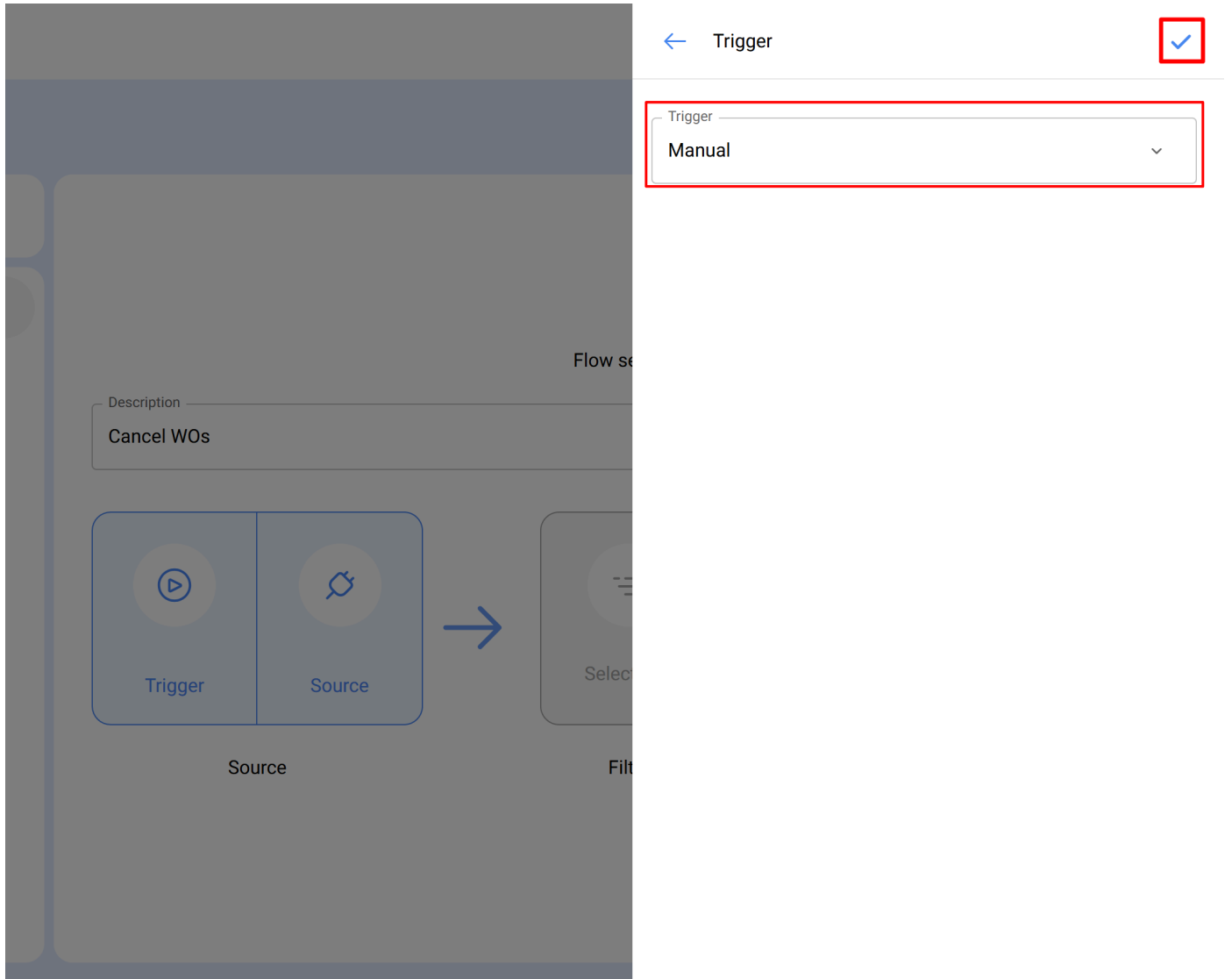
 Connection

 Settings

Target

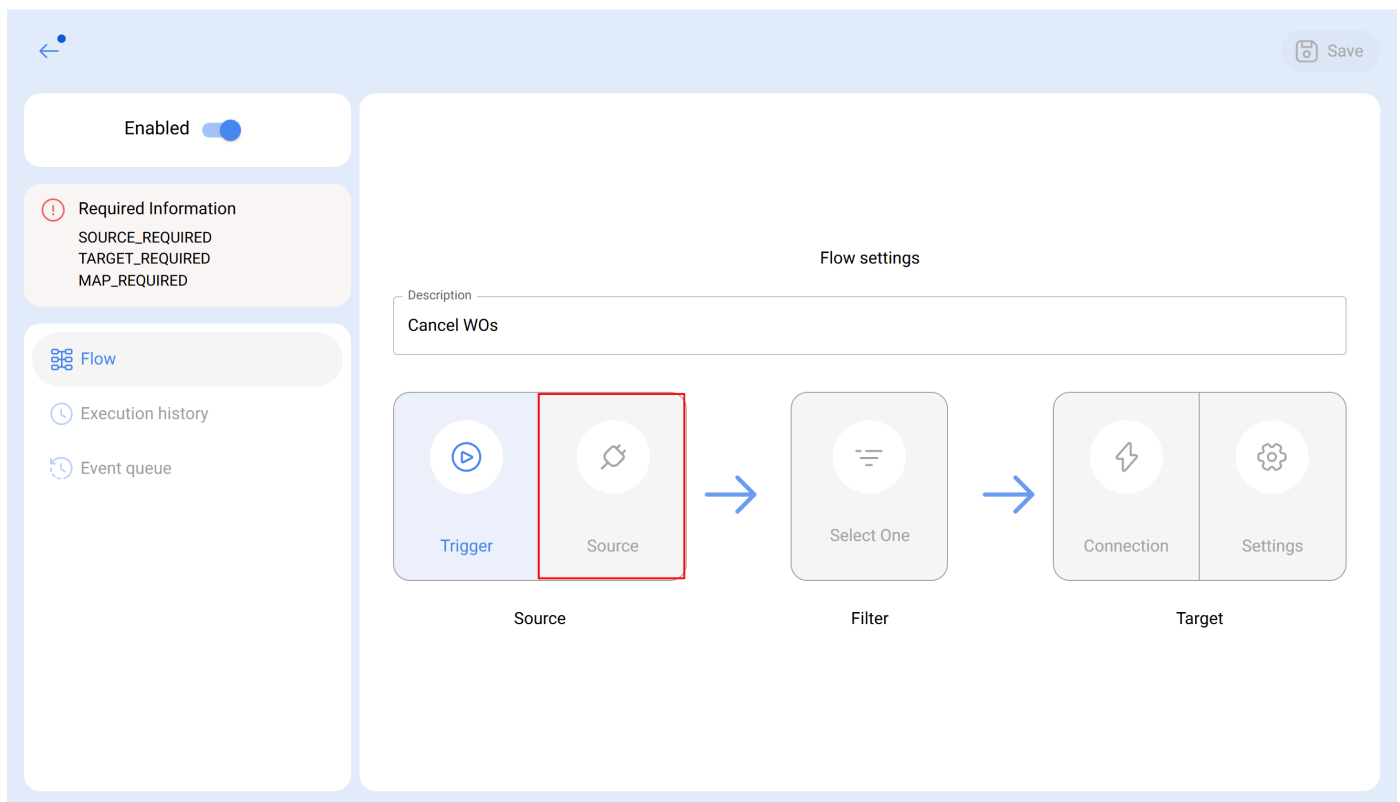
## Configure the trigger

Click on the **Trigger**, then in the right-side menu, select **Manual** as the Event and save the changes.



### Configure Source

Click on the Source node.



Enabled ☒

**Required Information**  
SOURCE\_REQUIRED  
TARGET\_REQUIRED  
MAP\_REQUIRED

**Flow settings**

Description  
Cancel WOs

Flow

Execution history

Event queue

Trigger

Source

Select One

Filter

Connection

Settings

Target

- In the **Module** field, select GoogleSheet.
- In **Connection**, choose the connection you created in Phase 2 (Cancel WOs).
- The **Action** will be Read.
- In the **spreadsheet\_id** field, paste the ID of your spreadsheet.
- **Where to find the spreadsheet\_id:**  
Open your Google Sheet and look at the browser URL. The ID is the long string of characters found **between /d/ and /edit**.
- In the sheet field, enter 0 (to indicate that it will read the first tab of the sheet).
- In the Fields section, you must replicate exactly the column names from your Google Sheet. Add the following fields, ensuring the type is Text:
  - folio
  - user\_code
  - work\_orders\_status\_cancel
  - note

Fracttal Hub

←

Enabled ☒

Flow

Execution history

Event queue

Description

Cancel WOs

Trigger

Source

Source

← Source

Module

GoogleSheet

Connection

cancel wo

Action

Read

spreadsheet\_id

96724158-78AA-4781-A6F7-D6EA62EEADD5

sheet

0

Fields

Name

folio

Text

✕

Name

user-code

Text

✕

Name

work\_orders\_status\_car

Text

✕

Name

note

Text

✕

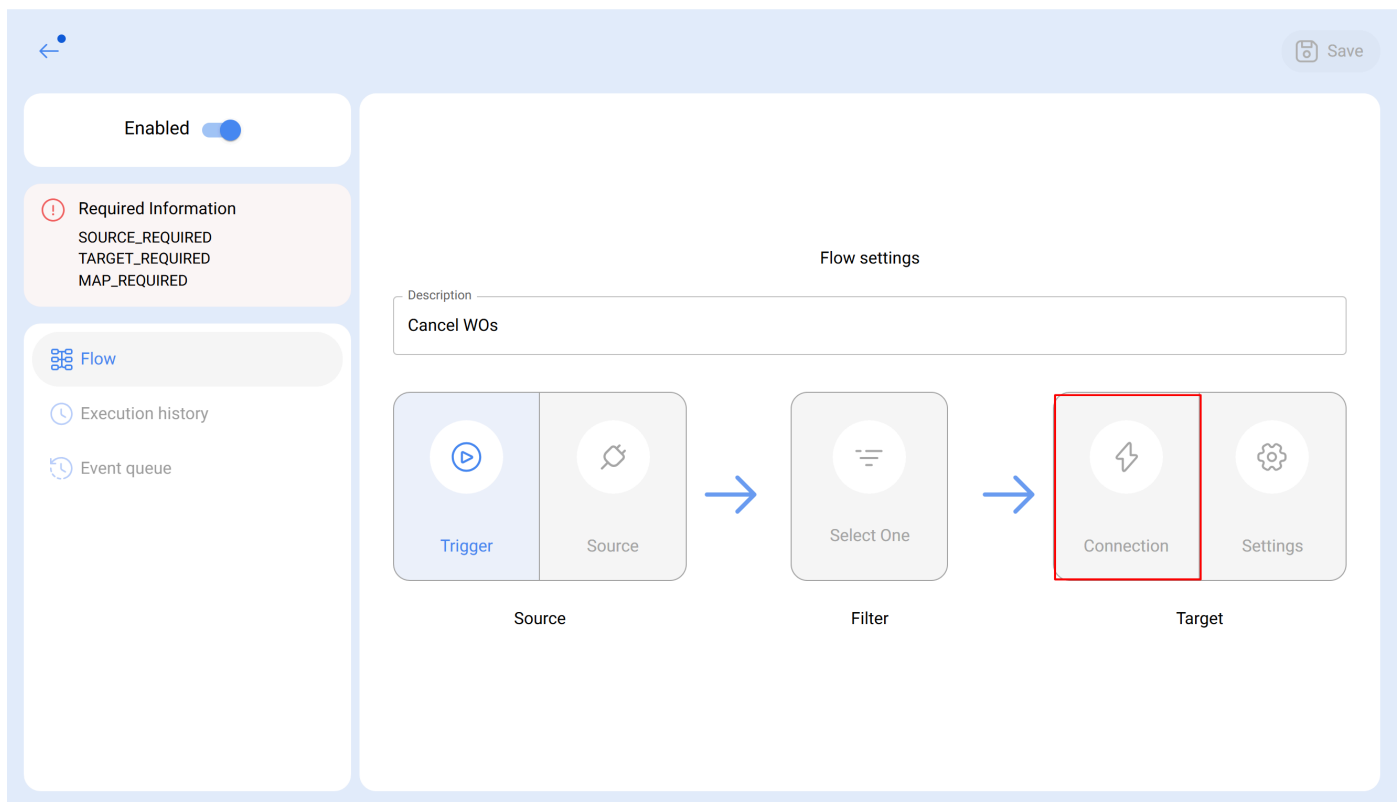
+

Save the source configuration.

## Configure Target

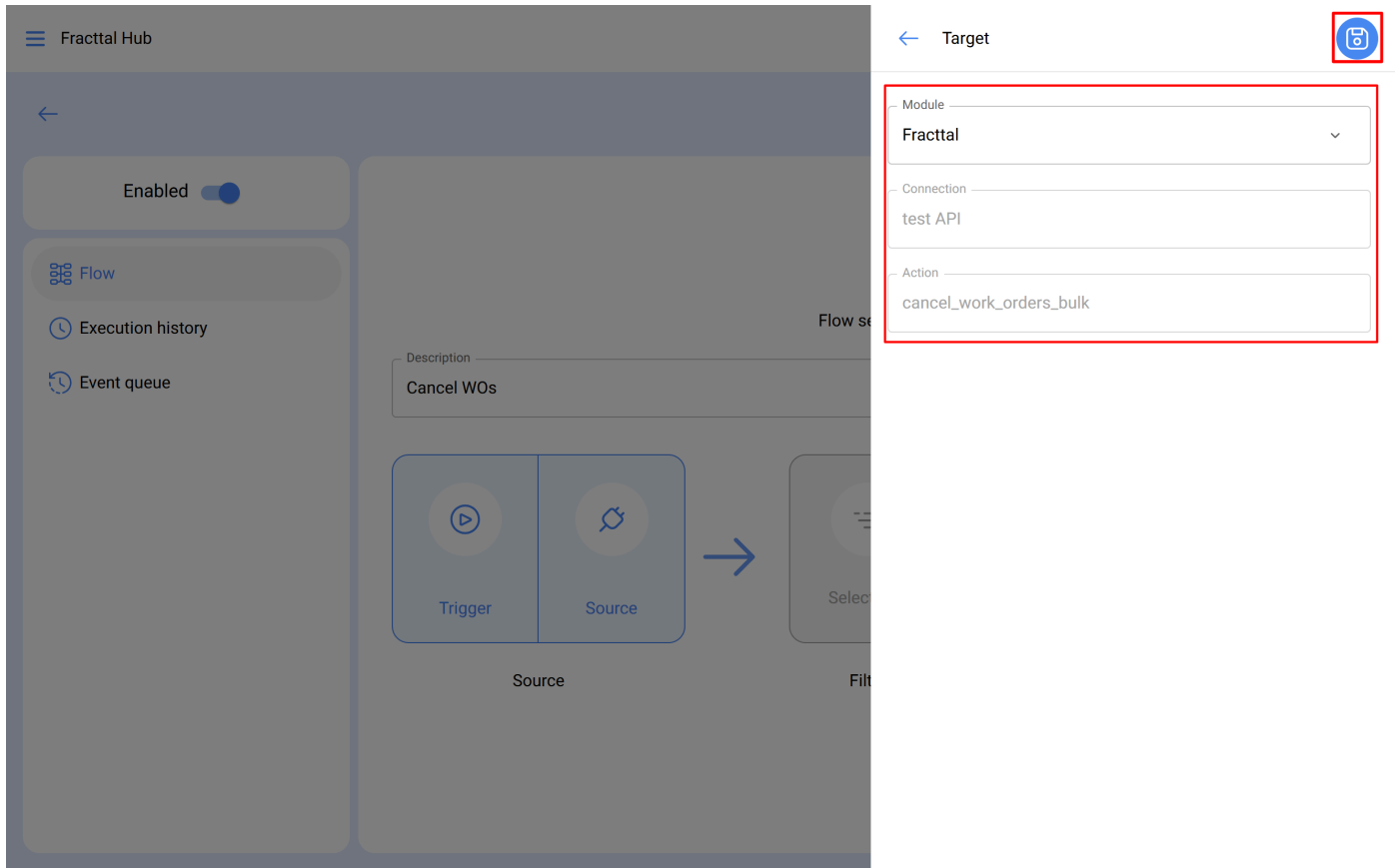
Click on the Target node.

30/37



The screenshot displays the Fractal Hub interface for configuring a flow. On the left sidebar, there is a toggle for 'Enabled' which is turned on. Below it, a 'Required Information' section lists 'SOURCE\_REQUIRED', 'TARGET\_REQUIRED', and 'MAP\_REQUIRED'. Further down, a 'Flow' section is active, showing 'Execution history' and 'Event queue' options. The main area is titled 'Flow settings' and contains a 'Description' field with the text 'Cancel WOs'. Below the description, a flow diagram is shown with three stages: 'Source', 'Filter', and 'Target'. The 'Source' stage includes a 'Trigger' (play icon) and a 'Source' (refresh icon). The 'Filter' stage includes a 'Select One' (list icon). The 'Target' stage includes a 'Connection' (lightning bolt icon) and a 'Settings' (gear icon). The 'Connection' module in the Target stage is highlighted with a red border.

- In the **Module** field, select Fractal.
- In **Connection**, choose the *OAuth* consumer that has the required permissions.
- In **Action**, search for and select **cancel\_work\_orders\_bulk**.
- **Save** the target configuration.

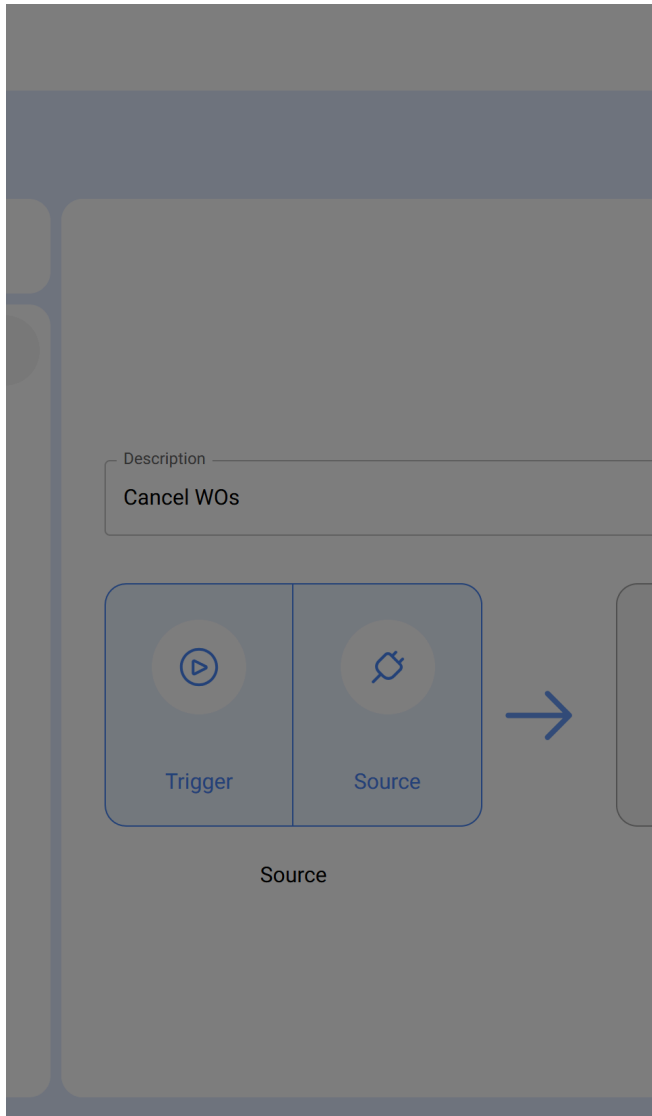




## Configure field mapping:

- Once the action is selected, click on the **Configuration** node.
- The **Field Configuration** screen will open. Here you must connect the **Source** data (Google Sheet) with the fields expected by the Target (Fractal). Map the fields as follows:
  - folio (**Target**) → folio (**Source**)
  - user\_code (**Target**) → user\_code (**Source**)
  - work\_orders\_status\_cancel (**Target**) → work\_orders\_status\_cancel (**Source**)
  - note (**Target**) → note (**Source**)





Save the **mapping**.






< Fields Configuration  


Source: Google Sheet → Target: Fractal API


Source (Fields)		Target (Fields)	
All -> Object	→	folio	
All -> Object	→	user_code	
All -> Object	→	work_orders_status_cancel	
All -> Object	→	note	
<input type="checkbox"/> All -> Object	→	id_work_order	


### Save and enable the flow


- In the top-right corner, click **Save**.
- Enable the **Enabled** toggle in the top-left corner.





 Save

Enabled 

 Information  
You have pending changes to save!

 Flow


 Execution history


 Event queue

### Flow settings

Description

Cancel WOs






Trigger


Source


→



Select One

→





Connection

Settings

Source

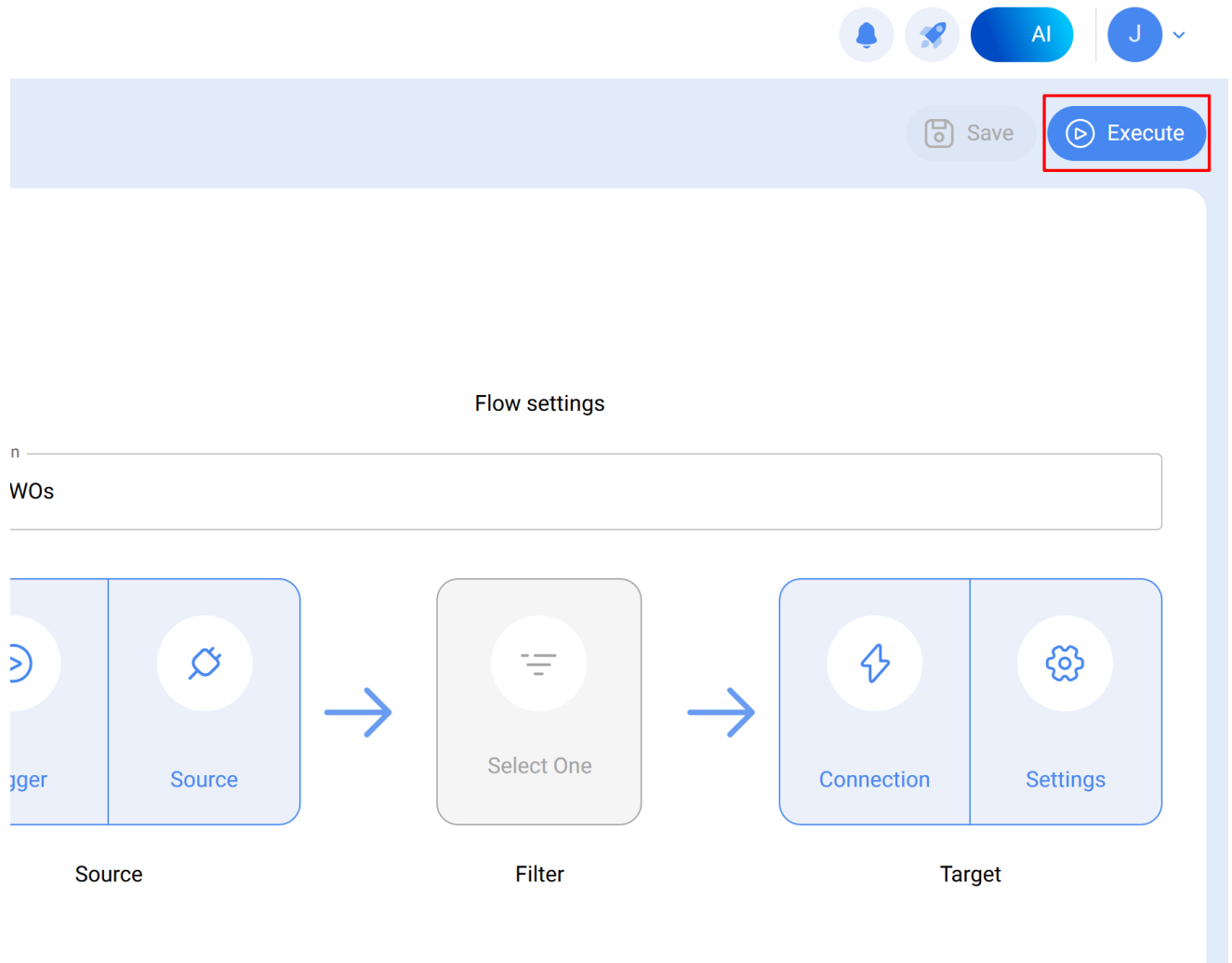
Filter

Target

## Step 9: Execute and verify the result

With the flow fully configured and enabled, you can now proceed with the mass cancellation.

1. On the main flow screen, click the **Run** button.




2. To monitor progress, navigate to the following sections in the left menu of Fractal Hub:


- **Event Queue:** You will see the flow status change from Queued to Processing and finally Completed.
- **Execution History:** Once completed, you will see a detailed log.


A successful process will show Yes in the Extract, Transform, and Load columns, with a 200 message (success code).



Enabled ☒

 Flow

 Execution history

 Event queue

Fracttal Hub

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Save

Execute

Enabled ☒

Flow

Execution history

Event queue

Creation Date	Type	Extraction	Transformation	Location
2025-09-18 16:36	Action Done	Yes	Yes	Yes

Showing 1 of 1

## Final verification in Fracttal One

- Return to your Fracttal One instance, in the Work Orders list view.
- The WOs that were in your spreadsheet should no longer appear in the list, as their status has been changed to “Canceled.”