


Como cancelar Ordens de Serviço em massa com o Fractal Hub? – Central de Ajuda

 help.fractal.com/hc/pt-br/articles/40705020015757-Como-cancelar-Ordens-de-Serviço-em-massa-com-o-Fractal-Hub

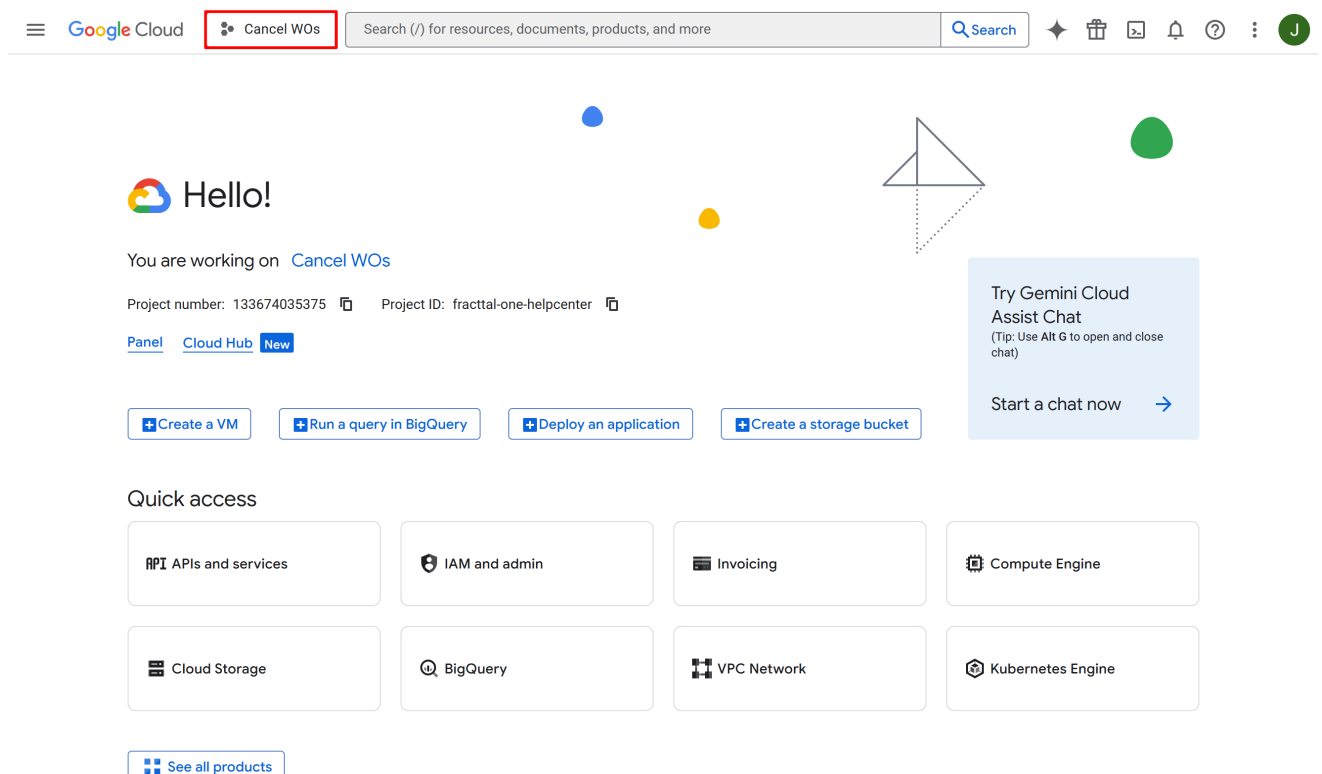
Com o **Fractal Hub**, é possível automatizar o **cancelamento em massa de Ordens de Serviço (OSs)** por meio da integração da sua instância do Fractal com o **Google Sheets**. Essa funcionalidade é ideal para otimizar a gestão e economizar tempo ao desativar OSs que não serão mais executadas.

Este guia prático mostra como configurar e executar esse processo em três fases: configuração no Google Cloud, conexão no Fractal e preparação da planilha para a execução do fluxo.

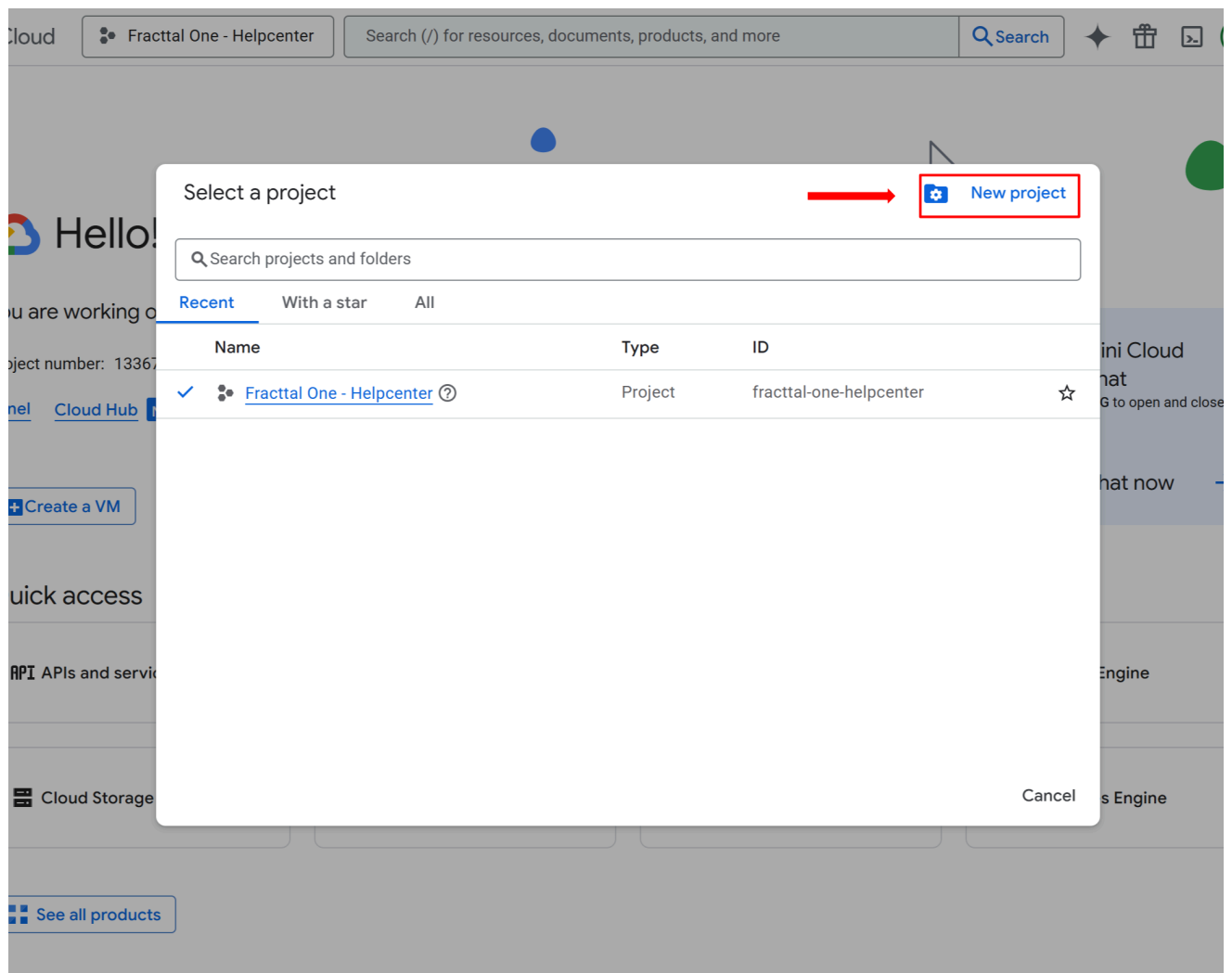
Fase 1: Configuração no Google Cloud Platform (GCP)

Antes de interagir com o Fractal, é necessário configurar o ambiente no Google Cloud para autorizar o acesso ao Google Sheets.

1. Acesse o **GCP** com sua conta Google e clique no seletor de projetos na barra superior, ao lado do logotipo.



2. Se você não tiver um projeto, clique em “Novo projeto”, atribua um nome descritivo (ex.: cancelar OSs) e clique em “Criar”.



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

É necessário habilitar as APIs que permitirão ao Fractal ler e gravar dados nos serviços do Google Drive e Google Sheets.

1. Na barra de pesquisa principal, acesse “APIs e serviços”.

Google Cloud

Cancel WOs

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

Search

Hello!

You are working on [Cancel WOs](#)

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

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

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

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

Quick access

APIs and services

IAM and admin

Invoicing

Compute Engine

Cloud Storage

BigQuery

VPC Network

Kubernetes Eng

[See all products](#)

2. Clique no botão “+ ATIVAR APIS E SERVIÇOS”..

Google Cloud Cancel WOs Search

APIs and services + Enable APIs and Services

Enabled APIs and Services

Library
Credentials
OAuth Permission Screen
Page usage agreements

1 hour 6 hours 12 hours ☒ 1 day 2 days

Traffic ≡ 📊 ⋮

⚠️ No data available for the selected period.

UTC-3 18:00 29 de out. 06:00

Errors

⚠️ No data available for

UTC-3 18:00 29 de out. 06:00

Median latency ≡ 📊 ⋮

⚠️ No data available for the selected period.

UTC-3 18:00 29 de out. 06:00

Filter Filtro

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

3. Utilize a barra de pesquisa para localizar e habilitar as seguintes APIs, uma a uma:

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	^		Drive Labels API Google
Public	(10)		Use the Drive Labels API to define custom metadata taxonomies to organize, find, enforce policy, and more.
Category	^		Google Drive API Google Enterprise API ?
Analysis	(2)		With the Google Drive API, you can access resources from Google Drive to create files, manage files, and more.
Big Data	(3)		Google Drive Activity API Google Enterprise API ?
Databases	(1)		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.
Maps	(1)		Eventarc API Google Enterprise API ?
DevOps	(1)		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.
Health and biological sciences	(1)		
Google Enterprise APIs	(6)		
Developer stacks	(1)		
Storage	(2)		
Google Workspace	(4)		


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

4. Para cada uma, selecione-a nos resultados e clique no botão “**Ativar**”.



 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

A conta de serviço atuará como um “usuário robô” que o Fractal utilizará para acessar sua planilha de forma segura.

1. Dentro de “APIs e serviços”, acesse a seção “Credenciais” no menu lateral esquerdo.

Google Cloud

Cancel WOs

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

Search

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

No API key to display.

OAuth 2.0 Client IDs

No OAuth clients to be displayed.

Service accounts

No service account to display.

API Key

Identify your project using a simple API key to check quota and access

OAuth client ID

Requests user permission so the application can access that user's data tion.

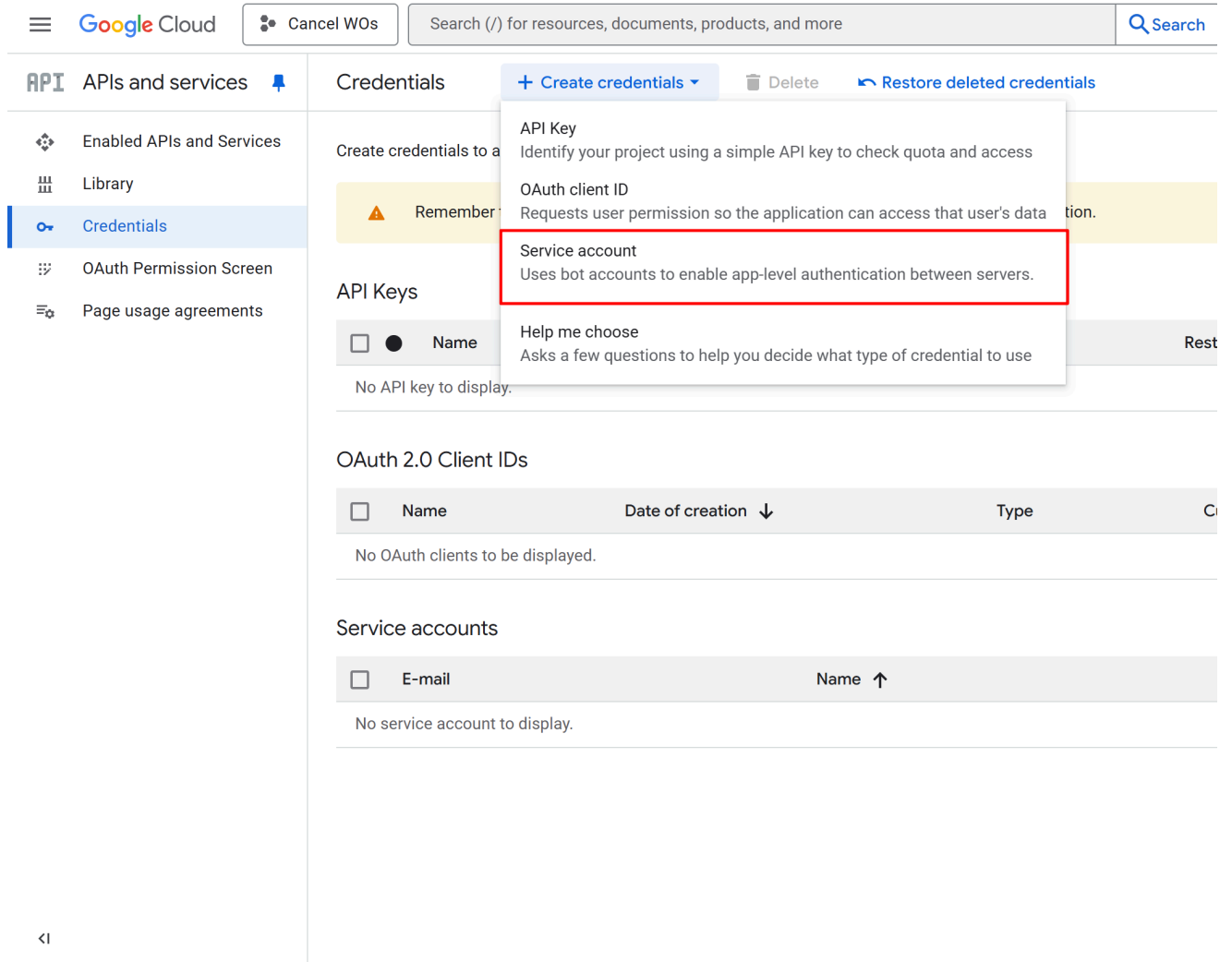
Service account

Uses bot accounts to enable app-level authentication between servers.

Help me choose

Asks a few questions to help you decide what type of credential to use

2. Clique em “+ CRIAR CREDENCIAIS” e selecione “Conta de serviço”.



The screenshot shows the Google Cloud console interface. On the left, the navigation menu includes 'APIs and services', 'Enabled APIs and Services', 'Library', 'Credentials' (highlighted), 'OAuth Permission Screen', and 'Page usage agreements'. The main content area is titled 'Credentials' and features a '+ Create credentials' dropdown menu. This menu is open, showing four options: 'API Key' (Identify your project using a simple API key to check quota and access), 'OAuth client ID' (Requests user permission so the application can access that user's data), 'Service account' (Uses bot accounts to enable app-level authentication between servers. This option is highlighted with a red box), and 'Help me choose' (Asks a few questions to help you decide what type of credential to use). Below the dropdown, there are sections for 'API Keys', 'OAuth 2.0 Client IDs', and 'Service accounts', each with a table header and a message indicating no items are currently displayed.

Google Cloud

Cancel WOs

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

Search

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.

3. Atribua um nome à conta de serviço (ex.: cancelar-oss). O ID será gerado automaticamente.

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

<I

4. Clique em “Criar e continuar” e depois em “Concluir”.

The screenshot shows the Google Cloud IAM and admin console. The left sidebar contains a navigation menu with the following items: IAM, PAM, Main access limit, Organizations, Identity and organization, Policy Troubleshooter, Policy Analyzer, Organizational policies, Service accounts (highlighted), Workload Identity Fede..., Employee Identity Fede..., Labels, Tags, Settings, Privacy and security, Identity-Aware Proxy, Papers, Manage resources, and Release Notes. The main content area is titled 'Create a service account' and displays a three-step wizard. Step 1, 'Create a service account', includes input fields for 'Service account name' (CANCEL WO), 'Display name for this service account', 'Service account ID *' (cancel-wo), 'Email address: <id>@cancel-wos.iam.gserviceaccount.com', and 'Service account description'. A red arrow points to the 'Create and continue' button. Step 2 is 'Permissions(optional)' and Step 3 is 'Main points with access(optional)'. At the bottom, a 'Completed' button is highlighted with a red box, and a 'Cancel' link is visible next to it.

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. De volta à lista de Contas de serviço, clique na conta que acabou de criar e acesse a aba “CHAVES”.

The screenshot displays the Google Cloud IAM and admin console interface. The top navigation bar includes the Google Cloud logo, a 'Cancel WOs' button, a search bar, and user profile information. The left sidebar lists various IAM and admin tools, with 'Service accounts' highlighted and a red arrow pointing to it. The main content area is titled 'CANCEL WO' and features a tabbed interface with 'Keys' selected. The 'Service Account Details' section shows the account name 'CANCEL WO' and a description field. Below this, the email 'cancel-wo@cancel-wos.iam.gserviceaccount.com' and unique ID '110176955530315689159' are listed. The 'Service account status' section indicates the account is 'Activated' and provides a 'Deactivate service account' button. An 'Advanced settings' section is partially visible at the bottom.

IAM and admin / Service accounts / Service account: 110176955530315689159

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. Clique em “ADICIONAR CHAVE” e selecione “Criar nova chave”.

The screenshot shows the Google Cloud IAM and admin console. The left sidebar contains a navigation menu with options like IAM, PAM, Main access limit, Organizations, and Service accounts. The 'Service accounts' option is selected. The main content area is titled 'CANCEL WO' and has tabs for Details, Permissions, Keys, Metric, Records, and Main points with access. The 'Keys' tab is active. There are two warning messages at the top: one about service account keys posing a security risk and another about Google automatically disabling keys detected in public repositories. Below the messages, there is a section titled 'Add a new key pair or upload a public key certificate for the existing pair.' followed by a link to 'Block service account key creation using organization policies'. A red arrow points to the 'Add key' button, which has a dropdown menu. The dropdown menu is open, showing two options: 'Create new key' (highlighted with a red box) and 'Upload a current 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

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](#).

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](#).

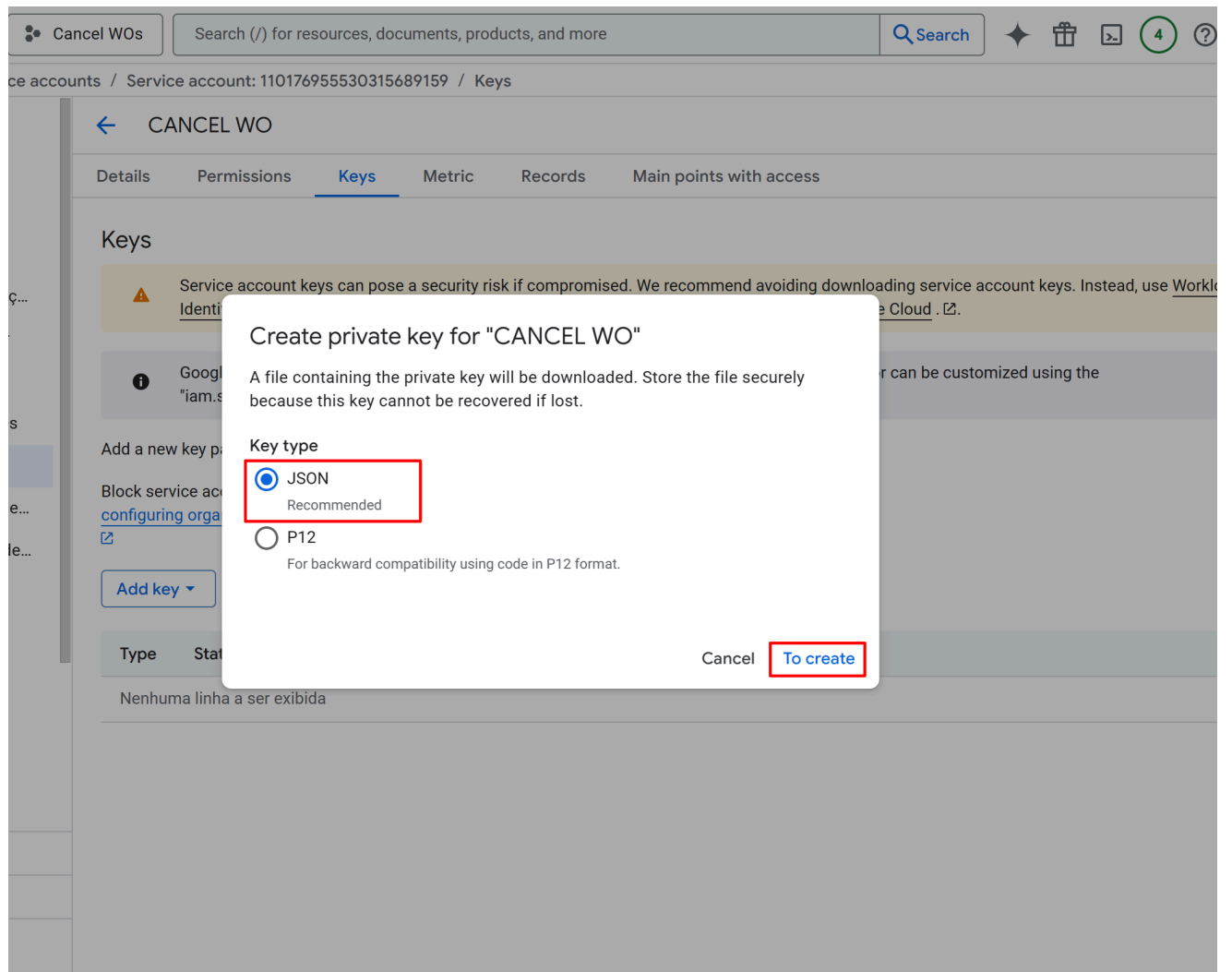
Add key ▾

Create new key

Upload a current key

Key	Date of creation	Expiration date
-----	------------------	-----------------

7. Certifique-se de que o tipo de chave seja JSON (opção recomendada) e clique em “Criar”.




```
{
  "type": "service_account",
  "project_id": "fracttal-one-helpcenter",
  "private_key_id": "7883df46cbe890dab39a08ca04b9dee90beea55b",
  "private_key": "-----BEGIN PRIVATE KEY-----\nMIIEvQIBADANBgkqhkiG9w0BAQ\n\nTlnuExutniehbH4NUWzxvOPeXGUDVdivvgCZPMCEzwtKyUQwh4sxxj6HkN22EQ0F\n\nmlVv\n\nQanksvQI1VbxcknKyIaPN6DI7+Z0UV000gxD/sX0BbqcQkKNCnuAeys1h1jMT/Ca\n\nnh1HE\n\nAQY9pkEzwyH3St4+1jo54pi3N6PYLSL3d31ItHoqhsYE5Vbi67pJWOLH/Q3fi8DQ\n\nniZlu\n\nIKZ91dn6wRGCSee6keV1AYEgxpU/4ZpUusRJoI8TTHY2Feg9/d0s0s6dIdEv+ZyF\n\nnFuF0\n\nT8d30xTyW59sUJEs87E6wW/1A9AN3cVygR0vNokOvKhC3sS4SF1YD36gmQe0cTkA\n\nnqthY\n\nzyjCj0ezZ06NOx5G1dLYAgx1EzK65POvKdbulLiLcQKBgQD4fz5GPHHKCavPCE+v\n\nnn7FM\n\n2Z1ibRocGfE1AUoG98TdLUhoKWuhXq5sbi+Dx2IyI4qVisjMPPrPZuIQkrnyhR/xf\n\nnxwTfj\n\n5JsBF87XuX55Rjon/TD/HVBjGZ1ywwWN7h1zsxrklSkCnbVVCzvREnR9P7NK/b1F\n\nnfkDA\n\nD1wVtc5gLwKBgQDAhCv11Cw/31A42/KIWErOtI4IbnCMY2W0brVgHoASEEWLmNRK\n\nnC2swl\n\nDmlHSa/cskZKZrP78FP7yASwOnIZrSBrv08aLFBidCiwgBKqUBFOKhMmKQKBgHod\n\nnFHhw\n\nnftkcupNrh8taGa4hFscrwLR9Cm282i0jUMOu6NDqha9nMCir5f1bh+t8hV0AY21H\n\nnrBzZ\n\nnfx0xk4STFdGnu4HY0wYYvGRt0x19mAxrAuH2DpOLjOFyhgyZjLyoFU10na/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"
}
```

Nota: Um arquivo .json será baixado automaticamente para o seu computador. Esse arquivo contém credenciais privadas e é essencial para a conexão. Guarde-o em um local seguro, pois não será possível baixá-lo novamente.

Fase 2: Configuração no Fracttal One

Agora, vamos configurar a conexão dentro do Fracttal para que ele possa utilizar as credenciais do Google.

- Na sua instância do Fractal One, acesse Configurações ► Catálogos Auxiliares ► Conexões e clique em (+) para adicionar uma nova conexão.

Settings

Activación Fractal - Español - 477

General

User Accounts

Business Calendar

Modules

Financial

Auxiliary Catalogs

Document Management

Transactions Log

Security

API Connections

Guest Portal

Account

Type

Connections

Showing 26 of 26

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)

16/37

- No campo “Tipo”, seleccione Google Sheet (Service Account).

The image shows a web interface with a list of connections on the left and a form to create a new connection on the right.

Connections List:

Type	Description
WhatsApp	AFJ - Notificaciones 09.06.2025
Google Sheet	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

Showing 26 of 26

Form Fields:

- Type:** Google Sheet (Service Account) (highlighted with a red box)
- Description:** (empty field, error message: "Description no puede estar en blanco")
- Type:** service_account
- project_id *:** (empty field)
- private_key_id *:** (empty field, error message: "must have required property 'private_key_id'")
- private_key *:** (empty field, error message: "must have required property 'private_key'")
- client_email *:** (empty field, error message: "must have required property 'client_email'")
- client_id *:** (empty field, error message: "must have required property 'client_id'")

- Preencha os campos do formulário utilizando as informações do arquivo **.json** baixado na etapa anterior.

- 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

Type: Google Sheet (Service Account)

Description: cancel wo

Type: service_account

project_id *: fracttal-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

- Clique em “Salvar”.

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

Type: Google Sheet (Service Account)

Description: cancel wo

Type: service_account

project_id *: fracttal-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

O usuário da API que executará o fluxo precisa ter permissões para modificar OSs.

1. Acesse Configurações ► Conexões API ► Consumidores / OAuth.
2. Certifique-se de que existe um consumidor criado. Esse consumidor deve estar associado a um Grupo de Permissões que permita editar OSs. Consulte o artigo: [Criar consumidores OAuth](#).
3. Para verificar as permissões, acesse Configurações ► Contas de Usuários ► Permissões.
4. Selecione o grupo de permissões correspondente e verifique se, no módulo Tarefas ► Ordens de Serviço ► Em Processo, a opção “Editar” está marcada.

Essa permissão é a que permite alterar o status de uma OS para “Cancelada”.

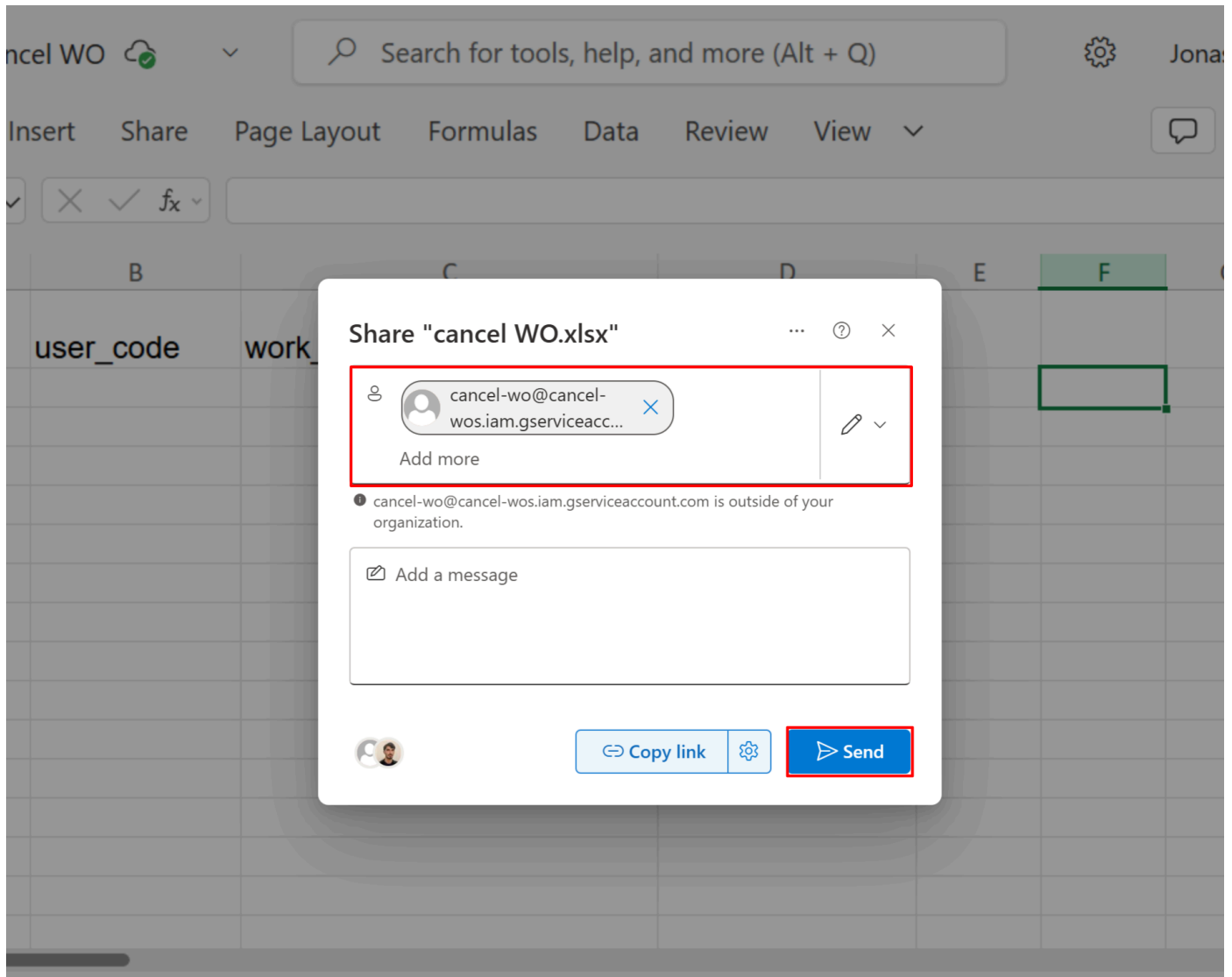
Fase 3: Preparação e execução do processo

Com as configurações prontas, o último passo é preparar os dados e executar o fluxo.

1. Crie uma nova planilha no Google Sheets.
2. Dê a ela um nome descritivo (ex.: Cancelar OSs).
3. Na primeira linha da planilha, crie as seguintes colunas:
 - **A: folio** — IDs das OSs a serem canceladas
 - **B: user_code** — Código do usuário no Fractal que registrará o cancelamento
 - **C: work_orders_status_cancel** — Motivo do cancelamento (deve corresponder exatamente a um motivo existente no catálogo do Fractal)
 - **D: note** — Nota opcional para o cancelamento

F2				
	A	B	C	D
1	folio	user_code	work_orders_status_cancel	note
2				
3				
4				

Clique no botão “Compartilhar” e adicione o e-mail da conta de serviço (campo client_email do arquivo .json). Atribua a ela o papel de Editor. **Esse passo é fundamental para que o Fractal consiga ler e escrever na planilha.**



Para evitar erros, apenas tente cancelar OSs que atendam aos requisitos.

1. No Fractal One, acesse Plano de Tarefas ► Ordens de Serviço e altere para a visualização em lista.
2. Aplique os seguintes filtros para encontrar OSs elegíveis para cancelamento:

Status: Em Processo

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

Percentual de Avanzo: = 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

Status da Tarefa: Não Iniciada

Work Management
Work Orders

Filter

Asset

Work Management

WOs

☐ Only view pending tasks

Description

Planned Tasks ?

ALL

YES

NO

Task with out of service

ALL

YES

NO

Equipment downtime?

ALL

YES

NO

Work Request Number

Task Status

Not Started

Resource Type

Clear Filters

Apply Filters

	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

Clique em “Aplicar filtros”.

Exporte os resultados para um arquivo .xlsx ou .csv utilizando a opção “Exportação em massa”.

Search...

AI

J

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

Abra o arquivo exportado e copie os IDs das OSs para a coluna folio da sua planilha do Google Sheets.

	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			

Onde encontrar o user_code?

Jonas Campos

Enabled

General

Custom Form

Assignment

Attachments

Document Management

Teams

Names

Jonas

Last Name

Campos

Code

PV-AN-001

Email

Group 1

Group 2

Address

City

State

Country

Brasil

Search on the map

Localize-o no catálogo de Recursos Humanos: procure o usuário e copie o valor do campo Código.

Preencha as colunas user_code, work_orders_status_cancel e note para todas as linhas correspondentes. Você pode arrastar os valores caso sejam iguais para todas as OSs.


24/37

	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


Fase 4: Configurar e executar o fluxo no Fracttal Hub


Com a planilha pronta e os dados preparados, o passo final é construir a automação no Fracttal Hub.




Acesse o Fracttal Hub e crie um novo fluxo. Atribua uma descrição clara.



Save


Enabled 


 Required Information
SOURCE_REQUIRED
TARGET_REQUIRED
MAP_REQUIRED

 Flow
 Execution history
 Event queue


Flow settings

Description
Cancel WOs


 Trigger


 Source

→

 Select One

→

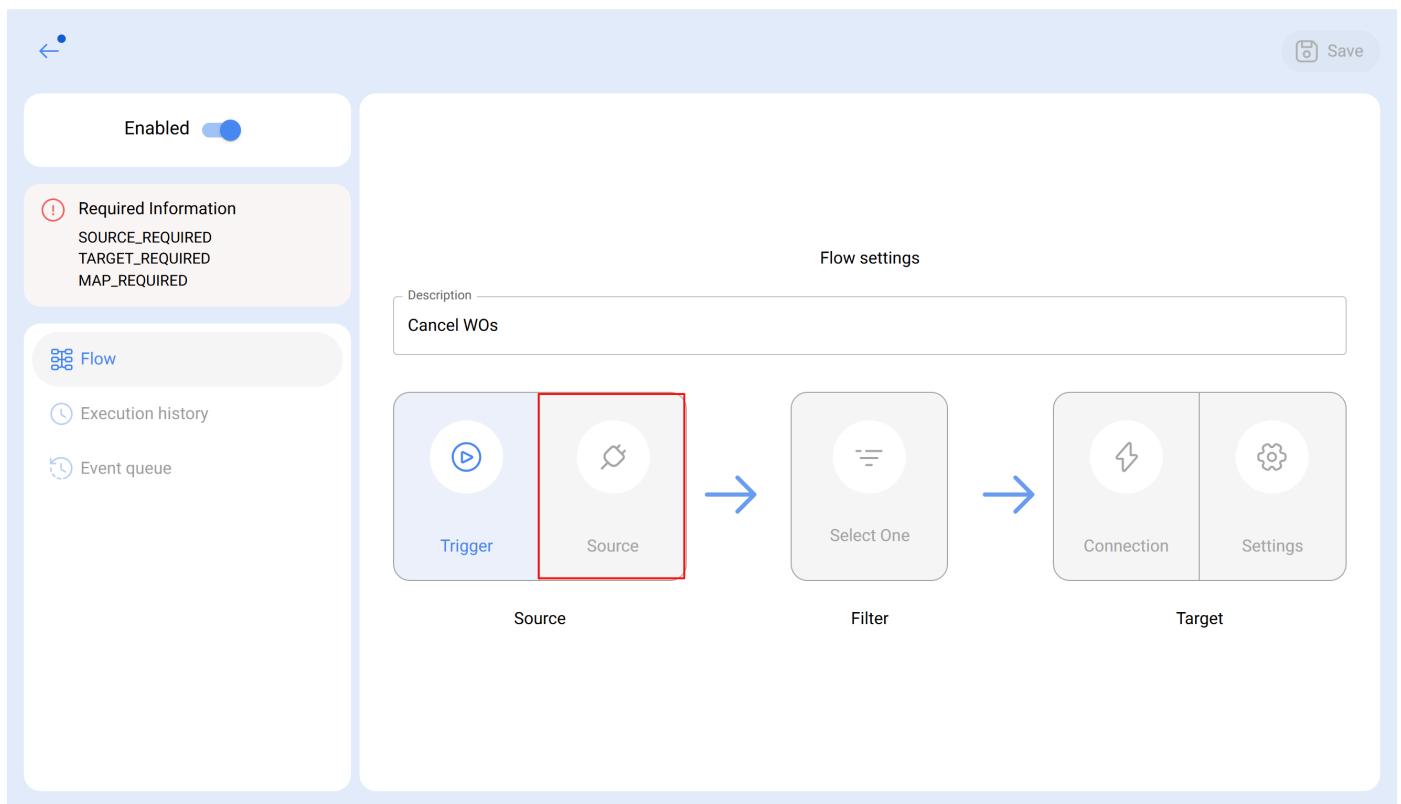
 Connection

 Settings

Source Filter Target

Configurar o acionador

Clique no Acionador e, em seguida, no menu à direita, selecione Manual como Evento e salve as alterações.



Enabled ☒

Required Information
SOURCE_REQUIRED
TARGET_REQUIRED
MAP_REQUIRED

Flow

Execution history

Event queue

Flow settings

Description
Cancel WOs

Trigger Source Filter Target

Source

Filter

Target

- No campo **Módulo**, selecione GoogleSheet.
- Em **Conexão**, escolha a conexão criada anteriormente (Cancelar OSs).
- A **Ação** será Ler.
- No campo **spreadsheet_id**, cole o ID da sua planilha.
- **Onde encontrar o spreadsheet_id:**
Abra sua planilha do Google Sheets e observe a URL no navegador. O ID é a longa sequência de caracteres localizada entre /d/ e /edit.
.../spreadsheets/d/[ESTE É O ID QUE DEVE COPIAR]/edit...
- No campo **sheet**, informe **0** (para indicar que será lida a primeira aba da planilha).
- Na seção **Campos**, replique exatamente os nomes das colunas da planilha. Adicione os seguintes campos, garantindo que o tipo seja Texto:
 - folio
 - user_code
 - work_orders_status_cancel
 - note

Fractal Hub

←

Enabled ☒

Flow

Execution history

Event queue

Description

Cancel WOs

Trigger

Source

→

Select

Source

Filter

← 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

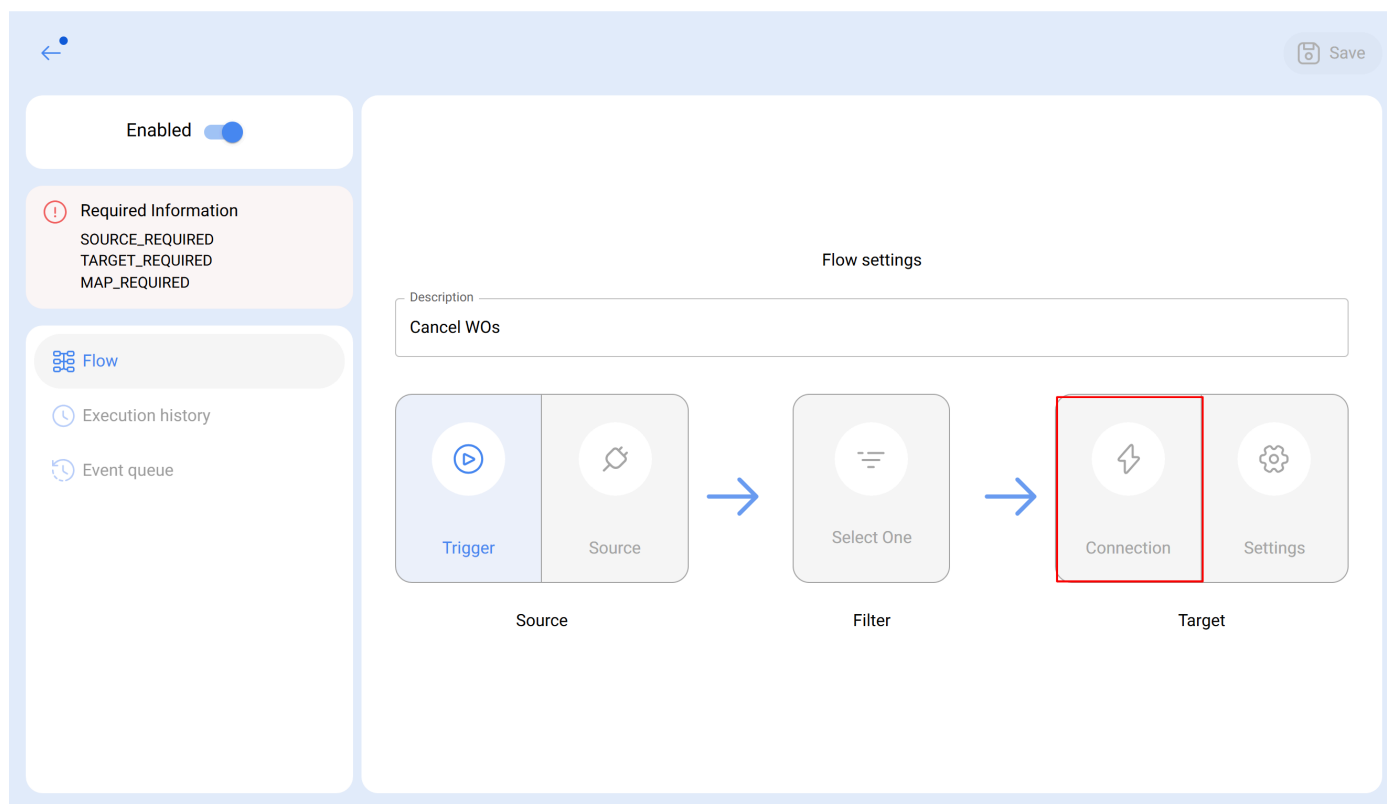
✕

+

Salve a configuração da fonte.

Configurar a Conexão (Target)

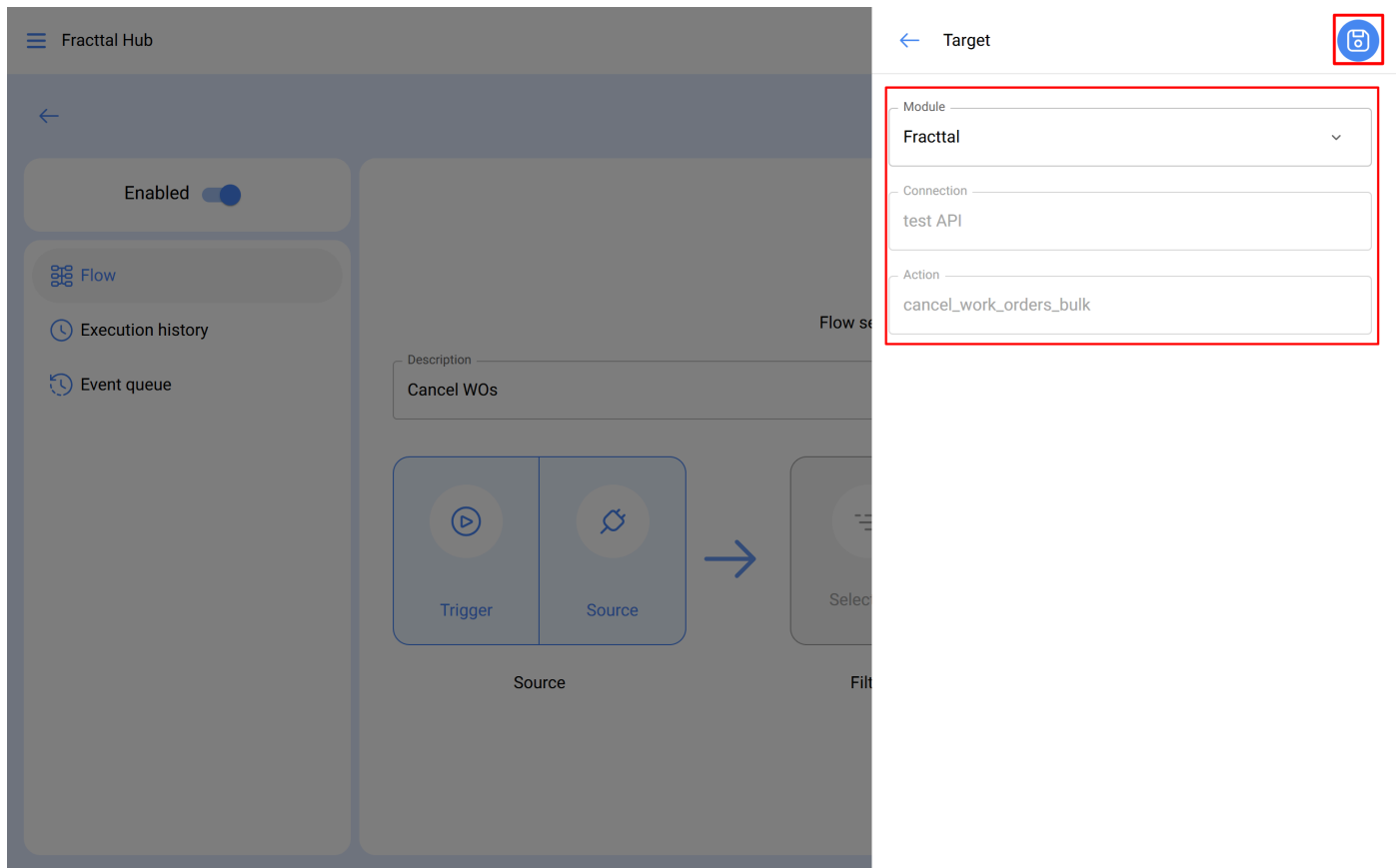
Clique em Conexão.



The screenshot displays the Fractal Hub interface for configuring a flow. On the left sidebar, there is a toggle for 'Enabled' (checked), a 'Required Information' section with fields for SOURCE_REQUIRED, TARGET_REQUIRED, and MAP_REQUIRED, and a 'Flow' section with links to 'Execution history' and 'Event queue'. The main area is titled 'Flow settings' and contains a 'Description' field with the text 'Cancel WOs'. Below this, a flow diagram is shown with three stages: 'Source' (containing 'Trigger' and 'Source' modules), 'Filter' (containing 'Select One' module), and 'Target' (containing 'Connection' and 'Settings' modules). The 'Connection' module in the Target stage is highlighted with a red border.

- No campo **Módulo**, selecione Fractal.
- Em **Conexão**, escolha o consumidor OAuth que possui as permissões necessárias.
- Em **Ação**, procure e selecione cancel_work_orders_bulk.

Salve a configuração do destino.



Configurar o mapeamento de campos

- Após selecionar a ação, clique no nó Configuração.
- A tela de Configuração de Campos será aberta. Nela, conecte os dados da Fonte (Google Sheets) com os campos esperados pelo Destino (Fractal). Faça o mapeamento da seguinte forma:
 - **folio (Destino) → folio (Fonte)**
 - **user_code (Destino) → user_code (Fonte)**
 - **work_orders_status_cancel (Destino) → work_orders_status_cancel (Fonte)**
 - **note (Destino) → note (Fonte)**

Salve o mapeamento.

< 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

Salvar e ativar o fluxo

- No canto superior direito, clique em Salvar.
- Ative o interruptor Habilitado no canto superior esquerdo.

Fractal Hub

AI

J

←

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

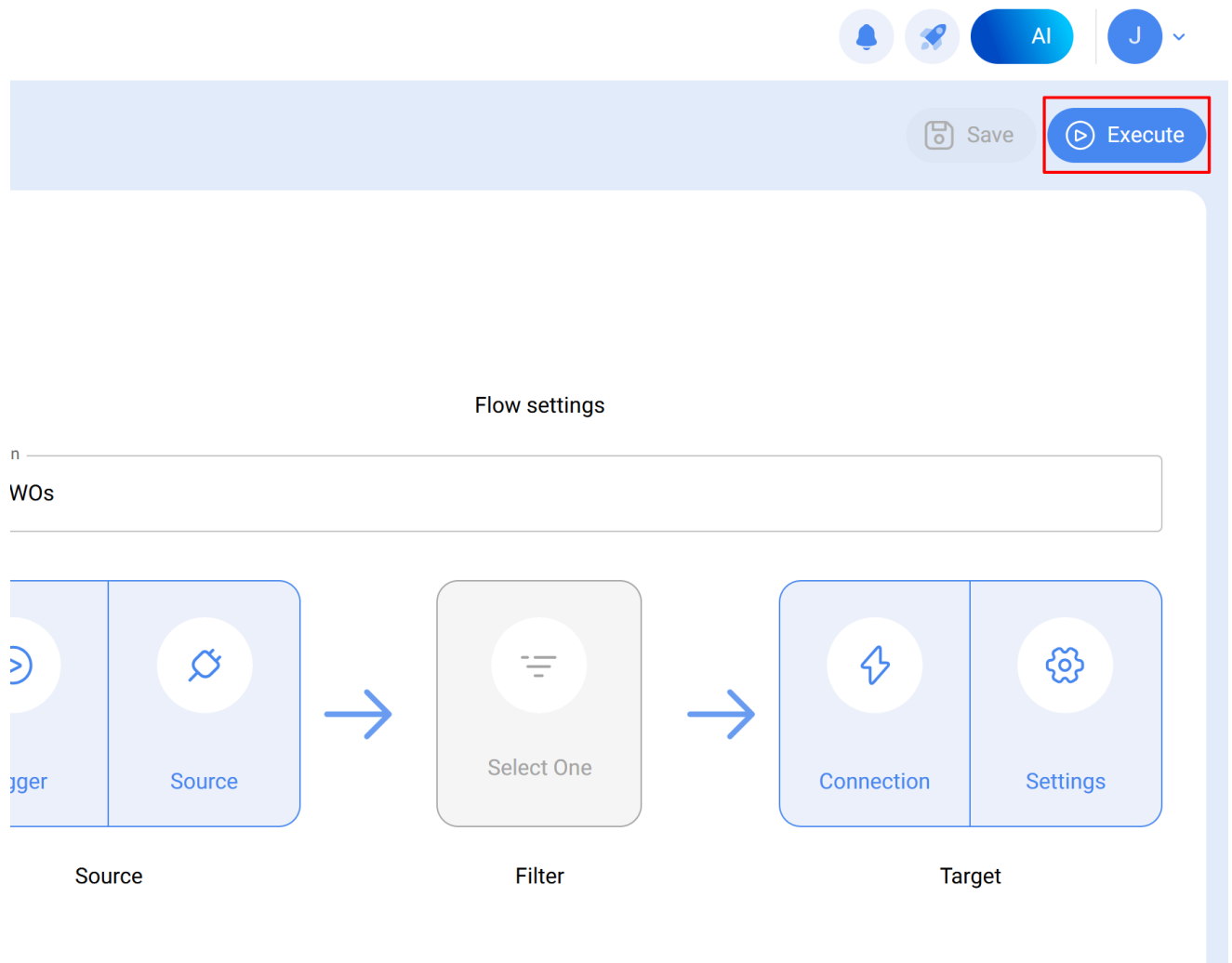
Filter

Target

Passo 9: Executar e verificar o resultado

Com o fluxo totalmente configurado e habilitado, você já pode prosseguir com o cancelamento em massa.

1. Na tela principal do fluxo, clique no botão Executar.





2. Para acompanhar o progresso, acesse as seguintes seções no menu lateral do Fractal Hub:


- Fila de eventos: você verá o status do fluxo mudar de Em fila para Processando e, por fim, Finalizado.
- Histórico de Execução: após a conclusão, será exibido um registro detalhado. Um processo bem-sucedido mostrará Sim nas colunas Extração, Transformação e Carga, com a mensagem 200 (código de sucesso).



Enabled ☒

 Flow

 Execution history

 Event queue

Fracttal Hub

🔔

📌

AI

J

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

Verificação final no Fracttal One

- Retorne à sua instância do Fracttal One, na visualização em lista de Ordens de Serviço.
- As OSs que estavam na planilha não deverão mais aparecer na lista, pois seu status foi alterado para “Cancelada”.