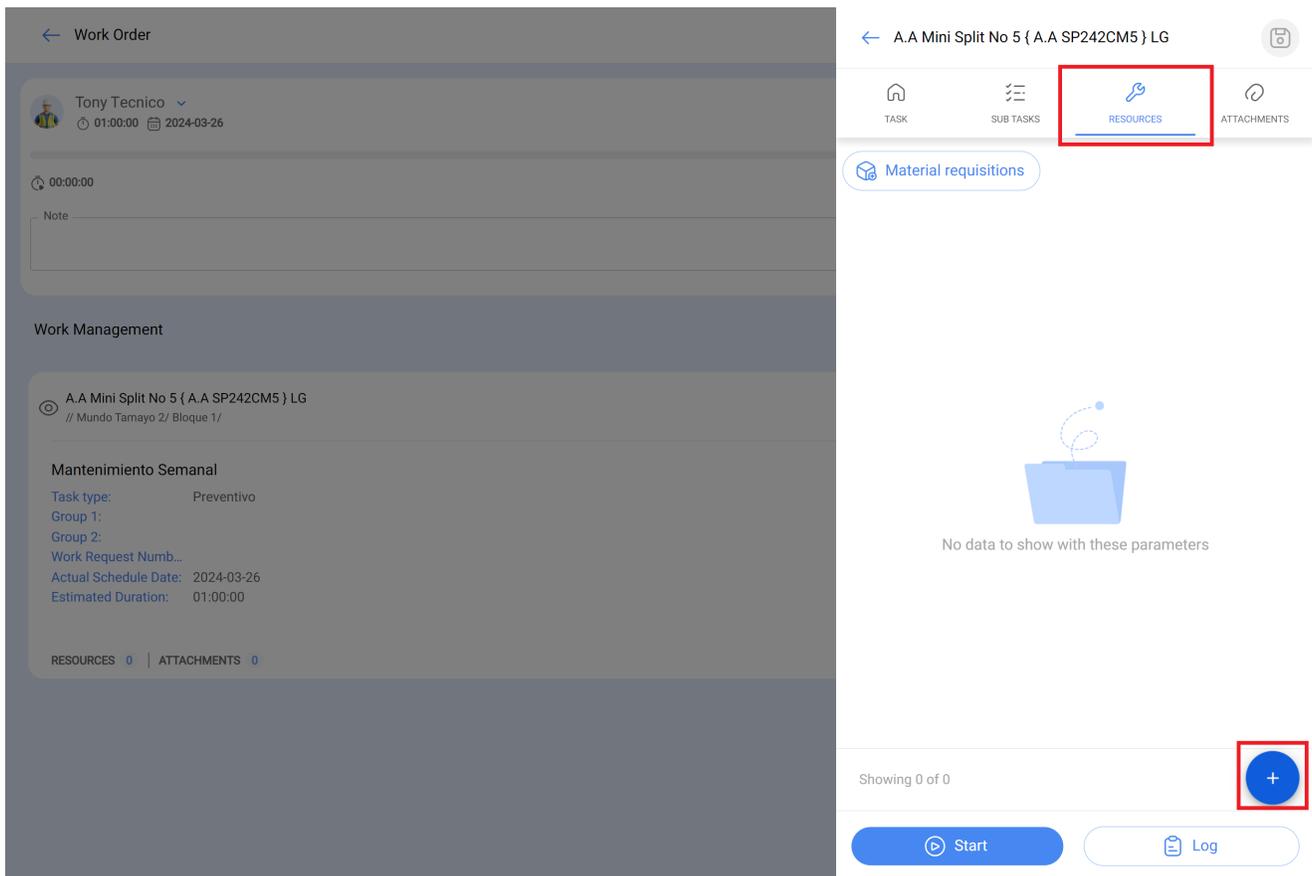


# How to assign or link a inhouse personnel to a task through teams?

[help2.fractal.com/hc/en-us/articles/25289537950349-How-to-assign-or-link-a-inhouse-personnel-to-a-task-through-teams](https://help2.fractal.com/hc/en-us/articles/25289537950349-How-to-assign-or-link-a-inhouse-personnel-to-a-task-through-teams)

When the Teams schedules have been activated and linked in the inhouse personnel user profiles, the only thing left is for users to be assigned as resources to a task.

To do this, once a WO has been generated (either planned or unplanned), go to the resources submodule and click on the add option.



A window will open to configure the resource that you want to add. In this case, select “inhouse personnel” as the type of resource.

← Work Order

Tony Técnico  
01:00:00 2024-03-26

00:00:00

Note

Work Management

A.A Mini Split No 5 ( A.A SP242CM5 ) LG  
// Mundo Tamayo 2/ Bloque 1/

Mantenimiento Semanal

Task type: Preventivo  
Group 1:  
Group 2:  
Work Request Numb...  
Actual Schedule Date: 2024-03-26  
Estimated Duration: 01:00:00

RESOURCES 0 | ATTACHMENTS 0

← New Resource

Resource Type  
**Inhouse Personnel**

Profile / Resources  
Description can't be blank

Human Resource  
Resource Source can't be blank

Unit

Qty  
001:00

Unit cost  
\$ COP 0

Total cost  
\$ COP 0,00

Notes

Then select the specific user profile and name that you want to add as a resource. Note that the inhouse personnel that have a linked teams schedule will give you the option to preview their schedules in calendar format.

← Work Order

Tony Tecnico  
01:30:00 2024-03-26

00:00:00

Note

Work Management

A A Mini Split No 5 ( A.A SP242CM5 ) LG  
/ Mundo Tamayo 2/ Bloque 1/

Mantenimiento Semanal

Task type: Preventivo  
Group 1:  
Group 2:  
Work Request Num:  
Actual Schedule Date: 2024-03-26  
Estimated Duration: 01:00:00

RESOURCES 0 | ATTACHMENTS 0

Search by Human Resource



Tony Tecnico

Profile: AYUDANTE MECÁNICO  
Hourly Rate: \$ COP 8.000,00



Showing 1 of 1

← Availability agenda

2024 Mar  
2024-03-17

Week

	Tony Tecnico						
	17 Sun	18 Mon	19 Tue	20 Wed	21 Thu	22 Fri	23 Sat
12:00 AM	12:00 AM – 11:59 PM Not Available	12:00 AM – 7:30 AM Not Available					
1:00 AM							
2:00 AM							
3:00 AM							
4:00 AM							
5:00 AM							
6:00 AM							
7:00 AM							
8:00 AM							
9:00 AM							
10:00 AM							
11:00 AM							
12:00 PM							
1:00 PM							
2:00 PM							
3:00 PM							
4:00 PM							

← Work Order

Tony Tecnico  
01:00:00 2024-03-26

00:00:00

Note

Work Management

A.A Mini Split No 5 ( A.A SP242CM5 ) LG  
// Mundo Tamayo 2/ Bloque 1/

Mantenimiento Semanal

Task type: Preventivo  
Group 1:  
Group 2:  
Work Request Numb...  
Actual Schedule Date: 2024-03-26  
Estimated Duration: 01:00:00

RESOURCES 0 | ATTACHMENTS 0

← New Resource

Resource Type  
Inhouse Personnel

Profile / Resources  
AYUDANTE MECÁNICO

Human Resource  
Tony Tecnico  
Not Available

Scheduled date and time  
2024-03-21 22:16

Unit  
Hour

Extra hours

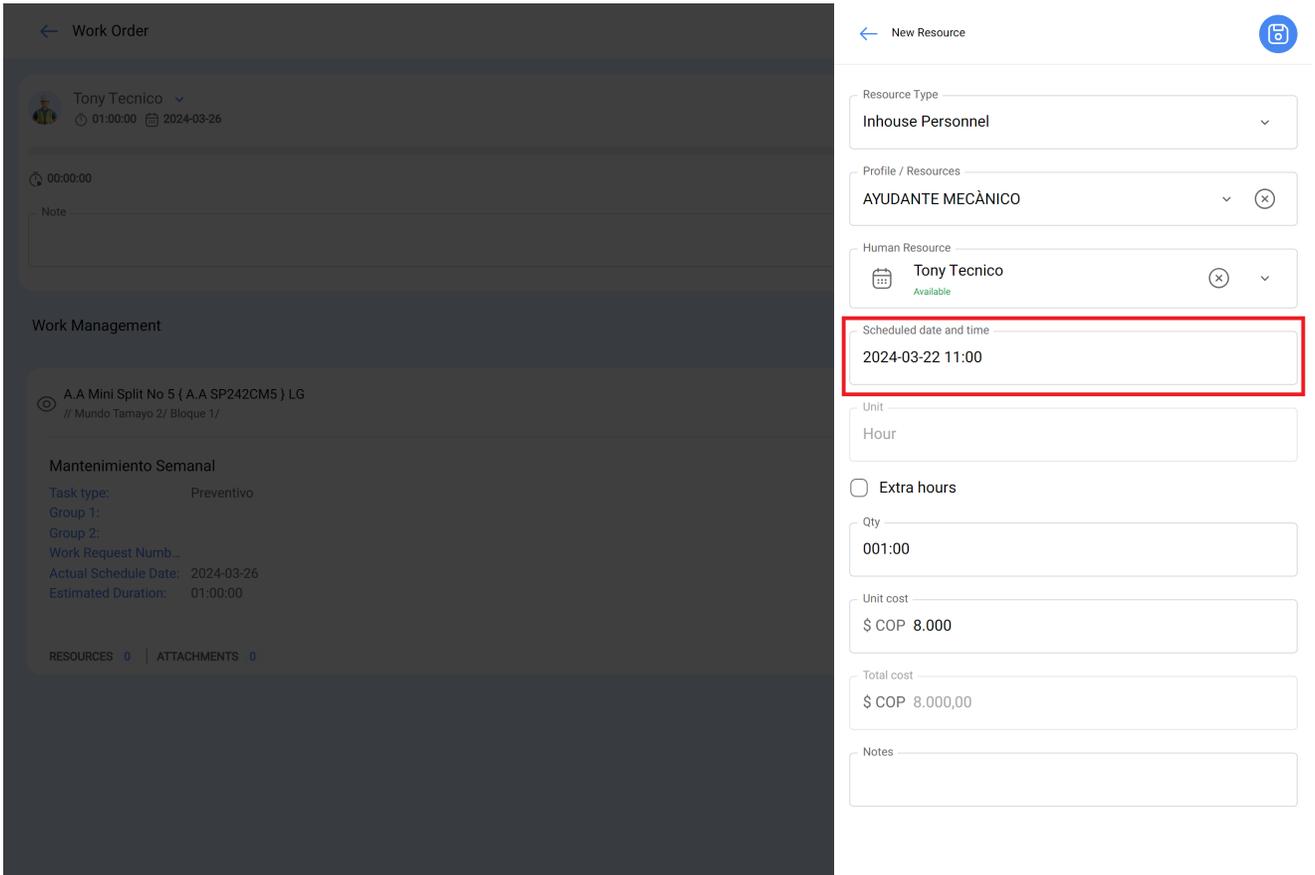
Qty  
001:00

Unit cost  
\$ COP 8.000

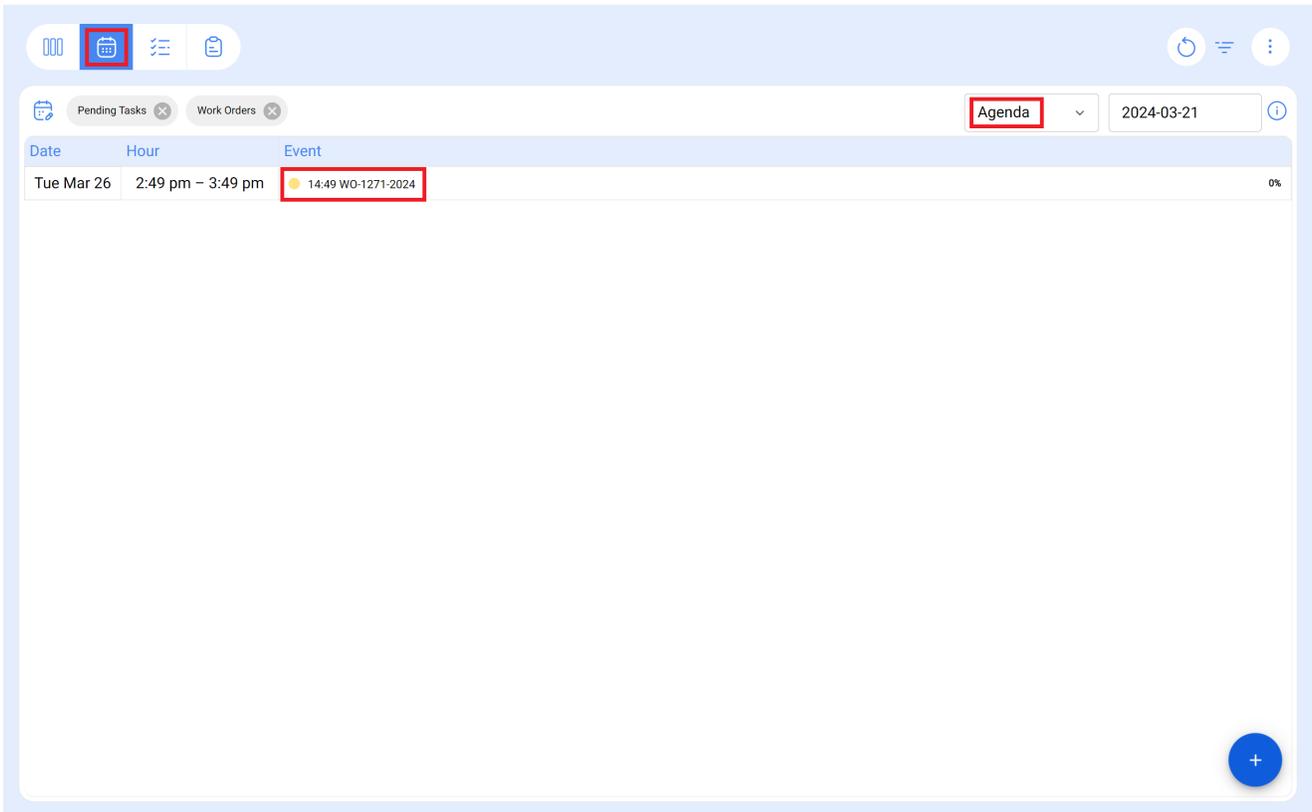
Total cost  
\$ COP 8.000,00

Notes

After selecting the inhouse personnel, establish the actual date and time when they will perform the activity.



After adding the remaining parameters and clicking save, there will be the option to view the activity assigned to the inhouse personnel in calendar format according to the established date and time.



Pending Tasks  Work Orders  Agenda 2024-03-21 ⓘ

Date	Hour	Event	
Tue Mar 26	2:49 pm – 3:49 pm	14:49 WO-1271-2024	0%

**Note:** Take into consideration that assigning and visualizing teams schedules only applies to those users who are added as resources to tasks. The people responsible for WOs are excluded (if the person responsible for the WO is the person executing the task, they should be added as the inhouse personnel to the task in question).