

# Can I edit or reopen a completed WO?

[help2.fracttal.com/hc/en-us/articles/25225022277645-Can-I-edit-or-reopen-a-completed-WO](https://help2.fracttal.com/hc/en-us/articles/25225022277645-Can-I-edit-or-reopen-a-completed-WO)

Due to our commitment that the work orders can be 100% auditable is that when sending a WO to closed status we are confirming that all the data provided therein are verified and correct. This is why we have the WO in Review status to confirm this information, so that the data already confirmed cannot be modified as suggested by the alert that appears when the WO is sent to the Finished status.

In the case where the resources have not been added or some are missing, we do have the option and you can do it by following these steps:

1. Enter the settings module and then enter the User Accounts sub-module, going to the PERMISSIONS tab:

The screenshot shows the Fracttal user management interface. The 'Settings' menu is highlighted in the top left. The 'User Accounts' sub-module is selected in the left sidebar. The 'PERMISSIONS' tab is active, showing a table of user accounts with their status and names. The 'PERMISSIONS' tab label is highlighted with a red box.

User Accounts	Limited technician accounts	Request accounts	Number of read only accounts
25 / 30	6 / 10	13 / Unlimited	1 / Unlimited

  

Enabled	Name
<input type="checkbox"/>	
<input checked="" type="checkbox"/>	Abelardo 123
<input checked="" type="checkbox"/>	AFJ Pruebas
<input checked="" type="checkbox"/>	Alexander FJ (Pruebas)
<input checked="" type="checkbox"/>	Alexander Sanchez
<input checked="" type="checkbox"/>	Alex Sanchez
<input checked="" type="checkbox"/>	ANAY PENICHE
<input checked="" type="checkbox"/>	Andres FC
<input checked="" type="checkbox"/>	Carlos Magno
<input checked="" type="checkbox"/>	CF Pepita Pepita

2. Select the permission group that will be granted the option to add resources when the WO is closed as shown in the following image

Description: maintenance team  
Note:

Read Only.

Select / Unselect All.



<input type="checkbox"/>	Module	Submodule	See	Add	Edit	Remove	Report...
<input type="checkbox"/>	Work Management	Human resources in WO under review	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	Work Management	Resources services in WOs under review	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	Work Management	Inventory resources (not catalogued) in WOs under review	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	Work Management	Service resources (not catalogued) in WOs under review	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	Work Management	Inventory resources in finished WOs	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			
<input type="checkbox"/>	Work Management	Human Resources in completed WOs	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			
<input type="checkbox"/>	Work Management	Services resources in completed WOs	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			
<input type="checkbox"/>	Work Management	Inventories resources (not catalogued) in finished WOs	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			
<input type="checkbox"/>	Work Management	Service resources (not catalogued) in finished WOs	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			
<input type="checkbox"/>	Work Management	Task logs in WO from other users	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	

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Finally, the changes are saved and you will be able to enter new or more resources in a closed WO.