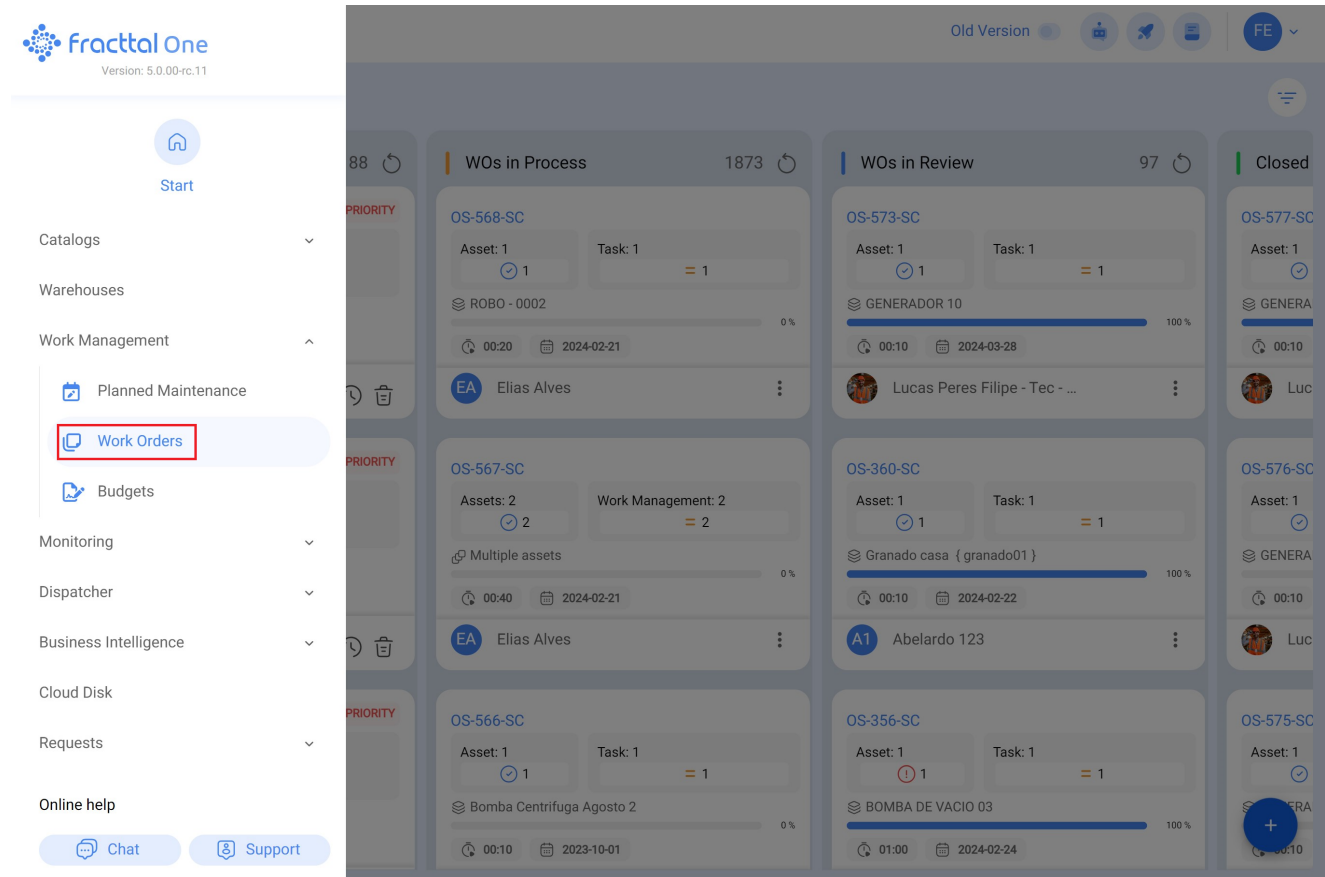


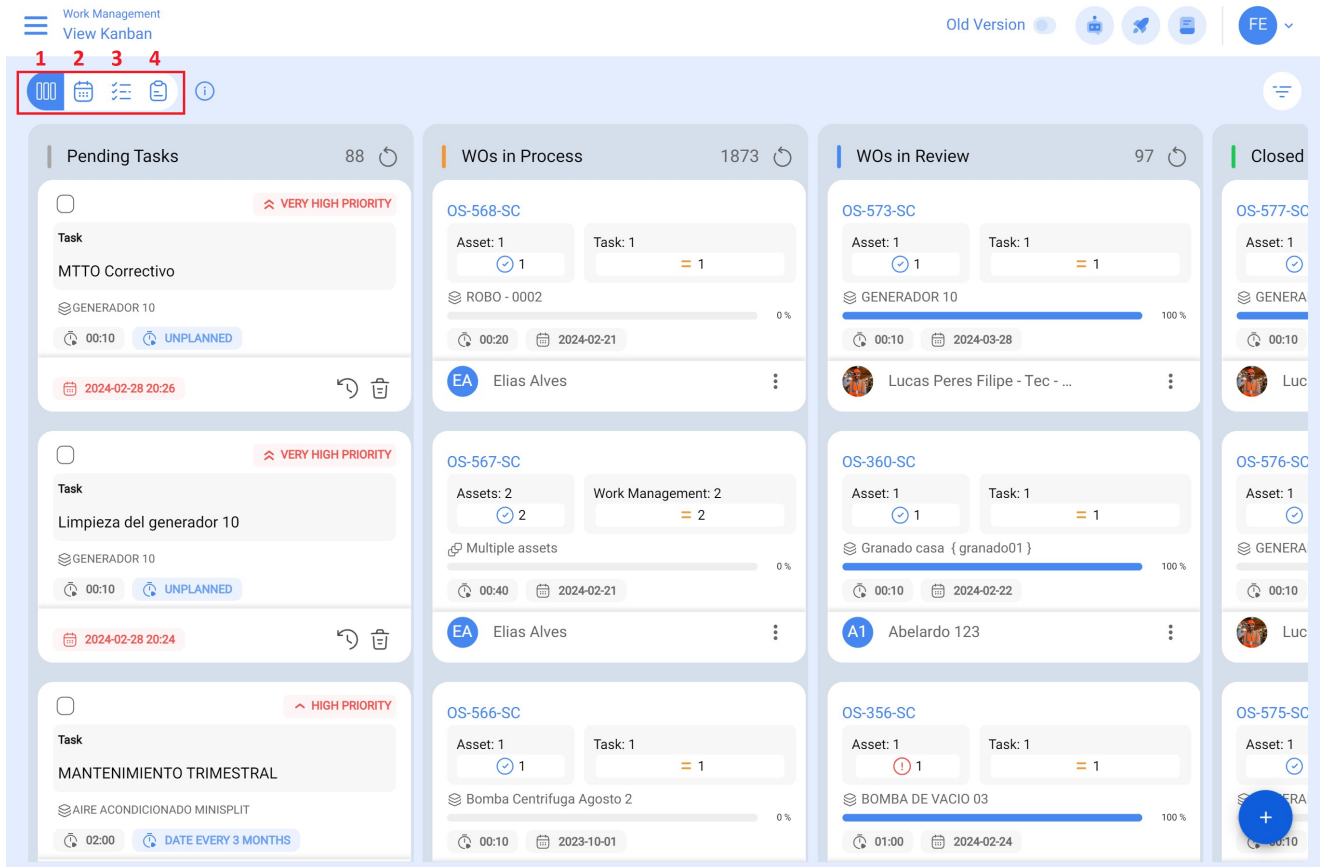
# What does the Work Orders module contain?

[help2.fractal.com/hc/en-us/articles/25019373589261-What-does-the-Work-Orders-module-contain](https://help2.fractal.com/hc/en-us/articles/25019373589261-What-does-the-Work-Orders-module-contain)

4 months ago Updated

In this module you will be able to manage all your planned and unplanned maintenance activities by issuing and tracking work orders. When you enter this module you will find 3 main tabs.

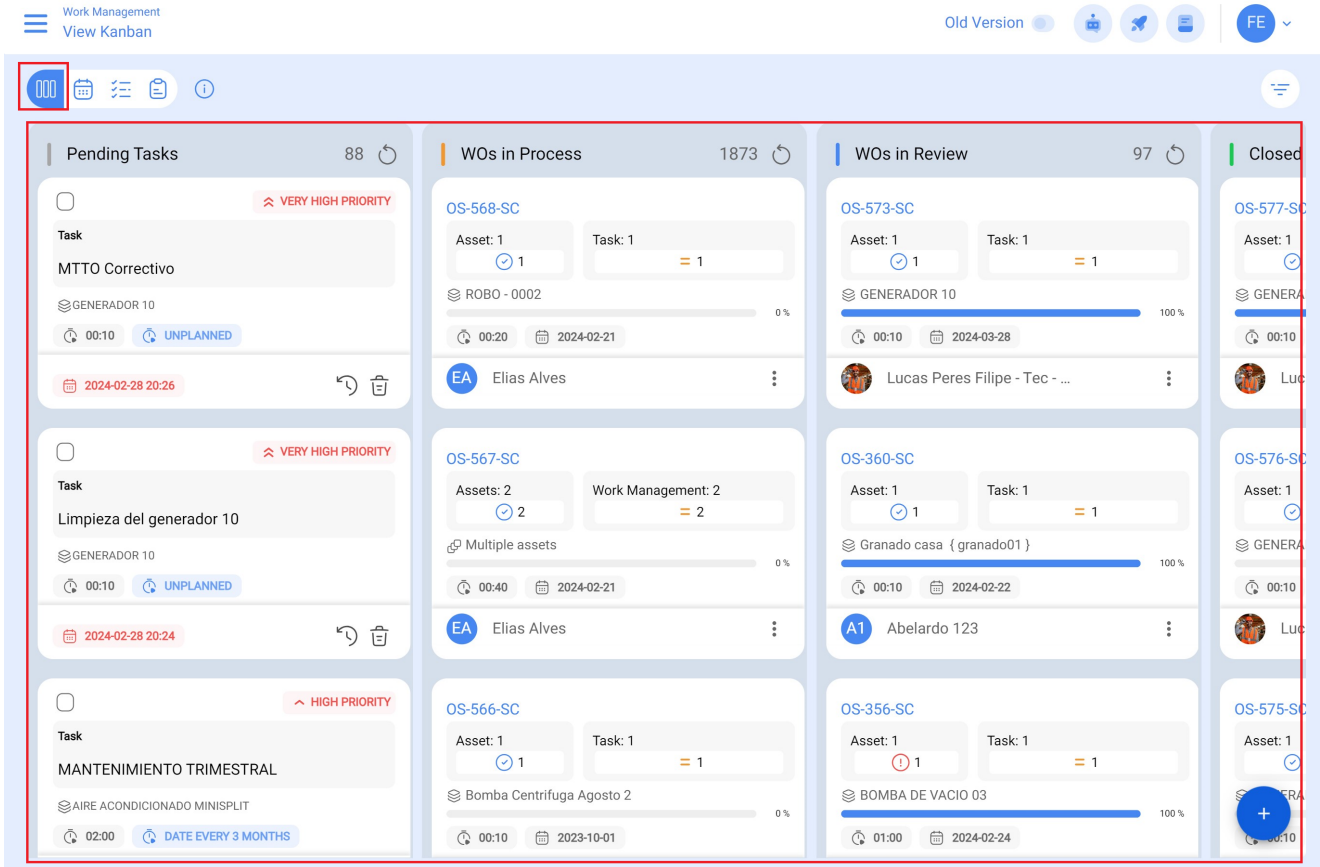




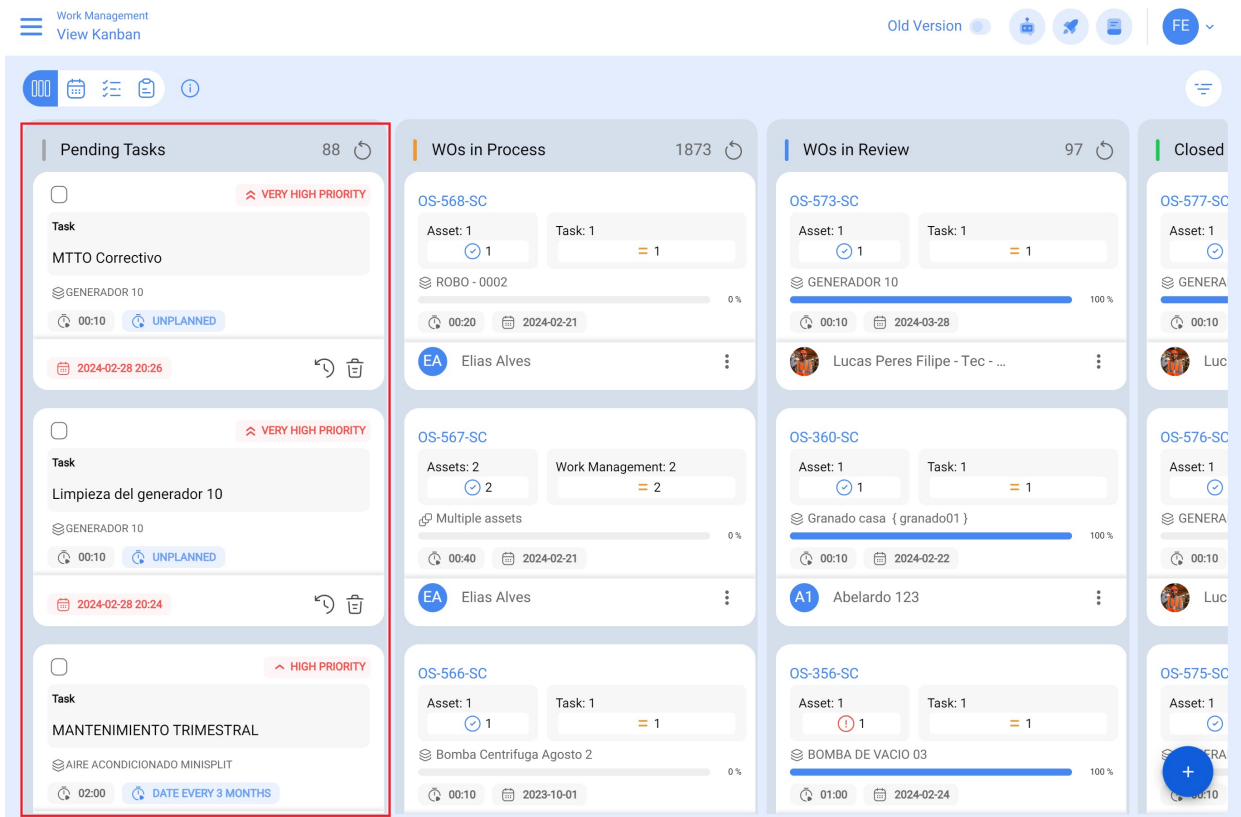
1. **Kanban:** In this view you will be able to visualize in a simple way the flow and stages in which a task can be found, when being managed in a work order.
2. **Calendar View:** Calendar view, where you can view each of the tasks with their respective status and duration times.
3. **Pending tasks view:** Table where you will find in detail the information of the pending tasks, along with their respective times.
4. **Work Orders View:** Table where you will find detailed information about the work orders and their respective times.

## Kanban View

Here you will find the different states in which a task can be found, which are mentioned below:



- **Pending Tasks:** Previous status of a task before it is executed as a work order.



- **In Process:** Initial stage of a work order that has already been assigned to a technician and its execution is in process.

The screenshot displays a Kanban board for Work Management, titled "View Kanban". The board is organized into four columns: "Pending Tasks" (88 items), "WOs in Process" (1873 items), "WOs in Review" (97 items), and "Closed". The "WOs in Process" column is highlighted with a red border and contains three work order cards:

- OS-568-SC:** Asset: 1, Task: 1. Asset progress: 1 (100%). Task progress: 1 (100%). Asset: ROBO - 0002. Duration: 00:20. Date: 2024-02-21. Assigned to: Elias Alves.
- OS-567-SC:** Assets: 2, Work Management: 2. Asset progress: 2 (100%). Work Management progress: 2 (100%). Asset: Multiple assets. Duration: 00:40. Date: 2024-02-21. Assigned to: Elias Alves.
- OS-566-SC:** Asset: 1, Task: 1. Asset progress: 1 (100%). Task progress: 1 (100%). Asset: Bomba Centrifuga Agosto 2. Duration: 00:10. Date: 2023-10-01.

Other visible work order cards include:

- Pending Tasks:**
  - MTTO Correctivo (VERY HIGH PRIORITY, UNPLANNED, 2024-02-28 20:26)
  - Limpieza del generador 10 (VERY HIGH PRIORITY, UNPLANNED, 2024-02-28 20:24)
  - MANTENIMIENTO TRIMESTRAL (HIGH PRIORITY, DATE EVERY 3 MONTHS, 02:00)
- WOs in Review:**
  - OS-573-SC: Asset: 1, Task: 1. Asset progress: 1 (100%). Task progress: 1 (100%). Asset: GENERADOR 10. Duration: 00:10. Date: 2024-03-28. Assigned to: Lucas Peres Filipe - Tec - ...
  - OS-360-SC: Asset: 1, Task: 1. Asset progress: 1 (100%). Task progress: 1 (100%). Asset: Granado casa { granado01 }. Duration: 00:10. Date: 2024-02-22. Assigned to: Abelardo 123.
  - OS-356-SC: Asset: 1, Task: 1. Asset progress: 1 (100%). Task progress: 1 (100%). Asset: BOMBA DE VACIO 03. Duration: 01:00. Date: 2024-02-24.
- Closed:**
  - OS-577-SC: Asset: 1. Asset progress: 1 (100%). Asset: GENERA. Duration: 00:10.
  - OS-576-SC: Asset: 1. Asset progress: 1 (100%). Asset: GENERA. Duration: 00:10.
  - OS-575-SC: Asset: 1. Asset progress: 1 (100%). Asset: GENERA. Duration: 00:10.



- **In Review:** Stage in which the work order has already been executed and is in the process of being reviewed before being finalized.

The screenshot displays a Kanban board for 'Work Management' in 'View Kanban' mode. The board is organized into four columns: 'Pending Tasks' (88 items), 'WOs in Process' (1873 items), 'WOs in Review' (97 items), and 'Closed'. The 'WOs in Review' column is highlighted with a red border. Each card represents a work order with details such as task name, asset, priority, and completion status.

Column	Count	Task Name	Asset	Priority	Status	Due Date
Pending Tasks	88	MTTO Correctivo	GENERADOR 10	VERY HIGH PRIORITY	UNPLANNED	2024-02-28 20:26
Pending Tasks	88	Limpieza del generador 10	GENERADOR 10	VERY HIGH PRIORITY	UNPLANNED	2024-02-28 20:24
Pending Tasks	88	MANTENIMIENTO TRIMESTRAL	AIRE ACONDICIONADO MINISPLIT	HIGH PRIORITY	DATE EVERY 3 MONTHS	02:00
WOs in Process	1873	OS-568-SC	ROBO - 0002	Asset: 1, Task: 1	0%	2024-02-21
WOs in Process	1873	OS-567-SC	Multiple assets	Assets: 2, Work Management: 2	0%	2024-02-21
WOs in Process	1873	OS-566-SC	Bomba Centrífuga Agosto 2	Asset: 1, Task: 1	0%	2023-10-01
WOs in Review	97	OS-573-SC	GENERADOR 10	Asset: 1, Task: 1	100%	2024-03-28
WOs in Review	97	OS-360-SC	Granado casa ( granado01 )	Asset: 1, Task: 1	100%	2024-02-22
WOs in Review	97	OS-356-SC	BOMBA DE VACIO 03	Asset: 1, Task: 1	100%	2024-02-24
Closed	-	OS-577-SC	GENERA	Asset: 1	-	-
Closed	-	OS-576-SC	GENERA	Asset: 1	-	-
Closed	-	OS-575-SC	GENERA	Asset: 1	-	-

- **Closed WOs:** Last stage in which the WO is concluded. This process is irreversible, since once completed, the system generates the next schedule for that task and the associated management indicators are calculated.

The screenshot displays a Kanban board for Work Management, organized into three columns: **WOs in Process** (1873 items), **WOs in Review** (97 items), and **Closed WOs** (1405 items). The **Closed WOs** column is highlighted with a red border. Each card represents a Work Order (WO) and includes the following information:

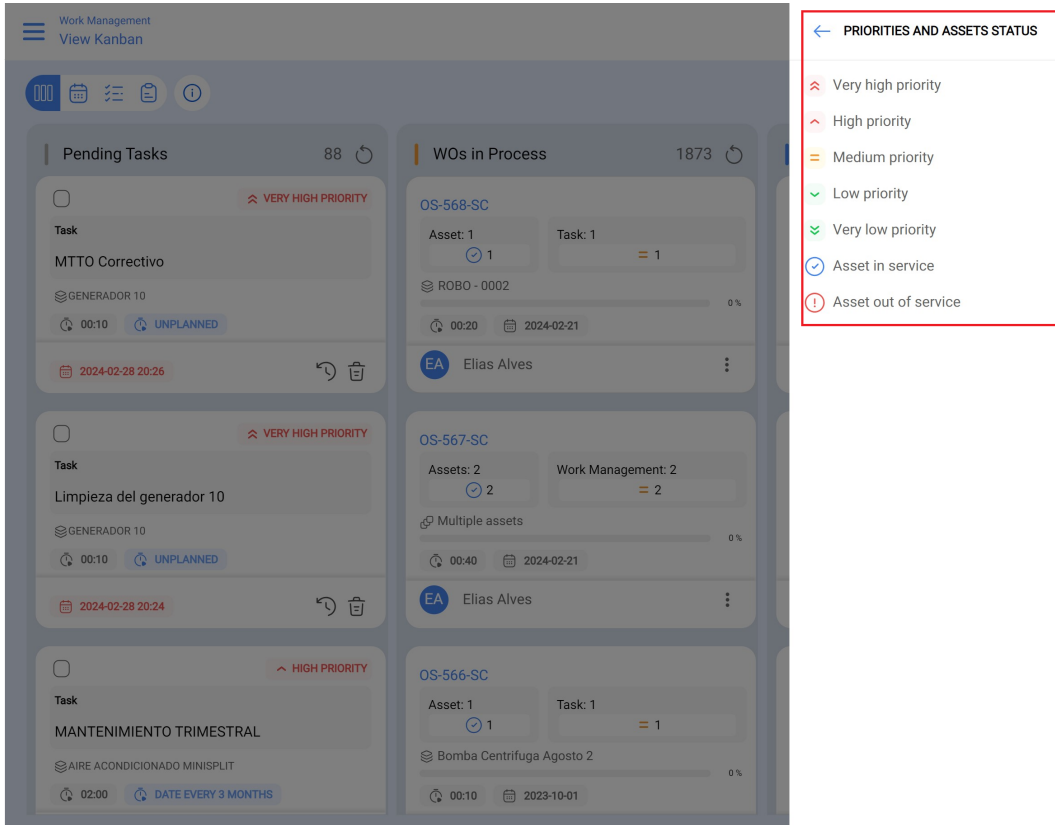
- WO ID:** OS-568-SC, OS-573-SC, OS-577-SC, OS-567-SC, OS-360-SC, OS-576-SC, OS-566-SC, OS-356-SC, OS-575-SC.
- Asset:** ROBO - 0002, GENERADOR 10, Multiple assets, Bomba Centrifuga Agosto 2, BOMBA DE VACIO 03, GENERADOR 10.
- Task:** Task: 1, Task: 1, Task: 1, Task: 1, Task: 1, Task: 1, Task: 1, Task: 1, Task: 1.
- Progress:** 0%, 100%, 100%, 0%, 100%, 0%, 0%, 100%, 0%.
- Assigned Personnel:** Elias Alves, Lucas Peres Filipe - Tec - ..., Abelardo 123.
- Timeline:** Start and end dates (e.g., 2024-02-21, 2024-03-28, 2024-02-28).
- Status Indicators:** "Cancelled" status is visible for OS-576-SC.

- Information:** By clicking on this icon, you will have access to a visual representation of the priorities and the various active statuses present in this interface. This information is presented in an intuitive way using symbols and colors, allowing you to quickly understand the importance and status.

The screenshot displays a Kanban board for Work Management, titled "View Kanban". The board is organized into four columns representing different stages of work orders (WOs):

- Pending Tasks (88):** Contains three task cards. The top card is "MTTO Correctivo" with a "VERY HIGH PRIORITY" status and is "UNPLANNED". The middle card is "Limpieza del generador 10" with a "VERY HIGH PRIORITY" status and is "UNPLANNED". The bottom card is "MANTENIMIENTO TRIMESTRAL" with a "HIGH PRIORITY" status and is "DATE EVERY 3 MONTHS".
- WOs in Process (1873):** Contains three cards. "OS-568-SC" (Asset: 1, Task: 1) is 0% complete, assigned to Elias Alves. "OS-567-SC" (Assets: 2, Work Management: 2) is 0% complete, assigned to Elias Alves. "OS-566-SC" (Asset: 1, Task: 1) is 0% complete, assigned to Elias Alves.
- WOs in Review (97):** Contains two cards. "OS-573-SC" (Asset: 1, Task: 1) is 100% complete, assigned to Lucas Peres Filipe. "OS-360-SC" (Asset: 1, Task: 1) is 100% complete, assigned to Abelardo 123.
- Closed:** Contains three cards, all 100% complete. "OS-577-SC" (Asset: 1), "OS-576-SC" (Asset: 1), and "OS-575-SC" (Asset: 1).

Each card includes details such as asset names (e.g., GENERADOR 10, ROBO - 0002, Bomba Centrifuga Agosto 2), completion percentages, and assigned users. A red box highlights an information icon in the top navigation bar.



## Calendar View

Calendar view, where each of the tasks can be displayed with their respective status and duration times, according to the selected calendar option. In addition, both tasks and WOs can be rescheduled and managed from this same view.

Calendar
Month
2024-02-28

Sun	Mon	Tue	Wed	Thu	Fri	Sat
28	29	30	31	01	02	03
	07:11 OT-13-PL 0%	14:00 OS-412-SC 0%	07:38 OT-55-PL 0%	09:31 OT-194-SC 0%	12:02 OT-79-PL 100%	13:00 OT-258-KAT 100%
	09:35 OT-15-PL 0%	15:01 OT-50-PL 100%	08:37 OT-65-PL 0%	13:00 OT-12-PL 100%	14:38 OS-460-SC 0%	
	11:43 OT-20-PL 0%	15:05 OT-51-PL 100%	08:37 OT-80-PL 0%	13:00 OT-249-KAT 100%	16:00 OT-78-PL 100%	
	12:05 OT-16-PL 0%	18:58 OT-53-PL 100%	11:32 OT-59-PL 100%	16:31 OT-76-PL 100%	16:11 OT-82-PL 100%	
04	05	06	07	08	09	10
16:29 OS-431-SC 0%	07:12 OT-96-PL 100%	06:40 OT-86-PL 0%	06:02 OT-97-PL 0%	06:16 Preventiva a cada 1...	06:08 OT-111-PL 100%	13:00 OT-30-TOG 0%
18:40 OT-52-PL 100%	07:15 OT-193-SC 0%	07:35 OT-88-PL 0%	06:04 OT-98-PL 100%	06:17 OT-113-PL 0%	06:16 OS-468-SC 0%	22:36 OT-124-PL 0%
	07:15 OT-89-PL 0%	08:23 OT-90-PL 0%	06:20 OT-100-PL 100%	07:24 OT-101-PL 100%	06:17 OS-417-SC 0%	22:49 OT-125-PL 0%
	08:10 OT-87-PL 0%	08:27 OT-91-PL 0%	09:08 OT-104-PL 100%	08:10 OT-102-PL 100%	08:45 OS-488-SC 0%	22:56 OT-126-PL 0%
11	12	13	14	15	16	17
13:00 OT-30-TOG 0%						
13:35 OS-374-SC 100%	06:34 OT-130-PL 0%	06:01 OT-131-PL 0%	06:03 OT-161-SC 0%	07:18 OT-165-SC 100%	07:09 OT-189-SC 0%	
	08:54 Alinhamento	07:06 OT-147-PL 100%	06:11 OT-160-SC 0%	08:00 OT-163-SC 0%	07:53 OT-191-SC 0%	
	08:54 OT-134-PL 0%	08:59 OS-529-SC 0%	07:06 OT-148-PL 100%	08:22 OT-166-SC 100%	10:22 OS-419-SC 0%	
18	19	20	21	22	23	24
13:00 OT-30-TOG 0%		03:10 OS-320-SC 100%	02:31 OS-328-SC 100%	07:26 OT-190-SC 0%	07:00 OS-356-SC 100%	
03:01 OS-321-SC 100%	06:07 OT-205-SC 100%	07:16 OT-216-SC 100%	04:01 OS-322-SC 100%	03:43 OS-521-SC 0%	09:02 OS-369-SC 0%	
	09:41 OS-523-SC 0%	07:29 OT-217-SC 0%	04:12 OS-323-SC 100%	07:00 OS-331-SC 100%	09:19 OS-548-SC 0%	
	09:41 OT-206-SC 0%	07:45 OT-210-SC 100%	08:09 OT-221-SC 100%	07:54 OS-341-SC 100%	10:39 OS-371-SC 0%	
25	26	27	28	29	01	02
22:59 OS-554-SC 0%	06:00 OS-333-SC 100%	06:29 MANTENIMIENTO C...	04:07 Registro semanal de...	08:19 OS-343-SC 100%	01:00 OS-367-SC 100%	
	08:47 Corretiva troca de C...	07:03 OT-133-PL 0%	08:03 OS-556-SC 0%	08:26 Inspeção da bomba	06:00 OT-172-SC 0%	
	08:57 OS-551-SC 0%	07:03 OT-132-PL 0%	08:04 OS-557-SC 0%	08:26 Inspeção da bomba	08:25 OS-550-SC 50%	
	12:54 OS-552-SC 100%	07:50 OT-135-PL 100%	08:48 Revision de 1000	08:52 OS-368-SC 100%	09:00 MANTENIMIENTO T...	

## Pending Tasks View

Table where you will be able to visualize in detail all the information corresponding to the pending tasks, times, as well as to generate WOs.

Actual Schedule Date: Feb 29/2024

	Code	Asset	Task	Trigger	Delay	Planned Maintenance	Auto Sched
<input type="checkbox"/>	GEN-10	GENERADOR 10	MTTO Correctivo	Non Scheduled Tasks	0		2024-02-28
<input type="checkbox"/>	GEN-10	GENERADOR 10	Limpieza del generador 10	Non Scheduled Tasks	0		2024-02-28
<input type="checkbox"/>	BPA-01	Bomba presión de agua 1	MANTENIMIENTO CADA 10...	Reading Each 1000 Hora [h] ...	0	PLAN PARA BOMBAS NEKTI...	2024-02-28
<input type="checkbox"/>	Bomba 1	Bomba 1	Inspeção da bomba	Date Every 1 Week(s)	0	Fluid - Manutenção em bom...	2024-02-29
<input type="checkbox"/>	BB-000239	Bomba Teste Fevereiro	Inspeção da bomba	Date Every 1 Week(s)	0	Fluid - Manutenção em bom...	2024-02-29
<input type="checkbox"/>	bomba.utilid...	Bomba de água	Inspeção da bomba	Date Every 1 Week(s)	0	Fluid - Manutenção em bom...	2024-02-29
<input type="checkbox"/>	ROB-0001	ROBO - 0001	Prova - automatizador de ev...	Non Scheduled Tasks	7		2024-02-21
<input type="checkbox"/>	AM-AIMPLAS	Almacen de Muestras	Registro semanal de temper...	Date Every 1 Week(s)	0	Plan de mantenimiento de A...	2024-02-28
<input type="checkbox"/>	ROB-0001	ROBO - 0001	Reaperto em base viva	Date Every 1 Day(s)	7	Plano de Tarefas - Montador...	2024-02-21
<input type="checkbox"/>	bomb-00009	bomba	REVISION POR OBSTRUCCI...	Event OBSTRUCCION DE DE...	0	PLAN DE TAREAS PARA BO...	2024-02-28
<input type="checkbox"/>	BTP-0001-ELI	ESTEIRA TRANSPORTADORA	Alinhamento	Non Scheduled Tasks	0		2024-02-28
<input type="checkbox"/>	BTP-0001-ELI	ESTEIRA TRANSPORTADORA	FALHA MOTOR ELÉTRICO	Event FALHA NO MOTOR	0	PLANO DE TAREFAS - ELIAS ...	2024-02-28
<input type="checkbox"/>	MOTELEC	MOTOR ELECTRICO	Corretiva troca de Correia (C...	Event Troca de correia de m...	0	ACOPLADOR	2024-02-28
<input type="checkbox"/>	global-camio...	Camión - Fretamento	Preventiva a cada 10000 km	Reading Each 10000 Kilome...	0	Global - Plano de MTTO Volvo	2024-02-28

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## Work orders view

Table where you can visualize in detail all the information corresponding to the work orders, times, as well as edit WOs



<input type="checkbox"/>	WO's ID	Status	Code	Asset	Out of Service	Task
<input type="checkbox"/>	OS-577-SC	Closed WO's	GEN-10	GENERADOR 10	No	Correctiva 2
<input type="checkbox"/>	OS-576-SC	Cancelled	GEN-10	GENERADOR 10	No	MTTO Correctivo
<input type="checkbox"/>	OS-575-SC	Closed WO's	GEN-10	GENERADOR 10	No	Limpieza del generador
<input type="checkbox"/>	OS-574-SC	Closed WO's	GEN-10	GENERADOR 10	Yes	Fallo el equipo
<input type="checkbox"/>	OS-573-SC	Complete WO's	GEN-10	GENERADOR 10	No	MTTO Mensual
<input type="checkbox"/>	OS-572-SC	Closed WO's	GEN-10	GENERADOR 10	No	Tarea a cada 10000
<input type="checkbox"/>	OS-571-SC	Closed WO's	GEN-10	GENERADOR 10	No	MTTO Mensual
<input type="checkbox"/>	OS-570-SC	Closed WO's	AA-MS-03	AIRE ACONDICIONADO MINISPLIT	No	MANTENIMIENTO TRIM
<input type="checkbox"/>	OS-569-SC	Closed WO's	GEN-08	GENERADOR 08	No	Mantenimiento Generad
<input type="checkbox"/>	OS-568-SC	Open WO's	ROB-0002	ROBO - 0002	No	Reaperto em base viva
<input type="checkbox"/>	OS-567-SC	Open WO's	ROB-0003	ROBO - 0003	No	Reaperto em base viva
<input type="checkbox"/>	OS-567-SC	Open WO's	ROB-0004	ROBO - 0004	No	Reaperto em base viva
<input type="checkbox"/>	OS-566-SC	Open WO's	BB-00459A	Bomba Centrífuga Agosto 2	No	Manutenção Mensal Boi
<input type="checkbox"/>	OS-565-SC	Cancelled		BAÑO 1	No	mantenimiento a cliente

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