

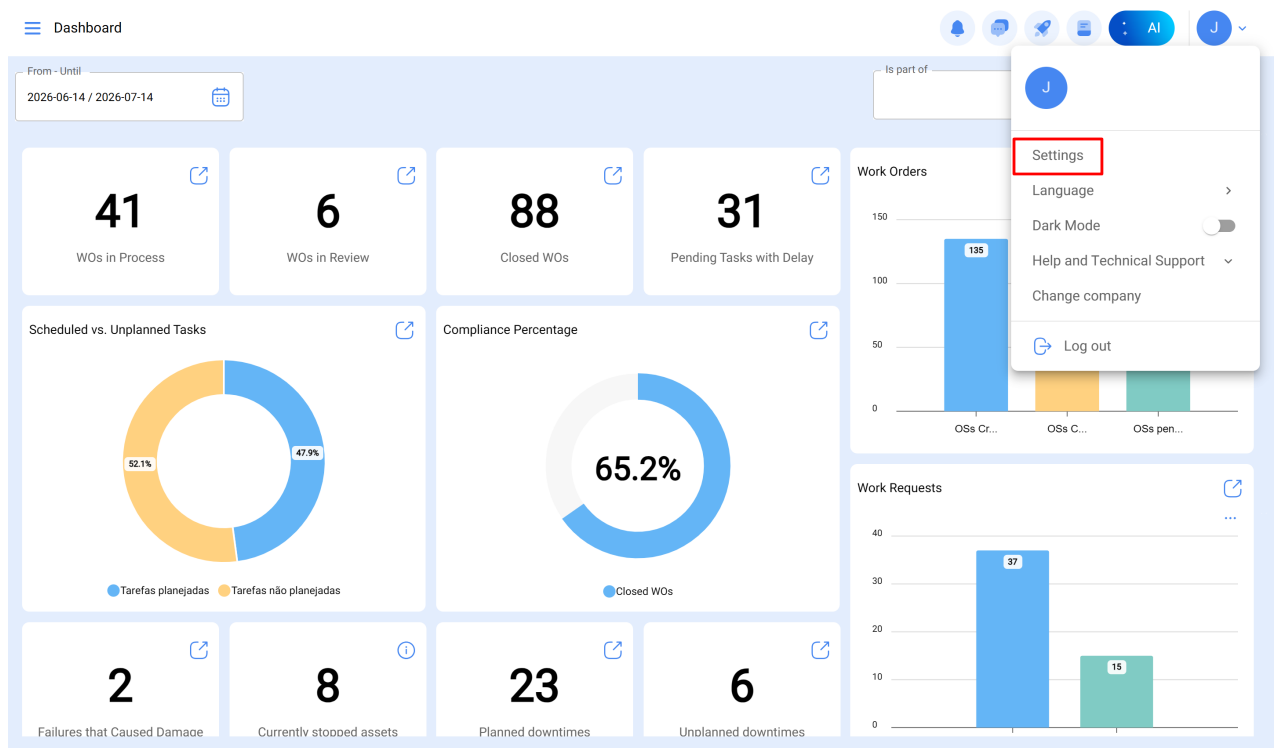
Task progress bar in Work Orders

help.fractal.com/hc/en-us/articles/47370134730381-Task-progress-bar-in-Work-Orders

Each task within a Work Order (WO) displays a horizontal progress bar with its completion percentage, calculated based on the completed subtasks. This allows you to know the execution status of each task without needing to open each subtask separately.

Where is it configured?

1. Go to the user menu (top right icon) and select **Settings**.



2. In the side panel, go to **Modules** and under **Type** choose **Work Orders**.

Settings

Activación Fractal - Español - 477

General

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Document Management

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Security

API Connections

Guest Portal

Account

Work Order Prints

Mv Anns

Type

Work Orders

Options and permissions

Work order ID

Description
☒ Allow adding attachments in finished WO's
☒ Allow end / cancel WOs with pending material requisitions
☒ Set the end date of out of service of the assets with the date of completion of the task (by default is the end date of the WO).
☒ Allow assigned human resources to be responsible for the work order (Multi-responsible)
☒ Allow editing of the real used qty with pending material requisitions
☒ Allow to qualify the WO even though it is under review
☐ Filter human resources according to the selected profile (Within a task)
☒ Allow updating triggers with active WOs
☐ Establish mandatory completion of the failure catalog
☒ Allow automatic WO generation to be triggered by the scheduled date
☒ Allow mandatory signature in Compliance and Security forms

3. Within the **Options and Permissions** tab, locate the option "**Calculate task progress only with mandatory subtasks**".

Settings

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Information

You have pending changes to save!

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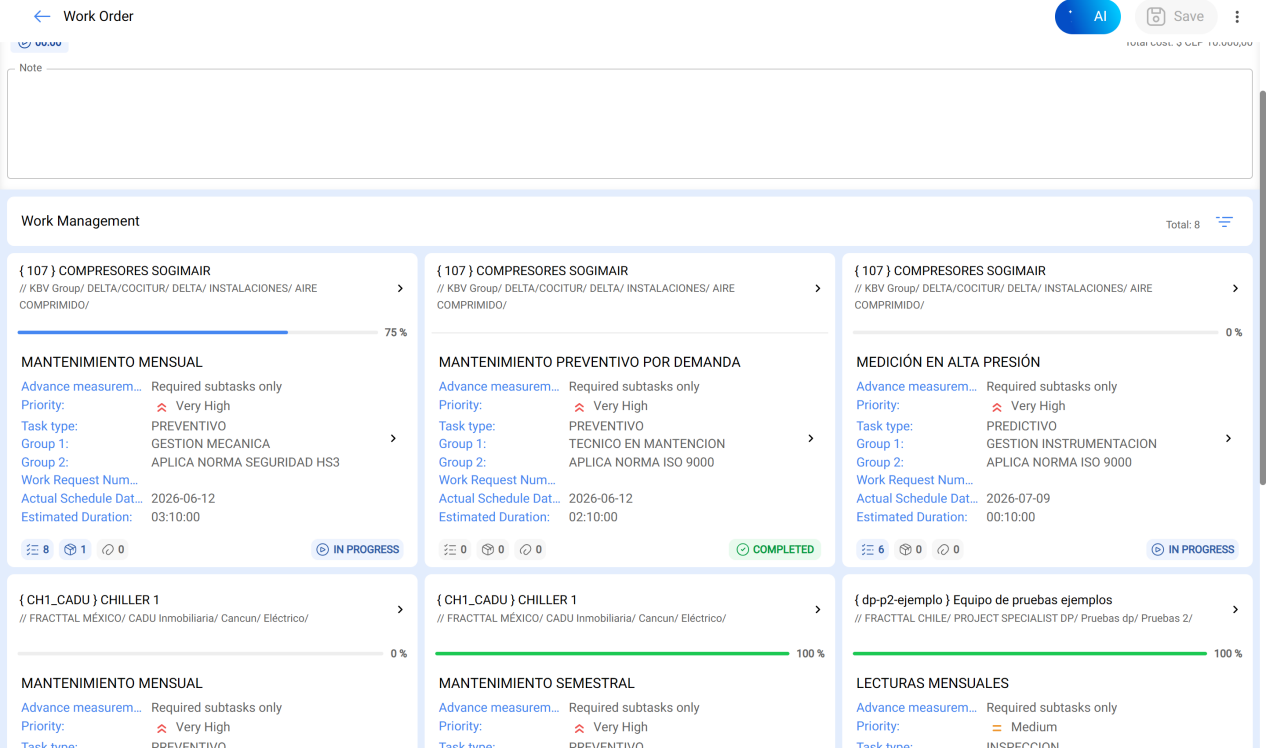
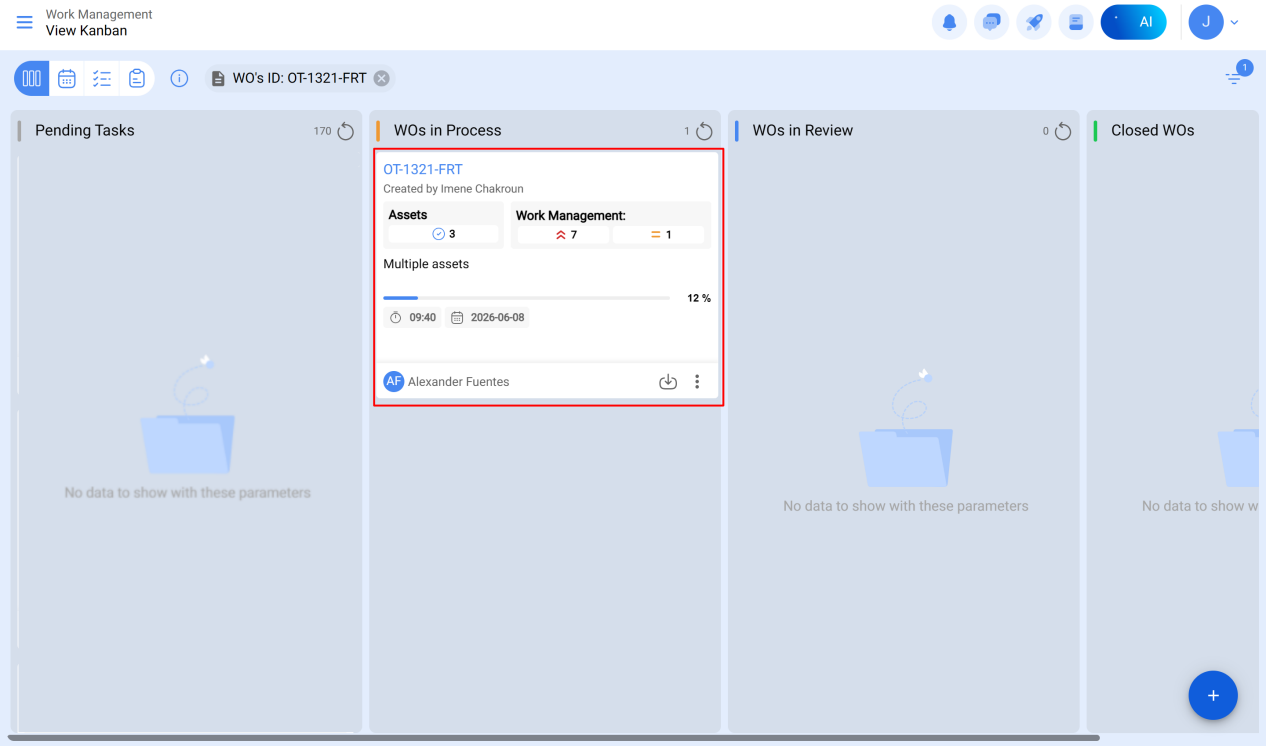
Options and permissions

Work order ID

Description
☐ Establish mandatory completion of the failure catalog
☒ Allow automatic WO generation to be triggered by the scheduled date
☒ Allow mandatory signature in Compliance and Security forms
☒ Allow advanced cancellation options for work orders
☐ Analyze compliance without monthly restriction
☒ Enable runtime categorization
☒ Automatically generate link to share all WO
☐ Restrict entry of simultaneous time on multiple tasks.
☒ Assign failure auxiliary catalogs with dependency
☒ Assign task auxiliary catalogs with dependency
☒ Calculate task progress only with required subtasks

How does it work?

1. Open the **Work Order** and go to the tasks view.



2. Notice the progress bar below the name of each task.

The screenshot displays the 'Work Order' management interface. At the top, there's a 'Work Order' header with a back arrow, an 'AI' button, and a 'Save' button. Below this is a 'Note' field. The main section is titled 'Work Management' and shows a grid of six task cards. Each card has a progress bar at the top, followed by the task name, details (Advance measurement, Priority, Task type, Group 1, Group 2, Work Request Num., Actual Schedule Date, Estimated Duration), and a status indicator (IN PROGRESS or COMPLETED). The tasks are: 1. MANTENIMIENTO MENSUAL (75% progress, IN PROGRESS), 2. MANTENIMIENTO PREVENTIVO POR DEMANDA (0% progress, COMPLETED), 3. MEDICIÓN EN ALTA PRESIÓN (0% progress, IN PROGRESS), 4. MANTENIMIENTO MENSUAL (0% progress, IN PROGRESS), 5. MANTENIMIENTO SEMESTRAL (100% progress, COMPLETED), and 6. LECTURAS MENSUALES (100% progress, COMPLETED).

3. As subtasks are completed, the bar updates to reflect the new progress percentage.

The screenshot shows the 'Work Management' Kanban view. The top bar includes a 'View Kanban' button, a 'WO's ID: OT-1321-FRT' filter, and a notification bell. The Kanban board has three columns: 'Pending Tasks' (170 items), 'WOs in Process' (1 item), and 'WOs in Review'. The 'WOs in Process' column contains a card for 'OT-1321-FRT' created by Imene Chakroun. The card shows 'Assets' (3), 'Work Management' (7), and a progress bar at 12%. The card also displays a date range from 09:40 to 2026-06-08 and the user 'AF Alexander Fuentes'.

Configuration states

When the option is **off**, the system counts all subtasks, both mandatory and non-mandatory, to calculate the progress and closure of the WO.

Settings

AI

J

Activación Fractal - Español - 477

AI

Save

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Type

Work Orders

Options and permissions

Work order ID

Description

☒

Automatically generate link to share all WO

☐

Restrict entry of simultaneous time on multiple tasks.

☒

Assign failure auxiliary catalogs with dependency

☒

Assign task auxiliary catalogs with dependency

☐

Calculate task progress only with required subtasks

When the option is **on**, the system counts only the subtasks marked as mandatory.

Settings

AI

J

Activación Fractal - Español - 477

AI

Save

General

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Transactions Log

Type

Work Orders

Options and permissions

Work order ID

Description

☒

Automatically generate link to share all WO

☐

Restrict entry of simultaneous time on multiple tasks.

☒

Assign failure auxiliary catalogs with dependency

☒

Assign task auxiliary catalogs with dependency

☒

Calculate task progress only with required subtasks

Non-mandatory subtasks are excluded from the calculation and do not affect the order closure, although they remain visible within the task.

← Work Order

AI

Save

LUIS DIAZ

OT431-MTTO

2026-02-16

00:30

00:08

67 %

Total cost: \$ CLP 8.500,00

Note

Work Management

Total: 3

{ 10008801-EJ } JUMBO TAMROCK DT821

100 %

CARRIER REPARACIÓN MAYOR

Advance measurem... Required subtasks only

Priority: Medium

Task type: CORRECTIVO

Group 1:

Group 2:

Work Request Num...

Actual Schedule Dat... 2026-02-16

Estimated Duration: 00:10:00

1

3

1

COMPLETED

{ 10008801-EJ } JUMBO TAMROCK DT821

100 %

COMPRESOR REPARACIÓN MAYOR

Advance measurem... Required subtasks only

Priority: Medium

Task type: CORRECTIVO

Group 1:

Group 2:

Work Request Num...

Actual Schedule Dat... 2026-02-16

Estimated Duration: 00:10:00

1

0

0

COMPLETED

{ 10008801-EJ } JUMBO TAMROCK DT821

0 %

COMPRESOR REPARACIÓN MAYOR

Advance measurem... Required subtasks only

Priority: Medium

Task type: CORRECTIVO

Group 1:

Group 2:

Work Request Num...

Actual Schedule Dat... 2026-02-16

Estimated Duration: 00:10:00

1

0

0

NOT STARTED

← Work Order

Task

Sub Tasks

Resources

Attachments

{ EQ.OSSA.EJ-10008879 } SCOOP ST-1030 ...

Work Management

{ 10008879 } Scoop P-10

100 %

DIFERENCIALES Y MANDOS FINALES REPARACION MAYOR

Advance measurem... Required subtasks only

Priority: Medium

Task type: MANTENIMIENTO PREVENTIVO

Group 1:

Group 2:

Work Request Num...

Actual Schedule Dat... 2026-02-15

Estimated Duration: 30:00:00

3

2

0

IN PROGRESS

{ EQ.OSSA.EJ-10008879 } SCOOP ST-1030 (EJEMPLO PRACTICO MEXICO)

100 %

AIRE ACONDICIONADO

Advance measurem... Required subtasks only

Priority: Medium

Task type: MANTENIMIENTO PREVENTIVO

Group 1:

Group 2:

Work Request Num...

Actual Schedule Dat... 2026-01-29

Estimated Duration: 02:00:00

5

1

0

IN PROGRESS

{ EQ.OSSA.EJ-10008879 } SCOOP ST-1030 (EJEMPLO PRACTICO MEXICO)

89 %

SISTEMA DE FRENOS

Advance measurem... Required subtasks only

Priority: Medium

Task type: MANTENIMIENTO PREVENTIVO

Group 1:

Group 2:

Work Request Num...

Actual Schedule Dat... 2026-01-29

Estimated Duration: 00:10:00

1

0

0

IN PROGRESS

{ EQ.OSSA.EJ-10008879 } SCOOP ST-1030 (EJEMPLO PRACTICO MEXICO)

100 %

SISTEMA ELECTRICO

Advance measurem... Required subtasks only

Priority: Medium

Task type: MANTENIMIENTO PREVENTIVO

Group 1:

Group 2:

Work Request Num...

Actual Schedule Dat... 2026-01-29

Estimated Duration: 00:10:00

1

0

0

IN PROGRESS

* INSTRUCCIONES 1.- El equipo debe ser lavado antes de cada servicio 2.- Se debe proceder con el procedimiento de aislació...

Se realiza el bloqueo y etiquetado

Se lava el equipo

* Prueba de funcionamiento frenos de servicio

YES

NO

N/A

* Prueba de funcionamiento de freno de parqueo

YES

NO

N/A

Start

Log

6/6