





Input Methods Enter data using handwriting, keyboard, and the number pad. Attachments and Actions

First Name:	 Attachments - Top right of the screen Tap the icon to open the Attachments screen.  Action Menu - Top right of the screen Tap to Print, Email PDF, Export to Dropbox, change Settings, and view Help.	
Last Name:		
Address 1:		
Address 2:		
City:	State:	Zip Code:

Field Validation The system will ensure proper format. The field will turn red if the format entered is invalid.

Phone:	Email:
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Dates, Times, and Option Lists Enter data using a date picker, date keypad, time picker, and option list.

Date:	Arrival Time:	Finish Time:	Technician:
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Radio Buttons One value can be selected.

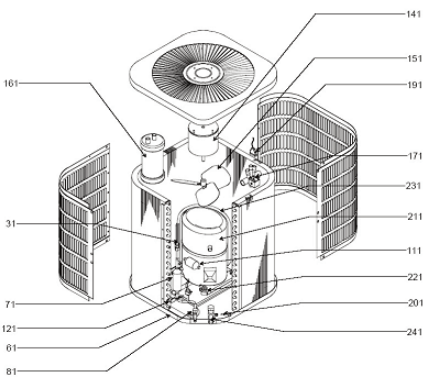
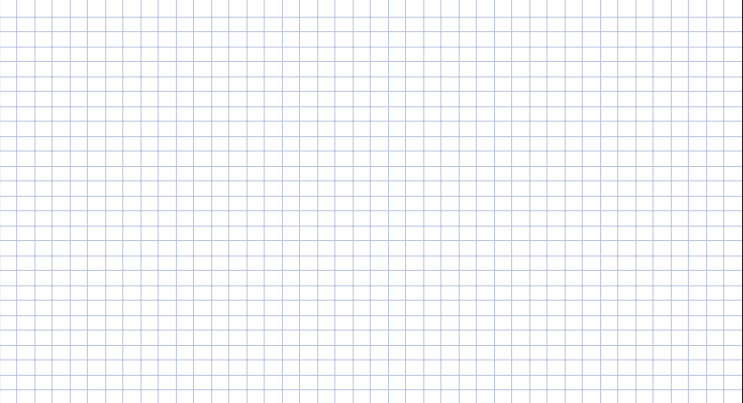
Payment Method:	<input type="radio"/> Cash	<input type="radio"/> Check	<input type="radio"/> Credit Card	<input type="radio"/> Warranty
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Checkboxes Multiple values can be selected.

Services completed as part of the Preventive Maintenance Agreement:		
<input type="checkbox"/> Cooling System Start-up	<input type="checkbox"/> Replace Filter(s)	<input type="checkbox"/> Adjust Fresh Air Dampers
<input type="checkbox"/> Heating System Start-up	<input type="checkbox"/> Replace Fan Belt(s)	<input type="checkbox"/> Program Thermostat

Fixed Graphics Tap image to annotate.

Drawing Area Tap grid to draw in this area.

	
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Conditional Mandatory Fields

Select the checkbox to make the corresponding section required.

<input type="checkbox"/>	Electrical Components Inspected
Replace:	Notes:
Contactors:	Notes:
Overload:	Notes:
Press Switch:	Notes:

Calculated Fields

Enter the values below and the app calculates fields automatically.

Material(s)	Unit Price	Quantity	Extended Price
	\$		\$
	\$		\$
	\$		\$
	\$		\$
Comments:	Subtotal		\$
	Labor		\$
	Tax		%
	Total		\$




Auto-Filled Fields

These fields mirror the values entered on the top of page 1.

First Name:	Last Name:	
Address 1:		
Address 2:		
City:	State:	Zip Code:
Signature:		Date:

Review Status

The system automatically reviews the form as it is being filled.

The icon appears in the top right of the screen and changes color based on whether the form passes review. (see icon colors on the right)	 Errors that must be fixed, cannot submit.
Tap the icon for a detailed summary of the review.	 Warnings that should be fixed, ready to submit.
	 No warnings, ready to submit.