

# Printing Work Requests from WebCentral

Open Building Operations Console within WebCentral

- ▲ Building Operations
- ▲ On Demand Work
- ▲ Supervisor
- Building Operations Console

Click on More

Show All Site Building Floor Problem Type More Clear Filter Recent Group By Status

Enter Craftsperson you wish to Print Work Requests for

Show All Site Building Floor Problem Type Less

Room Requestor Division Department

Equipment Standard Equipment Description Work Type Both

Date Requested From Date Requested To Work Request Code Work Order Code

Work Team BRIAN CRAIG Date to Perform From Date to Perform To

Trade PM Procedure PM Schedule Statutory PPM Both

Part Part Estimation Status  In Stock Not Reserved  Not in Stock  Reserved

Estimated Cost Primary Trade

Work Request Status  Approved  Assigned  Issued Priority Label Escalated?  Returned?

Select Work Requests you wish to print

▼ Issued and In Process (22/22) □													
<input checked="" type="checkbox"/>	ADV COMPUTING FAC	1628216	ELECTRICAL/EMERGENCY LIGHTING	No	731	*15* faults found see zeta	H5_BIQD_EBUSH	BRIAN CRAIG	18/07/2023	1	Hold	Update	Complete
<input checked="" type="checkbox"/>	SHALL ANIMAL RODDILL SWANN	1628137	ELECTRICAL/POWER	No	719	*15*P22 Wire newly fitted controlled valve - L...	H5_BIQD_EBUSH	BRIAN CRAIG	18/07/2023	2	Hold	Update	Complete
<input checked="" type="checkbox"/>	BLOCK F	1628394	ELECTRICAL/LIGHTING	No	704-00-4214	*15* There are some ceiling lights out in the P...	H5_BIQD_EBUSH	BRIAN CRAIG	17/07/2023	1	Hold	Update	Complete
<input checked="" type="checkbox"/>	ADV COMPUTING FAC	1628343	ELECTRICAL/LIGHTING	No	731	*15* Some lights are out in the corridor in com...	H5_BIQD_EBUSH	BRIAN CRAIG	17/07/2023	1	Hold	Update	Complete
<input checked="" type="checkbox"/>	EASTER BUSH VET CTRE	1627326	ELECTRICAL/ISOLATIONS	No	701-00-4.38	**29.06.23* I need the smoke detector isolated ...	H5_BIQD_EBUSH	BRIAN CRAIG	24/10/2023	1	Hold	Update	Complete
<input checked="" type="checkbox"/>	VET SCHOOL	1627254	ELECTRICAL/SOCKETS,PORTS,SWITCHE	No	728-00-4.23	*15* reported by Chandra that some sockets aren...	H5_BIQD_EBUSH	BRIAN CRAIG	10/07/2023	4	Hold	Update	Complete

Select PDF Select Work Request Details

**Report Problem**

- Export to XLS
- Export to DOCX
- DOCX Selected Work Request Details
- DOCX Selected Work Requests with Floor Plans
- PDF Selected Work Request Details
- PDF Selected Work Requests with Floor Plans

Click on pdf to open pdf of Work Requests

Paginated Report View

Paginated Report Progress

Report or Job Name	Result View or File <small>Link will be enabled when job finishes.</small>	Percent Complete	Elapsed Time	Estimated Time Remaining	
Work Request Details	<a href="#">Work-Requests-Details-2024-10-02.pdf</a>	100%	00:00:01	00:00:00	Stop Job

Job Complete - 100%



Work Request Code	*1628216*	Problem Type	ELECTRICAL/EMERGENCY LIGHTING
Requested by	HEATHER ARRINO(149836)	Requestor Telephone	
Priority	1.5 Working Days	Status	Issued and in Process
Date Requested	27/09/2023	Time Requested	14:22
Date Escalation to Complete	18/07/2023	Time Escalation to Complete	14:29
Building Code	731	Building Name	ADV COMPUTING FAC
Floor Code		Room Code	
Problem Location	Description *15* faults found see zeta		

Craftsperson	Date Assigned	Time Assigned	Estimated Hours	Actual Hours	Doubletime Hours	Overtime Hours	Date Started	Time Started	Date Finished	Time Finished
BRIAN CRAIG	27/09/2023	14:39	0.00	0.00	0.00	0.00				

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Click on Print to print

