

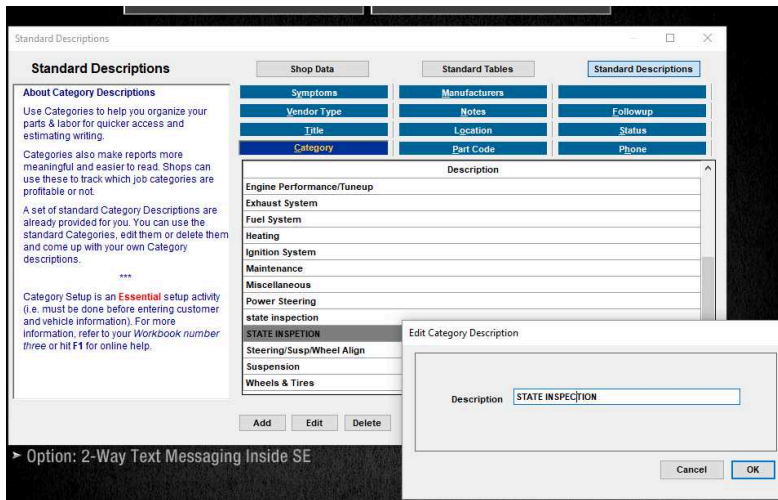


how to set up your canned job for state inspections

Setup the Canned Jobs you use most

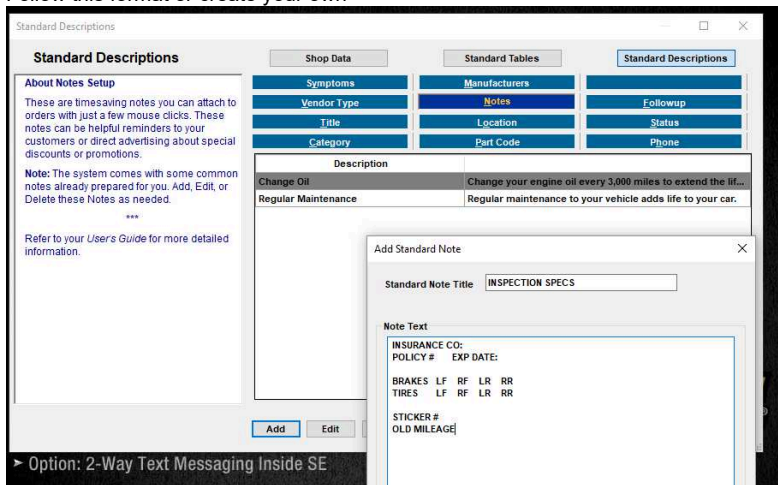
So lets set up " State Inspections " as a category, so you can track the \$ and profit from those sales, AND so you can track who's inspections are coming due

Go to CONFIGURATIONS, STANDARD DESCRIPTIONS, then CATEGORIES
Click on ADD at the bottom of the screen. The add a category called " state inspections " etc. if it is not already done from the training Check both STATE INSPECTION as well as PA STATE INSPECTION etc. We may have used either version depending on what you requested



So lets create the NOTE first, then we will create the job

Go to CONFIGURATIONS, STANDARD DESCRIPTIONS, NOTES
Follow this format or create your own



Next, create the State Inspection
UTILITIES CANNED JOBS Then choose ADD
Follow the example below, or tweak it to work for your shop

Once you're done, click on NOTES and find the note for the state inspection specs
Select it, and now those two are connected
Finally put a check mark under QUICK MENU so you can find it fast

Canned Job List

Search Criteria:

Vehicle Type: < All >

Category: < All >

Year: < All >

Make: < All >

Model: < All >

Job #: _____

Description: _____

Job # Description

Canned Jobs

Job # STATE INSPECTIONS

Description PA STATE INSPECTION

Vehicle Type All

Category STATE INSPECTION

Year All

Make All

Model All

Include in Quick Menu

Time	Rate	Description	Qty	Ext
0.00				

Order Item Entry - LABOR

Parts Labor Notes Sublet

Work Requested STATE SAFETY INSPECTION

Work Performed

Charged Hrs 0.29 Category STATE INSPECTION

Labor Total \$ 24.95 Account Labor Revenue (taxable)

Est. Parts \$

Non-Standard Labor Rate No Commission Fixed Commission

Technician	Pay Hours	Act. Hours	Comm.
1 Assign on WO	0.29	0.29	Var.

Totals for Technician(s) 0.29 0.29

Canned Jobs

Job # STATE INSPECTIONS

Description PA STATE INSPECTION

Vehicle Type All

Category STATE INSPECTION

Year All

Make All

Model All

Include in Quick Menu

Time	Rate	Description	Qty	Extended	Sale	Pr
0.29	85.00	STATE SAFETY INSPECTION		24.95	24.95	
>>	0.00			0.00	0.00	

Part Kits Attached to this Canned Job

Order Item Entry - NOTES

Parts Labor Notes Sublet

Standard Notes INSPECTION SPECS Pri

INSURANCE CO:
POLICY # EXP DATE:

BRAKES LF RF LR RR

TIRES LF RF LR RR

STICKER #

OLD MILEAGE

Parts Labor Notes Sublet Estimator

Bonnie Wisniewski <justcallbonnie@gmail.com>
To: mitchelljpw@gmail.com

Mon, Jun 19, 2023 at 9:49 AM

Edit to show WV instead of PA. all else should remain the same
[Quoted text hidden]

Bonnie Wisniewski <justcallbonnie@gmail.com>
To: John P Wisniewski <mitchelljw@aol.com>

Mon, Jun 19, 2023 at 10:00 AM

----- Forwarded message -----
From: **Bonnie Wisniewski** <justcallbonnie@gmail.com>
Date: Mon, Nov 23, 2020 at 12:52 PM
Subject: how to set up your canned job for state inspections
To: John P Wisniewski <mitchelljw@aol.com>, <mccfam89@gmail.com>

[Quoted text hidden]
[Quoted text hidden]

Bonnie Wisniewski <justcallbonnie@gmail.com>
To: Bonnie Wisniewski <justcallbonnie@gmail.com>

Mon, Jun 19, 2023 at 10:00 AM

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