

# Publish Notes – Desktop Application & AsgardMobile

AsgardMobile v2.1.25 / Desktop Application v2.7.0



## Affected Workflows

### AsgardMobile 2.0

2

### Main Desktop

Admin

3

Maintenance

3

Work Order Management

4

Billing

4

# AsgardMobile

## AsgardMobile 2.0

### View Pending & Recently Completed Work Orders During Create

During Work Order Create, users will now have the ability to view pending and recently completed work orders for the selected location. Incomplete and complete work is differentiated by the header color, so users can easily see when the work was originally requested.

### Assignee List Enhancements

#### Now Limited to Staff On-Shift, Keyword Searchable

From the Dispatch screens, users will now only see on-shift assignees as well as the ability to keyword search for a user by name.



### Ability to Pause/Resume Work Orders

Users can now Pause/Resume work orders from within the Dispatch screen.

### Ability to Add Costs to a Work Orders

Users can now add Costs to a Work Order from within the Dispatch screen when viewing Work Order Details.

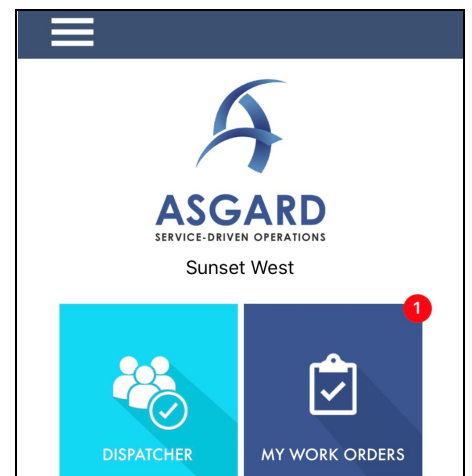
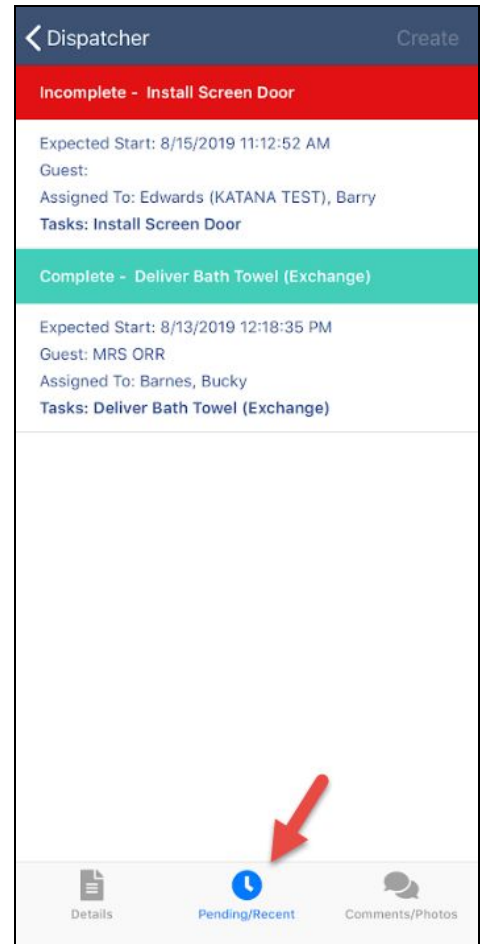
### User Work Order List

We continued work this sprint on the User Work Order List (My Work Orders). Users can now see a count of work orders assigned to them, from the home screen (see right).

This list is still a work in progress, with significant enhancements pending, including more advanced Work Order editing, and the ability to Pause/Resume (available this sprint from the Dispatcher screen).

The My Work Orders list currently contains the following capabilities:

- View Standard, PM, and Inspection Work Orders assigned to the current, logged-in user
- Start, Suspend, and Complete Standard Work Orders
- View Standard Work Order Details, including Unit Notes, Comments, and Costs
- Add Standard Work Order Costs



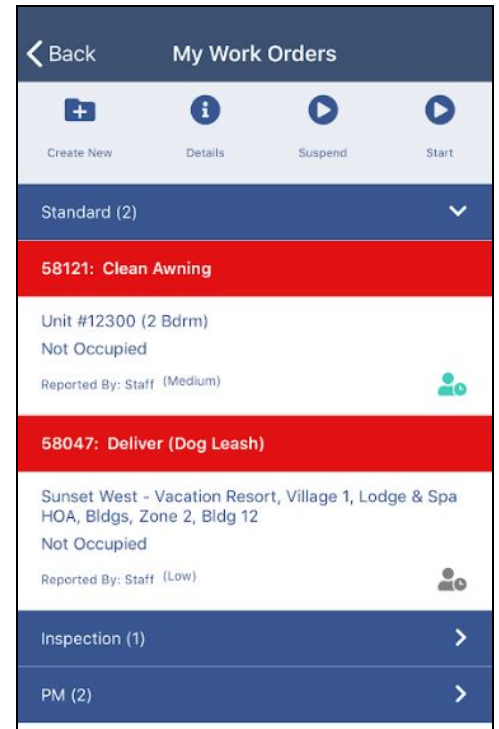
## Testers Wanted!



We are looking for Manager users interested in early testing with the Beta version of AsgardMobile 2.0. Available functions include Search by Location, Dispatcher functions, and Work Order Create.

Please note: Localization/Translation has not yet been introduced to AsgardMobile 2.0. At this time, we are inviting English-speaking testers to participate. Localization/translation is on our roadmap to be completed soon!

The new app can be used in tandem with the existing app. If you are interested in participating, please contact [support@katanasoft.com](mailto:support@katanasoft.com).



## Desktop Application

### Admin

#### Enhancements to Password Handling and Security

In an effort to stay up to date on the latest security standards, we have optimized the handling of Passwords.

### Maintenance

#### Various Fixes/Changes

We made small enhancements and fixes, in various areas of the system, arising from user reports, automated reporting, and performance records/logs.

Some specific improvements you may notice include:

- Translation Service Updated
- Formatting optimization for Billing and Reserve Reports
- Optimization of Directory
- Fix to grid ability to Show/Hide Columns
- Ability to add multiple addresses at a single site for invoicing

### Cleans

#### Assignee Report

By customer request, we have added a new report to easily print and distribute Cleans assignments to Assignees.

From the Active Cleans Screen, choose Reports.

Select the top level of your property or a set of specific locations. Choose the date range (“today” by default) and Assignees (includes “All” by default).

Work Assigned to Aldrich, Candace									
From: 8/22/2019 to: 8/23/2019									
Clean Name	Location Occupied Status	Details	Reservation Type	Unit Type	Guest Name	Alerts	Primary Assignee	Estimated Clean Duration	Notes
Check Out Clean -1BDRM	Not Occupied	12:00 AM					Aldrich, Candace	1 hour	
Check Out Clean -2 Bdrm	Not Occupied	12:00 AM					Aldrich, Candace	1 hour, 15 mins	
Check Out Clean -1BDRM	Not Occupied	12:00 AM					Aldrich, Candace	1 hour	
Check Out Clean -1BDRM	Not Occupied	12:00 AM				Expedite, and leave a bottle of wine	Aldrich, Candace	1 hour	
<b>Total</b>									
4 Cleans								4 hours, 15 mins	

When the report generates, it page breaks after each assignee and displays a summary on the final page.

In addition to key details about the Clean, the report also includes some blank space for handwritten Notes.

Note: If a Clean is assigned to multiple people (e.g. Two Housekeepers, or a Housekeeper and an Inspector), that item will show up in the assignments for each of them.

## Work Order Management

### Work Order Search, Ability to Group Data by Column

To better analyze work order trends, we have added the ability to group search results by column. This will help users narrow down things like repeat requests by location or frequency of task by Assignee. To utilize this functionality, users will drag and drop the column they would like the data to be grouped by.

Aging	ID	Status	Entry Date	Location
	57601	Complete	4/10/2019 7:45 AM	Buggie #1
	57696	Complete	4/28/2019 9:19 AM	Unit #20103 (2 Bdrm)
	57623	Complete	4/15/2019 11:45 AM	Unit #12300 (2 Bdrm)
	57970	Complete	6/18/2019 12:45 PM	Check-in / Sales Bldg
	58048	Complete	6/24/2019 1:20 PM	Unit #12300 (2 Bdrm)

Multiple columns can be layered together to refine grouping even further.

Aging	ID	Request
	57715	Deliver Crib

Location : Unit #32303 (2 Bdrm), Kitchen (2 items)

Assigned To : Johnstone, Andy (2 items)

Assigned To : Test, Sherri (1 item)

## Billing

### New Report, Owner Invoice

By customer request, we have added a streamlined billing report to supply owners to explain monthly charges.

This report is available from both the Active Billing and Billing Search Screens.

The report can be generated for billings in the status of Ready to Bill or Billed by selecting the Billings you are interested in and right-clicking.

The screenshot shows a web application interface for searching billings. At the top, there are search filters: 'Status: Any', 'Unit: [dropdown]', 'Dated: February, 2019 (2/1/2019 12:00:00 AM - [dropdown])', and 'Billed to: [text box]'. Below the filters are buttons for 'Edit', 'Delete', and 'View Work Order', along with 'Select Location Filter' and 'Clear Location Filter'. A grey bar contains the instruction 'Drag a column header here to group by that column.' Below this is a table with the following columns: 'Site', 'Billing ID', 'Date of Work', 'Last Assignee', and 'Billing Period'. The table contains several rows of data, with the row for 'Sunset West' with 'Billing ID' 'WO:49358' highlighted in blue. A right-click context menu is open over this row, with a red arrow pointing to it. The menu options are: 'Print Work Order Billing for this Unit', 'View Invoice for Selected Billing(s)', 'View Owner Invoice Report', 'Show/Hide Columns', 'Reset Columns to Default', and 'Export to Excel'.

Site	Billing ID	Date of Work	Last Assignee	Billing Period
Sunset West	WO:49195	09/21/2018	Mandrews, Raymo...	February, 2019
Sunset West	WO:49287	09/21/2018	Johnstone, Andy	February, 2019
Sunset West	WO:49286			
Sunset West	WO:49192			
Sunset West	WO:49199			
Sunset West	WO:49197			
Sunset West	WO:49358			
Sunset West	WO:49185			
Sunset West	WO:49184			
Sunset West	WO:49182			