

## Adding Labor to a Work Order for Android

**1. Tap Costs Icon**

**2. Select New Labor**

**3. Choose Labor Category**

**4. Worked By defaults to you. To add additional Workers Labor time, tap your name.**

Select from Available Workers

**5. Add Work Time**  
Adjust Time using -/+ or Enter manually

Tap OK

**6. Labor is Date Stamped**

Press and hold to Edit or Remove Labor Entry