

FP2 - TIP 'O THE WEEK #52 NEXT NOTIFICATION FOR INSPECTIONS



Next Notification Date on the Inspection Window

When entering a new inspection report that requires a follow up, or if updating an existing report where a follow-up is required, there is a "Next Notification" date field that you can use to schedule a follow up inspection.

Inspection Details for 123 MAIN STREET			
Number:	02-001A		
Date:	JUL 24 06	Inspector:	Doug Smith
Contacted:	Mary Brown	Position:	co-owner
Phone:	(222) 111-4444	Next Notification:	JUL 26 06

When entering an inspection, it may need to be followed up at a later date. To record this, the next notification field is available. Enter the date when you will follow up on the inspection.

Adding a date to this field will add the inspection to the Re-inspections report on the Reports menu.

Reports
Inspections due to be done
Re-inspections

If there is a date in the Next Notification field, a dot will appear in the list of Inspections for this property. The dot indicates that the Inspection is incomplete. When the re-inspection is done and the status is set to Closed, the dot will no longer be there as the next notification date is cleared.

Inspections:				
JUL 24 06	Doug Smith	02-001A	In Progr	Follow-up
JAN 5 06	John Doe	02-002	Closed	Request
JAN 31 05	Doug Smith	02-001	Closed	Routine



Quote of the week:

"Sunshine is delicious, rain is refreshing, wind braces us up, snow is exhilarating; there is really no such thing as bad weather, only different kinds of good weather."
John Ruskin