

O&M TECHNICIANS & SUPERVISORS

WORK TASKS: VIEW PROCEDURE INFORMATION

Provides high-level, abridged Procedure information for the asset(s) added to a Work Task in FC Mobile (OTG).

▼ GETTING STARTED

This guide begins in a selected **Work Task**. For more information on navigating to a **Work Task** refer to the **View Work Task Detail** job aid.

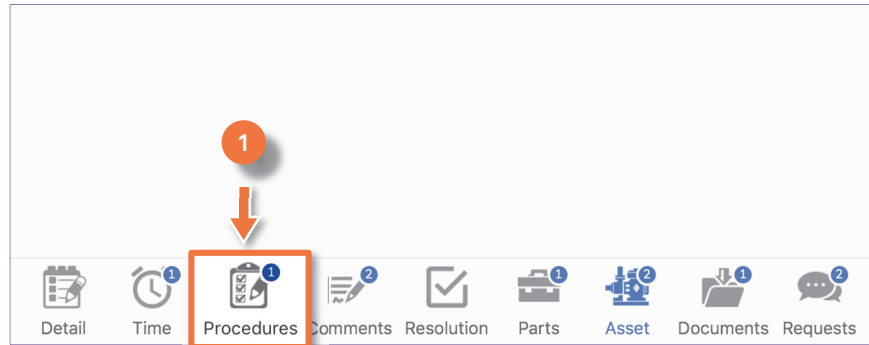
▼ IMPORTANT

At this time, the Procedures tab will only provide high-level, abridged information. This is not a replacement for any Safety, Lock-Out / Tag-Out, or Maintenance Procedures. If an Asset attached to your Work Task requires any procedure information, please refer to all existing processes.

DIRECTIONS:

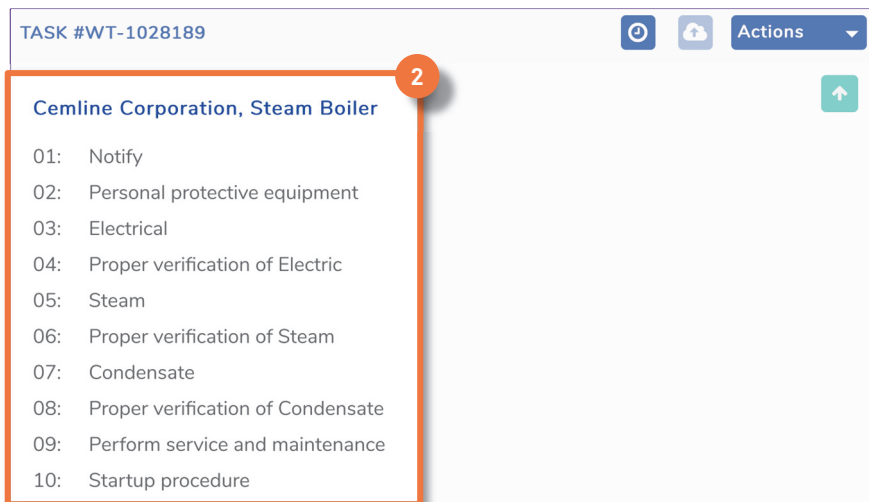
1 From the selected **Work Task**:

1 Tap on the **Procedures** tab.



2 Upon tapping, the screen will change to **Procedures**.

2 View the **Procedures** associated with the **Asset(s)** on the **Work Task**.



▼ INFORMATION

Only Procedure steps will be shown in FC Mobile (OTG); additional Procedure details may be available in FC Desktop.

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DIRECTIONS:

3 If the **Procedure** has related photos and/or documents, they will appear on the **Documents** tab. To access:

3 Tap on the **Documents** tab.

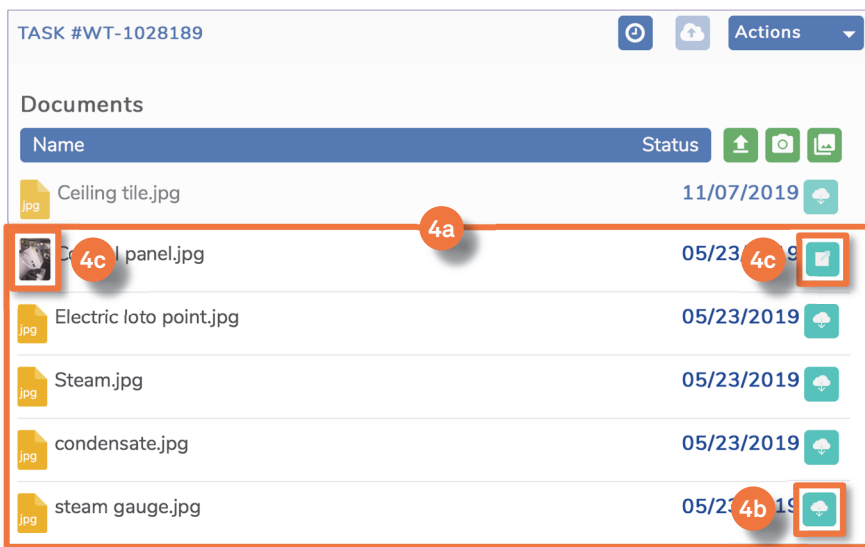


4 Upon tapping, the screen will change to the **Documents** tab:

4a View the list of all **Work Task** documents. Those associated with **Procedures** will appear here.

4b Tap on the **Download** button to download and view a photo/document.

4c Tap on the **Image Thumbnail** or the **Enlarge** button to view the enlarged version.



5 Upon tapping the **Download** button or the **Image Thumbnail**, the photo pop-up will open:

5a View the enlarged photo.

5b Tap the **Done** button to return to the **Work Task**.

