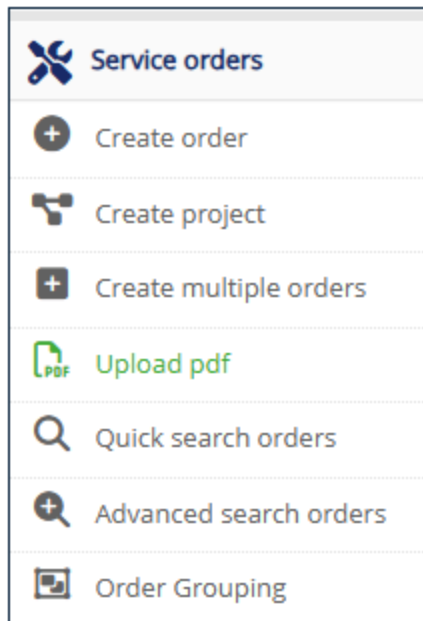


Service Orders

Last updated by | David Mishler Gomocha | Oct 8, 2025 at 10:50 AM GMT+2



Service Orders



A suite of creation and search features designed for flexibility and efficiency:

- Quickly create new orders, projects, or multiple orders using blank templates not linked to existing customers or assets—all fields require manual entry.
- Use Quick Search and Advanced Search options with "Orders" pre-selected to easily locate and filter order records.
- Manage ongoing operations with screens dedicated to current recurring scheduler requests and order groupings, supporting streamlined scheduling and organization.

Create Order

Opens a blank order creation screen not linked to any customer or asset; all fields must be entered manually.

Order

Registrations

Questionnaire

Status history

Error; Please solve errors and try again

- Type is required

Order Data

Invoice types

-

Name

Order Number

P2431477 : 1

Status

Created

Status date and time

4/24/2025, 11:20 AM

Reason

-

Remark

-

Reported time

4/24/2025, 11:20 AM

Customer

Customer

Assets

Select Some Options

Contract

-

Type*

-

Type is required

Order Planning

Engineer group

Engineer group

Work Order Number

-

Engineers

Select Some Options

Preferred engineer

-

Scheduled start date & time

4/24/2025, 11:25 AM

Scheduled end date & time

4/24/2025, 12:25 PM

Duration

000.01:00

Must be in days.hours:minutes

Default warehouse for engineer

-

SLA start date & time

4/24/2025, 11:25 AM

SLA end date & time

4/24/2025, 3:25 PM

SLA duration

000.04:00

Must be in days.hours:minutes

Address and contact data

Predefined addresses

-

Street

House Number

House number addition

City

Zip Code

State

Country

Region*

NC

Additional Address Info

Latitude

Create Project

Opens a blank project creation screen with no pre-linked customer or asset; manual entry is required for all fields.

Project

Registrations

Questionnaire

Status history

Error: Please solve errors and try again

- Type is required

Order Data

Work Order Number

-

Status

Created

Status date and time

4/24/2025, 11:20 AM

Order Number

P2431478 : 1

Customer

Customer

Reported time

4/24/2025, 11:20 AM

Type*

-

Type is required

Minimum appointments

Skills

Select Some Options

Project Number

Description

Address and contact data

Street

House Number

House number addition

City

Zip Code

Region*

NC

Country

State

Additional Address Info

Order Planning

Appointment Fixed?

☐

Required engineer

-

Scheduled start date & time

4/24/2025, 11:25 AM

Scheduled end date & time

4/24/2025, 12:25 PM

Duration

000.01:00

Must be in days.hours:minutes

SLA start date & time

4/24/2025, 11:25 AM

SLA end date & time

SLA duration

000.00:00

Must be in days.hours:minutes

Create Multiple Orders

Opens a blank screen for creating multiple orders, not associated with any customer or asset by default; manual completion is necessary.

Order

Error: Please solve errors and try again

- Region is required

Order Data

Reported time

4/24/2025, 11:21 AM

Name

Customer

Customer

Assets

Select Some Options

Customer reference

Priority

-

Description

Remark

Order Planning

SLA start date & time

4/24/2025, 11:26 AM

SLA end date & time

4/24/2025, 3:26 PM

SLA duration

000.04:00

Must be in days.hours:minutes

Address and contact data

Street

House Number

House number addition

City

Zip Code

State

Country

Additional Address Info

Region*

-

Region is required

Upload PDF

Reads PDF documents using OCR technology and automatically creates work orders from the extracted information, handling both digital and scanned documents with smart field mapping.

[Intelligent PDF Processing with Automatic Work Order Creation](#)

GO Gomocha FSP Portal - REMA TIP TOP UK - TST

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Welcome,
REMATIPTOPA...

Dashboard

Analytics

Customer management

Planboard

Service center

Service orders

Create order

Create project

Create multiple orders

Upload pdf

Quick search orders

Advanced search orders

Order Grouping

Upload PDF for Service Order

Upload PDF File

Drag & drop a PDF file here, or [click to browse](#)

Maximum file size: 10 MB | PDF files only

Tip: Make sure your PDF contains clear text and is not a scanned image for best results. The system works best with PDFs that have selectable text.

Upload a PDF file containing service order information. The system will extract relevant fields for you to review and edit.

Maximum file size: 10MB

Supported format: PDF only

Processing typically takes 10-30 seconds

Quick Search Orders

Opens the Search screen with the "Orders" category pre-selected for fast lookup.

Orders

SEARCH

ADVANCED

Saved searches

MAP

Default grid

Export

Drag a column header and drop it here to group by that column

☐	Order number	Status	Customer Name	Type	Planned start date	Planned start date (witho...	Planned SLA end	Description	Customer reference num...	
☐	P2429780:2	Created	Adriaanse	Maintenance	2/4/2025 2:30 AM	2/4/2025	2/11/2025 12:30 AM			2
☐	P2430542:1	Created	Apple	Maintenance	3/19/2025 8:08 PM	3/19/2025	3/26/2025 8:08 PM			3
☐	P2429743:1	Created	Adriaanse	Maintenance	1/31/2025 11:06 PM	1/31/2025	2/7/2025 11:06 PM			1
☐	P2430755:4	Created	Ford	Maintenance	4/9/2025 6:00 AM	4/9/2025	4/9/2025 8:00 AM			4
☐	P2429112:1	Created	Amstel	Maintenance						1
☐	P2429074:1	Created	Advocaat	Maintenance	12/30/2024 6:42 PM	12/30/2024	12/30/2024 10:42 PM			1
☐	P2428552:1	Created	Beek BV	Maintenance				dfgadf		1
☐	P2429144:1	Created	Amstel	Maintenance						1
☐	P2429527:1	Created	Adriaanse	Maintenance				hjj		1
☐	P2429524:1	Created	Amstel	Maintenance						1
☐	P2429741:1	Created	Adriaanse	Maintenance	1/31/2025 10:45 PM	1/31/2025	2/7/2025 10:45 PM			1
☐	P2430315:1	Created	Adriaanse	Maintenance	3/8/2025 3:55 AM	3/8/2025	3/15/2025 3:55 AM			3
☐	P2428881:1	Created	Adriaanse	Maintenance	12/23/2024 10:39 PM	12/23/2024	12/24/2024 2:39 AM			1
☐	P2430746:1	Created	Adriaanse	Maintenance	4/9/2025 5:50 AM	4/9/2025	4/9/2025 9:50 AM			4
☐	P2428604:1	Created	Adriaanse	Maintenance	12/20/2024 3:46 PM	12/20/2024	12/20/2024 7:46 PM			1
☐	P2428859:1	Created	Adriaanse	Maintenance	12/23/2024 10:39 PM	12/23/2024	12/24/2024 2:39 AM			1
☐	P2429401:2	Created	Arends	Maintenance	1/14/2025 8:39 AM	1/14/2025	1/21/2025 8:39 AM			1
☐	P2429401:3	Created	Arends	Maintenance	1/14/2025 8:39 AM	1/14/2025	1/21/2025 8:39 AM			1

1

2

3

4

5

6

7

8

9

10

...

20

items per page

1 - 20 of 1000 items

Advanced Search Orders

Opens the Search screen with "Orders Advanced" pre-selected for more detailed filtering options.

Orders Advanced

SEARCHADVANCED

All inspection work orders

Clear all

Status In To Be Rescheduled,Reserved,Invoiced,Interrupting,In progress,Rejected,Accepted,Approved after completion,Assigned to job,Finishing,Planned,To be signed,Traveling,Unplanned,Waiting,Created,Paused,Completed

Type In Inspection

ANDOR

Status

In

To Be Rescheduled

Reserved

Invoiced

Interrupting

In progress

Rejected

Accepted

Approved after completion

Assigned to job

Finishing

Planned

To be signed

Traveling

Unplanned

Waiting

Created

Paused

Completed

Type

In

Inspection

DELETE

DELETE

ADD RULE

ADD GROUP

MAP

Work order details

Export to excel

Drag a column header and drop it here to group by that column

	C...	Order number	Parent order	Type	Status	Status date	Engineer	Customer (customer)	Number Customer	Id (asset)
		2431281_M:1		Inspection	Completed	4/19/2025 1:30 AM	Ekta Shah			
		P2431140:1	P2431137	Inspection	Assigned to job	4/16/2025 7:30 PM		Adriaanse	NL1059BT-73	
		P2427900:1	P2431047	Inspection	Assigned to job	4/15/2025 6:29 PM		Adriaanse	NL1059BT-73	
		P2431048:1	P2431047	Inspection	Assigned to job	4/15/2025 6:28 PM		Adriaanse	NL1059BT-73	
		P2431043:1	P2431042	Inspection	Assigned to job	4/15/2025 6:27 PM		Adriaanse	NL1059BT-73	
		P2431038:1	P2431037	Inspection	Assigned to job	4/15/2025 6:24 PM		Adriaanse	NL1059BT-73	
		P2430872:1		Inspection	Unplanned	4/12/2025 12:15 AM		Advocaat	NL1043CB-227	
		P2430873:1		Inspection	Assigned to job	4/11/2025 5:00 PM		Advocaat	NL1043CB-227	

Automatic Scheduling

Opens the screen displaying all current recurring scheduler requests.

Name	Description	Commands
Plan + replan work orders every other work day at 8:00 PM	Plan + replan work orders every other work day at 8:00 PM	  
Batch	Plan	  

Order Grouping

Opens the screen showing existing order groupings for review and management.

ORDER GROUPING

Name	The activity type of the pr...	The status of the project ...	Start
mtest	Project	Assigned to job	4/14/
Ekta Test	Project	Assigned to job	3/11/
AIO en Reinigen	Project	Created	7/30/
test	Project	Created	7/30/

1 items per page

1 - 4 of 4 items

Reset grid state

CREATE PROJECT REQUEST

Name *

Name

The activity type of the project should be *

The activity type of the project should be

The status of the project should be *

Created

Activity status types to bundle *

Activity status types to bundle

Activity types to bundle *

Activity types to bundle

Field on workorder to bundle on *

Field on workorder to bundle on

Options for newly created projects

Maximum duration (minutes) (0 means any duration)

0

☐ Enforce same customer for bundle

☐ Copy opening hours

☐ Copy preferred engineer

☐ Copy skills

☐ Copy sla hours

Auto scheduling job active time period

☐ Forever

Start date *

04/24/2025 11:19 AM

End date *

04/24/2025 11:19 AM

Recurring settings

Time zone

Related Pages

- [Service Center: Creating and Planning a Work Order \(Customer Asset\)](#)
- [Projects](#)
- [Gomocha FSP Search](#)
- [Gomocha FSP \(FMP360\) Automatic Scheduler Overview](#)

- [Intelligent PDF Processing with Automatic Work Order Creation](#)