

Adding Task Comment

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Comments may be added to Tasks by selecting the comment button.

The screenshot shows a user interface for a technician named Tom. At the top, it says "Technician, Tom". Below that is a "Time Clock" section with a calendar icon and the text "Appointments". Under "Time Clock", there is a "Current Shift" section with a comment icon. Below that is a digital clock showing 00:00:52:02, with labels for days, hours, minutes, and seconds. Underneath the clock, it displays "Shift Code: Regular" and "Shift Start: 5/30/2016 10:11:05 AM -04:00". Below the shift information is a "Current Task" section with a comment icon. A purple circle highlights this comment icon, and a purple arrow points to it from the left. Below the "Current Task" section is another digital clock showing 00:00:04:06, also with labels for days, hours, minutes, and seconds.

The process for adding a Task comment is similar to [Adding Shift Comment](#).