

## Review Service Schedule

In RSSS, Maestro or Maestro SBE you can access Review Service Schedules off the Main Service Department Menu.

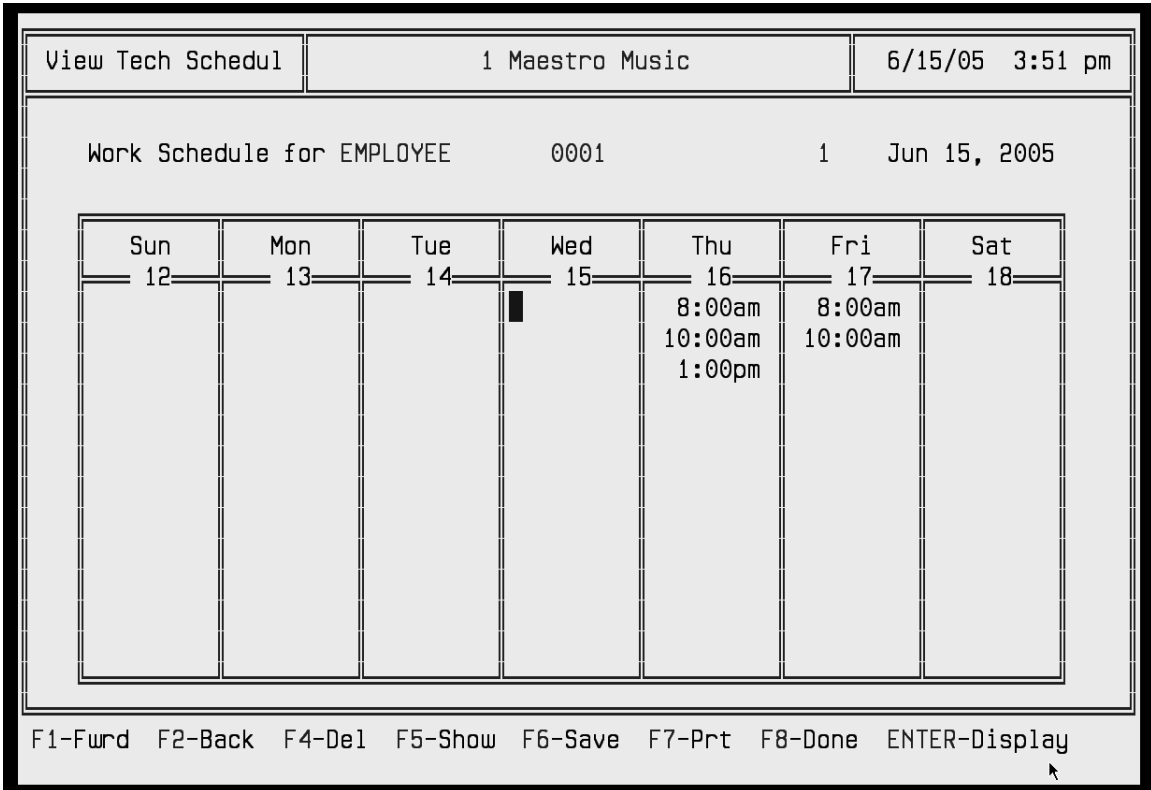
Two options are available to view scheduled work, by the technician and by the shop. See Figure 9-1.



**Figure 9- 1 Review Service Schedules Menu**

**View Service Schedule by technician**

When viewing a technician’s schedule, you can see all repairs that have been scheduled by day and time. See Figure 9-2.



**Figure 9- 2 Review Service Schedule by technician**

You may scroll through the weeks using the F1 and F2 keys. You may show another technician’s calendar by pressing the F5- show key. See Figure 9-3.

View Tech Schedul	1 Maestro Music	6/15/05 4:14 pm
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Work Schedule for EMPLOYEE

Sun	Mon	Tue
12	13	14
<p>To change technician's schedule, press F5 and then ENTER to select the technician from the lookup window.</p>		

EMPLOYEE	0001	1
EMPLOYEE	0002	2
EMPLOYEE	0003	3
EMPLOYEE	0004	4
EMPLOYEE	0005	5
EMPLOYEE	0006	6
EMPLOYEE	0007	7
EMPLOYEE	0008	8
EMPLOYEE	0009	9
EMPLOYEE	0010	10
EMPLOYEE	0011	11
EMPLOYEE	0012	12
EMPLOYEE	0013	13
EMPLOYEE	0014	14
EMPLOYEE	0015	15

F1-Forward      F2-Back      F10-Exit Program      ENTER-Select

Figure 9- 3 Review Service Schedule by technician

**View Service Schedule for shop**

The schedule for the entire shop may also be viewed. You may scroll through the weeks using the F1 and F2 keys. See Figure 9-4.

View Shop Schedul		1 Maestro Music			6/15/05 4:14 pm	
Work Schedule for Shop				Jun 15, 1905		
Sun 12	Mon 13	Tue 14	Wed 15	Thu 16	Fri 17	Sat 18
			█	8:00am 8:00am 10:00am 1:00pm	8:00am 10:00am	
F1-Fwrd		F2-Back		F4-De1		F6-Save
F7-Prt		F8-Done		ENTER-Display		

**Figure 9- 4 Review Service Schedule for shop**

Scheduled repairs may be deleted (F4), saved (F6) or printed (F7).

If you choose to delete, save or print, you will have to choose the following options. Selecting all repairs (F3), choosing those for the current day (F4), by a specific date (F5), or pick by the sender (F6). See Figure 9-5.

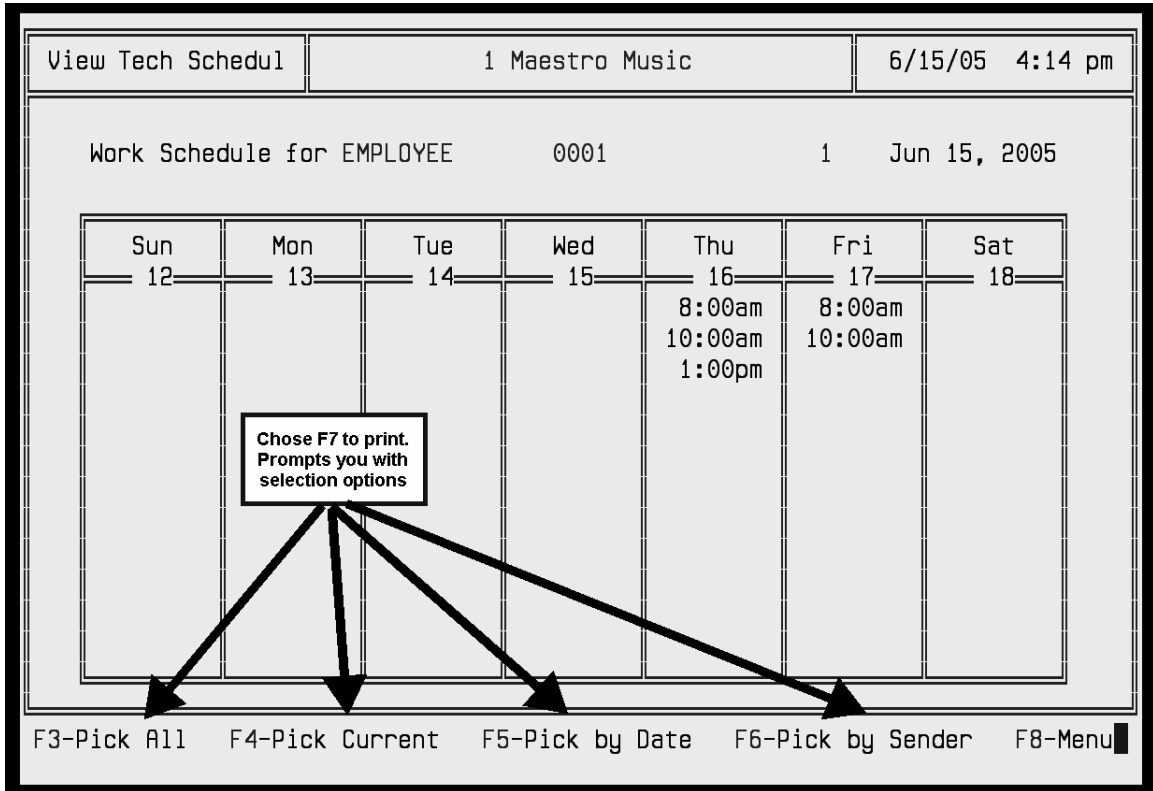


Figure 9- 5 Review Service Schedule for employee options