

# Enterprise Job Tracker Setup Information

## User Setup

- \* Contractor: \_\_\_\_\_
- \* SX.e Account Number: \_\_\_\_\_
- Branch: \_\_\_\_\_
- \* Default System
- \_\_\_ Installation Services
- \_\_\_ Kitchen Install
- Allow Switching Systems*      *YES*      *NO*
- \* First Name: \_\_\_\_\_
- \* Last Name: \_\_\_\_\_
- \* Address 1: \_\_\_\_\_
- Address 2: \_\_\_\_\_
- \* City: \_\_\_\_\_
- \* State: \_\_\_\_\_
- \* Zip: \_\_\_\_\_
- \* Phone One: \_\_\_\_\_      Extension: \_\_\_\_\_      \* Phone Type: \_\_\_\_\_
- Phone Two: \_\_\_\_\_      Phone Type: \_\_\_\_\_
- \* Email Address: \_\_\_\_\_
- \* Password: \_\_\_\_\_
- \* Lost Password Question: \_\_\_\_\_
- \* Lost Password Answer: \_\_\_\_\_

## Email Options

### General

Daily Status Updates      YES      NO

### Comments

Show on Comment List      YES      NO

Email all Comments      YES      NO

### Access

Show Red Flags      YES      NO

### Reports

	<i>Daily</i>	<i>Weekly</i>	<i>Monthly</i>
Order Report	YES	YES	YES
Service Report	YES	YES	YES
Red Flag Report	YES	YES	YES

Salesrep Signature: \_\_\_\_\_      Install Manager Signature: \_\_\_\_\_

**\* Required fields.**