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Slide 1 Slide notes:

In this session we are going to look at the Re-Opening of a Closed Service Job. Once a Service Job is closed, it no longer appears among the List of Current Service Jobs.

So then we go to the Query Option, find it there and Re-Open it from there.





There are a number of ways that we can choose to find a Service Job that we wish to query. In this example we will use the Name Option.

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Slide 4 Slide notes:



Slide 5 Slide notes:

And select the Job that I want to query.

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Slide 8 Slide notes:

Now on the Query Job Screen, (if I have the necessary access) I have an Option called "Re-Open Job" that I can use.



Slide 9 Slide notes:



Slide 10 Slide notes:

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Slide 11 Slide notes:

Now the Job has been successfully opened and further transactions can be done.

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Slide 13 Slide notes:

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Slide 14 Slide notes: