

Procedure For Creating Pending Service Orders

1. Create a file in the SFDEV called PSO

File Contents:

```
SERVORD
PENDING $
ACT NP PSOF DUE
Y
LOGOUT
```

2. Enter DMSSCHED

Define an input file and input device for the user:

```
Example: DEFINE USER03 PSO SFDEV
DEFINE = Command
USER03 = Name of one of the DMSSCHED users
PSO    = The script that activates the service orders
SFDEV  = The location of the PSO script
```

Start a user login:

```
Example: START USER03 02 0 10 SAT [ DAILY ]
START   = Command
User03  = The name of the DMSSCHED user that was defined
02      = Login start hour
0       = Login start minute
10      = Maximum duration of login in minutes
SAT     = Day of the week to start the automatic logins
DAILY   = OPTIONAL used only for logins every weekday
```

3. When creating the Service order, do not accept the NOW Default for SONUMBER. Enter a SONUMBER.

Example: A12345

Enter a date and time when prompted for DUE.

Example: 99 03 14 PM (year, month, day, AM or PM)

Finish the service order as usual.

4. Check the status of PSOF's (Pending Service Order Files) and display the contents of the files in the PENDING subsystem of SERVORD.

Example: DIS ALL
DIS DUE
DIS POF A12345