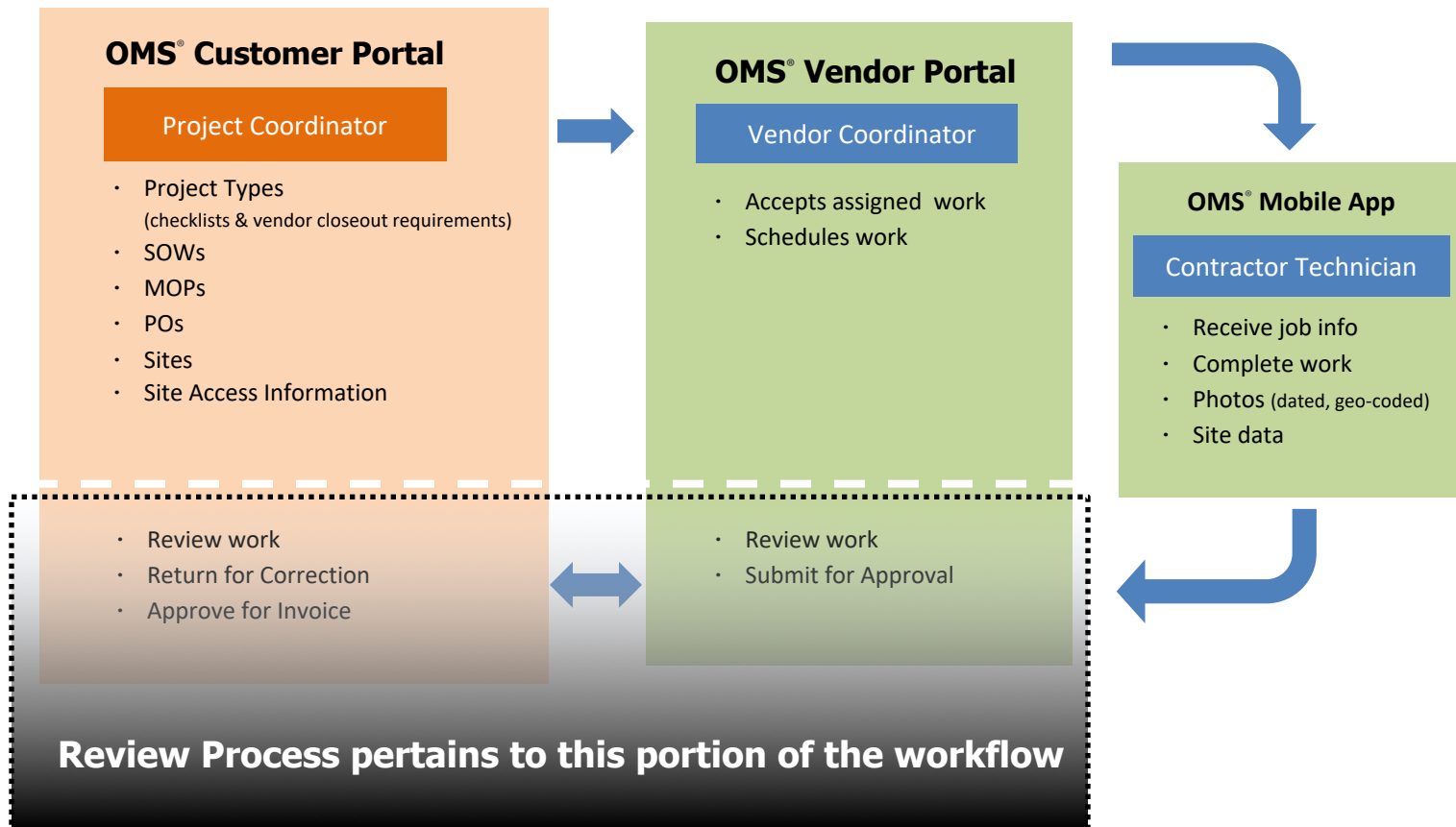


OMS Workflow – Review Process

OMS Flow

The OMS® solution provides coordinators the tools to quickly and easily manage network operations and implementation services through a shared online portal and mobile app.

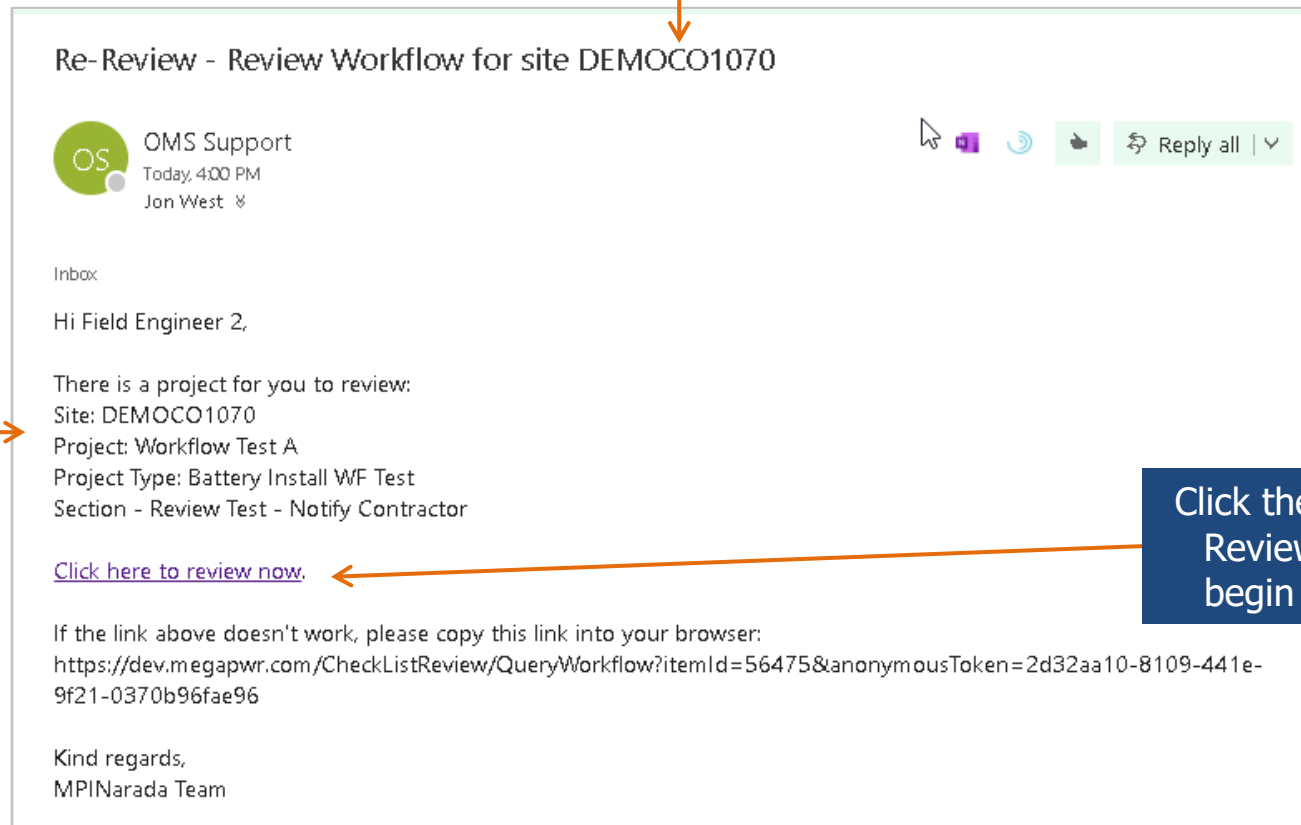


Closeout Package review process:

1. Reviewer receives email notification of VCOP available to review.
2. Click email link to open Review Dashboard.
3. Click site ID to open Review Panel and begin review. VCOP, images and vendor list items are provide for reference.
4. Complete **YELLOW** review tab. Designate a final review result: Pass or Correction Needed.

Review Notification Email

Designated reviewers receive an email notification from OMS when a new job is available to review.



The email notification contains reference information including Site ID, Project name, Project Type, and the name of the Section that the reviewer will use to conduct the review. There is also a link to access the review dashboard to begin the review.

Review Dashboard

Review Dashboard lists all jobs currently available for review by the designated reviewer. A history of previously reviewed jobs that were returned for correction is listed in a separate Review History dashboard for reference.

Review Dashboard

Review

Quick Search

Asset Owner	Location ID ^	Project Name	Service Provider	Technician	Status	Date	City	State
DemoCo	DEMOCO1069	Workflow Test A	MPINarada	Demo Coordinator	Submitted for Approval	8/13/2019	ROGERSVILLE	MO

Show 10 entries (total 1)

First
Previous
1
Next
Last

History

Quick Search

Asset Owner	Location ID ^	Project Name	Service Provider	Technician	Status	Date	City	State
DemoCo	DEMO995934	Workflow Test A	MPINarada	Demo Coordinator	Correction Needed	8/13/2019	LA CROSSE	WI

Show 10 entries (total 1)

First
Previous
1
Next
Last

Use the search box to locate a specific site (partial IDs can be searched).

Show the desired number of review items (default is 10) or page through to view additional items.

Here's a VCOP that was returned for Correction

10/3/19

Confidential

5

Begin Review

Click the site ID to open the review panel and begin review the closeout package.

Review Dashboard

Review

Quick Search

Asset Owner	Location ID ^	Project Name	Service Provider	Technician	Status	Date	City	State
DemoCo	DEMOC01069	Workflow Test A	MPINarada	Demo Coordinator	Submitted for Approval	8/13/2019	ROGERSVILLE	MO

Show
10
entries (total 1)
First
Previous
1
Next
Last

History

Quick Search

Asset Owner	Location ID ^	Project Name	Service Provider	Technician	Status	Date	City	State
DemoCo	DEMO995934	Workflow Test A	MPINarada	Demo Coordinator	Correction Needed	8/13/2019	LA CROSSE	WI

Show
10
entries (total 1)
First
Previous
1
Next
Last

Review Panel

Basic Data contains site and project information, contact information for the individual responsible for completing the work, and a printable **Closeout Package** (a summary of job-related list item answers and any images) as well as access to the **Image Gallery** (collection of images taken by vender).

Review Section:

LEFT is the Reviewer list used to review the VCOP. The reviewer will indicate the **Review Result** here (Pass/Correction Needed).

RIGHT is the Vendor Vendor closeout package items and images are presented for reference.

The screenshot displays the 'Review Panel' interface. At the top, the 'Basic Data' section contains the following information:

Location ID: DEMO1066	Address: 10th and Marion Street, CANTON, MO, 63435
Technician: Coordinator User	Technician phone: 111-222-3334
Project Name: Workflow Test A (2213)	Technician Email: support.oms@mpinarada.com

Below this information are two buttons: 'Print Closeout' and 'Image Gallery'.

The main section is divided into two columns. The left column, titled 'Review Questions', contains a yellow box labeled 'Review Test - Notify Contractor'. Below this is a 'Review' section with a 'Review Result' dropdown menu (currently showing 'Please Choose...') and a 'Review Notes' text area (containing 'Missing all photos' and '8/30/2019 by Demo Smith'). The right column, titled 'Vendor Questions', has two tabs: 'BEFORE/AS FOUND' (selected) and 'AFTER/AS LEFT'. Under the 'BEFORE/AS FOUND' tab, there are three items: 'Overalls', 'Cabinet closed', and 'Cabinet open'. Each item has a corresponding image placeholder with a camera icon. A 'Save' button is located at the bottom right of the interface.

COP Review Process

Review Summary:

1. **Review Result** – a final Pass / Correction Needed designation for the vendor closeout package.
2. **Review Notes** - optional note box for comments, instructions to vendor.

Additional list items provided to the reviewer. May refer to specific aspects of the completed job or closeout package provided by the project owner. Address these list items before completing the Review Summary and indicating a final Review Result.

The screenshot shows a 'Review Panel' window. It has a 'Basic Data' tab at the top. Below it, there are two main sections: 'Review Questions' and 'Vendor Questions'. The 'Review Questions' section contains a yellow box labeled 'Review Test - Notify Contractor'. Below that is a 'Review' section with a 'Review Result' dropdown menu (showing 'Please Choose...') and a 'Review Notes' text area (containing 'Missing all photos' and '8/30/2019 by Demo Smith'). The 'Vendor Questions' section has tabs for 'BEFORE/AS FOUND' and 'AFTER/AS LEFT'. It lists items like 'Overalls', 'Cabinet closed', and 'Cabinet open', each with a photo icon and a numbered thumbnail. A large blue arrow points from the 'Review Notes' text area to the explanatory text on the left. An orange arrow points from the 'Save' button to the text 'Remember to SAVE your review'.

Remember to SAVE your review

COP Review Process

Reviewers can easily view vendor images by clicking on an image thumbnail to open the image gallery.

An image's meta data will indicate the question the image is related to. Rolling over the image will remove the meta data for better viewing.

1. **Add Note** – reviewers can add notes for items that require correction
2. **Add Arrow** – reviewers can add arrows to point to items that require correction

Double click on the image to zoom in and then move the mouse around the image for a close up view.

Review Panel

Basic Data

Review Questions

Review Test - Notify Contractor

Review

Review Result

Please Choose...

Review Notes

Missing all photos

8/30/2019 by Demo Smith

Correction Notes

Vendor Questions

BEFORE/AS FOUND AFTER/AS LEFT

Overalls

Cabinet closed

Cabinet open

Save

Click an image thumbnail to open the image gallery

Review Panel

Review Questions

Review Test - Notify Contractor

Review

Review Result

Please Choose...

Review Notes

Missing all photos

8/30/2019 by Demo Smith

Correction Notes

Added photos

Add Note Add Arrow 1/4

Section: BEFORE/AS FOUND

Question: Overalls

Answer:

Image #: 1

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Save

COP Review Process

After review of the VCOP,
the reviewer can submit a
final Review Result.

Along with Review Notes in
addition to any notes added
to specific images.

The screenshot shows a 'Review Panel' window. On the left, under 'Review Questions', there is a yellow box labeled 'Review Test - Notify Contractor'. Below it is a 'Review' section with a 'Review Result' dropdown menu (options: 'Please Choose...', 'Pass', 'Correction Needed') and a 'Review Notes' text area (containing '8/30/2019 by Demo Smith'). At the bottom of the left panel is a 'Correction Notes' section with an 'Added photos' button. On the right, under 'Vendor Questions', there are two tabs: 'BEFORE/AS FOUND' and 'AFTER/AS LEFT'. The 'BEFORE/AS FOUND' tab is active, showing three items: 'Overalls', 'Cabinet closed', and 'Cabinet open', each with a photo icon. A blue 'Save' button is located at the bottom right of the panel.

Remember to SAVE your review

Image Gallery

Image Gallery

Set of all Vendor COP images including meta data.

Images can be magnified for close up viewing, and downloaded to your computer in a zip file or as a pdf document.

Magnify for close up viewing, page through images, etc.

Select and download to your computer as a zip file or pdf document.

The screenshot displays the Image Gallery interface. On the left, a grid of six small images is shown, numbered 1 through 6. Image 1 is highlighted with a green border. To the right of the grid is a larger magnified view of image 1. The magnified view shows a screenshot of a software interface with various fields and a table. The table has columns for Asset Owner, Location ID, Project Name, and Service Provider. The table contains several rows of data. Below the table, there is a section for 'Currently assigned to:' with fields for Section, Question, Latitude, Longitude, and Date Created. The values are: Section: BEFORE/AS FOUND, Question: Overalls, Latitude: 42.305463, Longitude: -71.412261, Date Created: 6/16/2019.

Asset Owner	Location ID	Project Name	Service Provider
DemoCo	08M0000001	North Flow	Demo
DemoCo	08M0000002	North Flow	Demo
DemoCo	08M0000003	North Flow	Demo
DemoCo	08M0000004	North Flow	Demo
DemoCo	08M0000005	North Flow	Demo
DemoCo	08M0000006	North Flow	Demo
DemoCo	08M0000007	North Flow	Demo
DemoCo	08M0000008	North Flow	Demo
DemoCo	08M0000009	North Flow	Demo
DemoCo	08M0000010	North Flow	Demo

Currently assigned to:
 Section: BEFORE/AS FOUND
 Question: Overalls
 Latitude: 42.305463 Longitude: -71.412261 Date Created: 6/16/2019

VCOP

Closeout Package (pdf)

Basic site and vendor information

Closeout Package

Site: DEMO1063

Customer
DemoCo



Service Provider
MPiNarada



Project Information
Project Name: Workflow Test A
Site Name: DEMO1063
780 County Road 315, TAYLOR, MO, 63471
Latitude: 39.918360
Longitude: -91.562900

Closeout Date
8/1/2019

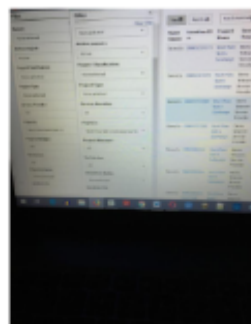
VCOP list items and answers

Audit data

AFTER/AS FOUND

Question	Answer
Qty Batteries installed	4
Install Date	2019-06-16
Model	12NPL210
CAT	111100000

Photos - BEFORE/AS FOUND



Latitude 42.305463
Longitude -71.412261
Date 6/16/2019
Section BEFORE/AS FOUND
Question Overalls



Latitude 42.305472
Longitude -71.412380
Date 6/16/2019
Section BEFORE/AS FOUND
Question Cabinet open

Images taken by Vendor along with meta data for each image including: Section, Question, Date, and Lat/Long