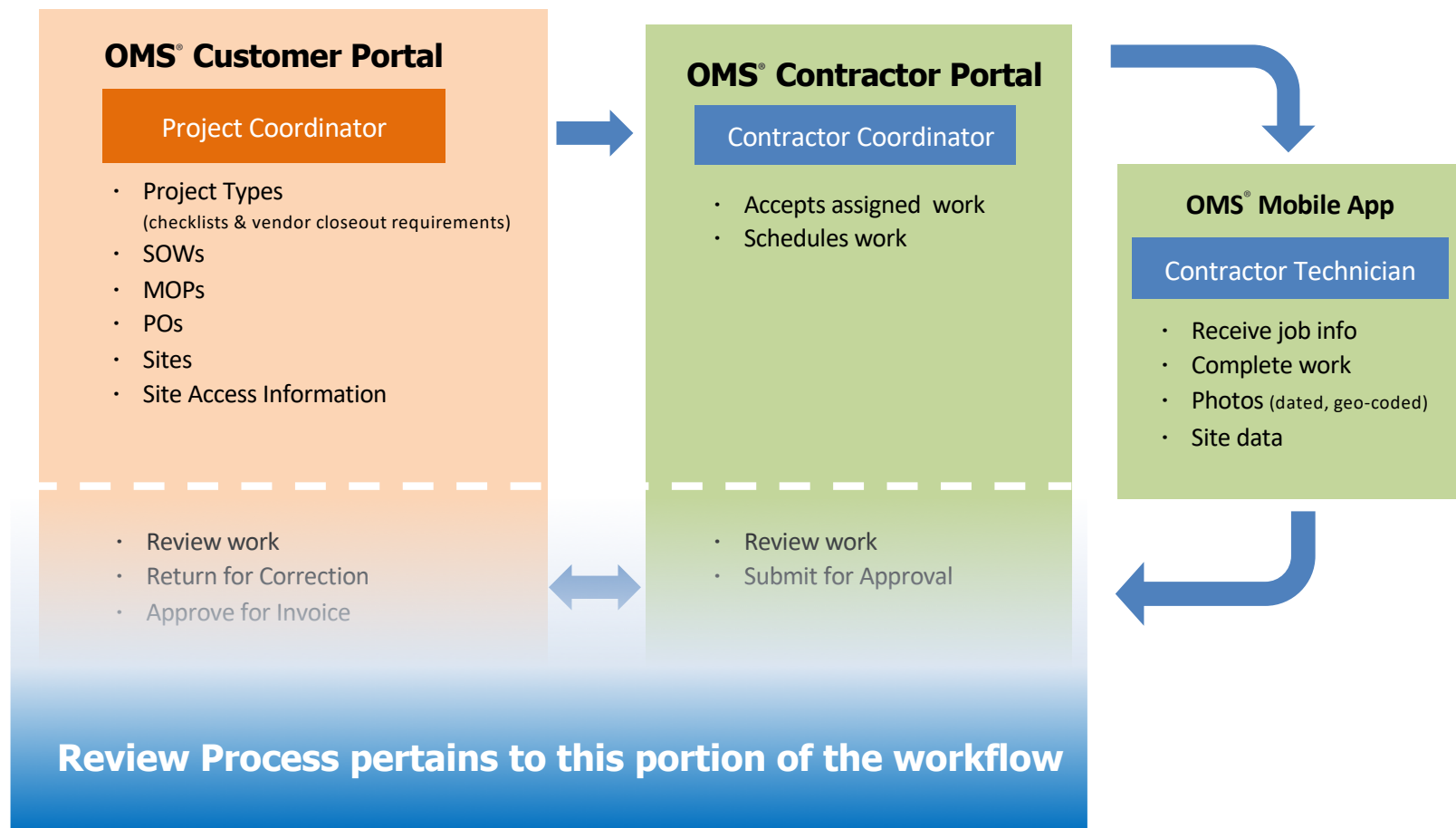


OMS Workflow – Review Process

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.

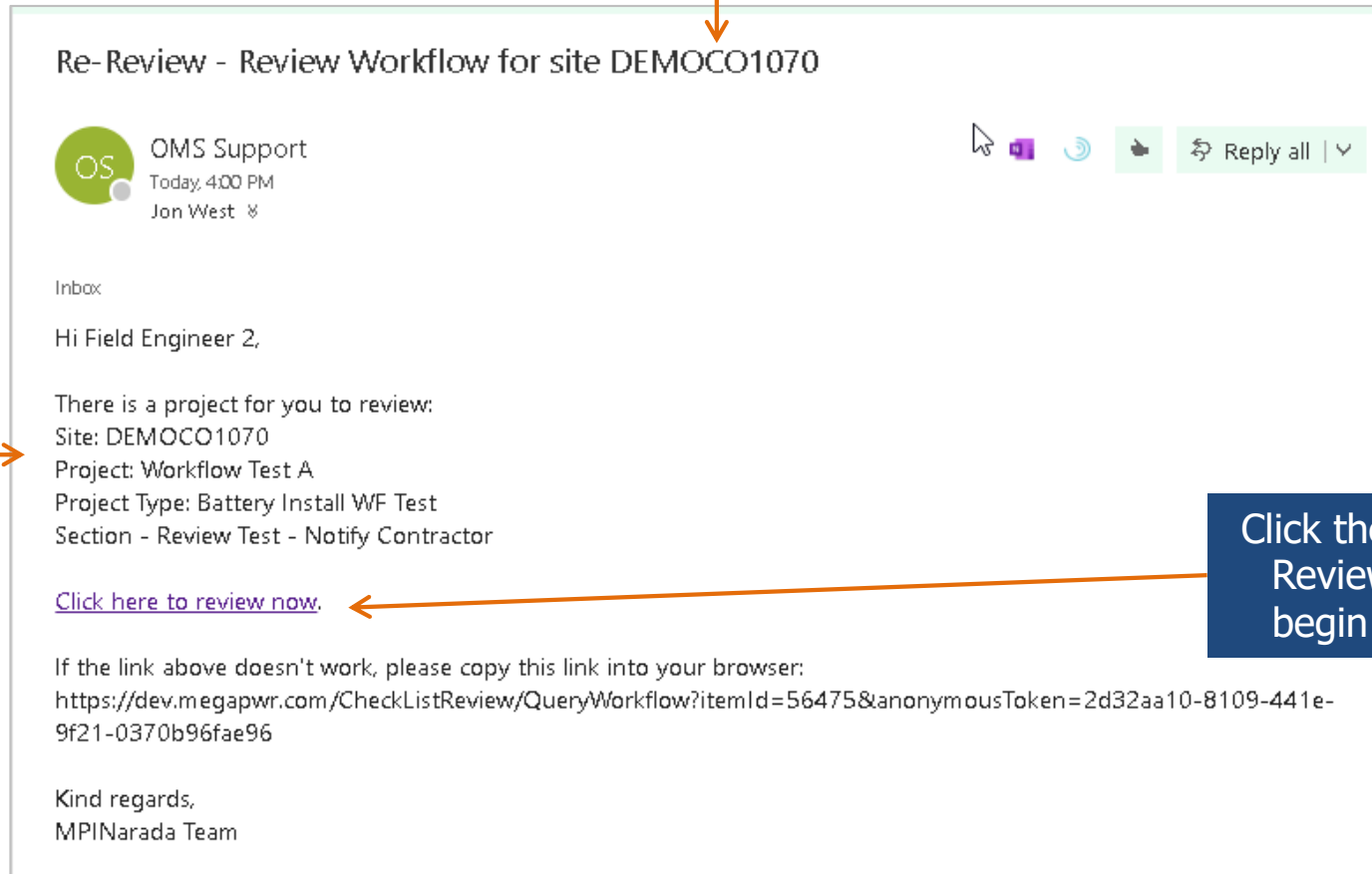


Closeout Package review process:

1. Reviewer receives email notification of COP available to review.
2. Click email link to open Review Dashboard.
3. Click icon to open Review Panel and begin review. COP, 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 email notification when a COP is submitted for review.



Email notification contains Site ID, Project name, Project Type, and the name of the Section that the reviewer will use to conduct the review. Click the link to access the review dashboard to begin the review.

Review Dashboard

Review Dashboard lists all COPs available for review by the designated reviewer. A history of previously reviewed COPs is listed in a separate Review History dashboard for reference.

MSMPNarada

Search Sites

Admin User

Dashboards

Templates

Projects

Scheduling

Reports

More

Review

1

Review Dashboard

Quick Search

Job ID	Asset Owner	Location ID ^	Description	Service Provider	Technician	Status	Date	City	State	Resubmit Count	Review Started By	Review Started
63852	Demo Telecom Co.	DemoTelecom US9002	Telecom Site 92	Demo Telecom Service Provider	Demo Coordinator	Submitted for Approval	1/2/2020	Boston	MA	2	Demo Coordinator	1/2/2020 9:24 PM

Show 10 entries (total 1)

First

Previous

1

Next

Last

History

Quick Search

Job ID	Asset Owner	Location ID ^	Description	Service Provider	Technician	Status	Date	City	State	Resubmit Count	Review Started By	Review Started
82357	Demo Telecom Co.	test123	test	Demo Telecom Service Provider	Demo TechUS	Invoice	10/7/2019	test	test	-	Demo Admin	11/18/2019 1:38 PM
82373	Demo Telecom Co.	SE20004	Test4		Technician User	Ready To Invoice	10/10/2019	Atlanta	GA	-	Alison Ganis	10/10/2019 9:19 AM
82350	Demo Telecom Co.	SE20003	Test3	Demo Telecom Service Provider	Demo TechUS	Invoice	10/2/2019	Charleston	SC	-	Demo Coordinator	10/7/2019 10:25 AM
82348	Demo Telecom Co.	SE20001	Test1	Demo Telecom Service Provider	Demo TechUS	Ready To Invoice	10/2/2019	Jacksonville	FL	3	Demo Coordinator	10/7/2019 11:40 AM
82358	Demo Telecom Co.	NE001	NE001		Technician User	Ready To Invoice	10/3/2019	Stamford	CT	1	Alison Ganis	10/3/2019 10:31 AM
63853	Demo Telecom Co.	DemoTelecom US9003	Telecom Site 93	Demo Telecom Service Provider	Demo Coordinator	Invoice	9/17/2019	Boston	MA	-	Project Coordinator User	10/2/2019 2:26 PM

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

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

Begin Review

Click the icon to open the review panel and begin review the COP.

MS MP Narada Search Sites Admin User 4

Dashboards ▾ Templates Projects Scheduling Reports ▾ More ▾

Review 1 +

Review Dashboard

Quick Search

Job ID	Asset Owner	Location ID ^	Description	Service Provider	Technician	Status	Date	City	State	Resubmit Count	Review Started By	Review Started
63852	Demo Telecom Co.	DemoTelecom US9002	Telecom Site 92	Demo Telecom Service Provider	Demo Coordinator	Submitted for Approval	1/2/2020	Boston	MA	2	Demo Coordinator	1/2/2020 9:24 PM

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

History

Quick Search

Job ID	Asset Owner	Location ID ^	Description	Service Provider	Technician	Status	Date	City	State	Resubmit Count	Review Started By	Review Started
82357	Demo Telecom Co.	test123	test	Demo Telecom Service Provider	Demo TechUS	Invoice	10/7/2019	test	test	-	Demo Admin	11/18/2019 1:38 PM
82373	Demo Telecom Co.	SE20004	Test4		Technician User	Ready To Invoice	10/10/2019	Atlanta	GA	-	Alison Ganis	10/10/2019 9:19 AM
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82358	Demo Telecom Co.	NE001	NE001		Technician User	Ready To Invoice	10/3/2019	Stamford	CT	1	Alison Ganis	10/3/2019 10:31 AM
63853	Demo Telecom Co.	DemoTelecom US9003	Telecom Site 93	Demo Telecom Service Provider	Demo Coordinator	Invoice	9/17/2019	Boston	MA	-	Project Coordinator User	10/2/2019 2:26 PM

Review Panel

Basic Data contains site and project information, contact information for the individual responsible for completing the work, and a printable **Closeout Package** as well as access to the **Image Gallery** (collection of images taken by contractor).

Review Section:

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

RIGHT is the Contractor COP items and images are shown for review.

Review Panel

Basic Data

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

Print Closeout

Image Gallery

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

1

Cabinet closed

2

Cabinet open

3

Save

COP Review Process

Review Summary:

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

Reviewer Checklist items appear below the review summary. List provided by the Project Owner and may refer to specific aspects of the job or COP items. Address these list items before completing the Review Summary and indicating a final Review Result.

The screenshot shows a 'Review Panel' window. The 'Basic Data' tab is selected. The 'Review Questions' section is highlighted in yellow and contains a 'Review Test - Notify Contractor' button, a 'Review' sub-section, a 'Review Result' dropdown menu (currently showing 'Please Choose...'), a 'Review Notes' text area (containing 'Missing all photos' and '8/30/2019 by Demo Smith'), and a 'Correction Notes' section. The 'Vendor Questions' section is on the right, with tabs for 'BEFORE/AS FOUND' and 'AFTER/AS LEFT'. It lists 'Overalls', 'Cabinet closed', and 'Cabinet open', each with a photo icon and a numbered thumbnail (1, 2, 3). A blue arrow points from the 'Review Notes' section to the text on the left. An orange arrow points from the 'Save' button to the text on the right.

Remember to **SAVE** your review

COP Review Process

Reviewers can easily view 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. Double click again for normal viewing.

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

Image # 1

Section: BEFORE/AS FOUND

Question: Overalls

Answer:

Image # 1

Copyright. MPINARADA 2019 Confidential

Save

COP Review Process

After review of the COP, 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 'Review' section is a 'Correction Notes' area 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 and a numbered thumbnail (1, 2, 3). 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 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.

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

COP Document

Closeout Package (pdf)

Basic site and Contractor 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

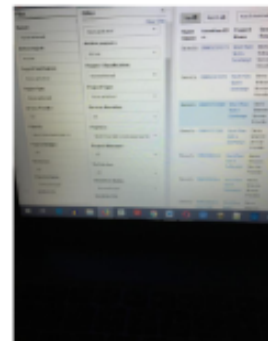
COP list items and answers

Audit data

AFTER/AS FOUND

Question	Answer
Qty Batteries installed	4
Install Date	2019-06-16
Model	12NPL210
CM	111122227

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