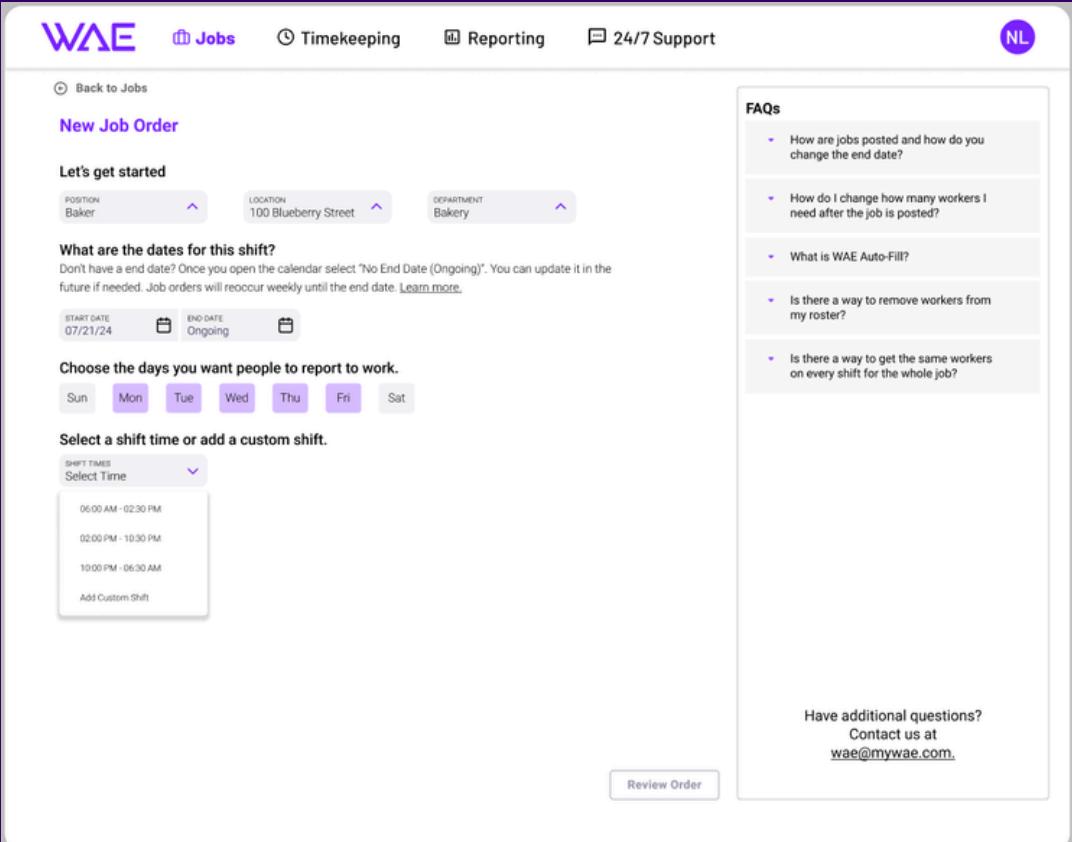
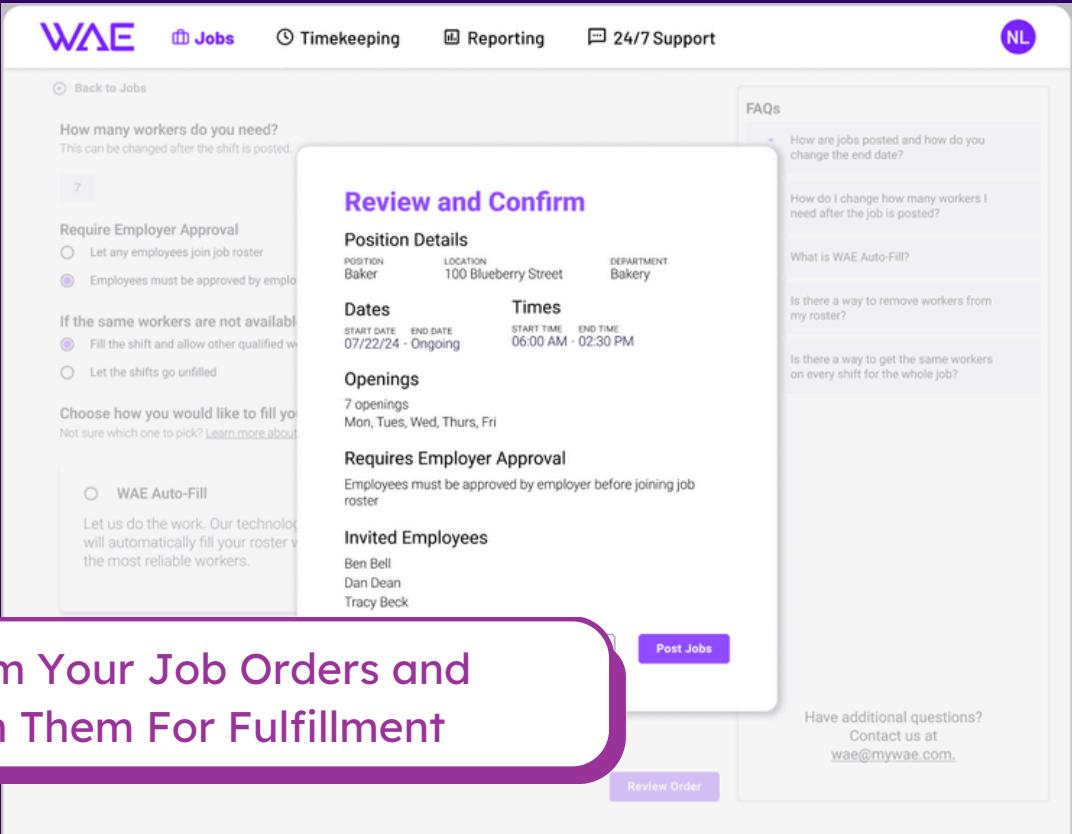


# Simplified Order Entry



The screenshot shows the 'New Job Order' page. At the top, there are four navigation tabs: 'Jobs' (selected), 'Timekeeping', 'Reporting', and '24/7 Support'. A 'NL' button is in the top right. Below the tabs, a 'Back to Jobs' link is available. The main form starts with 'Let's get started' and three dropdowns for 'POSITION' (Baker), 'LOCATION' (100 Blueberry Street), and 'DEPARTMENT' (Bakery). A 'FAQs' sidebar on the right lists questions like 'How are jobs posted and how do you change the end date?' and 'Is there a way to get the same workers on every shift for the whole job?'. The 'What are the dates for this shift?' section shows 'START DATE: 07/21/24' and 'END DATE: Ongoing'. The 'Choose the days you want people to report to work.' section shows days from Sun to Sat. The 'Select a shift time or add a custom shift.' section shows a dropdown with 'SHIFT TIMES' and 'Select Time' options: '06:00 AM - 02:30 PM', '02:00 PM - 10:30 PM', and '10:00 PM - 06:30 AM', plus an 'Add Custom Shift' option. A 'Review Order' button is at the bottom right.



The screenshot shows the 'Review and Confirm' page. At the top, there are four navigation tabs: 'Jobs' (selected), 'Timekeeping', 'Reporting', and '24/7 Support'. A 'NL' button is in the top right. The main form includes a 'FAQs' sidebar on the right with the same questions as the previous page. The 'Position Details' section shows 'POSITION: Baker', 'LOCATION: 100 Blueberry Street', and 'DEPARTMENT: Bakery'. The 'Dates' section shows 'START DATE: 07/22/24' and 'END DATE: Ongoing'. The 'Times' section shows 'START TIME: 06:00 AM' and 'END TIME: 02:30 PM'. The 'Openings' section shows '7 openings' for 'Mon, Tues, Wed, Thurs, Fri'. The 'Requires Employer Approval' section notes that employees must be approved by employer before joining job roster. The 'Invited Employees' section lists 'Ben Bell', 'Dan Dean', and 'Tracy Beck'. A 'Post Jobs' button is at the top right of the review area, and a 'Review Order' button is at the bottom right.

Confirm Your Job Orders and  
Publish Them For Fulfillment