

eWork ver. 1.100 Release Notes

1. Recall function: Work Orders can now be “Recalled” by the original creator by clicking the “Recall” button found on the lower right hand corner of a Work Order Details page under 2 conditions only.
 - a. The Work Order was submitted to an Approver but is still awaiting approval
 - b. The Work Order was submitted directly to the Yard without an Approver, but has not been Assigned by the Yard Supervisor

eWork Home Eng. Log On

Account

Maint. Area	IRZ	Yard	CD	Job Type	Contact No.	Organization	Approver	Approved By	Assigned Date	Project No.	Complete By	Sign Fab. No	W.O. Status
1100	N	Central		BIKE LANE	1234567892	BUSINESS SOLUTIONS GROUP				A1234567			Approved

Description

Engineering Notes



Engineering notes test. This field will contain any types of notation or description for this work order.

Field Notes

	Side of St.	Faces Traffic	Dir. fr X-St.	ONE SIGN Dist. fr X-St.	SIGN ZONE Dist. fr X-St. Near Limit Far Limit	# of Signs	# of Posts	Surface	Crew Chief	COMPLETED Date & Time
8AM to 8PM Sunday 11AM to 8PM	N	W	S	100		1	1	Concrete		

Exit Recall


- View Work Order PDF's within a Package: Individual Work Order PDF's can also be viewed within the Package screen by clicking the associated icon in the "View" column.

eWork

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Package Details (#35199)





Package Header Information

Package Type	Status	Primary Street	Cross Street	EOB Street	Created By	Contact #	Pla
 Group	Package-Open	ANGELA AV	CIRRUS WY	D/E S/O	Eng Eng	1234567892	A





Attachment Information

Attachment Information	Type	Description
<input type="button" value="Choose File"/> No file chosen		









Curb Zone Work Order (1)

View	WO #	Status	Primary St.	Cross St.	Created By	Contact #
   	35203	Package-Open	BRACKEN ST	AMBOY AV	Eng Eng	1234567892





General Work Order (1)

View	WO #	Status	Primary Street	Begin Limit	End Limit	Created By	Contact #
   	35305	Package-Open	DICKENS ST	BEVERLY GLEN BL	500' W/O STANSBURY AV	Eng Eng	



Marking Work Order (2)

View	WO #	Status	Created By	Contact #
   	35704	Package-Open	Eng Eng	1234567892
   	35404	Open	Eng Eng	1234567892

Marking Removal Work Order (1)

View	WO #	Status	Primary Street	Begin Limit	End Limit	Created By	Contact #
   	35506	Package-Open	FES ST	LEHIGH AV	Eng Eng		

3. Option for Citywide (Ave 19 Yard) for Marking Removal Work Orders: Selecting this option will direct the Work Order to the Ave 19 Yard. Maintenance Area information based upon location is still required.



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Create

Marking Removal Work Order

Allow Others to Add into Package?	Package ID	Service Request #	I/S?	Primary Street*	Begin
<input type="radio"/> Yes <input checked="" type="radio"/> No			<input type="checkbox"/>	(required)	(r
I. R. Zone	Yard	Citywide WO (Ave 19)	Council District	Job Type*	Contact
	Ave 19	<input checked="" type="radio"/> Yes <input type="radio"/> No	Select ▼	Select One ▼	12345
Approvers	Project Number*	Plan Number	<input type="checkbox"/> Permanent Striping Changes Involved	Road Surface Type	
NONE ▼	(required)			<input type="checkbox"/> AC <input type="checkbox"/> Concrete <input type="checkbox"/> Detour <input type="checkbox"/> Patch Only <input type="checkbox"/> Resurfaced <input type="checkbox"/> Temporary	
Add/Edit Removal Items (required)			Job Description		

4. Option for Citywide (Ave 19 Yard) and Markout for General Work Orders:
- Selecting the Citywide option will direct the Work Order to the Ave 19 Yard. Maintenance Area information based upon location is still required.
 - Selection is available to indicate whether this General Work Order is for Markout or not.

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Create General Work Order

General Work Order

Allow Others to Add into Package? ☐ Yes ☒ No Package ID Service Request # I/S? ☐ **Markout** ☐ Yes ☒ No Primary Street* (required) Begin Limit* (required)

Maintenance Area* (required) I. R. Zone Yard **Citywide WO (Ave 19)** ☒ Yes ☐ No Council District Select Job Type* Select One Contact Num 1234567

Project No.* (required) Job Desc/Eng Comments

Surface Type
☐ AC
☐ Concrete
☐ Detour
☐ Patch Only
☐ Resurfaced
☐ Temporary

Category
Approver NONE

5. Field Notes field is available to Yard Supervisors to utilize for all Work Orders. This button will only appear after a Work Order has already been Assigned.

The screenshot displays the LADOT eWork interface. At the top, the LADOT logo and 'eWork' branding are visible. A navigation bar includes links for 'My Page', 'Create WO', 'Package', 'Search', 'Home', and 'My Account'. The main content area is titled 'Curb Zone Work Order Details' and contains several sections: 'Header Information' with a table of work order details, 'Notes' with a red-bordered 'Add/Edit Field Notes' button, and 'Task Information' with a table of tasks. A 'Field Notes' modal is open, showing a large text area for notes and 'Cancel' and 'Submit' buttons. The 'Notes' section is highlighted with a red circle.

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My Page Create WO Package Search Home My Account

Curb Zone Work Order Details

Header Information

WO #	SR #	Primary St.	Cross St.	Maint. Area	IRZ	Yard	CD	J
93203		MAIN ST	101ST ST	1100	N	Central	MA	

Notes

Add/Edit Field Notes Attachment Information Type Description

Task Information

Complete Task # Work Type Zone Type Street Add

1	Install New	Red Curb	N	S	22	333	311
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Field Notes

Approved Date

Far Limit

Cancel Submit

6. In order to provide efficient support, users with issues should open a Help Ticket via the KACE Help Ticket system. A link and instructions are provided on the eWork home page. Users who do not have access to KACE may email us directly for support.

