

Identify and schedule services this client is contract for. These services will be searchable later to remind you to perform them.

Clone repeated tasks quickly with the CLONE TASK button to schedule multiple tasks.

Task	Scheduled	Status	Serviced	Serviceman	Notes
AED Inspection	11/2/2009	Pending			
CPR/AED Training	5/2/2009	Completed	5/2/2009	John Mateus	10 Participants
AED Inspection	5/2/2009	Completed	5/2/2009	John Mateus	Set up unit

Various Tasks and their status are displayed so that you can see the progress of the contract at a glance.

Add new Task types, task status types, and service technicians