



Layout Service Import

Use ";" (semicolon) as the separator column.

Two layouts are accepted:

- 9 positions: Not use approval operator
- 10 positions: Use approval operator

Col	Content	Comments
1	Area	Area name
2	Type	Type name
3	Item	Item name
4	Service	Service name
5	Group	Name of the group responsible for the request.
6	Priority	Priority name
7	Days	Number of days to attend the service. Must contain only numeric value. If the service time is less than 1 day, inform 0
8	Hours or minutes	Time of this service in hours or minutes. Must be numeric. Followed by M (for minutes) or H (for hours). If not used, inform 0H
9	Company	Name of company in which service groups are linked
10	Approval operator	Name of the attendants who will approve the completion of the service separated by " " (pipe), in the desired sequence. The attendees must be previously registered. If you want add new approvers to a service already exist, list here the old and the new in the sequence desired approval.

Obs:

- To use the layout 9 positions omit the column 10