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How to create edit and email a wof to estimate

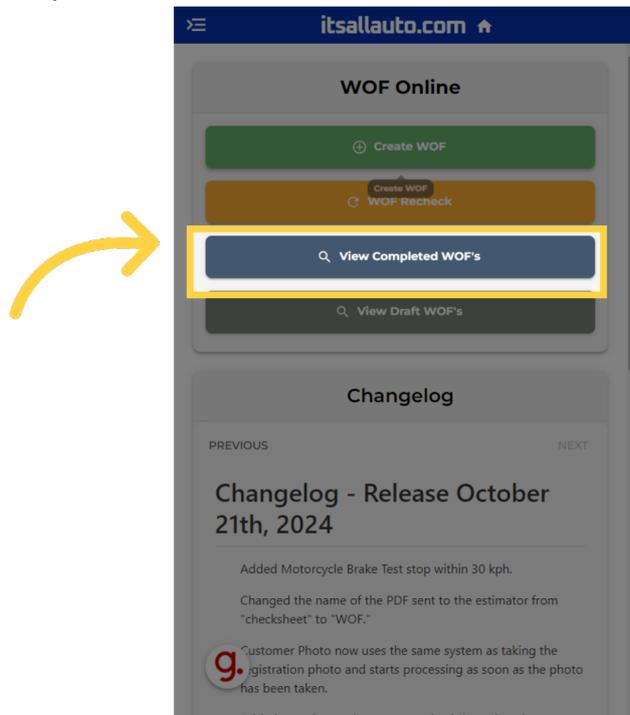## How to create and send a Estimate.

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This guide walks you through the steps to create, edit, and email an estimate using Itsallauto.
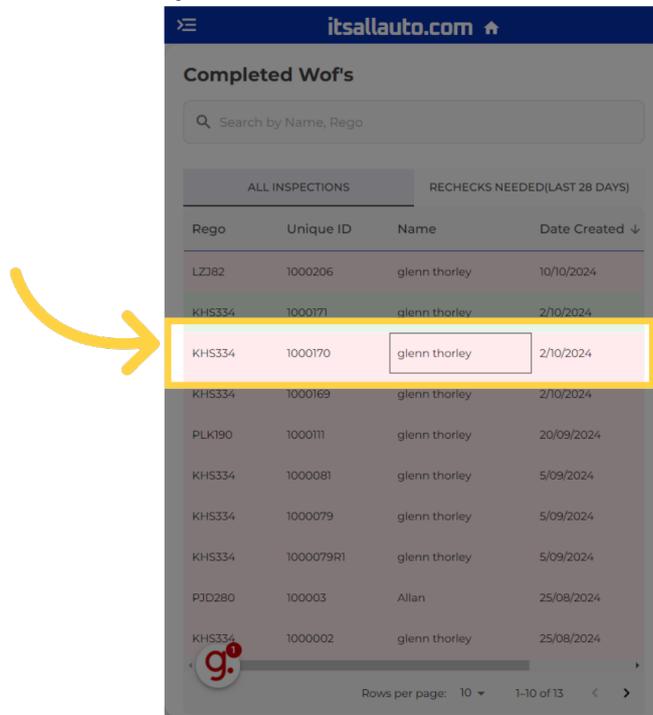
Go to localhost:5174

01 Click "Create WOF"

Navigate to view completed Warrant of fitnesses

02 Click "glenn thorley"

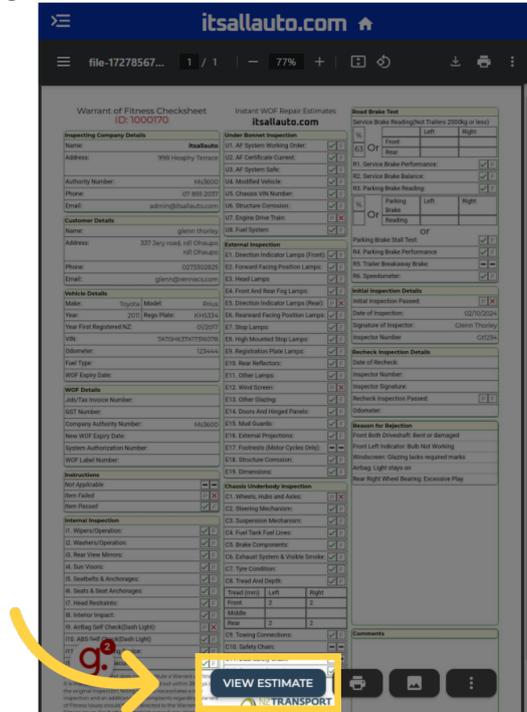Click on the warrant of fitness you wish to create an estimate for.

03 Click "View Estimate"

Once viewing the warrant of fitness checksheet you can click the view or create estimate button down the bottom of the page.

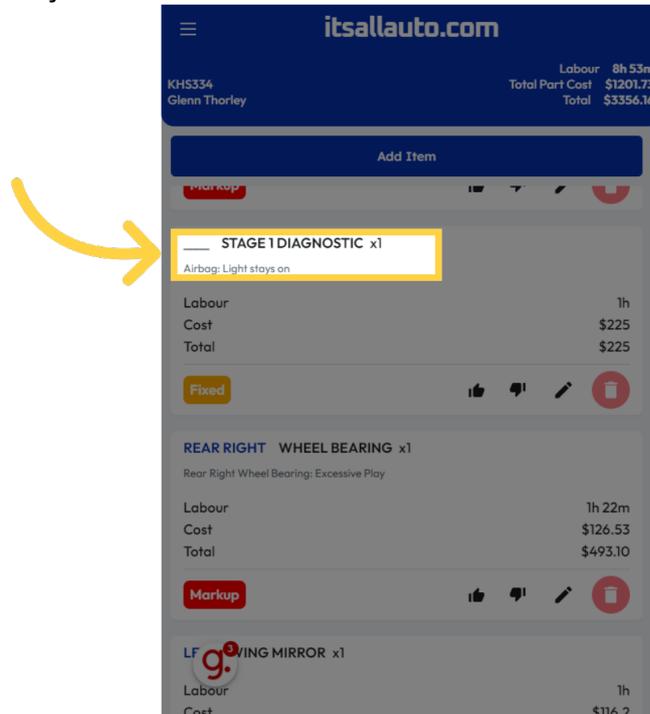## 04 Switch to "estimator.itsallauto.com"

You will now be viewing the estimate.

05 Click here

You can see each estimate has the name of the estimated part or service and under neath the original reason for rejection that the estimated item is bassed of.

06 Click here

You have the option to delete or edit any of the estimated items.
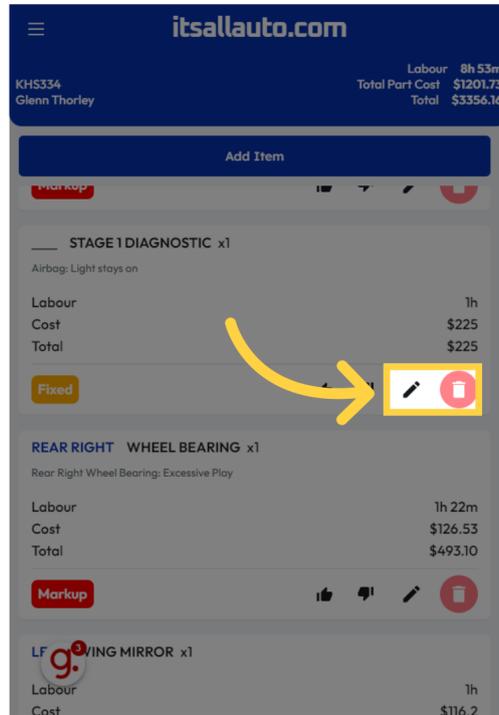
07 Click here

To edit an item click on the pencil icon.
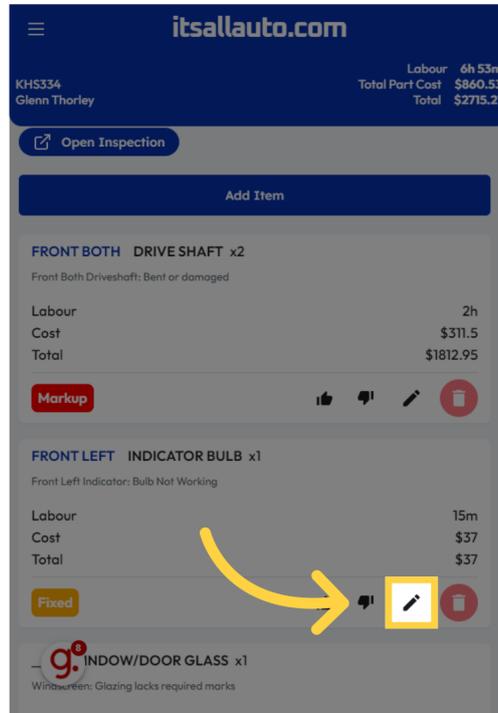
Click "37"

You can see the prefix in this case left front , and the name of the item.   both of these can be changed by clicking on them.

Click "37"

Here you can see you have the option to choose fixed and markup, this will affect how the estimate price is calculated.
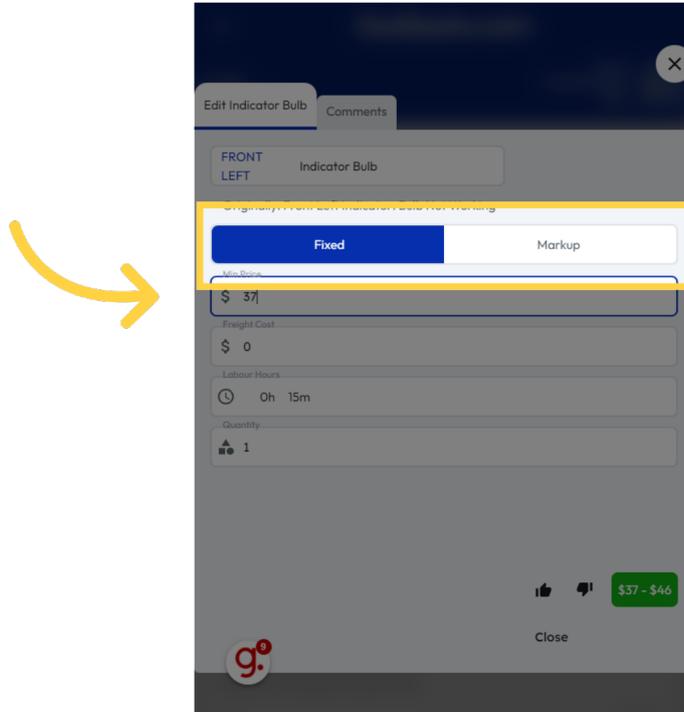
10 Click "37"

Here you can change any of the values, such as cost time and quantity.

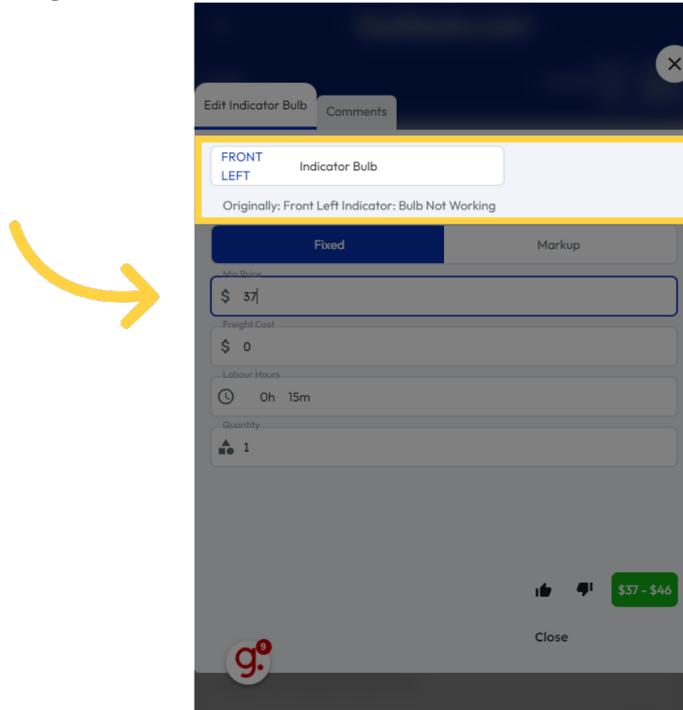## 11 Click "FixedMarkupMin PriceFreight CostLabour HourshmQuantity+-$45 - $56.25"

Here you will see the estimated price adjusting with any changes you make.
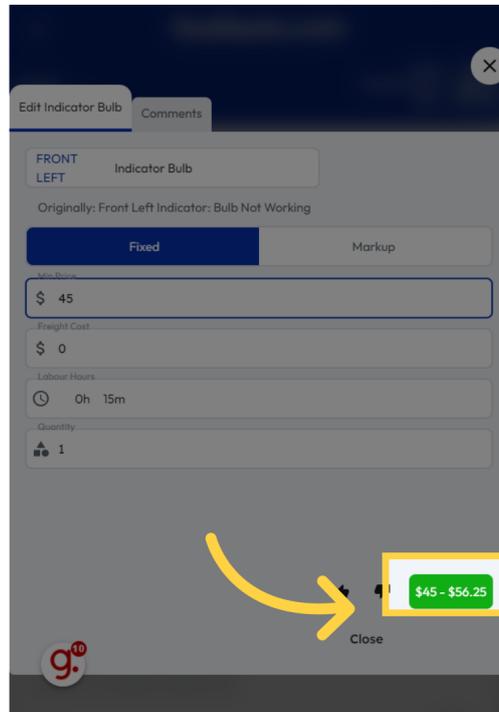
12 Click "Markup"

click here to change to markup
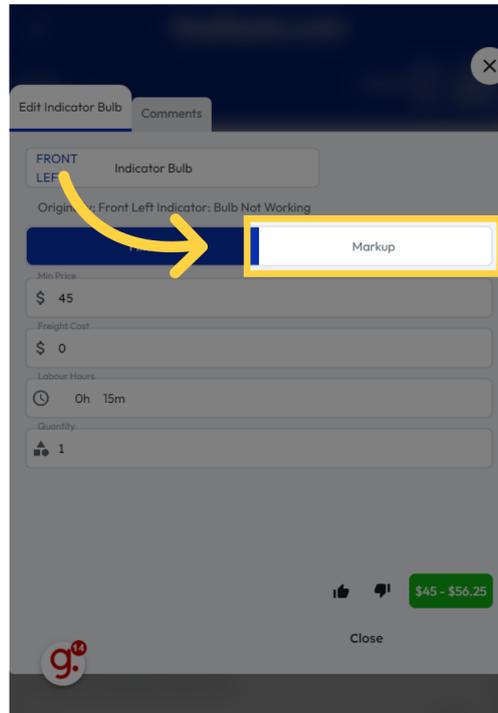
13 Click "Fixed"

once again you have the option to change any of the variables affecting the estimated price.
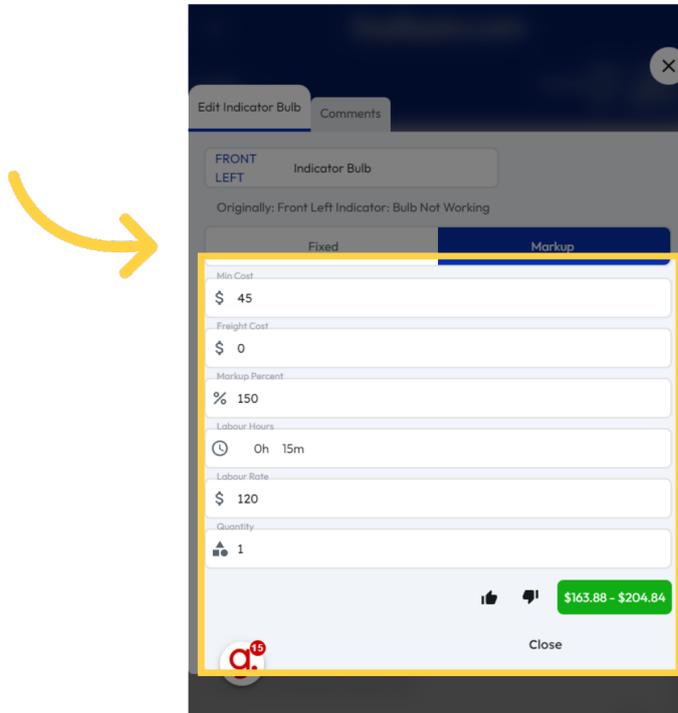
14 Click "Close"

You can close out of the editor by clicking either of these.
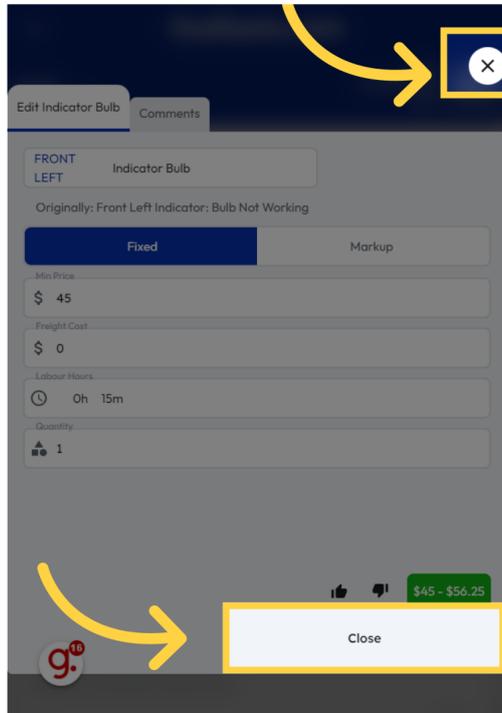
15 Click "Open Inspection"

If you wish to navigate back to the Warrant of fitness you can use this button.
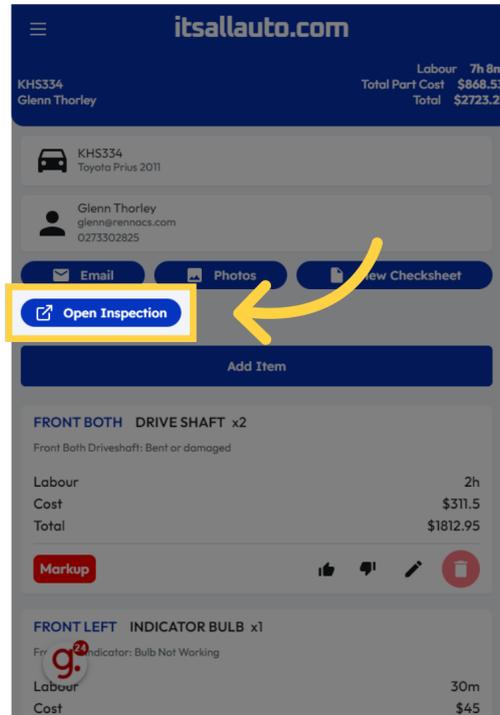
16 Click "View Checksheet"

If you wish to simply view the checksheet click this button.

17 Click here

Click on the designated area.
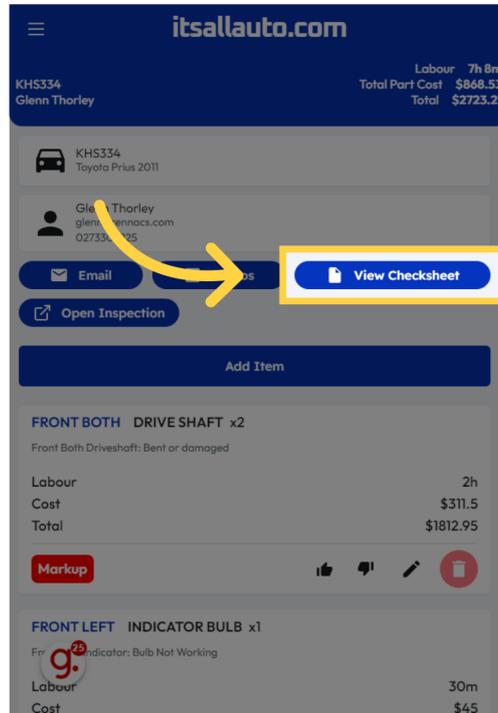
18 Click "Photos"

here you can view any photos related to the warrant of fitness.
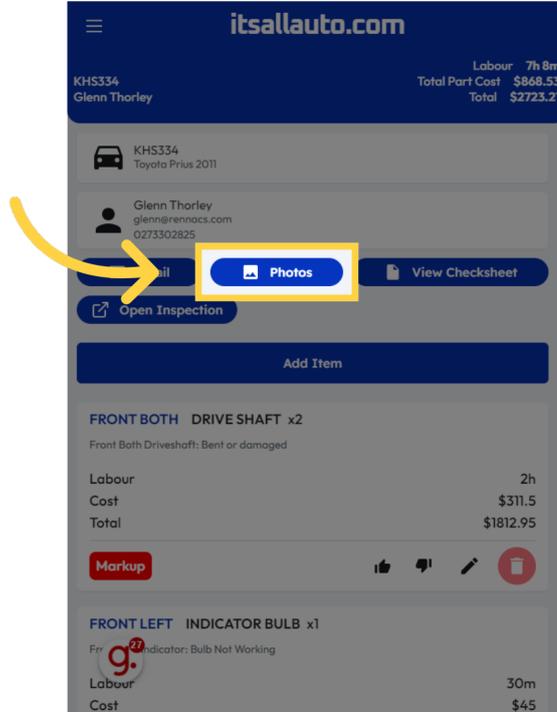
19 Click "Email"

To create the email to send to the customer click the email button here.

20 Click here

This dropdown list lets you change the template email.
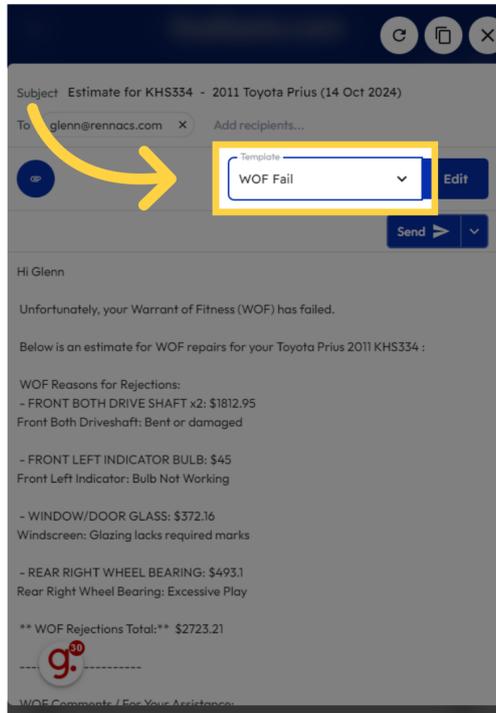
21 Click "Hi Glenn Unfortunately, your Warrant of Fitness (WOF) has failed. Below is an estimate for WOF repairs for your Toyota Prius 2011 KHS334 : WOF Reasons for Rejections: - FRONT BOTH DRIVE SHAFT x2: $1812.95Front Both Driveshaft: Bent or damaged - FRONT LEFT INDICATOR BULB: $45Front Left Indicator: Bulb Not Working - WINDOW/DOOR GLASS: $372.16Windscreen: Glazing lacks required marks - REAR RIGHT WHEEL BEARING: $493.1Rear Right Wheel Bearing: Excessive Play ** WOF Rejections Total:** $2723.21---------------------- WOF Comments / For Your Assistance:No comments. ** WOF Comments Total:** $0 Please note, any WOF Comments are recommendations and they are not required to pass your WOF. --------------------- **WOF Rejections and WOF Comments Total:** $2723.21 incl. GST We look forward to hearing from you on how you would like to proceed. Thanks itsallauto998 Heaphy TerraceFairfieldHamiltonadmin@itsallauto.com07 855 2037"

Make any required adjustments to the email.

22 Click "Send"

You can now send the email.
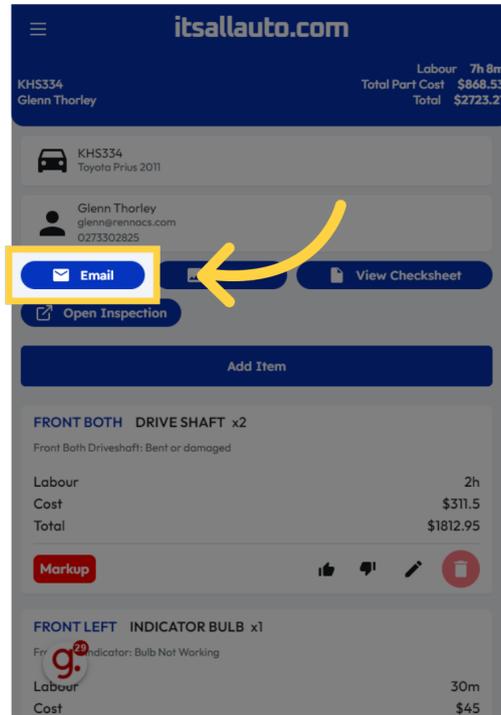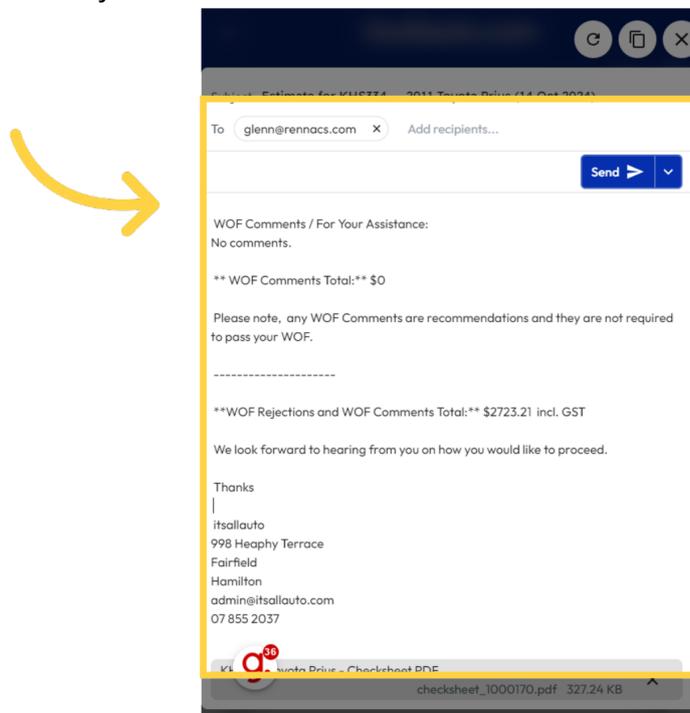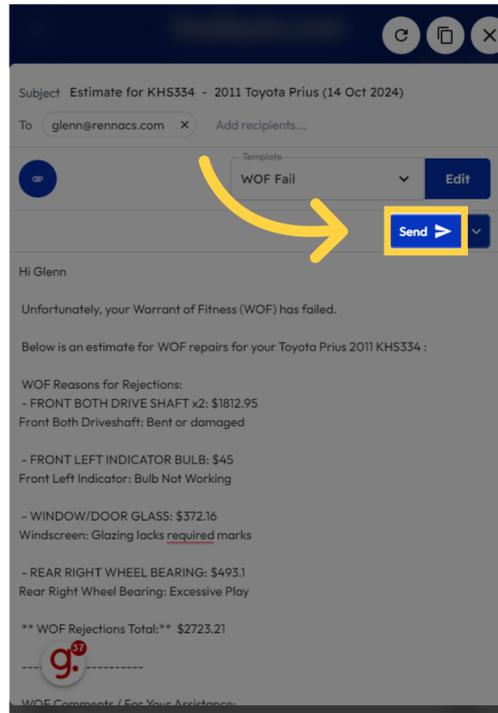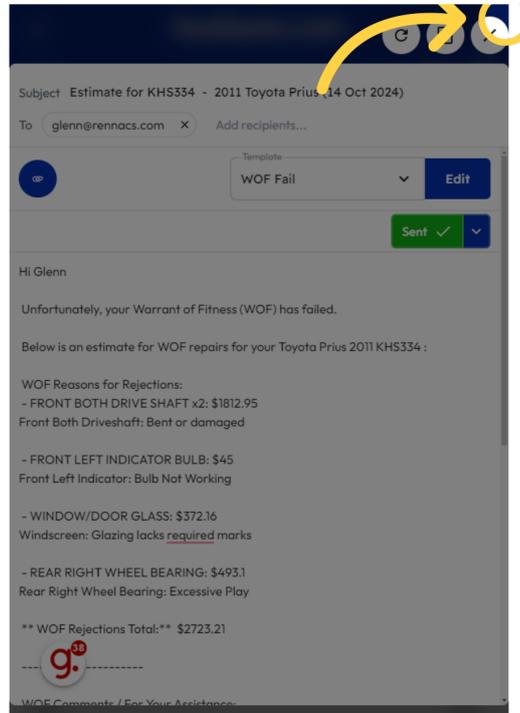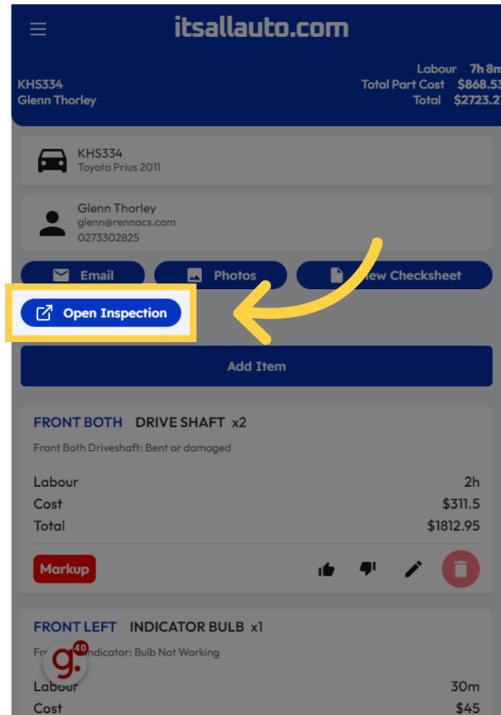
23 Click here

Close out the of the email.

24 Click "Open Inspection"

Click this link If you wish you can navigate back to the warrant of fitness system.

Thank you for watching. If you wish to contact us you can email us at admin@itsallauto.com , or phone   07 595 0032

If you know someone who could benefit from our FREE online Warrant of Fitness system, then please let them know about itsallauto.com.

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