SCHEDULEPRO

Assign a PJM prior to locking the estimate in SchedulePro

1. Do you know how they do that?
   This is done in the Lotmaster screen (C – Community, L – Lotmaster) at time of new sale, by the SSA with Add/Modify access in that screen.
2. Who has access to do that?
   Per Audit guidelines, there are only certain people who can have Modify access in this screen, and also only a certain number of people are allowed to have this access. Usually 1 SSA or AOM, and 1 CCM will have this access.
3. Is it possible to take step by step screenshots on how to set it up that way?
   Users would just go into Lotmaster, Find on the lot they want to update, Modify, and add the PjM.

```
        [RET/ENTER]=Select   [ESC]=Prev   [F1]=Main   [F2]=Map   [F3]=Quit

  -- 02/01/16 ----------      UCS  - MAIN MENU      ---------- 08:43:02 --


     P  Product                        T  Print Corporate Transmissions
     C  Community                      O  Print/Delete Files @ Home Dir
     V  Vendors                        W  Create & Download
     Q  Costing
     S  Sales                          D  Change Division
     I  Invoice / Field Check
     R  Settlement / Reserves
     M  Management Reports
     Y  Arch Serv / Yard Report        N  Cancel Prints
                                       G  General
     H  History Database
     U  Test Database

                                Choice:  █
  -- User: nmitan    Dept: DCY ---------------------- Database: NVRPROD --
  Enter your choice (A..Z), or press [ENTER] to select.
```

```
        [RET/ENTER]=Select   [ESC]=Prev   [F1]=Main   [F2]=Map   [F3]=Quit

  -- 02/01/16 ----------   Community - NVRPROD   ---------- 08:46:55 --


     C  Community
     V  Community - Vendor
     P  Community - Product
     E  Community - Employee          S  Sale Rep Job Share

     L  Lot Master
     A  Area Grouping                 F  ATLAS - Lot Control Utility




                                Choice:  █
  -- User: nmitan    Dept: DCY ---------------------- Database: NVRPROD --
  Enter your choice (A..Z), or press [ENTER] to select.
```

```
MAIN MENU:    Add  Find  Modify  Quit  Report  houseCost_rpt  invStat  ...
Find an already existing jobmaster.
----------------------- Maintain Lot Master ------------------------
Community:        Comm Name :
Lot       :       Unit      :                    System Type:
House #   :                          OK to Invoice:
Street    :                          Apt #:       Zip Cd:
Legal Lot Desc:                      ******************************
Block        :                       * CDS #        :            *
Section      :                       * RATIFY DATE  :            *
                                     * SETTLE DATE  :            *
Est Lot Cst:                         * SALES MGR    :            *
Set Number:                          * SALE STATUS  :            *
Version   :                          * CONST STATUS :            *
PP/Rev    :         Driveway Loc:    * SALES PRICE  :            *
Proj Mgr  :                          * CURRENT EST  :            *
Start Date:                          * HOUSE SPENDING:           *
Bldg Per #:                          * LOT SPENDING  :           *
Comments  :                          ******************************
Flags:    Model:     Proto/Research:    Low Inc:    Wntr Fnd B4 Start:
Service Sup:                             Map/Parcel:
```

```
MAIN MENU:    Add  Find  Modify  Quit  Report  houseCost_rpt  invStat  ...
Change an already existing jobmaster.
----------------------- Maintain Lot Master ------------------------

  Arrow Up and Down and then Press ESC to select.

                        PICK LIST
  ================================================================
  Supv No       Supv Name
  32331         Asbury Jr
  19150         Baxter
  15343         Bostwick
  21983         Boyer
  09414         Bullock
  21909         Carpenter
  15606         Cole
  05276         Collins
  19032         Crosthwaite
  ================================================================
     Use F3 to scroll forward. F4 to go back. F8/CONTROL-T(Query)
```

Screenshots by Nicole Mitan (OHA)