

Facilities Management WebTMA Mobile Work Order Requests

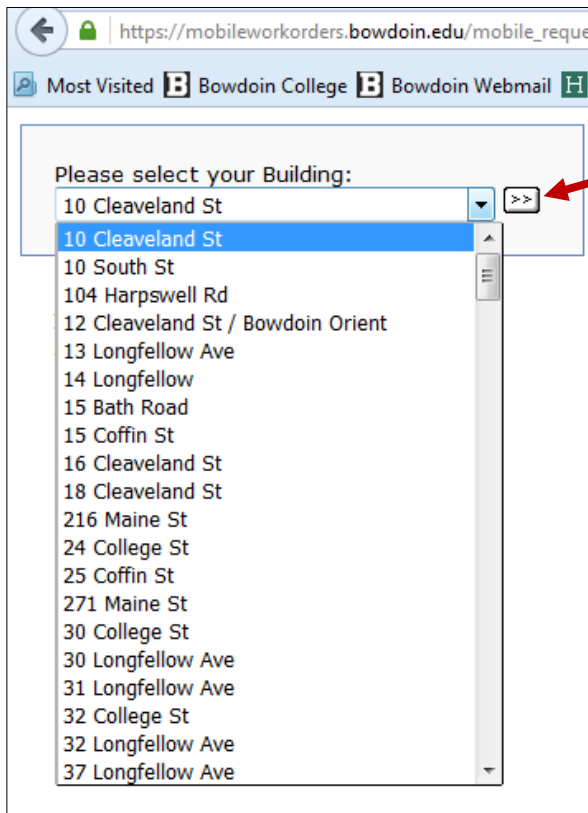
To submit a service request from a mobile device make sure you are connected to the internet and using your browser navigate to <https://bowdoin-isd.webtma.net/> It's recommended that you create a bookmark to easily access this site from your device in the future.

Use you Bowdoin provided user name and password. Do not include “@bowdoin.edu” after your user name.

Tap on “**Submit a Request**”

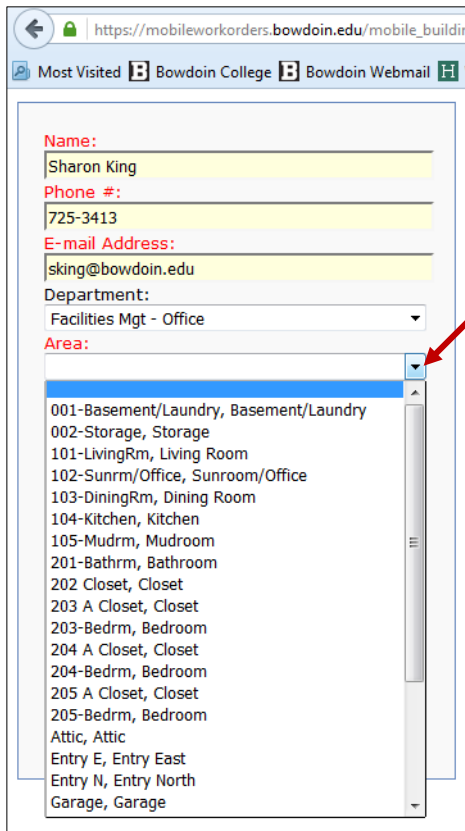


Tap on the arrow to see a list of buildings. Select a building and tap the >> button.



The “Department” field will auto populate after the building is selected.

Tap on the arrow under **Area:** to see a list of spaces. Select a space.



https://mobileworkorders.bowdoin.edu/mobile_building

Most Visited Bowdoin College Bowdoin Webmail

Name: Sharon King

Phone #: 725-3413

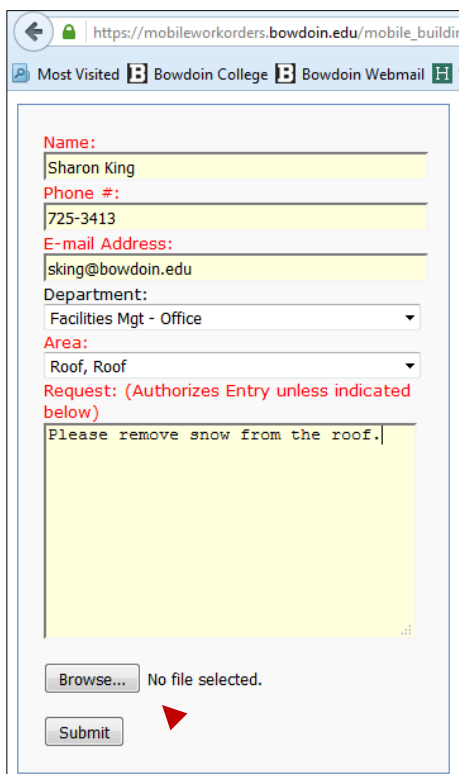
E-mail Address: sking@bowdoin.edu

Department: Facilities Mgt - Office

Area:

- 001-Basement/Laundry, Basement/Laundry
- 002-Storage, Storage
- 101-LivingRm, Living Room
- 102-Sunrm/Office, Sunroom/Office
- 103-DiningRm, Dining Room
- 104-Kitchen, Kitchen
- 105-Mudrm, Mudroom
- 201-Bathrm, Bathroom
- 202 Closet, Closet
- 203 A Closet, Closet
- 203-Bedrm, Bedroom
- 204 A Closet, Closet
- 204-Bedrm, Bedroom
- 205 A Closet, Closet
- 205-Bedrm, Bedroom
- Attic, Attic
- Entry E, Entry East
- Entry N, Entry North
- Garage, Garage

Type the information in the request box. To attach files to the request, tap the Browse button and select the file(s). Tap the Submit button when you're done.



https://mobileworkorders.bowdoin.edu/mobile_building

Most Visited Bowdoin College Bowdoin Webmail

Name: Sharon King

Phone #: 725-3413

E-mail Address: sking@bowdoin.edu

Department: Facilities Mgt - Office

Area: Roof, Roof

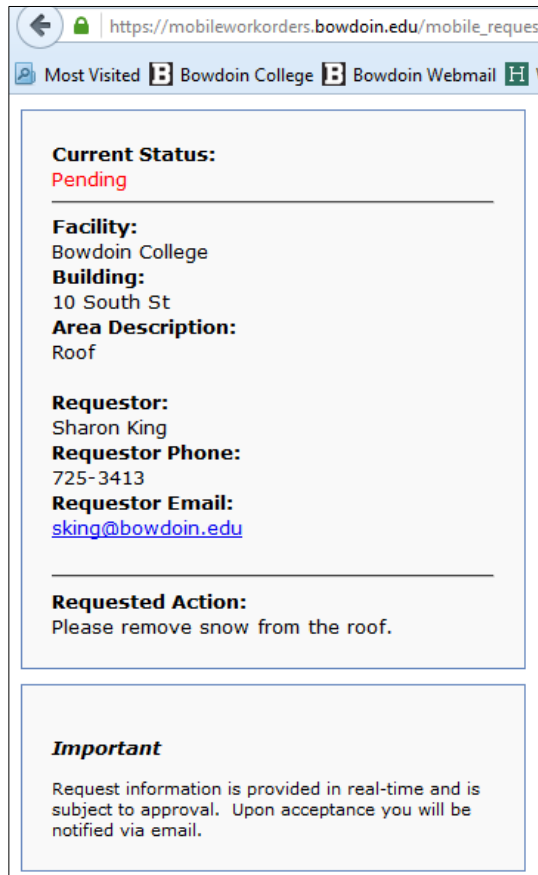
Request: (Authorizes Entry unless indicated below)

Please remove snow from the roof.

Browse... No file selected.

Submit

You will receive confirmation showing the request status as Pending. You will also receive email updates as the status of your request changes.



The screenshot shows a web browser interface for a mobile work order request system. The address bar displays the URL https://mobileworkorders.bowdoin.edu/mobile_request. The browser's most visited sites include Bowdoin College and Bowdoin Webmail. The main content area is divided into two sections. The top section, titled "Current Status:", shows the status as "Pending" in red text. Below this, the "Facility:" section lists "Bowdoin College", "Building:", "10 South St", and "Area Description: Roof". The "Requestor:" section lists "Sharon King", "Requestor Phone: 725-3413", and "Requestor Email: sking@bowdoin.edu". The bottom section, titled "Requested Action:", contains the text "Please remove snow from the roof." A separate box at the bottom, titled "Important", states: "Request information is provided in real-time and is subject to approval. Upon acceptance you will be notified via email."

Current Status:
Pending

Facility:
Bowdoin College
Building:
10 South St
Area Description:
Roof

Requestor:
Sharon King
Requestor Phone:
725-3413
Requestor Email:
sking@bowdoin.edu

Requested Action:
Please remove snow from the roof.

Important
Request information is provided in real-time and is subject to approval. Upon acceptance you will be notified via email.

If you have questions or need assistance please contact the Work Order Controller at 207.725.3333.