



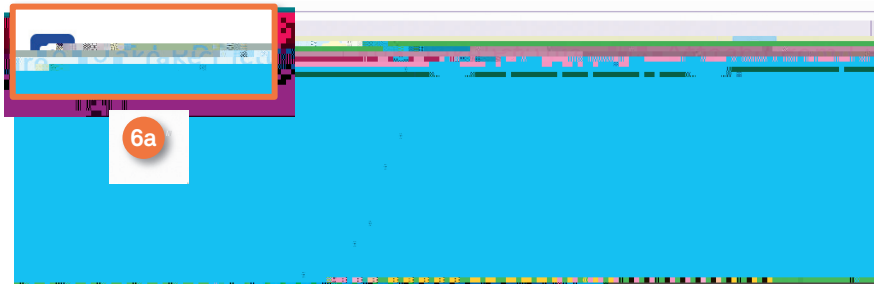
O&M TECHNICIANS & SUPERVISORS CREATE A SERVICE REQUEST

DIRECTIONS:

6 Optional: Add a photo to the Service Request.

6a Tap the **Take Picture** button.

6b Use the camera application to take a photo of the problem.



INFORMATION

Photos are required to submit a Service Request.

IMPORTANT

Photos taken from the **FC Mobile (OTG)** application are for camera use only. If you are using the application on a mobile device, take a photo with the camera application and select the **Attach from Library** option to add a photo to the Service Request.

7 From the **Create Facilities Request** screen, tap:

7 Tap the **Create Request** button.

