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## 2.12.03 Call-Center

With the **Call Center** module incoming and outgoing calls, the support cases/requests resulting from the calls and the assigned messages can be administered. In the entry screen of the “Module view”, the functionalities can be opened with the menu “Add-On modules”.

The screenshot shows the 'Call-Center' module interface. The window has a title bar with 'Intro' and a menu bar with 'Standardansicht', 'Modulansicht', 'Termine', 'Portfolioreport', 'Projektliste', 'Risikomanagement', 'Vertrieb (charts)', 'Vertrieb (reports)', 'Projekte', 'Kunden', and 'Mitarbeiter'. Below the menu bar is a toolbar with navigation icons. The main area is titled 'Call-Center' and contains several buttons and input fields. On the left, there are buttons for 'Neuer Call', 'Aktuellste Calls', 'Supportfälle heute', 'Meine Supportfälle', 'Offene Supportfälle', and 'Überfällige Supportfälle'. On the right, there are buttons for 'Textsuche' (with a search icon), 'Supportfälle für Nummer' (with a search icon), 'Abgeschlossene Supportfälle', 'Supportfälle für Kunden' (with a search icon), 'Abgeschlossene Calls', 'Calls für Kunden' (with a search icon), 'Meine Aufgaben', and 'Meine Todo-Listen'.

**Tip:** For more on this subject see chapter [3.12 Call-Center](#).

Call Email 12.10.2005 14:00:00 Jökler Software GmbH To-Do-Liste für Einführung

Dokument Bearbeiten Ansicht

Stammblatt

Sonstiges

Alle

Call-Typ

Ausgang

Call-Medium

Email

Call-Status

5 - Warten auf Antwort

Datum

12.10.2005 14:00:00

Kontakt

Jökler Software GmbH

Ansprechpartner

Jökler Helga

Bearbeitet von

Schaub Peter

Bemerkung

To-Do-Liste für Einführung

Supportfälle

1 - 1 / 1

<input checked="" type="checkbox"/>	Problemstatus	Priorität	Zieltermin	Name
1 <input type="checkbox"/>	5 - Warten auf Antwort	2 - Normal	04.01.2007	To-Do-Liste für Einführung

The **Call** form contains the following elements:

- **Call-Type:** This field specifies the type of call (incoming, outgoing, ToDo lists, ...). The call types can be defined and modified in Collections (CallTypes)
- **Call-Media:** This field specifies the media of the call (e-mail, private, telephone, ...). The call media can be defined and modified in Collections (CallMedia).
- **Call-Status:** The status of the call is automatically listed by the system. Herewith, the status results from the minimum of the issue state information in the assigned support cases. The status in the standard version is 1 - Recorded, 2 - Waiting for approval, 3 - Waiting for processing, 4 - Being processed, 5 - Waiting for answer, 6 - Closed. The call status can be defined and modified in Collections (IssueStates).
- **Date:** The date field specifies the date and the time of the call. By default, the current date is pre-set by the system here.
- **Customer:** This field specifies the customer of the call. The customers can be defined and modified in the contact menu (with contact type customer).
- **Contact Person:** The field contact person specifies the contact person for the call. This field is populated with the contact person after a customer is selected.
- **Handled by:** The employee responsible for the call is preset by the system here. The employee is administered in the employee menu.
- **Comments:** This field is designated for information regarding the call.
- **Issues Call:** Each call can consist of any amount of support cases. These support cases that correlate to the call are assigned with priority, issue state, issue deadline and responsibilities.

!!!! Diese Supportfälle sind auf den Call bezogene Aufgaben mit Priorität, Status, Zieltermin und Zuständigkeiten.

**Supportfall To-Do-Liste für Einführung 04.01.2007**

Dokument Bearbeiten Ansicht Aktionen

**Nummer** 1120134756312-0

**Call** Email 12.10.2005 14:00:00 Jökler Software GmbH To-Do-Liste für Einführung

**Name** To-Do-Liste für Einführung

**Priorität** 2 - Normal

**Problemstatus** 5 - Warten auf Antwort

**Zieltermin** 04.01.2007

**Bemerkung**  
Die To-Do-Liste für die Einführung muß noch mit Frau Jöckler bearbeitet werden, speziell die Integration DATEV

**Änderungsantrag**

**Verantwortlicher** Schaub Peter

**Nachrichten** 1 - 1 / 1

	Datum	Ein-Aus	Text
1	09.01.2007 13:42:46	Ausgang	To-Do-Liste

The **Support Case** form contains the following elements:

- **Number/ID:** This number key field specifies the support case uniquely.
- **Call:** In the call field the assigned call for the support case is entered here. If a support case is generated from a call, the system transfers the assigned call automatically. The calls are administered in the calls form.
- **Name:** This field specifies the support case in short form with maximum 50 characters.
- **Priority :** This field specifies the priority of the selected support case.
- **Issue State:** The status of the support case is entered by the user here. The status in the standard version is 1 - Recorded, 2 - Waiting for approval, 3 - Waiting for processing, 4 - Being processed, 5 - Waiting for answer, 6 - Closed. The call status can be defined and modified in Collections (IssueStates).
- **Deadline Issue:** This date field specifies the requested date for completion of the support case.
- **Comments:** The comments field is designated for information regarding the support case.
- **Ticket:** This field consists of the tickets assigned to the support case. These tickets define the tickets/change requests (extensions, reductions and troubleshooting, ...)!!!!!!(Erweiterungen, Reduzierungen, Fehlerbehebungen, ...). The tickets are administered in the tickets form.

- **Responsible Person:** The person responsible for the support case is preset by the system here. The employees are administered in the employee form.
- **Messages:** For each support case any amount of messages can be stored, to document the support case in detail.

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