



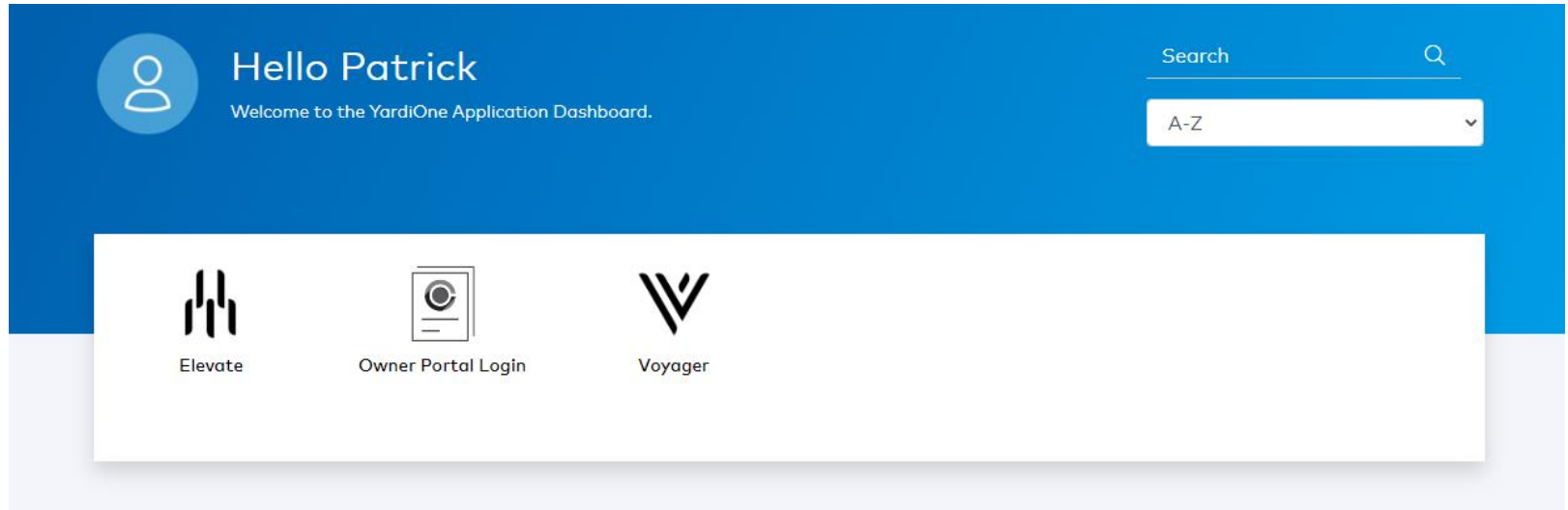
www.MyPropertyBilling.com

Open a New Work Order or View Existing Work Orders



YardiOne Dashboard

Log in to the your YardiOne Dashboard. Go into the Voyager Tab



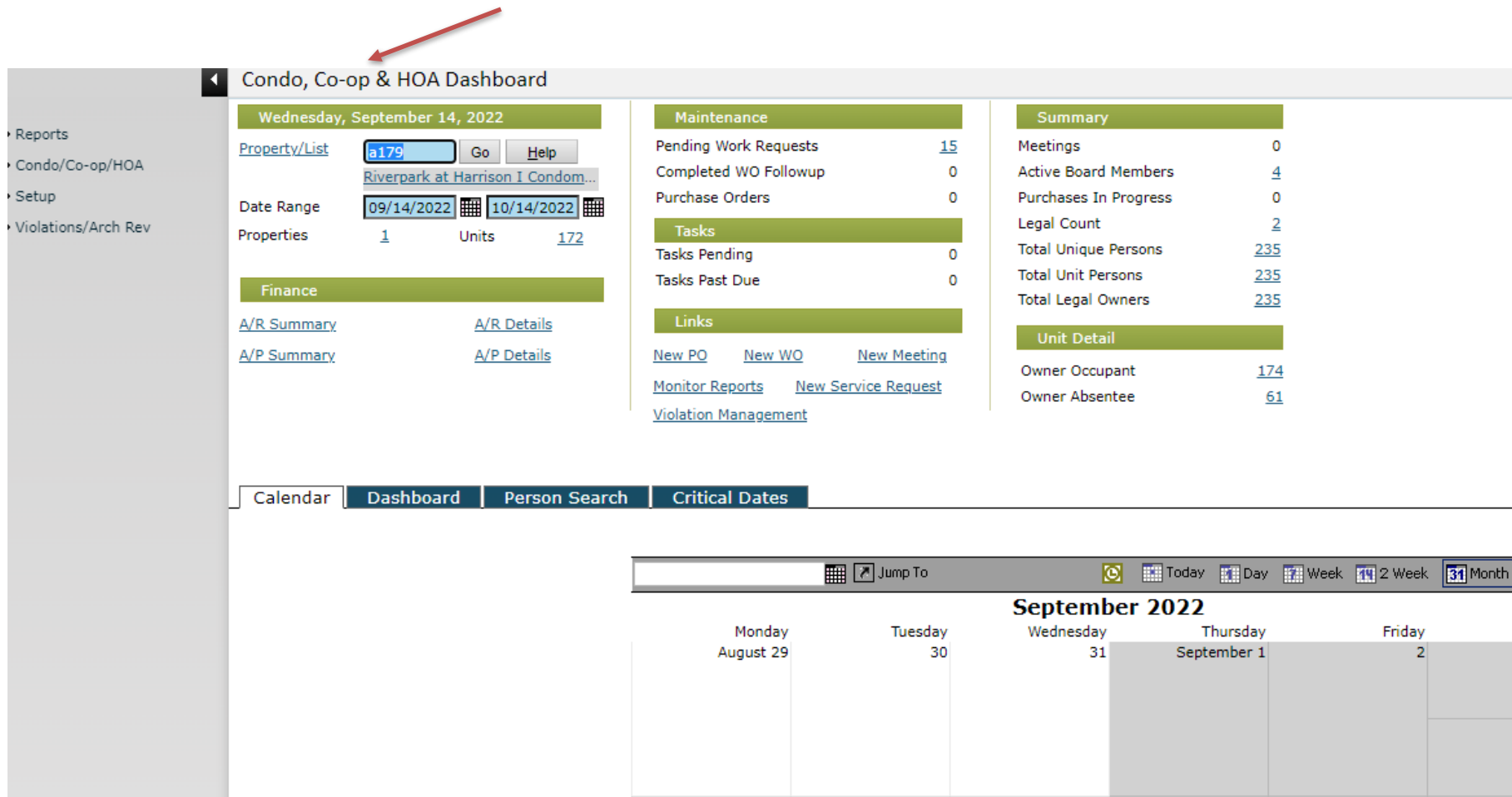
Go to <https://denali39426.yardione.com/> for your YardiOne dashboard.

For best results, use Google Chrome web browser



YardiOne Voyager Dash Board

Once logged in you will now be on your YardiOne Voyager Dashboard



Condo, Co-op & HOA Dashboard

Wednesday, September 14, 2022

[Property/List](#) [Go](#) [Help](#)
[Riverpark at Harrison I Condom...](#)

Date Range

Properties [1](#) Units [172](#)

Finance

[A/R Summary](#) [A/R Details](#)
[A/P Summary](#) [A/P Details](#)

Maintenance

Pending Work Requests [15](#)
Completed WO Followup 0
Purchase Orders 0

Tasks

Tasks Pending 0
Tasks Past Due 0

Links

[New PO](#) [New WO](#) [New Meeting](#)
[Monitor Reports](#) [New Service Request](#)
[Violation Management](#)

Summary

Meetings 0
Active Board Members [4](#)
Purchases In Progress 0
Legal Count [2](#)
Total Unique Persons [235](#)
Total Unit Persons [235](#)
Total Legal Owners [235](#)

Unit Detail

Owner Occupant [174](#)
Owner Absentee [61](#)

Calendar | **Dashboard** | Person Search | Critical Dates

Jump To Today Day Week 2 Week **31** Month

September 2022

Monday	Tuesday	Wednesday	Thursday	Friday
August 29	30	31	September 1	2



YardiOne Voyager Dash Board

Here, simply click on New WO to create a new work order.
When prompted, enter the details and select save.

The screenshot shows the YardiOne Voyager Dashboard for a Condo, Co-op & HOA. The dashboard is divided into several sections: Maintenance, Summary, Finance, and Links. A red arrow points to the 'New WO' link in the Links section.

Condo, Co-op & HOA Dashboard

Wednesday, September 14, 2022

Maintenance

Pending Work Requests	15
Completed WO Followup	0
Purchase Orders	0

Tasks

Tasks Pending	0
Tasks Past Due	0

Links

New PO	New WO	New Meeting
Monitor Reports	New Service Request	
Violation Management		

Summary

Meetings	0
Active Board Members	4
Purchases In Progress	0
Legal Count	2
Total Unique Persons	235
Total Unit Persons	235
Total Legal Owners	235

Unit Detail

Owner Occupant	174
Owner Absentee	61

Finance

[A/R Summary](#) [A/R Details](#)
[A/P Summary](#) [A/P Details](#)

Calendar **Dashboard** **Person Search** **Critical Dates**

Jump To: Today Day Week 2 Week 31 Month

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YardiOne Voyager Dash Board

Filter and Sort by Date or Status to view work orders. Click on the number to see details of request.

YARDI VOYAGER

Home WO Scheduler WO Dispatch Board WO Analytics WO Counts Dashboard Sign Off SaaS Messages

Work Order Dashboard Functions

WO: WO Origin: Call Date: Scheduled Date: Completed Date: Due Date: Caller:

Property: a185 Status: Unassigned Only ☐ Show Property Name ☐ Make Ready WOs ☐

Unit: Reason: Priority: Category: Brief Desc:

Bill To: **Filter View**

Location: End Clear Select View Help

Employee:

Vendor:

WO Calendar

WO #	Property-Unit	Origin	Vendor	Bill To	Priority	Status	Category	Brief Desc	Call Date	Sched Date	Req Reassign Date	On Hold Date	Web Date	Compl Date	Due Date
403	a185	Work Order			Medium	Work Completed	Common Areas/Exterior	Deck Soffits	04/21/2021					09/01/2021	
404	a185	Work Order			Low	Work Completed	Common Areas/Exterior	Fence Repair	04/21/2021					09/01/2021	
512	a185	Work Order			Medium	Canceled	Common Areas/Interior	Leak Into Unit	05/13/2021						
611	a185 - 45089	Work Order			High	Work Completed	Common Areas/Exterior	Gutter Overflow	06/03/2021					09/01/2021	
626	a185	Work Order			Medium	Work Completed	Common Areas/Interior	Leak above Space 79	06/07/2021					09/01/2021	
734	a185 - 45148	Work Order			Medium	Work Completed	Common Areas/Exterior	Soffit Over Deck	07/12/2021					09/01/2021	
735	a185 - 45145	Work Order			Medium	Work Completed	Common Areas/Exterior	Leak Inspection	07/12/2021					09/01/2021	
786	a185 - 450110	Work Order			Medium	Work Completed	Common Areas/Exterior	Siding on Deck	07/26/2021					09/01/2021	
821	a185	Work Order			Medium	Work Completed	Common Areas/Exterior	Window Grate Loose	08/09/2021					09/01/2021	
825	a185	Work Order			Medium	Work Completed	Common Areas/Exterior	Fill In Potholes	08/11/2021					09/01/2021	
859	a185 - 45145	Work Order			Medium	In Progress	Common Areas/Exterior	Leak Into Unit	08/24/2021						



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For Further Instructions:

Email support@mypropertybilling.com

Call 888-406-2221 Customer Service

Or Contact Your Property Administrator

