

Protean Software

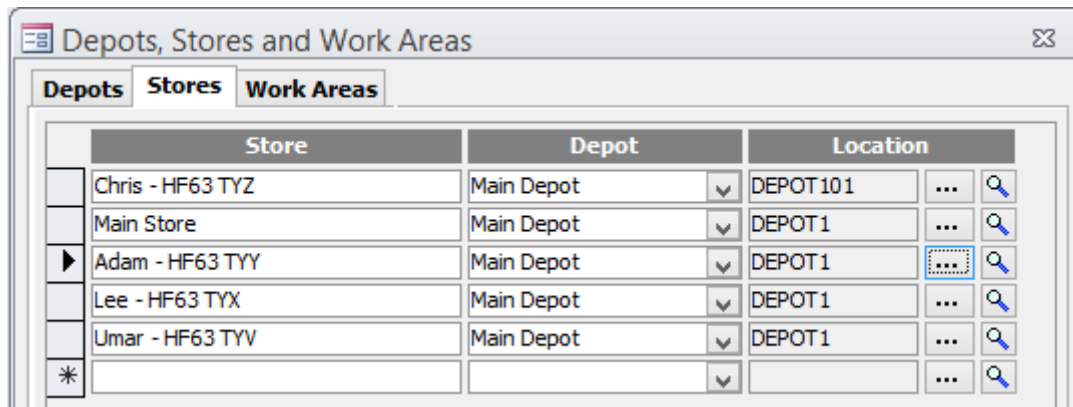
Setting Engineer Home Locations

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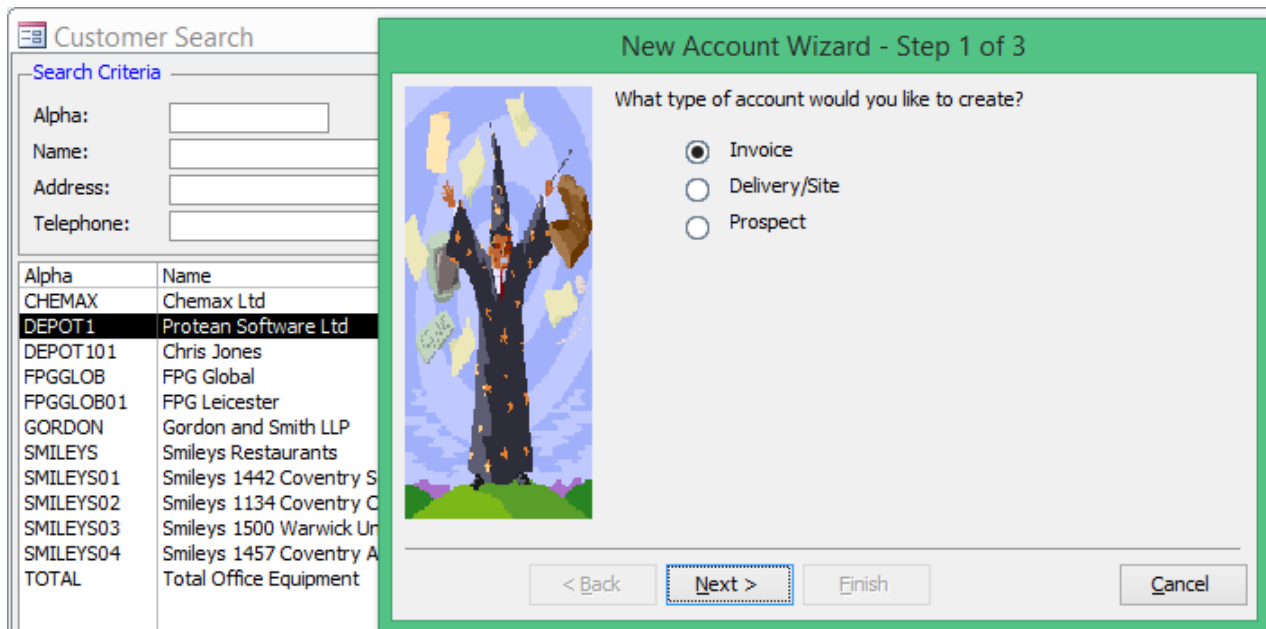
Setting Engineer Home Locations

If you wish to see your engineers' home locations on the map view within Protean, you will need to setup a site record for each engineer.

1. Go to **System > (General) More > Depots, Stores and Work Areas**.
2. In the **Stores** tab, the **Location** column represents the home location for each engineer. The default entry will be the office location of the engineer's depot.



3. To create a new address, click the ... button next to the applicable engineer and find the office location of the engineer's depot in the list. Click once on this address to highlight it, and then the **Create** button at the bottom left of the screen.



4. Choose to create a **Delivery/Site** address, click **Next** twice, and populate with your engineer's name and home address.
5. Click **Finish**, then **Close**, then **Select** to apply the address to the engineer.

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Version Control

Version	Comments	User	Date	Approver
1.1	Added new logo, version control	Richard Barron	13/08/2019	