



JOBWERKS TUTORIAL

Cardice Howard | Operations Manager

Garland Insulating

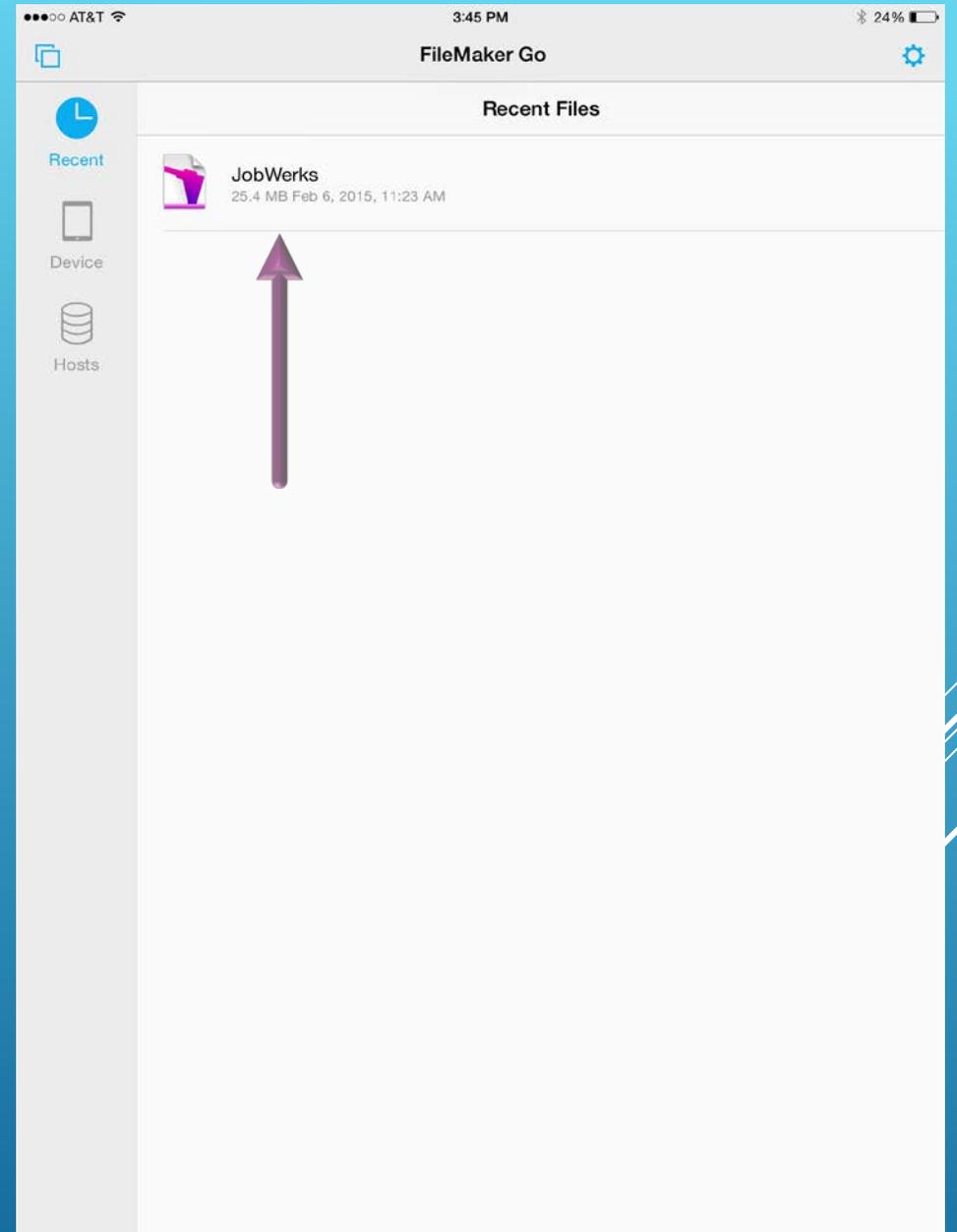
Austin | College Station | Dallas | Houston | San Antonio

www.garlandinsulating.com

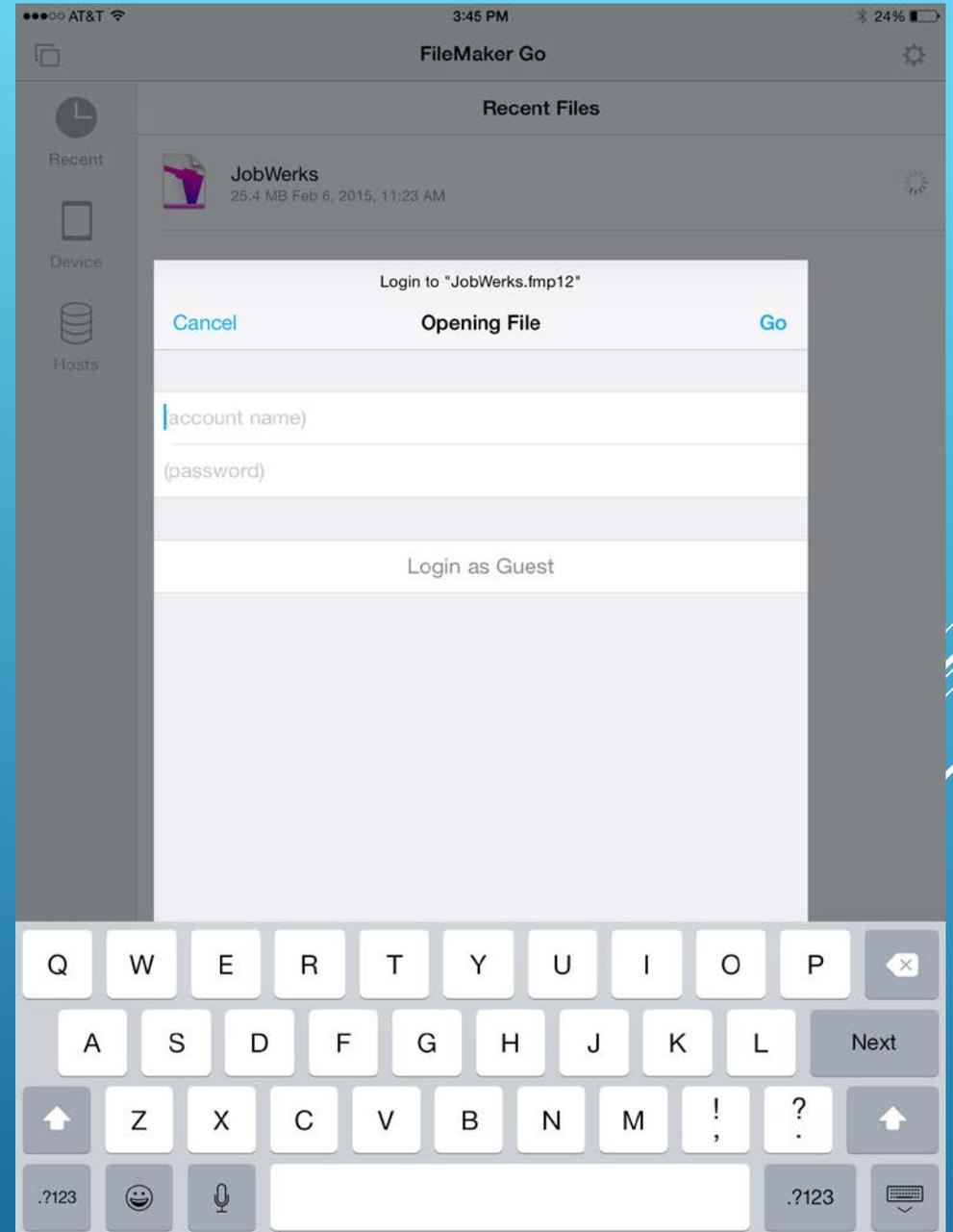
OPEN FILEMAKER GO



CLICK **JOBWERKS**
UNDER RECENT FILES



LOGIN USING SUPERVISORS / MENTORS CREDENTIALS



THIS IS JOBWERKS MAIN
TITLE PAGE.

●●● AT&T 3:45 PM 24%

JobWerks

{JOBWERKS}™ support ticket Mentor Dashboard

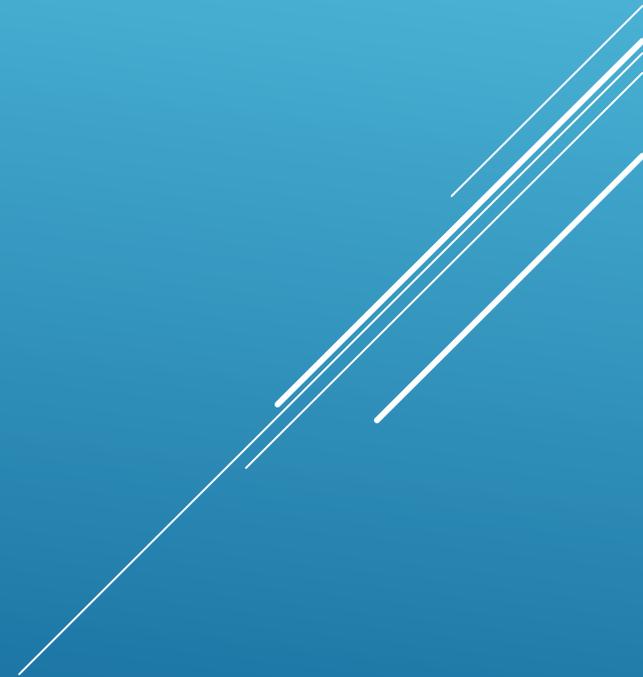
DASH CLIPBOARD LEARN MEDIA HOUSEKEEPING

Signed in as
Erick Gomez 
Garland Insulating ▼
egomez@garlandinsulating.com

Aldo Arce <i>Erick Gomez</i>	Garland Insulating	Installer
Carlos Santos <i>Erick Gomez</i>	Garland Insulating	Installer
Feliciano Medina <i>Erick Gomez</i>	Garland Insulating	Installer
Francisco Navarro <i>Erick Gomez</i>	Garland Insulating	Installer
J Malagon <i>Erick Gomez</i>	Garland Insulating	Installer
Javier Avila <i>Erick Gomez</i>	Garland Insulating	Installer
Jose Alamanza <i>Erick Gomez</i>	Garland Insulating	Installer
Jose Salazar <i>Erick Gomez</i>	Garland Insulating	Installer
Juan Flores <i>Erick Gomez</i>	Garland Insulating	Installer
Pedro Jaimes <i>Erick Gomez</i>	Garland Insulating	Installer
Pedro Merona		

SIGN OUT SYNC

ADDING A NEW JOBSITE



STEP 1:

UNDER THE TAB
"HOUSEKEEPING" ON
THE SUBMENU CLICK
HOMES

JobWerks support ticket Mentor Dashboard

DASH CLIPBOARD LEARN MEDIA HOUSEKEEPING

Signed in as Erick Gomez

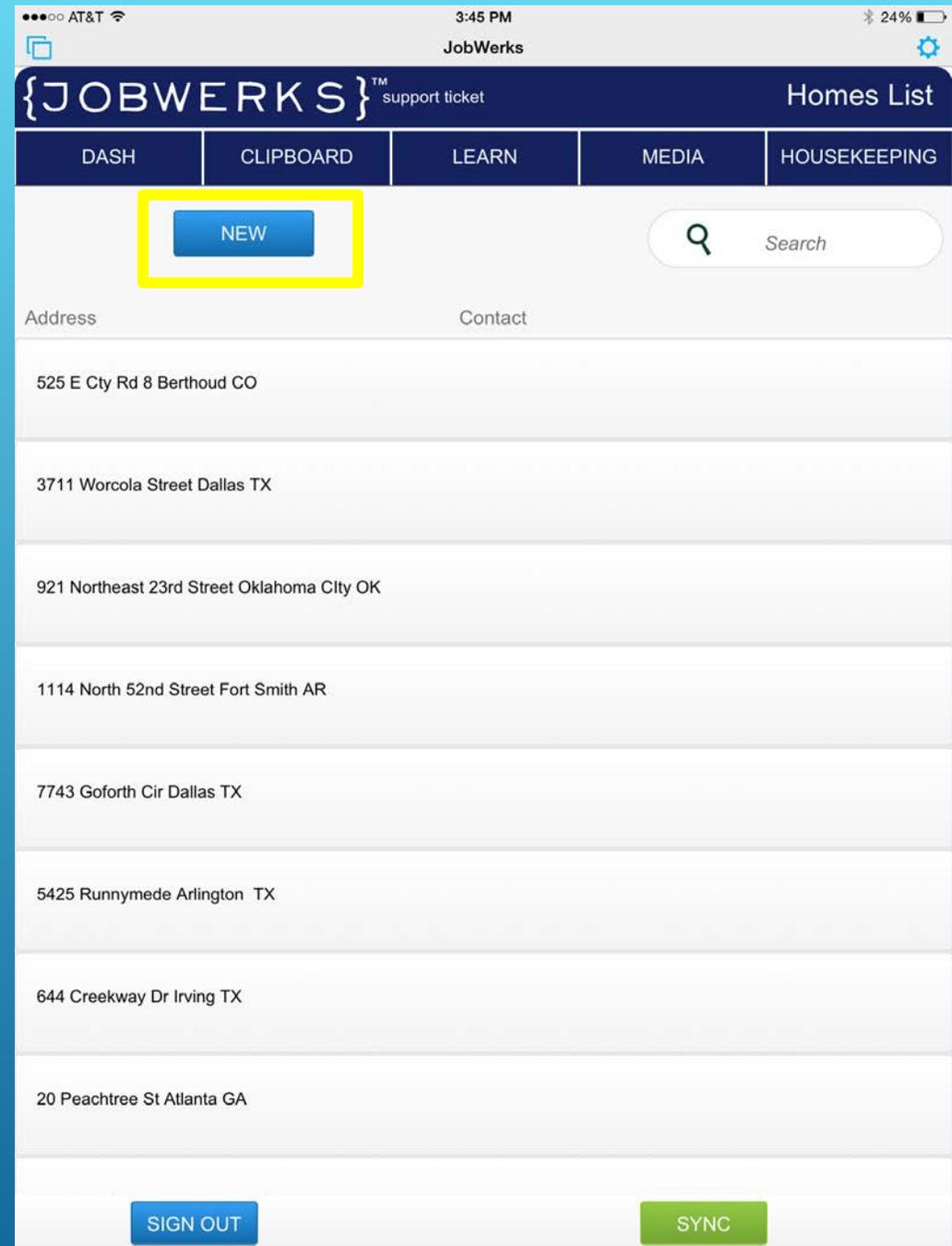
egomez@garlandinsulating.com

Candidates Homes Reports

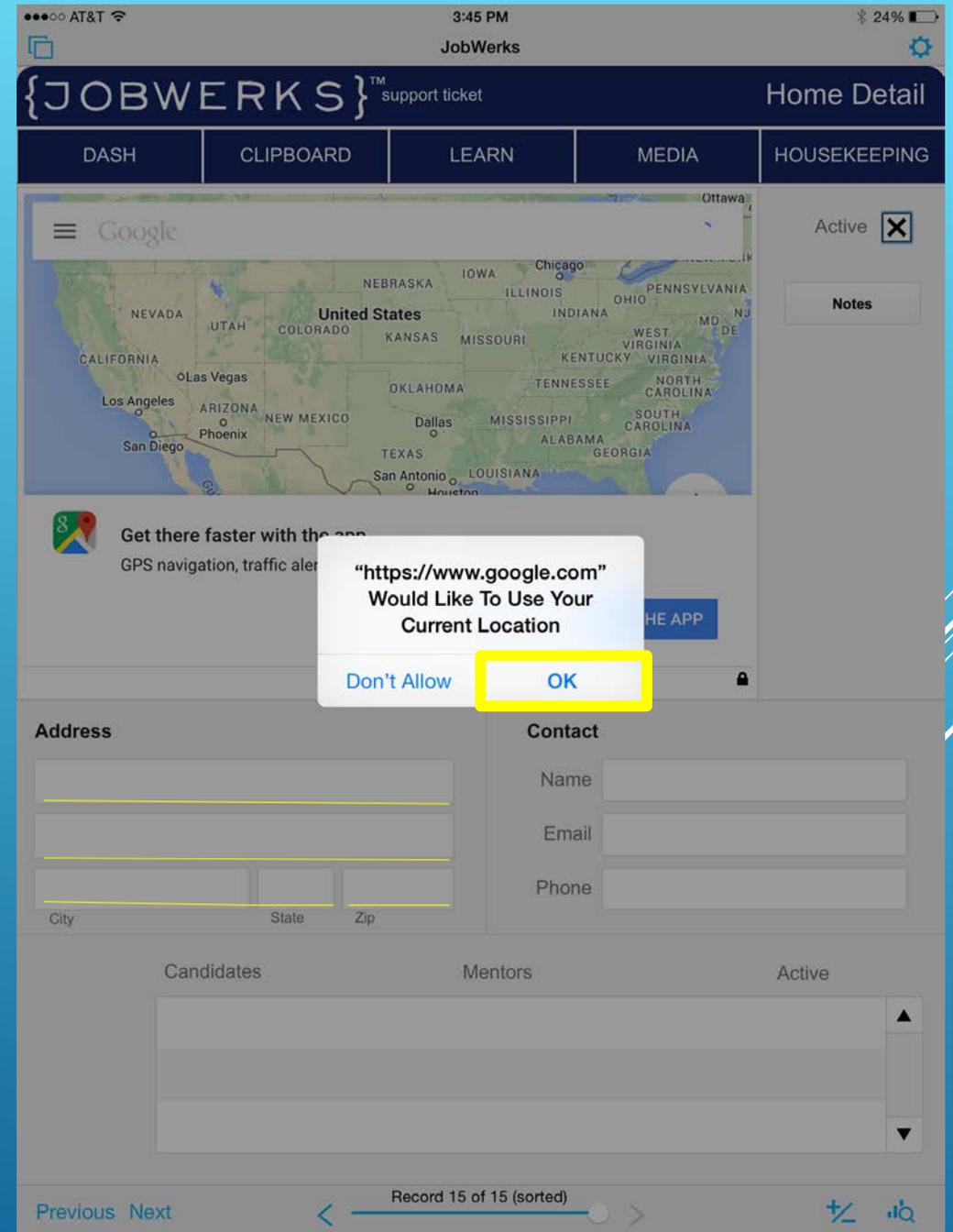
Aldo Arce <i>Erick Gomez</i>	Garland Insulating	Installer
Carlos Santos <i>Erick Gomez</i>	Garland Insulating	Installer
Feliciano Medina <i>Erick Gomez</i>	Garland Insulating	Installer
Francisco Navarro <i>Erick Gomez</i>	Garland Insulating	Installer
J Malagon <i>Erick Gomez</i>	Garland Insulating	Installer
Javier Avila <i>Erick Gomez</i>	Garland Insulating	Installer
Jose Alamanza <i>Erick Gomez</i>	Garland Insulating	Installer
Jose Salazar <i>Erick Gomez</i>	Garland Insulating	Installer
Juan Flores <i>Erick Gomez</i>	Garland Insulating	Installer
Pedro Jaimes <i>Erick Gomez</i>	Garland Insulating	Installer
Pedro Merano		

SIGN OUT SYNC

STEP 2: CLICK NEW



STEP 3:
ON ADDRESS PAGE CLICK OK
TO LOCATE YOUR CURRENT
LOCATION



STEP 4:
MANUALLY INPUT
ADDRESS IN
APPROPRIATE BOXES

STEP 5:
UNDER
HOUSEKEEPING NOW
SELECT CANDIDATES

The screenshot shows the JobWerks mobile application interface. At the top, the status bar displays 'AT&T', '3:47 PM', and '24%' battery. The app header includes the 'JOBWERKS' logo, 'support ticket', and 'Home Detail'. A navigation bar contains 'DASH', 'CLIPBOARD', 'LEARN', 'MEDIA', and 'HOUSEKEEPING'. A Google map is displayed in the center, with a yellow box highlighting the 'Candidates' button on the right-hand side. Below the map, there are two main sections: 'Address' and 'Contact'. The 'Address' section has three input fields, with the first one containing the text 'Input here'. The 'Contact' section has three input fields for 'Name', 'Email', and 'Phone'. At the bottom, there is a list view with columns for 'Candidates', 'Mentors', and 'Active', and a scrollable list area below it.

STEP 6: SELECT CANDIDATE

IN THIS CASE WE WILL USE SEBASTIAN RAMIREZ



JobWerks support ticket Candidates List

DASH CLIPBOARD LEARN MEDIA HOUSEKEEPING

Search

Nam	City/State	Score	History
Aldo Arce	Dallas, TX	0% 2	
Pedro Moreno	Dallas, TX	0% 2	
Juan Flores	Dallas, TX	0% 2	
Sebastian Ramirez	Dallas, TX	5% 2	
Javier Avila	Dallas, TX	0% 2	
Jose Alamanza	Dallas, TX	0% 2	
Jose Salazar	Dallas, TX	0% 2	
J Malagon	Dallas, TX	0% 2	

SIGN OUT SYNC

STEP 7: SELECT THE NEW TAB

AT&T 3:47 PM 24%

JobWerks

{JOBWERKS}™ support ticket Candidate Detail

DASH CLIPBOARD LEARN MEDIA HOUSEKEEPING

Nam Sebastian Ramirez

Active RFI Installer RTIN sebastianramirez

Job Title _____ Notes _____

Level No Certificate ▼ Work Phone _____

City Dallas Cell _____

State TX ▼ Home _____

Birthday _____ Facebook _____

Email W jobwerks@garlandinsulating.com Twitter _____

Email H _____ Google + _____

Mentors	Organizations	Primary	Active
Erick Gomez	Garland Insulating	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Home Mentors Active

NEW 2599 Berry Brook Frisco TX Erick Gomez Installer

STEP 8:
SELECT THE ADDRESS YOU
WISH TO USE THEN CLICK
SAVE

AT&T 3:47 PM 24% JobWerks

{JOBWERKS}™ support ticket Candidate Detail

DASH CLIPBOARD LEARN MEDIA HOUSEKEEPING

Nam Sebastian Ramirez

📷 X Active RFI Installer RTIN sebastianramirez

Job Title _____ Notes _____

Level No Certificate ▼ Work Phone _____

City Dallas Cell _____

State TX ▼

Birthday _____

Email W jobwerks@garlandinsulating.com

Email H _____

Assign New Home

▼

Erick Gomez →

CANCEL SAVE

NEW 2599 Berry Brook Frisco TX

- 1114 North 52nd Street Fort Smith AR
- 1616 Saratoga Dr Lafayette CO
- 20 Peachtree St Atlanta GA
- 2599 Berry Brook Frisco TX
- 3711 Worcola Street Dallas TX
- 525 E Cty Rd 8 Berthoud CO
- 534 East Spokane Falls Blvd Spokane WA
- 5425 Runnymede Arlington TX
- 644 Creekway Dr Irving TX
- 7743 Goforth Cir Dallas TX
- 918 South Horton Street Seattle WA
- 921 Northeast 23rd Street Oklahoma City OK

Record 4 of 13 (sorted) Previous Next Continue Cancel

THE NEW ADDRESS WILL APPEAR UNDER HOMES FOR CANDIDATES.

AT&T 3:47 PM 24%

JobWerks

{JOBWERKS}™ support ticket Candidate Detail

DASH CLIPBOARD LEARN MEDIA HOUSEKEEPING

Nam Sebastian Ramirez

Active RFI Installer RTIN sebastianramirez

Job Title _____ Notes _____

Level No Certificate ▼ Work Phone _____

City Dallas Cell _____

State TX ▼ Home _____

Birthday _____ Facebook _____

Email W jobwerks@garlandinsulating.com Twitter _____

Email H _____ Google + _____

Mentors	Organizations	Primary	Active
Erick Gomez	Garland Insulating	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> <input type="checkbox"/>

Home	Mentors	Active
NEW 2599 Berry Brook Frisco TX	Erick Gomez	Installer <input checked="" type="checkbox"/> <input type="checkbox"/>
534 East Spokane Falls Blvd Spokane	Erick Gomez	Installer <input checked="" type="checkbox"/> <input type="checkbox"/>



STEP 9:
RETURN TO THE DASH BY
SELECTING THE DASH
TAB ON THE TOP LEFT,
THEN SELECT
CANDIDATE THAT YOU
WISH TO SUPERVISE

IN THIS CASE: **SEBASTIAN
RAMIREZ**

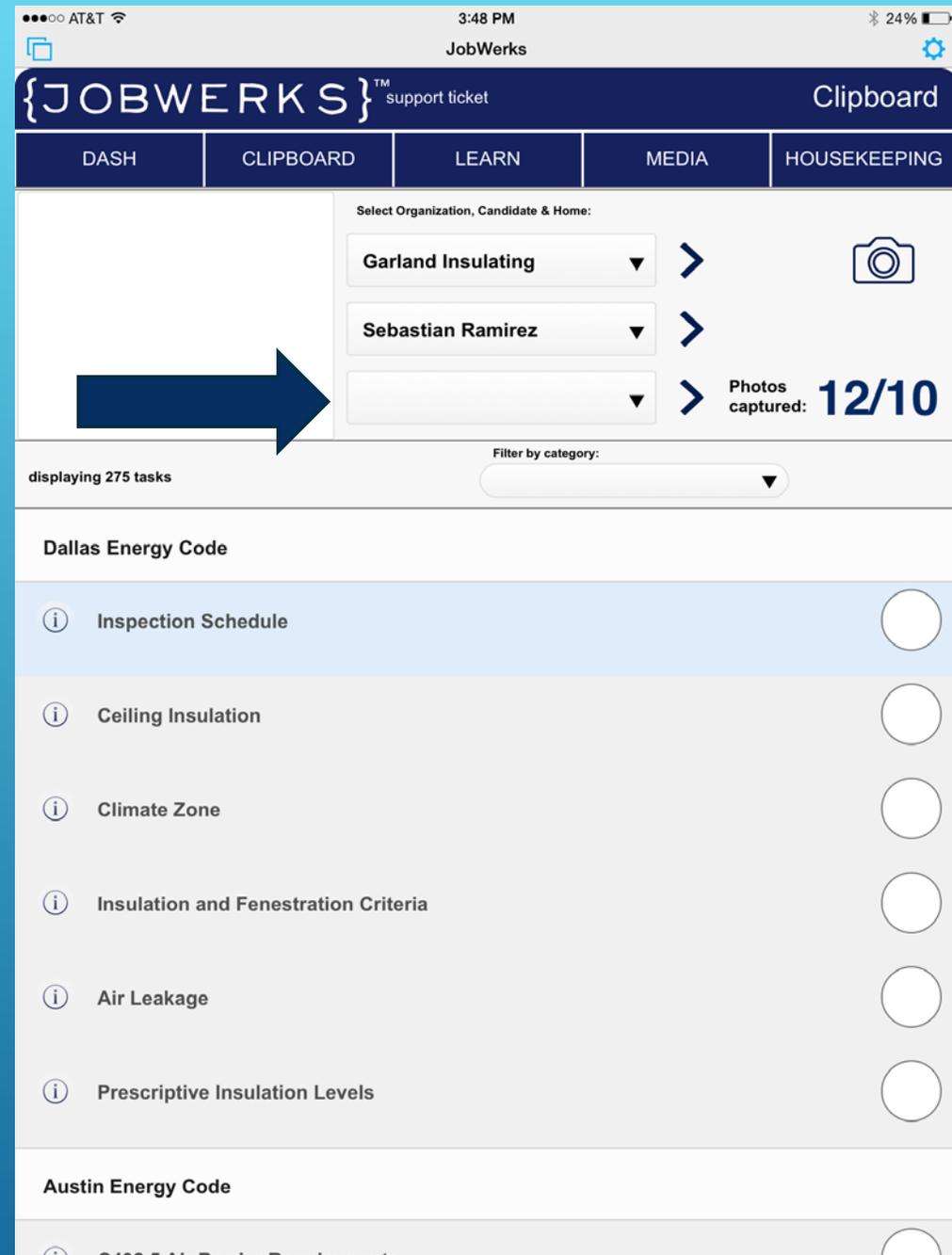
The screenshot shows the JobWerks Mentor Dashboard on a mobile device. The top navigation bar includes the JobWerks logo, a support ticket icon, and the text 'Mentor Dashboard'. Below this is a secondary navigation bar with tabs for 'DASH', 'CLIPBOARD', 'LEARN', 'MEDIA', and 'HOUSEKEEPING'. The 'DASH' tab is selected. The main content area shows the user is signed in as Erick Gomez, with a profile picture, a dropdown menu, and the email address egomez@garlandinsulating.com. Below this is a table of candidates for supervision, with Sebastian Ramirez highlighted. At the bottom, there are 'SIGN OUT' and 'SYNC' buttons.

SIGNED IN AS		
	Erick Gomez	
egomez@garlandinsulating.com		
<i>Erick Gomez</i>		
Francisco Navarro	Garland Insulating	Installer
<i>Erick Gomez</i>		
J Malagon	Garland Insulating	Installer
<i>Erick Gomez</i>		
Javier Avila	Garland Insulating	Installer
<i>Erick Gomez</i>		
Jose Alamanza	Garland Insulating	Installer
<i>Erick Gomez</i>		
Jose Salazar	Garland Insulating	Installer
<i>Erick Gomez</i>		
Juan Flores	Garland Insulating	Installer
<i>Erick Gomez</i>		
Pedro Jaimés	Garland Insulating	Installer
<i>Erick Gomez</i>		
Pedro Moreno	Garland Insulating	Installer
<i>Erick Gomez</i>		
Samuel Garcia	Garland Insulating	Installer
<i>Erick Gomez</i>		
Sebastian Ramirez	Garland Insulating	Installer
<i>Erick Gomez</i>		

SIGN OUT **SYNC**

STEP 10:
AFTER CLICKING SEBASTIAN THE APP
WILL AUTOMATICALLY TAKE YOU TO
THE **CLIPBOARD** OF THE CANDIDATE
ALREADY PRESELECTED

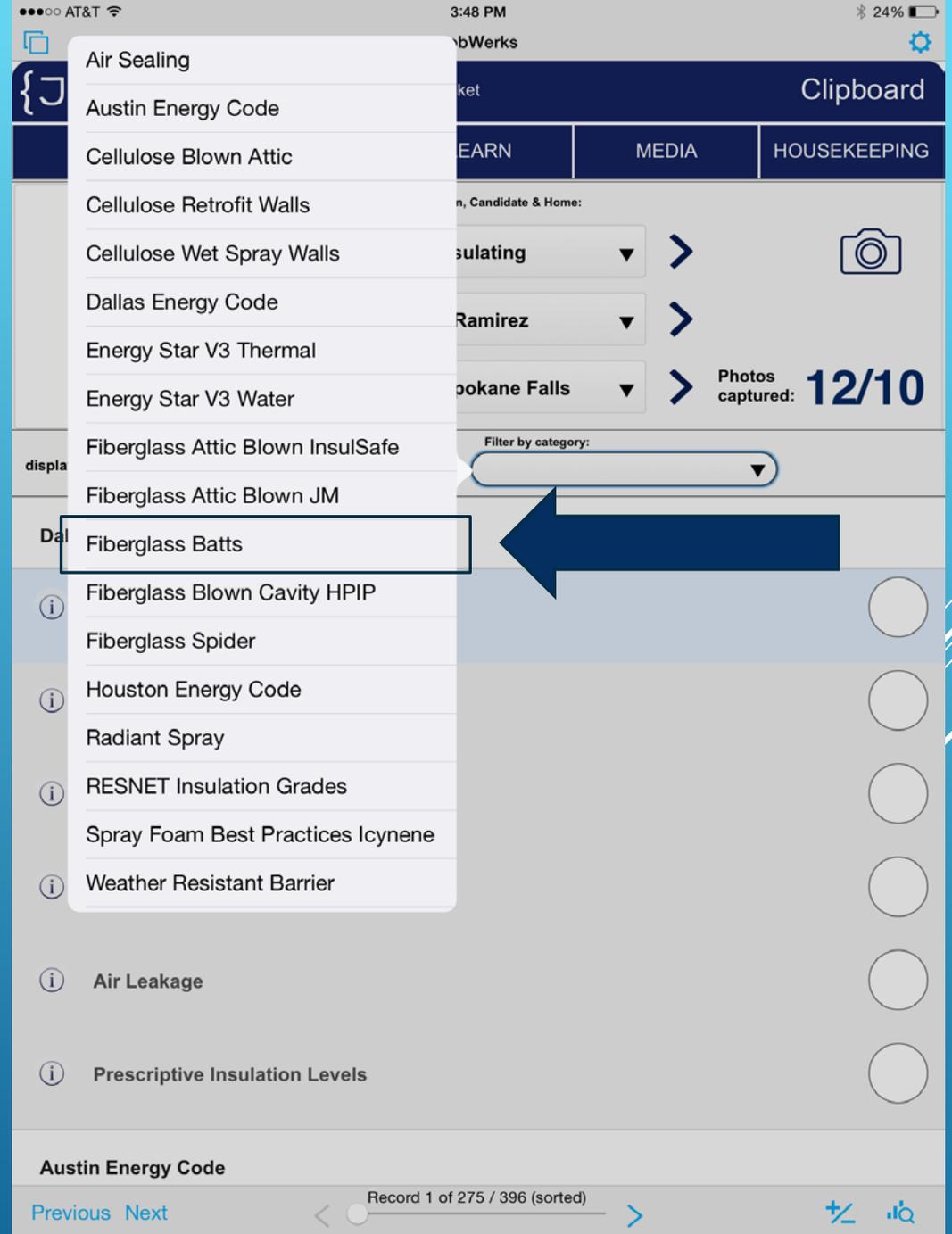
GO TO THE 3RD DROP DOWN TAB,
SELECT THE ADDRESS YOU WISH TO
SUPERVISE



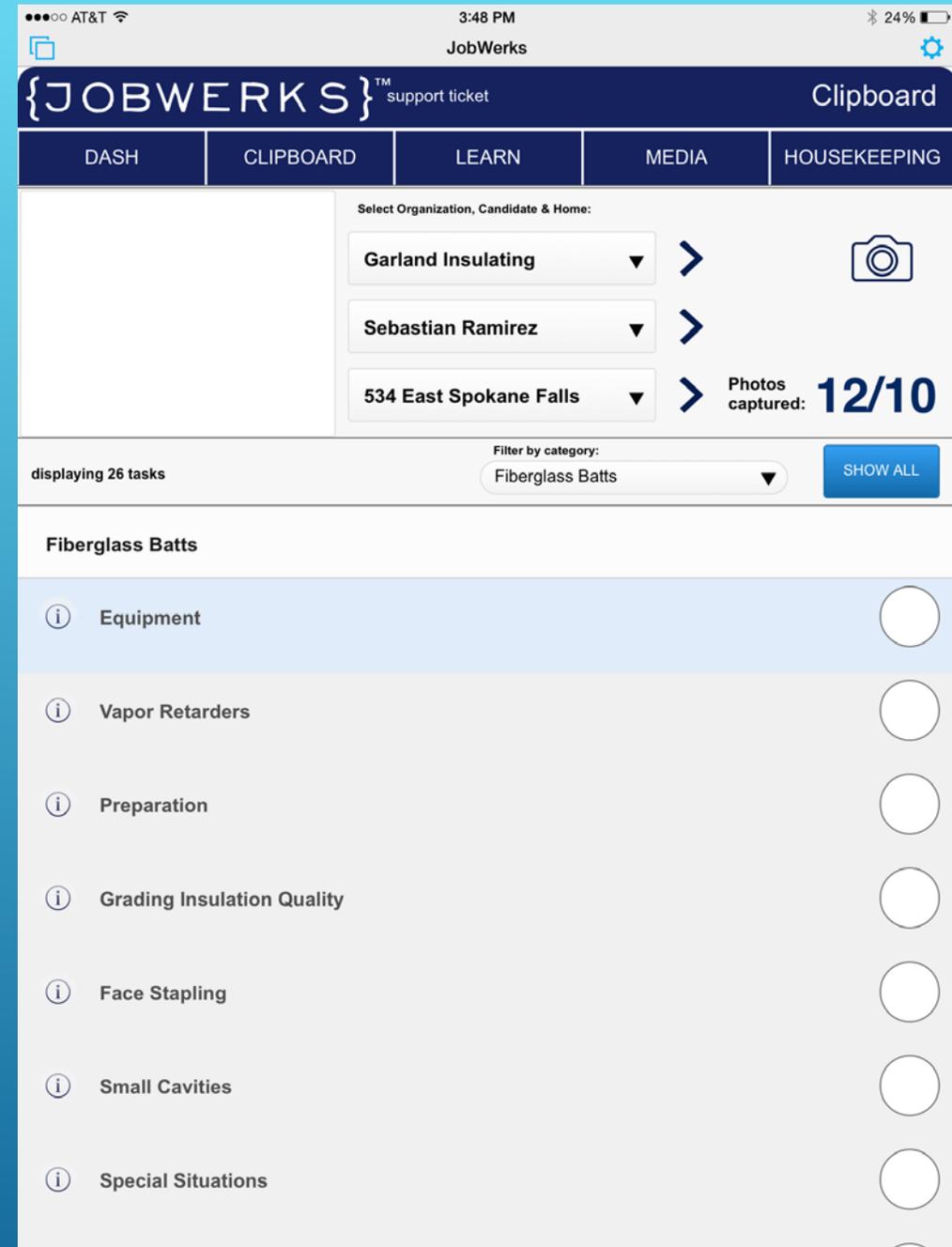
NOTICE ONLY THE
ADDRESS THAT YOU
ASSIGN TO THE
CANDIDATE UNDER THE
HOUSEKEEPING TAB
WILL APPEAR

The screenshot displays the JobWerks mobile application interface. At the top, the status bar shows AT&T, 3:48 PM, and 24% battery. The app header includes the JobWerks logo, a support ticket icon, and a clipboard icon. Below the header is a navigation bar with tabs: DASH, CLIPBOARD, LEARN, MEDIA, and HOUSEKEEPING. The main content area is titled "Select Organization, Candidate & Home:" and features three dropdown menus. The first dropdown is set to "Garland Insulating", the second to "Sebastian Ramirez", and the third to "2599 Berry Brook" and "534 East Spokane Falls Blvd". A callout box highlights the address. To the right of the dropdowns is a camera icon and a "Photos captured: 12/10" indicator. Below the dropdowns is a "Filter by category:" dropdown menu. The main content area displays a list of tasks under the heading "Dallas Energy Code". The tasks are: Inspection Schedule, Ceiling Insulation, Climate Zone, Insulation and Fenestration Criteria, Air Leakage, and Prescriptive Insulation Levels. Each task has an information icon (i) and a circular selection button. Below the list is the heading "Austin Energy Code". At the bottom, there is a pagination bar showing "Record 1 of 275 / 396 (sorted)" and navigation icons for "Previous" and "Next".

SELECT CATEGORY THAT YOU WISH TO SUPERVISE

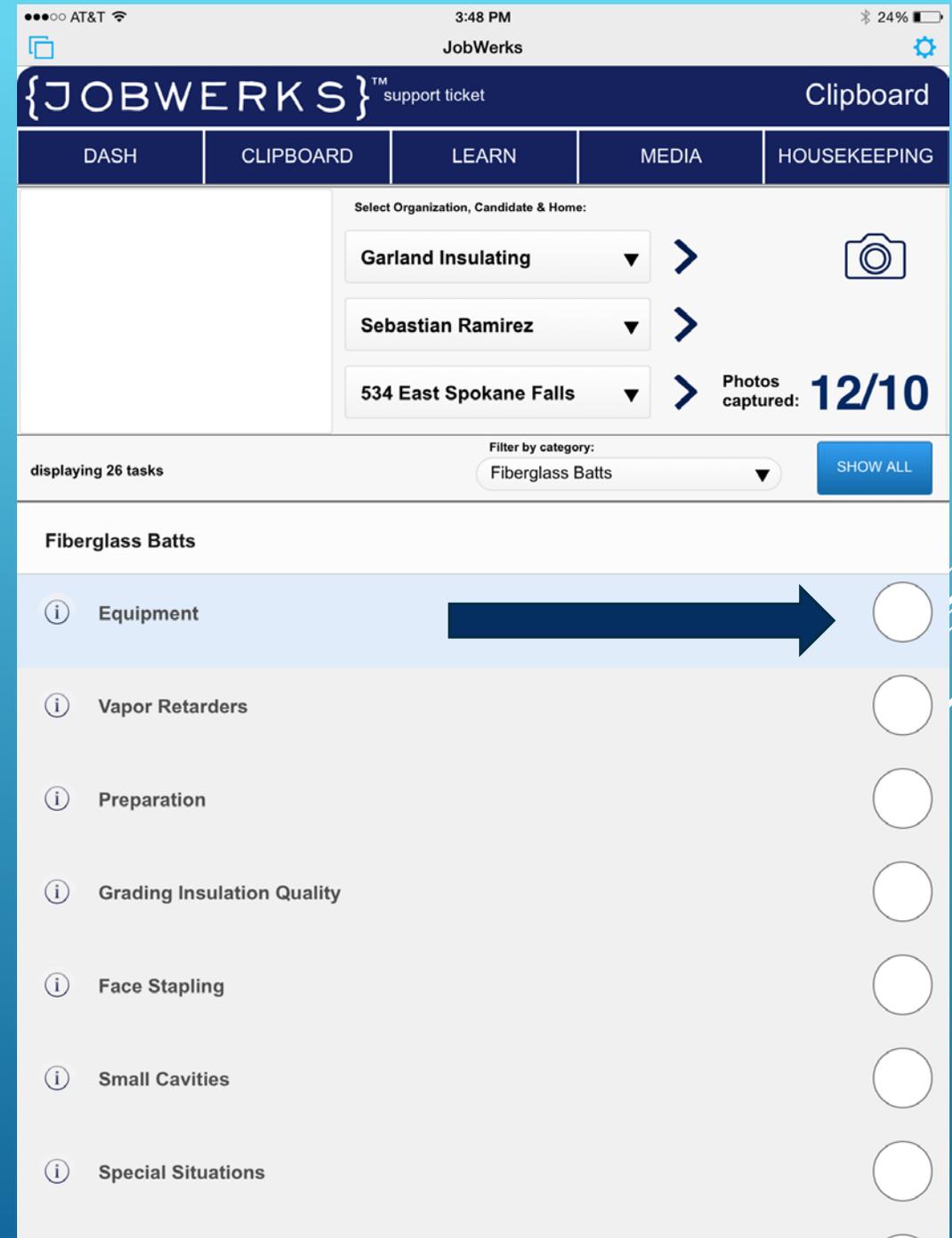


THE APP WILL
AUTOMATICALLY FILTER
TO TASKS/STEPS RELATED
TO THE SPECIFIC
CATEGORY



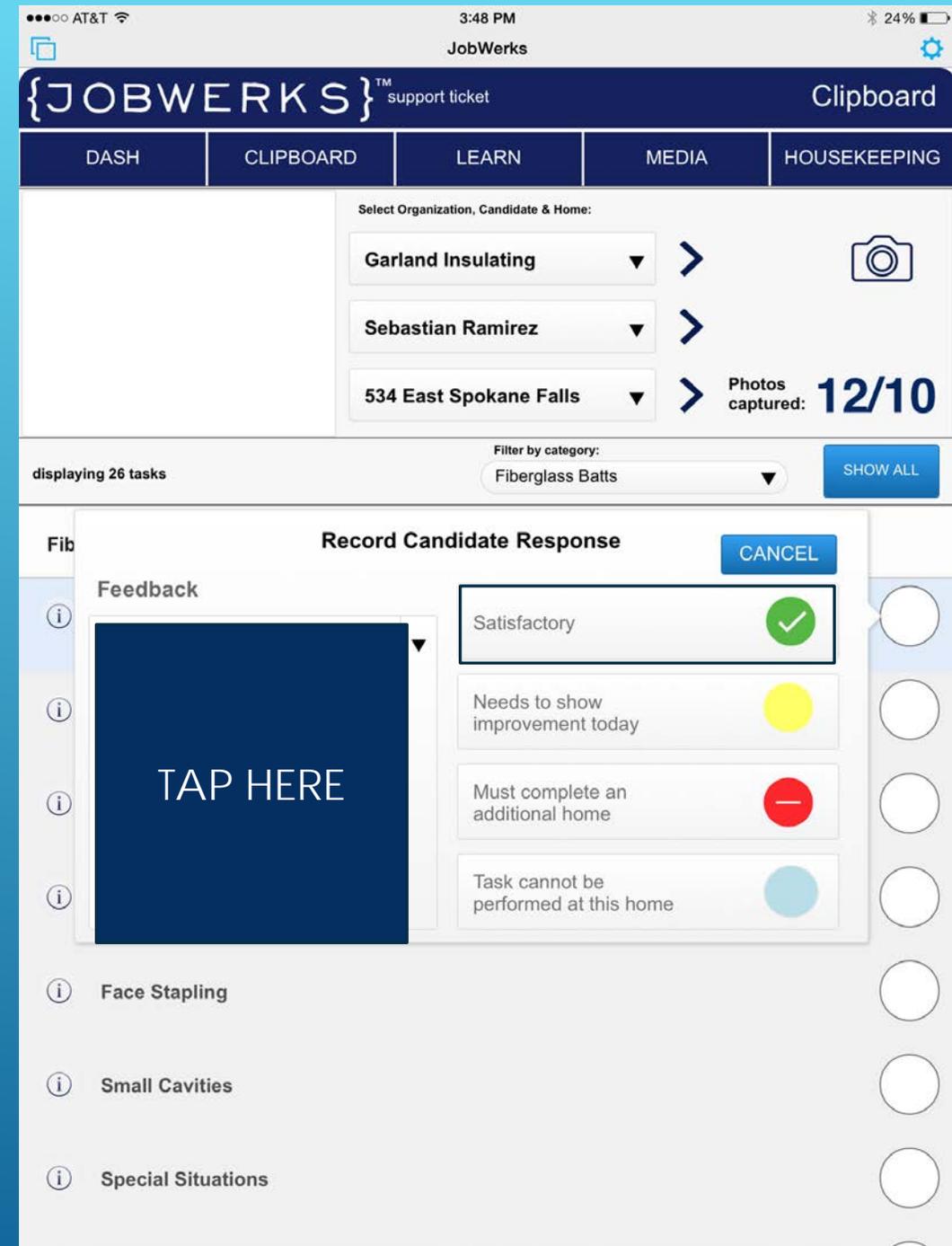
YOU CAN COMMENT ON EACH INDIVIDUAL TASK BY SIMPLY SELECTING THE CIRCLE TO THE RIGHT OF EACH TASK

FOR EXAMPLE:
WE WANT TO SUPERVISE AND INSPECT THE EQUIPMENT



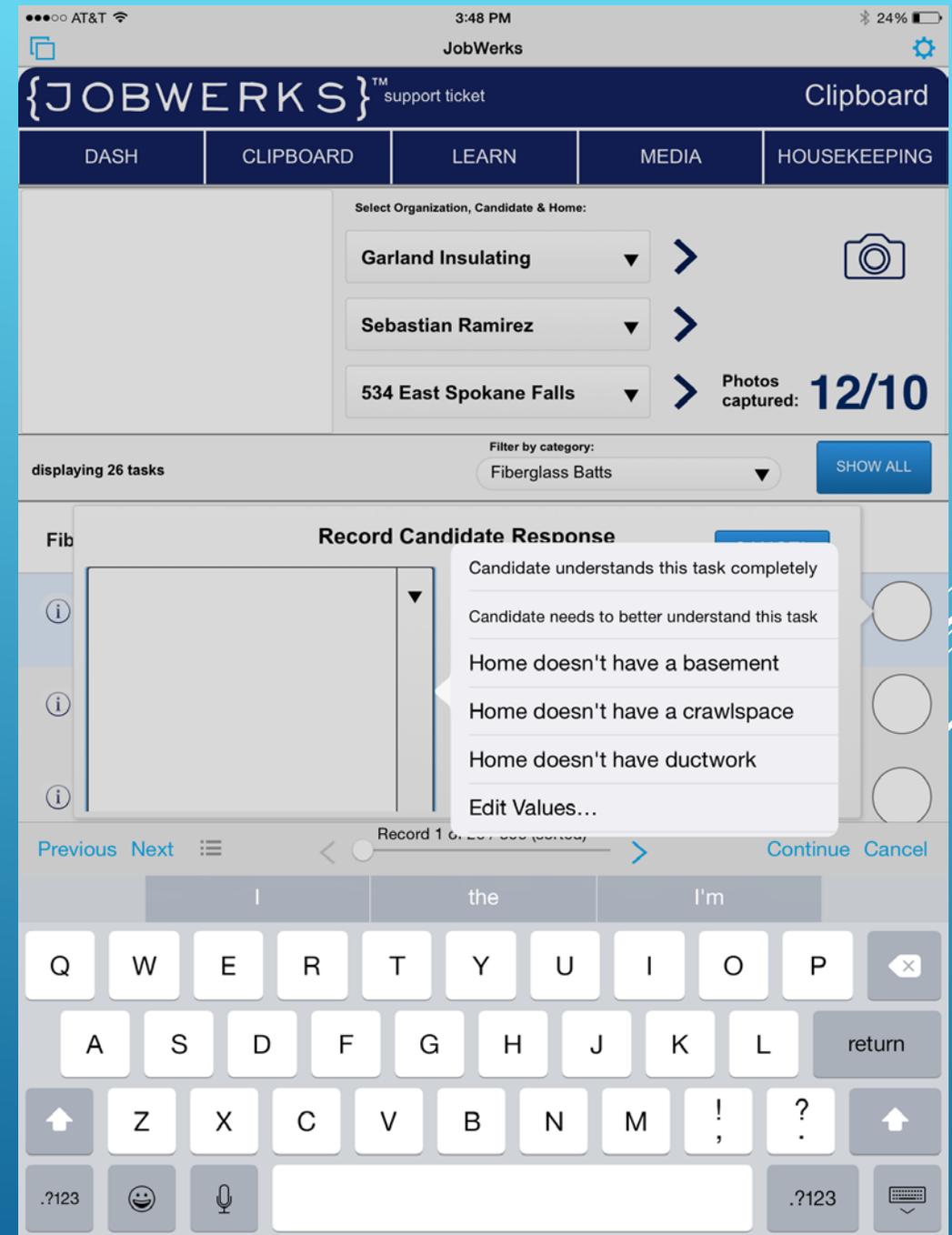
ONCE YOU CLICK ON THE CIRCLE TO RECORD YOUR FINDINGS AT THE JOB, A RESPONSE WILL APPEAR. HERE YOU CAN SELECT PREASSIGNED RESPONSES OR ADD CUSTOM COMMENTS IN THE BOX ON THE LEFT BY CLICKING THE BOX.

THE LIST TO THE RIGHT GIVES YOU A MARKER INDICATING IF THE JOB WAS PERFORMED TO ITS FULL EXTENT OR IF THERE IS ROOM FOR IMPROVEMENT ETC.



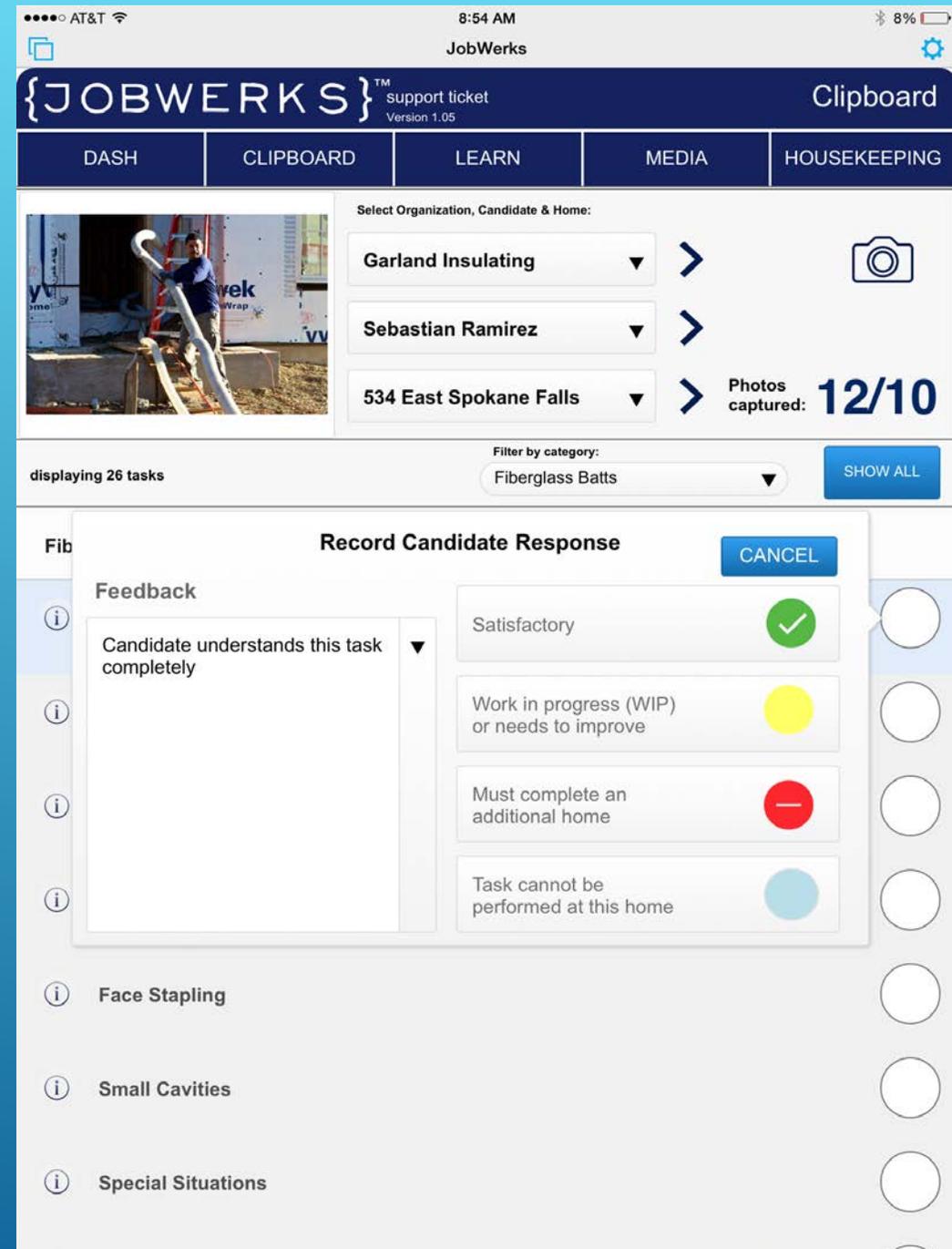
ONCE YOU SELECT THE BOX IT WILL APPEAR LIKE THIS. THE DROPDOWN MENU IS A LIST OF PRESELECTED COMMON ANSWERS FOR THE JOBS.

YOU CAN ALWAYS ADJUST THIS LIST BY SELECTING EDIT VALUES, OR YOU CAN TYPE A CUSTOM RESPONSE BY SIMPLY CLICKING ON THE BOX AGAIN AND USING THE KEYBOARD TO TYPE.



ONCE A RESPONSE HAS BEEN SELECTED IT WILL DISPLAY IN THE FEEDBACK FIELD.

TO COMPLETE AND SAVE THE RESPONSE, YOU WOULD THEN MARK THE TASK AS EITHER: SATISFACTORY, WIP, INCOMPLETE, OR NOT APPLICABLE

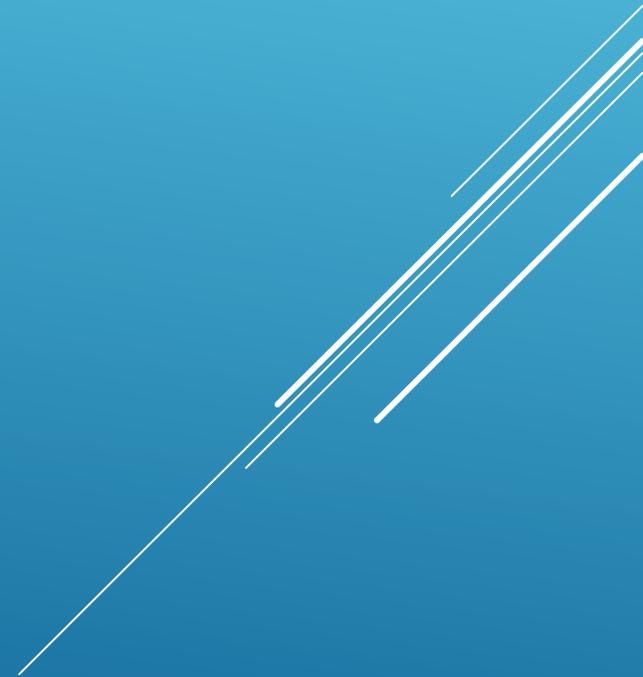


IF EVERYTHING IS DONE
CORRECTLY, THE EMPTY CIRCLE TO
THE RIGHT SHOULD APPEAR SOLID
WITH THE COLOR CODE THAT
INDICATES WHETHER IT'S
COMPLETE, INCOMPLETE, WIP, OR
NOT APPLICABLE

The screenshot shows the JobWerks mobile application interface. At the top, the status bar displays 'AT&T', '1:15 PM', and '16%' battery. The app header includes the JobWerks logo, 'support ticket Version 1.05', and a 'Clipboard' button. A navigation bar contains 'DASH', 'CLIPBOARD', 'LEARN', 'MEDIA', and 'HOUSEKEEPING'. Below this is a section for 'Select Organization, Candidate & Home:' with dropdown menus for 'Garland Insulating', 'Sebastian Ramirez', and '534 East Spokane Falls', along with a camera icon and 'Photos captured: 12/10'. A filter section shows 'displaying 26 tasks' and 'Filter by category: Fiberglass Batts' with a 'SHOW ALL' button. The main content area is titled 'Fiberglass Batts' and lists tasks with completion indicators:

- Equipment (Green circle)
- Vapor Retarders (Empty circle)
- Preparation (Empty circle)
- Grading Insulation Quality (Empty circle)
- Face Stapling (Empty circle)
- Small Cavities (Empty circle)
- Special Situations (Empty circle)

TAKE A PICTURE



IN THE FIELD, A SUPERVISOR MIGHT NEED IMAGES IN ORDER TO USE AT A LATER DATE FOR TRAINING, TO TRACK PROGRESS, OR NOTE IF WORK HAS BEEN COMPLETED. YOU CAN DO THIS BY CLICKING ON THE CAMERA ICON ON THE TOP RIGHT CORNER.

The screenshot displays the JobWerks mobile application interface. At the top, the status bar shows AT&T service, 1:15 PM, and 16% battery. The app header includes the JobWerks logo, 'support ticket Version 1.05', and a 'Clipboard' label. A navigation bar below the header contains tabs for 'DASH', 'CLIPBOARD', 'LEARN', 'MEDIA', and 'HOUSEKEEPING'. The main content area features a photo of a worker on the left and a selection menu on the right. The selection menu is titled 'Select Organization, Candidate & Home:' and includes three dropdowns: 'Garland Insulating', 'Sebastian Ramirez', and '534 East Spokane Falls'. A camera icon in the top right corner of this menu is highlighted with a yellow square. Below the selection menu, a filter dropdown is set to 'Fiberglass Batts' with a 'SHOW ALL' button. The bottom section of the screen lists task categories under the heading 'Fiberglass Batts': 'Equipment' (with a green circle), 'Vapor Retarders', 'Preparation', 'Grading Insulation Quality', 'Face Stapling', 'Small Cavities', and 'Special Situations' (each with a white circle).

AT THE BOTTOM OF THIS SECTION OF THE APP THERE ARE OPTIONS TO EITHER USE THE PHOTO OR TO RETAKE THE PHOTO.



ONCE THE PHOTO HAS BEEN SELECTED, YOU CAN SEE THAT EVERYTHING HAS BEEN PRESELECTED, THE CANDIDATE, ADDRESS, CATEGORY. IF YOU WOULD LIKE TO MAKE ANY CHANGES YOU CAN DO SO BY USING THE DROPDOWN MENUS.

9:16 AM 7% JobWerks

{JOBWERKS}™ support ticket Submit Photo



Sebastian Ramirez

Garland Insulating

534 East Spokane Falls

Category: Fiberglass Batts

Notes

BACK SUBMIT

TO MAKE A CHANGE
SIMPLY USE THE DROP
DOWN MENUS AND SELECT
THE CATEGORY YOU WISH
TO PLACE THE IMAGE
UNDER.

AT&T 9:16 AM 7%

JobWerks

{JOBWERKS}™ support ticket



Sebastian Ramirez

Garland Insulating

534 East Spokane

Category: **Fiberglass Batts**

Notes

- Air Sealing
- Austin Energy Code
- Cellulose Blown Attic
- Cellulose Retrofit Walls
- Cellulose Wet Spray Walls
- Dallas Energy Code
- Energy Star V3 Thermal
- Energy Star V3 Water
- Fiberglass Attic Blown InsulSafe
- Fiberglass Attic Blown JM
- Fiberglass Batts**
- Fiberglass Blown Cavity HPIP
- Fiberglass Spider
- Houston Energy Code
- Radiant Spray
- RESNET Insulation Grades
- Spray Foam Best Practices Icynene
- Weather Resistant Barrier

BACK SUBMIT

Previous Next Record 1 of 1

AT THE BOTTOM OF THE APP YOU CAN TYPE IN ANY COMMENTS OR NOTES RELATING TO THE IMAGES IN ORDER TO TRACK YOUR FINDINGS AND REMEMBER SPECIFICS ABOUT THE JOB.

The screenshot displays the JobWerks mobile application interface for a support ticket. At the top, the status bar shows AT&T service, 9:16 AM, and 6% battery. The app header includes the JobWerks logo and 'support ticket' text, with a 'Submit Photo' button on the right. Below the header, there is a photo of stacked materials. To the right of the photo are three dropdown menus: 'Sebastian Ramirez', 'Garland Insulating', and '534 East Spokane Falls', each with a close button. Below these is a 'Category' dropdown set to 'Fiberglass Batts'. A 'Notes' text area contains the text 'Material is stacked and good to go'. At the bottom, there are navigation buttons for 'Previous' and 'Next', a 'Record 1 of 1' indicator, and a keyboard with various function keys like 'to', 'back', 'home', and 'return'.

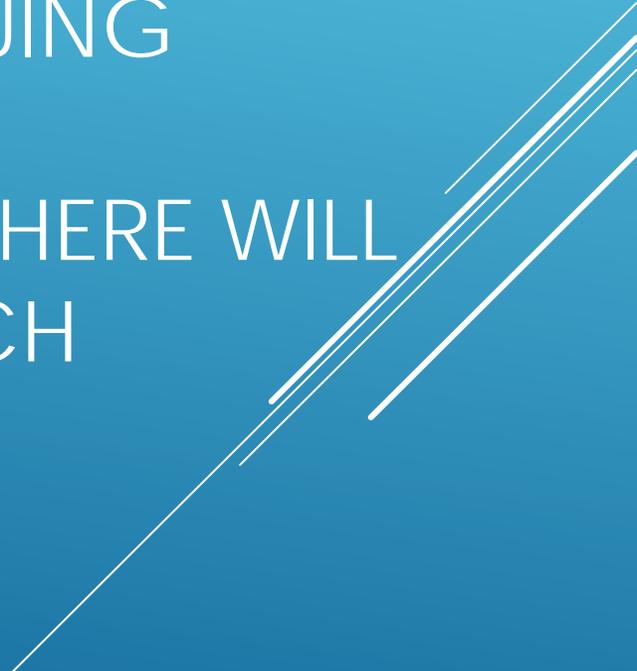
ONCE THE IMAGE HAS BEEN SAVED, IT WILL AUTOMATICALLY RETURN YOUR PAGE TO THE CLIPBOARD TO CONTINUE SUPERVISING OTHER WORK.

IF YOU NEED TO FILTER YOUR SEARCH, REMEMBER TO USE THE FILTER DROP DOWN MENU TO SELECT YOUR DESIRED CATEGORY.

The screenshot displays the JobWerks mobile application interface. At the top, the status bar shows AT&T, 9:16 AM, and 6% battery. The app header includes the JobWerks logo, "support ticket Version 1.05", and a "Clipboard" button. Below the header is a navigation bar with tabs for DASH, CLIPBOARD, LEARN, MEDIA, and HOUSEKEEPING. The main content area features a photo of a worker on a ladder, a "Select Organization, Candidate & Home:" section with dropdowns for "Garland Insulating", "Sebastian Ramirez", and "534 East Spokane Falls", and a "Photos captured: 12/10" indicator. A "Filter by category:" dropdown menu is visible, currently set to "displaying 275 tasks". The task list is titled "Dallas Energy Code" and includes items like "Inspection Schedule", "Ceiling Insulation", "Climate Zone", "Insulation and Fenestration Criteria", "Air Leakage", and "Prescriptive Insulation Levels", each with an information icon and a selection circle. The bottom of the screen shows the start of the "Austin Energy Code" section.

THIS APP IS DESIGNED TO BE A TOOL FOR YOU TO USE IN THE FIELD TO HELP TRAIN CREWS AND TO ALSO PROVIDE YOUR CREW LEADERS AND CREW MEMBERS WITH THE TOOLS FOR CONTINUING EDUCATION.

AS WE CONTINUE TO EXPAND THE APP, THERE WILL BE A CERTIFICATION OFFERED AFTER EACH SUCCESSFULLY COMPLETED CATEGORY.

A decorative graphic consisting of several parallel white lines of varying lengths, slanted diagonally from the bottom right towards the top right, located in the lower right quadrant of the slide.

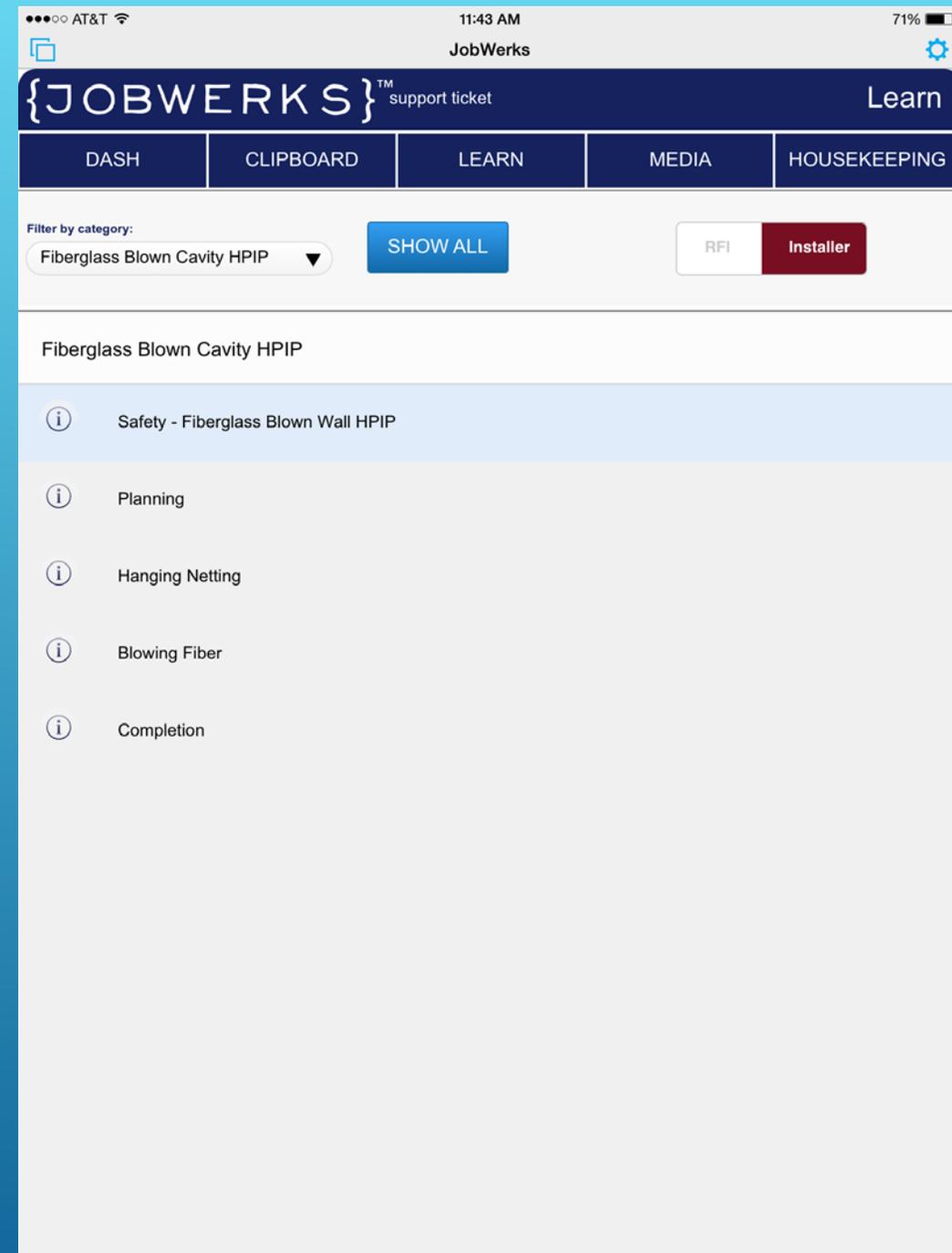
THE LEARN TAB

A COLLECTIVE LIST OF ALL APPLICATIONS ASSOCIATED WITH INSTALLATION OF INSULATION AND AIR SEALING.

WHEN TRAINING ON SITE EACH MENTOR WILL HAVE THE NECESSARY TOOLS TO TRAIN PROPERLY ACCORDING TO BEST PRACTICES AND MANUFACTURES SPECIFICATIONS.

THIS TOOL CAN BE USED TO HELP EDUCATE BUILDERS ON ASPECTS OF THE INSULATION PHASE OF THE JOB THAT THEY MAY NOT BE FAMILIAR WITH.

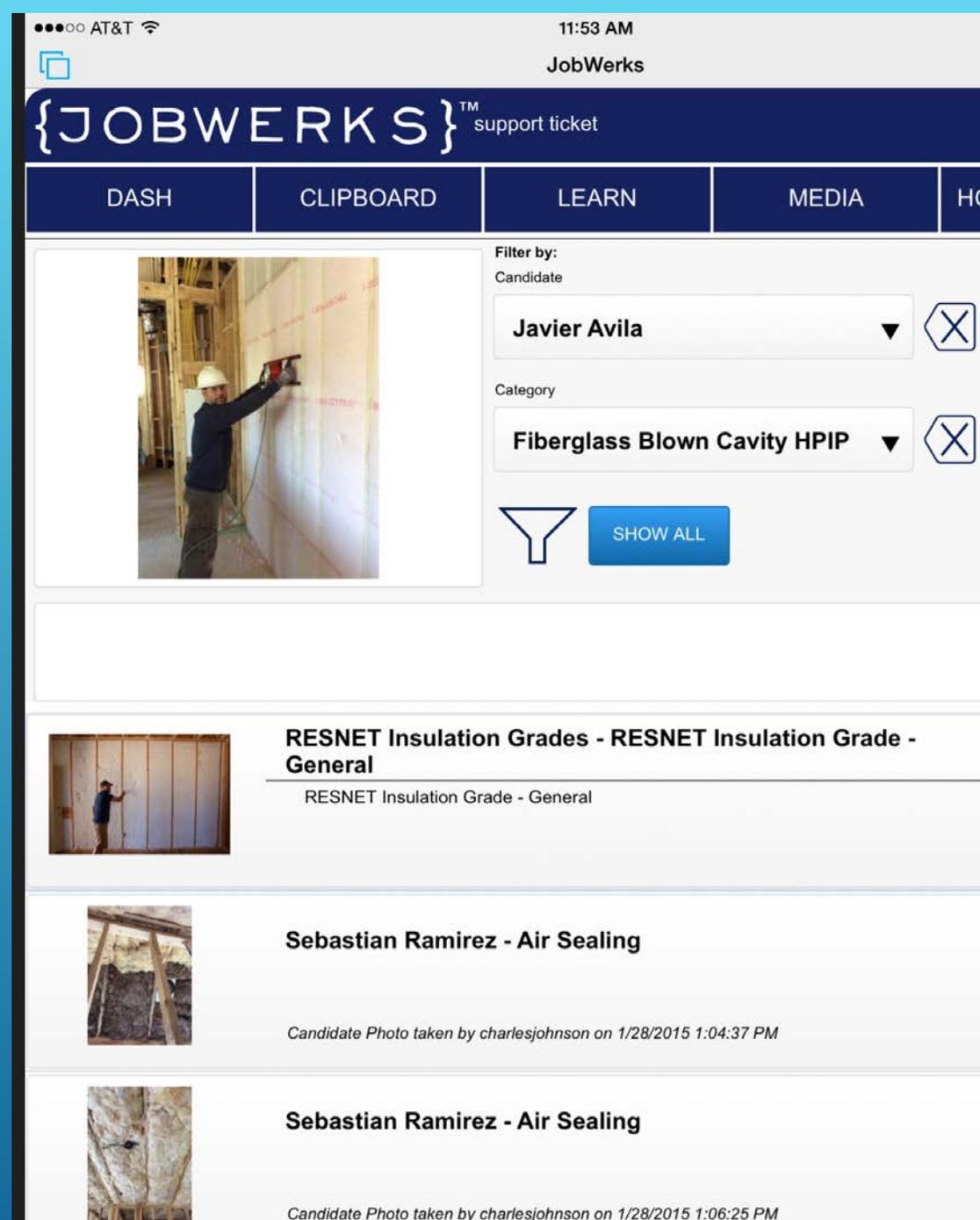
THIS TAB WILL INCLUDE PPE, EQUIPMENT NEEDS, TOOLS NEEDED TO CONDUCT THE JOB, PROPER INSTALLATION PROCEDURES PER THE MANUFACTURERS SPECIFICATION, ETC.



THE MEDIA TAB

WILL BE THE STORE HOUSE FOR PHOTOS TAKEN AT JOBS DURING TRAINING AND CAN ALSO BE USED FOR CONTINUING EDUCATION WITH OTHER CREWS AT YOUR LOCATIONS.

ALSO THIS FUNCTION CAN BE USED TO SEND PHOTOS TO BUILDERS WHEN CIRCUMSTANCES ON A JOB SITE WILL IMPEDE THE INSULATION CREW FROM SUCCESSFULLY COMPLETING THE ASSIGNED TASK, I.E. FRAMING NOT COMPLETE, DOORS AND WINDOWS MISSING, BLOCKING NOT COMPLETE, ETC.



The screenshot displays the JobWerks mobile application interface. At the top, the status bar shows AT&T service and the time 11:53 AM. The app header includes the JobWerks logo and the text "support ticket". Below the header is a navigation bar with tabs for "DASH", "CLIPBOARD", "LEARN", "MEDIA", and "HC". The "MEDIA" tab is selected. The main content area features a large photo of a worker in a hard hat using a power tool on a wall. To the right of this photo are filter controls: "Filter by: Candidate" with a dropdown menu showing "Javier Avila" and a close button, and "Category" with a dropdown menu showing "Fiberglass Blown Cavity HPIP" and a close button. Below the filters is a funnel icon and a blue "SHOW ALL" button. The lower portion of the screen shows a list of photo thumbnails with associated text: "RESNET Insulation Grades - RESNET Insulation Grade - General" with a sub-label "RESNET Insulation Grade - General", "Sebastian Ramirez - Air Sealing" with a sub-label "Candidate Photo taken by charlesjohnson on 1/28/2015 1:04:37 PM", and another "Sebastian Ramirez - Air Sealing" with a sub-label "Candidate Photo taken by charlesjohnson on 1/28/2015 1:06:25 PM".

- ▶ As Insulation Contractors, we have to make the change we are looking for.
 - ▶ WE ARE ONLY AS GOOD AS OUR LAST JOB!!!!!!!
 - ▶ If we do not train the way our installers learn we will continue to be ordinary.
 - ▶ WE MUST STRIVE FOR EXTRAORDINARY!!!!!!!
 - ▶ THE JOBWERKS APP WILL HELP US REACH EXTRAORDINARY!!!!!!!
 - ▶ Thank you
- 



COMMENTS AND QUESTIONS

