



IT-Dev Auditor & Status checker

Section 1: Get Familiar With the Solution

The Auditor & Status checker is a tool designed to help users keep track of all their audit or status schedules in one place. The app enables users to add new audits with built-in generating of their schedules with predefined configuration. It offers the possibility to approve or deny scheduled events. This tool allows users to enhance their productivity and save time.

Section 2: Demo the Solution

New audit

Name *
Safety on the construction site

Date from *
05/01/2024

Date to *
06/30/2024

Schedule type

Every day

Every certain number of days 2

Selected weekdays

Monday Tuesday Wednesday Thursday Friday Saturday Sunday

Save Cancel

Figure 1. New form – adding new audit

Name	Date from	Date to
Safety on the construction site	05/01/2024	06/30/2024
Some new audit	05/15/2024	05/31/2024
Yet another audit	05/01/2024	05/31/2024

+ Add new audit

Figure 2. Audits list – view of all the audits

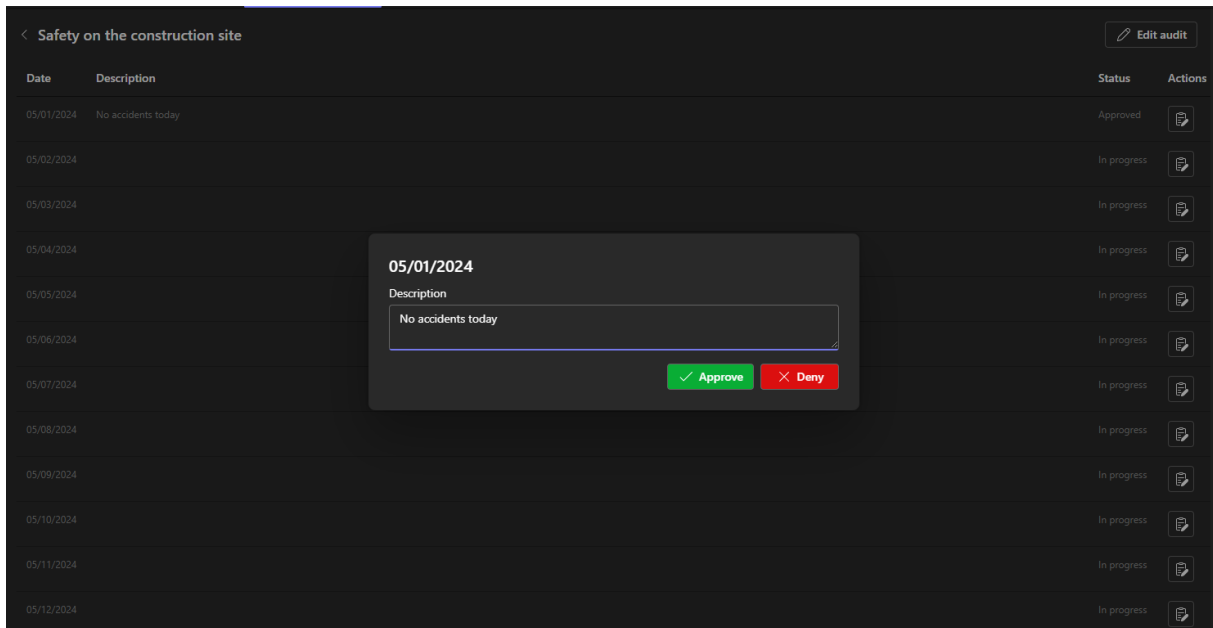


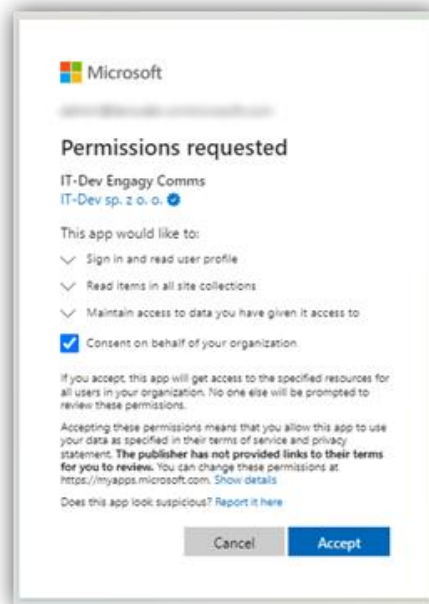
Figure 3. Setting audit schedule event status and description

Section 3: Deploy & adopt for IT admins

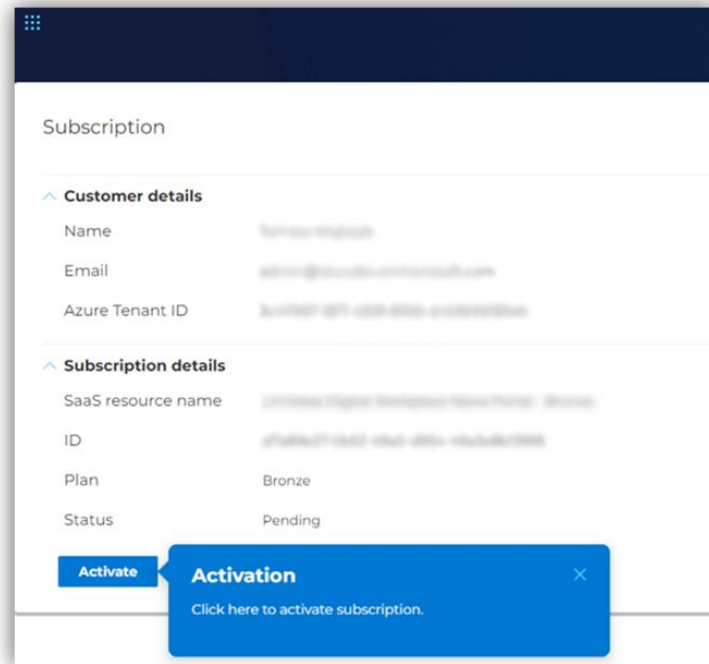
Guidance for Configuration Steps

Purchase Limitless Digital Workplace for Power & Utilities license

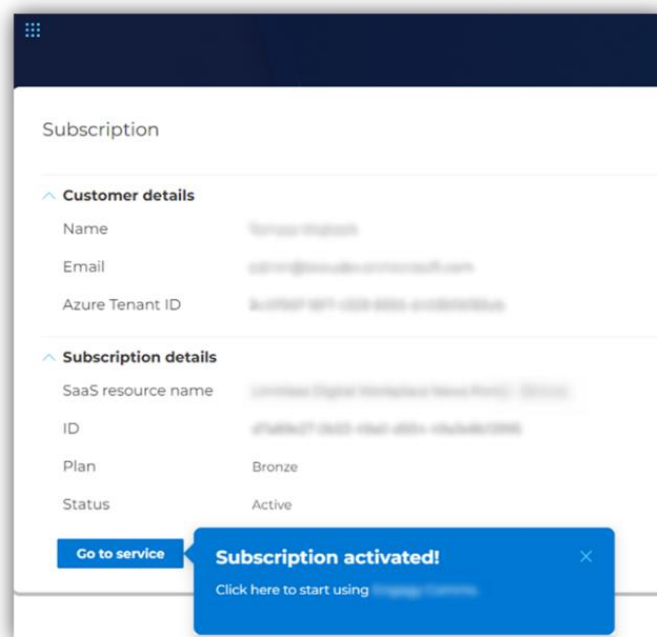
- Go to Azure Marketplace or AppSource portal and buy Limitless Digital Workplace for Power & Utilities
- Configure your subscription
- Accept required permissions by pressing *Accept* button



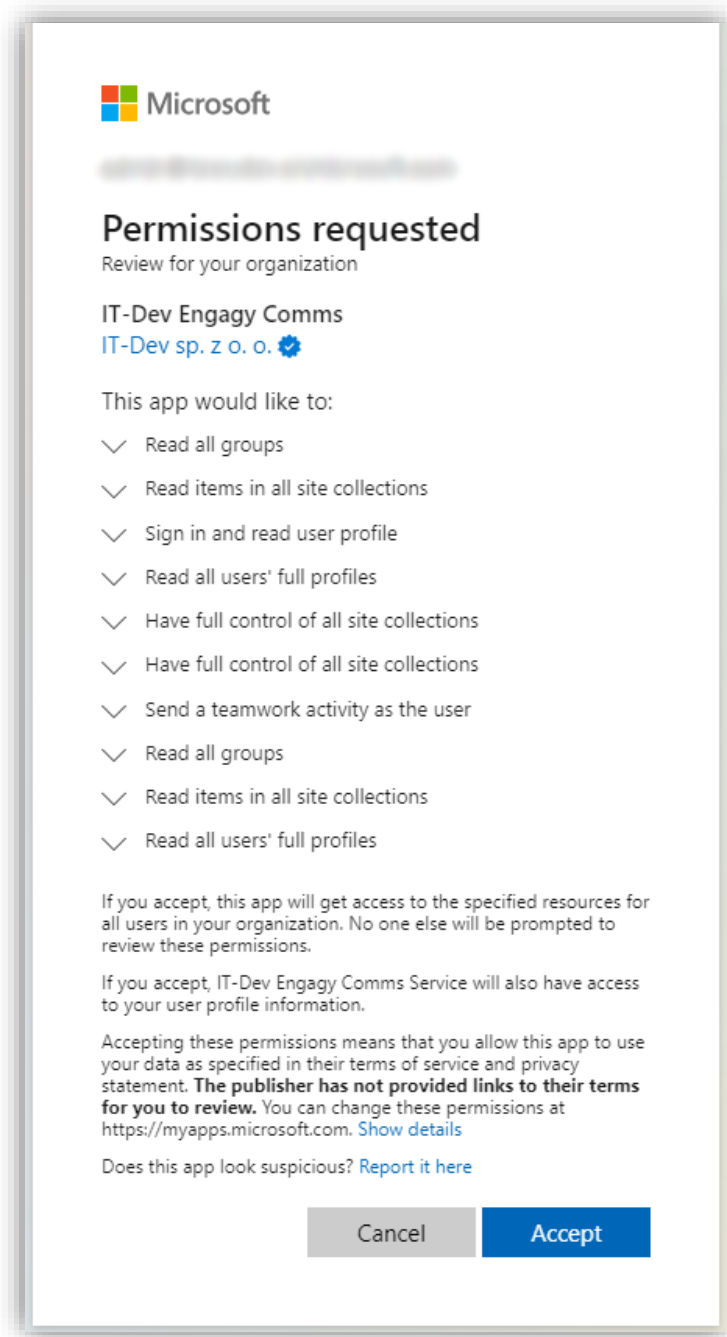
- Activate your subscription by pressing *Activate* button



- Press *Go to service* button.



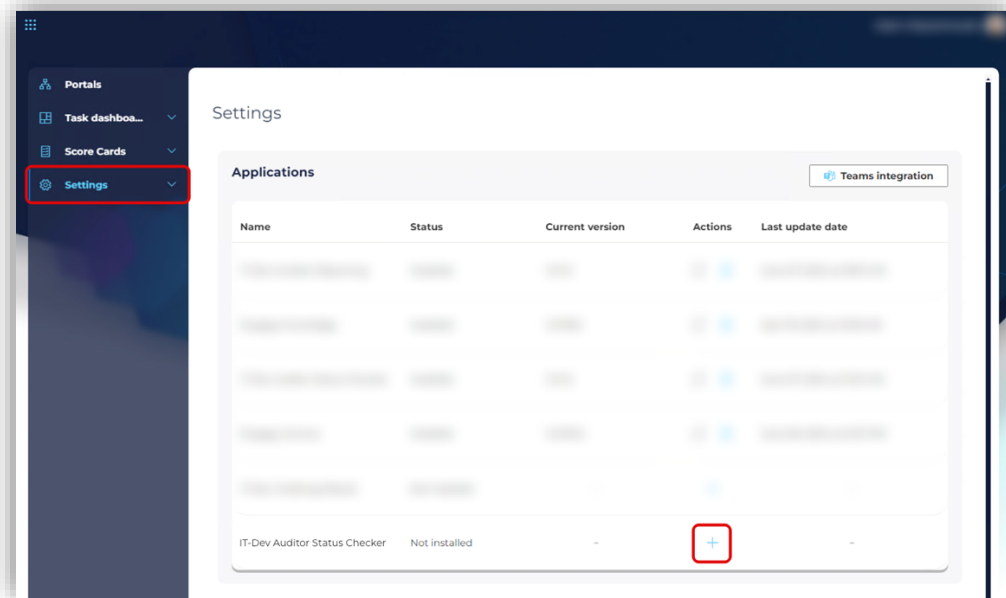
- Accept required permissions by pressing *Accept* button.



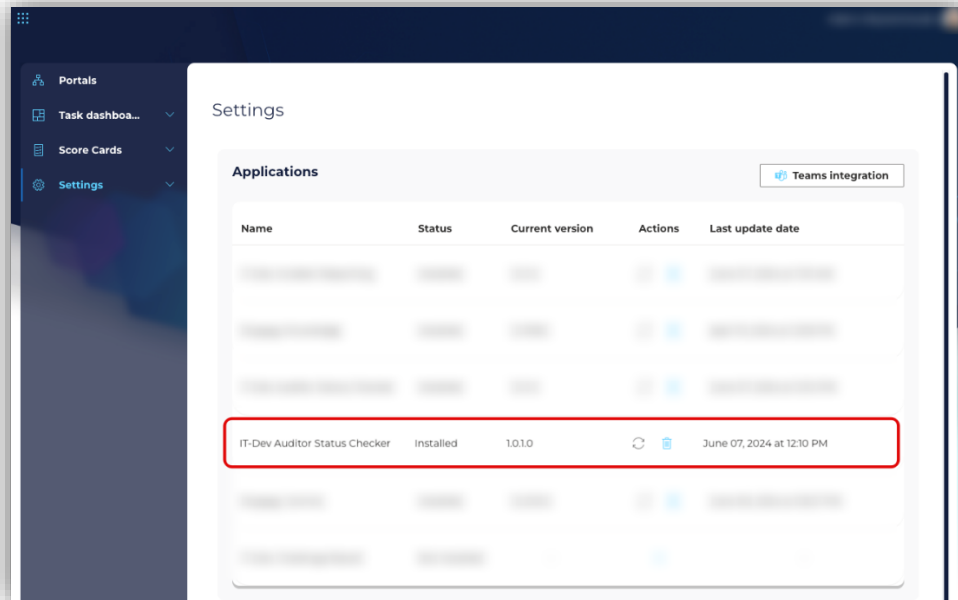
Important: After accepting the required permissions, go to Microsoft Teams admin center and distribute the app to the users.

How to add the application to Microsoft Teams

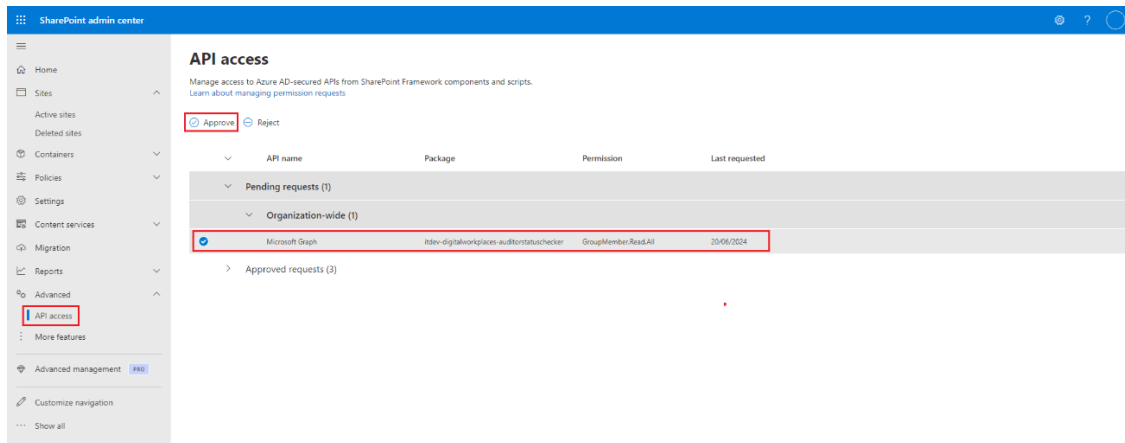
- Go to [Engagy Comms website](#)
- Find IT-Dev Auditors Status Checker app and click "+" button



- Mechanism will automatically add selected app your tenant app catalog and accept all necessary API Access permissions. It takes approximately 5 minutes to complete the operation.
- After successfully adding app you will see your app with status: Installed with info about currently installed version and last update date:

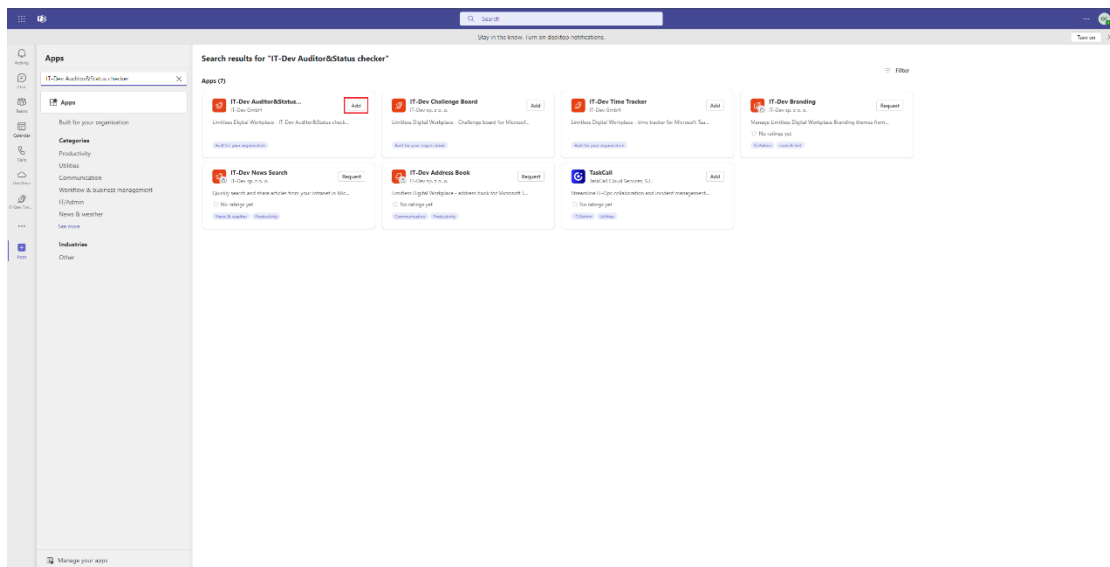


- Go to API access page in SharePoint Administration Center. Check if there are any pending requests for **IT-Dev Auditor&Status checker** app. If yes, then select them and click **Approve**.



How to add the Application to Teams

- Go to MS Teams app
- Press the 'Apps' button
- In the app search bar write 'IT-Dev Auditor&Status checker'
- Press the 'Add' button in the IT-Dev Auditor&Status checker app tile



- Press the 'Add to a team' button

Apps

Search results for "IT-Dev Auditor&Status checker"

IT-Dev Auditor&Status checker

IT-Dev Auditor&Status checker

IT-Dev Challenge Board

IT-Dev Time Tracker

IT-Dev Branding

IT-Dev Teams Search

IT-Dev Auditor&Status checker

Add to a team

Overview

Permissions

Unlimited Digital Workplace - IT-Dev Auditor&Status checker for Microsoft Teams

Are you finding it hard to create your audit schedules and manage them all in one place? We've got the solution for you!

Reduce time investment by integrating a user-friendly status checker within your Microsoft Teams. This empowers employees to effortlessly check status of events, streamlining productivity and ensuring efficient time management.

By integrating **IT-Dev Auditor&Status checker** directly into Microsoft Teams, you can easily see valuable time lost, also enhance productivity and work efficiency. With instant access to audits and their schedules, employees can easily manage their work, facilitating quicker decision-making and smoother project execution. **IT-Dev Auditor&Status checker** strengthens the overall efficiency of employees and the flow of work in the organization.

Benefit summary

- Time savings through instant access to multiple audits in the same place.
- Increased productivity through generating an audit schedule in a few clicks with available schedule configuration options.
- Reduce costs thanks to time savings and increased productivity.

IT-Dev Auditor&Status checker is available in your workplace environment in Microsoft Teams!

Note The subscription setup requires installing prerequisites in the OneDrive app to allow linking. All configuration steps are described in documentation available in the application details in Teams > Documentation tab.

Get in touch with us

Don't hesitate to reach out. We'll be happy to help you get started. Reach out, or just visit us online. And don't forget to contact us anytime at our [support page](#).

By using IT-Dev Auditor&Status checker, you agree to the [privacy policy](#), [terms of use](#), and [permissions](#).

Section 4: How to use guide for end users

1. **Access Microsoft Teams:** Open the Microsoft Teams App on your device
2. **Search for the app**
 - on the desktop or browser version, click the “...” (More apps) button below the message box
 - on the mobile version, tap the “+” button on the left side of the message box.
3. **Choose Audit & Status checker app** from the list of available apps
4. **View audits**
 - all audits are visible on app home screen
 - following audits properties are available on this view: name, date from and date to
 - view can be sorted by audits' titles, dates from and dates to
5. **View audits' schedules**
 - to view audit schedule click on audit on audits list
 - following audit schedule entries properties are available on this view: date, description, status and actions
6. **Add new audits**
 - to add new audit click 'Add new audit' button on audits list view
 - following properties need to be provided on new audit form: name, date from, date to, schedule type, and properties
 - after clicking 'Save' button audit will be added, its schedule will be generated and user will be redirected to new audit schedule view
7. **Edit audits properties**
 - to edit audit click 'Edit audit' button on audit schedule view
 - following properties can be modified on the form: name, date from, date to, schedule type and properties
 - after clicking 'Save' button audit properties will be modified, its schedule will be regenerated and user will be redirected to audit schedule view
8. **Approve or deny audit schedule entries**
 - to approve or deny audit schedule entry move to audit schedule view and choose one of the schedule entries
 - before clicking 'Approve' or 'Deny' button user can provide description
 - after clicking 'Approve' or 'Deny' button entry description and its status will be updated
 - only entries with date before or equal to current date can be approved or denied

Section 5: How to get support

For assistance with the IT-Dev Auditor&Status checker app, use the following resources:

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