

Requests

Requests is the app's landing tab. Staff see the requests assigned to them and the ones waiting in the pool, pick them up and close them here.

“ **How do I open it?** It opens when you sign in. The **Requests** item in the bottom bar always brings you back.

Tümü

Üstlendiklerim

Bekleyen

Oda Serv



Bekleyen talep yok — harikasınız.



Talepler



Odalar



Siparişler



Çağrılar



Salon



Özet



Profil

1. Filters

There are four filters above the list:

- **All:** Every open request in the business.
- **Assigned to me:** Only the requests you have taken on. This is the view you will use most during a shift.
- **Pending:** Requests nobody has picked up yet.
- **Room Service:** Room service requests.

With nothing waiting, the list reads *"No pending requests — great job."*

2. The request card

Each request is a card showing its type, the room or point it came from, the time it was raised and its status. Tap the card to **take it on**, and close it as **completed** when the work is done. Fault requests can carry a resolution photo when you close them.

Everything you do appears in the panel immediately: the request shows as assigned to you there too, and drops off when you close it.

3. Raising a request

When you spot something yourself, you can raise the request too — that is what **New Request** on the **Profile** tab is for.

🔗 **Related pages: Useroam Go → Rooms, Summary, Profile; Hotel Solution → Request Management.**

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