How Toggles Work in Streamline

In this article, you will learn about:

What are Toggles? Configuring the True Response Configuring the False Response Configuring Default Properties A Very Important Note!!! Adding a Violation to Appear on an Inspection Report Making a Violation a Self-Certification Violation

What are Toggles?

• The inspection questions the inspector sees on his tablet are constructed and configured inside a Checklist in Streamline Admin.

←	Dog's Teeth - Streamline	Inspections	 Pass 	×		
	ía] 🏮	Exits (General)				
		Exits (General)				
	Property	Exit and exit access doors shall be marked by an approved exit sign readily visible from any direction of egress		Pass		
	ξA	Exit signs shall be internally or externally illuminated		Pass		
	Contacts	Repair, remove or replace locks or latches from doors with panic hardware		Pass		
		Remove storage and obstructions from exits, asiles, corridors and stairways		Pass		
		Place a sign on or next to the front door stating (THIS DOOR TO REMAIN UNLOCKED WHEN THIS SPACE IS OCCUPIED)		Pass		
	History	Close door properly - Do not block open		Pass		
	<u></u>	Emergency lighting		Pass		
	Signs (Exterior) / KNOX					

• A toggle is a control found in Checklists to create Streamline inspection questions.

Exits (General)	
Exit and exit access doors shall be marked by an approved exit sign readily visible from any direction of egress	Pass
Exit signs shall be internally or externally illuminated	Pass
Repair, remove or replace locks or latches from doors with panic hardware	Pass
Remove storage and obstructions from exits, asiles, corridors and stairways	Pass
Place a sign on or next to the front door stating (THIS DOOR TO REMAIN	Pass
UNLOCKED WHEN THIS SPACE IS OCCUPIED)	1 455
Close door properly - Do not block open	Pass
Emergency lighting	Pass

- a. It allows the inspector to input a True/False, Pass/Fail, or Yes/No answer to the question.
- b. The toggle also instructs Streamline to carry out a series of actions associated with the answer.
- When configuring a toggle, you will see the following controls.

© 1 []		Collapse 🗸			Toggle
Enter form text					
			Actions		
Label True:	Label False	Default Properties	🥝 True	🥝 False	
Include in Reports	 Allow Not Applicable Default to N/A **Note when a question is marked as N/A on the mobile app. it c 	everrides all actions and default properties	Save	Cancel	
	for the question	and delate properties			

- a. First, uncheck the "<u>Default to N/A</u>" box so that the question will be visible on the tablet.
- b. Enter the text to appear on the inspection in the "Enter form text..." box. For example, if you want the inspector to answer the question, "Did a licensed electrician perform the work?" you would enter that wording in the 'Enter form text . . ." box.
- c. Enter text in the <u>Label True</u> and <u>Label False</u> boxes to provide the answers to the question.
 - i. If you want the True answer to be "Yes," enter it here. You can enter "Yes," or "Pass" or "True" or any answer you choose in the Label True box. This is the answer that will appear on the question when the inspector performs the inspection.
 - ii. You can also enter any opposite answer in the Label False box.
- d. If you want the question to appear on the inspection report, check the "<u>Include in</u> <u>Reports</u>" checkbox. Checking this box will allow the customer to see this question and the answer.

Configuring the True Response

- First, provide the settings for a "Yes" response."
 - a. Click the <u>True Action</u> button to set the behavior of a "True/Yes" response. By configuring the settings in True Actions, you are telling Streamline what actions you want it to perform when the inspector answers "True/Yes."
 - b. Click the <u>Properties</u> tab at the top of the window.

On Tr	ue perfor	m the follo	wing actions				
Show	Hide	Alert	Properties	Other Properties			
Prope	rty						
Require	d						
Show N	lotes						
Show P	hotos						
Require	Notes						
Require	Photos						
Passed							
Email							
Editable	е						
				🥝 Assigr	1		

- i. You will almost always want to check the "<u>Editable</u>" box. Editable means that the inspector is allowed to interact with the question and provide an answer.
- ii. You will also almost always want to check the "<u>Passed</u>" box on a "True/Yes" response. "Passed" means that the answer to the question is "True/Yes." Checking the Passed box also tells Streamline not to issue a violation if a code violation is associated with the question.
- iii. You can control the question's text color with the "Required" checkbox.
 - 1. If "Required" is checked in both "True Action" and "Default Properties" AND "Passed" is checked in True Action too, the text will appear green when the toggle is in the "True/Yes" position.
 - To display the question's text in red, check "Required" in both "True Action" and "Default Properties" and uncheck "Passed" in True Action. (As you will see later, the same procedure applies for False Properties settings.)



iv. Require Notes & Require Photos

- 1. Checking "<u>Require Notes</u>" will require the inspector to enter a note on a "True/Yes" response.
- 2. Checking "<u>Require Photos</u>" will require the inspector to capture a photo.
- 3. A red number will appear in the tab on the left side of the screen corresponding to the section that contains a question that requires notes or requires photos. For instance, if a question in the Electrical section of the inspection requires notes or photos, a red number will appear next to the Electrical tab to indicate the number of actions that are required here. You will not be able to complete the inspection until these actions are complete.

÷	Dog Ear Restaurant - St	reamline Inspections	-		×
	70)	Electrical			
	\bigcirc	Electrical			
	History	Discontinue use of extension cords/unapproved multiplug devices in lieu of permanent wiring	D Pass		
		Maintain wiring in good condition in conformance with the Electrical Code and protect from damage	D Pass		
		Maintain a 36 inch clearance from all electrical panels and post identification sign(s)	D Pass		
	Signs (Exterior) / KNOX	Replace electrical cover plate, socket or blank panel - see notes	D Pass		
		Did a licensed electrician perform the work?	No No		
	[Ê]	Notes Required O Add Photos			
	Permits				
	1				
	xits (General)				
	Electrical				
	Fire				
	Violations >				
۲	More Options 📏	Need Inspector Signature Need Customer Signature Save & Stop Editing Cor	plete Ins	pection	

- 4. Generally, the "Require Notes" and "Require Photos" checkboxes are selected on a "Fail/No" response.
- v. Show Notes & Show Photos
 - 1. "<u>Show Notes</u>" will show the note that the inspector entered on the tablet beneath the question.



- 2. "<u>Show Photos</u>" will show photos in the "Photos" link under the question.
- vi. Checking the "<u>Email</u>" checkbox will cause Streamline to send an email on a True/Yes response. An email will be sent to the address listed in the Email Templates tab under the Admin tab in the Admin portal.
- vii. Note: Most of the time, "Require Notes, Show Notes, Require Photos, Show Photos, and Email" are not used in the True Actions settings. They are often checked in "False Actions" settings because further actions are needed for a "No/Fail" response.
- c. The "<u>Show</u>" and "<u>Hide</u>" tabs can be used to show and hide additional questions based upon a true response.
 - i. Once you have created more questions in the current checklist, questions will appear in the Show and Hide tabs.
 - ii. If no additional questions appear, no additional questions exist in this checklist.
- d. <u>Other Properties</u>: This area allows the user to set the behavior for other questions on a "True/Yes" response. (I.e. If an additional question is set to "show" on a "Yes" response, the user can designate another question as "Required" or to "Require Notes," etc...).

how	Hide	Alert	Properties	Other Properties			
These	e Fields						
	Label					Group	Туре
	Discontinue permanent	e use of ex wiring	tension cords'u	napproved multiplug o	levices in lieu of		switch
	Maintain w protect from	iring in go m damage		switch			
	Maintain a sign(s)	36 inch cle	earance from al	l electrical panels and	post identification		switch
	Replace ele	ectrical cov	er plate, sockel	t or blank panel - see i	notes		switch
	H <mark>as there</mark> l	been an el	ectrical fire in t	he past?			switch
Set T	hese Prope	rties					
Pro	perty					ŝ	
Edit	able					1	
Req	uire Notes						
Req	uire Photos)	
Dare	sed				r	i	

- e. Alert tab: Entering text in the <u>Alert</u> tab text box will trigger an alert message that will appear on the inspector's tablet when answering this question.
 - i. If text is entered in the Alert tab in True Actions properties, the alert will appear when the inspector answers "True/Yes."
 - ii. Conversely, if text is entered in the Alert tab in False Actions properties, the alert will appear when the inspector answers "False/No."

Show	Hide	Alert	Properties	Other Properties	
	Are	you sure?	-		

iii. For instance, enter, "Are you sure?" to prompt the inspector to think twice about their response.

÷	Dog's Teeth - Streamlin	ne Inspections			×
		Electrical Electrical			
	Property	Discontinue use of extension cords/unapproved multiplug devices in lieu of permanent wiring	Pass		
	ĘA	Maintain withins in coord condition in conformance with the Electrical Code and SU Inspections	Pass		
	Contacts	SLI Inspections	Pass		
26	7 @)	Are you sure?	Pass		
	\bigcirc		Yes		
	History		Yes		
	Signs (Exterior) / KNOX				
0	Violations >				
۲	More Options >	Need Inspector Signature Need Customer Signature Save & Stop Editing	omplete	Inspect	tion

f. Once you have entered all the necessary information in the "True Actions" settings, click "Assign" to save.

Configuring the False Response

- Second, provide the settings for a "No" response."
 - a. Click the "<u>False Action</u>" button to set the behavior of a "False/No" response. By configuring the settings in False Actions, you are telling Streamline what actions you want Streamline to perform when the inspector answers "False/No."
 - b. You will notice that the pop up window for "<u>False Actions</u>" contains the same Controls as for "<u>True Actions</u>."
 - c. Click the Properties tab at the top of the window.

Show	Hide	Alert	Properties	Other Properties	
Proper	rty				
Require	ed				
Show N	lotes				
Show P	hotos				
Require	Notes				
Require	Photos				
Passed					
Email					
Editable	е				

- i. You will almost always want to check the "<u>Editable</u>" box. Editable means that the inspector is allowed to interact with the question and provide an answer.
- ii. For a "Fail/No" answer, you will also almost always want to uncheck the "<u>Passed</u>" box since a checked "Passed" box means that the answer to the question is "True/Yes."
 - 1. Unchecking the "Passed" box also instructs Streamline to issue a violation on a "Fail/No" answer if a code violation is associated with the question. You will designate the violation later in Default Properties.
 - 2. Unchecking the "Passed" box will also change the color of the toggle to red on a "Fail/No" response.



 iii. You can control the question's text color with the "<u>Required</u>" checkbox.
 1. If "Required" is checked in both "False Action" and "Default Properties" AND "Passed" is unchecked in False Action too, the text will appear red when the toggle is in the "Fail/No" position.

~	Dog Ear Restaurant - Str	semline Inspections	-		×
	∕_1	Electrical			
	1Ēl	Electrical			
	Signs (Exterior) /	Discontinue use of extension cords/unapproved multiplug devices in lieu of permanent wiring	Pass		
	NINOA	Maintain wiring in good condition in conformance with the Electrical Code and protect from damage) Pass		
		Maintain a 36 inch clearance from all electrical panels and post identification sign(s)	Pass		
	Records and	Replace electrical cover plate, socket or blank panel - see notes) Pass		
	Permis	Has there been an electrical fire in the past?) Yes		
	-F7 '	Did a licensed electrician perform the work?	No		
	vits (General)	A Have an electrician certify that wiring. Notes Required O Photos Required			
	Electrical 2	\sim			
	Fire Extinguishers				
	Violations >				
۲	More Options >	Need Inspector Signature Need Customer Signature Save & Stop Editing	Complete	Inspe	tion

- 2. To display the question's text in green, check "Required" in both "True Action" and "Default Properties" and check "Passed" in False Action.
- iv. Require Notes & Require Photos
 - 1. "<u>Require Notes</u>" will require the inspector to enter a note on a True/Yes response.
 - 2. "Require Photos" will require the inspector to capture a photo.
 - 3. A red number will appear in the tab on the left side of the screen corresponding to the section that contains a question that requires notes or requires photos. For instance, if a question in the Electrical section of the inspection requires notes or photos, a red number will appear next to the Electrical tab to indicate the number of actions required in this section. You will not be able to complete the inspection until these actions are complete.
- v. Show Notes and Show Photos

1. "<u>Show Notes</u>" will show the note that the inspector entered on the tablet beneath the question.

<u>ش</u>	Building Services and Systems		
	Portable unvented heaters are being properly used	-) Yes
pliance	Add Notes 🙆 Add Photos		
	Heating appliances are not in Proximity to exits	-) Yes
N 이	Add Notes 🙆 Add Photos		
리	There is 36 inch of clearance in front of all electrical equipment	-) Yes
General Requirements	Add Notes 🙆 Add Photos		
	Doors to electrical rooms are all labeled properly	-) Yes
	🖉 Add Notes 🔞 Add Photos		
	No multi-plug adapters being used	-) Yes
ress	🖉 Add Notes 🙆 Add Photos		
	There are No extension cords being used as permanent wiring	-) Yes
	🖉 Add Notes 💿 Add Photos		
ling is and	All outlets"junction boxes are covered) Yes
	Add Notes 🙆 Add Photos		
<u>ک</u> م	There are No open breaker slots inside any electrical panels) Yes
	🖉 Add Notes 💿 Add Photos		
tos	This checklist was reviewed by the inspector (notes are required if not marked yes)		No
	All electrical appliances are listed for their use) Yes

- 2. "<u>Show Photos</u>" will show photos in the "Photos" link under the question.
- vi. Checking the "<u>Email</u>" box will send an email on a "Fail/No" response. An email will be sent to the address listed in the Email Templates tab under the Admin tab in the Admin portal.
- vii. Note: When one or more of "Require Notes, Show Notes, Require Photos, Show Photos, and Email" are checked, it is usually because of a "Fail/No" answer.
- The "<u>Show</u>" and "<u>Hide</u>" tabs can be used to show and hide additional questions based upon the "False/No" response.
 - a. Questions will appear in these tabs after you have created more questions in the same checklist.
 - b. If no additional questions appear, no additional questions exist in this checklist.
- <u>Other Properties</u>: This tab allows you to configure the behavior for other questions that have been triggered by the response to this question. (I.e. If an additional question is set to "show" on a "No" response, the user can designate another question as "Required" or to "Require Notes," etc...).
- Alert tab: Entering text in the <u>Alert</u> tab text box will trigger an alert message that will appear on the inspector's tablet when answering this question.
 - a. If text is entered in the Alert tab in True Actions properties, the alert will appear when the inspector answers "True/Yes."
 - b. Conversely, if text is entered in the Alert tab in False Actions properties, the alert will appear when the inspector answers "False/No."
 - c. For instance, enter, "Are you sure?" to prompt the inspector to think twice about their response.

Ť	Electrical					
Exits (General)	Electrical					
	Discontinue use of exte	ension cords/unapproved multiplug dev	ices in lieu of permanent wiring		Pass	
<u> </u>	Maintain wiring in goo	d condition in conformance with the Ele	ctrical Code and protect from damage		Pass	
Electrical	Maintain a 36 inch clea	rance from all electrical panels and post	identification sign(s)		Pass	
å.	Replace electrical cove	r plate, socket or blank panel - see note:			Pass	
°E	Has there been an elec	trical fire in the past?			C Yes	
Fire Extinguishers	Did a licensed electric	SUInspections			C Yes	
Fire Alarm Systems		Are you sure:		ок		
Î						
Miscellaneous Codes						
Û						
Fire Protection Installation/ Sprinkler						
0 Violations >						

d. Once you have entered all the necessary information in the "True Actions" settings, click "Assign" to save.

Configuring Default Properties

- Next, provide the settings for the default response.
 - a. The Default Properties button controls HOW the question will initially load on the tablet when the inspector is performing the inspection.
 - b. For instance, if you mark the default settings to automatically set the answer to pass by checking the "<u>Passed</u>" box, the inspection will initially load the question in the Streamline app to Pass.

ह्री	Electrical	
편	Electrical	
Contacts	Discontinue use of extension cords/unapproved multiplug devices in lieu of permanent wiring	Pass
(O)	Maintain wiring in good condition in conformance with the Electrical Code and protect from damage	Pass
History	Maintain a 36 inch clearance from all electrical panels and post identification sign(s)	Pass
matory	Replace electrical cover plate, socket or blank panel - see notes	Pass
	Did a licensed electrician perform the work?	Yes
Signs (Exterior) / KNOX	The Green toggles indica	te Pass.

c. Likewise, if you uncheck the "<u>Passed</u>" box, Streamline will load the question to initially fail. Doing so requires the inspector to change the toggle to Pass/True/Yes if he wants to indicate that the response to the question is Pass/True/Yes. This is useful if the Administrator wants to ensure that the inspector addresses a question that requires a "True/Yes" response.

ह्व	Electrical	
친	Electrical	
Contacts	Discontinue use of extension cords/unapproved multiplug devices in lieu of permanent wiring	📕 Fail
7	🖉 Add Notes 🔟 Add Photos	
G	Maintain wiring in good condition in conformance with the Electrical Code and protect from damage	📁 Fail
History	P Add Notes O Add Photos	
	Maintain a 36 inch clearance from all electrical panels and post identification sign(s)	🗩 Fail
	P Add Notes O Add Photos	
Signs Exterior) /	Replace electrical cover plate, socket or blank panel - see notes	🗩 Fail
KNOX	P Add Notes O Add Photos	
rên	Did a licensed electrician perform the work?	No No
	Notes Required O Add Photos	
Records and		
	The Red toggles indicate	Fail.

d. You want to check the "<u>Editable</u>" box so that the question will be Editable. Editable means that the inspector can interact with the controls associated with the inspection (toggle, slider, etc...) and can provide an answer.

Properties	Properties Score \		olations Response Email Help				
		Prope	erty				
		Requir	red				
		Show	Notes				
		Show	Photos				
		Requir	re Notes				
		Requi	re Photos				
		Editab	le				
		Email					
		Passe	d				

- e. You can control the question's text color with the "<u>Required</u>" checkbox.
 - i. The text of the question will display as red or green if the "Required" textbox is checked and you have configured True and False Actions accordingly.

← Dog Ear Restaurant - Stre	samline Inspections	-		×
	Electrical			
	Electrical			
Signs (Exterior) /	Discontinue use of extension cords/unapproved multiplug devices in lieu of permanent wiring) Pass		
NNOA	Maintain wiring in good condition in conformance with the Electrical Code and protect from damage	Pass		
	Maintain a 36 inch clearance from all electrical panels and post identification sign(s)) Pass		
Records and Permits	Replace electrical cover plate, socket or blank panel - see notes) Pass		
	Has there been an electrical fire in the past?) Yes		
	Did a licensed electrician perform the work?	Yes		
Exits (General)				
Electrical				
Fire Extinguishers				
0 Violations >				
More Options >	Need Inspector Signature Need Customer Signature Save & Stop Editing	Complet	e inspec	tion

- ii. See <u>Required</u> settings in <u>"Configuring a True Response</u>" and <u>"Configuring a False Response</u>" above.
- f. If you want to require the inspector to record a note, you would check both "<u>Show</u> <u>Notes</u>" and "<u>Require Notes</u>" in the Default Properties.
- g. If you want to require the inspector to capture a photo, you would check both "Show Photos" and "Require Photos." Though these options are usually left unchecked in Default Properties because they are usually only necessary if the answer to the question is, "No," (i.e. No, a licensed electrician did not perform the work.).

- h. If you check the "<u>Email</u>" box in Default Properties, an email will be sent as soon as the inspection is completed and synced if the inspector does not interact with the question. Again, you typically don't want to check the "Email" box because emails are usually only necessary if the inspection issues a violation as a result of a NO/Fail answer.
- You must also choose the proper response in the "Response" Tab.

Default Properties			Response Email Help 20 C Assign				
Toggle: Did a licensed	electrician perfo	rm the work?					
Prope	erties Score	Violations	Response	Email	Help		
		True (False	🕑 Assign	1			

- a. Check the proper box in the <u>Response</u> tab to match settings for your desired "true or false" answers.
 - i. If you want the question to load as "Pass/Yes" and have already configured the Pass/Yes response in the True Response settings, check "True." Doing so tells Streamline to apply the True settings to the initial appearance & function of the question when the inspection loads on the tablet.
 - If you want the question to load as "Fail/No" and have already configured the Fail/No response in the False Response settings, check "False." Doing so tells Streamline to apply the False settings to the initial appearance & function of the question when the inspection loads on the tablet.

b. A very important note!!!

i. If you want the question to initially load with a "Pass" or "Yes" response, you must ensure that the checkboxes in the "Properties" tab in Default Properties match those on the "Properties" tab in the "True Actions" settings.

Score	violations Response Enhan Help		
	Property	Show Hide Alert Properties Other Proper	ies
	Required		
	Show Notes	Property	
	Show Photos	Required	2
	Require Notes	Show Notes	
	Require Photos	Show Photos	
	Editable	Require Notes	0
	Email	Require Photos	0
	Passed	Passed	
		Email	0
	S Assgn	Editable	
			Assign

ii. And vice versa. If you want the question to initially load "No," you must ensure that the checkboxes in the "Properties" tab of Default Properties

Properties Score	Violations Response Email Help	Un Faise, performent following actions.	
	Property	Show Hide Alert Properties Other P	roperties
•	Required		
	Show Notes	Property	
	Show Photos	Required	2
	Require Notes	Show Notes	2
	Require Photos	Show Photos	•
	Editable	Require Notes	8
	Email	Require Photos	•
	Passed	Passed	
	Assign	Email	
		Editable	
			Sign

match the checkboxes in the "Properties" tab of the False Actions settings.

iii. Failure to do so will result in a toggle that does not function properly.

Adding a Violation to Appear on an Inspection Report

• The "<u>Violations</u>" tab will allow you to specify a violation that will be recorded on the inspection report the event of a Fail/No response.

Category: VIOLATION Sen Certification Enabled: Groups: ELECT COMMUNICATION Default Value: Yes No Violation: OTH.EL10.L - Have an electri Require Image: Yes No Remove Violation				-	 Solf Corti	fication-		
Groups: ELECT ♥ Default Value: ● Yes ● No Violation: OTH.EL10.L - Have an electriv ♥ Remove Violation ●	Category:	VIOLATION		~	Jen Gerei		Ena	bled: 🔳
Violation: OTH.EL10.L - Have an electri Remove Violation Yes No	Groups:	ELECT		~		Ins	pector Mo	odify: 🔳
Violation: OTH.E.10.L - Have an electri Require Image: Yes No					Defa	ult Value:	Yes	O No
Remove Violation	Violation:	OTH.EL10.L	- Have an elec	trii 🎽	Requir	re Image:	Yes	O No
	Kelhove vio							

- a. Select the <u>Category of violation first (IFC 2018, CFC 2016, etc...)</u>.
- b. Once the Category settings have loaded, from the "<u>Groups</u>" dropdown box, select the section in which the violation appears (i.e. Electrical, Hazmat, etc...).
- c. Once the Groups settings have loaded, choose the <u>Violation</u> (i.e. 1201.2 Electrical Wiring and Equipment).
- d. This violation will be recorded on your inspection report when the question is recorded as a Fail/No response.
- e. Note: If no violation is entered in the "Violations" tab, no violation will be recorded on the inspection report, regardless of whether a "Fail/No" is marked on the tablet.

Making a Violation a Self-Certification Violation

• Self-Certification settings

- a. To save the inspector from returning to an inspection site to reinspect a violation, Streamline allows Administrators and/or inspectors to designate violation repairs to be self-certified by the customer.
- b. You can set repairs to allow *Self-Certification* by checking the "<u>Enable</u>" checkbox in the <u>Violations</u> tab.

Category: VIOLATION Chatter Contraction Enabled: Category: VIOLATION Chatter Contraction Chatter Chatt	6-1				-Self Certification				
Groups: ELECT Inspector Modify: Violation: EL01 - Maintain 36 between (Remove Violation Kenove Violati	Category:	VIOLATION		~		Enabled: 🗹			
Violation: EL01 - Maintain 36 between (Remove Violation	Groups:	ELECT		~		D-6	Ins	pector Mo	dify: 🔽
Remove Violation	Violation:	EL01 - Mair	itain 36 betwee	n e 🗸		Derau	unt value:	U Yes	INO INO
				🞯 Assig	n				

- c. When the "<u>Default Value</u>" is set to Yes, Streamline initially loads the question to allow for self-certification of repaired violations. In this case, Streamline will not schedule a re-inspection for a violation pertaining to this question.
- d. Checking the "Inspector Modify" button will allow the inspector to redesignate the inspection violation as one that requires a reinspection (or vice versa). This change is performed by clicking on the violation text that appears under the question on the tablet.

	Electrical							
Property	Discontinue	e use of extension cords/unapp wiring	roved multiplug dev	vices in lieu of		Pass		_
ξA	Maintain w protect from		Pass					
Contacts	Maintain a sign(s)	36 inch clearance from all elec	rical panels and pos	t identification		Fail		
7->	🛆 Maintain	36 between electrical equipme	n 🖉 Add Notes	Add Photos				
Can	cel	/iolation Information	e note	es.		Pass		
History Repa	aired	Date for Re-inspection Select	Clear Date			Yes		
Self-	Certification					No		
	Yes		quired	d O Photos Required				
Signs VIOI (Exterior) / Desc KNOX Desc	eSet ATION cription intain 36 betweer	Code EL01 electrical equipment storg		Click on the vio self-certificatior	lation to settings.	ee the	9	
Records and	iments							
Permits				Inspector ca	n change			

- e. The "<u>Require Image</u>" checkbox indicates whether the customer must provide an image to prove that he/she has made the necessary repairs to clear the violation. The customer will upload the image on the customer portal. Check the box to require photographic proof.
- Email tab: The <u>Email</u> tab is used to send an email based upon a particular response to the question. For instance, on a "No" response, an email can be sent to the Fire Marshal or city attorney. From the dropdown box, select the name of the email template that contains the appropriate email recipient and the preconfigured email text.