

Resource Ranking

The *Resource Ranking* area allows you to grade / rank each of your resources to help when choosing the right resource for a job. Once you set up a ranking, these can be updated for each contractor on the *Regions and Trades* Tab of the *Resource Details* page. This will aid in your decision to assign the most appropriate contractor to a particular job.

You can add a resource ranking by selecting the *Add Grade/Ranking* button at the top-left of the page:

The screenshot shows a web interface for managing resource rankings. At the top left, there is a button labeled '+ ADD GRADE / RANKING'. Below it is a table with the following columns: 'Grade / Ranking', 'Priority', and 'Is Primary'. The first row has 'First' in the 'Grade / Ranking' column, '0' in the 'Priority' column, and an unchecked checkbox in the 'Is Primary' column. The second row has '1' in the 'Grade / Ranking' column and 'false' in the 'Is Primary' column. To the right of the table, there is a dropdown menu titled 'Auto Select Resource' with the following options: 'Not Selected', 'Choose Resource and Instruct', 'Choose Resource', and 'No'. Below the table, there are buttons for 'UPDATE', 'CANCEL', 'EDIT', and 'DELETE'. At the bottom of the interface, there is a 'Help' icon and a text box that says 'Set up rankings here, which can then be updated for each contractor on the resource details page. Its a great way to quickly grade contractors and so choose the best contractor when...

Name the Grade/Rank, ie. First, Second etc, set Priority, set Is Primary and also choose from the dropdown if you want to Auto Instruct the Resource or not.

This will create a new row where you can name the *Grade / Ranking* and assign a Priority. Once you have finished inputting the data, select *Update* in order to save the new *Grade/Ranking* and add it to the list.

You can also *Edit / Delete* the *Grade / Ranking* information once it has been added to the list.