

Resource Trades

The *Resource Trades* area allows you to view, edit, delete, or create new *Resource Trades*. Resources can then be assigned to trades in the *Resource Details* page which will make selecting a resource for a job easier.

To create a new trade, select the *Add Trade* button at the top-left of the page:

+ ADD TRADE				⌕ Back to Settings Menu
Trade Name	Trade Description	Associated Job Types		
Carpentry		0	Select Job Types	EDIT DELETE
Cleaning	Cleaning	2	Select Job Types	EDIT DELETE
Electrical		0	Select Job Types	EDIT DELETE
Fire Engineer		0	Select Job Types	EDIT DELETE

This will create a new row in the list where you can input the *Trade Name* , *Description* and by clicking 'Select Job Types' you can choose from a list of Job types to associate the trade to. You can then select *Update* to save the new trade type and save it to the list.

You can also *Edit* and / or *Delete* the *Trade* information once it has been added to the list.