Autotask Late Time Entry Alert Bot 3.0 Template

This article has the following information on Autotask Late Time Entry Alert Bot 3.0 Template:

- How is this bot helpful?
- How to configure the Late Time Entry Alert Bot
- How to activate the bot

How is this bot helpful?

Autotask Late Time Entry Alert Bot 3.0 Template sends real-time alerts to users whenever they log a late time entry. Enabling this bot automatically reminds technicians to charge time entries right after they finish working on a ticket. This improves KPIs, ensures the accurate computation of utilization rate and agreement profitability, increases the revenue and profit of the company, and maintains a positive collaboration between technicians.

How to configure the Late Time Entry Alert Bot

- 1. Go to Apps on the MSPbots menu.
- 2. Find the Autotask Late Time Entry App and click it to open the app.
- 3. Click Bots and select Autotask Late Time Entry Alert Bot.

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6. When the DataFilter window opens, do not change the default settings and click Next.

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7. When the Alert window opens, go to the text for the Alert message and review if it meets your requirements.

Alert	×	
	Microsoft Teams Chat Add and edit the content you want to send, and select the teams chat to receive the content. To owner Insert a token	Reset 🖀
Alert Script:	Φ•¶ Β Ι U Θ ▲ M Ha Ha x, x' Ε Ξ Ξ Ε [G]	
Define the messaging specifications (Who, What, When, Where) for intended recipients. Customize the template, or compose your own me ssage for notifying to make corrections to a previous action, to perform tasks, or inform' commend the results of their work.	Sans Serif Normal E S	rce and drill ×

8. Next, make sure {Ticket #} uses the dynamic token "{ticketNumber}" instead of "{ticketID}". The "{ticketNumber}" link redirects to your Autotask PSA system. Below is an example of the message:
Realtime Bots Message Report For Teams

Previous Next

Drag a column header here to group its column			
DF Export CSV Export			
message	status	1	create_date :
Hi, Alexisl			
Your recent ime entry 237142 (Ticket # T29220826.0133) was logged 88 minutes late from: 2022.09.01 08:45 MDT to 2022.09.01 10:00 MDT , entered on 2022.09.01 11:28 MDT .			
Why am I receiving this message and why should I care?			
Do it when you still mare a fresh memory of the things you did and the amount of time you spent on the ticket. Missed billable hours result in less invicions, less revenue, and profit. Late time entities typically are not very accurate, which creates problems when we calculate the utilization and agreement profitability, we rely on those reports to make important decisions if the time entry is too late, other clients or employees might not be able to find out what you did when they need to.	Read	y	2022-09-01 12:30 CDT
How should I fix it?			
Here's a video guide on best practices in logging time entries in Autotask.			
Sent to: jon [00:01 11:30 M071] Generated by AutoTask Late Time Entry Alert Bot 1.0 View your Real-Time report.			
Oligh Next to prove the Excelstion windows			

9. Click Next to open the Escalation window.

10. If needed, modify the default Escalation setup. When done modifying or if there is no change, click Finish.
Escalation

 i Secalation Step 1 i the bot trigged 3 i times in a Week , send the following message to i Secalation Step 2 if the bot trigged 6 i times in a Week , send the following message to i Secalation Step 3 if the bot trigged 9 i times in a Week , send the following message to 	If the bot trigged is in a weak is and the following message to is send the following message to it the bot trigged is is times in a weak is, send the following message to is send the following message to is send the following message to it the bot trigged is is times in a weak is, send the following message to it the bot trigged is is times in a weak is, send the following message to is the bot trigged is is times in a weak is, send the following message to is the bot trigged is is times in a weak is, send the following message to is the bot trigged is is times in a weak is, send the following message to is the bot trigged is is times in a weak is, send the following message to is the bot trigged is is times in a weak is, send the following message to is the bot trigged is is times in a weak is, send the following message to is the bot trigged is is times in a weak is, send the following message to is the bot trigged is is times in a weak is, send the following message to is the bot trigged is is times in a weak is, send the following message to is the bot trigged is is the bot trigged is is times in a weak is, send the following message to is the bot trigged is is the bot trigged is is times in a weak is, send the following message to is the bot trigged is					
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How to activate the bot

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Detail

To activate a bot, read the instructions on the Activating a Bot on the MSPbots App page.