

Stop the Clock

May 2023

Stop The Clock

In various processes, such as Request for Information, a time-based response is required.

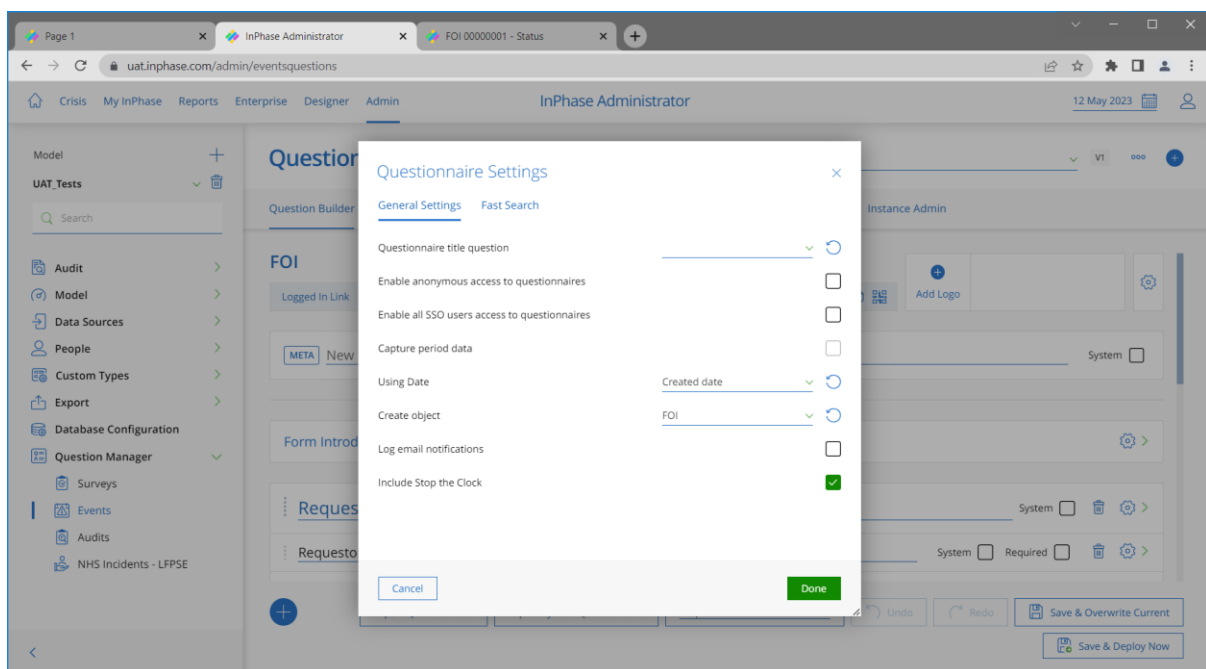
In some cases the time compliance includes allowances to Stop the Clock whilst waiting for further information to be provided.

This feature can be added to an InPhase Questionnaire, so that a user can start and stop the clock, identify the reason for any clock stoppage, and see the log of start-stop on the record.

This is achieved by adding a setting to the questionnaire form and completing a number of settings.

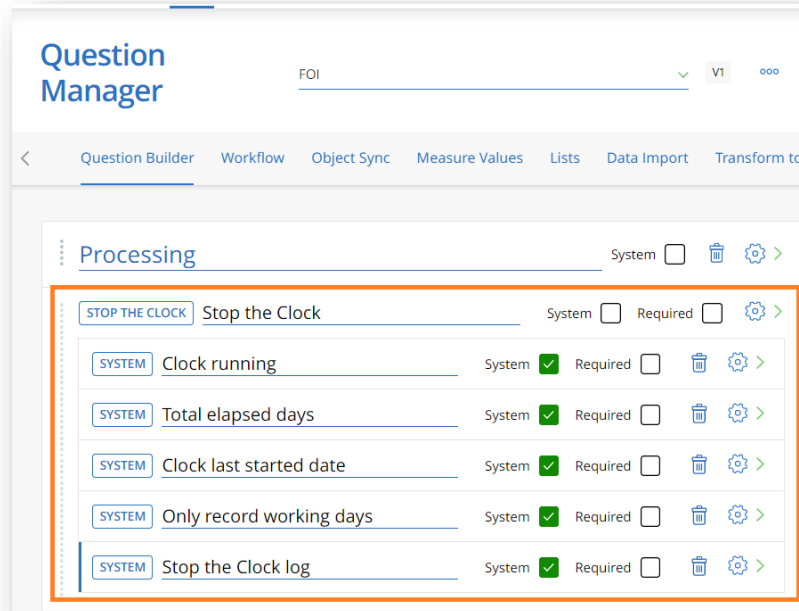
Activation

Within the question manager access via the settings cog:



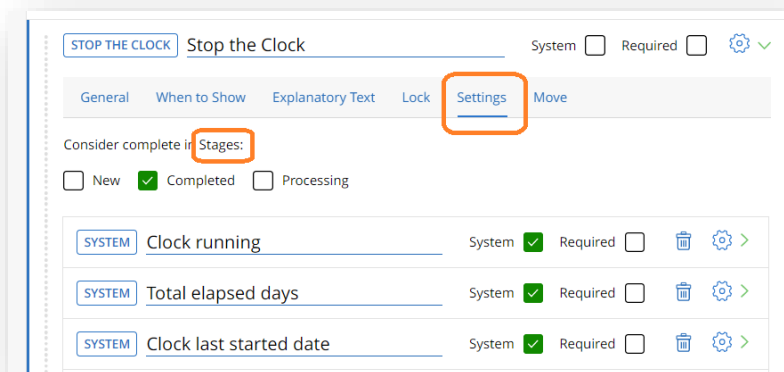
Inserted Questions

On activation a question and sub questions are inserted on to the questionnaire, these must all stay together, and can be moved as a group.



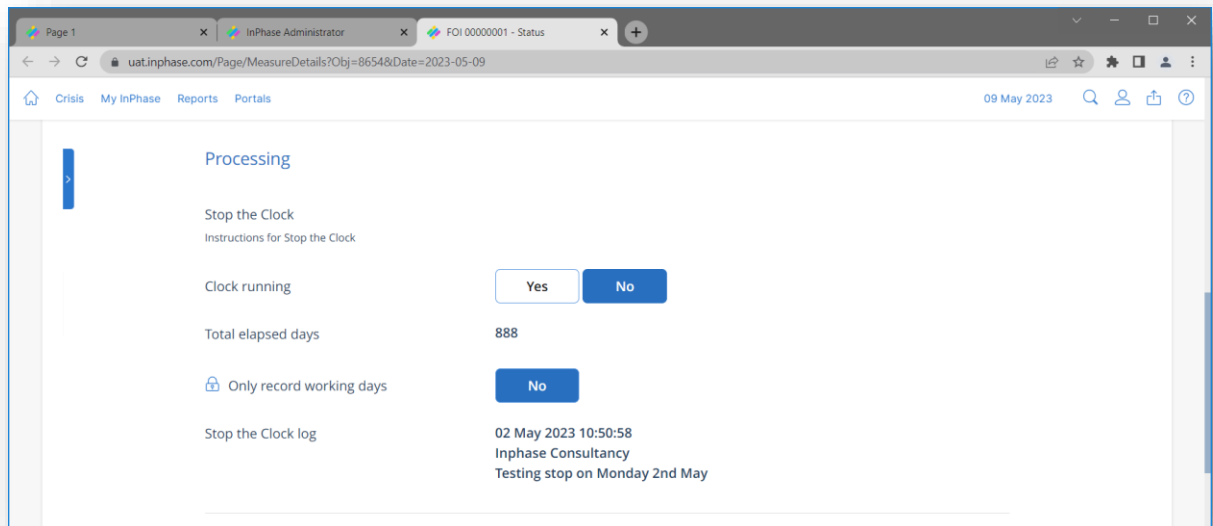
Configure complete

The automatic completion for the clock is configured in the Stop the Clock question



Use on Form

On the relevant form the user will be presented with the questions and shown the current running time of the clock.



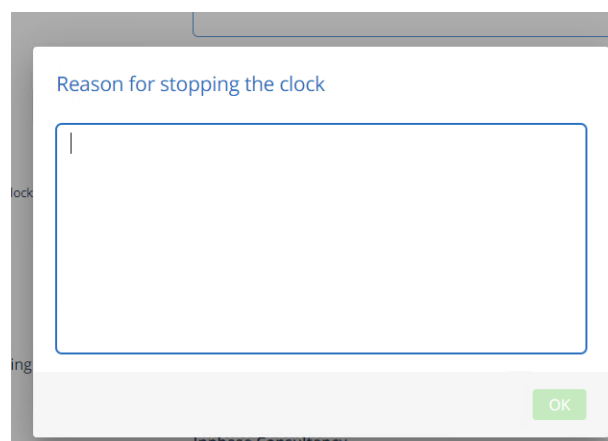
The screenshot shows a web browser window with the URL `uat.inphase.com/Page/MeasureDetails?Obj=8654&Date=2023-05-09`. The page title is "Processing". The main content area is titled "Stop the Clock" and includes the following information:

- Instructions for Stop the Clock
- Clock running:
- Total elapsed days: 888
- Only record working days:
- Stop the Clock log: 02 May 2023 10:50:58
Inphase Consultancy
Testing stop on Monday 2nd May

The form also displays the Stop the Clock log of start/ stop on the clock. This cannot be edited.

The option to change to /from 'working days' becomes locked once the clock has been stopped, in order to avoid mis-match of counting.

If the user stops the clock, they are presented with the opportunity to identify why.



The screenshot shows a dialog box titled "Reason for stopping the clock". It contains a large text input field with a vertical cursor at the beginning. At the bottom right of the dialog box is a green "OK" button. The footer of the dialog box reads "Inphase Consultancy".

Reporting

The question fields are available in the same way as other Questionnaire fields for use in custom reports.

Stop the Clock					
Stop the Clock - Total elapsed days	Stop the Clock - Stop the Clock log	Stop the Clock - Only record working days	Stop the Clock - Clock running	Stop the Clock - Clock last started date	
888.00	02 May 2023 10:50:58 Inphase Consultancy Testing stop on Monday 2nd May	No	No		
1.00	25 Apr 2023 12:04:11 Inphase Consultancy Entered status Processing	Yes	Yes	11 May 2023	
3.00	25 Apr 2023 12:04:21 Inphase Consultancy Entered status Processing	Yes	Yes	09 May 2023	
	25 Apr 2023 12:04:39				