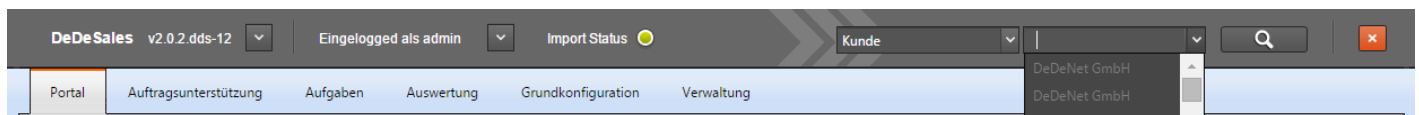


Editing already completed tasks afterwards

Once a job is completed in the DeDeSales Client, there is no longer any possibility to edit it there. However, it occasionally happens that the user has made errors during input that prevent automatic evaluation of the job or distort the data. For this purpose, it is possible to edit jobs in the DeDeSales Web Backend, even if they are already completed.

Step 1

In the DeDeSales Web Backend, select the customer for whom you want to edit the job.



Step 2

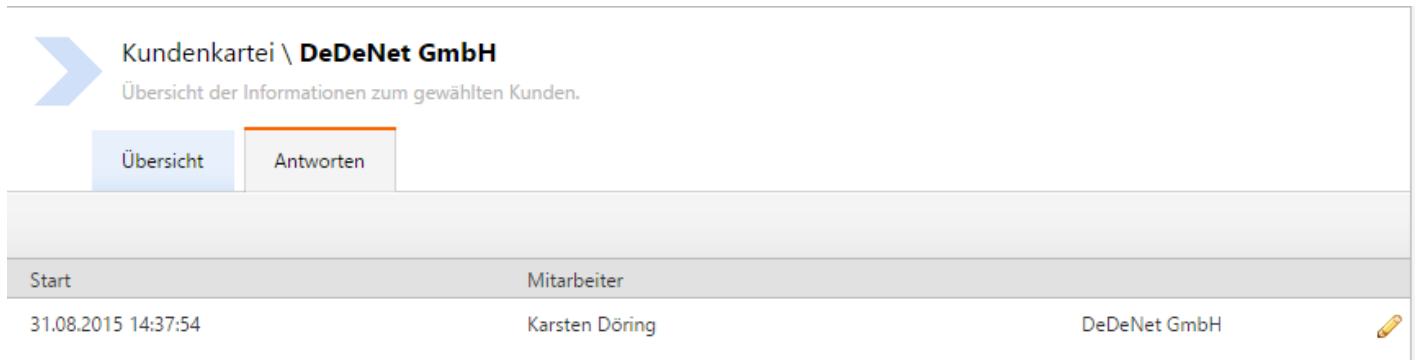
After the Customer masterdata screen has loaded, select the Type "Tasks" on the left and then select the corresponding job you want to edit.

The screenshot shows a list of tasks for the customer 'DeDeNet GmbH, Northeim, 10000'. The tasks are listed in a table with columns for 'Name', 'Start', and 'Ende'. Each task has a status indicator (blue circle for active, red circle for completed).

DeDeNet GmbH, Northeim, 10000		
Besuche		
Aufgaben		
Name	Start	Ende
Status Spülen		
Kundenscreening		
Wettberwerbsabfrage		
Pizza.de Anbieter		
Marktprotokoll	11.07.2013	30.09.2013
Backen mit Freude		
ID Kugelschreiber vorstellen	31.10.2014	07.11.2014
Inkasso steht bevor		

Step 3

Select the "Replies" tab and click on the pencil to edit the reply.

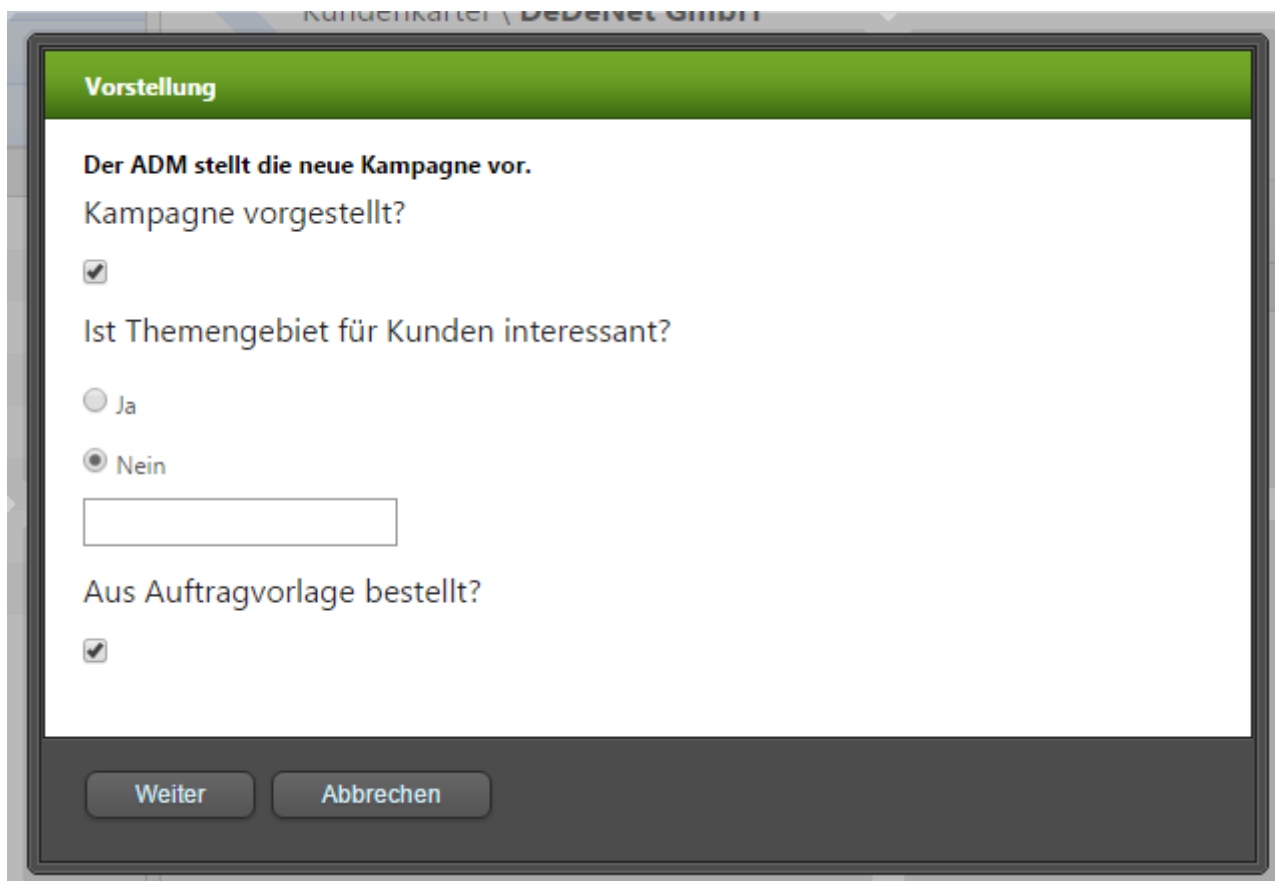


The screenshot shows a web interface for 'Kundenkartei \ DeDeNet GmbH'. It features a blue arrow icon and the text 'Übersicht der Informationen zum gewählten Kunden.' Below this are two tabs: 'Übersicht' (selected) and 'Antworten'. A table at the bottom displays customer information:

Start	Mitarbeiter	
31.08.2015 14:37:54	Karsten Döring	DeDeNet GmbH 

Step 4

Edit the reply.



The screenshot shows a dialog box titled 'Vorstellung' with a green header. It contains the following text and form elements:

Der ADM stellt die neue Kampagne vor.
Kampagne vorgestellt?
☒

Ist Themengebiet für Kunden interessant?
☐ Ja
☒ Nein

Aus Auftragvorlage bestellt?
☒

At the bottom are two buttons: 'Weiter' and 'Abbrechen'.

Question: I do not see my page, my question or my reply in the Client:

Reply: No page, question or reply created

Question: I cannot evaluate my job via the Backend

Reply: No ID stored in the job and the questions

Question: Do I have to wait for the Total import every time to get a new or changed job on the Client?

Reply: No, a simple Data Transfer in the Client is sufficient.

Revision #7

Created 2026-08-31 10:17:13 UTC by n8n

Updated 2026-09-02 14:54:07 UTC by n8n