

# Anruf hinzufügen/bearbeiten

Ein neuer Anruf lässt sich über den Button Neu oder über die Leiste Bearbeiten erstellen.

The screenshot shows a web-based form titled "Anruf bearbeiten". At the top, there is a menu bar with "Bearbeiten", "Ansicht", and "Hilfe". Below the menu bar, there is a "Speichern" (Save) button on the left and a "Schließen" (Close) button on the right. The form is divided into several sections. On the left, there are input fields for "Ansprechpartner" (Contact), "Anrufer" (Caller), "Telefon" (Phone), and "Kontakt" (Contact). To the right of these fields, there are input fields for "Datum" (Date) set to "02.07.2014", "Zeit" (Time) set to "11:27", and "Bearbeiter" (Operator) set to "7470001". Below these fields, there are two radio buttons: "gelesen" (read) and "erledigt" (completed). In the center, there is a large yellow rectangular area for a message. To the right of this area, there are several checkboxes for call status: "rief an" (called), "rief zurück" (called back), "war hier" (was here), "erbittet Rückruf" (requests callback), "erbittet Treffen" (requests meeting), and "ruft wieder an" (calls again). To the right of these checkboxes, there is a section for "Dringlichkeit" (Urgency) with radio buttons for "niedrig" (low), "normal" (selected), "hoch" (high), "sehr hoch" (very high), and "Notfall" (emergency). At the bottom, there are three tabs: "Anruf" (selected), "Bearbeitung" (processing), and "Auftrag" (order).

[Anruf](#)

[Bearbeitung](#)

[Auftrag](#)

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