

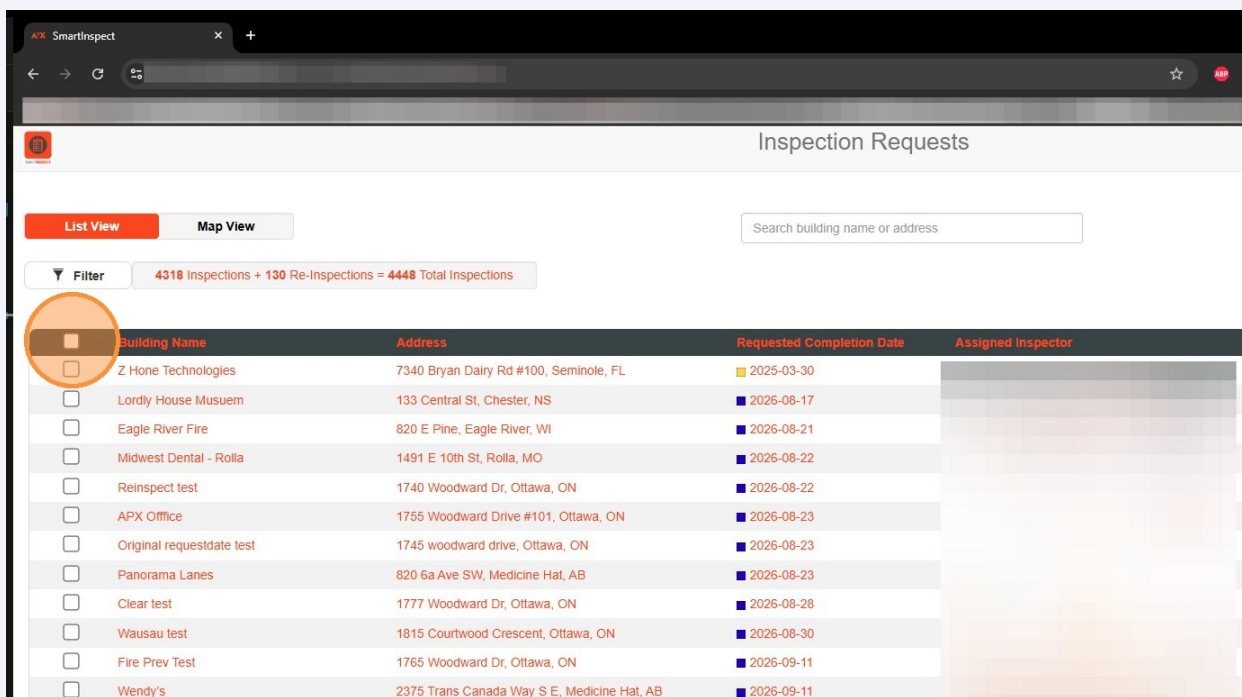
# Bulk Updating Inspection Requests from the APX Web App



This guide explains how to quickly manage many inspection requests at once—selecting a page or all matching results, then performing bulk actions like delete (with confirmation), shift requested dates, or update key fields (district zone, type, frequency, inspector, or form). It saves time by applying consistent changes across multiple records and prevents repetitive manual edits.

1

To bulk select a page of inspection requests, select the checkbox at the top of the table



2

To Select All inspection requests that match the current search/filter parameters, select **Select All** in the pop-up at the bottom of the screen.

Filter 4318 Inspections + 130 Re-Inspections = 4448 Total Inspections

<input checked="" type="checkbox"/>	Building Name	Address	Requested Completion Date	Assigned Inspector	Ins
<input checked="" type="checkbox"/>	Z Hone Technologies	7340 Bryan Dairy Rd #100, Seminole, FL	2025-03-30		Re
<input checked="" type="checkbox"/>	Lordly House Musuem	133 Central St, Chester, NS	2026-08-17		Re
<input checked="" type="checkbox"/>	Eagle River Fire	820 E Pine, Eagle River, WI	2026-08-21		Re
<input checked="" type="checkbox"/>	Midwest Dental - Rolla	1491 E 10th St, Rolla, MO	2026-08-22		Re
<input checked="" type="checkbox"/>	Reinspect test	1740 Woodward Dr, Ottawa, ON	2026-08-22		Re
<input checked="" type="checkbox"/>	APX Office	1755 Woodward Drive #101, Ottawa, ON	2026-08-23		Re
<input checked="" type="checkbox"/>	Original requestdate test	1745 woodward drive, Ottawa, ON	2026-08-23		Re
<input checked="" type="checkbox"/>	Panorama Lanes	820 6a Ave SW, Medicine Hat, AB	2026-08-23		Re
<input checked="" type="checkbox"/>	Clear test	1777 Woodward Dr, Ottawa, ON	2026-08-28		Re
<input checked="" type="checkbox"/>	Wausau test	1815 Courtwood Crescent, Ottawa, ON	2026-08-30		Re
<input checked="" type="checkbox"/>	Fire Prev Test	1765 Woodward Dr, Ottawa, ON	2026-09-11		Re
<input checked="" type="checkbox"/>	Wendy's	2375 Trans Canada Way S E, Medicine Hat, AB	2026-09-11		Re
<input checked="" type="checkbox"/>	APX Test 4	1815 Courtwood Crescent, Ottawa, ON	2026-09-17		Re
<input checked="" type="checkbox"/>	McDonald's	3375 Dunmore Rd SE, Medicine Hat, AB	2026-09-26		Re
<input checked="" type="checkbox"/>	Jewelista	110 Elbow River Rd, Calgary, AB	2026-09-27		Re
<input checked="" type="checkbox"/>	Yorkton FD	9 Smith St E, Yorkton, SK	2026-10-01		Re
<input checked="" type="checkbox"/>	Boys and Girls Club	7790 61st St, Pinellas Park, FL	2026-10-04		Re
<input checked="" type="checkbox"/>	APX Test 2	14 Hobbs Ave, Ottawa, ON	2026-10-08		Re
<input checked="" type="checkbox"/>	Cass County Emergency Management	1227 N. State Road			Re
<input checked="" type="checkbox"/>	Peachtree Fire Department	105 N Peachtree Pk			Re

20 requests selected **Select All** Shift Requested Dates Update Selected Inspections Delete

3

To bulk delete selected inspection requests, select **Delete** in the pop-up at the bottom of the screen. Users will be asked to confirm deletion. Click "Cancel"

Requested Completion Date	Assigned Inspector	Inspection Type	Inspection Frequency	Zone	Actions
2025-03-30		Re-inspect	None	Zone 1	<input type="checkbox"/> <input type="checkbox"/>
2026-08-17		Re-inspect	12 Months	Zone 4	<input type="checkbox"/> <input type="checkbox"/>
2026-08-21		Re-inspect	12 Months	Zone 4	<input type="checkbox"/> <input type="checkbox"/>
2026-08-22		Re-inspect	12 Months	Zone 4	<input type="checkbox"/> <input type="checkbox"/>
2026-08-22		Re-inspect	12 Months	Zone 4	<input type="checkbox"/> <input type="checkbox"/>
2026-08-23		Re-inspect	12 Months	Zone 4	<input type="checkbox"/> <input type="checkbox"/>
2026-08-23		Re-inspect	12 Months	Zone 4	<input type="checkbox"/> <input type="checkbox"/>
2026-08-23		Re-inspect	12 Months	Zone 4	<input type="checkbox"/> <input type="checkbox"/>
2026-08-28		Re-inspect	12 Months	Zone 4	<input type="checkbox"/> <input type="checkbox"/>
2026-08-30		Re-inspect	12 Months	Zone 4	<input type="checkbox"/> <input type="checkbox"/>
2026-09-11		Re-inspect	12 Months	Zone 4	<input type="checkbox"/> <input type="checkbox"/>
2026-09-11		Re-inspect	12 Months	Zone 4	<input type="checkbox"/> <input type="checkbox"/>
2026-09-17		Re-inspect	12 Months	Zone 1	<input type="checkbox"/> <input type="checkbox"/>
2026-09-26		Re-inspect	12 Months	Zone 4	<input type="checkbox"/> <input type="checkbox"/>
2026-09-27		Re-inspect	12 Months	Zone 4	<input type="checkbox"/> <input type="checkbox"/>
2026-10-01		Re-inspect	12 Months	Zone 4	<input type="checkbox"/> <input type="checkbox"/>
2026-10-04		Re-inspect	12 Months	Zone 4	<input type="checkbox"/> <input type="checkbox"/>
2026-10-08		Re-inspect	12 Months	Zone 1	<input type="checkbox"/> <input type="checkbox"/>
2026-10-08		Re-inspect	12 Months	Zone 4	<input type="checkbox"/> <input type="checkbox"/>
2026-10-08		Re-inspect	12 Months	Zone 4	<input type="checkbox"/> <input type="checkbox"/>

20 requests selected **Delete** Shift Requested Dates Update Selected Inspections

4

To bulk shift inspection request dates, select **Shift Requested Dates**. A pop-up will appear, allowing users to set all selected inspection requests to a specific date, or move them forward or backward "X" number of days, weeks, months, or years.

8 Inspections + 130 Re-Inspections = 4448 Total Inspections

Name	Address	Requested Completion Date	Assigned Inspector	Inspection Type
chnologies	7340 Bryan Dairy Rd #100, Seminole, FL	2025-03-30		Re-inspect
use Musuem	133 Central St, Chester, NS	2026-08-17		Re-inspect
ir Fire	820 E Pine, Eagle River, WI	2026-08-21		Re-inspect
ental - Rolla	1491 E 10th St, Rolla, MO	2026-08-22		Re-inspect
test	1740 Woodward Dr, Ottawa, ON	2026-08-22		Re-inspect
e	1755 Woodward Drive #101, Ottawa, ON	2026-08-23		Re-inspect
questdate test	1745 woodward drive, Ottawa, ON	2026-08-23		Re-inspect
Lanes	820 6a Ave SW, Medicine Hat, AB	2026-08-23		Re-inspect
	1777 Woodward Dr, Ottawa, ON	2026-08-28		Re-inspect
st	1815 Courtwood Crescent, Ottawa, ON	2026-08-30		Re-inspect
test	1765 Woodward Dr, Ottawa, ON	2026-09-11		Re-inspect
	2375 Trans Canada Way S E, Medicine Hat, AB	2026-09-11		Re-inspect
l	1815 Courtwood Crescent, Ottawa, ON	2026-09-17		Re-inspect
s	3375 Dunmore Rd SE, Medicine Hat, AB	2026-09-26		Re-inspect
	110 Elbow River Rd, Calgary, AB	2026-09-27		Re-inspect
)	9 Smith St E, Yorkton, SK	2026-10-01		Re-inspect
Girls Club	7790 61st St, Pinellas Park, FL	2026-10-04		Re-inspect
?	14 Hobbs Ave, Ottawa, ON	2026-10-08		Re-inspect
ity Emergency Management	1227 N. State Road			Re-inspect
Fire Department	105 N Peachtree PK			Re-inspect

20 requests selected | Select All | **Shift Requested Dates** | Update Selected Inspections | Delete

inspect

### Inspection Requests

20 Request(s) Selected.

Future Requested Completion Dates for all 20 selected Inspection requests can be rescheduled by selecting one of the options below:

Set Requested Completion date [mm/dd/yyyy]

Move Requested Completion date [ahead] [ ] [Day(s)]

Submit | Cancel

Reinspect test	1740 Woodward Dr, Ottawa, ON	2026-08-22	Re-ins
APX Office	1755 Woodward Drive #101, Ottawa, ON	2026-08-23	Re-ins
Original requestdate test	1745 woodward drive, Ottawa, ON	2026-08-23	Re-ins
Panorama Lanes	820 6a Ave SW, Medicine Hat, AB	2026-08-23	Re-ins
Clear test	1777 Woodward Dr, Ottawa, ON	2026-08-28	Re-ins
Wausau test	1815 Courtwood Crescent, Ottawa, ON	2026-08-30	Re-ins
Fire Prev Test	1765 Woodward Dr, Ottawa, ON	2026-09-11	Re-ins
Wendy's	2375 Trans Canada Way S E, Medicine Hat, AB	2026-09-11	Re-ins

5

To bulk update other inspection request values, select **Update Selected Inspections**. A pop-up will appear, allowing users to select one of the following values to update: District Zone, Inspection Type, Inspection Frequency, Assigned Inspector, or Inspection Form.

Inspections = 4448 Total Inspections

Address	Requested Completion Date	Assigned Inspector	Inspection Type	Inspection Frequency
7340 Bryan Dairy Rd #100, Seminole, FL	2025-03-30		Re-Inspect	None
133 Central St, Chester, NS	2026-08-17		Re-inspect	12 Months
820 E Pine, Eagle River, WI	2026-08-21		Re-inspect	12 Months
1491 E 10th St, Rolla, MO	2026-08-22		Re-inspect	12 Months
1740 Woodward Dr, Ottawa, ON	2026-08-22		Re-inspect	12 Months
1755 Woodward Drive #101, Ottawa, ON	2026-08-23		Re-inspect	12 Months
1745 woodward drive, Ottawa, ON	2026-08-23		Re-inspect	12 Months
820 6a Ave SW, Medicine Hat, AB	2026-08-23		Re-inspect	12 Months
1777 Woodward Dr, Ottawa, ON	2026-08-28		Re-inspect	12 Months
1815 Courtwood Crescent, Ottawa, ON	2026-08-30		Re-Inspect	12 Months
1765 Woodward Dr, Ottawa, ON	2026-09-11		Re-inspect	12 Months
2375 Trans Canada Way S E, Medicine Hat, AB	2026-09-11		Re-inspect	12 Months
1815 Courtwood Crescent, Ottawa, ON	2026-09-17		Re-inspect	12 Months
3375 Dunmore Rd SE, Medicine Hat, AB	2026-09-26		Re-inspect	12 Months
110 Elbow River Rd, Calgary, AB	2026-09-27		Re-inspect	12 Months
9 Smith St E, Yorkton, SK	2026-10-01		Re-inspect	12 Months
7790 61st St, Pinellas Park, FL	2026-10-04		Re-inspect	12 Months
14 Hobbs Ave, Ottawa, ON	2026-10-08		Re-inspect	12 Months
ent 1227 N. State Road			Re-inspect	12 Months
105 N Peachtree PK			Re-inspect	12 Months

20 requests selected | Select All | Shift Requested Dates | Update Selected Inspections | Delete

Inspection Requests

20 Request(s) Selected.

Choose which fields to update for all selected inspection requests.

- District Zone
- Inspection Type
- Inspection Frequency
- Reassign Inspector
- Inspection Form

Select field(s) | Cancel