

User Guide

03. Inventory control Management and stores-Mechanical Engineering-CC-213-Job card Authorize Ver 2.0.0

For

Supply, delivery, installation, Commissioning, Training and Maintenance of Enterprise Resource Planning System (DMMC-ERP)

For

DEHIWALA MOUNT-LAVINIA MUNICIPAL COUNCIL

By

EMETSOFT (PVT) LTD

1. REVISION HISTORY

Date	Version	Description	Author
08-03-2022	0.0.1	Initial version	EMETSOFT IMP Team
26-04-2022	0.1.1	Modifications to the report	EMETSOFT IMP Team
28-04-2022	1.0.0	Final Release	Project Manager
19-05-2022	2.0.0	Enhancements for the manual	Project Manager

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ENTERPRISE RESOURCE PLANNING (ERP)

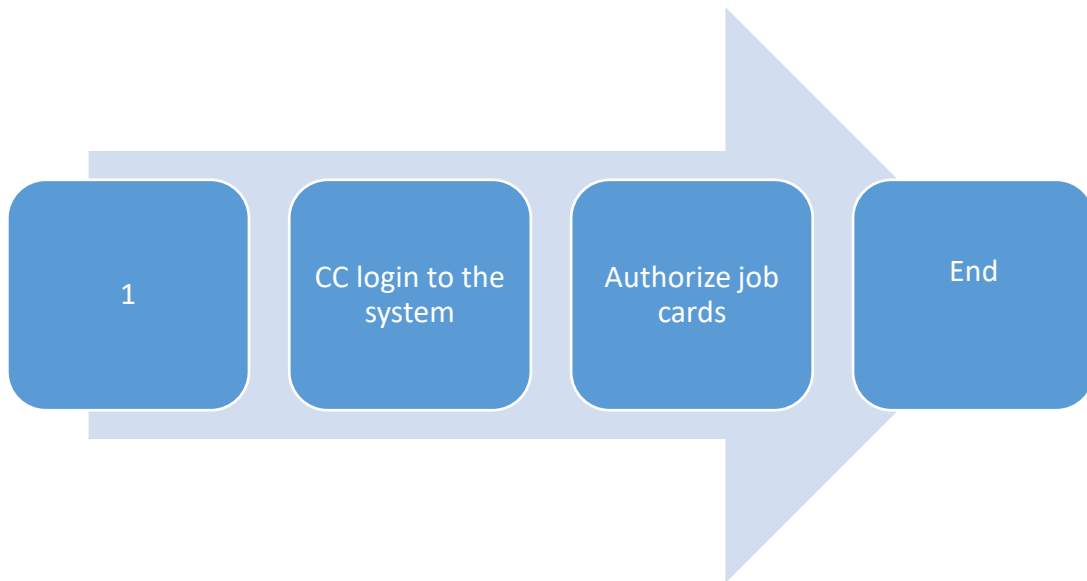
Dehiwala Mount Lavinia Municipal Council

Welcome to the Easiest, Fastest, most Secure, FIRST & the ONLY ERP for the LGA sector

JOB Card Authorize (Mechanical Engineering)

(Quick user Guide)

3. THE PROCESS



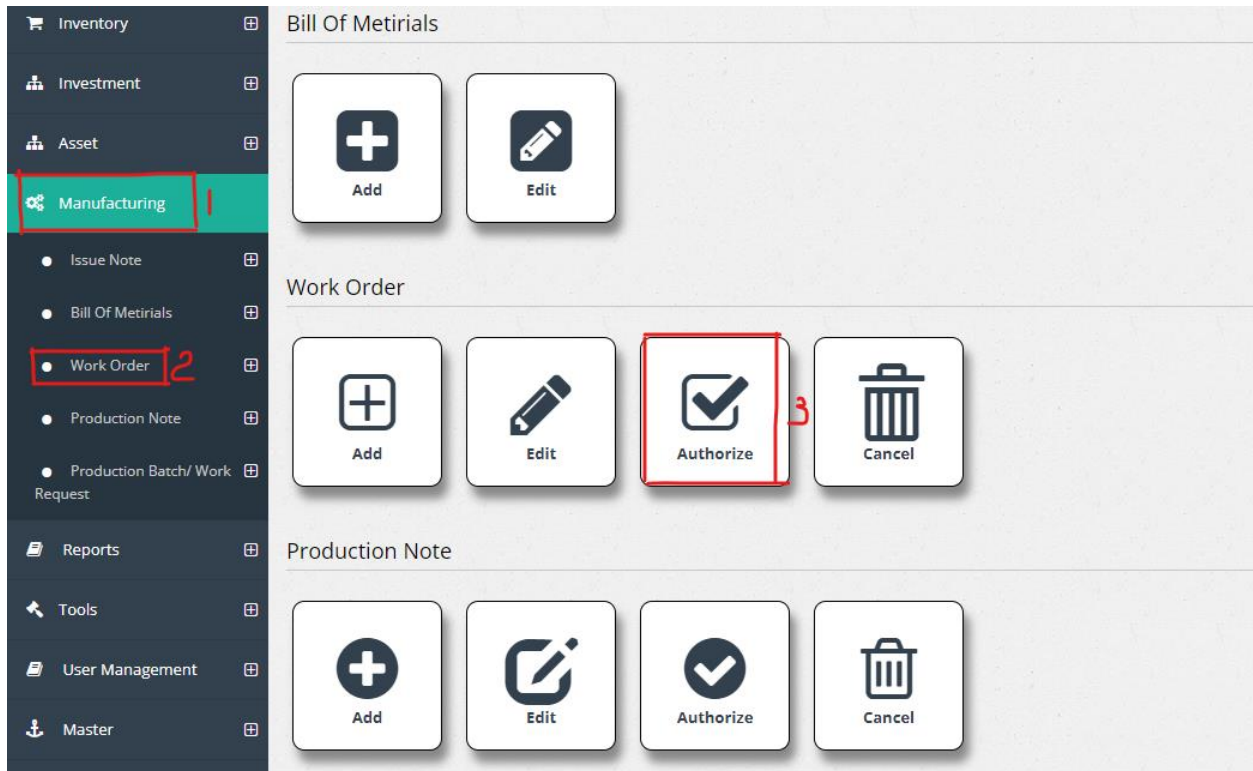
Step 1: Login using your user name and password to the system

Log In to your account

Advanced Options




4. STEP 2: AUTHORIZE JOB CARD



1. Under the option Manufacturing
2. Under Work Order option
3. Select Authorize

WORKORDER AUTHORIZE

Search By  1
ID

Search For 2

Q 5

From 3
3/8/2022

To 4
4/8/2022

No Data Found

6

Save Exit

1. Search By : Search the category to search
2. Search For : Enter the details of the selected category to search
3. From : Select the date from which
4. To : select the date to which
5. Click to search
6. Click to save canceled ones