

User Guide

11. New Modules-MA-190-Sports-Grounds booking bills 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

2. TABLE OF CONTENTS

Page No.

- 1. Revision History 2
- 2. TABLE OF CONTENTS..... 2
- 3. The Process 3
- 4. Step 2: Grounds booking bills 5
- 5. Step 3: Authorize..... 7



ENTERPRISE RESOURCE PLANNING (ERP)

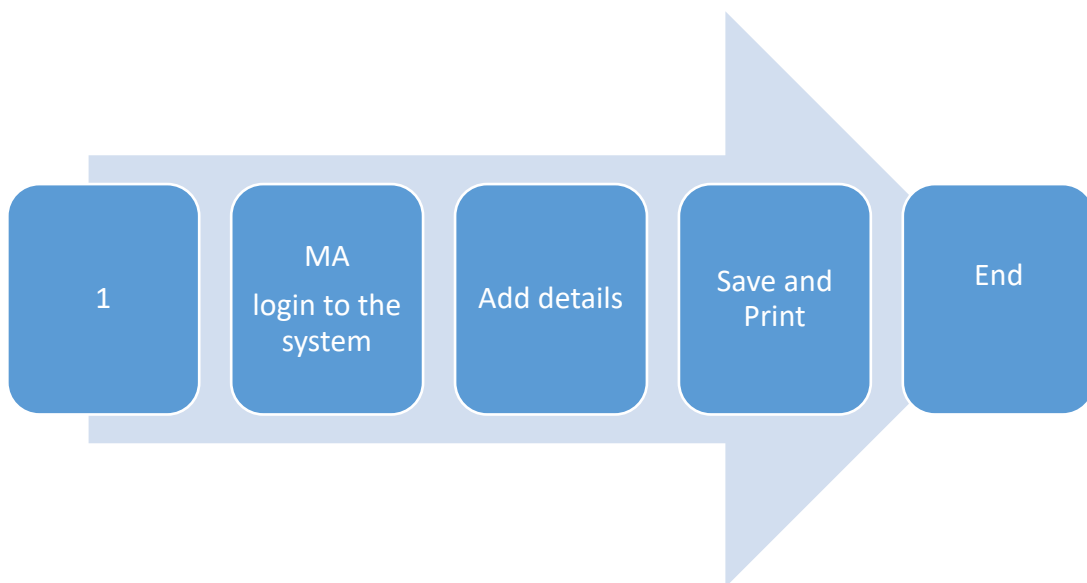
Dehiwala Mount Lavinia Municipal Council

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

Ground Booking Bills(CRM)

(Quick user Guide)

3. THE PROCESS



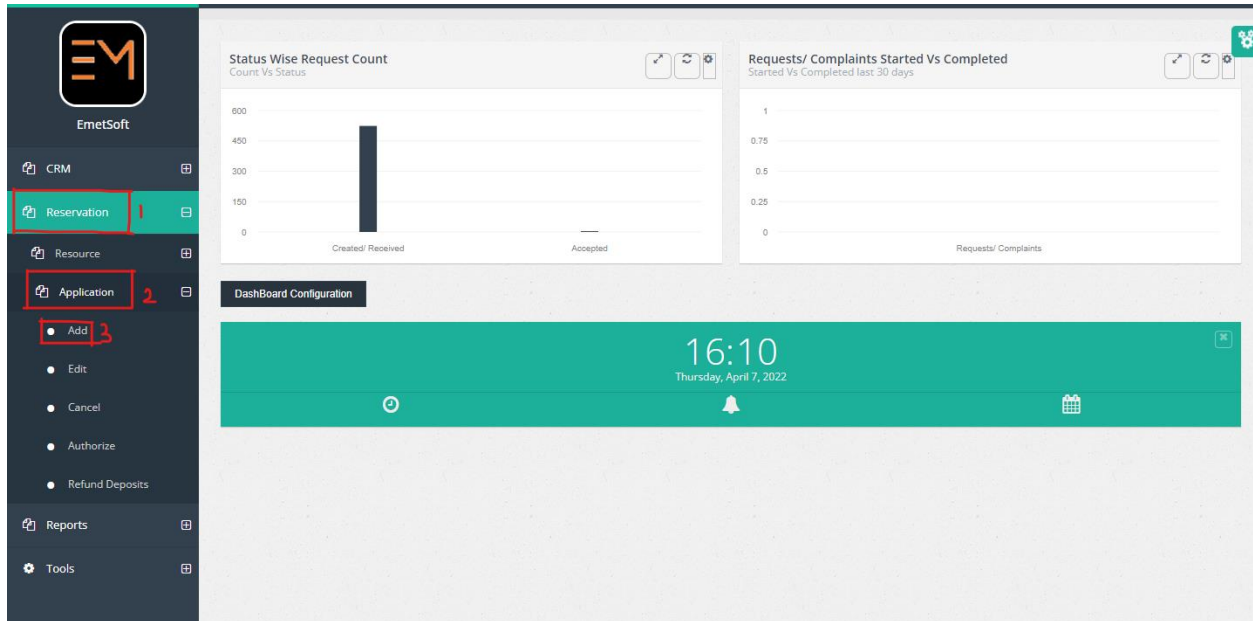
Step 1: Login using your user name and password to the system

Log In to your account

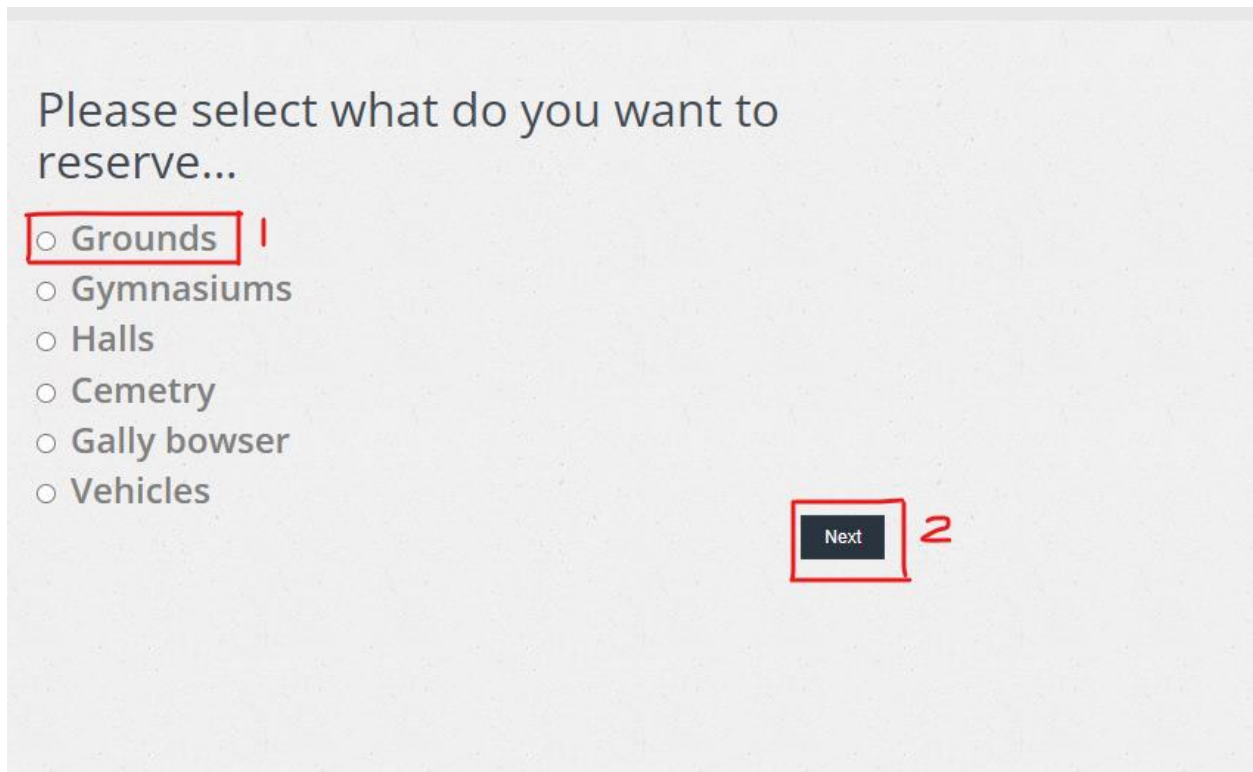
Advanced Options



4. STEP 2: GROUNDS BOOKING BILLS



1. Under Reservation option
2. Under Application option
3. Select Add



1. Put the tick before Grounds
2. Click the next

Enter the application details and check the availability

Reservation Application For Grounds

Your reference number : 2001
Application create date : 4/22/2022 8:34:35 AM

Application Details

Grounds*
S. De .S. Jayasinghe Gound

From Date*
4/25/2022

To Date*
4/30/2022

Reason

From Time (HH:MM:SS)

To Time (HH:MM:SS)

Check Availability

Availability is displayed like following

Reservation Application For Grounds

Your reference number : 2004
Application create date : 4/22/2022 12:04:19 PM

Application Details

Grounds*
S. De .S. Jayasinghe Gound

From Date*
4/30/2022

To Date*
4/30/2022

Reason

From Time (HH:MM:SS)

To Time (HH:MM:SS)

Check Availability

- Available
 - Not Available
 - Reserved
 - Pending

Date	00:00-01:00	01:00-02:00	02:00-03:00	03:00-04:00	04:00-05:00	05:00-06:00	06:00-07:00	07:00-08:00	08:00-09:00	09:00-10:00	10:00-11:00	11:00-12:00	12:00-13:00	13:00-14:00	14:00-15:00	15:00-16:00	16:00-17:00	17:00-18:00	18:00-19:00	19:00-20:00	20:00-21:00	21:00-22:00	22:00-23:00	23:00-00:00
4/30/2022	Green	Green	Green	Green	Green	Green	Green	Red	Red	Red	Red	Red	Red	Red	Green	Green	Yellow	Yellow	Green	Green	Green	Green	Green	Green

Close

Applicant's Details

This will shows current reservation and availability in color coded labels. In green color it shows available slots and in Red it shows booked slots. It also shows pending slots in Yellow color.

Then enter the applicant's details and save.

Applicant's Details

Name* Administrator Address*

NIC* Contact No Email Organization

Remarks

No of Participants Amount Deposite Amount

Application Attachments

Attachments (You can select upto 5 files.)
(MS word, PDF and Picture types only)

Choose Files No file chosen

Save Exit

5. STEP 3: AUTHORIZE

Application Authorize

Search By ID Search For

From 3/22/2022 To 4/22/2022

Select	View	Application No	Resource	Name	Email	Create Date Time	From Date Time	To Date Time	Amount	Bill ID	Deposit Amount	Deposit Bill ID	Status
<input checked="" type="checkbox"/>		2004	2004	S. De .S. Jayasinghe	test	4/22/2022 12:09:15 PM	4/29/2022 8:00:00 AM	4/29/2022 2:00:00 PM	5000.00	0	0.00	0	Pending For Approval

Save Exit

2

1. Put the tick to select
2. Click to authorize the booking