

Project Mandate

The aim of this project is to modernise Tritek's career portal to match up with the current trends in project management and business analysis, making it more current with the latest features in the market, relevant for our administrative staff. This will be in line with making the interface and interaction of users to be seamless.

This Login page allows existing users to login into the portal using their login credentials

The screenshot shows the login page for TRITEK Consulting Ltd. The page features the company's logo at the top left. Below the logo, there are fields for 'Email or username:' and 'Password:', each with a red callout pointing to it. A 'remember me' checkbox is located below the password field. To the right of the password field is a 'Forgot password?' link with a red callout. At the bottom center is a purple 'Log in' button with a red callout pointing to it. Below the button are social media icons for Facebook, Twitter, Instagram, and LinkedIn, each with a red callout pointing to it.

Login

<https://careers.tricomms.co.uk/#/Login>

TRITEK Consulting Ltd

Email or username:

Password:

remember me

Once 'login' is clicked it will take you to the 'Home page'

Log in

Forgot password?

Once the social links are clicked it will direct you to Tritek's prospective social pages

f t i n

Forgot Password

<https://careers.tricomms.co.uk/#/Forgotpassword>

TRITEK Consulting Ltd

Forgot Password?

No worries, a password reset link will be sent to your email address

Enter email to reset password

Send Password Reset Link

Back

A page link will need to be created where the user can be redirected back to the portal.

A password reset link will be sent externally to the respective email.

Forgot password

<https://careers.tricomms.co.uk/#/Forgotpassword>

 TRITEK Consulting Ltd

Check your email
We've sent a password reset link to
johndoe@tritek.co.uk

[Open email](#)

'Open email' will need to be linked to a mail inbox or app.

'Open email' redirects/links the admin user to their tritek email inbox.

[Back](#)

New Password

<https://careers.tricomms.co.uk/#/Newpassword>

 TRITEK
Consulting Ltd

Create new password

Password:



Must be at least 8 characters

Confirm password:



Both password must match

Reset Password

Once the admin user has entered the new sign in details this page will be directed to the 'create new password' page

New password

<https://careers.tricomms.co.uk/#/Newpassword>



password reset

Your password has been successfully reset
Click below to log in

Continue

Once 'Continue' button is clicked you will be redirected to the 'Home Page'.

Home Page

https://careers.tricomms.co.uk/Homepage

TRITEK Consulting Ltd

Damisola G.
Admin

Number of recruiters - a graph showing the increase or decrease of recruiters per month

Number of candidates - a graph showing the increase or decrease of candidates per month

Home Page

Home page
My profile
Users (drops down to:)
Admin
Candidates
Recruiters
Task manager
Documents
Logout

Mission
Our mission is to get non techy people into tech

Vision
We are focused on facilitating your growth, and we ensure that you reach such extraordinary levels by allowing you to work on real and live projects

Values
Client focused, Results driven

Number of Recruiters

Number of Candidates

Number of shortlisted candidates - This box shows the total number of candidates that have been shortlisted for a job by a recruiter every month

TASKS

- Unassigned Task
- Assigned Task
- Completed Task

The 'recent activity' box will be a list of the activities of the admin users showing: their recent history on the portal, the tasks they have recently completed, the users they have recently searched.

Number of shortlisted candidates

January - December

The 'tasks' tab shows all the tasks that the admin needs to execute and it also displays completed tasks from January to December

My profile
<https://careers.tricomms.co.uk/#/Myprofile>

TRITEK Consulting Ltd

Damisola G.
Admin

My Profile

Home Page

My Profile

Users (drops down to:)

Admin

Candidates

Recruiters

Task Manager

Documents

Logout

All buttons on the side panel are linked to the prospective pages

Once the admin user clicks on 'edit personal details' it should take you to 'edit personal details page'.

Once the admin clicks on 'add or edit profile picture', it will take him to change profile picture page.

Once the admin clicks on 'change password' it will take him to 'change password' page.

When the 'Log Out' is clicked on, it logs you out of the career portal and takes you back to the 'log in page'.

John Doe
Administrator
+447435 654186
johndoe@tritek.co.uk

Add or Edit Profile Picture

Edit Personal details

Change Password

Log Out

Back

Change password

<https://careers.tricomms.co.uk/#/Changepassword>

TRITEK Consulting Ltd

Damisola G.
Admin

Change Password

Home Page →
My Profile →
Users (drops down to:)
Admin →
Candidates →
Recruiters →
Task Manager →
Documents →
Logout →

Enter Old Password

Enter new password

Must be at least 8 characters

Confirm new password

Both password must match

Save

Back

Admin user should be able to enter their old password in the fields and then enter a new password. After this they will only be able to enter into the career portal using this new password created.

Once the admin clicks on 'save' button, it takes you back to the 'Home page'.

Change password

<https://careers.tricomms.co.uk/#/Changepassword>

TRITEK Consulting Ltd

Damisola G.
Admin

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Change Password Confirmation

search

Home Page

My Profile

Users (drops down to:)

Admin

Candidates

Recruiters

Task Manager

Documents

Logout

Password Changed

Your password has been successfully changed

Close

When the Admin user click on the 'Close' button, it takes you back to 'My Profile' page

Back

Profile Picture
<https://careers.tricomms.co.uk/Profilepicture>

TRITEK Consulting Ltd 3 Damisola G.
Admin

Change Profile Picture mic

Home Page Delete Add photo Edit

My Profile

Users (drops down to:)

Admin

Candidates

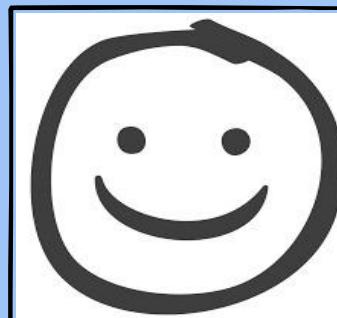
Recruiters

Task Manager

Documents

Logout

Help others recognize you



X Back

Use Camera Upload photo

When admin clicks on the 'use camera' tab, the user will be directed to their internal camera.

When admin clicks on the 'upload photo' tab, the user will be redirected to their photo album or files.

Profile picture
<https://careers.tricomms.co.uk/#/Profilepicture>

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Damisola G.
Admin

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Edit Profile Picture

Home Page

My Profile

Admin

Candidates

Recruiter

Task Manager

Documents

Log out

Delete Add photo Edit

X

Upload photo

Crop

Back

search

Admin will be able to use the crop functionality to reduce/increase the size of the profile picture to fit into frame shown on the page.

Profile picture upload confirmation

<https://careers.tricomms.co.uk/#/Profilepictureuploadconfirmation>

TRITEK Consulting Ltd

Damisola G.
Admin

Profile picture upload confirmation

search

Home Page

My Profile

Users (drops down to:)

Admin

Candidates

Recruiters

Task Manager

Documents

Logout

Profile picture uploaded successfully

Close

Back

When the Admin user click on the 'Close' button, it takes you back to 'My Profile' page

The screenshot shows a web application interface. At the top, there's a header with the TRITEK Consulting Ltd logo, a user profile for 'Damisola G. Admin', and a search bar. Below the header is a sidebar with various menu items like Home Page, My Profile, and Admin. The main content area displays a success message 'Profile picture uploaded successfully' with a 'Close' button. A yellow callout box with a red arrow points to the 'Close' button, containing the text: 'When the Admin user click on the 'Close' button, it takes you back to 'My Profile' page'. The browser's address bar shows the URL: https://careers.tricomms.co.uk/#/Profilepictureuploadconfirmation.

Profile picture
<https://careers.tricomms.co.uk/#/Profilepicture>

TRITEK Consulting Ltd

Damisola G.
Admin

Delete Profile Picture

search

Home Page

My Profile

Users (drops down to:)

Admin

Candidates

Recruiters

Task Manager

Documents

Logout

3

Delete Add photo Edit

Are you sure you want to delete profile picture?

Cancel Delete Back

When the Admin user clicks on 'delete' their previous profile picture will no longer be present and a blank profile photo will be displayed.

Profile picture delete confirmation

<https://careers.tricomms.co.uk/#/Profilepicturedeleteconfirmation>

TRITEK Consulting Ltd

Damisola G.
Admin

Profile picture delete confirmation

search

Home Page

My Profile

Users (drops down to:)

Admin

Candidates

Recruiters

Task Manager

Documents

Logout

Profile picture deleted successfully

Close

Back

When the Admin user clicks on the 'Close' button, it takes you back to 'My Profile' page

Personal details

<https://careers.tricomms.co.uk/#/Personaldetails>

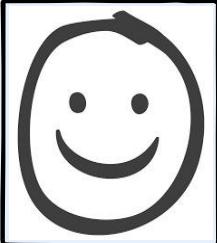
TRITEK Consulting Ltd

Damisola G.
Admin

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Edit Personal Details

Home Page →
My Profile →
Users (drops down to:) →
Admin →
Candidates →
Recruiters →
Task Manager →
Documents →
Logout →



John Doe
johndoe@tritek.co.uk

On this page the user must be able to change their details, which would include User's names (First name, other name and surname), email, phone number and Postcode.

First name

(other names)

Email

Post code

Surname

Telephone +44 ▾

Save

Back

Personal details

<https://careers.tricomms.co.uk/#/personaldetails>

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Admin

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Personal Details Saved

Home Page

My Profile

Users (drops down to:)

Admin

Candidates

Recruiters

Task Manager

Documents

Logout

Personal details have been saved

Your personal details have been successfully saved

Close

Back

When the Admin user click on the 'Close' button, it takes you back to 'My Profile' page

Candidate List

<https://careers.tricomms.co.uk/#/user/candidateslist>

The arrows will allow the user to change the order of the names and emails, so they will be arranged in alphabetical order and non-alphabetical order.

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Damisola G.
Admin

search

Admin Listing Page

Name ↑	Email ↑	Phone	Location
Abi Fadare	abifadare@gmail.com	0792256789	London
Abi Fadare	abifadare@gmail.com	0792256789	Scotland
Eric Fosu	ericfosu@gmail.com	0792256789	Oxford
Abi Fadare	abifadare@gmail.com	0792256789	Birmingham
Abi Fadare	abifadare@gmail.com	0792256789	Conventry
Abi Fadare	abifadare@gmail.com	0792256789	Bristol
Abi Fadare	abifadare@gmail.com	0792256789	Liverpool
Abi Fadare	abifadare@gmail.com	0792256789	Manchester
Abi Fadare	abifadare@gmail.com	0792256789	Bolton
Chris Anoty	chrisanoty@gmail.com	0792256789	Cardiff
John Doe	johndoe@gmail.com	0792256789	Cambridge
Abi Fadare	abifadare@gmail.com	0792256789	Warwick
Abi Fadare	abifadare@gmail.com	0792256789	Bradford

Back

Candidate List

<https://careers.tricomms.co.uk/#/user/candidateslist>

The arrows will allow the user to change the order of the names and emails, so they will be arranged in alphabetical order and non-alphabetical order.

TRITEK Consulting Ltd

Damisola G.
Admin

Location Filter Location Role Skills search Add Candidate

Candidate Listing Page

Title	Name	Email	Phone	Update by(Owner)	Status
BA	Abi Fadare	abifadare@gmail.com	0792256789	2years	Approved
PM	Abi Fadare	abifadare@gmail.com	0792256789	2years	Approved
BA	Eric Fosu	ericfosu@gmail.com	0792256789	2years	Approved
PM	Abi Fadare	abifadare@gmail.com	0792256789	2years	Approved
BA	Abi Fadare	abifadare@gmail.com	0792256789	2years	Approved
PM	Abi Fadare	abifadare@gmail.com	0792256789	2years	Approved
PM	Abi Fadare	abifadare@gmail.com	0792256789	2years	Approved
BA	Abi Fadare	abifadare@gmail.com	0792256789	2years	Approved
BA	Chris Anoty	chrisanoty@gmail.com	0792256789	2years	Approved
PM	John Doe	johndoe@gmail.com	0792256789	2years	Approved
BA	Abi Fadare	abifadare@gmail.com	0792256789	2years	Approved

Home Page My Profile Users (drops down to:) Admin Candidates Recruiters Task Manager Documents Logout

Back

Candidates Grid

<https://careers.tricomms.co.uk/#/user/candidatesGrid>

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Damisola G.
Admin

Candidate Grid

Home Page

My Profile

Users (drops down to:)

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Recruiters

Task Manager

Documents

Logout

London

Filter Location Role Skills

search

Add Candidate

Grid icon

The admin must be able to click on the Grid icon and view candidates in a Grid format, which would include the candidates name, role, address, and picture.

Abi Fadare
Business Analyst
Enfield

Eric Fosu
Business Analyst
Manchester

Chris Anoty
Project Manager
Liverpool

Abi Fadare
Business Analyst
Enfield

Eric Fosu
Business Analyst
Manchester

Chris Anoty
Project Manager
Liverpool

Abi Fadare
Business Analyst
Enfield

Eric Fosu
Business Analyst
Manchester

Chris Anoty
Project Manager
Liverpool

Load More

Back

Candidate Profile

<https://careers.tricomms.co.uk/#/user/candidateProfile>

TRITEK Consulting Ltd

Damisola G.
Admin

Add Candidate

Home Page
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About Me

Chris Anoty
Project Manager

Phone: 07123456789
Email: chrisanoty@gmail.com
Location: Liverpool
Qualification: Master's Degree

I am flexible, reliable and possess excellent time keeping skills. I am an enthusiastic, self-motivated, reliable, responsible and hard working person. I am a mature team worker and adaptable to all challenging situations. I am able to work well both in a team environment as well as using own initiative.

Skills Sets

Communication and interpersonal skills.
Leadership and teamwork skills.
Analytical and problem-solving skills.
Time management and organizational skills.
Risk and cost management skills.

Projects

Project ChatB II Completed
Implementing an AI chatbot that enhances and digitalises customer engagement and ensuring successful customer interaction.

Project Nova II Completed
To create a data schema set and provide a data set of approximately 2000 records in the data set schema. We will also need to create and supply CRM integration with an API.

Project RBEEI Beauty II Completed
The aim of this project is to create a website for a makeup line looking to launch in the new year. The team will be responsible for designing, strategising and marketing of the new makeup line.

Project Prime-Halted
A website offering clients a choice of hair extensions and wig making services at the click of a button to suit their every need.

Project Exodus II Completed
Revamping an existing website with the view to enhance and improve customers' UX and UI functionalities

Tritek Meetings Recordings and Projects Mandates
Meeting Recordings and Mandates for new and existing projects

Ab Initio I Completed I
Ab Initio Website development for the competent legal professional Project

Project Tenacity II Completed
Website creation for a new Virtual Assistants business including social media integration and digital marketing.

The Admin user can be able to view the candidate's profile, which would include phone number, email, location, qualification, about me, skillset and projects they have worked on.

Back

Add Candidate

<https://careers.tricomms.co.uk/#/user/addcandidate>

TRITEK Consulting Ltd

Damisola G.
Admin

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Add Candidate

Home Page
My Profile
Users (drops down to:
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Logout

Register

First Name*

Last Name*

Email*

Phone Number*

Location*

On this page the user will be able to add candidate to the platform after they have successfully completed their projects.

Create Candidate 

Back 

Recruiter Main Page
<https://careers.tricomms.co.uk/#/Recruitermainpage>

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Admin

Main Recruiter Page (List View)

Home Page

My Profile

Users (drops down to:)

Admin

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Recruiters

Task Manager

Documents

Logout

Each row will take you to the Pending Recruiter Page.

Pending Approvals

Anna Cole

Load More

Each row will take an Existing Recruiter page

Existing Recruiters

Rose Abiola

Load More

3

This button will take you to Add Recruiter page

Add Recruiter

This button will take you to the Recruiter Grid Page

search

Back

Recruiter Main Page
<https://careers.tricomms.co.uk/#/Recruitermainpage>

Main Recruiter Page (Grid View)

TRITEK Consulting Ltd

Damisola G.
Admin

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Home Page
My Profile
Users (drops down to:
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Pending Approvals

All the boxes are to take you to the individual Pending Recruiter's page

Recruiter 1 Recruiter 2 Recruiter 3 Recruiter 4

Load More

search

Add Recruiter

This button will take you to New Recruiter details page

Existing Recruiters

All the boxes are to take you to the individual Existing Recruiter's

Recruiter 1 Recruiter 2 Recruiter 3 Recruiter 4

Load More

search

Back

This list button will take you back to the Recruiter's Main Page

New Recruiter Page

<https://careers.tricomms.co.uk/#/Newrecruiterpage>

TRITEK Consulting Ltd

Damisola G.
Admin

3

New Recruiter Page

Home Page
My Profile
Users (drops down to:) Admin Candidates Recruiters Task Manager Documents Logout

Recruiter Name: Address: Save Record

Contact Name: Telephone Number:

Email Address: Website:

Country:

Notes

When the admin user clicks on the 'save record' button it takes you back to the Recruiter's Main Page

Back

Recruiter Profile Page
<https://careers.tricomms.co.uk/#/Recruiterprofilepage>

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Admin

Existing Recruiter Page Admin

Home Page
My Profile
Users (drops down to:
Admin
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Recruiter Name: 

Address:

Contact Name:

Telephone Number:

Email Address:

Website:

Country:

Save record

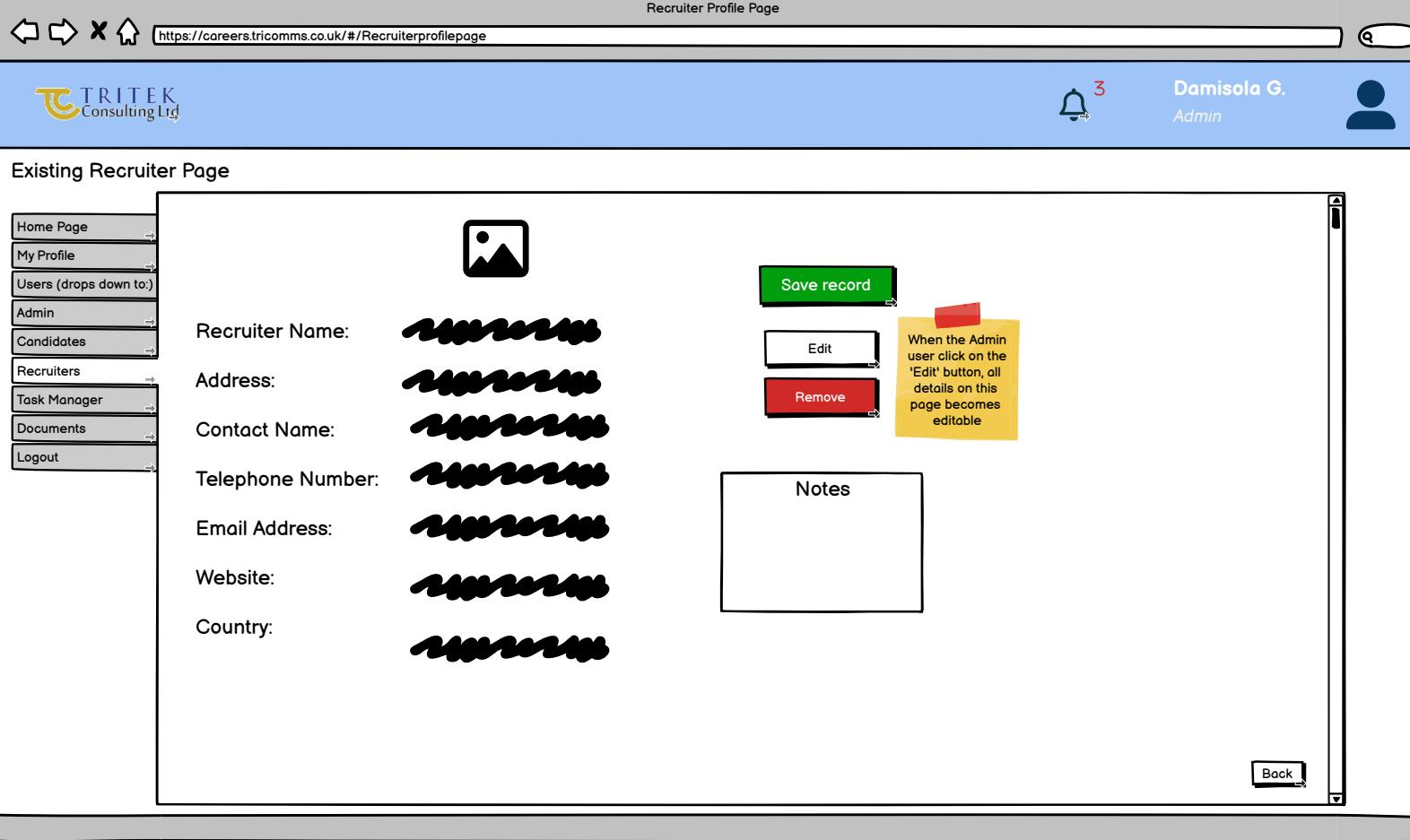
Edit

Remove

When the Admin user click on the 'Edit' button, all details on this page becomes editable

Notes

Back



Tritek consulting

https://careers.tricomms.co.uk/#/saverecord

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Damisola G.
Admin

Record Successfully Saved

Home Page
My Profile
Users (drops down to:)
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Logout

Record successfully saved
Recruiter details successfully saved

Close

When the Admin user click on the 'Close' button, it takes you back to 'Recruiter main page' page

Back

When the Admin user click on the 'Close' button, it takes you back to 'Recruiter main page' page

Pending Recruiter Page

<https://careers.tricomms.co.uk/#/Pendingrecruiterpage>

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Damisola G.
Admin

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Pending Recruiter Page

Home Page

My Profile

Users (drops down to)

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Logout

Recruiter Name:

Address:

Contact Name:

Telephone Number:

Email Address:

Website:

Country:

Approve

Reject

When you click on 'Approve' it will take you to the confirmation of recruiter page

Notes

Back



The page displays a 'Pending Recruiter Page' header and navigation menu on the left. The main area contains fields for recruiter information, all of which have been redacted with black scribbles. To the right of the fields are two buttons: 'Approve' (green) and 'Reject' (red). A yellow callout box points to the 'Approve' button with the text: 'When you click on 'Approve' it will take you to the confirmation of recruiter page'. Below the buttons is a large rectangular box labeled 'Notes'. At the bottom right is a 'Back' button.

Remove recruiter successfully

<https://careers.tricomms.co.uk/#/Removerecruitersuccessfully>

TRITEK Consulting Ltd

Damisola G.
Admin

search

Remove recruiter successfully

Home Page
My Profile
Users (drops down to:)
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Remove recruiter successfully

Recruiter details successfully removed

Close

When the Admin user click on the 'Close' button, it takes you back to 'Recruiter main page' page

Back

Remove recruiter successfully

Recruiter details successfully removed

Close

When the Admin user click on the 'Close' button, it takes you back to 'Recruiter main page' page

Back

Confirmation of Recruiter Approval Page
<https://careers.tricomms.co.uk/#/Confirmationofrecruiterapprovalpage>

TRITEK Consulting Ltd

Damisola G.
Admin

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Pending Recruiter Page

Home Page
My Profile
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Recruiter Name:
Address:
Contact Name:
Telephone Number:
Email Address
Website:
Country:

Approve

Reject

Alert
Confirm Approval
Yes No

When you click on 'Yes' it will take you back to the Existing Recruiter Page

When you click on 'No' it will take you back to the Pending Recruiter

Notes

When you click on 'Reject' it will take you to Confirmation of recruiter rejection page.

Back

Confirmation of Recruiter Rejection Page
<https://careers.tricomms.co.uk/#/Confirmationofrecruiterrejectionpage>

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Admin

Pending Recruiter Page

Home Page
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Recruiter Name:
Address:
Contact Name:
Telephone Number
Email Address:
Website:
Country:

Confirm Rejection

YES NO

Reason for rejection

When Admin user click on 'Yes' the Notes box (Reason for rejection) must be completed before it takes you back to Pending Recruiter Page

When admin user clicks on 'No', it will take you to 'recruiter's main page'

Information entered here should be copied over to 'Reason for rejection' box

Approve

Reject

Reason for rejection

Back

Task Manager

https://careers.tricomms.co.uk/#/taskmanager

TRITEK Consulting Ltd

Damisola G.
Admin

Task Manager

Task Progress

- Due Today: 10/40
- Due This Week: 5/40
- Due Next Week: 8/40

Recent Activity

- DO: Damisola O. Completed a Task 20 mins ago
- RR: Ria R. Assigned a Task 45 mins ago
- GO: Gbemi has a Task in Progress 2 hours ago

Allocated Task Members

- DO: Damisola O. Admin User
- RR: Ria R. Admin User
- GO: Gbemi Admin User

When you click on view it will lead to your personal tasks
Allocated Task Members = all admin users

View will only show up for your name/account

Unassigned

- Candidate Shortlisted Owner: -
1 Apr 0 2 0 2
- New Admin User Addition Owner: -
1 Apr 0 2 0 2
- Recruiter Approval Owner: -
1 Apr 0 2 0 2

In Progress

- Recruiter Verification Owner: DO
1 Apr 0 2 0 2
- Candidate Shortlisted Owner: GO
1 Apr 0 2 0 2
- New Admin User Addition Owner: RR
1 Apr 0 2 0 2

Completed

- Recruiter Approval Owner: RR
1 Apr 0 2 0 2
- Recruiter Verification Owner: DO
1 Apr 0 2 0 2
- Candidate Shortlisted Owner: DO
1 Apr 0 2 0 2

When you click on Task Name or the box of the task it will take to the information about that particular task

Flag = due date

Back

Task Manager
<https://careers.tricomms.co.uk/#/taskmanager/task>

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Admin

Task Page

Name: Candidate Shortlisted

Date Added: -

An admin user will come in here and input some of this information

Due Date: -

Owner: -

Status: In Progress
Completed
Not Started

Category: Candidates
Recruiters
Admin

Archive
Delete
Assign

Admin User 1
Admin User 2
Admin User 3
Admin User 4

When you click on the cogwheel icon it will show the 'archive, delete, assign'

Comments 

Attachments  +

Back

Home Page
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Task Manager

<https://careers.tricomms.co.uk/#/taskmanager/mytasks>

TRITEK Consulting Ltd

Damisola G.
Admin

My Tasks List

Task Name	Category	Date Added	Due Date	Owner	Status
Google Shortlists	Candidate	01/02/23	21/02/23	Damisola G	In Progress
Facebook Shortlists					
Netflix Shortlists					
Google Verification					
Home Office Registration Request					

Admin user will be able to see a list of their own tasks within the table, so it will be home to their own tasks. As they assign tasks to themselves in the 'A Task Page' and update the information, it will show up in this table.

To Do  (Add personal to-do notes)

+ 

Back 

Task Manager

https://careers.tricomms.co.uk/#/documents/mydocument

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Admin

My Documents

All Documents Category 1 (eg CVs) Category 2 (eg Contracts) Category 3

The admin users can change or set the different categories

search

Choose file
Or drag file in here

List of Documents

File name	View, Download Send, Delete, Archive
File name	View, Download Send, Delete, Archive
File name	View, Download Send, Delete, Archive

When you click on the grid icon you will see 'view, download, send, delete, archive'

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Task Manager

https://careers.tricomms.co.uk/#/documents/mydocument

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Category Page 2

Category Page 2

search

Name File Type Date Added Receipt Date Approved Date

20/02/2023 23/02/2023 27/02/2023

This page will show a list of the documents properties added and their properties in line with the column headings, as they are added it will show up in this table. Users will be able to label the page and change 'Category'

Back

Task Manager

<https://careers.tricomms.co.uk/#/documents/mydocument>

TRITEK Consulting Ltd

Damisola Admin

Category Page 3

Category Page 3

search

Name	File Type	Date Added	Receipt Date	Approved Date
2001	2002	20/02/2023	23/02/2023	27/02/2023
2002	2003			
2003	2003			
2004	2004			
2005	2005			
2006	2006			
2007	2007			
2008	2008			
2009	2009			
2010	2010			
2011	2011			
2012	2012			
2013	2013			
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