

Raise a Service Request

Step 1: Click on the link Service Request (Found in the Welcome Banner)

The screenshot shows a web browser window with the URL `http://localhost:9090/loms/serviceRequest.action`. The page title is "Lawyers office management system" with the tagline "your smartest junior". The navigation bar includes links: [Welcome :loms_mstr], [Manage Case], [Edit Product Settings], [Service Request], [Search Judgments], [Change Password], [Change Security Questions], and [Logout].

On the left is a sidebar menu with the following items:

- Home
- CLIENT MANAGEMENT
- CASE MANAGEMENT
- EMPLOYEE MANAGEMENT
- INCOME & EXPENSE MANAGEMENT
- QUICK LINKS
- LAW STANDARD INFO
- REMINDERS
- COMMUNICATION
- CASE JUDGMENTS
- TEMPLATES
 - Case Filing/Coding Templates
- BOOK SHELF

The main content area is titled "Send Service Request". It contains the following fields:

- Subject:** A text input field.
- Attachment:** A text input field with a "Browse..." button.
- Body:** A rich text editor with a toolbar containing options for bold, italic, underline, text color, background color, bulleted list, numbered list, link, unlink, and image. The body text area is empty.

At the bottom of the form are two buttons: "Send" and "Reset". A note in the top right corner states: "* Marked fields are Mandatory".

The footer of the page displays the contact information: "Contact: loms.service@sunrayts.com".

Step 2: Enter the details of the issue or service request and click on the SEND button as shown below,

This screenshot shows the same "Send Service Request" form as in Step 1, but with sample data entered:

- Subject:** "Test Service"
- Attachment:** (Empty)
- Body:** "Hi,
Test Service Request
Thanks,
Lawyer"

The "Send" and "Reset" buttons are still visible at the bottom. The browser's address bar now shows `http://localhost:9090/loms/SendServiceEmail.action`.

Step 3: Once the Service Request email has been sent, the application will give a success message as shown below,

