

SOP Builder System (Progress)

Admin Page (Back-End)

← → ↻ localhost/SOP%20Builder%20System/admin/user.php

Apps Gmail YouTube Maps (4) WhatsApp KICT IAP Innovative Teaching... FYP Student Dashb... IAP Student Dashb... Watch Boss in the... [Engsub] Running... Reading list

SOP Management System Administrator

Dashboard
Accounts
Users
Staff

Accounts / Users

+ Add User

Show 10 entries Search:

Firstname	Lastname	Username	Password	Status	Action
Administrator		admin	*****	administrator	Edit
Iman	Siraj	imansiraj	*****	Regular	Edit Delete
Tan	Yong Lee	yonglee	*****	Regular	Edit Delete

Showing 1 to 3 of 3 entries Previous 1 Next

← → ↻ localhost/SOP%20Builder%20System/admin/staff.php

Apps Gmail YouTube Maps (4) WhatsApp KICT IAP Innovative Teaching... FYP Student Dashb... IAP Student Dashb... Watch Boss in the... [Engsub] Running... Reading list

SOP Management System Administrator

Dashboard
Accounts

Accounts / Staff

+ Add Staff

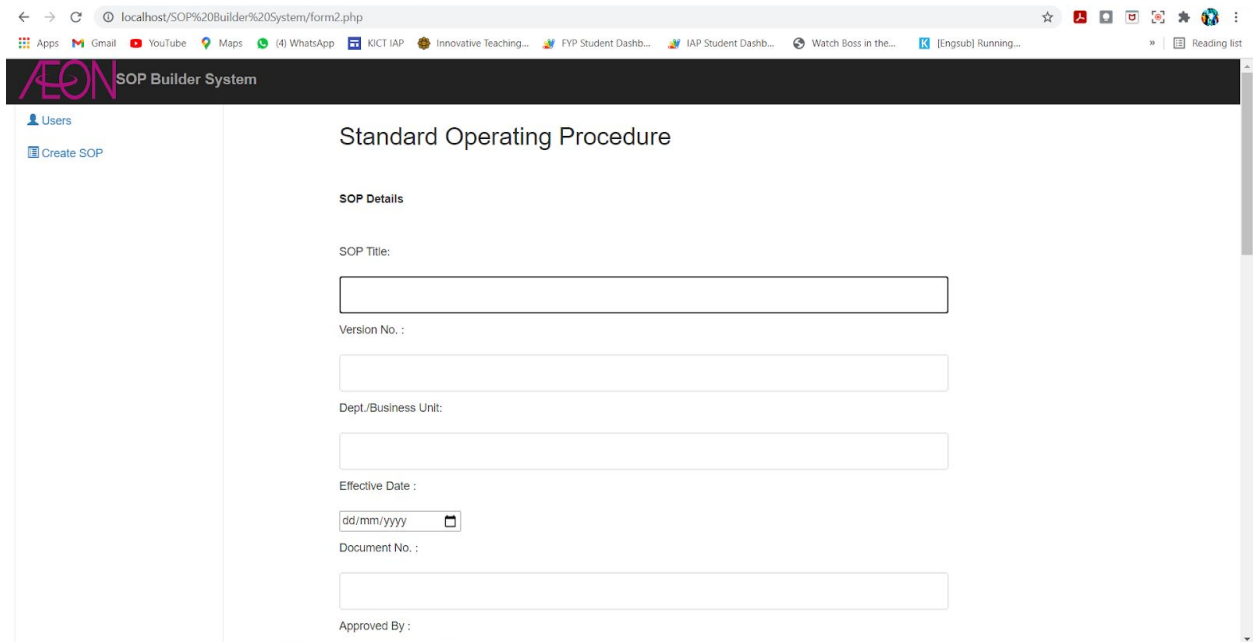
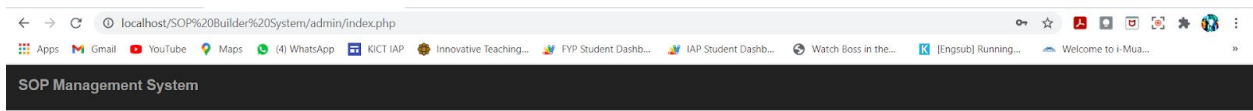
Show 10 entries Search:

Staff no	Firstname	Lastname	Gender	Year/Section	Password	Action
12345	Nuraini	Selamat	Male	3A	*****	Edit Delete

Showing 1 to 1 of 1 entries Previous 1 Next

© Copyright SOP Management System 2021

SOP Builder System (Front-End)



The screenshot displays the AEON SOP Builder System web application. The top navigation bar includes links for Apps, Gmail, YouTube, Maps, WhatsApp, KICT IAP, Innovative Teaching..., FYP Student Dashb..., IAP Student Dashb..., Watch Boss in the..., [Engsub] Running..., and a Reading list icon.

SOP Builder System

- Users:** A sidebar menu option.
- Create SOP:** A button to initiate the SOP creation process.

Main Content Area:

- Approved By :** A form field containing the name "Encik".
- Reviewed By :** A form field containing the name "Encik".
- SOP Content**
 - Policy :** A text area containing four numbered points:
 - To provide consistency in managing the AEON Makan Platform.
 - To help ensure the quality of outcome.
 - To aligned the work course among team members.
 - To help greater their work responsibilities, safety and efficiency.
 - Purpose :** A text area containing four numbered points:
 - To provide consistency in managing the AEON Makan Platform.
 - To help ensure the quality of outcome.
 - To aligned the work course among team members.
 - To help greater their work responsibilities, safety and efficiency.
 - Scope :** A text area containing three sentences:

To help greater their work responsibilities, safety and efficiency. To help greater their work responsibilities, safety and efficiency. To help greater their work responsibilities, safety and efficiency. To help greater their work responsibilities,

Users

Create SOP

Scope :

To help greater their work responsibilities, safety and efficiency. To help greater their work responsibilities, safety and efficiency. To help greater their work responsibilities, safety and efficiency. To help greater their work responsibilities, safety and efficiency. To help greater their work responsibilities, safety and efficiency. To help greater their work responsibilities, safety and efficiency. To help greater their work responsibilities, safety and efficiency. To help greater their work responsibilities, safety and efficiency. To help greater their work responsibilities, safety and efficiency. To help greater their work responsibilities, safety and efficiency.

Review Procedure :

responsibilities, safety and efficiency. To help greater their work responsibilities, safety and efficiency. To help greater their work responsibilities, safety and efficiency. To help greater their work responsibilities, safety and efficiency. To help greater their work responsibilities, safety and efficiency. To help greater their work responsibilities, safety and efficiency. To help greater their work responsibilities, safety and efficiency. To help greater their work responsibilities, safety and efficiency. To help greater their work responsibilities, safety and efficiency. To help greater their work responsibilities, safety and efficiency.

Monitoring :

and efficiency. To help greater their work responsibilities, safety and efficiency. To help greater their work responsibilities, safety and efficiency. To help greater their work responsibilities, safety and efficiency. To help greater their work responsibilities, safety and efficiency. To help greater their work responsibilities, safety and efficiency. To help greater their work responsibilities, safety and efficiency. To help greater their work responsibilities, safety and efficiency. To help greater their work responsibilities, safety and efficiency. To help greater their work responsibilities, safety and efficiency. To help greater their work responsibilities, safety and efficiency.

Verification and Record Keeping :

and efficiency. To help greater their work responsibilities, safety and efficiency. To help greater their work responsibilities, safety and efficiency. To help greater their work responsibilities, safety and efficiency. To help greater their work responsibilities, safety and efficiency. To help greater their work responsibilities, safety and efficiency. To help greater their work responsibilities, safety and efficiency. To help greater their work responsibilities, safety and efficiency. To help greater their work responsibilities, safety and efficiency. To help greater their work responsibilities, safety and efficiency. To help greater their work responsibilities, safety and efficiency.

Users

Create SOP

and efficiency. To help greater their work responsibilities, safety and efficiency. To help greater their work responsibilities, safety and efficiency. To help greater their work responsibilities, safety and efficiency. To help greater their work responsibilities, safety and efficiency. To help greater their work responsibilities, safety and efficiency. To help greater their work responsibilities, safety and efficiency. To help greater their work responsibilities, safety and efficiency. To help greater their work responsibilities, safety and efficiency. To help greater their work responsibilities, safety and efficiency. To help greater their work responsibilities, safety and efficiency.

Procedure :

Enter URL

Description :

Open URL Link

Add More

Procedure :

Description :

Remove

Generate PDF

SOP Generated PDF Form

form.php

1 / 8 | - 60% + |

1

AEON

STANDARD OPERATING PROCEDURE
AEON Makan

VERSION HISTORY			
VERSION NO. :	2.0	DEPT./BUSINESS UNIT :	IT
EFFECTIVE DATE :	2021-03-01	DOCUMENT NO. :	123
APPROVED BY :	Enck	REVIEWED BY :	Enck
SIGNATURE :		SIGNATURE :	

AEON | Private and Confidential

form.php

2 / 8 | - 60% + |

2

TABLE OF CONTENT		
NO.	DESCRIPTION	PAGE
1.	Policy	
2.	Purpose	
3.	Scope	
4.	Review Procedure	
5.	Monitoring	
6.	Verification and Record Keeping	
7.	Process (High Level Flow Chart)	
8.	Procedures	

AEON | Private and Confidential

form.php

3 / 8 | 60%

3

LOG HISTORY				
UPLOADED DATE	STAFF ID	BUSINESS UNIT	REVISION DATE	MODIFIED BY

AEON | Private and Confidential

form.php

4 / 8 | 60%

4

POLICY

1. To provide consistency in managing the AEON Mekan Platform.

2. To help ensure the quality of outcome.

3. To aligned the work course among team members.

4. To help greater their work responsibilities, safety and efficiency.

PURPOSE

1. To provide consistency in managing the AEON Mekan Platform.

2. To help ensure the quality of outcome.

3. To aligned the work course among team members.

4. To help greater their work responsibilities, safety and efficiency.

SCOPE

To help greater their work responsibilities, safety and efficiency. To help greater their work responsibilities, safety and efficiency. To help greater their work responsibilities, safety and efficiency. To help greater their work responsibilities, safety and efficiency. To help greater their work responsibilities, safety and efficiency. To help greater their work responsibilities, safety and efficiency. To help greater their work responsibilities, safety and efficiency. To help greater their work responsibilities, safety and efficiency.

AEON | Private and Confidential

[illegible][illegible]