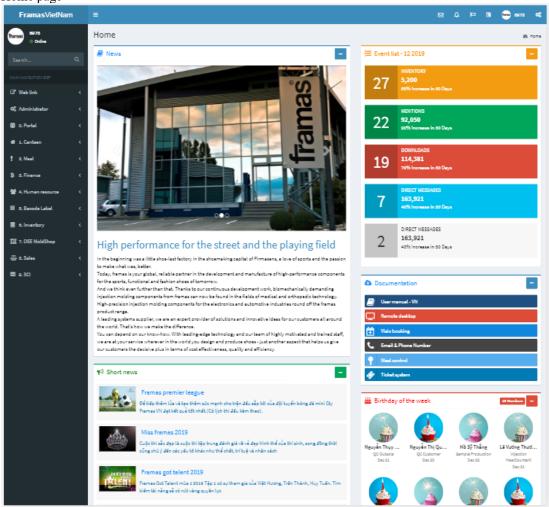
Evaluation Only. Created with Aspose.Words. Copyright 2003-2019 Aspose Pty Ltd.

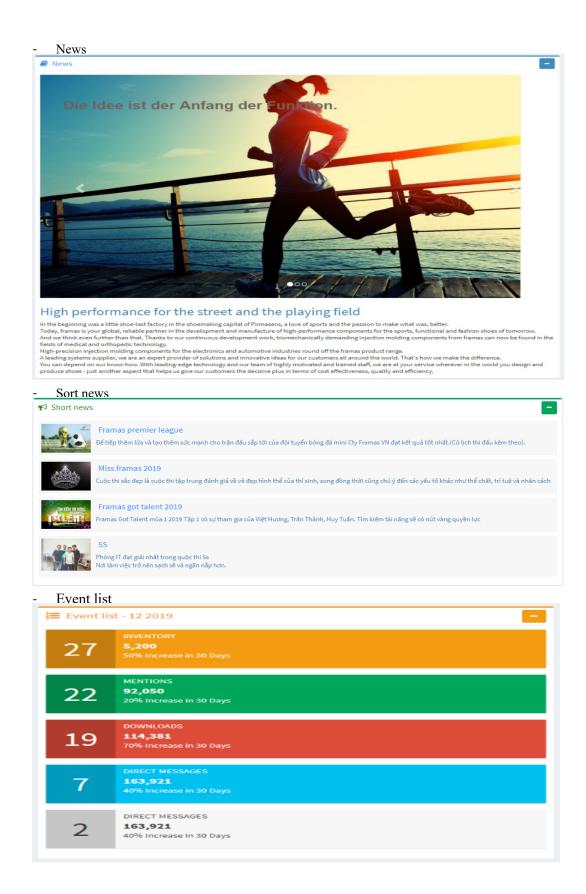
Documentation of News Systems

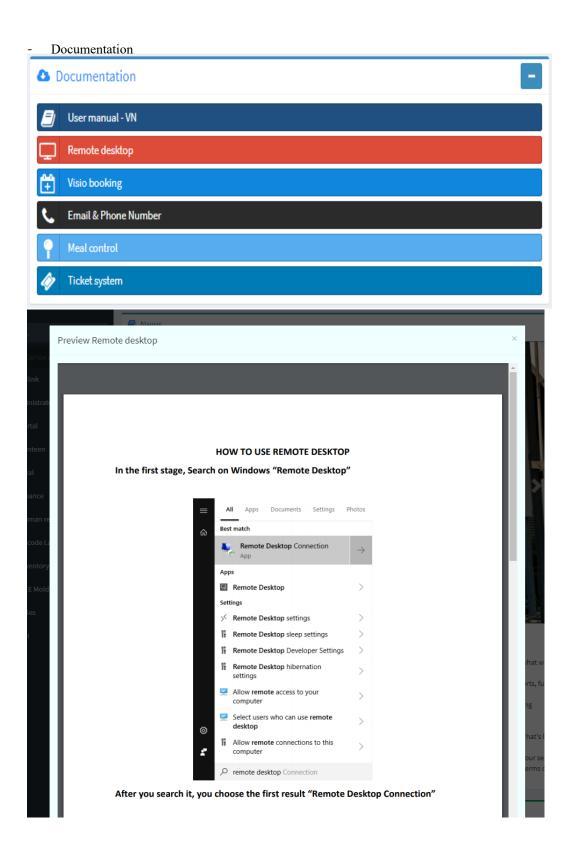
- I. Summarize about News manager.
- 1. Home page



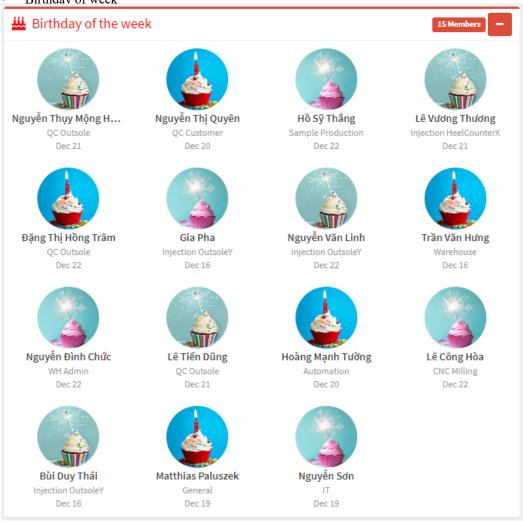
- Note
- + Website address: http://192.168.180.114:8888
- + Username: input your employee number
- + Password: default password is Framas.1

In there, the system will be showing list announce such as News, event list, sort news and so on



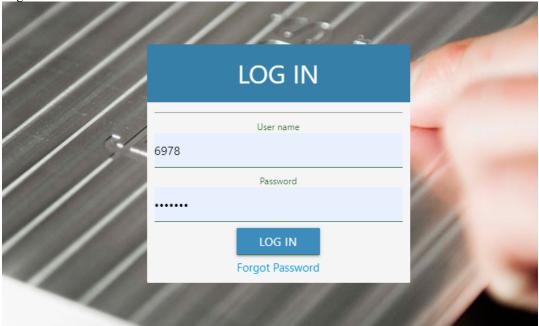


Birthday of week

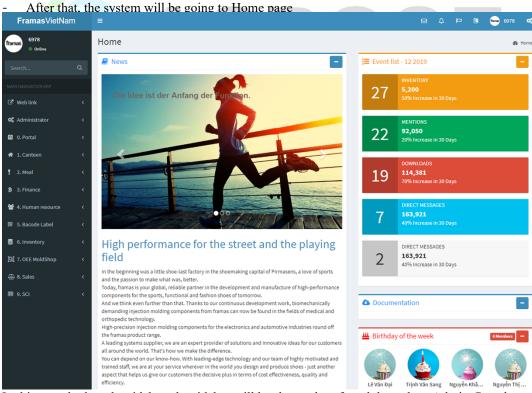


II. How can I manager

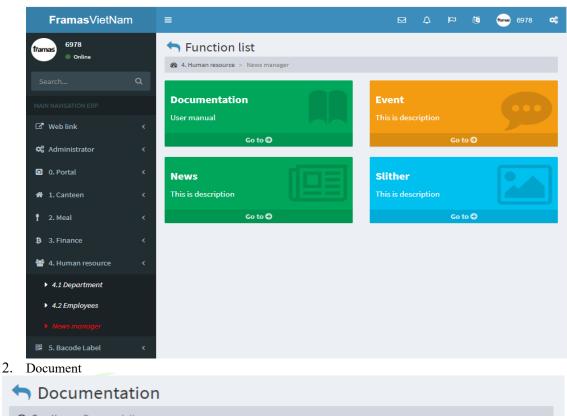
1. Login



- Input employee number and password and click login



In this page look at the sidebar, the sidebar will be show a lot of module such as Admin, Portal, Canteen, Human resource, Inventory so on correspondent with department list at Faramas. Choose Human resource module and click News manager, after that system will be shown Function list such as Documentation, Event, News, Slither



Documentation ♠ Function > Documentation List Num Title Url Change 1 Ticket system /Content/Document/42_sopticketsystem.pdf 2 Meal control /Content/Document/42_documentmealcontrol.pdf Email & Số điện thoại /Content/Document/42_emailsphonelist.xlsx 3 Visio booking 4 /Content/Document/43_visiobooking.pdf Remote desktop 5 /Content/Document/43_remotedesktop.pdf

In there, the system will be showing all document list and you can add new, update or delete data

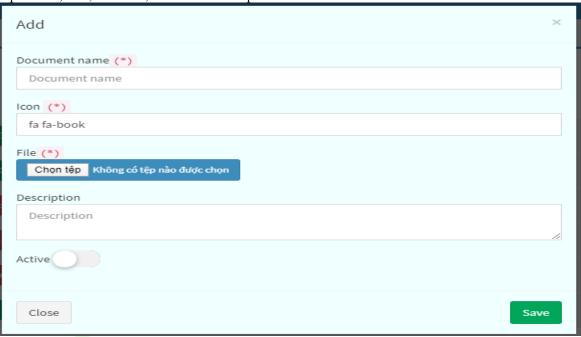
/Content/Document/43_usermanual.xlsx

6

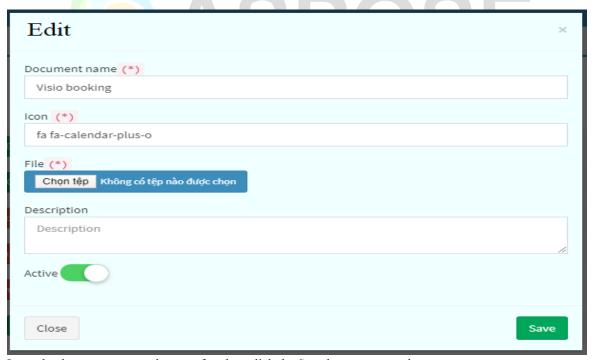
User manual - VN

- Add new: click Add button

Input name, icon, file so on, click Save to complete

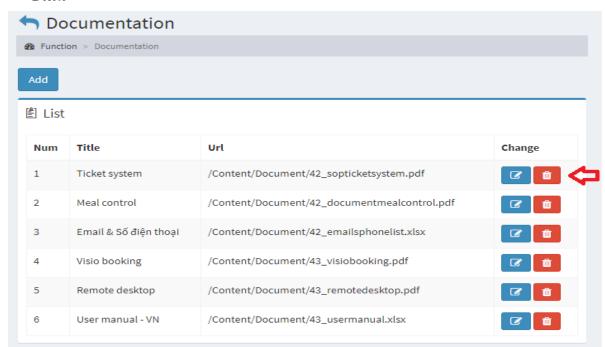


- Edit: click edit button



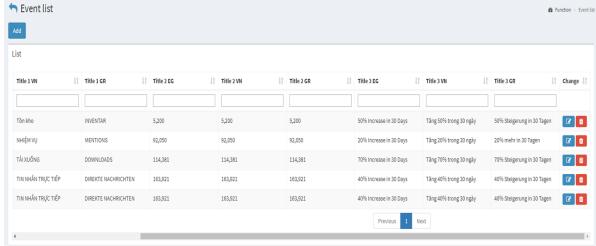
Input the data you want to change, after that, click the Save button to complete

- Delete



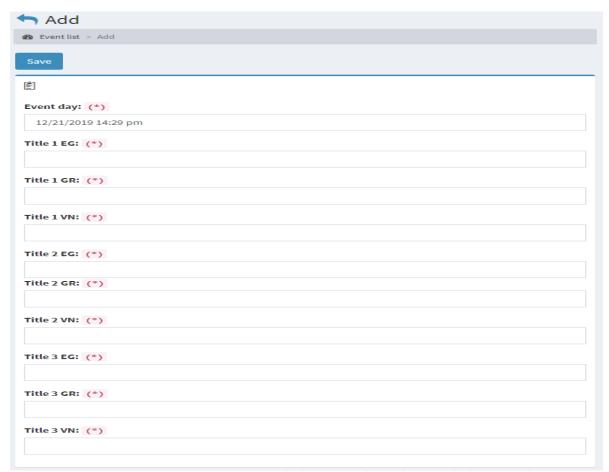
Choose the row data you want to delete, after that click Delete icon on the row, the system will be remove this row

3. Event



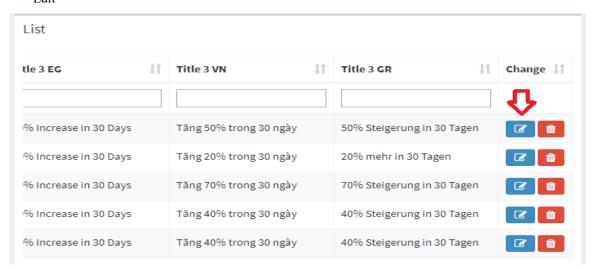
In there, the screen will be showing all event list and you can add new, update or delete data

- Add new: click Add button.

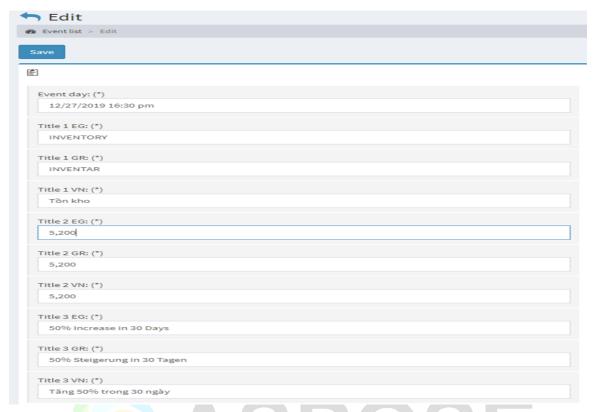


Input event day and title After that click Save to complete

- Edit



If you want to edit data, Click edit icon, after that, the system will be going to edit page



In there, input the data do you want to change

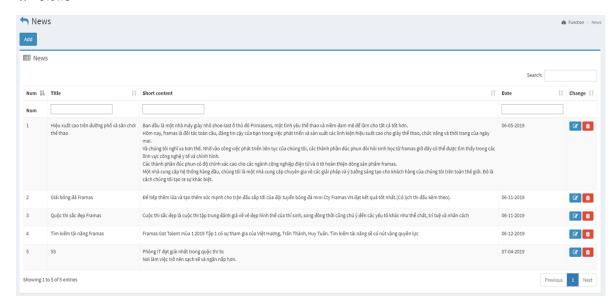
After that click Save to complete

- Delete Vour File Format ΔPIs

List					
tle 3 EG	ŢŢ	Title 3 VN	J1	Title 3 GR ↓↑	Change ↓↑
					む
% Increase in 30 Days		Tăng 50% trong 30 ngày		50% Steigerung in 30 Tagen	
% Increase in 30 Days		Tăng 20% trong 30 ngày		20% mehr in 30 Tagen	
% Increase in 30 Days		Tăng 70% trong 30 ngày		70% Steigerung in 30 Tagen	
% Increase in 30 Days		Tăng 40% trong 30 ngày		40% Steigerung in 30 Tagen	
% Increase in 30 Days		Tăng 40% trong 30 ngày		40% Steigerung in 30 Tagen	

If you want to remove data, Click delete icon on the row you want

4. News



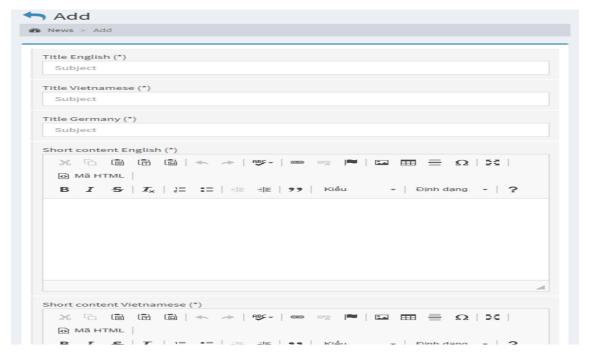
In there, the system will be showing News list and the user can add new, update or delete data

- Add new the News



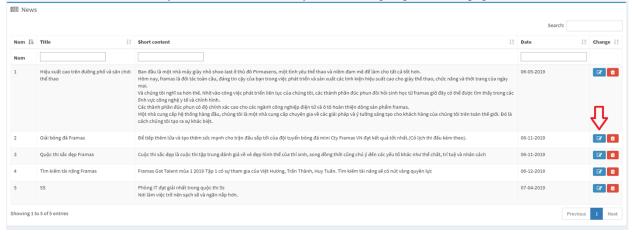
Click the add button, after that the system will be going to the add new page

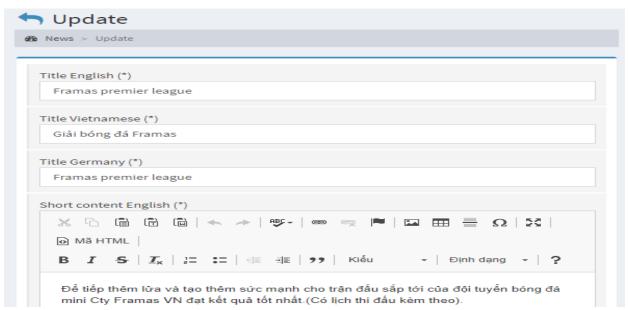
Type title, short content, content, choose an image from your computer, input News types such as sort news or long news. After that, click Save to complete



- Edit

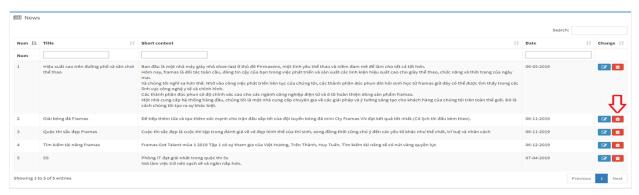
Click the edit icon on the row you want, after that, the system will be going to the edit page.





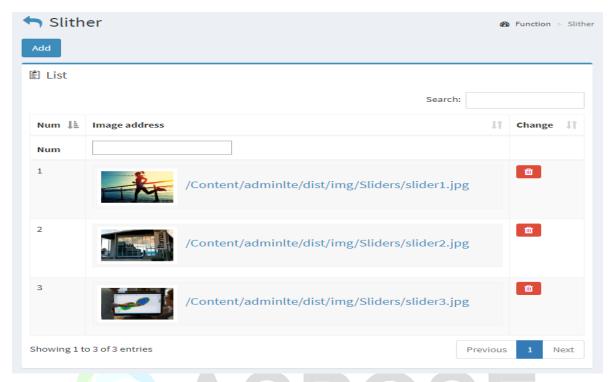
In there, input the data do you want to change after that click save to complete

- Delete



If you want to remove data, Click delete icon on the row you want

5. Slither





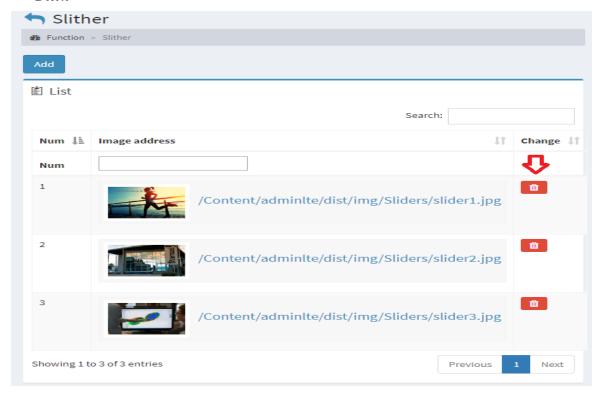
In there, this screen will be showing all images list, and you can add a new or delete the image you want to remove.

- Add new: click Add button, after that, the system will be going to add a new page



Choose an image and click save to complete

Delete



Choose the image you want to delete and click the delete button.

Thanks for reading