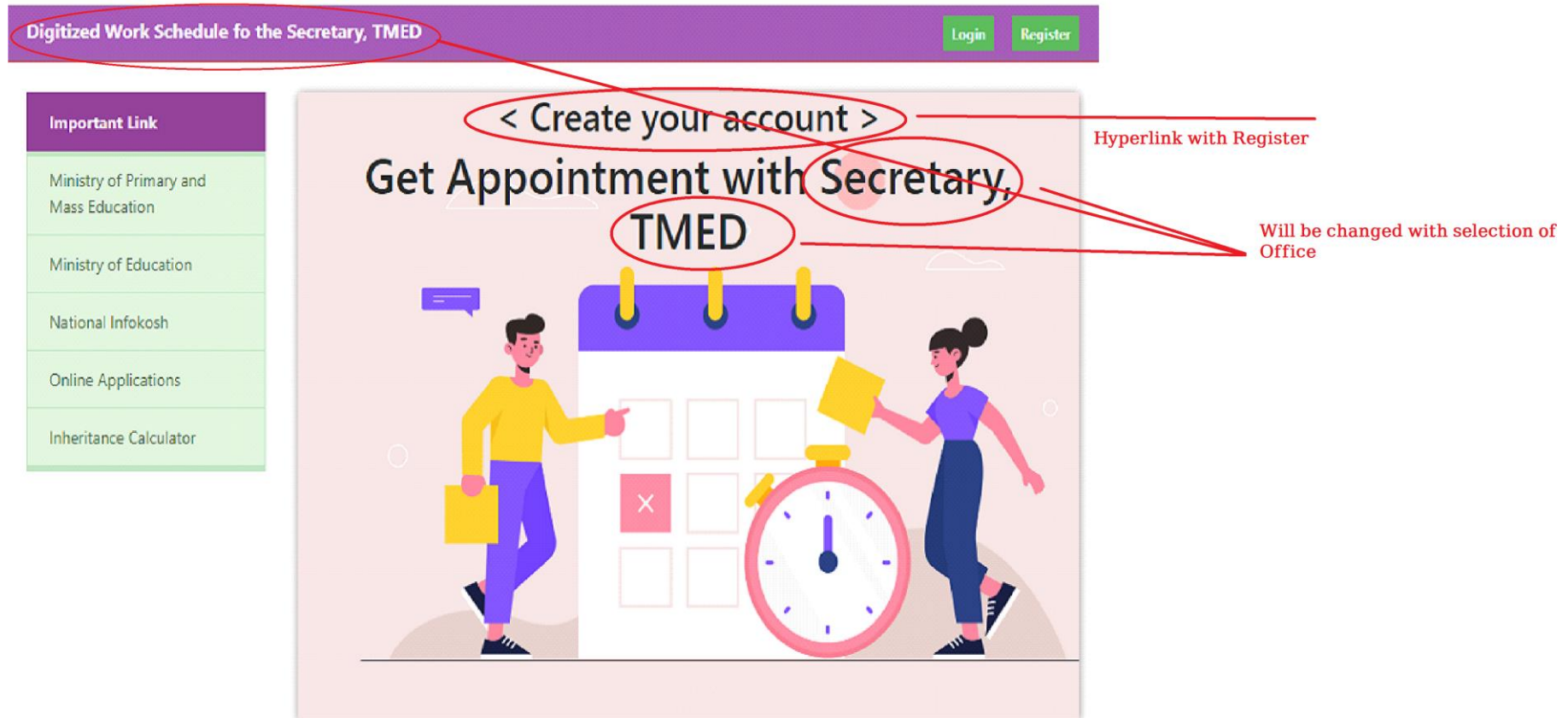


1. Homepage
 - a. Description and Terms and Conditions
2. Select Office
 - a. Select Person to whom you want to meet
 - b. Login/Register



3. Register

4. Email verification needed for registration completion

-> Please check your email to activate your account.

5. Create Appointment

Labels:

- I. **Schedule Type (DD)>Appointment>Invitation**
- II. Date
- III. Time
- IV. Purpose (TB/Para)
- V. Venue (Office Name, By default, Others (Add), select from)
- VI. **For Appointment-> No. Persons (If More than one)**
 - a. Name, Designation, Office/Address, Mobile Number for others (Add more visitor)
- VII. **For Invitation->**
 - Title of the Event
 - Date of the event
 - Time of the event
 - Name of Chief Guest
 - Name of Special Guest (Add Special Guest)
 - Name of Chair

N.B. VI & VII will be dependent on I.

a.

Digitized Work Schedule for the Secretary, TMED Login as Engr. Robindronath Mahato

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My Appointment

Create Appointment

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Create Appointment

Schedule Info

Schedule Type *

Appointment

Proposed Datetime *

2019-12-14 14:03:29

Schedule Title *

Venue *

Purpose *

Send Request

Need some attention

b

The screenshot shows a web form titled "Create Appointment" with a green header bar. The form is divided into two main sections. The left section, titled "Schedule Info", contains four required fields: "Schedule Type *" (a dropdown menu with "Appointment" selected), "Schedule Title *" (a text input field), "Venue *" (a text input field), and "Purpose *" (a text input field). The right section contains a "Proposed Datetime *" field, which is circled in red. This field displays the date and time "2019-12-14 15:03:29". Below the date and time, there are three large, empty input boxes for selecting the hour, minute, and second, with the values "15", "03", and "29" displayed above them respectively. A purple button is visible at the bottom right of the form.

More user friendly
Selection of Date and Time
needed

Select Date

Select time (Start Time---End Time)
Calculated Time 10 Min


Separately will be more user friendly

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Create schedule successfully. Pending for Approval

SL	Type	Datetime	Title	Purpose	Status
1.	Appointment	14 Dec, 2019 02:03 PM	Test Robin	Test	Pending

Calculated Time

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My Appointment


SL	Type	Datetime	Title	Purpose	Status
1.	Appointment	14 Dec, 2019 02:03 PM	Test Robin	Test	Pending

This request to be seen to

All 3 user>PO>PS>Sec Simultaneously

Can be approved by Secretary Sir
By PS Sir
By PO

Or Sent to Sec Sir for Confirmation by PS
Or Sent to PS for Confirmation by PO
Or Sent to Secretary sir by PO


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SL	Type	Datetime	Title	Purpose	Status
----	------	----------	-------	---------	--------

Public registered Appointment
Request is not in the dasboard


Action Needed --> Accept/Reject

Shift...> Update

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SL	Type	Datetime	Title	Purpose	Status
1.	Appointment	11 Dec, 2019 04:50 PM	Test title	Training	Pending

Action Button
needed

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Schedule Type	Appointment
Proposed Datatime	11 Dec, 2019 04:50 PM
Schedule Title	Test title
Venue	Adabor
Purpose	Training
Organization	mysoft

Action Button Needed

 My Account My Appointment Create Appointment Logout**My Appointment**

SL	Type	Datetime	Title	Purpose	Status
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Action Needed --- Accept/Approve>Reject>

Shift>Update