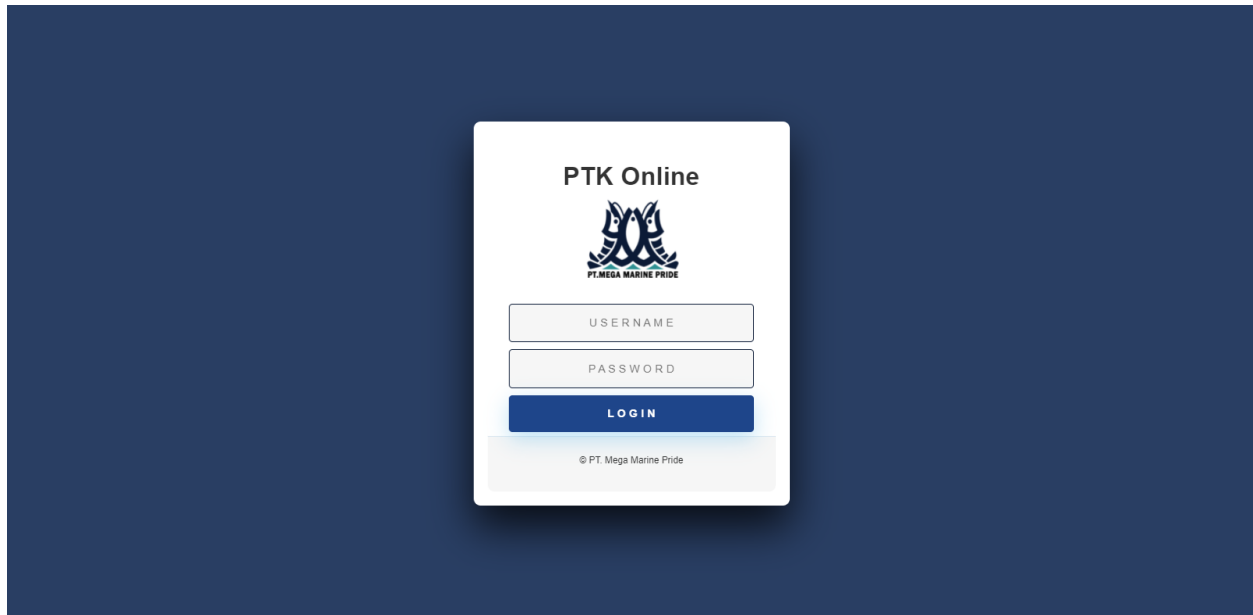
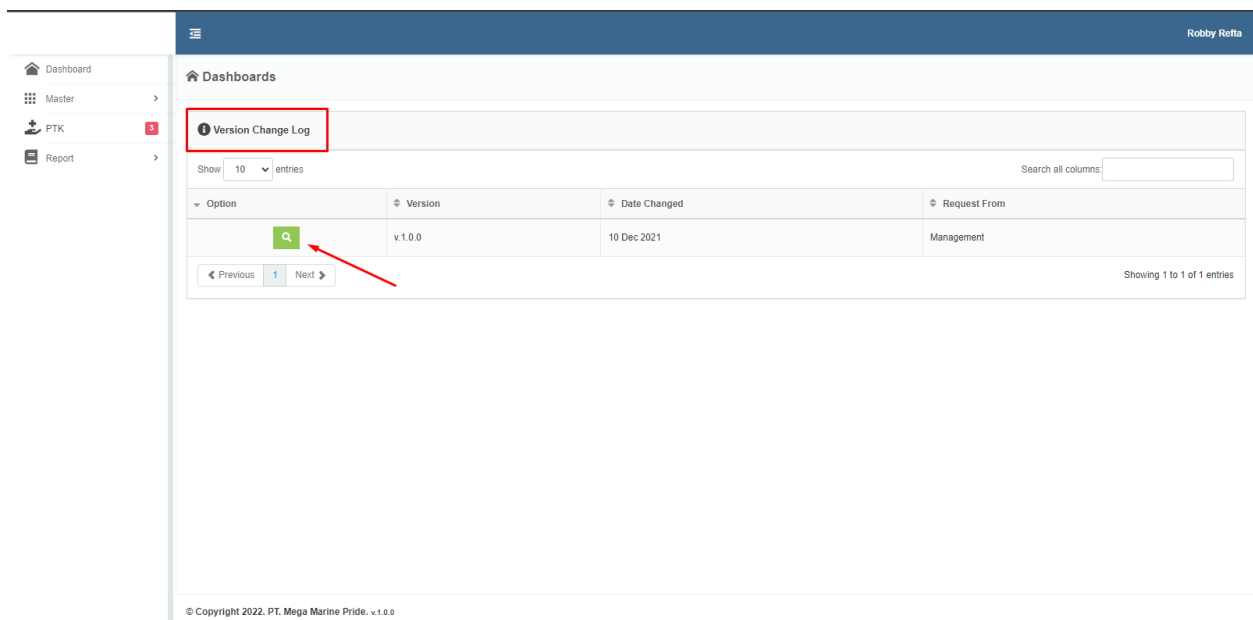


# APA YANG BARU DARI PTK ONLINE ?

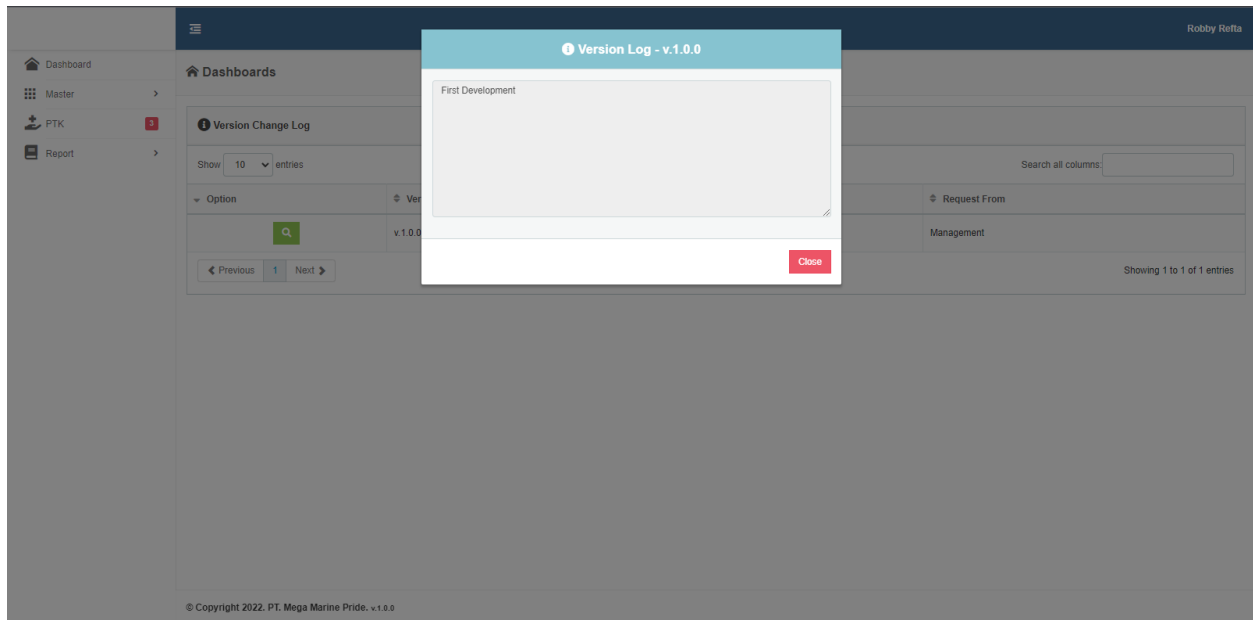
Pertama, silahkan login dengan Username dan Password seperti biasanya...



Tampilan pertama kali masuk :

The image shows the first screen after logging into the PTK Online system. The dashboard has a dark blue header with the user's name 'Robby Refia' on the right. On the left is a sidebar with navigation links: 'Dashboard', 'Master', 'PTK', and 'Report'. The main content area is titled 'Dashboards' and features a 'Version Change Log' section, which is highlighted with a red box. This section includes a table with columns for 'Option', 'Version', 'Date Changed', and 'Request From'. The first entry in the table is for 'v 1.0.0' dated '10 Dec 2021' from 'Management'. A red arrow points to a green search icon in the 'Option' column. Below the table are pagination controls: 'Previous', '1', and 'Next'. The footer of the page reads '© Copyright 2022. PT. Mega Marine Pride. v.1.0.0'.

Yang pertama kali muncul adalah Menu Dashboard yang berisi Version Change Log. Jadi ketika nanti ada perubahan/update program dari IT Dept. kita akan sampaikan perubahan apa yang terjadi melalui menu ini, konsepnya sama dengan update versi Android atau iOS. Untuk detail perubahannya, bisa klik tombol hijau (kaca pembesar) :



Maka akan muncul detailnya.

Oke lanjut ke menu utamanya yaitu Permintaan Tenaga Kerja (PTK).

<div> <div>Dashboard</div> <div>Master</div> <div>PTK</div> <div>Report</div> </div> <div>Permintaan Tenaga Kerja (PTK)</div> <div>Dashboard / PTK</div> <div> <div>Add New PTK</div> <div>Deleted PTK</div> </div>												
<div>PTK List</div> <div> <div>Show 10 entries</div> <div>Search:</div> </div>												
Option	PTK Code	Input Date	Dept	Div	Sec	SubSec	Level	App Manager	App Director	App HRD	App MD	Status
<div> <div></div> <div></div> <div></div> </div>	PTK-202203-0001	10 Mar 2022	Production	Custom Process	Custom Process	Crab Custom	B2   Operator Borongan					
<div> <div></div> <div></div> <div></div> </div>	PTK-202202-0007	18 Feb 2022	IT	IT	IT	-	B   Manager	18 Feb 2022	18 Feb 2022	18 Feb 2022	18 Feb 2022	Complete
<div> <div></div> <div></div> <div></div> </div>	PTK-202202-0006	17 Feb 2022	Exim	Export	Export		B   General Manager	18 Feb 2022	18 Feb 2022	18 Feb 2022	18 Feb 2022	Pemenuhan
<div> <div></div> <div></div> <div></div> </div>	PTK-202202-0005	17 Feb 2022	IT	IT	IT		B   General Manager	18 Feb 2022	-	-	-	
<div> <div></div> <div></div> <div></div> </div>	PTK-202202-0004	17 Feb 2022	IT	IT	IT	Hardware / Networking	C   Manager	18 Feb 2022	18 Feb 2022	18 Feb 2022		
<div> <div></div> <div></div> <div></div> </div>	PTK-202202-0003	17 Feb 2022	IT	IT	IT	Software	C   Manager	18 Feb 2022	18 Feb 2022			
<div> <div></div> <div></div> <div></div> </div>	PTK-202202-0002	17 Feb 2022	IT	IT			C   Director	18 Feb 2022				
<div> <div></div> <div></div> <div></div> </div>	PTK-202202-0001	17 Feb 2022	IT	IT	IT	Software	C   Manager					
<div> <div></div> <div></div> <div></div> </div>	PTK-202202-0000	01 Sep 2021	IT	IT	IT Independent		B   General Manager					
<div> <div>Previous</div> <div>1</div> <div>Next</div> </div>												Showing 1 to 9 of 9 entries

1. Add New PTK, digunakan untuk menambah PTK baru.

Add New PTK

Dashboard / PTK / Add PTK

Department \*

Choose Department

Division \*

Choose Division

Section

Choose Section

Sub Section

Choose Sub Section

Team

Choose Team

Unit

Choose Unit

Grade \*

Choose Grade

Level \*

Choose Level

Type PTK \*

Choose Type PTK

Pendidikan \*

Choose Pendidikan

Jumlah Pengajuan \*

Penempatan Karyawan \*

Choose Penempatan

Type Pekerja \*

Choose Type Pekerja

Kualifikasi Jurusan \*

Tanggal Dibutuhkan \*

mm/dd/yyyy

Basis Penggajian \*

Choose Basis Penggajian

Type APD \*

Pengalaman Kerja (tahun) \*

Type Penggajian \*

Choose Type Penggajian

Lokasi Kerja \*

Choose Lokasi Kerja

Type Kontrak \*

Choose Type Kontrak

Type MCU \*

Choose Type MCU

Hari Kerja \*

Choose Hari Kerja

Shift \*

Choose Shift

Jam Kerja \*

Fasilitas IT \*

• Hardware \*

☐ PC / Komputer
☐ Laptop
☐ External Disk
☐ Mobile Phone

• Software \*

☐ Email
☐ Finger Access
☐ Face Recognition Access

Keterangan Untuk Fasilitas IT

Contoh :

Email : blabla@megamarinepride.com

File Server : Folder Umum 0.1, Folder Umum 10.175

List Karyawan Yang Resign / Mutasi / Demosi

Isikan NIK dan Nama

Kriteria \*

Kriteria Yang Dibutuhkan

Jobdesc \*

Tugas Pokok

Information

• Lapangan A : Orang yang bekerja di area produksi . Operator yg bekerja di area ini adalah QC (QC line-Mgr), WHS Chemical Dalam, CS, All Admin Produksi, Asst.SPV - Mgr Produksi, Sanitasi Produksi.

• Lapangan B : Orang yang bekerja di area luar produksi seperti Mekanik, Civil engineering, GA Sanitasi Luar, GA Pest Control, Lab Mikro, Lab Chemical, Lab RND, Limbah WTP.

Save

Cancel

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Untuk pengajuan baru, kita mengisi struktur organisasi yang lebih detail (karena memang ada perubahan struktur organisasi) sehingga target PTK juga bisa lebih akurat sesuai posisi yang diinginkan.

Lalu lanjut kebawah...

Pada kolom Type Pekerja, ketika kita pilih maka pilihan ini akan berpengaruh pada kolom Type APD (mengikuti type pekerja, jadi tidak perlu dipilih lagi) dan pada kolom Lokasi Kerja. Jadi pilihan yang ada pada Lokasi Kerja tergantung pada Type Pekerja yang dipilih. Lanjut...

Kolom Fasilitas IT, sekarang berupa kotak-kotak yang dapat dicentang sesuai fasilitas IT apa yang akan didapat oleh calon karyawan baru nanti. Disampingnya ada kolom Keterangan Untuk Fasilitas IT, dapat dituliskan detailnya. Misal, *email : produksi@megamarinepride.com, file server akses ke Folder Umum dan Folder Production, Program ACTS user : blabla*.

- Deleted PTK, melalui ini anda dapat melihat jika ada PTK yang pernah dibuat, namun sudah dihapus (jejak).

The screenshot displays a web application interface. A modal window titled "Deleted PTK" is open, showing a table with one row of deleted data. Below the modal, the "PTK List" table is visible, containing various PTK records with their details and approval status.

**Deleted PTK Modal:**

#	PTK Code	Input Date	Department	Division	Grade	Level	Deleted By	Deleted Date
1.	PTK-202202-0008	18 Feb 2022	IT	IT	3	B   General Manager	Robby Refla	18 Feb 2022 / 09:10:18

**PTK List Table:**

Option	PTK Code	Input Date	Dept	Div	Sec	SubSec	Level	App Manager	App Director	App HRD	App MD
[Edit] [Delete] [Search]	PTK-202203-0001	10 Mar 2022	Production	Custom Process	Custom Process	Crab Custom	B2   Operator Borongan	[Clock]	[Clock]	[Clock]	[Clock]
[Edit] [Delete] [Search]	PTK-202202-0007	18 Feb 2022	IT	IT	IT	-	B   Manager	[Green Check]	[Green Check]	[Green Check]	[Green Check]
[Edit] [Delete] [Search]	PTK-202202-0006	17 Feb 2022	Exim	Export	Export		B   General Manager	[Green Check]	[Green Check]	[Green Check]	[Green Check]
[Edit] [Delete] [Search]	PTK-202202-0005	17 Feb 2022	IT	IT	IT		B   General Manager	[Red X]	-	-	-
[Edit] [Delete] [Search]	PTK-202202-0004	17 Feb 2022	IT	IT	IT	Hardware / Networking	C   Manager	[Green Check]	[Green Check]	[Green Check]	[Green Check] [Red X]
[Edit] [Delete] [Search]	PTK-202202-0003	17 Feb 2022	IT	IT	IT	Software	C   Manager	[Green Check]	[Green Check]	[Green Check] [Red X]	[Clock]
[Edit] [Delete] [Search]	PTK-202202-0002	17 Feb 2022	IT	IT			C   Director	[Green Check]	[Clock]	[Clock]	[Clock]
[Edit] [Delete] [Search]	PTK-202202-0001	17 Feb 2022	IT	IT	IT	Software	C   Manager	[Clock]	[Clock]	[Clock]	[Clock]
[Edit] [Delete] [Search]	PTK-202202-0000	01 Sep 2021	IT	IT	IT Independent		B   General Manager	[Clock]	[Clock]	[Clock]	[Clock]

nb : Tombol Edit (biru) dan Hapus (merah) hanya dapat diakses oleh user yang membuat PTK saja.

Dashboard

Master

PTK

Report

Permintaan Tenaga Kerja

PTK List

Show 10 entries

Option

PTK-202203-0001

Submitted By : Robby Rafta || 10 Mar 2022 - 11:44:41

Struktur :

Department	Production	Divisi	Custom Process
Section	Custom Process	Sub Section	Crab Custom
Team	Crab Finish Product (A)	Unit	Crab Finish Product (A)
Grade	8	Level	B2   Operator Borongan

Spesifikasi Pekerjaan :

Type PTK	Mengganti Karyawan Nilaiur
Nomor Usulan SO	
Pendidikan	SMA/SMK
Kualifikasi Jurusan	Begitu Jurusan
Pengalaman Kerja (Bul)	1
Jumlah Pengajuan	20
Tanggal Dibutuhkan	24 Mar 2022
Penempatan Karyawan	Under PT
Ekstis Penggajian	Output Base
Type Penggajian	Payroll / BRI
Type Kontrak	PKWT
Type Pekerja	Direct (Produk) - Operator
Lokasi Kerja	Produk: Operator
Type APD	Direct (Produk) - Operator
Type APD	Direct (Produk) - Operator
Type MCU	Basic
Hari Kerja	5 Hari
Shift No.	Shift
Jam Kerja	8

Fasilitas IT :

PC / Komputer	
Laptop	
External Disk	
Mobile Phone	
Email	
Finger Access	
Face Recognition Access	
CCTV Access	
GPS Access	
VPN	
WIFI	
File Server	
ACTS	
HRMS	
CAS	
Web BC	
TPB	

Karyawan Revisi : Mutasi / Demosi

1. MayuA Anon

2. AAAAAAAA

3. BBBBBBBB

4. CCCCCCCC

5. DDDDDDDD

6. EEEEEEEE

7. FFFFFFFF

8. GGGGGGGG

9. HHHHHHHH

10. IIIIIIIIII

11. JJJJJJJJJJ

12. KKKKKKKK

13. LLLLLLLLLL

ASDFGHJKL

QWERTYUIOP

ZXCVBNM

Kriteria

QWERTYUIOP

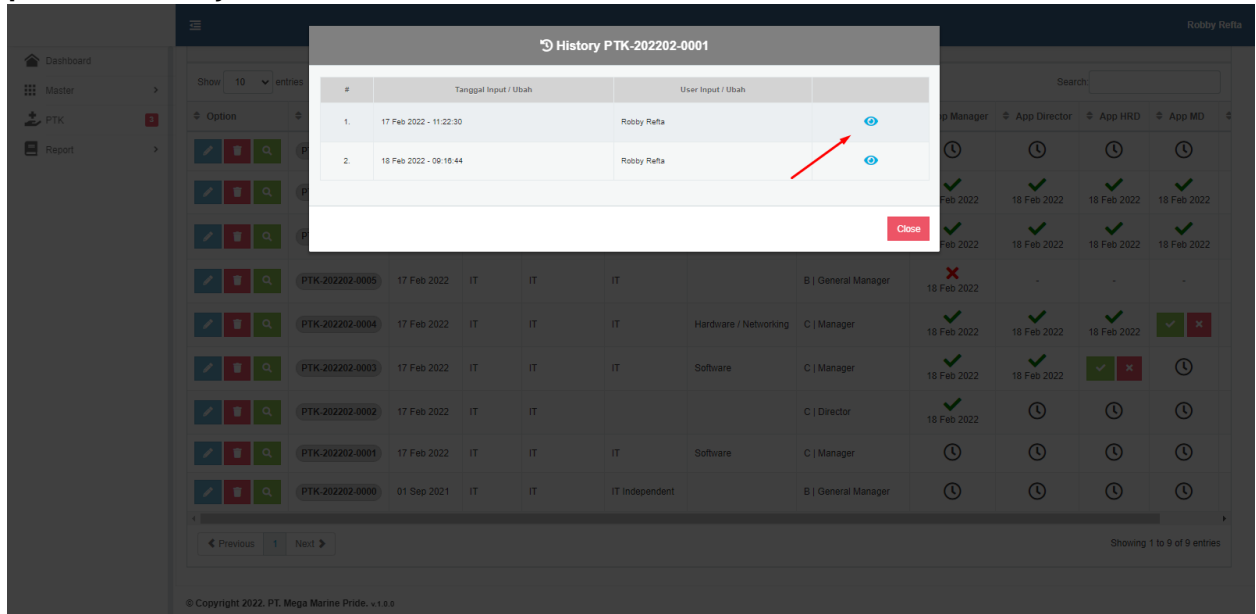
ASDFGHJKL

ZXCVBNM

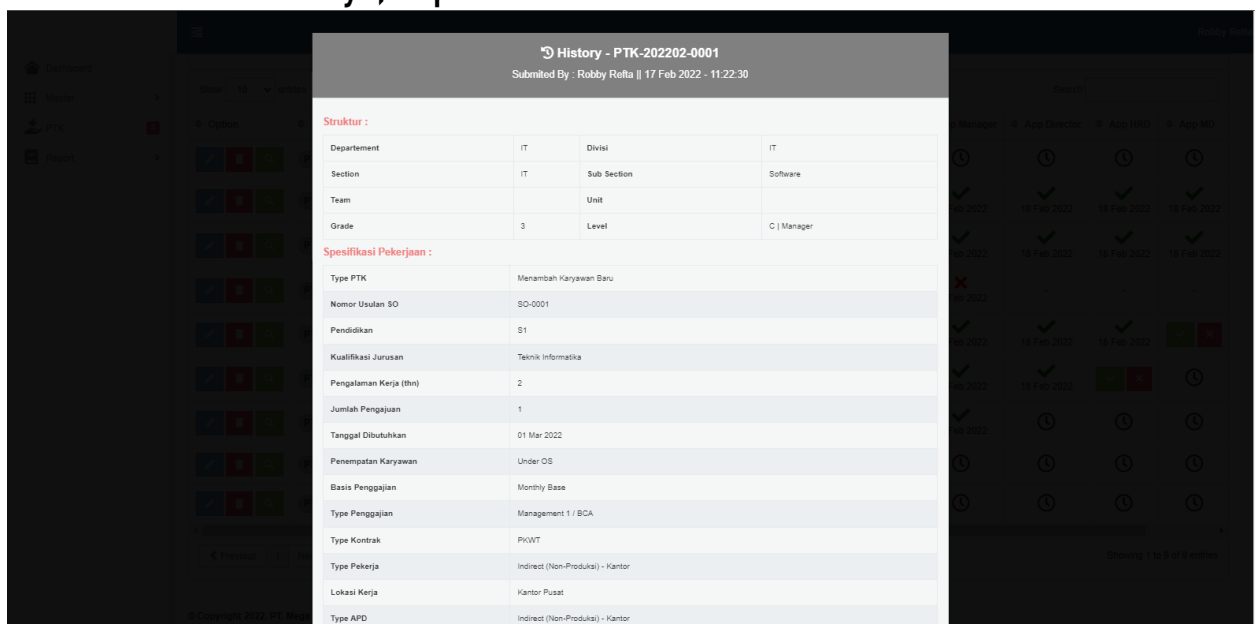
Jobdesc

Close

4. History PTK, pada program PTK yang lama, kita tidak bisa melihat perubahan apa yang terjadi ketika PTK tersebut pernah diedit. Sehingga di PTK yang baru fitur ini dapat digunakan untuk melakukan tracing perubahannya.









































































Untuk melihat detailnya, dapat klik icon berbentuk mata :




Oke selanjutnya..

Untuk tahapan approval masih sama seperti sebelumnya, yang membedakan adalah baris Status.

Robby Refa													
Permintaan Tenaga Kerja (PTK)													
<a href="#">+ Add New PTK</a> <a href="#">Deleted PTK</a>													
PTK List													
Show 10 entries Search													
Option	PTK Code	Input Date	Dept	Div	Sec	SubSec	Level	App Manager	App Director	App HRD	App MD	Status	
  	PTK-202203-0001	10 Mar 2022	Production	Custom Process	Custom Process	Crab Custom	B2   Operator Borongan					1	
  	PTK-202202-0007	18 Feb 2022	IT	IT	IT	-	B   Manager					2	 Complete
  	PTK-202202-0006	17 Feb 2022	Exim	Export	Export		B   General Manager					3	
  	PTK-202202-0005	17 Feb 2022	IT	IT	IT		B   General Manager		-	-	-	4	
  	PTK-202202-0004	17 Feb 2022	IT	IT	IT	Hardware / Networking	C   Manager						
  	PTK-202202-0003	17 Feb 2022	IT	IT	IT	Software	C   Manager						
  	PTK-202202-0002	17 Feb 2022	IT	IT			C   Director						
  	PTK-202202-0001	17 Feb 2022	IT	IT	IT	Software	C   Manager						
  	PTK-202202-0000	01 Sep 2021	IT	IT	IT Independent		B   General Manager						

-  Icon loading ini berarti status PTK masih Waiting, yaitu menunggu proses approval selesai.

-  Complete Icon ini berarti status PTK sudah Complete dan sudah mendapat calon karyawan.

-  Icon ini berarti proses approval sudah selesai dan menunggu pihak recruitment mencari calon karyawan.

-  Icon ini berarti PTK mendapat penolakan (rejection). Icon ini dapat diklik untuk menampilkan alasan kenapa PTK tersebut ditolak.



Selanjutnya ada fitur Log Aktivitas :

192.168.10.167/mmp/ptk/user\_log

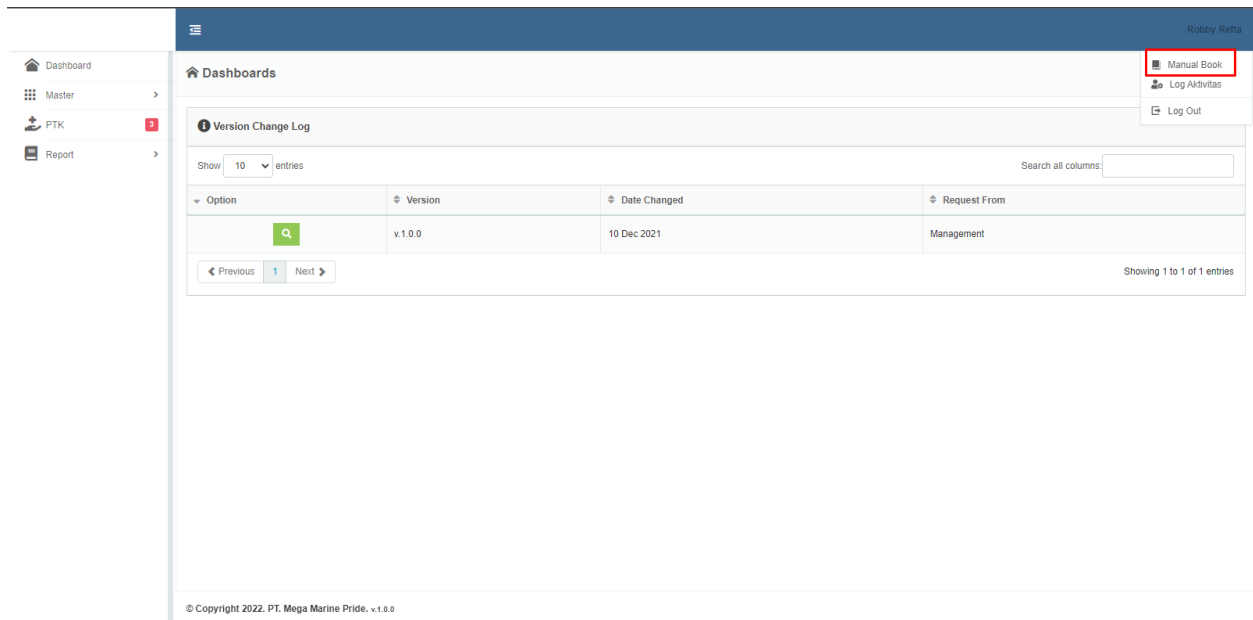
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Menu ini dapat digunakan untuk melakukan tracing terhadap apa saja yang dilakukan user anda.


192.168.10.167/mmp/ptk/user\_log

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Mungkin itu dulu untuk pengenalan PTK Baru ini, jika dirasa ada yang kurang lengkap, anda dapat mengakses Manual Book :



The screenshot shows a web application interface. On the left is a sidebar with navigation options: Dashboard, Master, PTK, and Report. The main content area has a header with the name 'Robby Refa' and a user profile icon. Below the header, there is a 'Manual Book' link highlighted with a red box. The main content area also displays a 'Version Change Log' table with one entry for v.1.0.0 dated 10 Dec 2021. The table has columns for Option, Version, Date Changed, and Request From. The footer of the page shows the copyright information: © Copyright 2022. PT. Mega Marine Pride. v.1.0.0.

Option	Version	Date Changed	Request From
	v.1.0.0	10 Dec 2021	Management

Atau dapat menyampaikan langsung ke IT Dept. (ext. call : 150). Terimakasih.