

STEP BY STEP PENGAJUAN ID CARD BARU

Lion Group

1

Pada Website
LGES, Pilih
Menu “FAQs”

Lion Group

- Personal Data
- Jobs
- Roster
- Leave
- Attendance
- Staff Duty Travel
- FAQs**
- Ticket Management
- Appraisal
- News Room



- Pilih Ticket Type : “ID Card”
- Category : “Perpanjang ID Card”
- Deskripsi : Nama, ID , Lokasi Kerja Saat ini
- Lampirkan Foto Jika Diperlukan

Create New Ticket

Ticket Type *

ID CARD

Category *

Perpanjang ID card

Role

Role

Nama :

ID :

Lokasi Kerja Saat ini :

35 / 500



Click or drag file to this area to upload. Max 2 files allowed

Cancel

Submit

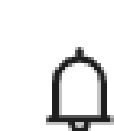
2

Pada Menu FAQs, Pilih “Support Ticket”

< FAQs

Hi, HANDIAS YUSUF NURRAHMAN

H



Search...

Search

Support Ticket

Aturan Umum

BPJS Kesehatan

BPJS Ketenagakerjaan

Champion 5R

Database

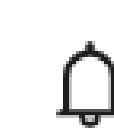
3

Selanjutnya, Pilih “Create Ticket”

< Support Ticket

Hi, HANDIAS YUSUF NURRAHMAN

H



Ticket Type

Ticket Type

Status

Ticket Status

Search

+ Create Ticket

Ticket ID

Created Date

Type

Category

Subcategory

Description

Action