

Karla Garcia

IT Intern – Strategic Projects





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Summary of progress on projects and assignation of resources.

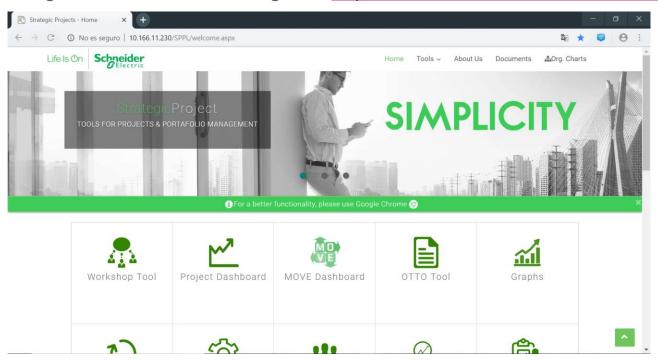
1.	General User	3 to 11
2.	Project Manager (PM)	12 to 17
2	Project Engineer (PE)	18 to 23





Access the Strategic Portal at the following link: http://10.166.11.230/SPPL/welcome.aspx





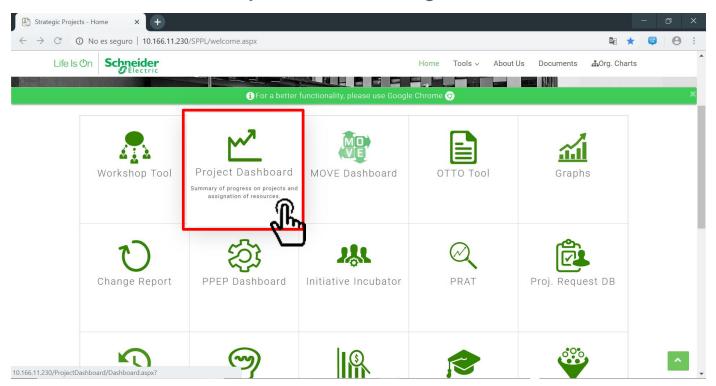
*FOR A BETTER FUNCIONALITY, PLEASE USE GOOGLE CHROME ()







Go to the Links Section and click Project Dashboard image.

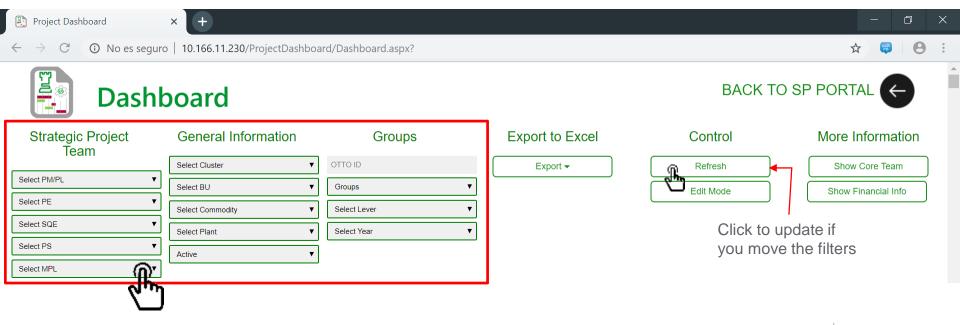






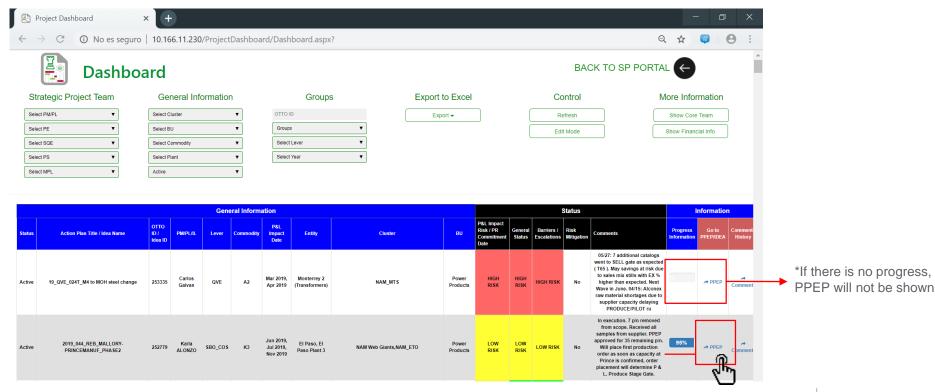


Inside Dashboard is a set of filters that you can combine in order to reflect the information needed, click on Refresh button to generate the lines.





Click on PPEP to see the detail of the information.

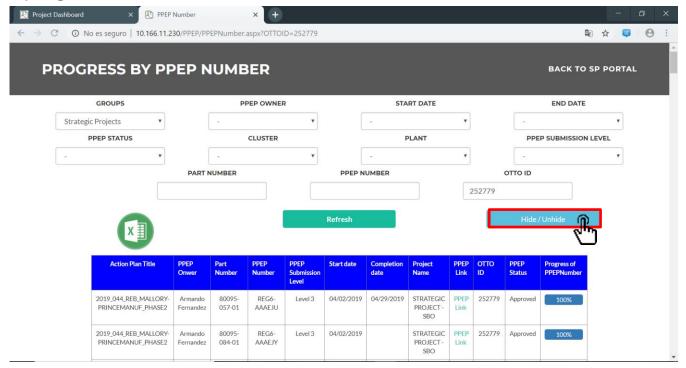








After clicking on PPEP button, this is the next general view from selected PPEP. If you want to see detail progress, click on Hide/Unhide button.

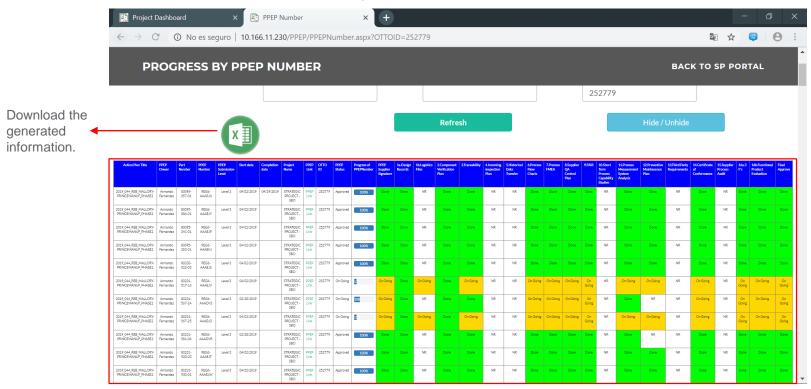








This is the detail version of PPEP progress.

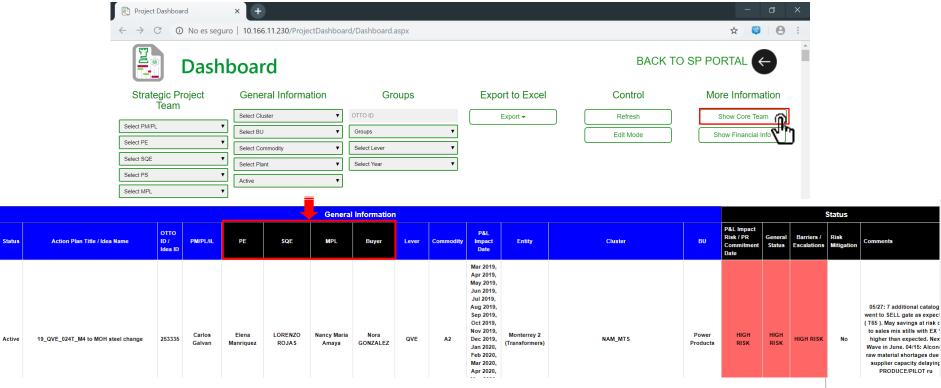








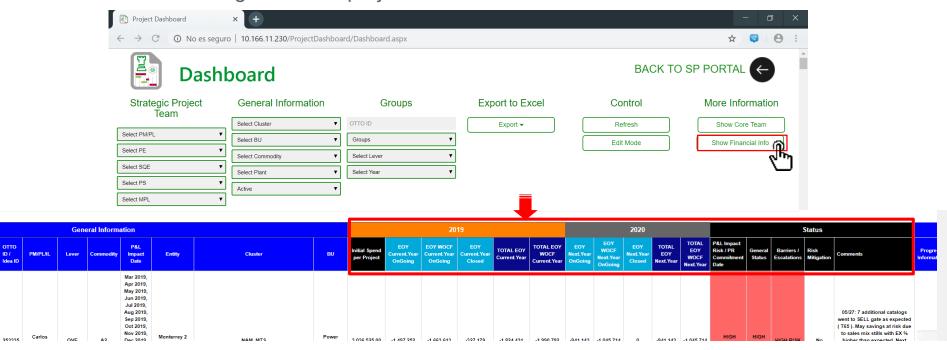
To see Core Team assigned to the project click on "Show Core Team" button.







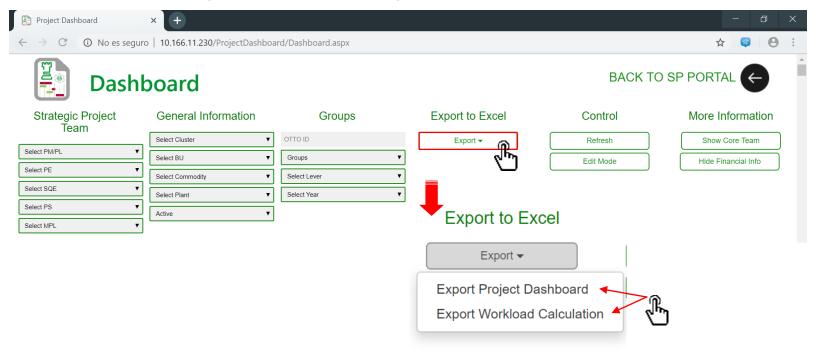
To see Core Team assigned to the project click on "Show Financial Info" button.







Download the information generated by clicking on Export to Excel button.





PM

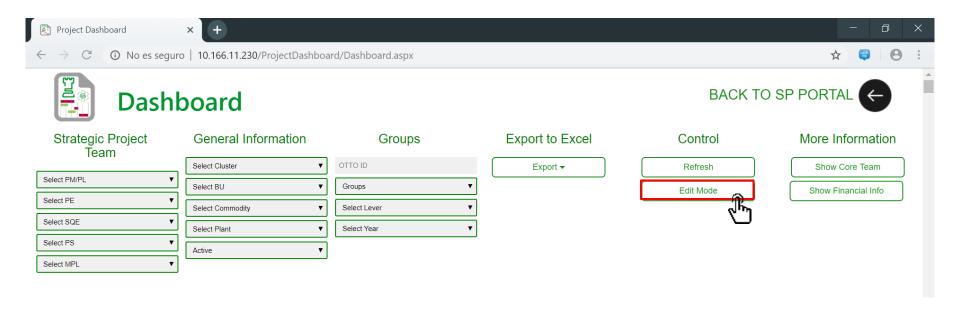
Project Manager







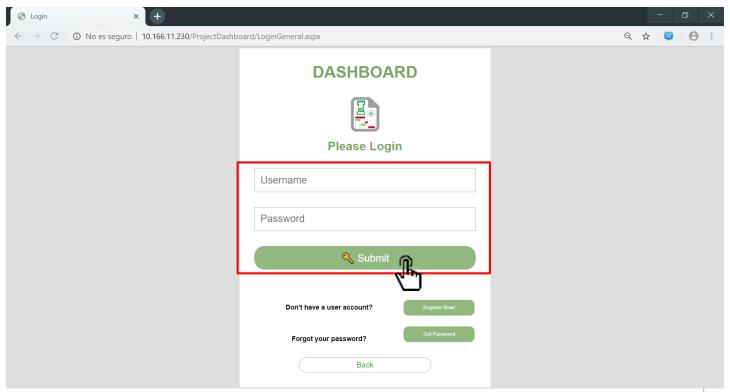
As a PM you are able to upload projects you are working in, and also assign yourself as the PM in case the Project is already uploaded, to do this you need to go to Edit Mode.







Login as PM, enter Username and Password.

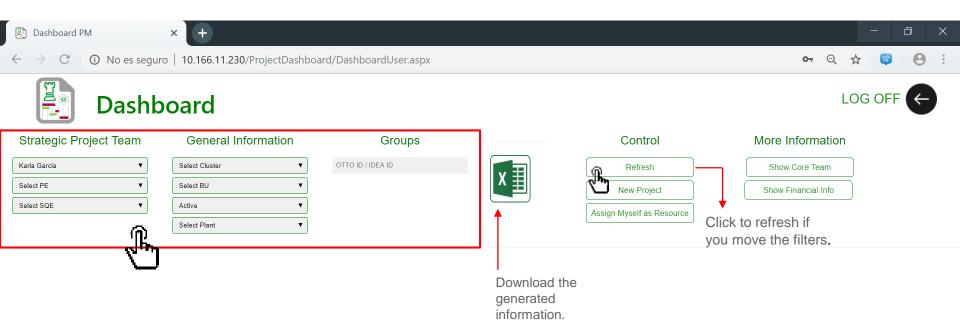






Project Dashboard

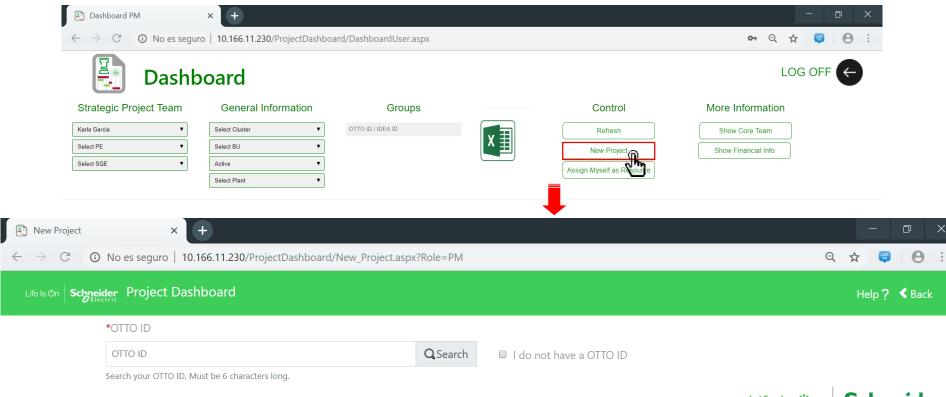
Select filters needed.





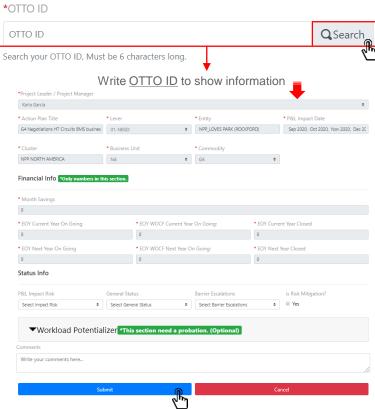


If you want to create a new Project, click in button.



Options to create new project.

1. OTTO ID

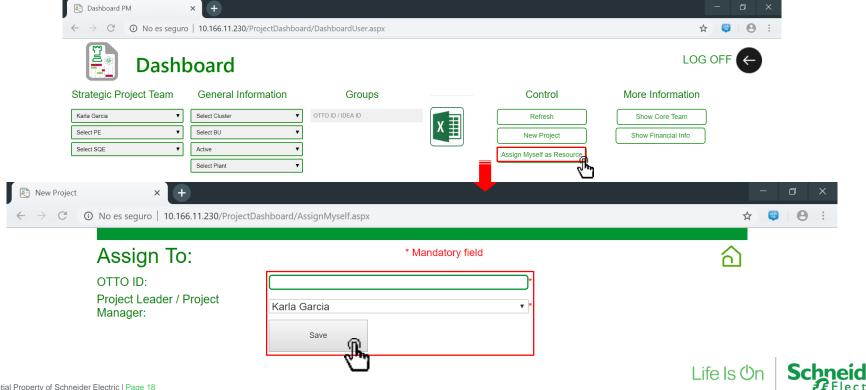


2. TBD





If Project is already uploaded in the Dashboard you can assign yourself as Resource (PM). Go to section marked below, enter OTTO ID and click save.



PE

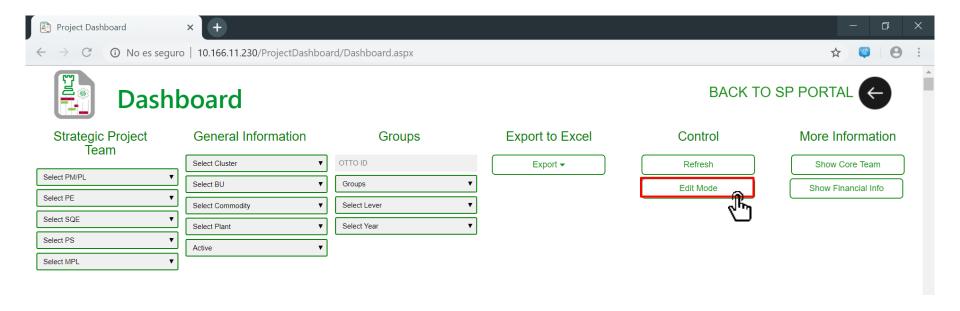
Project Engineer







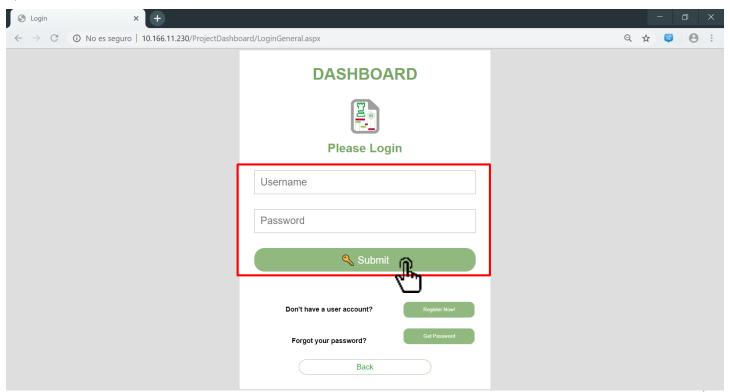
As a PE you are able to upload projects you are working in, and also assign yourself as the PE in case the Project is already uploaded, to do this you need to go to Edit Mode.







Login as PE, enter Username and Password.

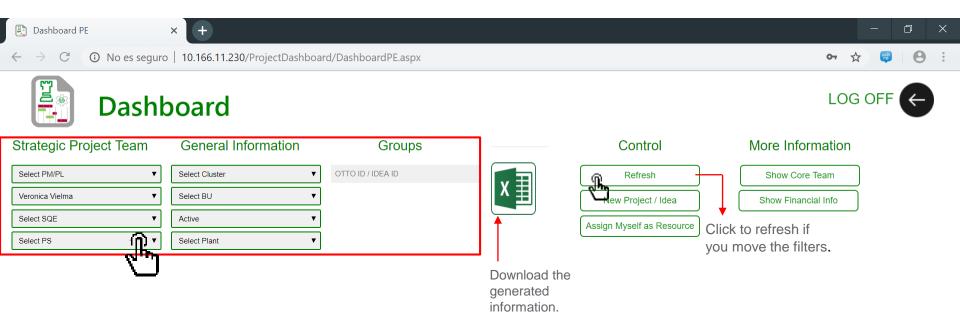






Project Dashboard

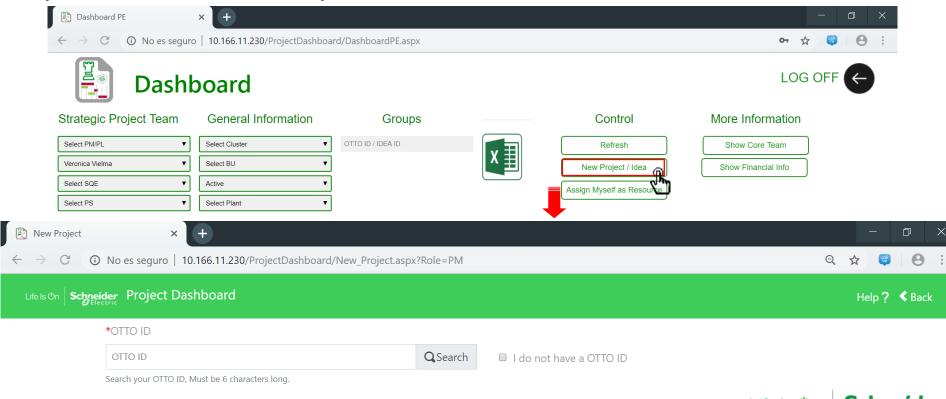
Select filters needed.





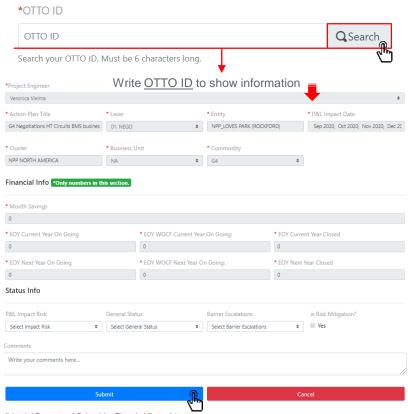


If you want to create a new Project, click in button.

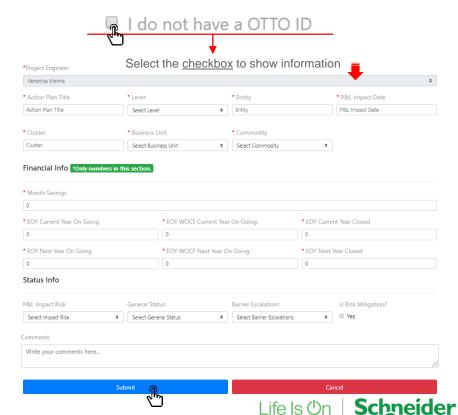


Options to create new project.

1. OTTO ID



2. TBD





If Project is already uploaded in the Dashboard you can assign yourself as Resource (PM). Go to section marked below, enter OTTO ID and click save.

