

Digital Sign

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Digital Signature

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Mon, 17 May 2024

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Dashboard

Request Pengajuan

All Request List

User Maintance

Welcome, #User

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SUBMIT NEW REQUEST

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Pending Document

10

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All Document

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Signed Document

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Awaiting Document

10

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Home

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Request Pengajuan

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Request Sign Document

Dashboard

Request Pengajuan

My Request List

Document Report

ID Request

REQ-123

Type Request

☐ Internal

☐ Eksternal

Title File

Title

Description

Description

Upload File

Upload File

Due Date

/ /

QR Position

Sign Type

Image

Manual

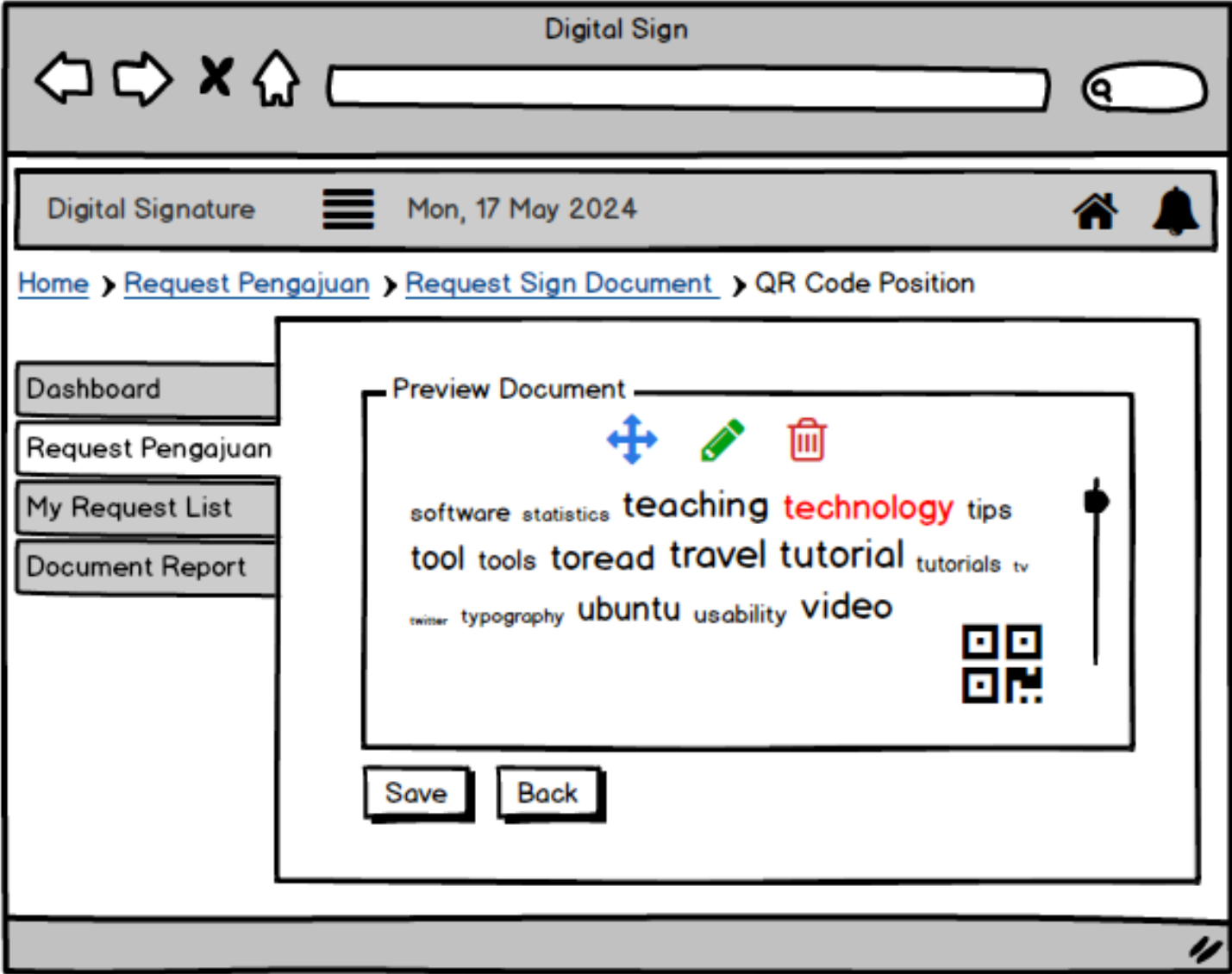
Adjusted By :

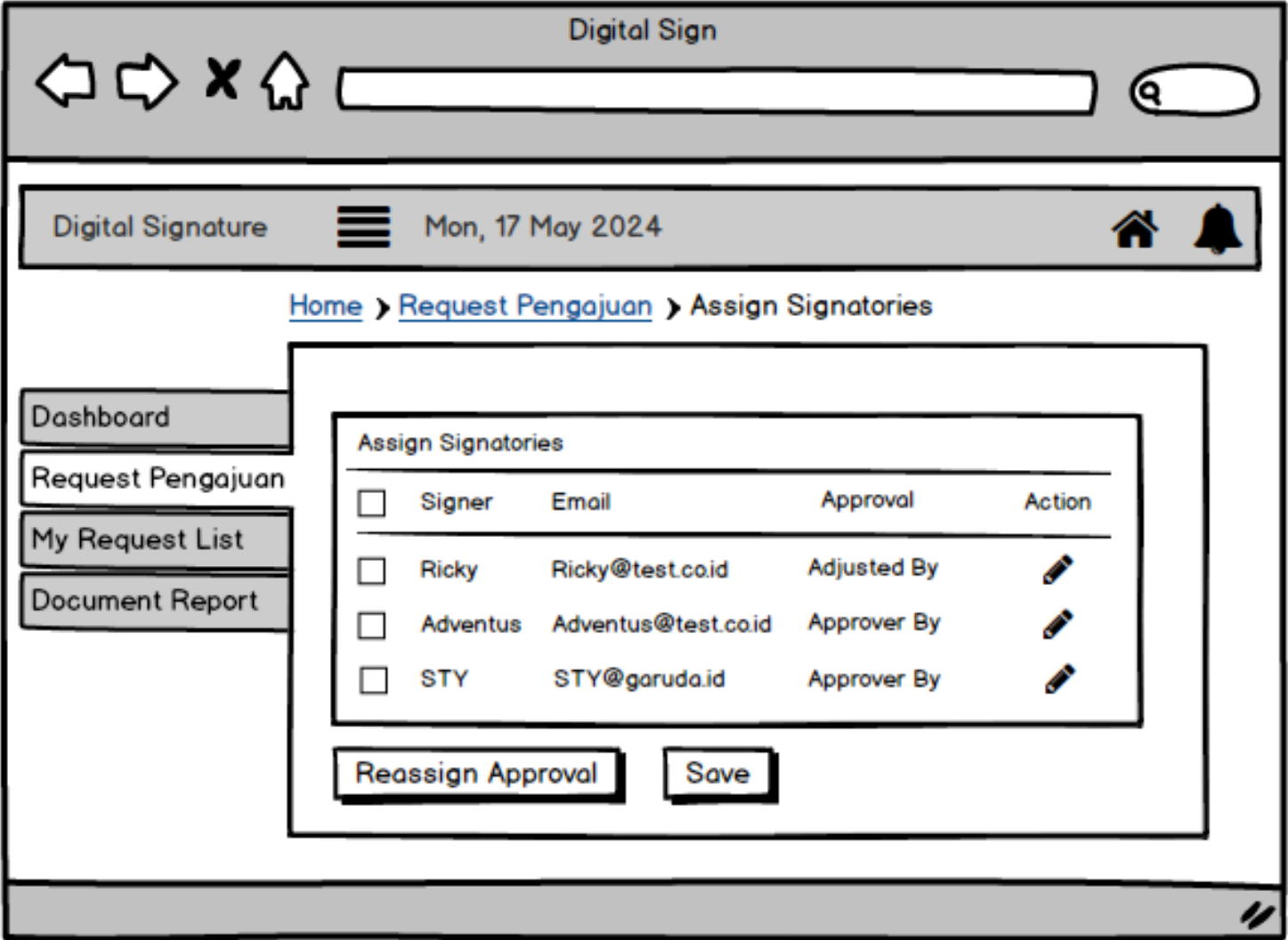
User 1, User 2

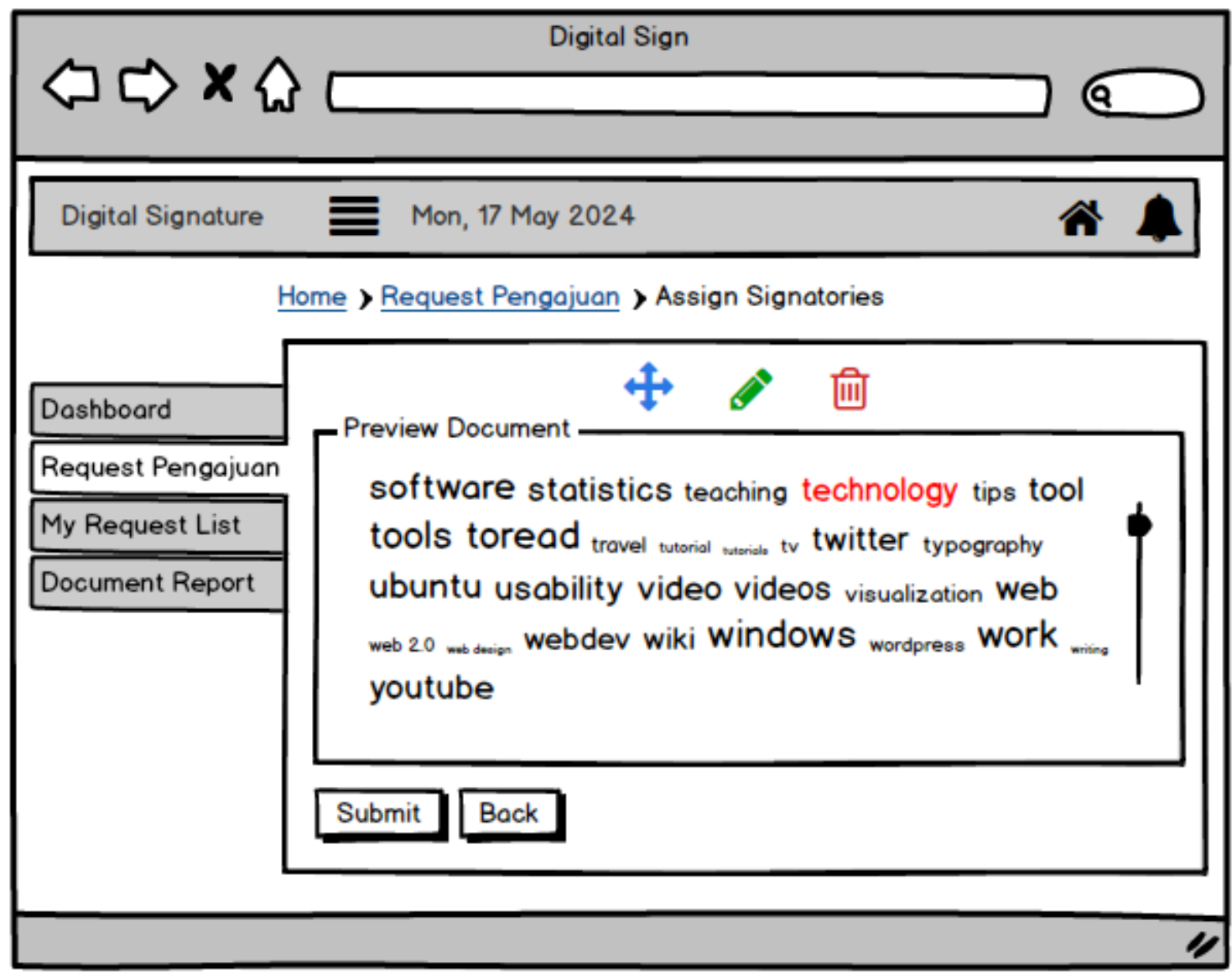
Approved By :

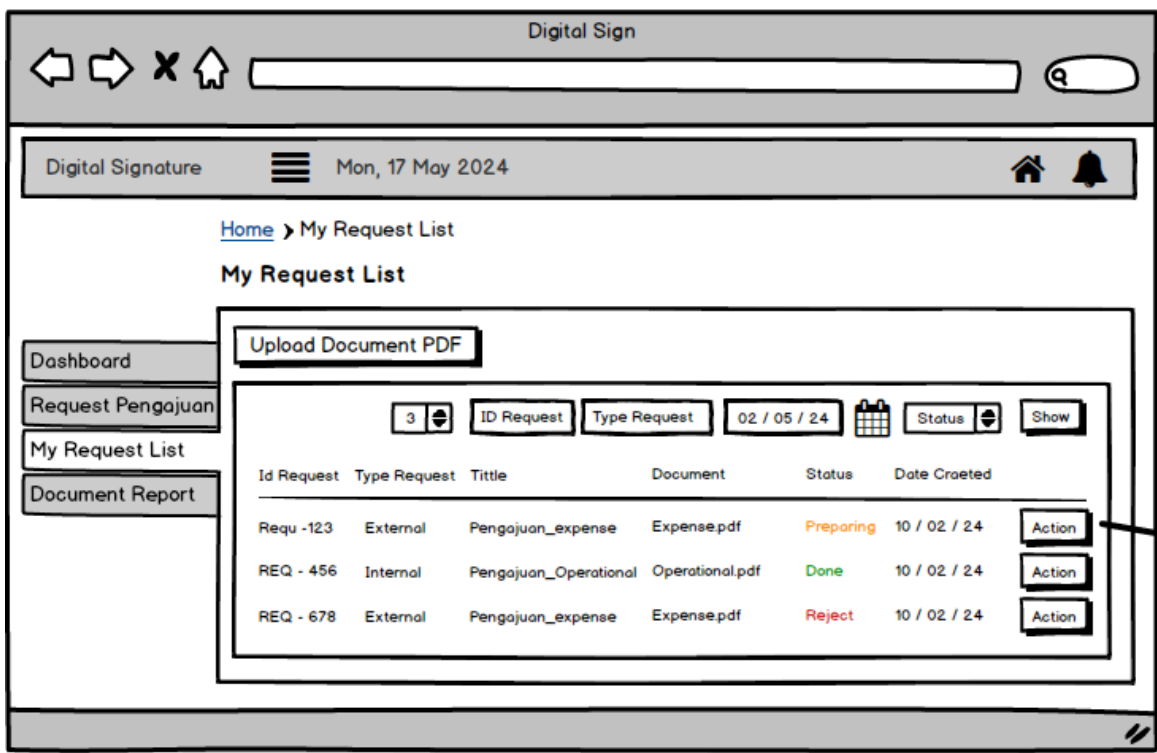
User 1, user 2, User 3

Sign Document









Send Invite to Sign
Abort Document
View

Send Invite to Sign will be Send email or notify the signatories
Abort Document will be delete request
View will be directed to View Detail Pengajuan Page

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Dashboard

Request Pengajuan

My Request List

Document Report

Detail Document

Title Document

Pengajuan Expense

ID Request

REQ-123

Type Request

Internal / External

Original Document

[Request Expense.pdf](#)

Generated Agreement

[Request Expense - Generated .pdf](#)

Signatures

Name	Approval	Status
Kresna	Adjusted By	Signed
Adventus	Approved By	Waiting

Audit Trail Record

Name	Activoty	Date & Time	Remarks
Adventus	1 Signed	Dec 18, 2024, 08:20 AM	-
Kresna	Requester Send Email to Sign Doc	Dec 17, 2024, 08:20 AM	Dokumen sudah OK
Kresna	Requester Upload Document	Dec 17, 2024, 08:20 AM	-

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Approval List Dokumen

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Document Report

Upload Document PDF

3

ID Request

Type Request

02 / 05 / 24

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Status

Show

Id Request	Type Request	Title	Document	Status	Created By	Date Craeted	
Requ -123	Internal	Pengajuan_expense	Expense.pdf	Awaiting	Kresna	10 / 02 / 24	Action
REQ - 456	External	Pengajuan_Operational	Operational.pdf	Done	Ricky	10 / 02 / 24	Action
REQ - 678	Internal	Pengajuan_expense	Expense.pdf	Reject	Kresna	10 / 02 / 24	Action

Approve Dokumen
Reject Document
View

Approve Dokumen will be Directed to Approve Document Page
Reject Document will be terminated the document and Requester Must be start from 0
View will be directed to View Detail Pengajuan Approval Page

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Document Report

Title Document

Pengajuan Expense

ID Request

REQ-123

Type Request

Internal / External

Original Document

[Request Expense.pdf](#)

Generated Agreement

[Request Expense - Generated .pdf](#)

Signatures

Name	Approval	Status
Kresna	Adjusted By	Signed
Adventus	Approved By	Waiting

Audit Trail Record

Name	Activoty	Date & Time	Remarks
Adventus	1 Signed	Dec 18, 2024, 08:20 AM	-
Kresna	Requester Send Email to Sign Doc	Dec 17, 2024, 08:20 AM	Dokumen sudah OK
Kresna	Requester Upload Document	Dec 17, 2024, 08:20 AM	-

Approval

Back

Document Report

Description : Pengajuan Pengeluaran selama dinas ke Pulau Kapuk Selama 50 Th

~~_____~~

Ricky

Reject

44-38861-42744 60444-2 702
60402 60444-2000-702-24-2
60400-702-400-42 60402 70200 604
604-2-444 7044-24-2 60400-2000-4-2

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All Inbox Approval Pengajuan

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ID Request

Type Request

Title

Status

Show

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Request Pengajuan

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All Inbox Approval Pengajuan

Id Request	Type Request	Name	Title	Status	File	Date & Time	Action
REQ-123	Internal	Adventus	Expense	Awaiting	Request Expense.pdf	Dec 18, 2024, 08:20 AM	👁
REQ-234	External	Kresna	Operational	Awaiting	Request Operational.pdf	Dec 17, 2024, 08:20 AM	👁
REQ-345	Internal	Kresna	Finance	Done - Close	Request Financial.pdf	Dec 17, 2024, 08:20 AM	👁

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Home > Document Report

List Document Report

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ID Request

Type Request

02 / 05 / 24

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Status

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Show

Id Request	Type Request	Tittle	Status	Created By	Date Created	Date Finished	Download Report	Action
Requ -123	Internal	Pengajuan_expense	Awaiting	Kresna	10 / 02 / 24	10 / 02 / 24		<div>Lihat</div>
REQ - 456	External	Pengajuan_Operational	Done	Ricky	10 / 02 / 24	10 / 02 / 24	Download Form	<div>Lihat</div>
REQ - 678	Internal	Pengajuan_expense	Reject	Kresna	13 / 05 / 24	13 / 05 / 24		<div>Lihat</div>

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Title Document - Request Expense

ID RequestREQ - 123

Type RequestInternal / External

Original Document[Request Expense.pdf](#)

Generated Agreement[Request Expense - Generated .pdf](#)

12 December 2024

Generate QR Code

Activity Log

User	Activoty	Status	Timestamp
Adventus	3 Signed	Done	Dec 18, 2024, 08:20 AM
Kresna	Requester Send Email to Sign Doc	Send Email to Signer	Dec 17, 2024, 08:20 AM
Kresna	1 Signed	Done	Dec 17, 2024, 08:20 AM
Kresna	Requester Upload Document	Send	Dec 17, 2024, 08:20 AM

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Logo

REPORT DOKUMEN

ID Request

REQ-XYZ1

Type Request

Internal / External

Title

Request Expense

Original Document

[Request Expense.pdf](#)

Description

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Tanggal

12 December 2024


Persetujuan Dokumen

Diajukan Oleh

Kresna

Dec 17, 2024, 08:20 AM

ID Approve	Nama	Group	Timestamp
USER ID 1	Adventus	Adjusted By	Dec 18, 2024, 08:20 AM
USER ID 2	Stevanus	Approved By	Dec 18, 2024, 08:20 AM

Joget™

This Document Is Generated by Joget DX System

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Home

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User Maintance

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Setting User ID

Setting User ID

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User ID

Username

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User Maintance

User ID	Username	Group Menu	Status	Action
20000043	Ricky	Group Adjusted By	Active	<div><div>👁</div><div>✎</div></div>
20122103	Kresna	Group Approval By	Active	<div><div>👁</div><div>✎</div></div>
2017F224	Adventus	Group Requester	Active	<div><div>👁</div><div>✎</div></div>
2017F223	Dita	Group Requester	Deactive	<div><div>👁</div><div>✎</div></div>

New

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Setting User ID

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Add User

Setting User ID

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User Maintance

User ID

User Id

Nama

Nama

Image Sign

Image (jpg/png)

Draw Sign

Draw

Group ID

Group Name

G-000001

Group Approval

Status user

Active

Deactive

Save

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[Home](#) > My Signatures

My Signatures

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My Signature

Document Report

User Maintance

User ID20000043

NamaRicky

Image Sign

Image (jpg/png)

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Draw Sign

Draw

+

✕

Save

Digital Sign

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User Maintenance

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Setting Group Menu

Setting Group Menu

New

Delete

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Group ID

Group Name

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User Maintenance

Group ID	Group Name	
G-000001	-	👁
G-000002	A. Group Menu Approval Adjusted By	👁
G-000003	B All Access	👁
G-000004	C Group Menu Approval Approval By	👁
G-000005	C Group Menu Requester	👁

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[Home](#) > [User Maintance](#) > [Setting User ID](#) > Add Group

Setting User Group

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User Maintance

Group ID

AUTO

Group

Group Name

Menu Permission

No	Menu	Access Rights

Save

Cancel