
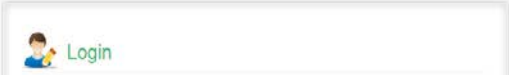


Request Management System for Email,Internet,Computer and Softwares.



مجموعة الملا
AL MULLA GROUP

Services Management System



Login with your provided username and password.

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Create Request Type

Click here to create new request.


Request Form

Email Setup

Search

Employee Information

Employee Number:		Name:	Joby Joseph Joseph
Department:	INFORMATION TECHNOLOGY DIVISION	Designation:	Software Engineer



Request Form

Request Date:*

14/01/2015

system date

Request Type:*

New

Type of request, New/Revoke

Select Request:*

Choose Requests

Choose Request, Email/Internet/Computer/Software - Can able to request multiple items at the same time.

Email Suggestion:

If request is for Email, Suggestion of your email address is Mandatory

Correspondence Email:*

Email id, where all the status will be mailed.

Employee System IP:

192.168.102.213

Employee System IP

Employee System Name:*

Employee System Name, For Computer request IP & Name could be the IP and name of the system, where the request is generated.

Attach Document:

+ Choose

Attachment of the email conversation for the approval of a request with the department.,

User Remarks:


Remarks: where some detail description of a request can be mention, like for Software request what are the softwares are required, Internet - Proxy/Direct, Computer additional accessories.

/requestmgmt/createrequest.xhtml

Request Saved Successfully,Request:[EMAIL]

Employee Information

Employee Number:	401589	Name:	Joby Joseph Joseph
Department:	INFORMATION TECHNOLOGY DIVISION	Designation:	Software Engineer



Request Form

Request Date:*

14/01/2015

Request Type:*

New

Select Request:*

Choose Requests

Email Suggestion:

Correspondence Email:*

Employee System IP:

192.168.102.213

Employee System Name:*

Attach Document:

+ Choose

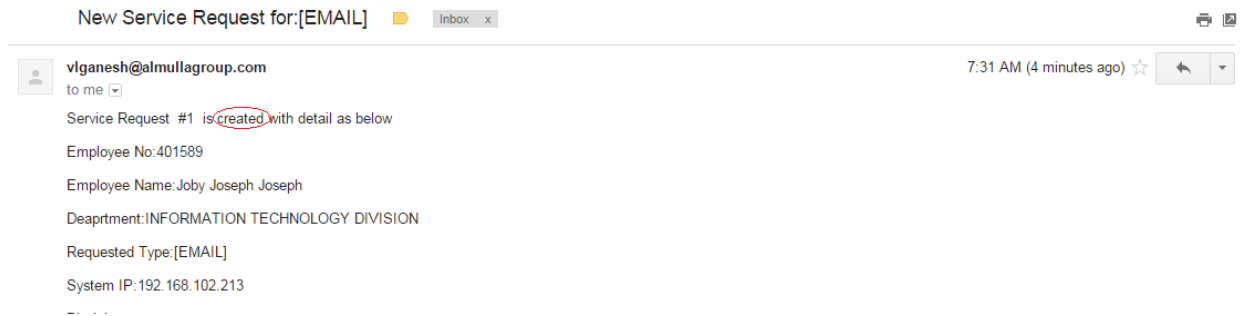
User Remarks:

Submit

Reset

Once a request has been created successfully, the system will send an email to the correspondence email id which mention during the request creation for confirmation. Also user will receive emails for all the status update till the request will provide/reject.

Sample:



Thank You

SYSTEM IP:

SAVE

SAVE AND ADD NEW

CLEAR