

## DOCUMENT NUMBER MIS/1226 **INSTRUKSI KERJA PENGGUNA APLIKASI** ISSUE & REVISION NUMBER 00.00 **EFFECTIVE DATE** 31-May-17 APPROVAL BPP BY DIVISION PAGE 1 of 3 LANGKAH **INSTRUKSI** LANGKAH 1 Cara Approval mobile (pc/laptop/hp) 1. Cari Browser untuk ke internet sesuai dengan pc/laptop/hp ☆自□↓☆ ≡ 2. Ketik http://adb.dwa.co.id di kolom dibawah ini : G i Madb.dwa.co.id/adb/home.php 3. Lalu enter Google Search I'm Feeling Lucky Google co.id offered in: Indonesia Basa Jawa Basa Bali LANGKAH 2 Cara Approval mobile (pc/laptop/hp) 1. Ketik user dan password dikolom dibawah ini : Approval CER Division & BC: × + ☆自♥↓☆ User : username PT. Dara Windu Agung Password: Login Login PT. Dasa Windu Agung, 2016 2. Klik tombol login untuk memulai apporval bpp dan cer LANGKAH 3 Cara Approval mobile (pc/laptop/hp) 1. Pilih tab LIST BPP REQUESTER untuk approval BPP Approval BPP Division & BOT × + 2. Pilih dan ceklist no bppnya yang ingin di approve dikolom action (ex: PRE-1705-0008 Request To Approve Request Quotation Approval Not A Approve untuk memulai approval 3. klik tombol - LIST APPROVE BPP - ( Level By : Division Head ) DOC. DATE DEPT. DEL PRE-1705-0008 30-05-2017 PRE 02-06-2017 PART NAME UNIT NO. PART NUMBER PLASTIC, EXTRUSION, PP SHEET, COSMOPLENE , AS 164 , 1420 x 450 x 1.0 mm, NATURAL , sheet 10 PLASTIC, EXTRUSION, PP SHEET, COSMOPLENE , AS 164 , 1420 x 450 x 1.7 mm, NATURAL , sheet 10 Approve Not Approve Prepared by, Checked by, Approve by, 0 500 (Oktaviyanti) (Nana Permana) (Nana Permana) 31 May 2017 31 May 2017 Date: 31 May 2017 Date: Date:



<u>Date :</u>

31 May 2017

Date:

31 May 2017

Date:

31 May 2017

## DOCUMENT NUMBER MIS/1226 INSTRUKSI KERJA PENGGUNA APLIKASI **ISSUE & REVISION NUMBER** 00.00 EFFECTIVE DATE 31-May-17 APPROVAL BPP BY DIVISION PAGE 2 of 3 INSTRUKSI LANGKAH LANGKAH 4 Cara Approval mobile (pc/laptop/hp) 1.Klik Tombol YES jika ingin approval no bpp tersebut, maka secara Approval BPP Division & BCC × + system akan menghilang no bpp tersebut yang sudah diapprove dan akan (adb.dwa.co.id/adb/Approve.php?Tab=0 ☆自♥♣★■ berpindah ke tab monitoring approve Request To Approve Request Quotation Approval Not Approve 1 Request To Approve LIST BPP REQUESTER LIST CER REQUESTER - LIST APPROVE BPP - ( Level By : Division Head ) 0 NO ACTION DOC. DATE DEPT. DELV. DATE REMAR PRE-1705-0008 30-05-2017 MPLXPPX010X PLASTIC, EXTRUSION, PP SHEET, COSMOPLENE, sheet 10 MPLXPPX011X PLASTIC, EXTRUSION, PP SHEET, COSMOPLENE sheet 10 , AS 164 , 1420 x 450 x 1.7 mm, NATURAL YES NO LANGKAH 5 Cara Not Approval mobile (pc/laptop/hp) 1. Pilih dan ceklist no bppnya yang ingin di approve dikolom action E C Q Search ☆自□↓☆≡ (ex: PRE-1705-0008 Not Approve untuk tidak approval 2. Klik tombol Request To Approve LIST BPP REQUESTER LIST CER REQUESTER - LIST APPROVE BPP - ( Level By : Division Head ) DOC. NO. DOC. DATE DEPT. DELV. DATE SEMAN Approve | Not Approve LANGKAH 6 Cara Not Approval mobile (pc/laptop/hp) Approval BPP Division & BOI × + 1. Ketik alasan tidak di approval no bpp tersebut dikolom dibawah ini ☆|自 ♥ ♣ ★ Request To Approve Request Quotation Approval Not Approve Monitoring Approve Request To Approve 2.Klik Tombol YES jika ingin approval no bpp tersebut, maka secara - LIST APPROVE BPP - ( Level By : Division Head ) DOC. DATE DEPT. DELV. DATE system akan menghilang no bpp tersebut yang tidak diapprove dan akan berpindah ke tab Not Approve NO. PART NUMBER PART NAME UNIT PLASTIC, EXTRUSION, PP SHEET, COSMOPLENE , AS 164 , 1420 × 450 × 1.0 mm, NATURAL , sheet 10 MPLXPPX010X apakah anda ingin not ap YES NO Prepared by, Checked by, Approve by, (Oktaviyanti) (Nana Permana) (Nana Permana)



Date:

31 May 2017

Date:

31 May 2017

Date:

31 May 2017

## **DOCUMENT NUMBER** MIS/1226 INSTRUKSI KERJA PENGGUNA APLIKASI ISSUE & REVISION NUMBER 00.00 EFFECTIVE DATE 31-May-17 APPROVAL BPP BY DIVISION PAGE 3 of 3 LANGKAH INSTRUKSI LANGKAH 7 Cara Mengembalikan Not Approval untuk approval lagi mobile (pc/laptop/hp) Approval BPPQ Division & B X + Not Approve 1. Klik tab (adb.dwa.co.id/adb/Approve.php?Tab=2 C Q Search ☆自♥↓★ ≡ 2. Pilih dan ceklist no bppnya yang ingin di approve dikolom action PRE-1705-0008 Back Approve Not Approve 3. Klik tombol untuk bisa approval lagi 0 - LIST NOT APPROVE -PRE 02-06-2017 PRE-1705-0008 ₩ BPP 30-05-2017 DETAIL Count : 2 remark : Untuk new project Panel Quarter Trim Rear, DNGA Back Approve PT. Dasa Windu Agung, 2016 adb.dwa.co.id/adb/Approve.php?Tab=2 LANGKAH 8 Cara Mengembalikan Not Approval untuk approval lagi mobile (pc/laptop/hp) Approval BPPQ Division & B × + 1.Klik Tombol jika ingin approval no bpp tersebut, maka secara [] C Q Search ☆自♥↓☆≡ adb.dwa.co.id/adb/Approve.php?Tab=2 system akan menghilang no bpp tersebut yang tidak diapprove dan akan berpindah ke tab Not Approve Not Approve - LIST NOT APPROVE -0 search PRF-1705-0008 02-06-2017 30-05-2017 DETAIL Count : 2 remark : Untuk new project Panel Quarter Trim Rear, DNGA apakah anda ingin back approve? YES NO PT. Dasa Windu Agung, 2016 Checked by, Prepared by, Approve by, (Oktaviyanti) (Nana Permana) (Nana Permana)