HELP GUIDE

TECHNICAL EMPLOYEE

Login Page

Please login
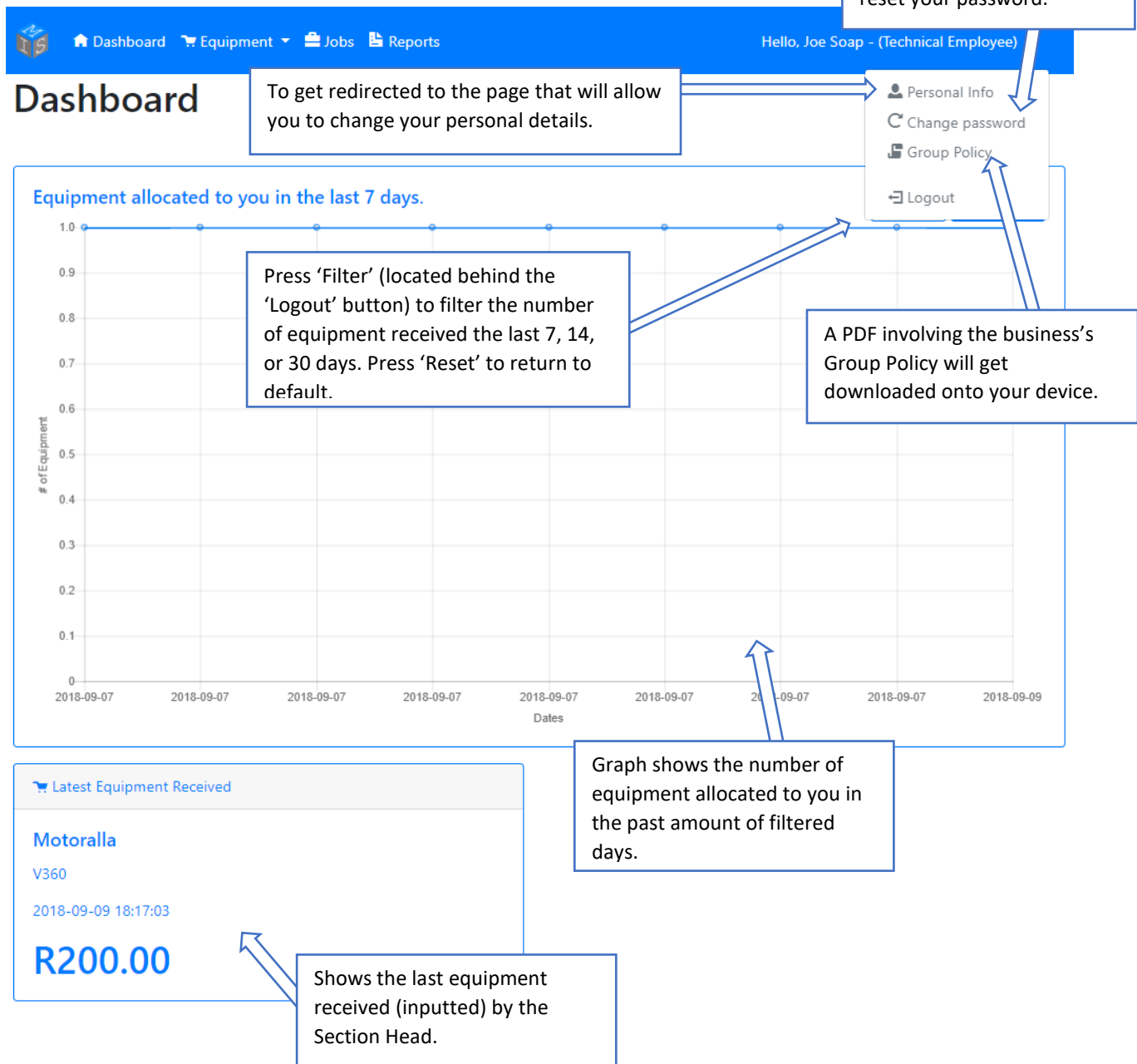
1.Enter business e-mail address.

Email address

2.Enter personal password.

Password

3.Press Login once e-mail, and password has been entered correctly.

Login

Dashboard

To get redirected to the page that will allow you to reset your password.

Dashboard

To get redirected to the page that will allow you to change your personal details.

Hello, Joe Soap - (Technical Employee)

🏠 Dashboard 🛒 Equipment ▾ 💼 Jobs 📄 Reports

👤 Personal Info
C Change password
📤 Group Policy
↩ Logout

Equipment allocated to you in the last 7 days.

Press 'Filter' (located behind the 'Logout' button) to filter the number of equipment received the last 7, 14, or 30 days. Press 'Reset' to return to default.

A PDF involving the business's Group Policy will get downloaded onto your device.

# of Equipment

1.0
0.9
0.8
0.7
0.6
0.5
0.4
0.3
0.2
0.1
0

2018-09-07   2018-09-07   2018-09-07   2018-09-07   2018-09-07   2018-09-07   20__-09-07   2018-09-07   2018-09-09

Dates

Graph shows the number of equipment allocated to you in the past amount of filtered days.

🛒 Latest Equipment Received

Motoralla

V360

2018-09-09 18:17:03

R200.00

Shows the last equipment received (inputted) by the Section Head.

Update Personal Info

Personal Information

First Name
Mauritz

Last Name
Langeveld

Date of Birth
2018/06/21

Contact Number
0123456789

Email Address
m@ims.com

Address
1 mains

Address 2
House 1

City
Port Elizabeth

Suburb
Beachview

[Update]   [Go Back]

Click 'Update' to update your personal information.

a. Suburb dropdown won't load unless the user has selected a City.

b. If neither the new user's City or their Suburb exist in the dropdown, press the 'Add New City/Suburb' selection located in the respected dropdown.

Change Password

Dashboard | **Users** ▾ | **Business Settings** | **Reports**

Hello, Mauritz Langeveld - (IT Admin) ▾

Change Password

Old Password

| Old Password |

Enter your current password here…

New Password

| New Password | ? ▾ |

Confirm New Password

| Confirm New Password |

───── Weak

Enter your new password here…

Re-enter your new password here…

Save **Clear**

Press 'Save' to change your password

Press 'Clear' to erase all fields.

Install Equipment

Dashboard 🛒 **Equipment** ▾ 🧰 **Jobs** � **Reports**

Install Equipment

Equipment

[▾] 📷 Scan

Image Upload

[Choose File] No file chosen

Installation Status:

[Choose... ▾]

Install Description

[Install Description]

[Save] [Go Back]

Choose Location

If marker isn't 100% regarding location, you're able to drag the marker to the desired location.

Leaflet | Map data © OpenStreetMap contributors, CC-BY-SA, Imagery © Mapbox

You can upload (take a picture if using a smartphone) an image of the equipment's current condition.

Select the Equipment or scan the equipment's QR to select the equipment.

Select whether the Installation process is still Open or Closed.

If the map doesn't load, it'll be possible that at least one of the following errors might have occurred.

1. Your device has rejected access to your location. To fix, please enable Location on your device/browser.
2. Unable to determine your location.
3. Service timeout regarding connecting to the Mapbox server. To fix, please exit and re-enter the page to try and reconnect to the Mapbox server.
4. Browser not supported (Tested and works on Google Chrome, Mozilla Firefox, and Microsoft Edge. Internet Explorer not supportive.)

Inspect Equipment

Select the Equipment or scan the equipment's QR to select the equipment.

Select to pick the Equipment's current Condition and to specify whether the Inspection Process is still open or closed.

Update the Equipment's value if necessary.

Take a picture or select an image to update the picture of the equipment's current condition.

Dashboard Equipment Jo...   Hello, Soap Joe - (Section Head)

Inspect Equipment

Equipment

▼ 📷 Scan

Condition

Choose...

Equipment Value

Value

Inspection Status:

Choose...

Reason for inspection

Inspection Description

Condition Picture

Choose File No file chosen

Latest Condition

IMAG
AVAI

Installed Location

Leaflet | Map data © OpenStreetMap contributors, CC-BY-SA, Imagery © Mapbox

Save Go Back

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Maintain Equipment

🏠 Dashboard   🛒 Equipment ▾   💼 Jobs   📑 Reports   Hello, Soap Joe - (Section Head) ▾

Maintain Equipment

Select the Equipment or scan the equipment's QR to select the equipment.

Select to update the Equipment's current Condition.

Equipment
Motoralla ▾   📷 Scan

Condition
New ▾

Equipment Value
200

Maintenance Status:
Choose...

Select to specify whether the Inspection Process is still open or closed.

Reason for Maintenance
Due for maintenance.

Maintenance Description

Update the Equipment's value if necessary.

Condition Picture
Choose File   No file chosen

Take a picture or select an image to update the picture of the equipment's current condition.

Latest Condition

IMA
AVAILABLE

Installed Location

Leaflet | Map data © OpenStreetMap contributors, CC-BY-SA, Imagery © Mapbox

Save   Go Back

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Allocated Jobs

Allocated Jobs

Dashboard · Equipment · Jobs · Reports · ...ap Joe - (Section Head)

Allocated Jobs

Search by Keyword

To search for a specific equipment or a type of allocated job by searching using a keyword.

Filter By:

Start Date
yyyy/mm/dd

End Date
yyyy/mm/dd

To search for a job between two specific dates.

Equipment Name	Description	Date	Job Type	Status
Flag pole	asdf	2018-09-07 10:11:55	Install	1
Image	Install this	00:00:00	Install	1
Image	NSP insp.ction test 4/	00:00:00	Inspect	1
Flag pole	Hello	00:00:00	Inspect	1
Equipment1	gfgfg	00:00:00	Install	1
Image	Image upload testing 5.	2018-08-30 14:49:56	Inspect	1
Honda	asdf	2018-09-07 10:14:09	Install	1
Honda	Install with caution refer to Johnny for	2018-08-24 00:00:00	Install	1
Image	Hello this is image upload testing 3.	2018-08-30 14:47:30	Inspect	1
Testing Mac	Install	2018-08-24 00:00:00	Install	1

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Generate Report