

# ***User Manual***

## ***For LBMS System***

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Admin Module

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LABMS System Requirement			
Company Name	Durdans Laboratory Colombo – Sri lanka		
Release Version	1.0.0	Date	20-04-2018
Requirement Details			
Web Browser	<ul style="list-style-type: none"> <li>Internet Explorer Browser Version 8 or Upper Versions.</li> <li>Mozilla Firefox release version 38.0 or Upper Versions.</li> <li>Google Chrome 30 or Upper Versions.</li> <li>Microsoft Edge.</li> <li>Safari Browser</li> </ul> (Browser Should have to support HTML 5 Version )		
File Reader			
PDF File Viewer	PDF reader needs to read PDF extension files, user can use Adobe reader version 8 or upper version additionally user can use Foxit Reader.		
Hard Ware Requirement			
Processing Capability	<ul style="list-style-type: none"> <li>Intel dual core 2.0 GHz or Higher Processing Speed</li> <li>Minimum memory capacity is 2 GB</li> <li>Minimum 4GB</li> </ul>		
RAM Memory Speed			
Hard Disk			
Operating Requirement			
Operating System	<ul style="list-style-type: none"> <li>Windows 7 , 8,10 (x86 platform or 64 platform)</li> <li>Linux Platform</li> <li>Unix Platform</li> </ul>		
Printer			
	POS printers any Brand (Recommended)		
Connection Type	Internet Required (LAN , 4G or Wireless Connection )		
Barcode Reader	Any Barcode Reader		
Authorized user	Anjana Thenuwara	Signature	

## SYSTEM LOGIN

Login to the LBMS system (admin user) user has to load system in the web browser. Once system load in the user desktop, screen appear login page. From there user has to provide valid login credentials.

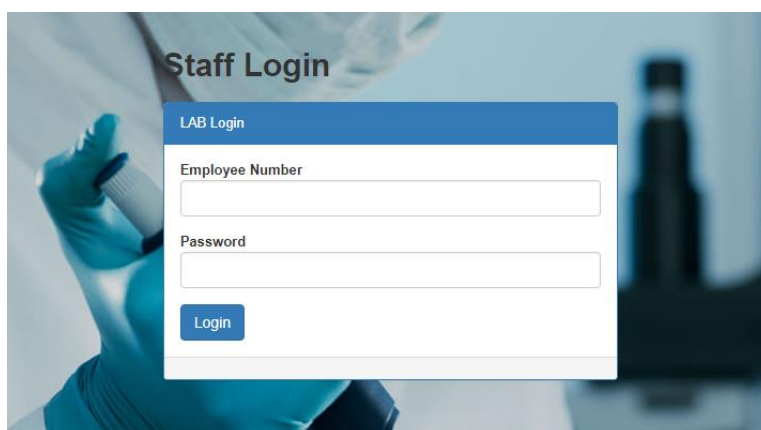


FIGURE 1 SYSTEM LOGIN INTERFACE

After successfully logged to the system user can see user home page and available function in left hand corner, below figure (1.0) , shows the user available function list in the system, home page user can get live update in all branches current running process.

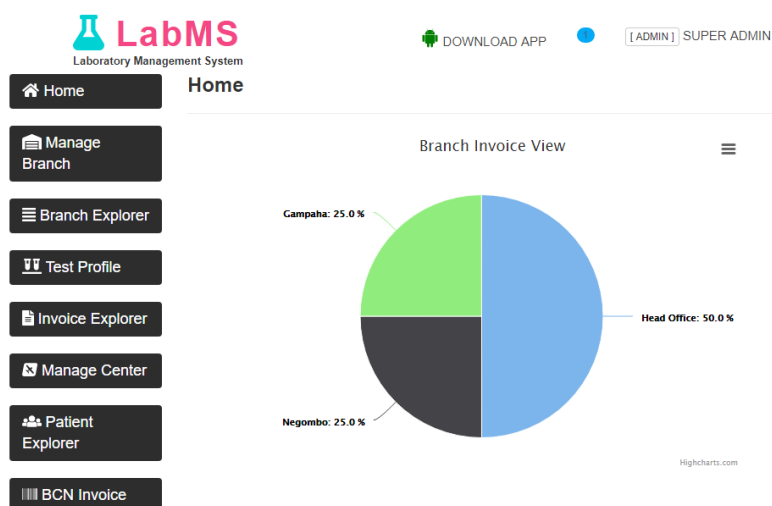


FIGURE 2 ADMIN USER HOME PAGE

## MANAGE BRANCHES

Adding Branch to chain user has to click on **manage branch** icon, once user clicked on below screen appear in user desktop. Form there user has to provide requested information.

**Branch Creation**

\* fields are mandatory

Branch Name \*

Medi lab - colombo

Address \*

colombo - 11

Telephone

0112544455

Add Branch

FIGURE 3 NEW BRANCH CREATION

After submitting valid information click on **Add branch** button. New branch created.

## BRANCH EXPLORE FUNCTION

This feature use to list down register branches in the company chain. Screen shows all inputs in previous screen user can list down all register branches in one screen. This feature contain number of functions. Right corner there is function display search its helps to user search branch using any option which are user has provide in the previous stage.

Show 10 entries

Search:

Branch Name	Address	Telephone	Manage Users
Head Office	Colombo 03	0112544780	<a href="#" style="background-color: #0070c0; color: white; padding: 2px 5px; text-decoration: none;">Manage Users</a>
LBMS Group - Kelaniya	No 674, Gonawala Road , Kelaniya	0114557866	<a href="#" style="background-color: #0070c0; color: white; padding: 2px 5px; text-decoration: none;">Manage Users</a>
Negombo	Nego Sea	011222	<a href="#" style="background-color: #0070c0; color: white; padding: 2px 5px; text-decoration: none;">Manage Users</a>
Nugegoda	High Level Road	0115254741	<a href="#" style="background-color: #0070c0; color: white; padding: 2px 5px; text-decoration: none;">Manage Users</a>

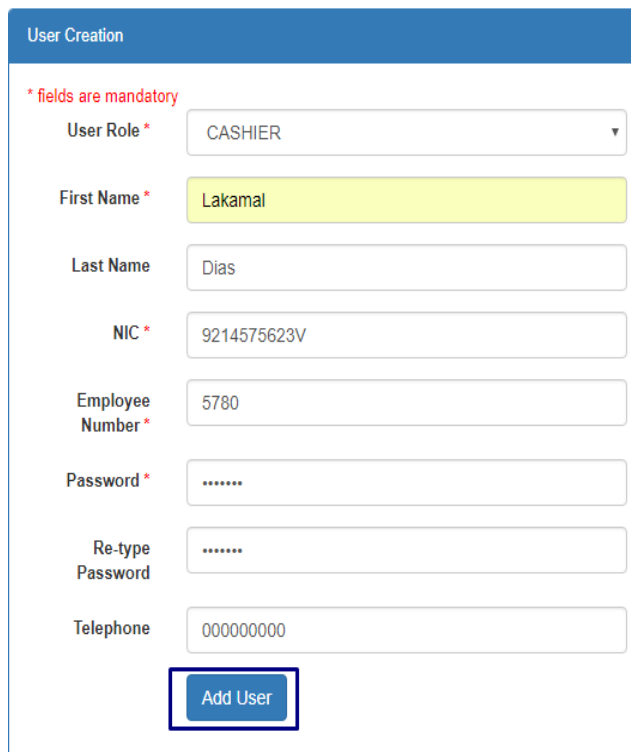
Showing 1 to 4 of 4 entries

Previous
 1
 Next

FIGURE 4 BRANCH EXPLORER

## USER ACCOUNT CREATION FOR BRANCHES

Create new user account admin user has to click on the branch explorer feature, in left hand corner **manage user** option available. By clicking on that icon user can create new user account.



**User Creation**

\* fields are mandatory

User Role \* CASHIER ▼

First Name \* Lakamal

Last Name Dias

NIC \* 9214575623V

Employee Number \* 5780

Password \* .....

Re-type Password .....

Telephone 000000000

**Add User**

FIGURE 5 USER ACCOUNT CREATION

There are some mandatory fields in user account creation, red \* marks shows all required fields are mandatory. User cannot keep these fields empty. Filling up all information user has to click on the add user button. If it's successfully system trigger a notification a "new user account created". In the same screen left hand corner display all created user account and user account status.

## EDIT USER INFORMATION

In the same screen left hand corner display already created user accounts and user details, by clicking update function admin user can change user details. Unable to change the employee id, to reset password user have to click on the **reset password**. *“Default password is employee id”*

Same screen figure () admin can change user account status, each user account has one status active or inactive. By clicking drop down menu admin can change the user account status, finally he has to click on the update button to **update** account status.

\* fields are mandatory

**First Name**

**Last Name**

**NIC**

**Telephone**

**Employee Number**

**User Role**

**Status**

FIGURE 6 EDIT USER INFORMATION'S

## ADD TEST PROFILE TO THE BRANCH

Create new test and test profiles, by clicking manage profile icon user can get access to the function. In this screen user have to submit required information which are related to the laboratory test all required fields are mandatory. After adding correct information user can click on the “create test profile icon”

Test Profile Creation

\* fields are mandatory

Test Profile \* F.B.C

Description Full Blood Count

REF\_level\_1 \* 4.10

REF\_level\_2 \* 5.6

Container \* Tube

Result Type \* x10E6/xl

Fee \* 200

Time Takes 3 hours

Short Code \* TEST001

Create Test Profile

FIGURE 7 ADD TEST PROFILE

If successfully test profile added to system, notification trigger on the system “new test profile created”

## UPDATE TEST FIELDS

Test profiles contain number of single tests, to add sub tests into the test profiles admin user has to click on the *fields* icon in the same screen this function appear.by clicking on the field icon below figure appear from there user has to fill required information and click on the “*add field icon*”.



Test Profile Field

\* fields are mandatory

Field Name \*

Normal Results \*

Special Results \*

Low Value \*

High Value \*

Unit \*

[Add Field](#)


FIGURE 8 UPDATE TEST PROFILE FIELDS

## INVOICE EXPLORER

Intention of this function admin user can handle patient problem if the patient complain to the user regarding report related problem admin can check invoice all information. By clicking on the *explorer* icon user can access to that feature.

BCN	Patient Name	NIC	Branch	Status	Ready Date	Result	Explorer
50000000000012	Preshantha Fernando	8635125824V	Negombo	OPEN	2018-04-27		<a href="#">Explorer</a>
50000000000029	Samantha Perera	8965475412V	Head Office	COMPLETE	2018-04-26		<a href="#">Explorer</a>
50000000000036	Preshantha Fernando	8635125824V	Head Office	COMPLETE	2018-04-25		<a href="#">Explorer</a>
50000000000043	Kumari Gamage	8968547541V	Gampaha	OPEN	2018-04-30		<a href="#">Explorer</a>

FIGURE 9 INVOICE EXPLORER FUNCTION



5 000000 000012

Negombo  
Nego Sea  
0315788402  
Invoice Date 2018-04-20 16:40:19

**Patient Information**  
Preshantha Fernando  
8635125824V  
0715833470  
Invoice Status: OPEN

Test Profile	Amount	Status	Center	Result Value	Remark
Bolod	2500.00	COMPLETE	In House	25	Pass test

**Total Amount : 2500.00**  
Report Ready Date 2018-04-27

FIGURE 10 LAB TEST INVOICE

## MANAGE CENTER

Purpose of creating centers some time laboratory samples are out source to another branches, to trace where the sample is tested we use this function. Click on *mange center* user can access to this feature.

Center Creation

\* fields are mandatory

\*Center Name

Asiri-Laboratory

\*Address

Kelaniya

Telephone

0112368354

Email

info@asiri.lk

Remark

Status

ACTIVE

Add Center

FIGURE 11 CREATE CENTER

Adding all information user can click on the **add center** button. Once user click on the button center will add to system, further user need to change status of the center , in the same screen left hand corner display all register center list user can change the status level. Each center have one status *Active* or *deactivate* Status.

Show  entries

 Search: 

Center ID	Center Name	Address	Telephone	Email	Join Date	Remark	
1	In House	LAB House	115388975	labms@labms.lk	2018-04-20 08:01:41	In House test	ACTIVE
2	Gampaha Center	Station Road, Gampaha	318966587	gam@gmail.com	2018-04-21 09:16:43	Gampaha Test Center	ACTIVE
3	Negombo Center	Sea Street Negombo	318455470	gamneg@gmail.com	2018-04-21 09:56:27	Negombo Test Center	DEACTIVE

FIGURE 12 UPDATE CENTER STATUS

## PATIENT EXPLORER

This feature used to add new invoice to register patient, by clicking **new invoice** function user can generate the new invoice for the patient.

 Show  entries

 Search: 

First Name	Last Name	NIC	Date Of Birth	Email	Phone Number	Address	Created Branch	
Kumari	Gamage	8968547541V	2018-04-01	0763582247	kumari@gmail.com	Gampaha	Head Office	2018-04-17 14:13:21 New Invoice
Preshantha	Fernando	8635125824V	2018-03-05	0715833470	preshan@gmail.com	Raddoluwa	Head Office	2018-04-17 14:12:19 New Invoice
Samantha	Perera	8965475412V	2018-04-01	0752584520	samantha@gmail.com	Seeduwa	Head Office	2018-04-17 14:16:03 New Invoice

FIGURE 13 PATIENT EXPLORER

Once user click on the new invoice icon, next screen user have to select test name and sample checking center.

\* fields are mandatory

\*Test Profile

--select test profile--

\*Test Center

--select test center--

[Add Invoice](#)

[Clear Test Profile List](#)

Name	Price	Center	
Bolod	2500.00	In House	<a href="#">remove</a>
Urine	1500.00	In House	<a href="#">remove</a>
		Subtotal	4000

Report Ready Date :  [Finish](#)

FIGURE 14 INVOICE CREATION

Above figure shows the add invoice process user can add one test or many test, in the same screen user have to select report ready date. Click on the finished icon. Next stage screen appear the summary of the user selected option and print button.

### LABMS - Test Invoice



5 000000 000050

Head Office  
Colombo 03  
0112544780  
Invoice Date 2018-04-23 21:32:00

Patient Information  
Kumari Gamage  
8968547541V  
0763582247

Test Profile	Amount	Status	Center	Result Value	Remark
Bolod	2500.00	PENDING	In House		

**Total Amount : 2500.00**

Report Ready Date 2018-04-24

[Print](#)

FIGURE 15 TEST INVOICE

## BCN INVOICE

This feature use to the search patient information using barcode scan. User can scan the invoice by using barcode invoice it will prompt the patient information.

## LABMS - Test Invoice



Head Office  
 Colombo 03  
 0112544780  
 Invoice Date 2018-04-20 16:40:56

**Patient Information**  
 Samantha Perera  
 8965475412V  
 0752584520  
 Invoice Status: COMPLETE

### Test Information

Test Profile	Amount	Status	Center	Result Value	Remark
Bolod	2500.00	PENDING	In House		
Urine	1500.00	COMPLETE	In House	45	Pass

**Total Amount : 4000.00**

Report Ready Date 2018-04-26

[Print](#)

FIGURE 16 BCN INVOICE

## INVOICE REPORT

By accessing this feature user can get revue related information's. In this screen user can select time period to generate report. Once user select the data range by clicking on the **view report** icon system display the requested report.

### Invoice Report 2018-04-20 to 2018-04-25

BCN	Invoice Date	Amount	Status
50000000000012	2018-04-20 16:40:19	2500.00	OPEN
50000000000029	2018-04-20 16:40:56	4000.00	COMPLETE
50000000000036	2018-04-21 18:59:48	2500.00	COMPLETE
50000000000043	2018-04-21 20:12:56	4000.00	OPEN
50000000000050	2018-04-23 21:32:00	2500.00	OPEN

**Total :15500**

[Print](#)

FIGURE 17 INVOICE REPORT

## BRANCH REPORT

This report shows the branch wise income come to process. Generate report user have to select the data range and branch. Below figure shows the explained process.

**Branch Report**  
2018-04-01 to 2018-04-25

BCN	Invoice Date	Amount	Status	Branch Name
50000000000012	2018-04-20 16:40:19	2500.00	OPEN	Negombo

**Total :2500**

[Print](#)

FIGURE 18 BRANCH REPORT

## TEST PROFILE REPORT

Once user click on the Test Profile Report icon admin user can display sample details. What are the sample in-house tested, sample list outsource by center wise. Admin user have to follow same proceed above report viewing method select the data range and center system will prompt the user response.

**Test Profile Report**  
2018-04-02 to 2018-04-26

BCN	Profile	Invoice Date	Center Name	Status
50000000000012	Bolod	2018-04-20 16:40:19	In House	COMPLETE
50000000000029	Bolod	2018-04-20 16:40:56	In House	PENDING
50000000000029	Urine	2018-04-20 16:40:56	In House	COMPLETE
50000000000036	Bolod	2018-04-21 18:59:48	In House	COMPLETE
50000000000043	Urine	2018-04-21 20:12:56	In House	PENDING
50000000000050	Bolod	2018-04-23 21:32:00	In House	PENDING

[Print](#)



FIGURE 19 TEST PROFILE REPORT

Bottom of each report there is print button to take print out of selected report, print out format is A4 sheets therefore please make sure before print the report select correct printer.

Release No.	Date	Revision Description
Rev. 0	22/04/2018	User's Manual Template for LBMS MLT Users

Technical Support			
Person	Contact	Support Level	Email
Anjana Thenuwara	0754780047	All Incidents	Anjana.@labms.lk