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	▪ Internet Explorer Browser Version 8 or Upper Versions. ▪ Mozilla Firefox release version 38.0 or Upper Versions. ▪ Google Chrome 30 or Upper Versions. ▪ Microsoft Edge. ▪ Safari Browser (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	▪ Intel dual core 2.0 GHz or Higher Processing Speed
RAM Memory Speed	▪ Minimum memory capacity is 2 GB
Hard Disk	▪ Minimum 4GB
Operating Requirement	
Operating System	▪ Windows 7 , 8,10 (x86 platform or 64 platform) ▪ Linux Platform ▪ Unix Platform
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.
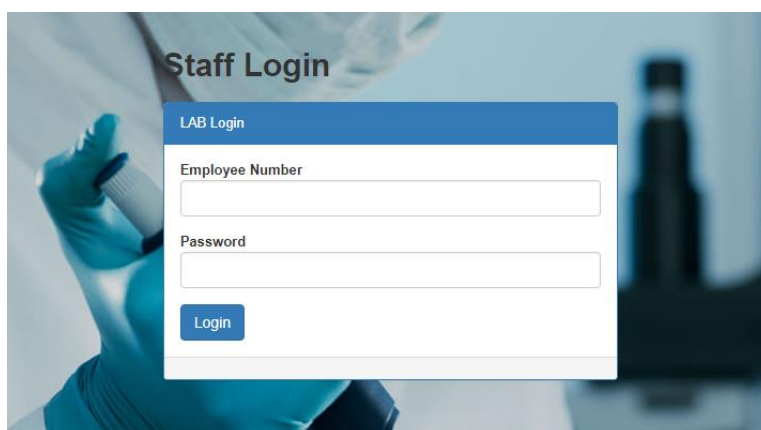

FIGURE 1 SYSTEM LOGIN INTERFACE

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.
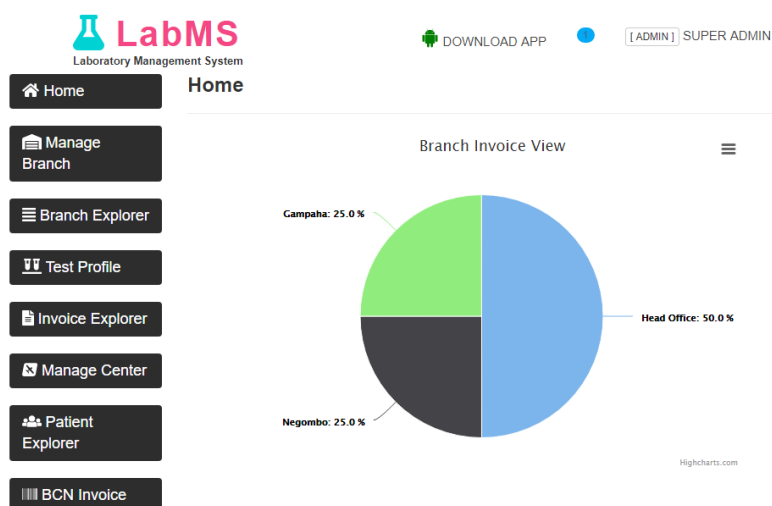

FIGURE 2 ADMIN USER HOME PAGE

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.

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.
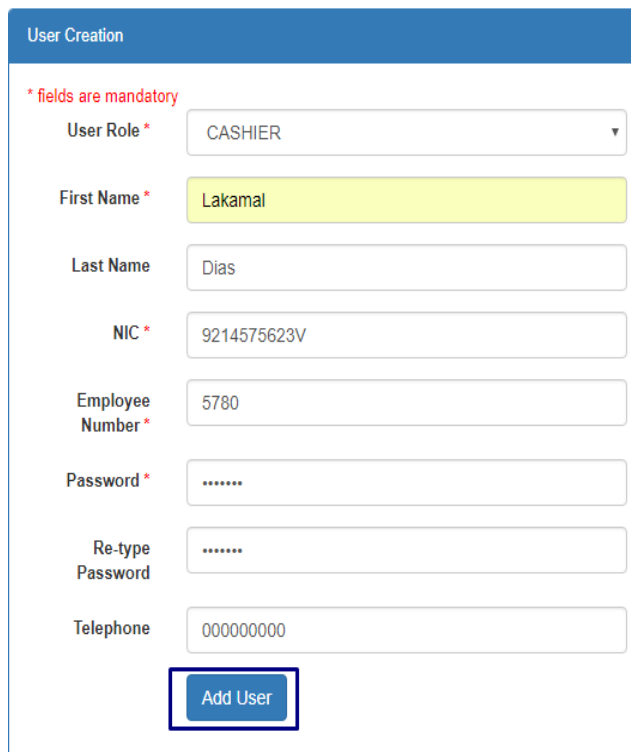

FIGURE 4 BRANCH EXPLORER

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.

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.

<div align="center">

* fields are mandatory
First Name

| Gayanthax |

Last Name

| Kumari |

NIC

| 8652125412V |

Telephone

| 0758633254 |

Employee Number

| 8856 |

User Role

| CASHIER |

Status

| ACTIVE |

[Update] [Reset Password]

</div>

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"

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"*.

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
5000000000012	Preshantha Fernando	8635125824V	Negombo	OPEN	2018-04-27		Explorer
5000000000029	Samantha Perera	8965475412V	Head Office	COMPLETE	2018-04-26		Explorer
5000000000036	Preshantha Fernando	8635125824V	Head Office	COMPLETE	2018-04-25		Explorer
5000000000043	Kumari Gamage	8968547541V	Gampaha	OPEN	2018-04-30		Explorer

FIGURE 9 INVOICE EXPLORER FUNCTION

LABMS - Test Invoice

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

Patient Information
Preshantha Fernando
8635125824V
0715833470
Invoice Status: OPEN

Test Information

Test Profile	Amount	Status	Center	Result Value	Remark
Bollod	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.

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.

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.

FIGURE 13 PATIENT EXPLORER

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

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.

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
Bollod	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
5000000000012	2018-04-20 16:40:19	2500.00	OPEN
5000000000029	2018-04-20 16:40:56	4000.00	COMPLETE
5000000000036	2018-04-21 18:59:48	2500.00	COMPLETE
5000000000043	2018-04-21 20:12:56	4000.00	OPEN
5000000000050	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
5000000000012	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
5000000000012	Bollod	2018-04-20 16:40:19	In House	COMPLETE
5000000000029	Bollod	2018-04-20 16:40:56	In House	PENDING
5000000000029	Urine	2018-04-20 16:40:56	In House	COMPLETE
5000000000036	Bollod	2018-04-21 18:59:48	In House	COMPLETE
5000000000043	Urine	2018-04-21 20:12:56	In House	PENDING
5000000000050	Bollod	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			
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