

DAILY REPORT

Daily Report							+ New Record
Report By		Report Date	Division	Subject	Approval	#	
1	Ivan	04 Oct 2022	SA	REPORT/VESSEL/GA/01/01	Waiting		
2	Ivan	03 Oct 2022	SA	REPORT/VESSEL/GA/01/02	Waiting		
3	Ivan	29 Sep 2022	SA	REPORT/VESSEL/GA/01/03	Waiting		
4	Ivan	29 Sep 2022	SA	REPORT/VESSEL/GA/01/04	Waiting		

Laporan harian ditampilkan pada menu Daily Report.



Daily Report			+ New Record				
Report By		Report Date	Division	Subject	Approval	#	
1	Ivan	04 Oct 2022	SA	REPORT/VESSEL/GA/01/01	Waiting		
2	Ivan	03 Oct 2022	SA	REPORT/VESSEL/GA/01/02	Waiting		
3	Ivan	29 Sep 2022	SA	REPORT/VESSEL/GA/01/03	Waiting		
4	Ivan	29 Sep 2022	SA	REPORT/VESSEL/GA/01/04	Waiting		

Untuk membuat laporan baru, klik pada tombol “+ New Record” di kanan atas.

Back

Add Daily Report

Detail

Report By: cypher

Division: admin

Report Date: 01/01/2024

Location:

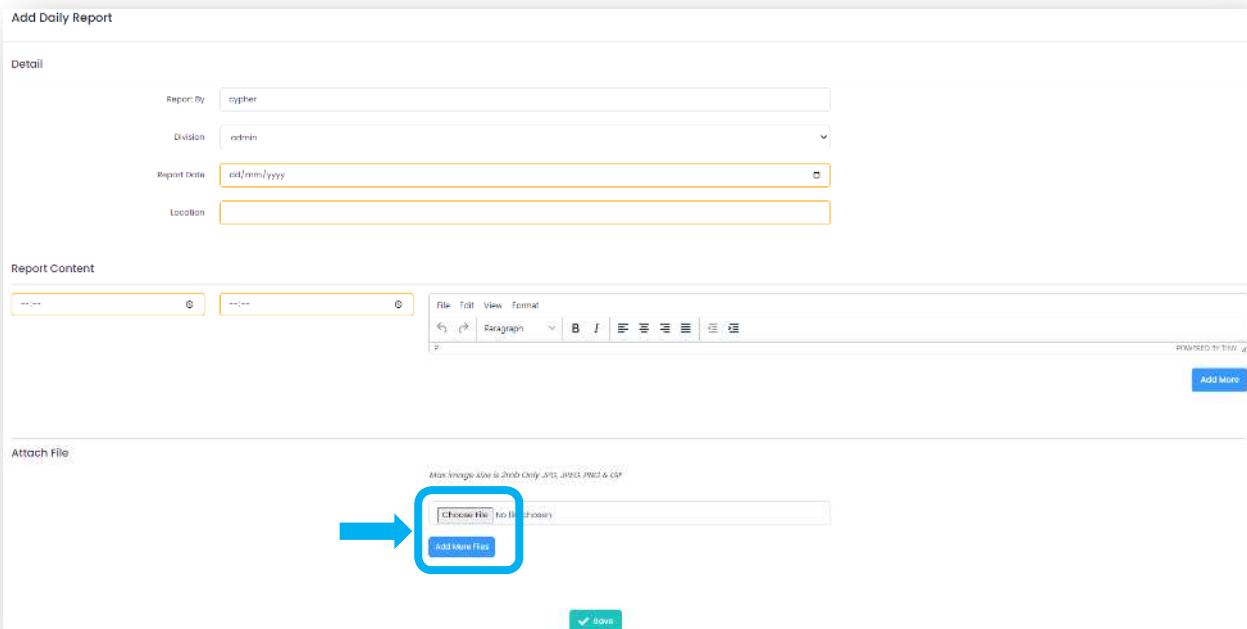
Report Content

Max Image size is 2MB Only: JPG, JPEG, PDF & GIF

Choose File (0 B chosen)

Add More File

Save



Anda akan otomatis dialihkan ke halaman di atas. Isi rincian laporan, dan tambahkan file pendukung dengan klik tombol “choose file”. Anda dapat menambah lebih dari satu file dengan klik tombol “Add More File”. Jika sudah, klik save.

Choose File (0 B chosen)

Add More File

POWERED BY TINY

Choose File (0 B chosen)

Add More

PDF & GIF

Untuk menambah teks laporan, klik “Add More”.

Back

Daily Report Edit

Division	Subject	Approval	#
GA	REPORT/VESSEL/GA/11/17	⌚ waiting	
GA	REPORT/VESSEL/GA/10/19	⌚ waiting	
GA	REPORT/VESSEL/GA/10/19	⌚ waiting	
GA	REPORT/VESSEL/GA/10/19	⌚ waiting	

Untuk melakukan perubahan laporan, klik nomor report di kolom subject. Akan muncul form dibawah ini ;

Edit Daily Report

Detail

Report By : lyon

Division : GA

Report Date : 04/10/2022

Location : Vessel Tower

Report Content

07:30 16:30

File Edit View Format

Meeting koordinasi MB
Ceklist harian

POWERED BY TINY

Attach File

Download File Download File Download File Download File Download File Download File Download File Download File

✓ Update

Back

Daily Report Approval

Division	Subject	Approval	#
GA	REPORT/VESSEL/GA/11/17	waiting	
GA	REPORT/VESSEL/GA/10/19	waiting	
GA	REPORT/VESSEL/GA/10/19	waiting	
GA	REPORT/VESSEL/GA/10/19	waiting	

Laporan yang telah dibuat kemudian memerlukan persetujuan. Klik waiting pada kolom approve.

Edit Daily Report

Activity Inventory

Detail

Report By: Iyoni

Division: GA

Report Date: 04/02/2022

Location: Vessel Tower

Report Content

07:30 08:30

Meeting koordinasi MB
Ceklist harian

File Edit View Format

Approve?

check to approve.

Notes

File Edit View Format

Approve

Klik tombol approve di bawah halaman.

Back