

DAILY REPORT

Daily Report
+ New Record

AB
Admins
HRD
Finance
Asset
Operation
Guest
IT
BIO
Technical
Procurement
Marketing
QA
Product
Fleet
Mechanical
RTP

Secretary
Welder
Device
Security
Driver
Helper
Engineer
Andre Hansen

Show 10 entries Search

#		Report By	Report Date	Division	Subject	Approval	#
1		Ilyon	04 Oct 2022	QA	REPORT/VISION/GA/NL/17	Waiting	1
2		Ilyon	03 Oct 2022	QA	REPORT/VISION/GA/NL/16	Waiting	1
3		Ilyon	29 Sep 2022	QA	REPORT/VISION/GA/NL/18	Waiting	1
4		Ilyon	28 Sep 2022	QA	REPORT/VISION/GA/NL/16	Waiting	1

Laporan harian ditampilkan pada menu Daily Report.

+ New Record

ement Marketing GA President Field Mechanical KDP

Search:

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

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

Add Daily Report

Detail

Report By: cypher

Division: admin

Report Date: dd/mm/yyyy

Location:

Report Content

File Edit View Format

Paragraph B I

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Add More

Attach File

Allowed image file is 2mb only .JPG, JPEG, PNG & GIF

Choose File No file chosen

Add More Files

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.

File Edit View Format

Paragraph B I

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Add More

Allowed image file is 2mb only .JPG, JPEG, PNG & GIF

Untuk menambah teks laporan, klik “Add More”.

Back

Daily Report Edit

search: <input type="text"/>			
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

ActivityInventory

Detail

Report By

Iyon

Division

GA

Report Date

04/10/2022

Location

Vessel Tower

Report Content

07:30

16:30

File Edit View Format

Paragraph

B I

Meeting koordinasi MB

Ceklist harian

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Attach File

Download File

Download File

Download File

Download File

Download File

Download File









Download File

Download File

Update

Back

Daily Report Approval

Search: <input type="text"/>			
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.

Activity

Inventory

Detail

Report By

Iyan

Division

GA

Report Date

04/10/2022

Location

Vessel Tower

Report Content

07:30

16:30

File Edit View Format

Paragraph B I

Meeting koordinasi MB

Ceklist harian

Approve?

☐ Check to approve

File Edit View Format

Paragraph B I

Approve

Klik tombol approve di bawah halaman.

Back