

Enterprise Resource Planning

of

ZAB

Training User Manual

(SV-12.3.1 | MV-1.0.0)

For

Intercontinental Dhaka

Login & Change Password

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1. LOGIN

All users need to login to start using the ERP system. After login the ERP system opens for selecting your desired business.

LOGIN

- Step 1** Open internet Explorer
- Step 2** Go to <http://116.68.203.86:8989/zab/login> (116.68.203.86 = PC IP)
- Step 3** Bookmark this site for later use
- Result** Open SELECT BUSINESS page

HR & PAYROLL MANAGEMENT

INTERCONTINENTAL.
DHAKA

Live the Intercontinental Life

User ID

Password

LOGIN

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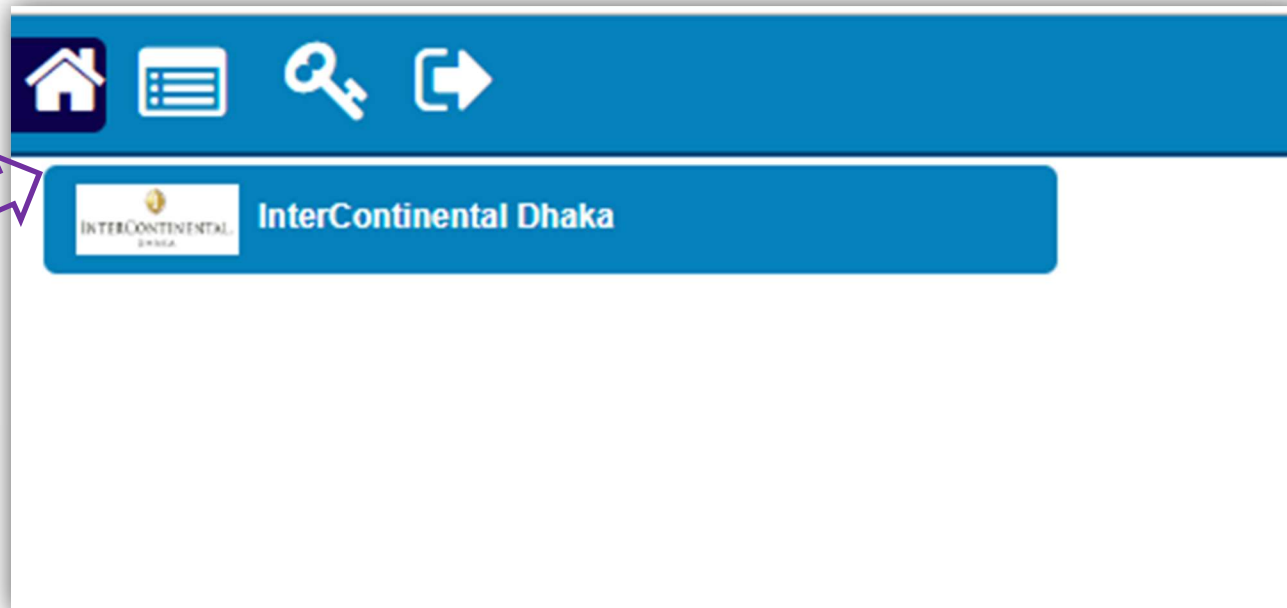
2. SELECT BUSINESS

All users need to select their desired business to start using the ERP system. After selecting the ERP system opens all features that are assigned to the user.

SELECT BUSINESS

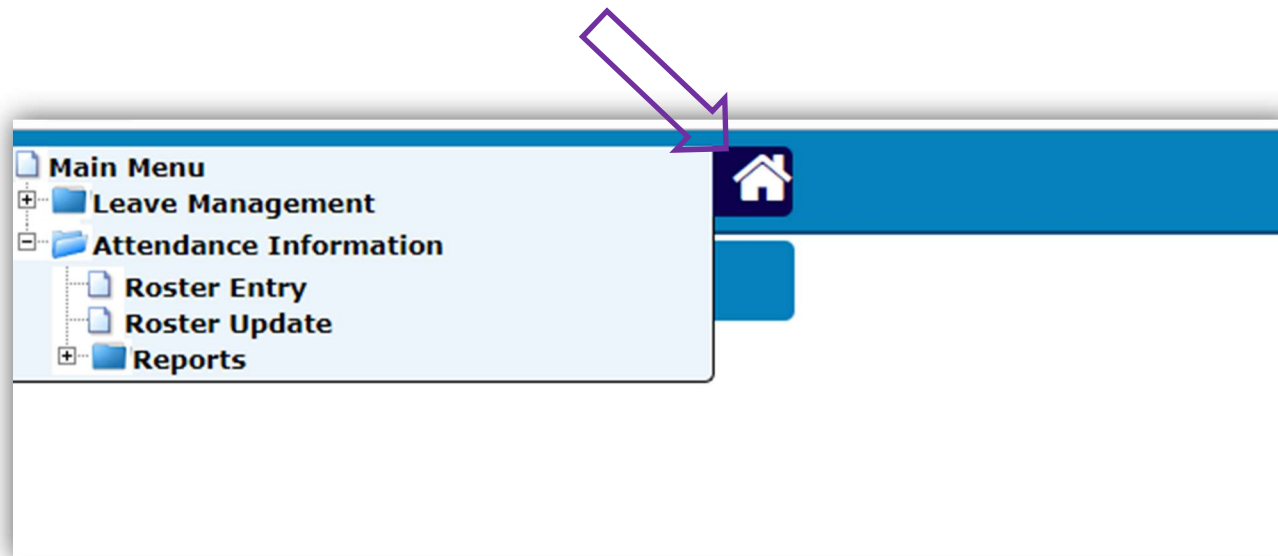
Step 1 Click on the desired business

Result Open ERP system



3. MAIN MENU

Step 1 Click on the Home Icon for Main Menu



4. CHANGE PASSWORD

- Step 1** Open System > Click on the Key Icon
- Step 2** Fill in old password, and new password
- Step 3** Confirm new password
- Step 4** Click **Change Password**
- Result** Password will be changed



Change Password

User Email	Old Password
zabadmin	<input type="password"/>
New Password	Confirm Password
<input type="password"/>	<input type="password"/>