INDKAL

Website User Manual

protrackindkal.in

Contents

Login

The default page for the website is the login page. If you forgot your password and wish to reset it, click on Forgot password. If you have not created an account, click on Sign Up. Upon logging in, you will be redirected to your dashboard page.

Register
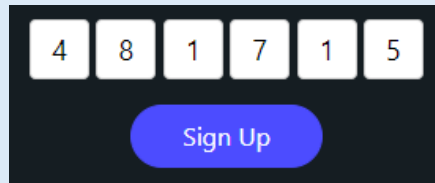

While registering, you must enter your full name, your email address (which must end with @indkal.com or @indkaltechno.onmicrosoft.com and enter a valid password. A valid password must have:

- At least 8 characters
- At least an uppercase and a lowercase character
- At least a number in it

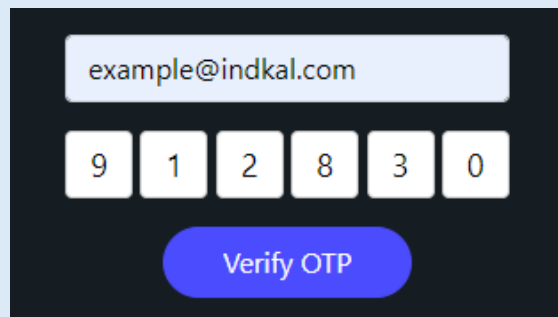After entering these fields and clicking on **Send OTP** you will receive a 6-digit OTP on your email address.

After entering the OTP, simply click on **Sign Up**. Your account has now been created, and you will now need to wait till it is given appropriate access.
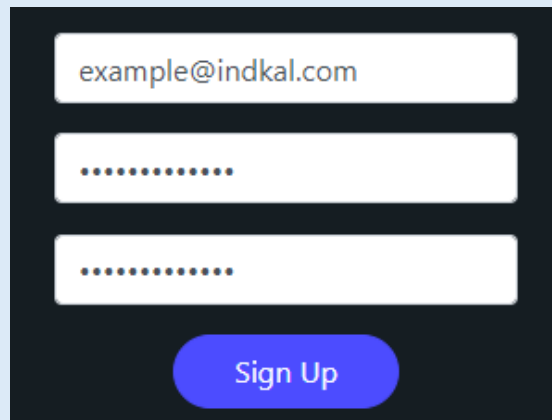
Forgot Password

After entering the email address and clicking on **Send OTP**, you will receive a 6-digit OTP.

Enter the OTP you received on your email address and click on **Verify OTP**.

Choose a new password, the password must follow the same constraints as the password entered while registering your account. Enter the password again, this is to confirm you remember the password that you entered. Click on **Sign Up** when done, you will be redirected to the Login page.

Page Header

The page header for all users has 3 buttons on the right-hand side.

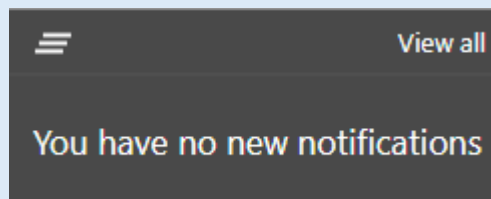The first button is the notifications button, upon click of which opens the notification panel.

The left most button in the header of this panel is used to clear all notifications. The **View all** button takes you to the notifications page. Notifications that are not cleared or read show up below that. This panel only shows minimum detail about the notifications. To see the full details, go to the notifications page. You can click on the notification to be taken to the appropriate context.

The second button in the header is a button to toggle between the themes for the website. You can view the website in light mode or dark mode. Above image shows that dark mode is selected.

The third button shows your initials. Clicking on this opens a panel showing your full name and email address.
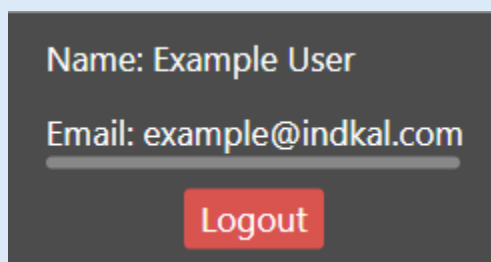
Click on the **Logout** to log out and be taken back to the login page.

Notifications

Notifications

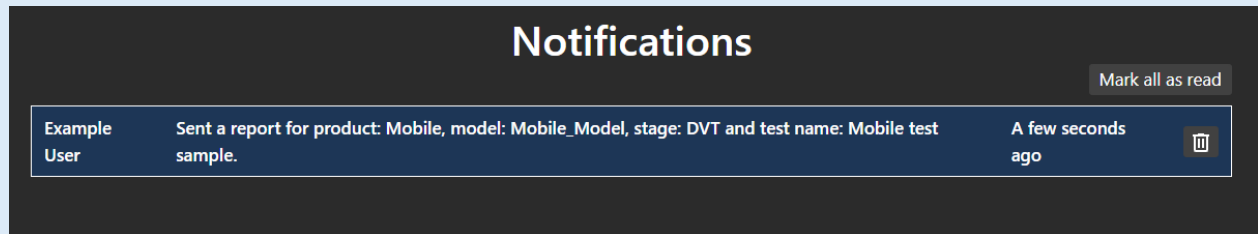|			
Example User	Sent a report for product: Mobile, model: Mobile_Model, stage: DVT and test name: Mobile test sample.	A few seconds ago	🗑

The **Mark all as read** button marks all notifications for you as read.

The notifications list the user whose action resulted in the notification being sent, the full content of the notification, how long ago the action was taken and a delete button.

For each notification you can click on it to be taken to the appropriate context or delete it.

Account Types

To manage user access on the website, there are 4 defined account types, all of which have different roles and access levels. These account types are:

- Tester
- Product Owner
- Legal Team
- Brand Team

The Tester and Product Owner account types also have another field 'Products' associated with them. These determine the products for which the user can create or modify data.

Tester

Dashboard

The dashboard is the main page. All test reports for your products will be shown here. These test reports are added to your page when a product owner adds or updates a model with these tests for a stage. You will get a notification when this happens.

There is an option to **Filter** from these test records.

You can select whatever filters you require. On clicking **Filter**, only the filtered test records are displayed on the dashboard.

The table shows the records in order of latest modified reports first. The Status for the reports is color coded so you can see which ones have not been sent to the product owner for approval yet. For each test record you can click on the actions for it, you can view each test record but only edit the ones that have not been sent to the Product Owner for approval or have been rejected by the Product Owner.

View

You can see the test record on this page, along with all the previous comments that have been made on it.

There is a button at the bottom of the page which is used to **send** the report for approval to the Product Owner, if not already done. The **Return** button is used to go back to the dashboard.

Comments can be added to the page by clicking the **Comments** button on the right side which opens the Comments panel. It can also be done by selecting some text on the page and then selecting the action such as highlight or underline.

Upon clicking any commented section (highlight, underline or strike-through), a color change box will appear which can change the comment's color. In dark theme, the highlight will change the text color, not the background, whereas in light mode the highlight will change the background color instead.

The comment box on top of the panel lets you add a simple comment which is not associated with any specific text on the report.

For each comment thread, you can reply to it. Or, if you had started the comment thread and the issue has been resolved you can click **Resolve** to delete the thread and whatever marking was there on the report's text.

If you made a mistake in the comment, there is an option to delete that comment for up to an hour and then you can add a new one.

Edit

Residual Water Test

Test Objective	The purpose of this test is to measure the remaining water after completing full cycle.
Model No.	DELETEssa
Sample Quantity	2
Serial No.	Sample 1 & Sample 2

Set Details	Test Start Date: 06/09/2024	Test End Date: 10/09/2024
	Type	Fully Automatic Top Load Washing Machine
	Rated Capacity	039
	Rated Power	0w84
	Rated Supply	98
	Rated Frequency	320948q
	Rated RPM	uriowu

Test Standard	Customized as per market condition & product specifications.
Test Condition	Voltage: 230V; Frequency: 50Hz
Test Procedure	1. Install the washing machine on platform. 2. Fill the water at max water level. 3. Drain the washing machine manually. 4. Measure the leftover water after 100% drain.
Judgement Criteria	Remaining water should not be more than 30ml
Instrument / Equipment used	Weighing Scale
	Passed

In this page you can edit the report. Most fields are fetched from test or model data and cannot be edited. The sample quantity field takes positive integers. The **_Serial No._** field takes alphanumeric input (except for `/`). If the user enters `/` the following warning will be displayed and the S**ubmit** button will be disabled.

Please enter a valid character. '/' is not allowed.

sample 1/ sample 2

If the report has additional data that needs to be attached, you can add a page. In the Result & Conclusion and additional page fields you can insert tables and images. You can even paste tables from Excel, and it maintains its formatting.

To add a new page, click on the Add Page button. This creates a new page of fixed size in which you can insert text, images, and tables. This new page has a delete button which can be used to delete a page if added by mistake.

Result & Conclusion

Add page

| data	data
data	data
data	data

For image insertion, the user will click on the image icon above the editing area which opens the following dialog box. This has two options, one for image properties and media browser options and the other to upload images. In the upload tab user can click on the **Choose File** option and will be asked to either upload an existing file or click a new image.

PS: The image size should not exceed 5MB or the server will not accept the image.
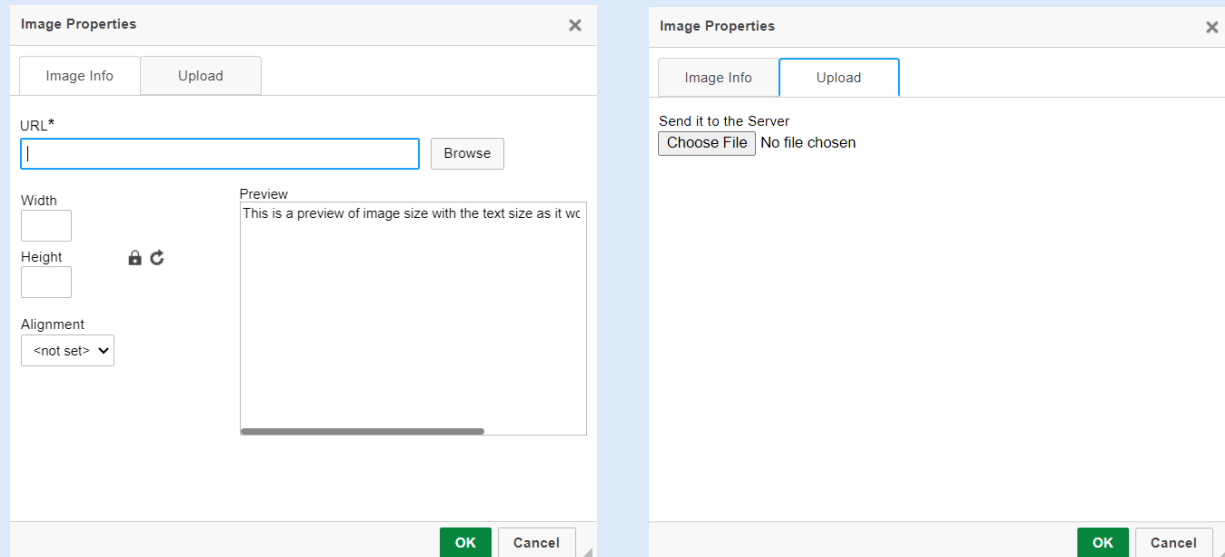
The other tab lets you modify the image dimensions and its alignment. It also gives a preview of the image in the final report. The browse options let you browse the images which were uploaded by the user on the server, so the user does not need to upload it again. This is how the browser would look. Here you can filter images using date or search them using their name. A larger preview of the selected image will be displayed on the right half. When an image is selected the user can click on the **Insert Image** button to return to Image Info tab and modify the image.
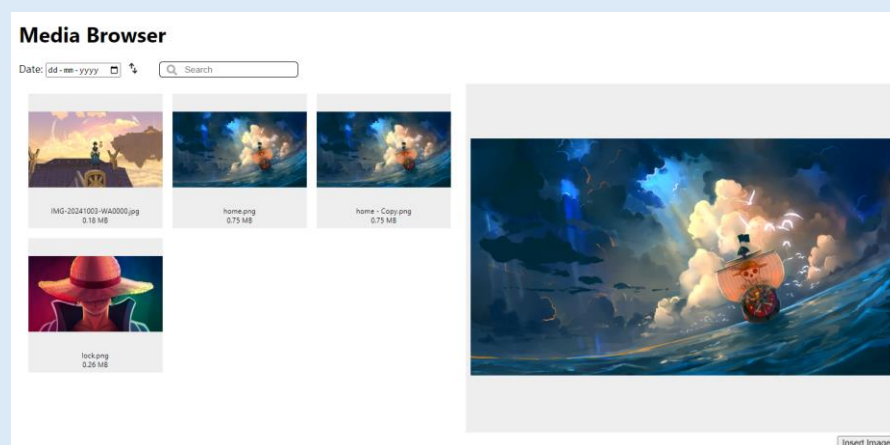
PS: Best practice would be to upload all the images at once and then search in the browser to add them into the report one at a time.

Like image dialog box table insertion box looks like the following. The box provides a few formatting options for the table to be inserted. The user can copy paste any table from excel in the report as well which will be added with the formatting existing on the copied table.

PS: The tables added here do support editing like adding background, merge and split operations which appear when you right click on the table or the respective cell. Just try it once to get a better feel for it.
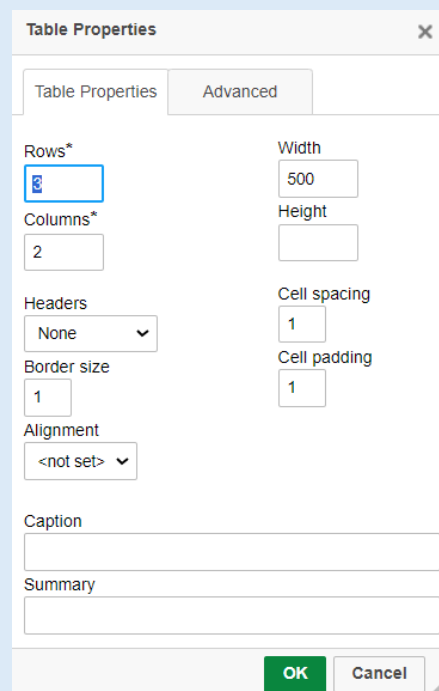
When you are done editing the report, click on **Submit** to save it.

Product Owner

Dashboard

The dashboard is the main page for product owners. Here you can see the summaries and perform actions for test reports of your products.

Click on the **Filter** button to see this filter overlay where you can select from any number of fields to filter from.

Clicking on **Clear Filter** clears all filters and reloads the page.

On top of the dashboard, you see the summaries for each model separately. This summary lists some details about the model, the timelines defined for each stage of testing and overall status of each testing stage. In the status you see the total number of reports (white), number of reports approved (green), number of reports pending approval (yellow).

- PT – Product Team (you)
- BT – Brand Team
- LT – Legal Team

You can click on the summary for a model to show all its test reports underneath it.

Or you can simply scroll down below all the summary boxes to see test reports for all models and products.

When looking at the test reports for a model, you can filter by test stage by selecting any test stage such as DVT.

In the status column, you see the status from each team for that report. You can hover over the **?** to see a legend which tells you the meaning of the letters and the color scheme.

You can view the test report by clicking on View.

Select any number of reports using the checkboxes on the left and **Download** them or send them for approval to **Legal** or **Brand** teams. Only reports approved by you first will be sent for approval to other teams.

The workflow to add test reports is to add test details for a product (if they do not already exist). When that is done, add the model details and on the last page select all the tests for the current test stage. On submission it creates test records that you can see on your dashboard.

Sidebar
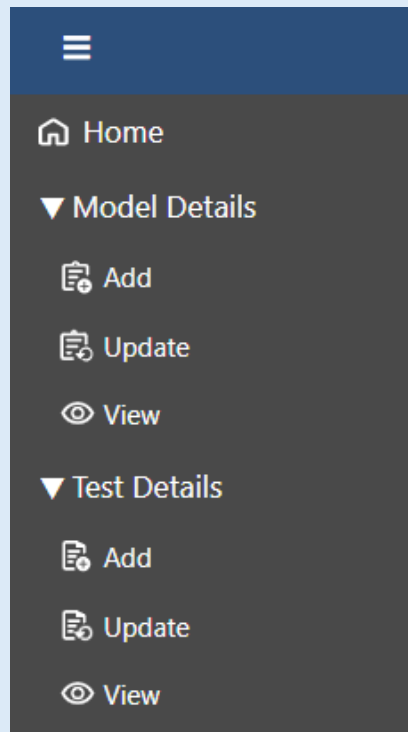
Clicking on the ☰ icon toggles the sidebar. Alternatively, you can click outside of the sidebar to close it.
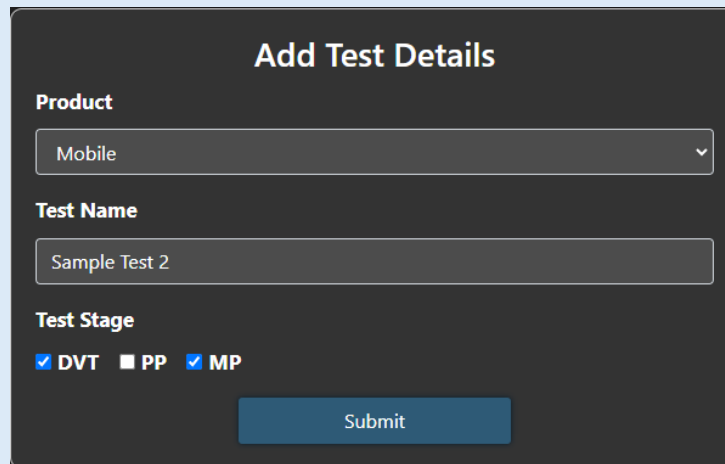
The **Home** button takes you back to the dashboard. For both **Model Details** and **Test Details** you can toggle the visibility of items underneath and click on any of them to go to their respective page.

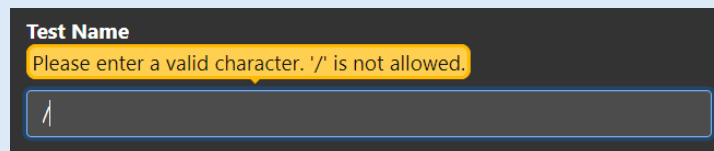Model Details: Add, Update and View
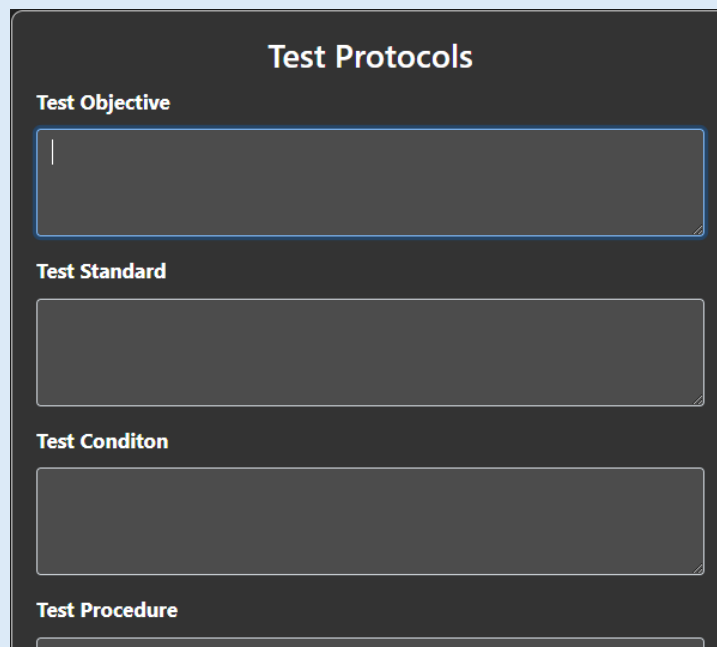
Test Details: Add, Update and View

Test Details

Add

Select the product for which you want to add the test from the dropdown and type the name of the test. The *Test Name* field does not allow `/` character, when entered the following warning is displayed and the **Submit** button is disabled. Select the test stages for which that test is conducted and click **Submit**.
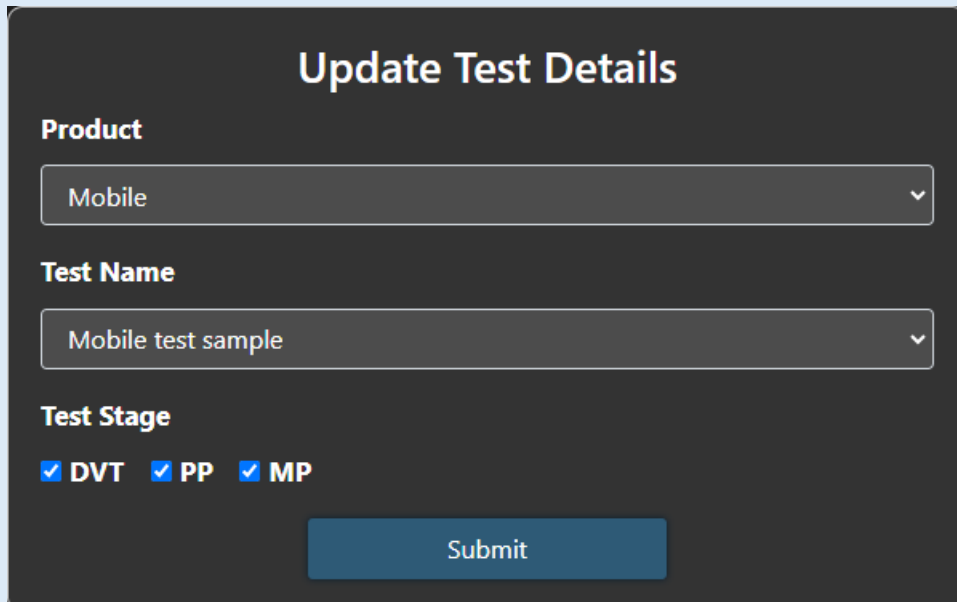

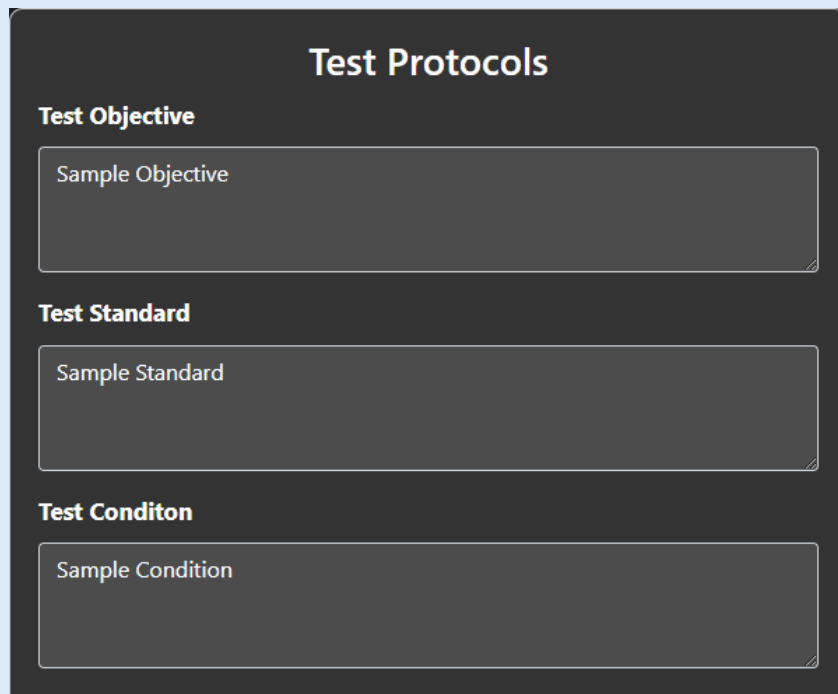Fill this form for test protocols and again click **Submit**. The test has now been added.

Update

Update Test Details

Product

Mobile

Test Name

Mobile test sample

Test Stage

☑ DVT ☑ PP ☑ MP

Submit

Select the product and test name from the dropdown. The existing test stages will be filled in automatically, and you can update this if you want to. Click on **Submit**.

Test Protocols

Test Objective

Sample Objective

Test Standard

Sample Standard

Test Conditon

Sample Condition

All these fields will be pre-filled, and you can update them however you wish. Click on **Submit** when done. The test details have been updated.
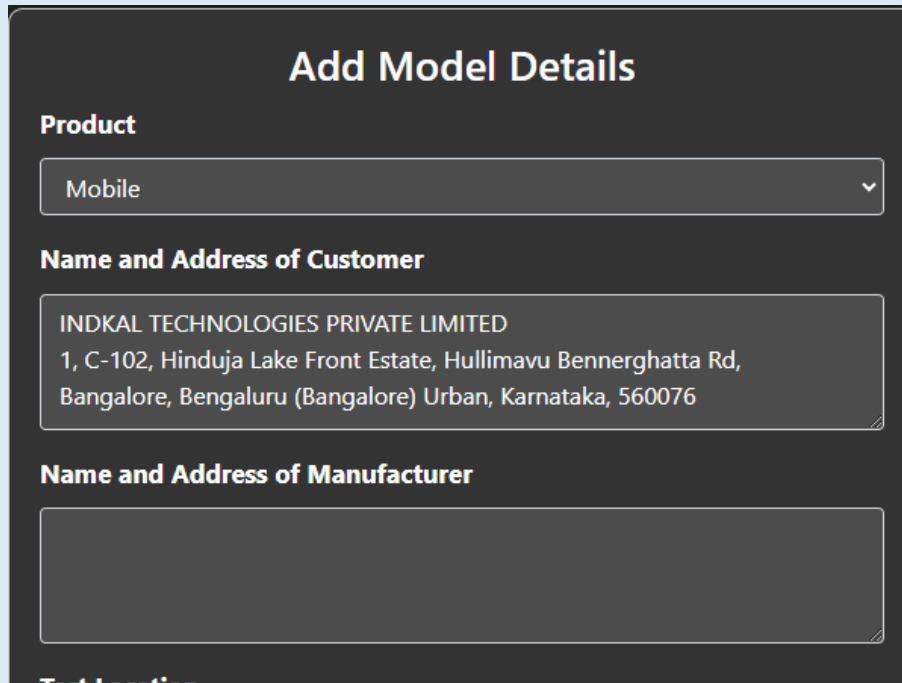
View

Product Type	Test Name	Objective	Standard	Condition	Procedure	Judgement	Instrument
WM - FATL	Residual Water Test	The purpose of this test is to measure the remaining water after completing full cycle.	Customized as per market condition & product specifications.	Voltage: 230V; Frequency: 50Hz	1. Install the washing machine on platform. 2. Fill the water at max water level. 3. Drain the washing machine manually. 4. Measure the leftover water after 100% drain.	Remaining water should not be more than 30ml	Weighing Scale

Test Details

Product: All Products   Test Name: All Test Names   Clear

You can view the test details for all your products on this page. Use the Product and Test Name filters to see the test details for a specific test if you wish.

If some tests' details are outdated, they can be updated or if they are missing you can add them.
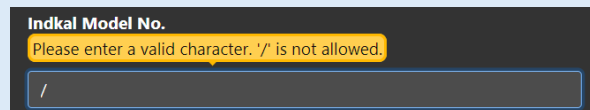
Model Details

Add

When adding a new model, select the product from the dropdown. The model number that we refer to in all pages is written in the field "Indkal Model No.". This field does not allow the character `/`. If entered the following warning will be displayed and the submit button will be disabled.

Click on **Submit** when done.

The next page is for the model specifications for that product. Each product has a different page with its own specifications in that form. These values are used in the Set Details part of test reports.

Add these specifications for the model and click **Submit**.

Add Tests for Model

Product

Mobile

Model Number

New_model

Timeline (Leave empty if not decided yet)

	Start Date	End Date
DVT	dd-mm-yyyy	dd-mm-yyyy
PP	dd-mm-yyyy	dd-mm-yyyy
MP	dd-mm-yyyy	dd-mm-yyyy

Tests

	DVT	PP	MP
Sample Test 2	☐	☐	☐

Select a timeline for each stage of testing for this model. If not decided, you can leave it empty.

Select the tests that will be performed for each stage in the testing process. If a test is selected its report will be created on submission. The checkbox will be greyed out if in test details, that stage was not selected for that test.

Click on **Submit** when done.

Update

Select the product and model number from the two dropdowns. The rest of the fields will be filled, and you can update them if you wish to. Click **Submit** when done.

The next page is for the model specifications for that product. Each product has a different page with its own specifications in that form. These values are used in the Set Details part of test reports.

Update these specifications if you wish to and click submit.

All these values will be pre-filled from the existing model details. Update these fields if you wish to and click on **Submit**. If you have unchecked some tests, then those test reports will be deleted and checking or selecting new tests creates reports for the tests in those test stages.

View

Model Details

Product: [All Products ▾] Model Name: [All Models ▾] [Clear]

Product	Model No.	Customer	Manufacturer	Location	Brand	Brand Model No.	ODM Model No.
WM - FATL	Indkal_Model	INDKAL TECHNOLOGIES PRIVATE LIMITED 1, C-102, Hinduja Lake Front Estate, Hullimavu Bennerghatta Rd, Bangalore, Bengaluru (Bangalore) Urban, Karnataka, 560076	Manufacturer	Location	Acer	Brand_Model	ODM_Model

You can view the model details for all your products on this page. The model details here do not include the product specifications for the specific model as those specifications vary from product to product, but you can still view and update them from the update model details page.

Use the Product and Model Name filters to see the model details for a specific model if you wish.

If some models' details are outdated, they can be updated or if they are missing you can add them.

View
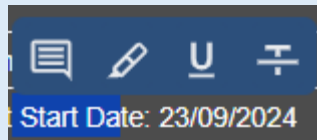

You can see the test record on this page, along with all the previous comments that have been made on it.

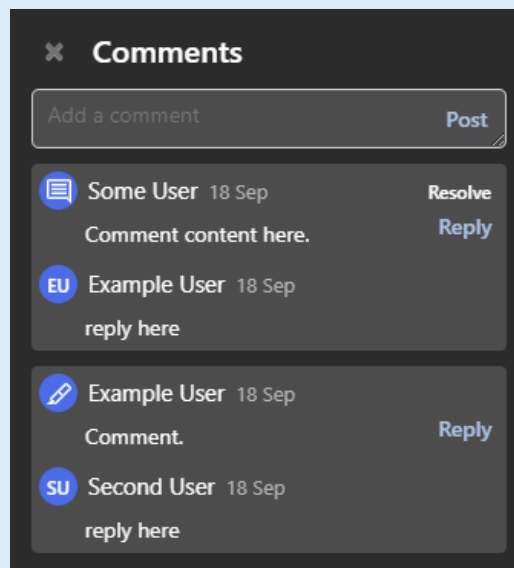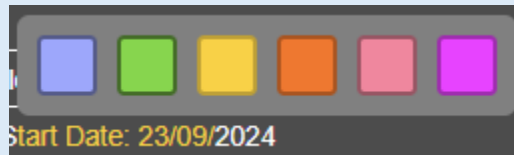The **Return** button is used to go back to the dashboard. To the right of that is a dropdown with which you can change the status of the test report. This status is for the tester. On the dashboard you can see the change in status being reflected. If you have just approved the report, you can send it to brand and/or legal teams from the dashboard.

Comments can be added to the page by clicking the **Comments** button on the right side which opens the Comments panel. It can also be done by selecting some text on the page and then selecting the action such as highlight or underline.

Upon clicking any commented section (highlight, underline or strike-through), a color change box will appear which can change the comment's color. In dark theme, the highlight will change the text color, not the background, whereas in light mode the highlight will change the background color instead.

The comment box on top of the panel lets you add a simple comment which is not associated with any specific text on the report.

For each comment thread, you can reply to it. Or, if you had started the comment thread and the issue has been resolved you can click **Resolve** to delete the thread and whatever marking was there on the report's text.

If you made a mistake in the comment, there is an option to delete that comment for up to an hour and then you can add a new one.

Legal Team

Dashboard

The dashboard is the main page for the Legal Team. Here you can see the summaries and perform actions for test reports of your products.

Click on the **Filter** button to see this filter overlay where you can select from any number of fields to filter from.

Clicking on **Clear Filter** clears all filters and reloads the page.

On top of the dashboard, you see the summaries for each model separately. This summary lists some details about the model, the timelines defined for each stage of testing and overall status of each testing stage. In the status you see the total number of reports (white), number of reports approved (green), number of reports pending approval (yellow).

- PT – Product Team (you)
- BT – Brand Team
- LT – Legal Team

You can click on the summary for a model to show all its test reports underneath it.

Or you can simply scroll down below all the summary boxes to see test reports for all models and products.

When looking at the test reports for a model, you can filter by test stage by selecting any test stage such as DVT.

In the status column, you see the status from each report.

You can view the test report by clicking on View.

Select any number of reports using the checkboxes on the left and **Download** them.

View

You can see the test record on this page, along with all the previous comments that have been made on it.
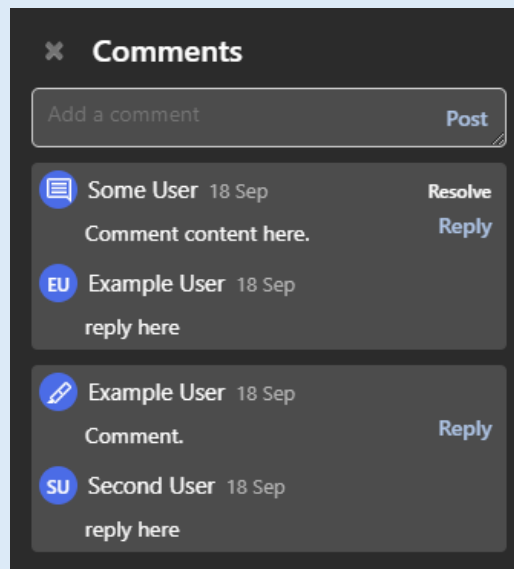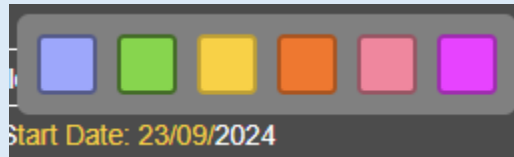

The **Return** button is used to go back to the dashboard. To the right of that is a dropdown with which you can change the status of the test report.

Comments can be added to the page by clicking the **Comments** button on the right side which opens the Comments panel. It can also be done by selecting some text on the page and then selecting the action such as highlight or underline.

Upon clicking any commented section (highlight, underline or strike-through), a color change box will appear which can change the comment's color. In dark theme, the highlight will change the text color, not the background, whereas in light mode the highlight will change the background color instead.

The comment box on top of the panel lets you add a simple comment which is not associated with any specific text on the report.

For each comment thread, you can reply to it. Or, if you had started the comment thread and the issue has been resolved you can click **Resolve** to delete the thread and whatever marking was there on the report's text.

If you made a mistake in the comment, there is an option to delete that comment for up to an hour and then you can add a new one.

Brand Team

Dashboard

The dashboard is the main page for the Legal Team. Here you can see the summaries and perform actions for test reports of your products.

Click on the **Filter** button to see this filter overlay where you can select from any number of fields to filter from.

Clicking on **Clear Filter** clears all filters and reloads the page.

On top of the dashboard, you see the summaries for each model separately. This summary lists some details about the model, the timelines defined for each stage of testing and overall status of each testing stage. In the status you see the total number of reports (white), number of reports approved (green), number of reports pending approval (yellow).

- PT – Product Team (you)
- BT – Brand Team
- LT – Legal Team

You can click on the summary for a model to show all its test reports underneath it.

Or you can simply scroll down below all the summary boxes to see test reports for all models and products.

When looking at the test reports for a model, you can filter by test stage by selecting any test stage such as DVT.

In the status column, you see the status from each report.

You can view the test report by clicking on View.

Select any number of reports using the checkboxes on the left and **Download** them.

View

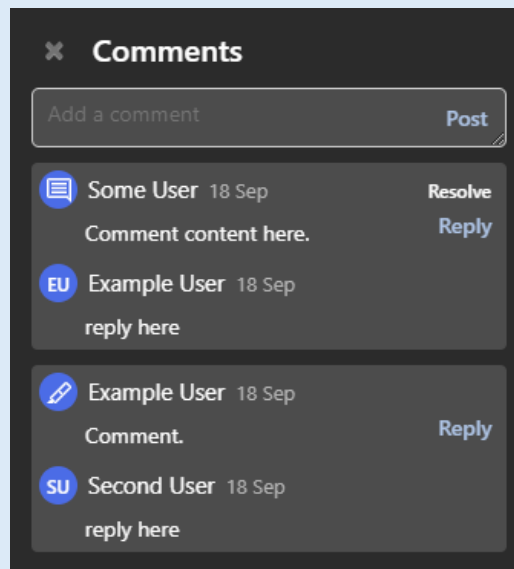You can see the test record on this page, along with all the previous comments that have been made on it.
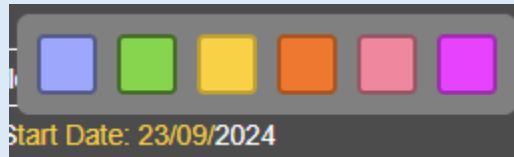

The **Return** button is used to go back to the dashboard. To the right of that is a dropdown with which you can change the status of the test report.

Comments can be added to the page by clicking the **Comments** button on the right side which opens the Comments panel. It can also be done by selecting some text on the page and then selecting the action such as highlight or underline.

Upon clicking any commented section (highlight, underline or strike-through), a color change box will appear which can change the comment's color. In dark theme, the highlight will change the text color, not the background, whereas in light mode the highlight will change the background color instead.

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For each comment thread, you can reply to it. Or, if you had started the comment thread and the issue has been resolved you can click **Resolve** to delete the thread and whatever marking was there on the report's text.

If you made a mistake in the comment, there is an option to delete that comment for up to an hour and then you can add a new one.