USER GUIDE

System: SERVIX Maintenance System

1. Login

- Go to the login page

- Enter Username and Password

- Click Login

- If you don't have an account, click "Don't have an account? Register"

2. Register

- Click "Register" to create a new account

- Fill in: Full Name, Username, Password

- Select "Register as": choose User

- Click Register

3. Dashboard

- Displays summary: Work Orders, In Progress, Completed

- Shows latest work order status

4. Work Orders Menu

- Click "Work Order List" to view all work orders

- Click "Add Work Order" to create a new one

- Enter title, details, and select status (Open, In Progress, Completed, Canceled)

- Click Save

5. Technicians

- View technician list and roles

6. Spare Parts Menu

- View all spare parts: Name, Part Number, Stock, Details

- Add new part: fill in name, number, quantity, details

- Click Register

7. Maintenance Logs

- Check maintenance history

- View responsible technician and task details

8. Logout

- Click Logout at the top right

Note:

- User cannot edit others or access Admin-only info

- For more access, contact the system admin