

# TSB Paperless Website

CTO DIVISION

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# Objective

- Smoothly Process
- Reduce Paper and Time
- Analysis Data
- Use to familiar with technology
- Knowledge Approval Process Flow

# Login

We can login from <http://172.16.50.222/A3A4/> link to our WebA3A4 website.

Firstly, We can open Mozilla  and then type <http://172.16.50.222/A3A4/> in Mozilla AddressBar

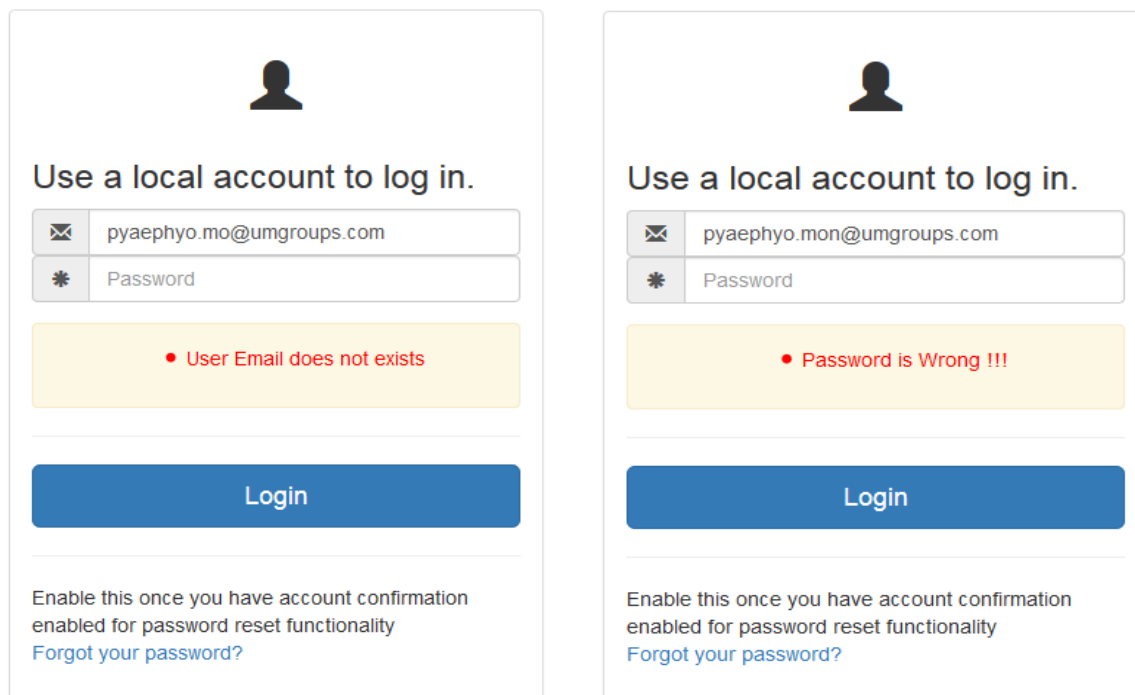



Alternatively, We can open internet from our phone, we can enter these address link <http://103.116.190.9:8080/A3A4> from everywhere.

We can correctly type our user name and password in appear Login Box.

Example Login Email Link and password is employee users and then press Login.

If you will type incorrectly username and password, "Wrong user name or password" error message will display.






Use a local account to log in.

• User Email does not exists

Login

Enable this once you have account confirmation enabled for password reset functionality  
[Forgot your password?](#)



Use a local account to log in.

• Password is Wrong !!!

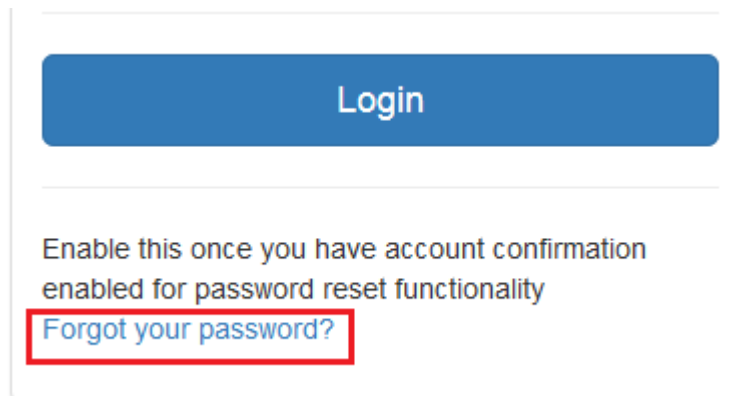
Login

Enable this once you have account confirmation enabled for password reset functionality  
[Forgot your password?](#)

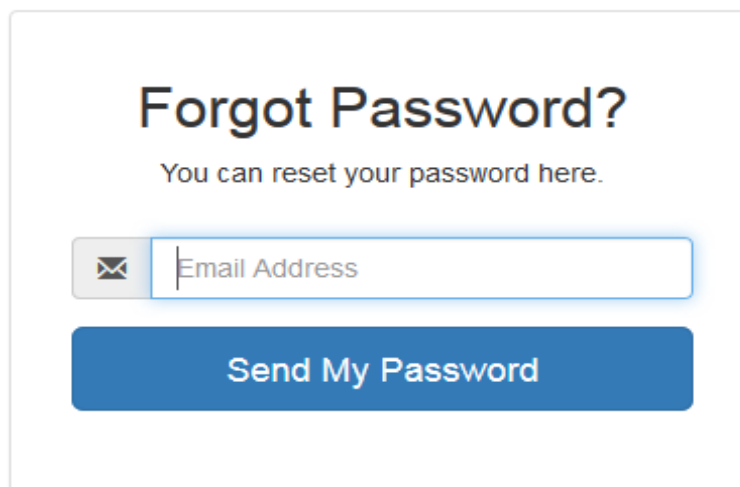
**Figure: WEB A3/A4 Paperless Login with error message**

## FORGET PASSWORD

- Actually, if you forget your password, you can click [Forget Password](#) link. And then, you can get your password transmission your email link.
- You should need to correct your email address. Therefore, you will receive new password in your mail.




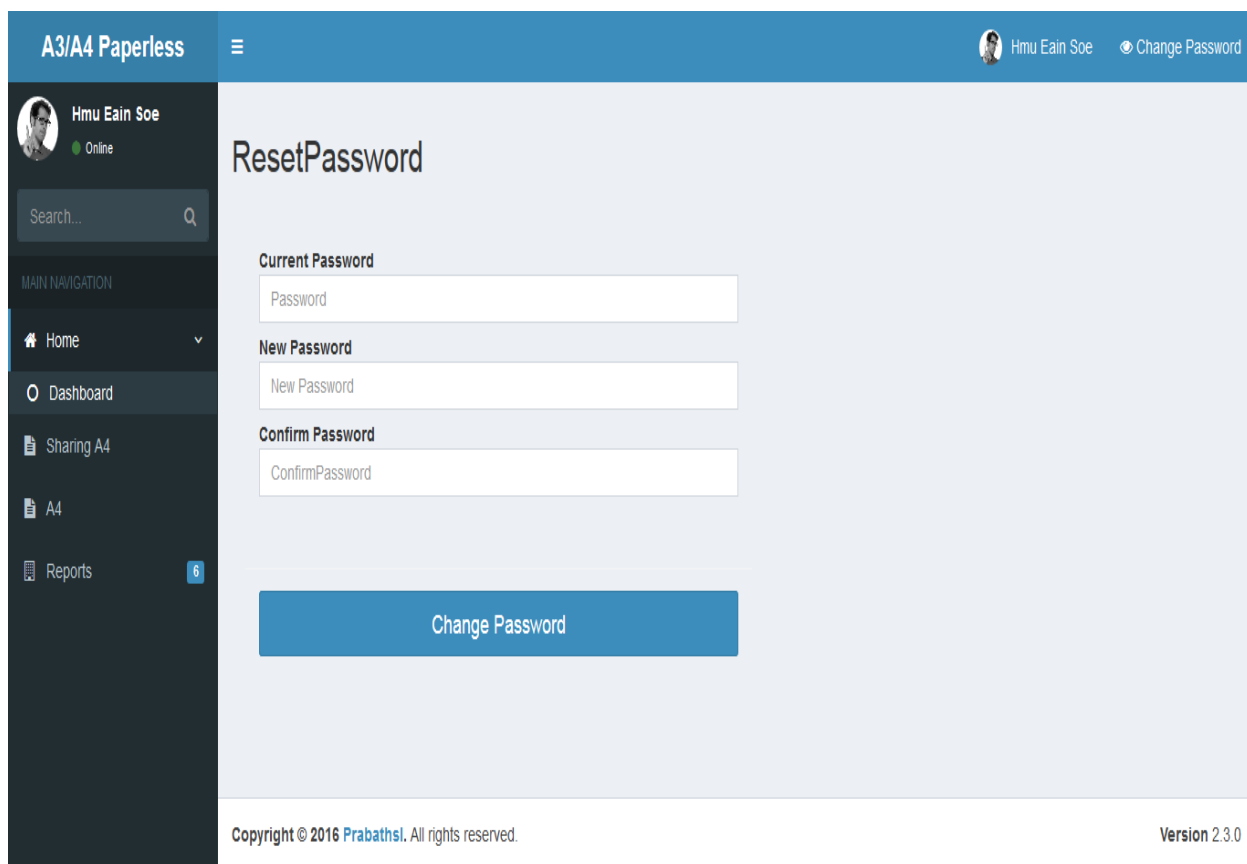
A login form with a blue 'Login' button. Below the button, there is a text prompt: 'Enable this once you have account confirmation enabled for password reset functionality'. Underneath this text is a blue link 'Forgot your password?' which is highlighted with a red rectangular border.



A 'Forgot Password?' form. The title 'Forgot Password?' is in a large, bold font. Below it is the text 'You can reset your password here.' There is an email input field with a grey envelope icon on the left and the placeholder text 'Email Address'. Below the input field is a blue button labeled 'Send My Password'.

# Change Password

- If user wants to change user password, user need to enter Login that you can click .



The screenshot displays the 'Reset Password' interface of the 'A3/A4 Paperless' application. The top navigation bar is blue, featuring the application name 'A3/A4 Paperless' on the left, a hamburger menu icon, and a user profile section on the right with the name 'Hmu Eain Soe' and a 'Change Password' link. The left sidebar is dark grey and contains a search bar, the user's name and status, and a 'MAIN NAVIGATION' menu with items: Home, Dashboard, Sharing A4, A4, and Reports (which has a blue badge with the number '6'). The main content area is light blue and titled 'ResetPassword'. It contains three input fields: 'Current Password' (placeholder 'Password'), 'New Password' (placeholder 'New Password'), and 'Confirm Password' (placeholder 'ConfirmPassword'). Below these fields is a large blue button labeled 'Change Password'. At the bottom of the page, the footer contains the copyright notice 'Copyright © 2016 Prabathsi. All rights reserved.' on the left and 'Version 2.3.0' on the right.

# How to Submit TSB?

- If user need to submit from the TSB Form. TSB Form have four buttons.

**View** User can look TSB data.

**Edit** User can Edit TSB Form before PIC are undefined grade.

**Revise** If PIC can be rejected by user TSB, user can prepare this reject TSB. And then, user need to send Revise button.

**PIC Approve** PIC can define user Grade in this TSB Form.

TSB

+ New TSB

Issue Month : 

October, 2018

Division/Business/Branch Name

Show 








10

 entries

Search:

Business Unit	Department Name	Issue Date	TSB Number	Bulletine Type	Machine Type	Subject	TSB Status	View	Edit	Revise	Approved
Corporate Technology Organization	Application Developing & Supporting	October 12, 2018	0023/CTO /OCT/2018/00	Troubleshooting	test	test	RejectedByTSBPIC	<div>View</div>	<div>Edit</div>	<div>Revise</div>	<div>Rejected</div>
Corporate Technology Organization	Application Developing & Supporting	October 12, 2018		Troubleshooting			DraftTSB	<div>View</div>	<div>Edit</div>	<div>Revise</div>	<div>Still Uploading</div>
Corporate Technology Organization	Application Developing & Supporting	October 12, 2018	0024/CTO /OCT/2018/01	Troubleshooting	testing	dfsdf	Approved	<div>View</div>	<div>Edit</div>	<div>Revise</div>	<div>Approved</div>
Corporate Technology Organization	Application Developing & Supporting	October 12, 2018	0028/CTO /OCT/2018/00	Other Service Job	gfdgfg	gvfgfdg	Approved	<div>View</div>	<div>Edit</div>	<div>Revise</div>	<div>Approved</div>
Corporate Technology Organization	Application Developing & Supporting	October 12, 2018	0022/CTO /OCT/2018/00	Troubleshooting	gh	hghfh	Approved	<div>View</div>	<div>Edit</div>	<div>Revise</div>	<div>Approved</div>
Corporate Technology Organization	Application Developing & Supporting	October 12, 2018	0027/CTO /OCT/2018/00	Troubleshooting	tt	ttt	RejectedByTSBPIC	<div>View</div>	<div>Edit</div>	<div>Revise</div>	<div>Rejected</div>
Corporate Technology Organization	Application Developing & Supporting	October 12, 2018	0025/CTO /OCT/2018/00	Other Service Job	gfdg	dgsdfgd	Approved	<div>View</div>	<div>Edit</div>	<div>Revise</div>	<div>Approved</div>
Corporate Technology Organization	Application Developing & Supporting	October 12, 2018	0026/CTO /OCT/2018/00	Other Service Job	test	vnbn	Approved	<div>View</div>	<div>Edit</div>	<div>Revise</div>	<div>Approved</div>
Corporate Technology Organization	Application Developing & Supporting	October 10, 2018	0020/CTO /OCT/2018/00	Other Service Job	dfsdfd	Test	SubmitTSBByEmployee	<div>View</div>	<div>Edit</div>	<div>Revise</div>	<div>PIC Approve</div>
Corporate Technology Organization	Application Developing & Supporting	October 10, 2018	0019/CTO /OCT/2018/01	Troubleshooting	test@	test@	Approved	<div>View</div>	<div>Edit</div>	<div>Revise</div>	<div>Approved</div>

## Create New TSB

- If user want to add New TSB Form, user can click  .
- Actually, if user data is troubleshooting problem, user can choose troubleshooting button. If user data is other service job, user can choose other service job button.
- User need to notice for Knowledge Sharing button because over rank3 users only can choose Knowledge Sharing button.
- If user want to save for this TSB Form, user can click  .
- Actually, user want to temporary store for this TSB, user can click  .And then, user can see  button appearing at first page. If user want to submit this TSB, user can click to update  . After clicking Edit Button, user want to again temporary store for this TSB data, user can click  .
- After clicked Edit Button, user can prepare TSB data. And then; user can update TSB data with update button  .
- If and when user can click save TSB button, user forget to fill important data can display red color text.



TSB											
<div> <div>+ New TSB</div> <div>Issue Month : <div>October, 2018</div></div> </div>											
<div> <div>Division/Business/Branch Name</div> <div></div> </div>											
<div> <div>Show <div>10</div> entries</div> <div>Search: <div></div></div> </div>											
Business Unit	Department Name	Issue Date	TSB Number	Bulletine Type	Machine Type	Subject	TSB Status	View	Edit	Revise	Approved
Corporate Technology Organization	Application Developing & Supporting	October 12, 2018	0023/CTO /OCT/2018/00	Troubleshooting	test	test	RejectedByTSBPIC	<div>View</div>	<div>Edit</div>	<div>Revise</div>	<div>Rejected</div>
Corporate Technology Organization	Application Developing & Supporting	October 12, 2018		Troubleshooting			DraftTSB	<div>View</div>	<div>Edit</div>	<div>Revise</div>	<div>Still Uploading</div>
Corporate Technology Organization	Application Developing & Supporting	October 12, 2018	0024/CTO /OCT/2018/01	Troubleshooting	testing	dfsdf	Approved	<div>View</div>	<div>Edit</div>	<div>Revise</div>	<div>Approved</div>
Corporate Technology Organization	Application Developing & Supporting	October 12, 2018	0028/CTO /OCT/2018/00	Other Service Job	gfdgfg	gvfgfdg	Approved	<div>View</div>	<div>Edit</div>	<div>Revise</div>	<div>Approved</div>
Corporate Technology Organization	Application Developing & Supporting	October 12, 2018	0022/CTO /OCT/2018/00	Troubleshooting	gh	hghfh	Approved	<div>View</div>	<div>Edit</div>	<div>Revise</div>	<div>Approved</div>
Corporate Technology Organization	Application Developing & Supporting	October 12, 2018	0027/CTO /OCT/2018/00	Troubleshooting	tt	ttt	RejectedByTSBPIC	<div>View</div>	<div>Edit</div>	<div>Revise</div>	<div>Rejected</div>
Corporate Technology Organization	Application Developing & Supporting	October 12, 2018	0025/CTO /OCT/2018/00	Other Service Job	gfdg	dgsdfgd	Approved	<div>View</div>	<div>Edit</div>	<div>Revise</div>	<div>Approved</div>
Corporate Technology Organization	Application Developing & Supporting	October 12, 2018	0026/CTO /OCT/2018/00	Other Service Job	test	vnbn	Approved	<div>View</div>	<div>Edit</div>	<div>Revise</div>	<div>Approved</div>
Corporate Technology Organization	Application Developing & Supporting	October 10, 2018	0020/CTO /OCT/2018/00	Other Service Job	dfsdfd	Test	SubmitTSBBByEmployee	<div>View</div>	<div>Edit</div>	<div>Revise</div>	<div>PIC Approve</div>
Corporate Technology Organization	Application Developing & Supporting	October 10, 2018	0019/CTO /OCT/2018/01	Troubleshooting	test@	test@	Approved	<div>View</div>	<div>Edit</div>	<div>Revise</div>	<div>Approved</div>

- If only PIC can get user permission at least can choose Division/Business/Branch, PIC can see according to their Division/Business/Branch TSB files.

TSB

+ New TSB

Issue Month :

Division/Business/Branch Name

Show  entries

Corporate Management Control

Corporate Management System

Corporate Marketing

Corporate Technology Organization

Search:

Employee Name	Business Unit	Department Name	Machine Type	Subject	TSB Status	View	Edit	Revise	Approved
May Hnin Phyu	Corporate Technology Organization	Application Developing & Supporting	October 10, 2018	0019/CTO /OCT/2018/01 Troubleshooting test@ test@	Approved	<a href="#">View</a>	<a href="#">Edit</a>	<a href="#">Revise</a>	<a href="#">Approved</a>
May Hnin Phyu	Corporate Technology Organization	Application Developing & Supporting	October 10, 2018	Troubleshooting testttttt testttttt	DraftTSB	<a href="#">View</a>	<a href="#">Edit</a>	<a href="#">Revise</a>	<a href="#">Still Uploading</a>
May Hnin Phyu	Corporate Technology Organization	Application Developing & Supporting	October 08, 2018	0011/CTO /OCT/2018/00 Knowledge Sharing fdf fsfdf	Approved	<a href="#">View</a>	<a href="#">Edit</a>	<a href="#">Revise</a>	<a href="#">Approved</a>
May Hnin Phyu	Corporate Technology Organization	Application Developing & Supporting	October 08, 2018	0012/CTO /OCT/2018/00 Knowledge Sharing Machine Type Testdd	Approved	<a href="#">View</a>	<a href="#">Edit</a>	<a href="#">Revise</a>	<a href="#">Approved</a>

- If user will send New TSB to the PIC and then PIC will receive user's mail. And then, service head and service admin will receive user's TSB form. Service Head and Service Admin can see only view for this user's TSB file.
- PIC can define user's grade by mail. Actually, PIC want to reject for user TSB and want to define grade for user TSB, PIC need to write "Remark".
- After approving PIC, user can see [Approved](#) button.

[Reply](#)
[Reply All](#)
[Forward](#)



Fri 10/12/2018 9:09 AM  
 nwenwe.win1@umgroups.com  
 Employee Submit TSB to TSB PIC

To: pyaephyo.mon@umgroups.com

Dear TSB PIC ,

U/Daw Nwe Nwe Win (2) submitted TSB for (October 2018) .Please kindly check and define grade, 'test' of TSB ["TSB Form"](#)

Thanks and Best Regards,  
 Nwe Nwe Win (2)

- PIC can enter TSB Form link and can define user's Grade and Remark.
- If the PIC can be defined user's Grade TSB Form by clicking "Save" button.

**TDD PIC Case**

TDD PIC Name:	Pyae Phyo Mon
TDD PIC Email:	pyaephyo.mon@umgroups.com
TSB Grade:	<input type="radio"/> A <input type="radio"/> B <input checked="" type="radio"/> C
PIC Remark	<div>Enter TSB PIC Remark</div>
TSB Status	<input checked="" type="radio"/> Approved <input type="radio"/> Reject
TSB Type:	<input type="radio"/> Sharing <input checked="" type="radio"/> Normal

Save

## Report

1. TSB Master List Report
2. TSB Assessment Report
3. TSB Trainer Achievement Report

## TSB Master List Report

- If user want to retrieve TSB data, user can get Report->> TSB Master List Report.

### TSB Master List Report

Employee Name:

Type Employee Name

Department Name

Division/Business/Branch Name

From Month:  To Month:

Generate with: ☒ PDF ☐ Excel

## TSB Assessment Record Report

- If user want to retrieve TSB Assessment data, user can get Report->> TSB Assessment Report.

### TSB Assessment Record Report

Division/Business/Branch Name

Corporate Technology Organization

From Month:

October 12, 2018

To Month:

October 12, 2018

Status:

☒ Approved ☐ All

Generate with:

☒ PDF ☐ Excel

Generate Report

# TSB Trainer Achievement Report

- If user want to retrieve TSB achievement grade, user can get Report->> TSB Trainer Achievement Report.

## TSB Monthly Grade Report

From Month:

October, 2018

To Month:

October, 2018

Generate Report