



USER MANUAL MANUAL PENGGUNA

PROPKITA APPLICATION

Dwibahasa

Tutorial 12

Defect

How to report a defect Cara untuk melaporkan ada kerosakkan



Slide the menu to the left then click the "Defect" button.

Leret menu ke kiri kemudian tekan butang **defect**.

10:12
Good Morning Izzah
CO IZZAH AISYAH BIXTI ZANUDIN, Develop
Bill Outstanding Amount ₩ 0.00 > .
Pay Outstanding Bil
Menu
C & C &
Withdrow Patrolling VP Defect
Tutoriol Feedback
Announcement Highlight
Norme Arrouncem. Vialor Activity Account

2

Tap the plus(+) button to submit a defect report. Add defect report by clicking the "Add Defect Area".

Tekan butang **tambah** untuk mengfailkan **defect report**. Tambah defect dengan menekan butang tambah defect area.

000	ect History		Create	Defect Area
1 TEMS A-1-3 Ticket No: - 16 Dec 2024, 3:	12 PM	>	Unit Type Plan A	Unit Name A-1-3
OPEN ACCEPTED	ASSIGNED 0%	IN PROGRESS		
COMPLETED 0%	Stote DRA	rt -		
A-1-3 Ticket No: DF-0 16 Dec 2024, 2	100012-2412-AA1133 47 PM	>		
OD% ACCEPTED	ASSIGNED	IN PROGRESS		
COMPLETED	State	us		
0%		IN .		
0% A-1-3 Ticket No: DF-0 26 Nov 2024, 12	100011-2411-AA1133 224 PM	×	No defe Add one by c	ect added yet licking button below.
0% 1 A-1-3 Ticket No: DF-0 26 Nov 2024, 12 OPEN ACCEPTED 0% 0%	1000011-2411-AA1133 2:24 PM ASSIGNED 0%	IN PROGRESS 100%	No defe Add one by c	ect added yet licking button below.
0% 1 A-1-3 Tickes No: DF-0 26 Nov 2024, I2 OPEN ACCEPTED 0% COMPLETED 0%	NOODII-2411-AA1133 224 PM ASSIONED 0% State IN PROC	IN PROGRESS 100%	No defe Add one by c	ect added yet licking button below.
0% A-1-3 Ticket No: DF-0 28 Nov 2024, 12 28 Nov 2024, 12 29 Nov 2024, 12 COMPETED 0% COMPETED 0% A-1-3 Ticket No: DF-0 21 Nov 2024, 22	000011-2411-AA1133 224 FM ASSIGNED 0% Stort IN PROC 000010-2411-AA1133 19 PM	IN PROGRESS 100%	No defr Add one by c	ect added yet licking button below.



Defect - Cont.



Mark the defect point and fill in the required details. Click "Save Defect Area" to save the information. To add another defect, click "Add Defect Area". When finished, click "Submit" to submit or "<" to cancel.

Tandakan titik kerosakan dan isikan butiran yang diperlukan. Klik "Save Defect Area" untuk menyimpan maklumat. Untuk menambah kerosakan lain, klik "Add Defect Area" Apabila selesai, klik "Submit" untuk menghantar atau "<" untuk membatalkan laporan kerosakan.



4

To cancel a defect, click on "Draft," then click "Cancel".

Untuk membatalkan laporan kerosakan, klik pada draft, kemudian klik cancel.





Defect - Cont.



Then, click "Yes". Once successful, click "Close", and the defect status will be updated to "Cancelled."

Kemudian, klik "Yes" Setelah berjaya, klik "Close", dan status kerosakan akan dikemas kini kepada "Cancelled".



6

To submit a defect, click on "Draft", then click "Submit."

Untuk menghantar laporan kerosakan, klik pada "Draft", kemudian klik "Submit".

	Defect	History		<	Defect Detai	
1 ITEMS	A-1-3 Ticket No: - 20 Dec 2024, 11:22 #	AM	>	Date 16 Dec 2	024	Status DRAFT
OPEN 100%	ACCEPTED 0%	ASSIGNED	IN PROGRESS	Bedroom 3 Wind test	low Faulty latch	
	COMPLETED 0%	Stor DR/	tus AFT			
1 ITEMS	A-1-3 Ticket No: -		>	िर्द्धान	💌 💌 💌 💌 Stotus	
The and	16 Dec 2024, 3:12 Pt	u.			OPEN	
OPEN 100%	ACCEPTED 0%	ASSIGNED 0%	IN PROGRESS	1	Gander	
	COMPLETED 0%	Sto DR/	tus AFT			
1 ITEMS	A-1-3 Ticket No: DF-0000 16 Dec 2024, 2:47 P	112-2412-AA1133 M	>			
OPEN 100%	ACCEPTED 0%	ASSIGNED	IN PROGRESS			
	COMPLETED 0%	Sto	tus EN			
	A-1-3 Ticket No: DF-0000 26 Nov 2024, 12:24	11-2411-AA1133 PM	>			
1 ITEMS						



Defect - Cont.



8

Then, click "Submit" and provide your signature. Once finished, click "Done". Kemudian, klik "Submit" dan tandatangan. Setelah selesai, klik "Done".



A success message will be displayed. Click "Close," and the submitted defect will appear in the defect history, where user can monitor the defect status.

Mesej berjaya akan dipaparkan. Klik "Close", dan laporan kerosakan yang telah dihantar akan muncul dalam sejarah laporan kerosakan yang membolehkan pengguna memantau status laporan kerosakan.

