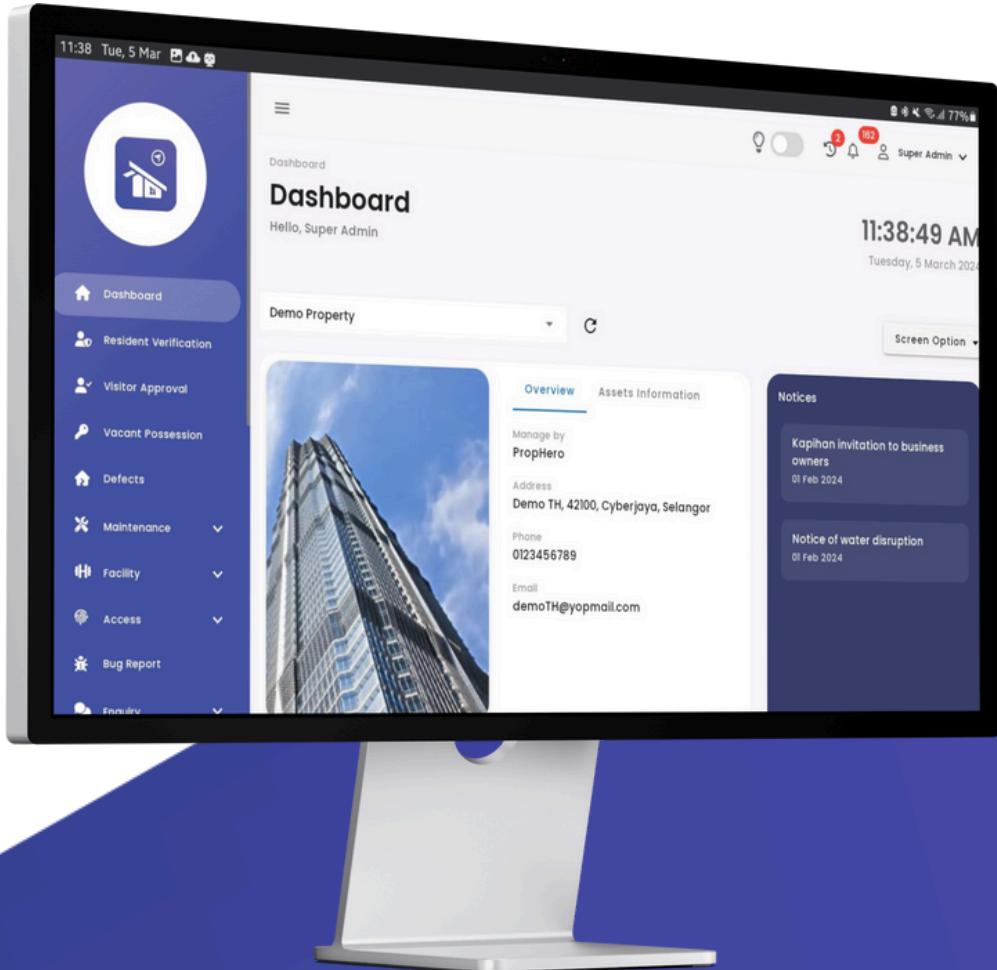




# PropKita



## USER MANUAL (VISITOR APPROVAL) MANUAL PENGGUNA (PENGESAHAN PELAWAT)

### PROPKITA SYSTEM DASHBOARD

Dwibahasa

# Tutorial 3

## Visitor Approval

This page displays the **visitor list** along with **detailed information** about each visitor.

Halaman ini memaparkan **senarai pelawat** serta **maklumat terperinci** setiap pelawat.

The screenshot shows the 'Visitor Approval' page. On the left is a sidebar with various icons and menu items. The main area has a header 'Visitor Approval' and 'Hello, Super Admin'. It shows the date and time as '10:38:32 AM Tuesday, 26 November 2024'. Below this is a search bar and a table titled 'Visitor List' with columns: Visitor Name, Requested Unit, Purpose, From, Until, and Action. The table contains several rows of visitor data, each with an 'Approved' or 'Rejected' button.

Visitor Name	Requested Unit	Purpose	From	Until	Action
Riria	A-1-2	Family Visit	13 Jun 2024 12:50 PM	13 Jun 2024 02:50 PM	<span>Approved</span>
kamal	A-1-1	Delivery	30 May 2024 11:38 AM	30 May 2024 12:38 PM	<span>Rejected</span>
azlan	A-1-1	Delivery	30 May 2024 11:38 AM	30 May 2024 12:38 PM	<span>Approved</span>
Jeon	A-1-2	Family Visit	27 Sep 2024 05:06 PM	27 Sep 2024 10:06 PM	<span>Approved</span>
Palmon	A-1-2	Family Visit	15 Apr 2024 12:16 PM	15 Apr 2024 02:16 PM	<span>Approved</span>
Carmilla	A-1-2	Family Visit	21 Jun 2024 02:10 PM	21 Jun 2024 07:10 PM	<span>Approved</span>

User can **search** for visitors by **name** or by the **date** of their application.

Pengguna boleh **mencari** pelawat berdasarkan **nama** atau **tarikh** permohonan mereka.

The screenshot shows the same 'Visitor Approval' page as above, but with a date picker modal overlaid on the 'Visitor List' table. The modal displays the month of November 2024 with the 26th highlighted. It includes 'Cancel' and 'OK' buttons at the bottom. The rest of the page content is visible through the modal.

User can also **sort** the list by the **visitor's purpose of visit**.

Pengguna juga boleh **menyusun** senarai berdasarkan **tujuan lawatan pelawat**.

Visitor Name	Requested Unit	Purpose	From	Until	Action
Riria	A-1-2	Family Visit	13 Jun 2024 12:51		<span>Approved</span>
kamal	A-1-1	Delivery	30 May 2024 11:3	30 May 2024 12:38 PM	<span>Rejected</span>
azlan	A-1-1	Delivery	30 May 2024 11:38 AM	30 May 2024 12:38 PM	<span>Approved</span>
Jeon	A-1-2	Family Visit	27 Sep 2024 05:06 PM	27 Sep 2024 10:06 PM	<span>Approved</span>
Palmon	A-1-2	Family Visit	15 Apr 2024 12:16 PM	15 Apr 2024 02:16 PM	<span>Approved</span>
Carmilla	A-1-2	Family Visit	21 Jun 2024 02:10 PM	21 Jun 2024 07:10 PM	<span>Approved</span>

User can check whether the visitor's status is **pending**, **approved**, or **rejected**.

Pengguna boleh menyemak sama ada status pelawat adalah **tertunda**, **diluluskan**, atau **ditolak**.

Visitor Name	Requested Unit	Purpose	From	Until	Action
Riria	A-1-2	Family Visit	13 Jun 2024 12:50 PM	13 Jun 2024 12:50 PM	<span>Approved</span>
kamal	A-1-1	Delivery	30 May 2024 11:38 AM	30 May 2024 12:38 PM	<span>Rejected</span>
azlan	A-1-1	Delivery	30 May 2024 11:38 AM	30 May 2024 12:38 PM	<span>Approved</span>
Jeon	A-1-2	Family Visit	27 Sep 2024 05:06 PM	27 Sep 2024 10:06 PM	<span>Approved</span>
Palmon	A-1-2	Family Visit	15 Apr 2024 12:16 PM	15 Apr 2024 02:16 PM	<span>Approved</span>
Carmilla	A-1-2	Family Visit	21 Jun 2024 02:10 PM	21 Jun 2024 07:10 PM	<span>Approved</span>