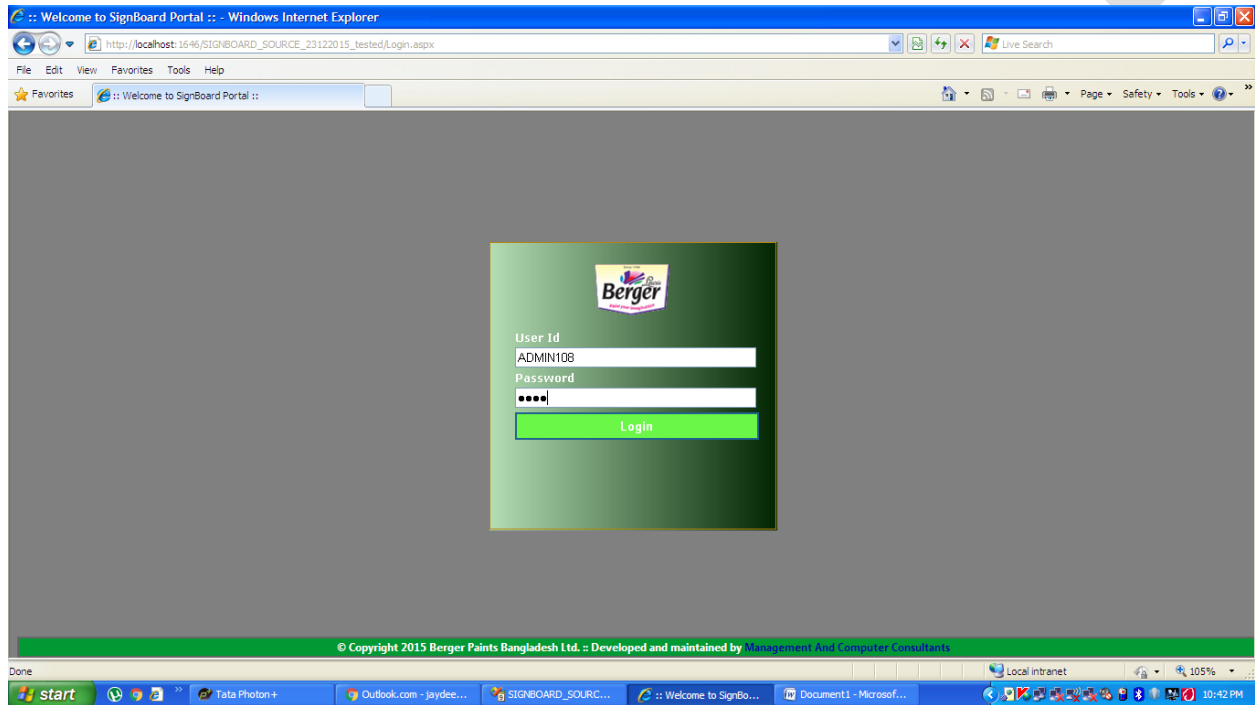


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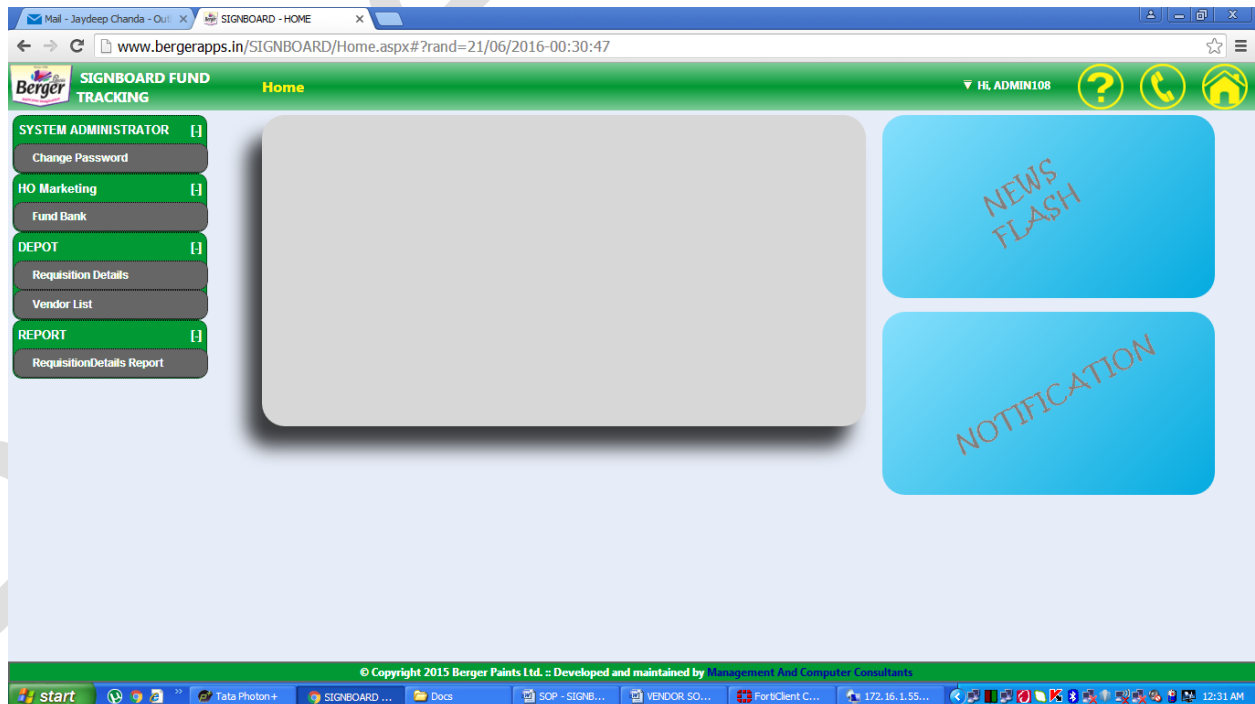
Url – <http://www.bergerapps.in/SIGNBOARD>

Will be available from 4th Jan 2016.

- ❖ **Step 1** – Use your valid user id & password, which is depot specific. For an example if your depot code is XXX then user id is ADMINXXX and the default password is 8888.



- ❖ **Step 2** – Home screen with available menus, flash news & notifications.



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- ❖ **Step 3 – Fund Bank – Depot** can see head wise budget, expense & balance fund. If balance fund is zero, depot cannot raise any requisition under any category.

The screenshot shows the 'CB Fund Bank' application interface. At the top, there are filters for 'FY' (1516), 'Region' (E1), and 'Depot' (108:Calcutta-IV). Below these filters is a table with the following data:

Region	Depot	Type	Budget	Expense	Balance
E1	108-Calcutta-IV	Branding	681500.00	0.00	681500.00
E1	108-Calcutta-IV	New CB	80700.00	0.00	80700.00
E1	108-Calcutta-IV	Non CB	188300.00	0.00	188300.00
E1	108-Calcutta-IV	Replacement	176750.00	0.00	0.00
E1	108-Calcutta-IV	Shutter Painting	88375.00	0.00	88375.00
E1	108-Calcutta-IV	Wall Painting	88375.00	0.00	88375.00
E1	108-Calcutta-IV	TOTAL	1304000.00	0.00	1304000.00
E1	TOTAL		1304000.00	0.00	1304000.00
ALL TOTAL			1304000.00	0.00	1304000.00

Below the table is a 'Back' button. The footer of the application states: '© Copyright 2015 Berger Paints Ltd. : Developed and maintained by Management And Computer Consultants'.

- ❖ **Step 4 – Requisition List – Depot** can see head wise requisition list those which are raised by the depot as per the requirement. This list contains category / dealer wise requisition along with every status like HO – Approval, Vendor Despatch, Board receipt at the Depot, Installation Status & Final Installation Image Approval from HO.
Click “+” button to add new requisition under any category like New CB, Non CB, Replacement, Shutter Painting, Wall Painting & Branding. Click “Dealer Name” to update the requisition further.

The screenshot shows the 'Requisition Details List' application interface. At the top, there are filters for 'Fin Year' (1617), 'Region' (E1), 'Depot' (108:Calcutta-IV), 'Type' (Replacement), and 'Dealers' (Select). Below these filters is a table with the following data:

Reqn No.	Reqn Date	Regn	Depot	Category	Dealer	XP/XP	Size	Amount	Vendor Cost	HO - Approval	Vendor Despatch	Depot Receipt	Installation Status	HO Image Approval
15816	31/05/2016	E1	108-Calcutta-IV	Replacement - Back Lit	PRIYANKA PAINTS & HARDWARE STORES (55633) / (Booking ID - 4053)	XP	Height- 2.50 Width- 14.00 Sqft- 35.00	4900.00	0.00	Approved	Pending	Pending	Pending	Pending
15819	31/05/2016	E1	108-Calcutta-IV	Replacement - Back Lit	KUNDU PAINT SUPPLY (63703) / (Booking ID - 84767)	XP	Height- 5.94 Width- 5.94 Sqft- 35.28	4939.70	0.00	Approved	Pending	Pending	Pending	Pending
15823	31/05/2016	E1	108-Calcutta-IV	Replacement - Back Lit	MAA SARADA PAINTS (59546) / (Booking ID - 3592)	XP	Height- 5.48 Width- 5.48 Sqft- 30.03	4204.26	0.00	Approved	Pending	Pending	Pending	Pending
15929	07/06/2016	E1	108-Calcutta-IV	Replacement - Back Lit	HOSSAIN ENTERPRISE (58258) / (Booking ID - 84648)		Height- 4.00 Width- 8.00 Sqft- 32.00	4480.00	0.00	Approved	Pending	Pending	Pending	Pending

Below the table is a 'Back' button. The footer of the application states: '© Copyright 2015 Berger Paints Ltd. : Developed and maintained by Management And Computer Consultants'.



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- ❖ **Step 5 – Vendor Master** – Depot has to create the master data of their local vendor with the relevant detail. After that system will generate an user id & password & same can be send to the vendor email id.

The screenshot shows a web browser window with the URL www.bergerapps.in/SIGNBOARD/VendorAddUpdate.aspx. The page title is "SIGNBOARD FUND TRACKING" and the sub-header is "Vendor Add Update". The user is logged in as "H6, ADMIN108". The form is titled "- Vendor Add / Update -" and contains the following fields:

Year :	1617
Region :	E1
Depot :	108:Calcutta-IV
Company Name :	
Contact Name:	
Contact Designation:	
Contact No:	
Contact Email :	
Address Line 1 :	
Address Line 2 :	
Address Line 3 :	

At the bottom of the form are two buttons: "Submit" and "Back". The footer of the page states: "© Copyright 2015 Berger Paints Ltd. : Developed and maintained by Management And Computer Consultants".

- ❖ **Step 6 – Requisition Entry / Update**

Select type → New CB / Non CB / Replacement / Branding / Shutter Painting / Wall Painting

Select Sub Type → Back Lit / Non Lit

Select Dealer.

Rest all will populate automatically, Depot can change only the height & width if required. Sqft, Rate, Amount will come from the master. Depot can enter the remarks if any. Also depot has to select the vendor. Once it is done click on the "Submit" Button to save the data / requisition. Once it is done it will go the Head Office for approval. If it is approved then it will go the vendor. Then vendor will do the despatches. Once it is dispatched from the vendor then it will reflect in the requisition list screen. The next step is depot have to update the depot receive date and then installation date at the dealer end along with the Image Upload. Once the process is done then again it will go the head office for image approval. If it is approved then the cycle will closed and fund will deduct from the depot end. If it is reject by the head office then depot have to upload the proper image for the same.

This same process will continue for New CB, Non CB & Replacement Sign Board. But for Branding, Shutter Painting & Wall Painting there is no concept for vendor despatch. Once it is approved from the head office then depot has to upload the image after job done at the dealer end to close the process.

Budget & Rate was fixed by the head office at the depot / individual category wise. If the expense is crossed the budget then depot cannot raise the requisition under that category.

If the days gap between "Depot Receipt Date" & "Vendor Despatch Date" is greater than or equal to 45 days then the entire system will lock for the depot. In that case depot cannot raise any requisition.



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Mail - Jaydeep Chanda - Out x www.bergerapps.in/SIGNBO x

www.bergerapps.in/SIGNBOARD/RequisitionDetailsEntry.aspx?Region=E1&DepotCode=108&DealerCode=55633&RequisitionId=15816&Roles=DEPOT

SIGNBOARD FUND TRACKING **Requisition Add Update** **HL ADMIN108** ? ☎ 🏠

- New Requisition -

Fin Year :	1617 *
Region :	E1 *
Depot :	108:Calcutta-IV *
Type :	Replacement *
Sub Type :	Back Lit *
Dealer :	PRIYANKA PAINTS & HARDWARE STORES(55633) *
Width :	14.00
Height :	2.50
Sqft :	35.00
Depot Rate :	140.00
Amount :	4900.00
Dealer Name /Panel as required :	PRIYANKA PAINTS & PAINTS 9433667261 *
Vendor Type :	Select *
Status :	Approve *

- Vendor Despatch Details -

Vendor Name :	
Despatch Date :	

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Mail - Jaydeep Chanda - Out x www.bergerapps.in/SIGNBO x

www.bergerapps.in/SIGNBOARD/RequisitionDetailsEntry.aspx?Region=E1&DepotCode=108&DealerCode=55633&RequisitionId=15816&Roles=DEPOT

Vendor Type :	Select *
Status :	Approve *

- Vendor Despatch Details -

Vendor Name :	
Despatch Date :	
Consignment No :	
Courier Name :	
Warranty No. of Month :	36
Warrenty Certificate :	Choose File No file chosen
Depot Received Date :	

- Depot Installation Details -

Installation Date :	
---------------------	--

- Requisition Image Upload -

Choose File No file chosen *

No Image

Back

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Note – Other process will be remain same.

