



**EVANTAGE SOLUTIONS SDN BHD**

# **Computerized Maintenance Management System (CMMS)**

***USER MANUAL***

***(Print MR)***

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# DOCUMENT CONTROL

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1.0	12/06/2024	Najmi	First Version of User Manual – Print MR

## Scenario

A scenario for print a material request could involve a technician print the Material Request as a document to send to the Storekeeper to take the items. In this syllabus, we will guide on how to print Material Request using CMMS Core.

### 1. Printing the Material Request

#### Print Material Request

1.1 On the left panel of the system, click on **Maintenance > MR Approval**

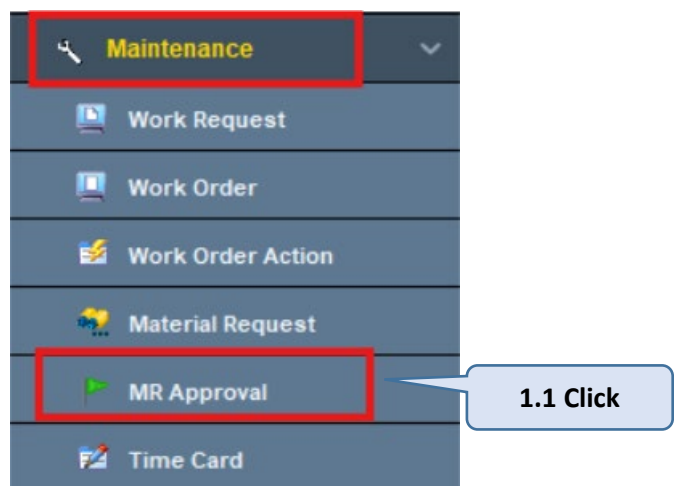


Figure 1.1

1.2 Choose on the MR that want to print and click **Print** button to print the following MR.

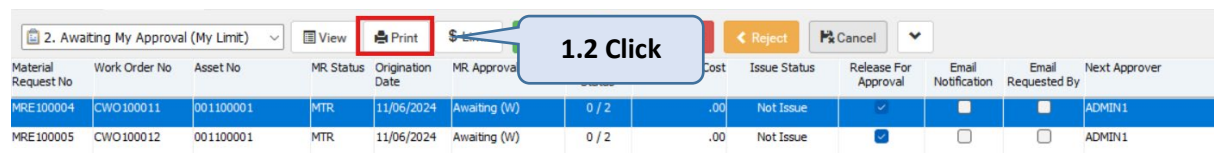


Figure 1.2

- 1.3 The Material Request form will be generated.
- 1.4 Click **Print** button and printer option page will pop out.

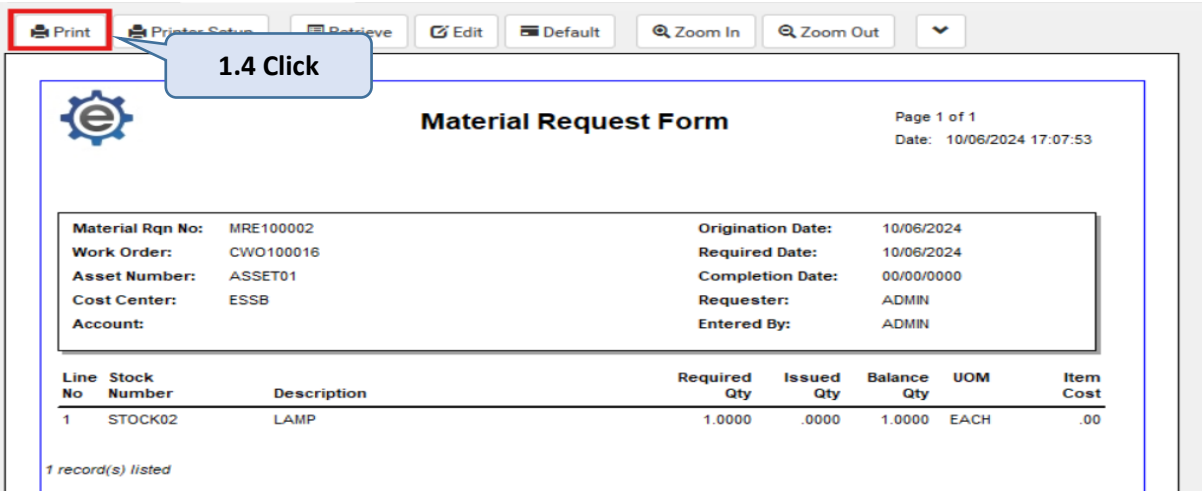


Figure 1.3

- 1.5 Click on **OK** button and it will print to your local printer devices.

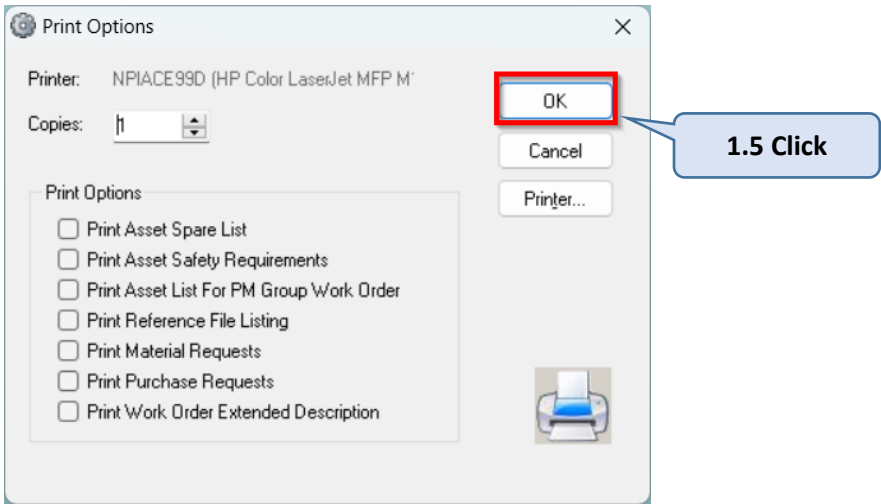


Figure 1.4