

MANUAL PENGGUNA – LIBRARY ROOM BOOKING SERVICE (USER)

URL : <http://10.11.50.8/lrbs>

LANGKAH 1 - MUKA DEPAN SISTEM LRBS

 UMS UNIVERSITI MALAYSIA SABAH Library Room Booking Service	18/01/2018 <input type="button" value="Go To"/>	Rooms	Report	Search: <input type="text"/>	Unknown user <input type="button" value="Log in"/>																																																																																																																														
<u>Areas</u> 1MEGALAB 24 HOURS ROOM AUDITORIUM BILIK LATIHAN BT 2 COMPUTER LAB FOYER SEMINAR ROOM	<table><thead><tr><th colspan="7">December 2017</th><th colspan="7">January 2018</th><th colspan="7">February 2018</th></tr><tr><th>Sun</th><th>Mon</th><th>Tue</th><th>Wed</th><th>Thu</th><th>Fri</th><th>Sat</th><th>Sun</th><th>Mon</th><th>Tue</th><th>Wed</th><th>Thu</th><th>Fri</th><th>Sat</th><th>Sun</th><th>Mon</th><th>Tue</th><th>Wed</th><th>Thu</th><th>Fri</th><th>Sat</th></tr></thead><tbody><tr><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td></tr><tr><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td></tr><tr><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td></tr><tr><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td><td>28</td><td>29</td><td>30</td><td>31</td><td></td><td></td><td></td><td>25</td><td>26</td><td>27</td><td>28</td><td></td><td></td><td></td></tr></tbody></table>					December 2017							January 2018							February 2018							Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	3	4	5	6	7	8	9	7	8	9	10	11	12	13	4	5	6	7	8	9	10	10	11	12	13	14	15	16	14	15	16	17	18	19	20	11	12	13	14	15	16	17	17	18	19	20	21	22	23	21	22	23	24	25	26	27	18	19	20	21	22	23	24	24	25	26	27	28	29	30	28	29	30	31				25	26	27	28			
December 2017							January 2018							February 2018																																																																																																																					
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat																																																																																																															
3	4	5	6	7	8	9	7	8	9	10	11	12	13	4	5	6	7	8	9	10																																																																																																															
10	11	12	13	14	15	16	14	15	16	17	18	19	20	11	12	13	14	15	16	17																																																																																																															
17	18	19	20	21	22	23	21	22	23	24	25	26	27	18	19	20	21	22	23	24																																																																																																															
24	25	26	27	28	29	30	28	29	30	31				25	26	27	28																																																																																																																		
Thursday 18 January 2018																																																																																																																																			
<< Go To Day Before			Go To Today					>> Go To Day After >																																																																																																																											
Time:	1 Megalab (A) (100)	1 Megalab (B) (100)	1 Megalab (C) (100)	1 Megalab (D) (100)	1 Megalab (E) (100)																																																																																																																														
09:00AM																																																																																																																																			
10:00AM																																																																																																																																			
11:00AM																																																																																																																																			
12:00PM																																																																																																																																			
01:00PM																																																																																																																																			
02:00PM																																																																																																																																			
03:00PM																																																																																																																																			
04:00PM																																																																																																																																			
05:00PM																																																																																																																																			
06:00PM																																																																																																																																			
07:00PM																																																																																																																																			
08:00PM																																																																																																																																			
09:00PM																																																																																																																																			

LANGKAH 2 - Sila klik pada butang Log In.

	Rooms	Report	Search: <input type="text"/>	Unknown user <input type="button" value="Log in"/>																																																																																																																														
<table><thead><tr><th colspan="7">December 2017</th><th colspan="7">January 2018</th><th colspan="7">February 2018</th></tr><tr><th>Sun</th><th>Mon</th><th>Tue</th><th>Wed</th><th>Thu</th><th>Fri</th><th>Sat</th><th>Sun</th><th>Mon</th><th>Tue</th><th>Wed</th><th>Thu</th><th>Fri</th><th>Sat</th><th>Sun</th><th>Mon</th><th>Tue</th><th>Wed</th><th>Thu</th><th>Fri</th><th>Sat</th></tr></thead><tbody><tr><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td></tr><tr><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td></tr><tr><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td></tr><tr><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td><td>28</td><td>29</td><td>30</td><td>31</td><td></td><td></td><td></td><td>25</td><td>26</td><td>27</td><td>28</td><td></td><td></td><td></td></tr></tbody></table>					December 2017							January 2018							February 2018							Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	3	4	5	6	7	8	9	7	8	9	10	11	12	13	4	5	6	7	8	9	10	10	11	12	13	14	15	16	14	15	16	17	18	19	20	11	12	13	14	15	16	17	17	18	19	20	21	22	23	21	22	23	24	25	26	27	18	19	20	21	22	23	24	24	25	26	27	28	29	30	28	29	30	31				25	26	27	28			
December 2017							January 2018							February 2018																																																																																																																				
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat																																																																																																														
3	4	5	6	7	8	9	7	8	9	10	11	12	13	4	5	6	7	8	9	10																																																																																																														
10	11	12	13	14	15	16	14	15	16	17	18	19	20	11	12	13	14	15	16	17																																																																																																														
17	18	19	20	21	22	23	21	22	23	24	25	26	27	18	19	20	21	22	23	24																																																																																																														
24	25	26	27	28	29	30	28	29	30	31				25	26	27	28																																																																																																																	

LANGKAH 3



The image shows the login interface for the UMS Library Room Booking Service. At the top, there is the Universiti Malaysia Sabah logo and the text "UMS UNIVERSITI MALAYSIA SABAH". Below that, it says "Library Room Booking Service". A blue header bar contains the text "Please log in". The main area has fields for "Name:" and "Password:", each with an input box. Below these is a "Log in" button.

1. Sila masukkan nombor pekerja / nombor matrik pelajar pada ruangan **Name**:
2. Sila masukkan nombor kad pengenalan pada ruangan **Password**:
3. Sila klik butang **Log in** untuk memulakan tempahan anda

LANGKAH 4 - Sila klik mana-mana di dalam **Areas** untuk melihat kekosongan.



LANGKAH 5 - Sila klik mana-mana tarikh untuk memilih tarikh tempahan

December 2017							January 2018							February 2018						
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
3	4	5	6	7	8	9	1	2	3	4	5	6		1	2	3			1	2
10	11	12	13	14	15	16	7	8	9	10	11	12	13	4	5	6	7	8	9	10
17	18	19	20	21	22	23	14	15	16	17	18	19	20	11	12	13	14	15	16	17
24	25	26	27	28	29	30	21	22	23	24	25	26	27	18	19	20	21	22	23	24
31							28	29	30	31				25	26	27	28			

LANGKAH 6 – Sila klik mana-mana **masa** yang terpapar mengikut pilihan anda

Friday 19 January 2018			
<< Go To Day Before	Go To Today		
Time:	1 Megalab (A) (100)	1 Megalab (B) (100)	1 Megalab (C) (100)
09:00AM			
10:00AM			
11:00AM			
12:00PM			
01:00PM			
02:00PM			
03:00PM			
04:00PM			
05:00PM			
06:00PM			
07:00PM			
08:00PM			
09:00PM			

LANGKAH 7 – Sila isi maklumat berkaitan tempahan anda

Add Entry

Name & Contact: [Text input field]

Purpose & Requirement: (Number of people, etc.) [Large text area]

Start: 18/01/2018 [Text input] **09:00AM** [Text input] All day

End: 18/01/2018 [Text input] **10:00AM (1 hour)** [Text input]

Area: 1MEGALAB [Text input]

Rooms: [List box]
1 Megalab (A)
1 Megalab (B)
1 Megalab (C)
1 Megalab (D)
1 Megalab (E)
Use Control-Click to select more than one room

Type: Internal [Text input]

Confirmation status: Tentative

Repeat type: None

Buttons: Back | Save | ✓ | ✓

1. Sila isi butiran pada ruangan **Name & Contact**
2. Sila isi butiran pada ruangan **Purpose**
3. Sila pilih tarikh pada ruangan **Start** dan **End** sekiranya anda perlu menukar tarikh dan masa
4. Sila pilih Area sekiranya anda perlu menukar **Area**
5. Sila pilih bilik pada ruangan **Rooms**
6. Sila pilih jenis tempahan sama ada aktiviti dalaman atau luaran pada ruangan **Type**
7. Sila klik pada Tentative pada ruangan **Confirmation status**
8. Sila klik butang **Save** untuk menempah atau **Back** untuk balik ke Muka Depan sistem