



LathranSuite - Web Application

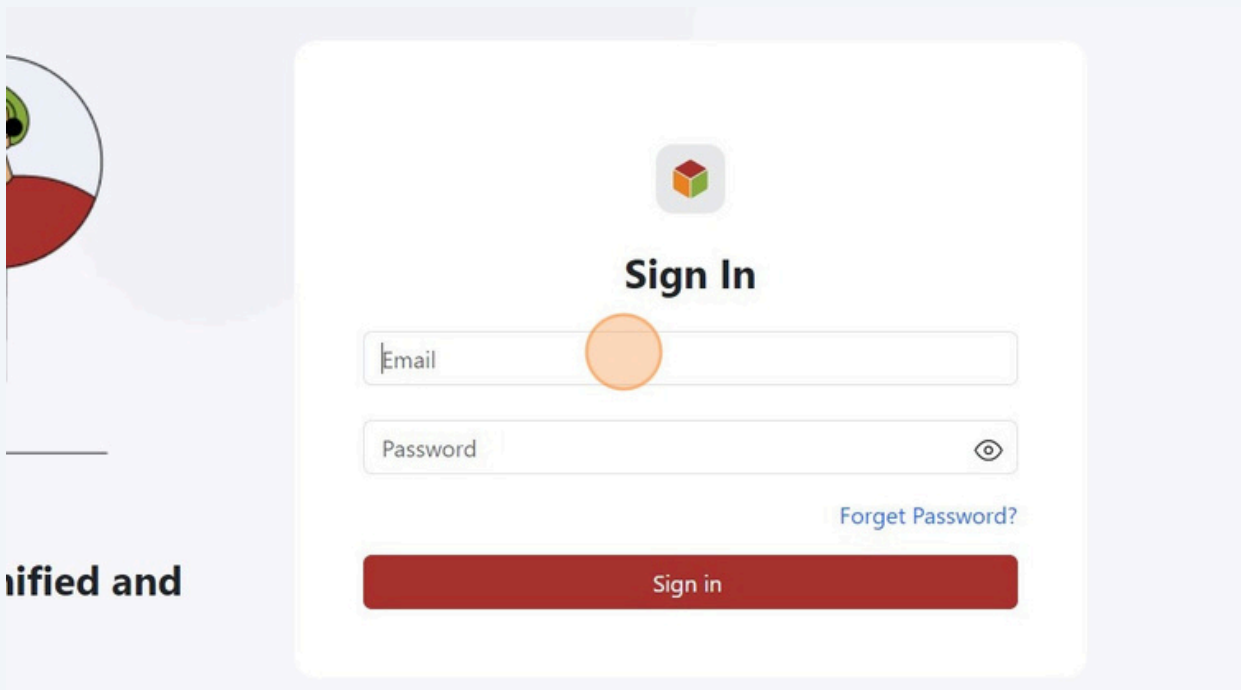
Step - by - Step Guide

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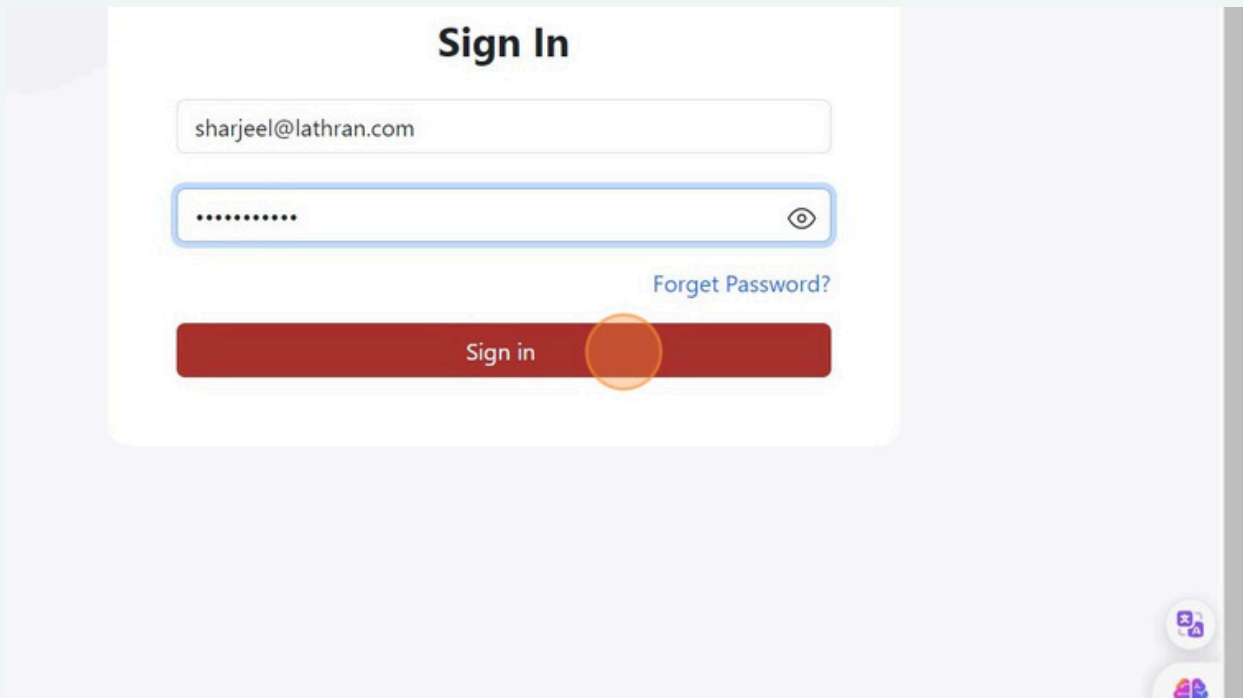
1 Navigate to <https://dubaitechnow.com/>

2 Click the "Email" field.

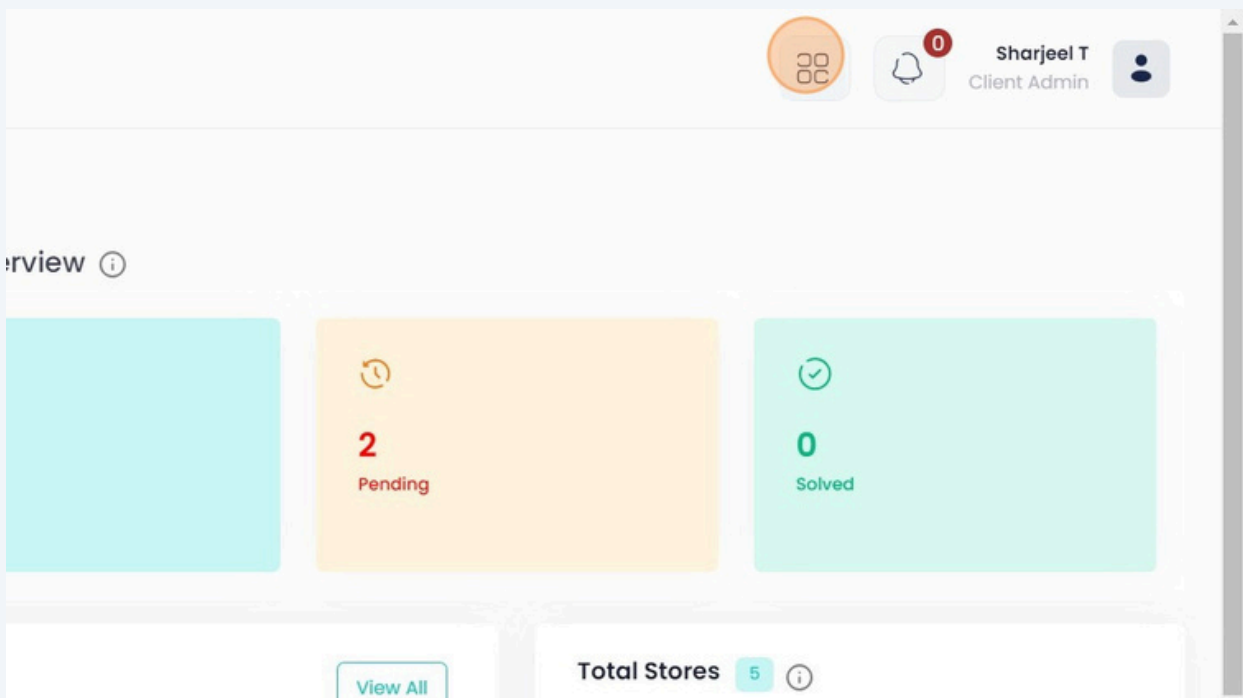


The screenshot shows a 'Sign In' form on a website. The form is centered on a white background. At the top of the form is a logo consisting of a green and red cube. Below the logo is the text 'Sign In'. There are two input fields: 'Email' and 'Password'. The 'Email' field is highlighted with an orange circle. To the right of the 'Password' field is a toggle icon for visibility. Below the 'Password' field is a link that says 'Forget Password?'. At the bottom of the form is a red button labeled 'Sign in'. On the left side of the form, there is a partial view of a profile picture and the text 'ified and'.

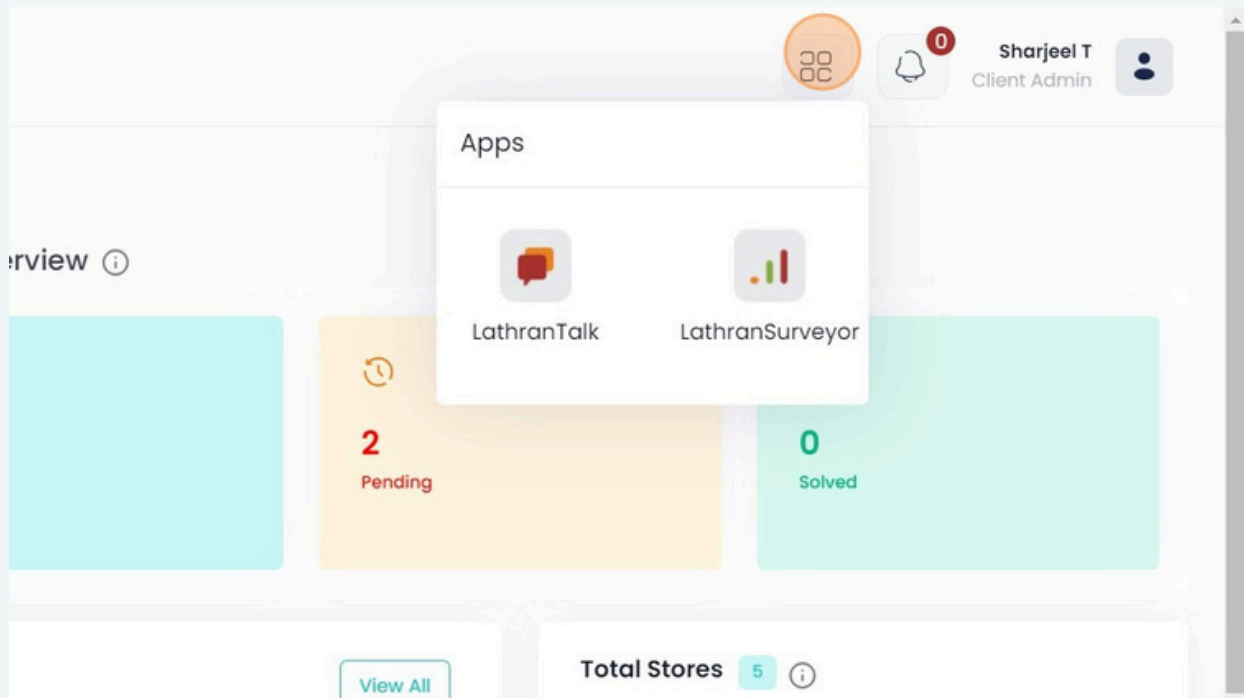
4 Type email & Password. Click "Sign in"



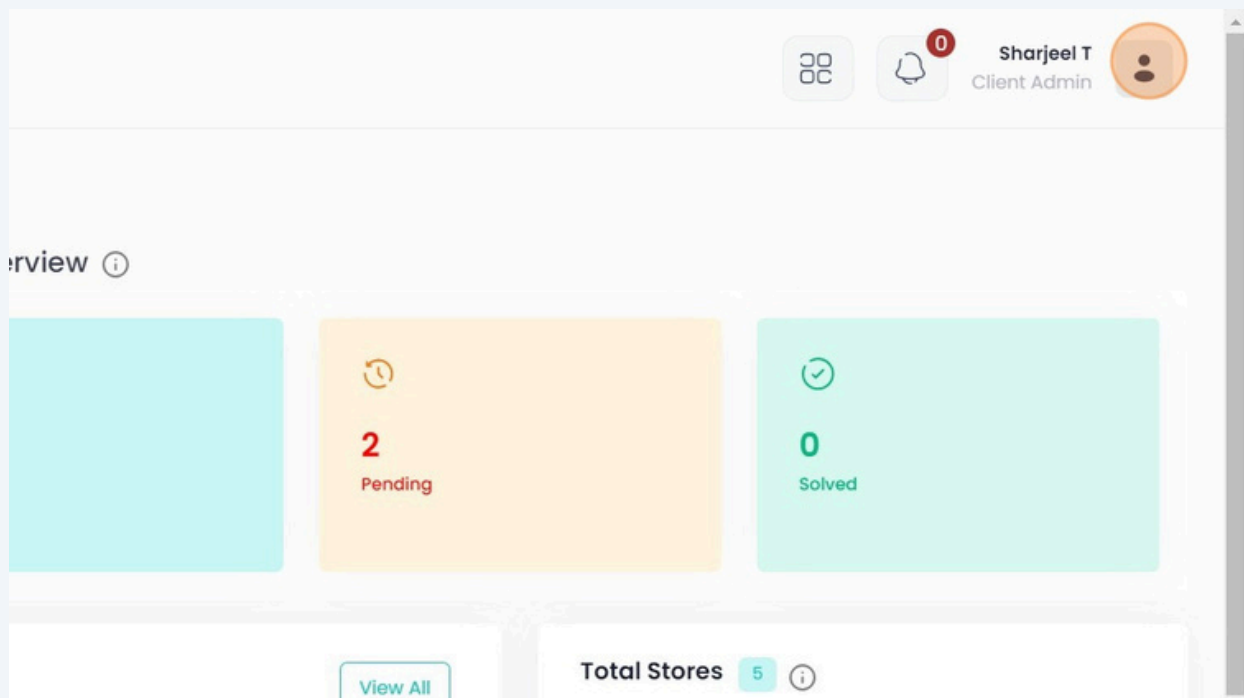
5 Click this "App" icon to view all apps.



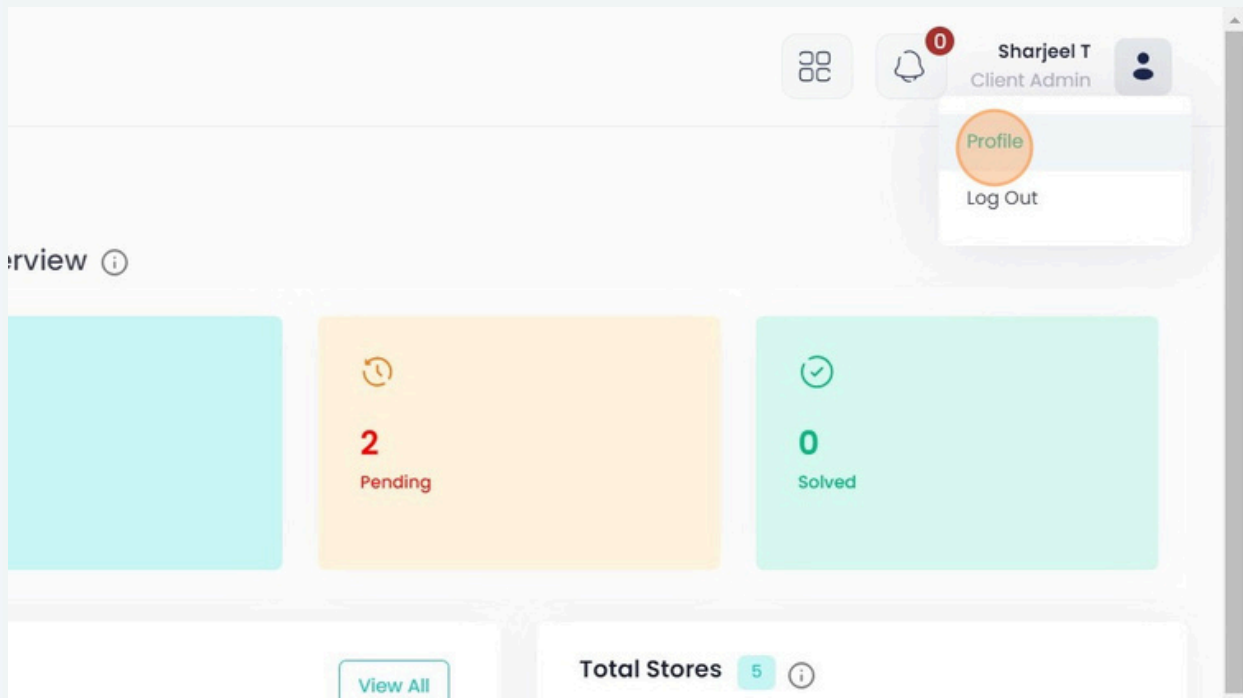
6 Here you will see two apps “LathranTalk” & “LathranSurveyor”



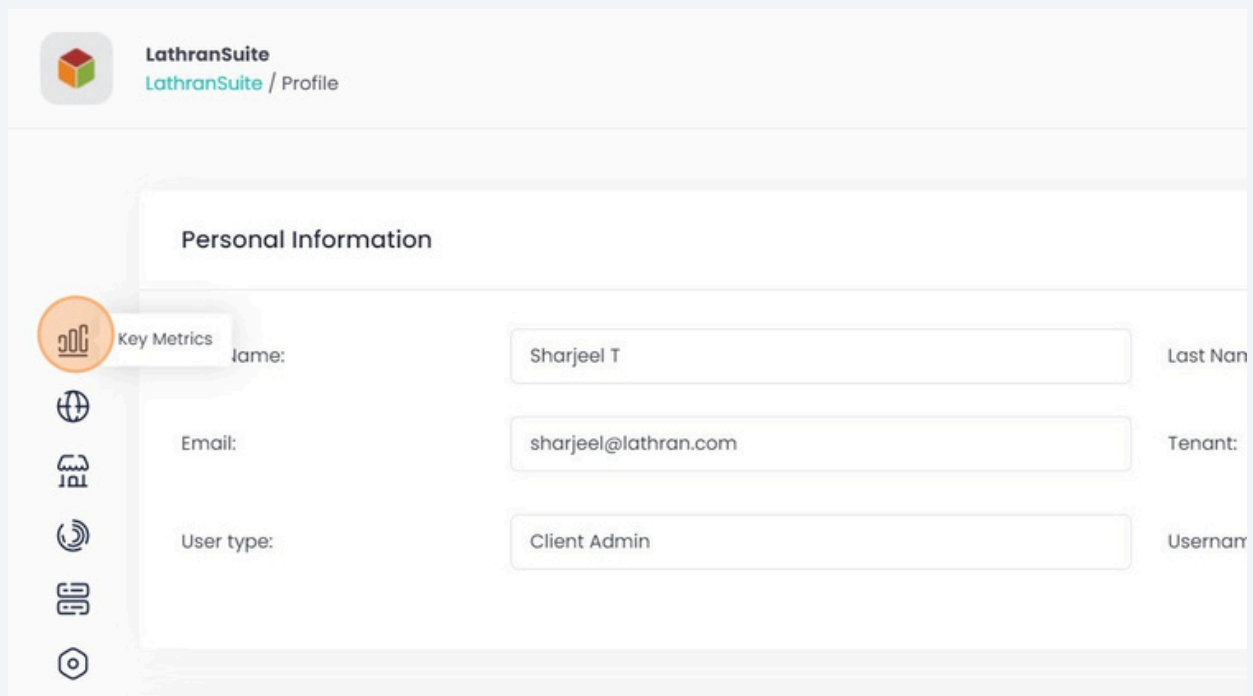
7 Click on the "User Icon".



8 Click "Profile"



9 Click "Key Metrics" to check stats.



10 Click "Total Tickets"

The dashboard displays a welcome message for Sharjeel T. Under the 'Your Tickets' section, there are three summary cards: 'Total Tickets' (6), 'Assigned Tickets' (1), and 'Open' (4). The 'Total Tickets' card is highlighted with a red circle. Below these cards, a 'Tickets' section shows a notification 'Added 5 New Tickets Recently' and a list of tickets. The first ticket is 'Printer Malfunction in Office' with ID #TN-277913, created on 02-04-2024, and assigned to sharjeel@lathran.com.

11 Here you see all tickets.

The screenshot shows the 'LathranSuite / Tickets' page. At the top, there is a 'Tickets' header and a 'Show 10 entries' dropdown. Below this is a table with the following data:

Title and creator	Ticket Number	Assignee
Testing Ticket Email: sharjeel@lathran.com	#TN-100239 Created: 02-06-2024	No Assignee
Test Demo Email: sharjeel@lathran.com	#TN-484319 Created: 02-05-2024	alex.johnson

12 Click "Assigned Tickets"

The dashboard displays a welcome message for Sharjeel T. It features two main sections: "Your Tickets" and "Tickets Overview".

Your Tickets

- Total Tickets: 6
- Assigned Tickets: 1

Tickets Overview

- Open: 4

Tickets

Added 5 New Tickets Recently

	Printer Malfunction in Office Email: sharjeel@lathran.com	#TN-277913 Created: 02-04-2024	sharjeel@lathran.com	Op
--	---	--	----------------------	----

13 Here you will see the tickets **Assigned** to you

The page shows the LathranSuite logo and the path "LathranSuite / Tickets".

Tickets

Show 10 entries

	Title and creator	Ticket Number	Assigne
	Printer Malfunction in Office Email: sharjeel@lathran.com	#TN-277913 Created: 02-04-2024	sharjee

Showing 1 to 1 of 1 entries

14 Click "Open" status Tickets

Sharjeel T

Tickets Overview

- All Tickets
- Assigned Tickets: 1
- Open: 4
- Pending: 2

View All

Printer Malfunction in Office
Email: sharjeel@lathran.com
#TN-277913
Created: 02-04-2024
sharjeel@lathran.com
Open

15 Here you will see the tickets that are in "Open" status

LathranSuite / Tickets

Tickets

Show 10 entries

Title and creator	Ticket Number	Assignee
Testing Ticket Email: sharjeel@lathran.com	#TN-100239 Created: 02-06-2024	No Assignee
Office Ac repair Email: alex.johnsonsuite@gmail.com	#TN-301605 Created: 02-05-2024	ali.afaq@lathran.com

16 Click "Pending"

Tickets Overview ⓘ

4 Open

2 Pending

0 Solved

View All

Total Stores 5 ⓘ

77913 02-04-2024 sharjeel@lathran.com Open

60149 Naufil khan

17 Here you will see the tickets that are in "Pending" status

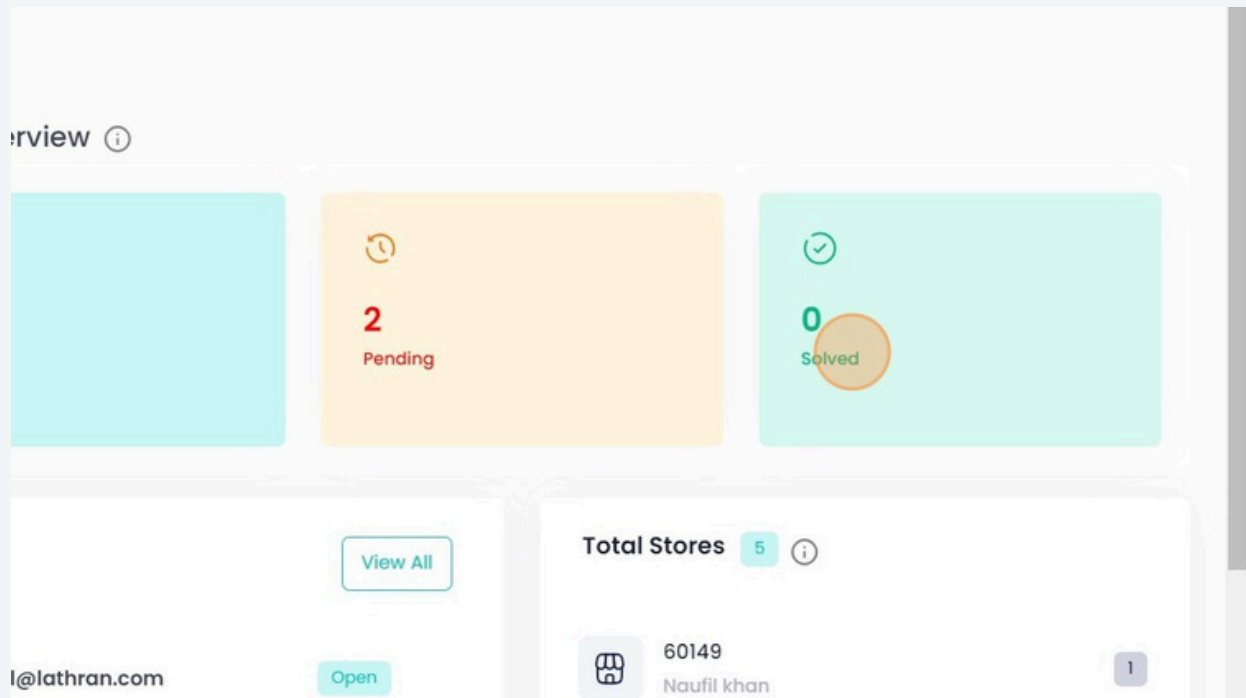
LathranSuite
LathranSuite / Tickets

Tickets

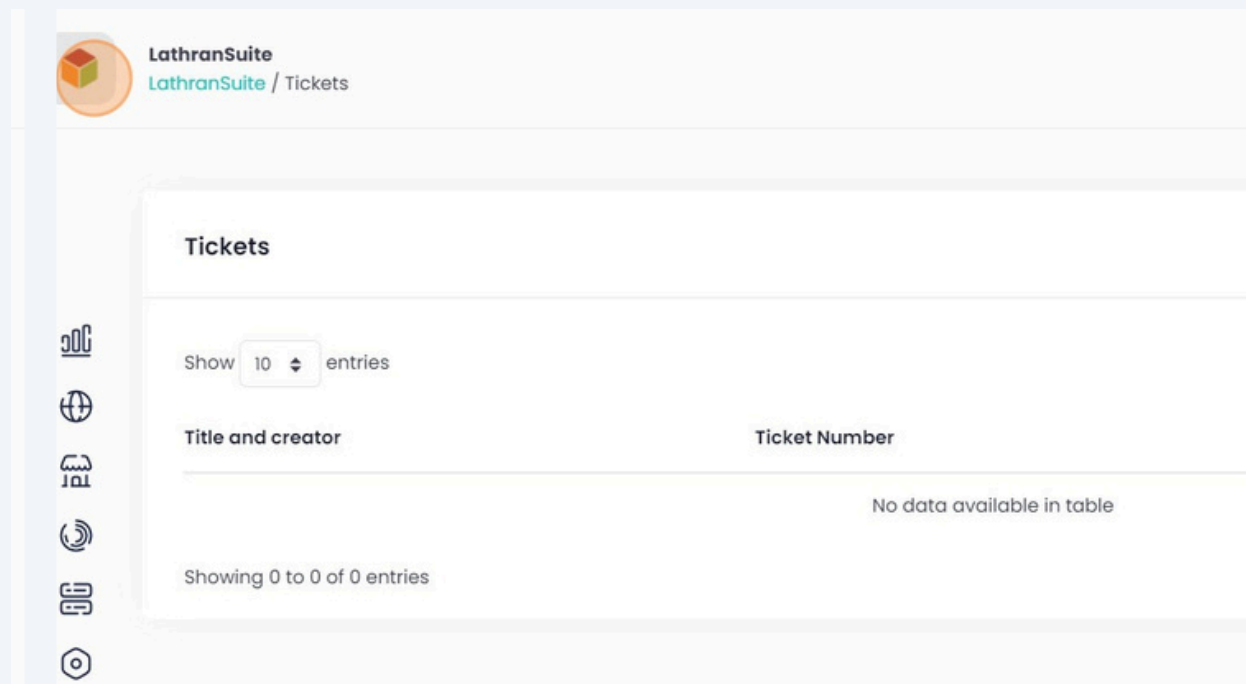
Show 10 entries

	Title and creator	Ticket Number	Assignee
	Test Demo Email: sharjeel@lathran.com	#TN-484319 Created: 02-05-2024	alex.john
	HVAC System Maintenance Required Email: sharjeel@lathran.com	#TN-125024 Created: 02-04-2024	alex.john

18 Click "Solved"



19 Here you will see the list of tickets "Solved".



20 Click "View All"

The screenshot shows a dashboard with three status filters at the top: 'Open' (4 tickets), 'Pending' (2 tickets), and 'Solved' (0 tickets). Below these is a list of tickets. A 'View All' button is highlighted with a red circle. To the right, a 'Total Stores' summary shows 5 stores.

ID	Date	Email	Status
913	02-04-2024	sharjeel@lathran.com	Open
597	02-04-2024	oliviaadamselizabeth@gmail.com	Open
024	02-04-2024	alex.johnsonsuite@gmail.com	Pending
605		ali.afaa@lathran.com	Open

Total Stores 5 ⓘ

- 60149 Naufil khan
- 60151 Alex Johnson
- 61510 Hashim Khan
- 60157

21 This is another way where you can see your "All Tickets" in the system.

The screenshot shows the 'LathranSuite / Tickets' page. It features a sidebar with navigation icons and a main content area with a 'Tickets' header. Below the header is a 'Show 10 entries' dropdown and a table of tickets.

	Title and creator	Ticket Number	Assignee
	Testing Ticket Email: sharjeel@lathran.com	#TN-100239 Created: 02-06-2024	No Assignee
	Test Demo Email: sharjeel@lathran.com	#TN-484319 Created: 02-05-2024	alex.johnson
	Office Ac repair	#TN-301605	ali.afaa@lat

22

Click on count shows the total **employee count** in the store.

The screenshot shows a dashboard with a sidebar on the left containing buttons for 'View All', 'Open', 'Open', and 'Pending'. The main content area features a 'Total Stores' summary card with a count of 5 and an information icon. Below this, three store entries are listed, each with a store ID, name, and a circular count badge:

Store ID	Name	Count
60149	Naufil khan	1
60151	Alex Johnson	4
61510	Hashim Khan	3

23

Here you can see who is the **Employee** in the store

The screenshot displays the 'Employee' management page in LathranSuite. The page header includes the LathranSuite logo and the breadcrumb 'LathranSuite / Employee'. A sidebar on the left contains various navigation icons. The main content area shows a table with one employee entry:

Name	Email	Store	Registration Status	Role	Action
Naufil khan	developer.naufil@gmail.com	60149	Registered	Manager	Edit Delete

Below the table, it indicates 'Showing 1 to 1 of 1 entries'. The footer contains the copyright notice: '© 2024, Made with ❤️ by LathranSoft'.

24 Next, click on **Regions**

LathranSuite / Key Metrics

Welcome Sharjeel T

Your Tickets ⓘ

Tickets Overview ⓘ

Regions

6 Total Tickets

1 Assigned Tickets

4 Open

Tickets ⓘ

Added 5 New Tickets Recently

25 Here you see list of Regions that you can edit and delete. For creating new Region click on "New".

ite / Regions

Sharjeel T Client Admin

+ New

10 entries

Region Name	Short Code	Country Name	Iso Code	Actions
NorthWest	NE	United States	US	Edit Delete
NorthEast	PAC	United States	US	Edit Delete
North	MT	United States	US	Edit Delete
West	W	United States	US	Edit Delete
South	S	United States	US	Edit Delete
SouthWest	MW	United States	US	Edit Delete

26 Type "Region Name", "Short COde", "ISO Code", "Country" & "Description".

The screenshot shows a web form titled "Regions" with a sidebar of icons on the left. The form contains the following fields:

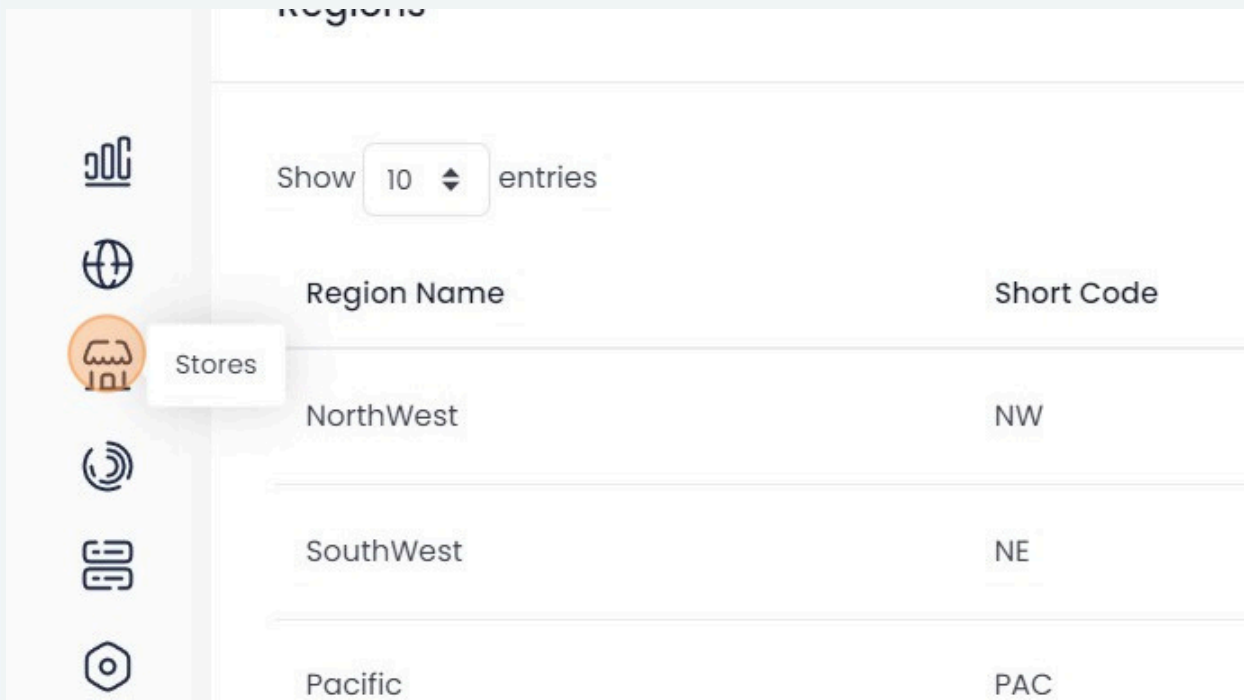
- Region Name * ⓘ: Text input containing "NorthWest"
- Short Code * ⓘ: Text input containing "NW"
- ISO Code * ⓘ: Text input containing "US"
- Country ⓘ: Dropdown menu showing "United States"
- Description ⓘ: Text area with placeholder text "Description [Max:255 characters or alphanumeric words]"

A blue circle highlights the "Submit" button at the bottom left of the form.

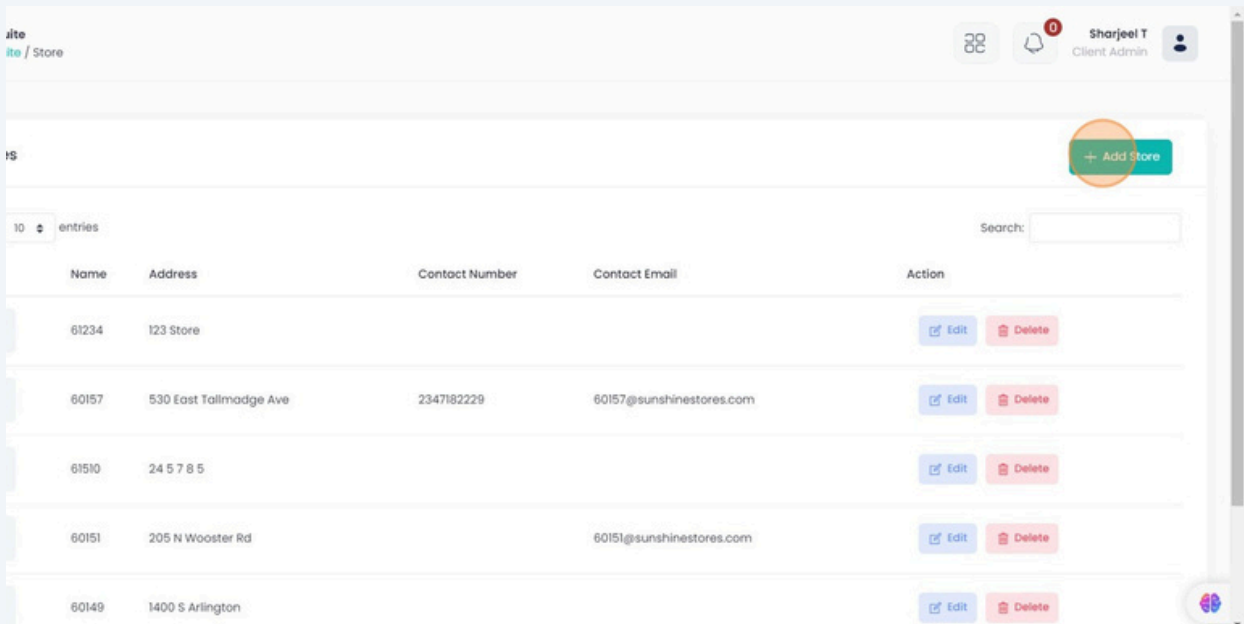
27 Click "Submit".

This screenshot shows the same "Regions" form as above, but the "Submit" button is now highlighted with an orange circle, indicating the next step in the process.

28 Click "Stores".



29 Here you see list of Stores that you can edit and delete. For creating new Stores click on "Add Store".



30 Type "Store Name" & "Address" as mandatory fields others are optional.

Store

Store Name* ⓘ	60157
Landlords ⓘ	
Address* ⓘ	530 east tollwodge Ave
Legal Name ⓘ	Your Stores LLC
Tax ID ⓘ	00-00000
DBA Store Name ⓘ	Save A Lot 00000.
Repair Liability ⓘ	2000
Lease Location ⓘ	Lease Location

31 Click "Submit Now".

Apartment, Suite, etc (Optional) ⓘ	Suite 200
Country ⓘ	- Select Country -
State ⓘ	- Select -
City ⓘ	- Select -
Postal/Zip Code ⓘ	12345
Contact Number ⓘ	(555) 123-4567
Email Address ⓘ	contact@store.com
Latitude ⓘ	36.7783 N
Longitude ⓘ	119.4179 W

[Submit Now](#)

32 Click "Add Store"

The screenshot shows a web application interface. At the top right, there is a user profile for 'Sharjeel T Client Admin' and a notification bell icon with a red '0'. Below this is a green '+ Add Store' button. A search bar is located above a table. The table has columns for 'Number', 'Contact Email', and 'Action'. The 'Action' column contains 'Edit' and 'Delete' buttons for each row.

Number	Contact Email	Action
		Edit Delete
29	60157@sunshinestores.com	Edit Delete

33 Under Management , click "Employees"

The screenshot shows a management interface. On the left is a sidebar with various icons. A dropdown menu is open, listing 'Employees', 'Vendors', 'Landlords', and 'Org Structure'. The 'Employees' option is highlighted with an orange circle. In the background, a table shows store information with columns for 'Name' and 'Address'. The table contains three rows of data.

Name	Address
Employees	520 Tallwadge Ave
123 Store	123 Store
60157	530 East Tallmadge Ave

34

Here you see list of Employees that you can edit and delete. For creating new Employees click on "Invite" button.

	Email	Store	Registration Status	Role	Action
nmad Rasheed	marasheed@gmail.com	61510	Invite Pending	Associate	Resend Delete
n Khan	hashimk185@gmail.com	60151	Registered	Associate	Edit Delete
q	ali.afaq@lathran.com	60151	Registered	Associate	Edit Delete
Misbah	syeda.misbah@lathran.com	61510	Registered	Associate	Edit Delete
n Khan	hashim.khan@lathran.com	61510	Invite Pending	Manager	Resend Delete
Adams	oliviaadamselizabeth@gmail.com	60151	Registered	Associate	Edit Delete

35

Type in "First Name", "Last Name", "Email", "Store" & "User Type".

Employee

First Name*

Last Name*

Email*

Store*

User Type*

Select User Type

- Associate
- Manager

36 Click "Submit Now"

The screenshot shows a registration form with the following fields and values:

- First Name*: elizabeth
- Last Name*: Taylor
- Email*: elizabeth.tylorsuite@gmail.com
- Store*: 69157
- User Type*: Manager

A green button labeled "Submit Now" is highlighted with an orange circle. The form is part of a dashboard with a sidebar on the left containing various icons. A copyright notice at the bottom right reads "© 2024, Made with ♥ by Lathra".

37 Click "Vendors"

The screenshot shows a table of vendors with the following data:

Name	Email	Store	Registration
elizabeth Taylor	elizabeth.tylorsuite@gmail.com	69157	Invite Pen
marasheed@gmail.com	marasheed@gmail.com	61510	Invite Pen
hashimk185@gmail.com	hashimk185@gmail.com	60151	Registere
Ali Afaq	ali.afaq@lathran.com	60151	Registere
Syeda Misbah	syeda.misbah@lathran.com	61510	Registere

A sidebar menu on the left contains the following options: Employees, Vendors, Landlords, and Org Structure. The 'Vendors' option is highlighted with an orange circle. A tooltip labeled 'Vendors' is visible over the 'Vendors' option in the sidebar. The table also includes a 'Show 10 entries' dropdown at the top.

38

Here you see list of Vendors that you can edit and delete. For creating new Vendors click on "New".

The screenshot shows a user interface for managing vendors. At the top right, there is a navigation bar with a hamburger menu icon, a notification bell with a red '0' badge, the user name 'Sharjeel T', the role 'Client Admin', and a profile icon. Below this is a main content area with a green '+ New' button circled in orange. A search bar is located to the right of the table. The table has three columns: 'Name', 'Address', and 'Actions'. It contains three rows of vendor data, each with 'Edit' and 'Delete' buttons.

Name	Address	Actions
		Edit Delete
	429 E. Dupont Road #60	Edit Delete
nklin	Occaecat laboris vel	Edit Delete

39

Type "Vendor Name", "Category" & "Contact Name"

The screenshot shows a form for creating a new vendor. The form is titled 'Vendors' and has a sidebar with various icons. The fields are: 'Vendor Name *' with the value 'John', 'Category *' with a dropdown menu showing 'Products', 'Contact Name *' with the value 'Contact Name' (circled in orange), 'Contact Number' with the value 'Contact Number', 'Country' with a dropdown menu showing '- Select Country -', and 'State' with a dropdown menu showing '- Select -'.

40 Click "Submit".

A screenshot of a web form. On the left is a vertical sidebar with several icons. The form contains three input fields: "State" with a dropdown menu showing "- Select -", "City" with a dropdown menu showing "- Select -", and "Address" with a text input field containing the placeholder text "Address". Below the fields is a green "Submit" button. A blue circular callout icon is in the bottom left corner. The text "© 20" is visible in the bottom right corner.

41 Click "Landlords"

A screenshot of a table with three columns: "Vendor Name", "Category", and "Contact Name". The table contains four rows of data. A dropdown menu is open over the table, showing four options: "Employees", "Vendors", "Landlords", and "Org Structure". The "Landlords" option is highlighted with an orange circle. A callout box labeled "Landlords" points to the highlighted option. Below the table, the text "Showing 1 to 4 of 4 entries" is displayed. A blue circular callout icon is in the bottom left corner.

Vendor Name	Category	Contact Name
John	Products	Ben
	Products	dan
	Services	Blank
	Services	Damian Frankl

42

Here you see list of "Landlords" that you can edit and delete. For creating new Landlord click on "New".

The screenshot shows a web interface for managing landlords. At the top, there's a user profile for Sharjeel T, Client Admin. Below that, a table lists three landlords. A green '+ New' button is circled in orange in the top right corner of the table area.

Legal Entity	Landlord	Mailing Address	Contact	Email	Phone	Address	Actions
Eastgate Efect Plaza	Melissa J Stevens	16 Glenbeck Lane, Apt 2, Mansfield, OH 44906	914-272-8045			846 Portland Way N	Edit Delete
Magic Investors,	Ben W Stevens	1585 Frederick Blvd, Akron, OH 44320	Kieth Greenle	kmg@lrcrealty.com	330-283-5275 / 330-800-2344	205 N Wooster Rd	Edit Delete
Eastgate Plaza Associates	LRC Realty Inc	1585 Frederick Blvd, Akron, OH 44320	330-800-2344				Edit Delete

43

Type in "Legal Entity", "Landlord", "Mailing Address," & Contact.

The screenshot shows a form for adding a new landlord. The fields are: Legal Entity (filled with 'Eastgate Efect Plaza'), Landlord (filled with 'Pappus & Bitounis CPAS LLC'), Mailing Address (filled with '30682 Detroit Road, unit 186 west lane OH 45'), Contact (with a placeholder 'Contact' and an orange circle around it), Email, Phone, Country (dropdown menu), and State (dropdown menu).

44 Click **Submit**.

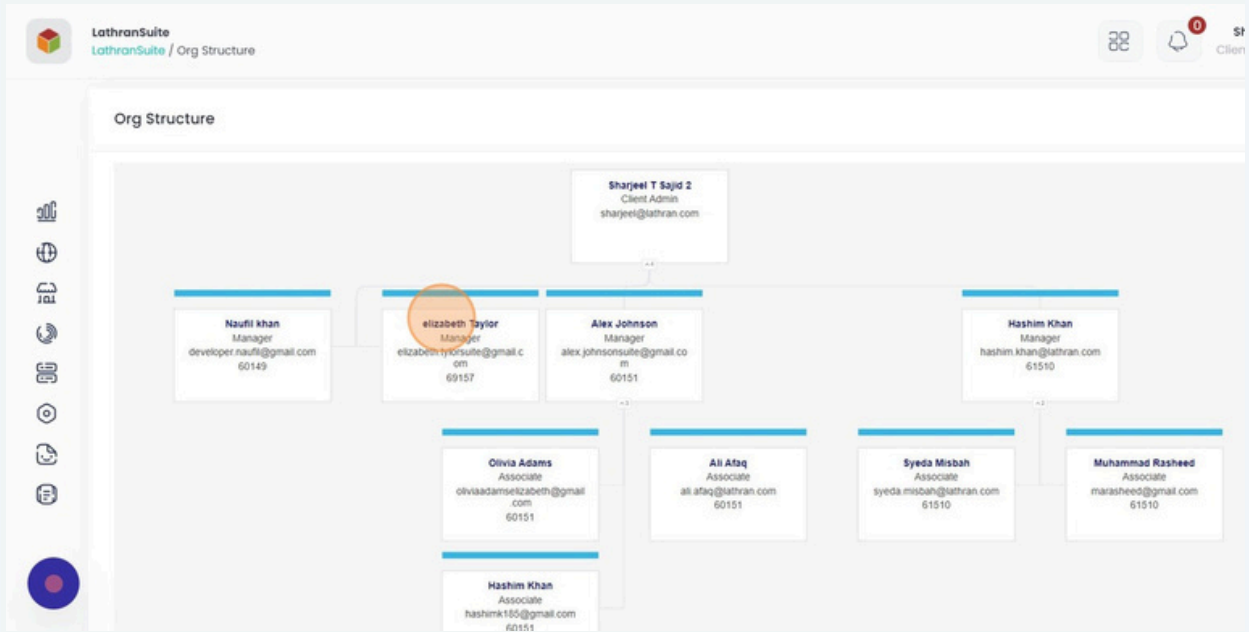
A screenshot of a web form. On the left is a vertical sidebar with several icons. The form contains three input fields: 'State' with a dropdown menu showing '- Select -', 'City' with a dropdown menu showing '- Select -', and 'Address' with a text area containing the placeholder text 'Address [Max:255 characters or alphanumeric wo'. Below the fields is a green 'Submit' button. A blue circular icon is visible in the bottom left corner of the form area.

45 Click **“Org Structure”**

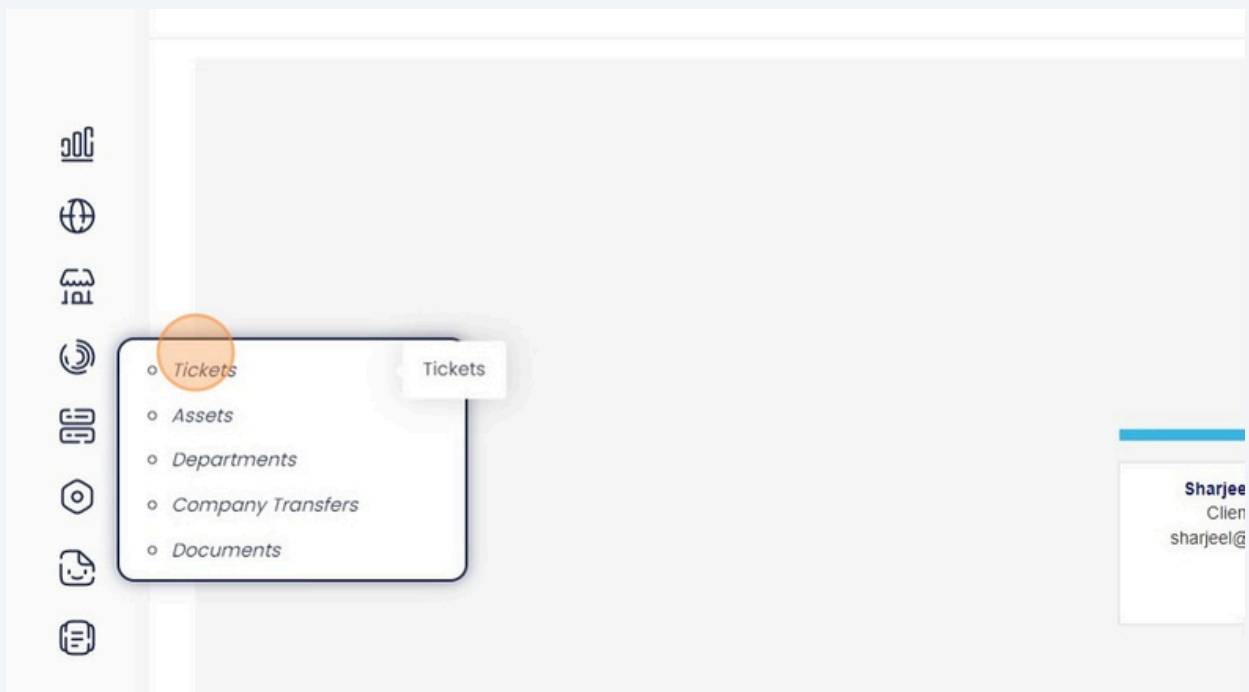
A screenshot of a table with four columns: Legal Entity, Landlord, Mailing Address, and Contact. The table contains four rows of data. A dropdown menu is open over the table, showing options: Employees, Vendors, Landlords, and Org Structure. The 'Org Structure' option is highlighted with an orange circle. A tooltip labeled 'Org Structure' is visible over the 'Org Structure' option in the dropdown menu. Below the table, it says 'Showing 1 to 4 of 4 entries'. A blue circular icon is visible in the bottom left corner of the table area.

Legal Entity	Landlord	Mailing Address	Contact
Eastgate Ellect Plaza	Pappus & Bitounis CPAS LLC	30682 Detroit Road, unit 186 west lane OH 45	Techy
	Melissa J Stevens	16 Glenbeck Lane, Apt 2, Mansfield, OH 44906	914-272- 8045
	Ben W Stevens	1585 Frederick Blvd, Akron, OH 44320	Kieth Greenie
Arlington Plaza Associates	LRC Realty Inc	1585 Frederick Blvd, Akron, OH 44320	330-800- 2344

46 Here you will see a **visual view** of the entire organization.



47 Click "Tickets"



48

Here you see list of Tickets that you can edit and delete. For creating new Ticket click on "New Ticket".

The screenshot shows the LathranSuite Tickets management interface. At the top right, there is a user profile for Sharjeel T, Client Admin. A search bar is present. A green button labeled '+ New Ticket' is circled in orange. Below the search bar is a table with the following data:

Title and creator	Ticket Number	Assignee	status	Action
Testing Ticket Email: sharjeel@lathran.com	#TN-100239 Created: 02-06-2024	No Assignee	Open	Edit Delete
Test Demo Email: sharjeel@lathran.com	#TN-484319 Created: 02-05-2024	alex.johnsonsuite@gmail.com	Pending	Edit Delete
Office Ac repair Email: alex.johnsonsuite@gmail.com	#TN-301605 Created: 02-05-2024	ail.afaq@lathran.com	Open	Edit Delete
HVAC System Maintenance Required Email: sharjeel@lathran.com	#TN-125024 Created: 02-04-2024	alex.johnsonsuite@gmail.com	Pending	Edit Delete
Network Connectivity Issue Email: sharjeel@lathran.com	#TN-142597 Created: 02-04-2024	oliviaadamselizabeth@gmail.com	Open	Edit Delete

49

Type "Subject", "Store Name", "Issue Description" & "Upload Attachment"

The screenshot shows the LathranSuite 'Add Ticket' form. The form fields are as follows:

- Subject: Frozen Meat Bunker Case
- Store Name: 69157 | elizabeth Taylor
- Issue Description: Not Reaching freezer temperature
- Attachments: Drop file here or click to upload

At the bottom of the form, there are 'Close' and 'Save changes' buttons. The 'Save changes' button is circled in orange. The background shows the same list of tickets as in the previous screenshot.

50 Click " Save changes"

The screenshot shows a ticket management interface. On the left is a form with the following fields:

- Store Name ***: 69157 | elizabeth Taylor
- Issue Description**: Not Reaching freezer temperature
- Attachments**: Are-you-a-Complainer.pdf

At the bottom of the form are two buttons: "Close" and "Save changes". The "Save changes" button is circled in orange.

On the right is a table with the following columns: "status" and "Action".

status	Action
Open	Edit Delete
Pending	Edit Delete
Open	Edit Delete
Pending	Edit Delete
Open	Edit Delete

51 Select the "Resolution Date".

The screenshot shows a ticket details page. The main form on the left contains:

- Title**: Frozen Meat Bunker Case
- Resolution Date**: mm/dd/yyyy (highlighted with an orange circle)

On the right is a sidebar with the following information:

- Created by**: Sharjeel T Sajid 2
- Status**: Open
- Priority**: High
- Ticket Category**: Hardware
- Created Date**: 2024-02-06 06:46:58
- Action**: Delete
- Assignee**: - Select Source -

52 Select **status** of ticket.

The screenshot shows a ticket management interface. On the left, there are input fields for 'Frozen Meat Bunker Case' and '02/08/2024'. On the right, there is a 'Details' tab with a dropdown menu for 'Status' set to 'Open'. The dropdown menu is open, showing options: 'Select Status', 'Open', 'Pending', and 'Deferred'. The 'Open' option is highlighted. Other fields include 'Priority' (High), 'Ticket Category' (Hardware), 'Created Date' (2024-02-06 06:46:58), and 'Action' (Pending). The user is identified as 'Sharjeel T Client Admin'.

53 Select **Priority** of ticket.

The screenshot shows a ticket management interface. On the left, there are input fields for 'Frozen Meat Bunker Case' and '02/08/2024'. On the right, there is a 'Details' tab with a dropdown menu for 'Priority' set to 'High'. The dropdown menu is open, showing options: 'High', 'Medium', 'Low', and 'Urgent'. The 'High' option is highlighted. Other fields include 'Status' (Pending), 'Ticket Category' (Hardware), 'Created Date' (2024-02-06 06:46:58), and 'Action' (Pending). The user is identified as 'Sharjeel T Sajid 2'.

54 Select **Category** of ticket.

The screenshot shows a ticket management interface with a left sidebar and a main content area. The main content area has tabs for 'Details', 'Comments', and 'Audit Log'. The 'Details' tab is active, showing the following information:

- Created by: Sharjeel T Sajid 2
- Status: Pending (dropdown)
- Priority: Urgent (dropdown)
- Ticket Category: Hardware (dropdown, highlighted with an orange circle)
- Created Date: 2024-02-06 06:46:58
- Action: Delete (button)
- Assignee: (dropdown, highlighted with an orange circle)

The 'Assignee' dropdown menu is open, showing the following options:

- Hardware (highlighted in blue)
- Network
- Security
- Data
- 3rd-Party Service

At the bottom of the sidebar, there is a 'Download File' button.

55 Select **Assignee**

The screenshot shows a ticket management interface with a left sidebar and a main content area. The main content area has tabs for 'Details', 'Comments', and 'Audit Log'. The 'Details' tab is active, showing the following information:

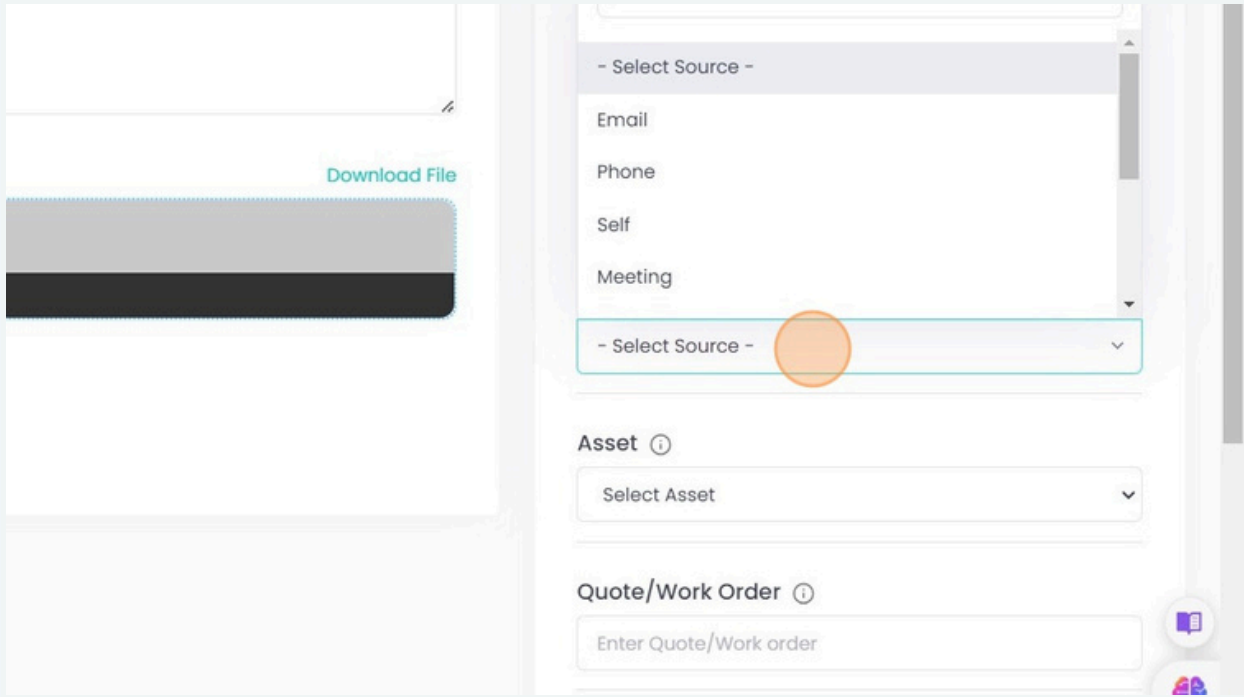
- Ticket Category: Software (dropdown)
- Created Date: 2024-02-06 06:46:58
- Action: Delete (button)
- Assignee: (dropdown, highlighted with an orange circle)

The 'Assignee' dropdown menu is open, showing the following options:

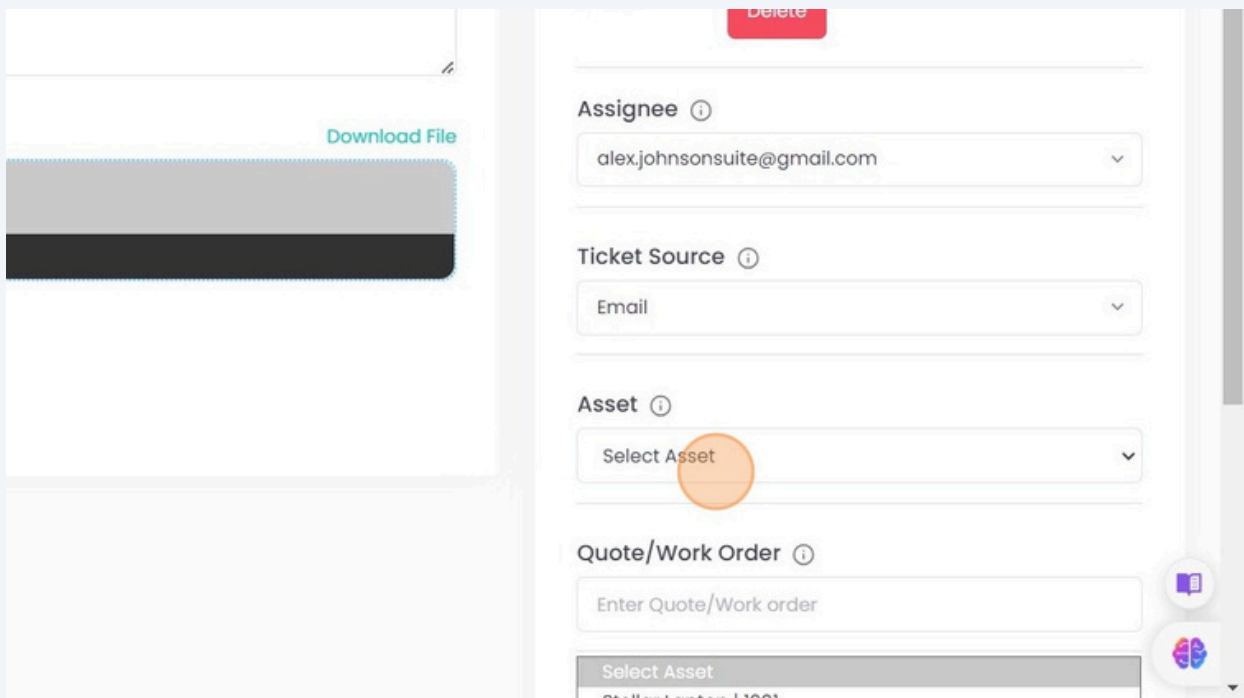
- Select Source - (highlighted with an orange circle)
- sharjeel@lathran.com
- developer.naufil@gmail.com
- alex.johnsonsuite@gmail.com

At the bottom of the sidebar, there is a 'Download File' button.

56 Select **Source** of ticket.



57 Select **Asset**



58 Enter "Quote/Work order" field.

The screenshot shows a form with the following fields:

- Ticket Source** (dropdown menu): Email
- Asset** (dropdown menu): TechElite Laptop | 1005
- Quote/Work Order** (text input): Enter Quote/Work order (highlighted with an orange circle)
- Total** (text input): Enter total
- Int-Review** (text input): Enter Int-Review

59 Enter "Total" in field.

The screenshot shows the same form as above, but with the following changes:

- Quote/Work Order** (text input): 2000
- Total** (text input): Enter total (highlighted with an orange circle)

60 Click the "Enter Int-Review" field.

Quote/Work Order ⓘ
2000

Total ⓘ
4000

Int-Review ⓘ
Enter Int-Review

Store ⓘ
69157

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61 Click "Update".

Resolution Date/Time ⓘ 02/08/2024

Issue Description ⓘ
Not Reaching freezer temperature

Attachments ⓘ
Are-you-a-Complainer.pdf

Update Cancel

Status: Pending

Priority: Urgent

Ticket Category: Software

Created Date: 2024-02-06 06:46:58

Action: Delete

Assignee ⓘ
alex.johnsonsuite@gmail.com

Ticket Source ⓘ
Email

Asset ⓘ
TechElite Laptop | 1005

Quote/Work Order ⓘ
2000

62 Click "Assets".

The screenshot shows a web interface for managing tickets. On the left is a sidebar with various icons. A dropdown menu is open, highlighting the 'Assets' option. The main content area is titled 'Tickets' and features a 'Show 10 entries' dropdown. Below this is a table with columns for 'Title and creator', 'Ticket Number', and 'Action'. The table contains three rows of ticket data.

Title and creator	Ticket Number	Action
Printer Case lathran.com	#TN-699822 Created: 02-06-2024	al
et @lathran.com	#TN-100239 Created: 02-06-2024	N
Test Demo Email: sharjeel@lathran.com	#TN-484319 Created: 02-05-2024	al
Office Ac repair	#TN-301605	

63 Here you see list of Assets that you can edit and delete. For creating new Assets click on "Add Asset".

The screenshot shows the 'Assets' management page. At the top right, there is a user profile for 'Sharjeel T Client Admin' and a notification bell with a '0' badge. A green '+ Add Asset' button is highlighted. Below the button is a search bar. The main area contains a table with columns for 'Manufacturer', 'Modal Number', and 'Action'. Two assets are listed in the table.

Manufacturer	Modal Number	Action
Rich Haven Electronics	THE1001	Edit Delete
ellar Electronics Hub	SEHI0001	Edit Delete

64

Type in asset " Name", "SKU", " Manufacturer ", "Model Number " & " Store ".
Click "Submit Now " .

The screenshot shows a form for creating an asset. On the left is a vertical sidebar with icons for various system functions. The form contains five input fields, each with a red asterisk and an information icon:

- Name*: Galaxy Book
- SKU*: 100726
- Manufacturer*: Future Tech Solution
- Model Number*: FTS1001
- Store*: x 69157

At the bottom of the form is a green button labeled "Submit Now" with a document icon, which is circled in orange. In the bottom right corner of the page, there is a copyright notice: "© 2024, Made with ♥ by Lathra".

65

Click "Departments"

The screenshot shows an "Assets" table with a dropdown menu open over the "Departments" option. The table has columns for "SKU Number", "Name", and "Manufacturer". The dropdown menu lists several options: "Tickets", "Assets", "Departments" (highlighted in orange), "Company Transfers", and "Documents". A callout box labeled "Departments" points to the highlighted option.

SKU Number	Name	Manufacturer
	Stellar Laptop	Tech Haven Electronics
	NebulaBook	Stellar Electronics Hub
1005	TechElite Laptop	Quantum Technologies
1003	Quantum Pro Laptop	Digital World Devices

66

Here you see list of Departments that you can edit and delete. For creating new Department click on "New".

The screenshot shows a user interface for managing departments. At the top right, there are navigation icons for a menu, notifications (with a red '0' badge), and a user profile for 'Sharjeel T Client Admin'. Below this is a '+ New' button. A search bar is labeled 'Search:'. The main content is a table with three columns: 'Department Name', 'Price', and 'Actions'. The table contains three rows, each with 'Robertson' in the first column, a price value in the second, and 'Edit' and 'Delete' buttons in the third.

Department Name	Price	Actions
Robertson	30.00	Edit Delete
Robertson	20.00	Edit Delete
Robertson	20.00	Edit Delete

67

Type in the "Title" field.

The screenshot shows a form for creating a new department. The breadcrumb path is 'thranSuite / Departments'. The form title is 'Departments'. There are two main input fields: 'Title *' and 'Description'. The 'Title' field contains the text 'bakery' and is highlighted with an orange circle. The 'Description' field contains the text 'Responsible for fresh baked goods and custom cake orders.' A 'Submit' button is located at the bottom left of the form.

2 Type in the "Description" field.

Departments

Title * ⓘ Grocery Division

Description ⓘ Responsible for fresh baked goods and custom cake orders.

Submit

3 Click "Submit" button.

Title * ⓘ Grocery Division

Description ⓘ The Department of Culinary Operations - Grocery Division is at the forefront enriching shopping experience for our customers. With a focus on quality department is dedicated to sourcing, stocking, and delivering a diverse meet the needs and preferences of our community.

Submit

68 Click "Company Transfer".

Showing 10 entries

Sku	Name	Vendor Name
100726	Grocery	John
	Bread	Halee Robertson
	Company Transfers	Halee Robertson
1000021	Grocery	Halee Robertson

Showing 1 to 4 of 4 entries

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69 Here you see list of Company Transfers. For creating new Transfer click on "New".

Sharjeel T
Client Admin

+ New

Search:

Quantity	Unit Price	Total Price	Actions
4	20.00	80.00	Edit Delete
54	20.00	1080.00	Edit Delete
4	20.00	80.00	Edit Delete

70

Click "Select Department"

Transfers

rs

Select Department

Enter SKU

Select Store

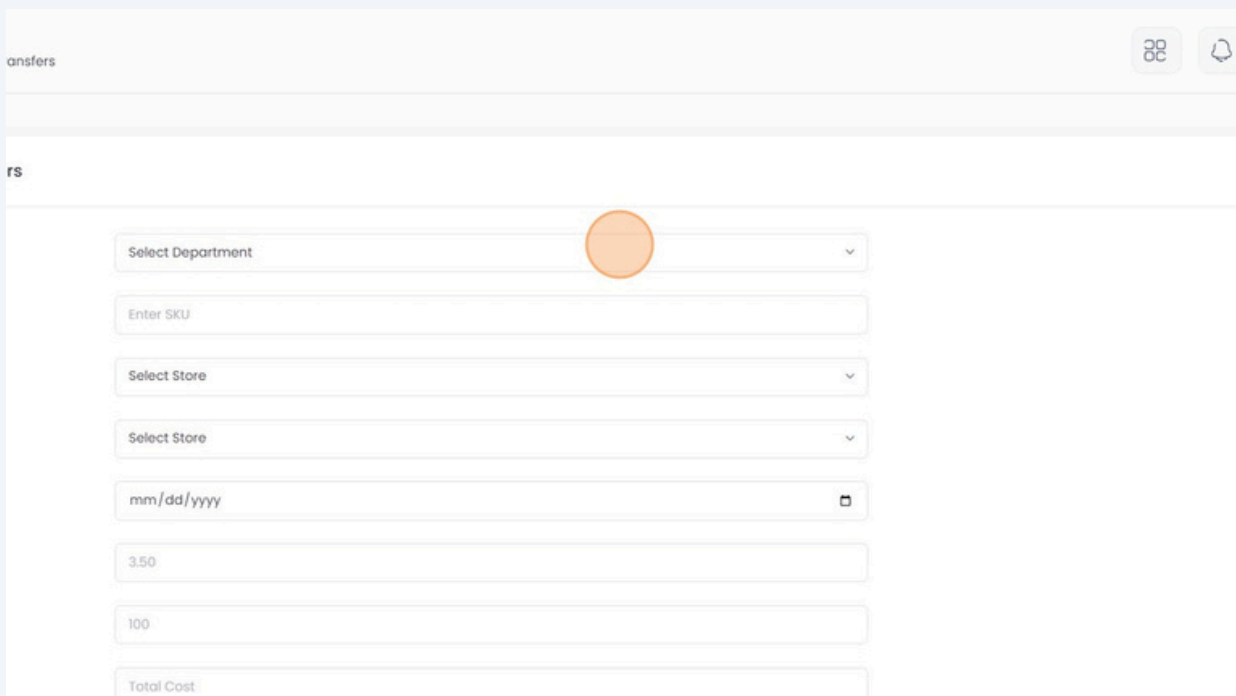
Select Store

mm/dd/yyyy

3.50

100

Total Cost



71

Enter the "SKU" field.

any Transfers

Department * ⓘ Dairy

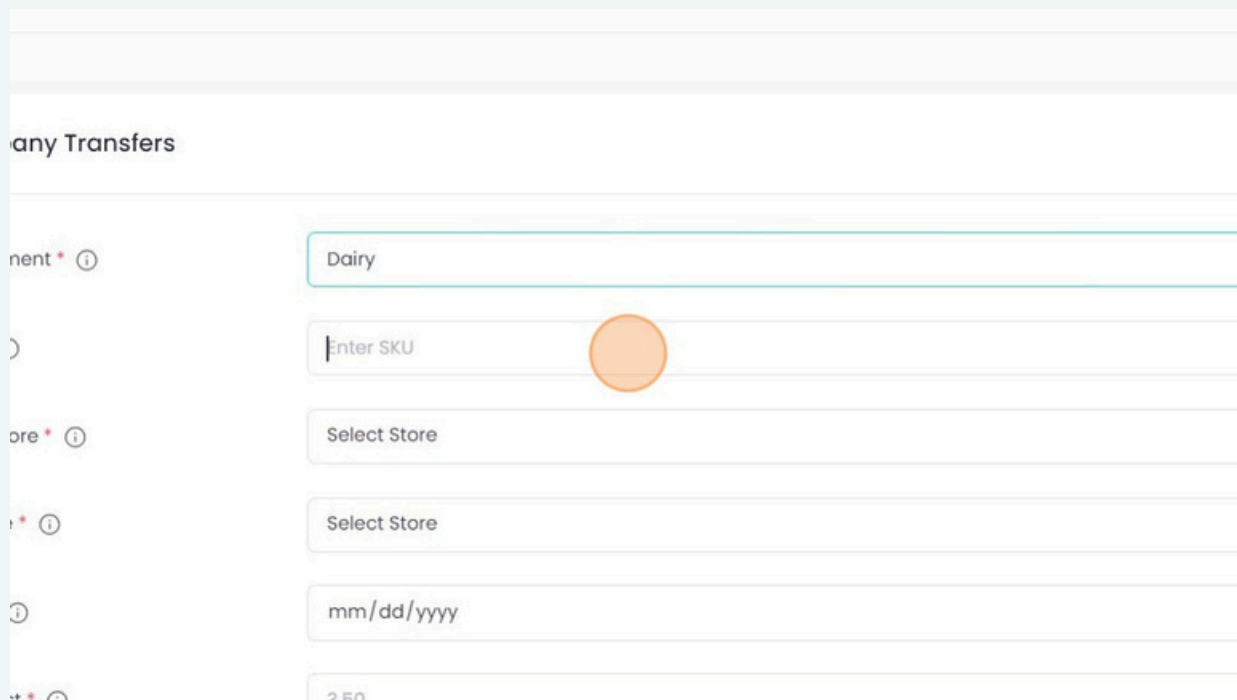
Enter SKU

Select Store

Select Store

mm/dd/yyyy

3.50



72

Click "Select from Store"

ny Transfers

ent * ⓘ

Dairy

D1234

e * ⓘ

Select Store

ⓘ

Select Store

60149

456

33

* ⓘ

73

Click "Select to Store"



Department * ⓘ

Dairy

SKU * ⓘ

D1234

From Store * ⓘ

60149

To Store * ⓘ

Select Store

Date * ⓘ

Unit Cost * ⓘ

Qty/Stock * ⓘ

Select Store

60149

456

33

74 Click the "Enter Date" field.

The screenshot shows a mobile application interface for 'Inventory Transfers'. The form contains several input fields: a dropdown menu for 'Dairy', a text field with 'D1234', a dropdown menu for '60149', a dropdown menu for '456', a date field with a calendar icon and the placeholder 'mm/dd/yyyy', a text field with '3.50', a text field with '100', a text field for 'Total Cost', and a text area for 'Weekly restock'. An orange circle highlights the date field.

75 Enter the "Unit Cost "

The screenshot shows a form with a vertical sidebar of icons on the left. The form fields are: 'From Store *' with '60149', 'To Store *' with '456', 'Date *' with '02/23/2024', 'Unit Cost *' with '3.50', 'Qty/Stock *' with '100', 'Total Cost' with 'Total Cost', and 'Notes' with 'Weekly restock'. An orange circle highlights the 'Unit Cost' field.

76

Enter the "Quantity".

The screenshot shows a form with a sidebar on the left containing icons for various functions. The main form area has the following fields:

- To Store * ⓘ: 456
- Date * ⓘ: 02/23/2024
- Unit Cost * ⓘ: 5
- Qty/Stock * ⓘ: 100 (highlighted with an orange circle)
- Total Cost ⓘ: Total Cost
- Notes ⓘ: Weekly restock

77

The sum of **Unit cost** and **Quantity** is "**Total Cost**". Click the "Notes" field.

The screenshot shows the same form as in step 76, but with the following changes:

- Qty/Stock * ⓘ: 3 (highlighted with an orange circle)
- Total Cost ⓘ: 15
- Notes ⓘ: Weekly restock (highlighted with an orange circle)

A green "Submit" button is located at the bottom left of the form area.

78

Click "Submit" button.

The screenshot shows a form with a sidebar on the left containing several icons. The main form area has the following fields:

- Unit Cost * ⓘ: Input field containing the value 5.
- Qty/Stock * ⓘ: Input field containing the value 3.
- Total Cost ⓘ: Input field containing the value 15.
- Notes ⓘ: Text area containing the text "Weekly restock".

A green "Submit" button is located below the form fields. A blue circle highlights the bottom-left corner of the interface.

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79

The date by default is "Last 7 days".

ansfers

02/17/2024 - 02/23/2024 Reset

entries

SKU	From Store	To Store	Transfer Date	Quantity
D1234	60149	456	2024-02-23	3
AB12345	60149	456	2024-02-23	8
33	60149	60149	2024-01-30	0

80

Click "Today" to see transfers for today. Same way you can click "Yesterday", "Last 7 days", "Last 30 days", "This Month", "Last Month" and it will filter the following records in that timeframe.

The screenshot shows the LathranSuite interface for Company Transfers. At the top, there is a date range filter set to "02/23/2024 - 02/23/2024" with a "Reset" button. A dropdown menu is open, listing options: "Today", "Yesterday", "Last 7 Days", "Last 30 Days", "This Month", "Last Month", and "Custom Range". The "Today" option is highlighted. Below the menu, a table displays transfer records:

Dept	SKU	To Store	Transfer Date	Quantity	Unit Price
Dairy	D1234	456	2024-02-23	3	5.00
Grocery	AB123	456	2024-02-23	8	9.00

Showing 1 to 2 of 2 entries

81

Click "Custom Range"

The screenshot shows the LathranSuite interface for Company Transfers. The date range filter is set to "01/01/2024 - 01/31/2024" with a "Reset" button. A calendar is displayed for January and February 2024. The date "31" in January is highlighted with an orange circle. The "Custom Range" option is selected in the dropdown menu.

Jan 2024							Feb 2024					
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr
31	1	2	3	4	5	6	28	29	30	31	1	2
7	8	9	10	11	12	13	4	5	6	7	8	9
14	15	16	17	18	19	20	11	12	13	14	15	16
21	22	23	24	25	26	27	18	19	20	21	22	23
28	29	30	31	1	2	3	25	26	27	28	29	1
4	5	6	7	8	9	10	3	4	5	6	7	8

Showing 1 to 1 of 1 entries

01/01/2024 - 01/31/2024 Cancel Apply

82 Click "Apply". All the records filter in list.

The screenshot shows a date selection interface. On the left, there are two calendar grids for January and February 2024. The date 23 is highlighted in a teal box. Below the calendars, a date range "01/01/2024 - 02/23/2024" is displayed, along with "Cancel" and "Apply" buttons. The "Apply" button is highlighted with a teal circle. On the right, a table with two columns, "Unit Price" and "Total Price", shows values of "0.00" for both. The table has a white background and a light gray border.

Unit Price	Total Price
0.00	0.00

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83 Click "Reset". And it will bring by default to "Last 7 days".

The screenshot shows a "Company Transfers" interface. At the top, there is a header "Company Transfers" and a search icon. Below the header, there is a section titled "Transfers" with a date range "01/01/2024 - 02/23/2024" and a "Reset" button. Below this, there is a table with the following columns: "SKU", "From Store", "To Store", "Transfer Date", "Quantity", "Unit Price", "Total Price", and "Action". The table contains several rows of data.

SKU	From Store	To Store	Transfer Date	Quantity	Unit Price	Total Price	Action
D1234	60149	456	2024-02-23	3	5.00	15.00	
AB12345	60149	456	2024-02-23	8	9.00	72.00	
33	60149	60149	2024-01-30	0	0.00	0.00	
12112	60149	60149	2024-02-19	1	3.50	3.50	
12345	60149	60149	2024-02-08	0	123.00	0.00	

86

Click "Documents"

The screenshot shows a dashboard interface. On the left is a vertical sidebar menu with icons for various sections: Tickets, Assets, Departments, Company Transfers, Documents, and a profile icon. The 'Documents' menu item is highlighted with an orange circle. A dropdown menu is open from this item, listing 'Tickets', 'Assets', 'Departments', 'Company Transfers', and 'Documents', with 'Documents' also highlighted. The main content area displays a table with the following data:

Dept	From Store	To Store	Quantity
Grocery	69157	60149	2
	60151	61510	4
	60151	61510	54
Grocery	60151	60149	4
Grocery	60149	60149	1

At the top of the table area, it says 'Show 10 entries'. At the bottom, it says 'Showing 1 to 5 of 5 entries'.

87

Here you see list of Documents that you can download and delete. For adding new document click on "Add".

The screenshot shows a document management interface. At the top right, there is a user profile for 'Sharjeel T Client Admin' with a notification bell icon showing '0'. Below this is a '+ Add' button highlighted with an orange circle. A search bar is present with the text 'Search:'. The main area contains a table with the following data:

Published By	Document	Action
Sharjeel T Sajid 2	Download	Delete
Sharjeel T Sajid 2	Download	Delete
Sharjeel T Sajid 2	Download	Delete

88

Type in "Document Name", "Version", "Published Date", "Published By" & "Upload Attachment".



Document Name: * ⓘ

Version: * ⓘ

Published Date: * ⓘ

Published By: ⓘ

Attachments : ⓘ No file chosen

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89

Click "Submit Now"



Document Name: * ⓘ

Version: * ⓘ

Published Date: * ⓘ

Published By: ⓘ

Attachments : ⓘ believing-in-yourself (1).pdf

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90 Click "Vendor Services"

Document Name	Version	Published Date	Published
Store Inventory	1.0	2024-02-07	Sharjeel T
Vendor Services	1.0	2024-02-21	Sharjeel T
Ticket Sources	2.0	2024-02-13	Sharjeel T
Ticket Priorities	1.0	2024-02-05	Sharjeel T

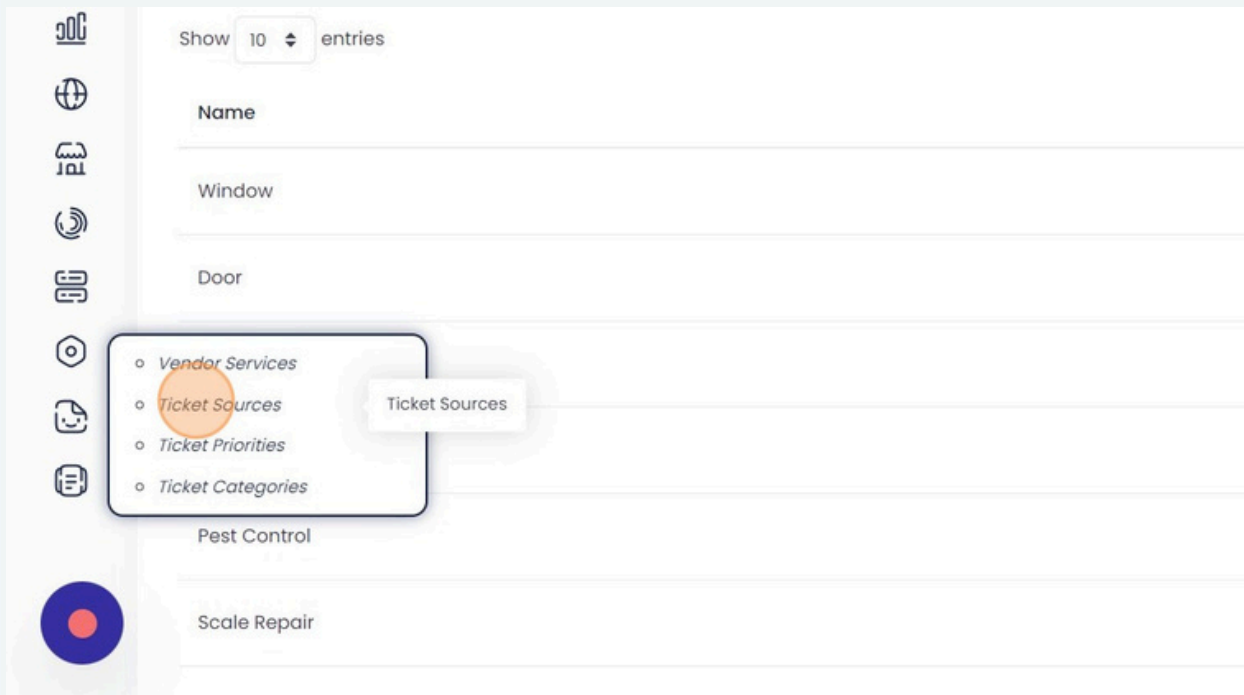
91 Here you see list of Vendors that you can edit and delete. For creating new click "New".

Name	Actions
Vendor Services	Edit Delete
Ticket Sources	Edit Delete
Ticket Priorities	Edit Delete
Ticket Categories	Edit Delete
Inspection	Edit Delete
Control	Edit Delete
Electrical Repair	Edit Delete
Plumbing Repair	Edit Delete

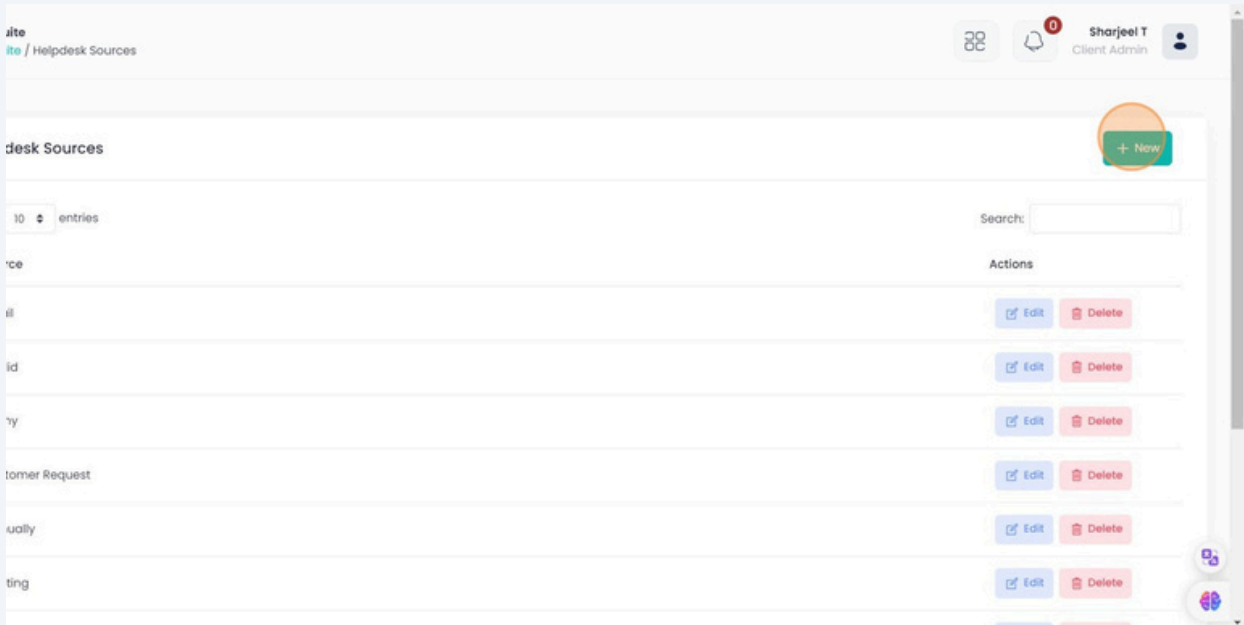
92 Type in service "Title" and click "Submit".

The screenshot shows the LathranSuite interface for Vendor Services. At the top left, there is a logo for LathranSuite and the text "LathranSuite / Vendor Services". Below this, the main content area is titled "Vendor Services". On the left side of the form, there is a vertical sidebar with several icons. The main form area contains a "Title" field with a red asterisk and a help icon. The text "Window" is entered in this field. Below the field is a green "Submit" button, which is circled in orange. The background of the form is light gray.

93 Click "Ticket Sources"



94 Here you see list of Sources that you can edit and delete. For creating new Sources click on "New".



95 Type the " Title " field.



LathranSuite
LathranSuite / Helpdesk Sources

Helpdesk Sources

Title * ⓘ

Helpdesk Source

Submit



96 Click " Ticket Priorities "



Source

Mail

Male

- Vendor Services
- Ticket Sources
- Ticket Priorities
- Ticket Categories

Ticket Priorities

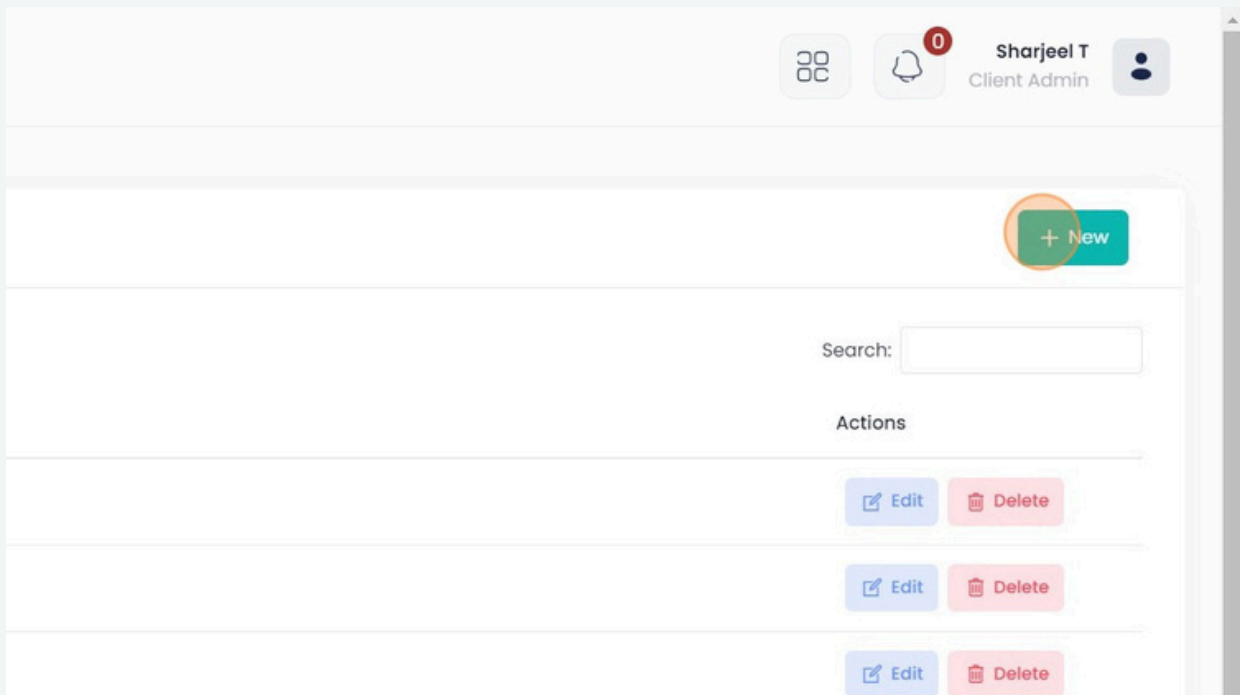
Kenny

Customer Request



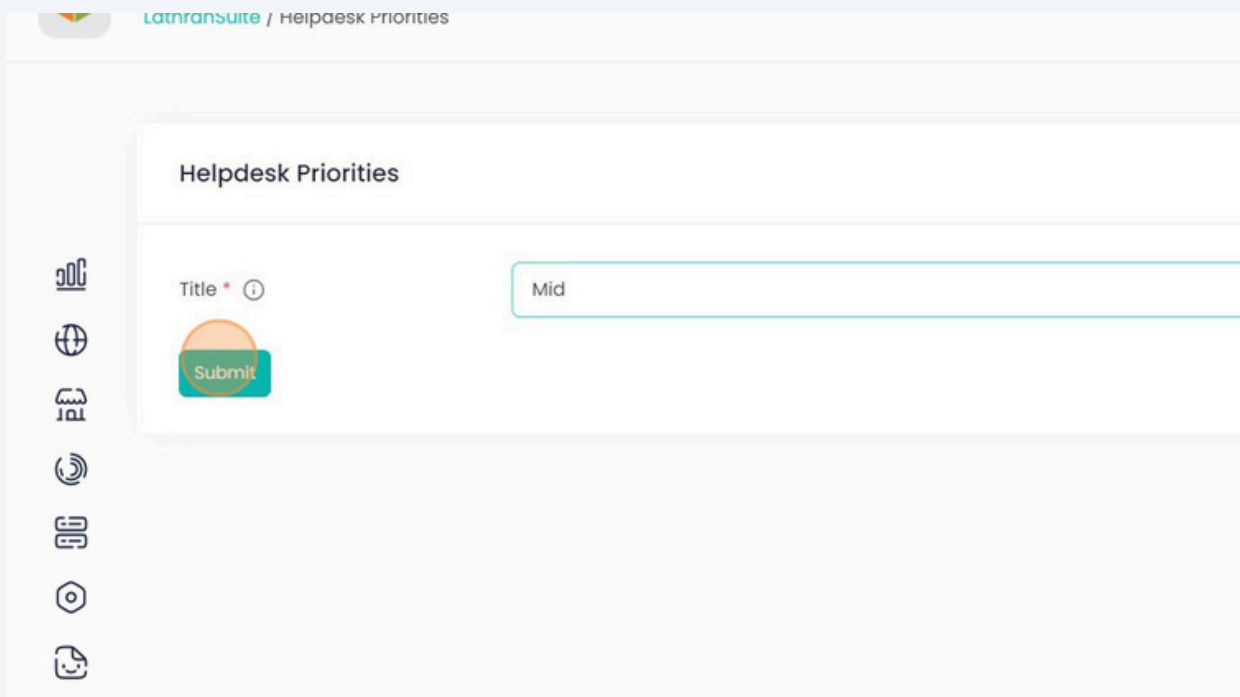
97

Here you see list of Priorities that you can edit and delete. For creating new Priorities click on "New".

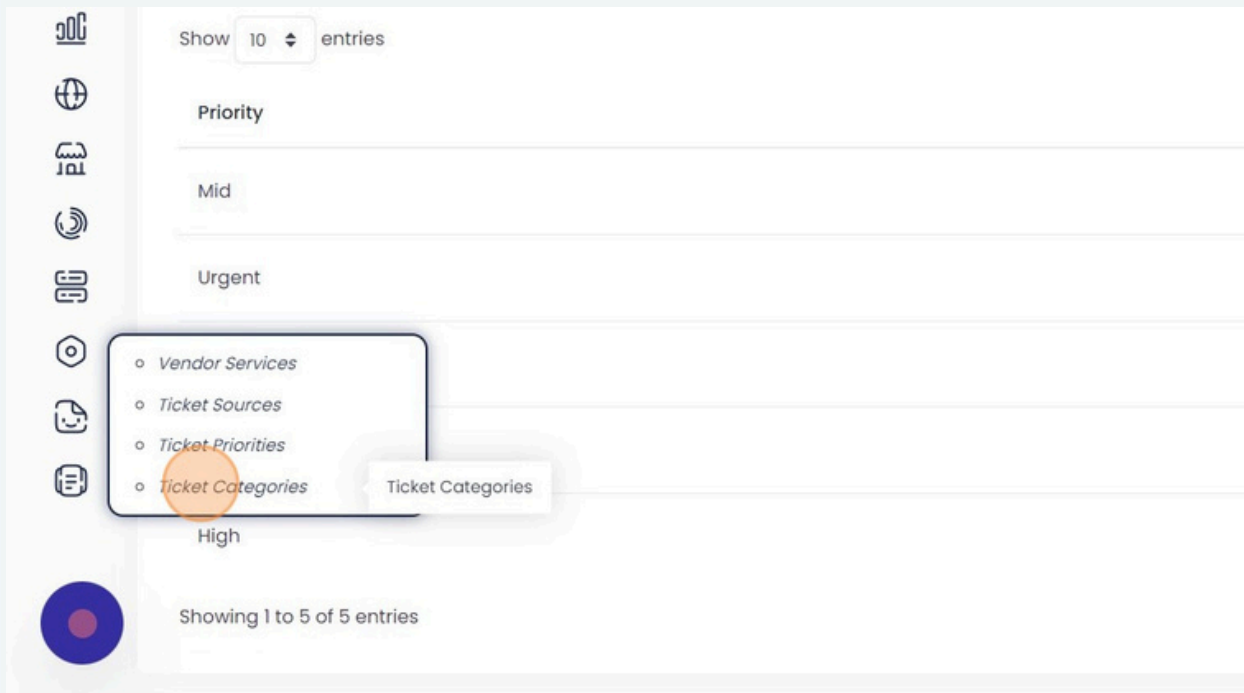


98

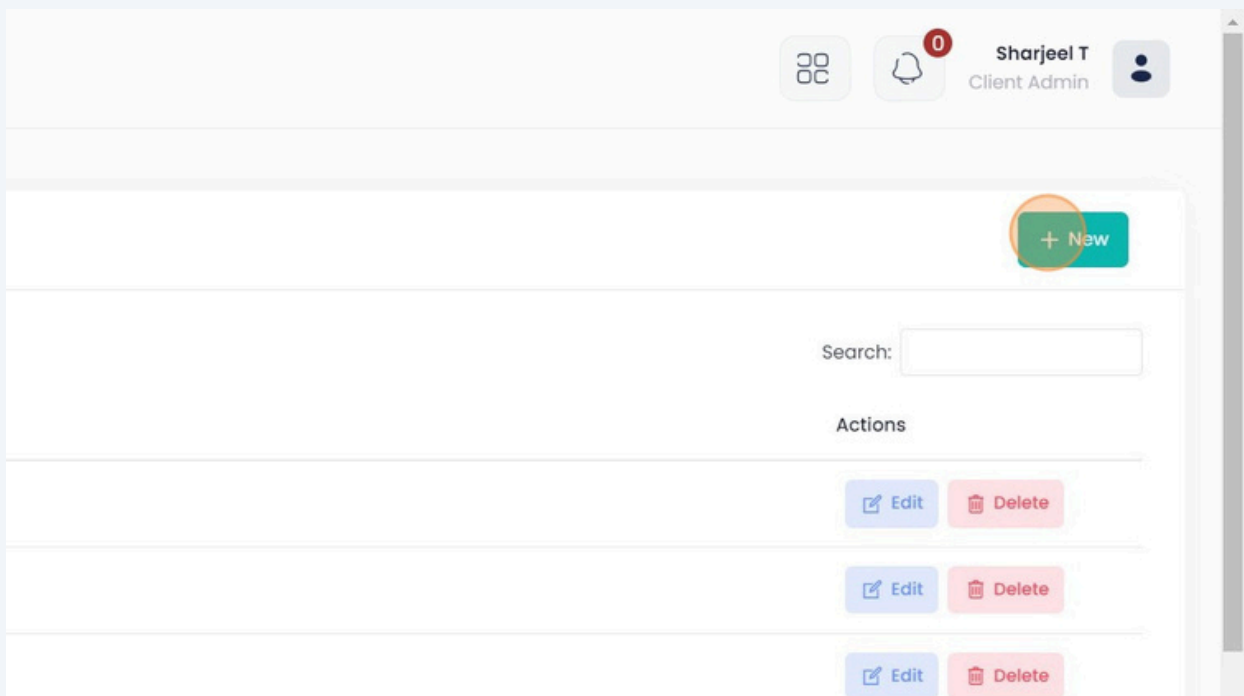
Type in a " Priority " and click " Submit ".



99 Click "Ticket Categories"



100 Here you see list of ticket categories that you can edit and delete. For creating new Categories click on "New".



101 Type in the ticket "Category" and click "Submit".

Lathransoft / helpdesk Categories

Helpdesk Categories

Title * ⓘ

Navigation icons: Home, Helpdesk, Tickets, Reports, Settings, Profile, Logout.

102 Click "Create Form".

Navigation icons: Home, Helpdesk, Tickets, Reports, Settings, Profile, Logout.

- Data Security
- Software
- Suggestion
- Create Form**
- Defect
- Change Request
- New Requirement

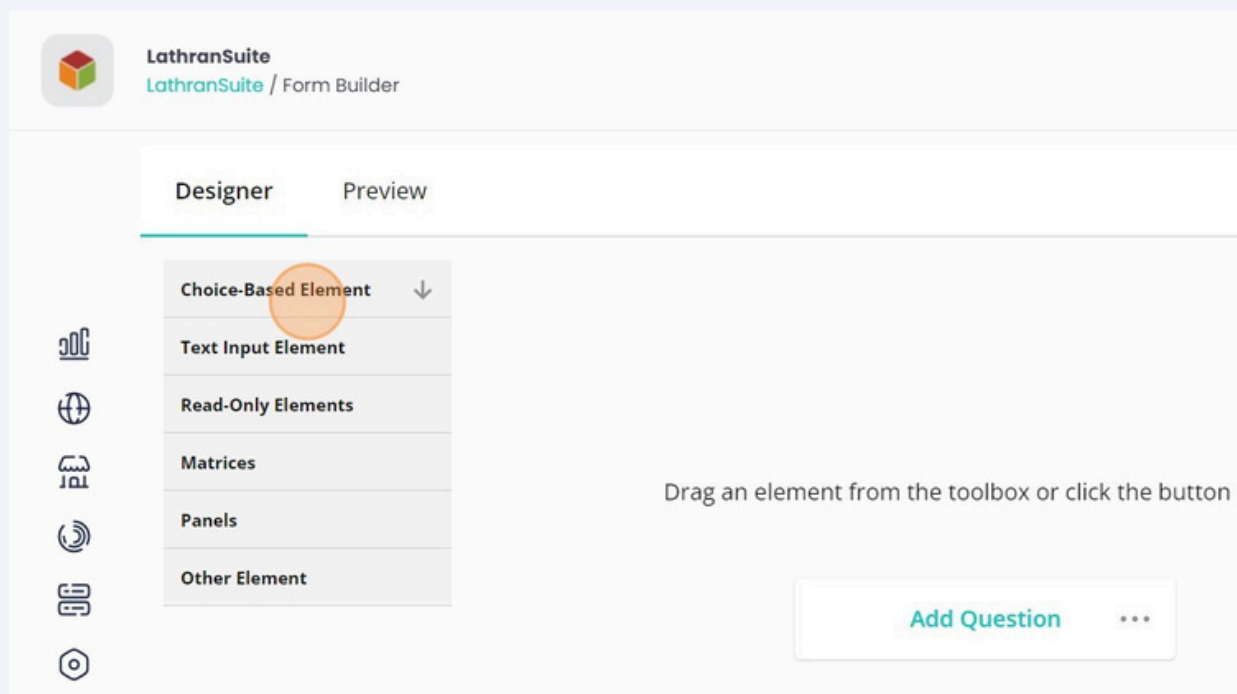
103

Here you see list of Forms that you can edit and delete. For creating new Form click on "Create Form".

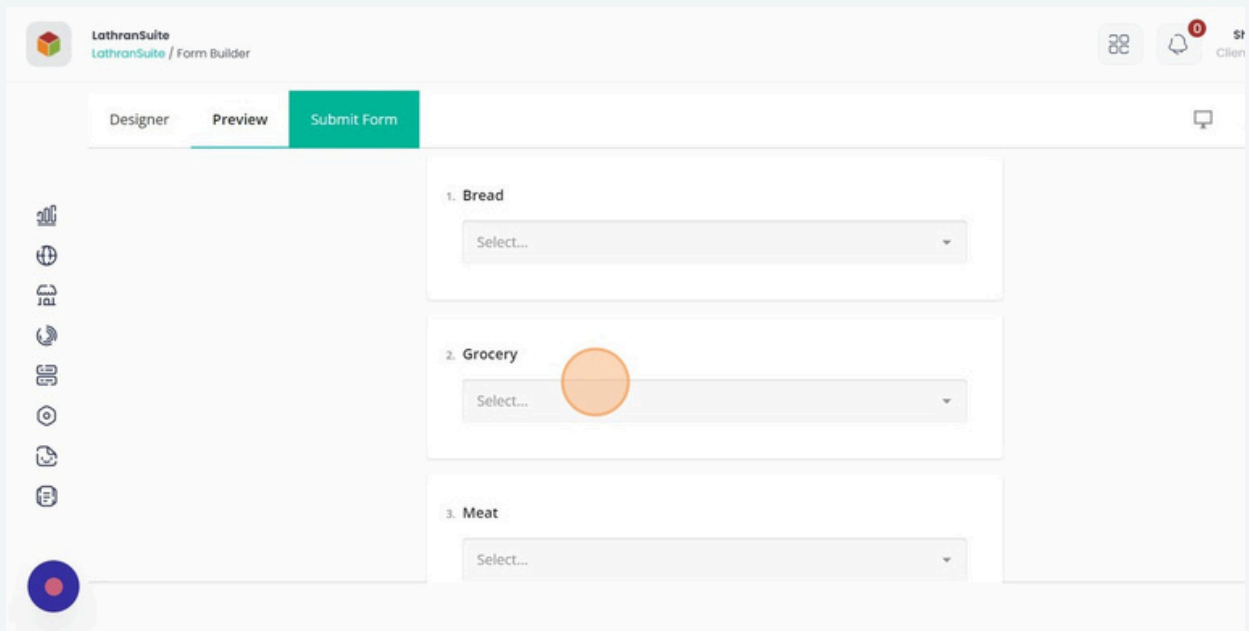


104

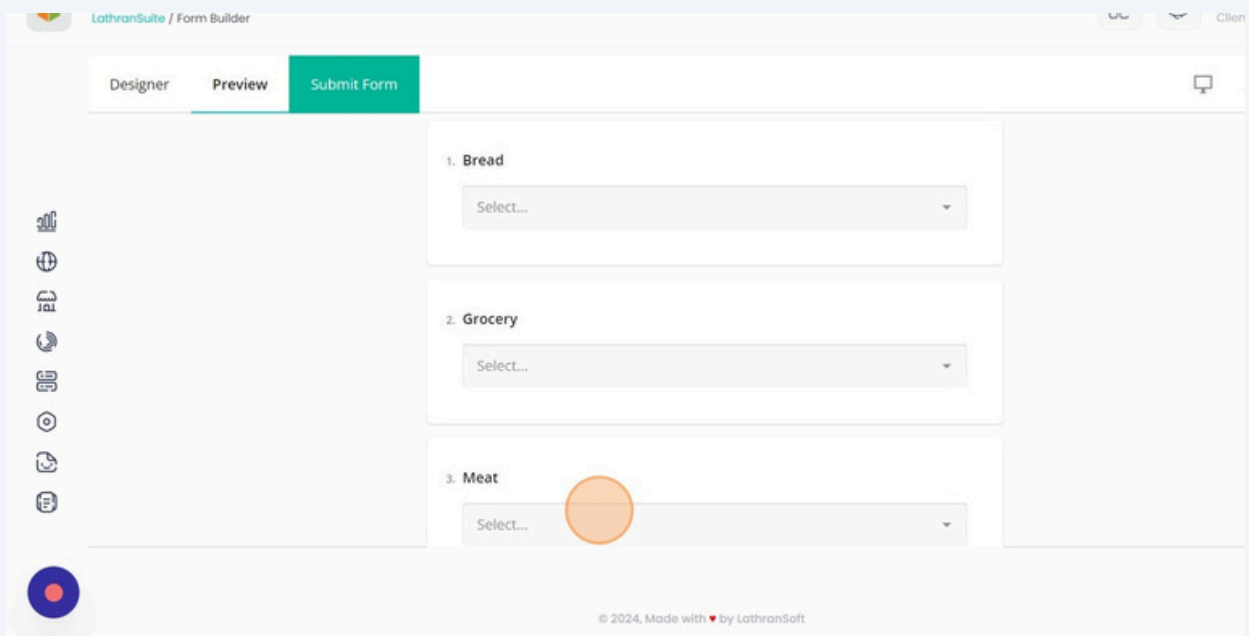
Using Form builder add **Fields & Name** the form.



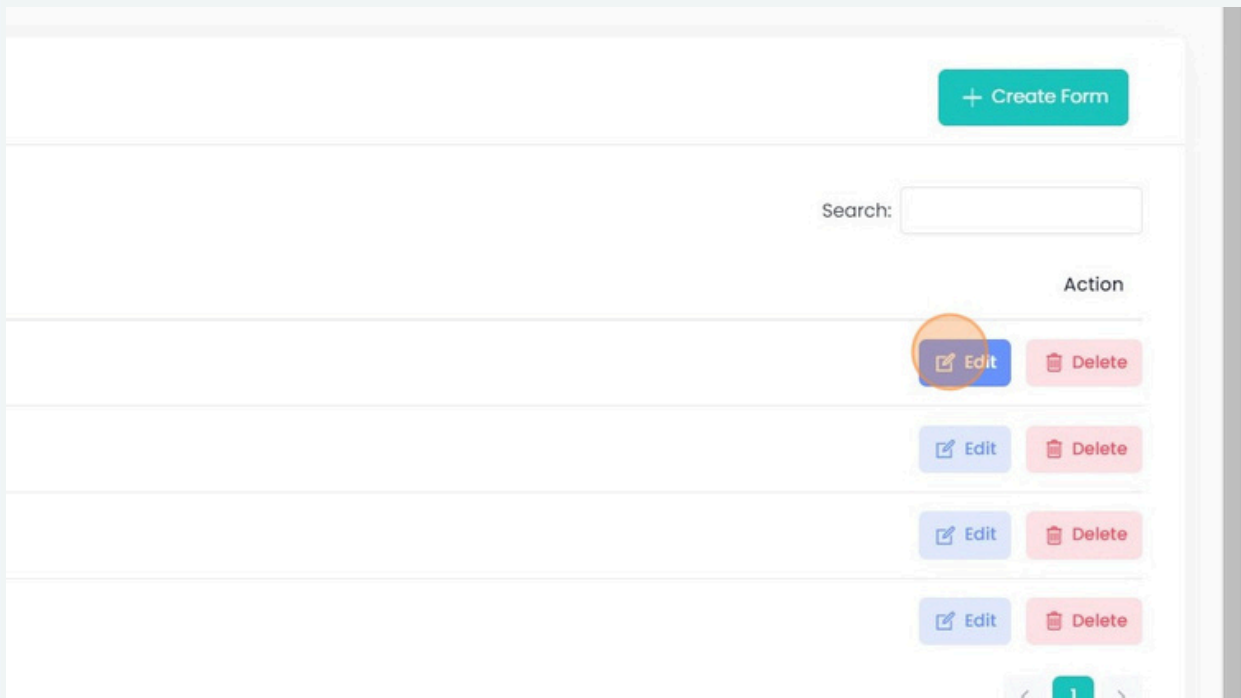
105 Click "Preview"



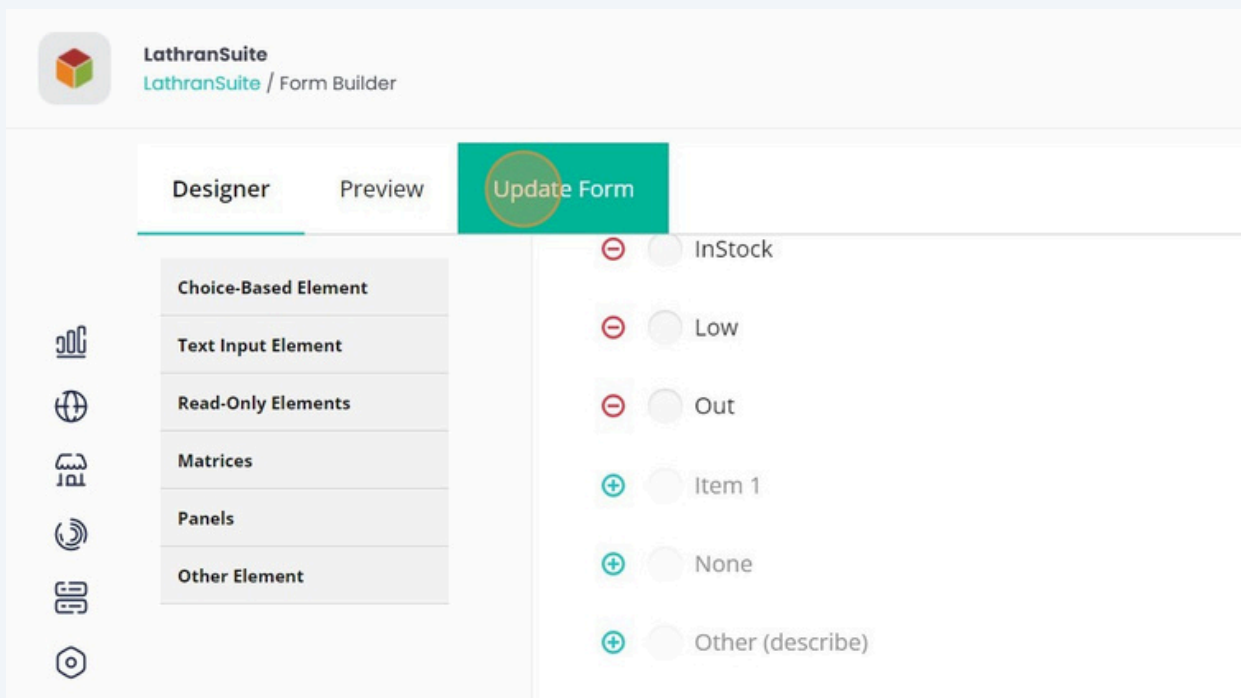
106 Click "Submit Form".



107 In Create form list click " Edit "



108 Edit the form and click "Update Form"



109 Click " **Form Hub** " where you have all lists.

The screenshot displays a dashboard with a vertical sidebar on the left containing various icons. The icon for 'Form Hub' (a document with a list) is highlighted with a blue circle. A tooltip next to it lists the following items:

- o Store Inventory Check
- o Test Demo
- o Store Check
- o Maintenance Request

The main content area on the right is divided into three sections:

1. Bread: Contains a 'Select...' dropdown menu.
2. Grocery: Contains a 'Select...' dropdown menu.
3. Meat: Contains a 'Select...' dropdown menu.

110 Here you see list of records that you can edit and delete. For creating new record click on "Add Record".

The screenshot shows a user interface for managing records. At the top right, there is a user profile for Sharjeel T, Client Admin. Below the header, there are two buttons: '+ Add Records' (teal) and 'Export Records' (orange). A search bar is located below the buttons. The main content area is a table with the following structure:

Action
Edit Delete
Edit Delete

At the bottom right, there is a pagination bar showing page 1.

111 Fill the form to **enter a record**.

LathranSuite
LathranSuite / Generated Froms

Sharjeel T
Client Admin

Store Inventory Check

1. Bread
Low

2. Grocery
Low

3. Meat
Select...

112 Click "Submit ".

3. Meat
Low

Submit

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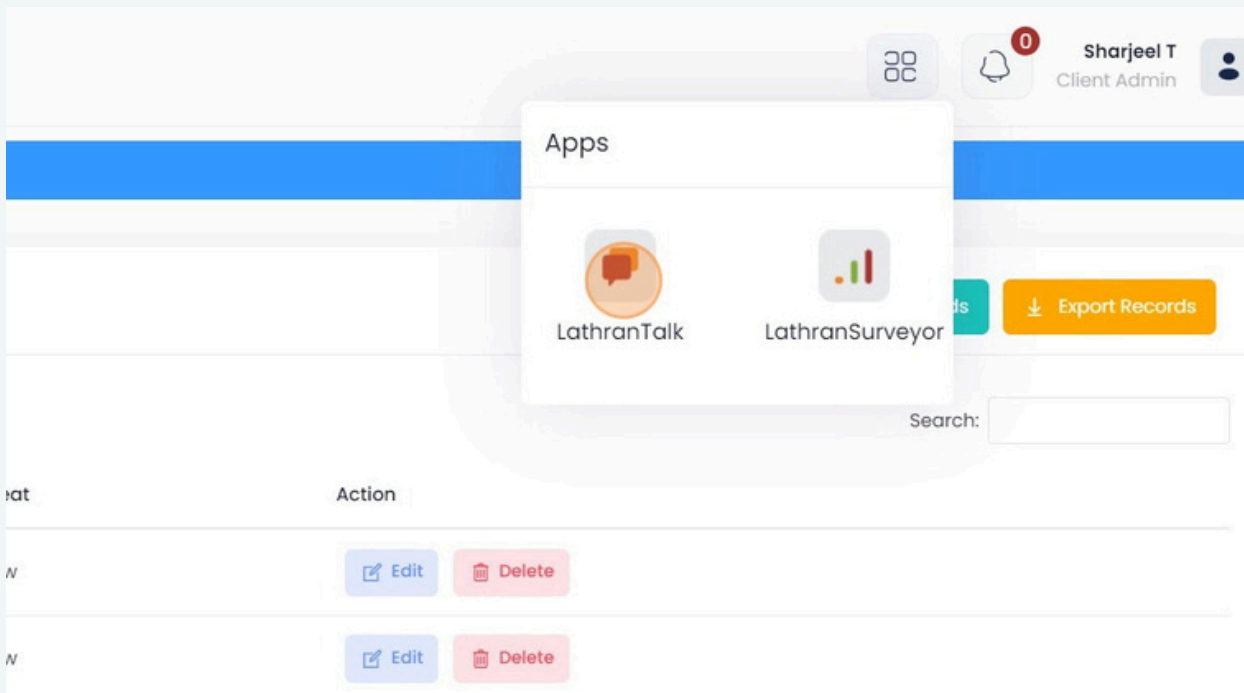
113 Click "Export Records" to export in CSV.

The screenshot shows a web application interface. At the top right, there is a user profile for 'Sharjeel T Client Admin' with a notification bell icon showing '0'. Below this is a blue navigation bar. The main content area features a table with two columns: 'Meat' and 'Action'. The 'Meat' column contains the values 'Low', 'Low', and 'InStock'. The 'Action' column contains 'Edit' and 'Delete' buttons for each row. Above the table, there is a search bar labeled 'Search:' and two buttons: '+ Add Records' (green) and '↓ Export Records' (orange). At the bottom right of the table, there is a pagination control showing '< 1 >'.

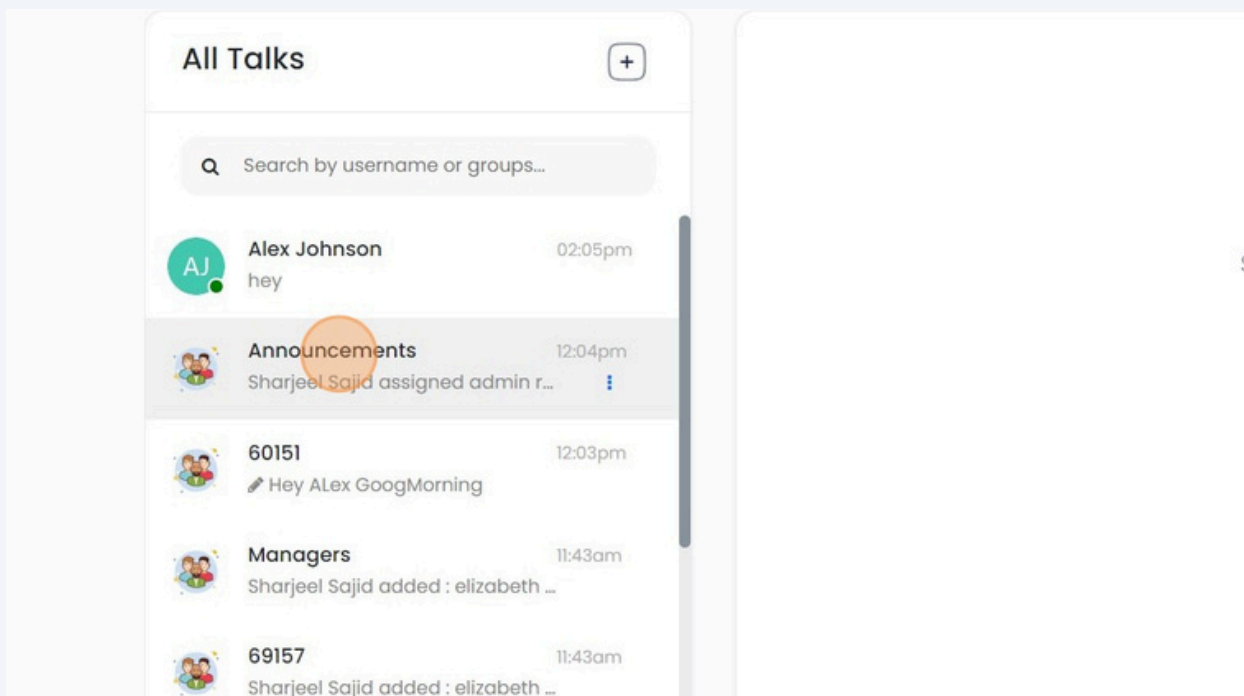
114 Click on Apps.

The screenshot shows a web application interface. At the top right, there is a user profile for 'Sharjeel T Client Admin' with a notification bell icon showing '0'. Below this is a blue navigation bar. The main content area features a table with one column: 'Action'. The 'Action' column contains 'Edit' and 'Delete' buttons for each row. Above the table, there is a search bar labeled 'Search:' and two buttons: '+ Add Records' (green) and '↓ Export Records' (orange).

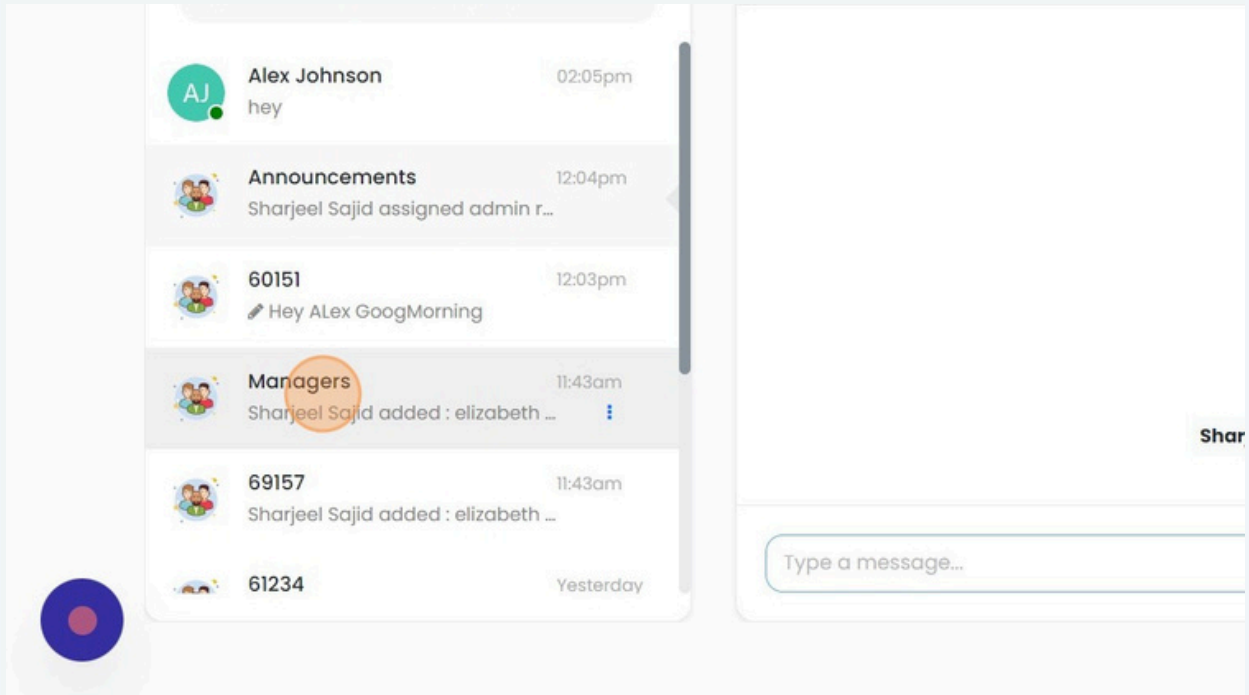
115 Click on "LathranTalk " App.



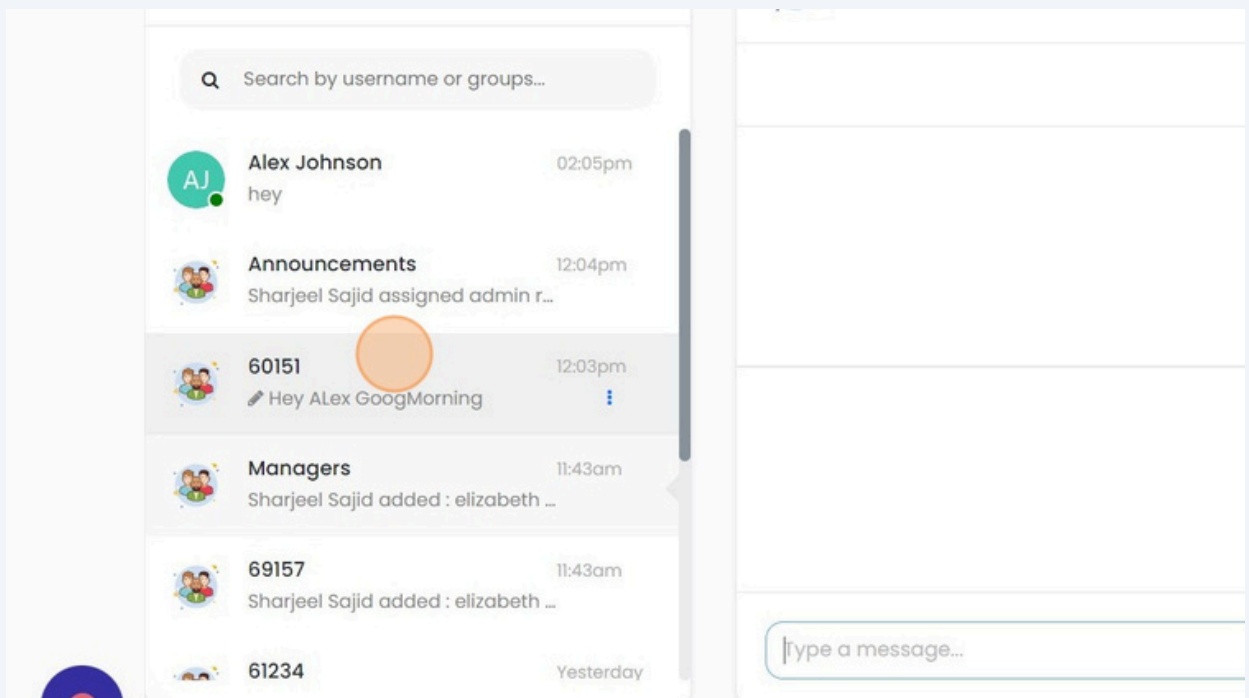
116 On the left pane , you'll see the “Announcement” group will be visible to all roles



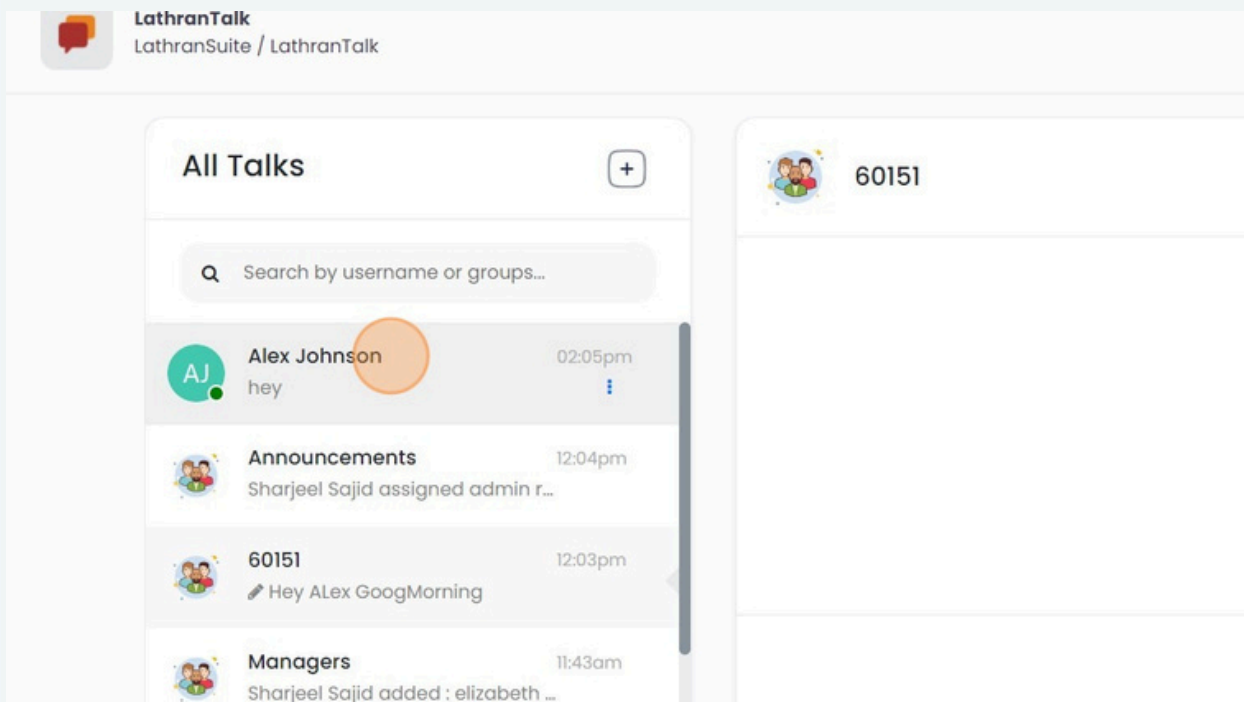
117 Next is the **Manager** group that you and employees with the manager role can access.



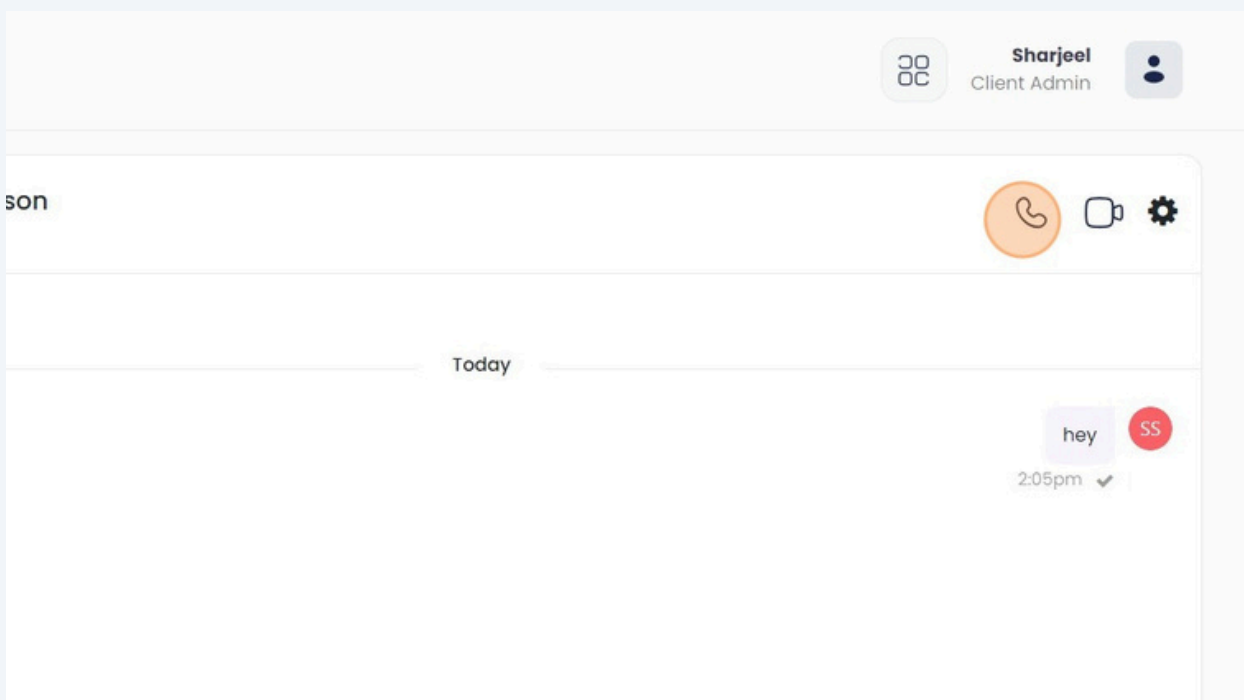
118 You can see all **stores** group.



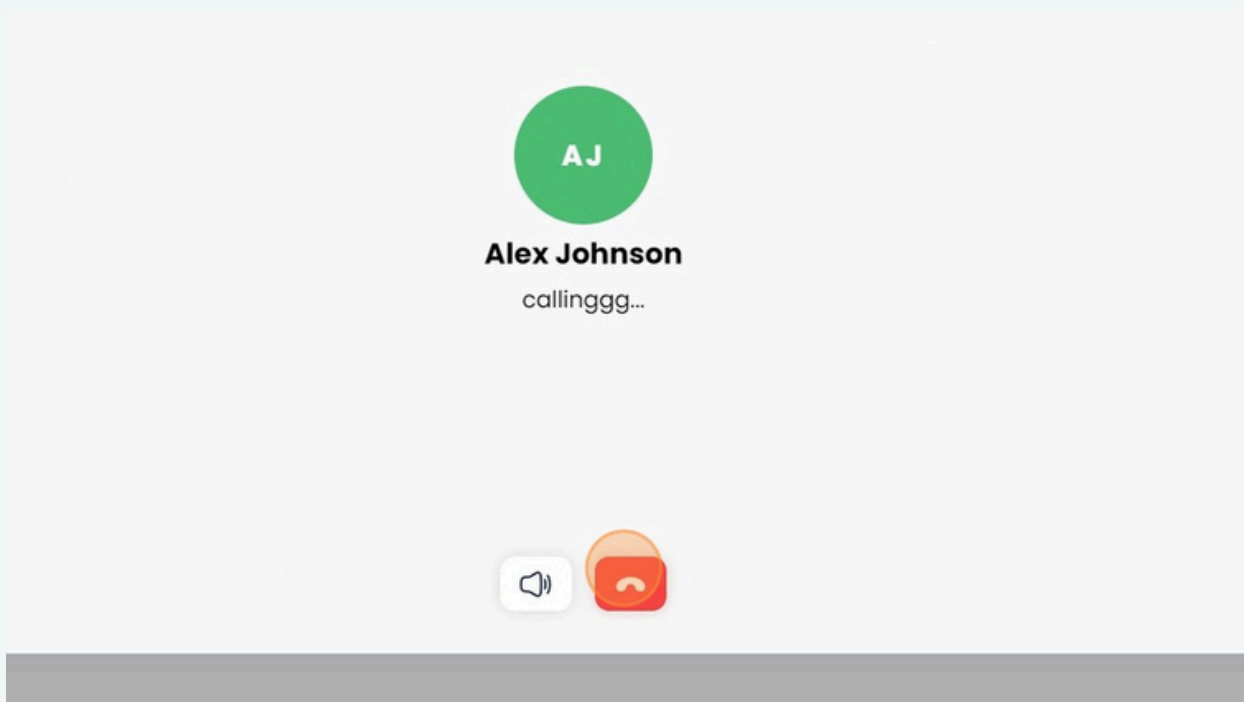
119 You can do **individual** Chat.



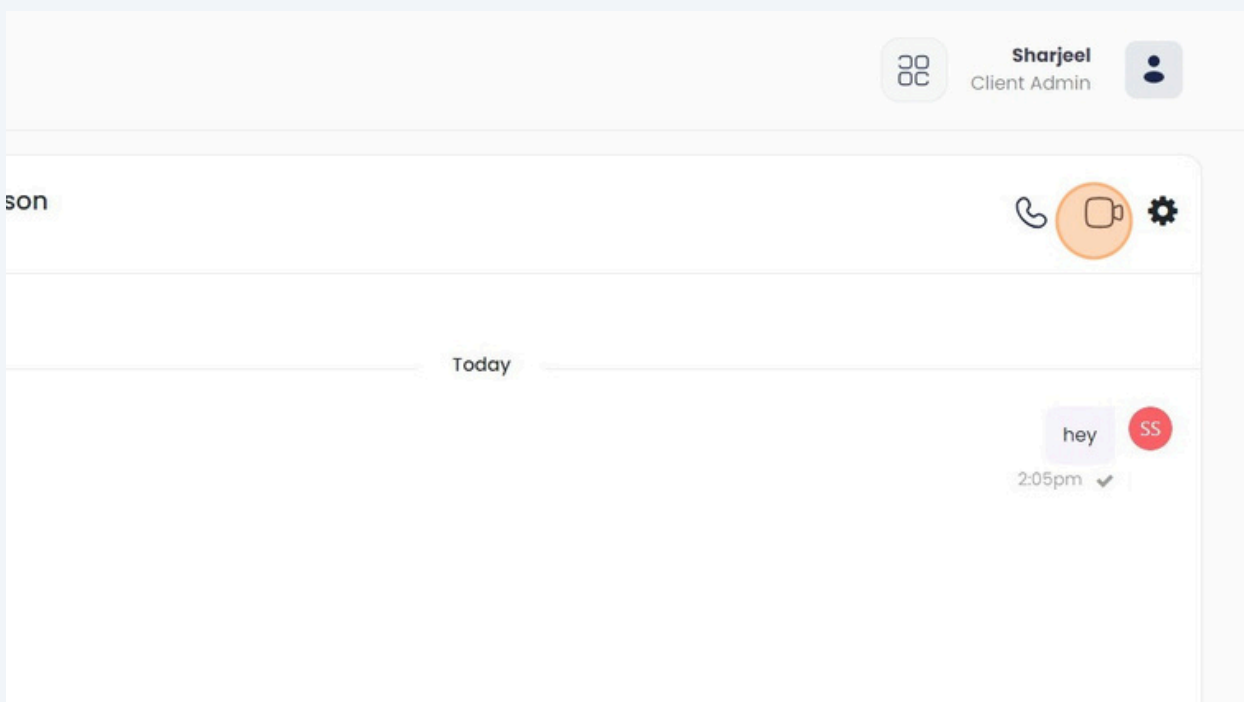
120 You can do **audio calls**.



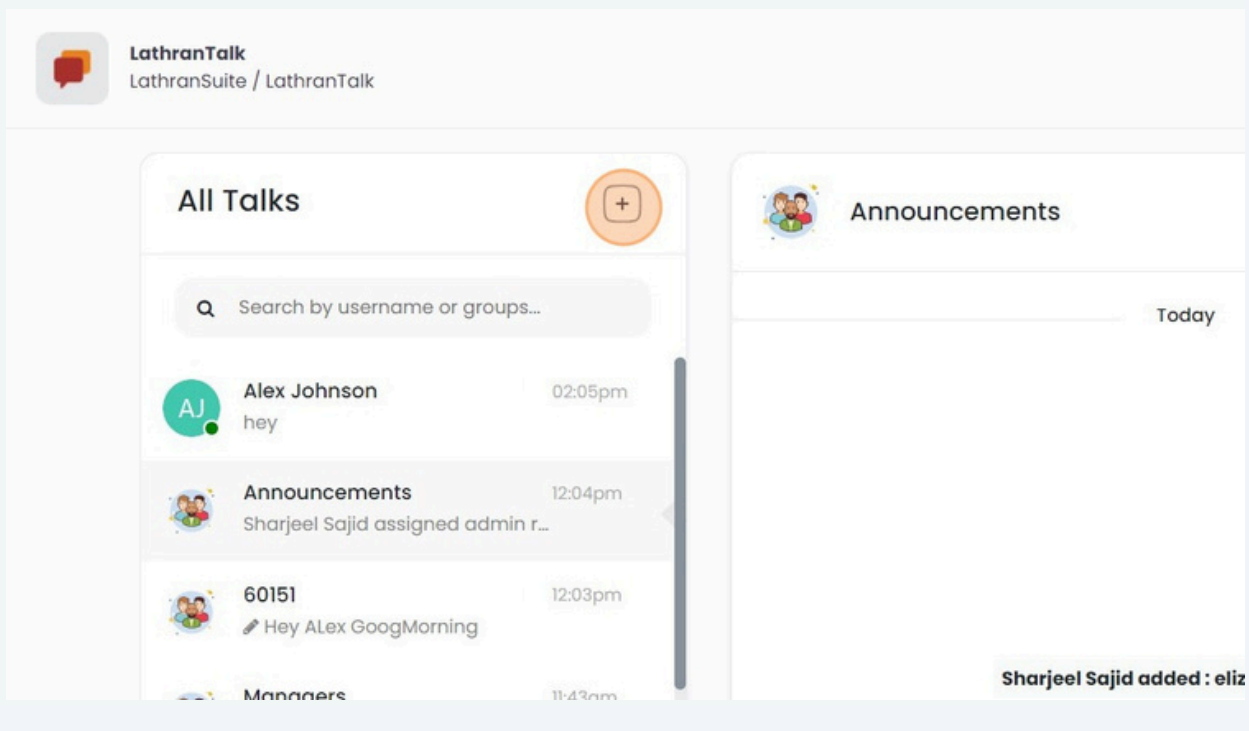
121 Click on red icon to **end** the call.



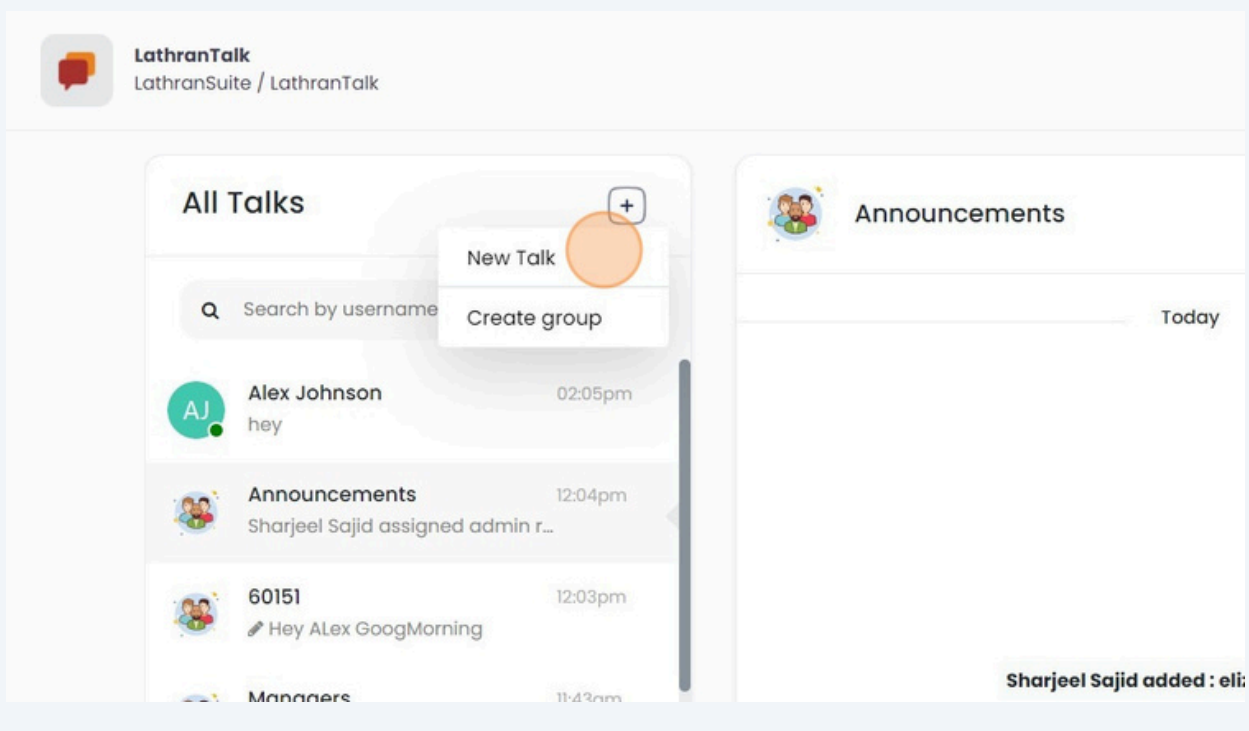
122 Click on the icon to start **video calls**



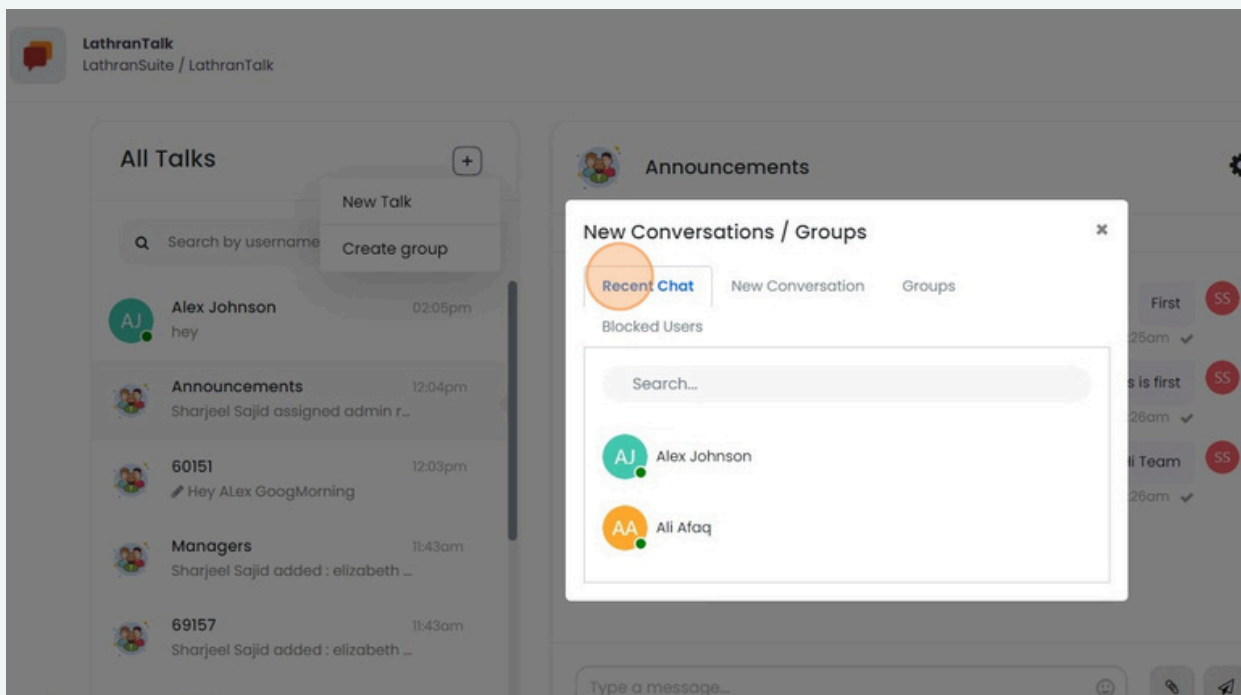
123 Click this "+" icon.



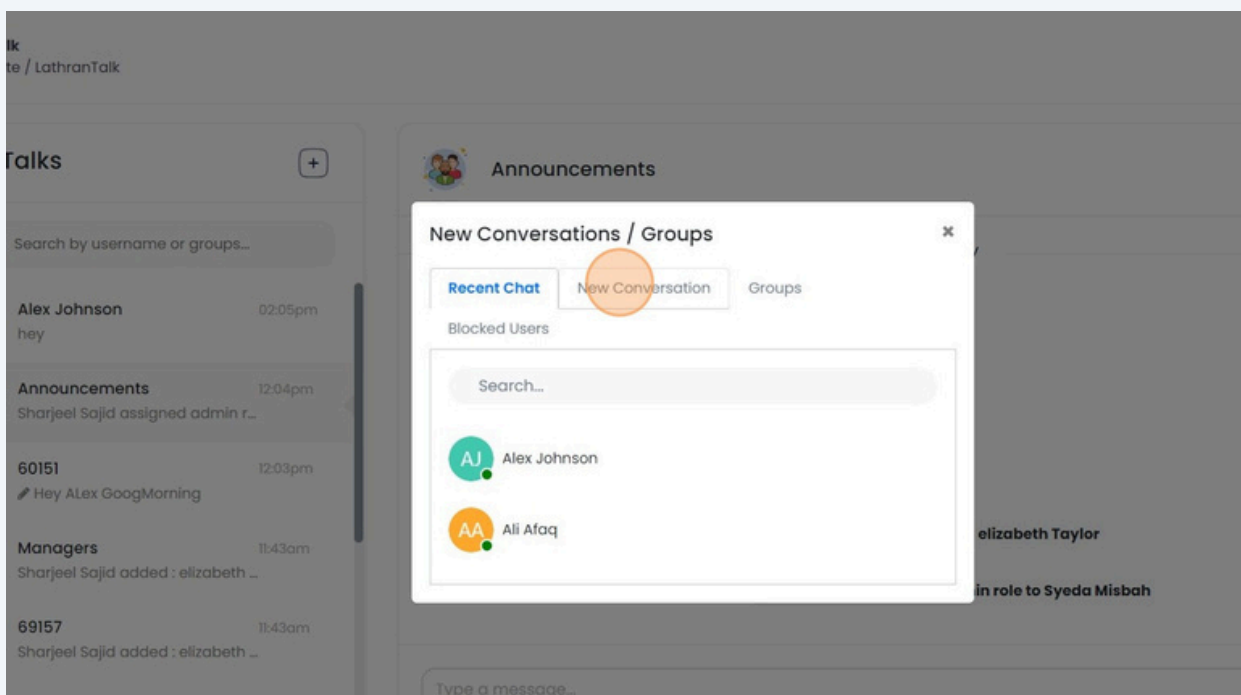
124 Click "New Talk"



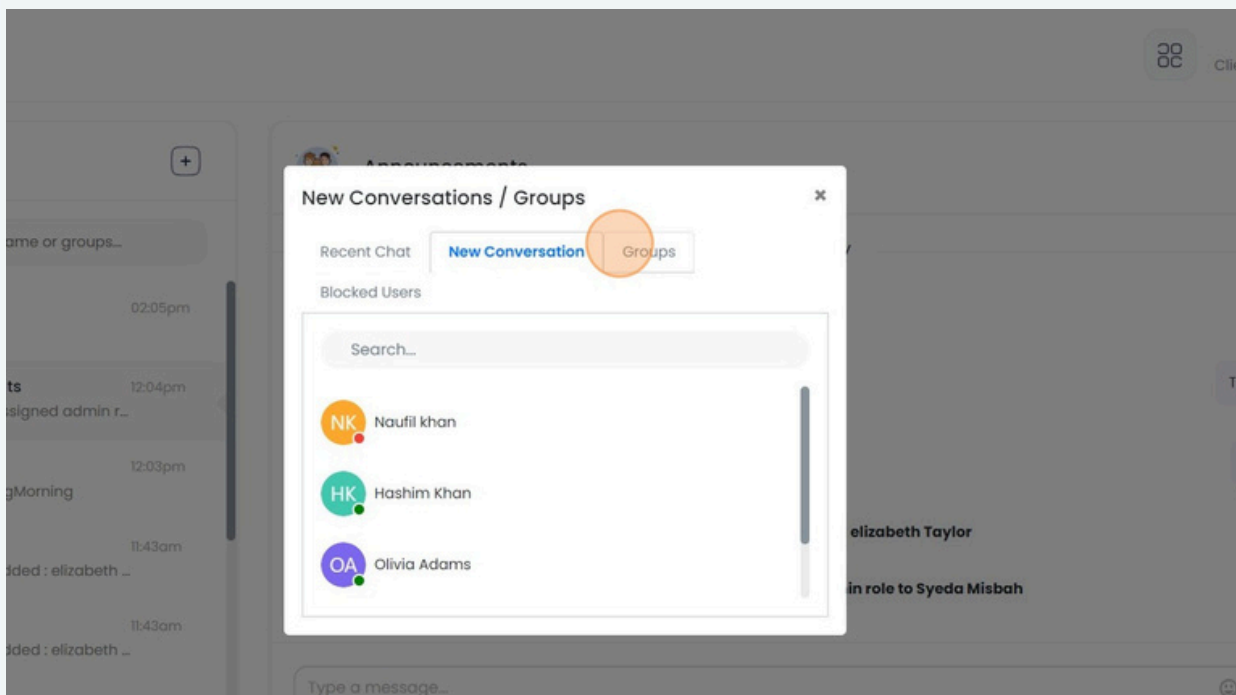
125 Click "Recent Chat" to see the ones you already communicated with.



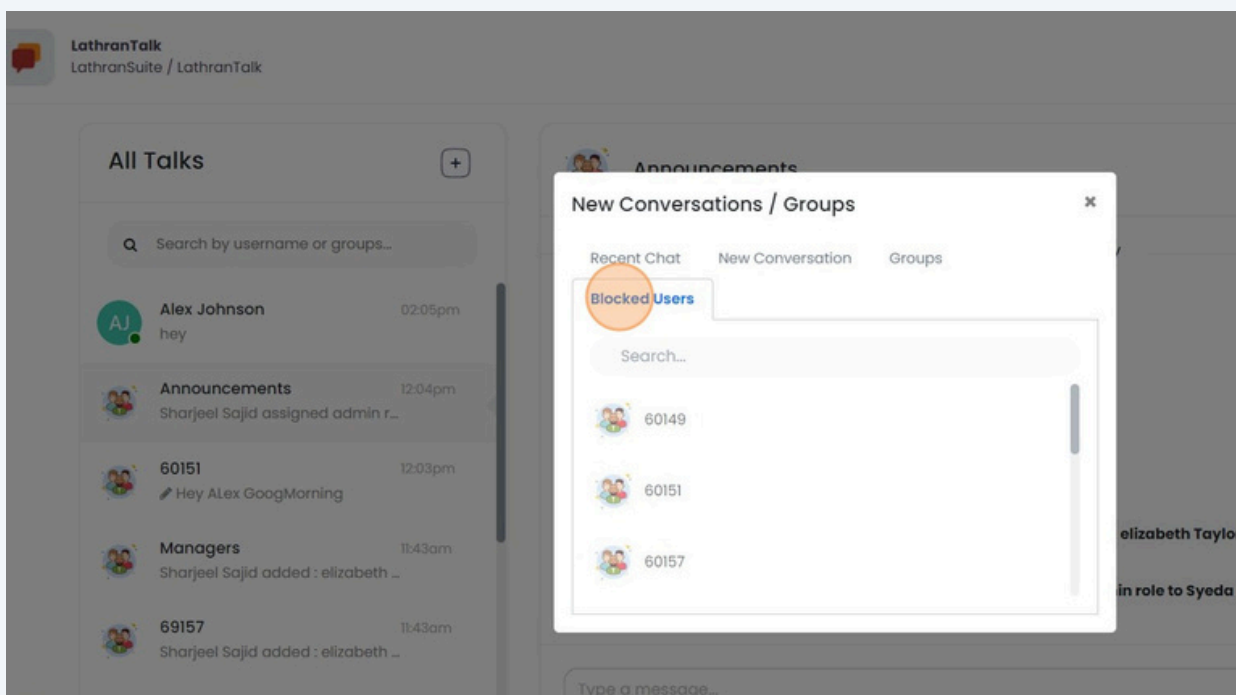
126 Click "New Conversation" to start a new chat.



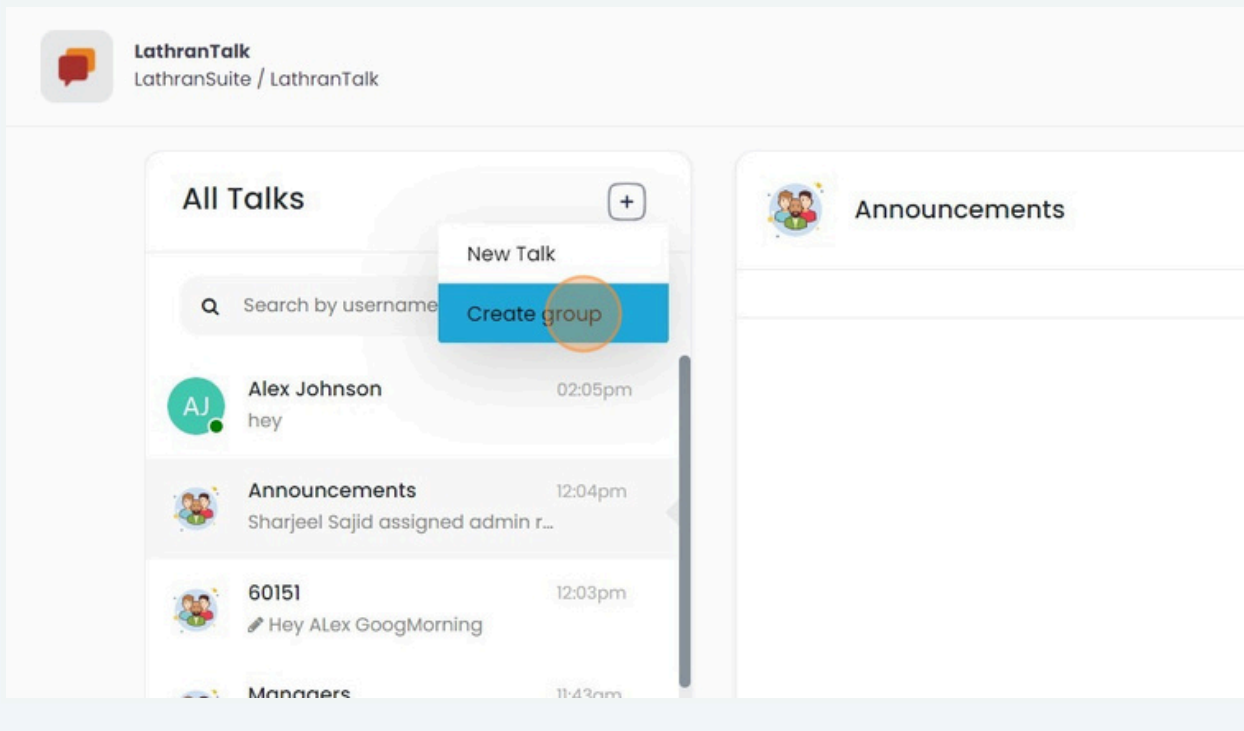
127 Click "Groups" to chat with a group you have.



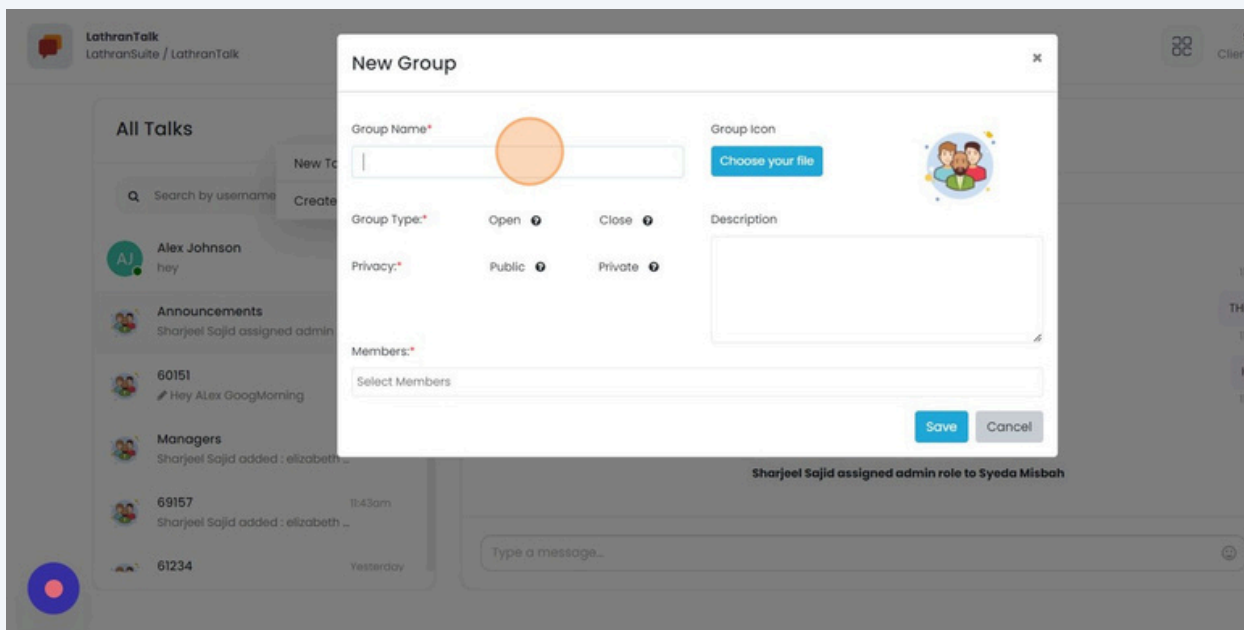
128 Click "Blocked Users" to see the list that is blocked.



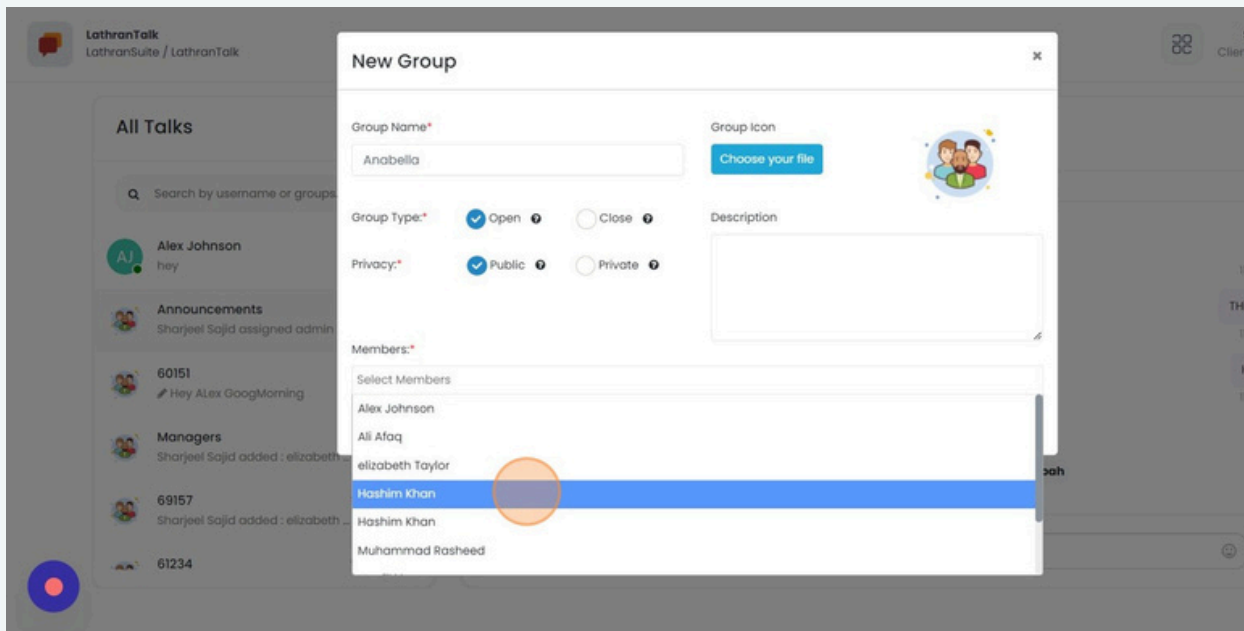
129 Click " Create group"



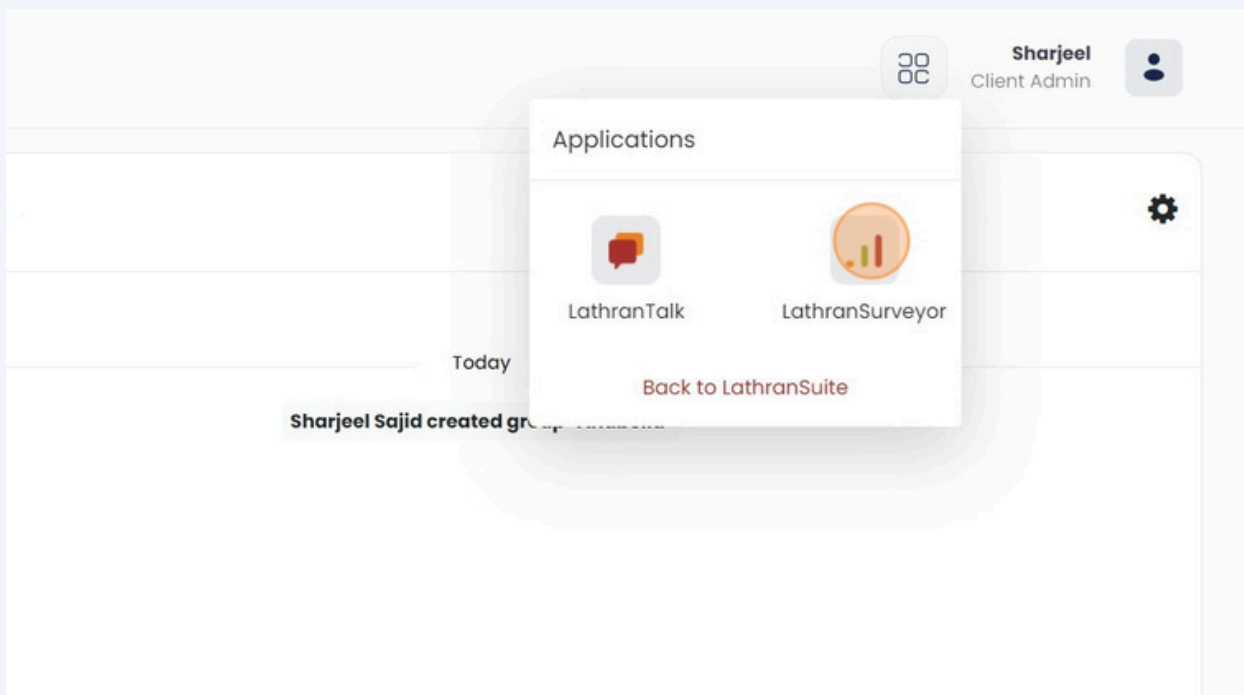
130 Type Group Name.



131 Select **Members** you want to add in group.



132 Go to "LathranSurveyor" App



133 Click the "Invitation" icon.

The screenshot shows a dashboard with a left sidebar containing navigation icons. The 'Invitation' icon is highlighted with a red circle. A central banner reads 'Visualize Survey Data For Better Decision Making!' with a subtext 'Here you will see the status and analyze your most recent surveys. Create or start something new!!'. To the right, a red box displays 'Total Invitations' as 8. Below, a 'Recent Surveys' section shows two survey cards: 'mySurvey' (Creation Date: 01-03-2024, Estimated Time of Completion: 0 Seconds, Completed: 0) and 'Holiday Preparation Su' (Creation Date: 12-30-2023, Estimated Time of Completion: 16 seconds, Completed: 3).

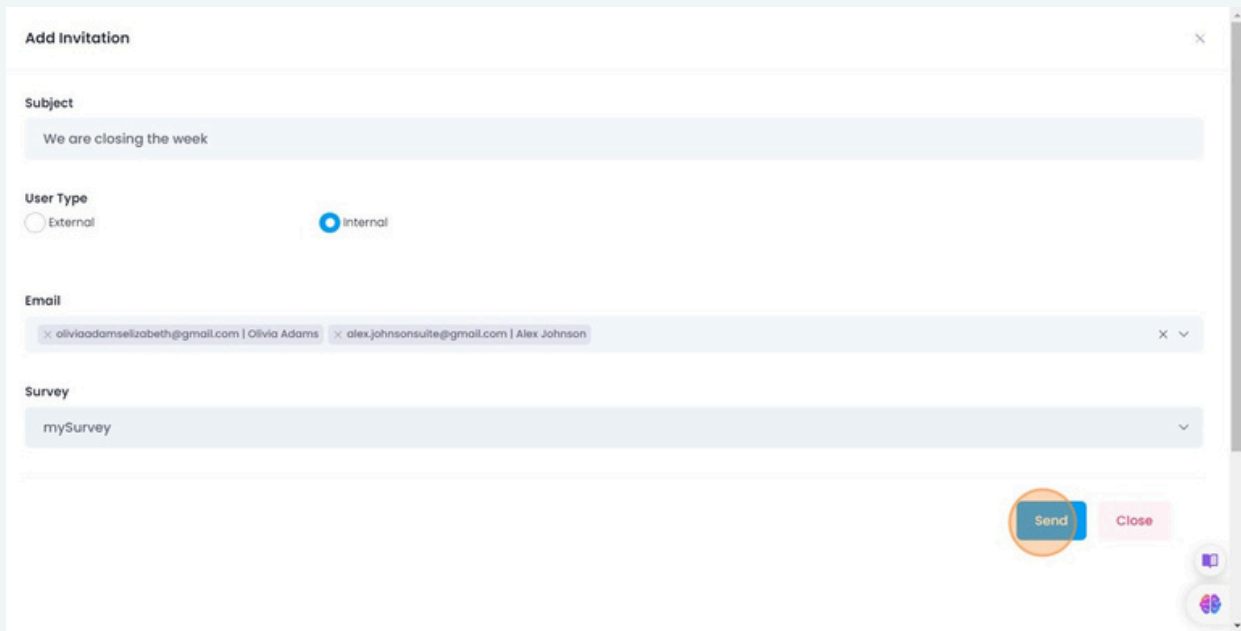
134 Click "Create Invitation"

The screenshot shows a 'Create Invitation' page. At the top right, the user is identified as 'Sharjeel T Client Admin'. Below the header, there are two buttons: 'Create a new invitation' and 'Create Invitation', with the latter highlighted by a red circle. A search bar is present above a table of invitations. The table has columns for 'STATUS', 'STARTDATE', and 'ENDDATE'. The data rows are as follows:

	STATUS	STARTDATE	ENDDATE
selizabeth@gmail.com	Valid	02-06-2024	02-06-2024
nsuite@gmail.com	Valid	02-06-2024	02-06-2024
d@gmail.com	Responded	02-06-2024	02-06-2024
selizabeth@gmail.com	Valid	02-05-2024	02-05-2024

135

Type "Subject", "User Type", "Email", "Select Survey" .
Click **Send**.



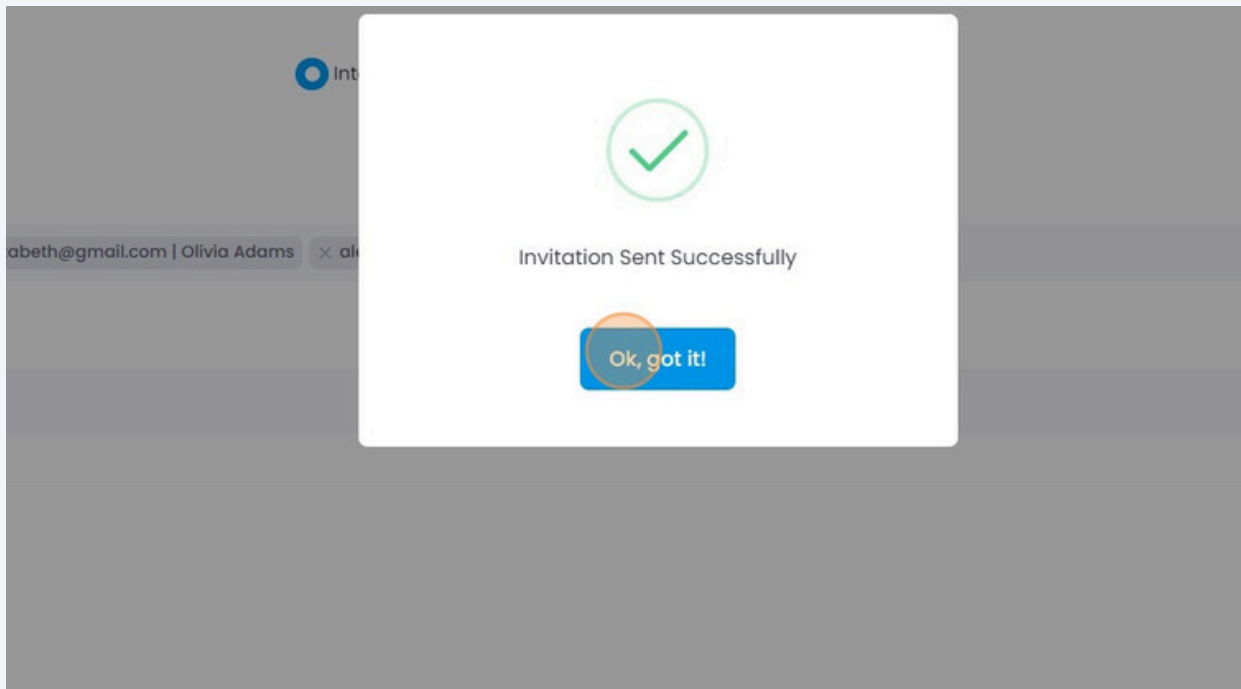
The screenshot shows a web form titled "Add Invitation" with a close button in the top right corner. The form contains the following fields and options:

- Subject:** A text input field containing "We are closing the week".
- User Type:** Radio button options for "External" (unselected) and "Internal" (selected).
- Email:** A multi-select field containing two entries: "oliviaadamselizabeth@gmail.com | Olivia Adams" and "alex.johnsonsuite@gmail.com | Alex Johnson".
- Survey:** A dropdown menu with "mySurvey" selected.

At the bottom right of the form, there are two buttons: a blue "Send" button (circled in orange) and a pink "Close" button. There are also some small utility icons in the bottom right corner of the form's container.

136

Click " Ok, got it!"



137 Click on "Response Report".

Home - Invitation

Search:

SUBJECT	EMAIL	STATUS	STARTDATE
We are closing the week	oliviaadamselizabeth@gmail.com	Valid	02-06-21
Response Report We are closing the week	alex.johnsonsuite@gmail.com	Valid	02-06-21
Checklist	oliviaadamselizabeth@gmail.com	Valid	02-06-21
Checklist	alex.johnsonsuite@gmail.com	Valid	02-06-21
Demo Test	marasheed@gmail.com	Responded	02-06-21
This is demo	oliviaadamselizabeth@gmail.com	Valid	02-05-21

138 Click " Show ". It will show list of surveys this user has filled.

Search:

EMAIL	VIEW SURVEYS
marasheed@gmail.com	Show
syeda.misbah@lathran.com	Show
alex.johnsonsuite@gmail.com	Show

< 1 >

139 Click "Download" in PDF.

The screenshot shows the 'Surveyor / Participant Survey Report' interface. At the top right, the user is identified as 'Sharjeel T Client Admin'. A search bar is present above a table. The table has columns for 'SURVEY NAME', 'INVITED ON', 'COMPLETED AT', and 'DOWNLOAD'. One record is visible: 'Holiday Preparation Survey' with dates '02-05-2024' and '02-05-2024'. The 'Download' button for this record is highlighted with an orange circle. Below the table, it says 'Showing 1 to 1 of 1 records'. The footer contains '© 2024, Made with ♥ by LathranSoft'.

140 Click "Survey Summary"

The screenshot shows the Surveyor interface with a sidebar on the left containing several icons. The 'Survey Summary' icon, which is a document with a checkmark, is highlighted with an orange circle. The main content area shows a table with columns 'SURVEY NAME' and 'INVITED ON'. One record is visible: 'Holiday Preparation Survey' with the date '02-05-2024'. Below the table, it says 'Showing 1 to 1 of 1 records'. The footer contains '© 2024, Made with ♥ by LathranSoft'.

141 Click "Edit"

The screenshot shows the 'Survey Report' page in the Surveyor application. At the top, the user is identified as Sharjeel T, Client Admin. The breadcrumb trail is 'Home - Reports - Survey Summary'. A search bar is present above a table of surveys. The table has columns for NAME, VERSION, CREATED AT, UPDATED AT, and ACTION. Three surveys are listed: 'mySurvey', 'Holiday Preparation Survey', and 'post peak cleanup checklist'. The 'Edit' button for 'mySurvey' is highlighted with an orange circle. Below the table, there is a pagination control showing 'Showing 1 to 3 of 3 records'.

NAME	VERSION	CREATED AT	UPDATED AT	ACTION
mySurvey	1	01-03-2024	01-03-2024	Edit Download
Holiday Preparation Survey	1	12-30-2023	12-30-2023	Edit Download
post peak cleanup checklist	2	12-30-2023	12-30-2023	Edit Download

142 Here you can see the results of survey in "Bar", "Pie", Doughnut" and "Scatter" view.

The screenshot displays the 'Survey Report' interface with several data visualization components. On the left, a horizontal bar chart shows 'Did not meet targets' at approximately 2.0 and 'Met or exceeded targets' at approximately 1.0. Below this is a section titled 'Key Information for Your Stores' with a 'Pie' chart selected in a dropdown menu. The pie chart shows 'Key Information for Year 5...' at 31.2% and 'Expectations Met With Team' at 68.7%. To the right, another horizontal bar chart shows 'Effective' at approximately 2.0 and 'Highly Effective' at approximately 1.0. Below that is a section titled 'Inclusive Hiring Practices' with a 'Bar' chart selected in a dropdown menu. The bar chart shows 'Hiring Start/End Dates' at approximately 1.0. At the bottom, there is a section titled 'Cross-Training for Current Team Members' with a 'Bar' chart selected in a dropdown menu.