CARA MENGINPUTKAN DATA CONTACT PERSON

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Langkah pertama menginputkan data Contact Person customer

1. pilihlah menu pada left side bar, selanjutnya klik atau pilih menu contact person.

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Cancellation		4	Garuda Indonesia	Endang Tardiana	081703621382	endang.tardiana@garuda- indonesia.com	SM. Engine & Component Planning & Control	JKTMLE, Hangar 2 GMF AeroAsia	Active	æ ×
Reschedule		5	KLM Royal Dutch Airlines	Willem Rankers	+31651457502	Willem.Rankers@klm.com	Contract Manager	KLM Royal Dutch Airlines	Active	×
Logout		6	Nok Air	Mr. Tong Sook	+66 818299235	tongsook@bangkokair.com	General Manager for Technical	Bangkok	Active	œ ×
		7	Virgin Australia Regional	Cleopatra Alexander	+61 8 9477 8390	cleo.alexander@virginaustralia.com	Head of Maintenance	Gate 1, Grogan Road, Perth Airport, Perth WA 6105 Australia	Active	×
		8	Virgin Australia	Michael Hockin	+61 7 3622 5702	michael.hockin@virginaustralia.com	GM Engineering Operations	83-87 Pandanus Avenue, Brisbane Airport Park, Brisbane QLD 4007 Australia	Active	œ ×
		٥	TransNusa	Patrick Neo	+65 9771 3459	patrick.neo@transnusa.co.id	SVP Fleet/Technical Planning & Management	Jalan Palapa Nomor 7 Oebobo, Kupang, Nusa Tenggara Timur	Active	2 ×
		10	Tigerair Australia	Robin Furber	+61 3 9335 8178	robinfurber@tigerair.com.au	Head of Engineering	Jetbase, Gate 26, South Centre Road, Tullamarine VIC 3043 Australia	Active	æ ×

Untuk menambahkan contact personnya klik tombol Add seperti terlihat pada gambar di bawan ini

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Setelah klik Add maka akan tampil form kosong yang siap di inputkan data contact personnya

## Inputkan data sesuai dengan fieldnya

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Setelah data di inputkan lalu klik Save untuk menyimpan data contact personnya

Langkah kedua untuk menginputkan data Contact Person Customer

Klik Prospect, Klik salah satu tombol Detail yang ada di kolom Action untuk melihat detail product nya

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Maka akan tampil Data Product dari Customer tersebut

Klik tombol Detail yang ada di kolom Action untuk melihat detail Registrasi / SN nya



Maka akan tampil tampilan Detail AC Type / Engine Type / APU Type / Component

Klik tombol pickup untuk melihat lebih detail lagi registrasi nya

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Maka akan tampil tampilan Data-data Registrasi / SN

Untuk menambahkan Contact Person Klik Menu Contact Person Collapse

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Klik Add Contact Person pada tombol Button Add Contact Person

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Pada gambar di bawah belum ada data Contact Person, Tambahkan data dengan klik Add

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Inputkan data Contact Personnya lalu save seperti pada langkah pertama

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