

Critical Path – User Manual

How to login to the system?

1. Click on below link.

System Login: <http://192.168.1.44:8122/CPS/>

2. Enter the username & password.

Username: your official email address

Password: same password as the transport system.

A. How filter my own pending works?

You can filter related tasks on PO wise.

The screenshot shows the 'CP List' interface in the RMA Holdings system. The interface includes a sidebar with 'CP List' and 'CP List by Dates' options. The main content area is titled 'CP Data' and contains a 'PO wise CP List' section. This section has a 'PO List - Filter' dropdown menu (callout 1) showing '4633-01 - TAS1020 - TAS1020', a status dropdown (callout 2) set to 'Pending', and two buttons: 'Load All' (callout 3) and 'Load Mine'. Below this is the 'CP Details' section, which includes an 'Excel' button (callout 5) for exporting data. The main table (callout 4) has columns for '#', 'Task', 'Responsible', 'Planned Date', 'Completed Date', 'User', and 'Comments'. It currently displays 'No data available in table' and 'Showing 0 to 0 of 0 entries'. On the right side of the table, there is a search bar, an 'Update' button (callout 6), and 'Previous' and 'Next' pagination buttons.

1. Select the PO number from here.
2. Select the task status from here. (Pending / Completed / All)
3. Click on “Load Mine”
4. All your tasks will be loaded in here.
5. You can export all tasks to an excel sheet.

B. How filter Critical Path tasks related to a specific PO?

1. Select the PO number from here.
2. Select the task status from here. (Pending / Completed / All)
6. Click on “Load All”
3. All tasks will be appearing in here.

C. How to update /Mark as completed / add comments?

PO wise CP List

PO List - Filter: 4633-01 - TAS1020 - TAS1020 Pending Load ALL Load Mine

CP Details

Excel

Search:

# ↑↓	Task ↑↓	Responsible ↑↓	Planned Date ↑↓	Completed Date ↑↓	User ↑↓	Comments ↑↓	Update ↑↓
1	Shipment nomination (sending invoice and packing list to customer for forwarder nomination)	RSC-Tech/PD	2021-09-10		Shamilam		<div>7</div> <div>8</div> <div>9</div> <div>Comment</div> <div>Complete</div> <div>Update</div>
2	INSPECTION DATE	RSC-Tech/PD	2021-09-15		Shamilam		<div>Comment</div> <div>Complete</div> <div>Update</div>
3	Garment Ex-Factory	MERCHANDIZING	2021-09-17		Shamilam		<div>Comment</div> <div>Complete</div> <div>Update</div>

Showing 1 to 3 of 3 entries

Previous 1 Next

7. You can add comments to a specific task.
8. After completing a task, Click on “**Complete**”.

Then select the actual task completed date and save. If you want, you can add a comment also.

Comment

Date

Comment

Save

June 2021

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

9. When you have added comments, you can change it from “**update**” button.

D. How to find tasks on a specific date range?

The screenshot shows the 'RM Holdings' application interface. On the left sidebar, the 'CP List by Dates' option is highlighted with a green callout labeled '10'. The main content area is titled 'CP Data' and features a 'Date range' section with 'From' and 'To' date pickers, highlighted with a green callout labeled '11'. To the right of the date pickers is a 'Filter' dropdown menu set to 'Pending', with a green callout labeled '12' pointing to it. A blue 'Load' button is located to the right of the filter, highlighted with a green callout labeled '13'. Below the 'Date range' section is the 'CP Details' section, which includes an 'Excel' button and a table. The table has columns for '#', 'PO', 'Style', 'Task', 'Responsible', 'Planned Date', 'Completed Date', 'User', and 'Comments'. The table is currently empty, displaying 'No data available in table' and 'Showing 0 to 0 of 0 entries'.

10. Click on the “CP list by date”.

11. Select a date range

12. Filter as **Pending / Completed / All**

13. Click on “load.”

~~~~~END~~~~~