



# ZITRON ONLINE



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# INTRODUCTION



# Landing Page

❖ Login to Midland , Zitron, Teletel or Zitron Fulfilment.



CONTACT US :

☎ 03-2145 9086

✉ sales@zitron.com.my

🕒 Monday - Friday 9:00am - 6:00pm

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❖ Contact Us Information

# Login Page

The screenshot shows the ZITRON login page layout. At the top is a navigation bar with the ZITRON logo and links for HOME, LOGIN, FORGOT PASSWORD, and EMAIL US. Below this is a dark red header with the word 'LOGIN'. The main content area contains two input fields: 'User Name\*' and 'Password\*', each with a corresponding text box. A 'Sign In' button is positioned below the password field. The footer section is divided into two columns: 'INFORMATION' with links for About Us, Terms & Conditions, Privacy Policy, Shipping & Delivery, Return Policy, Warranty Terms, and Shipment Tracking; and 'CONTACT US' with contact details for sales@zitrone.com.my, phone number 03 - 2145 9086, and operating hours Monday - Friday 9.00am - 8.00pm. A copyright notice is at the very bottom.

**ZITRON**  
Where Communication Meets Technology

HOME LOGIN FORGOT PASSWORD EMAIL US

**LOGIN**

User Name\*

Password\*

Sign In

**INFORMATION**

- [About Us](#)
- [Terms & Conditions](#)
- [Privacy Policy](#)
- [Shipping & Delivery](#)
- [Return Policy](#)
- [Warranty Terms](#)
- [Shipment Tracking](#)

**CONTACT US**

- [sales@zitrone.com.my](mailto:sales@zitrone.com.my)
- 03 - 2145 9086
- Monday - Friday 9.00am - 8.00pm

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❖ Top Menu



❖ Action Panel



❖ Footer Menu



# Top Menu

- ❖ Home – To redirect to landing page.
- ❖ LOGIN – Login Page.
- ❖ FORGOT PASSWORD – To get password reset link.
- ❖ EMAIL US – To email us regarding the products, shipping, payment, promotion, system, suggestion and / or others enquiry.

**ZITRON**  
Where Communication Meets Technology

HOME

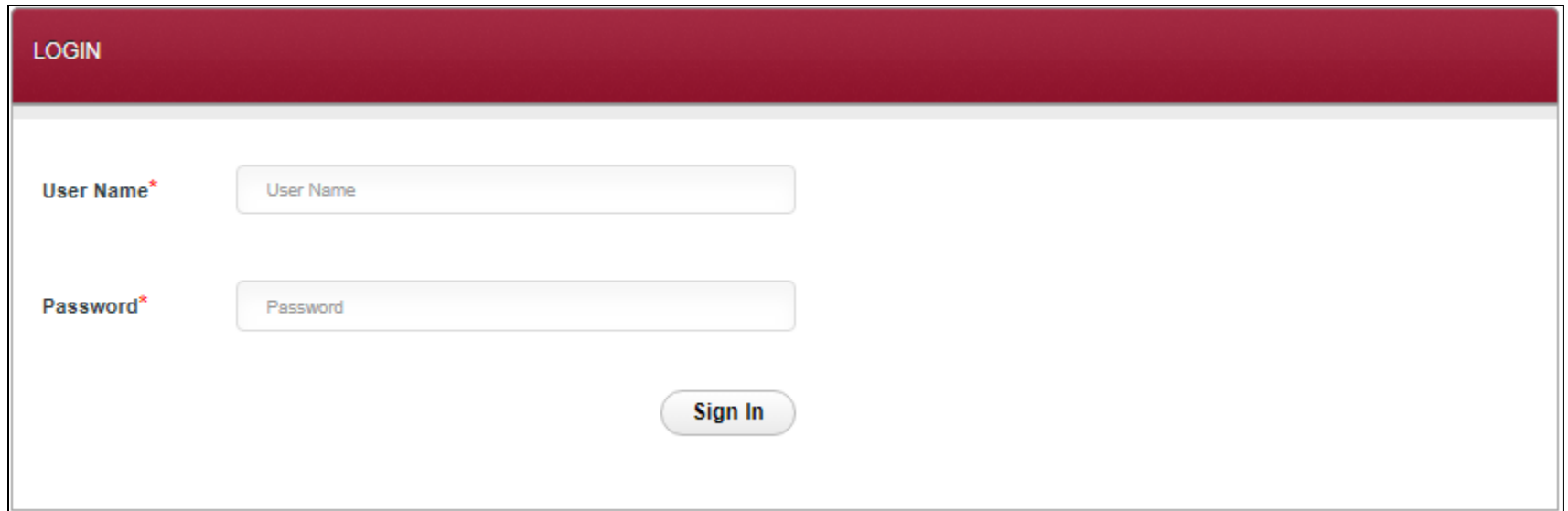
LOGIN

FORGOT PASSWORD

EMAIL US

# Action Panel – Login

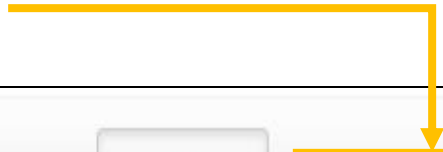
- ❖ Avoid key in wrong user name or password more than 3 times. User account will be suspended if 3 times failed login attempts.



The image shows a login form with a dark red header bar containing the word "LOGIN" in white. Below the header, there are two input fields. The first field is labeled "User Name\*" and contains the text "User Name". The second field is labeled "Password\*" and contains the text "Password". Below these fields is a rounded rectangular button labeled "Sign In".

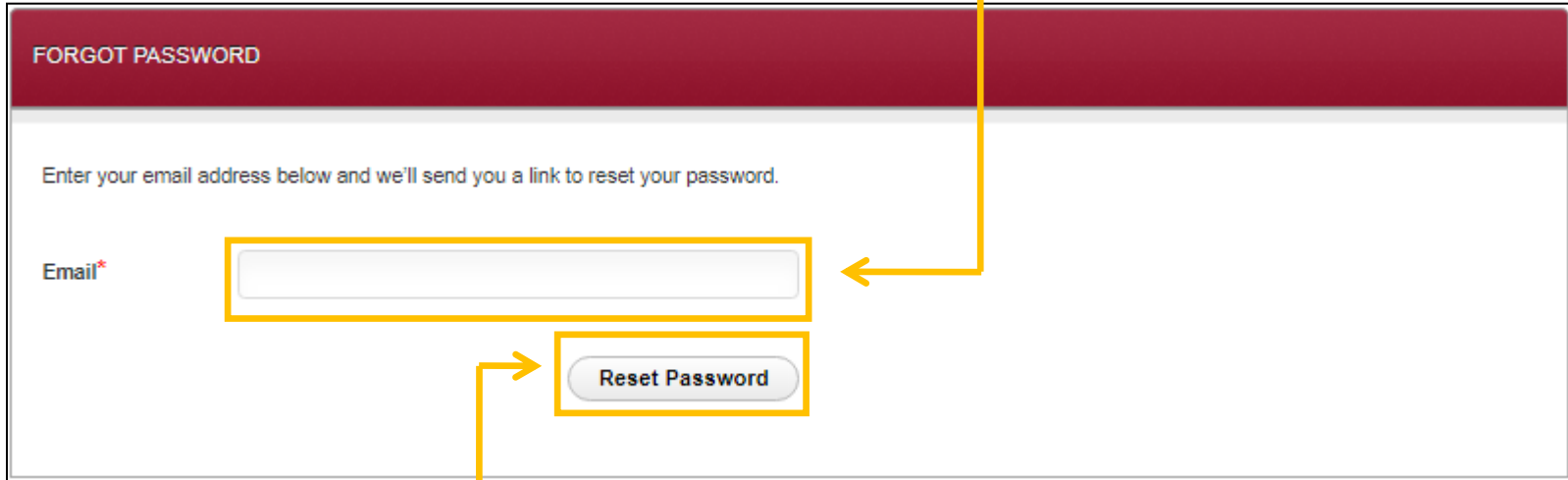
# Action Panel - Forgot Password

❖ For password reset.

The screenshot shows the ZITRON website interface. At the top left is the ZITRON logo with the tagline 'Where Communication Meets Technology'. To the right of the logo are navigation links: 'HOME', 'LOGIN', 'FORGOT PASSWORD', and 'EMAIL US'. The 'FORGOT PASSWORD' link is highlighted with a yellow border. Below the navigation is a dark red header with the word 'LOGIN' in white. Underneath is a white login form with two input fields: 'User Name\*' and 'Password\*'. A 'Sign In' button is located at the bottom of the form.

# Email For Password Reset Link

❖ Key in email here.



The screenshot shows a web form titled "FORGOT PASSWORD" with a dark red header. Below the header, the text reads "Enter your email address below and we'll send you a link to reset your password." There is a text input field labeled "Email\*" and a "Reset Password" button. A yellow line with arrows points from the text "Key in email here." to the input field, and another yellow line with an arrow points from the "Reset Password" button to the text "The reset password link will then sent to entered email when user press the Reset Password button."

❖ The reset password link will then sent to entered email when user press the **Reset Password** button.

# Password Reset Link

- ❖ Press ok to proceed. Note that security message might pop up when clicked on the link.

## **Request for password reset!**

Dear Sir / Madam,

We have received a request to reset password.

Please click on the link below to reset your password. This link will expire after 3 days.

<http://10.10.10.238:9091/Account/ResetPassword/WxQQX7QHoubmG6W-WxL0kw2>

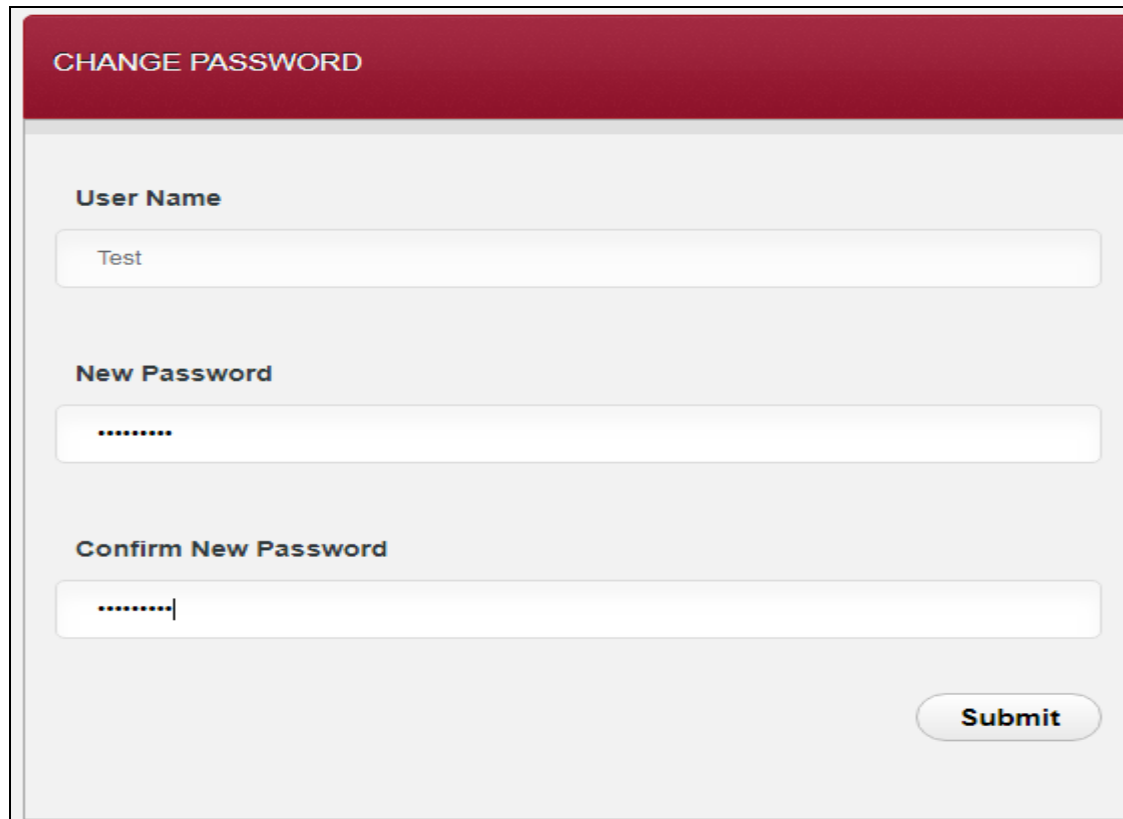
If you did not perform this transaction, please contact our Customer Support at +603 2145 9086 or email us at [sales@zitron.com.my](mailto:sales@zitron.com.my)

Thank you.

*This is an automated message – please do not reply to this e-mail.*

# Change Password

- ❖ Key in new password here and press **Submit** button. User will then redirect back to the **Login** page.



The image shows a web form titled "CHANGE PASSWORD" with a dark red header. The form contains three input fields and a submit button. The first field is labeled "User Name" and contains the text "Test". The second field is labeled "New Password" and contains seven dots. The third field is labeled "Confirm New Password" and contains seven dots followed by a vertical cursor. A "Submit" button is located at the bottom right of the form.

**CHANGE PASSWORD**

**User Name**  
Test

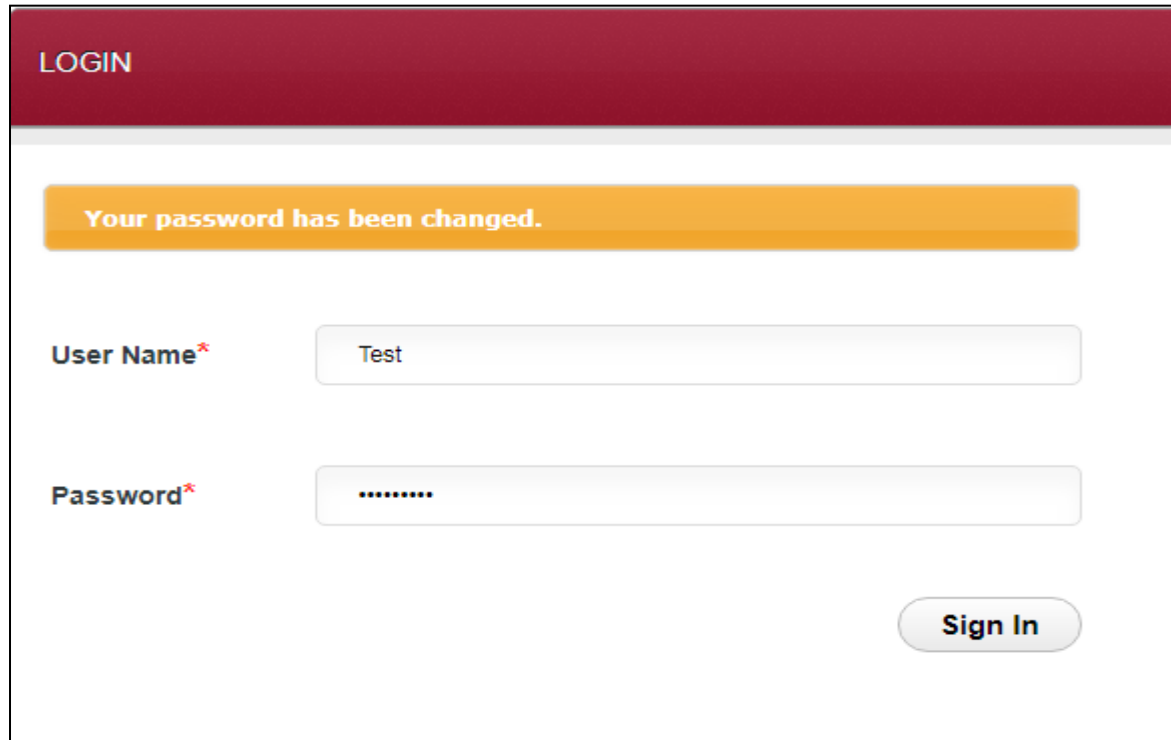
**New Password**  
.....

**Confirm New Password**  
.....|

**Submit**

# Password Changed Notification

- ❖ A message will prompt out to inform the users for successful password changed.



The image shows a login interface with a dark red header containing the word "LOGIN". Below the header, a yellow notification bar displays the message "Your password has been changed." in bold black text. Underneath the notification, there are two input fields: "User Name\*" with the text "Test" and "Password\*" with a masked password represented by seven dots. A "Sign In" button is located at the bottom right of the form area.

# Password Changed Successfully Email

- ❖ An email will also sent to the user to notify on password change.

**You have successfully changed your password!**

Dear Sir / Madam,

The password for your account has been changed.

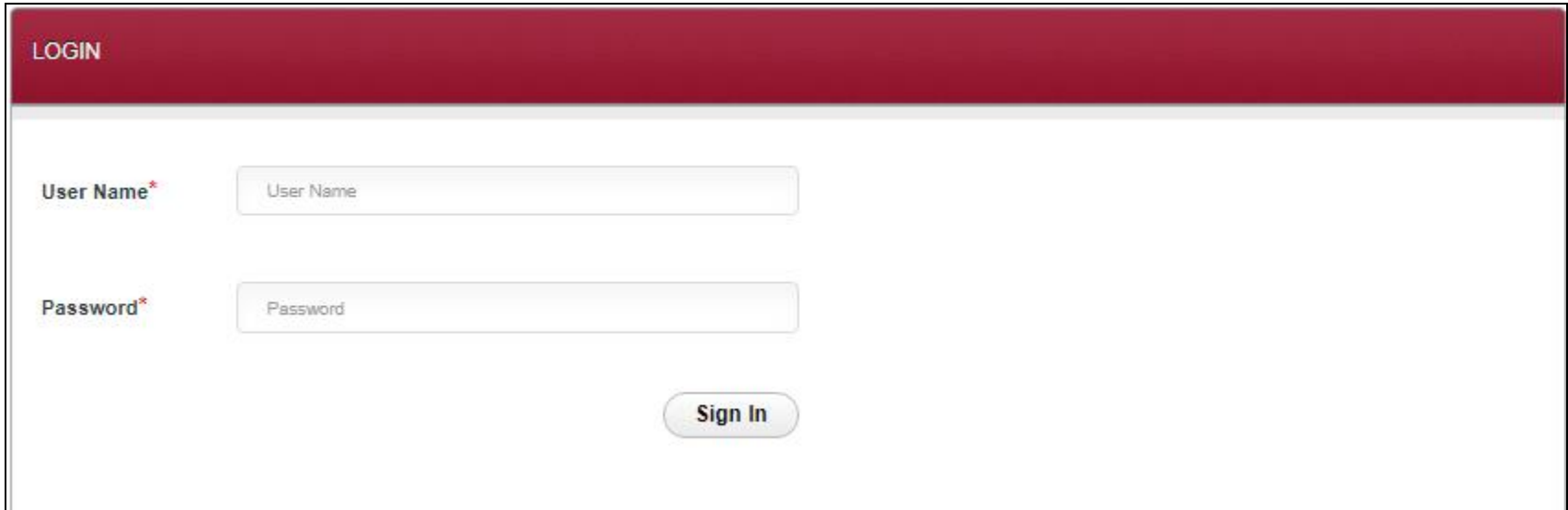
If you did not perform this transaction, please contact our Customer Support at +603 2145 9086 or email us at [sales@zitron.com.my](mailto:sales@zitron.com.my)

Thank You.

*This is an automated message – please do not reply to this e-mail.*

# Login With New Password

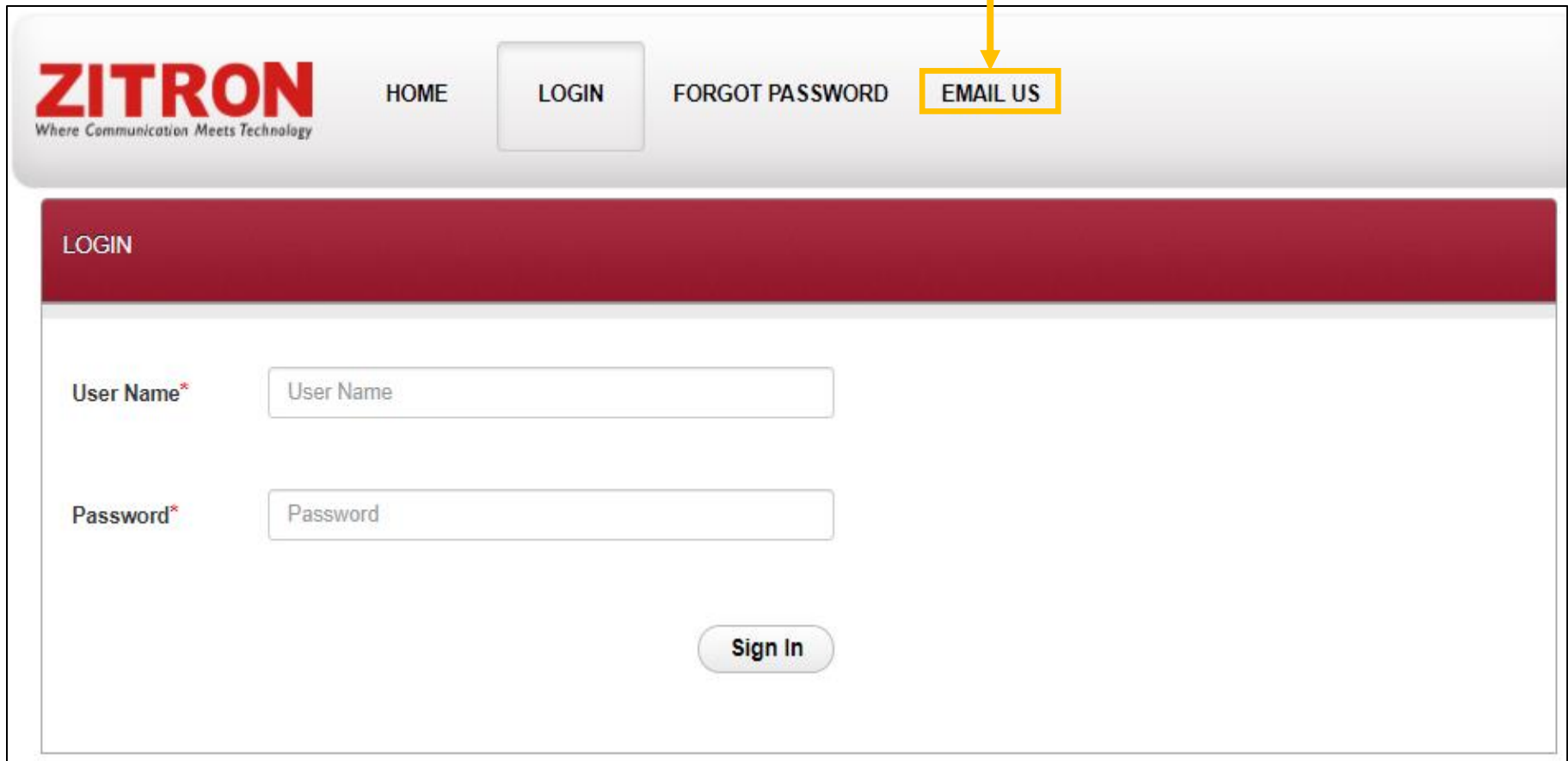
❖ Key in user name and new password then click **Sign In** button to login.



The image shows a login form with a dark red header containing the word "LOGIN" in white. Below the header, there are two input fields. The first is labeled "User Name\*" and contains the text "User Name". The second is labeled "Password\*" and contains the text "Password". Below these fields is a rounded rectangular button labeled "Sign In".

# Action Panel - Email Us

- ❖ Feel free to drop us an email whether it is regarding the products, shipping, payment, promotion, system, suggestion and others enquiry.



**ZITRON**  
Where Communication Meets Technology

HOME LOGIN FORGOT PASSWORD **EMAIL US**

LOGIN

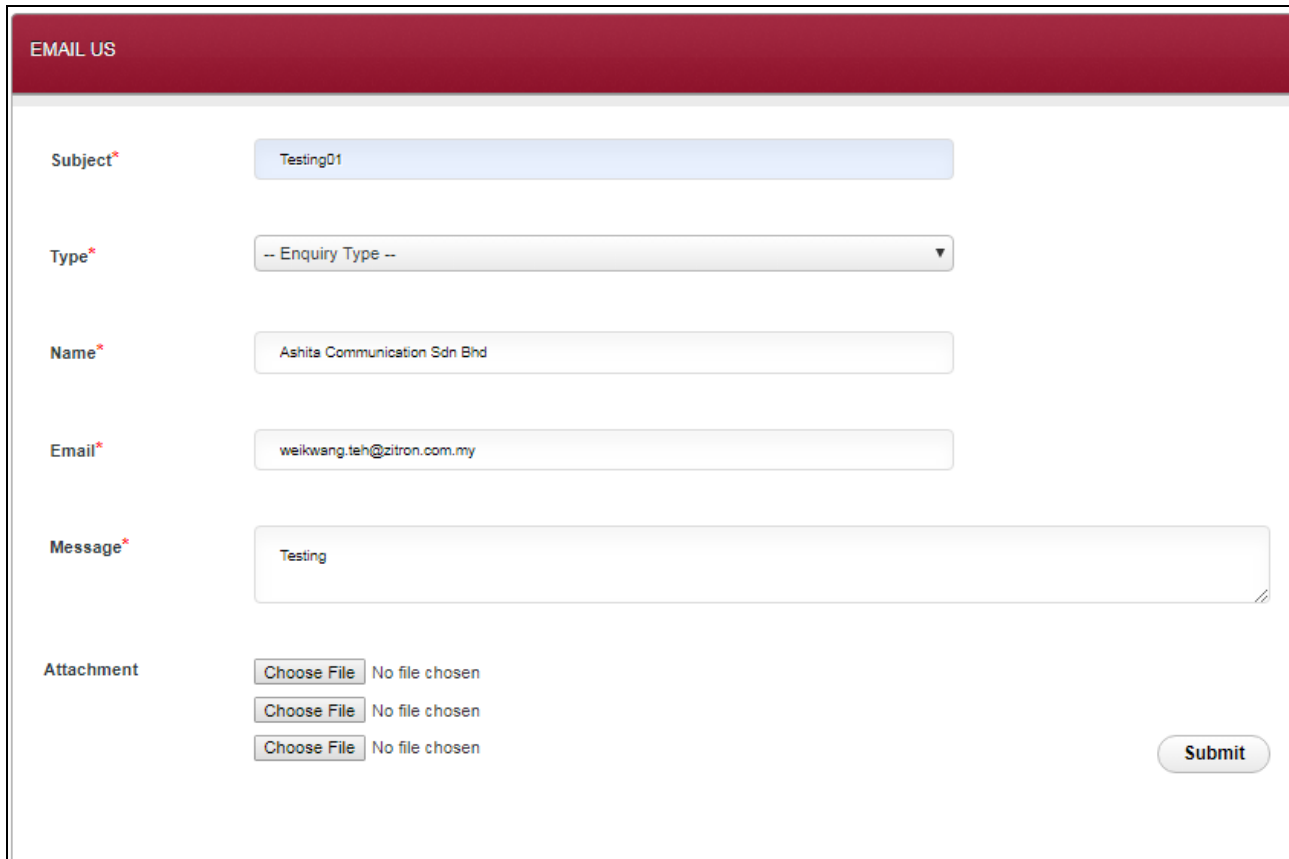
User Name\*

Password\*

Sign In

# Fill In Detail

- ❖ Fill in “Subject”, “Name” and “Email”, then select “Enquiry Type”. Keep “Message” as detail as possible.
- ❖ Upload attachment (if any), then click the **Submit** button.

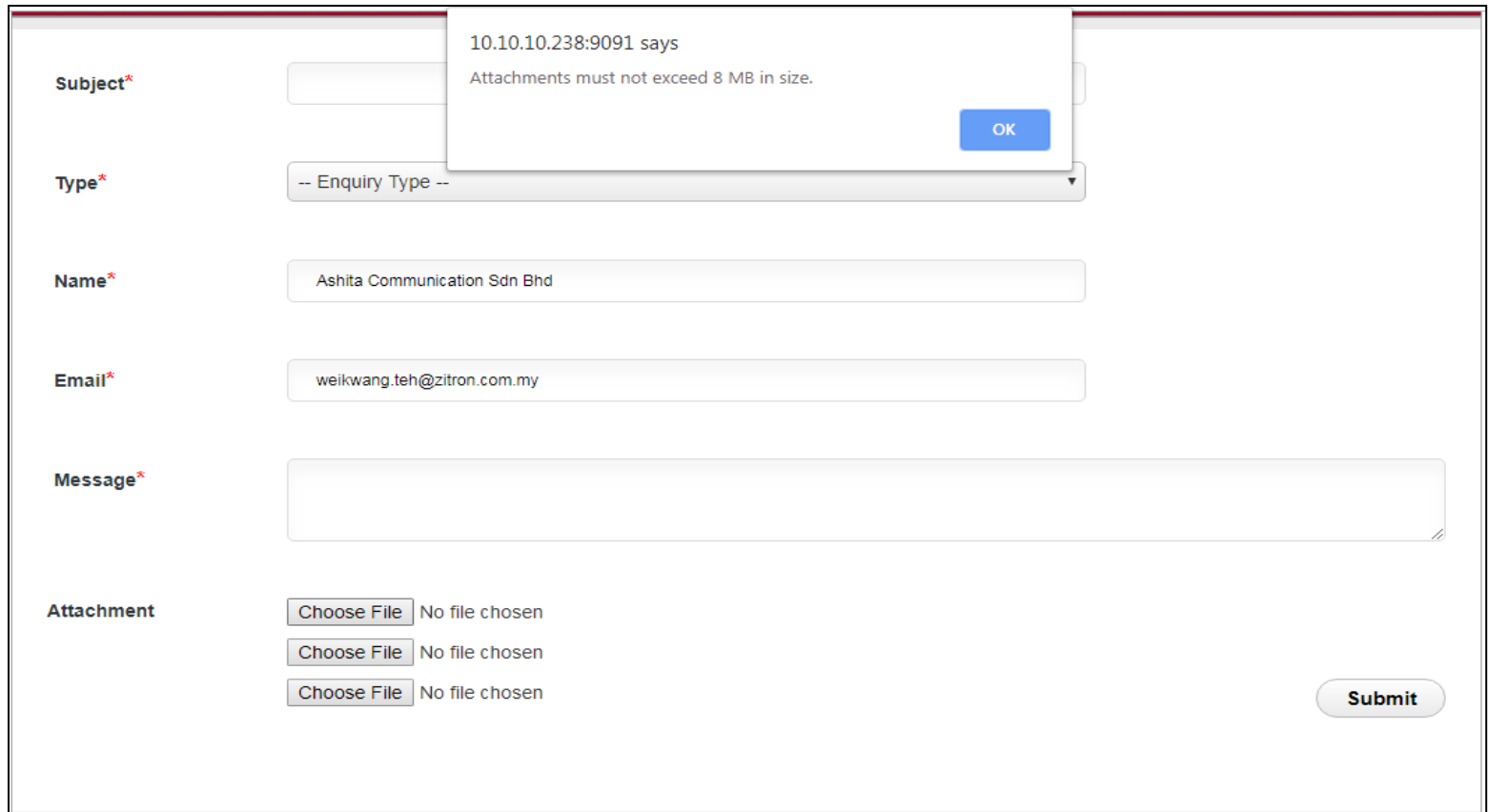


The image shows a web form titled "EMAIL US" with a dark red header. The form contains the following fields and elements:

- Subject\***: A text input field containing "Testing01".
- Type\***: A dropdown menu with the selected option "-- Enquiry Type --".
- Name\***: A text input field containing "Ashita Communication Sdn Bhd".
- Email\***: A text input field containing "weikwang.teh@zitron.com.my".
- Message\***: A large text area containing "Testing".
- Attachment**: Three file upload buttons, each labeled "Choose File" and "No file chosen".
- Submit**: A rounded button located at the bottom right of the form.

# Email Attachment Limit

- ❖ Note that each attachment size should not exceed 8MB. A message box will prompt out if one of the attachment had exceeded the limit.



The screenshot shows a web form for sending an email. The form fields are: Subject\*, Type\* (dropdown menu), Name\* (text input), Email\* (text input), Message\* (text area), and Attachment (three 'Choose File' buttons). A modal message box is overlaid on the form, displaying the text: '10.10.10.238:9091 says Attachments must not exceed 8 MB in size.' with an 'OK' button. The form also includes a 'Submit' button at the bottom right.

10.10.10.238:9091 says  
Attachments must not exceed 8 MB in size.

OK

**Subject\***

**Type\*** -- Enquiry Type --

**Name\*** Ashita Communication Sdn Bhd

**Email\*** weikwang.teh@zitron.com.my

**Message\***

**Attachment**

Choose File No file chosen

Choose File No file chosen

Choose File No file chosen

Submit

# Email Us Acknowledgement Email

- ❖ An acknowledgement email will sent each time the enquiry is submitted.

**Your enquiry submitted!**

Dear Sir / Madam,

This email confirms our receipt of your enquiry on Other enquiries

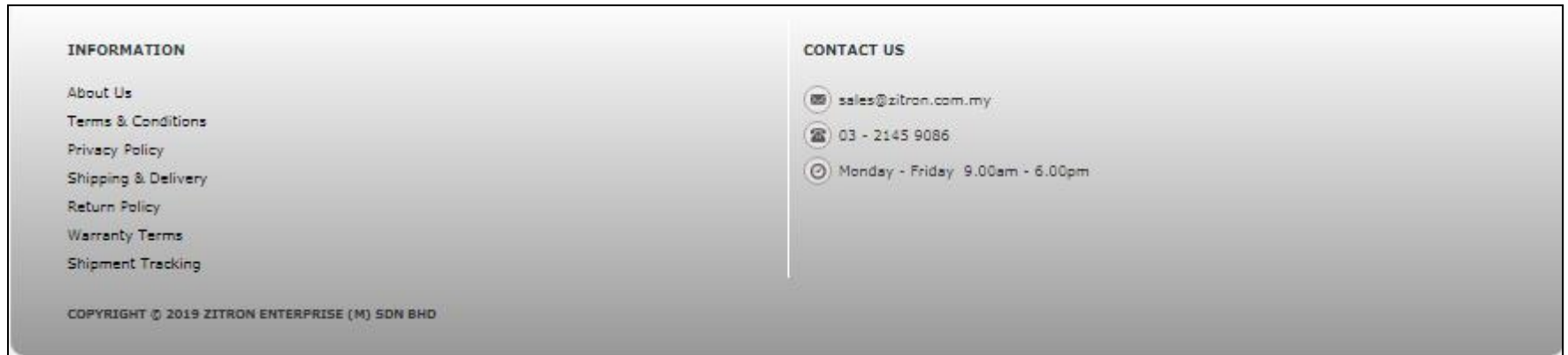
We shall look into your enquiry and response on it promptly.

Thank You.

*This is an automated message – please do not reply to this e-mail.*

# Footer Menu

- ❖ INFORMATION – To get more information, start from the company itself until Shipment Tracking as shown below. Just click the words to redirect to the related page.
- ❖ CONTACT US – Contain information about how to contact us and the operation hours.



The screenshot displays a footer menu with two main sections: 'INFORMATION' and 'CONTACT US'. The 'INFORMATION' section lists several links: 'About Us', 'Terms & Conditions', 'Privacy Policy', 'Shipping & Delivery', 'Return Policy', 'Warranty Terms', and 'Shipment Tracking'. The 'CONTACT US' section provides contact details: an email address 'sales@zitrone.com.my', a phone number '03 - 2145 9086', and operating hours 'Monday - Friday 9.00am - 6.00pm'. At the bottom left of the footer, there is a copyright notice: 'COPYRIGHT © 2019 ZITRON ENTERPRISE (M) SDN BHD'.

**INFORMATION**

- About Us
- Terms & Conditions
- Privacy Policy
- Shipping & Delivery
- Return Policy
- Warranty Terms
- Shipment Tracking

**CONTACT US**

- sales@zitrone.com.my
- 03 - 2145 9086
- Monday - Friday 9.00am - 6.00pm

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# LOGIN



# Login Account Activation

- ❖ User will receive activation link via email for login account activation as shown below. Just click on the link to proceed to **Activate Account** page.

Email From: [support@zitron.com.my](mailto:support@zitron.com.my) (Zitron Online)

Message:

Dear Sir / Madam,

Your Login Username: [Test2](#)

You have received this email because you have registered an account to access to Zitron Online. In order to login to the system for the first time, you will need to click on the link below to activate your account and set a password:

<http://10.10.10.238:9091/Account/VerifyAccount/MMKOAK14MU1HrYMi2ZeNSw2>

Thank you.

*This is an automated message – please do not reply to this e-mail.*

# Security Message Alert

- ❖ User might encounter security message when clicked on the link, press ok to proceed.

Email From: [support@zitron.com.my](mailto:support@zitron.com.my) (Zitron Online)

Message:

Dear Sir / Madam,

Your Login User Name is **XXXXXXXXXX**

You have received this message because you have attempted to access to Zitron Online. In order to login to the system for the first time, please click on the link below to activate your account and set a password:

<http://10.10.10.238:9091/Account/VerifyAccount/MMKOAK14MU1HrYMi2ZeNSw2>

Thank you.

*This is an automated message – please do not reply to this e-mail.*

Outlook Security

 This might be a phishing message and is potentially unsafe. Links and other functionality have been disabled. [Read more about e-mail safety.](#)

Please do not show me this dialog again

OK

# Set Password

- ❖ Key in new password here. Note that user must agreed to the “**Terms and Conditions**” to proceed. User will be redirected to the **Login** page after set the password successfully.

**ACTIVATE ACCOUNT**

For activate your account, please set your new password here.

**User Name\***

  
**Password\***

**Confirm Password\***

I agree to the **Terms and Conditions**

**Submit**

# Login

❖ Key in user name and password here.

The screenshot shows the ZITRON website's login interface. At the top, there is a navigation bar with the ZITRON logo (tagline: "Where Communication Meets Technology") and links for HOME, LOGIN, FORGOT PASSWORD, and EMAIL US. Below this is a dark red header with the word "LOGIN" in white. The main content area contains a login form with two input fields: "User Name\*" and "Password\*", each with a corresponding text box. A yellow rectangular box highlights these two input fields. A yellow arrow originates from the text "Key in user name and password here." and points to the right side of the yellow box. Below the input fields is a "Sign In" button.

# Home Page

❖ User will be redirected to Home page upon successfully login.

**ZITRON**  
Where Communication Meets Technology

TRANSACTIONS

REPORTS

ENQUIRY

Admin  
Admin Panel  
Company Profile  
User Profile  
Overdue Amount :RM 89,699.10  
Sign Off

**SAMSUNG**  
Galaxy S21 | S21+5G

Super Fast Charging   Fast Wireless Charging 2.0   Wireless PowerShare

Meet the fastest chip ever in Galaxy

SAMSUNG S21

SAMSUNG S21+

21

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# PROFILLING



# Company Profile

- ❖ User can view company details from **Company Profile** page.
- ❖ Current Overdue Amount is available in company profile and top right corner.

The screenshot shows the ZITRON admin interface. The top navigation bar features the ZITRON logo with the tagline "Where Communication Meets Technology", and three main menu items: TRANSACTIONS, REPORTS, and ENQUIRY. On the right side, there is a user menu with options: Admin, Admin Panel, Company Profile, User Profile, Overdue Amount : RM 89,699.10, and Sign Off. The main content area is titled "COMPANY PROFILE" and displays the following details for Asia Mobile Supplies Sdn Bhd:

Company Name	Asia Mobile Supplies Sdn Bhd
Address	L4-01, Ikon Connaught, No.160, Jalan Cerdas, Taman Connaught, Cheras,
Postcode	56000
City	Kuala Lumpur
State	Wilayah Persekutuan
Email	dealerportal.admin@zitron.com.my
Phone Number	03-9107 2266
Fax No	03-9108 3388
Last Modified	27-Jan-2021 09:39 AM
Overdue Amount	RM 89,699.10

# User Profile

- ❖ User can view login activity in **User Profile** page.
- ❖ User can also change login password here whenever necessary.

**ZITRON**  
Where Communication Meets Technology

TRANSACTIONS    REPORTS    ENQUIRY

Admin  
Admin Panel  
Company Profile  
**User Profile**  
Overdue Amount :RM 89,699.10  
Sign Off

**USER PROFILE**

User Name	admin
Last Successful Login	29-Sep-2020 11:07 AM
Last Failed Login	22-Apr-2021 04:03 AM

**Change Password**

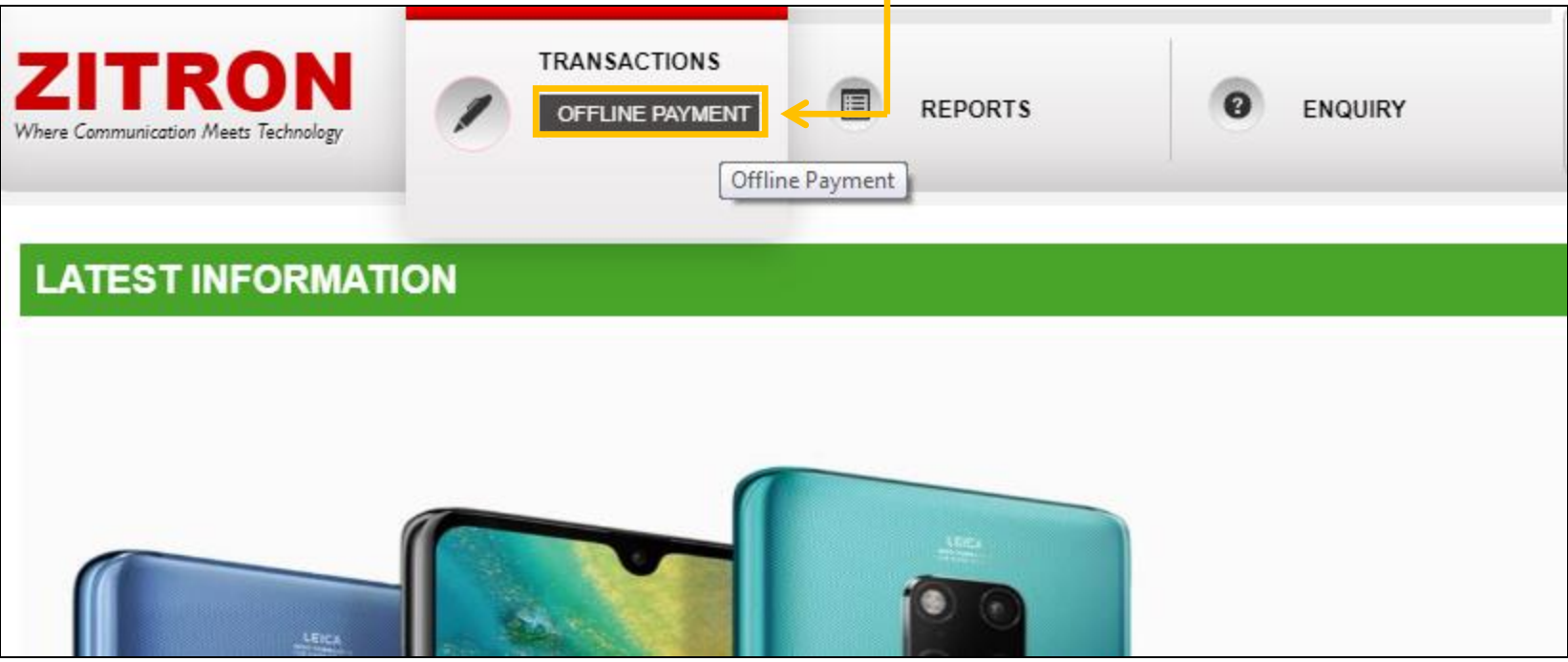


# OFFLINE PAYMENT



# Transactions – Offline Payment

❖ From the Transactions menu go to Offline Payment.



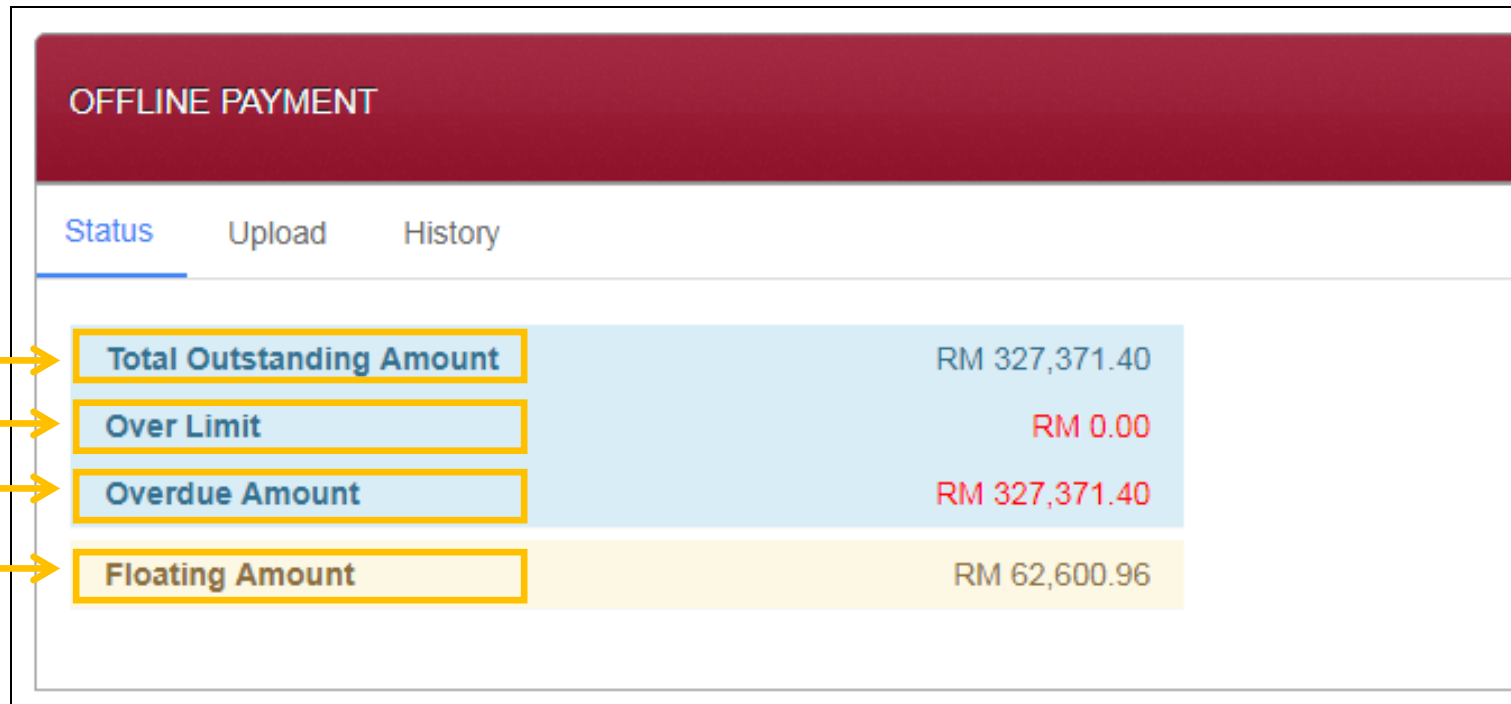
# Offline Payment

- ❖ Status – To view current Total Outstanding Amount, Over Limit Amount, Overdue Amount and Floating Amount.
- ❖ Upload – To upload transaction slip.
- ❖ History – To view payment history.

OFFLINE PAYMENT		
Status	Upload	History
<b>Total Outstanding Amount</b>		RM -8,472.50
<b>Over Limit</b>		RM 0.00
<b>Overdue Amount</b>		RM -8,472.50
<b>Floating Amount</b>		RM 1,234.44

# Status Tab

- ❖ Total Outstanding Amount – Total unpaid amount.
- ❖ Over Limit – Amount which is beyond/over the entitled credit limit.
- ❖ Overdue Amount – Total unpaid amount that had been due.
- ❖ Floating Amount – Funds that had been debited by dealer and haven't credited to the payment yet.



The screenshot displays a web interface for 'OFFLINE PAYMENT'. It features a navigation bar with 'Status', 'Upload', and 'History' tabs. Below the navigation bar, a table lists four financial metrics. The first three metrics (Total Outstanding Amount, Over Limit, and Overdue Amount) are grouped in a light blue background, while the Floating Amount is in a light yellow background. Yellow arrows from the text above point to each of these four rows in the table.

Status	Upload	History
Total Outstanding Amount		RM 327,371.40
Over Limit		RM 0.00
Overdue Amount		RM 327,371.40
Floating Amount		RM 62,600.96

# Upload Tab

- 1) Select payment date.
- 2) Select bank which payment made.

3) Key in payment amount here.

The screenshot shows a web form with the following fields and controls:

- Status:** Upload (selected), History
- Tranx Date\*:** 04-Feb-2021
- Bank\*:** Public Bank Berhad 3124062130
- Tranx Amount (RM)\*:** 111.11
- Tranx Type\*:**  Cash  Cheque  Online Payment  Credit Card
- Tranx Ref No. / Cheque No.\*:** ABCDEF123
- Tranx Slip\*:** Select file...
- Buttons:** Reset, Submit

Yellow arrows from the instructions point to the Tranx Date, Bank, Tranx Amount, and Tranx Ref No. / Cheque No. fields.

4) Key in **Transaction Ref No.**..This is mandatory for “Cheque”, “Online Payment” and “Credit Card”.

# Transaction Slip Upload

5) Browse and upload transaction slip here.

The screenshot shows a web application interface for uploading a transaction slip. The main form is titled "OFFLINE PAYMENT" and has tabs for "Status", "Upload", and "History". The "Upload" tab is active. The form contains the following fields:

- Tran Date\*
- Bank\*
- Tran Amount (RM)\*
- Tran Type\*
- Tran Ref No. / Cheque No.
- Tran Slip\*

A file explorer window is open over the "Pictures" library. The window shows a grid of files:

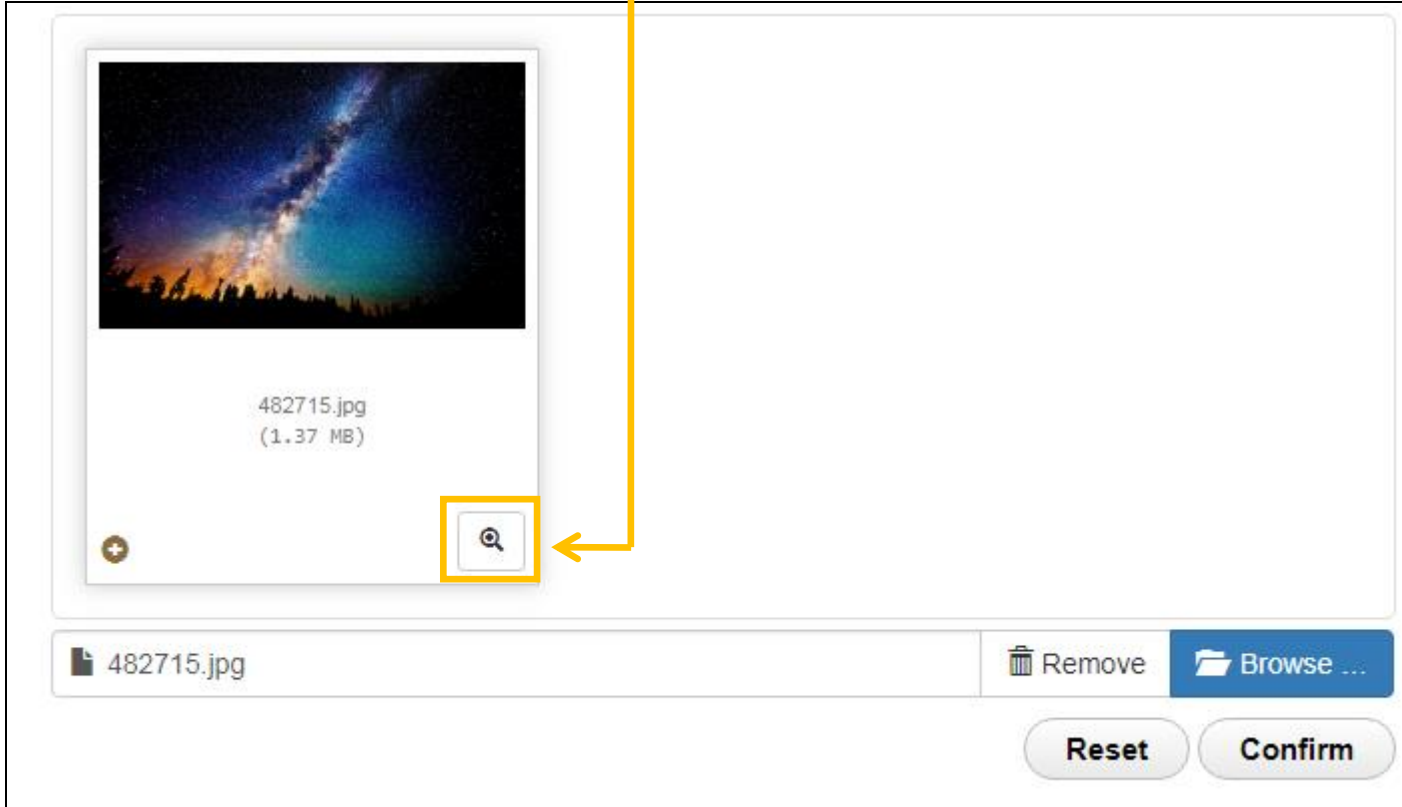
- Sample Pictures (Folder)
- 482715.jpg
- 812305.jpg
- BxEoEd7.ipa
- milkv wav skv.ip
- milkv-wav-5k-hd

The file explorer window has a "File name:" field and a file type dropdown set to "All Files (\*.\*)". The "Open" and "Cancel" buttons are visible. A yellow box highlights the "Browse ..." button in the web form, with an arrow pointing to it from the right.

**Note:** Maximum 8MB file size is allowed for transaction slip upload. Allowed format are image and PDF file.

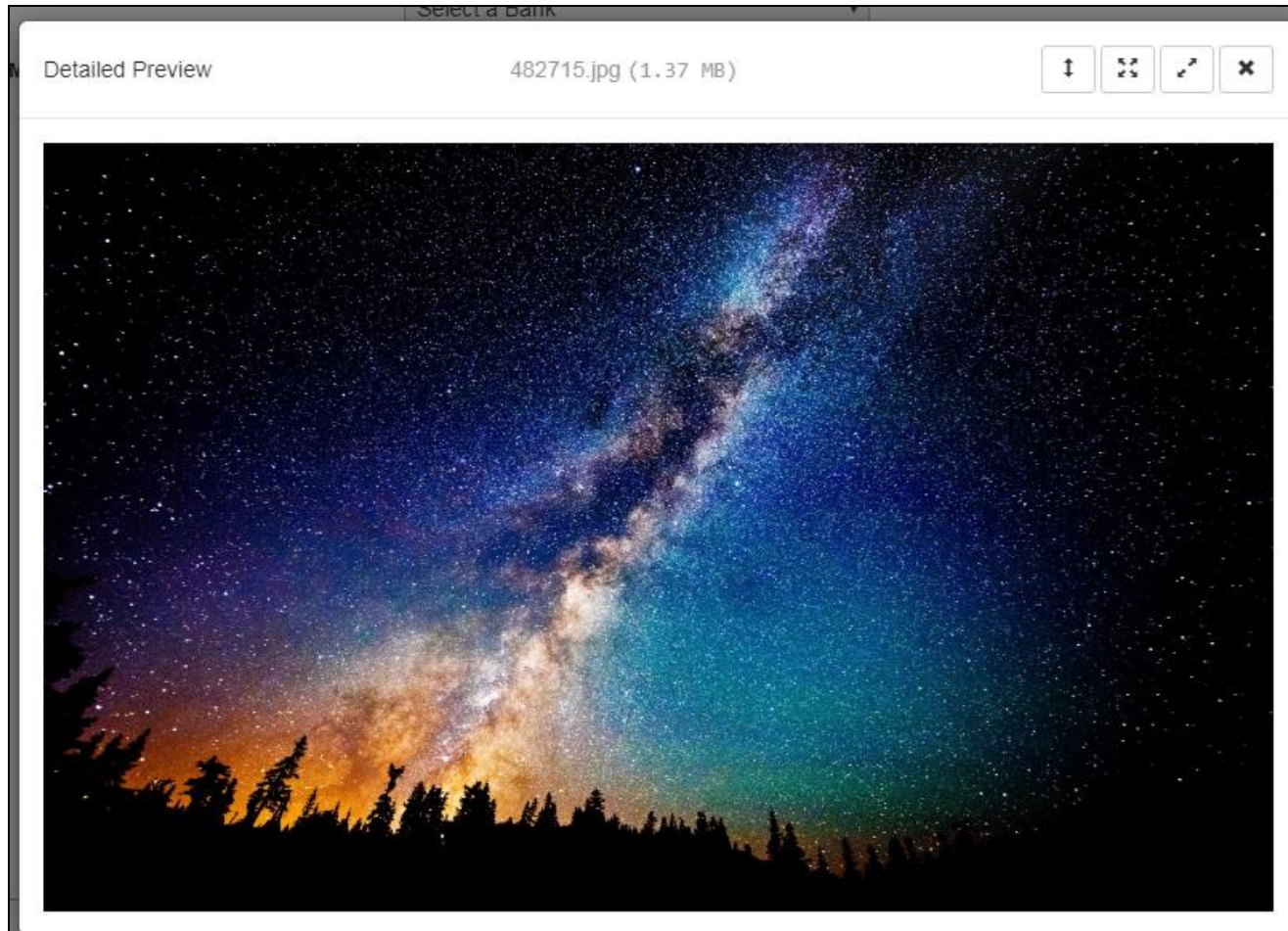
# Attachment Preview

6) View attached transaction slip here.



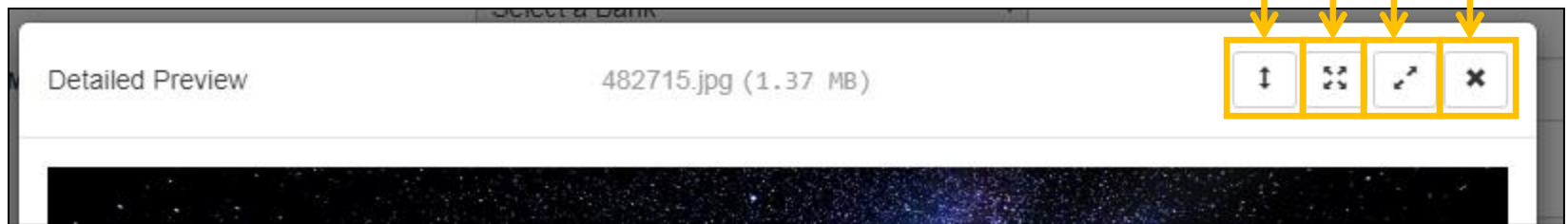
The image shows a user interface for previewing an attachment. On the left, there is a preview card for a file named '482715.jpg' with a size of '(1.37 MB)'. The card displays a thumbnail of a night sky with the Milky Way galaxy. Below the thumbnail is a small circular icon with a plus sign. To the right of the plus icon is a square button with a magnifying glass icon, which is highlighted with a yellow box and a yellow arrow pointing to it from the text above. Below the preview card is a horizontal bar containing a file icon and the name '482715.jpg'. To the right of this bar are two buttons: 'Remove' with a trash can icon and 'Browse ...' with a folder icon. At the bottom right of the interface are two rounded buttons: 'Reset' and 'Confirm'.

# Detail Preview



# Detail Preview Options

- ❖ Hide the title.
- ❖ View in full screen.
- ❖ Borderless preview window.
- ❖ Exit detail preview.



# Transaction Submission

7) Confirm the details then click **Submit** to proceed. Else, click **Reset** to clear the inserted information.

The screenshot shows a web form for transaction submission. It has three tabs: 'Status', 'Upload', and 'History'. The 'Upload' tab is active. The form contains the following fields and options:


- Tranx Date\***: Text input with value '04-Feb-2021'.
- Bank\***: Dropdown menu with value 'Public Bank Berhad 3124062130'.
- Tranx Amount (RM)\***: Text input with value '111.11'.
- Tranx Type\***: Radio buttons for 'Cash', 'Cheque', 'Online Payment', and 'Credit Card'. 'Credit Card' is selected.
- Tranx Ref No. / Cheque No.\***: Text input with value 'ABCDEF123'.
- Tranx Slip\***: Image upload area showing a preview of a file named '11834033-1170.jpeg' (978.5 KB). Below the preview are 'Remove' and 'Browse ...' buttons.

At the bottom right of the form, there are two buttons: 'Reset' and 'Submit'. These buttons are enclosed in a yellow rectangular box, and a yellow arrow points from the right side of the box towards the 'Submit' button.

# Details Confirmation

8) Confirm then click **Submit** to complete the transaction. Click **Cancel** to start with new transaction.

**DETAILS CONFIRMATION**


Tranx Date	:	04-Feb-2021
Bank	:	Public Bank Berhad 3124062130
Tranx Amount (RM)	:	111.11
Tranx Type	:	Credit Card
Tranx Ref No. / Cheque No.	:	ABCDEF123
Tranx Slip	:	 11834033-1170.jpeg

# Print Payment Receipt


9) Print out the payment receipt.

**TRANSACTION SUCCESSFUL!**

Submission Status	:	Successful
Transfer From	:	The Hello Station (M) Sdn Bhd (ZS001)
Reference ID	:	PSE10002252
Tranx Date	:	04-Feb-2021
Bank	:	Public Bank Berhad 3124062130
Tranx Amount (RM)	:	111.11
Tranx Type	:	Credit Card
Tranx Ref No. / Cheque No.	:	ABCDEF123
Tranx Slip	:	



11834033-1170.jpeg



**Print**

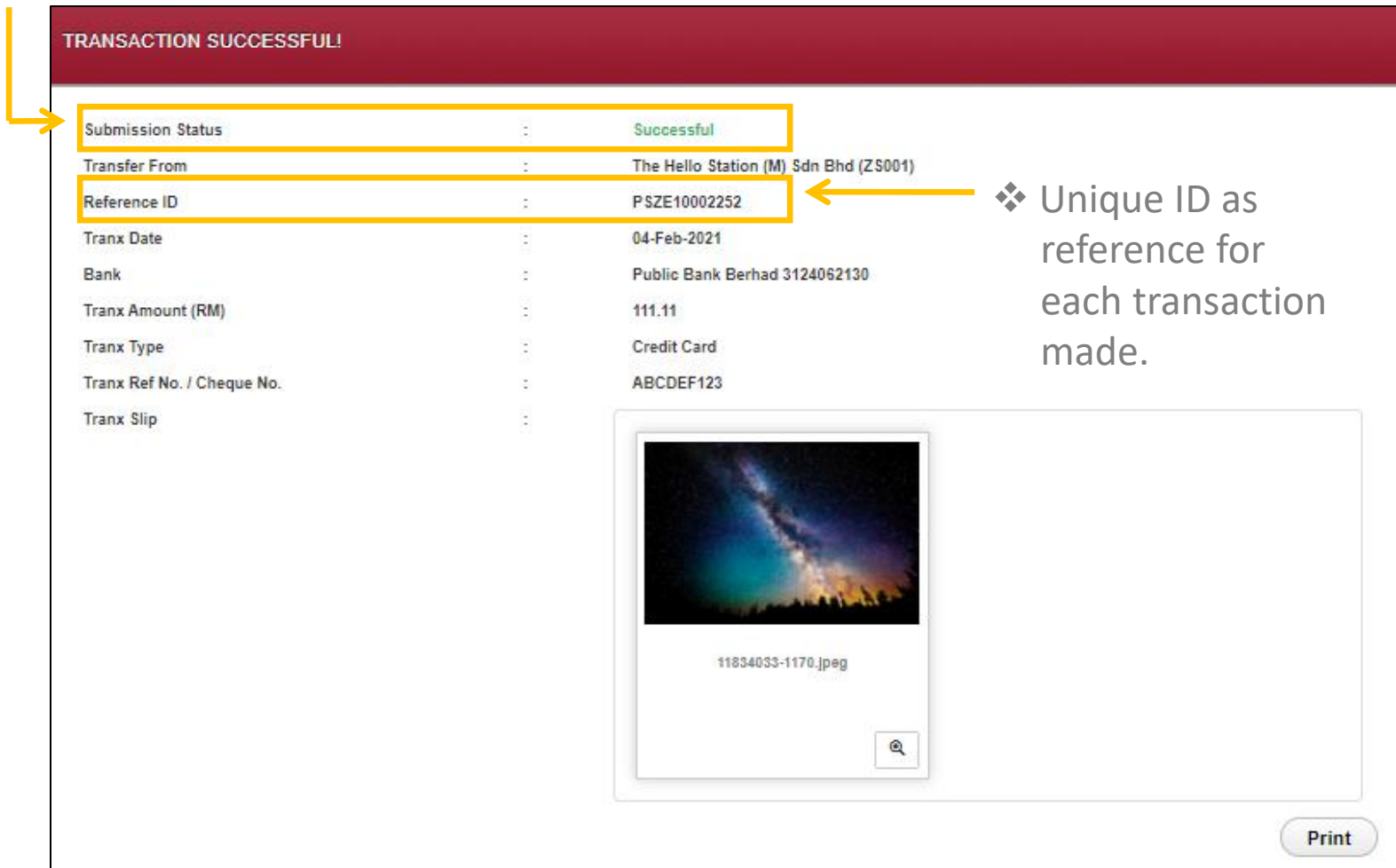
# Submission Status & Reference ID

- ❖ Submission status indicates if the transaction is submitted successfully.

**TRANSACTION SUCCESSFUL!**

Submission Status	:	Successful
Transfer From	:	The Hello Station (M) Sdn Bhd (ZS001)
Reference ID	:	PSZE10002252
Tranx Date	:	04-Feb-2021
Bank	:	Public Bank Berhad 3124062130
Tranx Amount (RM)	:	111.11
Tranx Type	:	Credit Card
Tranx Ref No. / Cheque No.	:	ABCDEF123
Tranx Slip	:	

❖ Unique ID as reference for each transaction made.



11834033-1170.jpeg

Print

# Payment Receipt

**ZITRON**

*Where Communication Meets Technology*

Zitron Enterprise (M) Sdn Bhd. 242481-M

## PAYMENT RECEIPT

**Submission Status** : Successful  
**Transfer From** : The Hello Station (M) Sdn Bhd (ZS001)  
**Reference ID** : PSZE10002252  
**Tranx Date** : 04-Feb-2021  
**Bank** : Public Bank Berhad 3124062130  
**Tranx Amount (RM)** : 111.11  
**Tranx Type** : Credit Card  
**Tranx Ref No. / Cheque No.** : ABCDEF123  
**Tranx Slip** :



11834033-1170.jpeg

This is a computer generated document. No signature is required.

# History Tab

## ❖ Status include:

KIV (Keep In View) – Transaction verification in progress.

Approve - Transaction is approved.

Reject - Transaction is rejected.

## ❖ Record Search box.

Date	Ref ID	Bank	Amount (RM)	Submission	Status	Detail
04-Feb-2021	PSZE10002252	Public Bank Berhad 3124062130	111.11	Successful	KIV	☰

Page 1 of 1

PREVIOUS 1 NEXT

## ❖ Transaction Submission status.

## ❖ Page navigation menu.

## ❖ Click for Payment Details.


# History Tab – Payment Details

❖ Back to history tab.

**PAYMENT DETAILS**

Submission Status	:	Successful
Verification Status	:	KIV
Remarks	:	
Transfer From	:	The Hello Station (M) Sdn Bhd (ZS001)
Reference ID	:	PSZE10002252
Tranx Date	:	04-Feb-2021
Bank	:	Public Bank Berhad 3124062130
Tranx Amount (RM)	:	111.11
Tranx Type	:	Credit Card
Tranx Ref No. / Cheque No.	:	ABCDEF123
Tranx Slip	:	

❖ Remarks from accounts department.



11834033-1170.jpeg

Back

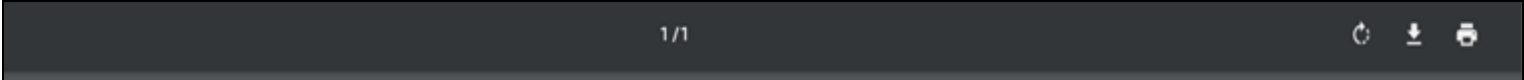


# THE REPORTS



# Standard Reports Function

- ❖ Brief introduction on buttons and functions available in Reports module such as print and / or download report, record sorting, pagination, searching and etc.
- ❖ Note that these functions are standard for all the reports.



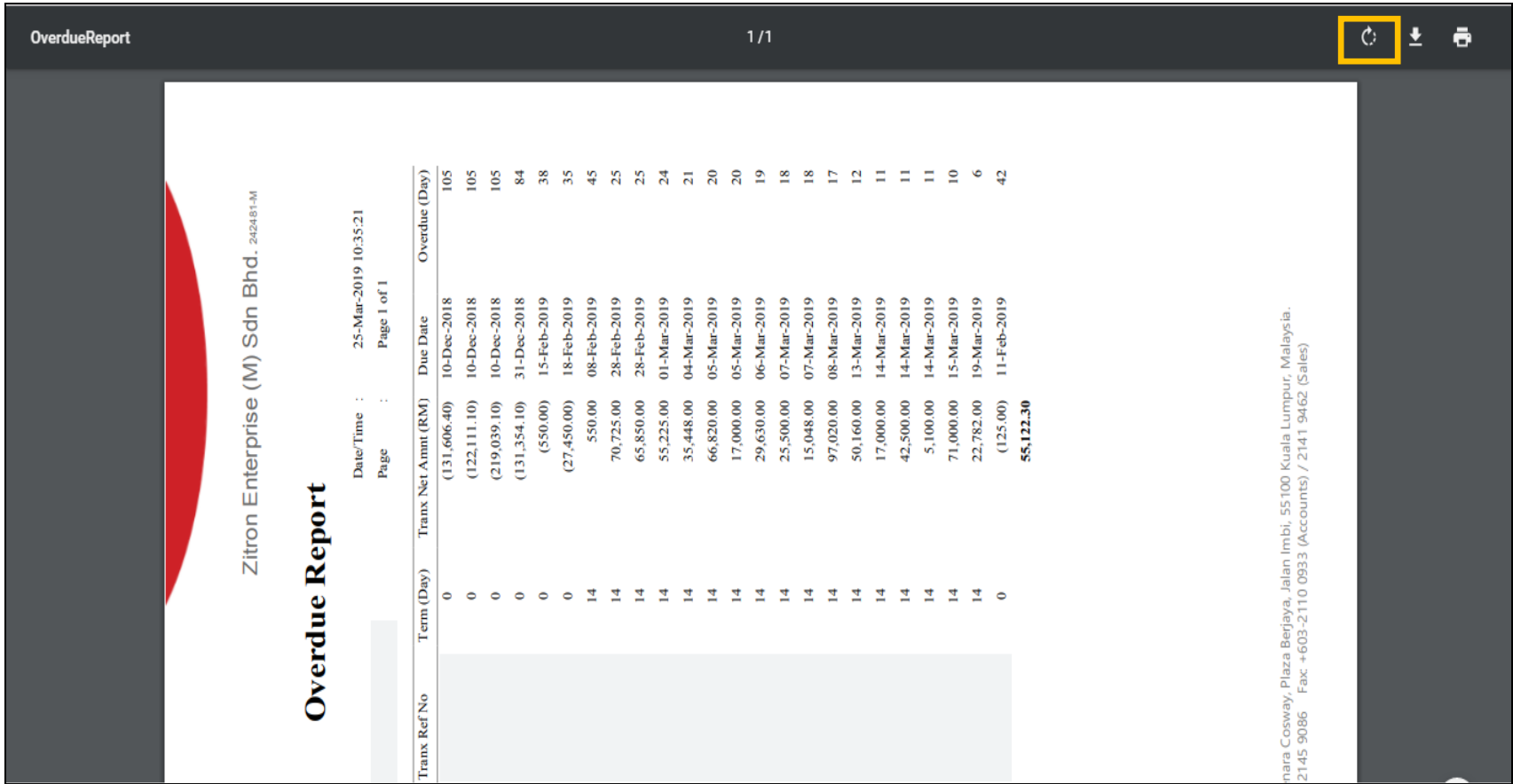
Show  records Q

SQ No	SO No	Tranx Date	Delivery Type	Detail
		05-Mar-2019	By Despatch	



# Reports Rotating Function

❖ Rotate the report here.



The screenshot shows a software interface for an "Overdue Report". At the top left, it says "OverdueReport" and "1/1". On the right side of the top bar, there are three icons: a refresh icon (a circular arrow), a download icon, and a print icon. A yellow arrow points from the text "Rotate the report here." to the refresh icon. The main content area displays the report details for "Zitron Enterprise (M) Sdn Bhd." and a table of overdue items.

**Zitron Enterprise (M) Sdn Bhd.** 2424814M

## Overdue Report

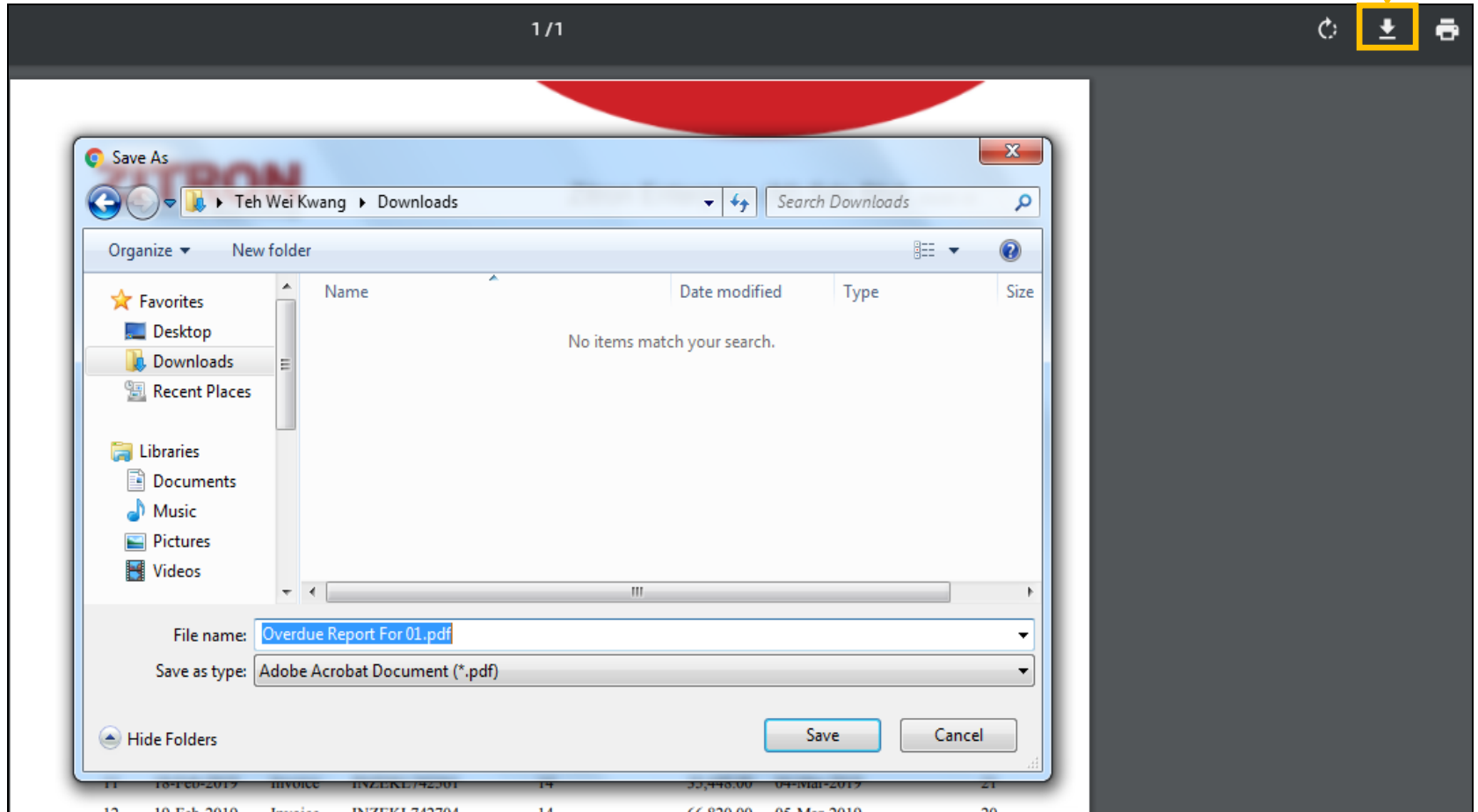
Date/Time : 25-Mar-2019 10:35:21  
Page : Page 1 of 1

Tranx Ref/No	Term (Day)	Tranx Net Amnt (RM)	Due Date	Overdue (Day)
	0	(131,606.40)	10-Dec-2018	105
	0	(122,111.10)	10-Dec-2018	105
	0	(219,039.10)	10-Dec-2018	105
	0	(131,354.10)	31-Dec-2018	84
	0	(550.00)	15-Feb-2019	38
	0	(27,450.00)	18-Feb-2019	35
	14	550.00	08-Feb-2019	45
	14	70,725.00	28-Feb-2019	25
	14	65,850.00	28-Feb-2019	25
	14	55,225.00	01-Mar-2019	24
	14	35,448.00	04-Mar-2019	21
	14	66,820.00	05-Mar-2019	20
	14	17,000.00	05-Mar-2019	20
	14	29,630.00	06-Mar-2019	19
	14	25,500.00	07-Mar-2019	18
	14	15,048.00	07-Mar-2019	18
	14	97,020.00	08-Mar-2019	17
	14	50,160.00	13-Mar-2019	12
	14	17,000.00	14-Mar-2019	11
	14	42,500.00	14-Mar-2019	11
	14	5,100.00	14-Mar-2019	11
	14	71,000.00	15-Mar-2019	10
	14	22,782.00	19-Mar-2019	6
	0	(125.00)	11-Feb-2019	42
		<b>55,122.30</b>		

nara Cosway, Plaza Berjaya, Jalan Imbi, 55100 Kuala Lumpur, Malaysia.  
2145 9086 Fax: +603-2110 0933 (Accounts) / 2141 9462 (Sales)

# Reports Download Function

❖ Download the report here.



# Reports Printing Function

❖ Print report here.

The screenshot shows the printing interface for the ZITRON Overdue Report. The print settings panel on the left includes:

- Print
- Total: 1 sheet of paper
- Print (button) / Cancel (button)
- Destination: Samsung SCX-483x (highlighted with a yellow box)
- Pages: All (selected), e.g. 1-5, 8, 11-13
- Copies: 1
- More settings (dropdown)
- Print using system dialog... (Ctrl+Shift+P) (checkbox)

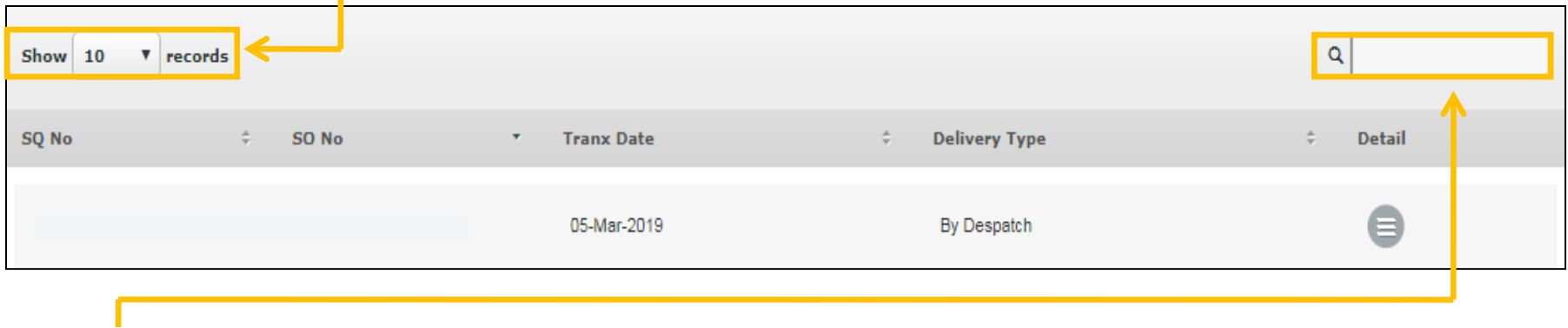
The report content on the right includes the ZITRON logo, company name (Zitron Enterprise (M) Sdn Bhd, 242481-M), and the title 'Overdue Report'. It also displays metadata such as Organization (01), Date/Time (25-Mar-2019 10:35:21), and Customer information. The main part of the report is a table with the following columns: No, Tranx Date, Tranx Type, Tranx Ref No, Term (Day), Tranx Net Amnt (RM), Due Date, and Overdue (Day).

No	Tranx Date	Tranx Type	Tranx Ref No	Term (Day)	Tranx Net Amnt (RM)	Due Date	Overdue (Day)
1	10-Dec-2018	CN		0	(131,606.40)	10-Dec-2018	105
2	10-Dec-2018	CN		0	(122,111.10)	10-Dec-2018	105
3	10-Dec-2018	CN		0	(219,039.10)	10-Dec-2018	105
4	31-Dec-2018	CN		0	(131,354.10)	31-Dec-2018	84
5	15-Feb-2019	CN		0	(550.00)	15-Feb-2019	38
6	18-Feb-2019	CN		0	(27,450.00)	18-Feb-2019	35
7	25-Jan-2019	Invoice		14	550.00	08-Feb-2019	45
8	14-Feb-2019	Invoice		14	70,725.00	28-Feb-2019	25
9	14-Feb-2019	Invoice		14	65,850.00	28-Feb-2019	25
10	15-Feb-2019	Invoice		14	55,225.00	01-Mar-2019	24
11	18-Feb-2019	Invoice		14	35,448.00	04-Mar-2019	21
12	19-Feb-2019	Invoice		14	66,820.00	05-Mar-2019	20
13	19-Feb-2019	Invoice		14	17,000.00	05-Mar-2019	20
14	20-Feb-2019	Invoice		14	29,630.00	06-Mar-2019	19
15	21-Feb-2019	Invoice		14	25,500.00	07-Mar-2019	18
16	21-Feb-2019	Invoice		14	15,048.00	07-Mar-2019	18
17	22-Feb-2019	Invoice		14	97,020.00	08-Mar-2019	17
18	27-Feb-2019	Invoice		14	50,160.00	13-Mar-2019	12
19	28-Feb-2019	Invoice		14	17,000.00	14-Mar-2019	11
20	28-Feb-2019	Invoice		14	42,500.00	14-Mar-2019	11
21	28-Feb-2019	Invoice		14	5,100.00	14-Mar-2019	11
22	01-Mar-2019	Invoice		14	71,000.00	15-Mar-2019	10

❖ Make sure the **Destination** is the desired printer.

# Record Listing & Searching

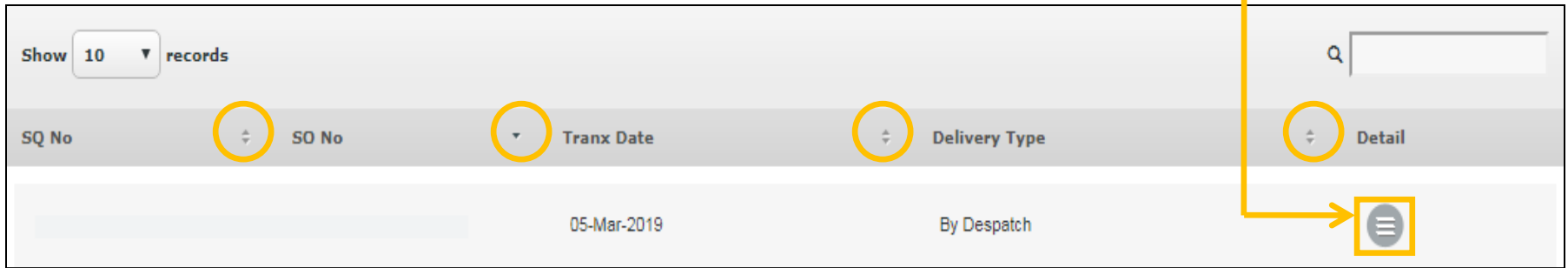
- ❖ Determine how many records to display in the listing, ranging from 10, 25,50 and 100 records.



- ❖ Keyword search box. The keyword are base on columns available in the listings and can only accept one keyword at one time.
- ❖ Refer to above Sales Order listing example. User can only key in the keyword for none other than columns "SQ No", "SO No", "Tranx Date" and "Delivery Type".
- ❖ Different report accepts different keyword for searching function.

# Record Sorting & Detail

- ❖ When this symbol appear, it means more detail of the transaction is available. Just click in to view the details.



The screenshot shows a table interface with a header row and a data row. The header row contains columns: 'SQ No', 'SO No', 'Tranx Date', 'Delivery Type', and 'Detail'. Each column header has a small circular icon with a vertical line through it. A yellow circle highlights the 'Detail' icon, and a yellow arrow points from the text above to it. The data row shows '05-Mar-2019' under 'Tranx Date' and 'By Despatch' under 'Delivery Type'. A search bar is visible in the top right corner. A yellow circle highlights a menu icon (three horizontal lines) in the bottom right corner, with a yellow arrow pointing from the text above to it.

SQ No	SO No	Tranx Date	Delivery Type	Detail
		05-Mar-2019	By Despatch	

- → ❖ Record sorting function. By default it will sort by ascending order base on first column. Click again to change to descending order.
- ❖ Note that this sorting function cannot handle multiple columns sorting. Meaning that user can only sort the listing base on one column at one time by clicking on the column header.

# Buttons and Pagination

- ❖ **Back** and **Print** button shown below appear only in the transaction where that's an option to view the detail version of it.
- ❖ **Back** button allow user to go back to the previous transaction lists while the **Print** button allow you to print out the transaction detail.



- ❖ Enable user to navigate the listing page.



# The Reports

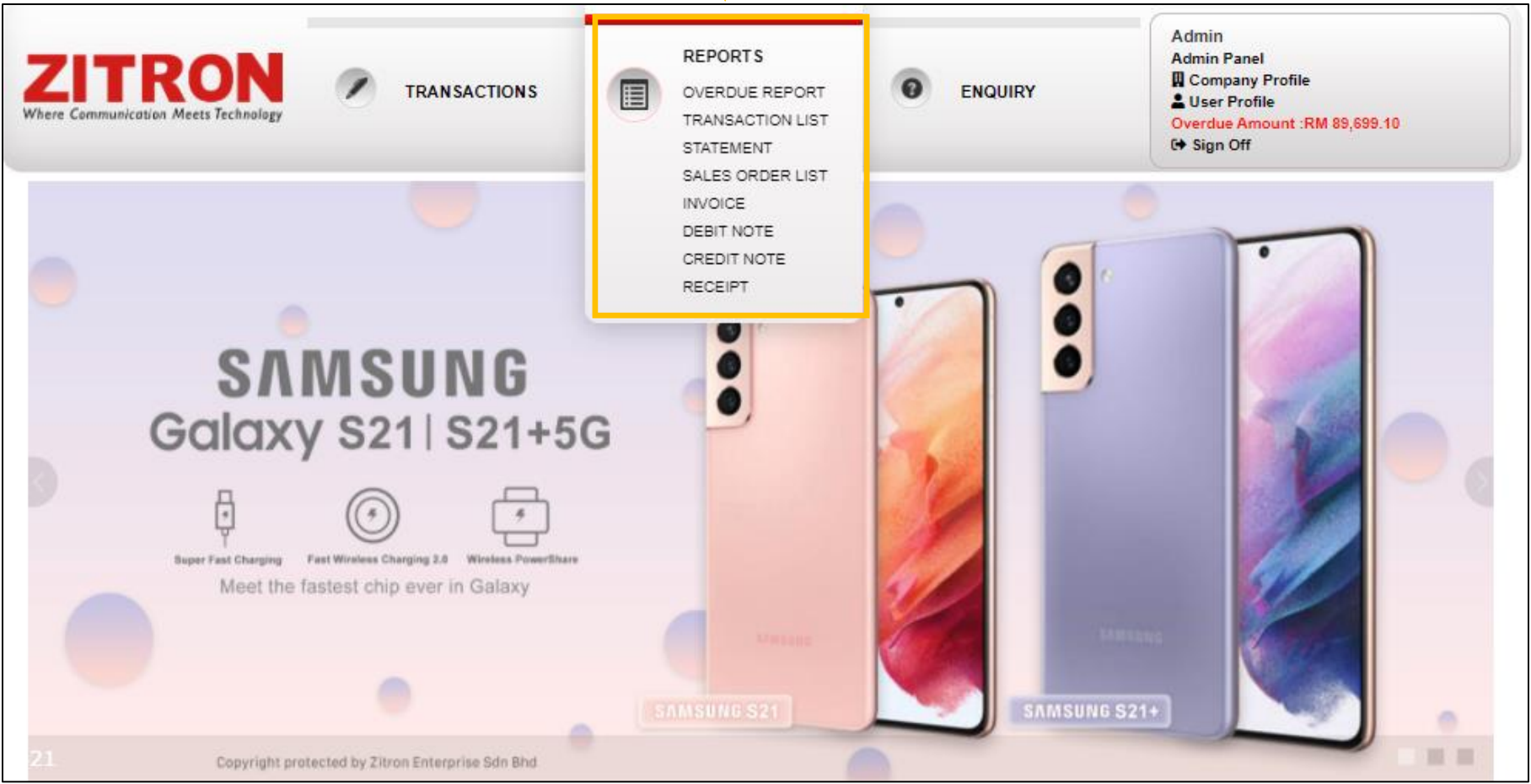
❖ Report menu.

The screenshot displays the ZITRON admin dashboard. At the top left is the ZITRON logo with the tagline "Where Communication Meets Technology". The main navigation bar contains three items: "TRANSACTIONS" with a pencil icon, "REPORTS" with a document icon (highlighted by a yellow box and a yellow arrow from the text "Report menu."), and "ENQUIRY" with a question mark icon. On the right side, there is an "Admin" panel with the following options: "Admin Panel", "Company Profile", "User Profile", "Overdue Amount :RM 89,699.10", and "Sign Off". Below the navigation bar is a large promotional banner for the "SAMSUNG Galaxy S21 | S21+5G". The banner features images of the phones in pink and purple, along with icons for "Super Fast Charging", "Fast Wireless Charging 2.0", and "Wireless PowerShare". The text on the banner includes "Meet the fastest chip ever in Galaxy" and "Copyright protected by Zitron Enterprise Sdn Bhd".

# Available Reports

❖ List of available reports.

- REPORTS
  - OVERDUE REPORT
  - TRANSACTION LIST
  - STATEMENT
  - SALES ORDER LIST
  - INVOICE
  - DEBIT NOTE
  - CREDIT NOTE
  - RECEIPT



# Overdue Report

- ❖ To view the list of 18 months transactions with outstanding or advance balance in amount, start from current month.
- ❖ Print the report here.

The screenshot displays the ZITRON web application interface. At the top left is the ZITRON logo with the tagline "Where Communication Meets Technology". The main navigation bar includes "TRANSACTIONS", "REPORTS", and "ENQUIRY". On the right, a user profile menu for "Admin" lists "Admin Panel", "Company Profile", "User Profile", "Overdue Amount : RM 89,699.10", and "Sign Off". Below the navigation bar, a red banner reads "OVERDUE REPORT". Underneath the banner, a button labeled "Print Overdue Report" is highlighted with a yellow box. A yellow line with an arrow points from the "Print the report here." instruction to this button.

# Sample of Overdue Report



Zitron Enterprise (M) Sdn Bhd. 242481-M

## Overdue Report

Organization : 01

Date/Time : 15-Apr-2019 10:36:00

Customer : [Redacted]

Page : Page 1 of 1

No	Tranx Date	Tranx Type	Tranx Ref No	Term (Day)	Tranx Net Amnt (RM)	Due Date	Overdue (Day)
1	16-Dec-2015	CN	[Redacted]	0	[Redacted]	16-Dec-2015	1216
2	03-Apr-2019	CN	[Redacted]	0	[Redacted]	03-Apr-2019	12
3	05-Apr-2019	Invoice	[Redacted]	7	[Redacted]	12-Apr-2019	3
4	09-Apr-2019	Invoice	[Redacted]	7	[Redacted]	16-Apr-2019	-1
5	10-Apr-2019	Invoice	[Redacted]	7	[Redacted]	17-Apr-2019	-2

\*\*\*\*\* End of Report \*\*\*\*\*

# Transaction List Report

- ❖ To view the historical transactions base on selected month.
- ❖ Select the period (Month) here. Note that the report only available for 18 months, starts from current month.

The screenshot displays the ZITRON system interface. At the top left is the ZITRON logo with the tagline "Where Communication Meets Technology". The main navigation bar includes "TRANSACTIONS", "REPORTS", and "ENQUIRY". On the right, a user menu shows "Admin", "Admin Panel", "Company Profile", "User Profile", "Overdue Amount : RM 89,699.10", and "Sign Off". Below the navigation bar is a red header for "TRANSACTION LIST". Underneath, there is a "Period" dropdown menu currently set to "Mar 2021". A yellow box highlights this dropdown, with a yellow arrow pointing from the second bullet point above. Below the dropdown is a button labeled "Print Customer Transaction", which is also highlighted with a yellow box and a yellow arrow pointing from the third bullet point below.

- ❖ Print the report here.

# Sample of Transaction List Report



Zitron Enterprise (M) Sdn Bhd. 242481-M

## Transaction List

Customer :   
Statement Period : 01-Mar-2019 to 31-Mar-2019

Date/Time : 15-Apr-2019 10:40:46  
Page : Page 1 of 1

Tranx Date	Tranx Type	Tranx RefNo	Tranx Net Amount (RM)
01-Mar-2019	Invoice		
04-Mar-2019	Invoice		
05-Mar-2019	Invoice		
06-Mar-2019	Invoice		
06-Mar-2019	Receipt		
07-Mar-2019	Invoice		
08-Mar-2019	Invoice		
08-Mar-2019	Receipt		

# Statement

- ❖ To view statement of account base on selected month.
- ❖ Select the period (Month) here. Note that the report only available for 18 months, starts from current month.

The screenshot displays the ZITRON web application interface. At the top left is the ZITRON logo with the tagline "Where Communication Meets Technology". To the right of the logo are three navigation tabs: "TRANSACTIONS", "REPORTS", and "ENQUIRY". On the far right, there is an "Admin" user menu containing "Admin Panel", "Company Profile", "User Profile", "Overdue Amount :RM 89,699.10", and "Sign Off". The main content area is titled "Statement" and features a "Period" dropdown menu currently set to "Mar 2021". Below the dropdown is a "Print Statement" button. Yellow annotations highlight the "Period" dropdown and the "Print Statement" button, with arrows pointing to the corresponding text in the list above.

- ❖ Print the report here.

# Sample of Statement Report



Zitron Enterprise (M) Sdn Bhd. 242481-M

## Customer Statement

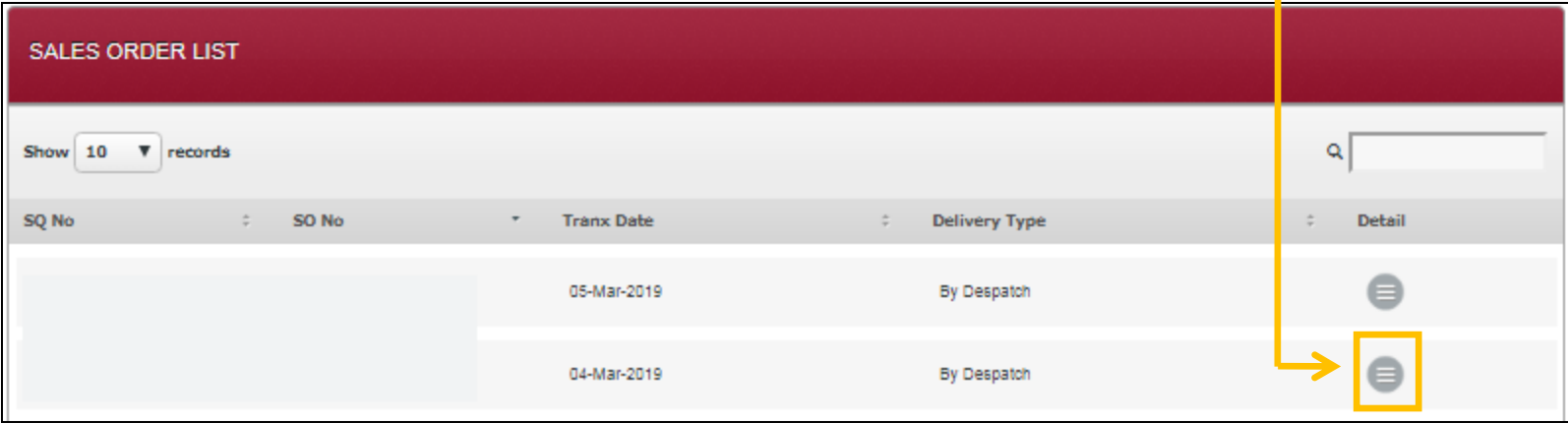
Customer :   
Statement Period : 01-Jul-2020 to 31-Jul-2020

Date/Time : 17-Aug-2020 12:37:49  
Page : Page 1 of 2

Tranx Date	TranxType	Tranx No	Debit (RM)	Credit (RM)
01-Jul-2020		Balance B/F		
01-Jul-2020	AR-Invoice			
01-Jul-2020	AR-Invoice			
01-Jul-2020	AR-Invoice			
01-Jul-2020	AR-Invoice			
01-Jul-2020	AR-Invoice			
01-Jul-2020	AR-Invoice			
01-Jul-2020	AR-Invoice			
01-Jul-2020	AR-Invoice			
01-Jul-2020	AR-Invoice			
01-Jul-2020	AR-Invoice			
01-Jul-2020	AR-Invoice			

# Sales Order List

- ❖ To view 18 months of sales order detail as well as the related Picking List and Invoice, start from current month.
- ❖ Click to view more details.



SALES ORDER LIST						
Show 10 records		Q <input type="text"/>				
SQ No	SO No	Tranx Date	Delivery Type	Detail		
		05-Mar-2019	By Despatch	☰		
		04-Mar-2019	By Despatch	☰		

# Sample of Sales Order Report

❖ To print Imei (Picking List) , DO or Invoice.

**SQ No** :

**Tranx Date** : 05-Aug-2021

**Term** : 5 Days

**Sales Rep** :

**Shipped On** : 05-Aug-2021 12:15 PM

**Do No** :

**Invoice No** :

**Billing To :**

Attn:

Contact No:

**Delivery To :**

Attn:

Contact No:

**Print Imei** **Print DO** **Print Invoice**

Item ID	Description	Qty	Unit Price (RM)	Discount Amount (RM)	Net Amount (RM)
55025769	Huawei Watch GT2 Pro Night Black	1			
HWP0038	Huawei Canvas Shopping Bag (Pkg Promo)	1			

Page 1 of 1

PREVIOUS 1 NEXT

# Sample of Picking List



Zitron Enterprise (M) Sdn. Bhd. 242481-M

## PICKING LIST

No:

Date: 05-Aug-2021

Delivery To:

Page: Page 1 of 1

Delivery Mode: By Despatch

Date/Time: 28-Apr-2022 16:24:57

No.	Item ID	Item Description	Item Qty	UOM
1	55025769	Huawei Watch GT2 Pro Night Black	1	UNIT
		NXLTQ21312000347 395		
2	HWP0036	Huawei Canvas Shopping Bag (Pkg Promo)	1	UNIT

\*\*\*End of document\*\*\*

# Sample of DO



Zitron Enterprise (M) Sdn. Bhd. 242481-M

## DELIVERY ORDER

**No :**  
**Date : 05-Aug-2021**

Deliver To:

Invoice To:

Tel :  
Attn :  
Contact No :

Fax :

Tel :  
Attn :

Fax :



Sales Order :  
Delivery Mode : By Despatch

Po No :  
Salesman :

Page : 1 of 1  
Date/Time : 28-Apr-2022 16:24 PM

No.	Item ID	Item Description	Item Qty	UOM
1	55025769	Huawei Watch GT2 Pro Night Black	1	UNIT
2	HWP0036	Huawei Canvas Shopping Bag (Pkg Promo)	1	UNIT

# Sample of Invoice

**ZITRON**  
Where Communication Meets Technology

Zitron Enterprise (M) Sdn. Bhd. 242481-M

## INVOICE

**No :**  
**Date : 05-Aug-2021**

Invoice To:

Deliver To:

Tel :  
Attn :

Fax :

Tel :  
Attn :

Fax :

Sales Order :  
Delivery Mode : By Despatch

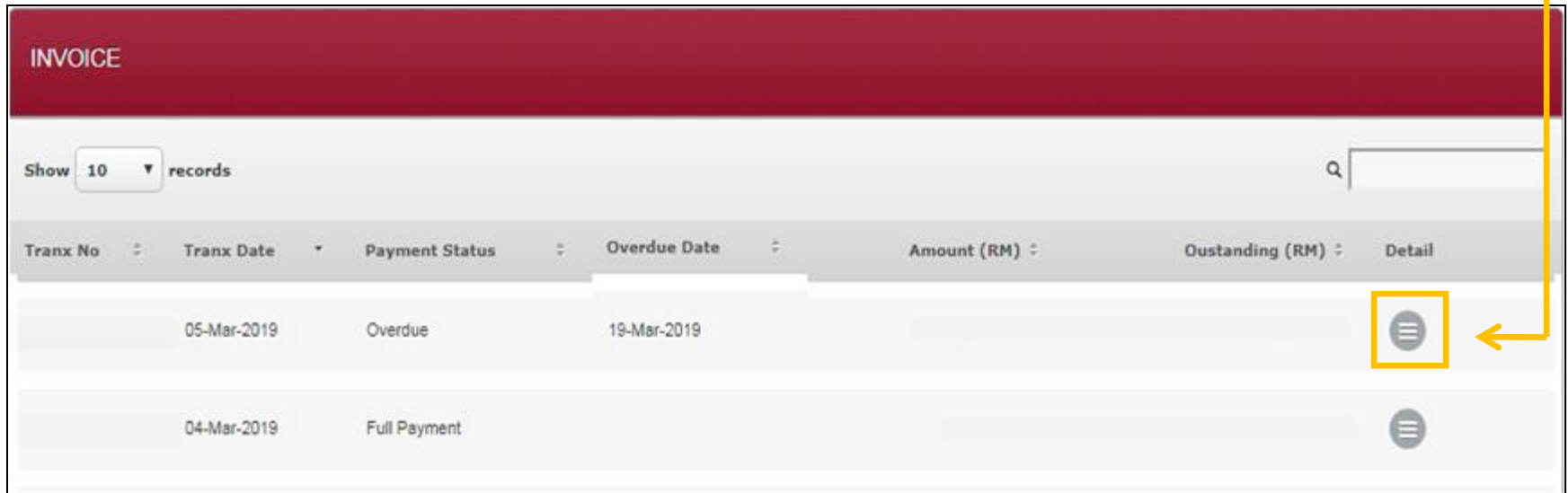
Po No :  
Salesman :



Page : 1 of 1  
Date/Time : 28-Apr-2022 16:25 PM

No.	Product Code	Description	Qty	Unit Price (RM)	Gross Amt. (RM)	Disc Amt. (RM)	Amount (RM)
1	55025769	Huawei Watch GT2 Pro Night Black	1				
2	HWP0036	Huawei Canvas Shopping Bag (Pkg Promo)	1				

# Invoice

- ❖ To view 18 months of Invoice detail, start from current month.
- ❖ Click to view more details.
- ❖ Note that **Overdue date** column will display date and **Outstanding (RM)** column will be highlighted in red color shall the invoice is Overdue.



Tranx No	Tranx Date	Payment Status	Overdue Date	Amount (RM)	Outstanding (RM)	Detail
	05-Mar-2019	Overdue	19-Mar-2019			
	04-Mar-2019	Full Payment				

# Print Invoice

❖ To print the Invoice.

The screenshot displays an invoice management interface. At the top left, there are two buttons: 'Back' and 'Print Invoice'. The 'Print Invoice' button is highlighted with a yellow box, and a yellow arrow points to it from the text '❖ To print the Invoice.' located above the interface.

The interface is divided into three main sections:

- Invoice Details:** A list of fields including Tranx No, Tranx Date (05-Mar-2019), Term (14 Days), Delivery Method (By Despatch), Sales Rep, and Remark.
- Billing To:** A section for billing information, including a large greyed-out area, Attn, and Contact No.
- Delivery To:** A section for delivery information, including a large greyed-out area, Attn, and Contact No.

Below these sections is a table with a search bar and a dropdown menu. The table shows a list of items with columns for Item ID, Description, Qty, Unit Price (RM), Discount Amount (RM), and Net Amount (RM).

Item ID	Description	Qty	Unit Price (RM)	Discount Amount (RM)	Net Amount (RM)
51093DSJ	Huawei Nova 3i (Black)	15			
51093JUE	Huawei Nova 4 Black	3			
51093JUG	Huawei Nova 4 Crush Blue	3			

# Sample of Invoice



Zitron Enterprise (M) Sdn Bhd. 242481-M

## INVOICE

No : [REDACTED]  
Date : 05-Mar-2019

Invoice To: [REDACTED]

Deliver To: [REDACTED]

[REDACTED]

[REDACTED]

Tel : [REDACTED] Fax : [REDACTED]  
Attn : [REDACTED]

Tel : [REDACTED] Fax : [REDACTED]  
Attn : [REDACTED]

Sales Order : [REDACTED]  
Delivery Mode : By Despatch

Po No : [REDACTED]  
Salesman : [REDACTED]

Page : 1 of 1  
Date/Time : 25-Mar-2019 15:19 PM

No.	Product Code	Description	Qty	Unit Price (RM)	Gross Amt. (RM)	Disc Amt. (RM)	Amount (RM)
1	51093DSJ	Huawei Nova 3i (Black)	15	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
2	51093JUE	Huawei Nova 4 Black	3	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
3	51093JUG	Huawei Nova 4 Crush Blue	3	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]

# Invoice (Other Info)

- ❖ Credit Note detail will be displayed in “Other Info” section if there is CN raised for the Invoice.

OTHER INFO									
Show 10 records		Q <input type="text"/>							
Tranx Date	Tranx No	Item ID	Description	Reason	Qty	Unit Price (RM)	Gross Amt (RM)		
+ 07-Nov-2018		51092QAJ	Huawei Nova 3i Black	Price Protection	1				
+ 07-Nov-2018		51092QAL	Huawei Nova 3i Iris Purple	Price Protection	3				

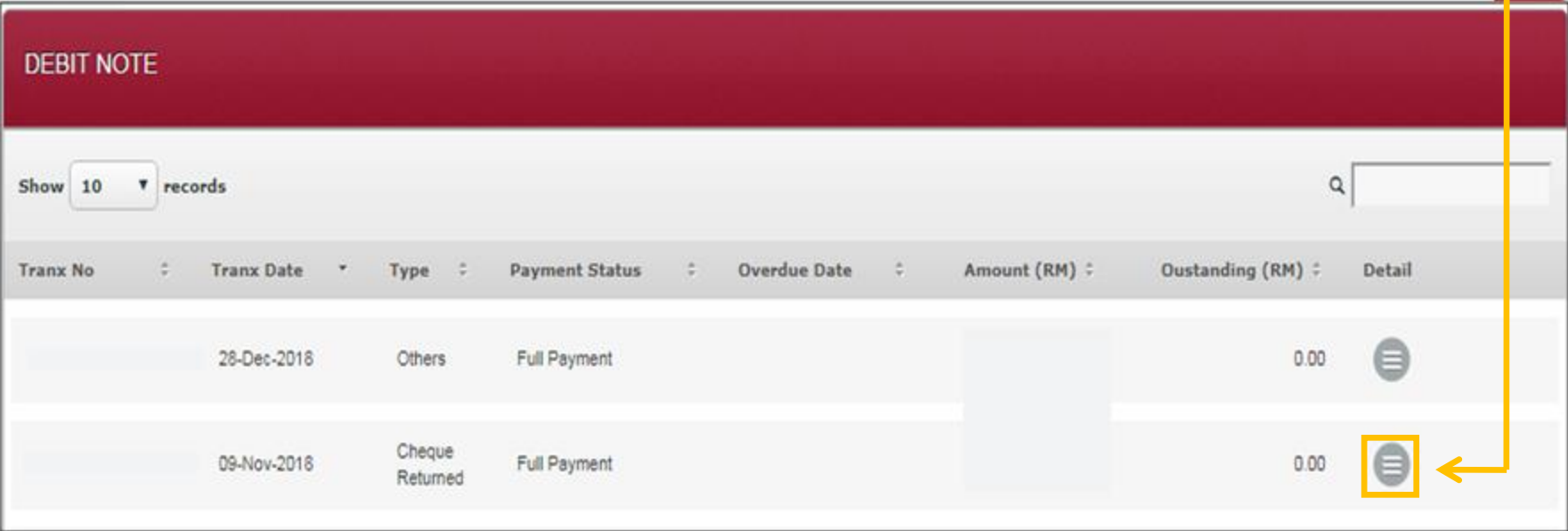
Total Discount Amount (RM)

Rounding Adjustment (RM)

Total Net Amount (RM)

# Debit Note

- ❖ To view 18 months of Debit Note detail, start from current month.
- ❖ Click to view more details.

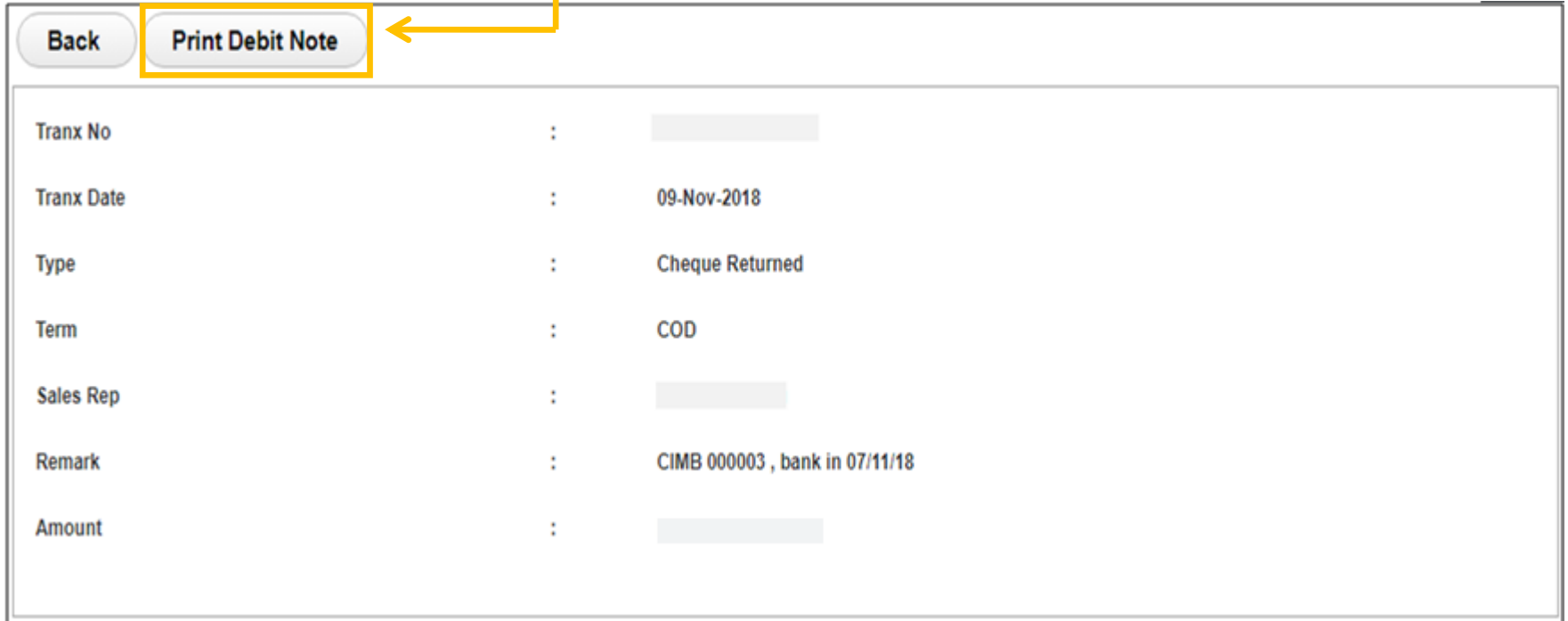


The screenshot shows a web interface for 'DEBIT NOTE'. At the top left, there is a header 'DEBIT NOTE'. Below it, there is a control for 'Show 10 records' and a search bar. The main content is a table with columns: 'Tranx No', 'Tranx Date', 'Type', 'Payment Status', 'Overdue Date', 'Amount (RM)', 'Outstanding (RM)', and 'Detail'. Two rows are visible: one for '28-Dec-2018' with 'Others' type and 'Full Payment' status, and another for '09-Nov-2018' with 'Cheque Returned' type and 'Full Payment' status. A yellow arrow points to a detail icon (three horizontal lines) in the 'Detail' column of the second row.

Tranx No	Tranx Date	Type	Payment Status	Overdue Date	Amount (RM)	Outstanding (RM)	Detail
	28-Dec-2018	Others	Full Payment			0.00	⋮
	09-Nov-2018	Cheque Returned	Full Payment			0.00	⋮

# Print Debit Note

❖ To print the Debit Note.



The screenshot shows a software interface with two buttons at the top: 'Back' and 'Print Debit Note'. The 'Print Debit Note' button is highlighted with a yellow border, and a yellow arrow points to it from the instruction above. Below the buttons is a form with the following fields:

Tranx No	:	
Tranx Date	:	09-Nov-2018
Type	:	Cheque Returned
Term	:	COD
Sales Rep	:	
Remark	:	CIMB 000003 , bank in 07/11/18
Amount	:	

# Sample of Debit Note

**ZITRON**  
*Where Communication Meets Technology*

Zitron Enterprise (M) Sdn. Bhd. 242481-M

Branch: 11 ZE-Kota Kinabalu

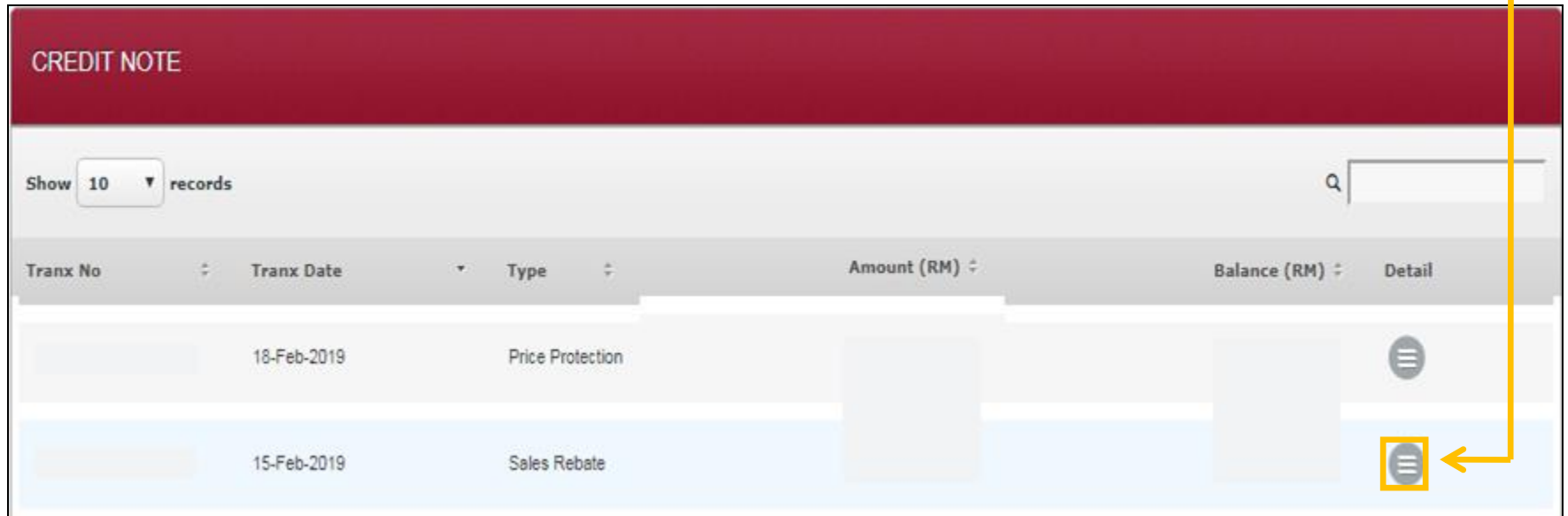
**Debit Memo**

DN No :   
Our Ref :   
Cust Type : 01  
Date : 09-Nov-2018  
Page : Page 1 of 1

Particulars	Amount (RM)
Cheque Returned CIMB 000003 , bank in 07/11/18	

# Credit Note

- ❖ To view 18 months of Credit Note detail, start from current month.
- ❖ Click to view more details.

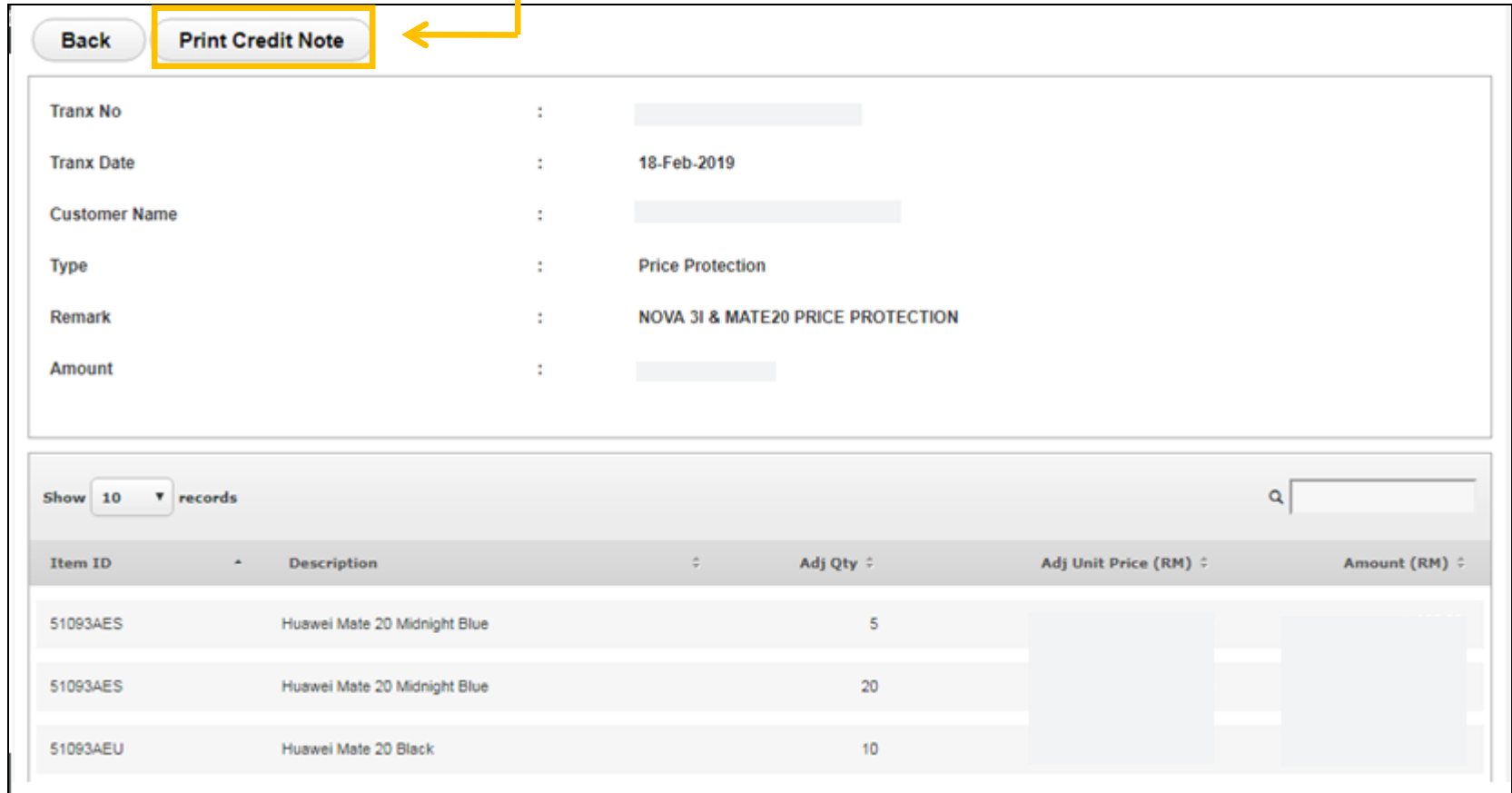


The screenshot shows a web interface for viewing credit notes. At the top, there is a red header with the text "CREDIT NOTE". Below the header, there is a search bar and a "Show 10 records" dropdown menu. The main content is a table with the following columns: "Tranx No", "Tranx Date", "Type", "Amount (RM)", "Balance (RM)", and "Detail". The table contains two rows: one for "Price Protection" dated "18-Feb-2019" and one for "Sales Rebate" dated "15-Feb-2019". A yellow arrow points to a detail icon (three horizontal lines) in the "Detail" column of the "Sales Rebate" row.

Tranx No	Tranx Date	Type	Amount (RM)	Balance (RM)	Detail
	18-Feb-2019	Price Protection			
	15-Feb-2019	Sales Rebate			

# Print Credit Note

❖ To print the Credit Note.



Back Print Credit Note

Tranx No :

Tranx Date : 18-Feb-2019

Customer Name :

Type : Price Protection

Remark : NOVA 3I & MATE20 PRICE PROTECTION

Amount :

Show 10 records

Item ID	Description	Adj Qty	Adj Unit Price (RM)	Amount (RM)
51093AES	Huawei Mate 20 Midnight Blue	5	<input type="text"/>	<input type="text"/>
51093AES	Huawei Mate 20 Midnight Blue	20	<input type="text"/>	<input type="text"/>
51093AEU	Huawei Mate 20 Black	10	<input type="text"/>	<input type="text"/>

# Credit Note (Offset Detail)

❖ “Offset Detail” section will appear if the Credit Note had been used to offset invoice(s).

OFFSET DETAIL						
Tranx No	+	Offset Date	±	Tranx Amount (RM) ±	Offset Amount (RM) ±	Balance Amount (RM) ±
		01-Mar-2019				

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# Sample of Credit Note



Zitron Enterprise (M) Sdn. Bhd. 242481-M

Branch: 01 ZE-Kuala Lumpur

## Credit Note

CN No : CNZEKL19040457  
Cust Type : 01 Dealer  
Date : 03-Apr-2019  
Page : Page 1 of 1

Particulars	Amount (RM)
Incentive Payout - Huawei	
Huawei Club (Aug-Dec 2018) Cash Incentive	

# Receipt

- ❖ To view 18 months payment detail, start from current month.
- ❖ Click to view more details.

Tranx No	Tranx Date	Amount (RM)	Balance (RM)	Detail
	02-Mar-2019			☰
	27-Feb-2019			☰

# Receipt Detail

[Back](#)

Tranx No :

Tranx Date :

Received From :

Reference ID :  ❖ Transaction Reference ID from offline payment.

A/C No :

Receipt Amount : RM 50,000.00

Cheque No :

Show  records Search:

Tranx No	Offset Date	Tranx Amount (RM)	Offset Amount (RM)	Balance Amount (RM)
	10-Jun-2019	101,070.00	50,000.00	51,070.00

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❖ Offset Date.

❖ Balance after offset.