

คู่มือการใช้งานระบบ

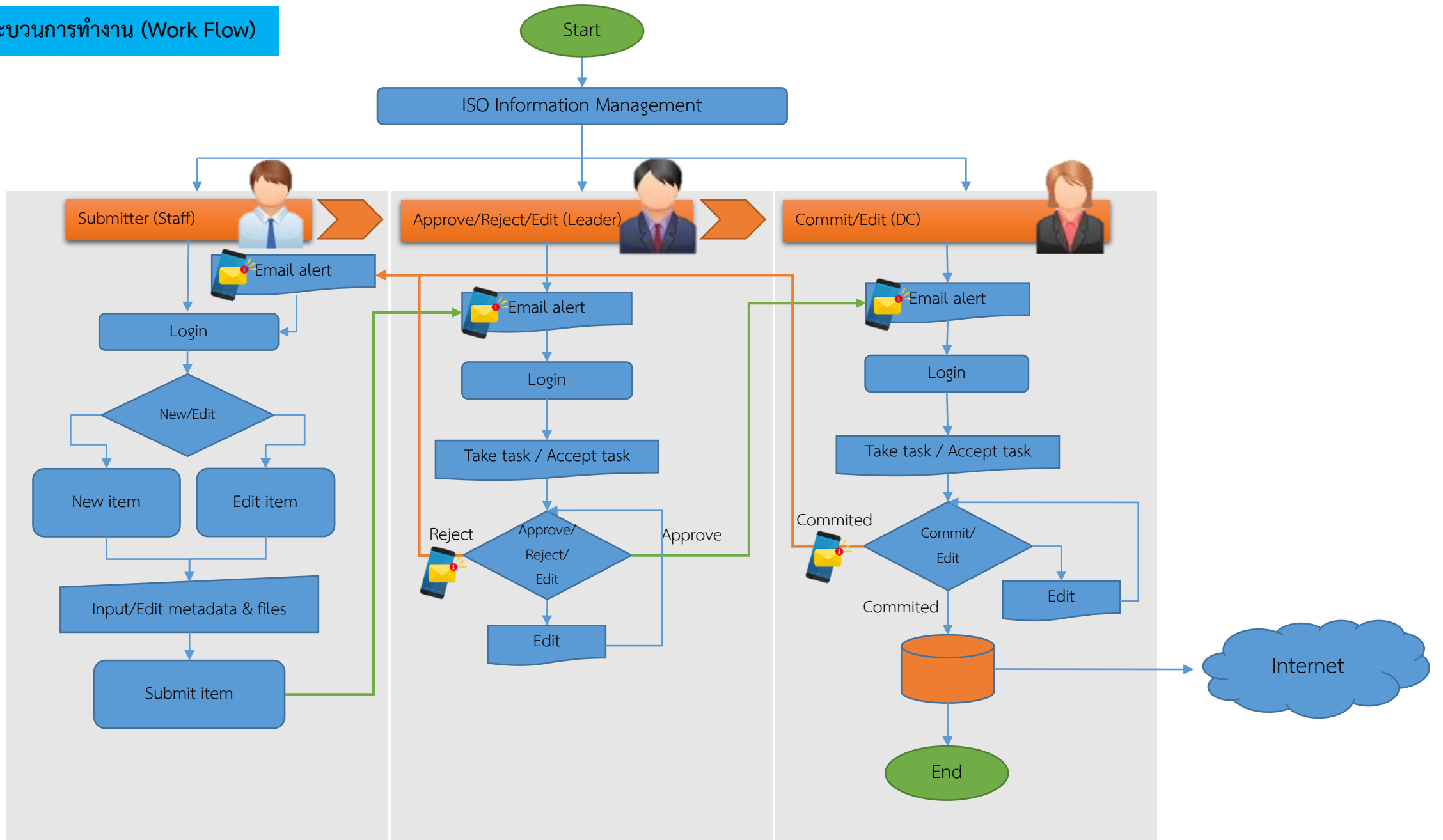
ISO Information Management

สำหรับ

Document control : DC



# กระบวนการทำงาน (Work Flow)



## Dspace: You have a new task



### DSpace: You have a new task



iso9001@library.sut.ac.th

วันนี้, 15:55

Vilairat Kachanchart

A new item has been submitted:

Title: ทดสอบโดย badin71 ครั้งที่ 3

Collection: Work Instruction : WI

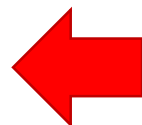
Submitted by: badin71 yangrach71 (badin71.by@gmail.com)

The metadata needs to be checked to ensure compliance with the collection's standards, and edited if necessary.

To claim this task, please visit your "My DSpace" page: <http://archives.sut.ac.th/iso9001/mydspace>

Many thanks!

CLREM-ISO



ระบบฯ ส่ง E-Mail ถึง DC (หากหัวหน้าฝ่าย Approve)

"A new item has been submitted"

## Task in the Pool

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My DSpace: vilairat kachanchart

Start a New Submission View Accepted Submissions

### Tasks in the Pool

Below are tasks in the task pool that have been assigned to you.

Task	Item	Submitted To	Submitted By	
Final Edit of Submission	ทดสอบโดย badin71 ครั้งที่ 3	Work Instruction : WI	badin71 yangrach71	Take Task

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เมื่อ Log in เข้าใช้ระบบฯ จะพบรายการปรากฏใน Tasks in the Pool ให้ Click ปุ่ม Take Task เพื่อดำเนินการ

## Preview Task

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# Preview Task

The following item has been accepted for inclusion in collection **Work Instruction : WI**. In order to accept the task of the final edit of this item, please click "Accept This Task" below.

Title:	ทดสอบโดย badin71 ครั้งที่ 3
Authors:	บดีรินทร์, ยางราชย์
Issue Date:	5-Feb-2021
Document ID.:	WI-CLREM-XX-XX-XX
Edit Period:	จัดทำครั้งแรก

Files in This Item:

File	Description	Size	Format	
<a href="#">บัญชีรายชื่อผู้ขายวัสดุ ครุภัณฑ์ บริการ.docx</a>		24.27 kB	Microsoft Word XML	<a href="#">View/Open</a>

[Cancel](#) [Accept This Task](#)

Click ปุ่ม Accept This Task เพื่อดำเนินการ

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## Perform Task

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### Perform Task

The following item has been accepted for inclusion in collection **Work Instruction : WI**. Please perform any necessary edits of the metadata to conform with the standards of the collection, and then commit the item to the archive using the controls at the bottom of the page.

Title:	ทดสอบโดย badin71 ครั้งที่ 3
Authors:	บดินทร์, ยางราชย์
Issue Date:	5-Feb-2021
Document ID.:	WI-CLREM-XX-XX-XX
Edit Preriod:	จัดทำครั้งแรก

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บัญชีรายชื่อผู้ขายวัสดุ ครุภัณฑ์ บริการ.docx		24.27 kB	Microsoft Word XML	<a href="#">View/Open</a>

Commit to Archive: Once you've edited the item, use this option to commit the item to the archive.

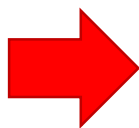
Edit Metadata: Select this option to correct, amend or otherwise edit the item's metadata.

Do Later: If you wish to leave this task for now, and return to your "My DSpace", use this option.

Return Task to Pool: To return the task to the pool so that another user can perform the task, use this option.

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Click ปุ่ม Commit to Archive  
เพื่อเผยแพร่



The submission has been placed in the main archive

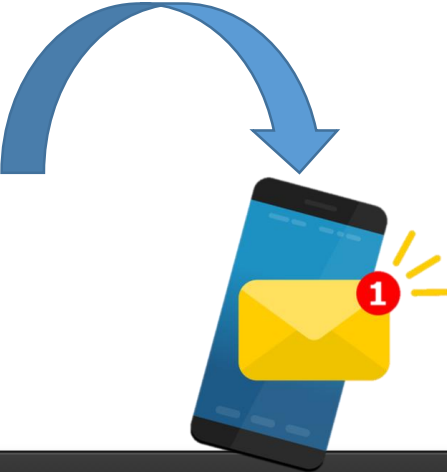
Home Browse Help Search DSpace Logged in as vilairat@sut.ac.th

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# Thank You

The submission has been placed in the main archive. It has been assigned the following identifier:  
<http://archives.sut.ac.th/iso9001/handle/123456789/193>  
Notification has been sent to the appropriate people.

[Return to My DSpace](#)



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