

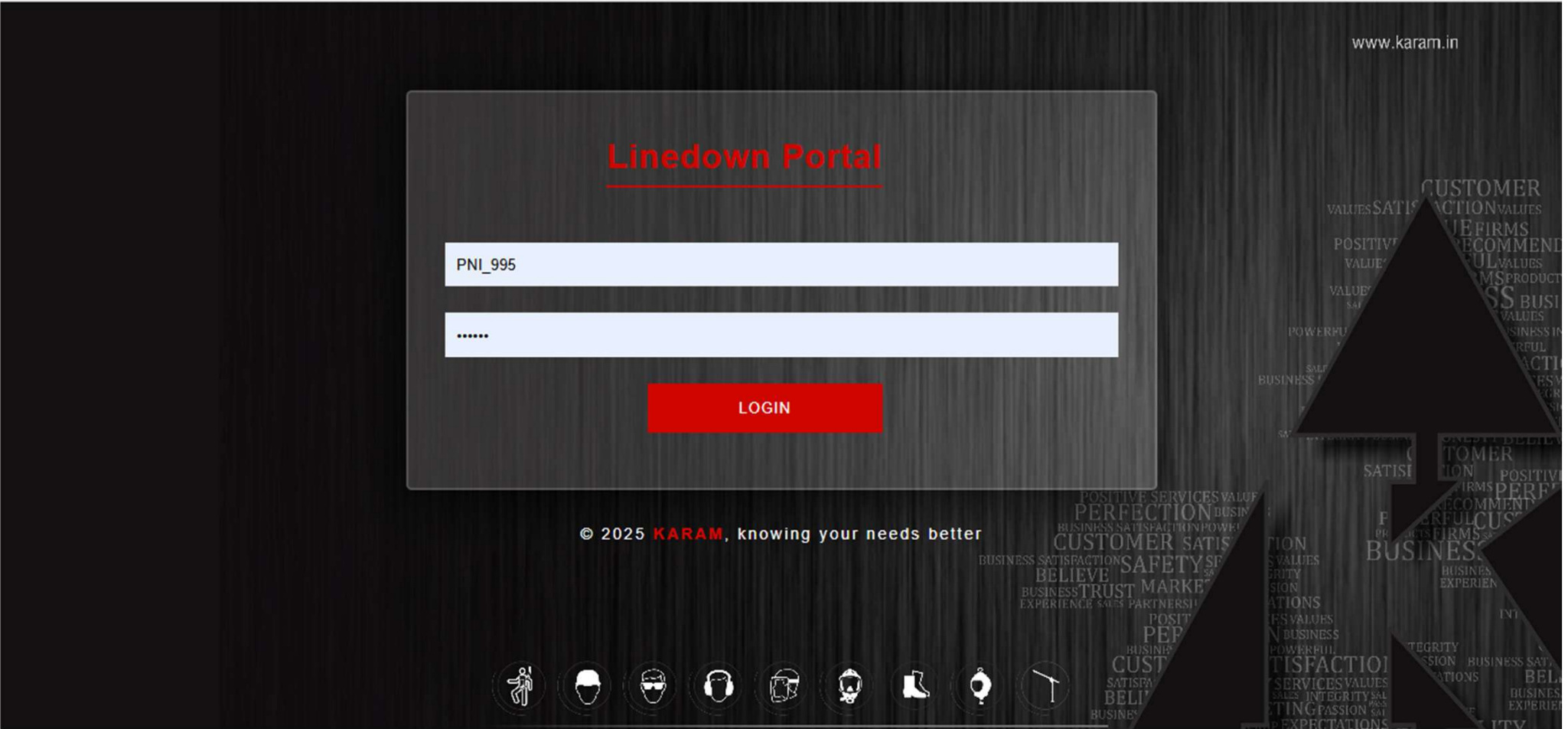


KS GROUP

Process Flow of Line Down Portal

Line Down Portal

Login with valid login credential (Employee ID & Password), you'll be redirected to the dashboard.



Line Down Portal

On the dashboard, you can see **Generate Move Order** and View Move Order menus. For creating a new Move Order, clicking on **Generate Move Order**, you'll see a new form.

1. From here, you can enter **Item Code** (Type a number, related item code(s) will be displayed in a list), **Item Description** will be auto populated by choosing Item Code.
2. By choosing From-Sub in the list, related To-Sub will be displayed in the drop-down list.
3. You will get a success message, and a Move Order will be created when you click on Generate after selecting **To-Sub** and providing the necessary **Quantity**.

LINE DOWN PORTAL

 GENERATE MOVE ORDER

 VIEW MOVE ORDER

Welcome ACCOUNTS [Log Out](#)

Line Down Move Order

Item Code

101006700001

Item Description

101006700001 CUERDA IRUDEK 14010 - A

From-Sub

RM STR

To-Sub

SUB10

User Name

Guru Prasad Dwivedi - ACCOUNTS

Qty Required

10

Generate

Line Down Portal

You can view your Move Order by clicking on View Move Order menu.

1. Here, you can update the move order until it's approved by the concerning Store.
2. As soon as Move Order gets approved, the status gets changed to Closed.
3. By clicking on Print, you can take a Printout of your selected Move Order.

LINE DOWN PORTAL



GENERATE MOVE ORDER



VIEW MOVE ORDER

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Log Out

	ITEM CODE	FROM SUB	TO SUB	QUANTITY REQUIRED	QUANTITY ISSUE	REQUESTER	MOVE ORDER	GENERATE DATE	STATUS	ACTION
☐	STPN001	PST_STR	Issue/SRF SUB	10	2	Guru Prasad Dwivedi		9/1/2025 3:49:15 PM	Close	Update
☐	STPA001	PST_STR	Issue/SRF SUB	20	20	Guru Prasad Dwivedi		9/1/2025 3:46:30 PM	Close	Update

Print

Thank you!



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