

Buku Panduan Penggunaan Aplikasi SITERA

56 Steps [View most recent version](#) 

Created by

Diskominfo Tik

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Akses Aplikasi SITERA

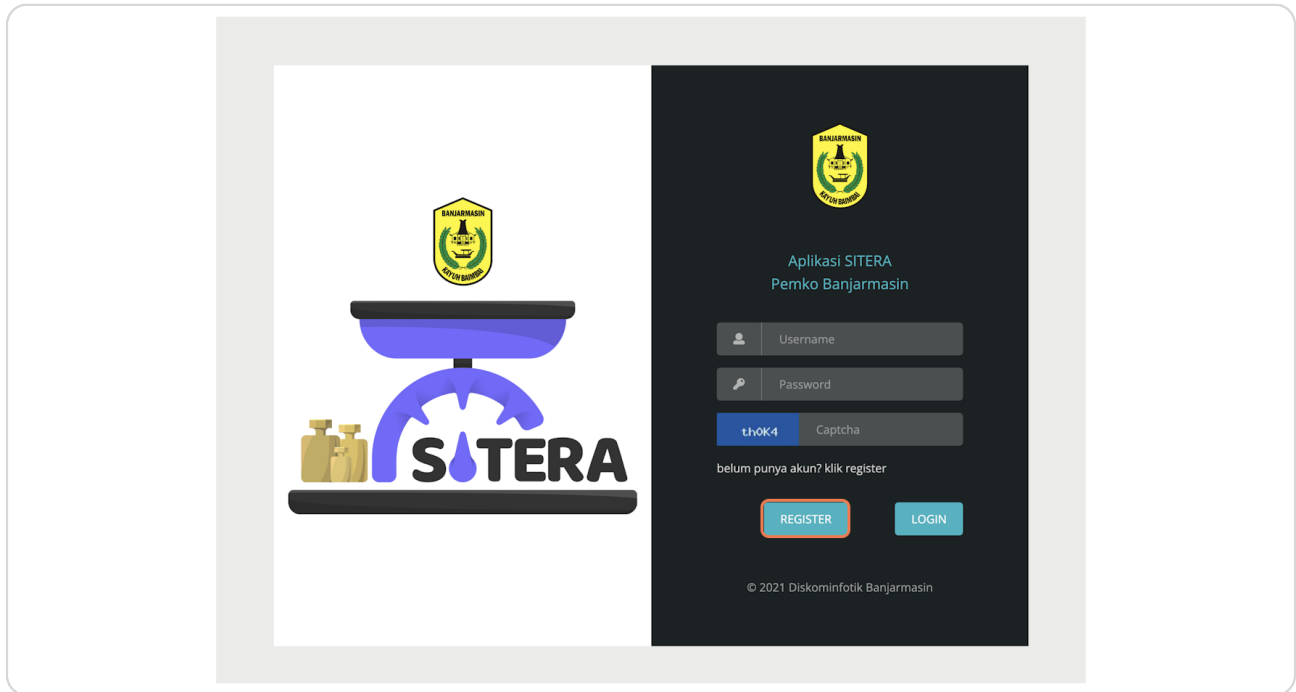
56 Steps 

Silahkan akses aplikasi SITERA pada URL berikut : <https://sitera.disperdagin.banjarmasinkota.go.id/>

STEP 1

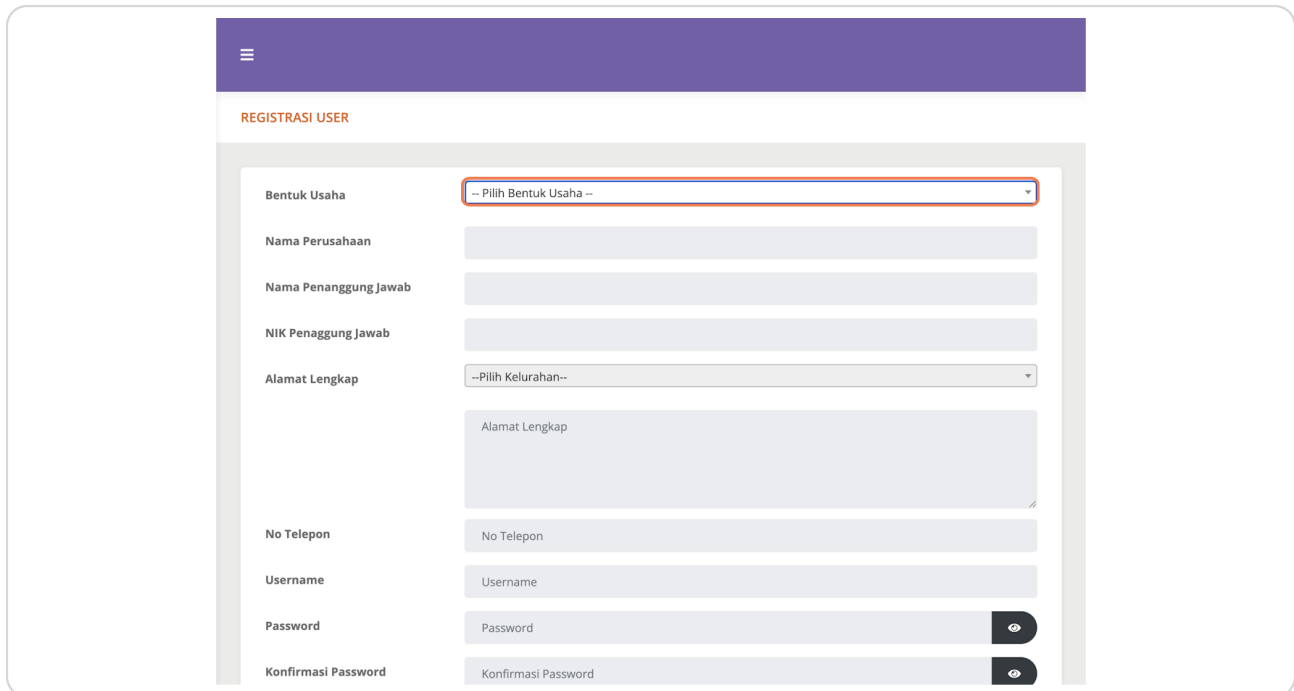
Registrasi akun

Bagi pelaku usaha (user) yang belum memiliki akun, silahkan klik tombol "REGISTER"



STEP 2

Silahkan isi data sesuai kolom yang tersedia



The screenshot shows a web interface for user registration. At the top, there is a purple header bar with a hamburger menu icon. Below the header, the title "REGISTRASI USER" is displayed in red. The registration form is contained within a light gray box and includes the following fields:

- Bentuk Usaha:** A dropdown menu with the placeholder text "-- Pilih Bentuk Usaha --". This field is highlighted with a red border.
- Nama Perusahaan:** A text input field.
- Nama Penanggung Jawab:** A text input field.
- NIK Penanggung Jawab:** A text input field.
- Alamat Lengkap:** A dropdown menu with the placeholder text "--Pilih Kelurahan--" and a large text area below it for the full address.
- No Telepon:** A text input field.
- Username:** A text input field.
- Password:** A text input field with a toggle icon for visibility.
- Konfirmasi Password:** A text input field with a toggle icon for visibility.



STEP 3

Simpan data registrasi akun

Jika semua kolom sudah terisi dengan benar, silahkan klik tombol "SIMPAN" untuk menyimpan data

The screenshot shows a registration form with the following fields and labels:

- Nama Pemangku Jawab**: Text input field.
- NIB**: Text input field.
- Alamat Lengkap**: Dropdown menu with "--Pilih Kelurahan--" and a text input field below it.
- No Telepon**: Text input field.
- Username**: Text input field.
- Password**: Text input field with a toggle icon.
- Konfirmasi Password**: Text input field with a toggle icon.

At the bottom of the form, there are two buttons: **SIMPAN** (green) and **KEMBALI** (red). The **SIMPAN** button is highlighted with a red border.

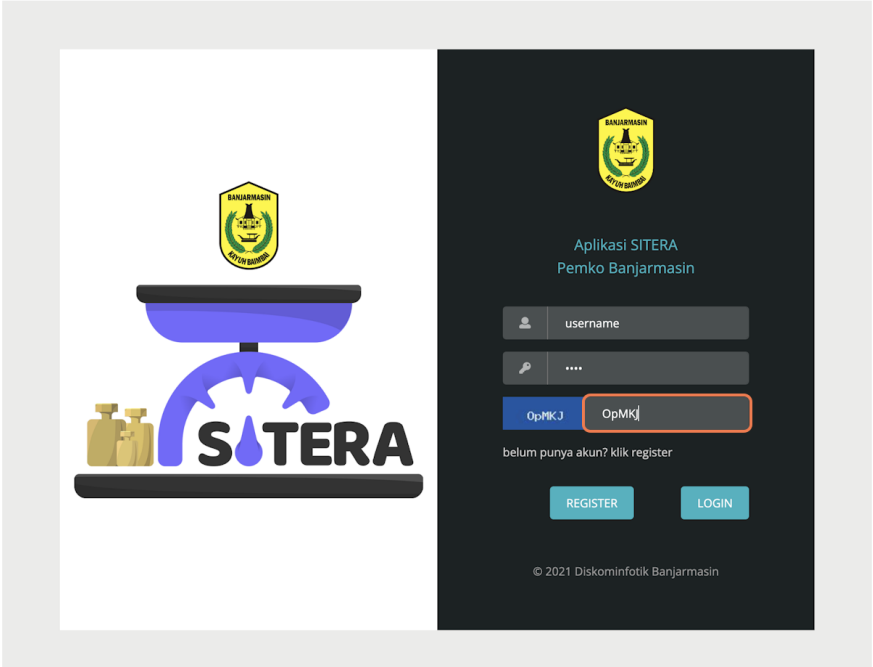
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STEP 4

Login

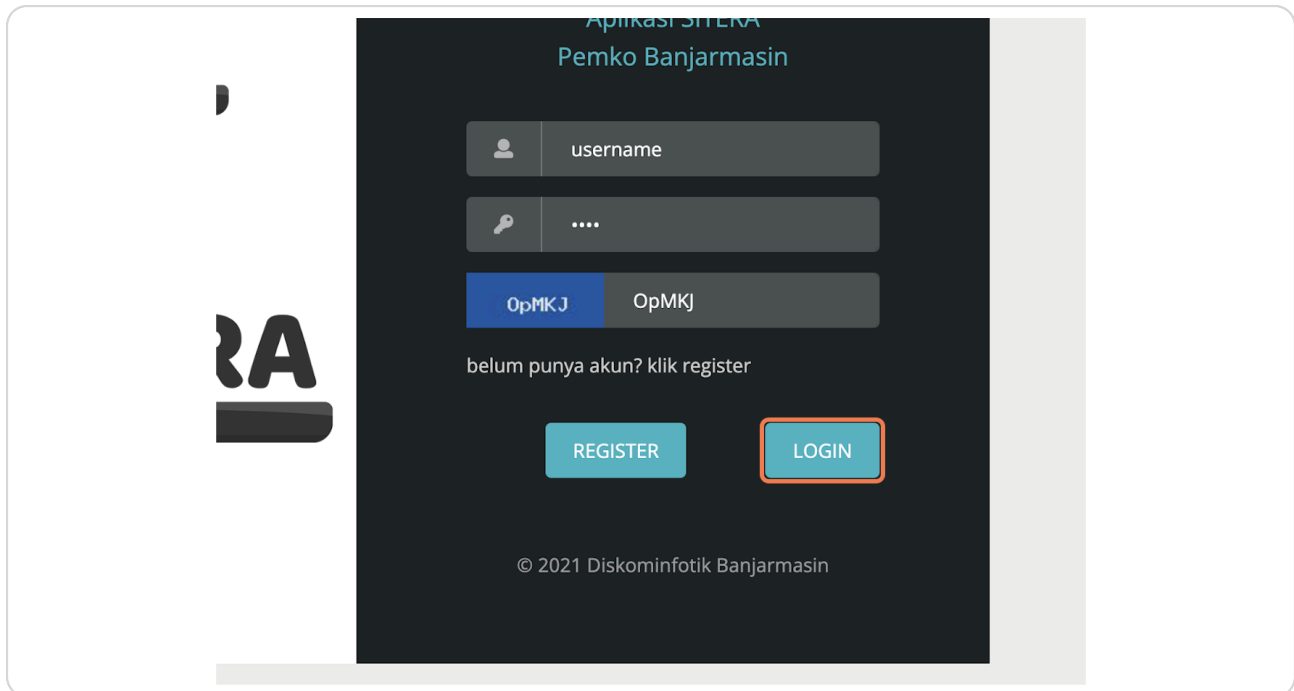
Setelah berhasil registrasi akun dan kemudian di verifikasi oleh Superadmin, silahkan login menggunakan Username dan Password yang telah di daftarkan sebelumnya pada menu Registrasi.

Masukkan Username, Password dan Captcha



STEP 5

Klik tombol LOGIN untuk masuk ke dalam aplikasi



Aplikasi SITERA
Pemko Banjarmasin

username

....

OpMKJ OpMKJ

belum punya akun? klik register

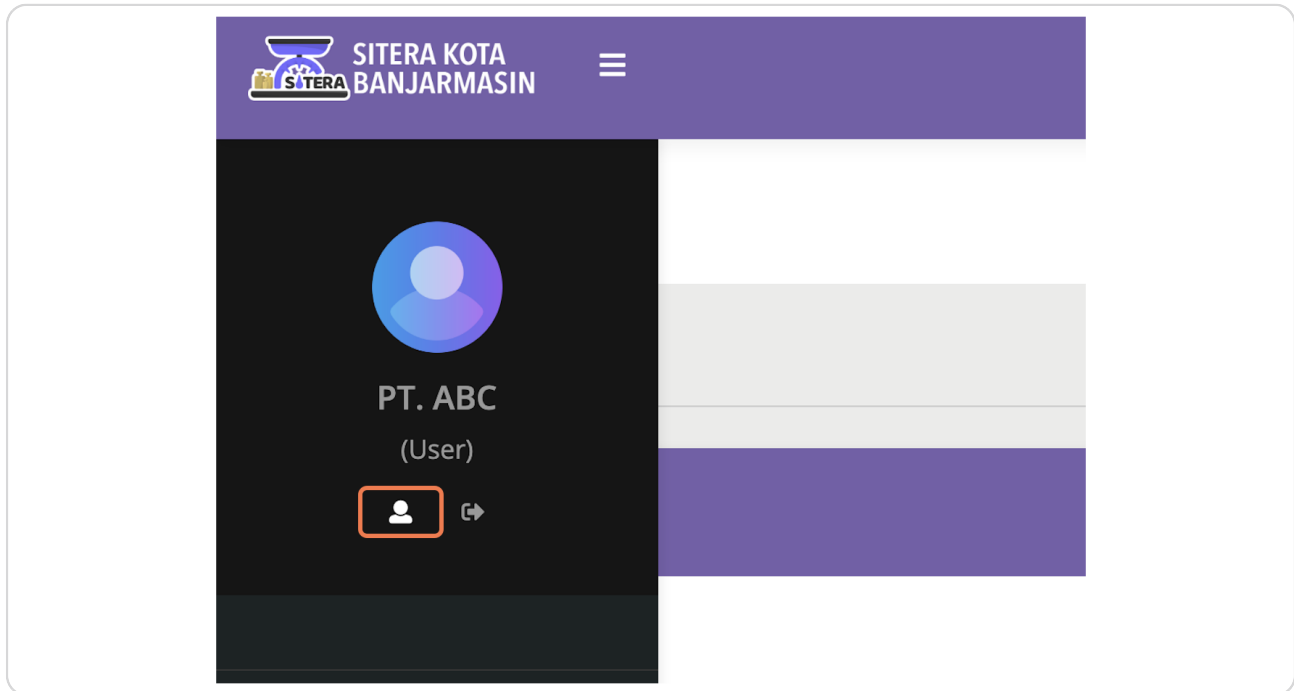
REGISTER LOGIN

© 2021 Diskominfo Banjarmasin

STEP 6

Menu Profil User

Silahkan klik icon User seperti pada gambar di bawah ini :



STEP 7

Edit Username

Silahkan klik tombol "EDIT USERNAME" jika ingin merubah Username

EDIT USERNAME

EDIT PASSWORD

Nama Pribadi / Nama Toko

:

NIB

:

Nama Penanggung Jawab

:

NIK Penanggung Jawab

:

Alamat

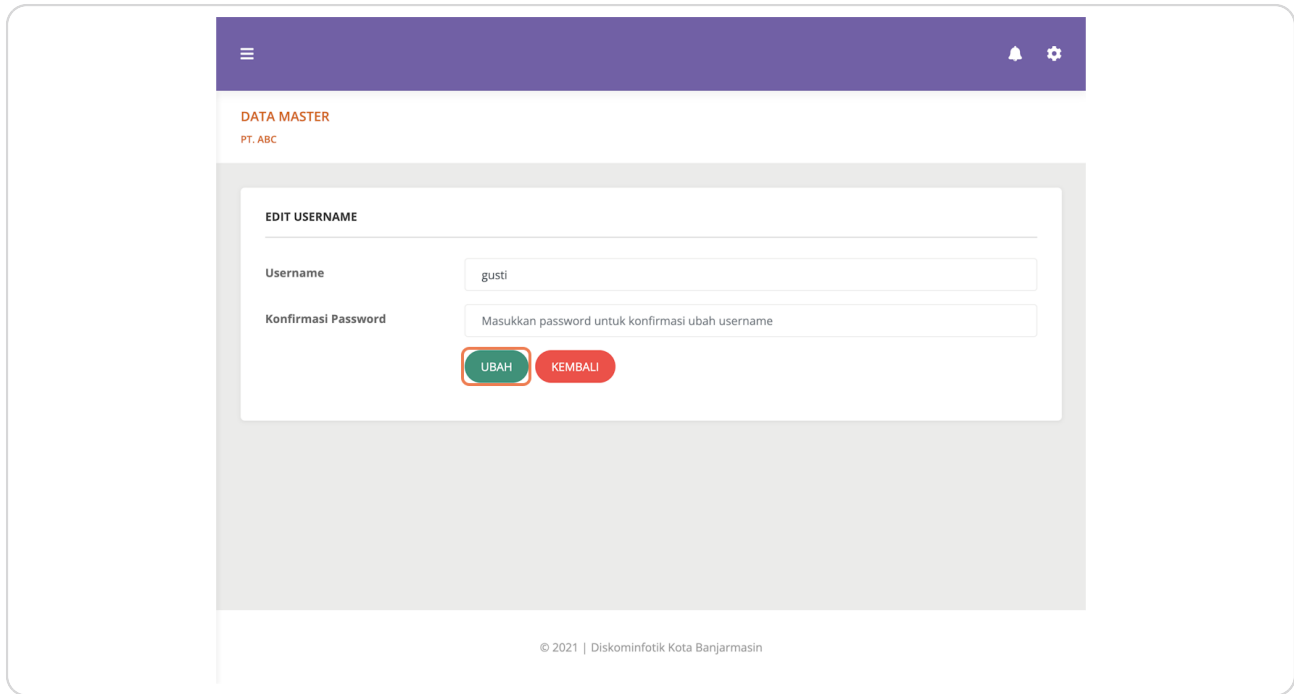
:

Nomor Telepon

:

STEP 8

Ubah data sesuai kolom yang tersedia dan klik tombol "UBAH" untuk menyimpan perubahan data



DATA MASTER
PT, ABC

EDIT USERNAME

Username

Konfirmasi Password

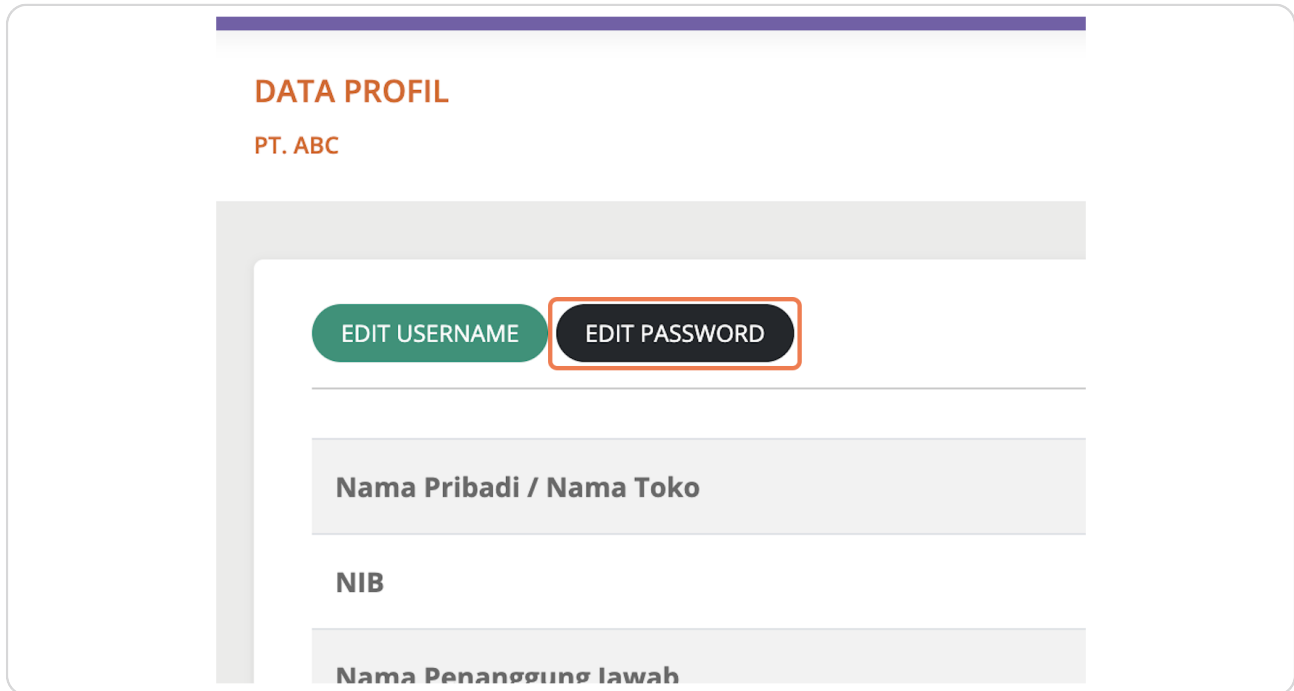
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STEP 9

Edit Password

Silahkan klik tombol "EDIT PASSWORD" jika ingin merubah Password



The screenshot shows a user profile interface. At the top, there is a purple header bar. Below it, the text "DATA PROFIL" is displayed in orange, followed by "PT. ABC" in a smaller orange font. The main content area is a light gray box with rounded corners. Inside this box, there are two buttons: "EDIT USERNAME" in a green rounded rectangle and "EDIT PASSWORD" in a dark gray rounded rectangle with a white border. The "EDIT PASSWORD" button is highlighted with an orange rectangular border. Below the buttons, there are three input fields with gray borders and placeholder text: "Nama Pribadi / Nama Toko", "NIB", and "Nama Penanggung jawab".

STEP 10

Ubah data sesuai kolom yang tersedia dan klik tombol "UBAH" untuk menyimpan perubahan data

DATA MASTER
PT, ABC

EDIT PASSWORD

Password Lama

Password Baru

Konfirmasi Password Baru

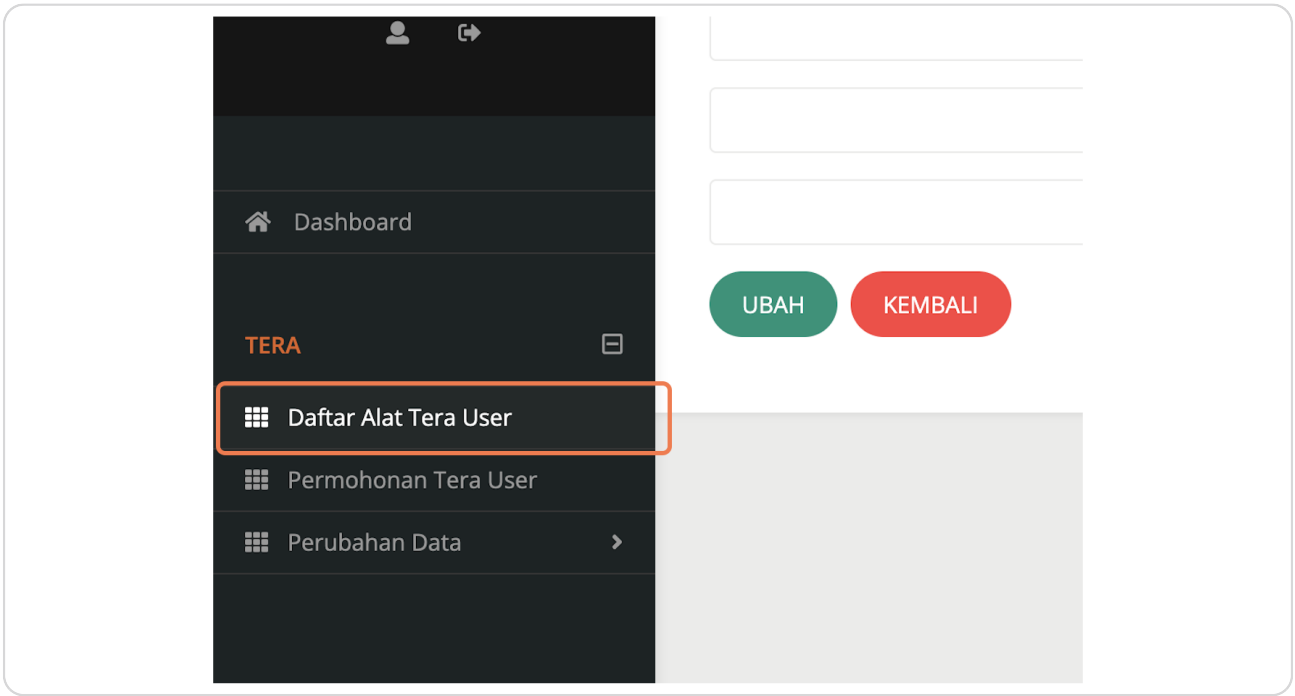
UBAH KEMBALI

© 2021 | Diskominfo Kota Banjarmasin



STEP 11

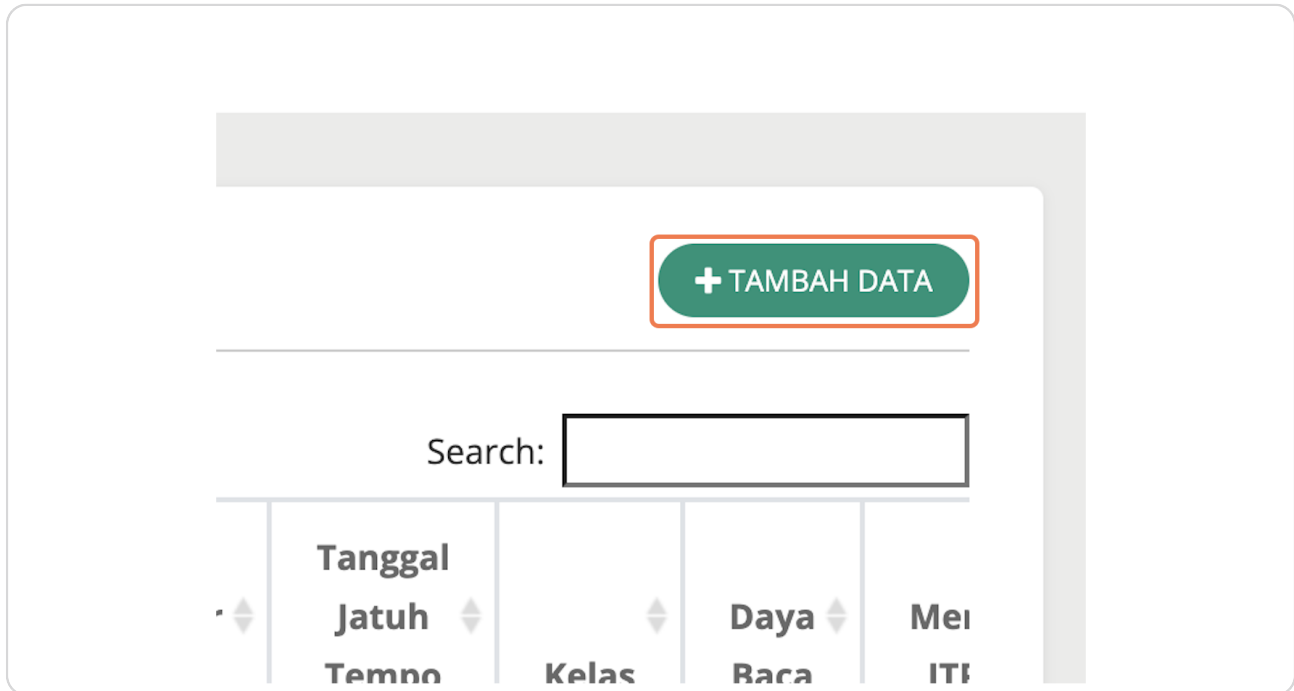
Menu Daftar Alat Tera User



STEP 12

Tambah Data Alat Tera

Silahkan klik tombol "TAMBAH DATA" untuk menambahkan data alat tera



+ TAMBAH DATA

Search:

	Tanggal Jatuh Temno	Kelas	Daya Baca	Mei ITI

STEP 13

Simpan Data Alat Tera

Setelah semua kolom terisi dengan benar, klik tombol "SIMPAN" untuk menyimpan data

The screenshot shows a web application interface for saving data. It features a purple header bar with a menu icon on the left and notification and settings icons on the right. The main content area is a form with the following fields:

- Model**: Text input field containing "Model UTTP".
- No Seri**: Text input field containing "No Seri UTTP".
- Tipe**: Dropdown menu with "Pilih" selected.
- Kapasitas**: Text input field containing "Kapasitas UTTP".
- Daya Baca (Optional)**: Text input field containing "Daya Baca (Optional)".
- Merk ITP (Optional)**: Text input field containing "Merk ITP (Optional)".
- Merk Kendaraan (Optional)**: Text input field containing "Merk Kendaraan (Optional)".
- No Rangka (Optional)**: Text input field containing "No Rangka (Optional)".
- No Polisi (Optional)**: Text input field containing "No Polisi (Optional)".

At the bottom of the form are two buttons: a green "SIMPAN" button and a red "KEMBALI" button. The footer of the page reads "© 2021 | Diskominfotik Kota Banjarmasin".

STEP 14

Ubah Data Alat Tera

Klik tombol seperti pada gambar di bawah ini :

an	Status	Keterangan	Aksi
GAN ONIK	Aktif		 
GAN S	Aktif		 

STEP 15

Ubah data sesuai kolom yang tersedia, klik tombol "SIMPAN" untuk menyimpan perubahan data

The screenshot shows a web application interface for updating data. The form is titled "Ubah data sesuai kolom yang tersedia, klik tombol "SIMPAN" untuk menyimpan perubahan data". The form contains the following fields:

- Tipe UTTP: A dropdown menu with the option "Pilih" selected.
- Kapasitas UTTP: A text input field containing "50 kg".
- Daya Baca (Optional): A text input field containing "Daya Baca (Optional)".
- Merk ITP (Optional): A text input field containing "Merk ITP (Optional)".
- Merk Kendaraan (Optional): A text input field containing "Merk Kendaraan (Optional)".
- No Rangka (Optional): A text input field containing "No Rangka (Optional)".
- No Polisi (Optional): A text input field containing "No Polisi (Optional)".
- Status: A radio button with the label "Aktif" selected.
- Keterangan: A text input field.

At the bottom of the form are two buttons: "SIMPAN" (green) and "KEMBALI" (red). The footer text is "© 2021 | Diskominfo Kota Banjarmasin".

STEP 16

Hapus Data Alat Tera

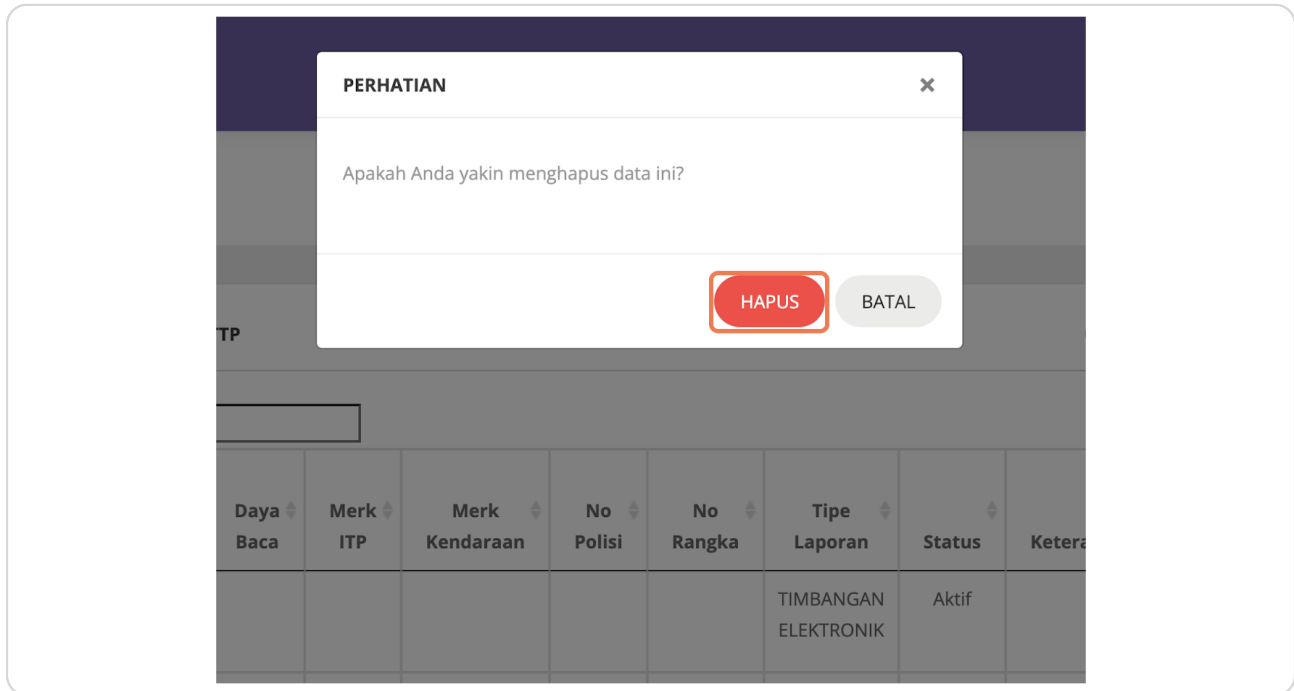
Klik tombol seperti gambar di bawah ini :

No Urut	No Rangka	Tipe Laporan	Status	Keterangan	Aksi
		TIMBANGAN ELEKTRONIK	Aktif		 
		TIMBANGAN PEGAS	Aktif		 
		TIMBANGAN ELEKTRONIK	Aktif		 

STEP 17

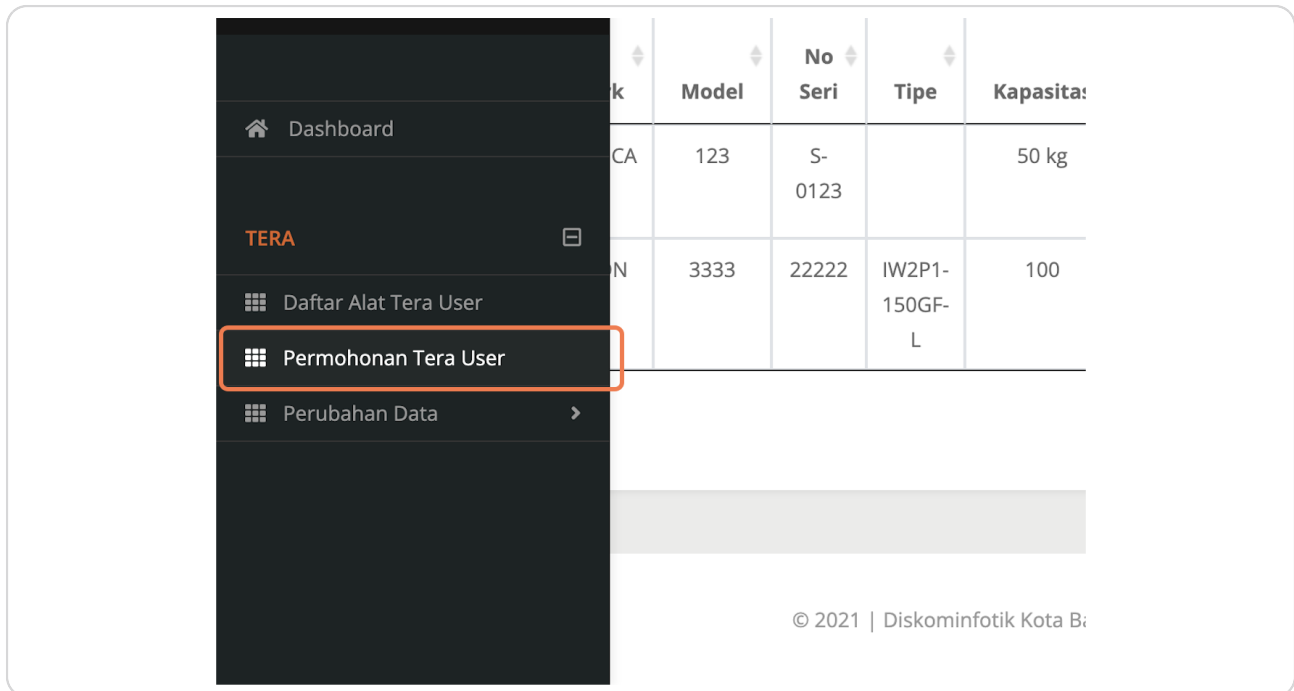
Konfirmasi Hapus Data Alat Tera

Klik tombol "HAPUS" untuk melanjutkan proses hapus data



STEP 18

Menu Permohonan Tera User



The screenshot displays a web application interface. On the left, a dark sidebar menu is visible with the following items: 'Dashboard', 'TERA' (highlighted in orange), 'Daftar Alat Tera User', 'Permohonan Tera User' (highlighted with an orange border), and 'Perubahan Data'. To the right of the sidebar, a table is shown with the following columns: 'Model', 'No Seri', 'Tipe', and 'Kapasitas'. The table contains two rows of data:

Model	No Seri	Tipe	Kapasitas
123	S-0123		50 kg
3333	22222	IW2P1-150GF-L	100

At the bottom right of the page, the copyright notice '© 2021 | Diskominfo Kota B' is visible.

STEP 19

Tambah Data Permohonan

Silahkan klik tombol "TAMBAH DATA" untuk menambahkan data permohonan

DATA TERA
Permohonan Tera

TABEL DATA PERMOHONAN TERA [+ TAMBAH DATA](#)

2024 2023 2022 2021 2020 2019 2018 2017

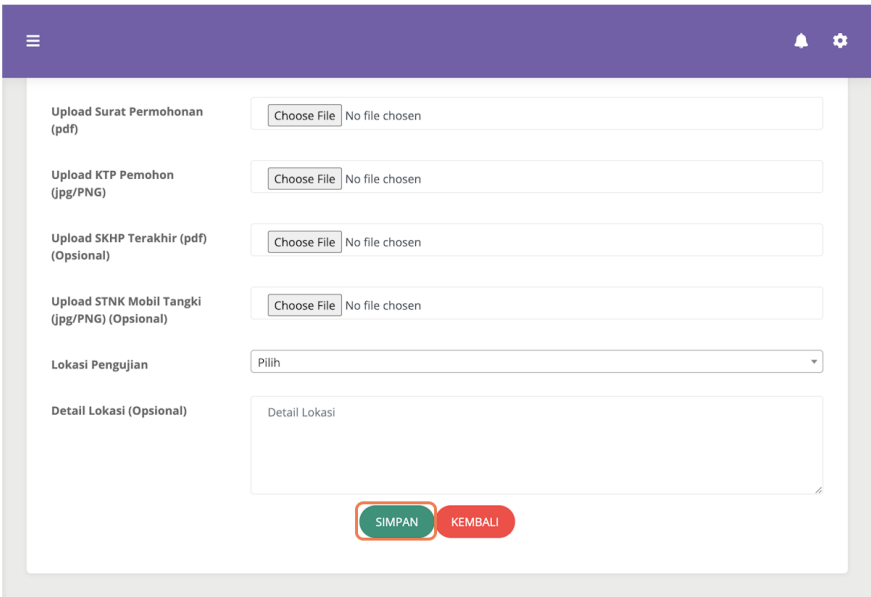
Show 10 entries Search:

No	Tanggal Permohonan	Surat Permohonan	KTP Pemohon	SKHP Sebelumnya (Jika Ada)	STNK (Khusus Mobil Tangki)	Lokasi Pengujian	Detail Lokasi
1	12 Juni 2024	DOWNLOAD	DOWNLOAD	Tidak Ada	Tidak Ada	Dalam Kantor	Disperdagin
2	30 April 2024	DOWNLOAD	DOWNLOAD	Tidak Ada	Tidak Ada	Dalam Kantor	

STEP 20

Simpan Data Permohonan

Setelah semua kolom terisi dengan benar, klik tombol "SIMPAN" untuk menyimpan data



The screenshot shows a web application interface with a purple header bar containing a menu icon, a notification bell, and a settings gear. The main content area is a form with the following fields:

- Upload Surat Permohonan (pdf)**: A file upload field with a "Choose File" button and the text "No file chosen".
- Upload KTP Pemohon (jpg/PNG)**: A file upload field with a "Choose File" button and the text "No file chosen".
- Upload SKHP Terakhir (pdf) (Opsional)**: A file upload field with a "Choose File" button and the text "No file chosen".
- Upload STNK Mobil Tangki (jpg/PNG) (Opsional)**: A file upload field with a "Choose File" button and the text "No file chosen".
- Lokasi Pengujian**: A dropdown menu with the text "Pilih".
- Detail Lokasi (Opsional)**: A text area with the placeholder text "Detail Lokasi".

At the bottom of the form, there are two buttons: a green "SIMPAN" button and a red "KEMBALI" button.

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STEP 21

Ubah Data Permohonan

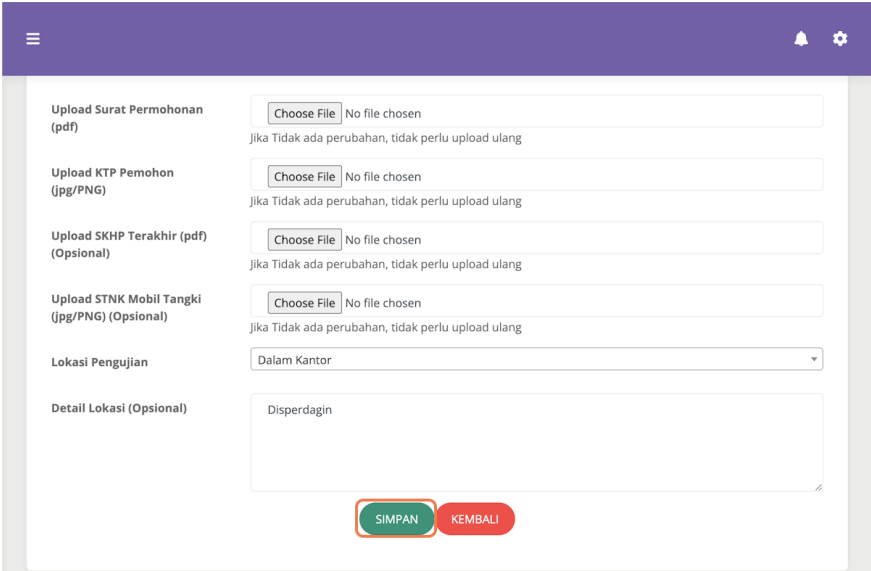
Klik tombol seperti pada gambar di bawah ini :

0 2019 2018 2017				
il si agin	Status Permohonan	Status Transaksi	Keterangan Permohonan	Aksi
	proses	permohonan		   
	setuju	permohonan		 



STEP 22

Ubah data sesuai kolom yang tersedia, klik tombol "SIMPAN" untuk menyimpan perubahan data



The screenshot shows a web application interface with a purple header bar containing a menu icon, a notification bell, and a settings gear. The main content area is a form with the following fields:

- Upload Surat Permohonan (pdf)**: A file upload button labeled "Choose File" with the text "No file chosen" and a subtext "Jika Tidak ada perubahan, tidak perlu upload ulang".
- Upload KTP Pemohon (jpg/PNG)**: A file upload button labeled "Choose File" with the text "No file chosen" and a subtext "Jika Tidak ada perubahan, tidak perlu upload ulang".
- Upload SKHP Terakhir (pdf) (Opsional)**: A file upload button labeled "Choose File" with the text "No file chosen" and a subtext "Jika Tidak ada perubahan, tidak perlu upload ulang".
- Upload STNK Mobil Tangki (jpg/PNG) (Opsional)**: A file upload button labeled "Choose File" with the text "No file chosen" and a subtext "Jika Tidak ada perubahan, tidak perlu upload ulang".
- Lokasi Pengujian**: A dropdown menu currently showing "Dalam Kantor".
- Detail Lokasi (Opsional)**: A text area containing the word "Disperdagin".

At the bottom of the form are two buttons: a green "SIMPAN" button and a red "KEMBALI" button.

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STEP 23

Tambah Data Alat yang Akan di Tera

Klik tombol seperti pada gambar di bawah ini :

No	Nama	Status	Status	Keterangan	Aksi
1	Alat	proses	permohonan		   
2	Alat	setuju	permohonan		  

STEP 24

Klik Tombol "TAMBAH DATA"

DATA TERA

Detail Permohonan Tera

KEMBALI

TABEL DATA ALAT YANG INGIN DI TERA

+ TAMBAH DATA

Show 10 entries

Search:

No	No Seri	Merk	Model	Kapasitas	UTTP	Status Peneraan	Aksi
No data available in table							

Showing 0 to 0 of 0 entries

Previous

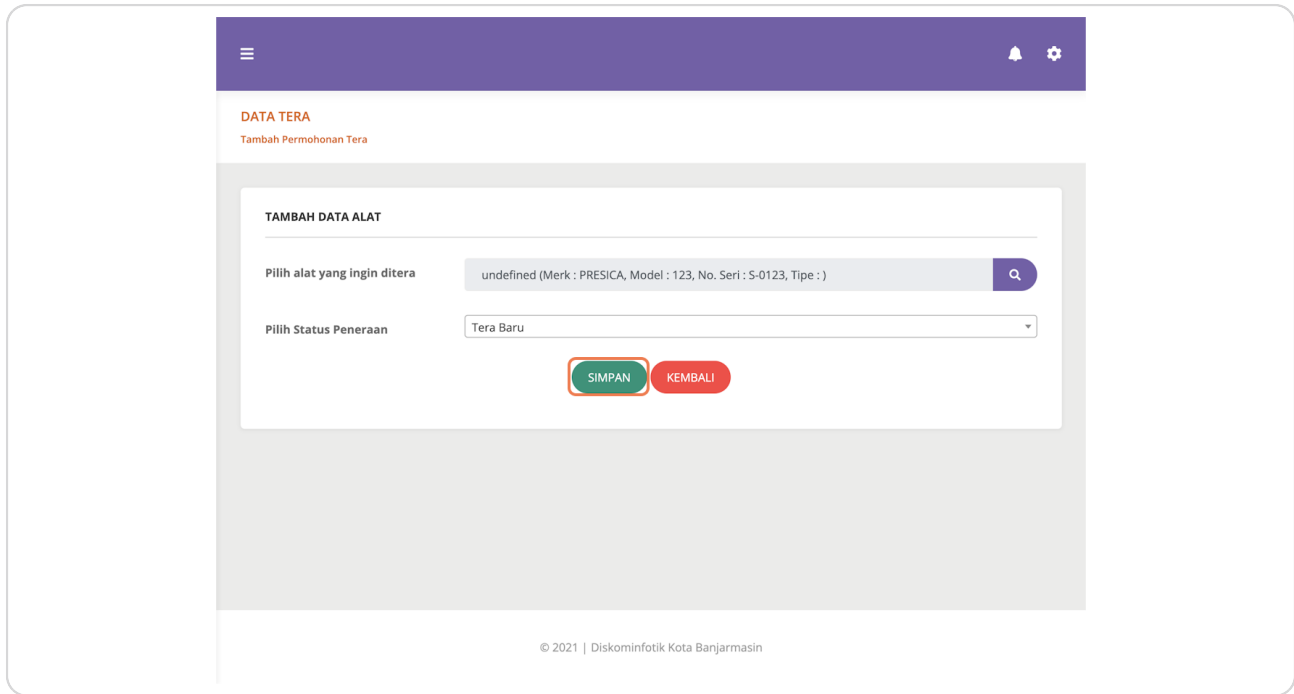
Next

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STEP 25

Setelah semua kolom terisi dengan benar, klik tombol "SIMPAN" untuk menyimpan data



DATA TERA

[Tambah Permohonan Tera](#)

TAMBAH DATA ALAT

Pilih alat yang ingin ditera

undefined (Merk : PRESICA, Model : 123, No. Seri : S-0123, Tipe :)

Pilih Status Peneraan

Tera Baru

SIMPAN KEMBALI

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STEP 26

Ubah Data Alat yang Akan di Tera

Klik tombol seperti pada gambar di bawah ini :

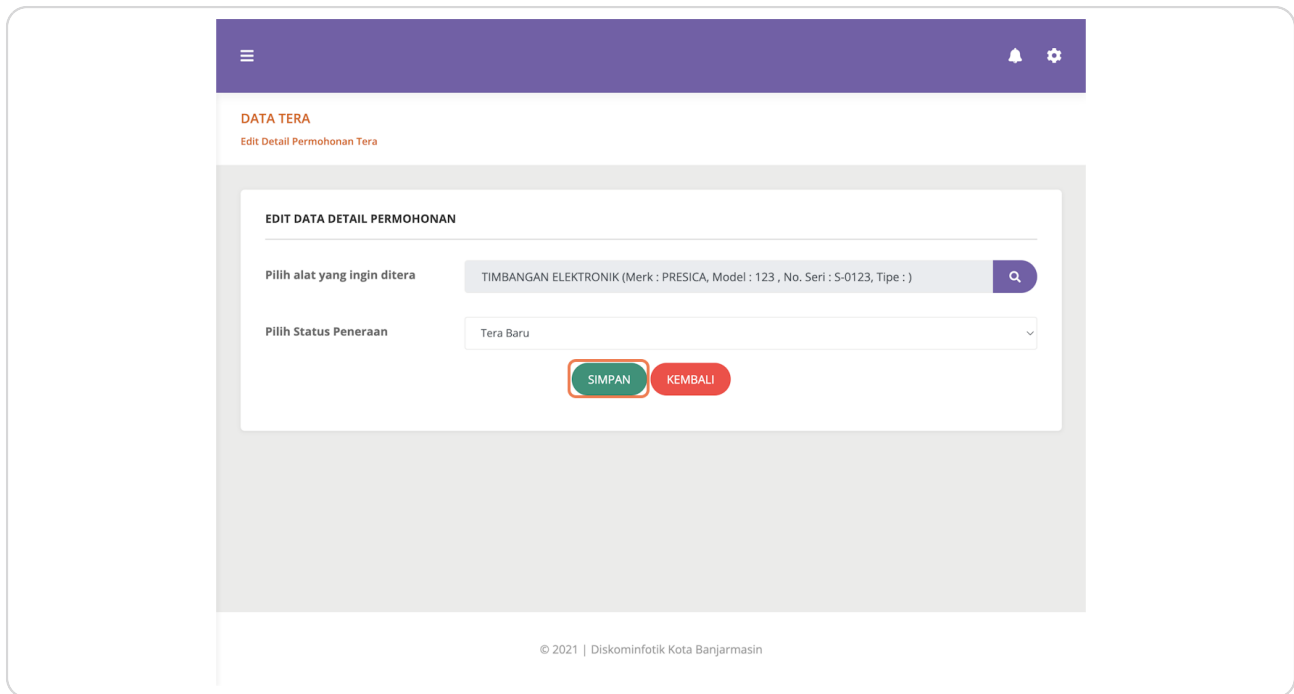
Search:

UTTP	Status Peneraan	Aksi
TIMBANGAN ELEKTRONIK	tera baru	

Previous 1 Next

STEP 27

Ubah data sesuai kolom yang tersedia, klik tombol "SIMPAN" untuk menyimpan perubahan data

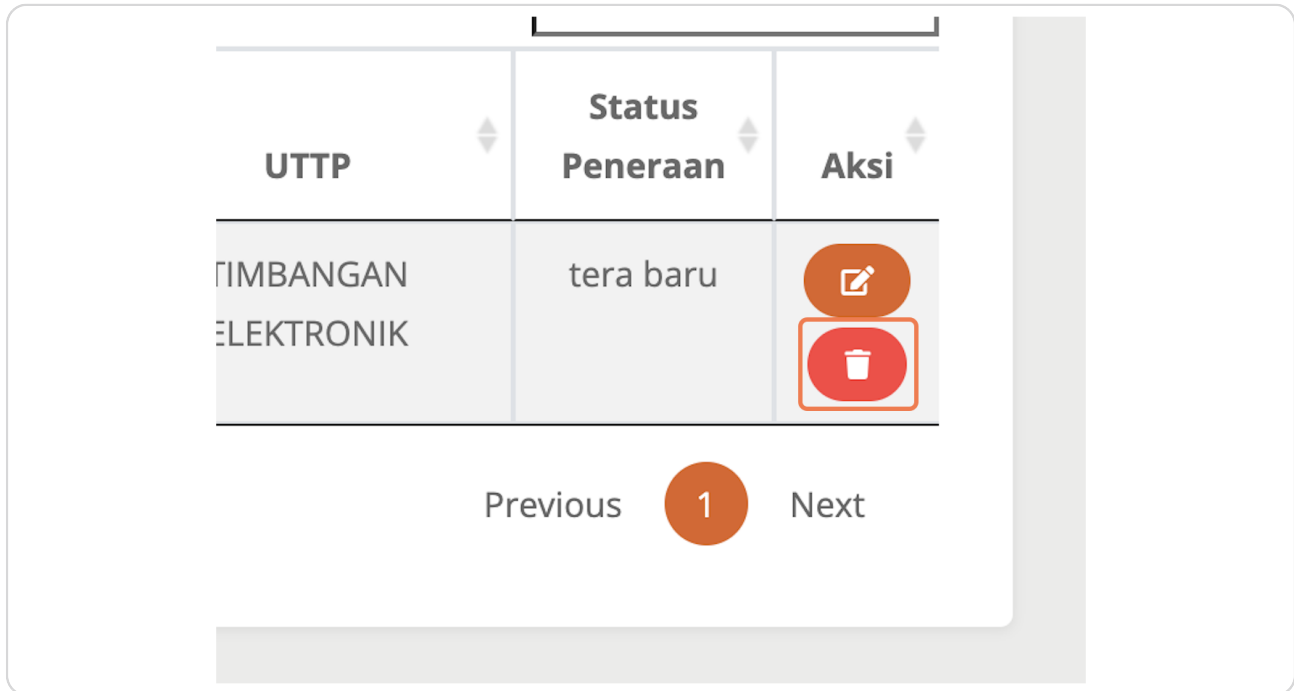


The screenshot shows a web application interface with a purple header bar containing a menu icon, a bell icon, and a settings icon. Below the header, the page title "DATA TERA" is displayed in orange, followed by a link "Edit Detail Permohonan Tera" in orange. The main content area is a light gray box containing a white form titled "EDIT DATA DETAIL PERMOHONAN". The form has two input fields: "Pilih alat yang ingin ditera" with a search bar containing "TIMBANGAN ELEKTRONIK (Merk : PRESICA, Model : 123 , No. Seri : S-0123, Tipe :)" and a search icon, and "Pilih Status Peneraan" with a dropdown menu showing "Tera Baru". Below the form are two buttons: a green "SIMPAN" button and a red "KEMBALI" button. At the bottom of the page, the footer text "© 2021 | Diskominfotik Kota Banjarmasin" is visible.

STEP 28

Hapus Data Alat yang Akan di Tera

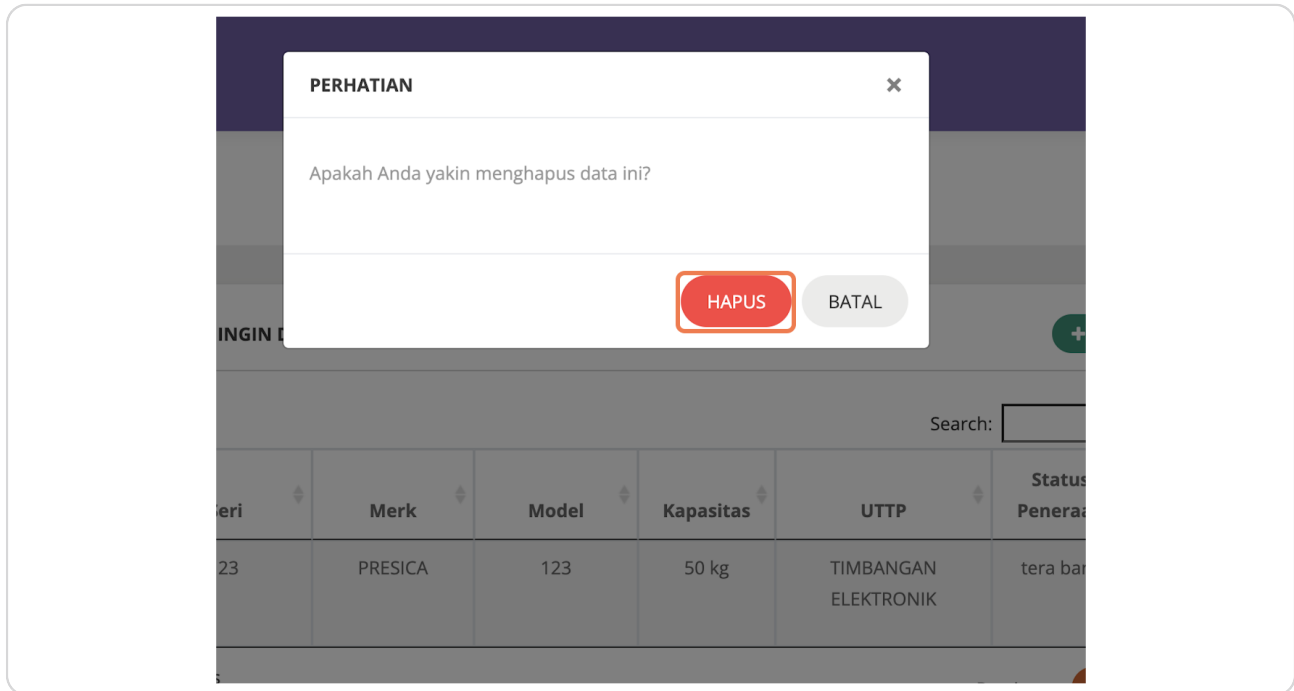
Klik tombol seperti pada gambar di bawah ini :



STEP 29

Konfirmasi Hapus

Klik tombol "HAPUS" untuk melanjutkan proses hapus data



STEP 30

Detail Data Permohonan

Klik tombol seperti pada gambar di bawah ini :

il si	Status Permohonan	Status Transaksi	Keterangan Permohonan	Aksi
agin	proses	permohonan		
	setuju	permohonan		



STEP 31

Hapus Data Permohonan

Klik tombol seperti pada gambar di bawah ini :

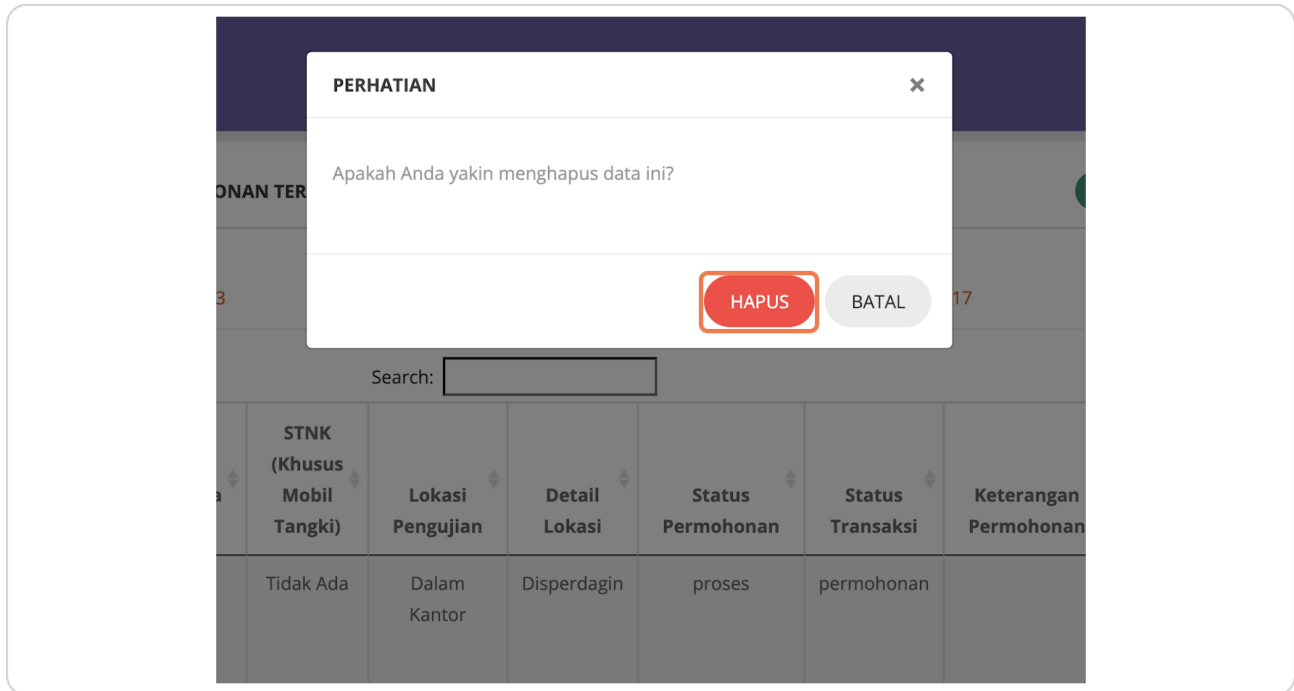
Status Transaksi	Keterangan Permohonan	Aksi			
Permohonan		   			



STEP 32

Konfirmasi Hapus Data Permohonan

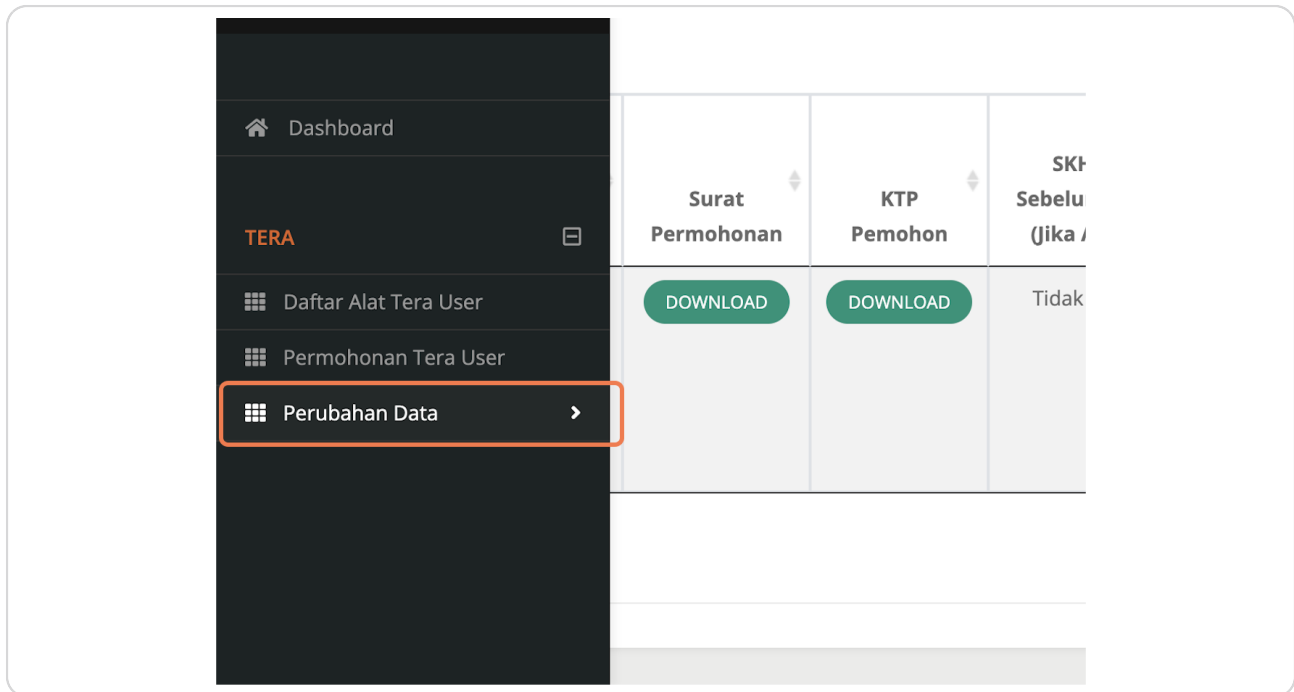
Klik tombol "HAPUS" untuk melanjutkan proses hapus data



STEP 33

Menu Perubahan Data

Pada menu Perubahan Data, terdapat 2 sub menu yaitu, Perubahan Status Alat Tera dan Perubahan Profil Pelaku Usaha (User)



STEP 34

Perubahan Status Alat Tera

Dashboard

TERA

Daftar Alat Tera User

Permohonan Tera User

Perubahan Data

Status Alat Tera

Profil Perusahaan

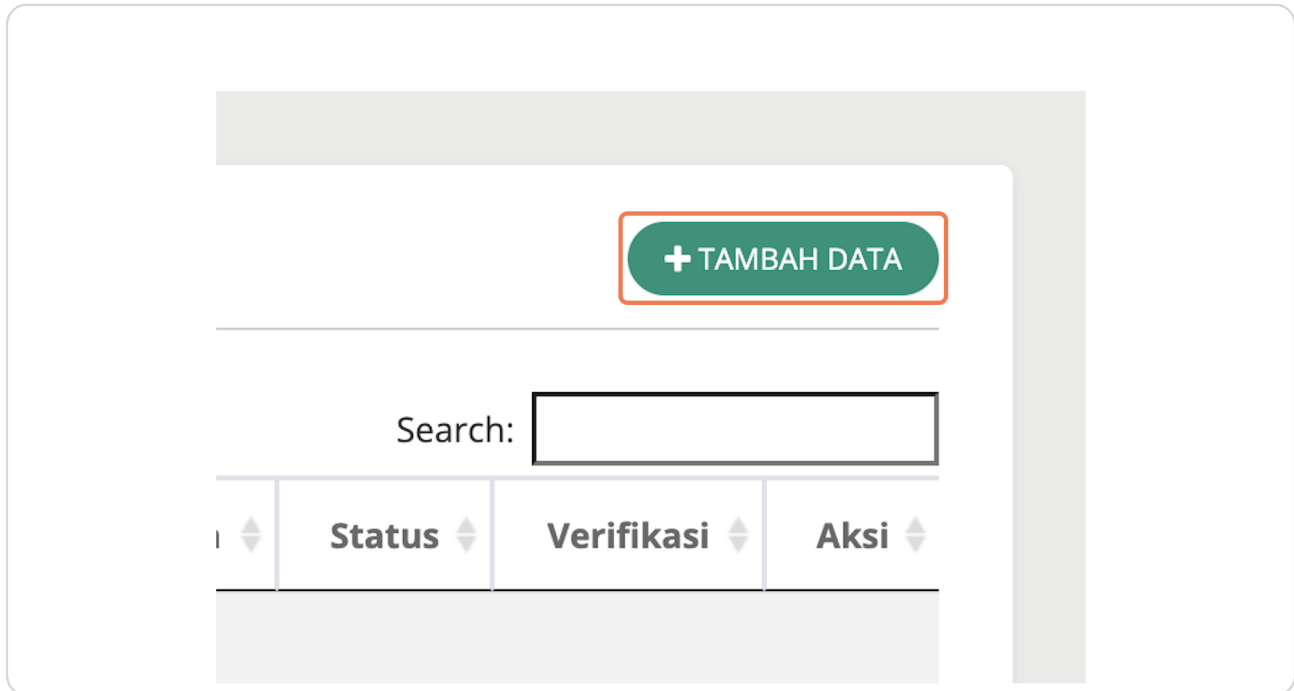
Surat Permohonan	KTP Pemohon	SKP Sebelum (Jika /
DOWNLOAD	DOWNLOAD	Tidak



STEP 35

Tambah Data

Klik tombol "TAMBAH DATA" untuk menambahkan data



The screenshot shows a web interface with a light gray background. A white card is centered, containing a green button with a white plus icon and the text '+ TAMBAH DATA'. The button is highlighted with an orange rectangular border. Below the button is a search bar with the label 'Search:' and an empty input field. Under the search bar is a table with three visible columns: 'Status', 'Verifikasi', and 'Aksi'. Each column header has a small gray diamond icon to its right. The table has a light gray header row and a white body row.

STEP 36

Isi data sesuai kolom yang tersedia, klik tombol "SIMPAN" untuk menyimpan data

PERMOHONAN PERUBAHAN DATA
Status Alat Tera

TAMBAH DATA

Alat Tera: TIMBANGAN PEGAS (Merk : ITRON, Model : 3333, No. Seri : 22222, Tipe : IW2P1-150GF-L)

Surat Permohonan: Choose File | File 1.pdf

Keterangan: non aktif kan alat tera

SIMPAN **KEMBALI**

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STEP 37

Ubah Data

Klik tombol seperti gambar di bawah ini :

+ TAMBAH DATA

Search:

tera	Keterangan	Status	Verifikasi	Aksi
JIGAN AS	non aktif kan alat tera	proses		Edit 

Previous 1 Next

STEP 38

Ubah data sesuai kolom yang tersedia, klik tombol "SIMPAN" untuk menyimpan perubahan data

PERMOHONAN PERUBAHAN DATA
Status Alat Tera

EDIT DATA

Alat Tera: TIMBANGAN PEGAS (Merk : ITRON, Model : 3333 , No. Seri : 22222, Tipe : IW2P1-150GF-L)

Surat Permohonan: Choose File | No file chosen | LIHAT FILE SAAT INI

*Kosongkan file jika tidak diubah

Keterangan: non aktif kan alat tera

SIMPAN KEMBALI

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STEP 39

Hapus data

Klik tombol seperti gambar di bawah ini :

+ TAMBAH DATA

Search:

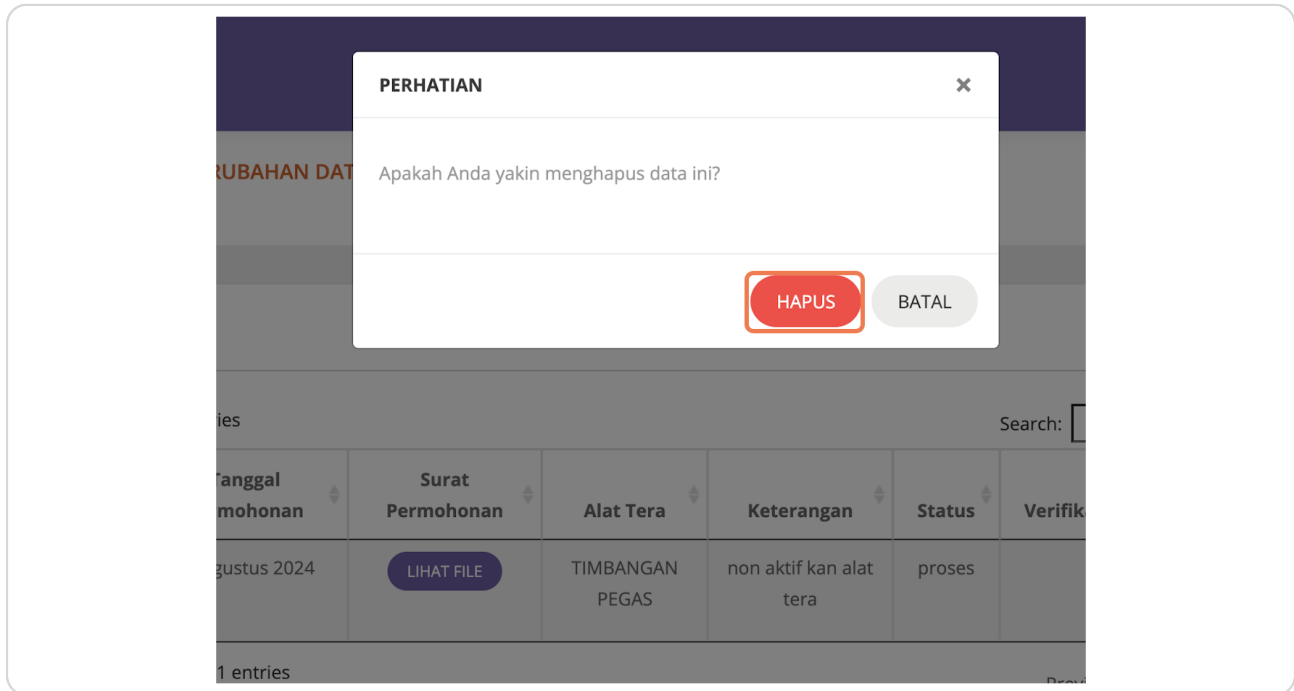
	Keterangan	Status	Verifikasi	Aksi
	non aktif kan alat tera	proses		Hapus 

Previous 1 Next

STEP 40

Konfirmasi Hapus

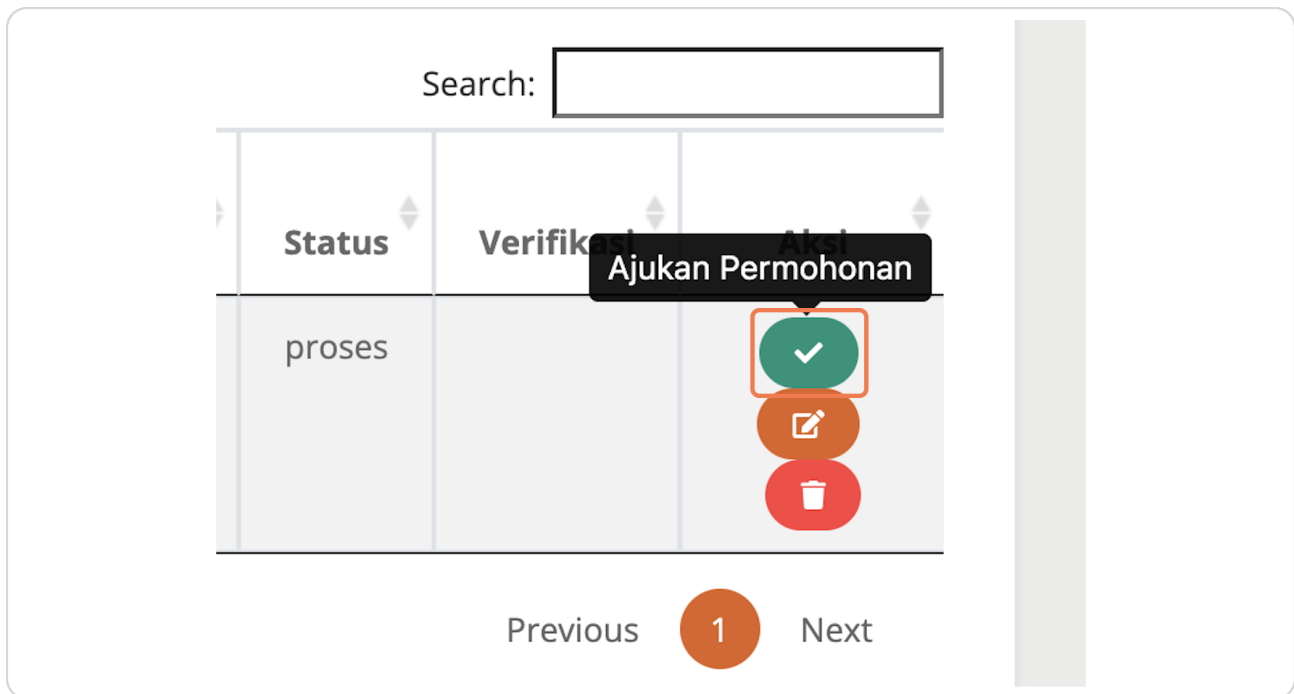
Klik tombol "HAPUS" untuk melanjutkan proses hapus data



STEP 41

Ajukan Permohonan Perubahan Data Status Alat Tera

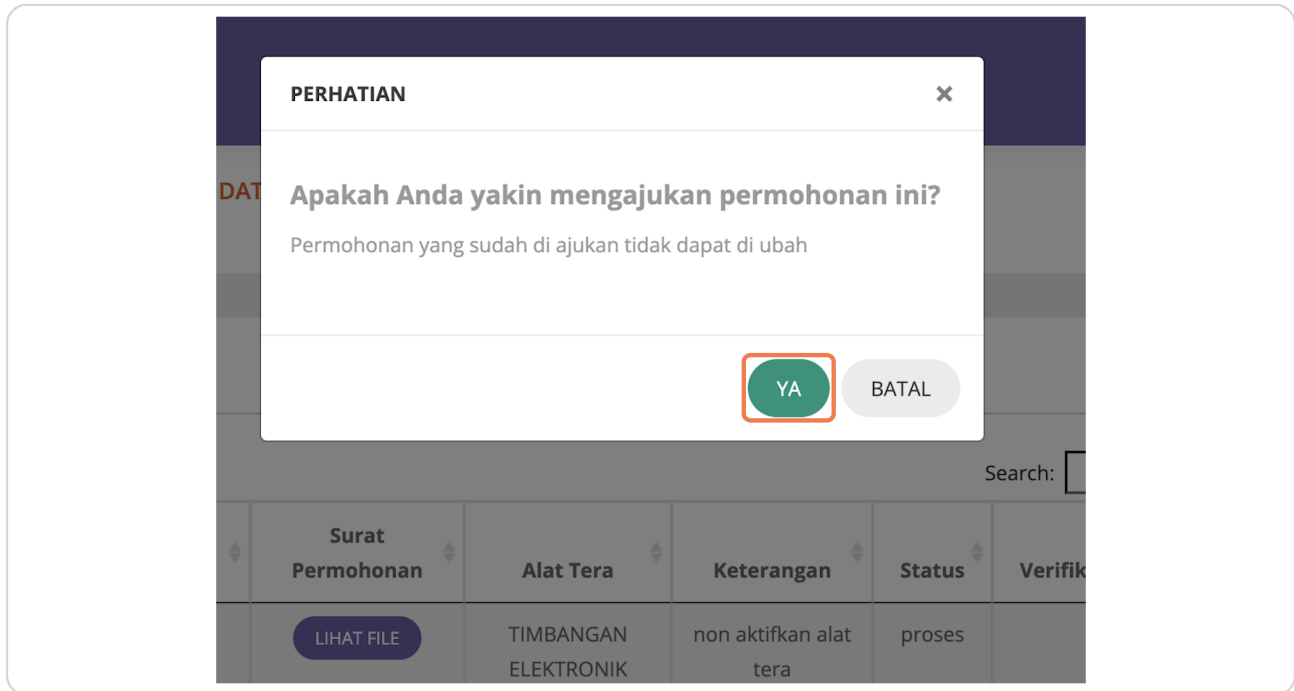
Untuk mengajukan permohonan perubahan data silahkan klik tombol seperti gambar di bawah ini :



STEP 42

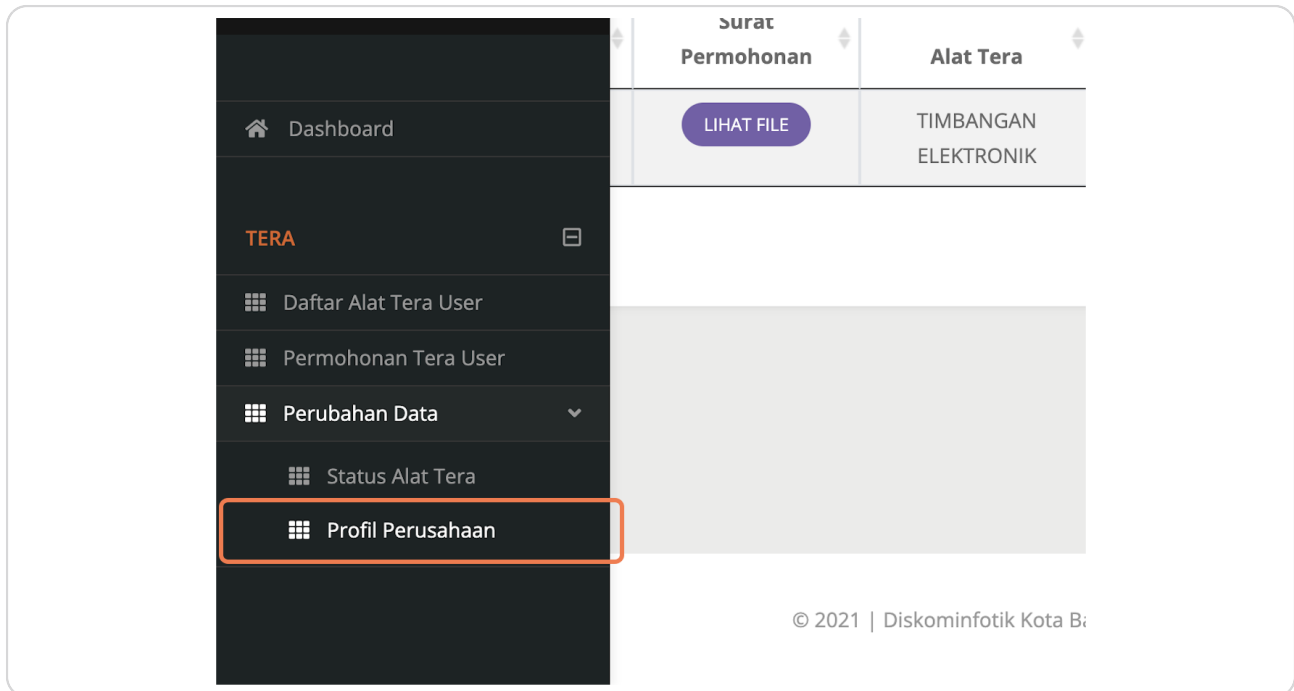
Konfirmasi Pengajuan Permohonan

Klik tombol "YA" untuk melanjutkan proses pengajuan permohonan



STEP 43

Perubahan Profil Pelaku Usaha



The screenshot displays a web application interface. On the left is a dark blue sidebar menu with the following items: Dashboard, TERA (highlighted in orange), Daftar Alat Tera User, Permohonan Tera User, Perubahan Data (with a dropdown arrow), Status Alat Tera, and Profil Perusahaan (highlighted with an orange border). The main content area is white and contains a table with two columns: Surat Permohonan and Alat Tera. The Surat Permohonan column has a purple button labeled LIHAT FILE. The Alat Tera column contains the text TIMBANGAN ELEKTRONIK. Below the table is a large grey rectangular area. At the bottom right of the main content area, there is a copyright notice: © 2021 | Diskominfotik Kota B.

Surat Permohonan	Alat Tera
LIHAT FILE	TIMBANGAN ELEKTRONIK

© 2021 | Diskominfotik Kota B.

STEP 44

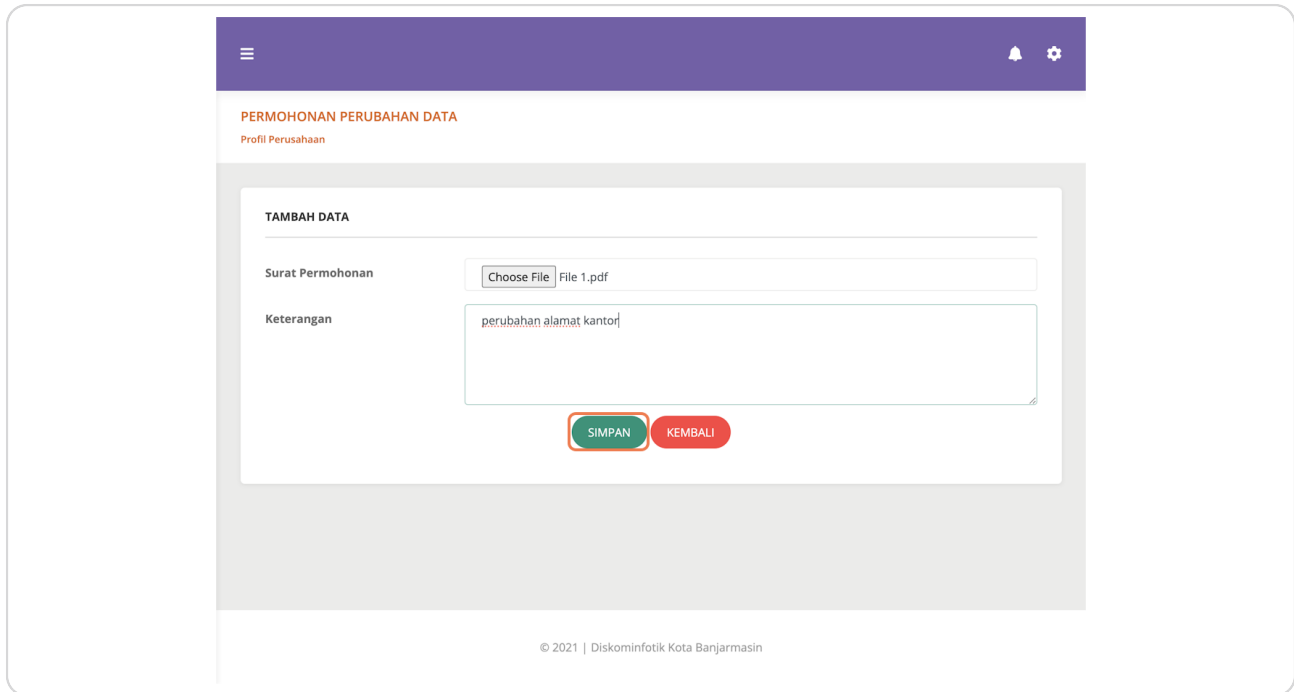
Tambah Data

Klik tombol "TAMBAH DATA" untuk menambahkan data perubahan

The screenshot shows a web interface for data management. At the top right, there is a green button with a white plus icon and the text "+ TAMBAH DATA", which is highlighted by a red rectangular box. Below this button is a search bar with the label "Search:" and an empty input field. Underneath the search bar is a table with four columns: "Keterangan", "Status", "Verifikasi", and "Aksi". Each column header has a small downward arrow icon to its right. The first row of the table is highlighted in light gray and contains the text "lable in table". At the bottom right of the table, there are two links: "Previous" and "Next".

STEP 45

Isi data sesuai kolom yang tersedia, klik tombol "SIMPAN" untuk menyimpan data



The screenshot shows a web application interface for submitting a data change request. At the top, there is a purple header bar with a menu icon on the left and notification and settings icons on the right. Below the header, the page title "PERMOHONAN PERUBAHAN DATA" is displayed in orange, followed by the subtitle "Profil Perusahaan" in a smaller orange font. The main content area is a light gray box containing a white form titled "TAMBAH DATA". The form has two fields: "Surat Permohonan" with a "Choose File" button and the text "File 1.pdf", and "Keterangan" with a text area containing the text "perubahan alamat kantor". At the bottom of the form are two buttons: a green "SIMPAN" button and a red "KEMBALI" button. The footer of the page, located at the bottom of the light gray box, reads "© 2021 | Diskominfotik Kota Banjarmasin".

STEP 46

Ubah Data

Klik tombol seperti gambar di bawah ini :

+ TAMBAH DATA

Search:

Keterangan	Status	Verifikasi	
ubahan tor	alamat	proses	Edit ✓

Previous 1 Next



STEP 47

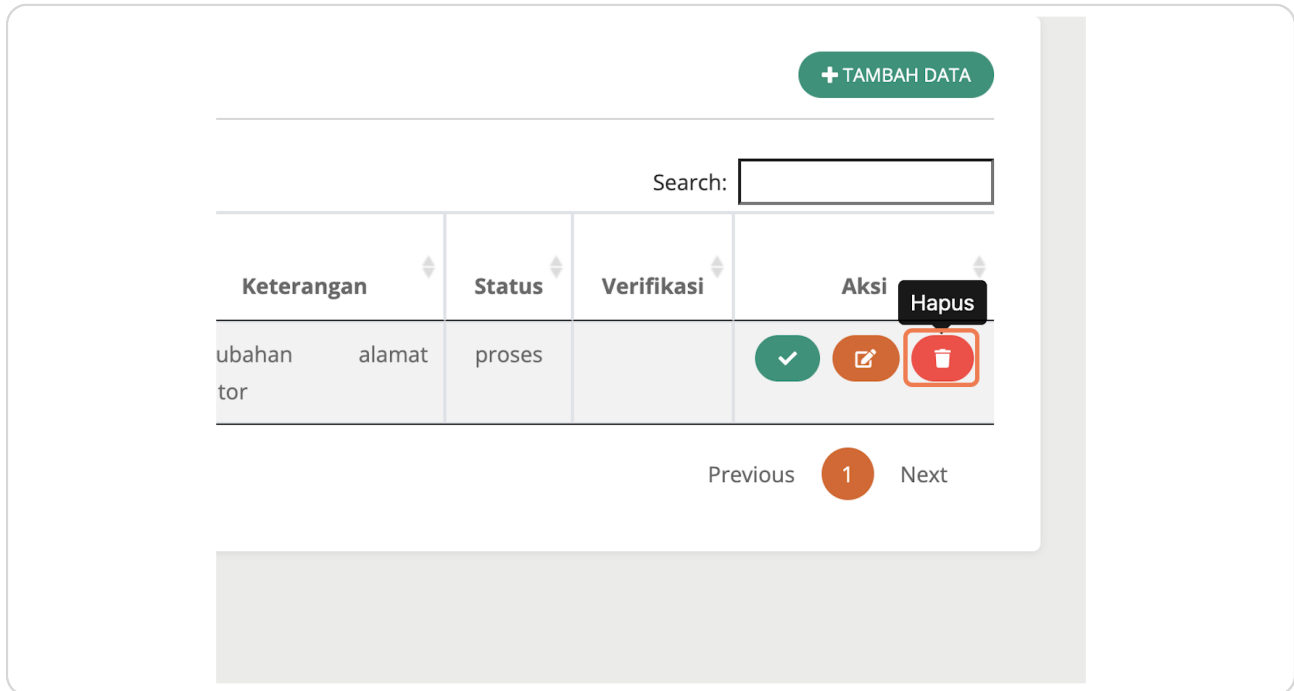
Ubah data sesuai kolom yang tersedia, klik tombol "SIMPAN" untuk menyimpan perubahan data

The screenshot shows a web application interface for data change requests. At the top, there is a purple header bar with a menu icon on the left and notification and settings icons on the right. Below the header, the page title 'PERMOHONAN PERUBAHAN DATA' is displayed in orange, followed by the subtitle 'Profil Perusahaan' in a smaller orange font. The main content area is a light gray box containing a white form titled 'EDIT DATA'. The form has two sections: 'Surat Permohonan' and 'Keterangan'. The 'Surat Permohonan' section includes a file upload button labeled 'Choose File' with the text 'No file chosen' next to it, and a purple button labeled 'LIHAT FILE SAAT INI'. Below this, a red asterisk warning message reads '*Kosongkan file jika tidak diubah'. The 'Keterangan' section is a text area containing the text 'perubahan alamat kantor'. At the bottom of the form, there are two buttons: a green 'SIMPAN' button and a red 'KEMBALI' button. The footer of the page, located at the bottom of the gray box, reads '© 2021 | Diskominfotik Kota Banjarmasin'.

STEP 48

Hapus Data

Klik tombol seperti gambar di bawah ini :



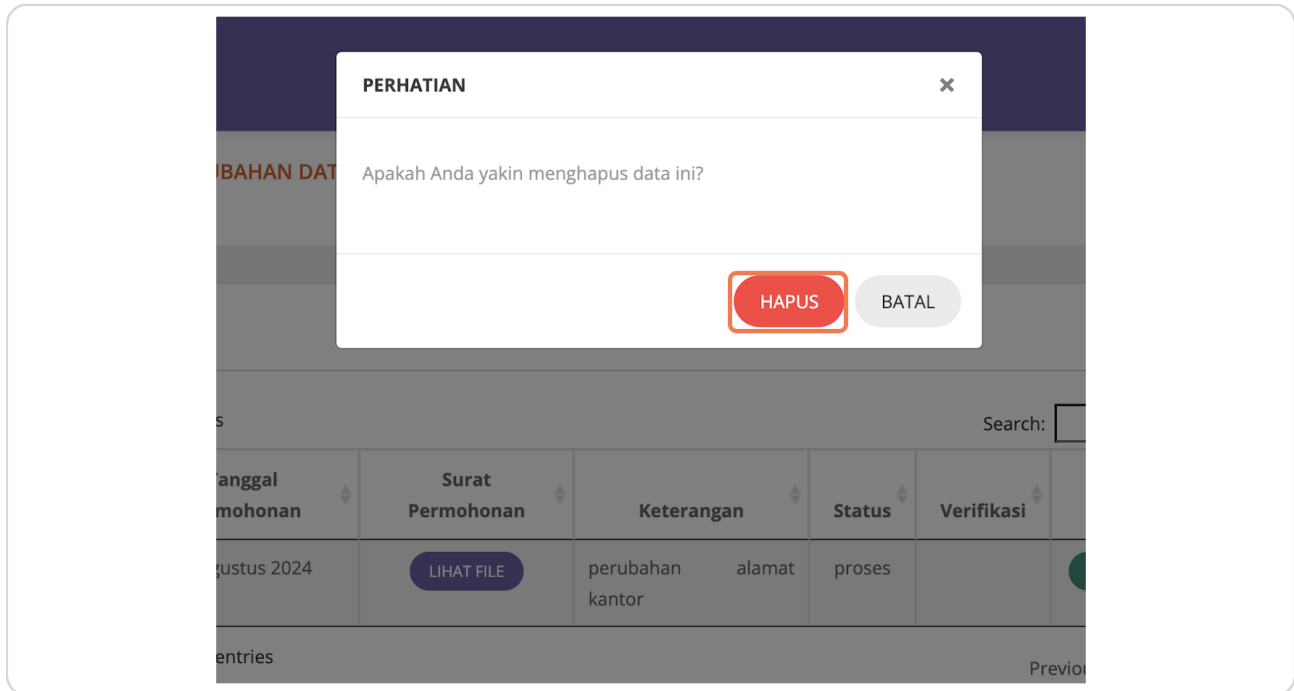
The screenshot displays a web application interface for data management. At the top right, there is a green button labeled '+ TAMBAH DATA'. Below it is a search bar with the placeholder text 'Search:'. The main part of the interface is a table with four columns: 'Keterangan', 'Status', 'Verifikasi', and 'Aksi'. The first row of data shows 'ubahan alamat' under 'Keterangan', 'proses' under 'Status', and an empty cell under 'Verifikasi'. The 'Aksi' column for this row contains three icons: a green checkmark, an orange edit icon, and a red delete icon (a trash can). A black tooltip with the text 'Hapus' is positioned over the red delete icon. At the bottom of the table, there are navigation links: 'Previous', a red circle with the number '1', and 'Next'.

Keterangan	Status	Verifikasi	Aksi
ubahan alamat	proses		  

STEP 49

Konfirmasi Hapus

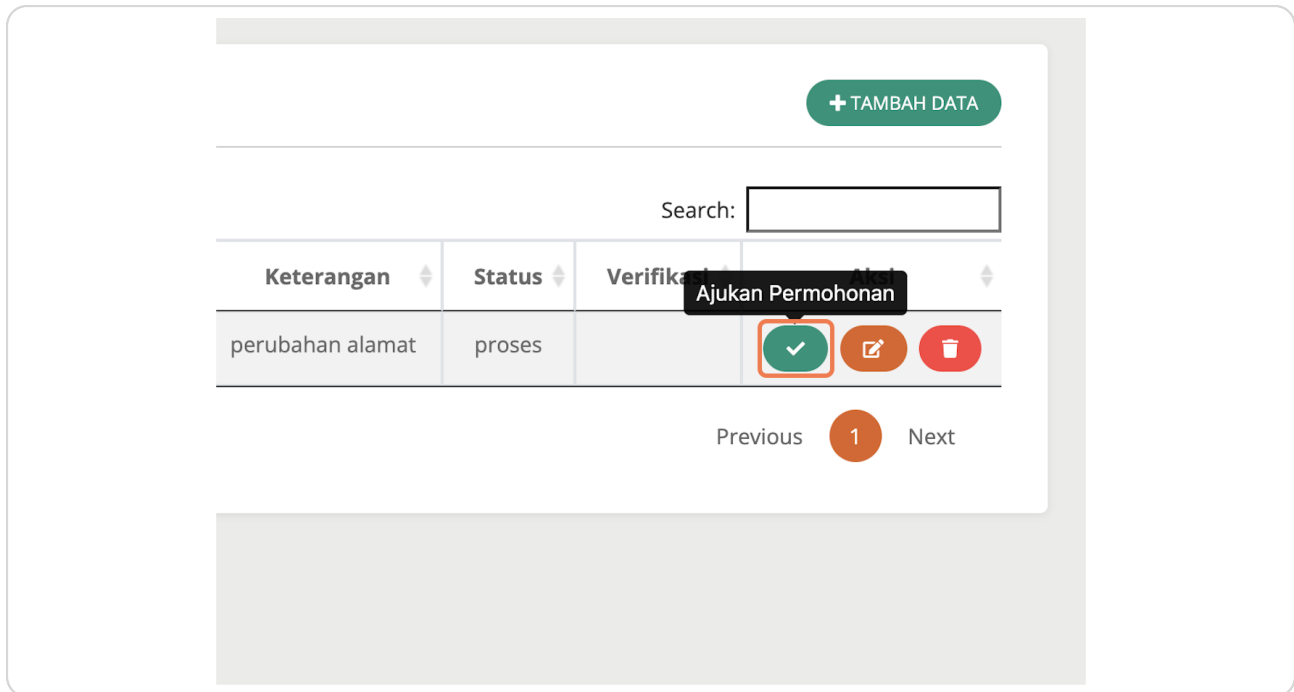
Klik tombol "HAPUS" untuk melanjutkan proses hapus data



STEP 50

Ajukan Permohonan Perubahan Profil Pelaku Usaha

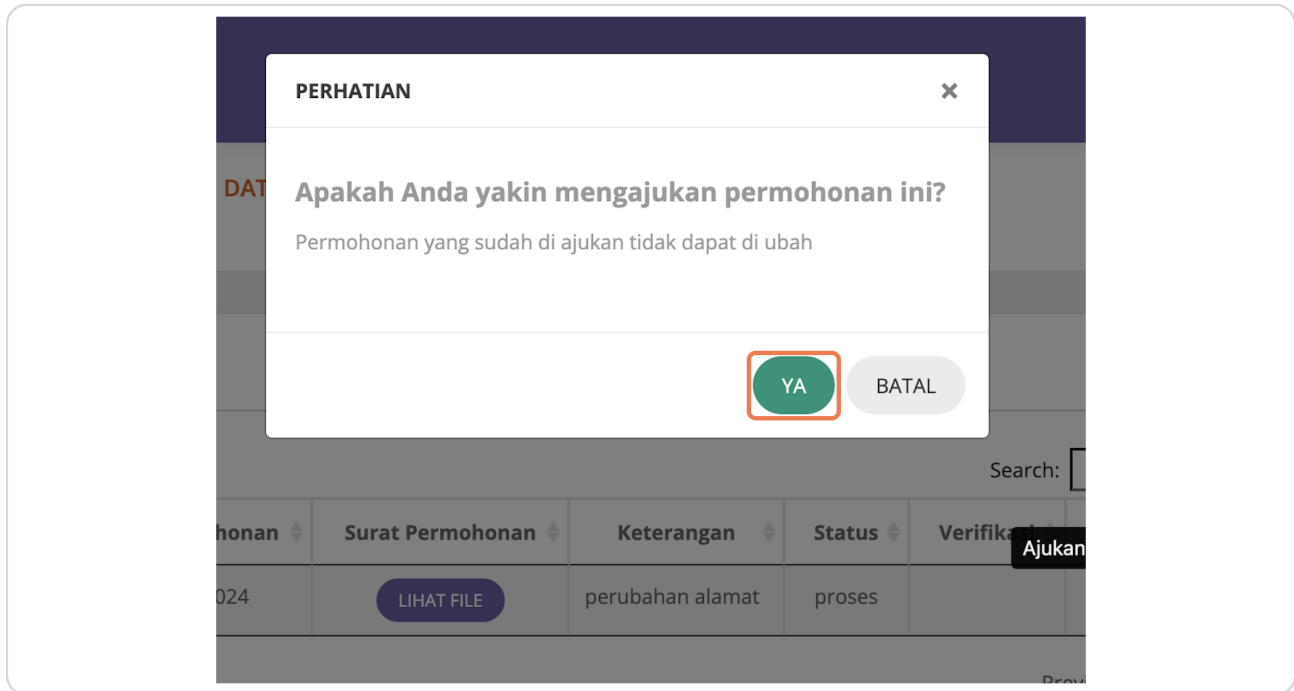
Untuk mengajukan permohonan perubahan data silahkan klik tombol seperti gambar di bawah ini :



STEP 51

Konfirmasi Pengajuan Permohonan

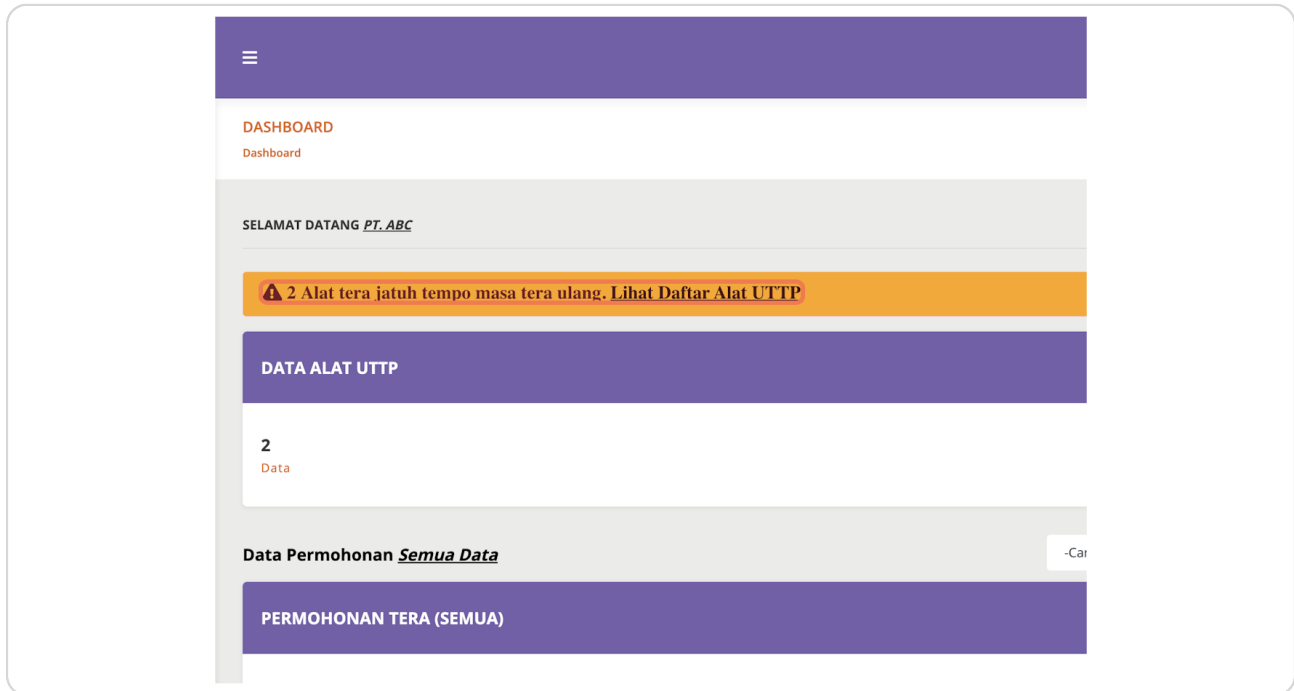
Klik tombol "YA" untuk melanjutkan proses pengajuan permohonan



STEP 52

Pengingat jatuh tempo tera ulang

Pengingat ini akan muncul jika mendekati tanggal jatuh tempo, yaitu kurang dari 30 hari



STEP 53

Lihat Daftar Alat UTTP

KI

mpo masa tera ulang. Lihat Daftar Alat UTTP



STEP 54

Tabel data alat tera jatuh tempo

Alat tera yang mendekati tanggal jatuh tempo untuk tera ulang, akan di tandai dengan warna kuning pada baris tabel

4

DATA

Alat UTPP

TABEL DATA ALAT UTPP

+ TAMBAH DATA

* Untuk merubah data UTPP, silahkan buat permohonan pada menu Perubahan Data

Show 10 entries

Search:

No	Nama UTPP	Merk	Model	No Seri	Tipe	Kapasitas	Tanggal Terakhir Tera	Tanggal Jatuh Tempo	Kelas	Daya Baca	Merk ITP	Merk Kendaraan
1	TIMBANGAN ELEKTRONIK	PRESICA	123	S-0123		50 kg	2024 Februari 05	2025 Februari 20				
2	TIMBANGAN PEGAS	ITRON	3333	22222	IW2P1-150GF-L	100	2024 Februari 05	2025 Februari 20				

Showing 1 to 2 of 2 entries

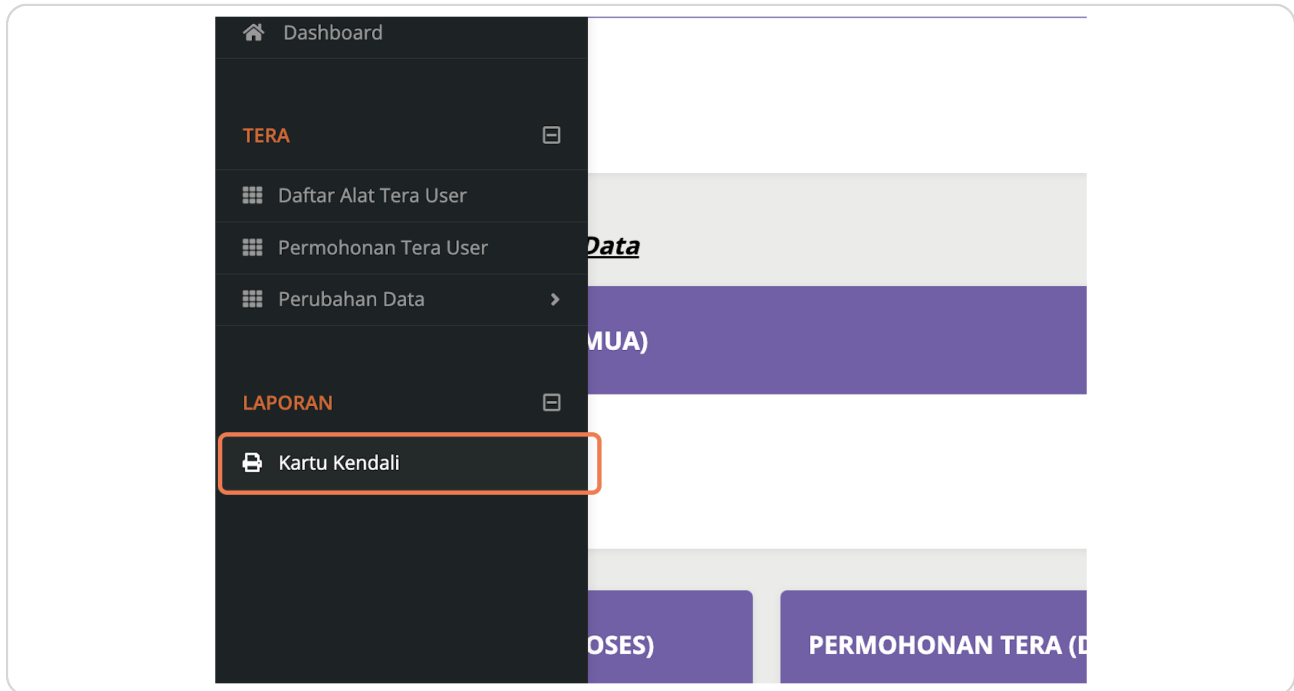
Previous 1 Next

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STEP 55

Laporan Kartu Kendali

Klik menu seperti gambar di bawah ini :



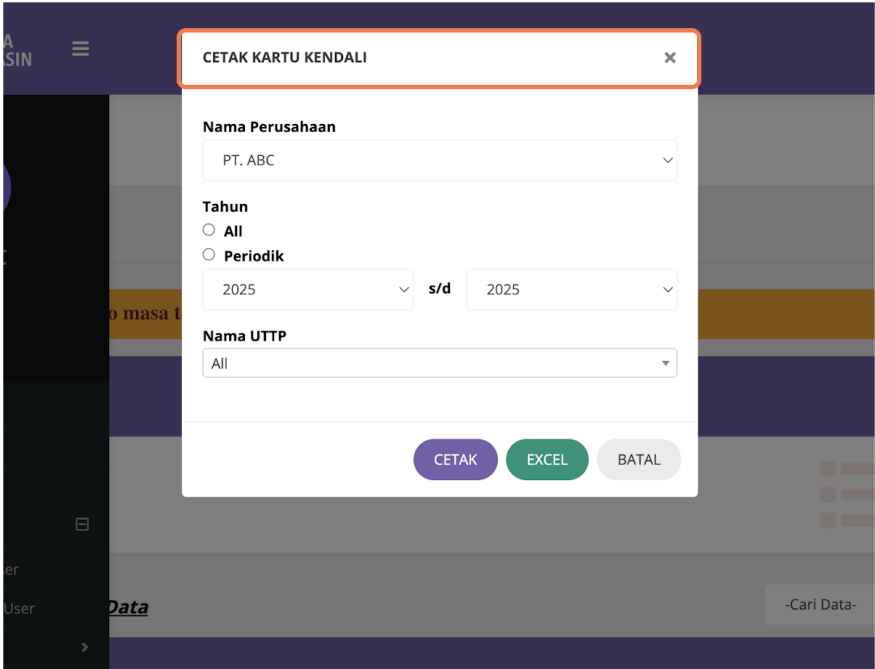
STEP 56

Form Cetak Laporan Kartu Kendali

Silahkan pilih tahun dan nama UTTP yang akan di cetak.

Klik tombol "Cetak" untuk melihat hasil laporan dalam bentuk print preview.

Klik tombol "Excel" untuk menyimpan laporan dalam bentuk file Excel



The screenshot shows a web application interface with a modal form titled "CETAK KARTU KENDALI". The form contains the following fields and options:

- Nama Perusahaan:** A dropdown menu with "PT. ABC" selected.
- Tahun:** Radio buttons for "All" and "Periodik". The "Periodik" option is selected.
- Periodik Range:** Two dropdown menus for the start and end years, both set to "2025", separated by "s/d".
- Nama UTTP:** A dropdown menu with "All" selected.
- Buttons:** Three buttons at the bottom: "CETAK" (purple), "EXCEL" (green), and "BATAL" (grey).

The background shows a sidebar with a menu and a main area with a table header "Data" and a search bar "-Cari Data-".

