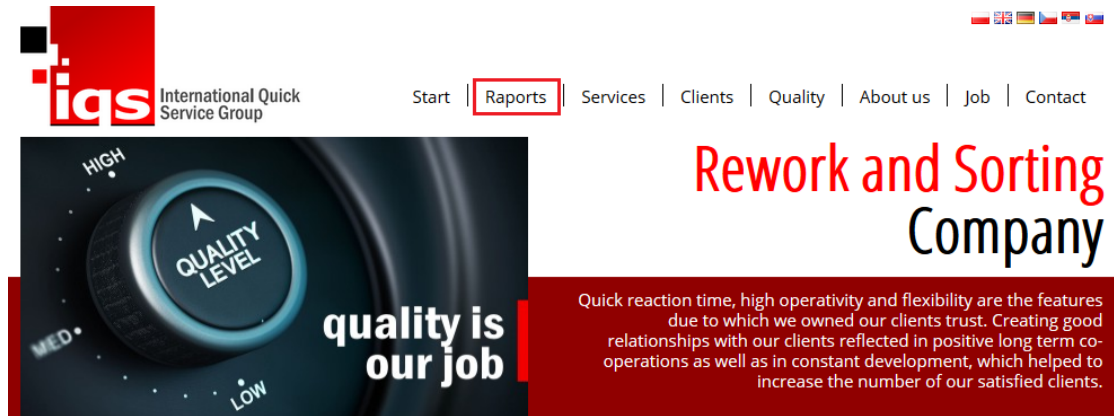**Reporting system via the Internet**

We provide you with the current system of online reporting available through our website www.iqs-group.com which you have access to full documentation of work performed by us. This system operates 24h. You also have access to "history" of orders made in the past in any given period of time and other methods to search by your preffered criteria.

Log-in

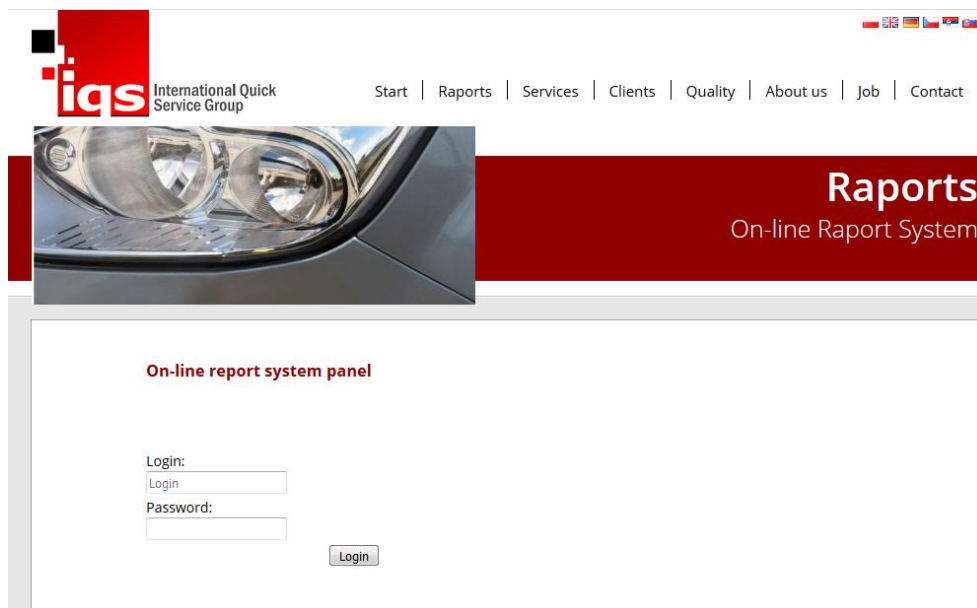Login area to the reporting system by the Internet is coming through after entering the web-site at http://www.iqs-group.com or http://www.iqs.pl.

After selecting the "Reports" tab, you will be redirected to the login panel for the on-line reporting system.

At the beginning of order, IQS add to your disposal on-line reports, providing login and password that will be the ID for all subsequent orders. If will be necessary for you is possibility to change the data.

After administration of the correct login and password is visable request search:
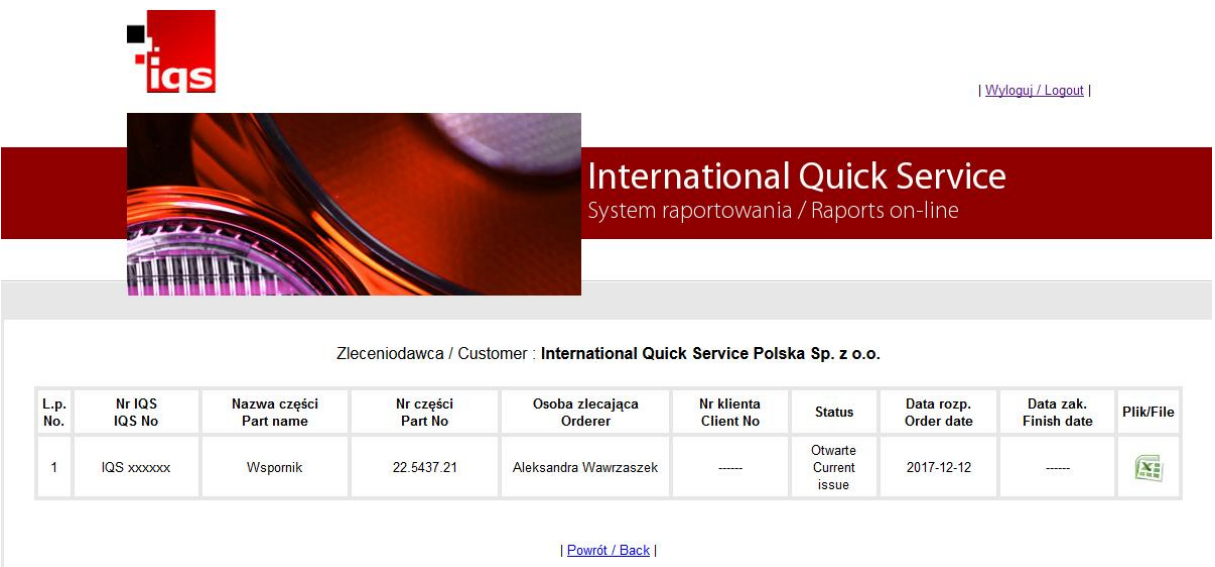

This feature allows you to search job in several ways:
- the order number assigned by the IQS
- part number
- part name
- the number of order assigned by the customer
- ordering person
- order status
- any date range

The order search engine is used to sort the information about all orders.

In case you choose for searching the date range option the search engine will find all orders that began during this period for ex. from 2011-06-01 to 2011-06-30 will display all orders that started during this time.

When you select any search option will be shown a table :

Zleceniodawca / Customer : **International Quick Service Polska Sp. z o.o.**

L.p. No.	Nr IQS IQS No	Nazwa części Part name	Nr części Part No	Osoba zlecająca Orderer	Nr klienta Client No	Status	Data rozp. Order date	Data zak. Finish date	Plik/File
1	IQS xxxxxx	Wspornik	22.5437.21	Aleksandra Wawrzaszek	------	Otwarte Current issue	2017-12-12	------	📊

| Powrót / Back |

In addition to the basic data, the table contains the status of an order, after which you can search for order now in progress or completed. Orders which are open are daily updated. Closed work order mean completed (invoiced).

Each order can be downloaded to local disc or reviewed directly from the server.

Remember that before you leave reporting system you have to **log-out**.