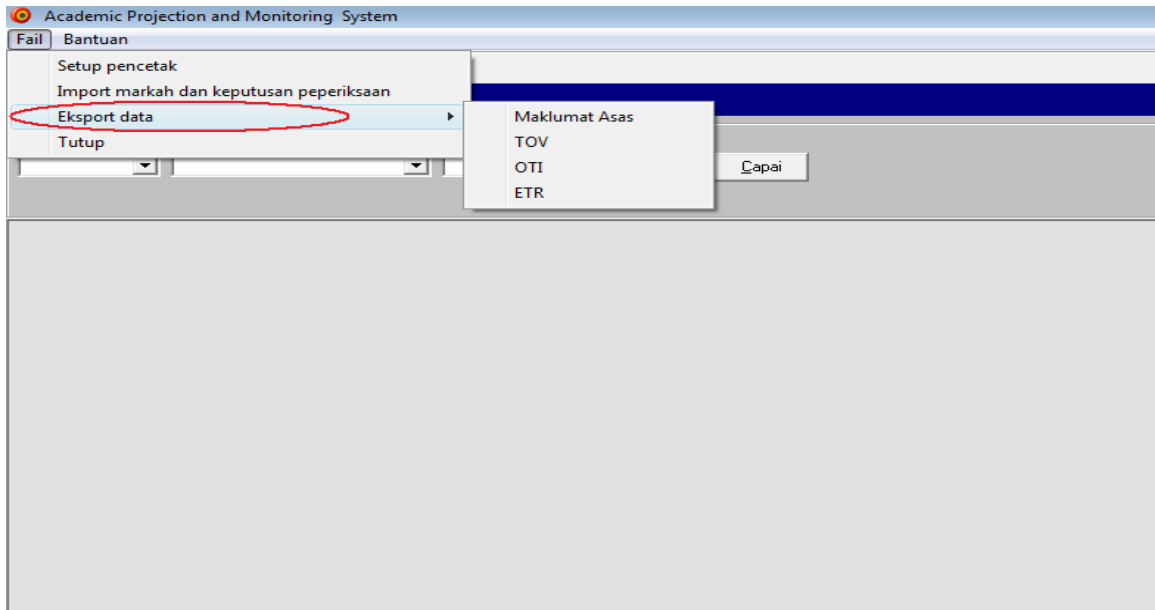


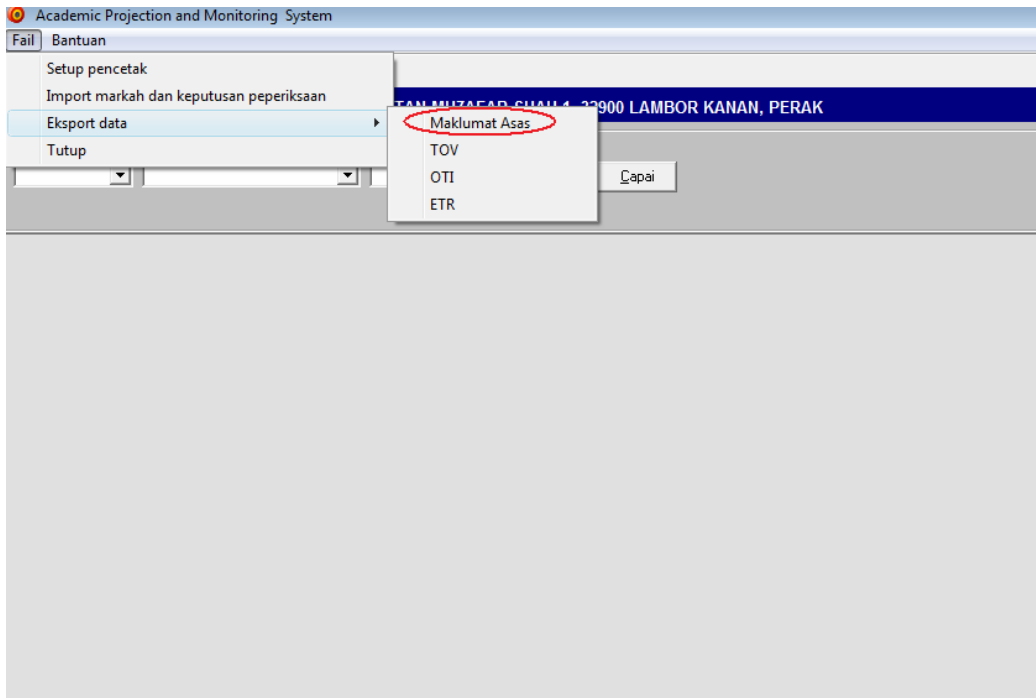
MANUAL MEMUAT NAIK HEADCOUNT KE LAMAN WEB

Klik fail pada paparan utama **Sistem Headcount (APMS)** dan pilih menu **eksport data**

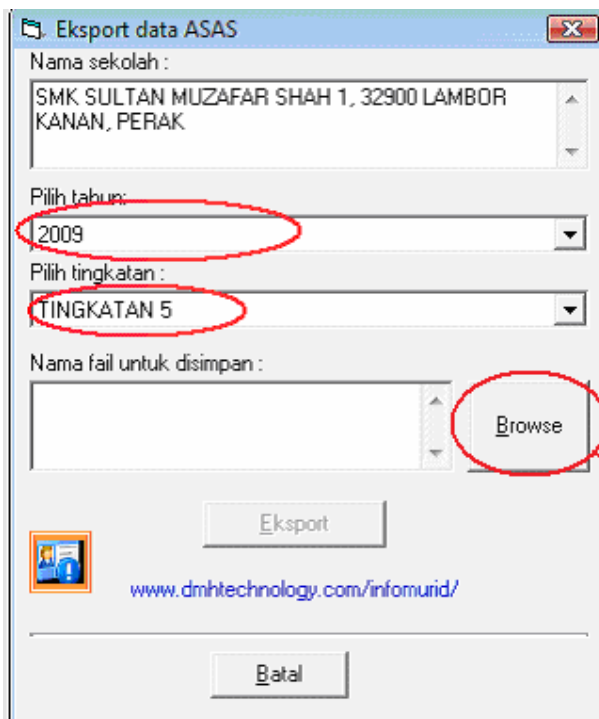


MEMUAT NAIK MAKLUMAT ASAS HEADCOUNT KE LAMAN WEB

Klik Fail → Eksport Data → Maklumat Asas

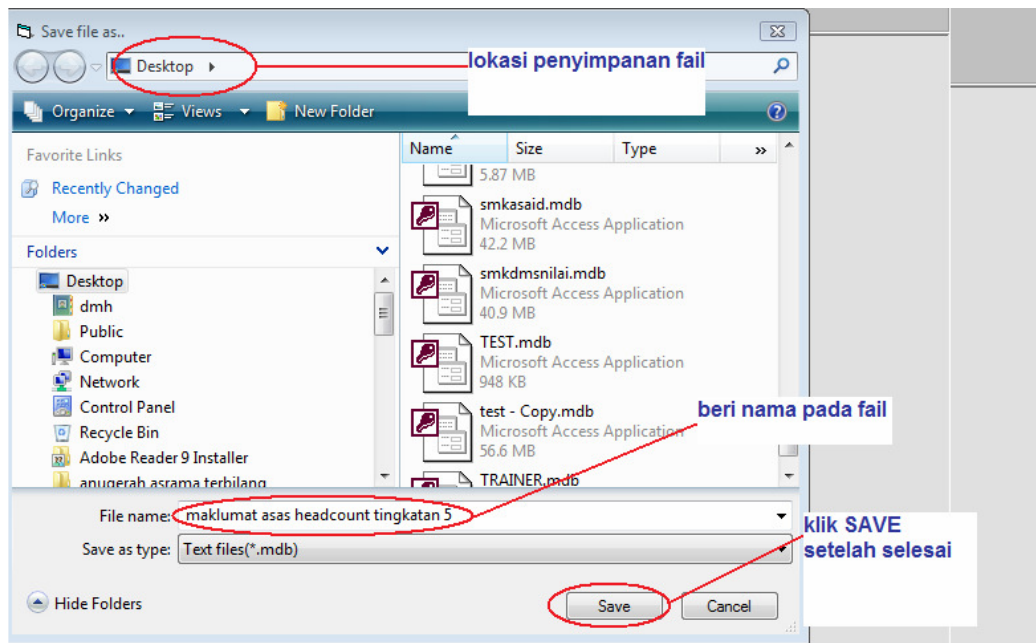


Sila pilih TAHUN dan TINGKATAN

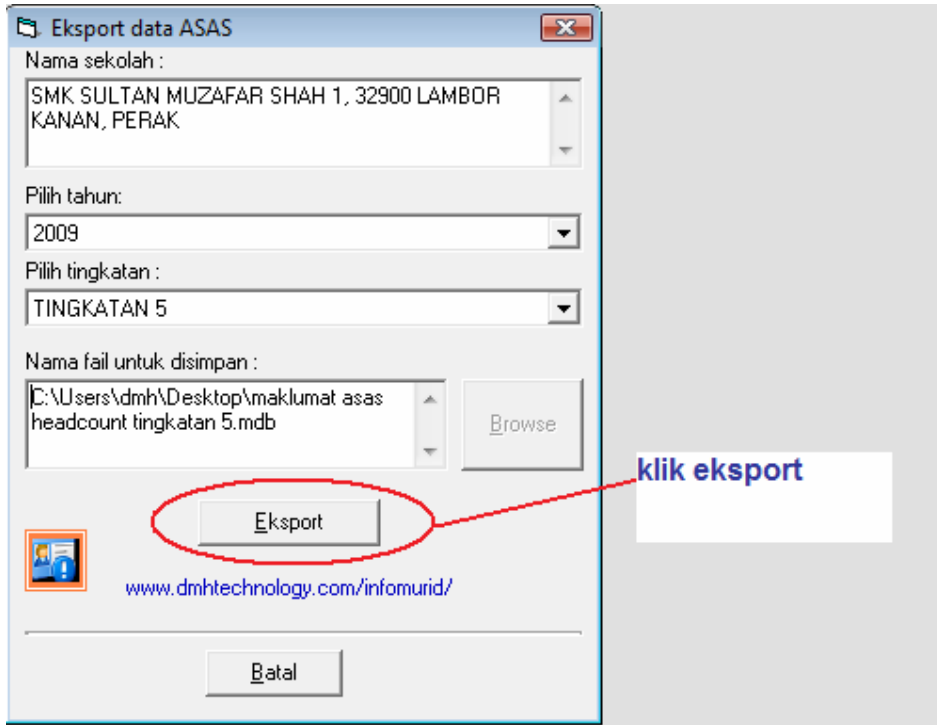


klik browse

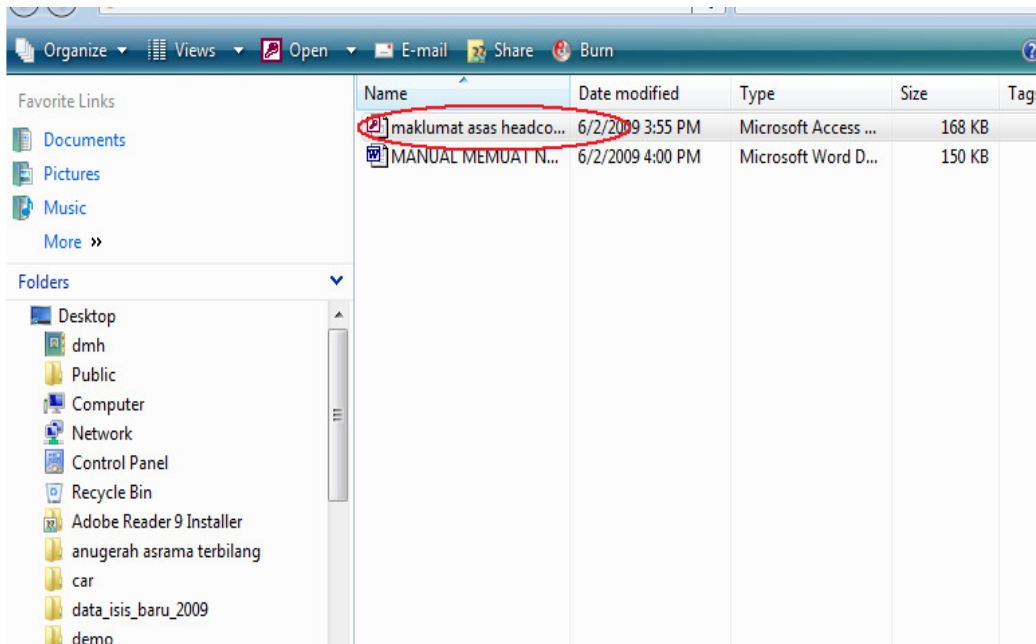
Klik BROWSE untuk menempatkan lokasi fail untuk disimpan



Klik EKSPORT



Fail akan di eksport ke lokasi yang dipilih (format .mdb)



Sila masuk ke laman web untuk memuat naik fail headcount

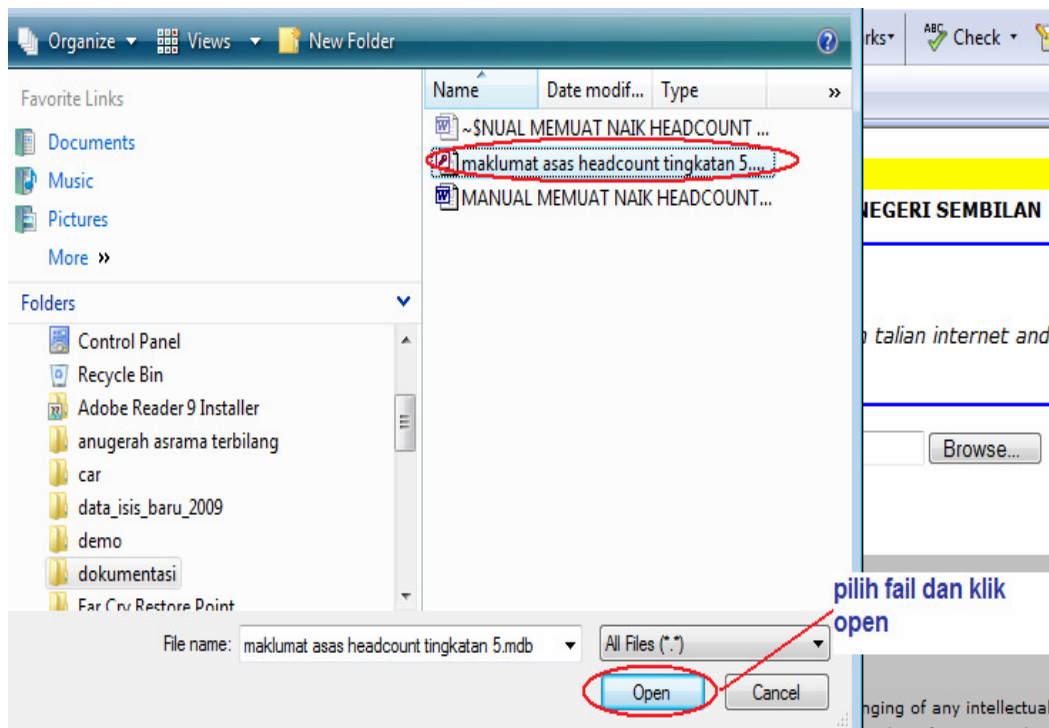


Klik BROWSE untuk mencari lokasi fail yang disimpan

- Tekan butang Browse untuk memilih fail yang berkaitan.
- Klik butang Upload untuk muat naik fail ke laman web.
- Masa yang diambil untuk muat naik adalah bergantung kepada saiz fail dan kelajuan talian internet anda..

A screenshot of a file upload form. The form has a text input field labeled 'Fail untuk dimuat naik :'. To the right of the input field is a 'Browse...' button, which is circled in red. Below the input field is an 'Upload' button. A blue arrow points from the text 'klik browse' to the 'Browse...' button. Below the form is a grey box containing the 'Terms and Conditions' section, which lists several rules for file uploads.

Pilih fail dan seterusnya klik open



Sila klik UPLOAD

- Tekan butang Browse untuk memilih fail yang berkaitan.
- Klik butang Upload untuk muat naik fail ke laman web.
- Masa yang diambil untuk muat naik adalah bergantung kepada saiz fail dan kelajuan talian internet anda..

Fail untuk dimuat naik : C:\Users\dmh\Desktop\dokumentasi\maklumat asas headcount tingka

— sila klik upload

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- Upload files that contain a virus or corrupted data.
- Delete any author attributions, legal notices or proprietary designations or labels in a file that you upload.

Mesej ini akan dipaparkan jika anda berjaya memuat naik



MESSAGE

Muat naik fail : studentgopeng2006.mdb telah berjaya
[Klik di sini untuk kembali ke Menu Utama](#)

NOTA :
ULANG PROSES YANG SAMA UNTUK MEMUAT NAIK
TOV,OTI DAN ETR.....