

Client's TODO List

It is the responsibility of the IT person to perform the following activities on a regular basis

- Visit & Like our Facebook Page at <u>https://www.facebook.com/SHETechnologies</u> to stay updated with our latest news & updates.
- 2. Take database(s) backup 2-3 times in day and place on safe place like Google drive. For more detail download admin from www.shetechnologies.com
- 3. Please fill out our Feedback Form to provide us with your valuable feedback about our services, so that we can improve and serve you in better way.

https://membersportal.com.pk/helpdesk/admin/feedback

- 4. For any new software requirement generate Ticket in **Ticket System.** This will help us to monitor and track of each requirements. <u>https://membersportal.com.pk/helpdesk</u>
- 5. Complete the **Company Form** to provide official email account and point of contact (POC) for communication.<u>https://membersportal.com.pk/helpdesk/admin/comp_support_show</u>
- 6. Kindly approve the Mask Name from Telecom Companies (Telenor, Zong, Jazz, Ufone) and 3rd

Parties (OUTREACH, ITELSERVICES, EKHAATA, KEYSOL), to send your transactional, promotional

& Greetings SMS with your Company/Brand name.

For more information, please click on Login on our website <u>https://www.shetechnologies.com</u> and use the following credentials:

Username: she Password: shetec@123 SOFTWARE HARDWARE Thank you for choosing SHE Technologies Services.

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www.shetechnologies.com