



Instruction Manual

Member Registration

Member can easily register on HSA FMIS by following the below mentioned steps:

- 1. Go to http://www.hsafmis.com/
- 2. Click on "Create an account" Link:

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	EMISC	
and the second second second	🛎 Email	
	Password	
	■ Remember me Login 🥣	
	Forgot your password ? click here to retrieve your password.	
	Don't have an account yet? Create an account	
	© HSA.	
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	FMIS	
	A Full Name	
	Email	
	Re-type Your Password	
	I agree to the Terms of Service and Privacy Policy	
	⊕ Back Sign Up ⊖	
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3. Fill in your details and click on "Sign Up" button

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← → C 🗋 www.hsafmis.co	m	☆ E
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	kgarg@jhainfotech.com	
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4. Go to your registered email address's mailbox. Check the email from FMIS. Click the link in the email to verify your email address.

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	FMIS						
	Thank you for i	egistering wit	h FMIS	in Cloud!			
	We have received a re Please click the link be	quest for registration, low to confirm your re	, we still nee egistration	d to verify yo	ur email address.		
	Click here to confirm	your registration with	FMIS In Cl	bud			
	If you did not initiate th email and we will not co	is signup, we apologi ontact you again.	ze for the in	convenience.	. You can ignore t	his	
	This is a system generated	email and reply to this a	address is not	monitored.			
	© HSA 2015.						







6. Fill in your Login email address and password and click on "Login" button.

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			FMIS	
			Login to your account	
			🛔 kgarg@jhainfotech.com	
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			Forgot your password ?	
			click here to retrieve your password.	
			Don't have an account yet ? Create an account	
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7. After login you will be redirected to your Profile. Select your department, location and other details and click on save button.

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Your FMIS Profile						🖺 Sa	ve X Cancel
Information							Detail
Department (All your tickets will default	to this department)	Location			Display Name		
Choose	×	Choose		٣	Krati Garg		
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Email Address	Login Name		Password			Calendar Show	
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Your FMIS Profile						P) Sat	ve Y Cancel
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▲ Information Department (All your tickets will default	to this department)	Location			Display Name		Detail
Information Department (All your tickets will default Administration	to this department)	Location Administration		×.	Display Name Krati Garg		Detail
▲ Information Department (All your tickets will default Administration Email Address	to this department)	Location Administration	Password	×.	Display Name Krati Garg	Calendar Show	Detail





Creating Ticket

1. Go to Dashboard and click on "Start New Ticket" link or click on "New Ticket" link on the left main menu.

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2. Fill in all the fields and click on "Save New Ticket" to save the ticket.

C www.hsafmis.com/a/newticket.aspx	ें जिल्लाहर के का
New Ticket by Krati Garg (kgarg@jhainfotech.com)	Krati Garg (Customer)
Issue Ticket For Testing!!!	Department (Where Issue Is Located)
Team Electrical	Location (Where Issue Is Located) Cardiology
Details Test Ticket detail	View Open Tickets In Department: Cardiology, Location: Cardiology
	ECG Machine Department: Cardiology, Location: Cardiology, Class: Biomedical, Sub Class: Patient Care, Make: Philips Medical Systems, Model: Pagewriter Touch Ref. 860284, Serial No: US30603666, FMISID: 00000530
	Show Open Tickets for Equipment
Priority Complete By High * 31-Aug-2015	
	😫 Save New Ticket

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3. After saving the ticket you will be redirected to the dashboard where you can find your active tickets.

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Da	ashk	board	FMIS								
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